

**City of Orting**  
**PLANNING COMMISSION MINUTES**  
**December 3, 2018**

Acting Chair Kelly Cochran called the meeting to order with the flag salute at 7:02 pm at the Public Safety Building. Roll call found Commissioners Dennis Paschke, Jeff Craig and Scott Bowman in attendance; a quorum was present.

Commissioners Karen Wilson, Jennifer Sargent and Tyler Daniels were absent from the meeting. Both Commissioners Sargent and Daniels had contacted the Planning Secretary. Commissioner Paschke moved to excuse Commissioners Sargent and Daniels from the meeting. Commissioner Bowman seconded the motion and it carried.

Commissioner Craig moved to accept Commissioner Bowman's resignation with regrets. Commissioner Paschke seconded the motion and it carried.

**ATTENDANCE:**

City	City Administrator Mark Bethune, Secretary Margaret O'Harra Buttz
Professional Representatives	City Planner Emily Terrell
Guests (signed in)	Jeff Ryan

**AGENDA APPROVAL:**

Agenda Approval	Commissioner Craig moved to approve the agenda as amended. <ul style="list-style-type: none"><li>• Add <i>Commissioner Bowman's resignation</i> to the agenda.</li></ul> Commissioner Paschke seconded the motion and it carried.
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**AUDIENCE PARTICIPATION:**

None.

**MINUTES:**

Minutes of November 5, 2018	Commissioner Craig moved to approve the minutes as amended. <ul style="list-style-type: none"><li>• Add as 3<sup>rd</sup> paragraph in header section: "Commissioner Bowman's resignation will be addressed at the December 3, 2018 meeting."</li><li>•</li></ul> Commissioner Paschke seconded the motion and it carried.
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**ARCHITECTURAL DESIGN REVIEW:**

ADR 2018-14: McDonalds Of Orting - Building Design, Exterior Paint and Signage	The Commission reviewed and discussed the application and proposed design with Jamie from Freiheit Architecture; noting that the submitted design does not meet the ADR standards as does the current design.
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Commissioner Craig moved to table ADR 2018-14 to the January meeting pending resubmittal of plans per Commissioners discussion with architect. Commissioner Bowman seconded the motion and it carried.

ADR 2018-15: City of Orting – City Hall Building Design  
The Commission reviewed and discussed the application and proposed design with Jeff Ryan (Architect) from Helix Design Group. The design does not meet ADR design standards completely.

Commissioner Craig moved to table ADR 2018-15 to the January meeting, pending the resubmittal of the plans per discussion with architect. Commissioner Bowman seconded the motion and it carried.

ADR 2018-16: City of Orting – MPC Exterior Material and Paint  
Commissioners reviewed the Staff Report and application with Administrator Bethune. Commissioner Craig moved to approve as presented. Commissioner Bowman seconded the motion and it carried.

**NEW BUSINESS:**

2019 Comprehensive Plan Amendment Docket – City Planner  
City Planner Terrell distributed a summary of the docket of the Comprehensive Plan Update and timeline. The Commissioners discussed the Shoreline Master Program, re-zoning request for the Mixed Use Town Center North, SW Connector and the Transportation Improvement Plan. Planner Terrell is coordinating efforts with BHC, Dept. of Ecology and Parametrix to complete documents and schedule Public Hearings.

Meeting Extension  
At 8:36, Commissioner Craig moved to extend the meeting to 9pm. Commissioner Bowman seconded the motion and it carried.

**OLD BUSINESS:**

Planning Commission Procedural Rules: Final Draft Review  
Commissioner Paschke moved to table the review to the January 7, 2019 meeting. Commissioner Bowman seconded the motion and it carried.

ADR Sign Code: Final Draft Review  
Commissioner Paschke moved to table the review to the January 7, 2019 meeting. Commissioner Bowman seconded the motion and it carried.

**GOOD OF THE ORDER:**

Council Meeting Report: Not discussed.

Representation at Council Meeting: December 12, 2018  
Not discussed.

- Agenda Setting:
- Development Code w/ ADR Deign Code Update (TBD)
  - ADR Multi Family Design Review – American Concrete (TBD)
  - Preliminary Plat: Meadows at Orting South (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 Sign Code: Review & Recommendation (Jan)
  - ADR 2018-15 Building Design: City of Orting (Jan)
  - ADR 2018-14: McDonalds Building Design, Exterior Paint & Signage (Jan)
  - Election of 2019 Planning Commissioner Chair & Co-Chair (Jan)

2019 Planning  
Commission Meeting  
Schedule

City Planner Terrell requested two (2) meeting per month for January through April for the Comprehensive Plan Update and Public Hearings. The location of meetings are to be determined, however meetings will be at 7pm. Meetings will be considered a *Special Meeting* with the Comprehensive Plan Update being the only topic of discussion and/or action.

Commissioners selected Tuesday, January 22, 2019 and February 14, 2019; dates for March and April will be discussed at the January 7, 2019 meeting.

**ADJOURNMENT:**

Meeting Adjournment

Commissioner Craig moved to adjourn at 9:10pm. Commissioner Paschke seconded the motion and it carried.

**ATTEST:**

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Kelly Cochran, Commission Co-Chair

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Margaret O'Harra Buttz, Commission Secretary