



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

April 6, 2021
6:00 p.m.

City Hall
115 Ramsdell Street

- 1) Roll Call**
- 2) Election of Chair**
- 3) Approval of the March 2, 2021 Minutes**
- 4) Citizen Comments (For Items Not on the Agenda)**
- 5) Public Hearing**
 - a) None
- 6) Unfinished Business**
 - a) FMC 22.58.003(a) Accessory Building Setbacks for Through-Lots
 - b) School Design Guidelines
- 7) New Business**
 - a) 22.26.025 Sign Code Exemptions
- 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: 878 1820 0280 Passcode: 760317

<https://us02web.zoom.us/j/87818200280?pwd=dHNGWG4ydVRyOEILNmRzTHh6cVA0dz09>

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

March 2, 2021
6:00 PM

Fircrest City Hall
115 Ramsdell Street

CALL TO ORDER

Planning and Building Administrator Angelie Stahlnecker 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, Andrew Imholt, and Shirley Schultz were present. Staff present: Planning and Building Administrator Angelie Stahlnecker and Administrative Assistant Suzie Cappiello.

APPROVAL OF MINUTES

The minutes for the meeting of January 5, 2021 were presented for approval.

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

CITIZENS COMMENTS

None.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Review of Joint Meeting

The commission was given the opportunity to discuss the recent joint meeting with the City Council. No discussion.

Public Building Design Review

Planning and Building Administrator Stahlnecker presented an overview of the upcoming replacement of Whittier Elementary and the request by Council to review the design criteria. Several issues were of concern with the replacement, including parking, height, stormwater management, and overall design.

Discussion included:

- ensuring the conditional use permit criteria can ensure the school can fit into the neighborhood
- requesting staff meet with the school district to clarify what they are looking for
- desire to prohibit stormwater ponds
- desire to have the building fit within the neighborhood
- understanding the school district's building process has changed since Wainwright was built

Through-lot Setbacks

Planning and Building Administrator Stahlnecker presented an overview of a request by a resident for the City to consider amending the setback requirement for detached accessory structures for through-lots. Currently, a 20 or 25-foot setback is required for through-lots which often prevent those properties from being able to construct a detached garaged or other similar structure.

Discussion included:

- Properties most rear facing onto Alameda and Claremont
- Majority of properties have 6-foot fences
- Rare for a rear through-lot yard to be next to a front yard
- Interest in adding setback to the exceptions allowed in FMC 22.58.003(b) which can be approved through an administrative use permit.

ADJOURNMENT

Moved by Schultz and seconded by McVay to adjourn the meeting at 7:12 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: April 6, 2021
TO: Planning Commission
FROM: Angelie Stahlnecker, Planning & Building Administrator
SUBJECT: Through-lot setbacks

BACKGROUND: The City was asked by a resident to re-examine FMC 22.58.003, Accessory Buildings as it relates to setbacks for through-lots. Per our land use attorney, our code does not have a provision for a property owner to request a text amendment, instead it needs to be initiated by a motion of the City Council, a motion of the Planning Commission, or the application of a city department (FMC 22.78.003).

The topic was discussed at the March 2, 2021 Planning Commission meeting and continued to the April meeting. Discussion included interest in offering an exception through the administrative use process as outlined in 22.58.003(b), especially for areas where properties function as rear yards.

Staff has prepared a possible draft amendment for discussion.

Some of the questions to consider are:

- Is the change necessary?
- What unforeseen consequences can the change do?
- Should there be additional requirements?

20210406 Draft Amendment

22.58.003 Accessory buildings.

(a) One or more detached accessory buildings, including, but not limited to, garages, carports, garden sheds, greenhouses and other similar structures, may be constructed on a parcel containing a principal residential structure, subject to the following standards:

| | |
|---|--|
| Maximum building footprint area | 600 sf. |
| Maximum lot coverage | 10% of the lot area or 1,000 sf, whichever is less, for all accessory buildings combined on a single lot. |
| Maximum building height | 18 feet at top of ridge and 10 feet at top of wall. |
| Minimum front yard setback | Same as specified for principal residential structure. |
| Minimum interior side yard setback | 5 feet. |
| Minimum side street side yard setback on a corner lot | Same as specified for principal residential structure if building permit required, otherwise 5 feet. |
| Minimum rear yard setback | 5 feet. |
| Minimum setback from "rear" lot line of a "through lot" | Same as specified for required front yard for principal residential structure if building permit required, otherwise 5 feet. |
| Minimum setback from alley | 5 feet. Vehicle access points from garages, carports or fenced parking areas shall be set back from the alley property line to provide a straight-line separation of at least 22 feet from the access point to the opposite property line of the alley. No portion of the garage or the door in motion may cross the property line abutting the alley. |
| Minimum separation from principal residential structure | 5 feet. Note: the building code may require additional separation based on construction design. |
| <i>Calculations resulting in a fraction shall be rounded to the nearest whole number with .50 being rounded up.</i> | |

(b) Exceptions to Building Footprint Area, Height and Lot Coverage Limits. The director may grant an administrative use permit for a building that exceeds the building footprint, height, or lot coverage standards, or reduces the rear setback of a through lot listed in subsection (a) of this section if it finds that:

- (1) The building and its use will not significantly impact adjoining properties;
- (2) The architecture will incorporate exterior finish materials and design elements consistent with, or superior to, that of the principal residential structure on the property;
- (3) The building will fit the character of the neighborhood;
- (4) The architecture complies with the city's design guidelines;

20210406 Draft Amendment

(5) The building footprint will not exceed 800 square feet, and the building height will not exceed 21 feet at the top of ridge or 12 feet at the top of wall; and

(6) The combined building footprints of existing and proposed accessory buildings on the same lot will not exceed 1,000 square feet.

(7) The building will maintain a minimum setback of 5 feet and not encroach into a clear vision triangle. If the building is in a rear yard of a through lot that is adjacent to a front yard, it shall maintain a minimum of a 15-foot setback.

(c) Determination of Attached Versus Detached Status for Garages. A garage that is connected to a principal residential structure by an architecturally integrated, covered breezeway is classified as an attached garage if the separation between the parallel walls of the garage and principal structure does not exceed eight feet. For purposes of determining allowable setbacks, height and lot coverage, an attached garage is treated as if it were part of the principal structure. If the separation between the parallel walls of a garage and principal structure exceeds eight feet, the garage is classified as a detached building subject to the accessory building standards listed in this section.



THE CITY OF FIRCREST

Planning and Building Department

DATE: April 6, 2021
TO: Planning Commission
FROM: Angelie Stahlnecker, Planning & Building Administrator
SUBJECT: Public Building Sign Amendment

BACKGROUND: The City Council has directed staff to amend the sign code to exempt readerboard signs and similar signage from the permit requirements.

The public hearing will be scheduled for the May 4th meeting.

PROPOSED AMENDMENT:

FMC 22.26.025 Exemptions.

The following are exempt from the permit requirements of this chapter:

(c) Governmental Signs. Signs installed by the city, county, or a federal or state governmental agency for the protection of the public health, safety, and general welfare, including, but not limited to, the following:

- (1) Emergency and warning signs necessary for public safety or civil defense;
- (2) Traffic and/or wayfinding signs erected and maintained by an authorized public agency;
- (3) Signs required to be displayed by law;
- (4) Signs showing the location of public facilities; ~~and~~
- (5) Entrance signs, readerboard signs, or other community-oriented signs installed and maintained by the city; and
- ~~(5)-(6)~~ Any sign, posting, notice, or similar sign placed by or required by a governmental agency in carrying out its responsibility to protect the public health, safety and general welfare;