



Planning Commission Regular Meeting Agenda

Wednesday, March 26, 2025 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL

2. APPROVAL OF MEETING AGENDA

3. ACTION ITEMS

- a. [Motion to approve February 26, 2025 meeting minutes as presented or with any modifications.](#)
- b. [Periodic Update - Information](#)
- c. [Periodic Update - Review modifications to Draft Comprehensive Plan Ch. 1, 2, 3, & 4 and new Draft Comprehensive Plan Parks & Recreation Element \(Ch. 10\)](#)

4. PUBLIC REMARKS

Public Remarks are an opportunity for citizens to address the Planning Commission either in-person or by submitting their remarks to remarks@millwoodwa.us. We ask that in-person speakers limit themselves to two minutes and follow the Citizen Participation Guidelines Policy as posted on the City of Millwood website www.millwoodwa.us/government#CityCouncil or available at City Hall prior to this meeting.

5. REPORTS

- a. [City Planning Report - February 2025](#)

6. COMMISSIONER REMARKS

7. SET NEXT MEETING - April 30, 2025 at 6:00 pm

Anticipated Agenda Items:

Periodic Update - Public Hearing on the Draft Comprehensive Plan Ch. 1, 2, 3, & 4, updated Community Visioning and Goals, Policies, and Actions Framework & new Draft Comprehensive Plan Parks and Recreation Element.

8. ADJOURNMENT

Planning Commission Regular Meeting Minutes

Wednesday, February 26, 2025 at 6:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

1. CALL TO ORDER & ROLL CALL

Meeting called to order by Commissioner Ankney at 6:00 pm. Commissioners present: Mike Ankney, Bobbie Beese, Bill Rickard, and Savannah Wu. Jay Molitor attended the meeting remotely. A quorum was present.

PRESENT

Commissioner Mike Ankney
Commissioner Bobbie Beese
Commissioner Jay Molitor
Commissioner Bill Rickard
Commissioner Savannah Wu

2. APPROVAL OF MEETING AGENDA

Motion made by Commissioner Wu, Seconded by Commissioner Beese to approve the agenda as presented.

Voting Yea: Commissioner Ankney, Commissioner Beese, Commissioner Molitor, Commissioner Rickard, Commissioner Wu

3. PRESENTATIONS

There were no presentations.

4. ACTION ITEMS

- a. Motion to approve January 29, 2025 Planning Commission Minutes as presented or with modifications

Motion made by Commissioner Rickard, Seconded by Commissioner Wu to approve the January 29, 2025 Regular Meeting Minutes as presented.

Voting Yea: Commissioner Ankney, Commissioner Beese, Commissioner Molitor, Commissioner Rickard, Commissioner Wu

- b. Periodic Update - Planning Commission - Public Workshop

Review modifications to Draft Comprehensive Plan Ch. 1, 2, 3, & 4, updated Community Visioning and Goals, Policies and Actions Framework + Review new Draft Comprehensive Plan Parks and Recreation Element.

Ms. Tainio explained that the draft they were reviewing at this meeting included the modifications to the Comprehensive Plan Chapters 1, 2, 3 & 4 and the new Parks and Recreation Element that the Planning Commission had identified at the last meeting.

The Commission reviewed the new policies and implementing actions. The Commission discussed the need for a definitions page, the Solid Waste Management Plan ILA with Spokane County, Mini Parks, and Land Use and Housing. They discussed Millwood demographics in particular the graphs and where the data was derived from, the Land Capacity analysis and the inconsistencies between the population increase requirements and the total housing units required, and the desire

to expand stakeholder interviews to include Millwood history enthusiasts, Beautification & Tree Board and Millwood Preservation Commission.

The Commission also discussed the Parks & Recreation Element including walking distance to parks, Butler mini park, river access, river view access, high school fields not reservable, Argonne Congestion Relief Project, and grant funding.

Public Comments on Comprehensive Plan Chapter 1-4:

Kyle Dement, 10306 E Empire, expressed concern regarding the inconsistencies between the increase of population and the increase of housing units required, mini park restrooms, river access liability and cost of funding parks for taxpayers.

Todd Beese, 8610 E South Riverway, commented on the Argonne Congestion Relief Project, capital improvement project for the future to decrease lanes on Argonne Road for increased pedestrian safety, add a mop sink and handwash station at the Farmers Market and consider moving the Farmers Market back to Dalton Ave.

5. REPORTS

- a. City Planning Report - January 2025

Ms. Tainio presented her January 2025 Planning Report.

6. PUBLIC REMARKS

Kyle Dement, 10306 E Empire, thanked the Planning Commission for listening and considering his concerns.

Todd Beese, 8610 E South Riverway, expressed concerns about the Argonne Congestion Relief Project.

7. COMMISSIONER REMARKS

Commissioner Beese reminded attendees that March was Millwood History Month at the Argonne Library.

Commissioner Wu thanked Ms. Tainio for her work.

Commissioner Ankney remarked that next week was National Women in Construction Week and expressed concern about snow plowing.

8. SET NEXT MEETING - Planning Commission Regular Meeting March 26, 2025 at 6:00 pm.

Anticipated Agenda Items:

Periodic Update - Review modifications to Draft Comprehensive Plan Ch. 1, 2, 3, & 4, and new Draft Comprehensive Plan Parks and Recreation Element (Chapter 10)

9. ANNOUNCEMENTS

There were no announcements.

10. ADJOURNMENT

Motion made by Commissioner Beese, Seconded by Commissioner Wu to adjourn the Regular Planning Commission Meeting at 7:50 pm. Commissioner Molitor left the meeting at 7:27 pm. Voting Yea: Commissioner Ankney, Commissioner Beese, Commissioner Rickard, Commissioner Wu

Approved:

Attest:

Michael Ankney, Planning Commission Chair

Lisa Cassels, City Clerk

From: [Hodgson, Laura \(COM\)](#)
To: [City Planner](#)
Cc: [Info](#)
Subject: RE: RDI data for small cities
Date: Friday, March 7, 2025 5:13:29 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[Millwood_Spokane_Commerce RDI Tool EXPORT 2023 0316_CORRECTED.xlsx](#)

Hi Amanda,

Sorry for the delay in getting you answers. Please see the answers to your questions below.

1. **Q: How is households of color defined in Chart 13a. Millwood number of households by income category and race, 2019? For example, in a mixed race household, if there is one member that is a person of color, is that household then included under households of color?**

A: The Census identifies a “household” as a “household of color” if the *householder* identifies as a person of color. The householder is the person (or one of the persons) in whose name the housing unit is owned or rented. In outdated, colloquial terms you have seen this described as “head of household.”

A household comprised of people with different racial and ethnic identifies could be identified as a “White household” if the householder identifies as “White.” For example, a household comprised of a parent plus two children would be considered a “household of color” if the parent self-identifies as Asian, Black or African American, American Indian and Alaskan Native, Native Hawaiian and Other Pacific Islander, another race (Other), and Two or More Races or Hispanic or Latino. If the parent identifies as “White” but identifies the children as “Two or more Races”, the household would not be categorized as a “household of color” despite the presence of two members who do not identify as “White.”

2. **Q: Can you explain the negative numbers in Chart 14a and Chart 15? I know having the negative allows the lines to add up to 100% but how is a negative % generated?**

A: The negative numbers has so do with the with how the data get reported and the different treatment of ethnicity and race. Someone who identifies as “Hispanic or Latino” can identify as any race or not identify as a race. CHAS data does not report percentages at all, so we calculate those. To set the charts up to display by percentages we had to calculate a denominator that netted out the households for which race and ethnicity was not available. There is some imprecision due to the fact that CHAS doesn’t get complete information on income, race, and ethnicity on every household, so that the estimates from the individual categories don’t add up to the “all” estimate. Millwood had an unusual case in which every householder who reported having Hispanic and Latino ethnicity also reported that they identified as “White” which created a small double counting of 4 households, creating a negative number in the “race not reported” category. Because the number of households in each income by race category is so small for Millwood, that negative 4 carried through to create the -13% figure in Chart 14a and -17% figure in Chapter 15 for the City of Millwood. The corrected figures are included in the attached Millwood file in the tab titled “Income UPDATED.” The updated chart corrects this issue with the

double counting.

Please let us know if you have any other questions. Have a great weekend!

Laura Hodgson | HOUSING PLANNING AND DATA MANAGER
Cell: 360.764.3143 | Email: Laura.Hodgson@commerce.wa.gov

From: City Planner <planner@millwoodwa.us>
Sent: Friday, February 28, 2025 5:32 PM
To: Hodgson, Laura (COM) <laura.hodgson@commerce.wa.gov>
Cc: Info <info@millwoodwa.us>
Subject: RE: RDI data for small cities

External Email

I presented the RDI data to the City of Millwood Planning Commission on February 26th and two questions came up that I couldn't find answers to in the spreadsheet "Readme" section.

How is households of color defined in Chart 13a. Millwood number of households by income category and race, 2019? For example, in a mixed race household, if there is one member that is a person of color, is that household then included under households of color?

Recommendation for HAPT: Housing Share

PLANNING TECHNICAL ADVISORY COMMITTEE

Report and Recommendation to the Steering Committee of Elected Officials

Periodic Update under the Growth Management Act, 2026 to 2046

Written and Recommended by PTAC, January 2025

Executive Summary

The Planning Technical Advisory Committee (PTAC) has identified a possible issue with previous runs of the Housing for All Planning Tool (HAPT), which all communities planning under the Growth Management Act have been advised to use when allocating housing by affordability for the region. The intended input for the tool—the data that is provided to the tool and then used to calculate each jurisdiction’s housing allocation—is the share of housing growth each jurisdiction is expected to accommodate. Unfortunately, due to unclear instructions, the previous HAPT outputs shared with the Steering Committee of Elected Officials (SCEO) used the share of population growth instead.

Following a review of the data and the HAPT itself, **the PTAC recommends that the region use housing growth share as the input for the HAPT**, specifically a housing growth share created by applying the same assumptions built into the HAPT tool itself to convert the adopted population share to housing share.

Of note, this recommendation does not affect which method within HAPT is utilized. The existing SCEO recommendation for the method known as “A Prime” is not affected by PTAC’s recommendation in this memo.

The full output of the HAPT, assuming that housing share generated in the way recommended by PTAC is used, is attached to the end of this memo.

Introduction

Following the SCEO vote to recommend Method “A Prime” when using the HAPT, the members of PTAC identified that there had been some confusion as to which inputs should be provided to the HAPT when calculating housing share. As a result, PTAC’s Housing Subcommittee met several times in the third and fourth quarters of 2024 to consider how this might affect the housing allocation output from HAPT. In essence, it appears to PTAC that the HAPT was intended to be provided with the share of housing growth each jurisdiction is expected to accommodate, while previous use of the HAPT utilized the share of population growth instead.

After discussing this at length, PTAC has developed a method for converting the currently adopted Population Share¹ to housing growth share, which can then be input into HAPT. This memo outlines the recommendation by PTAC for doing this, and provides the summary growth numbers for each jurisdiction that results.

HAPT Method A Prime

At their meeting on September 25, 2024, the SCEO voted to recommend the use of the “A Prime” method in the HAPT. Throughout this discussion and recommendation by PTAC, no change to this method is anticipated or recommended. PTAC feels that SCEO’s original recommendation, adopted on September 24, 2024, does not require revision to accommodate PTAC’s recommendations herein.

¹ Adopted by BOCC Resolution 24-0348 on June 18, 2024.

Housing Share versus Population Share

When PTAC and SCEO previously saw the “A Prime” results, it was always using the share of population growth assigned to each jurisdiction per the adopted allocation². However, after multiple conversations within PTAC and with Commerce staff, it was apparent that the instructions in HAPT were unclear and that the tool was instead asking for the share of housing growth.

The share of population growth and the share of housing growth *are* directly related to each other, but due to certain factors they are rarely the same number for a given jurisdiction. For instance, household size (people per household) in each jurisdiction is not the same nor does it stay static over time. Household size is continually changing from year to year. Furthermore, some jurisdictions contain a larger amount of group quarters housing (i.e. college dorms, prisons, treatment centers) and that rate changes over time. Those living in group quarters do not require additional housing units, thus they must be subtracted from the overall population growth share for each jurisdiction.

Because of these factors, it is important to develop a share of housing each jurisdiction for the entirety of the planning horizon (through 2046), not just today. Jurisdictions differ from each other and some attempt to differentiate their allocations accordingly should be made as well.

A Note on the Underproduction of Housing

An additional factor has been raised by public commenters and PTAC members that is worth discussing here. That factor is the known historic underproduction of housing statewide. Commerce’s research has made it clear that development in jurisdictions across the state have been lower than what is required to house existing populations. As a result, many jurisdictions’ current housing stock is already too small to accommodate the need of the existing population, not to mention the growth that is coming.

It is important to note that HAPT factors this underproduction into its results. Accordingly, the number of housing units a jurisdiction may be allocated when using HAPT will appear high when compared to population growth. This is specifically because HAPT attempts to also allocate sufficient housing to accommodate the recent underproduction of housing *as well as* future growth. This condition is true regardless of which input is used for HAPT.

Determining Housing Share

The Department of Commerce has not provided jurisdictions with a method for calculating housing growth share. Likewise, GMA does not mandate that Cities and Counties use a particular method to develop housing share. However, the PTAC subcommittee found that the HAPT itself provides one possible method.

While PTAC spent considerable time exploring other ways to convert population growth to housing growth, ultimately PTAC felt that because the resulting housing share would be input into HAPT, it was most defensible to use the assumptions already built into HAPT to calculate housing share. That way, the same set of assumptions would be applied to all parts of the tool and any unintentional bias or modification of results would be minimized.

² Adopted by BOCC Resolution 24-0348 on June 18, 2024.

Essentially, the housing share for each jurisdiction would be calculated directly from the population share already adopted by the BOCC. While it is more sophisticated than can be expressed simply here, the method for calculating housing share from population share is generally³ as follows:

$$[(\text{Population Share} - \text{Group Quarters Population}) / \text{Household Size}] + 6\% \text{ to Account for Vacant Homes}$$

For the purposes of the HAPT, the tool assumes that household size is shrinking over time and that each jurisdiction will see the same share of group housing in the County as they are in 2020. The resulting housing share for each jurisdiction and area is as shown in the following table. Again, when considering the resulting housing share, the following should be kept in mind:

- Population share and housing share are not the same thing, though they are related to one another.
- Housing share in the tool is somewhat elevated to account for historic underproduction of housing.

Table 1: Population and Housing Share Compared

Jurisdiction	Share: Population Growth	Share: Housing Growth	Jurisdiction	Share: Population Growth	Share: Housing Growth
Spokane County (Whole)	100.00%	100.00%	Airway Heights	6.66%	5.26%
All Unincorporated Areas	35.21%	31.14%	Cheney	3.37%	2.76%
Unincorporated Rural	4.70%	8.24%	Deer Park	1.36%	1.44%
Unincorporated UGA	30.51%	22.81%	Fairfield	0.00%	0.00%
Incorporated County	64.79%	68.95%	Latah	0.00%	0.00%
			Liberty Lake	8.78%	6.89%
			Medical Lake	0.24%	0.44%
			Millwood	0.05%	0.14%
			Rockford	0.07%	0.09%
			Spangle	0.00%	0.02%
			Spokane	23.34%	29.74%
			Spokane Valley	20.90%	22.16%
			Waverly	0.01%	0.02%

As shown in the table, when comparing population share to housing share, some jurisdictions are expected to accommodate a lower share of housing growth than population growth (e.g. Liberty Lake) while others are shown to expect a higher share of housing than population (e.g. the City of Spokane). Why this happens is complex and due to the fact that HAPT uses multiple factors from multiple sources to determine these amounts.

Because the HAPT only has one input for each jurisdiction—share of housing growth—those jurisdictions where the housing share is larger than population share can expect their housing number output from HAPT to increase when compared to the sample outputs discussed by SCEO previously. Conversely,

³ The assumptions in HAPT are more sophisticated than this, accounting for changes over time and each jurisdiction’s share of certain values. Replication of the numbers herein by using this simplified equation should not be considered when evaluating this recommendation.

jurisdictions with smaller housing share than population share can expect their HAPT output to decrease over earlier results.

Comparing HAPT Results from Prior Versions and Now

As a handy comparison of how overall housing allocations would change when housing share is input into HAPT rather than population share, the table at right lists the total housing allocation using both inputs. Also shown is whether the total housing units would increase or decrease for each jurisdiction when using housing share, as the tool intended.

While housing share is the intended input for HAPT, using housing share would increase the housing allocation to the rural areas (outside the UGA). To a greater degree, the larger jurisdictions would also be subject to a larger allocation.

It's important to note that while this represents a large change for some jurisdictions, increased allocations to those communities in the center of the UGA (City of Spokane, Spokane Valley) is consistent with the requirements of GMA, wherein growth should be concentrated in the UGA and limited on the edges.

Table 2: Comparison of HAPT Total Housing by Jurisdiction

Jurisdiction	Total New Units		Change if Using Housing Share
	Using Pop Share	Using Housing Share	
Unincorporated Rural	3,534	6,195	Higher
Unincorporated UGA	22,946	17,142	Lower
Airway Heights	5,007	3,955	Lower
Cheney	2,535	2,076	Lower
Deer Park	1,023	1,083	Higher
Fairfield	0	0	Higher
Latah	0	0	Higher
Liberty Lake	6,601	5,180	Lower
Medical Lake	179	329	Higher
Millwood	36	106	Higher
Rockford	53	68	Higher
Spangle	0	15	Higher
Spokane	17,550	22,359	Higher
Spokane Valley	15,713	16,661	Higher
Waverly	7	15	Higher

While the allocation for unincorporated rural areas would be more than 3/4 larger, that increase would be spread throughout a very large area (all parts of the County outside the UGA), tempering the effects of that growth somewhat. Furthermore, urban scale services to those additional homes would not be required due to their location.

PTAC Recommendations: Housing Share and HAPT

Following multiple discussions on the differences between population share and housing share, PTAC generally feels that housing share, created using the same assumptions already built into the HAPT, is the most defensible and effective input for the HAPT. The following benefits of using housing share discussed were as follows:

- The assumptions used to generate housing share from population share are identical to those in the HAPT now.
- The HAPT model is sophisticated—an adjustment in one variable can have unintended consequences.
- The data used to generate housing share have already been considered and adopted by the BOCC.

Final Results

If the share of housing growth indicated in Table 1 is input into the HAPT, and the method previously described as Method A Prime in the SCEO recommendation is utilized, then the final housing allocation shown in the attached spreadsheet is provided.

Spokane County

Section 3, Item b.

	Total	Permanent Housing Needs by Income Level (% of Area Median Income)						
		0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%
		Non-PSH	PSH					
Countywide Estimated Housing Supply (2020)	221,840	6,613	937	34,798	91,803	32,035	20,981	34,673
Countywide Total Housing Needs (2046)	297,024	26,518	6,651	48,418	100,647	36,807	24,918	53,065
Countywide Additional Units Needed (2020-2046)	75,184	19,905	5,714	13,620	8,844	4,772	3,937	18,392

Emergency
Housing Needs
(Temporary)

1,192
4,229
3,037

68.09%

← Minimum allocation to urban areas (cumulatively) to accommodate needs at all affordability levels. This varies by county and population target.

91.77%

← Urban area combined % allocation from user inputs

User Input - % Share of
Countywide Housing
Growth. Values must
sum to 100%

HOUSING ALLOCATION FROM SELECTED SHARES

Total Units Allocated (2020-2046)	Permanent Housing Needs by Income Level (% of Area Median Income)						
	0-30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%
	Non-PSH	PSH					

Emergency
Housing Needs
(Temporary) *

		User Input									
Unincorporated County	Existing Combined (Estimate)	-	59,013	1,179	0	5,981	14,559	9,421	9,603	18,270	30
	Future Inside UGA	22.81	17,149	4,948	1,420	3,385	2,017	1,088	898	3,393	755
	Future Outside UGA	8.23	6,188	0	0	0	728	393	324	4,743	0
Airway Heights	Existing (Estimate)	5.26	3,626	67	0	685	1,997	545	134	198	0
	Future Allocation		3,955	1,141	328	781	465	251	207	782	174
Cheney	Existing (Estimate)	2.76	5,354	256	0	935	3,097	690	153	223	0
	Future Allocation		2,076	599	172	410	244	132	109	410	91
Deer Park	Existing (Estimate)	1.44	1,902	45	0	434	804	275	99	245	0
	Future Allocation		1,083	312	90	214	127	69	57	214	48
Fairfield	Existing (Estimate)	0.00	228	5	0	79	104	23	5	12	0
	Future Allocation		0	0	0	0	0	0	0	0	0
Latah	Existing (Estimate)	0.00	88	0	0	35	41	6	2	4	0
	Future Allocation		0	0	0	0	0	0	0	0	0
Liberty Lake	Existing (Estimate)	6.89	4,915	39	0	208	1,133	1,238	930	1,367	0
	Future Allocation		5,180	1,494	429	1,023	609	329	271	1,025	228
Medical Lake	Existing (Estimate)	0.44	1,828	184	0	159	839	329	96	221	0
	Future Allocation		329	95	27	65	39	21	17	65	15
Millwood	Existing (Estimate)	0.14	820	27	0	147	413	142	37	54	0
	Future Allocation		106	30	9	21	12	7	6	21	5
Rockford	Existing (Estimate)	0.09	195	0	0	62	85	25	7	16	0
	Future Allocation		68	20	6	13	8	4	4	13	3
Spangle	Existing (Estimate)	0.02	127	6	0	42	56	12	3	8	0
	Future Allocation		15	4	1	3	2	1	1	3	1
Spokane	Existing (Estimate)	29.74	99,938	3,534	937	19,479	47,090	11,873	7,118	9,907	1,134
	Future Allocation		22,359	6,452	1,851	4,413	2,631	1,418	1,170	4,424	983
Spokane Valley	Existing (Estimate)	22.16	43,751	1,265	0	6,515	21,579	7,456	2,792	4,144	0
	Future Allocation		16,661	4,806	1,380	3,289	1,960	1,058	872	3,296	733
Waverly	Existing (Estimate)	0.02	55	6	0	37	6	0	2	4	0
	Future Allocation		15	4	1	3	2	1	1	3	1

PURPOSE

This toolkit compiles statistics to support jurisdictions' analysis of racially disparate impacts in their community. The tool provides information on community demographics and housing stock characteristics that are relevant for a housing needs assessment (HNA) and housing element of a comprehensive plan.

The tables and charts are insufficient on their own to draw a conclusion of racially disparate impacts or exclusion. **A complete analysis will include community engagement and additional analysis and confirmation of disparities observed in the this data.** Jurisdictions can annotate or adjust the tables and charts to better support interpretation and legibility by target audiences.

INSTRUCTIONS FOR USE

Select the jurisdiction and the county on the "Inputs" tab. The county will provide reference data relevant to interpreting the estimates for the jurisdiction. If the jurisdiction spans more than one county, select the county that is most useful for interpreting jurisdictional estimates; for example, the county that more closely reflects the broader housing market of the jurisdiction.

User Input	Cell requires user-specified input.
Calculation	Cell values are automatically generated based on user input cells.
Explanatory	Text that does not impact the worksheet function, but provides explanation or wayfinding for the user.
Estimate Name	The source's name for the estimate. This is provided for transparency, quality control and validation.
Output	The retrieved estimate value. This formatting indicates which cells are actively linked to the source tables. These will be converted to the estimate value when finalizing the workbook for shipping to the jurisdictions.

RACIAL AND ETHNIC CATEGORIES

The model relies on estimates published by the U.S. Census Bureau and the Department of Housing and Urban Development (HUD). All estimates are based on data collected by the U.S. Census Bureau, which classifies people into distinct race and ethnicity categories.

Race is a social identity, with history rooted in oppression and exploitation of people not classified as "white". The Census offers six racial identities for people to choose from. Respondents self-identify. Since the 2000 census, respondents can self-identify as one or more options. The options provided are:

- White
- Black or African American
- American Indian and Alaska Native
- Asian
- Native Hawaiian and Other Pacific Islander, and
- Other

Ethnicity refers to groups of people who share common ancestry, language, or dialect. There is a wide range of ethnic identities, which may or may not tie to nationality. The Census asks respondents to identify as either Hispanic or Latino or Not Hispanic or Latino. The Office of Management and Budget defines "Hispanic or Latino" as a person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin regardless of race.

Reliability testing found that the categories of American Indian and Alaska Native, Native Hawaiian and Other Pacific Islander, and Other, as well as two or more races, consistently had Coefficient of Variations that indicated unreliable estimates due to sampling error associated with small populations. To strike a balance of providing the greatest data resolution while pre-formatting the best available data into charts, the model uses a simplified classification system:

- **Asian** includes people who self-identify as Asian and Not Hispanic or Latino
- **Black or African American** includes people who self-identify as Black or African American and Not Hispanic or Latino.
- **Hispanic or Latino (of any race)** includes people who identify as Hispanic or Latino regardless of race
- **Other Race** includes people that self-identify as American Indian and Alaska Native, Native Hawaiian and Other Pacific Islander, another race (Other), and Two or More Races and are Not Hispanic or Latino
- **White** includes people who self-identify as White and Not Hispanic or Latino

Estimates for small groups may be unreliable due to sampling error. If the coefficient of variation of the estimates for the Asian, Black or African American, Hispanic or Latino (any race), or White population is above the threshold specified on the Inputs tab we recommend using the alternative charts (indicated with an "a") for informing your analysis. The charts use the following classification system.

- **Hispanic or Latino (of any race)** includes people who self-identify as Hispanic or Latino of any race. This includes people who are White, Hispanic or Latino, Black, Hispanic or Latino, and so on.
- **Persons of Color** includes people that self-identify as Asian, Black or African American, American Indian and Alaskan Native, Native Hawaiian and Other Pacific Islander, another race (Other), and Two or More Races and are Not Hispanic or Latino.
- **White** includes people who identify as White and Not Hispanic or Latino.

Race and ethnicity estimates are from five year observation periods including data from time periods ranging from 2010 - 2014 and 2015 - 2019 and the 2020 decennial census. Charts and tables include the specific data table name and year.

CAUTION FLAG FOR SMALL POPULATIONS

The American Community Survey (ACS) and HUD's Comprehensive Housing Affordability Strategy (CHAS) estimates are based on a sample of the population and have sampling error. Sampling error is the difference between the sample value and the population value (if one were to survey the entire population). To help users understand the degree of sample error in a given estimate, the data sources publish a Margin of Error for every estimate. The Margin of Error allows the user to assess the reliability of the estimates.

This model implements guidance provided by the Washington Office of Financial Management's (OFM's) [American Community Survey User Guide](#) for testing reliability.

The model includes all published estimates for the variables included in the toolkit so that each jurisdiction can review the detailed demographic data available for the jurisdiction, even when the jurisdiction may have less reliable demographic estimates due to a small population or a small number of people who identify with specific racial or ethnic groups. The model calculates the Coefficient of Variation for the population estimates for the following groups:

- Asian
- Black or African American
- Hispanic or Latino (of any race)
- White

There are no steadfast rules as to what constitutes a reliable estimate. Long range planning often tolerates a range of estimates for informing long range targets. For many jurisdictions, there are no alternative data sources that could provide more reliable data. OFM recommends the following classification scheme for assessing the reliability of an ACS estimate:

- good ($CV \leq 15\%$)
- fair ($15\% > CV \leq 30\%$)
- use with caution ($CV > 30\%$)

The model uses a default Coefficient of Variation threshold of 30% to indicate that some estimates may have low reliability. When an estimate has a CV higher than the threshold, the model includes a warning and recommends the user use the less detailed charts for the RDI analysis. You can adjust the CV threshold on the Inputs tab.

AFFORDABILITY LEVELS

Income and Area Median Income (AMI)

To account for regional variation in labor and housing markets, the analysis uses area median income (AMI). AMI represents the midpoint of an area's income distribution. Fifty percent (50%) of households have an income higher than area median income and 50% have an income lower than the AMI. The Growth Management Act requires jurisdictions to account for the housing needs of households across the income spectrum.

Income data and housing affordability estimates are provided by US Housing and Urban Development's Comprehensive Housing Affordability Strategy (CHAS) data. Household income estimates are for the number of households with a household income up to a threshold based on a percentage of the area median income, with adjustments based on household size. The income bins are:

- Extremely Low Income (<30% of AMI)
- Very Low Income (30% - 50% of AMI)
- Low Income (50% - 80% of AMI)
- Moderate Income (80% - 100% of AMI)
- Above Median Income (>100% of AMI)

Rental Affordability

In addition to estimates of households within an income range, CHAS data also provides estimates of the number of rental housing units affordable to households with incomes within the income range. A housing unit is considered affordable if gross housing costs are less than 30% of a household's income. The estimates are based on self-reported housing costs. Since self-reported housing costs reflect the costs to the household, the housing unit estimates reflect all the housing subsidies or other benefits in use in the area. A rental unit affordable to a household with an extremely low income (<30% of AMI) may or may not be occupied by a household in that income range. The rental affordability estimates use the corresponding household income thresholds:

- **<30% AMI** includes housing units that are affordable to a household with an income up to 30% of AMI.
- **30 - 50% AMI** includes housing units that are affordable to a household with an income between 30% and 50% of AMI.
- **50% - 80%** includes housing units that are affordable to a household with an income between 50% and 80% of AMI.
- **>80% AMI** includes housing units that are affordable to a household with an income greater than 80% of AMI.

Rental unit affordability estimates exclude housing units without complete kitchen or plumbing facilities, as well as vacant units that are not listed as either for rent or for sale and group quarter units.

Housing Cost Burden

A household experiencing housing cost burden is paying more for housing than it can afford based on income. This means one or multiple of a household's critical needs (i.e., food, physical health, mental health, education, and/or general well-being) are not being met. A household is considered cost-burdened if its monthly housing costs are greater than 30% of its monthly income. Estimates of households experiencing cost-burden include:

- **Not cost-burdened** includes households paying less than 30% of their household income on housing costs.
- **Cost-burdened (30-50%)** includes households paying between 30% and 50% of their household income on housing.
- **Severely cost-burdened (>50%)** includes households paying more than 50% of their income on housing costs.



Comprehensive Plan

2026 - 2046

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Appendix C Board of County Commissioners Resolution 24-0348 Planning Technical Advisory Committee, Population Forecast and Allocation, Periodic Update under the Growth Management Act, 2017-2037

Appendix D Board of County Commissioners Resolution 25- (Housing Allocation)

Appendix E Land Capacity Analysis Report for City of Millwood

Appendix ~~DE~~ Spokane County Regional Siting Process for Essential Public Facilities

Appendix ~~GE~~ 2019-2025 TIP Resolution

Appendix ~~HF~~ Street Inventory Report

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Comprehensive Plan Amendments & Updates

Date	Type	Ordinance	Element(s)
October 4, 2010	Amendment	403	Historic Preservation
December 6, 2010	Amendment	406	Capital Facilities
December 13, 2011	Amendment	424	Capital Facilities
May 8, 2012	Amendment	433	Land Use
August 13, 2013	Amendment	447	Land Use
January 20, 2014	Amendment	454	Land Use
February 10, 2015	Amendment	471	Land Use
August 2019 <u>September 10, 2019</u>	Periodic Update	<u>Resolution 2019-05</u>	All
<u>October 8, 2019</u>	<u>Amendment</u>	<u>501</u>	<u>Land Use Map</u>
<u>April 12, 2022</u>	<u>Amendment</u>	<u>524</u>	<u>Historic Preservation</u>
<u>April 12, 2022</u>	<u>Amendment</u>	<u>525</u>	<u>Transportation</u>
<u>TBD</u>	<u>Periodic Update</u>	<u>TBD</u>	<u>All</u>

CHAPTER 1 - INTRODUCTION

The City of Millwood is small, urban in development, and adjacent to the scenic Spokane River. What started as agricultural development transformed itself into a company town and finally into the small urban municipality it is today.

The city is ~~situated around~~bordered on three sides by the City of Spokane Valley with unincorporated Spokane County along the northern border. Millwood has a 2024 population of 1,784~~1,925~~ according to the (Census Bureau, 2017)WA State Office of Financial Management (OFM) and is approximately 7/10 of a square mile within its incorporated boundaries.

Millwood has grown into a well-developed community with two distinct commercial areas, a choice of housing types, and efficient public services. Several historic buildings preserve the legacy of the company town Millwood once was. Fine parks, tree-lined streets, convenient access to major travel ways, and the beautiful Spokane River make Millwood a desired city to live, work, and play.



Figure 1-1: Spokane River from Argonne Bridge in Millwood.



Map 1-1 - Millwood Location Map

1.1 MILLWOOD’S HISTORY

For centuries, the Upper Spokane Indians wintered next to the Spokane River at present-day Millwood. They built sweat lodges and dried the salmon they trapped in the swift river.

A former fur trader, Antoine Plante, brought European culture to the area. Mr. Plante settled on the Spokane River just east of Millwood and established a ferry sometime between 1852 and 1856. Mullan Road served as the location to cross the river until a bridge was built near the Idaho border in 1864.

When a newly-formed Coeur d’Alene-Spokane Railroad Co. was planning an electric rail line in 1903, local settler Seth Woodard and his father, Joseph, enticed the company with the promise of free right-of-way through their adjoining properties. In gratitude, the railroad company located “Woodard Station” on the edge of Seth Woodard’s land.

A north-south road was established through Woodard Station in 1908. The following year, a new bridge across the river connected Woodard Station to agricultural regions to the north.

The transportation and river attracted industry. In 1909, W. A. Brazeau convinced Nekoosa-Edwards Paper Co. of Appleton, Wisconsin to invest in building a paper mill at Woodard Station. The new mill began producing paper in September 1911. The mill’s management wanted a town name that would promote the mill. “Millwood” was chosen to represent both the Mill and the Woodard’s.

By 1911, Millwood had a lumber yard, restaurant, barber shop, general store, and the Wiley hotel. 1912 brought the Millwood Hotel and the first Byram Building. Later, a two-story Masonic Temple building (1921) housed a street-level bank and a mercantile company. The two-story Brown Building (1925) contained a pharmacy, doctor, and dentist. In 1928, a brick Byram Building replaced the wood one and a matching meat market was built next door.

There was little suitable housing for the mill-workers’ families. In 1923, Paper Mill management established a revolving home loan fund to help employees build homes. The company offered lots for sale and provided books of house plans for reference. Homes were built in 1923, 1926 and 1928.

The development of northeastern Millwood (platted as “Grandview Acres”) was shaped by the early 1900s dream of owning rural land within easy commuting distance to shopping and work - a healthy place to raise food and children.

In 1928, Millwood became the first incorporated Town in the Spokane Valley. Increased housing demand following WWII spurred Millwood to annex and plat numerous tracts of land north and west of its historic core. These Millwood neighborhoods now display a variety of post-WWII ranch-style homes.

In 2001, the commercial buildings and homes located in Millwood’s core were collectively listed on the National Register of Historic Places as “Millwood Historic District”. In 2010, a new element was added



Figure 1-2: Inland Empire Paper Company

to the Millwood Comprehensive Plan that discusses the community’s goals and values concerning the importance of recognizing and maintaining additional historic properties within the city.

When Mr. Brazeau began promoting a paper mill in 1909, there were three homes in the area. One hundred years later, Millwood has grown to a population over 1,700 and the “paper mill”, Inland Empire Paper Company (IEPC), continues to produce paper in the city center.

1.2 GROWTH MANAGEMENT ACT (GMA)

In the State of Washington, over the last several years, significant increases in population and suburban sprawl have increased traffic congestion and threatened forest land, agricultural land, and critical areas such as wetlands, and wildlife habitat conservation areas. Drinking water sources have been threatened. Flooding and landslides have occurred in areas of new development. To address these problems, and to respond to concerns that Washington State is losing the quality of life we have come to enjoy, the Washington State Legislature passed, and the Governor signed into law, the Growth Management Act (GMA) in 1990. Due to population increases at the county and city level were required to complete their Comprehensive Plans which would render them in compliance with GMA by 1994. The GMA has continued to be refined over the past 30 years with recent updates to topics such as housing and climate. The fifteen (15) GMA Goals are identified in RCW 36.70A.020 and included in Section 2.1 below.

1.3 COMPREHENSIVE PLANNING

A comprehensive plan is the basic frame of reference for all administrative and regulatory actions concerned with the municipality’s physical development. The purpose of a comprehensive plan is to coordinate land use decisions and municipal services, while at the same time, protecting identified critical areas and ensuring the efficient expenditure of public funds.

Municipalities continually evolve, and planning is an attempt to address change in a well thought out and structured manner. Because conditions change, planning is an ongoing process. The entire community must become involved in planning if the comprehensive plan is to be successful; everyone’s interest must be considered.

A comprehensive plan is both a written and graphic portrayal of future land use and development within the community. The citizen’s vision becomes embodied in the goals and policies of the plan which then guides both public and private decision makers so that land use and development decisions are made which reflect the desires of the community.



Figure 1-3: The City Hall provides a meeting place for the community.

Millwood has prepared this Comprehensive Plan in accordance with the State GMA. The Plan confronts growth and development issues facing the City during a period of moderate to heavy growth in Spokane

County. Pressures from growth and development, if not managed correctly, threaten the character that the City's residents cherish.

This Plan is internally consistent, in that its various elements have been prepared as an integral whole. For example, the demographics chapter contains the population forecasts that were used in determining the land use forecasts in the land use element, as well as calculations in the transportation, utilities, and capital facilities elements.

This Plan is externally consistent, in that it aligns with neighboring jurisdictions, county-wide and state-wide planning documents, policies, and goals all of which are the basis for this document. This plan has been reviewed by other local agencies and jurisdictions for overall regional consistency.

Millwood's Comprehensive Plan is medium to long range in nature, covering needs for a projected twenty years (~~2017-2037~~2026 - 2046). To maintain the effectiveness of the plan, it must be reviewed on a regular basis and revised, as needed.

An effective means of implementation is essential to achieve the desired goals set forth in the Plan. Implementation includes, at a minimum, subdivision regulations, zoning ordinances, development guidelines, public participation, environmental awareness, and an annual review and update ~~of process~~ for the Plan. Implementation measures shall be consistent with the goals and policies set forth in this Plan.

CHAPTER 2 – PURPOSE OF THE COMPREHENSIVE PLAN

2.1 STATE REQUIREMENTS AND REGIONAL PLANNING

In response to legislative findings that uncoordinated growth together with a lack of common goals toward land conservation poses a threat to the public health, safety, and general welfare the state legislature enacted the GMA in 1990. The GMA requires all cities and counties in the state to plan and mandates the fastest growing counties to plan in accordance with state goals and requirements.

A basic objective of the legislation is to guide communities in planning for future growth. This objective is accomplished through the setting of state goals and planning requirements. The state goals emphasize the conservation of important timber, agriculture, and mineral resource lands, protection of critical areas, planning coordination among neighboring jurisdictions, consistency of capital and transportation plans with land use plans, and early and continuous public participation in the planning process.

To guide the development of comprehensive plans and land use regulations for those municipalities and counties to which the GMA applies. The GMA establishes the following goals (RCW 26.70A.030, updated in 2021 and 2023):

Urban Growth. Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.

Reduce Sprawl. Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.

Transportation. Encourage efficient, multi-modal transportation systems that will reduce greenhouse gas emissions and per capita vehicle miles traveled, and are based on regional priorities and coordinated with county and city comprehensive plans.

Housing. Plan for and accommodate housing affordable ~~Encourage the availability of affordable housing~~ to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.

Economic Development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.

Property Rights. Private property ~~Property rights~~ shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.

Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.

Natural Resource Industries. Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands and discourage incompatible uses.

Open Space and Recreation. Retain open space and green space, enhance recreational opportunities, enhance ~~conserve~~ fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.

Environment. Protect and enhance the environment and enhance the state’s high quality of life, including air and water quality, and the availability of water.

Citizen Participation and Coordination. Encourage the involvement of citizens in the planning process, including the participation of vulnerable populations and overburdened communities, and ensure coordination between communities and jurisdictions to reconcile conflicts.

Public Facilities and Services. Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.

Historic Preservation. Identify and encourage the preservation of lands, sites, and structures that have historical or archeological significance.

Climate Change and Resiliency. Ensure that comprehensive plans, development regulations, and regional policies, plans, and strategies under RCW 36.70A.210 and chapter 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards; protect and enhance environmental, economic, and human health and safety; and advance environmental justice.

Shorelines of the State. For shorelines of the state, the goals and policies of the shoreline management act as set forth in RCW 90.58.020 shall be considered an element of the county's or city's comprehensive plan.

2.2 COUNTY-WIDE PLANNING POLICIES

In 1991, the State Legislature amended the GMA to require that counties adopt county-wide planning policies (RCW 36.70A.210) in cooperation with local municipalities. County-wide planning policies are written policy statements used to establish a framework by which the county and all city comprehensive plans are developed and adopted. This county-wide framework ensures that city and county comprehensive plans are consistent. The policies also guide how jurisdictions should interact with one another regarding specific issues.

Copies of the Spokane County’s County-wide Planning Policies are available at the Millwood Planning Department and at the County. Developing the County-wide Planning Policies was coordinated by the Steering Committee of Elected Officials which consists of officials from Spokane County and its eleven cities and towns, along with representatives from water, school and fire districts, utility companies and the public. Policies are categorized as follows:

- Policy Topic 1 Urban Growth Areas ~~Designation of UGA’s.~~
- Policy Topic 2 Joint Planning within Urban Growth Areas ~~Promotion of contiguous and orderly development of urban services.~~
- Policy Topic 3 Promotion of Contiguous and Orderly Development and Provision of Urban Services ~~Siting of countywide or statewide public capital facilities.~~
- Policy Topic 4 Parks and Open Space ~~Parks and open space.~~
- Policy Topic 5 Transportation ~~Countywide transportation facilities and strategies.~~
- Policy Topic 6 Siting of Capital Facilities of a Countywide or Statewide Nature ~~Considering the need for affordable housing for all economic segments.~~

- ~~Policy Topic 7 Affordable Housing Joint County and City planning within UGAs.~~
- ~~Policy Topic 8 Economic Development Countywide economic development and employment.~~
- ~~Policy Topic 9 Fiscal Impacts Producing an analysis of the fiscal impact of GMA.~~

Topics such as Tribal coordination and climate may also be added during the current periodic update process.

2.3 **CONSISTENCY AND CONCURRENCY**

One of the most important tenets of GMA is consistency, meaning consistency between:

- Comprehensive plans and the planning goals identified in RCW 36.70A.020.
- Municipal and county comprehensive plans.
- The comprehensive plans of each municipality and county with those of neighboring municipalities and counties.
- The elements within the comprehensive plan (internal consistency).
- The comprehensive plan and development regulation.
- The comprehensive plan and capital budgets.
- State agency actions and municipal and county comprehensive plans.

This “consistency doctrine” has its beginnings in the State Planning Act of 1935 and has been continually strengthened by state statutes and court decisions.

Another important tenet of the GMA is **concurrency**, meaning public facilities and services must be developed concurrently with the new land uses they are intended to serve, so that adopted level of service standards are consistently maintained. Regarding transportation, the concurrency requirement is specific:

“...local jurisdictions must adopt and enforce ordinances which prohibit development approval if the development causes the level of service...to decline below the standards adopted in the...comprehensive plan, unless transportation improvements or strategies to accommodate the impacts of development are made concurrent with the development.”

The City must ensure that transportation, capital facilities, and utilities elements included improvements to support housing density and consider underserved areas where system improvements may need to be prioritized.

Because of the strong relationship between urban growth and the public facilities and services necessary to serve that growth, the GMA has mandated a concurrency requirement. This relationship is defined by the concept of Urban Growth Areas (UGA), wherein land development and public infrastructure improvements are scheduled concurrently. To accomplish these new planning requirements, the GMA expressly authorizes the use of innovative techniques, including impact fees.

The City must also evaluate proposed regulatory or administrative actions to assure that such actions do not result in an unconstitutional taking of private property, consistent with RCW 36.70A.370.

2.4 AMENDMENT PROCESS

Amendments to the Comprehensive Plan must be consistent with the requirements of RCW 36.70A.130 and follow the amendment process outlined in the Millwood Municipal Code (MMC). Specifically, amendments shall not occur more than once a year, except under certain circumstances as outlined in RCW 36.70A.130 and as summarized below.

- The initial adoption of a subarea plan;
- The adoption or amendment of a shoreline program;
- The amendment of a capital facilities element of the Plan that occurs concurrently with the adoption or amendment of a city budget;
- The adoption of Plan amendments necessary to enact a planned action under RCW 43.21C.031(2)

Periodic updates to the Comprehensive Plan and Development Regulations must be conducted every ten (10) years. Additionally, when enacting moratoria and interim controls, the requirements in 36.70A.390 must be met.

2.5 PUBLIC PARTICIPATION PROGRAM

The GMA requires the city to provide for public participation in the development and amendment of the comprehensive plan and development regulations implementing the plan (RCW 36.70A.140).

The city should provide for wide distribution of proposals and alternatives, an opportunity for written comments, public meetings and hearings, provision for open discussion, communication programs, information services, and consideration of and response to public comments.

The city should provide notice as required in RCW 36.70A.035 to property owners and other affected and interested individuals, tribes, government agencies, businesses, school districts, and organizations of proposed amendments to comprehensive plans and development regulations.

The City must comply with the Countywide Planning Policies for Spokane County (CWPP) for regional coordination with Spokane County, tribes, and other jurisdictions, consistent with RCW 36.70A and Section 2.3 above.

A 2026 Periodic Update Public Participation Plan and Work Plan were adopted on August 13, 2024 and utilized for the update process. The plans included efforts to engage vulnerable populations and provide a broad outreach effort.

Millwood Community Survey, Imagine Millwood, and Stakeholder Interviews

From mid-September to mid-October 2024, a community survey was conducted for the periodic update and the responses have been disbursed throughout this Comprehensive Plan based on the element topic. The survey responses were statistically representative of Millwood. In December 2024, the results of the community survey were presented at a joint Planning Commission – City Council meeting. The survey results have been included in the Appendix.



**Comprehensive Plan & Development Regulations
Periodic Update 2026**

<https://www.millwoodwa.us/periodic-updates>

Please Complete Community Survey

Go to Periodic Update webpage for a link to complete the survey
or follow survey QR code with your mobile phone!




Hand copies are also available at City Hall or contact City Hall at 509-924-0960 to have one mailed to you.

Click Here to Complete the Community Survey!

(<https://forms.gle/GZiebm4TC3heDV7A>)

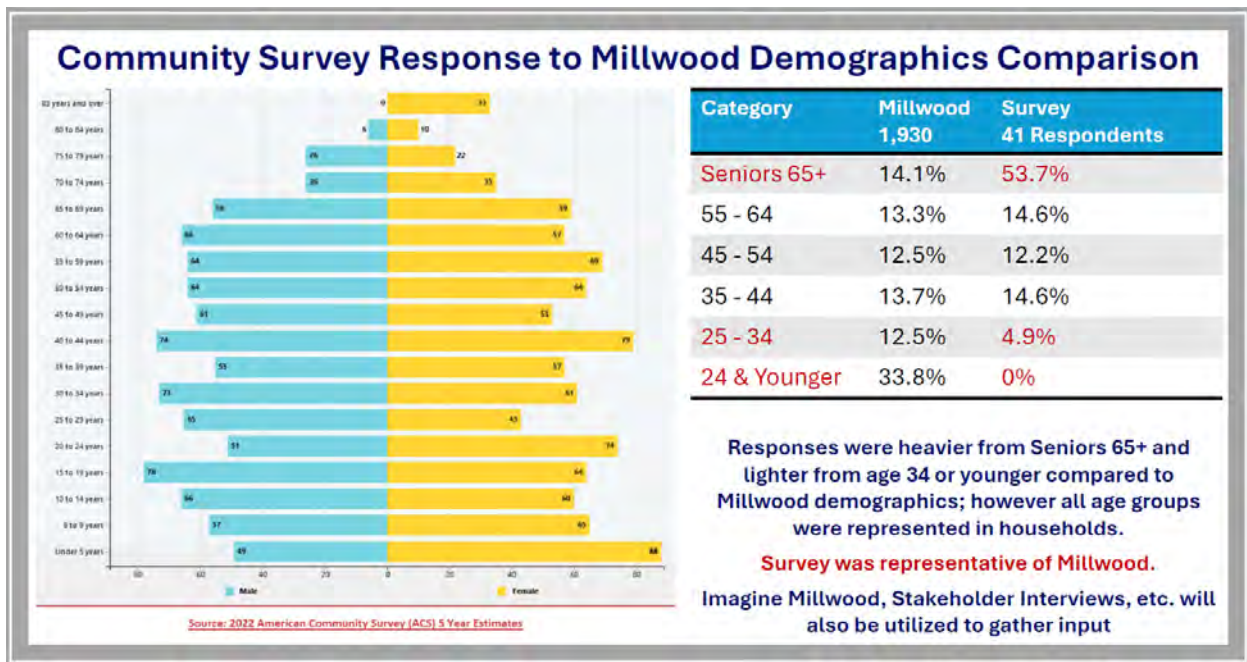
Community survey hard copies are also available at City Hall or contact City Hall at 509-924-0960 to have one mailed to you.

[Click here to view the Periodic Update - Community Survey Flyer](#)

Available September 12th - October 23rd

- Advertised at Millwood Daze
- Sent out by email to interested parties (sign up sheet) & community groups
- Posted on community boards
- Periodic Update webpage
- Social media posts & reminders
- Flyer in October water bill
- Included in City newsletter
- Hard copies available at City Hall - mailed out as needed





Imagine Millwood was conducted beginning in August 2024 at Millwood Daze through the start of the school year in September. Kids of all ages participated with almost every response of “what could make Millwood better” and every “Imagine Millwood” drawing was pertaining to something parks, recreation, open space, or trails related. The vast majority of responses received for “Imagine Millwood” were from the under 24 age category. Additional information on Imagine Millwood has been included in the Parks and Recreation Element. Stakeholder interviews were also conducted to gain additional insight from various segments of Millwood’s population as well as community associations, service providers, and topic experts for elements such as Transportation and Parks and Recreation.

CHAPTER 3 – COMMUNITY VISION

3.1 OVERVIEW OF COMMUNITY VISIONING PROCESS

Introduction

In February of 1993 Millwood carried out a community visioning project. Top planning issues back then included Argonne Road, police, fire, and water service. At an open house in June 1993, a task force divided into three groups to create visions for the central business district, parks and open space, and land use.

From the meeting held in 1993, the following general goals were envisioned:

- Create an attractive and inviting Central Business District, providing shopping and services for people with diverse interests and needs.
- Enhance the identity of the community to both residents and visitors.
- Improve the economic vitality of the Millwood business community.
- Provide designated areas for large animals, multi-family dwellings, mobile homes, adult bookstores, and low-income housing.
- Provide for parking in the central business district and along Argonne.
- Enhance esthetics within the central business district and along the arterials.
- Provide more parks, open space, and public access along the Spokane River.
- Create a link to the Centennial Trail.
- Improve existing parks.

Two Land Use element meetings were held in 1996, where citizens created land use maps according to how they wanted the city to look in the future. A future land use map was created. Furthermore, the community identified vision statements for the major districts within the town.

As part of the 2026 Periodic Update, community visioning was reviewed. The general goals and land use element vision statements below are reflective of Millwood today.

City of Millwood General Goals:

1. Encourage the Central Business District to be attractive and inviting with shopping and services for people with diverse interests and needs.
2. Enhance the identity of the community to both residents and visitors.
3. Consider methods to improve the economic vitality of the Millwood business community.



Figure 3-1: Millwood’s Central Business District

4. Integrate housing for all with existing land uses to accommodate a range of housing types, densities, and affordability levels, as well as providing opportunities for small scale, neighborhood-based food production.
5. Provide for a variety of parking options in the central business district.
6. Enhance aesthetics along the city's arterials.
7. Provide more parks, open space, and public access along the Spokane River.
8. Coordinate with Spokane County, applicable agencies, and property owners to encourage construction of a safe, pedestrian/bicycle connection to the Centennial Trail from Millwood.
9. Improve existing parks.

Below is the list of the land use elements and the updated community vision for each:

Central Business District (CBD)

The CBD should remain a dense commercial / mixed use area along Argonne Road, visual enhancement of the district is desired and should include distinctive decorative features and a pedestrian focus that distinguish it from the other commercial areas. The atmosphere and design of the district should be inviting to ~~travelers to stop and shop~~encourage patronage of the CBD.

The commercial areas on Argonne Road shall be distinguished from the commercial areas on Trent Road (Highway 290). Development along Argonne Road, in the CBD, should include small retail, service businesses, offices, and mixed-use residential. Larger, commercialized developments, such as supermarkets and big-box retail should be located in the commercial districts along Trent Road.

Industrial Development

The residents desired to keep the Inland Empire Paper Company (IEPC) site zoned industrial for the Paper Company's present use, allowing it to expand as needed in accordance with federal, state, and local laws. However, if for any reason IEPC should leave Millwood, the desire of the community is to limit the land use types allowed for this area. In the event that the IEPC were to relocate, a subarea plan should be developed for the property to guide any rezoning of the land. Rezoning of the land should match community expectations.

Historic Preservation

Millwood residents² value their historic heritage, they want to continue to recognize and grow the number of historic designated homes and districts within the city. Resources and incentive programs offered by the National Register of Historic Places and the Local Register should be readily available for those interested in the restoration of their historic site. To encourage participation from property owners, a professional staff liaison for the Historic Preservation Commission that is knowledgeable about all aspects of historic preservation including grants and funding opportunities, could be utilized. Preservation of Millwood's historical heritage allows the City to maintain its unique character while increasing property values and community pride.

Housing

Millwood needs to accommodate existing and projected housing needs for all economic segments of the community, consistent with the County-wide Planning Policies for Spokane County, Affordable Housing Policy Topic. In addition to the singleSingle-family, two-familyduplexes, triplexes, quadplexes, accessory dwelling units, and other innovative housing types can be utilized to bridge the gap between single-family and multi-family development. and multi-family housing, accessory dwelling units, and one-room

~~occupancy units will be allowed.~~ The currently sited mobile home park will continue to be allowed through appropriate zoning. Multi-family housing will be located near the central business district and public transit routes. Larger residential lots for single-family homes and duplexes ~~will be required~~ are envisioned on the east side of the city to preserve the character of the neighborhood, while other residential areas of the city will maintain the character of a more dense development pattern(s).

Public and Open Space

~~The city shall try to purchase land on the northeast side of the city, between Davis Road and Butler Road, adjacent to the river along the shoreline of the Spokane River. The best use for this property would be to remain as open space due to its steep slopes. In addition to protecting the hillside from erosion, leaving this as open space would allow the public much-needed access to the Spokane River. Pedestrian access to the River could also be provided by using the right-of-way on the east side of the Argonne Road Bridge. A pedestrian corridor creating a link to Millwood's parks and the river could be realized if the railway along Euclid Avenue, Empire Way, and the spur line on IEPC's south border were purchased. Millwood needs a safe, pedestrian/bicycle connection to the adjacent Centennial Trail as well as Spokane River access that is safely useable or river view access, if useable land isn't appropriate or available. The Interurban Trail provides a non-motorized connection through the City of Millwood, south of E. Euclid Ave. / E. Empire Way connecting Millwood City Park to the CBD and the western City neighborhoods via former railroad right-of-way. Millwood should encourage adjoining municipalities to improve the trail west of Vista Rd. as well as to the east, to provide continued linkage. Millwood will preserve and maintain the City's tree-lined boulevards and improve Millwood's parks, recreation, and open space for a variety of users.~~

Transportation systems

~~The city's only major arterial, Argonne Road, should not be widened because it would further divide the community and increase the difficulty that pedestrians presently experience when crossing the road. The other roads in Millwood, including Euclid Avenue and Empire Way, should remain as two-lane roads to preserve the residential districts through which they pass. If they are to expand at all, it should be to provide bicycle and pedestrian lanes for non-motorized traffic. Argonne Rd., which passes through the pedestrian-oriented CBD, is the primary north-south transportation corridor through Millwood and provides the only Spokane River crossing. Euclid Ave and Empire Way provide the primary east-west connection from residential neighborhoods through the CBD. Millwood has bus service by Spokane Transit and a network of sidewalks and the Interurban Trail provide non-motorized circulation. Millwood's transportation system is multi-modal and considerations need to be made for the safety, functionality, and integration of all components (vehicular, pedestrian, bicycle, and public transportation – complete streets) throughout the city, consistent with the existing and proposed land uses.~~

Stormwater Management

The city, through its development regulations, shall provide for stormwater management and aquifer protection.

Shoreline Protection

The city will provide for the protection of the Spokane River ~~by adopting the Spokane County (Millwood) Shoreline Master Program as it may be amended~~ through the adopted City of Millwood Shoreline Master Program.

Millwood’s Visioning Process

In 1997, several meetings were held, each emphasizing a different element of the Comprehensive Plan. In July, the citizens participated in a general overview of the planning process and assisted in prioritizing the desirable needs of the Capital Facilities Element. Transportation issues were discussed at the August meeting and citizens began to determine the Level of Service (LOS) for transportation within the city. In September, citizens provided guidance on housing issues during the Housing Element meeting.

In November of 2000, an additional transportation open house was held to gather further input on transportation issues in the city. Top citizen transportation priorities were traffic congestion on Argonne Road and cut-through traffic in the neighborhoods. Other important issues were buffer strips and trails or paths to the Spokane River and Centennial Trail. Transportation goals and policies were determined by the transportation meetings.

The outcome of the Community Visioning meetings was the realization that the City of Millwood would like to preserve its character and identity, it's “small town atmosphere”. This goal can be accomplished through policies and actions, which are appropriate for our community. The goals are deemed to be essential in maintaining a satisfactory quality of life for Millwood. The goals and policies will guide the implementation of the plan. As the Plan is updated to account for changing conditions the goals will provide direction for revisions. As noted above, community visioning was reviewed, received, and renewed as part of the 2026 Periodic Update and Section 3.2 has been refined to be consistent with updated city general goals and vision statements, as well as changes necessitated by the WA State legislature.

3.2 GOALS, POLICIES / OBJECTIVES, AND ACTIONS FRAMEWORK

The tables below present the ~~nuts and bolts~~structure of the comprehensive plan, listing the goals, policies, and actions that put the plan into motion.

Goals are broad statements indicating a general aim or purpose to be achieved. A goal is a direction setter. It is an ideal future state or condition related to the public health, safety or general welfare toward which planning, and implementation actions are directed. A goal is a general expression of community values and is somewhat abstract in nature. Consequently, a goal is generally not quantifiable, time-dependent, or suggestive of specific actions for its achievement.

Policies are statements providing guidelines for current and future decision-making or position-taking. A policy indicates a clear commitment of the Millwood City Council. It is an extension of the plan’s goals, reflecting topical nuance as well as an assessment of conditions and how the City will respond. For parks and recreation, policies are objectives. Objectives are more specific and measurable (or reportable). Objectives help describe when a goal has been attained.

Actions are initiatives, projects or programs to put policy into motion. Actions may include the development of more detailed and localized plans, formal agreements, regulations or other strategies necessary to realize community goals. Actions are immediately implementable through staff work programs and annual budget cycles. Every action must be supported by guiding policies or objectives, establishing the context within which the action is to be undertaken.

Table columns show how the goals, policies / objectives, and actions interrelate. In many cases, a single goal serves the needs of multiple planning topics. ~~For instance, Goal G.03 applies to the Land Use, and Economic Development elements.~~ Also, in many cases, single policies can serve the needs of multiple topics, too. ~~Policy P.05 relates to Land Use, Historic Preservation, Transportation, and Economic Development.~~ This multiple-purpose orientation of goals and policies / objectives allows this single

compilation to serve the entire plan, and the tables help users navigate how the goals and policies / objectives both serve multiple topics and interrelate with each other. Table 3-1 shows the abbreviations of each chapter listing;

Table 13-1: Chapter Listings

Name	Abbreviation
<u>Land Use</u>	<u>LU</u>
<u>Housing</u>	<u>H</u>
<u>Historic Preservation</u>	<u>HP</u>
<u>Transportation</u>	<u>XP</u>
<u>Essential Public Facilities</u>	<u>EPF</u>
<u>Parks & Recreation</u>	<u>PR</u>
Economic Development	ED
Land Use	LU
Transportation	XP
Historic Preservation	HP
Parks & Recreation	PR
Housing	H
<u>Capital Facilities</u>	<u>CF</u>
Utilities	U
Essential Public Facilities	EPF
<u>Climate Change & Resiliency</u>	<u>CR</u>
<u>Economic Development</u>	<u>ED</u>

Implementing actions all have direct policy references, demonstrating how these actions will advance the plan’s policy objectives. Where a single action has multiple policy references, that single action helps satisfy the needs of multiple objectives. The community can use this table, then, to gauge the relative effectiveness of the various actions and use that as a tool to prioritize what might be most important to implement.

Goals

Table 23-2: Goals

Chapter Listing	Number	Goal	Implementing Policy
ED LU <u>HP</u> XP HP <u>ED</u>	G.01	A prosperous, identity-rich central commercial core, with opportunities for local businesses to flourish, walkable and bicycle friendly, and people to remember as a place uniquely Millwood.	1, 2, 5, 6, <u>10</u> , 15, 28, 31, <u>36</u> , <u>42</u>
LU ED XP PR H U <u>CR</u> <u>ED</u>	G.02	Types and quantities of land use that support community needs and business development.	3, 4, <u>35</u> , <u>36</u> , <u>39</u> , <u>42</u> , <u>43</u> , <u>44</u> , <u>45</u>
ED LU <u>H</u> <u>XP</u> <u>ED</u>	G.03	Distinct shopping districts that provide uniquely different shopping experiences.	<u>1</u> , 5, <u>10</u> , <u>36</u>
<u>XP</u> PR XP	G.04	An integral trails system that connects parks and open space for passive and active transportation and activity.	7, 8, 24, 28, <u>36</u> , <u>42</u>
PR	G.05	Parks and recreation system that is convenient, enjoyable, and a source of civic pride.	7, 8, 14, 18, 21, <u>36</u> , <u>42</u> , <u>43</u> , <u>44</u>
<u>LU</u> <u>H</u>	G.06	A built environment reflecting Millwood's community character and history.	<u>1</u> , 4, 5, 9, 10, 11, 15, 16, <u>17</u> , 31, <u>36</u>

Chapter Listing	Number	Goal	Implementing Policy
HP H LU			
LU H LU	G.07	A larger variety of housing options.	<u>3</u> , <u>6</u> , 11, 12, 36, <u>39</u> , <u>41</u> , <u>42</u>
LU H	G.08	Strong neighborhoods and active community groups.	9, 10, 13, <u>36</u> , <u>42</u>
LU U PR U LU CR	G.09	Preservation and stewardship of our natural environment and resources.	14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 36, <u>40</u> , <u>42</u> , <u>45</u>
XP	G.10	An efficient transportation pattern with coordinated land use that supports walking, cycling and use of transit.	6, 26, 27, 28, 29, 30, <u>31</u> , 36, <u>42</u>
XP EPE CF U EPE CR	G.11	Adequate public facilities and utility services that align with desired growth and land use types.	<u>20</u> , <u>26</u> , 30, 32, 33, 34, 35, 36, <u>42</u>
LU HP LU PR ED	G. 12	Identify and encourage the preservation of lands, sites, structures, cultures and social customs that have historic or archaeological significance.	1, 4, 9, 10, 11, <u>36</u> , <u>42</u> , <u>43</u> , <u>45</u>

Chapter Listing	Number	Goal	Implementing Policy
HP	G.13	Retain the historic atmosphere of Millwood while contributing to its future economic development.	9, 10, 11
HP	G.14	Pursue the acquisition of historic data and the accumulations of collections that have relevance to Millwood's local heritage and identify a central storage site for these collections.	9, 10, 13
HP	G.15	Provide public awareness of, and education about, Millwood's rich local heritage through participation in local events.	1, 9, 10

Policies / Objectives

Table 13-3: Policies / Objectives

Chapter Listing	Number	Policy / Objective	Goal Reference	Implementing Action
LU ED	P.01	Coordinate business, City and community efforts, and investment to enhance Millwood's central business district.	G.01 G.03 G.06 G.12 G.15	1, 2, 3, 4, 5, 7, 9, 11, 16, 24, 31, 32, 10, 19, 25, 26
LU H HP	P.02	Ensure commercial building design standards are appropriate and effective.	G.01	1, 2, 3, 11, 16, 32, 7, 25, 26
ED LU H ED	P.03	Limit barriers to development caused by development fees or other institutional requirements, as appropriate.	G.02 G.07	1, 3, 11, 29, 32, 34, 7, 23, 26, 28, 38, 39
LU H HP CR	P.04	Elevate site and building design expectations for housing and business projects.	G.02 G.06 G.12	1, 2, 3, 6, 7, 11, 13, 16, 23, 32, 9, 10, 18, 26

Chapter Listing	Number	Policy / <u>Objective</u>	Goal Reference	Implementing Action
ED LU HP XP <u>ED</u>	P.05	Differentiate the CBD along Argonne Rd from the commercial business area along Trent Ave.	G.01 G.03 G.06	1, 2, 3, 7, 25, 32 <u>20, 26</u>
LU H <u>HP</u> ED HP	P.06	Allow multi-family housing to be located near <u>the</u> CBD, and <u>also along Trent Ave. near</u> public transit routes, this will increase density and foot traffic in the CBD <u>and commercial areas</u> .	G.01 <u>G.07</u> G.10	1, 2, 3, 54, 7, 9, 11, 16, 31, 32 <u>25, 26,</u> <u>36</u>
<u>LU</u> <u>XP</u> PR LU XP	P.07	Enhance connectivity of parks and open space areas.	<u>G.04</u> G.05	14, 17, 18, 11, 13, 19, 24, 30, 37 <u>31,</u> <u>35</u>
<u>LU</u> PR LU	P.08	Pursue opportunities to expand and enhance the parks system, including pocket parks <u>(mini-parks)</u> .	G.04 G.05	1, 5, 9, 4, <u>12, 13,</u> 15, 16, 17, 18, 20, 21, 30 <u>24</u>
HP	P.09	Provide opportunities that empower citizens to take part in the conservation of historic districts, sites, and structures	G.06 G.08 G.12 <u>G.13</u> <u>G.14</u> <u>G.15</u>	1, 12, 22, 33, 35 <u>8,</u> <u>16, 17, 27, 29</u>
<u>LU</u> HP LU	P.10	Support the preservation, restoration, and adaptive reuse of historic homes, buildings, and properties in Millwood.	G.01 G.03 G.06 G.08	1, 2, 3, 6, 78, 9, 10, 12, 13, 23, 31, 32, 33, 34 <u>18, 25,</u> <u>26, 27, 28, 36</u>

Chapter Listing	Number	Policy / <u>Objective</u>	Goal Reference	Implementing Action
			G.12 G.13 G.14 G.15	
<u>LU</u> H LU HP	P.11	Align new housing design and remodels with the historic fabric of the surrounding neighborhood.	G.06 G.07 G.12 G.13	1, 2, 3, 6, 7, 13, 16, 23, 31, 33, 34 <u>9, 10, 18, 25, 27, 28</u>
<u>LU</u> H LU	P.12	Encourage the development of low and moderate-income housing in places close to services and easily served by transit.	G.07	1, 2, 6, 7, 11, 14, 32, 34 <u>26, 28, 35, 36</u>
ED	P.13	Support active local groups and neighborhoods in their work to reinforce community identity, social networks, and community leadership.	G.08 G.14	1, <u>4, 5, 7, 8, 9, 10, 12, 13, 16, 17, 18, 22, 23, 32, 35</u> <u>26, 29</u>
LU CF U	P.14	Protect the sole source Spokane Rathdrum Prairie Aquifer through appropriate siting of land uses and implementation of stormwater management regulations.	G.05 G.09	<u>14, 21, 22</u>
<u>XP</u> PR XP <u>CR</u>	P.15	Preserve Millwood's tree city designation.	G.01 G.06 G.09	1, 2, 8, 10, 18, 20, 21 <u>5, 6, 13, 15, 16</u>
<u>LU</u> <u>XP</u> PR XP <u>CR</u>	P.16	Support a comprehensive urban forestry program.	G.06 G.09	<u>10, 18, 20, 21</u> <u>6, 13, 15, 16</u>

Chapter Listing	Number	Policy / <u>Objective</u>	Goal Reference	Implementing Action
LU <u>CR</u>	P.17	Ensure development aligns with and protects natural features and wildlife habitat.	G.06 G.09	3, 27 , 28 21, 22
LU PR	P.18	Align and enforce goals, policies, best available science and best practice with the City of Millwood Shoreline Master Program manual and Shoreline Master Program	G.05 G.09	13 , 16 , 23 , 28 9, 10 , 18, 22
<u>LU</u> U	P.19	Improve City and community management and treatment of stormwater runoff.	G.09	1, 2, 10 , 26 , 27 , 28 6, 14, 21, 22
<u>LU</u> EPF CF U <u>CR</u>	P.20	Manage stormwater runoff to minimize contamination of drinking water supplies, degradation of habitat, and soil erosion.	G.09 G.11	1, 10 6, 14, 19 , 26 , 27 , 28 21, 22
LU PR	P.21	Consider goals and policies incorporated in the City's shoreline master program as part of this comprehensive plan.	G.05 G.09	16 , 28 22
LU	P.22	Incorporate best available science (BAS) in any update to the City's critical areas ordinance (CAO).	G.09	27 , 28 21, 22
LU PR	P.23	Conserve fish and wildlife habitat areas to preserve ecological functions and values, maintain public safety, and prevent the degradation of natural resources.	G.09	18 , 19 , 28 13, 14, 22
LU	P.24	Restrict or discourage development in potential slide hazard areas.	G.04 G.09	5 , 9 , 28 4, 22
LU	P.25	Protect groundwater quality <u>and quantity</u> from development impacts.	G.09	1, 2, 19 , 27 , 28 14, 21 , 22

Chapter Listing	Number	Policy / <u>Objective</u>	Goal Reference	Implementing Action
LU XP	P.26	Prohibit the siting of land uses that are incompatible with aviation operations in the Airfield Influence Areas designated on Comprehensive Plan maps.	G.10 G.11	<u>418</u>
XP	P.27	Routinely engage local and regional agencies and neighboring jurisdictions in developing a holistic transportation system.	G.10	1, <u>8, 14, 15, 25, 36, 37</u> <u>5, 11, 12, 20, 30, 31, 35</u>
XP	P.28	Enhance safety, accessibility, and efficiency for all modes of transportation, ensure the compatibility of motor vehicles, bicycles, bus transit and pedestrians for the benefit of all.	G.01 <u>G.04</u> G.10	1, 2, 3, <u>8, 9, 14, 15, 16, 17, 18, 24, 25, 36, 37</u> <u>4, 5, 11, 12, 13, 19, 20, 30, 31</u>
XP	P.29	Ensure transportation compatibility, connectivity, and enhancement between agencies and jurisdictions through regional coordination.	G.10	1, <u>14, 15, 24, 25, 36, 37</u> <u>11, 12, 19, 20, 30, 31, 33, 34, 35</u>
XP <u>EPF</u> <u>CF</u> U <u>CF</u> <u>EPF</u>	P.30	Ensure levels of public services and public facilities are adequate to satisfy the community's needs now and as new development occurs.	<u>G.10</u> G.11	<u>8, 15, 18, 19, 25, 36, 37</u> <u>5, 11, 12, 13, 14, 20, 30, 31, 33, 34, 35</u>
XP	P.31	Strategically approach street improvements to satisfy transportation, economic development, and community identity needs.	G.01 G.06 G.10	1, 2, 3, <u>4, 5, 8, 9, 14, 17, 25, 36, 37</u> <u>11, 20, 30, 31, 33, 34, 35</u>
<u>EPF</u> U <u>EPF</u>	P.32	Prioritize the list of facility and utility improvement projects using criteria based on this plan.	G.11	<u>8</u> <u>5, 11, 12, 13, 14, 15, 18, 19, 25, 36, 37</u> <u>20, 30, 31, 35</u>

Chapter Listing	Number	Policy / <u>Objective</u>	Goal Reference	Implementing Action
EPF CF	P.33	Participate in Spokane County's Essential Public Facilities siting process in accordance with County-wide Planning Policies.	G.11	38 <u>18</u>
CF	P.34	Ensure local budget decisions are consistent with the adopted comprehensive plan.	G.11	8, 14, 18, 39 <u>5, 11, 13, 32, 35</u>
<u>LU</u> CF LU	P.35	Reassess the land use element and its forecast levels of development if the ability to fund public services falls short.	G.02 G.11	39 <u>32, 33, 34, 35</u>
<u>LU</u> <u>XP</u> <u>EPF</u> CF LU ED XP EPF <u>ED</u>	P.36	Ensure overall comprehensive plan consistency with applicable Countywide Planning Policies.	<u>G.01</u> G.02 <u>G.03</u> <u>G.04</u> <u>G.05</u> <u>G.06</u> G.07 <u>G.08</u> G.09 G.10 G.11 <u>G.12</u>	15, 37 <u>1 - 39</u>
<u>HP</u>	<u>P.37</u>	<u>Encourage the owners of properties with historic significance to list their properties on a National Register of Historic Places, Washington Heritage Register, or Millwood Register of Historic Places.</u>	<u>G.12</u>	<u>10</u>
<u>HP</u>	<u>P.38</u>	<u>Provide regional support of similar organizations, recognizing that Millwood is a part of a broader realm of historic relevance.</u>	<u>G.8</u>	<u>8</u>

Chapter Listing	Number	Policy / <u>Objective</u>	Goal Reference	Implementing Action
<u>H</u>	<u>P.37</u> <u>P.39</u>	<u>Encourage multi-story buildings with mixed-use (i.e. residential use above commercial/retail use at ground level) in the commercial districts.</u>	<u>G.02</u> <u>G.07</u>	<u>3, 7, 25, 26, 27, 28</u>
<u>LU</u> <u>U</u>	<u>P.38</u> <u>P.40</u>	<u>Continue to coordinate with Spokane County on a Solid Waste Management Plan via Interlocal Agreement that complies with RCW 70A.205.040 and RCW 36.70A.142, as amended.</u>	<u>G.09</u>	<u>37</u>
<u>LU</u> <u>H</u>	<u>P.39</u> <u>P.41</u>	<u>Allow for additional moderate density housing options (missing middle housing) including, but not limited to, duplexes, triplexes, and townhomes as well as Accessory Dwelling Units (ADUs).</u>	<u>G.07</u>	<u>27, 28, 39</u>
<u>LU</u>	<u>P.40</u> <u>P.42</u>	<u>Consider opportunities to promote public health and address racially and environmentally disparate health outcomes by providing or enhancing opportunities for safe and convenient physical activity, social connectivity, protection from exposure to harmful substances and environments, and denser housing in potential future changes to land use designations, as appropriate to serve the needs of the City of Millwood.</u>	<u>G.01</u> <u>G.02</u> <u>G.04</u> <u>G.05</u> <u>G.07</u> <u>G.08</u> <u>G.09</u> <u>G.10</u> <u>G.11</u> <u>G.12</u>	<u>4, 7, 13, 14, 19, 20, 21, 22, 24, 27, 28, 33, 36, 38, 39</u>
<u>PR</u>	<u>P.41</u> <u>P.43</u>	<u>Update and improve Millwood Park to be ADA accessible, expand multi-use components, incorporate community event infrastructure, and provide additional capacity including water play capacity while maintaining a historic connection.</u>	<u>G.02</u> <u>G.05</u> <u>G.12</u>	<u>5, 13, 24, 35</u>
<u>PR</u>	<u>P.42</u> <u>P.44</u>	<u>Add small scale amenities to Butler Mini-Park to provide passive green space for the adjoining neighborhood.</u>	<u>G.02</u> <u>G.05</u>	<u>13, 24, 35</u>

Chapter Listing	Number	Policy / <u>Objective</u>	Goal Reference	Implementing Action
<u>PR</u>	<u>P.43</u> <u>P.45</u>	<u>Provide safe small/neighborhood scale public river access which accommodates a canoe/kayak put-in</u>	<u>G.02</u> <u>G.09</u> <u>G.12</u>	<u>13, 22, 24, 35</u>

Implementing Actions

Table 3-42: Implementing Actions

Number	Action	Policy
1	Develop a Central Business District Plan for development along Argonne Road <u>which includes parking locations with wayfinding signage and inclusion of public art.</u>	1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, 13, 15, 19, 20, 25, 27, 28, 29, 31, <u>36</u>
2	Initiate a Parking Study along Argonne Road to better understand how parking is being utilized in the Central Business District and where opportunities exist.	1, 2, 4, 5, 6, 10, 11, 12, 15, 19, 25, 28, 31, <u>36</u>
3	Adopt design standards for commercial development.	1, 2, 3, 4, 5, 6, 10, 11, 17, 28, 31, <u>36</u> , <u>39</u>
4	Provide an interconnected bike and pedestrian trails system that connects to the Spokane River and Millwood's public parks.	1, 6, 8, 13, 24, 28, 31, <u>36</u> , <u>42</u>
5	Invite the Millwood Community Association to identify infrastructure opportunities or needs.	<u>1</u> , 13, 15, 27, 28, 30, 31, 32, 34, <u>36</u> , <u>43</u>
6	Annually apply for the Tree City USA designation.	10, 13, 15, 16, 19, 20, <u>36</u>
7	Collaborate with housing agencies to locate and develop affordable housing options, identify partnerships with fiscally responsible agencies to manage and implement the development of housing utilizing public funds.	1, 2, 3, 4, 6, 12, <u>36</u> , <u>39</u> , <u>42</u>
8	Provide public awareness of, and education about, Millwood's rich local heritage through local events that are city led and/or community led.	9, 10, 13, <u>36</u> , <u>40</u>

Number	Action	Policy
9	Heighten the awareness of land use, development, and nuisance code violations across the city by providing resource brochures and outline process to address each violation type.	4, 10, 11, 13, 18, <u>36</u>
10	Develop and provide resource information for historic preservation incentives, National Register of Historic Places, Washington Heritage Register, and the Local Register	<u>1</u> , 4, 10, 11, 13, 18, <u>36</u> , <u>42</u>
11	Adopt a Six-Year Transportation Improvement Program (TIP) that adequately develops and maintains a transportation system supportive of multiple modes of travel. The Six-Year TIP should include a multiyear financing plan and analysis of future funding capabilities in order to evaluate needs against probably funding resources.	<u>1</u> , 7, 12, 27, 28, 29, 29 <u>30</u> , 31, 32, 34, 36
12	Evaluate and adopt level of service standards for public facility and utility services.	8, 27, 28, 29, 30, 32, 36
13	Establish a park plan for the City of Millwood.	7, 8, 13, 15, 16, 23, 28, 30, 32, 34, <u>36</u> , <u>42</u> , <u>43</u> , <u>44</u> , <u>45</u>
14	Evaluate the cities dry well system and develop a plan for scheduled replacement and decommissioning of dry wells and other potentially ineffective or harmful practices to protect the Spokane Rathdrum Prairie Aquifer.	19, 20, 23, 25, 30, 32, <u>36</u> , <u>42</u>
15	Develop programs which support the maintenance and planting of street trees.	8, 15, 16, <u>36</u>
16	Update the street tree inventory and vegetation maintenance plan.	8, 15, 16, <u>36</u>
17	Update and make available resource materials for special events permits, create a community event calendar.	9, 13, <u>36</u>
18	Enforce the city codes for land use, development and public nuisances impacting neighborhood properties.	4, 10, 11, 13, 18, <u>36</u>
19	Develop the proposed shared pedestrian/bicycle path on the east side of Argonne Rd from Empire to the Spokane River.	1, 7, 28, 29, <u>36</u> , <u>42</u>
20	Develop the two shared roadway sections, on Argonne Road between Trent and Liberty, and on Liberty from Argonne to Vista Road.	5, 27, 28, 29, 30, 31, 32, <u>36</u> , <u>42</u>
21	Implement best practices, goals, and policies of the Eastern Washington Stormwater Manual.	17, 19, 20, 22, 25, <u>36</u> , <u>42</u>

Number	Action	Policy
22	Implement the goals and policies of the Critical Areas Ordinance <u>(CAO)</u> and the Shoreline Master Program (SMP).	17, 18, 19, 20, 21, 22, 23, 24, 25, <u>36</u> , <u>42, 43</u>
23	Evaluate and modify, if necessary, the city's development code fee structure.	3, <u>36</u>
24	Identify opportunities for expansion and enhancement of the parks systems, including pocket parks <u>(mini-parks)</u> and Spokane River <u>access</u> .	7, 8, <u>36</u> , <u>42, 43</u> , <u>44, 45</u>
25	Evaluate and modify, if necessary, design regulations for housing and businesses.	1, 2, 6, 10, 11, <u>36</u> , <u>39</u>
26	Refine business districts and development strategies to create economically strong districts targeting specific business types <u>while integrating the districts through use of the City identity symbols (trees, <u>architectural arches</u>, brick, and trains)</u> .	1, 2, 3, 4, 5, 6, 10, 12, 13, <u>36</u> , <u>39</u>
27	Evaluate and improve, if necessary, zoning regulations related to housing density and type to ensure compatibility with historic neighborhoods.	9, 10, 11, <u>36</u> , <u>39</u> , <u>41, 42</u>
28	Evaluate development regulations to remove impediments to the development of low and moderate-income housing.	3, 10, 11, 12, <u>36</u> , <u>39, 41, 42</u>
29	Develop community resource information to support active civic organizations and neighborhoods.	9, 13, <u>36</u>
30	Identify and prioritize a list of street improvements <u>including integration of complete streets</u> .	27, 28, 29, 30, 31, 32, <u>36</u>
31	Identify specific actions to achieve transportation LOS standards.	7, 27, 28, 29, 30, 31, 32, 36
32	Evaluate the budget process to incorporate comprehensive plan references <u>to ensure level of service standards will be met, especially for transportation</u> .	34, 35, <u>36</u>
33	Millwood to create and adopt a master Bike and Pedestrian Plan.	29, 30, 31, 35, <u>36</u> , <u>42</u>
34	Evaluate transportation demand management (TDM) strategies to be utilized.	29, 30, 31, 35, <u>36</u>

Number	Action	Policy
35	Adopt a Six-Year Capital Facilities Plan (CFP). The CFP should include a multiyear financing plan and analysis of future funding capabilities in order to evaluate needs against probably funding resources.	7, 12, 27, 29, 2030 , 31, 32, 34, 36, 43, 44, 45
<u>36</u>	<u>Facilitate opportunities for property owners to connect with housing providers and non-profit organizations to create and preserve affordable housing.</u>	6, 10, 12, 36, 42
<u>37</u>	<u>Maintain an Interlocal Agreement with Spokane County for a Solid Waste Management Plan that includes the City of Millwood.</u>	40
<u>38</u>	<u>Remove any local policies and/or regulations that have been determined to result in racially disparate impacts, displacement, and exclusion in housing (see demographics in Section 4.3).</u>	3, 42
<u>39</u>	<u>Update zoning, development, and land division regulations to allow for infill development consistent with neighborhood characteristics.</u>	3, 36, 41, 42

ADD GOALS, POLICIES, & ACTIONS THAT CORRESPOND TO SPOKANE COUNTY WORK ON THE CLIMATE CHANGE & RESILIENCY ELEMENT – ANTICIPATED BY Q4 2025

Resilience Sub-element Requirements

Climate resilience goals and policies, at a minimum, must...



- Develop at least one climate resilience goal and supportive policy:
 - For each **climate-exacerbated hazard** that is relevant to Spokane County
 - Within each of the 11 of **Commerce-identified priority sectors**

CHAPTER 4 – PLANNING AREA, DEMOGRAPHICS, AND PROJECTIONS

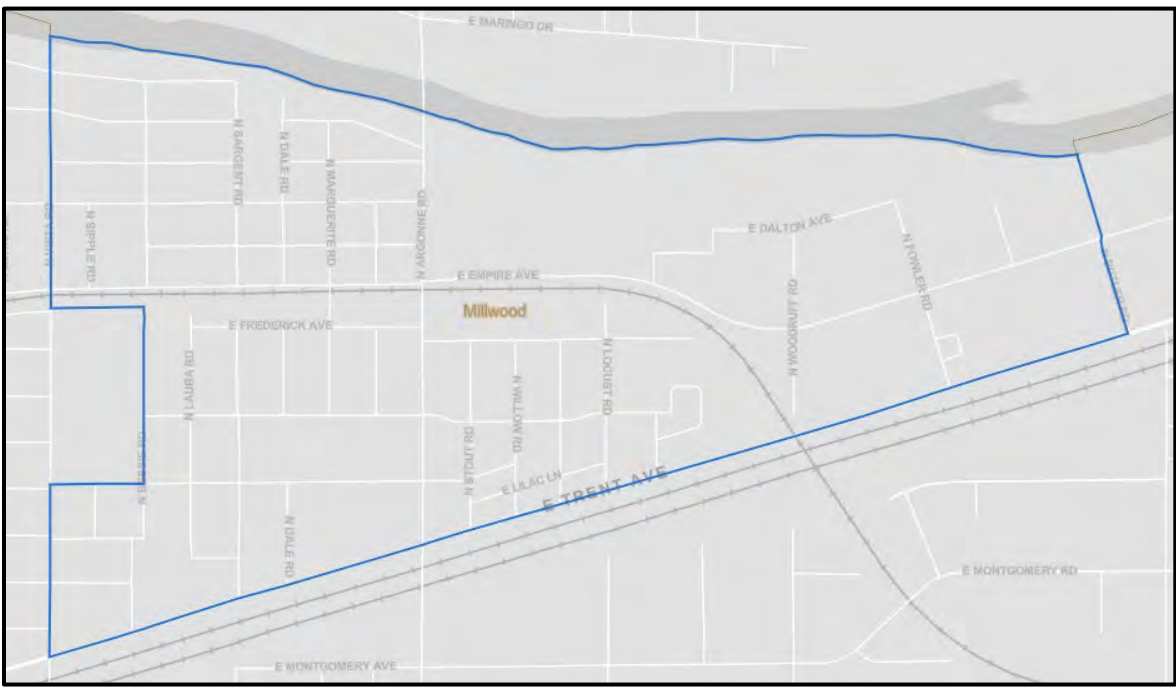
4.1 INTRODUCTION

The Growth Management Act requires the city to plan for future population growth, as such, the City of Millwood coordinates with Spokane County in determining population growths for all municipalities within the county. On ~~August 3, 2016~~June 18, 2024, the Spokane County Board of Commissioners (BoCC) adopted a population forecast for planning purposes under approved BoCC Resolution ~~2016-055324-0348~~. The forecast utilized the Office of Financial Management’s medium level forecast for Spokane County and each municipality’s populations for ~~2017-2037~~2023-2046. The resolution allocated a population ~~growth~~ of ~~1,947~~1,974 to the City of Millwood by ~~2037~~2046 (a ~~1394~~9-person population increase from the ~~2017-2023 estimate baseline~~ of ~~1,808~~1,925) ~~or 0.05% of Spokane County’s growth~~.

4.2 PLANNING AREA

Geography

The City of Millwood is bordered on three sides by the City of Spokane Valley with unincorporated Spokane County along the northern border, and the Spokane River flows along the northern edge of the city. The topography of the city is mostly flat as it lies on the floor of the Spokane Valley, though it does slope gently down towards the north. The northern edge of town is defined by the Spokane River, where the terrain drops about 20 feet down to the riverbank. According to the US Census Bureau, the city has a total area of 0.73 square miles, of which, 0.70 square miles is land and 0.03 square miles is water. Argonne Rd. is the primary north-south transportation corridor through Millwood and provides the only Spokane River crossing. Argonne Rd. is also downtown Millwood’s main street. Euclid Ave and Empire Way provide the primary east-west connection through the city. Active railroad lines run parallel to the south boundary of the city along Trent Ave (Hwy 290) and through the central portion of the city.



Map 4-1: City of Millwood, WA



Map 4-2: City of Millwood Aerial Map July 2023

Map 4-3 depicts Millwood in July 1995, one year before the railroad underpass was constructed south of the city at Argonne Rd. and Trent Ave. (Hwy 290), further facilitating Argonne Rd. as a popular commute route through Millwood’s CBD.



Map 4-3: City of Millwood Aerial Map July 1995

Climate

Millwood has a mild climate throughout the year with average temperatures ranging from a low of 24°F to the mid-50s in winter and a low of the mid-70s to 89°F in summer. In Millwood, the humidity level remains comfortable throughout the summer, providing a pleasant environment. Rainfall occurs throughout the year, though it usually does not exceed five inches per month. Millwood gets an average of 18 – 21 inches of rain per year, less than the US average of 38 inches. Snow accumulates in Millwood during winter months. Millwood averages 40 - 43 inches of snow per year, more than the US average of 28 inches. Millwood gets some kind of precipitation (rain, snow, sleet, or hail that falls to the ground), on average, 117 days per year. During the summer months, dry air from nearby mountains may create warm nights but cooling breezes often keep temperatures pleasant. On average, there are 176 sunny days per year in Millwood compared to a US average of 205 sunny days. The overall climate of Millwood is mild and comfortable for residents most of the year.

4.23 DEMOGRAPHICS

Population

As seen in Table 4-1, Millwood experienced a moderately declining population between 1960 and 1980. This decline became more rapid in the period from 1980 to 1990 when the city lost 9.20% of its population over ten years. Since 1990, the overall population growth has been minimal, but the city did see an increase in the population of 5.77% between 1990-2000, and an increase of 8.31% between 2000-2010, and an increase of 5.32% between 2010-2020.

Table 54-1: Millwood Historical Population Trends

	1960	1970	1980	1990	2000	2010	2020
Population Change	1,776	1,770	1,717	1,559	1,649	1,786	1,881
Percent of Change	-	-.34%	-2.99%	-9.20%	5.77%	8.31%	5.32%

Source: Office of Financial Management, Decennial Census Counts 1890-2010 & 2020

From 2010 to 2018, Millwood’s population, on average, has been 0.37% of the county’s population, and reached a high point of 0.38% of the county’s population between 2010-2012. Since 2013, a small but steady decline begins to occur because the city’s population remains steady, except for a small decrease in 2014, whereas the population of Spokane County continues to increase. In 2018, Millwood’s population was 1,790.

Table 4-2 compares the city’s population to that of Spokane County as a whole from 2018 to 2024. Millwood’s population has remained fairly steady with only slight increases to reach a population of 1,925 in 2024 and has averaged 0.35% of Spokane County’s population from 2018 to 2024.

Table 64-2: Total Population, City of Millwood & Spokane County, 2010-20182018-2024

	2018 OFM	2019 OFM	2020 OFM	2020 Census Population	2021 ¹ OFM	2022 OFM	2023 OFM	2024 OFM
Millwood	1,790	1,795	1,840	1,881	1,915	1,915	1,925	1,925

Spokane County	507,950	515,200	522,600	539,339	542,100	550,700	554,600	559,400
Millwood's Percent of County's Population	0.35%	0.35%	0.35%	0.35%	0.35%	0.35%	0.35%	0.34%

Source: Office of Financial Management, 2024 Population Trends - Table 4. Populations of cities, towns, and counties: April 1, 2020, to April 1, 2024 & 2020 OFM Population according to OFM Postcensal Estimates of April 1 Population, 1960 to Present 6/28/24.

¹ The 2021 estimates in this table were revised November 30, 2021, after the 2020 Census P.L. 94-171 became available. These 2021 estimates supersede the estimates OFM released on June 30, 2021.

Figure 4-1 shows the growth per year of Millwood compared to Spokane County based on OFM population from 2018 to 2024. Millwood has experienced an average growth rate of 1.2% from 2018 to 2024, compared to Spokane County at 1.6%. Millwood's lowest growth per year was 0% and the highest growth per year was 2.45% in 2020 followed by 1.81% in 2021, likely at least partially corresponding with household changes and increased opportunities for remote work during Covid-19.

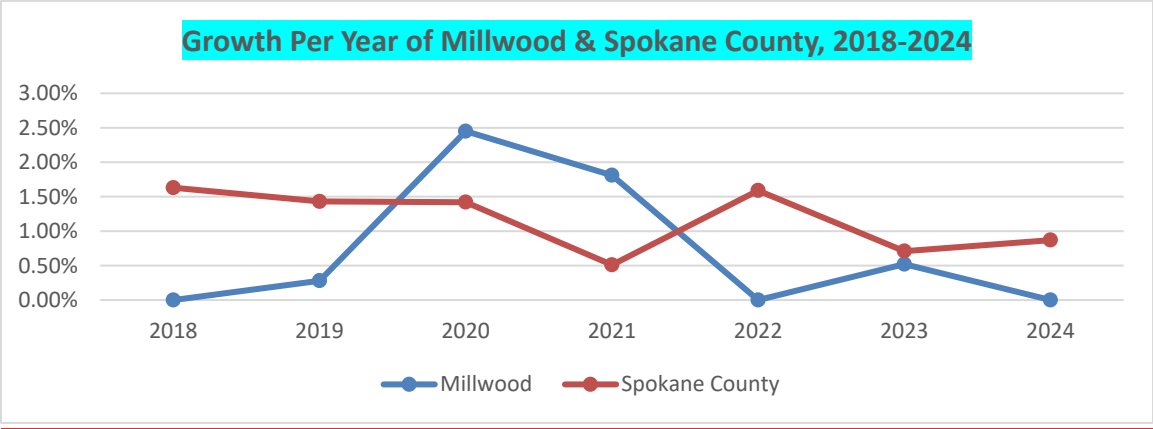


Figure 4-1: Growth Per Year of Millwood vs. Spokane County, 2018-2024

	2010	2011	2012	2013	2014	2015	2016	2017	2018
Millwood	1,786	1,785	1,785	1,790	1,785	1,790	1,790	1,790	1,790
Spokane County	471,221	472,650	475,600	480,000	484,500	488,310	492,530	499,800	507,950
Millwood's Percent of County's Pop.	.38%	.38%	.38%	.37%	.37%	.37%	.36%	.36%	.35%

Source: Office of Financial Management, Postcensal Estimates 1960-2018.

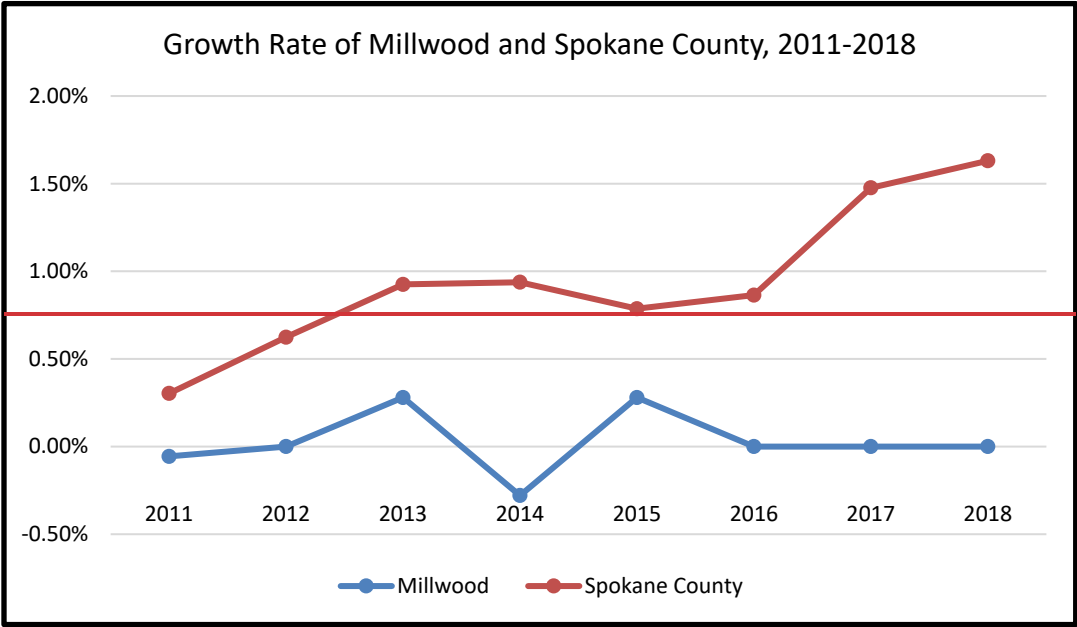


Figure 4-1: Growth Rate of Millwood vs. Spokane County, 2011-2018

Age Distribution

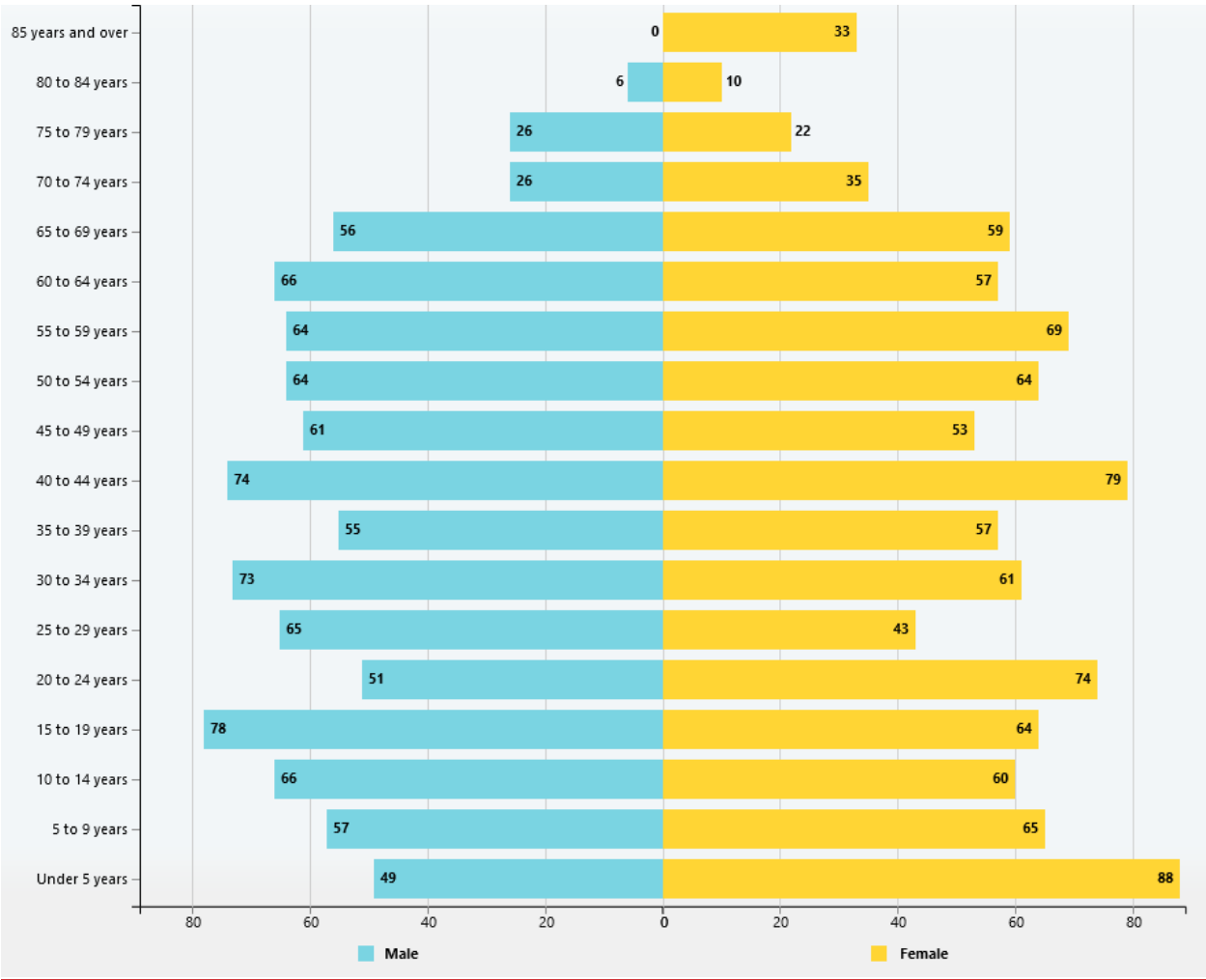
The median age in the City of Millwood is 40.937.4 years, and the median age for Spokane County is 37.338.7 years of age (2012-20162022 American Community Survey 5-Year Estimates). According to Table 4-3 the younger population group, between birth and 19 years, and the older population group, 55 years and up, are close in size. The 55 and up age group will likely continue to increase as the large distribution of population currently in the 25 to 54-year groups ages and lives longer. There may be a need for increased senior services due to the aging of the population likely to occur over the next 20 years in addition to services for the youth.

Table 74-3: Age Distribution for City of Millwood

Age-Group	City of Millwood, estimate	Percent of Total	Spokane County (%)
<5	106	6.4	6.2
5 to 9	70	4.2	6.2
10 to 14	126	7.6	6.3
15 to 19	91	5.5	6.5
20 to 24	84	5.1	7.7
25 to 34	201	12.1	14.3
35 to 44	222	13.4	11.9

45 to 54	278	16.8	13
55 to 59	115	6.9	6.8
60 to 64	118	7.1	6.4
65 to 74	146	8.8	8.6
75 to 84	58	3.5	4.3
85+	40	2.4	1.9
Total	1,655	100.0	100.0

Source: American FactFinder – 2012–2016 American Community Survey 5-Year Estimates



Source: 2022 American Community Survey (ACS) 5 Year Estimates

Racial Distribution

According to Table 4-4, most people in Millwood fall under the white racial category, which accounts for over 92% of the city’s total population. Other racial distribution categories, combined, account for a little over 7% of the city’s population. This closely resembles the racial distribution of Spokane County. Data provided by the WA State Department of Commerce has been included with Figure and Chart labels to represent current demographics and a comparison to 2015 demographics. Millwood’s racial distribution has gotten less diverse since 2015, while Spokane County as a whole has gotten slightly more diverse. According to 2022 ACS 5 Year Estimates, 2.1% of the Millwood population speaks a language other than English at home (Spanish, Other Indo-European languages, and Asian/Pacific Islander languages).

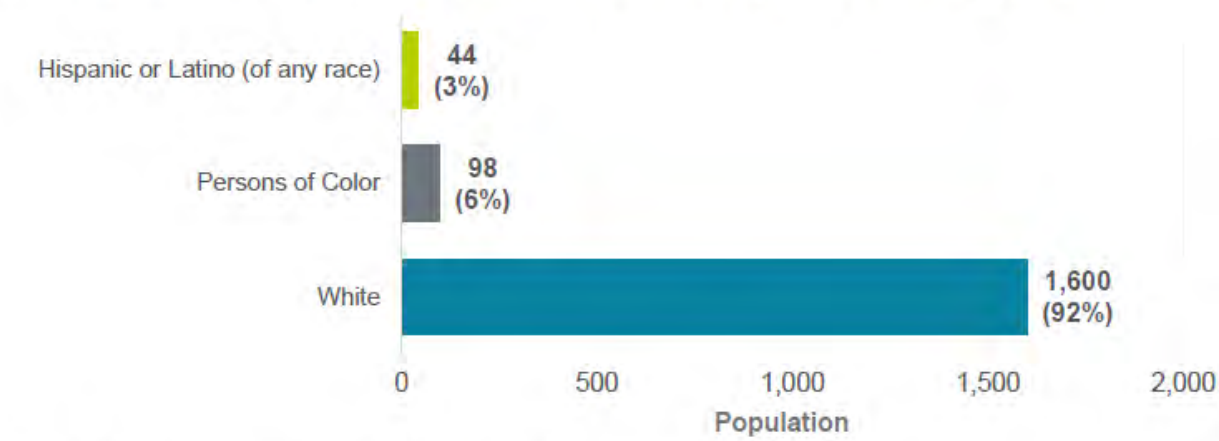
Table 8: Racial Distribution

Race	City of Millwood	Percent of Total	Spokane County (%)
White	1,537	92.9	88.8
Black or African American	63	3.8	1.8
American Indian or Alaskan Native	12	0.7	1.3
Asian	6	0.4	2.3
Native Hawaiian and Other Pacific Islander	3	0.2	0.4
Other Race	7	0.4	1.2
Two or More Races	27	1.6	4.1
Total	1,655	100.00	100.0

Source: American FactFinder – 2012–2016 American Community Survey 5-Year Estimates

Figure 4-2: Millwood population by race and Hispanic ethnicity, 2020

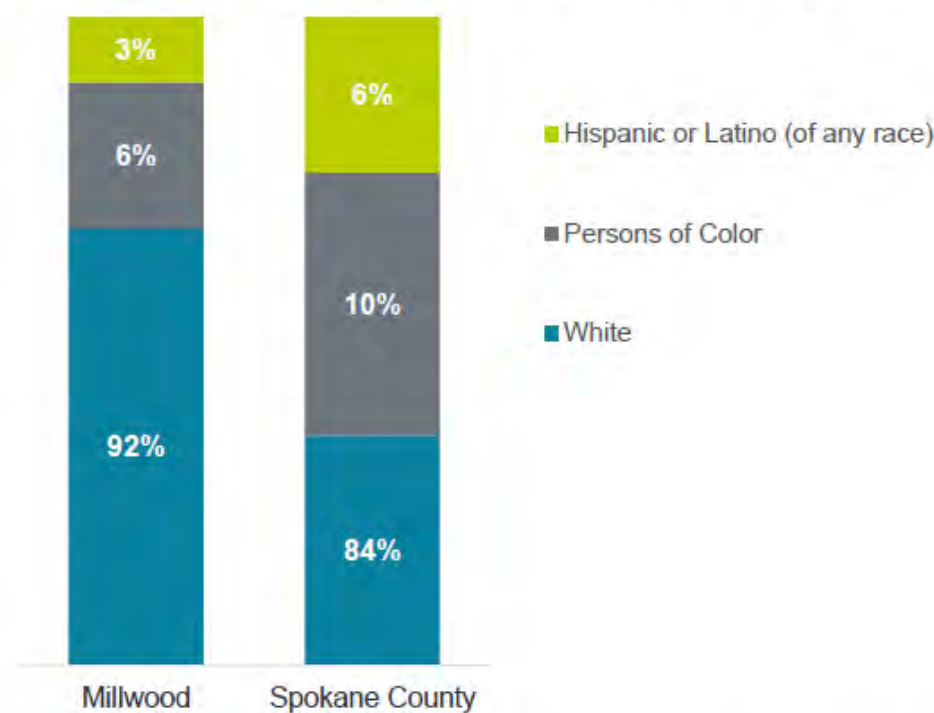
Chart 1a. Millwood population by race and Hispanic ethnicity, 2020



Source: US Census Bureau, 2016-2020 American Community Survey 5-Year Estimates (Table DP05); Washington Department of Commerce, 2023

Figure 4-3: Racial composition of Millwood and Spokane County, 2020

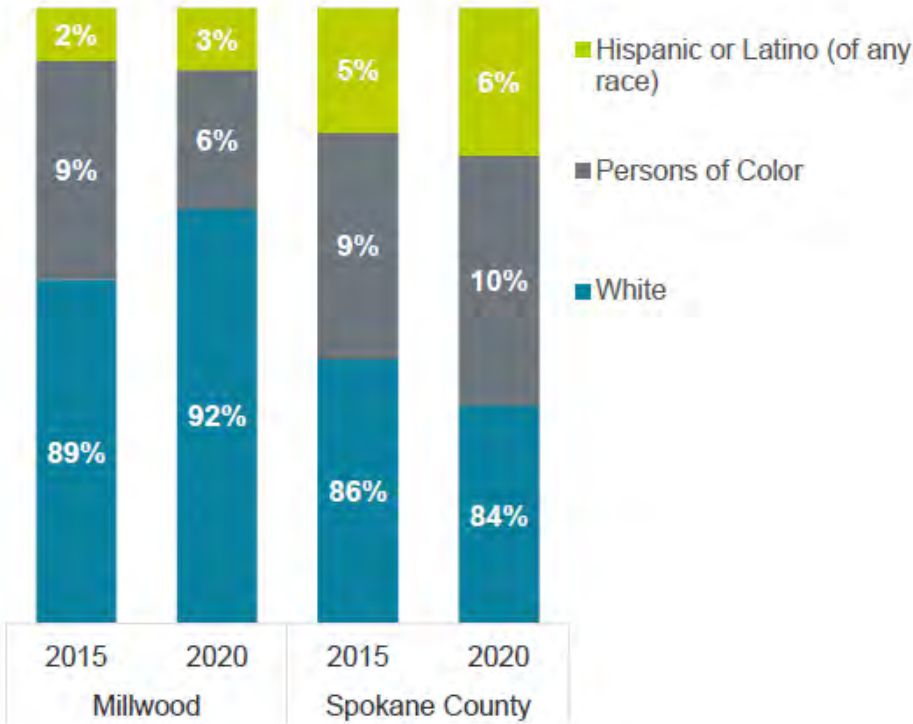
Chart 2a. Racial composition of Millwood and Spokane County, 2020



Source: US Census Bureau, 2016-2020 American Community Survey 5-Year Estimates (Table DP05); Washington Department of Commerce, 2023

Figure 4-4: Racial composition of Millwood and Spokane County, 2015 and 2020

Chart 3. Racial composition of Millwood and Spokane County, 2015 and 2020

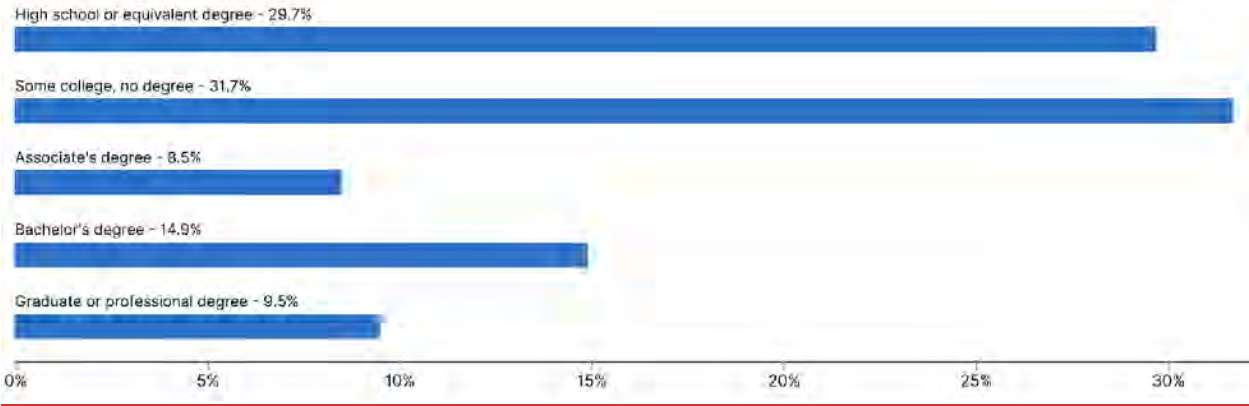


Source: US Census Bureau, 2011-2015 and 2016-2020 American Community Survey 5-Year Estimates (Table DP05); Washington Department of Commerce, 2023

Educational Attainment

Table-Figure 4-5 shows the distribution of educational attainment among the population that is 25 years of age or older. This data shows that those with no high school diploma (‘Less than 9th Grade’ plus ‘9th to 12th Grade, No Diploma’ categories) make up 7.5% of the population. Many residents have obtained a high school diploma as their highest degree achieved (‘High School Graduate’ plus ‘Some College, No Degree’ categories) at 58.8% of the population. About one third (33.6%) of the city’s population has achieved a college-level degree (‘Associate Degree’ plus ‘Bachelor’s Degree’ plus ‘Graduate or Professional Degree’ combined). Millwood’s distribution of educational attainment is similar to the distribution in Spokane County, however, the county has a slightly higher rate of college-level degree attainment at 40.8% of the population. The majority of the city population (61.4%) have a high school diploma or some college with no degree. Only 32.9% of the city population has a college degree (Associate, Bachelor, or Graduate/Professional) compared to 44.9% of Spokane County.

Figure 4-5: Educational Attainment of City Population 25 Years and Older



Source: 2022 American Community Survey 5 Year Estimate

Table 9: Educational Attainment of Population 25 Years and Older

Population 25-year and over	City of Millwood	Percent of Total	Spokane County (%)
Less than 9 th Grade	32	2.7	2.0
9 th to 12 th Grade, No Diploma	57	4.8	4.9
High School Graduate	319	27.1	25.1
Some College, No Degree	374	31.7	27.2
Associate Degree	143	12.1	12.0
Bachelor's Degree	179	15.2	18.2
Graduate or Professional Degree	74	6.3	10.6
Total persons >25 years	1,178	100.00	100.00

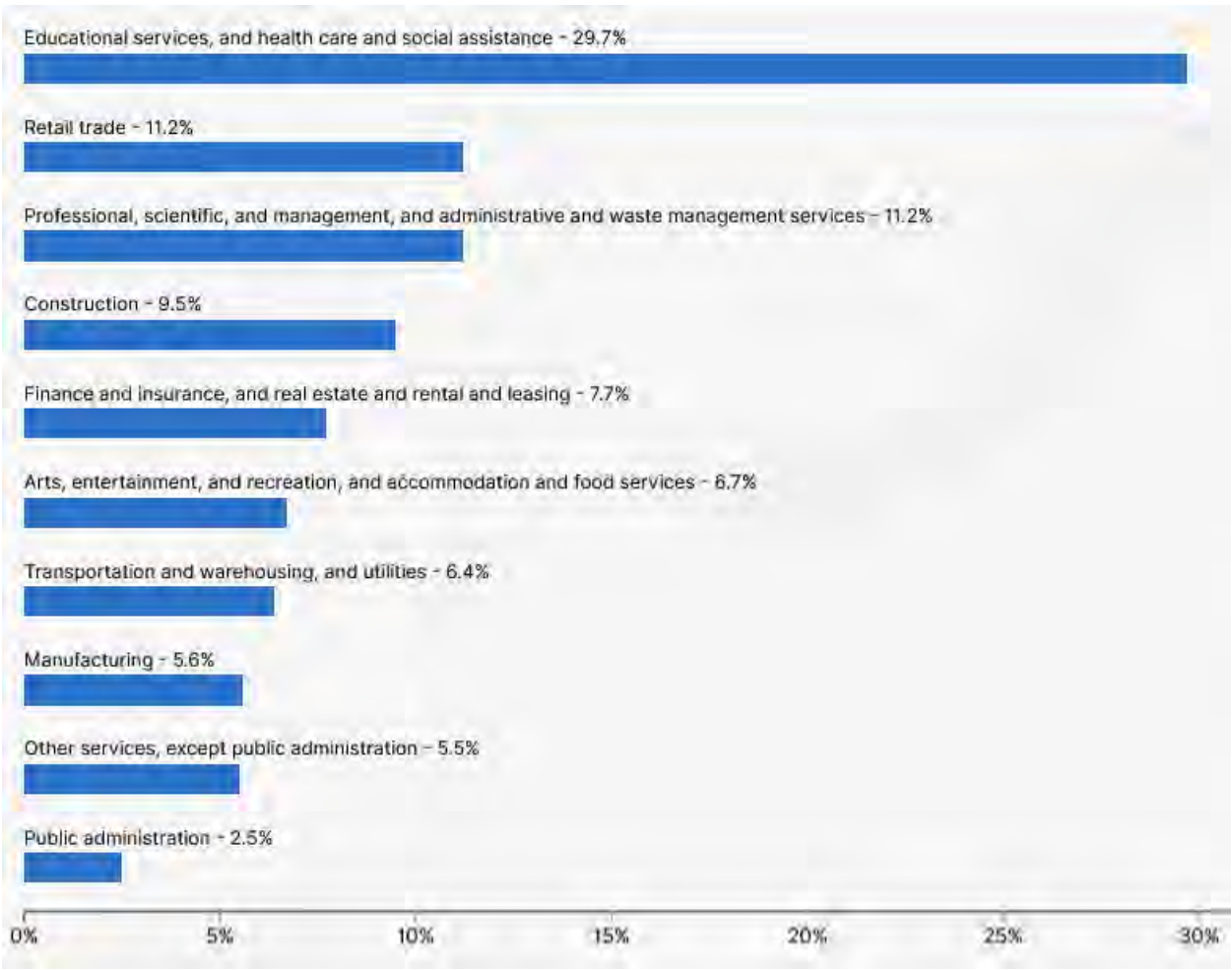
Source: 2012-2016 American Community Survey 5 Year Estimate

Employment

There are approximately ~~1,330~~1,375 people of working age (age 16 or older) living in Millwood. Of this total, ~~807 (60.7%)~~66.5% are employed compared to approximately 62% in Spokane County. According to Table-Figure 4-6, the largest employment sector in the City of Millwood is in the management, business, science, and arts occupations~~educational services, and health care, and social assistance occupations~~, which account for ~~27.6%~~29.7% of all occupations. ~~Other major occupational categories in Millwood are sales and office occupations, at 22.4%, and service occupations at 23.8%. Natural resources, construction, and maintenance occupations account for 14.5%, and production, transportation, and material moving occupations account for the final 11.6%.~~

~~Spokane County has a similar distribution of occupations, but with an even higher percentage of management, business, science, and arts occupations at 35.2%. Sales and office occupations (26.0%) and service occupations (19.4%) in the county, like the city, are the next major employment categories. The county has the exact same percentage of employees working in production, transportation, and material moving occupations at 11.6%. Natural resources, construction, and maintenance occupations only make up about 7.7% of employment at the county level.~~

Figure 4-6: Industry for the Civilian Employed Population 16 Years and Over



Source: 2022 American Community Survey 5 Year Estimate

Table 10: Occupation of Employed Persons

Occupation	Workers	Percent of Total	Spokane County (%)
Management, business, science, and arts occupations	223	27.6	35.2
Sales and office occupations	192	22.4	26.0
Service occupations	181	23.8	19.4
Natural resources, construction, and maintenance occupations	117	14.5	7.7
Production, Transportation and material moving occupations	94	11.6	11.6
Employed Civilian Population 16 years and over	807	100.0	100.0

Source: Economic Characteristics, 2012–2016 American Community Survey 5-Year Estimates

Income

The largest income category in Millwood is the \$50,000 to \$74,999 range, which applies to 27.1% of households, as shown in Table 4-7. total households have an annual income below \$50,000 is at 44.4%, while many households, at 55.7%, earn over \$50,000 annually. In comparison, 50.6% of households in Spokane County and 60.2% of households in Washington State make over \$50,000 per year.

As Table 4-7 shows, ~~the~~ The median household income for Millwood in 2016 was \$54,000 per year. According to 2022 ACS 5 Year Estimates, the median household income for Millwood in 2022 was \$70,313, an increase of \$16,313 or an approximately 23% increase in six (6) years. The Spokane County median household income in 2016 was \$50,550 and the Washington State median household income in 2016 was \$62,848. In 2022, the Spokane County median household income was \$70,394 (an approximately 28% increase from 2016) and Washington State was \$94,605 (an approximately 33% increase from 2016). Millwood’s median income is trailing behind the increase percentages for Spokane County by 5% and Washington State by 10%.

Figure 4-7 shows the number of Millwood households by income category and race, 2019. Almost 40% of Millwood’s total households fall into the extremely low, very low, and low-income categories. Figure 4-8 shows Millwood’s distribution of households by income and race, 2019. The majority of Millwood white households fall into the moderate income to above median income categories while the majority of Millwood’s households of color fall into the extremely low-income category or low-income category. Figure 4-9 shows Millwood’s percentage of households by income category and race for 2015 vs. 2020. Income category percentage only changed slightly when looking at all households, but significant changes were recorded for various households of color.

Overall, Millwood tends to have a higher household income than Spokane County, but less than Washington State as a whole.

Table 11: Percentage of Households in Each Income Category, 2016

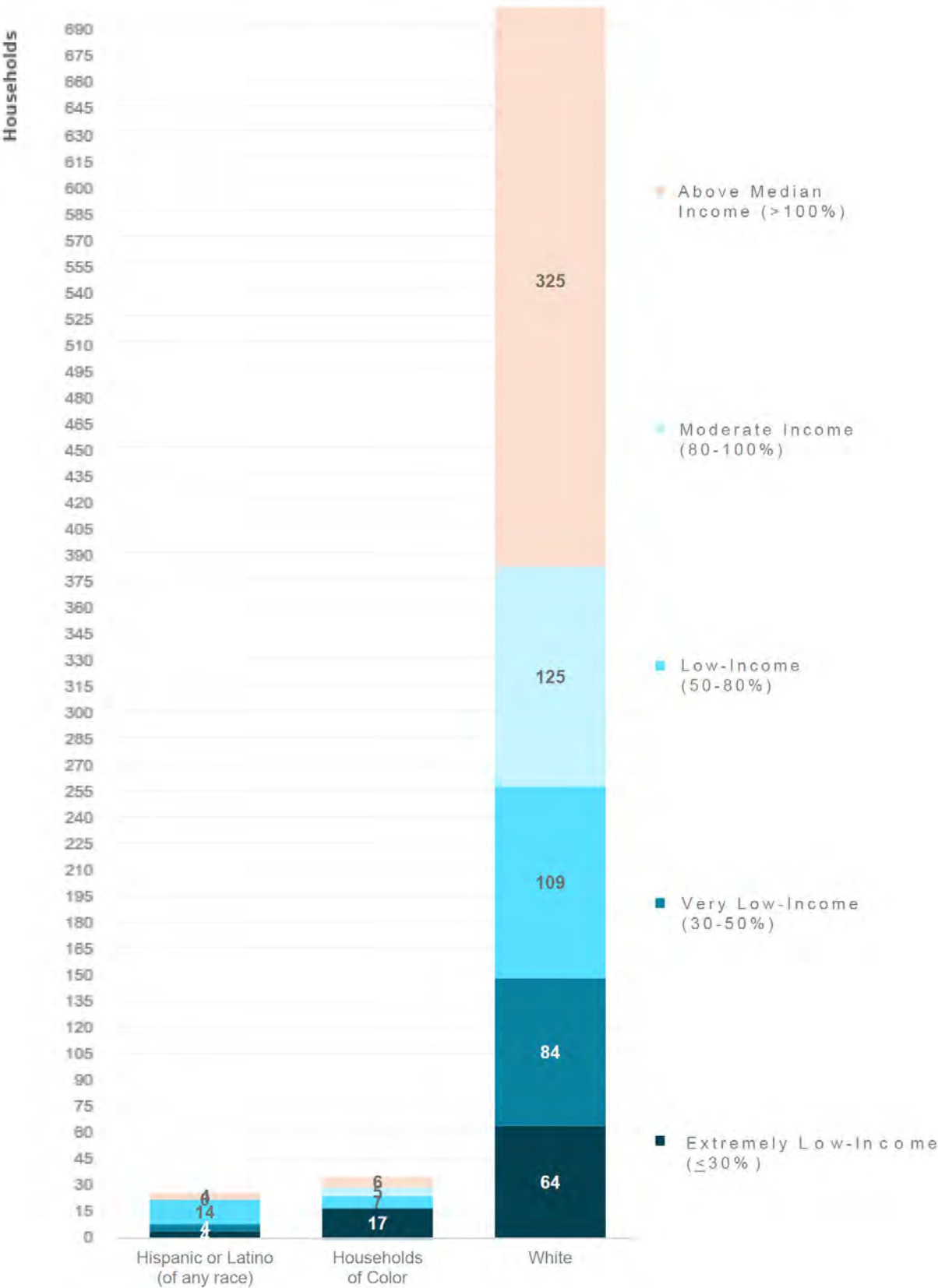
Income	Millwood (%)	Spokane County (%)	Washington (%)
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<\$10,000	7.8	7.7	5.9
\$10,000 to \$14,999	2.5	5.3	4.0
\$15,000 to \$24,999	11.6	11.0	8.4
\$25,000 to \$34,999	8.2	11.2	8.7
\$35,000 to \$49,999	14.3	14.3	12.7
\$50,000 to \$74,999	27.1	19.1	18.4
\$75,000 to \$99,999	12.8	12.6	13.4
\$100,000 to \$149,999	12.1	11.8	15.6
\$150,000 to \$199,999	2.3	4.1	6.5
\$200,000 or more	1.4	3.0	6.3
Median household income	\$54,000	50,550	\$62,848

Source: Economic Characteristics, 2012-2016 American Community Survey 5-Year Estimates

Figure 4-7: Millwood number of households by income category and race in 2019

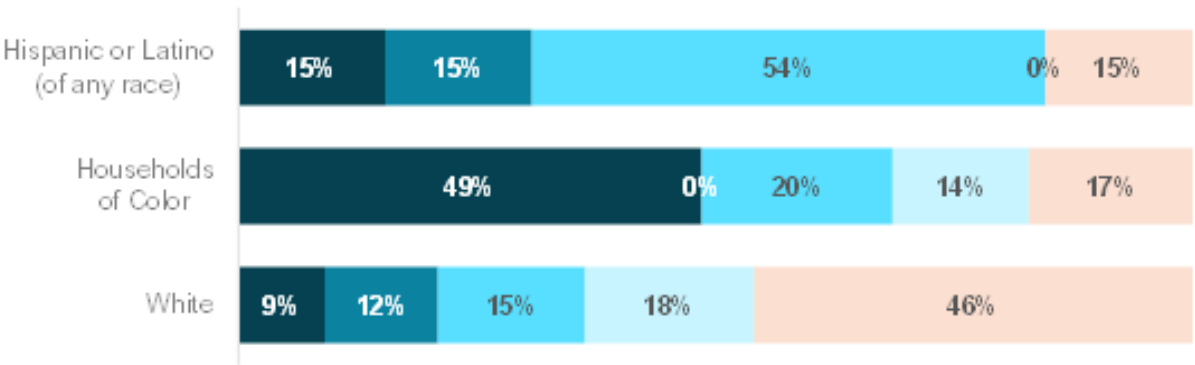
Chart 13a. Millwood number of households by income category and race, 2019



Sources: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 1)

Figure 4-8: Millwood distribution of households by income and race or ethnicity in 2019

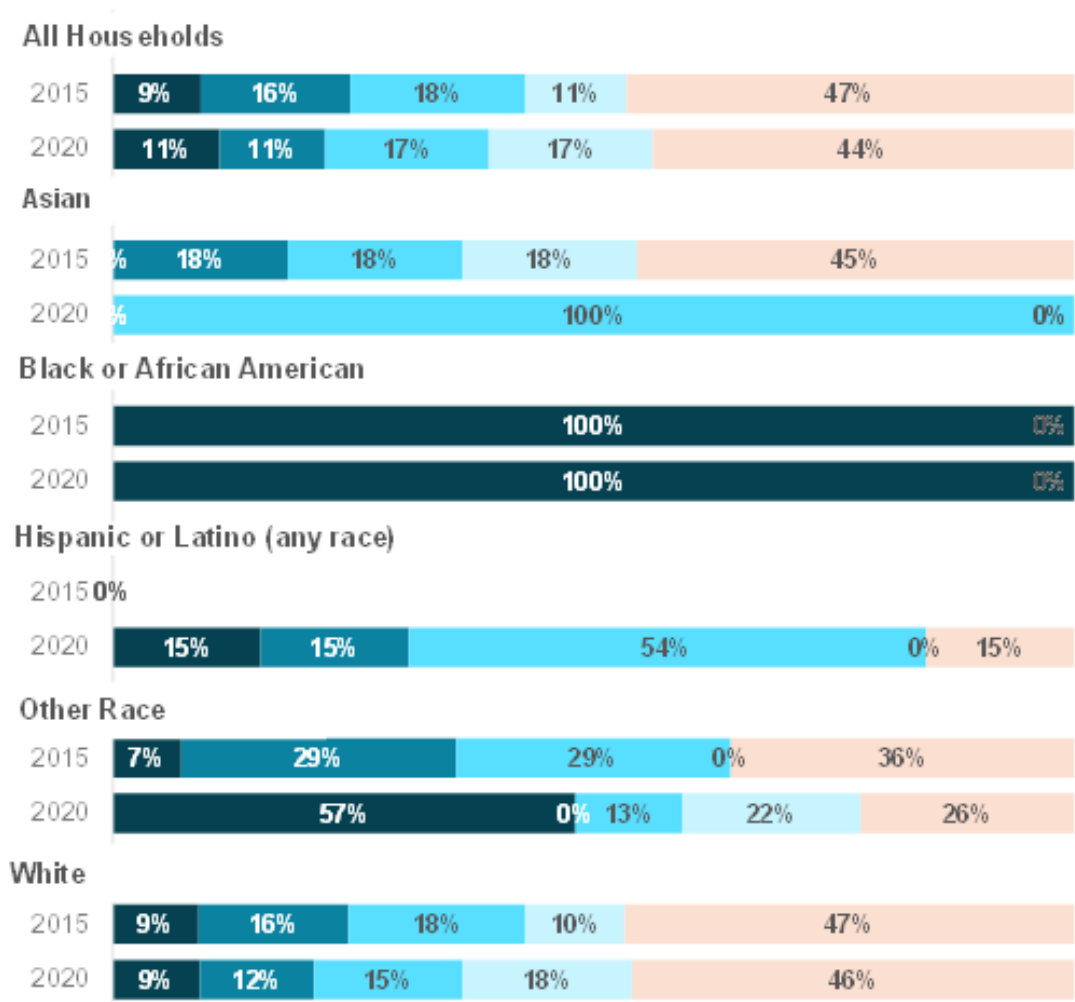
Chart 14a. Millwood distribution of households by income and race or ethnicity, 2019



Sources: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 1)

Figure 4-9: Millwood percentage of households by income category and race (2015 vs. 2020)

Chart 15. Millwood percentage of all households by income category and race, (2010 - 2014 vs 2015 - 2019)



Sources: US HUD, 2015-2019 Comprehensive Housing Affordability Strategy (CHAS) (Table 1)

[Additional demographic information for the City of Millwood is contained in Chapter 6, Housing and Chapter 10, Parks and Recreation.](#)

4.34 PROJECTIONS

Population Forecast Method

A first step to ensuring comprehensive plans, development regulations and urban growth areas comply with the requirements of the GMA, local jurisdictions adopt a population forecast. Forecasts and allocations are adopted by the Board of County Commissioners following recommendations by the Planning Technical Advisory Committee (PTAC) and the Steering Committee of Elected Officials (SCEO). The PTAC recommends the population forecast, for each city and town, to the Office of Financial Management (OFM) for the 2037-2046 forecast. ~~Within Spokane County, estimated medium growth of~~

~~583,409 was forecasted for cities and towns based on historic growth patterns.~~ The PTAC recommendation for population forecasts is intended to provide a reasoned forecast of population combining historic growth patterns with forecasts of countywide populations provided by OFM.

Millwood Population Forecast

On ~~August 3, 2016~~ June 18, 2024, the Board of County Commissioners for Spokane County adopted a population forecast for planning purposes under approved BoCC Resolution ~~24-0348 2016-0553~~ (See Appendix C). The forecast utilized the Office of Financial Management’s medium level forecast for Spokane County. ~~The resolution allocated a population of 1,947 to the City of Millwood by 2037.~~

The resolution allocated the City of Millwood 0.05% of Spokane County’s growth through the year 2046, equating to a 2046 population of 1,974 or an additional 49 persons, a decrease of 0.12% from the 2017 Periodic Update Cycle. With a 2023/2024 baseline population of 1,925 and an allocated population of 1,974 in 2046, the City of Millwood is planning for a 0.11% rate of growth over the next 20 years or 0.30% of Spokane County’s projected population in 2046.

4.5 LAND CAPACITY ANALYSIS (LCA)

As part of the 2026 Periodic Update, the City of Millwood was tasked with completing a Land Capacity Analysis (LCA), in accordance with the adopted methodology for Spokane County. The Millwood LCA (see Appendix D) was done conservatively, factoring in historic development patterns. The City of Millwood’s LCA was completed in December 2024 and submitted to Spokane County on January 7, 2025, for inclusion in the Land Capacity Analysis for Spokane County that is being completed as part of the 2026 Periodic Update process. Table 4-8 below summarizes the results of the Millwood LCA.

- The City’s LCA was completed per the 2024 adopted Spokane County Land Capacity Analysis (LCA) Methodology.
- Millwood has vacant and underutilized land, no partially utilized land (as defined in the methodology).
- A 30% market factor reduction was incorporated.
- Per the US Census Bureau 2022 American Community Survey (ACS), Millwood has an average of 2.44 persons per household.
- Millwood’s LCA has determined that the City has adequate capacity, without expanding our surrounding UGA, to accommodate our designated population allocation of 49 additional persons (0.05% of Spokane County population).
- As of November 2024, Millwood needs to plan for up to 106 additional housing units (dependent on share of housing % allocated to the City of Millwood) with housing units allocated across income bands as well as 2 - 5 temporary emergency housing units.
- Total population and housing allocation can be accommodated within Millwood’s UGA, which is the City boundary, under current zoning designations utilizing infill development; however, code amendments will be required to comply with state legislation for Accessory Dwelling Units (ADU) and the Housing for All Planning Tool (HAPT) for allocated housing units across income bands and number of units.

Table 4-8: Millwood LCA Summary

Comparison (Step #6) and Conclusions

Zoning Category	Vacant & Underutilized Remaining Available Land	Total Dwelling Unit Capacity (Vacant & Underutilized Land)	Estimated Additional Population
Industrial (I-1 & I-2)	1.23 Acres	N/A	12.30 - 18.45 Employees
Commercial (C-1* & C-2**)	4.35 - 5.53 Acres	Varies	52.20 - 110.60 Employees
Residential (UR-1, UR-2, & UR-3)	3.85 Acres	53.04	129.42 People
* Additional residential units on parcels without a commercial use or with mixed use can also be accommodated in the <u>C-1 zone</u> based on current development regulations, but likely at a smaller household/family size.			
** Additional residential units can also be accommodated in the <u>C-2 zone</u> through mixed use based on current development regulations, but likely at a smaller household/family size. Example: C-2 has an 85% mixed use lot coverage with the opportunity for shared parking and 2.87 acres (125,017 sq. feet) of remaining available land. Using a typical three-story (3 story), 10,950 sq. ft mixed use building that encompasses a footprint of 3,650 sq. ft (0.08 acres) with at least 25% of the building or one floor being devoted to residential and units sized at approximately 750 sq. ft. each, the building could accommodate 4 units. Based on this example building, if 15% of the available land (18,752 sq. ft.) was utilized for mixed use, the land could accommodate an additional 20 units.			
Housing Allocation (per HAPT for Spokane County)	As of November 2024, Millwood needs to plan for up to 106 additional housing units (dependent on share of housing % allocated to the City of Millwood) with housing units allocated across income bands as well as 2 - 5 temporary emergency housing units.		

Total population and housing allocation can be accommodated within Millwood’s Urban Growth Area (UGA) which is the City boundary, under current zoning designations utilizing infill development; however, code amendments will be required to comply with state legislation for Accessory Dwelling Units (ADU) and the Housing for All Planning Tool (HAPT) for allocated housing units across income bands and number of units.

4.4-6 RELEVANCE TO THIS PLAN

Overall, the population of Millwood is not expected to change or grow significantly in the near future. While the population of the surrounding region continues to grow at a more rapid rate. The City of Millwood will maintain a slow and steady increase in population growth. The city anticipates, with the

~~growth of 139 people by the year 2037, all anticipates all~~ required planning elements are within a level of service to accommodate ~~this the projected~~ growth.

CHAPTER 10 – PARKS & RECREATION

10.1 INTRODUCTION

The City of Millwood has prepared this Comprehensive Plan Parks and Recreation Element to plan for the future of Millwood’s parks and recreation facilities. The City of Millwood has not previously adopted a comprehensive parks plan and has elected to include a parks and recreation element in this Comprehensive Plan update, in conformance with the guidelines of the Washington State Recreation and Conservation Office (RCO). For recreation and conservation grant programs administered by RCO, applicants must complete a long-range comprehensive parks and recreation plan along with documentation of the public outreach used to develop the plan, to be eligible to apply for several of the grant programs. Plans developed in compliance with RCO requirements are eligible for six years from the date of adoption to meet the applicable grant planning requirements and subsequently must be updated every six years to retain eligibility for a variety of grant and other funding opportunities; however, the City of Millwood has elected to combine parks, recreation, and/or open space planning into this required periodic updates to the City’s Comprehensive Plan under the Growth Management Act and plans to request extended eligibility beyond six years. This will allow Millwood to maintain RCO planning eligibility until the next required periodic update (currently required every 10 years).

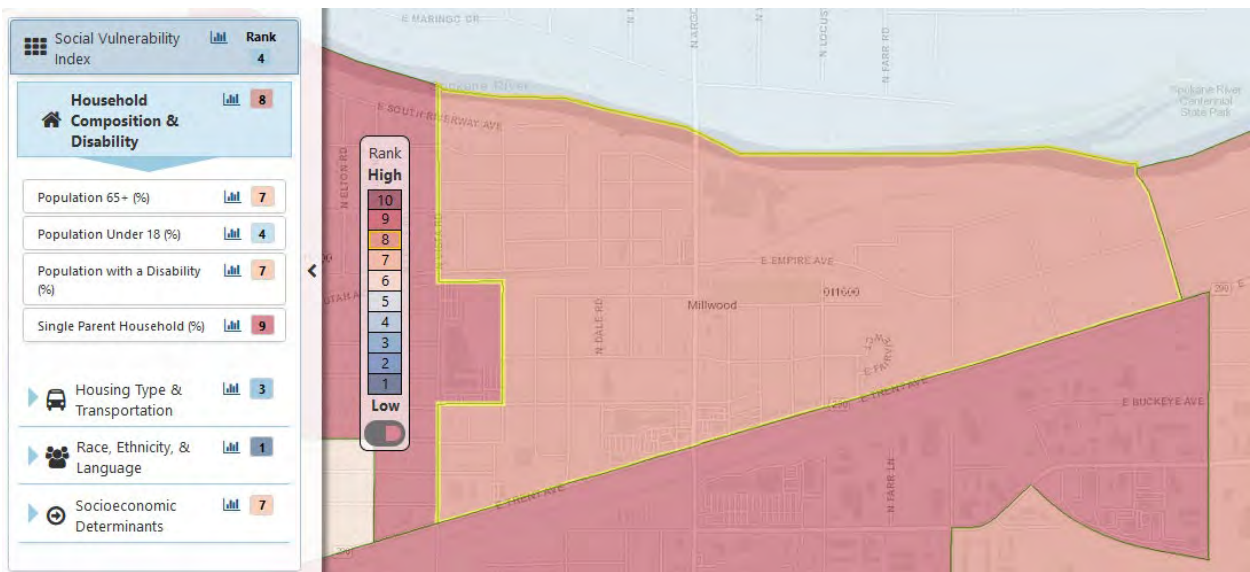
This Comprehensive Plan Parks and Recreation Element is designed to meet or exceed the RCO Manual 2 Planning Guidelines and has been developed utilizing the results of the 2024 Millwood Periodic Update Community Survey, along with stakeholder interviews, and other public outreach/planning efforts including the “Imagine Millwood” activity. This parks and recreation element (Chapter 10) is contained within the City of Millwood Comprehensive Plan and therefore will reference multiple Chapters / Sections for parks, recreation, and/or open space planning:

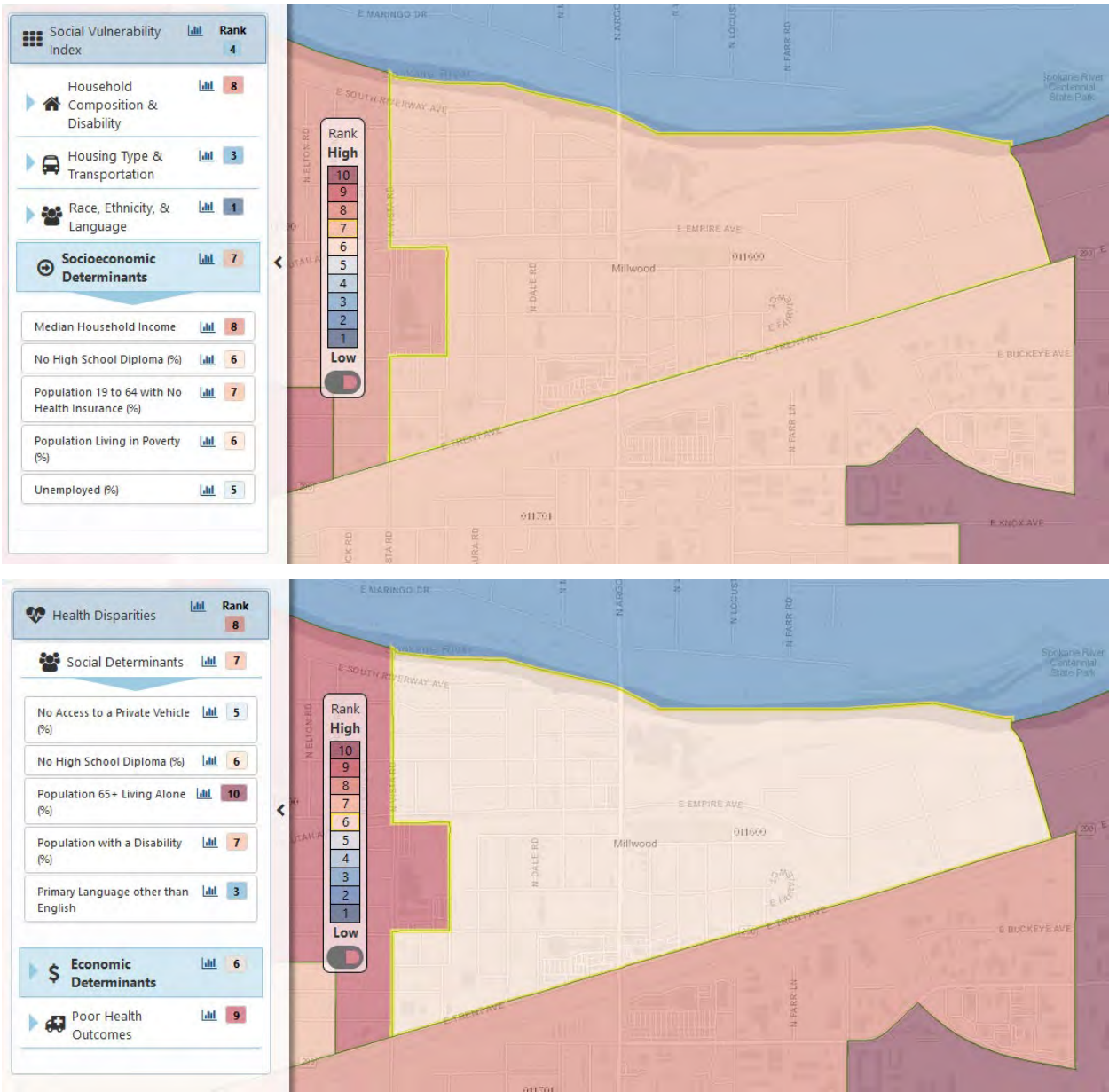
- Section 10.1 as well as Chapter 1 (Introduction) contains background information on the City of Millwood along with Chapter 4 (Planning Area, Demographics, and Projections), and Chapter 5 (Land Use), Chapter 6 (Housing);
- Section 10.2 and Chapter 3 (Community Vision) establishes the goals, objectives, and actions framework for Millwood’s parks and recreation system;
- Section 10.3 contains Millwood’s parks, recreation, open space, and trails inventory and conditions assessment which is also supplemented by the habitat and open space corridor information in Chapter 5 (Land Use), and the sidewalks and trails information contained in Chapter 8 (Transportation);
- Section 10.4 and Chapter 2 (Purpose of the Comprehensive Plan) outlines the public participation process utilized to prepare this plan with the adopted Public Participation Plan and Millwood Community Survey results contained in the Appendix;
- Section 10.5 contains a demand and needs analysis for Millwood’s parks and recreation system;
- Section 10.6 summarizes the Capital Improvement Program (CIP) for Millwood’s priority parks, recreation, open space, and trails projects from the Capital Facilities Plan (CFP) contained in Chapter 11 (Capital Facilities and Utilities); and
- The Appendix contains the 2026 Periodic Update Public Participation Plan and the Millwood Community Survey Results.

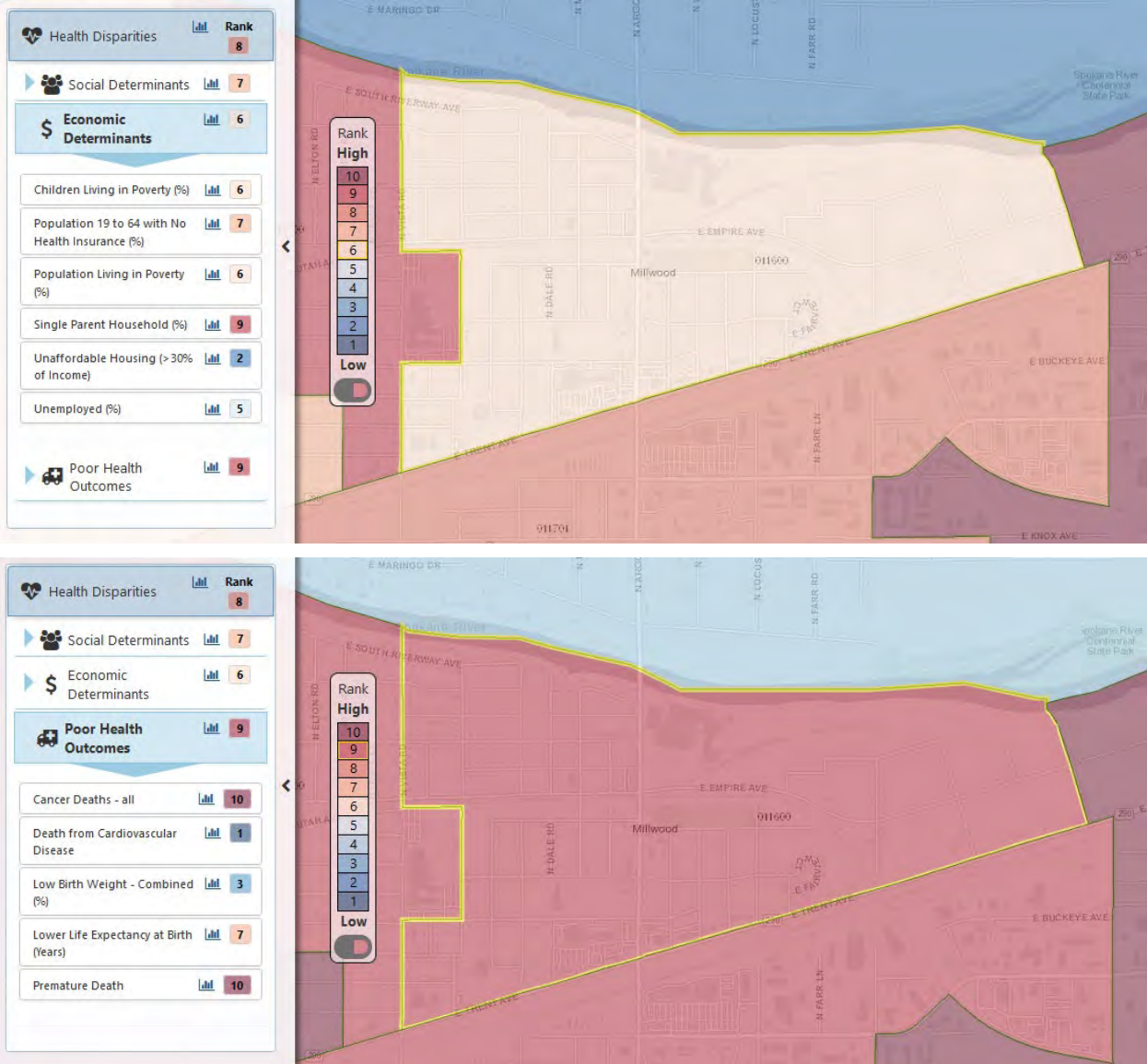
Project Need - Statewide Priorities

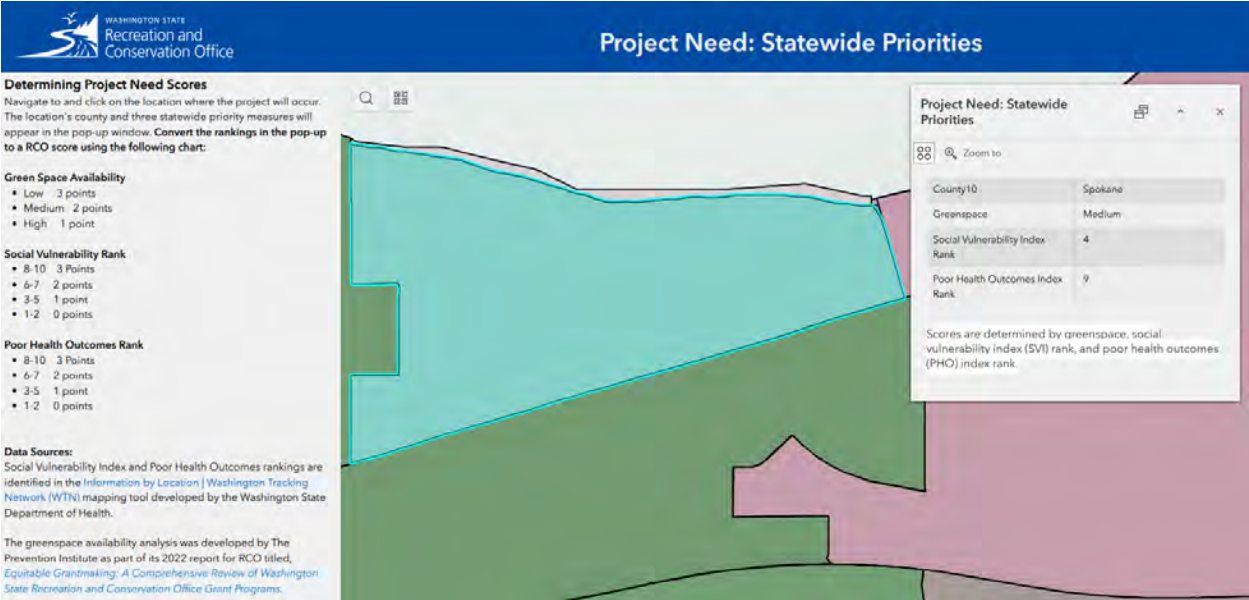
In December 2023, the WA State Recreation and Conservation Funding Board adopted updates to four grant evaluation criteria used commonly in six recreation and conservation focused grant programs with a goal to close gaps in access to greenspace, address disparities in access to grant funding, align criteria consistently across programs, and simplify and provide greater direction. One of the updates was to project need. “Project Need is comprised of two parts: one scored by RCO staff, and another scored by the program’s advisory committee. The staff scored portion reflects statewide priorities as determined by the 2023 Washington State Recreation and Conservation Plan and recommendations from the 2022 equity review of grant programs. The advisory committee scored portion is a narrative description of local priorities and an opportunity for applicants to discuss their project in context with local conditions.” Statewide Priorities - “points will be awarded based on social vulnerability, health outcomes, and greenspace availability. Social vulnerability and health scores are based on information from the Washington Tracking Network’s Information by Location (IBL) mapping tool. Social vulnerability scores use a combination of 16 social and economic conditions such as limited English, crowded housing, or population living in poverty. Health scores are from the IBL’s Poor Health Outcomes ranking. Greenspace availability scores are determined using spatial data analysis from RCO’s equity review of grant programs. For that review, census tracts were classified as having High (more than 8 acres per 1,000 residents), Medium (3-8 acres per 1,000 residents), and Low (less than 3 acres per 1,000 residents) greenspace per capita.”

Millwood’s census tract scored High on the Social Vulnerability index for Household Composition & Disability and Medium-High on the Socioeconomic Determinants as well as Medium-High on the Health Disparity Indexes. Millwood scores Medium on the Greenspace availability.









10.2 GOALS AND OBJECTIVES

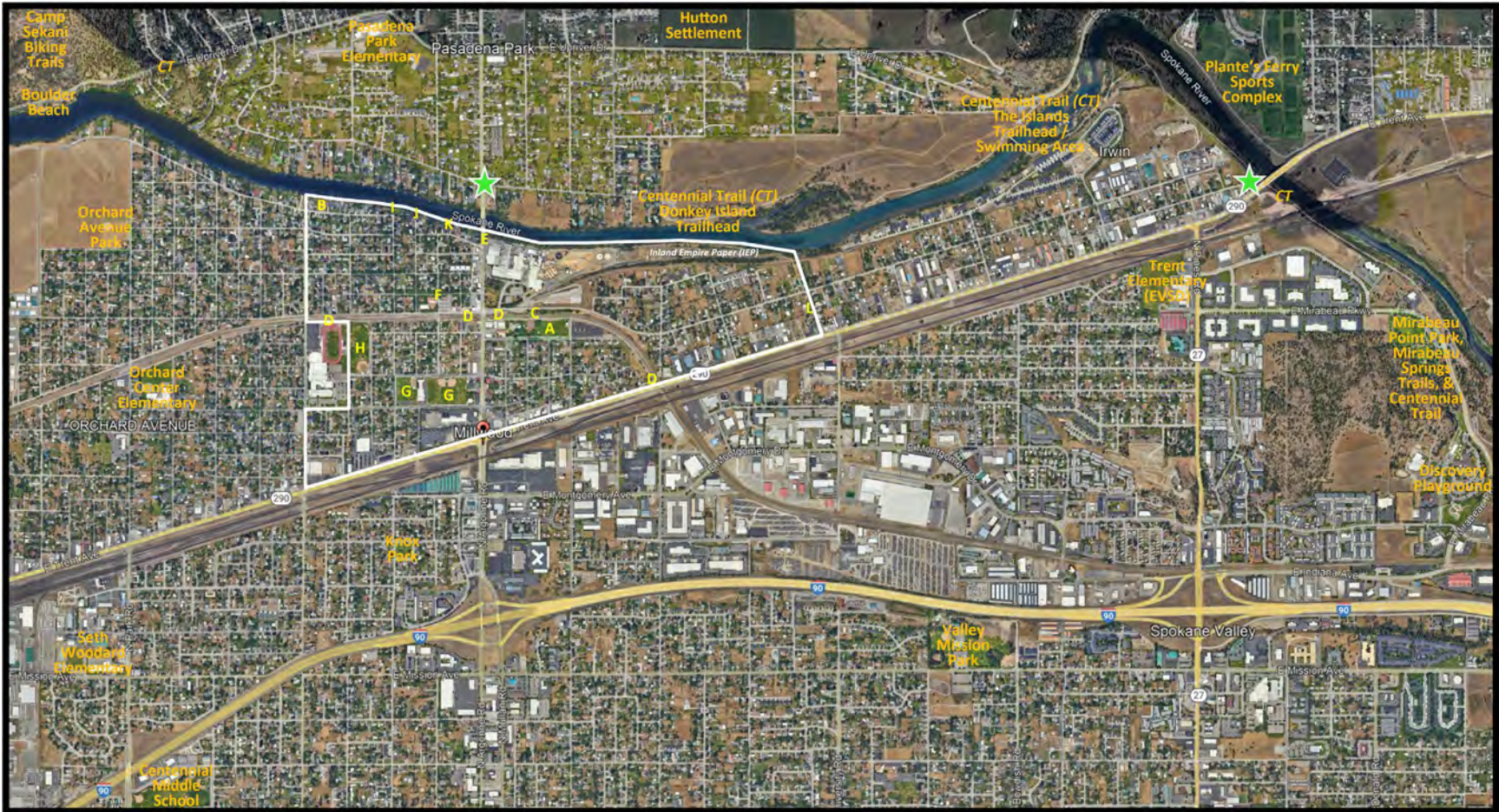
Refer to City Comprehensive Plan, Chapter 3 Community Vision – Section 3.2 Goals, Policies / Objectives, and Actions Framework. Goals, Objectives, and Actions for Parks and Recreation are labeled “PR” in the tables.

10.3 INVENTORY AND CONDITIONS ASSESSMENT

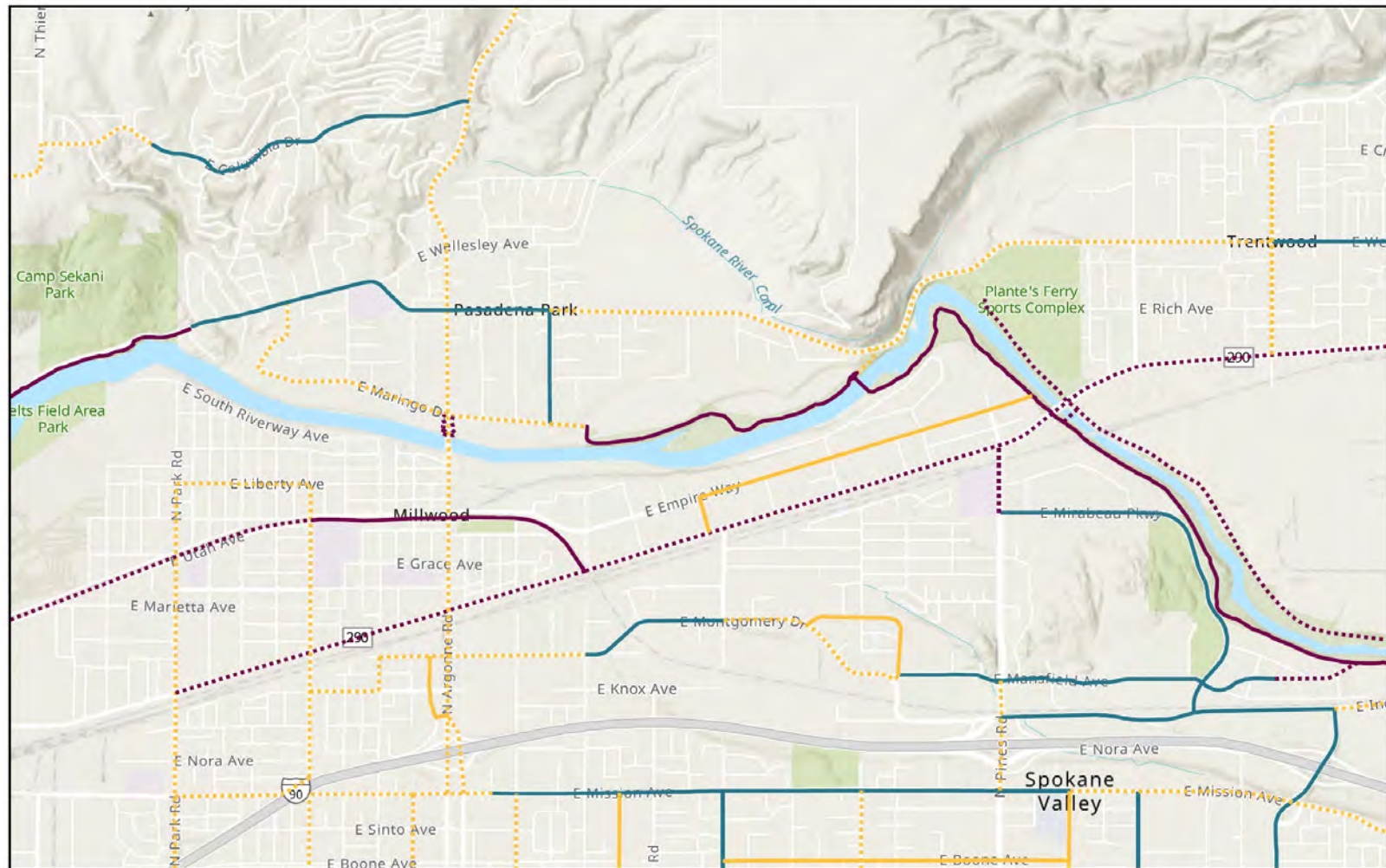
Per RCO Manual 2 requirements, this plan must include “an inventory or planning area description, which is a description of the service area facilities, lands, programs, and their conditions. It also may include local, state, federal, and private facilities, and extend beyond the applicant’s service area.”

“The purpose of an inventory is to provide the context for proposed projects and assessing the condition of the inventory is important. Sites and facility conditions will reveal weaknesses in the organization’s maintenance and operation, help identify facilities that may need renovation or replacement, and provide indicators of use levels. Organizations with habitat or natural areas will want to assess the health of the natural systems, the extent of invasive species, adjacent land uses, and other issues. Habitat conservation inventories may assess habitat types, particular species, threats, ownerships, and historical gains or losses.”

Map 10-1 identifies the Millwood Parks and Recreation Inventory and Service Area. Within the city limits, Millwood has outdoor parks and recreation facilities owned and managed by the City of Millwood and the West Valley School District (letters A-K). Adjacent to the City of Millwood is the Centennial Trail which is under WA State Parks and Recreation. Green stars represent predominant Centennial Trail access points via surrounding roads. Surrounding the City are Spokane County, City of Spokane Valley, and East Valley School District parks and recreation facilities. Map 10-1 has been extended to include most of the schools that Millwood children attend in the West Valley School District, the surrounding parks that residents can utilize, and the adjoining Centennial Trail trailheads (see Map 10-2). Additionally, the Pasadena Park area north of the City of Millwood is generally considered part of the Millwood community as well as the Hutton Settlement whose youth residents and staff utilize Millwood Park and trails, and participate in Millwood events and activities. Millwood Park also has a wading pool that draws summer users from surrounding areas.



Map 10-1 - Millwood Parks and Recreation Inventory & Service Area Map

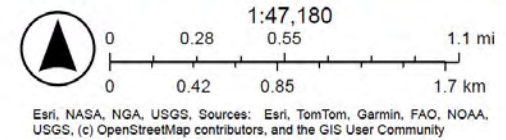


3/4/2025

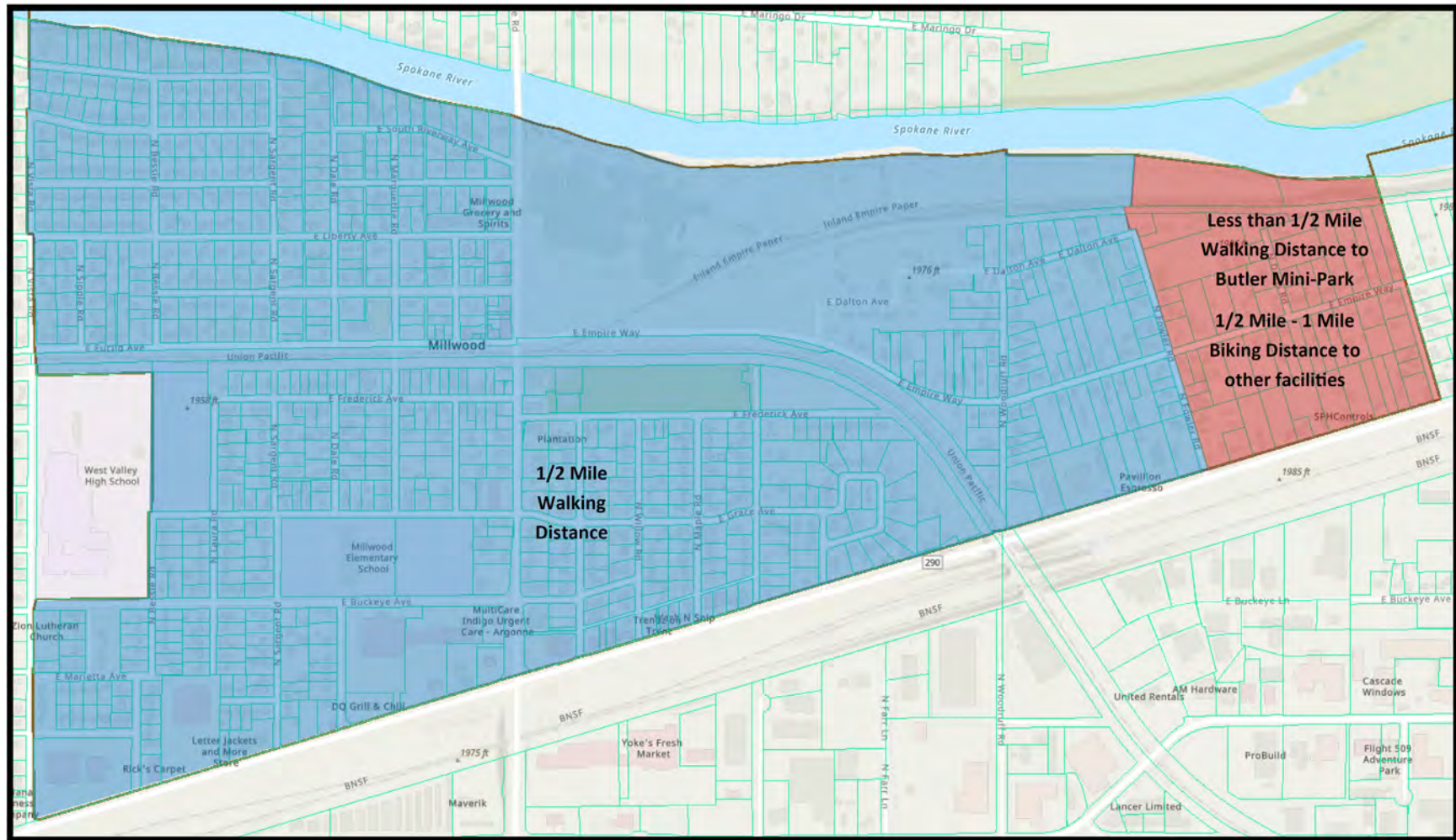
Bicycle Regional Priority Network

- Bike Lane (existing)
- Multi-Use Path (existing)
- Multi-Use Path (proposed)
- Shared Route
- Shared or Other Facility

World Hillshade



Map 10-2 – ~~Spokane Bicycle~~ Regional ~~Bike Priority Network~~ Map, Millwood Area (Spokane Regional Transportation Council, SRTC)



Map 10-3 – City of Millwood Parks, Recreation, Open Space, and Trails Facility Distances

Millwood Facilities

The following inventory and conditions assessment comprises Millwood’s publicly owned parks, recreation, open space, and trails facilities that are located within the City of Millwood’s 0.70 square miles, as shown in letters A-L on Map 10-1. Millwood’s citizens west of Fowler Rd. have facilities within a ½ mile walking distance with intermittent sidewalk and trail connectivity and citizens east of Fowler Rd. have facilities within a ½ mile to 1 mile biking distance with the exception of Butler Mini-Park that is within ½ mile walking distance; however, there is currently no sidewalk or trail connectivity east of Fowler (see Map 10-3). The City of Millwood has approximately 3.25 total miles of sidewalks. A complete sidewalk inventory has been included in the Chapter 8 (Transportation Element).

The City of Millwood does not utilize facility reservations or collect fees, use is on a first come-first serve basis with the exception of events for 30+ people which requires a special event permit for use of facilities and/or right-of-way. Annually, the City of Millwood issues a few special event permits for events such as the Farmer’s Market at Millwood Park, Millwood Daze in the Historic Dalton Median area, Winterfest in the Dalton Avenue area of downtown, and previously for events such as Oktoberfest and Hot Wheels in Millwood (car show).

The West Valley School District does reserve elementary and middle school facilities (indoor such as gyms with a fee and outdoor fields). Teams that have West Valley students have first priority for rental.

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A	Millwood Park	9241 E Frederick Ave, Millwood (located in the center of the City of Millwood)	City Park	City of Millwood	Constructed in 1946+ 5.19 acres + 0.49 acres for maintenance shop Park currently has no ADA access / circulation beyond parking and park entrances First come / first serve use with the exception of Special Event Permits for 30+ people events	

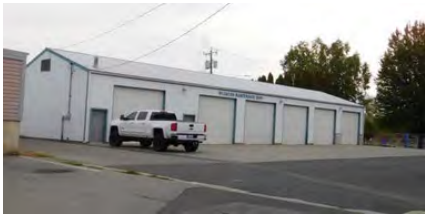


Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-1	Playground	 			Circa 1985 – 2016 Separate preschool and older play structures plus swings and monkey bars Pea gravel surfacing w/ concrete edging (no ADA access)	Fair – Good (Merry Go Round removed due to poor condition – replacement anticipated)
A-2	Wading Pool	  			Originally installed in 1954 Circular wading pool up to 14" depth w/ 45' inside diameter + 5' wide walkway around it (55' total diameter) and water spray fountains along sides Open mid-June through Labor Day, conditions permitting w/ free admission (2024 hours were Monday-Saturday 11am – 5pm, except 2 - 2:30pm for lifeguard lunch & Sunday 1 - 5pm) Occasional capacity issues in summer Insurance liability issues and requires lifeguards	Fair Concrete surfacing is delaminating
A-3	Splash Pad				Circa 2005 Approximately 30' x 44' with 2 fountains and 7 arch sprays Occasional capacity issues in summer (receives more use than wading pool)	Fair

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-4	• Restroom				Remodeled in 2023 Open seasonally Men's (2 urinals & 1 toilet stall) & Women's (2 toilet stalls)	Good
A-5	• Parking	 			68 regular + 3 handicap parking stalls (paved 90-degree) on south and east sides of the park (expanded in 2019 w/ retaining wall addition – removed sledding hill) Capacity issues in Summer w/ lacrosse and wading pool / splash pad use in August with Farmer's Market vendors, customers, and general park use (parking at capacity w/ cars parking on side streets)	Good
A-6	• Multi-Use Grass Fields	  			Circa 1956 Utilized for youth soccer practice and lacrosse (Summer – Fall) with portable nets Issues w/ lacrosse balls being hit into properties south of Frederick (no barrier currently installed) No capacity issues Baseball field w/ mound in SE corner removed in 2016 due to deteriorated back stop & lack of use	Fair (irrigation system)
A-7	• Basketball Courts				2 mini courts Approximately 22' x 42' No capacity issues	Fair (court closest to tennis court) Poor (needs re-surfacing & crack sealing)

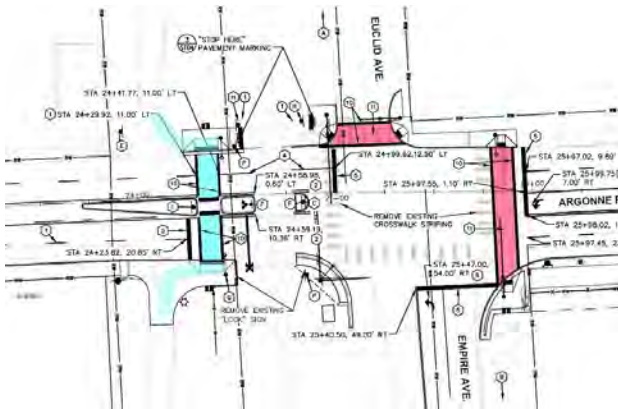
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-8	Tennis / Pickleball Courts				Relocated to current location in 1990's, repainted in 2021, lights added in 2022 2 multi-use courts Occasional capacity issues with pickleball use and tennis players waiting (utilized 3 - 4 times per week for summer pickleball)	Fair - Good
A-9	Gazebo / Picnic Shelter				Circa 1993 Approximately 30' diameter octagon	Good
A-10	Picnic Shelter				Circa 2006 Approximately 30' x 30' square	Good
	Benches	 			2 by playground circa 2018 2 green wood benches (circa 1993)	Good Fair - Poor

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
	Picnic Tables				11 green w/ black frames circa 2018 6 total red & white, blue & white, & gray in concrete circa 2002	Good Fair - Poor
	Trash Cans				14 circa 2018	Good
	BBQ Pits				5 circa 2023	Good
	Drinking Fountains				2 circa 1985 or older	Fair - Good
	Trees				Age varies Approximately 20 trees of varying types	Good - Healthy Trees

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
A-11	Maintenance shop				Fleet enlargement would require more space (limited room to expand)	Good
B	Spokane River Property	North Side of E. South Riverway Ave, Millwood (Parcels 45064.0059 & 0060)	City Open Space / Habitat Area	City of Millwood	0.51 acres Flat / gentle slope for 2/3rd of property towards river then steep slopes for 1/3rd of property adjoining the Spokane River (30%+ slope with approximately 7'-10' drop to river, dependent on water level) Currently fenced without public access Potential conservation area, neighborhood riverfront park, and/or river access	Natural
						

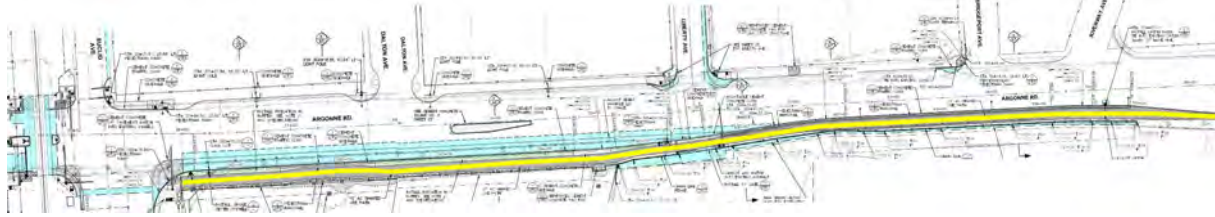
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
C	Jeanne Batson Arboretum	South Side of E. Empire Way, Millwood (East of Argonne Rd. w/ open space to 9700 block of Empire)	City Arboretum	City of Millwood	Circa 2007 Approx. 1.5 acres + open space No designated pedestrian or ADA access / circulation First come / first serve use	Good - Healthy Trees Poor - No ADA access
						
D	Millwood Interurban Trail / Millwood Trail	South Side of E. Euclid Ave/ E. Empire Ave. from Vista Rd. to Trent Ave., south of the railroad right-of-way	Shared Use Path (Class I)	City of Millwood	1 mile trail completed in 2019 and frequently used all year (plowed in winter) Paved, 10' wide shared use pathway with dryland grass 7'-10' along sides of trail and 4 landscaped / irrigated rest areas (2 west of Argonne and 2 east of Argonne), lighting, and historical markers (5 completed and 2 blank at east end)	
						

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
D - West End					West end of trail at Vista Rd. does not have an ADA ramp at end of trail (must exit off sidewalk driveway ramp to south) Adjoins West Valley High School	Good but needs trail ADA ramp at Vista
						
						
D – West Center					West side rest areas w/ bike rack at Argonne end	Good
						

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
D – Center	  			Argonne Rd. crossing will be improved with a pedestrian actuated crosswalk, island, and illumination - anticipated Summer 2025 completion	Currently Poor Crossing Will be Good after 2025 improvement	
D – East Center	 			Adjoins Millwood Park w/ park entrances, restrooms (no ADA access), & a rest area w/ bike rack	Good	

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
D - East End					East of Millwood Park East side rest area East end of trail connects to Trent Ave. via a frontage road	Good Fair-Good (Frontage Road Access)

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
E	Millwood Trail Extension	East Side of Argonne Rd. from Empire Ave. to Spokane River Bridge	Planned Shared Use Path (Class IP)	City of Millwood	0.23 Mile, 10' wide, separated, shared use pathway that connects to sidewalk at Argonne Rd. bridge Anticipated Summer 2025 completion	
						

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
E-1	Argonne Rd. Bridge ROW Pedestrian View Corridor	 			It has been determined that there is no physical Spokane River access at the east side of the Argonne Rd. Bridge right-of-way (ROW) The area is steep, completely fenced, & no parking or ADA access possible View corridor only from walkways over bridge (both sides of the road – predominantly outside city limits)	Fair (narrow walkway)
F	Historic Dalton Median	Dalton Rd. from West of Argonne to N. Sargent Rd.	Boulevard	City of Millwood	0.2 intermittent miles (5 blocks) 10.5' wide grass median w/ trees (majority are oaks) planted circa 1920's & sidewalks on both sides of Dalton Ave. First come / first serve use (Fall pictures, & occasional Summer enjoyment) + Special Event Permit for Millwood Daze	Good – Predominantly Healthy Trees No root issues Marguerite block has 1 tree that needs replacement due to fungus, trees replaced as needed Canopies along median and sides need thinning for tree & grass health

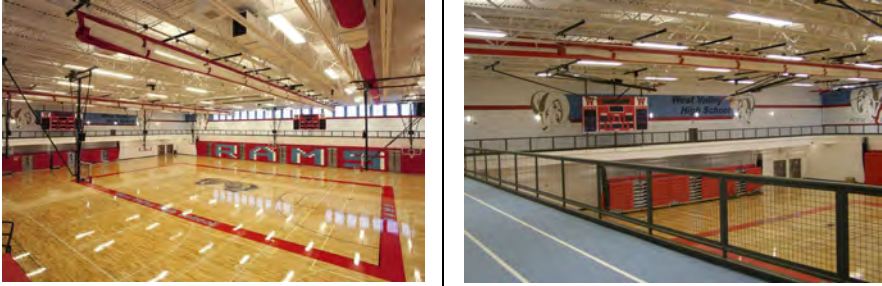
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
 						
Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
G	Millwood Elementary School / Kindergarten Center (Early Learning Center)	8818 E. Grace Ave., Millwood	School	West Valley School District	Circa 1980 Approximately 8.5 outdoor acres (excluding the school building) Reservations through West Valley School District	

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
G-1	Ballfields				Smith Field 2 Softball / Little League Ballfields w/ bleachers, dugouts, and a batting cage Porta Potty	Good
G-2	Soccer Field				Soccer Field Goals Porta Potty	Good
G-3	Multi-Use Field				Smith Field Multi-Use Soccer Field w/ Portable Goals	Good
G-4	Playground				Elementary school age play structure + 2 diggers & swings	Good
G-5	Parking				Approximately 127 regular (16 parallel & 111 angled / 90 degree parking stalls) + 4 handicap parking stalls (paved angled / 90 degree) w/ ADA access around facility	Good

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
H	West Valley High School	8511 E. Grace Ave. (Partially inside & partially outside city limits)	School	West Valley School District	Circa 1957, remodeled in 2008 Approximately 12 outdoor acres (excluding the school buildings) Not reservable for community use	



H-1	Ballfields		Jack Spring Stadium 2 Baseball fields w/ pitching mounds, dugouts, & bleachers (no lights) ADA access for seating & 2 handicap parking stalls	Fair - Good
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Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
						
H-2	Track & Field & Football				Ward Maurer Football Field Rubberized 8 lane track w/ field events & surrounding grass football field Grandstands & press box	Good
H-3	Tennis Courts				8 Courts w/ 2 painted for pickleball (no lights)	Good
H-4	Gym (3)					
H-5	Parking				Approximately 399 regular + 15 handicap parking stalls (paved 90-degree), 4 parallel regular stalls, & additional gravel parking areas for ballfields (parking also utilized for adjoining Interurban Trail)	Good (paved) Fair (gravel)

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
I	Sargent Rd. Spokane River Corridor (Sewer Lift Station #3)	E. South Riverway Ave. & N. Sargent Rd.	City ROW / Public Utility / Open Space	City of Millwood	Approximately 4,600 sq. ft. area (approx. 41' wide) with beach exposed late July – winter (about 2'-5' rise in river to 2 nd cinder block up from beach), beach exposure dependent on water level	Poor – access issues (grass to intermittent cinder block with dirt to river beach)
					Currently posted “use at own risk” Could possibly be improved for canoe/kayak put in: • Fence vault & electrical panel • Add ADA accessible pathway from ROW through grass • Improve river access w/ stairway and landing at beach or ADA accessible winding pathway and landing at beach • Possibly add 2 (90 degree or angled) parking stalls at edge of ROW into property (make 1 ADA) • Need minimal impact to adjoining neighbors	
						
						

Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
J	Sewer Lift Station #2 – Spokane River Corridor	E. South Riverway Ave. & N. Dale Rd.	City ROW / Public Utility / Open Space	City of Millwood	Approximately 2,400 sq. ft. area (approx. 20' wide) Not currently suitable for river access & has adjoining property encroachment	Poor – access issues



Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
K	Sewer Lift Station #1 – Spokane River Corridor	E. South Riverway Ave. (east of 8911 – former sewer treatment plant land)	City ROW / Public Utility / Open Space	City of Millwood	Approximately 2,400 sq. ft. area (approx. 14' wide) Not suitable for river access & adjoining property's dock extends into river frontage	Poor - access issues w/ electrical for utilities blocking



Map 10-1 Label	Facility	Location	Facility Type	Owner / Manager	Description / Comments	Condition
L	Butler Mini-Park	3131 N. Butler Rd.	Public Utility / Open Space	City of Millwood	Approximately 0.16 4,400 sq. ft of open space acres A portion of the Butler well site serves as a mini park with grass and trees	Fair



City of Millwood Operations and Maintenance

The City of Millwood employs a four (4) person year-round maintenance crew to handle public works, parks, and facilities maintenance.

- The General Parks portion of the 2025 preliminary budget is \$163,750.
- The Special Purpose Paths portion of the 2025 preliminary budget is \$64,150.
- Money is also allocated for fall leaf removal, winter snow and ice control, year-round lighting of trails, and sidewalks to maintain the useability of the Millwood trails system.

Additionally, due to the water depth, the existing wading pool at Millwood Park requires seasonal lifeguards with a 2025 preliminary budget amount of \$20,600.

Surrounding Area Facilities

The following public / non-profit facilities are located outside the City of Millwood, as identified on Map 10-1 and 10-2, with distances measured from the center of Millwood.

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
Centennial Trail (CT)	Along the Spokane River adjacent to Millwood in Spokane County & City of Spokane Valley	Regional Trail	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Paved approximately 12' wide shared use trail	Approximately 1 mile to closest trailhead / access point (Donkey Island)
CT Donkey Island Trailhead (Mile 13)	North on Argonne Road through Millwood, over Spokane River and turn east on Maringo Drive, proceed east to dead end to find trailhead (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 1 mile
CT Boulder Beach (Mile 16)	North on Argonne Road through Millwood, over Spokane River and turn west on Upriver Drive, approximately 1 mile upstream from Upriver Dam (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 2 miles
CT Islands Trailhead / Swimming Area (Mile 12)	North on Argonne Road through Millwood, over Spokane River and turn east on Upriver Drive, proceed east to Islands Trailhead, just west of Plante's Ferry Park (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 2.5 miles
CT Mirabeau Park (Mile 10.5)	East on Trent Ave., south on Pines Rd., east on Mirabeau Pkwy, proceed 0.7 miles to Trailhead on left (see inventory map)	Regional Trail Trailhead	WA State Parks and Recreation / Friends of Centennial Trail & Participating Municipalities	Trailhead	Approximately 3.5 miles
Knox Park	8699 E. Knox Ave., Spokane Valley, WA	Neighborhood Park	Unknown	Manicured open grass field with a building and swale	Approximately 1 mile

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
Orchard Center Elementary	7519 E Buckeye Ave, Spokane Valley, WA	School	West Valley School District	Playground & multi- use field Reservations through West Valley School District	Approximately 1 mile
Orchard Avenue Park	3300 N. Park Rd. Spokane Valley, WA	Open Space	Spokane County Parks	Park officially closed in 2022 due to Felts Field proximity and amenities were removed. Fenced grass field remains for dog walking, etc.	Approximately 1.3 miles
Pasadena Park Elementary School	8508 E Upriver Dr, Spokane Valley, WA	School	West Valley School District	Playground, trail, basketball courts, multi-use fields, & ballfield Reservations through West Valley School District	Approximately 1.3 miles
Seth Woodard Elementary School	7401 E Mission Ave, Spokane Valley, WA	School	West Valley School District	Playground, basketball courts, & multi-use field Reservations through West Valley School District	Approximately 1.8 miles
Hutton Settlement Children's Home	9907 E. Wellesley Ave. Spokane	Private / Non- Profit Facility <i>(school groups allowed to visit for field trips)</i>	Hutton Settlement Children's Home	319 acres of pristine natural settings with opportunities for learning and recreation (tennis courts, basketball courts, a swimming pool, a 2-mile hiking trail, a baseball field, playground equipment, an art studio, a music room, and a gym)	Approximately 1.9 miles

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
Camp Sekani & Beacon Hill Trail System	6722 E Upriver Dr, Spokane, WA	Conservation Area	City of Spokane Evergreen East Mountain Bike Alliance	Wooded park providing dog- friendly trails for mountain biking & hiking, plus a frisbee golf course. Over 30 mountain biking trails winding through 1,000 acres of public and private land	Approximately 2 miles
Valley Mission Park & Pool	11123 E Mission Ave, Spokane Valley, WA	Community Park	City of Spokane Valley	24 acres and 115 parking spaces with overed picnic shelter, picnic table, restrooms, play equipment, swimming pool and zero depth entry pool, pool shade structure and furniture, ball field, basketball, and tennis courts	Approximately 2.2 miles
Centennial Middle School	915 N Ella Rd, Spokane Valley, WA	School	West Valley School District	Tennis courts, ballfields, & multi- use fields Reservations through West Valley School District	Approximately 2.3 miles
Park Road Pool	906 N Park Road Spokane Valley, WA (abutting Centennial Middle School)	Aquatic Facility (seasonal)	City of Spokane Valley	2 acres, 101 parking spaces, swimming pool with slide, pool shade structure and furniture, picnic tables and restrooms	Approximately 2.3 miles
Trent Elementary School	3303 N Pines Rd, Spokane Valley, WA	School	East Valley School District	Playground & multi-use fields	Approximately 2.5 miles

Map 10-1 Label / Facility	Location	Facility Type	Owner / Manager	Description / Comments	Distance from Millwood (approximate)
Plante's Ferry Sports Complex	12320 E Upriver Drive Spokane Valley, WA	Regional Park / Sports Complex	Spokane County / Spokane County, Spokane Rapids Soccer, & Spokane Indians Youth Baseball	95-acre regional park / multi-sport stadium along the Spokane River with 5 baseball / softball fields, 13 soccer fields, playgrounds, walking trails, green space, bbq areas, picnic shelters, meeting rooms, concessions stand, multiple restrooms, over 650 parking spots, and 20 handicap parking spots. Plante's Ferry was the original site of Antoine Plante's ferry, which was the first established "dry" river crossing on the Spokane River.	Approximately 3.2 miles
Mirabeau Point Park, Mirabeau Springs Trails, & Discovery Playground	13500 Mirabeau Parkway, Spokane Valley, WA	Regional Park	City of Spokane Valley	55.51-acres of meadows, forest & springs with a discovery playground, trails, shelters & a horse arena.	Approximately 3.5 miles

Millwood Activities

Activities are provided through the West Valley School District and Millwood Community Organizations with additional activities provided by the local churches. The following is a summary of typical Millwood activities.

Activity	Description	Provider	Age Group	Timeframe / Location
West Valley School District Athletics	School sports including boys baseball, boys football, girls softball, girls volleyball, and boys/girls soccer, wrestling, basketball, tennis, cross country, track & field	WVSD (elementary ages in cooperation w/ HoopTown USA & YMCA)	Youth (Grades K-12)	School Year at Schools and Off-Site Locations

Activity	Description	Provider	Age Group	Timeframe / Location
West Valley School District Clubs	Before school Chess Club, Communities in Schools, etc.	WVSD	Youth (Grades K – 5)	School Year at Schools
West Valley School District Events	School skate nights, movie nights, elementary conference camps at West Valley Learning Center, May Block Party, etc.	WVSD Schools & School PTO	Youth (Grades K-12)	School Year at Schools and Off-Site Locations
Star Club	STAR Club is an after-school program designed to invest in the relationships of 3rd-5th grade students from Orchard Center & Ness Elementary Schools,	Millwood Impact	Youth (Grades 3 – 5)	Monday - Thursday 3:30-5:30pm when school is in session
Argonne Library	Educational programming for all ages and stages of life as well as Millwood historic display	Spokane County Library District - Argonne Library	All Ages	Year-round Historic display is for one month every year
Friday at the Lodge	Community activities, demonstrations, and education	Masonic Lodge	All Ages	Monthly in Winter & Weekly in Summer
Millwood Daze	Community celebration	Millwood Community Association	All Ages	Saturday before Labor Day weekend in August Historic Dalton Median, Millwood Community Presbyterian Church, & Downtown Millwood
Millwood Farmer's Market	Farmer's market, music, themed activities, etc.	Millwood Community Association	All Ages	Wednesdays, 3-7pm from May – October in Millwood Park, 9241 E Frederick Ave, Millwood
Millwood Impact	Millwood Impact addresses unmet essential needs for the health and well-being of kids and families in the Millwood & West Valley Community (Millwood Community Meals, Summer Camp, etc.)	Millwood Impact	All Ages	Year-round Various Locations including Millwood Community Center (Millwood Presbyterian Church), 8863 E. Euclid Ave, Millwood, WA
Millwood Walking Tours	Historical walking tours of Millwood	Varies	All Ages	Spring - Fall in Downtown Millwood

Activity	Description	Provider	Age Group	Timeframe / Location
Pumpkin Patch Community Garden	Community garden	Millwood Community Association	All Ages	Spring - Fall 9108 East Maringo Drive, Spokane, WA
West Valley Outdoor Learning Center	Providing opportunities for young people to investigate and learn about the natural world around them.	West Valley School District	All Ages	Year-round West Valley Outdoor Learning Center (next to Pasadena Park Elementary), 8508 E Upriver Dr Bldg B, Spokane, WA
Winterfest / Tree Lighting	Community celebration with Tree Lighting at Inland Empire Paper (IEP), Christmas Market on Dalton, and special events through the business community.	Millwood Community Association & Inland Empire Paper (IEP)	All Ages	1st Friday of December Downtown Millwood
Downtown Millwood Business Community Activities	Various activities at local businesses,	Downtown Millwood Businesses	Varies	Varies

10.4 PUBLIC INVOLVEMENT

The GMA requires early and continual citizen participation in the development and updates of comprehensive plans and development regulations. A specific goal of the GMA is to encourage the involvement of citizens in the planning process. The City of Millwood provided several opportunities for the public to participate, provide comments, and learn about the Periodic Update. Specifically for the Parks and Recreation Element, the 2024 Millwood Periodic Update Community Survey, along with stakeholder interviews, and other public outreach/planning efforts including the “Imagine Millwood” activity, informed this element. While traditional methods (meetings, workshops, presentations, etc.) remained an important role in public engagement, the City also used alternative participation tools to make it easier for the public to participate.

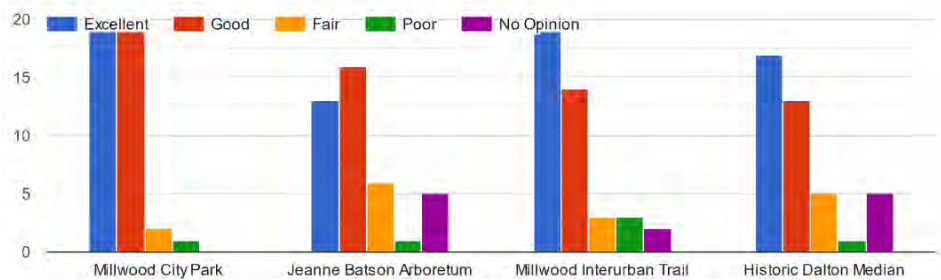
Millwood Community Survey

From mid-September to mid-October 2024, a community survey was conducted for the periodic update and the responses have been disbursed throughout this Comprehensive Plan based on the element topic. Questions that were specifically related to parks, recreation, open space, and trails have been included below. The survey responses were statistically representative of Millwood.

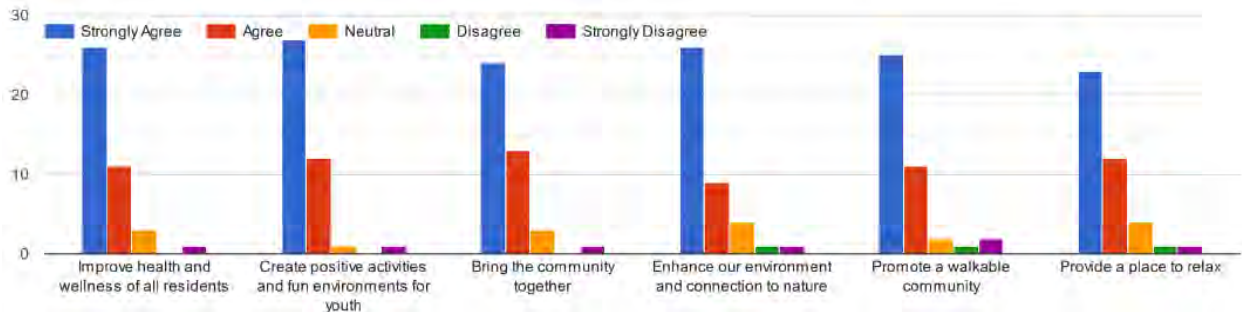
Overall, citizens and user groups feel the City’s parks, open space, and trails facilities are well maintained, they provide multiple benefits, access is very important, pedestrian and bicycle paths as well as overall walkability is good but sidewalks could be improved, and the City needs to work on having adequate Spokane river access.

Within project and funding prioritization responses, sidewalks, multi-use pathways, and park features ranked highly overall (charts will be included in the Capital Facilities element).

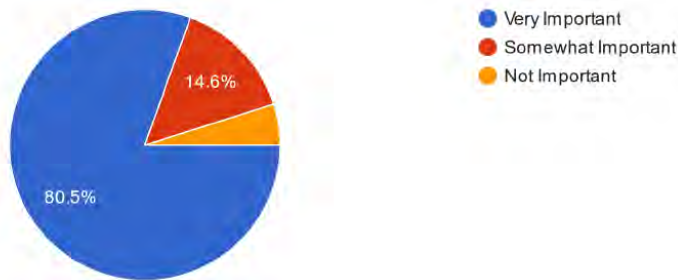
How would you rate the overall quality and maintenance of City of Millwood parks, open space, and trails?



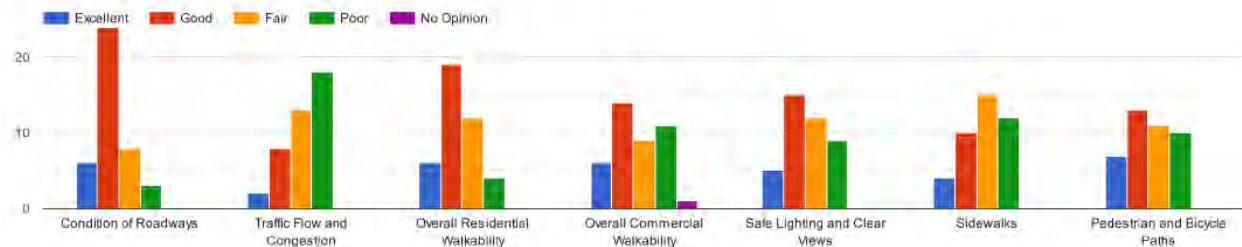
What are the most important things Millwood parks, recreation, open space, and trails can do for our community?



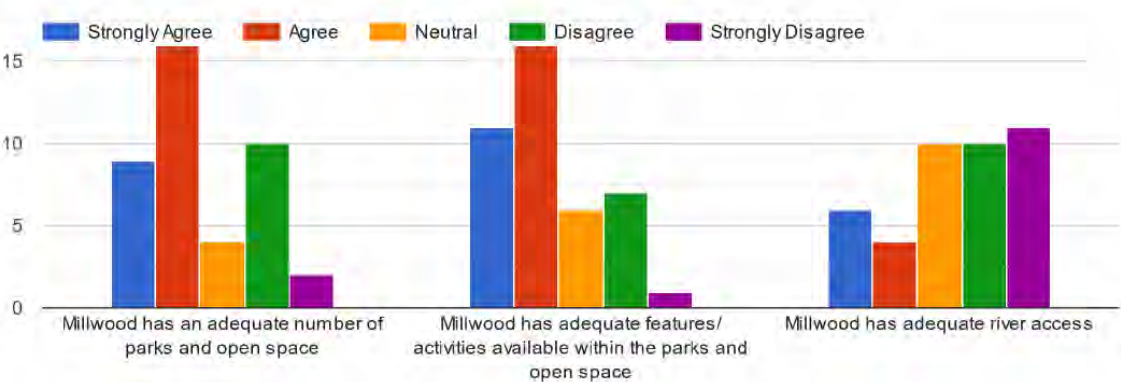
How important is access to parks, recreation, open space, and trails within the City of Millwood?
41 responses



How would you rate the quality of the following transportation conditions?



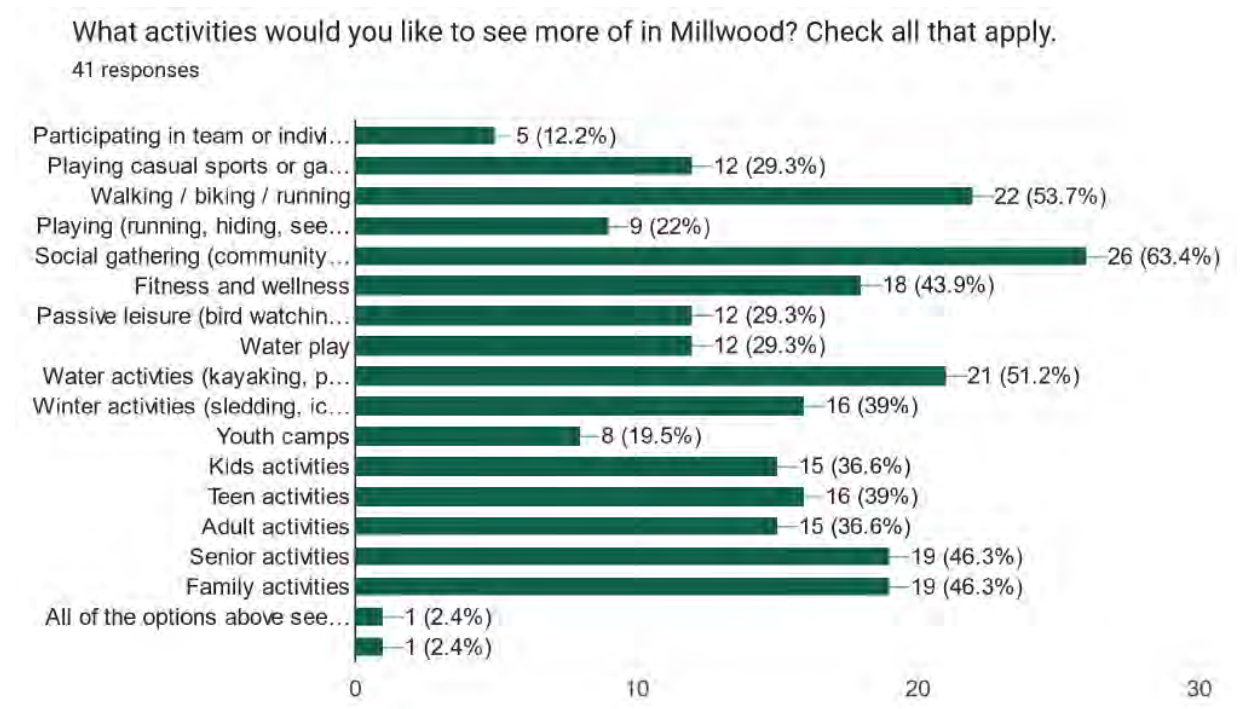
How do you feel about the following statements about how well Millwood's parks and open space meet community needs?



Respondents were asked to expand upon their answers to the community needs question and the following is a summary of the responses by topic and majority opinion:

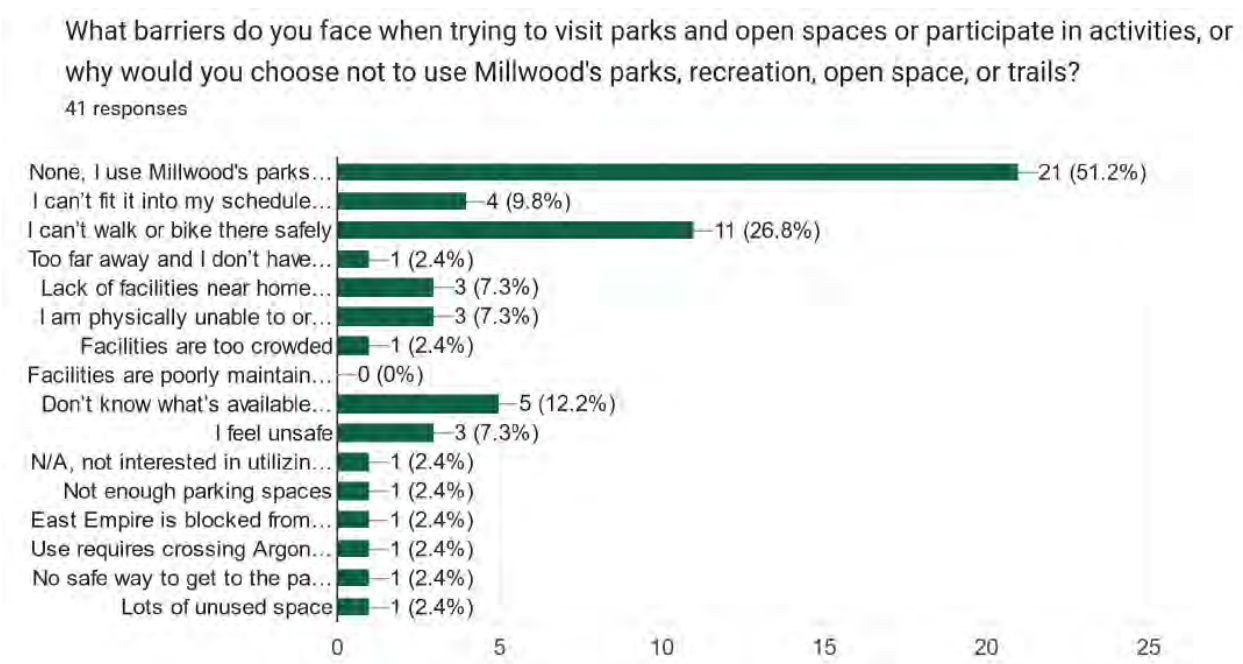
- There is only one park and playing at the school playgrounds isn't a good daytime option unless it is summer. The park is nice but it has limited parking and no handicap accessibility. Parts of the park could be updated and used for more activities / amenities (i.e. pickleball courts, space for food trucks at events, space for performances, adding power outlets, etc.). The current City Park has gotten smaller over the years for construction of the city shop building, the fire station, etc. that have all taken land without adding replacement park land.
- The river is an important Millwood feature yet there is no direct public access and very minimal visual access to the river for anyone that does not own a house on the river, we need clean and safe river access for Millwood residents. We are a City bordered by the Spokane River and the city owns property on the river. Residents should have access to small walk-to neighborhood river parks to launch kayaks, paddle boards, and small canoes, and enjoy the river views.

There were also individual responses about selling the city's lots on the Spokane River / not creating river access, not adding more walkability, having the city work on maintaining / beautifying trail connections between residences, issues with residents / animal control near parks, needing a way to cross Argonne on the Centennial Trail, and the need for sidewalks and streetlights throughout the whole community (especially the east side of Millwood), as well as other element topics such as traffic and transit.

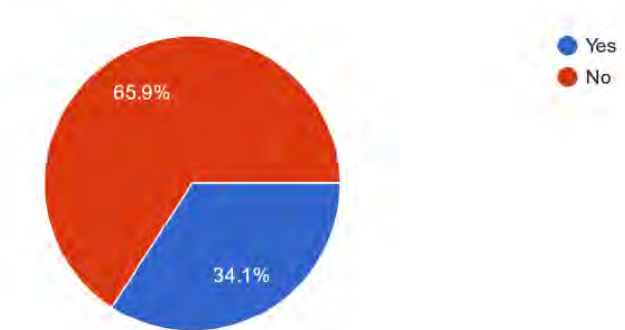


Concerning Millwood activities, the top five activities that respondents would like to see more of in Millwood are social gatherings / community events, walking/biking/running opportunities, water activities (kayaking, paddle boarding, etc.), senior activities, and family activities.

The majority of respondents do not face barriers to visiting parks and open spaces or participating in activities; however some do experience barriers such as not being able to walk or bike there safely and 34.1% do encounter barriers to individuals with disabilities accessing Millwood’s parks, recreation, open space, or trails.



Do you encounter any barriers to individuals with disabilities accessing Millwood's parks, recreation, open space, or trails ?
41 responses



Developing river access is the most important thing the city can do followed by upgrading facilities/amenities at existing sites like Millwood Park. Although walking / biking / running received the second highest response to “what activities would you like to see more of in Millwood,” adding more trails / better trail connectivity tied for fourth place on most important improvement.

What is the most important thing the City could do to improve Millwood's parks, recreation, open space, and trails?
41 responses



Imagine Millwood

Imagine Millwood was conducted beginning in August 2024 at Millwood Daze through the start of the school year in September. Kids of all ages participated with almost every response of “what could make Millwood better” and every “Imagine Millwood” drawing was pertaining to something parks, recreation, open space, or trails related.

Millwood Daze 2024 "Imagine Millwood" activity for kids of all ages!

What makes Millwood great?

- All the great people
- I feel comfortable with how it's handled
- Neighbors, local businesses, trees
- Caring staff and lovely events
 - Events and trees
- I love the splashpad
- The playground

What could make Millwood better?

- Add more rainbows
- To have carnival rides
- Hot air balloons
- Fishing pond
- More trees
- Boulevard down Argonne
- Less squatters



Imagine Millwood 20 years from now and draw how it would look, something you want Millwood to have, etc.



Stakeholder Interviews

Stakeholder interviews were conducted to gain additional insight from various segments of Millwood's population as well as community associations, service providers, and topic experts for elements such as Transportation and Parks and Recreation. The following are summaries of interviews concerning parks and recreation including pedestrian / bike connectivity:

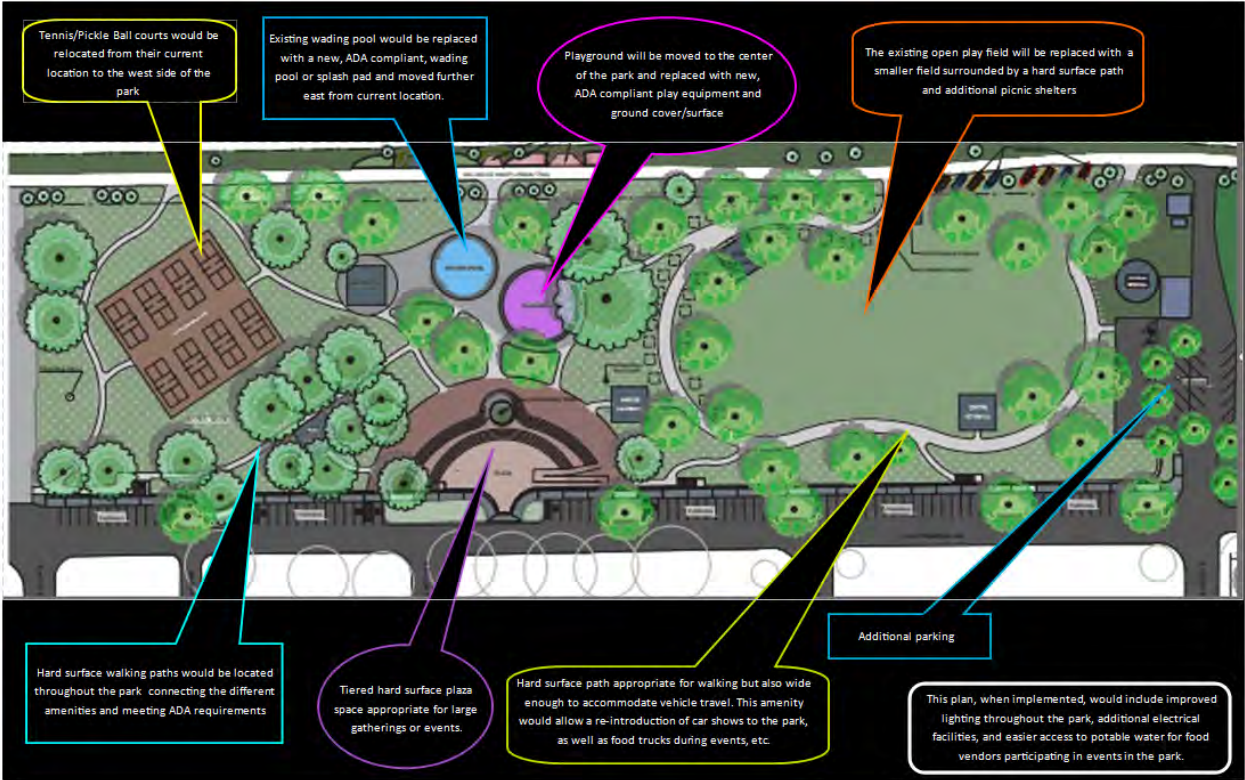
- WA State Dept. of Ecology (DOE) - Encourage safe public river access at small scale, Spokane River (South Riverway property) could have a small canoe/kayak put in but it would be costly and preservation is encouraged, Centennial Trail pedestrian connection via Argonne and Maringo Drive to the east would be best current Centennial Trail connection with a pedestrian bridge over the Spokane River being a future possibility (may require Shoreline Master Program (SMP) amendment).
- Spokane County Conservation District (SCCD) - Areas surrounding the City of Millwood within 2-2.5 miles have large scale Spokane River access and Millwood has a centrally located park within 1 mile of residents, SCCD worked on Islands Trailhead project NE of Millwood with put-in, any Millwood Spokane River access project needs to consider overall cost with maintenance, access issues, traffic in residential area, the need for bathrooms, etc. (projects similar to Glover site downtown - just past Spokane Club and Peaceful Valley informal put-in change neighborhoods), maintain a healthy streambank from erosion through land preservation, try to maintain integrity of south side of river, already have wakeboat issues from Argonne bridge to the west, explore Spokane County Conservation Futures for potential funding for protecting Spokane River habitat area(s) by preserving micro eco-systems and SCCD would look at partnership for Spokane River Property land preservation (South Riverway property), could establish hours for school tours with an outdoor learning shelter, etc. to learn more about our natural environment and possibly coordinate with West Valley Outdoor Learning Center, SCCD recommends preservation of Spokane River property (South Riverway property) and providing a small scale canoe/kayak improvement project at Sargent Rd.
- Spokane Regional Transportation Council (SRTC) - west side of Felts Field will have south side river trail that terminates at Felts Field, SRTC shows a multi-use trail should connect west from Interurban through City of Spokane Valley (not an immediate project for Spokane Valley but SRTC would advocate and support), Interurban eastern connection feasibility should also be considered for future, a Centennial Trail connection directly from Millwood (i.e. pedestrian bridge over the Spokane River) may not be identified as a high need at the regional level, explore safe routes to school grants through WSDOT for sidewalk connections in SW portion of Millwood, non-motorized SRTC grants via call for projects utilize Federal funds (i.e. STBG - Surface Transportation Block Grant) are usually regional projects, Spokane County is studying Argonne/Upriver intersection and Centennial Trail connection (across Argonne) using updated 2025 SRTC travel demand model, SRTC is also interested in a Centennial Trail Connection via Argonne crossing, TIB funding can assist with sidewalk gaps (sidewalk infill project) but need a City of Millwood complete streets ordinance, SRTC will coordinate with Millwood on 2025 metropolitan transportation plan update (Horizon 2050 anticipated to be adopted in November 2025).
- West Valley School District (WVSD) - Shared use is allowed, elementary and middle school fields and gyms can be reserved (high school facilities cannot), WVSD has communities in schools on-site that is similar to Star Club, Hooptown USA and YMCA program for elementary age basketball in the winter and an elementary age before school chess club, safe routes to school

would be supported for the SW portion of Millwood to get kids to West Valley High School (kids ride a school bus in other areas due to railroad tracks and Argonne Rd. / Trent Rd. crossing and Orchard Center Elementary is only a ¼ mile walking radius which wouldn't extend past Vista Rd.), existing sidewalks on Buckeye are great for the open high school campus. Millwood Kindergarten Center will transition to early learning center in 2025/2026 school year with kindergarteners returning to elementary schools, great communication between Millwood Community Association and WVSD for events with flyers in packets, etc.

- Spokane County Library District / Argonne Library (SCLD) - SCLD provides educational programming for all ages and stages of life at the Argonne Library, meeting facilities are also reservable during library hours large meeting room and conference rooms get a lot of use), SCLD is working on a Library Facilities Master Plan that likely will be completed in 2026, current level of service is national average but will re-assess with master plan (sq. footage per capita), Argonne Library has capacity for growth and maintains an approximately 3 mile service area radius (serves Millwood and beyond).
- Millwood Community Association - Consider infrastructure for events and the Farmer's Market during improvements to Millwood Park (i.e. vegetables need to be washed for cooking demonstrations and samples during Farmer's Market and they currently have to be hauled back and forth for washing at the church community center), a food truck/trailer could be utilized for sinks if park design provides way to get truck/trailer down into park (rinse, wash, sanitize, handwash, separate vegetable prep sink w/ indirect drain, and mop sink), consider adding a mop sink like Mirabeau Meadows picnic shelter has (this would still be needed with food truck/trailer sinks), having food trucks bring people to events, park design should incorporate a way to easily utilize a screen for movies in the park, like Millwood Park Reimagined master plan and could add exercise stations to circulation trail, switching from wading pool to larger splash pad would benefit all ages (incorporate wading pool historic fountain), include a plaza that is large enough to accommodate a band and electrical outlets for events, add more trees and wider path would accommodate food trucks, 4 acre per 1,000 population LOS is enough with school parks and Millwood Park has the right amenities (balance pickleball and tennis), Millwood Park is easy to walk to via Interurban Trail (adding complete streets could improve neighbors walking to downtown), desire to expand events to include Halloween and West Valley Foundation wants to add a summer cornhole tournament, add more art downtown (like Chelan murals - go find the apple), could event add art to chain link fence, identity symbols for Millwood are trees, arches, brick, and trains which led to gateway signs (based on Millwood Business Association exploration - now Millwood Community Association 501c3), wayfinding signage for shared parking downtown and public parking on appropriate side streets that works w/ neighbors (i.e. Pearl St. parking map in Portland, OR) for Millwood Park and downtown, connect Interurban Trail east on Trent to access Centennial Trail from north side of Trent.

Millwood Park Reimagined 2022 - 2023

A master planning project for Millwood Park was conducted in 2022 - 2023 entitled Millwood Park Re-Imagined. Park project priorities were established via a public outreach effort that included booths at the Millwood Farmer's Market throughout the summer of 2022, a sticker feedback exercise, public meetings, and additional public comment solicitation.



Based on the public input, the following master plan was prepared for Millwood City Park.



A question was included in the Millwood Community Survey discussed above that asked respondents to rank the priority of the proposed Millwood Park amenities / features. New Playground (ADA Compliant) and Wading Pool / Splash Pad (ADA Compliant) were clearly the highest priorities while the remaining were closely ranked. The results derived were as follows:

1. New Playground (ADA Compliant)
2. Wading Pool / Splash Pad (ADA Compliant)
 - Tiered Hard Surface Plaza for Gatherings, Events, etc.
 - Additional Parking
 - New Tennis / Pickleball Courts
 - Picnic Shelters
 - Wider Multi-Use Paths (ADA Compliant)
 - Walking Paths (ADA Compliant)
 - New Basketball Court / Sport Court
 - Additional Bathroom

10.5 DEMAND AND NEED ANALYSIS

General population and other demographic information were explored in Chapter 4 and Section 10.1, public involvement and a survey results snapshot were included in Section 10.4 and Chapter 2 with the full community survey results contained in the Appendix, and an inventory and condition assessment were examined in Section 10.3. This chapter balances the public demand and the capacity of the City of Millwood that is discussed in Section 10.6 and Chapter 11, to provide for the identified needs, while meeting the established goals and objectives for Millwood's parks and recreation referenced in Section 10.2 and established in Chapter 3.

Regardless of the metrics that are used, the NRPA recognizes that every community is unique and has specific circumstances, so it encourages local jurisdictions to use park planning metrics that are tailored to local needs. While noting that the "acres of parkland per 1,000 population" metric – also known as a community's level of service (LOS) – is the most common technique for determining whether a community has enough parkland, the NRPA cautions that LOS can vary widely due to a community's history, culture, demographics, density, development patterns, and other factors. The public engagement activities that have been conducted for this element and the responses received, address the community's thoughts about Millwood's level of service. We have been able to gain user perspectives on the existing facilities, what improvements are needed, where and what should be developed for new facilities, and Millwood's true opinion of the level of service provided with the optional RCO Level of Service Tool utilized to supplement.

The City has the flexibility and freedom to establish a LOS standard for parks that reflects the expressed need and desire of the community. The City also has the obligation to ensure that the operation and maintenance needs of existing parks are met. The City of Millwood's established LOS for parks is 4 acres per 1,000 population. As described in Section 10.3 Inventory above, there is approximately ~~28.82~~28.76 acres total of parks and open space (including Millwood Park, school facilities, the Historic Dalton median, and open space with some currently unavailable for use), 3.25 miles of sidewalks, and 1.23 miles of trails within the City of Millwood. With a 2023 City population of 1,925 and a projected 2046 population of 1,974, the City of Millwood is exceeding the established LOS for parks by about 20 acres (just under 8 acres is needed), excluding sidewalks and trails.

RCO Level of Service Tool

The WA State Recreation and Conservation Office (RCO) has included a Level of Service (LOS) tool in their RCO (January 2024) *Manual 2: Planning Policies and Guidelines* which is recommended as a planning tool for grant recipients. The RCO LOS tool provides one set of indicators for federal and state agencies and another for local agencies. It also provides a set of standards for measuring strengths and weaknesses of outdoor recreation facilities and opportunities, suggesting where additional resources may be needed. While the City's current adopted Parks LOS of 4 acres per 1,000 population serves as the primary LOS standard for the City of Millwood, the RCO LOS tool analysis has been provided as a comparison tool for evaluating services. RCO's current LOS tool provides specific criteria for local agencies to assess three primary areas: quantity, quality, and distribution/access. Each of these areas are measured to meet specific criteria. The LOS tool uses an A to E grading system with "A" being the highest possible score and "E" being the lowest possible score. A lower score indicates the need for more investment to achieve a target level of service. Whether to include school facilities is a community choice.

- **Quantity Criteria** (number of facilities). It could be helpful to present results of the quantity criteria to support a request for a new ball field or splash pad.

Level of Service Summary: Local Agencies

Indicators and Criteria	A	B	C	D	E
Quantity Criteria					
Number of Parks and Recreation Facilities Percent difference (the gap) between existing quantity of parks and recreation facilities and the desired quantity (e.g., eight out of ten would be a Level B: 20 percent gap) (also may use per capita average)	< 10%	11-20%	21-30%	31-40%	>41%
Facilities that Support Active Recreation Opportunities Percentage of facilities that support or encourage active (muscle-powered) recreation opportunities (e.g., eight out of ten would be Level A: more than 60 percent)	> 60%	51-60%	41-50%	31-40%	<30%
Facility Capacity Percentage of demand met by existing facilities (e.g., 65 percent of reservation requests at a facility can be met would be Level B)	> 75%	61-75%	46-60%	30-45%	<30%

RCO Level of Service (LOS) Millwood Assessment - Quantity

Number of Parks and Recreation Facilities:

The City of Millwood currently scores an “A” for exceeding the established LOS of 4 acres / 1000 population based on a total of ~~28.82~~28.76 acres of parks and open space plus 1.5 acres of trails. If you remove school facilities and utilize only City owned land, the City has ~~8.32~~8.26 total acres of just parks and open space land which still exceeds the established LOS.

Facilities that Support Active Recreation Opportunities:

The City of Millwood currently scores an “A” for facilities that support active recreation opportunities. Millwood Park’s 5.19 acres and the Interurban Trail plus Millwood Trail Extension at approximately 1.5 acres total are the only City owned active recreation facilities. When you include the school facilities, the total active recreation is 27.19 acres. Approximately 90% (27.19 acres) of the City’s ~~30.32~~30.26 total acres of parks, open space, and trails is active and 10% (~~3.13~~3.07 acres) is passive. If you remove school facilities and utilize only City owned land, the City has ~~9.82~~9.76 total acres of parks, open space, and trails land of which 6.69 acres or ~~68~~69% is active and ~~3.13~~3.07 acres or ~~32~~31% is passive, which still scores an “A”.

Facility Capacity:

Since the City of Millwood does not utilize facility reservations nor schedules programming, it is impossible to calculate precisely if the facilities are meeting demand in a quantitative form. In a qualitative comparison, the City heard that river access is needed. Since land is available for river access, improvements would need to be made. Additionally, the City heard about some capacity issues at Millwood Park with the splash pad, wading pool, and parking in the summer as well as the tennis / pickleball courts. These capacity issues could be remedied through improvements to Millwood Park. Based on the qualitative results, it is estimated that the City of Millwood currently scores a “B” or a “C” for facility capacity which can be remedied through facility improvement projects.

- **Quality Criteria** (public satisfaction and facility function). This is useful for building a budget request for additional maintenance resources or facility improvements.

Level of Service Summary: Local Agencies

Indicators and Criteria	A	B	C	D	E
Quality Criteria					
Agency-based Assessment Percentage of facilities that are fully functional for their specific design and safety guidelines (staff assessment)	> 80%	61-80%	41-60%	20-40%	<20%
Public Satisfaction Percentage of population satisfied with the condition, quantity, or distribution of existing active park and recreation facilities (public feedback assessment)	> 65%	51-65%	36-50%	25-35%	<25%

RCO Level of Service (LOS) Millwood Assessment - Quality

Agency-Based Assessment:

The City of Millwood currently scores a “C” for percentage of facilities that are fully functional for their specific design and safety guidelines since only 58% of the Millwood facilities rate Good for inventory condition.

Public Satisfaction:

Based on community feedback, it is estimated that the City of Millwood currently scores a “B” or a “C” for percentage of population satisfied with the condition, quantity, or distribution of existing active park and recreation facilities. Based on the community survey, respondents overwhelmingly ranked parks and recreation as a City strength, the overall quality and maintenance rank of the predominant facilities was good to excellent, and the majority of respondents agreed that Millwood has an adequate number of parks and open space as well as adequate features/activities available. However, river access ranked very poorly, people do identify barriers to accessing Millwood’s parks, recreation, open space, and trails facilities, and upgrades to existing facilities as well as trail extensions are needed.

- **Distribution and Access Criteria** (population served and accessibility). The distribution and access criteria could help justify providing new parks or trails.

Level of Service Summary: Local Agencies

Indicators and Criteria	A	B	C	D	E
Distribution and Access Criteria					
Population within Service Areas Percentage of population within the following services areas (considering barriers to access): • Half-mile of a neighborhood park or trail • Five miles of a community park or trail • Twenty-five miles of a regional park or trail	>75%	61-75%	46-60%	30-45%	<30%
Access Percentage of parks and recreation facilities that may be accessed safely via foot, bicycle, or public transportation	>80%	61-80%	41-60%	20-40%	<20%

RCO Level of Service (LOS) Millwood Assessment - Distribution & Access

Population within Service Areas:

As shown on Map 10-3, the City of Millwood currently scores an “A” for percentage of population within the following services areas (considering barriers to access): 0.5 mile of a neighborhood park/trail, 5 miles of a community park/trail, and 25 miles of a regional park/trail.; however, walkability may be limited based on a lack of sidewalk and trail connectivity. As described in the “Surrounding Area Facilities” inventory and shown on Maps 10-1 and 10-2, there are community

and regional parks / trails that are located less than 5 miles from the City of Millwood, which exceeds the requirement.

Access:

The key to the access criteria is whether facilities can be accessed “safely” via foot, bicycle, or public transportation. As shown on Map 10-3 and discussed above, all areas of the City of Millwood are located within ½ mile of parks, open space, and /or trails facilities; however, due to a lack of sidewalk and trail connectivity, walkability may be limited. The easternmost portion of the City (east of the Interurban trail) does not have sidewalks within the neighborhoods (sidewalks are only on the majority of the north side of Trent) nor any public transportation available. The north side of the Trent Avenue bridge is currently only a shared roadway/narrow walkway for bicycles to access the Interurban Trail via the frontage access road connecting to Trent (sidewalks terminate east of the bridge). The central portion of the City lacks sidewalks as well but does have five total (5) access points to the Interurban Trail. Crossing Argonne Road is also difficult in the central portion of the city due to traffic volume. The western portion of the City has four (4) official and multiple unofficial access points to the Interurban Trail, shared roadways for bicycles, and intermittent sidewalks for connectivity. Community feedback shows a strong need for improvements to the City’s non-motorized transportation network; therefore, with only half of the facilities being safely accessible (predominantly via the Interurban Trail), the City of Millwood currently scores a “C” for percentage of parks and recreation facilities that may be accessed safely via foot, bicycle, or public transportation. The City has a fantastic amenity in the Interurban Trail, but it needs the non-motorized connectivity to help fully utilize it.

City of Millwood Priorities

The following chart lists project priorities for the City of Millwood and identifies the multi-faceted approach of how the need was determined.

Projects will be prioritized based on funding availability and timing / coordination with other projects.

City of Millwood Projects	Demographic Need (Chapter 4 & Section 10.1)	Public Need (Section 10.4, Chapter 2, & Appendix)	Facility Need (Section 10.3)	G & O (Section 10.2 and Chapter 3)	RCO Level of Service Tool
Spokane River Access	Under Project Need - Statewide Priorities, Millwood’s census tract scored High on the Social Vulnerability index for Household Composition & Disability and Medium-High on the Socioeconomic Determinants as well as Medium-High on the Health Disparity Indexes.	Community survey rankings & comments - Developing river access is the most important thing the city can do - The river is an important Millwood feature yet there is no direct public access and very minimal visual access to the river for anyone that does not own a	Currently no safe river access is available in the City of Millwood	G.02, G.09, & G.12 w/ associated policies/objectives & actions, including P.43	Quantity Criteria - Facility Capacity Scored a B/C Quality Criteria - Agency Based Assessment Scored a C Quality Criteria -

City of Millwood Projects	Demographic Need (Chapter 4 & Section 10.1)	Public Need (Section 10.4, Chapter 2, & Appendix)	Facility Need (Section 10.3)	G & O (Section 10.2 and Chapter 3)	RCO Level of Service Tool
	Millwood scores Medium on the Greenspace availability Figure 4-7 - almost 40% of Millwood's total households fall into the extremely low, very low, and low-income categories. Figure 4-8 - the majority of Millwood's households of color fall into the extremely low-income category or low-income category.	house on the river, we need clean and safe river access for Millwood residents Stakeholder interviews - - Encourage safe public river access at small/ neighborhood scale - SCCD recommends preservation of Spokane River property (South Riverway property) and providing a small scale canoe/kayak improvement project at Sargent Rd.			Public Satisfaction Scored a B/C
Millwood Park	Under Project Need - Statewide Priorities, Millwood's census tract scored High on the Social Vulnerability index for Household Composition & Disability and Medium-High on the Socioeconomic Determinants as well as Medium-High on the Health Disparity Indexes. Millwood scores Medium on the Greenspace availability Figure 4-7 - almost 40% of Millwood's total households	Community survey rankings & comments - The 2nd most important thing the City can do is upgrading facilities/amenities at existing sites like Millwood Park (river access is #1) - There is only one park and playing at the school playgrounds isn't a good daytime option unless it is summer. The park is nice but it has limited parking and no handicap accessibility. Parts of the park could be updated and used	Millwood Park is heavily utilized since it is the only City park facility and several amenities are in Poor or Fair Condition and/or at capacity for use	G.02, G.05, & G.12 w/ associated policies/objectives & actions, including P.44	Quantity Criteria - Facility Capacity Scored a B/C Quality Criteria - Agency Based Assessment Scored a C Quality Criteria - Public Satisfaction Scored a B/C

City of Millwood Projects	Demographic Need (Chapter 4 & Section 10.1)	Public Need (Section 10.4, Chapter 2, & Appendix)	Facility Need (Section 10.3)	G & O (Section 10.2 and Chapter 3)	RCO Level of Service Tool
	fall into the extremely low, very low, and low-income categories. Figure 4-8 - the majority of Millwood's households of color fall into the extremely low-income category or low-income category.	for more activities / amenities (i.e. pickleball courts, space for food trucks at events, space for performances, adding power outlets, etc.). Stakeholder interviews - • Like Millwood Park Re-Imagined Master Plan • Consider infrastructure for events and the Farmer's Market during improvements to Millwood Park, incorporate a way to easily utilize a screen for movies in the park, could add exercise stations to circulation trail, switching from wading pool to larger splash pad would benefit all ages (incorporate wading pool historic fountain), include a plaza that is large enough to accommodate a band and electrical outlets for events, add more trees and wider path would accommodate food trucks Millwood Park Re-Imagined Master Plan & amenities/ features rankings			

City of Millwood Projects	Demographic Need (Chapter 4 & Section 10.1)	Public Need (Section 10.4, Chapter 2, & Appendix)	Facility Need (Section 10.3)	G & O (Section 10.2 and Chapter 3)	RCO Level of Service Tool
Butler Mini-Park	Under Project Need –Statewide Priorities, Millwood’s census tract scored High on the Social Vulnerability index for Household Composition & Disability and Medium-High on the Socioeconomic Determinants as well as Medium-High on the Health Disparity Indexes. Millwood scores Medium on the Greenspace availability Figure 4-7—almost 40% of Millwood’s total households fall into the extremely low, very low, and low-income categories. Figure 4-8—the majority of Millwood’s households of color fall into the extremely low-income category or low-income category.	Community survey rankings & comments • The 2nd most important thing the City can do is upgrading facilities/amenities at existing sites (river access is #1)	Fair condition with no small scale features or amenities currently provided (i.e. no picnic tables, horseshoe pits, etc.)	G.02 & G.05 w/ associated policies/objectives & actions, including P.42	Quality Criteria— Agency Based Assessment Scored a C Quality Criteria— Public Satisfaction Scored a B/C

Refer to Chapter 8 - Transportation Element and Chapter 11 - Capital Facilities & Utilities for City sidewalks / non-motorized transportation project prioritization.

Centennial Trail Connectivity

As identified in Chapter 3 (Community Vision), a link to the Centennial Trail has been a City of Millwood goal for 30 years. Due to this, Maps 10-5 and 10-6 have been prepared to identify the only area within the city limits that has the Centennial Trail adjoining the Spokane River, adjacent to the boundary of the City of Millwood. While this has been included for reference, availability of land and project cost

prevents a link in the foreseeable future. More feasible connections through surrounding jurisdictions via improvement to Argonne Rd / east on Maringo Dr. and/or eastern extension of the Interurban Trail (shown as green stars on the inventory map below) should be considered first. Additionally, an unofficial connection to the Centennial Trail exists from E. Empire Way, heading north on N. Lockwood Rd., and east on E. Coyote Rock Dr. via unimproved pathways (shown in red hatched oval) on Map 10-4.



Map 10-4 – Unofficial Centennial Trail Connection Location

A Centennial Trail link from within the City of Millwood (as shown on Maps 10-5 & 10-6 below), at a minimum, would require:

- Approval / funding to utilize the currently unused railroad right-of-way that connects from Empire Way and intersects the extended right-of-way at N. Woodruff Rd for a pedestrian and bicycle access trail.
- Approval from Inland Empire Paper / land acquisition and funding for a pedestrian and bicycle access trail and construction of the southern portion of a pedestrian / bicycle bridge to cross the Spokane River.
- Approval from WA State Parks and Recreation and funding to construct the northern portion of a pedestrian / bicycle bridge to cross the Spokane River along with construction of a connecting trail to the Centennial Trail.
- Shoreline development permit review and requirements.



Map 10-5 – Potential Centennial Trail Connection Location



Map 10-6 – Potential Centennial Trail Connection Detail

10.6 CAPITAL IMPROVEMENT PROGRAM (CIP)

Section 10.6 provides a list of potential funding options for parks, recreation, open space, and trails and summarizes the Capital Facility Plan (CFP) that is included in Chapter 11 (Capital Facilities and Utilities).

Funding Options

The following are funding sources that may be utilized for parks, recreation, open space, and trail projects, maintenance, and planning. Although there are other methods of funding specific projects, the possibilities listed below represent common sources of funding. Funding options include all levels and types of funding sources except those that do not appear to apply to facilities that might be found or located in Millwood. Of course, these opportunities are pending continued funding by the applicable government or other funding agency/source. Multiple funding sources can be explored and utilized as matches for other grants, etc., if allowed by the various grant programs.

- **WA State Recreation & Conservation Office (RCO)** - <https://rco.wa.gov/>

RCO is a WA State agency that manages grant programs to create outdoor recreation opportunities, protect the best of the state's wildlife habitat, etc. with revenue from multiple funding sources including the WA State Recreation and Conservation Funding Board. RCO grant programs are being developed and modified frequently so check the RCO website for the most up to date information.

The following are RCO grants listed in 2024/2025 that the City of Millwood may qualify to apply for:

- **Aquatic Lands Enhancement Account (ALEA)** - ALEA funding may be used for the acquisition, improvement, or protection of aquatic lands for public purposes. They also may be used to provide or improve public access to the waterfront. Aquatic lands are all tidelands, shore lands, harbor areas, and the beds of navigable waters. The current (2024) grant limit is \$1 million and there is a 50% match requirement.
<https://rco.wa.gov/grant/aquatic-lands-enhancement-account/>
- **Community Outdoor Athletic Facilities (COAF)** - COAF is a new program that will provide grants to build, expand, or renovate outdoor athletic facilities. The program is uniquely focused on helping support meaningful athletic experiences in communities that lack recreational opportunities, have underserved populations, and possess limited financial capacity. The current (2024) grant limit is \$1.2 million and there is currently no match requirement.
<https://rco.wa.gov/grant/community-outdoor-athletic-facilities/>
- **Land and Water Conservation Fund (LWCF)** - LWCF provides funding to preserve and develop outdoor recreation resources, including parks, trails, and wildlife lands. Congress created the fund in 1965 with the passage of the Land and Water Conservation Fund Act, which authorizes the Secretary of the Interior to provide financial assistance to states for the acquisition and development of public outdoor recreation areas. All communities may compete for funding in this program. Applications can be made in the Spring of even numbered years (2024, 2026, 2028, 2030, etc.). The current (2024) grant limit is \$2 million and there is a 50% match requirement. <https://rco.wa.gov/grant/land-and-water-conservation-fund/>
- **Local Parks Maintenance Grants (LPM)** - The Washington State Legislature provided one-time funding in the operating budget to help local parks departments maintain their working facilities to meet the needs of their residents. This program will focus on helping communities in need address maintenance backlogs for key local parks facilities and capital improvements. Accessed through a simple application process, grants may be used for general maintenance of things such as trails, restrooms, picnic sites, playgrounds, signs, and kiosks. The program was last

funded in 2023 and was not available in 2024. Future availability is unknown. The 2023 grant limit was \$100,000 and there was no match requirement.

<https://rco.wa.gov/grant/local-parks-maintenance-grants/>

- **No Child Left Inside (NCLI)** - Washington State Parks and Recreation Commission's No Child Left Inside (NCLI) grant program provides quality opportunities for underserved, underrepresented, and historically excluded youth to learn, play, and experience the outdoors. The Washington State Legislature established the program in 2007 with two primary goals: to improve the overall academic performance, self-esteem, health, community involvement, and connection to nature for youth; and to empower local communities to engage youth in outdoor education and recreation experiences. Research has shown that spending time outdoors produces powerful benefits for youth, including reduced depression and anxiety, improved focus, better social connections, and enhanced learning and creativity. NCLI supports essential youth outdoor programs across the state and helps to remove barriers for youth to access the outdoors. NCLI provides grants for a wide range of outdoor education and recreation activities including environmental education, leadership development, outdoor recreation and adventure, stewardship activities, and camp programs. Applications can usually be made in the Fall of even numbered years (2024, 2026, 2028, 2030, etc.). The current (2024) grant limit is \$150,000 and there is a 25% match requirement. <https://rco.wa.gov/grant/no-child-left-inside/>
- **Outdoor Learning Grants (OLG)** - The Washington State Legislature funded the Outdoor Learning Grants program, administered by the Washington Office of the Superintendent of Public Instruction, with the goal to develop and support outdoor educational experiences for students in Washington public schools. RCO manages the portion of the fund that is available for organizations that partner with public schools. Public schools seeking funding should visit the outdoor education for all webpage. All children deserve access to outdoor spaces where they can learn, play, and grow, but access to outdoor educational opportunities is inequitable. From reducing stress, to improving mental and physical health, outdoor-based learning helps kids thrive. Research shows that kids who participate in outdoor educational activities are more likely to graduate, are better behaved in school, and have more relationships with peers, higher academic achievement, more critical thinking skills, and more direct experience of scientific concepts in the field. They also have better leadership and collaboration skills and a deeper engagement with learning, place, and community. The program was last funded in 2023 and was not available in 2024. Future availability is unknown. The 2023 grant limit was \$300,000 and there was no match requirement. <https://rco.wa.gov/grant/outdoor-learning-grants/>
- **Planning for Recreation Access (PRA)** - The Washington State Legislature created the one-time Planning for Recreation Access program to fund planning projects in communities that lack adequate access to outdoor recreation opportunities. This program specifically focuses on diverse urban neighborhoods, small rural communities, and those that are less experienced with RCO's grant process. Grants are used to support planning, community engagement, and collaboration between local governments, community-based organizations, and residents to define outdoor recreation needs, prioritize investments to address those needs, and prepare on-the-ground projects for RCO and other funding opportunities. The program was last funded in 2022 and was not available in 2024. Future availability is unknown. The 2022 grant limit was \$250,000 and there was no match requirement. <https://rco.wa.gov/grant/plan-rec-access/>
- **Habitat Conservation Projects-Washington Wildlife and Recreation Program (WWRP Habitat)** - WWRP Habitat provides funding for a broad range of land conservation efforts, from conserving natural areas near big cities to protecting the most pristine and unique collections of plants in

the state, including some of last remaining plant species in the world. The Washington Wildlife and Recreation Program was envisioned as a way for the state to accomplish two goals: acquire valuable recreation and habitat lands before they were lost to other uses and develop recreation areas for a growing population. This landmark legislation passed in 1990 and the grant program's continued funding have come about through the support of governors, the Legislature, and groups such as the many organizations comprising the [Washington Wildlife and Recreation Coalition](#). Applications can usually be made in the Spring of even numbered years (2024, 2026, 2028, 2030, etc.). The current (2024) grant limit varies and there is a 50% match requirement. <https://rco.wa.gov/grant/washington-wildlife-and-recreation-program-habitat/>

- **Recreation Projects - Washington Wildlife and Recreation Program (WWRP Recreation) -** WWRP Recreation provides funding for a broad range of land protection and outdoor recreation, including local and state parks, trails, water access, and the conservation and restoration of state land. WWRP was envisioned as a way for the state to accomplish two goals: acquire valuable recreation and habitat lands before they were lost to other uses and develop recreation areas for a growing population. This landmark legislation passed in 1990 and the grant program's continued funding have come about through the support of governors, the Legislature, and groups such as the many organizations comprising the [Washington Wildlife and Recreation Coalition](#). Applications can usually be made in the Spring of even numbered years (2024, 2026, 2028, 2030, etc.). The current (2024) grant limit is \$1 million and there is a varied match requirement with Millwood currently being eligible for a reduced match under the [Communities in Need](#) criteria and the required minimum match is 30 percent. Millwood is also eligible for a reduced match under the [Underserved Populations](#) criteria and the lowest match between the two criteria will be minimum match for projects (based on Match Reduction Mapping Tool). <https://rco.wa.gov/grant/washington-wildlife-and-recreation-program-recreation/>

- **Youth Athletic Facilities (YAF) -** The Youth Athletic Facilities program provides grants to buy land and develop or renovate outdoor athletic facilities such as ball fields, courts, swimming pools, mountain bike tracks, and skate parks that serve youth through the age of eighteen. While the program focuses on youth, RCO strongly encourages grant recipients to design facilities to serve all ages and multiple activities. An athletic facility is an outdoor facility used for playing sports or participating in competitive athletics and excludes playgrounds, tot lots, vacant lots, open or undeveloped fields, and level open space used for non-athletic play. Applications can be made in the Spring of even numbered years (2024, 2026, 2028, 2030, etc.). The current (2024) grant limit for the Small Grants Category which the City of Millwood would be eligible under is up to \$350,000 (total project cost including match must be no greater than \$700,000) and there is a varied match requirement with Millwood currently being eligible for a reduced match under the [Communities in Need](#) criteria and the required minimum match is 30 percent. Millwood is also eligible for a reduced match under the [Underserved Populations](#) criteria and the lowest match between the two criteria will be minimum match for projects (based on Match Reduction Mapping Tool). <https://rco.wa.gov/grant/youth-athletic-facilities/>

- **Washington State Dept. of Commerce (DOC) -** <https://www.commerce.wa.gov/>

- **Youth Recreational Facilities -** <https://www.commerce.wa.gov/buildinginfrastructure/capital-facilities/youth-recreational-facilities/>. Capital facilities matching grants to defray up to 25 percent of eligible capital costs for the acquisition, construction and/or major renovation of nonresidential youth recreational

facilities. There is a maximum grant award amount of \$1,200,000 and applications can usually be made in the Spring of even numbered years (2024, 2026, 2028, 2030, etc.).

- **Washington State Dept. of Transportation (WSDOT)**
 - **Pedestrian & Bicycle Program** - <https://wsdot.wa.gov/business-wsdot/support-localprograms/funding-programs/pedestrian-bicycle-program>. The Pedestrian and Bicycle program objective is to improve the transportation system to enhance safety and mobility for people who choose to walk or bike.
 - **Safe Routes to School Program (SRTS)** - <https://wsdot.wa.gov/business-wsdot/supportlocalprograms/funding-programs/safe-routes-school-program>. The purpose of the Safe Routes to Schools Program (SRTS) is to improve safety and mobility for children by enabling and encouraging them to walk and bicycle to school. Funding from this program is for projects within two-miles of primary, middle and high schools (K-12).
 - **Sandy Williams Connecting Communities Program** - <https://wsdot.wa.gov/businesswsdot/support-local-programs/funding-programs/sandy-williams-connecting-communitiesprogram>. The Sandy Williams Connecting Communities Program (SWCCP) was established to improve active transportation connectivity for people walking, biking, and rolling along and across current and former state highways. The program focuses on communities with high equity needs, which are those most affected by barriers to opportunity and environmental health disparities. The SWCCP can fund any project phase from planning through construction. Projects such as active transportation planning studies, sidewalks, shared use paths, crossings and neighborhood greenways. The program name honors Sandy Williams, a community activist who worked to reconnect her African American neighborhood after the construction of Interstate 90 through Spokane split it in half.
 - **Surface Transportation Block Grant (STBG)** - <https://wsdot.wa.gov/businesswsdot/support-local-programs/funding-programs/surface-transportation-block-grant>. The Surface Transportation Block Grant (STBG) continues to be the most flexible of all the highway programs and provides the most financial support to local agencies. WSDOT allocates STBG funds to Metropolitan Planning Organizations (MPO's) and County Lead Agencies for prioritizing and selecting projects that align with their regional priorities involving all entities eligible to participate in a public process. In addition, WSDOT sets annual delivery targets for each MPO and county lead agency. Eligible projects include bicycle, pedestrian and recreational trails.
 - **Transportation Alternative (TA)** - <https://wsdot.wa.gov/business-wsdot/supportlocalprograms/funding-programs/transportation-alternatives>. Transportation Alternatives (TA) projects and activities encompass smaller-scale transportation projects such as pedestrian and bicycle facilities, historic preservation, safe routes to school and other transportation-related activities. Since 1991, the Federal Transportation Acts have provided funding for transportation alternatives/enhancement activities, through a set-aside from the Surface Transportation Block Grant (STBG) program.
- **Transportation Improvement Board (TIB)** - <http://www.tib.wa.gov/>. The TIB provides funding for small jurisdictions like the City of Millwood through the Small City Programs that can complement trail projects. The Small City Active Transportation Program (ATP) provides funding to improve pedestrian and cyclist safety, enhance pedestrian and cyclist mobility and connectivity, or improve the condition of existing facilities and the Small City Preservation Program (SCPP) provides funding

for sidewalk maintenance. Additionally, the Complete Streets Program (CSP) is a funding opportunity for cities and counties that have an adopted complete streets ordinance. Grant awards are evaluated on constructability and for showing the practice of planning and building streets to accommodate all users, including pedestrians and cyclists of all ages and abilities.

- **Transportation Benefit District (TBD) -**
<https://mrsc.org/explore-topics/finance/revenues/transportation-benefit-districts>. The City of Millwood could potentially establish a TBD and impose a sales tax up to 0.3% to fund TBD projects. Up to 0.1% may generally be approved by legislative body; beyond that requires voter approval. Another common TBD funding source is a vehicle license fee. TBDs may impose councilmanic vehicle license fees up to \$50 without voter approval, subject to conditions, or may impose fees up to \$100 with voter approval. A TBD sales tax may only be imposed for a maximum of 10 years, although it may be renewed for subsequent 10-year periods; however, a TBD sales tax may exceed 10 years if it is used for the repayment of debt. The revenues may be used for eligible “transportation improvements” listed in a local, regional, or state transportation plan in accordance with RCW 36.73. Improvements can include sidewalks and trails. Construction, maintenance, and operation costs are eligible.
- **Spokane County Conservation Futures Program -**
<https://www.spokanecounty.org/1592/Conservation-Futures>. The Spokane County Conservation Futures Program was conceived in 1994 with the voters approval of an advisory ballot measure authorizing a property tax levy of (up-to) 6.25-cents per \$1,000 assessed property value, in order to acquire and preserve Spokane County's open space, streams, rivers, and other natural resources. This equates to approximately \$2 million dollars a year. Spokane County's Conservation Futures Program was created to protect, preserve, maintain, enhance, restore, limit the future use of or otherwise conserve selected open space land, farmland, forests, wetlands, wildlife habitats, and other lands having significant recreational, environmental, social, scenic or aesthetic values within the boundaries of Spokane County. Acquired properties will not be developed as a typical park (no ball fields, playgrounds, irrigated turf, etc.), but kept in an enhanced natural state consistent with the Revised Code of Washington (RCW) Chapter 84.34.200. In 2016, State Law was amended to allow up to 25% of the revenue generated through the Conservation Futures Tax to be allocated for the maintenance and operations of Conservation Futures properties. This funding is used to care for and enhance these properties. The program requires a 4-step process. 1. Properties are nominated for the program, 2. a review and evaluation process is completed, 3. the Spokane County Board of County Commissioners (BoCC) adopts a prioritized acquisition list, and then 4. a property may proceed to property acquisition.
- **Real Estate Excise Tax (REET 1 & REET 2) -**
<https://mrsc.org/explore-topics/finance/revenues/real-estate-excise-tax>. REET is a tax on the sale of real property. All sales of real property in the state are subject to REET unless a specific exemption is claimed. REET also applies to transfers of controlling interest (50% or more) in entities that own real property in the state. The City of Millwood (fully planning under GMA but less than 5,000 population) must spend **REET 1** revenues “for any capital purpose identified in a capital improvements plan and local capital improvements, including those listed in RCW 35.43.040” (see RCW 82.46.010(2)(a)). RCW 35.43.040 lists local improvements that can be funded through a local improvement district (LID), which includes projects such as parks, swimming pools, and gymnasiums. Local capital improvements include the acquisition of real and personal property associated with such improvements – so for instance, land acquisition for parks is a permitted expenditure. In addition, a portion of the REET 1 proceeds (up to \$100,000 or 25% of available REET 1 funds –

whichever is greater, but not to exceed \$1 million per year) may be used for the maintenance of REET 1 capital projects with additional reporting requirements. REET 1 funds may not be used for developing or updating a capital improvement plan, but they can be used for design, engineering, surveys, etc. associated with a specific qualifying project listed in a CIP. In addition to REET 1, any city or town that is fully planning under the Growth Management Act (GMA) may impose an additional 0.25% real estate excise tax – known as “**REET 2**” or the “second quarter percent” ([RCW 82.46.035](#)). For jurisdictions that are *required* to fully plan under GMA (like City of Millwood), REET 2 may be imposed by the legislative body and does not require voter approval. REET 2 revenues are restricted and may only be used for financing “capital projects” specified in the capital facilities plan element of the city’s comprehensive land use plan. [RCW 82.46.035](#)(5) defines “capital project” as: (a) Planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems and (b) Planning, construction, reconstruction, repair, rehabilitation, or improvement of parks. Note that the definition of “capital project” for REET 2 is more restrictive than it is in the REET 1 statute. REET 2 funds are more specifically directed to infrastructure and parks capital projects. (However, note that park lands “acquisition” is not an allowed use for REET 2.) REET 2 funds *may* be used for REET 1 projects, as well as REET 2 maintenance, subject to certain limitations. REET 2 funds may not be used for developing or updating a capital facilities plan (CFP) or capital improvement plan (CIP), but they can be used for design, engineering, surveys, etc. associated with a specific qualifying project listed in a CFP or CIP.

- **Parks and Recreation Districts -** <https://mrsc.org/explore-topics/parks/financing/comparison-of-recreation-districts>. The City of Millwood could potentially form a park and recreation district, park and recreation service area, or metropolitan park district. These districts may levy property taxes, issue bonds, and generate other revenues for park purposes.
- **Lodging Tax (Hotel-Motel Tax) -** <https://mrsc.org/explore-topics/finance/revenues/lodging-tax>. The City of Millwood has the authority to levy lodging taxes, also known as “hotel/motel taxes,” on all charges for furnishing lodging at hotels, motels, and short-term rentals (STR), including such activities as Airbnb / VRBO, bed and breakfasts (B&Bs), RV parks, and other housing and lodging accommodations for periods of time less than 30 days. The tax is collected as a sales tax and paid by the customer at the time of the transaction. These taxes may be imposed by the legislative body and do not require voter approval. There are two lodging tax options that total up to 4%. Revenues are restricted and must generally be used for tourism promotion, acquisition of tourism related facilities, or operation of tourism-related facilities (RCW 67.28.1815-.1816).
- **Community Development Block Grants (CDBG) -** <https://www.commerce.wa.gov/servingcommunities/community-development-block-grants/>. The City of Millwood is a non-entitlement community that may be eligible for CDBG funding through the WA State CDBG program or the Spokane County CDBG / HOME Programs through a cooperative agreement. CDBG eligible projects need to principally benefit Low- and Moderate-Income Persons (LMI - 80% of median household income by family size as calculated by HUD). The following are
- **Community Economic Revitalization Board -** <https://www.commerce.wa.gov/cerb/>. Limited funding for studies that evaluate high-priority economic development projects targeting job growth and long-term economic prosperity. Work can include site-specific plans, studies, and analyses that address environmental impacts, capital facilities, land use, permitting, feasibility, marketing, project

engineering, design, site planning, and project debt and revenue impacts. The City of Millwood may be eligible to apply for funding.

- **Bonds & Levies.** The City of Millwood may issue bonds or levy property taxes to fund projects. These options typically require voter approval and often (but not always) require a 60% majority and minimum levels of voter turnout (validation).
- **Additional Funding / Land Acquisition Opportunities**
 - **Adopt-A-Park** - Encourage innovative strategies and incentives (e.g., adopt-a-park, adopt-a-trail, adopt-a-space) to enhance existing programs for park maintenance, safety, and accessibility.
 - **Concessions** - Local governments may sign concession agreements with vendors to conduct business within parks (such as selling food and beverages or renting equipment) and charge the vendors a concession fee. Concession/beverage requests for proposals (RFPs) and requests for qualifications (RFQs) and generally utilized to solicit vendors.
 - **Corporate and Foundation grants** - provide direct funding for specific projects when the project benefits them or the communities in which they do business. Foundations are established as an extension of a corporation or as independent organizations. Corporations that have provided grants include Starbucks, REI, and the Gates Foundation.
 - **Community groups**
 - **Donations (funds, labor, gift catalogs, memorials, etc. from individuals or groups)**
 - **Grants.gov** - <https://www.grants.gov/search-grants>
 - **Land Surplus / Sale** - If City owned property is determined to no longer be needed, it may be declared surplus and sold at fair market value for the common benefit. Sale of surplus properties can maintain easements for utilities.
 - **Parks/open space dedication requirement (subdivisions), fee in lieu of dedication / impact fees, and development agreements**
 - **Park foundation**
 - **Planned giving (legacy/estate gifts)**
 - **Private foundations or other funders**
 - [Spokane Parks Foundation](#)
 - **Trust for Public Land**
 - **User fees (including scholarship funds)**

Also refer to <https://www.wafunddirectory.wa.gov/recreation/> for available funding opportunities.

- **Miscellaneous Parks, Recreation, and Outdoor Athletic Facility Grant Databases.** Online resources such as Foundation Directory - <https://fconline.foundationcenter.org/>, Grant Watch - <https://washington.grantwatch.com/cat/34/sports-and-recreation-grants.html>, etc. to search for available grants with a current membership.

CIP Project List

The following table contains the priority projects that were identified in Section 10.5 - Demand & Need Analysis outlined by year with **cost estimates**. Project prioritization, may be adjusted based on funding availability and timing / coordination with other projects in order to maximize proposed funding sources and reduce project impacts on existing facilities. Project types are defined in RCO Manual 2 - Appendix A.

Project Name & Type	Proposed Funding Source*	2026**	2027**	2028**	2029**	2030**	2031**	2032**	2033**	2034**	2035** +
Spokane River Access (Development / Restoration)	• RCO ALEA, LWCF, and/or WWRP Grants • Spokane County Conservation Futures • Land Surplus / Sale • City General Fund • Donations / In-Kind Contributions	\$ (Sargent Rd. Spokane River Corridor)				\$	\$	\$			
Millwood Park (Development / Renovation)	• RCO COAF, LWCF, WWRP, and/or YAF Grants • REET 2 • City General Fund • Donations / In-Kind Contributions		\$	\$	\$						
Butler Mini-Park (Development)	• City General Fund • Donations / In-Kind Contributions	\$	\$								
* Proposed funding source is dependent on final project scope / design ** 2025 Construction Cost Estimate - need to adjust for inflation, add A&E, SEPA, & Cultural Resources, as needed RCO Grants currently includes ALEA, COAF, LWCF, WWRP, & YAF, as applicable based on the project											



Amanda Tainio, Principal

March 6, 2025

Memo To: Millwood City Council

RE: February 2025 Planning Report

Here is a summary of the planning activities for the month of February 2025:

- The Planning Commission met on February 26th and held a Public Workshop to review modifications to Draft Comprehensive Plan Ch. 1, 2, 3, & 4, updated Community Visioning and Goals, Policies, & Actions Framework and review new Draft Comprehensive Plan Parks and Recreation Element.
 - The next meeting is scheduled for March 26th at 6pm
 - Anticipated Agenda Items:
 - Periodic Update - Review modifications to Draft Comprehensive Plan Ch. 1, 2, 3, & 4, and new Draft Comprehensive Plan Parks and Recreation Element (Chapter 10)
- Permit/license/land use application review and processing:
 - 8712 E. Buckeye – Code Enforcement Assistance (structure within side setback)
 - 2607 N. Dale - Home Business Application Assistance
 - 9411 E. Trent Ave. - Zoning Verification Letter
 - 8304 E. Bridgeport - Fence Permit Extension Review
 - 8901 E. Trent Ave., Suite 112 - Wingstop Pre-C/O Coordination
 - 2708 N. Laura - Variance Application Coordination (reduced side setback for garage & carport)
 - Misc. zoning reviews / information / other jurisdiction SEPA reviews / staff assistance
- 2026 Periodic Update
 - Interviews – Spokane County Conservation District
 - SRTC Horizon 2050 Meeting
 - Design Review Webinar
 - FEMA Meeting
 - Population & Housing Allocation
 - Comprehensive Plan - Chapters 1 - 4 Modifications w/ Goals, Policies, & Actions Framework Revisions for Commerce Comprehensive Plan Checklist Compliance
 - Comprehensive Plan Parks & Recreation Element (Chapter 10)
 - Incorporation of Ordinance 524 (Historic Preservation) & Ordinance 525 (TIP)



Amanda Tainio, Principal

- Planning Technical Advisory Committee (PTAC), PTAC LCA Subcommittee, & Steering Committee of Elected Officials (SCEO) Meetings – 2026 Periodic Update Topics

With best regards,
Amanda Tainio
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