

**PUBLIC PARTICIPATION PLAN**  
FOR THE  
2006 COMPREHENSIVE PLAN UPDATE

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**PUBLIC INVOLVMENT**

Opportunities for public involvement will be provided throughout the 2006 Comprehensive Plan Update to encourage early and continuous public participation. The following steps will be taken to provide information to the public and to encourage citizen involvement:

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**Public Meetings**

General and formal opportunities for public comment regarding the City of Spokane 2006 Comprehensive Plan Update will be provided at public meetings and hearings. Public meetings and hearings will include, but are not limited to:

**GMA Compliance Review Meetings**

Regular-scheduled meetings of the City of Spokane Plan Commission through 2006 will be used to evaluate the Comprehensive Plan for compliance with the GMA. Regular-meetings are normally 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 starting at noon. All meetings are open to the public, and a general public comment period is provided. Formal opportunities for citizen review and comment on the results of the Plan Commission's GMA compliance evaluation will be provided at public hearings (*see below*) planned for the first half of 2006.

**Open Houses**

The City of Spokane Planning Services Department will hold an open house in the first half of 2006. The open houses will feature a presentation covering four basic subject areas:

1. GMA requirements for review and update of comprehensive plans.
2. Spokane County and City of Spokane growth trends, forecasts, and accommodations.
3. Preliminary GMA compliance evaluation results.
4. Public participation program for the 2006 Comprehensive Plan Update.
5. Any other timely information on the update process.

**Joint Plan Commission and Elected Official Review Meeting**

A work session will be held jointly between City of Spokane Plan Commission, the City Council, and Director of the Planning Services Department to review preliminary evaluation findings. The joint meeting will be scheduled following the conclusion of any open houses described above.

## 2006 Comprehensive Plan Update Review Hearings

The City Plan Commission will conduct public hearings to gather and consider public input on a Draft GMA Compliance Report, independent amendment applications, and any other proposed specific amendments. Public hearings will be scheduled in the third quarter of 2006. The City Plan Commission will forward their final recommendations and findings to the City Council for further action. The target date to submit Plan Commission recommendations to the City Council is the end of the third quarter of 2006.

### Public Hearing on GMA Compliance Resolution and Amendments

The City Council will conduct at least one public hearing to gather and consider public input on a GMA Compliance Report, individual amendment applications, and any other proposed amendments. The hearing(s) are anticipated to be scheduled in the fourth quarter of 2006. Public notice of the hearing will state explicitly that the hearing will be the final opportunity for public comment on what plan provisions are needed to be revised for GMA compliance.



### Written Comments

Written comments are welcome throughout the 2006 Comprehensive Plan Update. Opportunities for formal public comment at key points of the planning process will be provided at public hearings before the City of Spokane Plan Commission and the City of Spokane City Council. The project timeline in Figure 1 shows when public hearings are anticipated to be held. To ensure consideration, written comments must be received by the City of Spokane prior to the close of the public hearing.

All written comments submitted by mail or fax should be sent to:

City of Spokane  
Planning Services Department  
808 W Spokane Falls Blvd  
Spokane WA 99201-3329

Fax: (509) 625-6013

Written comments may also be submitted to a *Citizen Feedback Form* available on the Internet from the 2006 Comprehensive Plan Update link on the Planning Services Department website at: [www.spokaneplanning.org](http://www.spokaneplanning.org)



### Public Notices and Information Dissemination

City of Spokane will use a variety of methods to inform the public about upcoming public meetings, availability of relevant planning documents and reports, and important milestones

related to the 2006 Comprehensive Plan Update including, but not limited to:

1. **Internet:** Planning Services Department will establish a web presence for the update where interested community members may go to for status updates, reports, meeting notices and agendas, and other project information. The web will also include links to City of Spokane Comprehensive Plan. Follow the 2006 Comprehensive Plan Update link at: [www.spokaneplanning.org](http://www.spokaneplanning.org)
2. **Mailing List:** City of Spokane Planning Services Department will maintain a list of interested persons and organizations to receive notices of scheduled public meetings. Notice will be provided either by mail or email. Individuals and organizations interested in being on the mailing list should contact City of Spokane Planning Services Department, Long Range Planning Division, at (509) 625-6060.
3. **News Releases:** 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 Pacific Northwest Inlander, City Cable 5, and other TV media.
4. **Hearings-Decisions:** Public notice of all public hearings and any decisions regarding the review and update of the comprehensive plan update 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. City of Spokane may pay for other public notices in addition to this legal notification.

Public notification on City adoption of this Public Participation Plan, the GMA Compliance Resolution, and any specific revisions to the comprehensive plan shall be published in The Spokesman-Review following adoption (normally within 10 days). The date of publication of such notices shall initiate a 60-day appeal period pursuant to RCW 36.70A.290 (2).

5. **Local Information Repositories:** Copies of the public participation plan, comprehensive plan, staff reports, decision documents, and other project information will be made available locally for public review at the City of Spokane Library Branches at Downtown, East Side, Hillyard, Indian Trail, Shadle, and South Hill Library System Branches, and at the City of Spokane City Hall on the 3<sup>rd</sup> Floor.

### **Additional Public Involvement Methods**

In addition to the public participation procedures described above, City of Spokane will utilize the following means to increase public involvement and to disseminate information:

1. **Additional Meetings:** In addition to the meeting outlined above, City of Spokane may elect to hold additional meetings if it is determined that more meetings are needed to provide project information and/or provide additional opportunities for gathering public comments and public participation.
2. **Focus Sheets:** City of Spokane will utilize one or two page focus sheets to facilitate the dissemination of public information. Focus sheets will cover topics, including, but not limited to: comprehensive planning and growth trends.
3. **Access to Staff:** City of Spokane will have staff available to answer questions and provide information regarding the 2006 Comprehensive Plan Update. Staff may also be available to

meet with civic groups, as work schedules allow. Staff contact information is as follows:

Ken Pelton, AICP, Manager Long Range Planning, at (509) 625-6063 or [kpelton@spokanecity.org](mailto:kpelton@spokanecity.org)

Louis Meuler, City Planner, (509) 625-6096 or [lmeuler@spokanecity.org](mailto:lmeuler@spokanecity.org)

Marla Bates, City Planner, (509) 625-6638 or [mbates@spokanecity.org](mailto:mbates@spokanecity.org)

4. **Property Tax Billings:** City of Spokane may utilize property tax billings or Avista Utility billings as another means to provide meeting notice.
5. **Local News Media.** City of Spokane will strive to work with local news media to disseminate information related to the GMA evaluation and update process in addition to notices of public meetings. Examples of potential outreach activities through the local news media may include, but are not limited to: interviews of key staff and elected officials, focus articles, and public forums.
6. **Community and Neighborhood Groups.** City of Spokane will coordinate the 2006 Comprehensive Plan Update activities with the community councils of City of Spokane Valley, Spokane County, and Airway Heights. Other neighborhood or community groups are also invited to participate. Interested neighborhood and community groups should contact Ken Pelton, Manager Long Range Planning, at (509) 625 -6063 for more information.

Figure 1

	1st Quarter					2nd Quarter					3rd Quarter					4th Quarter									
PC Regular-Scheduled Meetings	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Public Participation Ordinance																									
Public Hearing																									
City Council Adoption																									
Preliminary GMA Compliance Evaluation																									
Growth Monitoring Report																									
Compliance Evaluation Check list																									
Staff Reports Amendment Applications																									
Open House(s)																									
Joint PC/Elected Official Mtg.																									
Final GMA Compliance Evaluation																									
PC Draft Compliance Report																									
PC Citywide Public Hearings																									
PC Final Compliance Report																									
City Council Public Hearings																									
City Council Adoption																									