

**CITY OF FIRCREST PLANNING COMMISSION  
REGULAR MINUTES**

December 06, 2022  
6:00 PM

Fircrest City Hall  
115 Ramsdell Street

**CALL TO ORDER**

The Chair Shirley Schultz called the Fircrest Planning Commission Public Hearing to order at 6:00 p.m. (the meeting was held by in-person attendance).

**ROLL CALL**

Commissioners Kathy McVay, Andrew Imholt, Sarah Hamel, and Shirley Schultz were present. Commissioner Ben Ferguson was absent and excused. Staff present: Administrative Services Director Jayne Westman.

**APPROVAL OF MINUTES**

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

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

**APPROVAL OF MINUTES**

The minutes for the meeting of August 16, 2022 were presented for approval.

**The approval for the August 16, 2022 meeting minutes were deferred to the next regular meeting due to the lack of quorum.**

**APPROVAL OF MINUTES**

The minutes for the meeting of September 06, 2022 were presented for approval.

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

**APPROVAL OF MINUTES**

The minutes for the meeting of September 20, 2022 were presented for approval.

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

**CITIZENS COMMENTS**

- Nancy Atwood, 1204 Farallone Ave

**PUBLIC HEARING**

None.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**A. Comprehensive Plan RFQ**

Administrative Services Director Westman provided an update on the Comprehensive Plan RFQ and stated that staff reposted a revised Request for Qualifications.

**B. Mildred Project Update**

Westman provided an update on the Mildred "Prose" project status and stated that the developer is anticipating civil and building permits to be submitted in the Spring of 2023.

**ADJOURNMENT**

**Ferguson moved; seconded by Hamel to adjourn the meeting at 6:45 PM. Upon vote, the motion carried unanimously.**

  
Shirley Schultz  
Chair, Fircrest Planning Commission

  
Jayne Westman  
Administrative Services Director