

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

July 5, 2022
6:00 PM

Fircrest City Hall
115 Ramsdell Street

CALL TO ORDER

Administrative Services Director Westman called the regular meeting of the Fircrest Planning Commission to order at 6:00 p.m. (the meeting was held by remote and in-person attendance)

ROLL CALL

Commissioners Kathy McVay, Andrew Imholt, Sarah Hamel, and Ben Ferguson were present. Commissioner Shirley Schultz was absent. Staff present: Administrative Services Director Jayne Westman, Permit Coordinator/Code Enforcement Officer Suzie Cappiello

SELECTION OF VICE CHAIR

Director Westman identified due to an oversight at the January 4, 2022, meeting a Vice Chair was never appointed.

Hamel moved and Ferguson seconded nominating Andrew Imholt as Vice Chair.

APPROVAL OF MINUTES

The minutes for the meeting of April 5, 2022, were presented for approval.

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

APPROVAL OF MINUTES

The minutes for the meeting of June 7, 2022, were presented for approval.

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

CITIZENS COMMENTS

None.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Overview of Form-Based Code and Fircrest Municipal Code

Director Westman gave a brief discussion and overview of the agenda packet which includes the Form-Based Code which was adopted in December of 2020, and an overview of the FMC Chapter 22.48 Mixed-Use Neighborhood District (MUN).

Westman proposed a placeholder study session to be held on July 19, 2022, for a potential applicant to develop the Mildred parcel. Westman asked the commissioners to review the packet to refresh their knowledge and understanding of the Form-Based Code and the FMC (MUN) District.

Westman proposed the following dates for placeholder special meetings:

- July 19, 2022
- August 3, 2022


McVay requests the Commission have a special meeting scheduled for July 19, 2022, & August 3, 2022, seconded by Hamel. Upon vote, the motion carried unanimously.

ADJOURNMENT

Moved by Ferguson and seconded by Hamel to adjourn the meeting at 6:21 PM. Upon vote, the motion carried unanimously.



Andrew Imholt
Vice Chair, Fircrest Planning Commission


Jayne Westman
Administrative Services Director