



**CITY OF FIRCREST
PLANNING COMMISSION
MEETING AGENDA**

**TUESDAY, AUGUST 19, 2025
6:00 P.M.**

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

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 Eric Lane, Commissioner Andreas Schonger, Vice Chair Ben Ferguson.

Motion to excuse Commissioner Kathy McVay.

**Motion: Commissioner Lane
Second: Commissioner Ferguson**

**Vote: Unanimous
Abstaining: None**

City Staff Present: City Manager Dawn Masko, City Clerk Arlette Burkhart, and Permit Coordinator Danielle O’Galleher.

Commissioner Kathy McVay joined the Planning Commission meeting at 6:01 P.M.

4. APPROVAL OF THE AGENDA

Motion to approve the agenda for the August 19, 2025, Regular Planning Commission Meeting.

**Motion: Commissioner Lane
Second: Commissioner Ferguson**

**Vote: Unanimous
Abstaining: None**

The Motion Carried (5-0).

5. APPROVAL OF THE MINUTES

Motion to approve the minutes for the July 1, 2025, Regular Planning Commission Meeting.

**Motion: Commissioner Ferguson
Second: Commissioner McVay**

**Vote: Unanimous
Abstaining: None**

The Motion Carried (5-0).

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

Chair Schultz invited public comment. There were none.

7. PUBLIC HEARING

There was no public hearing scheduled.

8. UNFINISHED BUSINESS

A. HB 1998 Co-Living Housing Amendments Discussion and Recommendation

Lindsey Sehmel, EMPA | AICP with ETHOS PNW presented the redlined FMC code sections pertinent to the HB 1998 for Co-Living Housing allowances in Multifamily Zoning Districts and discussed with the Commission the preparation of the processing timeline, SEPA noticing, Commerce Noticing, and timeline available for final Council Adoption.

B. Motion: Setting a Public Hearing on September 2, 2025, at 6:00 P.M. or shortly thereafter to receive comments on the proposed Co-Living Housing Amendments

Motion: Commissioner Lane
Second: Commissioner McVay

Vote: Unanimous
Abstaining: None

The Motion Carried (5-0).

9. NEW BUSINESS

A. HB 1293 Architectural Design Review Amendments Discussion

Kimberly Gunderson, Mahoney Planning LLC, lead a discussion item with the Planning Commission on House Bill (HB) 1293 that governs design regulations and their processes in Washington cities. Mrs. Gunderson discussed the changes that would need to be reflected in Fircrest's design standards and application procedures as a result of HB 1293's passing. To exemplify how the changes caused by HB 1293 could manifest in Fircrest, Mrs. Gunderson presented previous work products she had prepared in other cities that implement HB 1293. Planning Commission and Mrs. Gunderson discussed a preliminary schedule for the project and requested Mrs. Gunderson to present on the matters in which the Fircrest regulations and practices would need to amend to implement HB 1293 at the regular October Planning Commission meeting.

B. Draft Workplan Discussion

City Clerk Burkhart presented an overview of the draft Planning Commission workplan, which outlined upcoming projects, housing and land use bills, and statutory deadlines for implementation. The draft included a three-year forecast through 2027 to prioritize immediate requirements. City Clerk Burkhart stated that it was a working document and requested Planning Commission feedback. Commission discussions included clarifying the Commission's role, setting priorities, the Whittier Elementary School Replacement Project, and the importance of addressing design standards. There was a consensus to continue the workplan discussion at the September Planning Commission meeting.

10. COMMISSIONER COMMENTS/ROUNDTABLE UPDATES/STAFF UPDATES

Commissioner Ferguson expressed appreciation for the recent community events and thanked staff for their efforts.

Commissioner McVay expressed concerns that event notifications and communications could be improved. There was a brief discussion on the Centennial Commemorative Study Session scheduled for September 15, 2025, at 6:00 P.M. at City Hall.

City Manager Masko reported on the Whittier Elementary Replacement Project and stated that the next meeting will focus on permitting and zoning. The Design Advisory Committee has paused while architects prepare additional materials to be presented to the Planning Commission and City Council. She highlighted that the City is monitoring traffic, staging, park impacts, and long-term infrastructure needs. Lastly, City Manager Masko reported that the City Council voted on August 12, 2025, to withdraw the appeal to the Department of Commerce. The City will focus on developing design standards for HB 1110 implementation.

11. FUTURE BUSINESS

There were none.

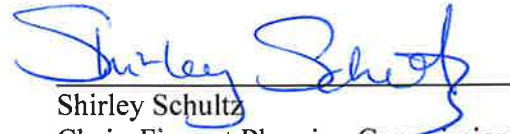
12. ADJOURNMENT

Motion to adjourn August 19, 2025, Regular Planning Commission Meeting at 7:11 P.M.

Motion: Commissioner Lane
Second: Commissioner Ferguson

Vote: Unanimous
Abstaining: None

The Motion Carried (5-0).


Shirley Schultz
Chair, Fircrest Planning Commission


Dawn Masko
City Manager