



**CITY OF FIRCREST
PLANNING COMMISSION
MEETING AGENDA**

**TUESDAY, September 3, 2024
6:00 PM**

**COUNCIL CHAMBERS
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, Vice Chair Ferguson, Commissioner Schonger, Commissioner Lane.

City Staff Present: Community Development Director Newman, Assistant Planner Kolostyak

4. APPROVAL OF THE AGENDA

Motion to remove item 10C. Hanover Company Mixed-Use development presentation from the agenda of September 3rd, 2024 Regular Planning Commission Meeting as the item is not ready for technical review by the Planning Commission.

**Motion: Commissioner Lane Vote: Unanimous
Second: Vice Chair Ferguson Abstaining: None**

Motion to approve the agenda for the September 3rd, 2024 Regular Planning Commission Meeting as amended.

**Motion: Commissioner Lane Vote: Unanimous
Second: Commissioner McVay Abstaining: None**

5. APPROVAL OF THE MINUTES

1. Motion to approve the minutes from the January 2nd, 2024 Regular Planning Commission Meeting.

**Motion: Vice Chair Ferguson Vote: Unanimous
Second: Commissioner Lane Abstaining: None**

2. Motion to approve the minutes from the August 20th, 2024 Regular Planning Commission Meeting.

**Motion: Vice Chair Ferguson Vote: Unanimous
Second: Commissioner McVay Abstaining: None**

6. CITIZEN COMMENTS (FOR ITEMS NOT ON THE AGENDA)

One member of the public was in attendance, but did not wish to give comment.

7. PUBLIC HEARING

None

8. UNFINISHED BUSINESS

None

9. COMMISSIONER COMMENTS/ROUNDTABLE UPDATES/STAFF UPDATES

Vice Chair Ferguson requested that future large agenda packets be stapled by items. Staff agreed to prepare the agenda packet this way in the future.

10. NEW BUSINESS

A. Fircrest's Existing Middle Housing Stock Presentation

Assistant Planner Kolostyak presented examples of the city's existing middle housing stock. This presentation included visual samples of middle housing found in the city as well as a best estimate of the city's existing permitted middle housing units by type. The presentation showcased the gentle density that middle housing has in Fircrest as well as how current examples have hidden in plain sight for many years. Vice Chair Ferguson commented that some known permitted ADU units were not included in the count and should be reassessed. Assistant Planner Kolostyak will reassess the data and commented that the count approximates the existing units as some lack proper documentation and cannot be concretely confirmed as a middle housing unit. Chair Shultz posed open-ended questions about non-conforming units within the city and proposed a path to amnesty for existing nonpermitted ADUs, which prompted brief conversation by Commissioners. Assistant Planner Kolostyak proposed updating the presentation based on Commissioner suggestions and to confirm additional middle housing units before it is posted for the public as recommended by the Planning Commission.

B. SSHA³P CLIHP Outreach Report and Update

Director Newman discussed the city's coordination with SSHA³P and several other South Sound cities to implement HB 1998 for co-living housing and micro-unit housing. SSHA³P's consultant will be reviewing the policy update requirements based on the city's code, existing development regulations and existing land uses. Chair Shultz inquired where the state will be requiring jurisdictions to allow co-living. Vice Chair Ferguson asked for clarification of what will count or be allowed as co-living housing. Vice Chair Ferguson stressed the importance of maintaining the character and scale of the city's housing and asked staff to provide examples of existing single-family residences, akin to what the city already has, converted into co-living housing rather than examples of new, dense apartment-style buildings that may not fit within the character of a single-family neighborhood. Staff clarified that implementing HB 1998 will allow co-living housing in zones R-10, R-20, R-30, MUN, and MUU. As required by the state, the implementation of HB 1110 in July 2025 will further extend the allowance of co-living housing to zones R-6 and R-8.

C. ~~Hanover Company Mixed-Use Development Presentation~~

(Removed from Agenda)

D. Comprehensive Plan Update

1. Director Newman provided an update on the Draft Comprehensive Plan progress. Puget Sound Regional Council provided a letter on what they need and want to see before certification. Director Newman has been continuing to work on the draft Comprehensive Plan based on comments from the Planning Commission, the public, and the PSRC. Director Newman has been working on including more data into the transportation, housing, and environmental elements specifically. Commissioners had a brief discussion about the public hearing process and adoption of the Comprehensive Plan. Director Newman will be providing the Commissioners with copies of the Draft Comprehensive Plan for review. The public will be notified of the public hearing by email, city website update, postings on the reader board, and postings within city buildings.
2. Motion to amend the agenda to set a Comprehensive Plan public hearing as item 11B on October 1, 2024, at 6:00 PM or shortly thereafter.

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

E. Four Corners/Thriving Communities Project

Director Newman presented on the Four Corners, Thriving Communities Project. Two open houses will be held for the public on September 25th at Tacoma Community College which include more project information as well as public engagement. Planning Commission had a brief discussion about the Transit-Oriented Development aspects of this project. Commissioner McVay reminded staff of the importance in taking an active role in the project to ensure that Fircrest's needs and values are being met. Director Newman assured Planning Commission that Fircrest has a seat at the table.

11. FUTURE BUSINESS

A. 2025 Work Plan

Director Newman asked Planning Commission to think about and propose what they would like to see worked on in the next year. Commissioner Lane asked for the tree code to be added into the 2025 Work Plan. Director Newman informed Planning Commission that the Tree Code and Urban Tree Canopy will be a focus in 2025 work plan for both staff and City Council.

B. Comprehensive Plan Public Hearing

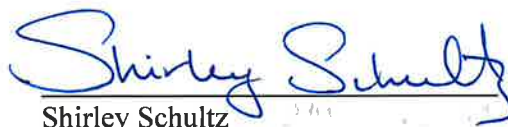
Motion to set a public hearing on October 1, 2024 for the Comprehensive Plan on or about 6:00 PM.

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

12. ADJOURNMENT

Motion to Adjourn the September 3rd, Regular Planning Commission meeting at 6:56 PM.

Motion: Vice Chair Ferguson Vote: Unanimous
Second: Commissioner Lane Abstaining: None



Shirley Schultz
Chair, Fircrest Planning Commission



Mark Newman
Community Development Director