

**CITY OF FIRCREST PLANNING COMMISSION
REGULAR MINUTES**

August 15th, 2023
6:00 PM

Fircrest City Hall
115 Ramsdell Street

CALL TO ORDER

Chair Schultz called the Fircrest Planning Commission regular meeting to order at 6:02 p.m.

ROLL CALL

Planning Commissioners Present: Sarah Hamel, Shirley Schultz (Chair), Sarah Hamel, Ben Ferguson, and Eric Lane

Planning Commissioners Excused: Kathy McVay

City Staff Present: City Manager Dawn Masko and Permit Coordinator Kristin Rosario

APPROVAL OF MINUTES

The minutes for the meeting of July 5th, 2023, were presented for approval.

Due to lack of quorum of members that attended that meeting, the approval has been delayed and moved to September 5th meeting.

CITIZENS COMMENTS

None.

PUBLIC HEARING

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Comprehensive Plan Update

Project Coordinator Bob Jean discussed the upcoming meeting dates for the next steps in the Comprehensive Plan update. These include a meeting with BHC at the next planning commission meeting, where they will have an opportunity to ask questions and follow up once they have read the materials presented tonight. September 18th will be the community meeting here at City Hall with BHC to get the communities input on the Comprehensive Plan Update.

B. Community Outreach and Survey

Project Coordinator Bob Jean informed the planning commission of the efforts and results from the Comprehensive Plan update outreach. A Mailer went out to all Fircrest residents. We had over 125 electronic survey's completed and over 500 mailed in or

dropped off. Permit Coordinator Kristin Rosario and Administrative Assistant Sierra Lee will be tabulating the results and put them into an electronic version that can be used to assist in building the Comprehensive Plan.

C. 2023 Legislative Updates on House Bills and Zoning

Project Coordinator Bob Jean presented a brief update regarding the memo provided by Principal Planner Jeff Boers and separate memo from City Attorney Robert Zinneman. A more condensed summary will be provided by next planning commission meeting.

D. Mildred Street Development Update (site plan and MOU for sewers)

Project Coordinator Bob Jean discussed the developments in the infrastructure and sewage issues that arose during early plans for the Prose project, and how that has been remedied. Commissioner Ferguson expressed concern about the deviation from the planning commissions suggestions of the height of the 1st level windows, and wanted to mention it before everything is set in place.

E. Thriving Communities- Update on Four Corners

Permit Coordinator Kristin Rosario provided an update from Pierce Transit. Next steps are introductions with WSP, one on one conversations with consultants at WSP and each jurisdiction to identify needs and project outline for the 4-corners update. No dates provided.

F. SSHA3P Update with 2024 SSHA3P Workplan

Planning commissioners opted to forgo a detailed update on SSHA3P, since materials and the work plan were provided to read through. Commissioner Ferguson is also on the SSHA3P advisory committee, and brief discussed the workplan and explained that they are at the stage of developing a set of policies that they want to champion and bring to electives.

G. Point of Interest Temporary Sign Code Recap

Permit Coordinator Kristin Rosario discussed the temporary sign code and touched upon the amount of compliance concerns that have come in regarding signs that would fall within this category. She Also provided an update on the large sign that was out of compliance on Alameda as well.

H. Community Development Director

Position was posted and City Manager decided on the applicants and made an offer. We are hoping they will be starting by September 18th.

ADJOURNMENT

Moved by Commissioner Ferguson moved and seconded by Commissioner Hamel to adjourn the meeting at 7:20 PM. The motion passed unanimously.



Shirley Schultz
Chair, Fircrest Planning Commission



Bob Jean
Project Coordinator