



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

January 5, 2021
6:00 p.m.

City Hall
115 Ramsdell Street

- 1) **Roll Call**
- 2) **Election of Chair**
- 3) **Approval of the December 1, 2020 Minutes**
- 4) **Citizen Comments (For Items Not on the Agenda)**
- 5) **Public Hearing**
 - a) Case No. LU21-01 FMC 22.26.023 Wall Sign Amendments
 - Staff Report
 - Public Comments
 - Close Public Hearing
 - Commission Discussion
 - Action
- 6) **Unfinished Business**
 - a) None
- 7) **New Business**
 - a) 2021 Planning Commission Work Plan
 - b) 2021 Comprehensive Plan Amendment Window
 - c) Housing Affordability - Presentation
- 8) **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: 815 5217 1796 Password: 402685

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

December 1, 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, Sarah Hamel, Ben Ferguson, and Shirley Schultz were present. Andrew Imholt was excused. Staff present: Planning and Building Administrator Angelie Stahlnecker and Administrative Assistant Suzie Cappiello.

APPROVAL OF MINUTES

The minutes for the meeting of October 6, 2020 were presented for approval.

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

CITIZENS COMMENTS

None.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Missing Middle

Planning and Building Administrator Angelie Stahlnecker presented the staff memo on the upcoming meetings related to missing middle housing and consideration of duplexes on corner lots, which is part of a Department of Commerce grant.

Based on the discussion, the Planning Commission asked staff to provide more information on the specifics of the grant requirements and to prepare questions to engage community members

that may attend January's informational meeting. In addition, the Planning Commission raised concerns about any major changes to the low density residential zones during Covid-19 restrictions which limits are ability to engage fully with the public.

Sign Code Amendment

Stahlnecker introduced an amendment to FMC 22.26.023 Wall signs. A public hearing will be held at the January meeting.

ADJOURNMENT

Moved by McVay and seconded by Schultz to adjourn the meeting at 6:59 p.m. Upon vote, motion carried unanimously.

Sarah Hamel
Chair, Fircrest Planning Commission

Angelie Stahlnecker
Planning/Building Administrator



**FIRCREST PLANNING/BUILDING DEPARTMENT
STAFF REPORT**

*CASE NUMBER 21-01
Wall Sign amendments*

January 5, 2021 Planning Commission Meeting

PROPOSAL:

The City of Fircrest proposes to amend FMC 22.26.023 wall signs.

The proposal would change the maximum area for Group 1 (nonresidential/non-commercial) wall signs from a maximum of 32 square feet to a sliding scale based on the length of the building wall as shown in Table 3.

For reference, the sign groups are as follows:

- Group 1 signs are nonresidential and noncommercial (i.e. churches, schools, public buildings)
- Group 2 signs are residential (personal signs, home occupations)
- Group 3 commercial and mixed use signs

Table 3 is as follows:

Table 3

Maximum sign surface area (White, very light or unshaded background)	Maximum sign surface area (Black, dark or shaded background)
1.5 sf of sign area per linear foot of storefront, tenant space, or building wall, not to exceed 75 sf	2.0 sf of sign area per linear foot of storefront, tenant space, or building wall, not to exceed 100 sf

In addition, (b)(1) is amended to clarify that centering a sign is for tenant spaces of a multi-tenant building.

AMENDMENT PROCESS:

The Planning Commission’s action on a comprehensive plan amendment and a development code amendment takes the form of a recommendation to the City Council, which makes the final decision. Upon completion of a public hearing on this matter, the Commission should forward its recommendations to Council, which will conduct its own public hearing before making a final decision.

ENVIRONMENTAL DETERMINATION:

The City prepared an Environmental Checklist and issued a Determination of Nonsignificance/ Adoption of Existing Environmental Documents for the 2020 Amendments to the Fircrest Comprehensive Plan and Development Code on December 17, 2020. The environmental determination was issued with a 14-day comment/appeal period ending on December 31, 2020. No comments were received.

DEPARTMENT OF COMMERCE NOTIFICATION:

The City submitted a 60-day Notice of Intent to Adopt a Plan Amendment to the Washington State Department of Commerce on December 15, 2020. The state agency comment period will end February 12, 2021. No comments have been received at this point.

ANALYSIS:

FMC 22.78.004 Criteria for amendment approval.

Before the city Council may approve the amendment, each review authority shall adopt written findings showing that the following criteria are met by the proposal:

The proposed amendment is consistent with the goals, objectives and policies of the comprehensive plan.

The proposed amendment will promote, rather than detract from, the public health, safety, morals and general welfare.

Staff believes each criterion will be met by the proposal. Findings and conclusion in support of these criteria are provided in the preliminary resolution (Exhibit 1)

RECOMMENDATION:

Staff recommends the Planning Commission consider public comment at the January 5, 2021 public hearing, consider the findings and conclusions provided, and adopt the following motion recommending approval of the proposed amendments.

I move to adopt Resolution No. 21-01, a resolution of the Planning Commission of the City of Fircrest, Washington, recommending adoption of amendments to the Fircrest Municipal Code 22.26.023.

Angelie Stahlnecker
Planning and Building Administrator

December 30, 2020
Date

Exhibits:

1. Preliminary Resolution No. 21-01
2. SEPA DNS and Environmental Checklist

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**CITY OF FIRCREST PLANNING COMMISSION
RESOLUTION NO. 21-01
Case No. LU21-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF
THE CITY OF FIRCREST, WASHINGTON,
RECOMMENDING ADOPTION OF AMENDMENTS TO
THE FIRCREST MUNICIPAL CODE, 22.26.023 WALL
SIGNS**

WHEREAS, Land Use Goal 12 of the Fircrest Comprehensive Plan and its related policies state the City should continue to refine its permit process and periodically review and revise its development regulations; and

WHEREAS, the City desires to give more flexibility to wall signs on nonresidential and noncommercial buildings; and

WHEREAS, the Planning Commission conducted a public hearing on January 5, 2021 to accept public testimony and comment; and

WHEREAS, the Planning Commission has considered the criteria listed in Section 22.78.004 FMC:

- a. The proposed amendments are consistent with the goals, objectives and policies of the comprehensive plan.
- b. The proposed amendments will promote, rather than detract from, the public health, safety, morals and general welfare.

THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Fircrest hereby adopts all of the “whereas” section of this resolution as findings and recommends to the City Council the following:

Section 1. Amend FMC 22.26.023 to read as follows:

22.26.023 Wall signs.

(a) Area.

(1) Group 1 ~~and 3. Maximum 32 square feet. Maximum area of wall, awning, canopy, or marquee signage on each building elevation is provided in Table 3 below.~~

(2) Group 2. Maximum two square feet.

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

Table 3

Maximum sign surface area (White, very light or unshaded background)	Maximum sign surface area (Black, dark or shaded background)
1.5 sf of sign area per linear foot of storefront, tenant space, or building wall, not to exceed 75 sf	2.0 sf of sign area per linear foot of storefront, tenant space, or building wall, not to exceed 100 sf

(b) Placement and Design.

(1) Wall signs shall be ~~centered~~, proportional, and shaped to the architectural features of the buildings. Wall signs shall be centered above a tenant space of a multi-tenant building. Signage shall not exceed 60 percent of the width of the wall plane upon which the sign is placed or the width of the tenant space, per Figure 26. Signage shall not exceed 70 percent of the height of the blank wall space or fascia on which the sign is located. These standards also apply to upper level tenant space.



Figure 26

(2) Wall signs shall not cover important architectural details of a building such as stair railings, windows, doors, building trim, or special ornamentation features. Preferred areas for installation of wall signs include blank areas above canopies, areas between vertical piers or columns, blank areas under a gabled roof, or upper reaches of a false fronted building.

(3) Tenants on upper levels may include wall signs placed on the facade above the ground floor tenant, provided the permitted sign area shall be shared with tenant below and the location/design meets the applicable standards in this subsection.

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(4) Wall signs may not extend above the building parapet, soffit, the eave line or the roof of the building.

(c) Mounting.

(1) Building signs should be mounted plumb with the building, with a maximum protrusion of one foot unless the sign incorporates sculptural elements or architectural devices.

(2) All individual letter signs shall be installed to appear flush-mounted unless a pin-mounted design is used to accommodate backlit lighting. If the letters are illuminated and require a raceway, the letters shall be installed tight against the raceway, which shall be painted to match the color of the surface to which the raceway is mounted. Where possible, especially on new construction, the raceway should be recessed to allow letters to be flush with the wall surface.

(3) The sign frame shall be concealed or integrated into the building's architectural character in terms of form, color, and materials.

(d) Location. Wall signs may be permitted in Group 1 (nonresidential/noncommercial), Group 2 (residential), and in Group 3 (commercial).

MOVED AND ADOPTED by the Planning Commission of the City of Fircrest on the 5th day of January 2021 by the following vote:

YES:

NO:

APPROVED:

Sarah Hamel
Chair, Fircrest Planning Commission

ATTEST:

Angelie Stahlnecker
Planning/Building Administrator

Date

DETERMINATION OF NON-SIGNIFICANCE

Description of proposal: Proposed amendments to FMC 22.26.023 wall signs.

Proponent: City of Fircrest

Location of proposal, including street address, if any: City of Fircrest, Citywide.

Lead agency: City of Fircrest

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030 (2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

There is no comment period required for this DNS.

This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for at least 15 days from the date of issuance, below. Written comments on the DNS must be submitted by 5:00 p.m. December 31, 2020.

Responsible Official: Angelie Stahlnecker

Position/Title: Planning and Building Administrator

Phone: (253) 564-8902

E-Mail: planning@cityoffircrest.net

Address: 115 Ramsdell Street, Fircrest, WA 98466

Signature:  _____

Date of Issuance: December 17, 2020

Pursuant to RCW 43.21C.075 and City of Fircrest environmental regulations, decisions of the Responsible Official may be appealed. Appeals are filed with appropriate fees at the City of Fircrest City Hall, located at 115 Ramsdell Street. Appeals must be filed within 14 days of the December 17, 2020 issuance date (5:00 p.m. December 31, 2020).

CITY OF FIRCREST, WA

Environmental Checklist

Purpose of Checklist:

The State Environmental Policy Act (SEPA), chapter 43.21C R W, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An environmental impact statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

Instructions for Applicants:

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply". Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Use of checklist for nonproject proposals:

Complete this checklist for nonproject proposals, even though questions may be answered "does not apply." IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT Actions (part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.

A. BACKGROUND

1. Name of proposed project, if applicable:

Amendments to FMC 22.26.023 wall signs.

2. Name of applicant/proponent:

City of Fircrest

3. Address and phone number of applicant and contact person:

*115 Ramsdell Street
Fircrest, WA 98466
253-564-8902*

4. Date checklist prepared:

December 15, 2020

5. Agency requesting checklist:

City of Fircrest

6. Proposed timing or schedule (including phasing, if applicable):

Planning Commission Review: January 5, 2021

City Council Review: February/March 2021

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

No.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

None noted.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

NA

10. List any government approvals or permits that will be needed for your proposal, if known.

No additional governmental approvals are required; notice will be provided to local and state agencies as provided by law prior to and after adoption of the amendments

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The City of Fircrest proposes to amend FMC 22.26.023 wall signs. The proposal would change the maximum area for Group 1 (nonresidential/non-commercial) wall signs and amend the placement requirement.

12. Location of proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The amendments will apply citywide.

B. ENVIRONMENTAL ELEMENTS

1. Earth

a. General description of the site (circle one): Flat, rolling, hilly, steep slopes, mountainous, other:

The city has mixed topography from 0% up to 30% slopes.

b. What is the steepest slope on the site (approximate percent slope)? *30%*

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime

farmland.

Predominantly Alderwood gravelly sandy loam.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

At a generalized level, the City's Comprehensive Plan identifies geologically hazardous areas based on 2-foot contour intervals, LIDAR and USDA soil information. These areas may have unstable soils depending on a variety of factors.

e. Describe the purpose, type, and approximate quantities of any filling or grading proposal. Indicate source of fill.

None proposed under this non-project proposal.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Erosion would not occur as a result of this non-project proposal.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

Not applicable under this non-project proposal.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Not applicable under this non-project proposal.

2. Air

a. What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.

Emissions would not occur directly as a result of this non-project proposal.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

Not applicable under this non-project proposal.

c. Proposed measures to reduce or control emissions or other impacts to air, if any:

Not applicable under this non-project proposal.

3. Water

a. Surface:

1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

Leach Creek and associated wetlands are located in southeastern Fircrest. Emerson Pond and associated wetlands are located in south-central Fircrest.

2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

Not applicable under this non-project proposal.

3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

Not applicable under this non-project proposal.

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

Not applicable under this non-project proposal.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

Leach Creek, Emerson Pond, and other isolated features fall within 100-year floodplains.

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

Not applicable under this non-project proposal.

b. Ground:

1) Will ground water be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities if known.

Not applicable under this non-project proposal.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals . . .; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable) or the number of animals or humans the system(s) are expected to serve.

Not applicable under this non-project proposal.

c. Water Runoff (including storm water):

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

Not applicable under this non-project proposal.

2) Could waste materials enter ground or surface waters? If so, generally describe.

Not applicable under this non-project proposal.

d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:

None proposed.

4. Plants

a. Check or circle types of vegetation found on the site:

- X deciduous tree: alder, maple, aspen, other
- X evergreen tree: fir, cedar, pine, other
- X shrubs
- X grass
- _____ pasture
- _____ crop or grain
- X wet soil plants: cattail, buttercup, bulrush, skunk cabbage, other
- _____ water plants: water lily, eelgrass, milfoil, other
- X other types of vegetation

b. What kind and amount of vegetation will be removed or altered?

Not applicable under this non-project proposal.

c. List threatened or endangered species known to be on or near the site.

None known.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

Not applicable under this non-project proposal.

5. Animals

a. Underline any birds and animals which have been observed on or near the site or are known to be on or near the site:

birds: hawk, heron, eagle, songbirds, other (list):

mammals: deer, bear, elk, beaver, other (list):

fish: bass, salmon, trout, herring, shellfish, other (list):

b. List any threatened or endangered species known to be on or near the site.

None known.

c. Is the site part of a migration route? If so, explain.

The area is within the Pacific Flyway.

d. Proposed measures to preserve or enhance wildlife, if any:

None proposed under this non-project proposal.

6. Energy and Natural Resources

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

Not applicable under this non-project proposal.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

Not applicable under this non-project proposal.

c. What kinds of energy conservation features are included in the plans of this proposal?

Not applicable under this non-project proposal.

List other proposed measures to reduce or control energy impacts, if any:

Not applicable under this non-project proposal.

7. Environmental Health

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe.

Not applicable under this non-project proposal.

1) Describe special emergency services that might be required.

Not applicable under this non-project proposal.

2) Proposed measures to reduce or control environmental health hazards, if any:

Not applicable under this non-project proposal.

b. Noise

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

Not applicable under this non-project proposal.

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

Not applicable under this non-project proposal.

3) Proposed measures to reduce or control noise impacts, if any:

Not applicable under this non-project proposal.

8. Land and Shoreline Use

a. What is the current use of the site and adjacent properties?

Fircrest is developed with a mix of residential, commercial, recreation, and public/quasi-public uses.

b. Has the site been used for agriculture? If so, describe.

No

c. Describe any structures on the site.

Numerous structures associated with residential, commercial, recreation, and public/quasi-public uses are located throughout the city.

d. Will any structures be demolished? If so, what?

Not applicable.

e. What is the current zoning classification of the site?

A mix of residential, commercial mixed use, park, and golf course zoning is applied to lands within the city's corporate boundary.

f. What is the current comprehensive plan designation of the site?

A mix of residential, commercial mixed use, park, and public/quasi-public land use designations is applied to lands within the city's corporate boundary.

g. If applicable, what is the current shoreline master program designation of the site?

Not applicable.

h. Has any part of the site been classified as an "environmentally sensitive" area? If so, specify.

No. However, various areas of the city are regulated as critical areas.

i. Approximately how many people would reside or work in the completed project?

The City's County-assigned 2030 population allocation is 6,950, which approximates build-out.

j. Approximately how many people would the completed project displace?

None.

k. Proposed measures to avoid or reduce displacement impacts, if any:

None proposed under this non-project.

1. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

None proposed under this non-project.

9. Housing

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

None.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

None.

c. Proposed measures to reduce or control housing impacts, if any:

None proposed under this non-project proposal.

10. Aesthetics

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

Not applicable under this non-project proposal.

b. What views in the immediate vicinity would be altered or obstructed?

Not applicable under this non-project proposal.

c. Proposed measures to reduce or control aesthetic impacts, if any:

Not applicable under this non-project proposal.

11. Light and Glare

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

Not applicable under this non-project proposal.

b. Could light or glare from the finished project be a safety hazard or interfere with views?

Not applicable under this non-project proposal.

c. What existing off-site sources of light or glare may affect your proposal?

Not applicable under this non-project proposal.

d. Proposed measures to reduce or control light and glare impacts, if any:

Not applicable under this non-project proposal.

12. Recreation

a. What designated and informal recreational opportunities are in the immediate vicinity?

Existing park, recreation and open space facilities (public and private) are summarized in the Comprehensive Plan's PROS Element. They range from homeowner association-maintained pocket parks to community-serving multi-purpose public parks to the private membership Fircrest Golf Club.

b. Would the proposed project displace any existing recreational uses? If so, describe.

No.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

Not applicable under this non-project proposal.

13. Historic and Cultural Preservation

a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe.

Not applicable under this non-project proposal.

b. Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site.

Not applicable under this non-project proposal.

c. Proposed measures to reduce or control impacts, if any:

Not applicable under this non-project proposal.

14. Transportation

a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any.

Existing and proposed streets and non-motorized facilities are summarized in the Comprehensive Plan's Transportation and Capital Facilities elements.

b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop?

Not applicable under this non-project proposal. However, public transit is available on various arterial streets within and adjacent to Fircrest.

c. How many parking spaces would the completed project have? How many would the project eliminate?

Not applicable under this non-project proposal.

d. Will the proposal require any new roads or streets, or improvement to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private).

Not applicable under this non-project proposal.

e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

Not applicable under this non-project proposal.

f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur.

Not applicable under this non-project proposal.

g. Proposed measures to reduce or control transportation impacts, if any:

Not applicable under this non-project proposal.

15. Public Services

a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe.

No. Not applicable under this non-project proposal.

b. Proposed measures to reduce or control direct impacts on public services, if any.

None. Not applicable under this non-project proposal.

16. Utilities

a. Circle the utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other.

Not applicable under this non-project proposal.

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Not applicable under this non-project proposal.

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: 

Angelie Stahlnecker
SEPA Responsible Official

Date Submitted: December 17, 2020

D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (do not use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

The proposed amendments will not increase the City's development potential or capacity and therefore should not increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise.

Proposed measures to avoid or reduce such increases are:

Compliance with Ecology BMPs to control runoff and minimize impacts to receiving bodies of water for sign construction that disturbs the soil. Noise impacts would be temporary and are also regulated under the Fircrest Municipal Code for days and hours of construction or operation.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Site-specific project proponents are required to comply with adopted critical areas regulations to avoid impacts to sensitive habitats.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

Appropriate mitigation will be applied as established in the city's critical areas regulations, if applicable.

3. How would the proposal be likely to deplete energy or natural resources?

The proposed amendments will have no effect on the depletion of energy or natural resources.

Proposed measures to protect or conserve energy and natural resources are:

Development proposals would be required to comply with the latest energy conservation requirements under the International Building Code, when applicable.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The proposed amendments will not increase the City's development potential or capacity and therefore should not have an increased effect on environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection.

Proposed measures to protect such resources or to avoid or reduce impacts are:

Impacts to environmentally sensitive areas are managed and mitigated through the implementation of the city's critical areas regulations and under the mitigation polices established in the city's environmental policy regulations.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposed amendments will not increase the City's development potential or capacity nor allow or encourage land that is incompatible with existing plans.

Proposed measures to avoid or reduce shoreline and land use impacts are:

No specific measures are proposed at this time.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The proposed amendments will not increase the City's development potential or capacity and therefore should not lead to increased demands on transportation or public services and utilities.

Proposed measures to reduce or respond to such demand(s) are:

None proposed for this non-project proposal.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposed amendments do not conflict with local, state or federal laws. They are consistent with GMA goals, VISION 2040, and the Pierce County Countywide Planning Policies.



STAFF REPORT: 2021 WORK PLAN

January 5, 2021 Planning Commission Meeting

PROPOSAL: Staff is presenting a draft 2021 work plan for the Planning Commission to consider.

Staff believes an annual work plan would be beneficial for the following reasons:

- Allows Planning Commission input
- Provides Staff direction
- Brings more transparency in the process
- Fulfills Land Use Goal 12 of the Comprehensive Plan – “the City should continue to refine its permit process and periodically review and revise its development regulations”
- Meets the requirement of FMC 22.78.003(b) that amendments may be initiated by the adoption of a motion by the planning commission.

Items can be added or removed from the work plan unless specifically requested by the City Council. The work plan does not limit the Planning Commission from considering other issues that may arise.

Staff suggests we included the work plan as an item on the Joint Planning Commission – City Council meeting agenda in February.

RECOMMENDATION: Staff recommends the Planning Commission consider the draft work plan, amend as necessary, and approve the motion.

Suggested Motion: *I move to approve the 2021 Work Plan as shown in Exhibit A [and as amended].*

ATTACHMENT

Exhibit A – Draft 2021 Work plan

Exhibit A

Draft 2021 Work plan

- Comprehensive Plan Updates
 - 6-year CIP

- FMC Annual Review
 - Holiday lights
 - Zone amendment procedure
 - Review of definitions
 - Housekeeping corrections

- Housing Affordability

- Public Building Design Standards

- Small Wireless Standards

- Wall Sign Amendments

The work plan does not limit the Planning Commission from considering other issues.



THE CITY OF FIRCREST

Planning and Building Department

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STAFF REPORT: 2021 COMPREHENSIVE PLAN SCHEDULE

January 5, 2021 Planning Commission Meeting

PROPOSAL: Chapter 23.06 Comprehensive Plan Amendments establishes the process by which the Fircrest Comprehensive Plan can be updated and amended each year. As part of the amendment process, the City is required to establish a timeline for proposed amendment or revisions and advertise broadly.

The City proposed updates include any state requirements (if necessary), any private amendments (if received), staff revisions, and updates to the Six-Year Capital Improvement Program.

The Planning Commission is being asked to approve the 2021 review schedule and set the amendment submission time period as listed in Exhibit A. Notice of the submission window will be published in the Tacoma Daily Index (as required by code), posted on Facebook, and included in the February Town Topics.

RECOMMENDATION: Staff recommends the Planning Commission consider the draft schedule plan, amend as necessary, and approve the motion.

***Suggested Motion:** I move to approve the 2021 Comprehensive Plan update schedule and set the amendment submission period from March 1 – April 30, 2021 as shown in Exhibit A.*

ATTACHMENT

Exhibit A – Draft 2021 Work plan

Exhibit A

2021 Comprehensive Plan Schedule

Submission Window:	March 1 – April 30, 2021
Planning Commission Draft Review	June 1, 2021
Planning Commission Public Hearing:	August 17, 2021
City Council Study Session:	September 2021
City Council Public Hearing:	September/October 2021
City Council Action:	October 2021

The schedule is subject to change as necessary.



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STAFF PRESENTATION: HOUSING AFFORDABILITY

January 5, 2021 Planning Commission Meeting

BACKGROUND: The Puget Sound region has a housing crisis. This crisis includes a lack of housing affordability, availability, variety, and equity. Those challenges in turn affect the economy, poverty and homelessness.

To help address these needs, the State of Washington has encouraged local jurisdictions to study ways to increase residential building capacity. The City of Fircrest received a Department of Commerce grant to adopt a form-based code and consider allowing duplexes on corner lots.

At the December meeting, the Planning Commission raised concerns about moving forward with a code amendment related to duplexes on corner lot since public engagement is severely limited under Covid-19 restrictions. They also were hesitant to select one potential “solution,” without a better understanding of the overall crisis. Instead, the Planning Commission stated a desire to conduct a comprehensive study of the issues which would include engaging the community when in-person meetings are allowed. At their December 8th meeting, The City Council raised no concerns with this decision.

Locally, the Pierce County Executive and local mayors (including Fircrest’s) have formed South Sound Housing Affordability Partners (SSHAP) in order to begin addressing housing affordability in the area. In corporation with this group, the County hopes to provide support to local jurisdictions that may not have access to the same resources. Researching the issues would prepare the Planning Commission for any support SSHAP requires.

At the January 5 meeting, staff will give a PowerPoint presentation to provide an overview of the current housing challenges as well as how zoning plays a role. The presentation is intended to be a discussion starter to help refine the goals and objectives that will guide future meetings. Public input is welcome.