

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

April 6, 2021  
6:00 PM

Fircrest City Hall  
115 Ramsdell Street

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**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 March 2, 2021 were presented for approval.

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

**CITIZENS COMMENTS**

None.

**PUBLIC HEARINGS**

None.

**UNFINISHED BUSINESS**

Through-lot Setbacks

The Planning Commission continued discussion on a request by a resident for the City to consider amending the setback requirements for detached accessory structures for through-lots. Stahlnecker presented a draft amendment for consideration. The draft amendment would add a setback reduction to the exceptions allowed in FMC 22.58.003(b) which could be approved through an administrative use permit.

Discussion included:

- While request was made by residents, the land use attorney confirmed text amendments need to be initiated by the City Council, Planning Commission, or staff

- Commission would like to see a map of the properties affected
- Whether the residents moved forward with their project or not, there was agreement that the amendments are worth considering
- Adding it as an exception versus changing it outright would allow consideration for rear yards adjacent to front yards and/or driveways
- This change would allow residents of through-lots the option of a detached accessory dwelling unit
- A hearing could be scheduled for the May 2021 meeting

**Moved by McVay and seconded by Ferguson to add consideration of setbacks for accessory structures to the 2021 workplan. Upon vote, motion carried unanimously.**

#### Public Building Design Review

Stahlnecker stated staff had not been able to schedule a meeting with the school district yet. Staff does expect to include a new section in the design guidelines to establish the intent for schools to fit into the neighborhood.

Discussion included:

- Emphasis importance of parking and Alameda Avenue school crossing.

#### **NEW BUSINESS**

##### Sign Code FMC 22.26.025 Exemptions

Stahlnecker presented the staff report stating the City Council had directed staff to amend the sign code to exempt readerboard signs and similar City-owned community signs from the sign code. A draft proposal was presented. A hearing is planned for the May 2021 meeting.

No discussion.

#### **COMMISSIONER COMMENTS**

Ferguson stated he would like the Planning Commission to consider reviewing the detached accessory dwelling unit (ADU) process which currently requires a conditional use permit.


Schultz stated the State legislature was considering several changes to the ADU regulations and suggested we wait until we know what those changes will be. She also stated that University Place was working on a Housing Action Plan and that the City of Tacoma was holding a hearing on major changes to their residential zones.

There was consensus to wait on the ADU topic.

**ADJOURNMENT**

**Moved by Schultz and seconded by Imholt to adjourn the meeting at 6:41 PM. Upon vote, motion carried unanimously.**

  
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Sarah Hamel  
Chair, Fircrest Planning Commission

  
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Angelie Stahlnecker  
Planning/Building Administrator