

**City of Orting**  
**PLANNING COMMISSION MINUTES**  
October 7, 2019

Chair Kelly Cochran called the meeting to order with the flag salute at 7:00 pm at the Public Safety Building. Roll call found Commissioners Jeff Craig, Karen Wilson and Tyler Daniels, in attendance; a quorum was present.

Commissioners Chris Rule, Tony Belot and Erika Bartholomew were absent; Commissioners Belot and Rule had contacted the Planning Secretary. Commissioner Craig moved to excuse Commissioners Belot and Rule from the meeting. Commissioners Daniels seconded the motion and it carried.

Administration Bethune introduced the new Planner Emily Adams and Wayne Carlson also with AHBL. Mr. Carlson provided information about Emily's background and their excitement to work with the City of Orting.

**ATTENDANCE:**

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| City                         | City Manager Mark Bethune, Commission Secretary Margaret O'Harra Buttz |
| Professional Representatives | City Planner Emily Adams, Wayne Carlson (AHBL)                         |
| Guests (signed in)           | Joe Knowles  |

**AGENDA APPROVAL:**

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| Agenda Approval | Commissioner Daniels moved to approve the agenda as amended, removing ADR 2019-06 from the agenda. Commissioner Craig seconded the motion and it carried. |
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**AUDIENCE PARTICIPATION:** None

**MINUTES:**

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| Minutes of September 9, 2019 | Commissioner Craig moved to approve the minutes as corrected: <ul style="list-style-type: none"><li>• Commissioner Rule's last name is spelled incorrectly in the introduction paragraph.</li><li>• 2<sup>nd</sup> paragraph – Remove the "s" after Commissioner in the 1<sup>st</sup> and 2<sup>nd</sup> sentences.</li><li>• Add "er" to Commission in the 3<sup>rd</sup> sentence.</li><li>• Under Minutes - Commissioner Craig that made the motion to approve not Commissioner Rule.</li><li>• Under New Business – The City Administrator reported the resignation of Planner Emily Terrell. In addition the City Administrator gave an update on the MTCN zoning status that is before the City Council.</li></ul> |
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Commissioner Daniels seconded the motion and it carried.

**ARCHITECTURAL DESIGN REVIEW:**

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| ADR 2019-05:<br>D&D Signage | Commissioners reviewed the Staff Report and discussed the application with Sign Builder Joe Knowles from Valley Sign. Since the application had been submitted two (2) clarifications were resolved: <ul style="list-style-type: none"><li>• The lettering will be constructed of PVC painted to resemble rusty metal, with a white border around the lettering.</li></ul> |
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- The hardware for the installation of the sign will be a block and tackle assembly. Due to the way the signage is being installed it will require an Engineer Survey. At its completion the building permit application will be submitted.

Commissioner Daniels moved to approve the signage as amended. Commissioner Craig seconded the motion and it carried.

ADR 2019 -16: City of Orting - Wireless Communication Facilities (WCF)

The City of Orting pulled this application and will re-submit at a later time.

**NEW BUSINESS:** None

**OLD BUSINESS:**

Development Code Review City Administrator discussed the need to review the WCF code to balance the requirements for the FCC, City and vendors. In addition, he stated that since there is a new Planner he was postponing the review of the Development Code in order to allow time for the Planner to review and prioritize the areas of the code for review.

Extension of Meeting Not required.

**GOOD OF THE ORDER**

Planned Absences None at this time. □

Report on September Council meetings: No report.

Agenda Setting Joint Training on Wireless Communication Facilities from ABHL for Council, Planning Commission and the Managers from the Public Works and Building Departments. (Nov 4<sup>th</sup> meeting)

**ADJOURNMENT:**

Meeting Adjournment Commissioner Craig moved to adjourn at 8:07pm. Commissioner Daniels seconded the motion and it carried.

**ATTEST:**

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Kelly Cochran, Commission Chair

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Margaret O'Harra Buttz, Commission Secretary