# Neighborhood Planning Orientation Meeting #2

FALL 2017

Theatre,

Shauna Harshman, Assistant Planner



Welcome	5:30 – 5:35
Planning Process Overview	5:35 – 5:45
Roles & Responsibilities	5:45 – 610
Public Participation	6:10 – 6:30
Abbreviated Planning Process	6:30 – 6:45
Expected Outcomes	6:45 – 7:00
Implementation	7:00 – 7:15
Next Steps	7:15 – 7:30

# **PLANNING PROCESS OVERVIEW**

# **Planning Process Overview**

Meetings with Planning Staff for orientation

Sign Memorandum of Understanding (MOU)

MOU signed at the last orientation mtg;
 begins the two-year time period

Complete the Abbreviated Planning Process

**Planning Process Overview Continued** 

 Determine the Expected Planning & Adoption process (track 1,2,3)

Determine the need for assistance

City Planning Staff

Approved consultant

Higher education

# **Planning Process Overview Continued**

Community engagement in plan creation

Submit deliverables to planning staff for city review

Make necessary changes to plan following city review

# **Planning Process Overview Continued**

Follow adoption process track steps

Assist Planning Staff with Plan Commission
 Presentation

Assist Planning Staff with City Council
 Presentation

Implementation

# **ROLES & RESPONSIBILITIES**

# **City of Spokane Role**

- Provide assistance to consultant and neighborhood throughout the process
- Assistance with outreach
- Plan Commission and City Council review and

process guide



# Neighborhood Role

 Work with consultant and City staff as process moves forward

 Community outreach (mailings, website, etc.)
 Assist with Plan Commission and City Council review and process

# **Neighborhood Planning Options**

A City of Spokane planner will be assigned to assist the neighborhood

<u>AND</u>

Private Consultant

<u>OR</u>

Higher Education, University-based consultant

# **Private Consultant**

- Consultant selected by neighborhood
  - Consultants list found at <u>www.mrsc.org</u>
- Neighborhood-selected consultant enters into a contract with the City of Spokane
  - Contract with and managed by City of Spokane
  - Payment for services made through City of Spokane
- Will work closely with Neighborhood and City Planner

## **University Level Planning Students**

- University-based consultant selected by Neighborhood
  - Must have oversight from a Planning Professor (or related field of expertise)
- University-based consultant enters into a contract with the City of Spokane
  - Contract with and managed by City of Spokane
  - Payment for services made through City of Spokane
- Will work closely with Neighborhood and City Planner

### **Scope of Services**

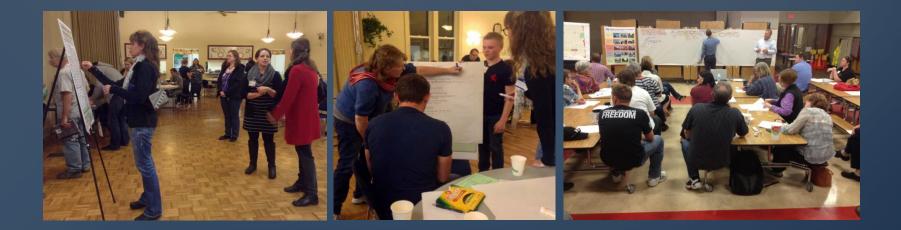
- To be completed when hiring a consultant or university students / faculty.
- City planner will work with the neighborhood to create the Scope of Services.
- Describes the work to be performed or the services to be provided.

**Scope of Services Outline Example 1**. Introduction & **5**. Deliverables Background 6. Responsibilities of **2.** Project Description the Consultant **3.** Project Tasks 7. Assumptions **4.** Project Schedule 8. Project Contact

# **PUBLIC PARTICIPATION**

### **Public Participation and GMA**

- Public participation is an established part of the land use planning and regulatory process in Washington state.
- "Each county and city...shall establish...procedures for early and continuous public participation..."



# **Neighborhood Public Participation**

- Stakeholder Team
  - Diverse
  - Represents entire neighborhood
- Stakeholder Manager
  - Team Leader
  - Liaison to City Staff
  - Planning Process Oversight
  - Deadline Management



### **Develop Stakeholder Team**

Citizens in a community are not a single homogeneous entity!

- All citizens in the community must be given an opportunity to express their views and concerns, and have them considered as decisions are made.
- Work to include stakeholders outside of your neighborhood council – include a broad range of residents and stakeholder groups.

OPEN

HOUSE

#### **Public Meetings**

- Open Houses
- Workshops
- Focus Groups

### Written Communication

- Postcards
- Emails, Letters
- Comment Cards
- **Public Review** 
  - Plan Commission
  - City Council

### **Information Materials**

- Newsletters
- Fact Sheets
- Brochures
- Posters

### Media

- Press Release
- Media Briefing
- Paid Advertisement
- Legal Notice

# PEDESTRIAN PedSteps

Dangerous by Design

In the last decade, from 2000 through 2009

more than 47,700 pedestrians were killed in

the United States. On top of that, more than

688,000 pedestrians were injured over the

decade, a number equivalent to a pedestrian

being struck by a car or truck every 7 minutes.

Nationwide, pedestrians account for nearly

12 percent of total traffic deaths. But state

departments of transportation have largely

ignored pedestrian safety from a budgetan

perspective, allocating only 1.5 percent of

available federal funds to projects that retrofit

Children, older adults, and racial and ethnic minorities

are disproportionately represented in this figure, but

people of all ages and all walks of life have been

struck down in the simple act of walking. These deaths

bolcally are labeled "accidents," and altributed to error

on the part of motoriat or pedeatrian. In fact, however,

the majority of these deaths share a common thread: they occurred along "arterial" readways that were

tangentus by design, streets engineered for speeding

reflic with little or no provision for people on foot, in

schaelpholes or on bioscies

dangerous roads or create safe alternatives.

#### this issue

Dangerous by Design P.1 Upcoming Open Houses P.1 Pedestrian Barriers P.2 Wheels on the Ground P.2 Results From Questionnaire #1 P.2 Public Participation P.4

#### Who should get involved in this process?

IDSUE:

02

is open to any City of Spolane resident that has an interest in assisting the City in developing a vision for our pedestrian intrastructure. The more people that are involved and voice their destine, the before the end result will bel

#### OPEN HOUSES

The City of Spolane will be holding open houses in various locations throughout this process. The rest public open houses will be held:

Wednesday, September 500 - 7:00 pm ESD 101 Building 4202 South Regal

> the next available open hour please go to wavespolarep ning.org

Public Participation P.4 Over the last decade, a growing number of communities have gotten the message, and tagun to rehost their more dangemus more decays where the technologies on fort, on bloydes and in cars, an effort that has helped reduce total pedestrian deaths. DBL most Americans or their health and safety, where roads are designed solarly to move taffic and where pedestrians are viewed as an obtain. For the radion as a violes, the pedestrian death rule. For the radion as a violes, the pedestrian death rule.

our international peen by a significant mergin. Canada and Australia, both developed countries with a similar infrastructure to the U.S., have pedestrian fatality roles of 1.1 and 0.9 w100,000, respectively, compared to 1.6 for the U.S.

There still is a long way to go to repair the derrage done to communities in the part, even as we begin to whit policies and design philosophy to build where that are safer for pedestions and motorists allow. There are a growing number of excellent models to build on and thousands of communities eager to more forward.

Source Solving the Epidemic of Preventation Presentation Central by Transportation for America, 2011



## Electronic

### Communication

- Website
- Display of Documents
- Public Comment
- Upcoming Events
- Blog / Social Media

	Q Share Report Abuse Next Blog»	Create Blog		
University District Pedestrian Bicycle Bridge Study				
Home	Bridge Styles Frequently Asked Questions Community Objectives / Advisory Committee Options Analysis	Background		
Studies				
10/13/1				
80	6 1 University District Pedestrian Bicycle Bridge	SPOKANE		
UPD	ATED JUNE 2011			
Thar	ak you for your interest and participation in this study. Following seven months of intense work by	the Mayor's		

Thank you for your interest and participation in this study. Following seven months of intense work by the Mayor's Advisory Committee, city staff, and the consultant, along with extensive public outreach, the recommendation described below is being presented to the city this month. A brief overview of the study process is below; details are provided on the various tabs above.

### Mailings

- Before a large public event, such as an open house, a mailing to each tax payer, resident, and property owner is advised.
- List provided by the city and processed via the city printing and mailing services.
- A postcard size mailing is sufficient and keeps costs down.

#### **IMPORTANT NOTICE!**

The Southgate Neighborhood Council (SNC) will host an Open House to present the Southgate Parks and Open Space Draft Plan and Connectivity and Transportation Draft Plan.

You are receiving this notice either because you own property or a business in the Southgate Neighborhood or within the Joint Planning Area of Spokane County and may potentially having an interest in these recommendations.

#### **OPEN HOUSE**

Wednesday, June 8, 2011 - 7:00 - 8:30pm, presentation at 7:30 ESD 101 Classroom - 4402 S. Regal Avenue

The SNC Planning Committee has developed the draft plans over the last two years. The plans will be submitted to the Spokane City Council to be adopted by resolution.

Please come and learn more and provide comment. The complete drafts are available at <u>http://www.spokaneplanning.org/southgate.html</u>. For additional information contact Ginger Patano at <u>ggp2000@q.com</u>.

# **ABBREVIATED PLANNING PROCESS**

### **Overview of Abbreviated Planning Process**

- To help identify assets, issues and solutions, a neighborhood can use project planner, consultant, or conduct its own process.
- Neighborhoods may have all or most of its ideas & concerns addressed with asset, issue and solution process.

*Note: A Thorough asset identification will aid future implementation.* 

## **Abbreviated Planning Process Detail**

 Form/expand a diverse stakeholder group – 15 to 20 people

## Residents

- Business Owners
- Major Institutions, Schools and Students
- Developers
- Community
  - Organizations

- Government Reps. Transit, City, County, Regional
- Employees of local businesses
- Land owners
- Religious Institutions

## **Abbreviated Planning Process**

### **2.** Identify Assets

Identify assets throughout your neighborhood

 Include: human, physical, social, economic, communications, environmental, political

Note: assets will be utilized during solution



### **Abbreviated Planning Process**

### **3.** Identify Issues

- Identify issues that face all the residents of your neighborhood.
- Issues categories: physical, social, economic, communications, environmental, political

*Note: Issues will be sorted by categories and prepared for solution identification.* 

### **Abbreviated Planning Process**

- **4.** Identify Solutions
  - Brainstorm solutions
  - Discuss each solution, issue by issue
  - Group similar solutions that address the same issue
  - Tally rankings and reach consensus on the preferred solutions.



# **EXPECTED OUTCOMES**

### **Expected Outcomes**

- Abbreviated Planning Process:
  AND
- Planning for or design work for a neighborhood project; OR
- Neighborhood wide action plan
  OR
- Specific type of plan, such as a connectivity or park plan.



# **Design Work for a Project**

## Example: Ben Burr Trail - East Central



# **Action Plan**

### Example - GHNEPA Strategic Plan

#### Draft of Proposals, 7/8/2010



(Bemiss, Hillyard and Whitman Neighborhoods)

Draft of Final Proposals From the 2009-2010 Neighborhood Planning Activities

> Date of Draft: July 8, 2010

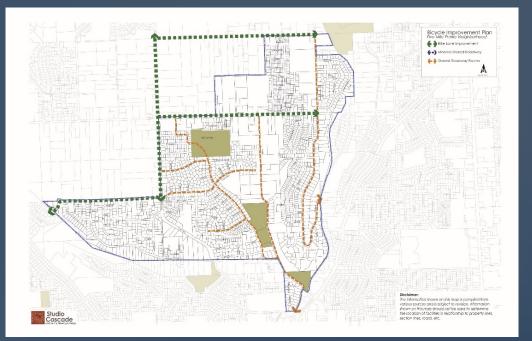
#### Index of Proposals in this Draft Document

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	Faye
Strategy 1: Improving Parks and Trails	3
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Strategy 3: Clean and Green GHNEPA Neighborhoods	6
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# **Specific Plan**

Example - Five Mile
 Bike and Pedestrian
 Plan





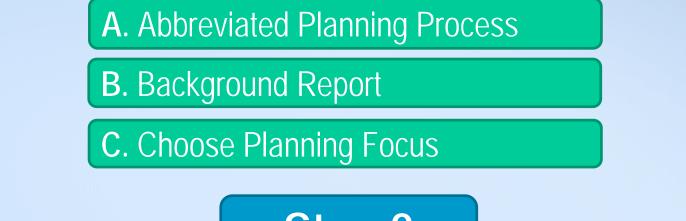
#### Five Mile Prairie Neighborhood Plan for Bicycle and Pedestrian Improvments

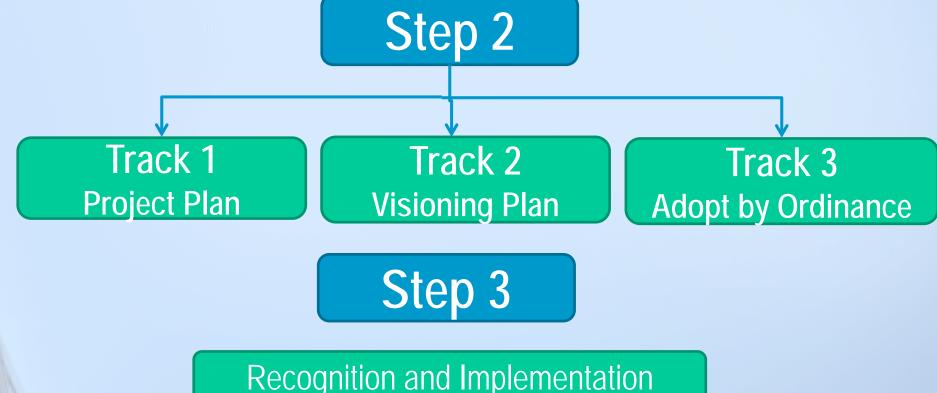


May 2011

# **STEPS FOR APPROVAL**







# **Step 2 TRACK 1 - PROJECT PLAN**

A few of the steps that must be completed to be recognized:

- Review and approval by the Neighborhood
  Council
- Plan Commission Informational Session
- City Council Briefing

# **Step 2 TRACK 2 VISIONING PLAN**

 Neighborhoods will use this approach as a vision statement for the neighborhood and its future.

- This deliverable would likely be a stand-alone document with a wide range of topics or elements.
- Once adopted by resolution, the plan is placed in Appendix Four for future reference.

# **Step 2** TRACK 2 - VISIONING PLAN

- A few of the steps that must be completed to be recognized:
  - Review and approval by the Neighborhood Council
  - Public participation process
  - Review by City Depts. for consistency with the Comp Plan, and;
  - If needed:
    - Plan Commission Informational Session
    - City Council Study Session
    - City Council Briefing
    - City Council Recognition

# **Step 2 TRACK 3 - PLAN ADOPTED BY ORDINANCE**

 The neighborhood plan is undertaken with the same diligence as any other amendment to the Comprehensive Plan.

 This will likely be the most expensive and complex track, including the use of technical experts.

 Once adopted, the changes are incorporated in the Comprehensive Plan.

# **Step 2 TRACK 3 - PLAN ADOPTED BY ORDINANCE**

A few of the steps that must be completed to be recognized:

- All of the steps required for the Visioning Plan, plus
  - Traffic Impact Analysis
  - Engineering Concept Report
  - Land Use Analysis
  - Population Projections and Analysis
  - SEPA Checklist
  - Plan Commission Hearing
  - City Council Hearing

### **Expected Outcomes**

- Plans are adopted by resolution only, so no need for a hearing.
  - Plans are:
    - Approximately 14-40 pages
    - Contain introduction, profile, priorities, vision statement, goals and objectives, projects matrix, map, and toolkit.
    - All plans are visionary and conceptual. Capital projects need more analyses and funding to implement.
    - Also contain items that neighborhoods can work on independently.

# Implementation

# **Implementing Neighborhood Plans**

- They are a good first step.
- Capital Programs considers them for sixyear plans.
- A plan makes grant funding possible.
- Many projects were considered during the update to the Comprehensive, Transportation, Master Bike and Pedestrian Plans.
- Neighborhoods work on things they can do independently of City resources.
- Many projects already built or implemented.



# **NEXT STEPS**

# **Next Steps**

Third Orientation meeting

Sign Memorandum of Understanding

Outreach to and formation of working group

Hiring of consultant

Planning kick-off meeting