

City of Orting
PLANNING COMMISSION MINUTES
August 7, 2017

Acting Chair Greg Hogan called the meeting to order with the flag salute at 7:00 pm at the Public Safety Building. Roll call found Commissioners Karen Wilson, Luke Smith and Dennis Paschke in attendance.

Commissioners Jennifer Sargent and Kelly Cochran were absent and had informed the commission of this absence at the June meeting. Commissioner Tyler Daniels was absent and had not had contact with the Planning Secretary.

NOTE: Although there was a quorum, there were not four (4) voting members in attendance; Chair cannot vote.

ATTENDANCE:

City City Administrator Mark Bethune, City Planner Roger Wagoner, Planning Secretary Margaret O’Harra Buttz

Professional Representatives

Guests Grace Blanco

AGENDA APPROVAL:

Agenda Approval No vote.

AUDIENCE PARTICIPATION:

None.

MINUTES:

Minutes of June 5, 2017 No vote.

ARCHITECTURAL DESIGN REVIEW:

None.

NEW BUSINESS:

Planning Short Course Briefly discussed the *Short Course on Local Planning* offered by MRSC and the requirement that each commissioner review the course. If a commissioner is unable to open the link they could go to the AWC website at <http://www.awcnet.org/TrainingEducation/eLearning.aspx>. The AWC course is easier to find on this website.

Both MRSC and AWC offer various information on Planning Commission activities.

MRSC – Practice Tips Information sheets on Electronic Communications & Agency Obligations were briefly discussed.

ADR – Building Design Administrator Bethune distributed several pictures of structures that were built from steel products, but still allow for the ADR appearance.

He asked that commissioners review and research, with discussion at the September meeting.

OLD BUSINESS:

Comprehensive Plan Update City Planner Wagoner presented and discussed several areas of the comprehensive plan that will be included in the update. Commissioners discussed transportation, housing, zoning and developments. Planner Wagoner confirm the following review schedule:

- September – Elements
- September & October - Public Information Meetings
- October – Draft document review
- November – Public Hearing

OMC Review: ADR Sign Code The city attorney has completed her review but asked for the Ad Hoc committee to meet one more time for some clarification on a few item. The review will also be sent to the City Planner Roger Wagoner for his opinion.

The Ad Hoc committee will meet at city hall, Tuesday, August 15th, at 3:30pm.

GOOD OF THE ORDER:

Council Meeting Report: Commissioner Hogan gave brief reports on the June and July meetings.

Representation at Council Meeting: August 9th Commissioner Hogan will attend with the possibility of Commissioners Wilson and Paschke as well.

Agenda Setting: September 11, 2017

- OMC: ADR Signage
- Comprehensive Plan Update
- City email addresses for commissioners and protocol
- ADR Design Review: Steel materials
- Results: Voting procedure
- Approval of June 5 meeting minutes
- Approval of absences for August meeting

ADJOURNMENT:

Meeting Adjournment No vote, however meeting ended at 8:15pm.

ATTEST:

Greg Hogan, Commissioner

Margaret O'Harra Buttz, Commission Secretary