

# **PUBLIC PARTICIPATION PROGRAM**

FOR THE  
SPOKANE MUNICIPAL CODE REVISIONS FOR INFILL HOUSING

This Public Participation Plan is a framework for activities to involve the public in the review of recommended revisions to the Spokane Municipal Code related to improving options for the development of infill housing.

## **PUBLIC INFORMATION**

Public information including background information, draft documents and public meeting dates is available on the Planning Services Department website at:  
[http://www.spokaneplanning.org/Infill\\_Housing.html](http://www.spokaneplanning.org/Infill_Housing.html)

## **PUBLIC MEETINGS**

Opportunities for public comment will be provided at public meetings and hearings. Public meetings and hearings will include:

- **Plan Commission Workshops**  
Workshops are held on the second and fourth Wednesday of each month at the City of Spokane City Hall, 808 W Spokane Falls Blvd. Council Briefing Room. All workshops are open to the public, and a general public comment period is provided as a part of the Plan Commission's regular agenda.
- **City-wide Open Houses**  
After the Plan Commission has completed its review of potential code revisions, an open house will be held in each of the three City Council districts. Notice of the open houses will include a display ad in the Spokesman Review, press release sent to all local media outlets, announcements on the City of Spokane and Planning Services Department website, and notification to neighborhoods via the Community Assembly and a direct email to each neighborhood council chair.
- **Plan Commission Public Open House/Workshop**  
When the Plan Commission has completed its initial review of the Infill Housing Task Force draft documents and following the city-wide open house meetings, they will hold an open house meeting session and will accept written and verbal public testimony on the draft documents. The meeting will be held during a to-be-scheduled evening in the fall of 2011. Widespread public notice will be provided before the meeting. Draft documents that are being discussed by the Plan Commission will be available before the meeting. The Plan Commission will consider the public testimony during subsequent workshop sessions as they development recommendations for amendments to the Spokane Municipal Code.
- **Plan Commission Hearing**  
The Plan Commission will hold a minimum of one public hearing and forward a recommendation for code revisions to the City Council. Many forms of public notice will be provided prior to the public hearing and draft documents will be available for public review and comment.

- **City Council Public Hearing**

The City Council will conduct one or more hearings before making their decision on amendments to the Spokane Municipal Code.

**PUBLIC NOTICES AND INFORMATION DISSEMINATION**

The City of Spokane will use a variety of methods to inform the public about public meetings, availability of draft proposals and reports, and important milestones related to the revisions to the Spokane Municipal Code related to improving options for the development of infill housing.

- **Internet**

The Planning Services Department website will provide updates, reports, meeting notices and agendas, and other project information. This information is located at: [www.spokaneplanning.org](http://www.spokaneplanning.org) - Click on "Infill Housing."

- **Mailing List**

The Planning Services Department will maintain a mailing list for notices of scheduled public meetings. Notice will be provided by email. Individuals and organizations interested in being on the mailing list should email [kpelton@spokanecity.org](mailto:kpelton@spokanecity.org) or call at (509) 625-6063.

- **News Releases**

The City of Spokane will issue news releases announcing public meetings, hearings, and comment periods to local media including, but not limited to: The Spokesman-Review, The Inlander, City Cable 5, and other TV and print media.

- **Hearings-Decisions**

Public notice of all public hearings regarding any proposed amendments to the Spokane Municipal Code will be published under "Legals" in The Spokesman-Review classified section. Public notification of all hearings will be provided at least 10 days before the date of the hearing. The notice shall include the date, time, location, and purpose of the hearing. The City of Spokane may publish other public notices in addition to this legal notification.

**SPOKANE PLANNING SERVICES DEPARTMENT STAFF CONTACTS:**

Ken Pelton, City Planner, (509) 625-6063, [kpelton@spokanecity.org](mailto:kpelton@spokanecity.org)

Nikole Coleman-Porter, City Planner, (509) 625-6883, [ncoleman@spokanecity.org](mailto:ncoleman@spokanecity.org)