

City of Orting
PLANNING COMMISSION MINUTES
January 7, 2019

Acting Chair Kelly Cochran called the meeting to order with the flag salute at 7:01 pm at the Public Safety Building. Roll call found Commissioners Tyler Daniels, Jeff Craig, Karen Wilson and Tony Belot in attendance; a quorum was present.

Commissioners Dennis Paschke and Jennifer Sargent were absent from the meeting. Both Commissioners had contacted the Planning Secretary. Commissioner Craig moved to excuse Commissioners Paschke and Sargent from the meeting. Commissioner Daniels seconded the motion and it carried.

New Commissioner Belot was welcomed by Acting Chair Cochran and he offered a brief personal history and his reason for joining the Planning Commission.

The Planning Secretary stated that Commissioner Sargent will not be in attendance at the February 4, 2019 meeting due to traveling for her employment.

ATTENDANCE:

City	Secretary Margaret O’Harra Buttz
Professional Representatives	City Planner Emily Terrell
Guests (signed in)	Mike Thomas

AGENDA APPROVAL:

Agenda Approval Commissioner Craig moved to approve the agenda as amended.

- Add To *Good of the Order*: Cell Tower Design, ADR Round Windows and ADR Color Chips

Commissioner Wilson seconded the motion and it carried.

AUDIENCE PARTICIPATION:

None.

MINUTES:

Minutes of December 3, 2018 Commissioner Daniels moved to approve the minutes as amended.

- Add the “s” after Commissioner in the 2nd sentence under *2019 Comprehensive Plan Amendment Docket – City Planner*.
- Under *Meeting Adjournment* change meeting end time to 9:10pm.

Commissioner Paschke seconded the motion and it carried.

ARCHITECTURAL DESIGN REVIEW:

ADR 2018-14: McDonalds Of Orting - Building Design, Exterior Paint and Signage	The Commission reviewed and discussed the re-submitted application and proposed design. Matt Grinnell from Freiheit Architecture, who was representing McDonalds, was attending the meeting via telephone.
--	--

Commissioner Craig moved to approve ADR 2018-14 building design and colors, ADA improvements and the installation of new menu boards and signage at the drive-thru. Commissioner Daniels seconded the motion and it carried.

ADR 2019-01: Verizon Signage

The Commissions reviewed and discussed the application and proposed design with Mike Thomas from Valley Sign. The signage is being changed to an updated logo.

Commissioner Craig moved to approve ADR 2019-01 with the following conditions:

- The sign will include a 2-3" scallop cut at each of the four (4) corners per the agreement with Valley Sign.
- Valley Sign will submit the final design for review by the City Administrator for approval, this will eliminate the need to return to the Planning commission for an additional review.

Commissioner Wilson seconded the motion and it carried.

NEW BUSINESS:

2019 Comprehensive Plan Amendment Docket – City Planner

City Planner Terrell discussed the docket for the Comprehensive Plan Update and timelines.

The January 22nd meeting will have an Open House for the Shoreline Master Plan at 6pm prior to the Special Meeting at 7pm.

Commissioners selected March 21, 2019 and April 26, 2019 for the last two (2) Special Meeting required for the Comprehensive Plan Update process.

1st Read OMC 2019-xxx : MUTCN and PUD

Commissioners reviewed the proposed ordinance with City Planner Terrell. The Special Meeting will hold a Public Hearing on the Ordinance regarding PUD's and MUTCN updates on January 22, 2019.

Election of Chair and Co-Chair for 2019

Commissioner Daniels nominated Commission Cochran for Chair and moved for approval. Commissioner Craig seconded the motion and it carried.

Commissioner Daniels nominated Jeff Craig for Co-Chair and moved for approval. Commissioner Wilson seconded the motion and it carried.

Meeting Extension

At 8:30, Commissioner Craig moved to extend the meeting to 9pm. Commissioner Daniels seconded the motion and it carried.

OLD BUSINESS:

Planning Commission Procedural Rules: Final Draft Review

Commissioner Craig moved for approval of the Planning Commission Procedural Rules as presented with the vacancy updates. Commissioner Daniels seconded the motion with Commission Belot abstaining. The motion carried (3/1).

ADR Sign Code: Final Draft Review

Commissioner Craig moved to recommend approval to the City Council. Commissioner Wilson seconded the motion, Commissioner Belot abstained and the motion carried (3/1).

GOOD OF THE ORDER:

Council Meeting Report: None.

Representation at Council Meeting: December 12, 2018
Commissioners are requesting that the City Planner Terrell represent the commission at Council meetings. Of the commissioners in attendance at this meeting none are able to attend the council meeting.

Agenda Setting:

- Development Code w/ ADR Deign Code Update (TBD)
- ADR Multi Family Design Review – American Concrete (TBD)
- ADR Signage: Troy Monson – Chiropractic Office (TBD)
- ADR Multi-Family Design Review: Pacific Investing (TBD)
- ADR Exterior Paint: Sound Life Church (TBD)
- Comp Plan Update & Public Hearings: Shoreline Master Plan, Transportation Plan, Zoning (Jan-Apr)
- Planning Commission Procedural Rules: Review & Action (Jan)
- ADR 2018-15 Building Design: City of Orting (Jan)

ADJOURNMENT:

Meeting Adjournment
Commissioner Craig moved to adjourn at 8:48pm. Commissioner Daniels seconded the motion and it carried.

ATTEST:

Kelly Cochran, Commission Chair

Margaret O’Harra Buttz, Commission Secretary