



**CITY OF FIRCREST  
PLANNING COMMISSION  
MEETING MINUTES**

**TUESDAY, NOVEMBER 5, 2024  
6:00 PM**

**COUNCIL CHAMBERS  
FIRCREST CITY HALL, 115 RAMSDELL STREET**

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**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Planning Commissioners Present: Commissioner Kathy McVay, Commissioner Eric Lane, Chair Shirley Schultz, Commissioner Andreas Schonger, Vice Chair Ben Ferguson

City Staff Present: Assistant Planner Natasha Kolostyak, City Clerk Arlette Burkhart

**4. APPROVAL OF THE AGENDA**

Assistant Planner Kolostyak requested the Planning Commission to remove item 10A. Fire Sprinkler Discussion from the agenda to allow additional staff review.

Motion to remove item 10A from the agenda for the November 5, 2024 Regular Planning Commission Meeting.

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

Motion to approve the agenda for the November 5, 2024 Regular Planning Commission Meeting as amended.

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

**5. APPROVAL OF THE MINUTES**

Motion to approve the minutes from the October 1, 2024 Regular Planning Commission Meeting.

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

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

No members of the public were in attendance.

**7. PUBLIC HEARING**

None.

**8. UNFINISHED BUSINESS**

None.

**9. COMMISSIONER COMMENTS/ROUNDTABLE UPDATES/STAFF UPDATES**

Assistant Planner Kolostyak updated Planning Commission on the status of the Middle Housing Public Survey.

**10. NEW BUSINESS**

A. This item was removed.

**11. FUTURE BUSINESS**

Assistant Planner Kolostyak reported that Graves & Associates is interested in presenting a potential design for the Orchard Street properties at the December 3, 2024, Regular Planning Commission Meeting. Assistant Planner Kolostyak clarified that the presentation date is not set. Chair Shultz asked whether Graves & Associates would be asking for any code changes by the Planning Commission. Assistant Planner Kolostyak responded that the presentation is mostly informational, however a zoning change would be required for their current design plans to work.

**12. ADJOURNMENT**

Motion to adjourn the November 5, 2024 Regular Planning Commission meeting at 6:10 PM.

**Motion: Vice Chair Ferguson  
Second: Commissioner Lane**

**Vote: Unanimous  
Abstaining: None**

 CITY CLERK  
Mark Newman FOR  
Community Development Director

 FOR  
Shirley Schultz  
Chair, Fircrest Planning Commission