

Commissioners

Kelly Cochran, Chair
Jeff Craig, Co-Chair
Karen Wilson
Chris Rule
Erika Bartholomew
Jennifer McKinney
Chris Hartman



**City of Orting
Planning Commission Agenda**

July 7, 2021, Wednesday
7:00pm
City Hall Council Chambers

If joining virtually:

Phone Dial-in - Charges may apply
+1.408.419.1715

To join the meeting on a computer or mobile phone:
<https://bluejeans.com/887792009/4933>

Meeting ID: 887 792 009

A. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE (waived), ROLL CALL

"The Planning Commission is utilizing remote attendance for Commissioners and Staff. Please note: OPMA rules regarding provision for the public in a space have been suspended by proclamation of the Governor. The meeting is however, available for the public to hear by a call in."

1. Commission Rule is unable to attend and contacted the Planning Secretary.
2. Is there a motion to excuse Commissioner(s) from this meeting?

B. AGENDA APPROVAL

1. Does the agenda require an addition or removal of a topic?

C. PUBLIC COMMENTS

"Comments may be sent to the Planning Commission Secretary moharra@cityoforting.org by 1:00pm on the day of the meeting and will be read into the record at the meeting. In the case of a question, the chair will refer the matter to the appropriate administrative staff member. Comments that come in after the deadline will be read into the record at the next Planning Commission meeting."

D. APPROVAL OF MINUTES

1. Are the minutes of the May 3, 2021 meetings correct and accurate?
2. The June 7, 2021 meeting was cancelled.

E. ARCHITECTURAL DESIGN REVIEW

1. ADR 2021-07 – Orting Valley Fire & Rescue - Signage

F. NEW BUSINESS

1. Public Hearing – Sign Code Amendments: Review, Public Hearing, Deliberations

G. OLD BUSINESS

H. GOOD OF THE ORDER

1. Planned Absences:
2. Report on Council Meetings:
3. Agenda setting:

I. ADJOURN

NEXT PLANNING COMMISSION MEETING: Monday, August 2, 2021

City Council Meeting: 2nd & last Wednesday of each month at 7:00pm

City Council Study Session: 3rd Wednesday of each month at 6:00pm

Planning Commission: 1st Monday of each month at 7:00pm

City of Orting Staff Report Planning Commission

City of Orting
ADR 2021-07 OVFR

APPLICANT / OWNER

Margaret Buttz – OVFR

LOCATION OF PROPOSAL

401 Washington Ave SE

DESCRIPTION OF PROPOSAL: The applicant has built an addition of an entrance/porch cover on an existing business and is seeking an approval of the structure.

STAFF REPORT:

The property is located in the “Mixed Use – Town Center” (MUTC) zone. The proposed use of this property is subject to the conditions of OMC 10-12 “Architectural Theme for Commercial Buildings” and OMC 10-15 “Signs”.

- The applicant submitted an Architectural Design Review application and photos; see attached
- The signage is to be placed in the same area that the city utilized for the Public Safety Building signage.
- The signage will be a sandblasted wood sign, using the logo for OVFR.
- The applicant does not indicate any changes or addition of lighting.
- Dimensions of signage is 60”x74” = 370 sq. feet = 6% of building frontage

STAFF RECOMMENDATION: Staff recommends for approval.

PREPARED BY: Margaret O’Harra Buttz

****PLANNING COMMISSION DECISION – July 7, 2021****

Kelly Cochran, Planning Commission Chair

Scott Larson, City Administrator



CITY OF ORTING

ARCHITECTURAL DESIGN REVIEW

EXTERIOR SIGNAGE PERMIT APPLICATION

The signs shall be planned to reflect the architectural concept of the "Turn of the Century/ Western-Victorian" style. All exterior signs shall be characteristic of the early 1900's in size, material, color, lettering, location, number, and arrangement. Signs may only be illuminated by indirect lighting; internally illuminated signs are prohibited. All materials used for the indirect lighting of exterior signs shall be UL listed. In addition, the Washington State Energy Code shall be adhered to and a Washington State Department of Labor and Industry Electrical Permit and inspection shall be required.

FILL IN THE FOLLOWING INFORMATION

Business Name: ___Orting Valley Fire & Rescue Parcel #: ___0519326011___

Site Address: ___401 Washington Ave SE - Orting___

Contact Person: ___Chief Zane Gibson___ Phone #: ___360-893-2221___

Sign Builder: ___Valley Sign___ Phone #: ___253-841-1003___

Sign Installer: ___Valley Sign___ Phone #: ___253-841-1003___

- A) **Ten (10) copies** of an accurate representation of proposed sign, including color and its relationship to the structure or building (site map showing the sign on the building or on the property in relation to the building).
- B) Dimensions of sign: _____
- C)
 - 1) Provide picture/drawing of lighting type and signage proposed.
 - 2) Provide drawing to scale showing the location of proposed lighting in relation to the sign and the structure.
 - 3) Provide color samples for lighting structure(s) and/or fixture(s).

D) Select sign type (see OMC 10-15-2 for definitions):
 Parapet Free Standing Canopy Under-Canopy

Wall Reader Board Sandwich Board

E) Is this an existing sign, already in use? Yes No

If yes, provide picture showing signage and location.

F) Property frontage (square feet) _____
Building/Structure frontage (square feet) _____
Wireless Communication Structure (height) n/a _____

G) Material used for sign construction Sandblasted Wood _____

H) Size, color and font of lettering and graphics _____

Comments: The sign is the OVFR logo _____

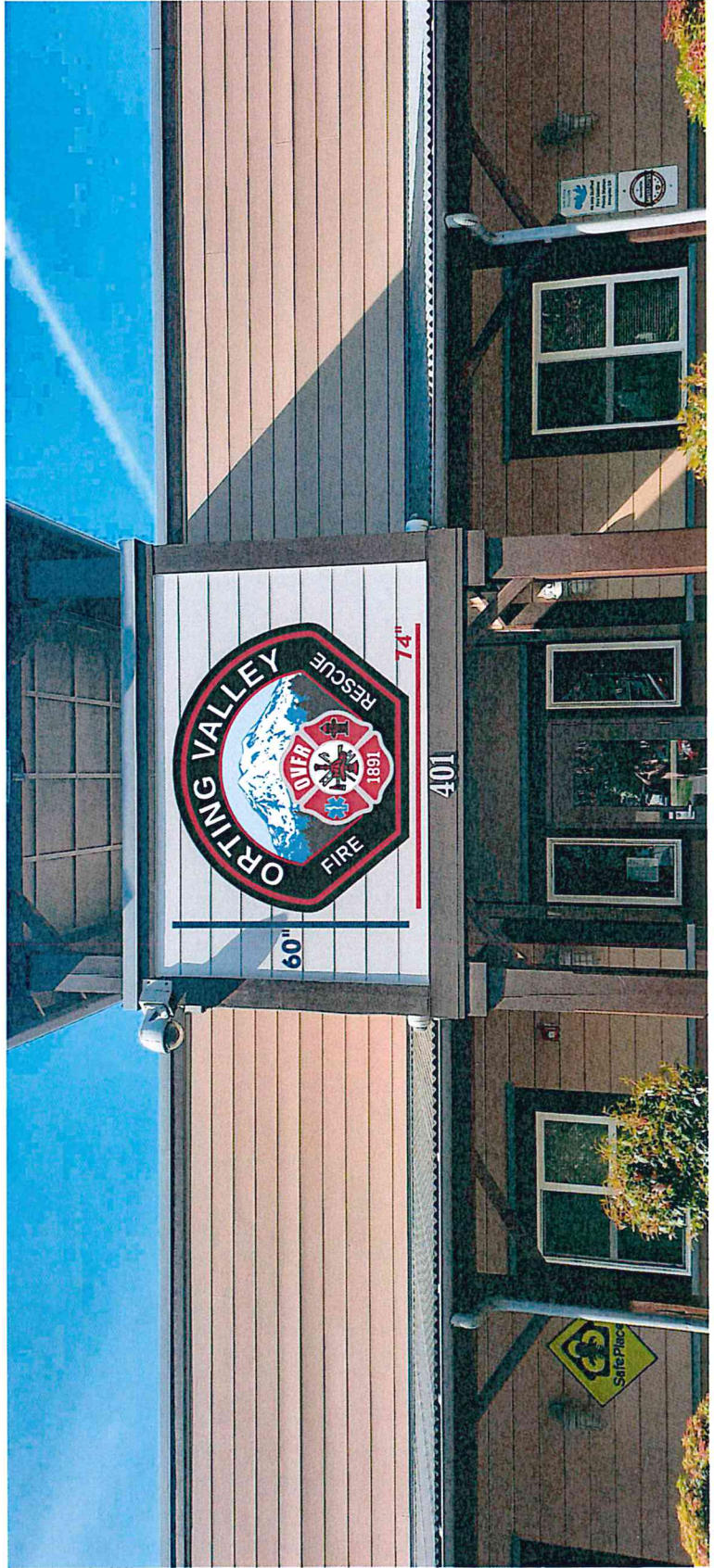
Please be advised that you will be required to obtain a Building Permit for demolition, construction, remodeling and installation of signage. In addition, all contractors and sub-contractors must obtain a City of Orting Business License.

I certify that I have read the ADR Application requirements and that the information and exhibits herewith submitted are true and correct to the best of my knowledge.


Signature

6/28/21
Date

<i>City use only</i>	
ADR #:	<u>2021-07</u>
Date Received:	<u>6/24/2021</u>
Fee Paid:	<u>6/28/2021</u>
Review Date:	<u>7/8/2021</u>





Planning Commission Staff Report

Project Name:	Sign Code Amendments
Applicant:	City of Orting
Date of Staff Report:	June 25, 2021
Date of Meeting:	July 7, 2021
Staff Recommendation:	Approval
City Staff Contact:	Emily Adams, AICP Contract City Planner
Public Comment Period:	June 25 – July 7 following notice of public hearing.
Public Notice:	Type 5 applications do not require notice of application per OMC 15-4-1. Notice of a public hearing was published and posted 10 days prior to the hearing per OMC 15-7-3.

Exhibits:

1. Staff Report
2. Posted notice of Planning Commission public hearing
3. Published notice of Planning Commission public hearing
4. Proposed Ordinance

Findings of Fact

Currently under the sign code section and architectural design review code section internally illuminated signs are not permitted, but rather specify that signs shall be illuminated by indirect lighting.

Council directed staff to look at the City's current sign code and consider ways to amend the code to allow for electronic changing message center signs. Staff was also directed to look at the temporary sign regulations, specifically for flutter signs to ensure regulations required maintenance of the signs to keep them upright, and in good repair.

Changing Message Signs

The proposal is to amend the sign code and architectural design review (ADR) code to allow for internally lit, changing message signs. This includes new and revised definitions (including reducing message length intervals from 30 to 10 seconds), amended purpose statements, and new and revised regulations. This type of sign will only be permitted as a secondary sign, a businesses primary sign can not be an internally lit sign or electronic changing message sign (the intent for these primary signs to conform to the sign and ADR code as it exists today, prior to these amendments)

These amendments allow signs to evolve with technology, and provides a means to the City and City's business to have a sign that is easily programmed to change messages, in compliance with the proposed code, rather than having to have manual changing message signs which takes staff time and money to do.

Temporary Signs

The second part of the proposal is to add a specific flutter sign definition to aid in code compliance, add additional temporary sign regulations to require maintenance and securing of the signs, reduce the amount of time temporary signs are allowed to be displayed in a calendar year, and exempt temporary signs associated with special event permits from location regulations (to allow for things like signs in the park for the farmers market).

The length of time a temporary sign is currently allowed to be displayed is six, 30 days periods, allowing temporary signs to be displayed for six months out of the year. This is much longer than other jurisdictions, examples include:

- Enumclaw: 45 or 60 days
- Gig Harbor: 30 days
- Eatonville: 30 days (most temporary signs)
- Milton: 30 - 90 days
- Buckley: 30 days and 120 for temporary business signs
- Bonney Lake: 60 days

The proposal is to reduce that to three 30-day periods, or a total of three months.

Over the past months the planning commission has noted that many of these types of signs are seen fallen over, on the ground, and is disrepair. These code amendments aim to give flutter signs a definition, to be more easily identified and regulated, and provide for specific regulations in regards to securing and maintaining signs.

Public Hearing

A public hearing will be held by the Planning Commission on July 7, 2021.

Staff Recommendation

Staff recommends approval of the ordinance and amendments as proposed.

Appeal

Recommendations of the planning commission may be appealed, by applicants or parties of record, from the planning commission hearing, to the city council per OMC 15-10-2.

**CITY OF ORTING
WASHINGTON
ORDINANCE NO. 2021-XX**

**AN ORDINANCE OF THE CITY OF ORTING,
WASHINGTON, RELATING TO SIGNS AND
ARCHITECTURAL DESIGN REVIEW REQUIREMENTS;
AMENDING ORTING MUNICIPAL CODE CHAPTER 13-7
AND SECTION 13-6-7; PROVIDING FOR SEVERABILITY;
AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Orting is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington; and

WHEREAS, the City desires to update its regulations for signs to respond to evolving technology and maintain an aesthetically pleasing streetscape; and

WHEREAS, the current sign code does not permit electronic reader boards anywhere in the City; and

WHEREAS, in accordance with the requirement set forth in RCW 36.70A.106, the City provided the Washington State Department of Commerce notice of the City's intent to adopt the proposed ordinance on June 3 for its expedited review and comment period; and

WHEREAS, the City's Planning Commission held a public hearing on the proposed amendments on July 7, 2021 and proposed a recommendation and forwarded it to the City Council to adopt the proposed OMC amendments; and

WHEREAS, the City Council held a public hearing on the proposed OMC amendments on July 28, 2021, considered the proposed code amendments and the entire record, including recommendations from the Planning Commission; and

WHEREAS, the City Council has determined that the proposed regulations are in accord with the Comprehensive Plan, will not adversely affect the public health, safety, or general welfare, and are in the best interest of the citizens of the City;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORTING, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are hereby adopted and incorporated as Findings of Fact and/or Conclusion of Law of the City Council. The City Council bases its findings and conclusions on the entire record of testimony and exhibits, including all written and oral testimony before the Planning Commission and the City Council.

Section 2. OMC Section 13-7-1, Amended. Orting Municipal Code Section 13-7-1 is hereby amended as follows:

13-7-1: FINDINGS AND PURPOSE

A. Findings. The City Council finds as follows:

16. Brightly lit signs, flashing electronic signs, and overly animated signs waste valuable energy, contribute to light pollution, produce hazardous glare, and create the potential for distracting or confusing motorists, thereby negatively impacting the health, safety, and welfare of the public. ~~Further, digital billboards have the potential to distract drivers for a significantly longer time than non-digital billboards creating a greater potential for driver distraction;~~

Section 3. OMC Section 13-7-2, Amended. Orting Municipal Code Section 13-7-2 is hereby amended as follows:

13-7-2: DEFINITIONS

CHANGING MESSAGE SIGN CENTER. An electrically controlled permanent sign that displays different copy changes on the same lamp bank which change at intervals of ~~thirty~~ ten(3010) seconds or greater. This includes electronic reader boards.

FLUTTER SIGN: A sign made of cloth, plastic or similar material affixed to a pole that is located outdoors. Flutter of flutter flag signs are “temporary signs,” securely anchored for safety but not permanently anchored to a structure, or weighted base.

READER BOARD: A permanent sign face designed to allow copy changes either by manual or electronic means in which the message is static and can only be changed physically by the owner/operator.

UNDUE BRIGHTNESS: Illumination in excess of that which is necessary to make the sign reasonably visible to the average person on the abutting street, as determined by the Administrator and/or their designee.

Section 4. OMC Section 13-7-4, Amended. Orting Municipal Code Section 13-7-4 is hereby amended as follows:

13-7-4: GENERAL REGULATIONS

- F. Illumination: All ~~sign~~ Indirect illumination ~~shall be by indirect lighting and is preferred and~~ shall be lighted in such a manner that glare from the light source is not visible to pedestrian or vehicle traffic. Internally illuminated signs must adhere to the standards in OMC 13-7-4.L. Internally illuminated signs shall be designed to emphasize the lighting of the sign text, message and/or symbols, while minimizing the lighting of the background of the sign face. Temporary signs shall not be illuminated.

L. Internally Illuminated Signs

1. Internally illuminated signs are only permitted as a secondary sign, supplementary to a business's primary sign which shall not be internally illuminated or be a changing message sign.
2. The text that changes in a changing message sign is limited to a single color and must be a warm-toned off-white or similar color as approved by the Administrator and/or their designee. The colors of the sign, letters, and background shall remain fixed.
3. Signs should not exhibit undue brightness.
4. An electronic message may not change more frequently than every ten seconds;
5. Electronic signs shall not exceed the size or height permitted for a building, monument or freestanding sign;
6. Electronic signs shall be permitted only in the MUCTN, MUTC, and PF zones.

Section 5. OMC Section 13-7-6, Amended. Orting Municipal Code Section 13-7-6 is hereby amended as follows:

13-7-6: PROHIBITED SIGNS, ALL ZONES:

- C. Signs which blink, flash, rotate, contain changing images or text that are electronically generated, or are animated by lighting in any fashion that exceed the requirements of OMC 13-7-4, or that are internally illuminated

Section 6. OMC Section 13-7-8, Amended. Orting Municipal Code Section 13-7-8 is hereby amended as follows:

13-7-8: TEMPORARY SIGNS:

B. ~~Placement And Size~~ General Requirements.

1. No temporary signs shall be located within the center median of principal, minor, and collector arterials or within roundabouts, traffic circles, or islands, or within ten (10) feet from any intersection so as to preserve driver site visibility. No temporary signs over thirty-six (36) inches in height are permitted within fifteen feet (15') of a road or driveway.
2. Temporary signs shall not be illuminated.
3. Temporary signs shall not be attached to any utility pole, fence, building, structure, object, tree or other vegetation located upon or within any public right-of-way or publicly owned or maintained land.
4. Except as provided herein, temporary signs shall not be erected without the permission of the owner of the property on which they are located, nor shall they be placed in such a manner as to obstruct or interfere with traffic or endanger the health or safety of people or endanger property.
5. Temporary signs shall be made of weather-resistant materials and shall be securely, anchored to a weighted base or structure or able to stand freely without toppling or blowing over. Signs and parts of signs that are blown or carried away from their intended location may be collected and disposed of as litter.
6. Temporary signs shall be maintained in good repair.
7. Temporary signs on public property, other than public rights of way, are prohibited, except:
 - i. Two (2) temporary signs may be utilized for permitted special events held on public property subject to a valid special event permit for the duration of the special event, provided:
 1. The temporary signs shall not be affixed to any structures or fixtures owned by the City; and
 2. The temporary signs shall not exceed a maximum height of six (6) feet from the ground.

C. Additional Regulations Specific to Temporary Commercial Signs.

1. General Commercial Signs.
 - a. No business or other party shall display more than two (2) temporary commercial signs simultaneously for no longer than thirty (30) continuous days.
 - b. No two (2) temporary signs may be closer together than thirty (30) feet.
 - c. Temporary signs may be displayed for no more than ~~six-three (63)~~ 30-day periods, per sign, within a calendar year.

Section 7. OMC Section 13-6-9, Amended. Orting Municipal Code Section 13-6-9 is hereby amended as follows:

13-6-7 ARCHITECTURAL DESIGN REVIEW:

D. Architectural Design Review Standards: The following standards shall be employed in determining whether the application is consistent with turn of century: western or Victorian design theme:

5. Signs: The following standards may be used by the planning commission to interpret and apply the provisions of section 13-7-4 of this title to site specific conditions:

~~d. Illuminated exterior signs are not characteristic of early 1900s design and shall not be allowed; and~~

e. Signs ~~shall are preferred to~~ be illuminated by indirect lighting and which shall be lighted in such a manner that glare from the light source is not visible to pedestrian or vehicle traffic.

Section 8. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 9. Codification. The City Council authorizes the City Clerk to correct any non-substantive errors herein, codify the above, and publish the amended code.

Section 10. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ___ DAY OF ____, 2021.

CITY OF ORTING

Joshua Penner, Mayor

ATTEST/AUTHENTICATED:

Kim Agfalvi, City Clerk, CMC

Approved as to form:

Charlotte A. Archer
Inslee, Best, Doezie & Ryder, P.S.
City Attorney

Filed with the City Clerk:
Passed by the City Council:
Date of Publication:
Effective Date:

NOTICE IS HEREBY GIVEN

the City of Orting Planning Commission will be holding a Public Hearing. The purpose of this hearing is to receive public testimony regarding a proposal to amend Orting Municipal Code Title 13-7: Sign Regulations and Title 13-6-7: Architectural Design Review. The amendments to the code are to include the regulations to allow for electronic reader boards that meet certain standards in the MUTCN, MUTC, and PF zones and amending the temporary sign code to ensure signs are sturdy, in good condition, and limit the length of time they may be up within a calendar year. **The hearing will be held at regular Planning Commission Meeting on July 7th, 2021 at 7:00pm.**

The City is utilizing both in-person and remote attendance for the hearing. **Comments can be made by the public by a log in or call in number and then entering the Meeting ID.** To join the meeting/hearing on a computer or mobile phone: <https://bluejeans.com/887792009/4933> Phone Dial-in: +1.408.419.1715 then enter meeting ID: 887 792 009 **or by attending the meeting in person at City Hall, 104 Bridge Street S.**

If you are unable to join the hearing written comments may be submitted to City Planner Emily Adams electronically, no later than 1:00pm on July 7, 2021 at EAdams@cityoforting.org. Written comments will be sent to the Commission prior to the hearing and will become part of the public record. Further information may be obtained by emailing Emily Adams at the email above or by phone at 253-284-0263.

W00000000
Publication Dates

NOTICE OF ORTING PLANNING COMMISSION PUBLIC HEARING

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In person: City Hall, 104 Bridge Street South

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