

Community Assembly Minutes

July 10th, 2015

Agenda was approved as changed with the exclusion of Councilman Allan's presentation. Meeting minutes from June approved with the inclusion of handout for the neighborhood council attachment.

1. Open Forum

- a. Kelly Cruz, Community Prevention and Wellness Initiative
 - i. Spoke about the initiative and its positive affects it has had on youth in the state of Washington and the work the group is doing in the West Central Neighborhood area.
 - ii. Becky Swan, Spokane County Prevention Coalition Coordinator
 1. Works to support strategies that prevent the use and misuse of alcohol, tobacco, and other substances by youth and adults who reside within Spokane County.
 2. Concern for youth mental health, apply for Youth Mental Health first aid class August 28th or Saturday September 12th. First priority is citizens that are in the West Central Community area.
 3. Sober Celebration- I Choose to celebrate sober campaign. Billboards to promote to choose to not provide alcohol to the youth.
 4. The youth that have done this work would like to come and talk to the neighborhoods to share the things that they have found in the community regarding alcohol advertising and sign placement.
 5. More information can be found at www.spokanecountyprevention.org.
- b. Tim Finneran, Browne's Addition Neighborhood Council
 - i. Concert Series in Browne's Addition occurs every Thursday in the month of July & August.
 - ii. Encouraged all neighborhoods to hold concerts in the Park in their neighborhood.
 - iii. Great way to meet neighbors in a less formal way then at a neighborhood council meeting.
- c. Colleen Gardner, Chief Garry Park Neighborhood Council
 - i. Design Review Board Meetings: July 22nd, Saad Building discussion, August 12th, Salk Middle School
 - ii. Meet & Eat: Encouraged neighborhoods to hold one in their neighborhood because it is a great way one on one interaction with officials.
- d. Elaine Thorne, Comstock Neighborhood Council
 - i. Brought up the Neighborhood Notification Proposed Ordinance and was concerned that there would be designated two individuals who would be responsible for disseminating information to the neighborhoods.
 - ii. If we have two people who are designated to notify people it is unfair if there are any legal ramifications if these people did not do the notification.
 - iii. There are very few people in the neighborhood that would step up to be responsible to require notification.

2. Neighborhood Notification Proposed Ordinance:

- a. Ben Stuckart, City Council President & Grant Wencel, Assistant Planner, City of Spokane
 - i. Issue began due to some past projects.
 1. Demolition of old homes
 2. Cell tower infrastructure
 3. Situations like Target-when a lawsuit happens the first defense is the neighborhood which does not have standing, they must have a lawyer to defend themselves.

- ii. Panel Discussion on Neighborhood Issues
 1. There were two meetings where the neighborhood councils were notified
 2. What issues could be addressed with a policy
 - a. Over 50% of people in the room voted that the group should tackle neighborhood notifications
 - b. Council President and GU Law Students spoke at 17 Neighborhood Council meetings.
- iii. July 22nd is the Plan Commission Hearing
 1. Add a representative from the Neighborhood Council to the list of contacts to notify at the same time that the other 66 agencies receive it.
 2. Fixing the law to make it work better for the group.
- iv. Grant Wencel, Planning Department, City of Spokane
 1. Grant gave presentation regarding neighborhood notice
 - a. Proposed modifications to the Spokane Municipal Code regarding neighborhood notice of land use applications and permits.
 2. Purpose of Modifications
 - a. To improve the Spokane Neighborhood Councils' notice procedures, project awareness, and ability to comment on land use applications and permits which are processed by the City of Spokane.
 3. Background
 - a. Citizen summit meetings in 2014, moderated by City Council President Ben Stuckart, improvements to neighborhood notice of primary importance.
 - b. Citizen stakeholder group was formed to explore changes.
 - c. City Council President Ben Stuckart, city staff (Planning and Development Services, Legal, Community and Neighborhood Services), and the stakeholders began meeting and drafting potential improvements.
 - d. Result: "Neighborhood Notice, proposed modifications 6/17/15" (Title 17 of the Spokane Municipal Code).
 - e.
 4. Steps in Process, potential timeline:
 - a. Plan Commission Workshop (June 10th)
 - b. Presentation to Land Use Committee (June 18th)
 - c. Presentation to Community Assembly (July 10th today)
 - d. Plan Commission Public Hearing (July 22)
 - e. Plan Commission Recommendation (July)
 - f. City Council Action (August)
 5. Major Proposed Modifications- ***Project documents are found [here](#).***
 - a. (proposed ordinance, pages 1-2) Early in the process, the applicable city department will forward complete project permit applications to the neighborhood council in which the project is located for review and comments. (distribution list)
 - b. (page 2) The department will provide a written response to neighborhood comments received, and also forward comments to the project applicant.
 - c. (page 3) Clarification of neighborhood individual receiving project applications.

- d. (page 11, and sign examples) The city website/project address will be added to public notice signs.
- e. (pages 6&8) Applications for demolition permits will be forwarded to the neighborhood councils for review and comments.
- f. (page 12&15) The hearing examiner or director may extend time periods if determined that notice was not properly mailed, posted, or provided.
- g. (pages 14-15) Added section on "Standing"
- h. (Added for convenience to 17G, is presently in 17A, except for added item C.)
- i. (page 15, "Standing")
- j. Standing to bring an appeal the hearing examiner and/or city council under this chapter is limited to the following persons:
- k. Proposed addition:
 - l. C. The neighborhood council in which the property to which the decision being appealed is directed, subject to the neighborhood council demonstrating that it adhered to established bylaws in making the decision to bring an appeal.
- m. Option:
 - i. C. Neighborhood Council, refer to state law.

3. Land Use Committee:

- a. Patricia Hansen, Cliff Cannon Neighborhood
 - i. Wanted that there is a need to have this to go to the CA before going to plan commission
 - ii. Comments are on [page 11](#) of the packet
 - a. Recommendation from LUC is that comments that are submitted after deadlines will still be accepted forwarded to applicant but will not delay the process of the application.
 - b. Is there a method to differentiate on validity of comments? For example, a licensed professional provides a specific, technical comment within their own field on a project. How will a response be triggered to require applicant to follow up on concern and how will professional know the comment was addressed?
 - c. Request that section on standing regarding neighborhood councils is clarified. An individual commenting or testifying has standing but how does that standing convey to the neighborhood council? Clarification of standing of neighborhood council versus individual. What action conveys standing? What limits standing? What are the parameters? Recommendation is standing without issue precedence. Difficult to provide a comprehensive comment within limited comment period.
 - d. Suggest using notification boundary for instances where project is on border of two or more neighborhoods.

a. Motion:

1. Accept and endorse City Council President Stuckart's proposal with LUC subcommittee recommendations and also forward to Planning Department to move forward LUC comments as CA recommendation to Plan Commission for July 22, 2015 hearing.

- a. Vote: 17
- b. Opposed:
- c. Abstain: 1

- ii. Plan Commission Liaison will move it forward.

4. Retreat Committee

- b. Fran Papenleur, Northwest Neighborhood
 - i. Survey Results from the previous meeting regarding Community Assembly.
 - 1. Found in the packet on [page 32](#) of the CA Packet.
 - a. 71% agree/strongly agreed that there needed to be more time to discuss issues.
 - b. 95% agreed/strongly agreed that the CA would be improved by having less agenda items.
- c. Jay Cousins, Emerson Garfield Neighborhood
 - i. Survey Summary
 - 1. You can see that everyone that was at the May meeting answered the survey and received comments from everyone.
 - 2. Way we conduct our business
 - a. People agree that CA is important to neighborhoods-important to make the communication to work more efficiently.
 - b. CA Orientation-over 70% agreed
 - i. Will be bringing those ideas forward with a handbook-likely be presented at the next meeting.
 - 3. Need more time to discuss issues is still on the table.
 - 4. A straw poll was held for day of the week preference:
 - a. Friday: 7
 - b. Not Friday: 7-Tina would be 8 but she is not present
 - 5. Group was polled on particular options based on preference.
 - a. Options:
 - i. One longer meeting Friday: 17
 - ii. One longer meeting not on Friday: 4
 - iii. Two meeting on Fridays: 10
 - iv. Two meetings not on Fridays: 21
 - v. One on Friday night one on another: 11

5. Admin Committee

- d. Jay Cousins, Emerson Garfield Neighborhood
 - i. Proposed to change from the 2 minute allowed now to a 1 minute comment time.
 - ii. Get initial comment out in 1 minute.
 - iii. Presenters are in a different category they would still be allowed to make longer than a one minute comment.
 - iv. Change the rules of order to change from a 2 minute comment time to a 1 minute time frame for comments.
 - 1. Unanimous vote.

6. PeTT

- e. Paul Kropp, Southgate Neighborhood
 - i. Go over the resolution that allows for City Council to use the Photo Red Funds.
 - ii. This is why they have money to allocate to the project. The use is for supplement or match larger projects.
 - iii. John Snyder will be coming for the August meeting, he will make a pitch on his idea that he is proposing.

- iv. The Resolution summary is on [page 37](#) of the CA Packet. At the bottom of the sheet are the three items of concern from the PeTT Committee regarding the request of use of funds.
 - 1. The project should be fitting for the purpose of these funds: i.e., “traffic calming” and/or “public safety”.
 - 2. The project should be agreed to by the neighborhood councils and the Community Assembly.
 - 3. The sustainability of a large commitment of funds over time for a single project should be addressed.
- f. Reevaluate annually to be extended for 5 years and would be reviewed each year.
 - i. Most neighborhoods supported the use of these funds as requested conceptually.

7. Neighborhood Services

g. Melissa Wittstruck, ONS

i. Upcoming Events

- 1. Joint CA/CC, 5:30-7:00pm, Northeast Community Center
- 2. www.spokaneneighborhoods.org select “Meeting and Events” tile to view Google Calendar

ii. Resources for Your Events

- 1. Did you know that we have resources to help your event?
 - a. Popcorn machine – Do you have a movie night, community picnic or other event?
 - b. Tent – Do you want to work on a neighborhood engagement event to promote the organization of neighborhoods?
 - c. Traffic Cones and Vests – Do you have a neighborhood clean-up event?
 - i. Contact your Neighborhood Liaison to reserve these items today!
- 2. Do you have an event where a cool drink of water would be appreciated? Water Dept. Water Truck-Kristen Zimmer 742-8142
- 3. SPD Crime Prevention Through Environmental Design (CPTED) Officer-northprecinct@spokanecity.org- Sandi McIntyre 363-8281

iii. 2015 Program Application Schedule

- 1. March 1st to July 31st: Greening Grant – Forest Spokane
- 2. June 1st to August 31st & November 25th: CDBG Applications

iv. CDBG Program

- 1. 2015 Application Status
- 2. Next Steps
- 3. Grant Year Begins – July 1st
 - a. Funding Anticipated by End of August

v. Forest Spokane

- 1. Greening grants
 - a. Reminder Application Deadline: New Date- July 31st , applications: www.spokaneneighborhoods.org – Programs – Forrest Spokane
 - b. Each Neighborhood can submit up to 3 applications
 - c. Each application can be up to \$5,000
 - d. Goal: plantings on public land to mitigate stormwater neighborhood enhancement.

- e. Contact: Alicia Bemiss-Powell, 625-6780, apowell@spokanecity.org
- f. Update: Residential Tree Program Renewed for Fall! Look for an email with dates and information next week.

vi. Traffic Calming

- 1. Cycle 4 Update (2014)
 - a. Preliminary Designs have been sent to Neighborhood Councils
 - b. Projects Bids: new bid date 7/13/15
 - c. Construction: August-October
- 2. Cycle 5 (2015)
 - a. Timeline for Applications
 - i. August 12th: Completed Traffic Assessments will go to City Council Traffic Calming Subcommittee & Neighborhood Councils.
 - ii. September: City Council makes decision on funded applications.

vii. Clean-up Program

- 1. Roll-off= \$29,989.33/142.44 tons
- 2. Curbside= \$28,779.02/122.68 tons
- 3. Large Furniture= \$1,225.20/2.95 tons
- 4. Large Appliance= \$133.06/.46 tons
- 5. Dump Passes= \$7,225.74/69.62 tons
- 6. Event Dumpsters= \$200.00

viii. ONS Resource and Facilitation

- 1. On and going basis ONS staff provide resources and facilitates connections with departments and agencies, let us know if you need assistance!
- 2. Examples:
- 3. Browne's Addition – Facilitate gap funding by Parks to complete signage at Overlook Park
- 4. Bemiss – Facilitate EWU class to work with neighborhood on a micro land use plan
- 5. West Central – Facilitate water agreement and plans to move forward with Nettleton Triangle
- 6. NW – Outreach communications to the new neighborhoods and technical assistance
- 7. Riverside – Organized several community conversations on downtown development
- 8. Minnehaha – Organized meeting with Public Works to address potential impacts to a park

8. Plan Commission Liaison

- h. Dave Burnett, Plan Commission Liaison
 - i. Advocate for that information to be added on other items that have had issues that were neighborhood specific, but a particular neighborhood had a concern.

9. Liaison Committee

- i. Liaison Committee Minutes can be found on [page 38](#) of the packet.
- j. Motion to approve Greg Francis as the new Plan Commission Liaison.
 - i. In Favor: 17
 - ii. Opposed: 0
 - iii. Abstain: 1

- k. Liaison Committee won't be meeting until the Fall.

10. Community Housing Human Services

- I. Two Briefing Papers are in the packet regarding the issues starting on [page 39](#) of the CA packet.
- m. George Dahl, Community Housing and Human Services
 - i. CDBG Conflict of Interest Statements-[page 43](#)
 - 1. CDBG Website you will see the conflict of interest
 - a. Make sure that everyone is aware of the conflict of interest if anyone is associated with an organization that they are aware of the conflict of interest.
 - b. Anything real or perceived as a conflict of interest.
 - c. Abide by the rules set by the Federal Government.
 - ii. Legacy dollars
 - 1. Money is not being lost it will be reallocated through competitive Request For Proposal.

In attendance:

Bemiss	Chief Garry Park
Comstock	East Central
Hillyard	Lincoln Heights
Minnehaha	North Hill
Peaceful Valley	Riverside
Southgate	Whitman

Cliff Cannon
Emerson Garfield
Logan
Northwest
Rockwood
West Central

Not in attendance:

Balboa/SIT	Browne's Addition	Five Mile Prairie
Grandview/Thorpe	Latah/Hangman	Manito/Cannon Hill
Nevada/Lidgerwood	North Indian Trail	West Hills

