

Spokane Transit Authority
1230 West Boone Avenue
Spokane, WA 99201-2686
(509) 325-6000

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, September 2, 2026

10:00 a.m. – 11:30 a.m.

Northside Conference Room
Spokane Transit Authority
1230 W. Boone Avenue, Spokane, WA
w/Virtual Public Viewing Option Link Below

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the July 1, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
 - A. Board Action - Consent Agenda *(5 minutes)*
 1. Division Street Bus Rapid Transit: Work Order #7 Approval *(Poole)*
 - B. Board Action – Other/Committee Recommendation - *none*
5. Report to Committee *(50 minutes)*
 - A. Wellesley Corridor Development Plan: Preliminary Draft *(Poole)*
 - B. Transit-Oriented Development: Supportive Actions and Policies Memo *(Poole)*
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions) (5 minutes)*
 - A. Federal Transit Administration Section 5310: Call for Projects Preliminary Update *(Limon)*
8. Review September 30, 2026 *(October Committee Meeting)* Draft Agenda *(5 minutes)*
9. New Business
10. Committee Member Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, September 30, 2026, at 10:00 a.m. in person.

Optional Virtual Link: [Join the meeting now](#)

Meeting ID: 240 765 453 499 37

Password: q4bo3f7v

Call-in Number: 1-509-824-1714

Conference ID: 228 756 876#

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call (509) 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.



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Chair Report

Meeting Date: September 2, 2026

Agenda Item: **2**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: COMMITTEE CHAIR REPORT
Submitted by: Kitty Klitzke, Chair, Planning & Development Committee

Purpose: For information.
Recommendation: n/a
Attachments and/or
Online Links: n/a

SUMMARY: At this time, the Committee Chair will have an opportunity to comment on various topics of interest regarding Spokane Transit.



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Committee Action

Meeting Date: September 2, 2026

Agenda Item: **3A**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: MINUTES OF THE JULY 1, 2026, COMMITTEE MEETING
Submitted by: Emily S. Poole, Chief Planning & Development Officer

Purpose: For decision.
Recommendation: Approve committee minutes as presented.
Attachments and/or
Online Links: Draft Minutes

SUMMARY: Draft Minutes of the July 1, 2026, Planning & Development Committee meeting are attached for your information, corrections and/or approval.

Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201-2686
(509) 325-6000

PLANNING & DEVELOPMENT COMMITTEE MEETING

DRAFT Minutes of the Wednesday, July 1, 2026, Meeting
10:00 a.m. – 11:30 a.m.

Northside Conference Room

Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA

w/Virtual Public Viewing Option

MEMBERS PRESENT

Pam Haley, City of Spokane Valley (*Acting Chair*)
Sarah Dixit, City of Spokane
Rhonda Bowers, Labor Representative
(*Non-voting*)
Karl Otterstrom, Chief Executive Officer

MEMBERS ABSENT

Kitty Klitzke, City of Spokane (*Chair*)
Al French, Spokane County
Elsa Martin, Small Cities (Cheney)
(*Ex-Officio*)
Dan Dunne, Small Cities (Liberty Lake)

STAFF PRESENT

Brandon Rapez-Betty, Chief Operations Officer
Emily Poole, Chief Planning & Development
Officer
Nancy Williams, Chief Human Resources Officer
Robert Hamud, Chief Financial Officer
Carly Cortright, Chief Communications &
Customer Service Officer
Kade Peterson, Chief Information Officer
Vicki Clancy, Executive Assistant to the Chief
Planning & Development Officer

LEGAL COUNSEL

Megan Clark (virtual), Etter, McMahon,
Lamberson, Van Wert & Oreskovich, P.C.

GUESTS PRESENT

Dan Wells, Director of Capital Development
Tara Limon, Planning and Grants Manager

1. CALL TO ORDER AND ROLL CALL

Acting Chair Pam Haley called the meeting to order at 10:00 a.m., and Ms. Vicki Clancy conducted roll call.

2. COMMITTEE CHAIR REPORT

Chair Haley had no updates for the Planning & Development Committee.

3. COMMITTEE ACTION

A. MINUTES OF THE June 3, 2026, COMMITTEE MEETING

Ms. Pam Haley moved to approve the June 3, 2026, Planning & Development Committee meeting minutes. Ms. Sarah Dixit seconded, and the motion passed unanimously.

4. COMMITTEE ACTION - RECOMMENDATION

A. BOARD ACTION - CONSENT AGENDA

1. 2027-2032 TRANSIT DEVELOPMENT PLAN: FINALIZE AND APPROVE (RESOLUTION)

Ms. Emily Poole presented the finalized 2027-2032 Transit Development Plan (TDP). Spokane Transit Authority (STA) is required by Washington State Law to prepare and submit a six-year TDP annually to the Washington State Department of Transportation (WSDOT). The 2027-2032 TDP aligns with the goals and policies of *Connect Spokane* and identifies the service improvements and infrastructure investments needed to support STA's long-term vision outlined in *Connect 2035*. The Planning & Development Committee has been involved in developing the plans since February 2026. Staff conducted outreach through presentations, open houses, stakeholder notifications, and a public hearing. Feedback received focused on transit services and facilities, and staff also met with WSDOT to discuss service improvements and future transit projects. Staff reviewed the feedback and determined that no changes to the TDP were needed as the issues raised are already addressed in existing STA plans and policies.

Ms. Poole also reviewed updates to the final draft, including revised service changes, capital project costs, and paratransit operating and financial projections.

Ms. Dixit asked whether potential changes to the Opportunity Fare Program would be incorporated into the TDP or addressed separately. Staff clarified that any related discussions would not be included in the TDP because it is addressed in the *Connect 2035* program resolution; any proposed changes would occur during the current year rather than in a future planning year. Ms. Dixit asked if the addition of Transit Riders to the STA Board of Directors is addressed through the TDP. Staff clarified that topic is referred to through the Board Operations Committee.

Ms. Pam Haley moved to approve, by resolution, the 2027-2032 Transit Development Plan. Ms. Sarah Dixit seconded, and the motion passed unanimously.

2. FEDERAL TRANSIT ADMINISTRATION SECTION 5310: CALL FOR PROJECTS AND LOCAL FUNDING MATCH APPROVAL

Ms. Poole introduced Ms. Tara Limon, Principal Transit Planner. Ms. Limon reported that STA administers the Section 5310 program, which provides funding for transportation projects serving seniors and individuals with disabilities. For the FY 2026 program year, \$721,825 in federal funding is available. Staff are requesting approval of an additional \$252,188 in local STA matching funds to assist eligible organizations in meeting federal match requirements, continuing STA's practice of providing local match support for a fifth consecutive year. The available federal funding is divided between Traditional capital projects and Other operating projects. The proposed STA local match contribution would reduce the required applicant match to 15% for all projects, making match requirements consistent for all projects. Project applications open in August 2026, project evaluations occur in the fall, and Committee and Board consideration of project awards are scheduled for December 2026. Final approval by the FTA and execution of agreements are anticipated in 2027.

Ms. Dixit asked if the local match is still something attainable for applicants. Ms. Limon affirmed it is attainable.

Ms. Pam Haley moved to approve, by motion, the allocation of \$252,188 in STA local funds to partially offset local match requirements for subrecipients in the 2026 Section 5310 Call for Projects. Ms. Dixit seconded, and the motion passed unanimously.

B. BOARD ACTION – OTHER / COMMITTEE RECOMMENDATION

1. FACILITIES MASTER PLAN ACCEPTANCE (RESOLUTION)

Mr. Brandon Rapez-Betty presented the draft Facilities Master Plan (FMP), which identifies STA's near-term and long-term facility priorities to guide future capital improvements, facility development, property acquisitions, and related planning efforts. This development process has been underway for more than two years, and the final draft is now complete. Mr. Rapez-Betty reviewed progress on several near-term priorities, including leasing additional facilities, acquiring key properties, evaluating a future Clean Energy Base site, and updating capital plans. Updates were provided on several facility projects, including the Training Course, Plaza Tenant Improvements, Fixed Route Operations Center, and Paratransit & Rideshare Operations Base. The development of a future Clean Energy Base and renovation or redevelopment of the Boone Campus is anticipated in the longer term as funding and operational needs allow.

Ms. Pam Haley moved to approve, by resolution, the Facilities Master Plan and authorize staff to advance near-term projects and property acquisitions, work toward long-term projects and perform updates of the plan every 5 years. Ms. Sarah Dixit seconded, and the motion passed unanimously.

5. REPORTS TO COMMITTEE

A. DIVISION STREET BUS RAPID TRANSIT: DESIGN AND PUBLIC OUTREACH UPDATE

Ms. Emily Poole introduced Mr. Dan Wells, Director of Capital Development, who reviewed the Division Street Bus Rapid Transit (BRT) Design and Public Outreach Update. The Division Street BRT will connect Downtown Spokane to Mead and is expected to begin service in 2030. Public outreach efforts continue. An alternate station location is being considered near Division Street and Buckeye Avenue due to potential construction impacts. Property owners near station locations will be contacted with project updates, and additional community outreach is planned later this year. Work on station artwork is underway, with a public call for artists scheduled for July. Project design work is progressing, with the 60% design phase nearing completion and the next phase of design beginning soon. Station amenity designs have also been completed. The environmental review and coordination with the Federal Transit Administration (FTA) are ongoing as the project advances through the federal approval process.

It was noted that the call for bus shelter artists was conducted on a regional basis. Selected artists will be working closely with specific neighborhoods to develop artwork that reflects each area's unique character and identity.

B. WELLESLEY CORRIDOR DEVELOPMENT PLAN: ANALYSIS AND ENGAGEMENT UPDATE

Ms. Emily Poole presented an update on the Wellesley Corridor Development Plan (CDP). This plan is the first step in evaluating Route 33 Wellesley for future High Performance Transit (HPT) service, as identified in STA's *Connect Spokane* and *Connect 2035* plans. Route 33 Wellesley is a major east-west corridor connecting Spokane Falls Community College and Spokane Community College. STA received a \$630,000 Congestion Mitigation and Air Quality (CMAQ) grant through

the Spokane Regional Transportation Council (SRTC) to support planning and design work for the project.

Ms. Poole reviewed the results of the second round of community engagement, which included meetings with neighborhood councils along the corridor and a presentation to the City of Spokane Planning Commission. Findings were shared from the initial analysis of transit stops and potential infrastructure improvements, and staff received generally positive feedback from community members. Next steps include completion of the draft corridor development plan this summer, additional community outreach in September, review of recommendations by the Planning & Development Committee, a public hearing before the Board, and anticipated Board adoption of the plan in November 2026.

Mr. Karl Otterstrom requested that staff provide Committee members with imagery illustrating the components of a High Performance Transit Station.

C. ANNUAL BUDGET & ACTION PLAN WORKSHOP AGENDA REVIEW

Mr. Karl Otterstrom, Chief Executive Officer, expressed appreciation to Board members for their commitment to attending the upcoming budget workshop, which will include lunch prior to the Board Operations Committee meeting. Mr. Otterstrom then introduced Mr. Robert Hamud, Chief Financial Officer, to review the agenda for the 2027 Annual Budget & Action Plan Board Workshop. Mr. Hamud reported that the workshop is scheduled for July 8, 2026, and will be open to the public. The workshop will provide an opportunity for the Board to give direction on the development of the 2027 Budget and Action Plan. Topics will include presentation of the executive framework, discussion of budget priorities, review of budget assumptions, and consideration of proposed fund allocations.

6. CEO REPORT

Mr. Otterstrom, Chief Executive Officer, thanked the Board members for their attendance and engagement. He emphasized the importance of clearly communicating STA's services, finances, and long-term direction to the public. Growth continues in ridership, service levels, and financial performance. Sales tax revenues remain above projections, supporting service investments and helping address rising operating costs.

STA Carries Zero Debt / STA Has Reserves – Mr. Otterstrom reviewed several infographics illustrating STA's debt-free position and related financial performance. STA remains debt-free due to strong financial management and revenues exceeding projections. It is important for the public and stakeholders to understand STA's debt free position, as it reflects responsible stewardship of public funds, financial stability, and the agency's ability to invest in transit services without incurring debt.

7. COMMITTEE INFORMATION

A. GREEN TRANSPORTATION GRANT: PROJECT INFORMATION

8. REVIEW SEPTEMBER 2, 2026, COMMITTEE MEETING AGENDA

The Committee reviewed the draft agenda for the upcoming September 2, 2026, Planning & Development Committee meeting. No changes were suggested at this time. *There is no August Planning & Development Committee meeting.*

9. NEW BUSINESS -- none

10. COMMITTEE MEMBER EXPRESSIONS -- none

11. ADJOURN

With no further business to come before the Committee, Chair Haley adjourned the meeting at 11:26 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vicki Clancy".

Vicki Clancy
Executive Assistant to the Chief Planning & Development Officer



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Committee Action - Recommendation

Meeting Date: September 2, 2026

Agenda Item: **4A1**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: DIVISION STREET BUS RAPID TRANSIT: WORK ORDER #7 APPROVAL
Submitted by: Emily S. Poole, Chief Planning & Development Officer
Don Skillingstad, Senior Project Manager

Purpose: For decision.
Recommendation: Recommend the Board of Directors authorize the CEO to execute Work Order No. 7 for the Division Street Bus Rapid Transit project with Parametrix, Inc. under existing contract #2021-10610 for an amount not to exceed \$4,002,800 and provide 10% contingency for unforeseen additional requirements or services.
Attachments and/or Online Links: Division Street Bus Rapid Transit: Work Order #7 Overview

SUMMARY: The Division Street Bus Rapid Transit (BRT) project is progressing through the preliminary design phase. The ongoing work includes completion of the 60% civil and architectural plans and specifications, completion of a 60% cost estimate, completion of the environmental review process, development of all Capital Investment Grants (CIG) Small Starts documentation and coordination with the Project Management Oversight Consultant (PMOC) through the risk and readiness process in preparation for the Risk and Readiness workshop with FTA in October. Staff are seeking the Committee's recommendation to the Board to approve a work order for the next phase of the project to advance engineering, and grant coordination work to the 90% design milestone. Per STA's procurement resolution, work orders exceeding \$1 million require Board approval.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **4A1**

Presented to: Planning & Development Committee

SUBJECT: Division Street Bus Rapid Transit: Work Order # 7 Overview

BACKGROUND: Division Street Bus Rapid Transit (BRT) is an important regional project to support mobility and economic development in north Spokane and north Spokane County. It has been included in the region's long range transportation plan for over a decade and was the centerpiece of the collaborative multi-agency study known as *DivisionConnects*.

In spring 2022, STA kicked off the Preliminary Engineering and Environmental Scoping phase of Division Street BRT. This work has been supported by Parametrix, Inc., STA's interdisciplinary consulting team competitively procured to support the project, by way of the first two work orders authorized by the STA Board of Directors under contract #2021-10610.

In March 2022, Work Order No. 1 was executed which began the planning phase for the project. Work included setting up project controls, developing quality management plans, initiating feasibility studies for the corridor alignment, reviewing terminus locations, fleet needs, conceptual route design, and public outreach.

In June 2023, Work Order No. 2 was executed which furthered the work from the previous work order. This work included further refinement of station, transit center and area planning, transit planning, agency coordination, ridership forecasting and travel demand modeling, developing FTA CIG Small Starts grant funding strategies, furthering conceptual design of facilities, surveying and base mapping, development of a concept level cost estimate, environmental documentation preparation, and public outreach.

On September 19, 2023, the Federal Transit Administration approved the project for entry into Project Development. From that day forward, STA has pre-award authority for project development activities, making such expenses eligible for grant reimbursement. Consequently, in November 2023, Work Order No. 3 was executed which kicked off the preliminary design phase for the project. This work included developing design plans towards the 30% design milestone, advancing the environmental and grant preparation work, public outreach, and completing all necessary requirements for the Project Development phase of the FTA CIG Small Starts program.

In September 2024, Work Order No. 4 was executed for preparation of the cultural resources report, completion of geotechnical borings monitoring, preparation of an Inadvertent Discovery Plan, and the facilitation of a value engineering exercise.

In December 2024, Work Order No. 5 was executed authorizing the work necessary to acquire property for the Mead Transit Center and associated environmental documents, and the preparation of the Reconnecting Communities Pilot grant for submission to FTA.

In July 2025, Work Order No. 6 was executed which advanced the project to the 60% design milestone required by the Project Development phase of the FTA CIG Small Starts program. This work included advancement of the civil and architectural design, completion of the environmental review process,

public outreach, property acquisition, and completion of the FTA Risk and Readiness process and support in obtaining approval of a CIG Small Starts grant.

Staff are seeking authorization of the next work order, Work Order No. 7, to advance the project towards the 90% design milestone and continue all other project development activities necessary to obtain an FTA CIG Small Starts grant. Tasks to be performed under this Work Order are organized with past work orders as follows:

- **Task 01: Project Management** and oversight, to generally include project consultant coordination, quality management, scheduling, invoicing, future work order and contract amendment scoping and preparation.
- **Task 02: Planning and Analysis**, no activities on this work order.
- **Task 03: Design and Engineering** to generally include agency and design team coordination, supplemental survey and base mapping, geotechnical investigations for stormwater improvements, final design and engineering including utility, stormwater, traffic signal design, transit signal priority, lighting, structural design, power and communications design, station design, landscape architecture, construction specifications, cost estimating, schedule preparation, development of WSDOT required right-of-way plans, WSDOT design documentation approval, preparation of property acquisition exhibits and legal descriptions, and continued development of a 3D model and interactive mapping website.
- **Task 04: Environmental**, no activities on this work order.
- **Task 05: Public and Stakeholder Engagement**, continued support to facilitate public outreach, surveys, social media coordination, and community and agency engagement.
- **Task 06: Project and FTA support** to include continued support of the grant application documents, project controls, risk management, third-party agreement support and providing support through FTA's risk and readiness review process.
- **Task 07: Design for Unforeseen, Urgent or Unplanned Services** includes design and support services, which are unplanned, urgent, and/or critical to maintaining the project schedule.

As a work order within an established architectural and engineering services contract, the value of Work Order No. 7 is predicated on the anticipated hours per task, actual hourly labor rates, overhead, and negotiated profit, in addition to appropriate travel and miscellaneous expenses. Based on the number of hours estimated for this level of effort and other miscellaneous costs, the work order has a not-to-exceed value of \$4,002,800. A cost analysis was performed by staff comparing the level of effort value to two independently prepared cost estimates, also prepared by staff. Based on the analysis, staff concluded the cost proposal was fair and reasonable. In addition to recommending approval of Work Order No. 7, staff recommend approval of a 10% contingency amount of \$400,280 to be assigned for unanticipated scope adjustments that may arise during this phase of the project.

The Division Street BRT Project Development project (CIP 895) has an approved budget of \$15,082,218 in STA's Capital Improvement Program derived from local, state, and federal funding. The table below depicts how Work Order No. 7 will be accommodated within the project budget.

Project Element	Total
Division Street BRT Project Development (CIP 895)	
Parametrix, Inc - Work Order No. 3	\$ 5,867,454
Parametrix, Inc - Work Order No. 4	\$ 870,504
Parametrix, Inc - Work Order No. 5	\$ 147,812

Parametrix, Inc - Work Order No. 6	\$ 5,952,599
Miscellaneous Contracts	\$ 547,712
Total Approved Contracts	\$ 13,386,081
Parametrix, Inc. - Work Order No. 7	\$ 4,002,800
Total Contracts Including Work Order No. 7	\$ 17,388,881
CIP 895 Board Approved Budget	\$ 15,082,218
Total Contracts With Work Order No. 7	\$ 17,388,881
Remaining Balance	(\$ -2,306,663)
CIP 895 Budget Status	
Board Approved Budget	\$ 15,082,218
Expenditures to Date	\$ 9,007,660
Remaining Balance	\$ 6,074,558

Based on the table above, approval of Work Order No. 7 will surpass the Board-approved budget for CIP 895 by approximately \$2,306,663 based on approved encumbered contracts. However, expenditures to date are significantly less than anticipated due to project savings throughout the design process. Expenditures to date total \$9,007,660, leaving a project balance of \$6,074,558. Based on current monthly burn rates and the current status of design, the project is not anticipated to spend the full encumbered amount of each work order and should realize significant savings primarily within Work Orders 3, 4, and 6. As each of these work orders is closed out, the remaining positive balances will be unencumbered and become available to fund this work order.

Work Order No. 7 is anticipated to begin in October 2026 and be completed in October 2027. Ninety percent design will begin for all stations, which includes all civil and architectural work, continued development of the project specifications, refinement of the project schedule, refinement of the project cost estimate, outreach support, and continued support to STA toward obligation of federal funds appropriated through the CIG program.



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Report to Committee
Meeting Date: September 2, 2026
Agenda Item: 5A

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: WELLESLEY CORRIDOR DEVELOPMENT PLAN: PRELIMINARY DRAFT
Submitted by: Emily S. Poole, Chief Planning & Development Officer
Mike Tresidder, Senior Transit Planner

Purpose: Receive report.
Recommendation: n/a
Attachments and/or Online Links: [Wellesley Corridor Development Plan Website](https://www.spokanetransit.com/projects/wellesley-corridor-development-plan/)
<https://www.spokanetransit.com/projects/wellesley-corridor-development-plan/>
Wellesley Corridor Development Plan: Planning Process Background

SUMMARY: Route 33 Wellesley has been identified as a future High Performance Transit (HPT) investment in both *Connect Spokane* (STA's comprehensive plan) and *Connect 2035* (STA's strategic plan). The first step in recognizing Route 33 Wellesley as an HPT route is to complete a Corridor Development Plan (CDP) for approval by the STA Board of Directors. Supplemental to the accompanying staff report, staff will present an overview of the draft CDP for review and questions, and review next steps, including neighborhood engagement. The draft CDP will be available online for review at the link above beginning September 2, 2026.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5A**

Presented to: Planning & Development Committee

SUBJECT: Wellesley Corridor Development Plan: Planning Process Background

Route 33 Wellesley has been identified as a future High Performance Transit (HPT) investment in both *Connect Spokane* and *Connect 2035*. *Connect Spokane* identifies Route 33 as a future HPT route in policy *HP 4.0 High Performance Transit Network map*, which is the foundation, framework, and basis for future service improvements. In *Connect 2035*, the upgrade of Route 33 Wellesley to a High Performance Transit Line was identified as an initiative under Goal 1 – Elevate the Customer Experience.

Route 33 Wellesley is an important cross-town route traveling from Spokane Falls Community College (SFCC) to Spokane Community College (SCC) and passing through several diverse neighborhoods and commercial corridors. The first step in recognizing Route 33 Wellesley as an HPT line is to complete a corridor development plan for approval by the Board. STA was awarded \$630,000 in CMAQ grant funds from the Spokane Regional Transportation Council (SRTC). These funds are for planning, engineering, and design activities for the Wellesley Corridor Development Plan (CDP).

Engagement - Multiple rounds of community engagement with the following groups have occurred to date:

- Northwest Neighborhood Council
- Nevada Heights Neighborhood Council
- Hillyard Neighborhood Council
- Whitman Neighborhood Council
- Bemiss Neighborhood Council
- North Hill Neighborhood Council
- Minnehaha Neighborhood Council
- Rogers High School Leadership class

In addition, planning sessions and presentations were conducted with STA Planning & Development staff, City of Spokane planning staff, and the City of Spokane Plan Commission. Taken together, the feedback received was used to develop and draft the corridor development plan.

The first round of engagement focused on identifying what High Performance Transit is as defined by STA and identifying barriers and obstacles to transit use and implementation of transit amenities in the corridor. The second round of engagement with the neighborhoods focused on the results of the initial analysis and evaluation of stops for infrastructure improvements. Discussion was positive, with supportive feedback on the proposed improvements.

Based on the analysis, community engagement, and policies set forth by *Connect Spokane*, the anticipated improvements along the corridor are shown in Table 1. The proposed stop actions are subject to further refinement, review, and/or approval from the City of Spokane.

Table 1-Wellesley CDP Proposed Improvements

Stop Action	Total Stops
Construct HPT & Install Station Improvements	7
Construct Enhanced Stop with Shelter	10
Install New Shelter	11
Consolidate / Close Stop	16

Additional outreach with the community is scheduled this fall to review the final draft recommendations.

The project schedule for the Wellesley CDP follows in Table 2 below.

Table 2-Wellesley CDP Schedule

Timeframe	Activities	Audience
November 2025	Introduced project, corridor development planning process, and engagement plan	P&D Committee
November 2025 – January 2026	Write background and existing conditions sections; develop engagement materials	N/A
February 2026	Brief on existing conditions and scheduled engagement activities	P&D Committee
February/March 2026	Engagement Round 1: Focus on existing conditions, desired outcome from transit and transit stops, and potential trade-offs	Neighborhood groups Trip generators City of Spokane staff
April 2026	Update on Engagement Round 1 to date Preview of infrastructure analysis method	P&D Committee
April 2026 – May 2026	Continued Round 1 engagement Develop concepts for stops and stop locations	Neighborhood groups
June 2026	Engagement Round 2: Focus on potential concepts and trade-offs	Same as Engagement Round 1
June 2026	Apply for Regional Mobility Grant	N/A
July 2026	Update on Engagement Round 2	P&D Committee
July-August 2026	Finish draft plan	N/A
September 2026	Review draft plan	P&D Committee
September 2026	Engagement Round 3: Review recommendations	Neighborhood groups
October 2026	Final Draft Plan	P&D Committee
October 2026	Public Hearing	STA Board
November 2026	Recommendation for adoption	P&D Committee
November 2026	Adoption	STA Board

Bolded items are upcoming activities



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Report to Committee

Meeting Date: September 2, 2026

Agenda Item: **5B**

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: TRANSIT-ORIENTED DEVELOPMENT: SUPPORTIVE ACTIONS AND POLICIES MEMO
Submitted by: Emily S. Poole, Chief Planning & Development Officer
Brian Jennings, Director of Community Development

Purpose: Receive report.
Recommendation: n/a
Attachments and/or Online Links: Transit-Oriented Development: Supportive Actions and Policies Memo
[City of Spokane's Transit-Oriented Development Website](https://my.spokanecity.org/projects/tod/)
<https://my.spokanecity.org/projects/tod/>

SUMMARY: Staff have prepared an informational memorandum outlining the Transit-Oriented Development (TOD) efforts that have occurred within the past decade, specifically within the City of Spokane. A composite listing along with a narrative identifying planning, policy, and code changes are identified, including current activities meant to encourage development of an urban form that supports transit-friendly development.

SPOKANE TRANSIT AUTHORITY

Staff Report: Agenda Item **5B**

Presented to: Planning & Development Committee

SUBJECT: Transit-Oriented Development: Supportive Actions and Policies Memo

Staff completed a review of initiatives implemented by the City of Spokane to encourage Transit-Oriented Development patterns. According to the [City of Spokane's website](https://my.spokanecity.org/projects/tod/) (<https://my.spokanecity.org/projects/tod/>), Transit-Oriented Development (TOD): *offers housing, shopping, and employment along a network of safe streets within a 1/2 mile of high-performance transit lines. Successful TOD offers active street frontages with safe and comfortable sidewalk environments, a mix of goods and services that meet daily needs, and a full range of residential opportunities near transit stations.*

Why plan for TOD in Spokane?

Estimates by Washington State's Office of Financial Management anticipate Spokane County will see growth of over 100,000 new residents over the next 20 years. Planning for this growth means offering more choices for living and getting around Spokane. Transit-oriented development intends to complement the demand for mixed-use development in areas where people can more easily choose from a variety of travel modes. By aligning land uses and development with investments in STA's expanding high-frequency transit network, TOD provides new options for living, working, and playing in our region. Over the years, the City of Spokane, STA, and SRTC have evaluated how TOD might work in the City and its neighborhoods, and recent planning efforts have attempted to implement policies to achieve more Transit-Oriented development. Examples include:

- 2017 – Central City Line Strategic Overlay Plan
- 2019 – North Bank Sub-Area Plan
- 2020 – South University District Sub-Area Planning
- 2021 – Spokane Downtown Plan
- 2021 – Spokane Housing Action Plan
- 2022 – DivisionConnects
- 2022 – TOD Framework Study
- 2024 – South Logan TOD Project
- 2026 – Division Street TOD Project

Many of these planning projects directly resulted in the code updates providing expanded options for development within these areas.

Area-Specific Code Signed Ordinances (2024):

- Hamilton Form-Based Code – ORD C36553
- Planned Action Ordinance – ORD C36554
- Downtown Land Use and Zoning – ORD C35925

Citywide Code Signed Ordinances (2024):

- Center and Corridor Code – ORD C36556
- Height and Height Transitions – ORD C36555

- RMF/RHD Open Space Requirements – ORD C36552
- Building Opportunity for Housing – ORD C36459

As a result of the above ordinances:

- It's easier to build more middle housing - fourplexes, townhouses, and other small multiunit developments
- No lot density maximums for lots less than 2 acres in size
- New, modified open space requirements to support increased feasibility of higher-intensity residential development
- There are no maximum floor-area-ratio (FAR) or height limits within the downtown core, industrial zones, Neighborhood Centers, District Centers, or Employment Centers
- Downtown general and downtown university zones have a FAR of 6.0 with height bonus provisions
- South University District zoning changed from General Commercial to Downtown
- No parking required for residential uses within ½ mile of a transit stop, and no parking required in the Centers and Corridors and Downtown zones
- Increased base height allowed in both Residential Multi-family and Residential High-Density

PlanSpokane 2046

The City of Spokane is undertaking a periodic update to the Comprehensive Plan (*PlanSpokane 2046*), which is the guiding document for future growth and actions by the City. Due at the end of 2026, the periodic update will identify policies and future regulations to direct the next 20 years of the City. In conjunction with *PlanSpokane 2046*, the City is also updating the Future Land Use Map (FLUM). The FLUM identifies the mix of uses desired for the next 20 years. It does not necessarily reflect what is built on the property today but rather reflects the community's vision for the future. A significant change in the land use code has been to simplify the number of categories from nearly twenty down to a more manageable nine.

A formal public comment period for the *PlanSpokane 2046* Future Land Use Map and updated draft Comprehensive Plan are currently open, with no end date set yet for the close of public comment.

Several of the more recent planning projects – Housing Action Plan, TOD Framework Study, Division Street TOD Project - were developed with an eye on the current comprehensive plan update, *PlanSpokane 2046*, and the associated code update, *BUILDSpokane*. This will incorporate the recommendations from those planning efforts into code and policy to guide development in the City of Spokane over the next 20 years that will accommodate the anticipated population growth.

BUILDSpokane

BUILDSpokane represents the first comprehensive update to the regulations in many years, and the City is undertaking a comprehensive update of Title 17 of the Spokane Municipal Code which governs zoning, land use, and development review processes. Effectively altering how and where development gets built and, in most cases, at intensities that will be directly supportive of our transit investments. To summarize it will:

- Modernize the City's regulatory framework;

- Align the development regulations with current policy objectives, **that weigh heavily to transit**, as outlined in the Comprehensive Plan;
- Reduce or eliminate barriers to development and redevelopment especially for infill;
- Promote affordability, equity, and sustainability; and
- Improve transparency and efficiency in development reviews.

An assessment of the current code is now available for review. This assessment is intended to serve as a roadmap for the proposed changes by identifying strengths and weaknesses of the current land development regulations and building consensus on the general scope of the issues to be addressed, as well as recommendations for addressing them.

Together with the City's current Comprehensive Plan update, BUILDSpokane will ensure that both meet the state of Washington's continuing review requirements for comprehensive land use plans and development regulations and ensure the City's regulatory framework enables Spokane to achieve its long-term goals of more development around transit, and more travel options for current and future residents.



1230 W. Boone Avenue, Spokane, WA 99201
(509) 328-RIDE | www.spokanetransit.com

Committee Information

Meeting Date: September 2, 2026

Agenda Item: **7A**

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: FEDERAL TRANSIT ADMINISTRATION SECTION 5310: CALL FOR PROJECTS PRELIMINARY UPDATE

Submitted by: Emily S. Poole, Chief Planning & Development Officer
Emilio Bustos, Assistant Transit Planner

Purpose: For information.

Recommendation: n/a

Attachments and/or Online Links: [Section 5310 Program Call for Projects Website – Spokane Transit Authority](https://www.spokanetransit.com/section-5310-program/)
<https://www.spokanetransit.com/section-5310-program/>

SUMMARY: The FTA Section 5310 program provides annual formula funding to Spokane Transit Authority (STA), which is a designated recipient of these funds, to assist eligible organizations in providing transportation services for seniors and individuals with disabilities who have special transportation needs. STA is responsible for administering, contracting, and providing oversight of projects selected through the annual Section 5310 Call for Projects. On July 16, 2026, the STA Board of Directors approved the STA local match contribution of \$252,188 for the 2026 Section 5310 Call for Projects to partially offset local match requirements for subrecipients. Combined with the FY 2026 federal apportionment of \$721,825, a total of \$974,013 is available for the 2026 Section 5310 Call for Projects.

STA issued the 2026 Section 5310 Call for Projects on August 3, 2026. On August 5, 2026, STA staff held an informational meeting for interested agencies to receive program information, review application requirements, and ask questions. Four interested agencies attended the Microsoft Teams meeting. All interested applicants were required to schedule a preliminary meeting with STA staff before the preliminary proposal deadline of August 25, 2026, to review the proposed project's eligibility, risk, and projected budget. Prior to the preliminary proposal deadline, STA Planning and Grants staff met with six (6) interested applicants. The final applications are due September 28, 2026.

On August 25, 2026, STA received eight (8) preliminary proposals from five (5) different agencies. STA Planning and Grants staff is reviewing all preliminary proposals based on eligibility, risk, and project alignment with the region's Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP).

Final project applications will be evaluated by an ad hoc committee composed of STA Planning and Grants staff, one Spokane Regional Transportation Council (SRTC) representative, one Washington State Department of Transportation (WSDOT) representative, and other STA staff. Proposed funding recommendations will be presented at the December 2, 2026, Planning & Development Committee meeting, followed by Board action on December 17, 2026.



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Review Committee Meeting Draft Agenda
Meeting Date: September 2, 2026
Agenda Item: 8

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: REVIEW SEPTEMBER 30, 2026, (October Meeting) COMMITTEE MEETING
DRAFT AGENDA

Submitted by: Emily S. Poole, Chief Planning & Development Officer

Purpose: For information.

Recommendation: n/a

Attachments and/or

Online Links: n/a

SUMMARY: At this time, members of the Planning & Development Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the meeting of September 30, 2026. This will be the October meeting.

Spokane Transit Authority
1230 West Boone Avenue
Spokane, WA 99201-2686
(509) 325-6000

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, September 30, 2026 *(October meeting)*

10:00 a.m. – 11:30 a.m.

Northside Conference Room
Spokane Transit Authority
1230 W. Boone Avenue, Spokane, WA
w/Virtual Public Viewing Option Link Below

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the September 2, 2026, Committee Meeting – *Corrections/Approval*
4. Committee Action -- Recommendation
 - A. Board Action - Consent Agenda - *none*
 - B. Board Action – Other/Committee Recommendation - *none*
5. Report to Committee *(55 minutes)*
 - A. Draft 2027 Budget *(Hamud)*
 - B. City Line Budget Reallocation to Division Street Bus Rapid Transit Construction and Implementation *(Poole)*
 - C. Division Street Bus Rapid Transit: Design and Public Outreach Update *(Poole)*
 - D. Five Mile Mobility Hub Update *(Poole)*
 - E. Wellesley Corridor Development Plan: Draft for Public Input *(Poole)*
(Public Hearing at the October 15, 2026, Board meeting)
6. CEO Report *(Otterstrom) (15 minutes)*
7. Committee Information *(no discussion/staff available for questions)*
8. Review November 4, 2026, Meeting Draft Agenda *(5 minutes)*
9. New Business
10. Committee Member Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, November 4, 2026, at 10:00 a.m. in person.

Optional Virtual Link: [Join the meeting now](#)

Meeting ID: XXX XXX XXX XXX X

Call-in Number: 1-509-824-1714

Password: XXXXXXXX

Conference ID: XXX XXX XXX

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call (509) 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.



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New Business

Meeting Date: September 2, 2026

Agenda Item: **9**

Presented To: Planning & Development Committee

Referral Committee: n/a

Title: NEW BUSINESS

Submitted by: n/a

Purpose: For discussion.

Recommendation: n/a

Attachments and/or

Online Links: n/a

SUMMARY: At this time, the Committee will have the opportunity to initiate discussion regarding new business relating to Planning & Development.



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Committee Member Expressions
Meeting Date: September 2, 2026
Agenda Item: 10

Presented To: Planning & Development Committee
Referral Committee: n/a
Title: COMMITTEE MEMBER EXPRESSIONS
Submitted by: n/a

Purpose: Receive expressions.
Recommendation: n/a
Attachments and/or
Online Links: n/a

SUMMARY: At this time, members of the Planning & Development Committee will have an opportunity to express comments or opinions.