



**CITY OF FIRCREST PLANNING COMMISSION
REGULAR MINUTES**

April 02, 2024
6:00 PM

Fircrest City Hall
115 Ramsdell Street

1. CALL TO ORDER

Chair Schultz called the Fircrest Planning Commission regular meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Planning Commissioners Present: Chair Schultz, Commissioner McVay, Commissioner Ferguson, Commissioner Hamel. Commissioner Lane was an excused absence.

City Staff Present: Community Development Director Newman.

4. APPROVAL OF AGENDA

Motion to approve the agenda for the March 5th, 2024, Regular Planning Commission Meeting.

Motion: Commissioner McVay Vote: Unanimous
Second: Commissioner Ferguson Abstaining: None

No comments or questions related to the agenda.

5. APPROVAL OF MINUTES

No minutes provided for approval.

6. CITIZENS COMMENTS (NOT ON THE AGENDA)

None.

7. PUBLIC HEARING

None.

8. UNFINISHED BUSINESS

None.

9. COMMISSIONER COMMENTS/ROUNDTABLE UPDATES/STAFF UPDATES

A. Assistant Planner/Permit Coordinator Recruitment

The prior Permit Coordinator, Kristin Singh has departed from Fircrest, leaving the position vacant. Director Newman provided the Commissioners with the public job description for the vacant Assistant Planner and Permit Coordinator position. Director Newman informed Commissioners that interviews will begin the following week.

10. NEW BUSINESS

A. Planning Commission Vacancy in June 2024

Commissioner Hamel's appointment ends June 15th, 2024. Recruitment for a new Commissioner will begin shortly. Director Newman gives the Commissioners the application form and draft message to review and comment on before it is posted to the public.

B. July/August Scheduling Poll Results

The August 2024 Regular Planning Commission meeting will be held August 20th as regularly scheduled.

Motion to move the July 2024 Regular Planning Commission meeting from July 2nd to July 8th

Motion: Commissioner McVay Vote: Unanimous
Second: Commissioner Ferguson Abstaining: None

No other July and August meetings were scheduled at this time.

C. Comprehensive Plan Budget, SEPA, and Procedural Update from Staff

Director Newman explained where the budget was overrun. No SEPA comments or appeals were received, however comments were received back from stakeholder agencies including the Department of Commerce and PSRC. PSRC will be meeting with Director Newman the following week to make sure the new Comprehensive Plan can be certified and be eligible for grants.

D. Comprehensive Plan Public Comment Survey Results

The city received 21 responses from the online public survey, no paper responses had been received. Reminders have been sent to the public to submit feedback. The Planning Commission reviewed some of the feedback received thus far.

E. Comprehensive Plan Element Commissioner Review and Comments

Commissioners discussed the need for the Comprehensive Plan to address street design and emphasis on pedestrians rather than traffic control or a focus on design for cars. Commissioners also pointed out elements in the Draft Comprehensive Plan that do not apply to Fircrest currently or were outdated.

F. Middle Housing Consultant Contract

Middle housing grant and timeline discussed. Commissioners and Director Newman discuss the decision to go with Kinley Horn and their presentation.

G. Climate Change Planning Grant (HB 1181) Contract

EHC provided basis element with goals and policies for Fircrest's Climate Change contract grant. The Planning Commission goes over Director Newman's proposal approved by Commerce on the greenhouse gas emissions and climate resiliency sub elements and deliverables required within the Climate Change contract grant.

H. Level-2 Charging Grant Update

Director Newman discussed how the Charging Grant may not be the right fit for Fircrest.

11. FUTURE BUSINESS

A. May 2024- Housing and Land Use Elements Discussion

Commissioner Lane will provide his comments for the Housing section of the Draft Comprehensive Plan at the May 2024 regular Planning meeting. Chair Schultz will provide a memo on the Land Use section of the Draft Comprehensive Plan.

B. May 2024 – Grant Updates

ADJOURNMENT

Motion to Adjourn the April 2nd, 2024, Regular Planning Commission meeting at 7:18 PM.

Motion: Commissioner Ferguson
Second: Commissioner Hamel

Vote: Unanimous
Abstaining: None



Shirley Schultz
Chair, Fircrest Planning Commission



Mark Newman
Community Development Director