

Training Providing Comments and Testimony

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Office of Neighborhood Services & Code Enforcement
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Commenting

- **READ and provide comments on the proposal and on the SEPA environmental checklist/supplement comment period.**
- **Comment throughout the process; to Planning, Plan Commission, and City Council. Watch for comment periods and hearing notices. Establish “standing.”**
- **Facts carry more weight and are more useful to decision makers than opinions.**

Commenting (cont.)

- **Studies would be one source for supporting comments. Ask Planning for any study documents on file.**
- **Comprehensive plan designation, goals, objectives, and policies for the property and area.**
- **Other planning documents for the area, such as a neighborhood plan (after 2001).**
- **Look up the zoning category in SMC 17C and become familiar with the permitted and non permitted uses.**

Commenting (cont.)

- **Focus on the facts! Of course, share history, opinion, likes or dislikes, but keep in mind decision-makers must make a decision based on how well the facts measure up with the criteria found in the SMC.**
- **Public comment is the chance to provide facts that reveal whether a proposal meets the criteria, to communicate local neighborhood conditions to an applicant that may not be understood, and to shape a better project.**

References & Links

- [Spokane Municipal Code](#) – SMC 17A Administration, 17C Land Use Standards, 17E.050, and 17G.020
- [Project Pages](#) Includes Planner contacts for land use and other projects
- [City of Spokane GIS](#)
- [City of Spokane Building & Developer Services](#)
- [WA Dept of Commerce videos](#) Short educational videos on planning topics
- [SEPA](#) – Citizen Guidance (SMC 17E.050 Environmental standards)
- [Municipal Research & Services Center](#) Planning articles
- [Eastern Washington Growth Management Hearings Board](#) Handbook, cases, and other links

How do I stay involved?

- Add your name (via email) to Planning’s “interested persons” mailing list for the application(s) that you are interested in. Watch for Notices and comment periods in SEPA, Notice of Applications, and Public Hearing dates.
- Attend the Plan Commission and City Council workshops when they occur for the application that you are interested in.
- Read the Spokane Municipal Code SMC 17G.020 if you’d like to learn more about the Decision Criteria and processing.
- Read the City’s Comprehensive Plan.
- Read neighborhood planning documents developed since Comprehensive Plan adoption.
- Comment and Testify! Written comment is most useful when it is factual and addresses the Decision Criteria or items discussed in the SEPA Checklist.