

# AIRWAY HEIGHTS PLANNING COMMISSION MEETING

## AGENDA



**May 11, 2022 6:00 P.M.**

Due to COVID 19 Public Meetings and Hearings are being conducted via electronic methods. To participate in this meeting, you may join via Zoom at the following link:

Join Zoom Meeting

<https://us02web.zoom.us/j/85452172063>

Meeting ID: 854 5217 2063

One tap mobile

+12532158782,85452172063# US (Tacoma)

Please note that the microphones will be muted until public comment on the agenda.

- I. Invocation
- II. Call to Order : \_\_\_\_\_ PM
- III. Roll Call
  - A. Kal Patel, Chair
  - B. Mark Collins, Vice Chair
  - C. Angelena Campobasso
  - D. Hank Bynaker
  - E. Stephanie Lamb
- IV. Pledge of Allegiance
- V. Approval of Agenda
- VI. Approval of Minutes
- VII. Public Comment
- VIII. Presentation
- IX. Public Hearings
- X. Action Items
- XI. Workshops
  - A. 2022 Comprehensive Plan- Vision Statement
  - B. Art Ordinance Amendment
- XII. Commissioner Reports
- XIII. Staff Report
  - A. Next Meeting: Wednesday, June 8, 2022
- XIV. Adjournment: \_\_\_\_\_p.m



**PLANNING COMMISSION  
MEETING MINUTES**

**Wednesday, April 13, 2022**  
Location: Digital Zoom Meeting

**I. INVOCATION:**

None.

**II. CALL TO ORDER:**

**6:01 pm**

**III. ROLL CALL:**

Chair	Kal Patel, Chair	Present
	Mark Collins, Vice Chair	Present
	Angelena Campobasso	Present
	Hank Bynaker	Present
	Stephanie Lamb	Absent

**Staff Present:**

Zachary Becker, Associate Planner  
Heather Trautman, Principal Planner  
Jeff Arango, Framework

**IV. PLEDGE OF ALLEGIANCE:** Completed.

**V. APPROVAL OF AGENDA:** Commissioner Collins moved to approve the agenda, motion was seconded by Commissioner Campobasso, motion passed unanimously.

**VI. APPROVAL OF MINUTES:** Commissioner Collins moved to approve the minutes for March 9, 2022, motion was seconded by Commissioner Campobasso, motion passed unanimously.

**VII. PUBLIC COMMENT:** None.

**VIII. PRESENTATION:** None.

**IX. PUBLIC HEARINGS:**

a. **Electric Fence Ordinance** The Public Hearing for proposed changes to AHMC 17.20 Fences and Walls was opened at 6:06 pm. Associate Planner Zachary Becker presented on the proposed amendments to the fence code that would allow for expanded ability to place electric fences within nonresidential sites in the industrial zones and increase the maximum height of electric fences to eight feet. During staff's presentation, a number of questions posed by the applicant were presented. These questions include:

- Proposed language limits the installation to industrial zones only and prohibits from commercial zones. We already have several businesses in commercial zones that have requested installation of battery powered alarm systems. We would like a permitting protocol that will allow these businesses to protect themselves. Allowing commercial zones is the path of least resistance.
- Requiring compliance (with AHMC 17.22.070) will be extremely difficult and most likely unnecessary. These requirements are for new installation of perimeter fences. Battery powered alarmed fences are installed behind an existing PERMITTED perimeter fence that has already met the requirements of AHMC. Battery Powered alarmed fences are permitted as alarms and should be treated as such per the draft.
- Height limitations are a huge issue and render the devices impotent if restrictions are in place. In order to properly deter crime the height must be 10 feet or two feet taller than the perimeter fence at a minimum.

Staff provided comments regarding each question and proposed the following considerations for the Commission to review:

- Allowing for limited use of electric fences in the C-2 Zone through the Conditional Use Permitting process.
- Including additional language used by the City of Spokane to provide for regional consistency for the permitting of electric fences
- Including additional language that provides for a more clear either/or scenario when both barbed wire and electric fences are being considered

The applicant, **Michael Pate**, was present during the Public Hearing and provided comments on the proposed draft, as well as, context for above mention questions. Commissioners asked a number of follow up questions. Principal Planner Heather Trautman provided additional context from the staff perspective. After a series of questions from the Planning Commission and discussions with the applicant and staff, The Planning Commission recommended changes to the draft language, including allowing for limited use of electrical fences within the C-2 zone for uses that currently require a Conditional Use Permit, including the additional language found in Spokane Municipal Code 17C.130.310 (E) (5), Section B & C, and allowing for the maximum electric fence height to be ten feet. **Commissioner**

**Collins** moved to recommend the amendments to the draft. Motion was seconded by **Commissioner Campobasso**, motion passed unanimously. **Commissioner Bynaker** then moved to recommend **PC Resolution 2022-005** to the City Council. motion was seconded by **Commissioner Collins**, motion passed unanimously. The Public Hearing ended at 7:45 pm.

**X. ACTION ITEMS:** None.

**XI. WORKSHOP:**

- a. **2022 Comprehensive Plan- Housing Densities & Types** City Consultant Jeff Arango with Framework presented on their efforts to update the 2022 Comprehensive Plan. Mr. Arango specifically presented on the variety of housing densities and types that are under consideration and how they relate to future zoning categories and land use policies for the 2022 Comprehensive Plan. Commissioners provided comments regarding the specific aesthetics of the proposed housing types. **Commissioner Collins** expressed concern over the removal of high density multifamily housing from the R-3 zone. **Commissioner Bynaker** commented regarding the future demand for single family versus multifamily housing. Additional questions and comments were provided by Commissioners with staff providing responses. The workshop concluded at 8:28 pm.

**XII. COMMISSIONER REPORTS:** **Commissioner Bynaker** provided comments regarding the current and future identity of the City of Airway Heights. Commissioners and staff made comments regarding the current state of the City, and the process of creating a new identity moving into the future through the Comprehensive Plan process.

**XIII. STAFF REPORTS:** Associate Planner Zachary Becker briefly presented on current planning projects and provided an update on the rebranding project with the City. Principal Planner Heather Trautman reported on current and log range projects throughout the City, and provided updates on the current grant opportunities being considered by the City.

A. Next meeting: May 11, 2022

**XIV. ADJOURNMENT:**

**Chair Patel adjourned the meeting at 8:49 pm**

**APPROVED:**

Kal Patel, Chair

**ATTEST:**

Heather Trautman, Principal Planner

## Introduction

The City of Airway Heights is updating its Comprehensive Plan including the vision statement and plan framework. The updates to the vision statement are informed by community input, plan priorities (i.e., the “big ideas”), and best practices. The vision statement should be connected to the plan priorities and specific goals, policies, strategies and actions within the plan elements.

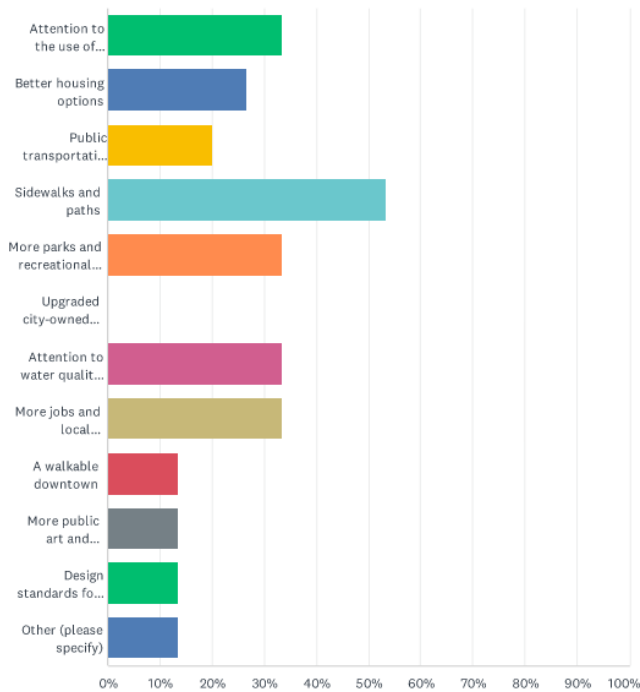
## What we Heard

The City conducted an online community survey for direct input on the plan vision that received fifteen responses, outreach at Airway Heights Day, and a series of panel discussions for focused on different elements of the plan. The panel discussions focused on providing an overview of the topic and answering questions from the public. Figure 1 shows responses from the community survey related top plan priorities. The top responses were sidewalks and paths, attention to water quality and utilities, more jobs and local business, and more parks and recreation.

**FIGURE 1. COMMUNITY SURVEY PRIORITIES**

Q8 What specifically would you like to see improved in Airway Heights, based on the Elements? (Select top two priorities)

Answered: 15 Skipped: 0



**DRAFT**

# **VISION + PLAN FRAMEWORK**

**CITY OF AIRWAY HEIGHTS  
Comprehensive Plan Update**



**MAY 2022**

Another survey question asked for feedback on the existing vision statement:

*“The City of Airway Heights is a great place to raise your family, engage in community, and make memories. We are a safe, interconnected community that cultivates a sense of belonging through maintaining our small town feel where neighbors are friendly, welcoming, and willing to help each other. Airway Heights is a city where individuals, families, and businesses plant roots because they feel connected to the community, and they can support the lives they envision.”*

Respondents generally like the vision statement with some suggestions for additions such as adding Washington, addressing homelessness and the environment, artsy and fun. Suggestions for updates from the planning consultants include making a stronger connection between the vision statement and plan priorities to create more momentum towards action and implementation of the plan while still retaining many of the themes that people like with the current vision statement.

## Vision + Plan Framework

The proposed vision statement retains many of the same themes as the existing vision statement but adds more connection to the planning priorities identified during the update process and desired outcomes. The ten “big ideas” reflect community priorities for the next 20 years and are addressed in specific plan elements.

### Proposed Vision Statement:

People love Airway Heights as a great place to live, work, and visit for its small-town feel, inclusivity, and strong community connections. Airway Heights is compact and walkable community with different types of housing, employment, parks and open space, and local businesses all within a short-distance and designed at a human scale. Airway heights continues to plan for growth in housing and jobs along with the infrastructure and amenities to maintain and improve life in Airway Heights. In Airway Heights:

- Many people establish roots, know their neighbors, and support the community.
- Families are attracted to the community for the housing, schools, local businesses, parks and amenities that create a high-quality of life.
- Multi-generational housing is integrated into neighborhoods that are beloved by all.
- People like being able to walk and bike on the sidewalks and bike facilities for recreation, to destinations such as local businesses, schools, parks, trails, but also as a way to see their friends and neighbors.
- Highway 2 is the gateway to Airway Heights and has been shaped by the community to reflect the desired local identity.
- The Downtown is beloved as a place people can walk or bike from their neighborhood for socializing, shopping, local services, civic services, and arts and cultural events.

The diagram in Figure 2 summarizes the vision statement in a more visual format.

**FIGURE 2. PROPOSED VISION STATEMENT DIAGRAM**





## Plan Framework: 10 Big Ideas for 2042

The following ‘big ideas’ reflect community priorities during the 20-year planning period.

### **1. Plan for a community where people can afford to live and work**

Airway Heights is one of the fastest growing communities in Washington State and is adding both housing and jobs. To be a full-service community and provide a high quality of life and work/life balance people should have the opportunity to both work and live in Airway Heights with housing costs in alignment with local wages.

Strategies:

- Ensure there is sufficient land for residential development to accommodate anticipated growth through the land use element
- Attract live wage jobs to Airway Heights through the Economic Development Element
- Encourage development of a range of housing types and costs through the Housing Element

### **2. Plan for a walkable and bikeable community**

Sidewalks and bike facilities are a high priority for the Airway Heights Community. Airway Heights benefits from a compact size and established grid system that make the City very walkable. However, as Airway Heights grows there is a need to improve connections and expand the system of sidewalks, bike facilities and trails.

Strategies:

- Identify system gaps and plans for expanding and improve sidewalks and bike facilities in the Transportation Element.
- Maintain and update development standards through the Land Use Element that require high-quality sidewalk and bike facilities as part of new development
- Plan for expanding the system of sidewalk and bike facilities through the Capital Facilities Element.

### **3. Plan for full-service neighborhoods with access to goods and services near residential neighborhoods**

Most of the local retail and services in Airway Heights are concentrated along Highway 2. Residential development is expanding primarily north of Highway 2 due to limitations on residential development in proximity to Fairchild Airforce Base. Expanding neighborhood commercial opportunities in association with residential development will reinforce Airway Heights as a walkable community with easy access to goods, services, parks, and arts and cultural events which all should be embedded within neighborhoods.

Strategies:

- Identify suitable areas for neighborhood commercial development and associated zoning in the Land Use Element

- Identify necessary capital facilities to support neighborhood commercial areas in the Capital Facilities Element.
- Establish policies and strategies for marketing and business attraction for planned neighborhood commercial areas in the Economic Development Element.

#### **4. Implement plans for the Downtown**

The City recently adopted a new plan for Downtown and implementing the plan is a high priority for the community. Implementation includes both public and private investments in streets, new mixed-use development, and potentially public facilities.

Strategies:

- Incorporate policies from the Downtown Plan into the Comprehensive Plan including in the Land Use Element.
- Identify capital facility needs and funding sources in the Capital Facilities Element.
- Establish policies and strategies for new housing in Downtown in the Housing Element.
- Identify strategies to attract private sector businesses and investment in Downtown in the Economic Development Element.

#### **5. Provide more variety in housing types to support a multi-generational and affordable community**

Airway Heights would benefit from a greater variety of housing types beyond single-family, duplexes, and apartments that currently make up the majority of housing in the City. Often referred to as “missing middle” housing, the City should expand opportunities for other types of housing such as townhouses, cottage housing, courtyard apartments, accessory dwelling units, triplexes, and fourplexes.

Strategies:

- Address policies for encouraging missing middle housing through the Land Use and Housing Elements.
- Update zoning as part of the Land Use Element update to add missing middle housing types as allowed uses in certain residential zones

#### **6. Expand parks, recreation, arts and cultural uses**

The City has recently adopted a new Parks, Recreation, and Open Space Plan and a Public Art Plan. Parks and arts are high priorities for the community and would benefit from policies and strategies in the Comprehensive Plan to support implementation.

Strategies:

- Update the Parks Element to reflect the recently adopted PROS plan
- Incorporate policies from the Public Art plan into the Land Use Element and the Economic Development Element
- Address access and connections to parks, recreation, and cultural facilities in the Transportation Element

## **7. Monitor growth to understand if the City is accomplishing community goals and priorities**

As a fast-growing community the City should monitor implementation of the Comprehensive Plan to ensure that the community vision, big ideas, and goals are being accomplished. The City will also be required to submit a report on growth and progress towards achieving housing and affordability goals five years after adoption of the next periodic plan update in 2026. However, the City should put in place procedures to track and report on growth in the near term.

Strategies:

- Add policies and monitoring requirements for growth in the Land Use Element
- Add housing metrics to track within the Housing Element
- Add economic development data monitoring policies in the Economic Development Element

## **8. Maintain and expand access to high-quality education in Airway heights**

Airway Heights is served by the Cheney School District with a local elementary school in Airway Heights and middle and high schools are located in Cheney. As the City grows there may be the need for more schools within the City of Airway Heights that the City should plan for.

Strategies:

- Add policies to the Land Use Element to express the desire for providing land suitable for local schools.
- Add policies in the Capital Facilities Element regarding the desire for local schools within the City limits as demand increases
- Monitoring housing growth through the Housing Element to understand when there will be a need for additional school capacity in Airway Heights

## **9. Transform Highway 2 to be attractive and reflect the priorities for Airway Heights**

Highway 2 is the first thing that most people experience when they arrive in Airway Heights and is also the location of the City's Downtown and primary commercial areas. The City has extensive plans to retrofit Highway 2 to make it more pedestrian friendly and improve the aesthetics.

Strategies

- Incorporate policies in support of transforming Highway 2 in the Transportation Element
- Address funding for Highway 2 improvements in the Capital Facilities Element
- Address business recruitment and private sector investment along Highway 2 in the Economic Development Element.
- Address desired land uses and development standards in the Land Use Element and zoning code.

## **10. Plan, build and maintain infrastructure and municipal facilities in the City necessary to support the City's Comprehensive Plan**

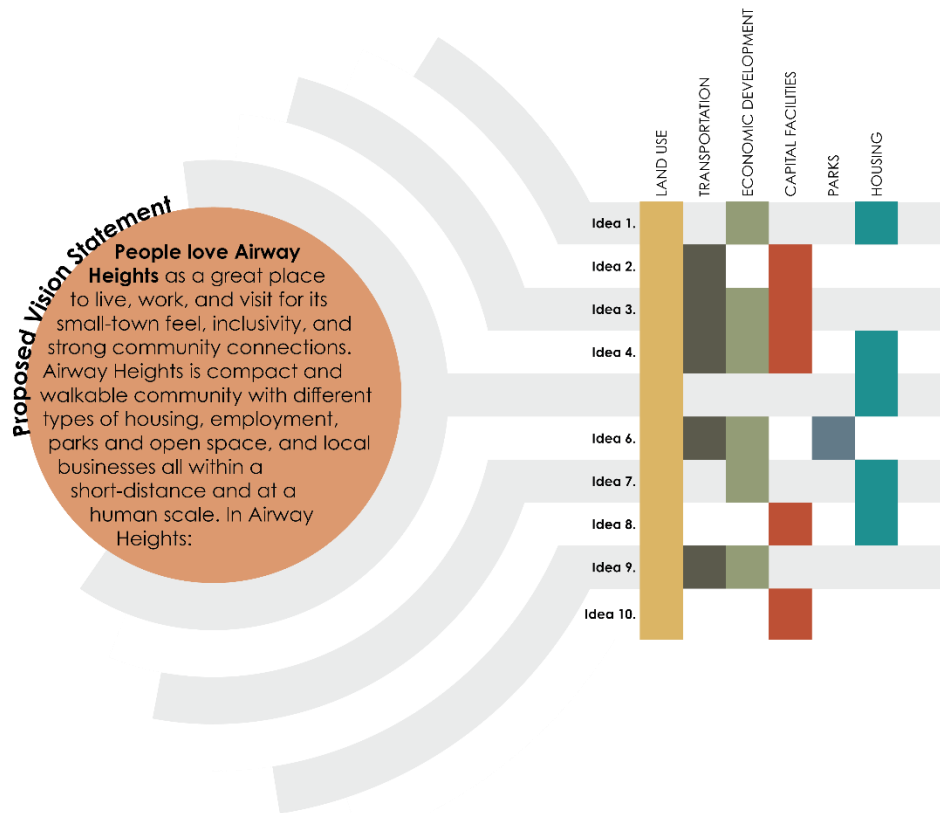
As a fast-growing community Airway Heights will need to invest in infrastructure to maintain and improve the quality of life. The City is considering a new municipal complex and is planning for a new municipal well to provide water service along with several other capital projects.

Strategies:

- Combine the Capital Facilities and Utilities Elements in a Capital Facilities and Utilities Element
- Add policies and a funding strategy related to a new municipal complex to the Capital Facilities Element
- Add policies and a funding strategy for the new municipal well to the Capital Facilities and Utilities Element
- Updated policies related to the level of service standards in the Capital Facilities and Utilities Element

The diagram in Figure 3 shows the connection from the vision statement to the 10 big ideas and into the plan elements where policies, strategies, and actions are incorporated to support implementation. Figure 4 provides more detail on the 10 big ideas and connection to the elements. Figure 5 shows the preferred land use alternative for the Plan update and Figure 6 shows the goals and connections to each element.

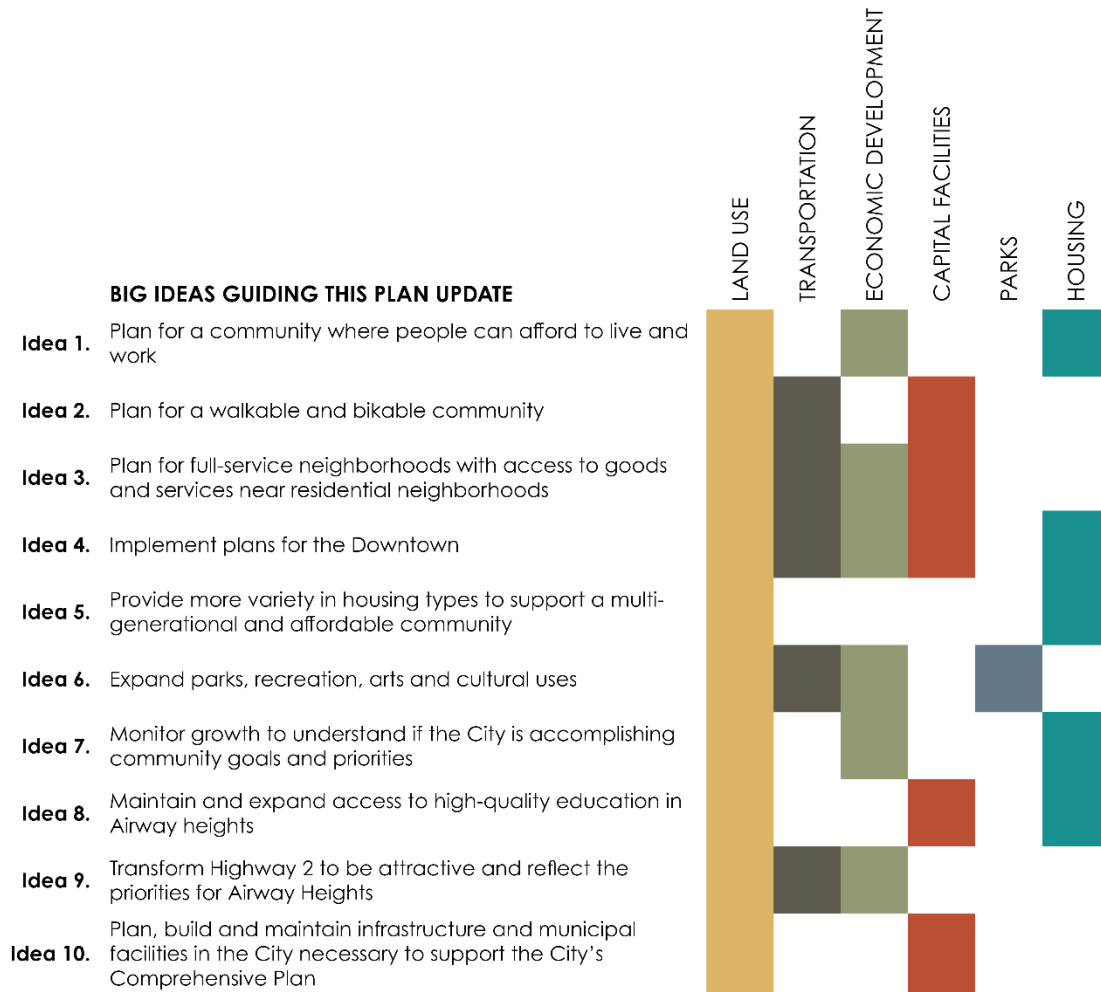
**FIGURE 3. PLAN FRAMEWORK DIAGRAM**



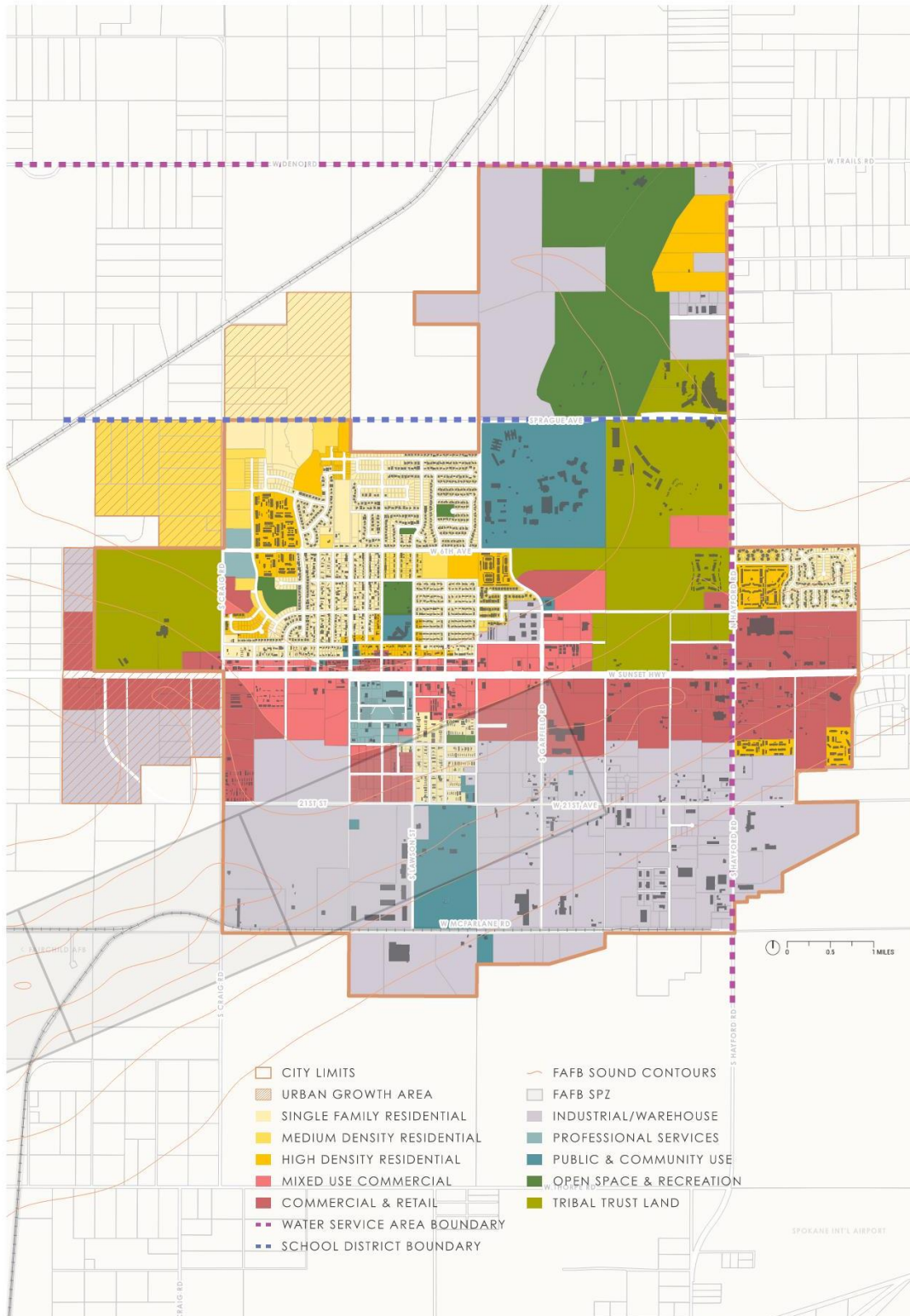


**AIRWAY**  
COMPREHENSIVE PLAN  
**HEIGHTS** VISIONING AND PLAN FRAMEWORK – DRAFT 5/4/2022

**FIGURE 4. 10 BIG IDEAS FOR AIRWAY HEIGHTS**



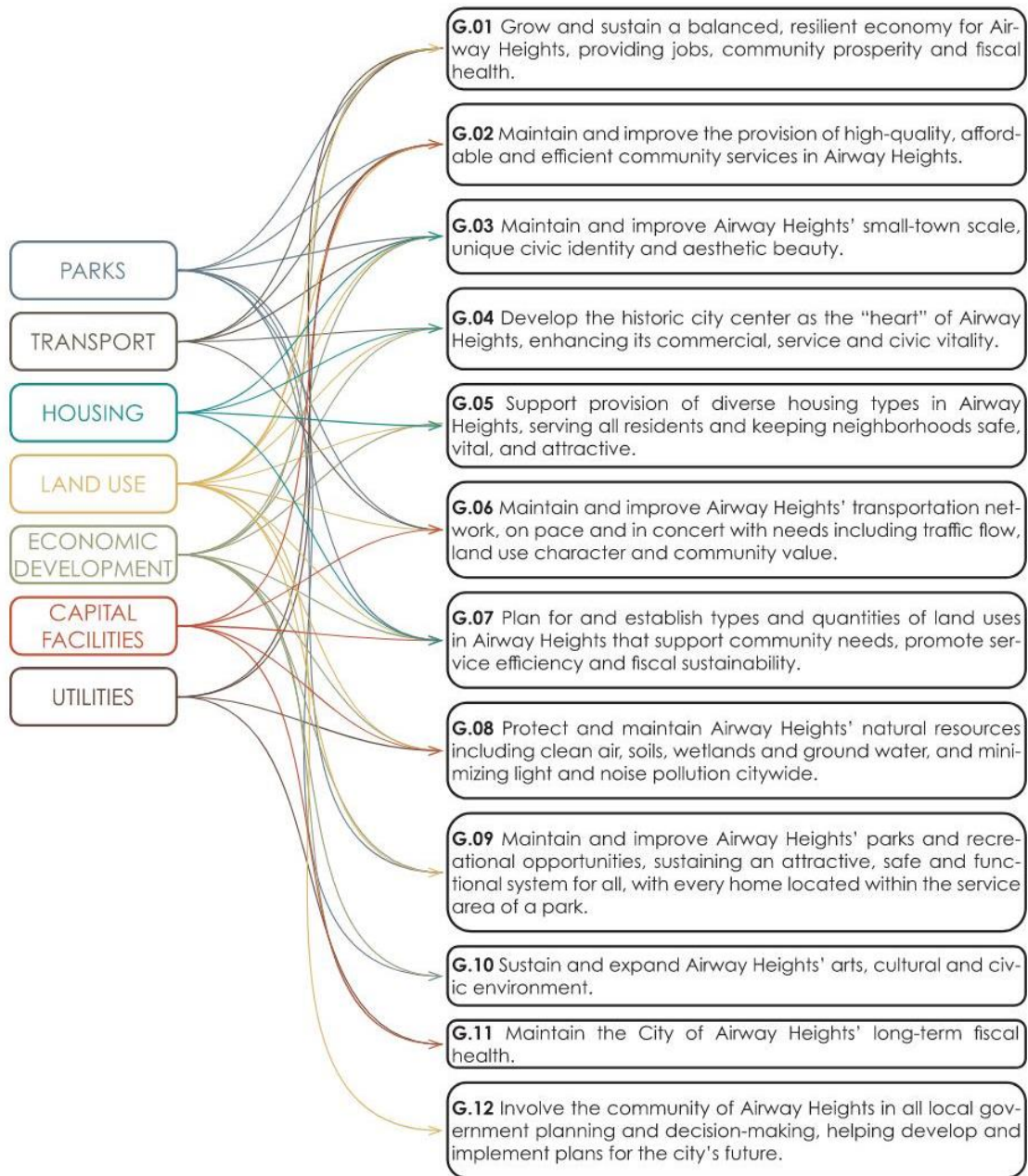
**FIGURE 5. CITY OF AIRWAY HEIGHTS LAND USE PLAN**



## Goals

The diagram in Figure 6 shows the relationship between the Comprehensive Plan elements and the goals. A more in-depth discussion of the applicable goals is contained within each element section in Volume II of the Comprehensive Plan.

**FIGURE 6. COMPREHENSIVE PLAN GOALS**





**CITY OF AIRWAY HEIGHTS  
WASHINGTON  
ORDINANCE NO. C-985**

**AN ORDINANCE OF THE CITY OF AIRWAY HEIGHTS, WASHINGTON AMENDING  
CHAPTER 2.19 OF THE AIRWAY HEIGHTS MUNICIPAL CODE ENTITLED “PUBLIC  
ART” FOR THE NUMBER OF ART COMMISSION MEMBERS; AND OTHER MATTERS  
PROPERLY RELATED THERETO.**

**WHEREAS**, The City Council of the City of Airway Heights supports public art to enhance the quality of life and create a unique sense of community identity; and

**WHEREAS**, providing the opportunity for the citizens to experience public art will promote the general welfare of the community, distinguishes the City of Airway Heights sense of place, supports a diverse and thriving economy, attracts creative talent, and brings visitors to the community; and

**WHEREAS**, the placement of art in public spaces will improve the aesthetic quality of public buildings and spaces; and

**WHEREAS**, supporting a public art program will further the goals of the City’s Comprehensive Plan; and

**WHEREAS**, the City of Airway Heights initiated a public process to study and prepare a Public Art Plan to address public art within the City; and

**WHEREAS**, Ordinance C-963 was adopted on September 20, 2021 establishing an Arts Commission; and

**WHEREAS**, the City has recruited for Art Commission members and found that many qualified community members can represent the interested of Art in Airway Heights; and

**WHEREAS**, the amendments are not harmful to the public health, safety and welfare and is in the public interest; and

**WHEREAS**, the amendments do not lower the level of service of transportation and/or neighborhood park facilities below the minimum standards established within the Comprehensive Plan; and

**WHEREAS**, the amendments are reasonably needed to mitigate the effects of the development, and are proportional to the impacts created by the development; and

**WHEREAS**, on XXXX, the City Council of Airway Heights held a public hearing as required by Airway Heights Municipal Code and voted... in favor and ...opposed to the text amendment; and

**NOW, THEREFORE**, the City Council of the City of Airway Heights does ordain as follows.

**Section 1. Amend Chapter.** Chapter 2.19.050 entitled “Establishment of the Public Art Commission” is hereby amended as follows:

## 2.19.050 Establishment of the Public Art Commission

### A. Powers and duties.

1. The Public Art Commission (herein referred to as the Commission) shall provide leadership to enhance the experience of public space, be an effective advisory body to recommend and implement approved Public Art policy and procedures, and maintain thoughtful public participation, outreach, and communications concerning public art.
2. The Commission recommends to the City Council all Public Art applications and City Council approval shall be necessary prior to the installation of public art in the City of Airway Heights unless exempted by the terms of this Ordinance.
3. The Commission shall initiate and develop proposals to receive recommendations and to solicit contributions for additions to the existing collection of Public Art.
4. The Commission shall be responsible for the development and oversight of a Public Art Plan including criteria and guidelines for the selection, of new Public Art, either temporary or permanent. The criteria and guidelines shall relate but are not limited to economic feasibility, maintenance, security, and aesthetics. No Public Art shall be acquired, loaned, or installed, nor shall existing Public Art be deaccessioned or removed from public places without prior review by the Commission.
5. The Commission is authorized to establish a jury, advisory group, or consult with Public Artists when reviewing an application or acquiring a piece of Public Art.
6. The Commission shall submit an annual report to the City Manager on its activities.

### B. Membership.

1. The Commission shall consist of a minimum of five (5) voting members, of which one (1) who must be a residents of the City of Airway Heights.
2. Appointment. Members of the Arts Commission shall be nominated by the Mayor and confirmed by a majority vote of four members of the City Council. Arts Commissioners shall be selected without respect to political affiliations and shall serve without compensation.
3. The Commission ~~shall~~ should be composed of the following members when possible:
  - a) ~~When possible, +~~ Two (2) individuals chosen from the following disciplines: landscape architecture, architecture, urban planning, interior design, engineering, or a related design discipline.
  - b) Two (2) professional Artists.
  - c) One (1) citizen knowledgeable in the field of Public Art, education, or community affairs.
  - d) One (1) citizen knowledgeable of the real estate and development community.
  - e) One (1) at-large citizen.
4. Nonvoting members of the Commission shall include at least one representative from the Planning Department and a member of the Public Works Department.
5. Members of the arts community may serve as non-voting, at-large members of the Commission to provide specific knowledge and expertise.

### C. Terms of office.

1. Commissioner terms shall be for a four-year period. Terms shall expire on the thirty-first day of January.

2. Removal. Members of the Commission may be removed by the Mayor, with the concurrence of the City Council, for neglect of duty, conflict of interest, malfeasance in office, or other just cause, or for unexcused absence from three regular meetings within a 12-month period. Failure to qualify as to residency shall constitute a forfeiture of office. The decision of the City Council regarding membership on the Arts Commission shall be final and without appeal.
3. Any vacancy that results from an expired term or resignation shall be filled by the City Council.

D. Officers.

1. The Commission shall have a Chairperson and Vice Chairperson, as elected by a majority vote of the Commission.

E. Compensation of members.

1. Commission members shall have no compensation for their services.

F. Meetings.

1. The Commission shall meet for the purpose of organization as soon as reasonably possible after January 1 of each year.
2. The Commission shall meet at such times as it finds necessary throughout the year, but not less often than once every quarter.
3. All meeting shall be open to the public.
4. A quorum shall consist of a majority of appointed voting members of the Commission.
5. Public notice of the time and place of a meeting scheduled at least one (1) week prior thereto shall be conspicuously posted in one or more designated public locations.
6. The Commission shall establish and publish rules and regulations governing the conduct of its meetings, the procedure and criteria to be utilized in recommending approving or denying Public Art applications to the City Council and any other matters within its power and duties, provided that the rules and regulations are not contrary to the terms and intent of this Ordinance.

G. Conflicts of interest.

1. Members of the Commission shall fully comply with Chapter 42.23 RCW, Code of Ethics for Municipal Officers, Chapter 42.36 RCW, Appearance of Fairness, and such other rules and regulations as may be adopted from time to time by the City Council regulating the conduct of any person holding appointive office within the City.

**Section 2. Severability.** If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**Section 3. Effective Date.** This ordinance shall become effective five (5) days after its passage, approval, and publication.

Introduced this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Passed by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Approved by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_

Larry Bowman, Mayor

ATTEST:

\_\_\_\_\_  
Stanley Schubert, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Stanley M. Schwartz, City Attorney