April 2018



City of Spokane, Office of Neighborhood Services

## **Planned Unit Developments**

Spokane Municipal Code 17G.070



**Planned Unit Development (PUD)** - A planned unit development may be used to establish an overlay zone. This overlay may modify the minimum lot size, building setbacks, site coverage maximums, and parking requirements. Streets and utilities can be public or private but must be built to public standards. In the Residential Multi-Family (RMF) and Residential High Density (RHD) zoning districts only additional limited retail sales or service and office uses that are not otherwise permitted in the underlying zone may be allowed.

A PUD requires a public hearing before the City Hearing Examiner. After testimony and comments, the Hearing Examiner issues a decision on the PUD. The City Council adopts an ordinance amending the city's zoning map following the Hearing Examiner's Decision. The procedures and list of decision criteria for a PUD are listed in SMC 17G.060. The decision criteria are useful when preparing oral or written comment on any land use decision. The Spokane Municipal Code section that deals with PUDs in detail is SMC 17G.070. <u>SMC Chapter 17G.070</u>

## PUD Application Process Key Steps-

- Community Meeting by applicant prior to submitting application
- Submittal of development application materials to city.

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- Request for review by agency & interested City departments
  - Additional studies may be requested by agencies
  - Neighborhood councils are notified. Make sure your current Council contact information is updated with ONS and correct on the City website – this is required in SMC 17G.060.120)
- Notice of Application and State Environmental Policy Act (SEPA) Review
  - Notice to residents within 400 feet mailed and signs on property
- SEPA Determination made; Public Hearing date set; staff report issued
  - $\circ$   $\,$  Notice to residents within 400 feet mailed and signs on property  $\,$
- Hearing Examiner Holds Public Hearing
- Hearing Examiner Issues Decision

Throughout the application process, there are specific steps that involve public comments and public meetings. Please see the additional attached "Public Comment and Testimony" training on where and how to effectively comment on an application and the Planned Unit Development document for more details on each of the steps through the application process. Additionally, the Spokane Municipal Code section that deals with the Land Use Application process is SMC 17G.060. (Land Use Application Procedures)