



**CITY OF FIRCREST
PLANNING COMMISSION
A G E N D A**

December 1, 2020
6:00 p.m.

City Hall
115 Ramsdell Street

- 1) Roll Call**
- 2) Approval of the October 6, 2020 Minutes**
- 3) Citizen Comments (For Items Not on the Agenda)**
- 4) Public Hearing**
 - a) None
- 5) Unfinished Business**
 - a) None
- 6) New Business**
 - a) Missing Middle Housing – no action
 - b) Sign Code Updates – no action
- 7) Adjournment**

To comply with the Governor's orders, our Planning Commission meetings will be physically closed to the public. Below is the call-in information for the public to listen via Zoom. If you would like to make a public comment, you may speak at the appropriate time or e-mail the Planning Administrator your comment before 5 pm and it will be read into the record.

Zoom Meeting Details:

Dial-in Information: 1-253-215-8782 Webinar ID: 870 6658 1960 Password: 312044

**CITY OF FIRCREST PLANNING COMMISSION
REGULAR MEETING MINUTES**

October 6, 2020
6:00 PM

Fircrest City Hall
115 Ramsdell Street

CALL TO ORDER

Chair Sarah Hamel called the regular meeting of the Fircrest Planning Commission to order at 6:00 p.m. (meeting was held by remote attendance)

ROLL CALL

Commissioners Kathy McVay, Andrew Imholt, Sarah Hamel, Ben Ferguson, and Shirley Schultz were present. Staff present: Planning and Building Administrator Angelie Stahlnecker, Principal Planner Jeff Boers, and Administrative Assistant Suzie Cappiello.

APPROVAL OF MINUTES

The minutes for the meeting of June 2, 2020 were presented for approval.

Moved by McVay and seconded by Schultz to approve the minutes. Upon vote, motion carried unanimously.

CITIZENS COMMENTS

None.

PUBLIC HEARINGS

Case No. LU20-08 – Comprehensive Plan and Land Development Code Amendments

Hamel opened the public hearing at 6:02 p.m.

Planning and Building administrator Angelie Stahlnecker presented the amendments to the Comprehensive Plan and Land Development Code, which included adoption of a form-based code for the commercial mixed use zoning district, updates to the 6-year capital facilities plan, and other staff initiated amendments.

Responding to a question, Jeff Boers affirmed that the changes should help the City meet its future population allocations.

Hamel invited public comments.

No comments were received.

Hamel closed the public hearing at 6:16 p.m.

No discussions held.

Moved by McVay and seconded by Imholt to adopt Resolution No. 20-01, a resolution of the Planning Commission of the City of Fircrest, Washington, recommending adoption of amendments to the city of Fircrest comprehensive plan. Upon vote, motion carried unanimously.

Moved by Ferguson and seconded Schultz to adopt Resolution No. 20-02, a resolution of the Planning Commission of the City of Fircrest, Washington, recommending adoption of amendments to the Fircrest Municipal Code, Title 22 Land Development, including adoption of a form-based code. Upon vote, motion carried unanimously.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Moved by McVay and seconded by Imholt to adjourn the meeting at 6:20 p.m. Upon vote, motion carried unanimously.

Sarah Hamel
Chair, Fircrest Planning Commission

Angelie Stahlnecker
Planning/Building Administrator



THE CITY OF FIRCREST

Planning and Building Department

DATE: December 1, 2020
TO: Planning Commission
FROM: Angelie Stahlnecker, Planning & Building Administrator
SUBJECT: Missing Middle (2-family dwellings on corner lots)

BACKGROUND: As part of the Department of Commerce grant, the City agreed to consider 2-family dwellings (duplexes) on corner lots. In order to receive the full grant amount, the code changes have to be adopted by the end of May. While there is no certainty that Council will choose to make these amendments, staff has proposed a schedule that will accommodate that timeline.

The schedule of that process is as follows:

January 5 – Staff Presentation (invite in December Town Topics)
February 2 – Joint Meeting Topic
March/April – Public Hearing
April/May – City Council Study Session & Public Hearing
May – City Council Action

JANUARY MEETING: Below is the proposed topics for the presentation:

- Summary of regional housing shortage
- Some suggested housing responses
- Explanation of “missing middle” housing
- Possible design standards (not your traditional duplex look)

TONIGHT’S DISCUSSION:

- Any questions about the schedule or purpose?
- Are there any additional related topics or questions that the Planning Commission would like staff to address at the January meeting?



THE CITY OF FIRCREST

Planning and Building Department

DATE: December 1, 2020
TO: Planning Commission
FROM: Angelie Stahlnecker, Planning & Building Administrator
SUBJECT: Public Building Sign Amendment

BACKGROUND: At the June 2, 2020 Planning Commission study session, staff identified amendments to the sign code as it relates to public buildings. Those amendments were not included in the most recent code update.

Staff wanted to bring this to the Planning Commission's attention prior to scheduling the public hearing for the January meeting.

PROPOSED AMENDMENT:

22.26.023 Wall signs.

(a) Area.

~~(1) Group 1. Maximum 32 square feet.~~

~~(2)~~ Group 2. Maximum two square feet.

~~(3)~~ Group 1 and 3. Maximum area of wall, awning, canopy, or marquee signage on each building elevation is provided in Table 3 below.

TONIGHT'S DISCUSSION:

- Any questions or concerns with the proposed amendments or schedule?