



Joint City Council - Planning Commission Special Meeting Agenda

Tuesday, July 08, 2025 at 5:00 PM

9103 E Frederick Ave.

www.youtube.com/@cityofmillwood

- 1. CALL TO ORDER & ROLL CALL**
- 2. PRESENTATIONS**
 - a. [2026 Periodic Update Overview - Status Presentation](#)
- 3. COUNCIL - COMMISSION REMARKS**
- 4. ADJOURNMENT**

File Attachments for Item:

a. 2026 Periodic Update Overview - Status Presentation



Periodic Update Overview & Status 7/8/25

City of Millwood Deadline is:

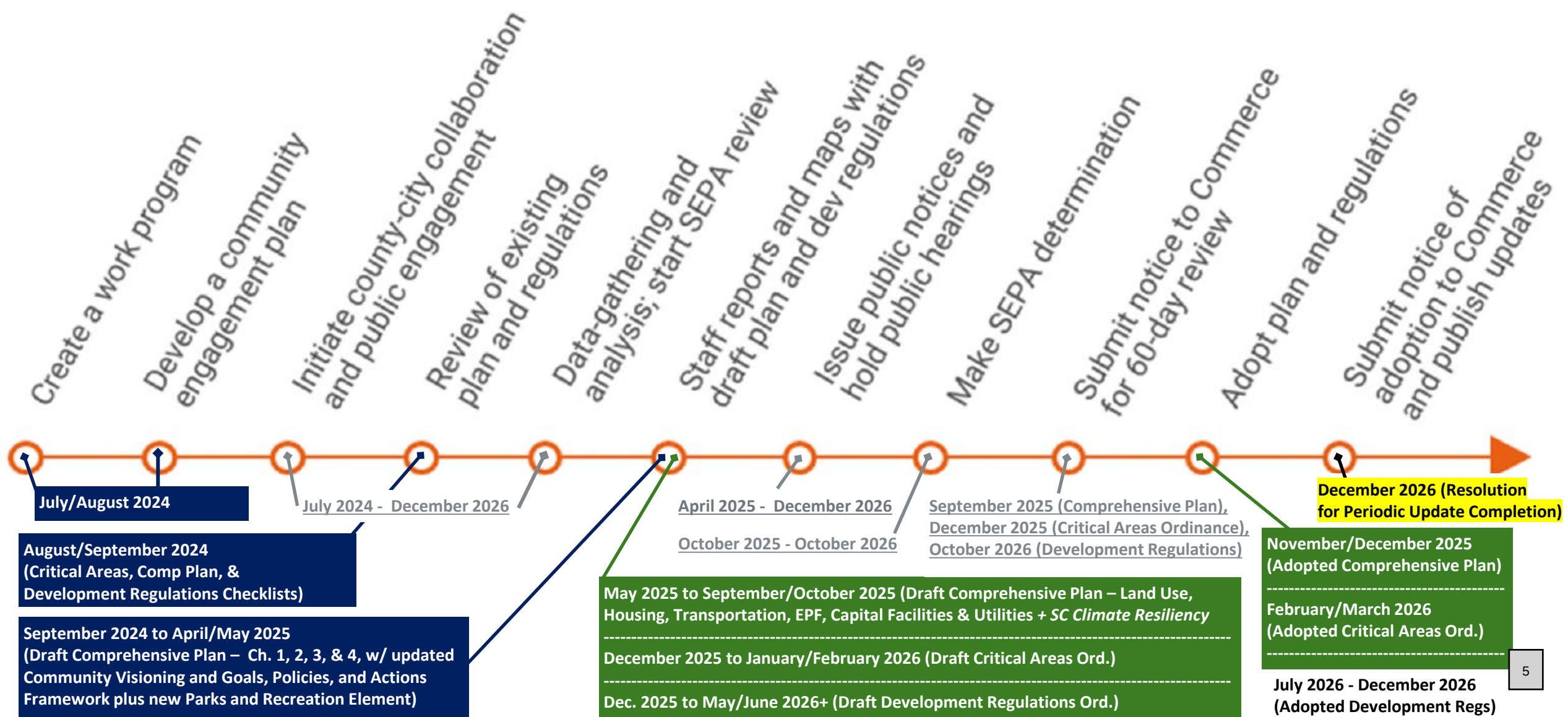
- *December 2026*
 - *Millwood Comprehensive Plan - by December 2025*
 - *Millwood Development Regulations - by December 2026*

Checklist Navigation		
Section I: Comprehensive Plan	Section II: Development Regulations	Appendices
LAND USE ✓	CRITICAL AREAS	APPENDIX A: HOUSING UNIT MINIMUMS PER POPULATION ✓
HOUSING ✓	ZONING CODE	APPENDIX B: ELEMENT UPDATES UNDER HB 1181 ✓
CAPITAL FACILITIES ✓	SHORELINE MASTER PROGRAM	
UTILITIES ✓	RESOURCE LANDS	
TRANSPORTATION ✓	ESSENTIAL PUBLIC FACILITIES	
SHORELINE ✓	SUBDIVISION CODE	
ESSENTIAL PUBLIC FACILITIES ✓	STORMWATER	
TRIBAL PLANNING ✓	ORGANIC MATERIALS MANAGEMENT	
CLIMATE CHANGE & RESILIENCY	IMPACT FEES	
ECONOMIC DEVELOPMENT ✓	CONCURRENCY & TDM	
PARKS & RECREATION ✓	TRIBAL PARTICIPATION	
OPTIONAL ELEMENTS ✓	REGULATIONS FOR OPTIONAL ELEMENTS	
CONSISTENCY ✓	PROJECT REVIEW PROCEDURES	
PUBLIC PARTICIPATION ✓	PLAN & REGULATION AMENDMENTS	
2024 - 2025 Comprehensive Plan	2025 - 2026 Development Regulations	2024 - 2025 Comprehensive Plan 2026 Development Regulations



Periodic update process overview

City of Millwood Adopted Schedule for 2026 Periodic Update (Work Plan Resolution 2024-03)



2024 Legislative Session Wrap-up

Periodic Update Workshop

Valerie Smith, AICP
DEPUTY MANAGING DIRECTOR

06/12/2024

Section 2, Item a.



Washington State
Department of
Commerce



Bills that Passed

- ESHB 1998 - Co-living housing
(wherever 6 units or more / multi-family are permitted)
- SHB 1351- Parking standards
(prohibiting the imposition of minimum parking requirements except under certain circumstances)
- ESSB 6140 - LAMIRD businesses size threshold
(N/A for Millwood – rural development)
- SSB 5834 - UGA net zero amendment procedures
(N/A for Millwood – no UGA expansion)
- ESHB 2321 - Middle housing clarifications
(clarification of HB1110 – 2 to 4 middle housing types in residential zones w/in 6 month of Comprehensive Plan June 2026 deadline – due Dec. 2026)
- SHB 2296 – Update deadline extension
(N/A for Millwood – update deadline extension for select local governments)
- HB 1042 – Commercial adaptive reuse
(limiting restrictions on use of existing buildings for residential purposes in commercial & mixed use zones where multi-family is allowed)
- HB 1105 - Public notice requirements *(must include public notice comment deadline)*



Issues Left on the Table

- Transit-oriented development
- Lot splitting
- Supportive and Emergency housing siting
- Rural areas
 - Rural ADU's
 - Agri-tourism
 - Rural housing affordability
- Neighborhood businesses in residential zones
- SEPA cat exemptions and notice provisions



Washington State
Department of
Commerce

2025 Legislative Session

Session Wrap up – What planners need to know

Dave Andersen

SENIOR MANAGING DIRECTOR, WASHINGTON STATE GROWTH MANAGEMENT PROGRAM

5/14/2025

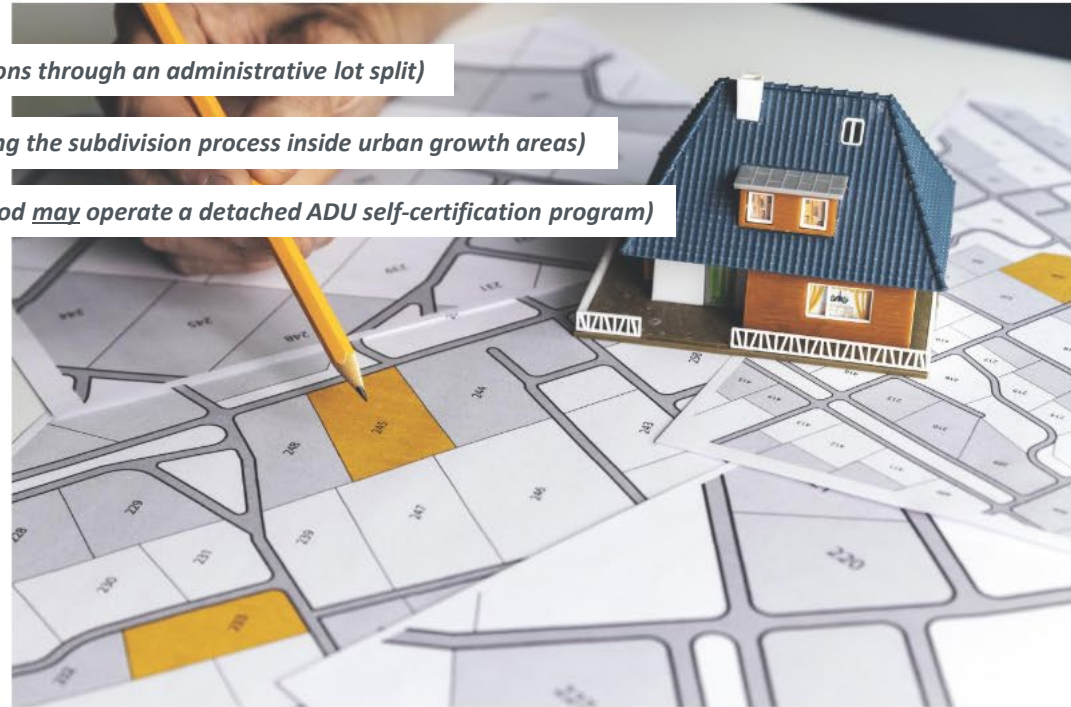
Housing

- Housing Accountability Act - SB 5148 *(Ensuring compliance with the housing element requirements of the growth management act)*
- Transit Oriented Development - HB 1491 *(Promoting transit-oriented housing development)*
- Parking Reform – SB 5184 *(N/A for Millwood – under 30,000 population)*
- Middle Housing in UGAs and LAMIRDS
 - SB 5471 *(N/A for Millwood – County requirements)*



Permit Process for Housing

- Lot Splitting – HB 1096 *(Increasing housing options through an administrative lot split)*
- Unit Lot Subdivision – SB 5559 *(Streamlining the subdivision process inside urban growth areas)*
- ADU Self-Certification – HB 1353 *(Millwood may operate a detached ADU self-certification program)*
- Existing Buildings *(No change of use permit)*
Residential Conversion – HB 1757
- Building Code and
Development Regulations – HB 1183
(Minimal height and design requirement exceptions plus Millwood may not require off-street parking as a condition for permitting affordable housing, new construction or the retrofit of existing buildings meeting passive house requirements, modular construction, or mass timber construction.)



Other Bills

- Childcare Facilities – SB 5509 *(Millwood is required to allow childcare centers as outright permitted uses in all zones except industrial zones (allow as CUP), light industrial zones (allow as CUP), and open space zones)*
- Extending Governmental Services to Tribal Land – HB 1039 *(N/A for Millwood)*

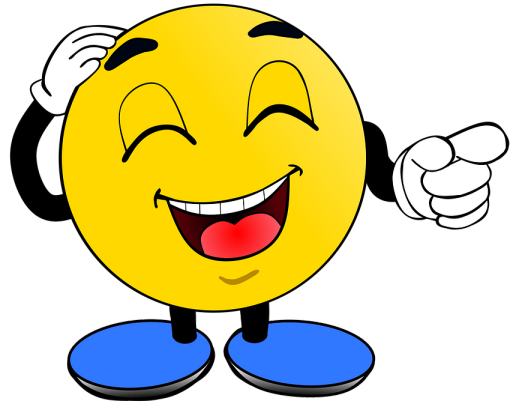


Bills that Didn't Make it

... But will be back probably

- Major Subdivision Reform
- Automatic approval of permits
- Clear and Objective Development Regulations
- Agritourism
- Renewable Energy Permitting
- Neighborhood Retail
- Notice for Categorically Exempt Projects





When it is zoned for warehouse and you can't get residential zoning approved.



Washington State
Department of
Commerce

2026 Periodic Update Workshop Series: Housing Focus

Anne Fritzel, AICP
Housing Section Manager
Growth Management Services

JUNE 12, 2024

Many New Housing Element Requirements

Local housing element to:

- 1) Conduct an **inventory and analysis of all housing needs**
–by income, PSH and emergency housing
- 2) **Identify sufficient capacity of land** for identified housing needs
- 3) Plan for and accommodate housing for all income brackets.
policies for middle housing
- 4) **Make adequate provisions for all housing needs**, including
“document barriers to housing availability such as gaps in local funding, development regulations, etc.”
- 5) Address **racially disparate impacts, displacement, exclusion and displacement risk** in housing through policies and regulations

*Housing for All Planning Tool
(HAPT) – Spokane County*

Next steps for jurisdictions

Allocate countywide housing needs to each jurisdiction

- Recommend counties use existing coordination process

*Housing for All Planning Tool
(HAPT) – Spokane County*

Accommodate allocations by income bracket (land capacity)

- Identify capacity for allocated housing needs by income bracket
- Make adjustments to zoning to accommodate housing needs

Document programs and actions needed to achieve housing availability for each income bracket

- Review other regulations, fee structures, incentives, etc. which influence housing

Update comprehensive plan policies and regulations



MIDDLE HOUSING MODEL ORDINANCE TIER 3 CITIES

TIER 3 CITIES MIDDLE HOUSING MODEL ORDINANCE

January 23, 2024

UPDATE | October 24, 2024

The Tier 3 provisions of this Middle Housing Model Ordinance apply to cities with a population of less than 25,000, that are within a contiguous urban growth area with the largest city in a county with a population of more than 275,000, based on 2020 Office of Financial Management population estimates.

***Model ordinances:** Preempt/supersede local development regulations if a city has not passed HB 1110 development regulations by the due date and remains in effect until the city takes all actions to implement RCW 36.70A.635.





Comprehensive Plan



2026 - 2046



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Millwood Comprehensive Plan 2026 - 2046 (Draft June 26, 2025)

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.

<u>LU</u> <u>H</u>	G.06	A built environment reflecting Millwood's <u>inviting walkability, inclusive sense of place, architectural history and spatial scale, form and open space</u> community character and history.	<u>1, 4, 5, 9, 10, 11, 15, 16, 17, 31, 36</u>
<u>LU</u> <u>H</u> <u>LU</u>	G.07	A larger variety of housing options.	<u>3, 6, 11, 12, 36, 39, 41, 42</u>
<u>LU</u> <u>H</u>	G.08	<u>Foster strong, inclusive neighborhoods and empower active, diverse community groups to equitably shape local decision-making.</u> Strong neighborhoods and active community groups.	<u>9, 10, 13, 36, 42</u>

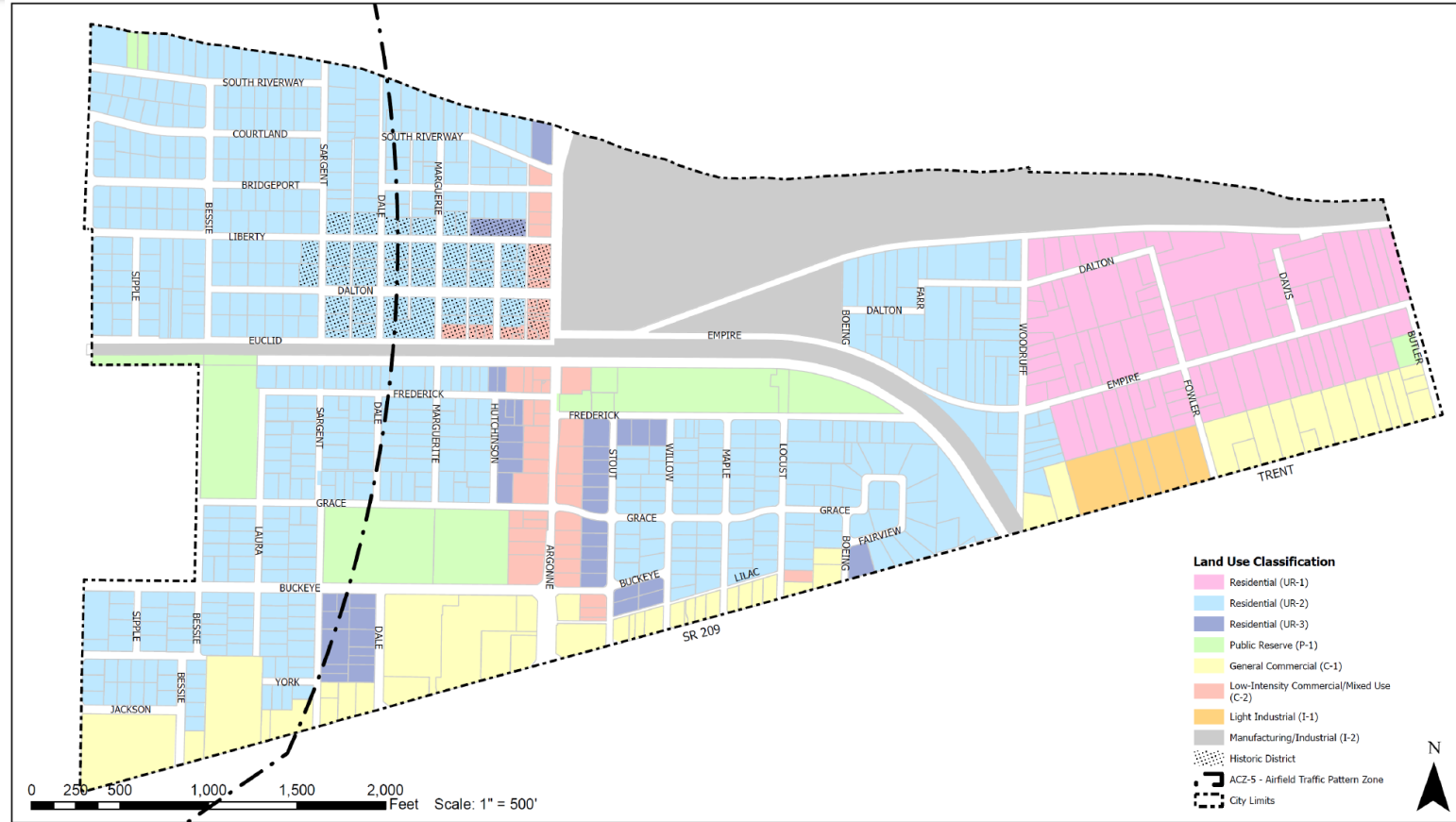
Number	Action	Policy
<u>36</u>	<u>Facilitate opportunities for property owners to connect with housing providers and non-profit organizations to create and preserve affordable housing.</u>	<u>6, 10, 12, 36, 42</u>
<u>38</u>	<u>Remove any local policies and/or regulations that have been determined to result in racially disparate impacts, displacement, and exclusion in housing (see demographics in Section 4.3 and the Housing Element in Chapter 6).</u>	<u>3, 42</u>
<u>39</u>	<u>Update zoning, development, and land division regulations to allow for infill development consistent with neighborhood scale and form.</u>	<u>3, 36, 41, 42</u>

YELLOW HIGHLIGHTED HAVE BEEN CHANGED BASED ON RDI ANALYSIS.

Update comprehensive plan policies and regulations

Chapter Listing	Number	Policy / Objective	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>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>

Update comprehensive plan policies and regulations



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CITY OF MILLWOOD LAND USE & ZONING MAP

Sources:
ESRI Basemaps
Spokane County GIS
City of Millwood

PROJECT NO. 51007.00
DRAWN BY: CSH
FILENAME: LCA-ZoningMap
DATE: 03-25-2025

Map 2-5-1:- Millwood Land Use / Zoning Map

Update comprehensive plan policies and regulations

Housing Types

The following are example housing types provided by the Municipal Research and Services Center of Washington (MRSC) and Washington State Department of Commerce (Commerce), with a focus on middle housing between detached single family housing and mid-rise multi-family housing.

Stacked Flat -
Duplex



Image credits (stacked flat - duplex): © Opticos Design, Inc.

Figure 5-3: Example Middle Housing Images

Duplex /
Triplex /
Fourplex



Image credits (stacked triplex left & duplex right): © Opticos Design, Inc.



Image credit (fourplex): Steve Butler, MRSC

Update comprehensive plan policies and regulations

Cottage Housing



Image credits (cottage housing): HUD Kirkland Case Study/Wenzlau Architects

Townhouses



Courtyard Apartments



Image credits (courtyard apartment): Steve Butler, MRSC (left) & © Opticos Design, Inc. (right)

Update comprehensive plan policies and regulations

Table 125-1: Zoning Categories

Zone Name	Abbreviation	Description
Residential	UR-1	<u>This designation applies to the eastern portion of the City that has traditionally accommodated single-family detached homes on large lots with space for urban agriculture while allowing opportunities for infill development. The intent of this designation is to acknowledge the single dwelling residential building type as the primary use with the potential for accessory dwellings, duplexes, triplexes, townhouses, cottage housing, stacked flats, courtyard apartments, and other small-scale housing forms that are compatible in scale and form with single-family houses while permitting a minimum of two middle housing units per lot. Residential for single family housing and manufactured housing on individual lots, minimum lot size of 10,000 sq. ft. and 80 ft. street frontage; duplexes with a minimum lot size of 12,000 sq. ft. and 100 ft. street frontage. Maximum lot size of one acre.</u>      

Update comprehensive plan policies and regulations

	UR-2	This designation is the predominant residential land use in Millwood with a small area included in the Millwood Historic District. The intent of this designation is to acknowledge the single dwelling residential building type as the primary use with the potential for a variety of small scale housing types with moderate densities including single family homes, accessory dwellings, duplexes, triplexes, townhouses, fourplexes, courtyard apartments, cottage housing, stacked flats, courtyard apartments, and other small-scale housing forms in neighborhoods characterized by low traffic volumes, abundant trees and other landscaping
		features, with easy access to parks and other recreational opportunities. A minimum of two middle housing units per lot are permitted. Residential for single family homes, minimum lot size of 5,000 sq. ft. and 50 ft. street frontage; duplexes with a minimum lot size of 7,200 sq. ft. and 70 ft. street frontage. Also includes accessory dwelling units. Maximum lot size of one acre.      

Update comprehensive plan policies and regulations

	UR-3, MF	<u>This designation is located throughout Millwood and is intended as a buffer between the areas of the city zoned for low density residential and the busiest commercial areas throughout the city. It allows for higher density middle housing and multi-family housing up to two stories including townhouses, courtyard apartments, fiveplexes, sixplexes, stacked flats, and multi-family units while accommodating existing single family uses and allowing accessory dwelling units as well as middle housing types allowed in UR-1 and UR-2</u> <u>This High Density Residential district offers the highest density residential uses on the smallest lots located on or close to major arterials and providing easy access to public services and transit. Residential for multi-family structures, minimum lot size of 2,500 sq. ft. per dwelling unit and 100 ft. of street frontage. Duplexes require a minimum lot size of 7,200 sq. ft. and 70 ft. of street frontage. Single occupancy units and accessory dwelling units are also allowed. (50 ft for single 100 for duplex) check code to make sure this information is correct</u>
		

Update comprehensive plan policies and regulations

General Commercial	C-1	<u>The General Commercial district is intended for large scale, auto oriented commercial uses located primarily along major arterials up to four stories. Businesses located in this zone provide goods and services to customers throughout the region. A variety of existing residential development is located in this zone, however new residential will focus on higher density and mixed use with commercial, as well as allowing hotels and temporary emergency housing to meet Washington State requirements. for large, high traffic generating businesses. Grocery stores and big box retail stores are examples of typical businesses that would be encouraged in this zone.</u> 
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Update comprehensive plan policies and regulations

Low-Intensity Commercial / Mixed Use	C-2	<u>The Low-Intensity Commercial / Mixed Use district is intended to provide housing opportunities and retail and professional services to a limited trade area. The zone should be developed on pedestrian scale to accommodate neighborhood and local community shopping needs, to provide variety in housing, and to create recreation opportunities without negatively impacting adjoining neighborhoods. C-2 zones shall be</u>
		<u>grouped along Argonne and Euclid within one-fourth mile of a public transit route and should be designed to accommodate pedestrians. The zone should create an urban neighborhood and, in addition, serve several neighborhoods within walking distance or within a few miles allowing for short driving distances from home to the zone. The zone should serve as a buffer between residential zones and arterial roads thereby providing an appropriate land use transition. for small retail and service businesses up to three stories. A and apartments or other living quarters will be allowed encouraged in mixed-use structures up to four stories, for a more diverse environment. The central portion of the district, along Argonne Rd. is included in the Millwood Historic District.</u> Automobile-related uses such as drive-up windows would be discouraged. 

Update comprehensive plan policies and regulations

Light Industrial	I-1	<u>The Light Industrial district is intended for small to medium intensity industrial uses, up to four stories, that produce little to no noise or environmental emissions. Light Industry This zone also allows for hotels and temporary emergency housing to meet Washington State requirements.</u> 
Public Reserve	P-1	Public Reserve for public facilities, utilities, parks, (including a pedestrian link between parks) and open space. 

Manufacturing / Industrial	I-2	The Manufacturing / Industrial designation, also known as the <u>Paper Mill Alternative zone</u> for the historic Inland Empire Paper Mill, allows up to four stories, and is intended to preserve the existing use of the property without negatively affecting the aesthetics of the Argonne Road corridor and the Millwood Historic District, nor the quality of life for surrounding residences and businesses. If the site is abandoned, future uses would be mixed use commercial / residential and light industrial. (light industry, C-2 type commercial, and mixed use residential if the site is abandoned by the IEPC Mill.) 
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Update comprehensive plan policies and regulations

GMA Goal for “Housing;” “Plan for and accommodate housing affordable 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.”

The following is the approximate HUD estimated AMI and income by groups for the Spokane Metro Area for 2020 – 2025 based on a 4-person household.

Table 6-5: Spokane AMI / Median Family Income (MFI), 2020 – 2025

Year	Median Family Income (100% AMI)	Low-Income (80% AMI)	Very-Low Income (50% AMI)	Extremely-Low Income (30% AMI)
<u>2020</u>	<u>\$78,500</u>	<u>\$62,800</u>	<u>\$39,250</u>	<u>\$23,550</u>
<u>2021</u>	<u>\$77,100</u>	<u>\$61,680</u>	<u>\$38,550</u>	<u>\$23,130</u>
<u>2022</u>	<u>\$84,100</u>	<u>\$67,280</u>	<u>\$42,050</u>	<u>\$25,230</u>
<u>2023</u>	<u>\$92,100</u>	<u>\$73,680</u>	<u>\$46,050</u>	<u>\$27,630</u>
<u>2024</u>	<u>\$100,100</u>	<u>\$80,080</u>	<u>\$50,050</u>	<u>\$30,030</u>
<u>2025</u>	<u>\$100,800</u>	<u>\$80,640</u>	<u>\$50,400</u>	<u>\$30,240</u>

Source: <https://www.huduser.gov/portal/datasets/il.html> (FY 2020-23 HUD Metropolitan FMR Area's Median Family Income rounded per HUD policy to the nearest \$100)

Population and Housing Growth

As discussed in Section 4.4 Projections, the City of Millwood must plan for 0.05% of Spokane County's population growth through the year 2046, equating to a 2046 population of 1,974 or an additional 49 persons. Additionally, the City must plan for 0.14% of Spokane County's housing growth or up to 106 units. Per the Washington State Department of Commerce, housing allocations are higher than the population growth number, as the housing number accounts for historic underproduction.

Based on Millwood's LCA, 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.

The number of housing units that are possible for full buildout are shown in Table 5-4. Table 5-4 considers partially developed lots and vacant lots from table 5-3. The 150 residential units created at full buildout would house 192 persons if the average persons per household remain at 2.28 (2017 American Community Survey). Housing density for single family (SF), two family, and multi family (MF) residential units in the residential zones are based on the following maximum bulk density standards, with at least two (2) units per lot permitted, consistent with RCW 36.70A.635(1)(c):

Table 45-5-5 Bulk Density Standards

Bulk Standards	UR-1	UR-2	UR-3
Maximum density*	1 Dwelling Unit per 5,000 Sq. Ft. 2 units per 10,000 sq. ft.	1 Dwelling Unit per 3,600 Sq. Ft. 1 Unit per 5,000 sq. ft. or 2 units per 7,200 sq. ft.	1 Dwelling Unit per 2,500 Sq. Ft. 2,500 sq. ft. per dwelling unit

* Accessory dwelling units (ADU) are counted towards unit density in UR-1, UR-2, & UR-3 and per RCW 35A.21.440, new housing in existing buildings are excluded from the maximum density calculations. When the calculation of density results in a fraction, fractions of 0.50 or greater are rounded up, while fractions less than 0.50 are rounded down.

Allocate countywide housing needs to each jurisdiction

- Recommend counties use existing coordination process

*Housing for All Planning Tool
(HAPT) – Spokane County*

Accommodate allocations by income bracket (land capacity)

- Identify capacity for allocated housing needs by income bracket
- Make adjustments to zoning to accommodate housing needs

6.5 PROJECTED HOUSING NEEDS

The 2024 estimate of persons per household for the City of Millwood is 2.44 and the projected estimate for 2046 is 2.28 for average household size (which is consistent with the 2000 Census for single family as identified in the 2019 Millwood Comprehensive Plan). Per the GMA, an inventory of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth by income band, as provided by the department of commerce, must be included in the housing element. This data has also been referred to as Housing for All Planning Tool or HAPT data.

Table 6-8 below identifies the assumed affordability of the various housing types by income level, based on Commerce exhibits with the assumed affordability adjusted for City of Millwood.

Table 6-8: Assumed Affordability of Housing Type By Income Level

Assumed Affordability of Housing Type by Income Level *		
Zone Category	Typical Housing Types Allowed (see Land Use Element Table 5-1)	Assumed Affordability **
Residential (UR-1)	Detached single family homes, ADUs, duplexes, triplexes, cottage housing	>80% - >120% AMI & ADUs >80 - 100% AMI
Residential (UR-2)	Detached single family homes, ADUs, duplexes, triplexes, fourplexes, cottage housing	>80% - >120% AMI & ADUs >50 - 80% AMI
Residential (UR-3)	Existing detached single family homes, ADUS, fiveplexes, sixplexes, courtyard apartments, stacked flats, multi-family units	0% - 120% AMI (including PSH) & ADUs >50 - 80% AMI
Low-Intensity Commercial / Mixed Use (C-2)	Multi-family units in mixed use buildings	0% - 100% AMI (including PSH) w/ mixed use projects on vacant land in the Millwood Historic District at >120%
General Commercial (C-1)	Existing residential on lots without a commercial use and mixed use middle housing / multi-family on lots with a commercial use, well as allowing hotels and temporary emergency housing to meet Washington State requirements	0% - 80% AMI (including PSH) & Temporary Emergency Housing
Light Industrial (I-1)	Hotels and temporary emergency housing to meet Washington State requirements	Temporary Emergency Housing

* Based on Washington State Department of Commerce - Exhibits 12 & 13 of "Guidance for Updating Your Housing Element"

** AMI is for Spokane Metro Area. Categories are based on HB 1220 Book 2 Exhibits 12 & 13

Table 6-9 outlines the residential capacity in Millwood by zones with adopted or assumed residential density standards, consistent with the data contained in Millwood's LCA.

Table 6-9: Millwood Residential Capacity

City of Millwood Land Uses/Zones	Land Available for Infill Development (acres)		Acres After Market Factor Reduction (30%)	Assumed Residential Density (consistent w/ Residential Bulk Density Standards, as applicable)	Gross Residential Capacity (units)*	Approximate Potential Accessory Dwelling Unit (ADU) Capacity ****	# of ADUs Adjusted for a 5% Participation Rate (HB 1220 Book 2 - Section 1.6)
Residential (UR-1)	Vacant	2.32	1.62	Bulk Density = 1 Dwelling Unit per 5,000 Sq. Ft.	24.22	135	6.75
	Underutilized	1.65	1.16				
Residential (UR-2)	Vacant	0.94	0.66	Bulk Density = 1 Dwelling Unit per 3,600 Sq. Ft.***	24.93	1,094	54.70
	Underutilized	2.00	1.40				
Residential (UR-3)	Vacant	0.26	0.18	Bulk Density = 1 Dwelling Unit per 2,500 Sq. Ft.***	83.81	71	3.55
	Underutilized	6.62	4.63				
Low-Intensity Commercial / Mixed Use (C-2)	Vacant	0.40	0.28	19 Dwelling Units / Acre or 1 Dwelling Unit per 2,250 Sq. Ft.	65.24	N/A	N/A
	Underutilized	4.42	3.09				
General Commercial (C-1)**	Vacant	0.44	0.31	19 Dwelling Units / Acre or 1 Dwelling Unit per 2,250 Sq. Ft.	17.18	N/A	N/A
	Underutilized	4.63	3.24				
Light Industrial (I-1)**	Vacant	0.71	0.50	40 Beds / Acre Assumption for Temporary Emergency Housing **	6.52 **	N/A	N/A
	Underutilized	1.62	1.13				
	Totals	26.01	18.20		215.38	1,300	65.00

When allowed building/lot coverage or required open space is factored, unit count could potentially be reduced to 121 units based on a remaining total of 10.61 acres, consistent with Millwood's LCA. Millwood's HAPT allocation analysis has been completed based on the conservative numbers.

Manufacturing/Industrial (I-2) & Public Reserve (P-1) do not allow residential uses

* Includes market factor reduction. Unit count may be affected by percentage of allowed building/lot coverage or required open space (without factoring units per story). Estimation of 25% of C-1 available land would be utilized for residential based on development data. Capacity includes replacement of 54 existing units on underutilized land throughout the City of Millwood.

** Hotel and motel uses are allowed; therefore, temporary emergency housing would be allowed. Assumed density based on Washington State Department of Commerce - Exhibit 18 of "Guidance for Updating Your Housing Element". I-1 Zone capacity factored at 10% of available land would be utilized for temporary emergency housing.

*** Shoreline bulk standard in UR-2 is 8.7 DU/Acre & UR-3 is 17.4 DU/Acre maximum density per MMC 18.16.050 Bulk Standards

**** Allowing 2 ADUs per parcel that allows single family homes consistent w/ RCW 36.70A.681(1)(c) for lots that meet the minimum lot size required for the principal housing unit, based on ADUs being counted towards unit density in UR-1, UR-2, & UR-3.

Table 6-10 factors in assumed density / development standards and assigns the adjusted residential unit capacity in each Millwood zone to a Commerce assigned zone category, with the total unit capacity outlined by type.

Table 6-10: Summary of Capacity By Zoning Category

Summary of Capacity by Zoning Category			
Zone Category	Residential Unit Capacity *	Assigned Zone Category	Capacity in Zone Category
Residential (UR-1)	10	Low Density	10
Residential (UR-2)	10	Moderate Density	10
Residential (UR-3)	33	Low-Rise Multifamily	33
Low-Intensity Commercial / Mixed Use (C-2)	55	Low-Rise Multifamily (Mixed Use)	68
General Commercial (C-1) **	13		
Light Industrial (I-1) **	5	Temporary Emergency Housing	5
ADUs***	65	ADUs	65
Total Units:			121 Units + 65 ADUs + 5 Temporary
* Unit capacity was adjusted based on factors included in Table 6-9 above and is consistent with Table 6-12 below for assumed density / development standards ** Temporary emergency housing would be allowed in both C-1 & I-1; however I-1 has been utilized to demonstrate capacity based on factors included in Table 6-9 *** ADUs are permitted in UR-1, UR-2, and UR-3 Zones. Adjusted capacity is based on a 5% participation rate as identified in Table 6-9			

Table 6-11 below is the data that has been provided, consistent with the HAPT for Spokane County with Millwood's allocated share of 106 units, broken down by income level plus 5 emergency housing beds for temporary housing needs.

Table 6-11: City of Millwood HAPT

City of Millwood	Permanent Housing Needs by Income Level (% of Area Median Income)							Emergency Housing Needs (Temporary)	
<i>0.14% Share of Spokane County Housing Growth</i>	Total Allocated Units (2020-2046)	0 - 30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%	
		Non PSH	PSH*						
Existing (Estimate)	820	27	0	147	413	142	37	54	0
Future Allocation**	106	30	9	21	12	7	6	21	5
<i>* Permanent Affordable Housing (PSH)</i>		<i>** Development regulations need to allow for the construction of housing units allocated</i>							

Table 6-12 utilizes the data in Table 6-8, Table 6-9, and Table 6-10 to show that Millwood meets or exceeds the allocated and assigned share of Spokane County's permanent housing needs by income band as well as meeting the assigned emergency housing needs for temporary beds.

Table 6-12: City of Millwood HAPT Capacity

City of Millwood	Total Allocated Units (2020-2046)	Permanent Housing Needs by Income Level (% of Area Median Income)							Emergency Housing Needs (Temporary)
0.14% Share of Spokane County Housing Growth		0 - 30%		>30-50%	>50-80%	>80-100%	>100-120%	>120%	
		Non PSH	PSH*						
Existing (Estimate)	820	27	0	147	413	142	37	54	0
Future Allocation**	106	30	9	21	12	7	6	21	5
Capacity Based on Assumed Density & Development Standards	121 Units + 65 ADUs + 5 Temporary	30	9	25	58	9	32	23	5
* Permanent Affordable Housing (PSH)		** Development regulations need to allow for the construction of housing units allocated							
>50-80% includes ADUs in UR-2 / UR-3 Zones & >80-100% includes ADUs in UR-1 Zone. Capacity accounts for replacement of 54 existing units on underutilized land.									

Document programs and actions needed to achieve housing availability for each income bracket

- Review other regulations, fee structures, incentives, etc. which influence housing

6.6 BARRIERS TO HOUSING DEVELOPMENT

Reviewing past projects, analyzing current projects and data, discussions with developers and community members, Comprehensive Plan and development regulations code review, and research were the methods utilized to determine the likely barriers to housing development in Millwood.

As discussed in Section 6.4 above, for the City of Millwood, the most likely factors contributing to housing affordability and housing supply issues that the City can potentially address are:

- Development regulations (adding a variety of middle housing types as permitted uses, reducing minimum lot sizes to be consistent with adopted bulk density standards, reducing off-street parking requirements, updating ADU regulations, reducing setbacks/lot coverage/impervious surface standards, etc.).
- Process obstacles (increasing SEPA Threshold Exemptions and Infill Exemptions, streamlining of permitting processes, and subdivision process streamlining).
- Offsetting limited land availability (maximizing use of land through development regulation modifications listed above and encouraging infill development).
- Addressing funding gaps (exploring funding options and incentives for affordable housing including pre-approved designs).
- Additionally, continued coordination with Spokane Transit for transit system improvements can contribute to reducing affordable housing barriers in Millwood.

5) Address **racially disparate impacts, displacement, exclusion and displacement risk** in housing through policies and regulations

According to the Washington Department of Commerce, Racially Disparate Impacts are “when policies, practices, rules, or other systems result in a disproportionate impact on one or more racial groups.”

There are five steps to understanding and addressing racially disparate impacts:



----- **Comprehensive Plan 2024 - 2025** -----

**Development
Regulations 2026**

110.2 GMA REQUIREMENTS

The GMA requires jurisdictions to ensure that existing and future development are adequately served by public facilities and services which meet the demand of the current population as well as the projected population within this planning timeframe. It is expected that where deficiencies exist provisions for improvements must be addressed. While the premises of this concept are simple the planning process is not. Coordination and consistency are key to adequately providing facilities and services. The city, intergovernmental coordination with the county, state, and federal agencies, as well as the private sector all play a role. In order for a jurisdiction to maintain concurrency, RCW 36.70A.070(6)(b) requires that adequate public facilities must be set in place to serve new development as it occurs or within six years of it occurring.

110.6 CAPITAL ~~FACILITY~~FACILITIES, UTILITIES, AND SERVICES LOCATION & CAPACITY SUMMARY

<u>Facility, Utility, or Service</u>	<u>Ownership / Agreement</u>	<u>Capacity / Level of Service (LOS)</u>
<u>Law Enforcement</u>	<u>Interlocal agreement between City of Millwood and Spokane County</u>	<u>2.2 patrol officers/1,000 population</u> <u>0.3 support personnel/patrol officer</u> <u>134 square feet of facility space/personnel</u> <u>Via the interlocal agreement, the Spokane County Sheriff's office will provide adequate law enforcement services within this planning period.</u>
<u>Fire Protection</u>	<u>Interlocal agreement between City of Millwood and Spokane Valley Fire District #1 (SVFD)</u>	<u>SVFD will endeavor to maintain the Fire Insurance Rating of "2" (WSRB 2).</u> <u>Millwood has adequate fire flow and hydrant distribution in accordance with the International Fire Code, as adopted by Millwood.</u> <u>Millwood Firehouse meets the needs of the community.</u>

<u>Parks</u>	<u>City of Millwood with additional land owned by West Valley School District (WVSD)</u>	<u>The City of Millwood's established LOS for parks is 4 acres per 1,000 population. 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; however, some facility improvement is needed (refer to RCO Level of Service Tool).</u>
<u>Transportation</u>	<u>City of Millwood roads, sidewalks, and trails plus Spokane Transit Authority (STA) for public transportation</u>	<u>Millwood's minimum LOS for all arterials is level D which is and will be met within the planning period.</u> <u>Multimodal level of service standards are required under RCW 36.70A.070(6) and the City of Millwood has selected a WSDOT Urban Minimum LOS (which is met within this planning period), working towards an Urban Equitable LOS.</u>

<u>Water Service</u>	<u>City of Millwood predominantly with Orchard Avenue Irrigation District</u>	<u>The water system will have capacity to serve and accommodates fire flow and protection within the planning period.</u>
	<u>serving a small portion of the City along the western boundary at Vista Rd.</u>	
<u>Sewer Service</u>	<u>City of Millwood & Interlocal agreement between City of Millwood and Spokane County</u>	<u>Public sewer required within the City limits.</u> <u>The present collection and treatment system will meet the demand forecasted within the planning period.</u>

<u>Stormwater</u>	<u>City of Millwood & private property owners</u>	<u>The stormwater system (drywells, swales, and non-conforming surface drainage) adequately meets the needs of the city within the planning period.</u>
<u>Municipal Buildings</u>	<u>City of Millwood</u>	<u>The needs of the City will be met within the planning period.</u>
<u>Schools</u>	<u>West Valley School District (WVSD)</u>	<u>WVSD will meet the demand forecasted within the planning period.</u>
<u>Library</u>	<u>Spokane County Library District (SCLD)</u>	<u>SCLD will meet the needs of the city within the planning period.</u>
<u>Green Infrastructure</u>	<u>City of Millwood & private property owners</u>	<u>The needs of the City will be met within the planning period.</u>

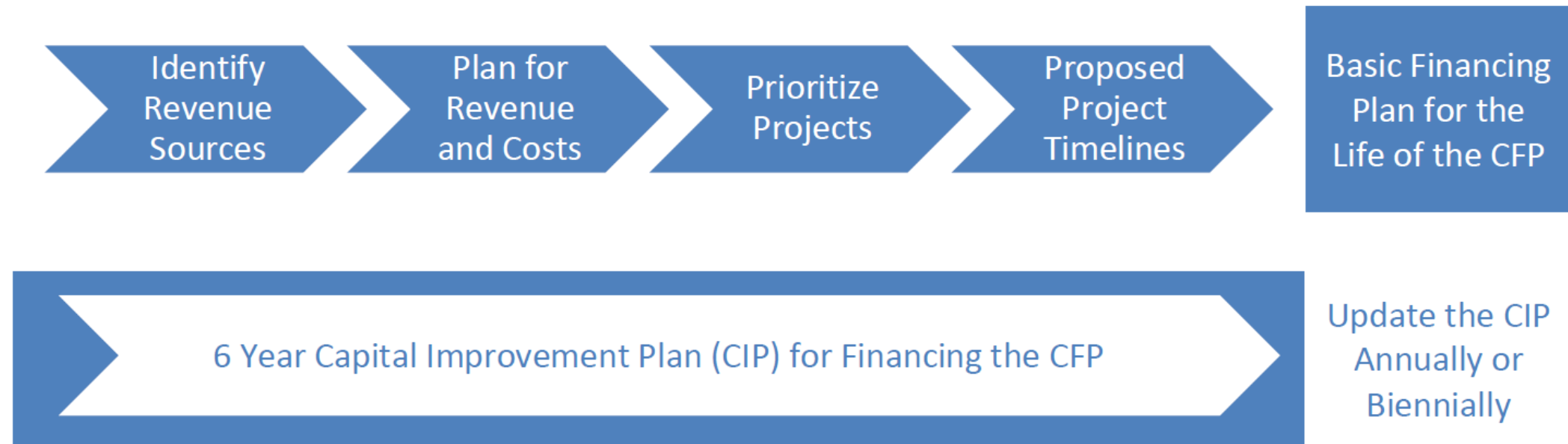
<u>Electricity</u>	<u>City of Millwood has a non-exclusive franchise agreement with Avista Corporation</u>	<u>There are no constraints placed upon the supply at this time.</u>
<u>Natural Gas</u>	<u>City of Millwood has a non-exclusive franchise agreement with Avista Corporation</u>	<u>There are no constraints placed upon the supply at this time.</u>
<u>Cable Television, Internet, Telephone, Fiber, & Cellular</u>	<u>City of Millwood has non-exclusive franchise agreements with multiple private company providers</u>	<u>Service is provided to Millwood customers on an individual basis, and it is the providers' responsibility to maintain equipment, as applicable, and handle service problems and inquiries.</u>

<u>Vehicles and Equipment</u>	<u>City of Millwood</u>	<u>Multiple vehicles and equipment have estimated replacement years within the planning period.</u>
<u>Solid Waste & Recycling</u>	<u>Waste Management</u>	<u>Service is provided to Millwood customers on an individual basis, and it is the providers' responsibility to maintain equipment, as applicable, and handle service problems and inquiries.</u>

11.9 City of Millwood Capital Facilities Plan (CFP)

A Capital Facilities Plan (CFP) is a long range, six (6) year, financial plan that allows the City to prioritize public projects and identify funding sources. The CFP serves as a guide to the City's financial obligation in providing those facilities desired by the community. This document will provide supplemental information that complements the text, goals, and policies of the Capital Facilities Element. If the probable funding for capital facilities at any time is insufficient to meet existing needs, the Land Use Element in the Comprehensive Plan must be reassessed. Since the City's revenue is limited, the City prioritizes projects and chooses a portion of those projects based on need and finances available. Those projects chosen are adopted into the CFP, including projects identified as priorities in the Parks and Recreation Element. The CFP doesn't commit the City to a particular expenditure for a particular year, it allows the City some flexibility in scheduling projects based on need or funding opportunities and doesn't lock the City into projects that may not be needed at time of funding.

The CFP must include estimated costs and proposed methods of financing for projects within the first six years, this is sometimes referred to as a six-year capital improvement program (CIP). Projects that are to be funded each year should be reviewed annually during the City Budget process.



Projects / expenditures included in the Capital Facilities Plan have a useful life greater than ten years and are valued at \$20,000 or more.

City of Millwood Capital Facilities Plan (CFP) 2026 - 2035+

<u>Category</u>	<u>Project / Expenditure Title</u>	<u>Description</u>	<u>Included in 2025 TIP</u>	<u>Estimated Cost*</u>	<u>Potential Funding Source**</u>	<u>Anticipated Year(s)</u>
<u>Building/Facility</u>	<u>N/A</u>					
<u>Parks</u>	<u>Spokane River Access - Sargent Rd. Spokane River Corridor</u>	<u>Safety improvements to the existing non-motorized put in at Sargent Rd.</u> <u>ADA improvements to the existing non-motorized put in at Sargent Rd.</u>	<u>N/A</u>	<u>\$40,000</u> <u>50% Safety & 50% ADA</u>	<u>RCO ALEA or Other Grant</u> <u>Land Surplus / Sale</u> <u>City General Fund</u> <u>Donations / In-Kind Contributions</u>	<u>2026 - 2027</u>
<u>Parks</u>	<u>Millwood Park</u>	<u>Complete Renovation of Millwood Park (demolition, earthwork, utilities, hardscape, irrigation, landscaping, site furnishings, storm drainage and erosion control):</u> <u>New Playground (ADA Compliant),</u> <u>Wading Pool / Splash Pad (ADA Compliant),</u> <u>Tiered Hard Surface Plaza for Gatherings, Events, etc.</u> <u>Additional Parking</u> <u>New Tennis / Pickleball Courts</u> <u>Picnic Shelters</u> <u>Wider Multi-Use Paths (ADA Compliant)</u> <u>Walking Paths (ADA Compliant)</u> <u>New Basketball Court / Sport Court</u> <u>Additional Bathroom</u> <u>Irrigation modifications, drinking fountain, site stormwater management</u> <u>Facility improvements for events such as addition of a mop sink, prep trailer water access, electrical outlets, movie screen mounts</u>	<u>N/A</u>	<u>\$3,442,000</u>	<u>RCO COAF, LWCF, WWRP, and/or YAF Grants</u> <u>REET 2</u> <u>City General Fund</u> <u>Donations / In-Kind Contributions</u>	<u>2027 - 2029</u>

<u>Category</u>	<u>Project / Expenditure Title</u>	<u>Description</u>	<u>Included in 2025 TIP</u>	<u>Estimated Cost*</u>	<u>Potential Funding Source**</u>	<u>Anticipated Year(s)</u>
<u>Parks</u>	<u>Spokane River Access - Spokane River Property</u>	<u>Potential conservation area, neighborhood riverfront park, and/or river access</u>	<u>N/A</u>	<u>TBD</u>	<u>RCO ALEA, LWCF, and/or WWRP Grants Spokane County Conservation Futures Donations / In-Kind Contributions</u>	<u>2030 - 2032</u>
<u>Transportation</u>	<u>Dalton Sidewalk Improvements</u>	<u>Sidewalk improvements on Dalton Ave from Argonne to Sargent</u>	<u>Yes</u>	<u>\$1,225,400</u>	<u>Street Fund/TIB</u>	<u>2026</u>
<u>Transportation</u>	<u>Liberty -Chip Seal</u>	<u>Pavement prep and chip seal,fog seal from Argonne to Vista</u>	<u>Yes</u>	<u>\$83,300</u>	<u>Street Fund/TIB</u>	<u>2027</u>
<u>Transportation</u>	<u>Euclid - Chip Seal</u>	<u>Pavement prep and chip seal,fog seal from Argonne to Vista</u>	<u>Yes</u>	<u>\$74,000</u>	<u>Street Fund/TIB</u>	<u>2027</u>
<u>Transportation</u>	<u>Buckeye - chip seal</u>	<u>Pavement prep and chip seal,fog seal from Argonne to Sargent</u>	<u>Yes</u>	<u>\$61,200</u>	<u>Street Fund/TIB</u>	<u>2028</u>
<u>Transportation</u>	<u>Grace</u>	<u>Upgrade Grace Signal Equipment at Intersection</u>	<u>Yes</u>	<u>\$246,000</u>	<u>Capital Projects Fund</u>	<u>2029</u>
<u>Transportation</u>	<u>Grace & Marguerite</u>	<u>Traffic calming: raised concrete intersection, removal of parking stalls, minor stormwater modifications at intersection</u>	<u>Yes</u>	<u>\$120,000</u>	<u>Capital Projects Fund</u>	<u>2029</u>
<u>Transportation</u>	<u>Trent & Argonne Lane Improvements</u>	<u>Northbound left turn lane reconfiguration and removal of right turn only lane on Argonne north of Trent</u>	<u>Yes</u>	<u>\$160,000</u>	<u>Capital Projects Fund</u>	<u>2029</u>
<u>Utilities - Sewer</u>	<u>N/A</u>					

<u>Category</u>	<u>Project / Expenditure Title</u>	<u>Description</u>	<u>Included in 2025 TIP</u>	<u>Estimated Cost*</u>	<u>Potential Funding Source**</u>	<u>Anticipated Year(s)</u>
<u>Utilities - Water</u>	<u>Water Meter Replacements</u>	<u>Source meter, annual replacement</u>	<u>N/A</u>	<u>\$20,000 / Year</u>	<u>City Utility Fund</u>	<u>2026+</u>
<u>Utilities - Water</u>	<u>Water Structure Maintenance</u>	<u>Old Park and Buter Wells Roof Sealant, Windows at Old Park Well</u>	<u>N/A</u>	<u>\$36,000</u>	<u>City Utility Fund</u>	<u>2026 - 2027</u>
<u>Utilities - Water</u>	<u>Water Well Improvements</u>	<u>Add chlorination at New Park Well, all well level and temperature monitors, SCADA update/upgrade</u>	<u>N/A</u>	<u>\$49,800</u>	<u>City Utility Fund</u>	<u>2026 - 2028</u>
<u>Utilities - Water</u>	<u>Cast Iron Water Pipe Replacement</u>	<u>Replacement of 4,890 linear feet of cast iron pipe remaining throughout City</u>	<u>N/A</u>	<u>\$3,620,700</u>	<u>City Utility Fund</u> <u>Public Works Board Loan</u>	<u>2027 - 2031</u>
<u>Utilities - Water</u>	<u>Butler Pump Replacement</u>	<u>Water well pump replacement</u>	<u>N/A</u>	<u>\$60,000</u>	<u>City Utility Fund</u>	<u>2028</u>
<u>Utilities - Water</u>	<u>Water Tank Interior Coating</u>	<u>Steel water tank interior coating</u>	<u>N/A</u>	<u>\$572,492</u>	<u>City Utility Fund</u> <u>Public Works Board Loan</u>	<u>2030</u>
<u>Utilities - Water</u>	<u>Water Tank Exterior Coating</u>	<u>Steel water tank exterior coating</u>	<u>N/A</u>	<u>\$372,200</u>	<u>City Utility Fund</u> <u>Public Works Board Loan</u>	<u>2032</u>
<u>Utilities - Water</u>	<u>Old Park Pump Replacement</u>	<u>Water well pump replacement</u>	<u>N/A</u>	<u>\$130,000</u>	<u>City Utility Fund</u> <u>Public Works Board Loan</u>	<u>2036</u>
<u>Utilities - Water</u>	<u>Butler Well Generator</u>	<u>Water well backup generator replacement</u>	<u>N/A</u>	<u>\$204,000</u>	<u>City Utility Fund</u>	<u>2036</u>

<u>Category</u>	<u>Project / Expenditure Title</u>	<u>Description</u>	<u>Included in 2025 TIP</u>	<u>Estimated Cost*</u>	<u>Potential Funding Source**</u>	<u>Anticipated Year(s)</u>
					Public Works Board Loan	
<u>Utilities - Water</u>	<u>New Park Pump Replacement</u>	<u>Water well pump replacement</u>	<u>N/A</u>	<u>\$175,000</u>	<u>City Utility Fund</u> <u>Public Works Board Loan</u>	<u>2044</u>
<u>Vehicles and Equipment</u>	<u>2007 Ford F-250 Diesel w/ Service Box</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$60,000</u>	<u>?</u>	<u>2027</u>
<u>Vehicles and Equipment</u>	<u>1999 Freightliner Dump Truck (FL- 70) Diesel</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$150,000</u>	<u>?</u> <u>City Utility Fund</u>	<u>2029</u>
<u>Vehicles and Equipment</u>	<u>2001 Freightliner Dump Truck (FL- 70) Diesel</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$150,000</u>	<u>?</u> <u>City Utility Fund</u>	<u>2032</u>
<u>Vehicles and Equipment</u>	<u>2018 Chevrolet 2500 Crew Cab 4x4 Pickup</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$40,000</u>	<u>?</u>	<u>2033</u>
<u>Vehicles and Equipment</u>	<u>2018 Chevrolet Traverse V6 AWD SUV</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$35,000</u>	<u>?</u>	<u>2033</u>
<u>Vehicles and Equipment</u>	<u>2020 Kubota RTV w/ Attachments</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$30,000</u>	<u>?</u>	<u>2035</u>
<u>Vehicles and Equipment</u>	<u>2016 ODB Leaf Vac Replacement</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$45,000</u>	<u>?</u>	<u>2036</u>

<u>Category</u>	<u>Project / Expenditure Title</u>	<u>Description</u>	<u>Included in 2025 TIP</u>	<u>Estimated Cost*</u>	<u>Potential Funding Source**</u>	<u>Anticipated Year(s)</u>
<u>Vehicles and Equipment</u>	<u>2016 Caterpillar Mini Excavator Replacement</u>	<u>Replacement</u>	<u>N/A</u>	<u>\$73,443</u>	<u>? City Utility Fund</u>	<u>2036</u>
<i>* 2025 Construction Cost Estimate - need to adjust for inflation, add A&E, SEPA, & Cultural Resources, as needed. Vehicles and equipment are estimated replacement cost.</i> <i>** Proposed funding source is dependent on final project scope / design</i> <i>RCO Grants currently includes ALEA, COAF, LWCF, WWRP, & YAF, as applicable based on the project</i>						

Per the WA State Department of Commerce, Capital Facilities Planning Guidebook for small jurisdictions, the CFP has several purposes:

- It's a requirement for communities that are fully-planning under the Growth Management Act (GMA).
- Several funding agencies require it and others will give additional points for it in the application process for grants or loans.
- It guides the implementation of the community's comprehensive plan.
- It provides a framework for decision makers about what to buy, when to buy, how to pay for it.
- It provides a mechanism to help prioritize capital projects and match projects with the local budget and funding options.
- It provides transparency for purchasing decisions to the public.
- It provides for the orderly replacement of capital assets, and
- It helps AVOID SURPRISES.



Periodic Update 2026

Questions?

