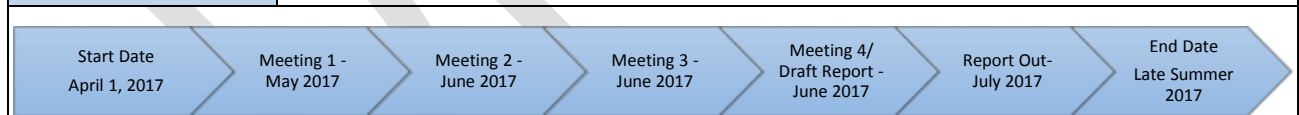




PROJECT CHARTER, Study Spokane Falls Blvd Bldg. Height Limits

DRAFT For Plan Commission Consideration - April 12, 2017

Project Title:	Spokane Falls Blvd Building Heights, DTC-100 zoning
Project Sponsor(s):	Ben Stuckart, City Council President
Project Manager:	Lisa Key, Planning Director
Project Purpose:	To determine a recommended approach to address concerns from property owners/developers that the requirements of Spokane Municipal Code (SMC) 17C.124.220 as it relates to heights of buildings on the south side of Spokane Falls Boulevard.
High-Level Requirements:	<ul style="list-style-type: none"> • Convene a Stakeholder Working Group – Discuss project purpose and explore possible solutions to stated issues. • Final Report summarizing issue background, summary of findings from working group, and recommendations for possible code amendment, possible changes to policy as part of a planned Downtown Plan update, or through a possible Comprehensive Plan policy amendment. • Presentations on findings to Plan Commission and possibly City Council.
Risks:	<ul style="list-style-type: none"> • This project was recently added to the Plan Commission work program and may delay work on other projects. • This project has the potential to be highly controversial which may delay the completion and final deliverables.
Constraints:	<ul style="list-style-type: none"> • Scope needs to be limited to make efficient use of stakeholders’ time, limited budget, and staff resources. • Outcome will be a potential recommendation on future action not a direct change to policy or code. • Limited effect (# of affected parcels); these sites have been identified as key sites in the Downtown Plan.
Project Timeline:	Completion of report and recommendations by late summer.



Staff Technical Assistance Team		
Project Role	Name	Job Title
Project Sponsor	Ben Stuckart	City Council President
Project Manager	Lisa Key	Planning Director
Project Coordinator	Tirrell Black	Associate Planner
Project Team Member	Kevin Freibott	Assistant Planner
Project Team Member	Omar Akkari	Urban Designer
Urban Design Consultant	Mark Hinshaw	Urban Designer, Walker Macy



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ADDITIONAL INFORMATION:

Topic/Goal: To determine a recommended approach to addressing stated concerns from property owners/developers that the requirements of Spokane Municipal Code (SMC) 17C.124.220 as it relates to heights of buildings on the south side of Spokane Falls Boulevard.

Directive: Form a working group and study potential alternatives to the SMC provision and report back to the Plan Commission, per Plan Commission directive at the workshop on March 22, 2017.

Budget/Funding Source: Planning Department, Consultant Services Budget, not to exceed \$9800. (Budget does not include in-kind costs.)

Workgroup Members (13 + Staff):

- Plan Commissioners (3)
- Community Assembly Representative (1)
- Parks Board Members (2)
- Parks Staff (1 + 1 Alternate)
- Planning Staff (1)
- Downtown Spokane Partnership (1 + 1 Alternate)
- Owner Representative (1)
- Citizen-at-Large Representative (1)
- Riverside Neighborhood Representative (1)
- Industry Representative (2)

Final Outcome/Deliverable: Final report (approx. 10 pages) giving limited background, summary of findings, and recommendation.

Meeting Plan: Four workgroup meetings, bi-weekly or monthly, with the following goals:

- Meeting 1 – Discuss background and project goals, walk length of project to familiarize group with topic.
- Meeting 2 – Review alternative designs possible consistent with existing Comprehensive Plan and Downtown Plan policy, that could be addressed through code amendment. Discuss possible refinements to policy that could be contemplated as part of the Downtown Plan Update, or through a possible Comprehensive Plan Amendment.
- Meeting 3 – Continue to refine topics discussed in Meeting 2. Develop draft recommendations for further refinement in Meeting 4.
- Meeting 4 – Summarize findings of analysis and compile final recommendations for report.

Possible Consultant Assistance: Consider using Mark Hinshaw (Walker-Macy) under current Personal Services Agreement. Mr. Hinshaw would likely help develop possible design alternatives within the current code and to facilitate discussion.



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Report: Following the meetings, Planning Department staff will create the final product, in consultation with the working group chair, and report back to Plan Commission with the final findings. The report will include the following:

- Review of existing policy, code, and design standards (Comprehensive Plan, Downtown Plan, SMC).
- Review of previous and updated shading studies and the effect of shading on the park/public uses.
- Design examples that fit the current policy.
- Potential code modifications/clarification that can be developed immediately (SMC), consistent with existing policy.
- Potential update/amendment to policy established in the Downtown Plan for possible consideration during 2018 Downtown Plan Update.
- Recommendations for additional/updated policy, code, and design standard guidance.

Following preparation of the report and circulation to the Plan Commission, Staff will present the findings at a Plan Commission workshop.

DRAFT

Plan Commission Working Group
Spokane Falls Blvd Heights, DTC-100 zone standards
Participants (May 2017)

name	affiliation
Todd Beyreuther	Spokane Plan Commissioner
Mike Baker	Spokane Plan Commissioner (alternate)
Chris Batten	Spokane Plan Commissioner
Christy Jeffers	Spokane Plan Commissioner
Greg Francis	Community Assembly
Chris Wright	Spokane Parks Board
Mark Richard	Downtown Spokane Partnership
Andrew Rolwes	Downtown Spokane Partnership (alternate)
Jim Price	Citizen Representative
Jim Kolva	Riverside Neighborhood Representative
Lisa Key	Spokane Planning Director
Leroy Eadie	Spokane Parks Director
Gary Bernardo	Bernardo Wills Architects
Ann Martin	Heylman Martin Architects
David Peterson	Goodale & Barbieri