

Commissioners

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



City of Orting Planning Commission Agenda

November 1, 2021, Monday
7:00pm
Virtual Meeting

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/713321002/7818?src=join_info

Meeting ID: 713 321 002
Password: 7818

A. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

The Planning Commission is utilizing remote attendance for Commissioners and Staff. The meeting is available for the public by log-in or calling in.

1. 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 October 4 & October 18, 2021 meetings correct and accurate?

E. ARCHITECTURAL DESIGN REVIEW

1. ADR 2021-11: Orting Animal Hospital

F. NEW BUSINESS

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, December 6, 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
PLANNING COMMISSION MINUTES
October 4, 2021

Chair Kelly Cochran called the virtual meeting to order at 7:02 pm. Roll call found Commissioners Karen Wilson, Jeff Craig, Jennifer McKinney and Erika Bartholomew in attendance. Commissioner Rule was absent; no contact with the Planning Secretary. There is one (1) Commissioner position that remains vacant. A quorum was present.

ATTENDANCE:

City	Commission Secretary Margaret O’Harra Buttz, Alison Williams
Professional Representatives	City Planner Emily Adams
Guests (including Virtual Log-in)	Prince Golen, Lisette Terry

AGENDA APPROVAL:

Agenda Approval	Commissioner Wilson moved to approve the agenda as presented. Commissioner Craig seconded the motion and it carried.
-----------------	--

AUDIENCE PARTICIPATION: None

MINUTES:

Approval of Minutes for September 9, 2021	Commissioner Wilson moved to approve the September 9, 2021 minutes as amended. <ul style="list-style-type: none">• Add Commission Jennifer McKinney as absent and had contacted the Planning Secretary.• Add that Commissioner McKinney was also excuse3d from the meeting.• New Business – Supportive & Transitional Housing: 3rd paragraph, 1st sentence; replace <i>Deck Code</i> with <i>Supportive & Transitional Housing</i>. Commissioner Craig seconded the motion and it carried.
---	---

ARCHITECTURAL DESIGN REVIEW: None

ADR 2021-08: Shell Station Signage	Owner Price Golen and Engineer Lisette Terry Discussed the new proposed signage and the challenge of lessening various aspects of the existing and proposed signage to meet the sizing regulations of the Orting Municipal Code. The review of the signage was table until the November 1, 2021 meeting to allow the Shell Station to consider options for meeting the size regulation.
------------------------------------	--

NEW BUSINESS:

Public Hearing – Landscaping Code Amendments	Planner Adams reviewed and discussed amendments with the Commission. The Public Hearing was opened at 7:42pm and closed at 7:43, with no public testimony offered. Commissioner Craig moved to recommend approval to the City Council of the Landscaping Code Amendments as they were presented. Commissioner Wilson seconded the motion and it carried.
Public Hearing – Daycare Code Amendments	Planner Adams reviewed and discussed amendments with the Commission.

The Public Hearing was opened at 7:51pm and closed at 7:52, with no public testimony offered.

Commissioner Craig moved to recommend approval of the City Council of the Daycare Code Amendments as presented. Commissioner Wilson seconded the motion and it carried.

OLD BUSINESS:

GOOD OF THE ORDER:

Meeting Extension	None
Planned Absences	Commissioner Craig will not be able to attend the Special Meeting on October 18, 2021.
Report on Council Meetings	Planner Adams gave a brief report.
Agenda Setting	At the November 1, 2021 meeting: <ul style="list-style-type: none">• Code Amendments with Public Hearing: Specific code to be determined• ADR: Orting Animal Hospital Signage
Planning Commission Meetings	The Commission will hold a special Meeting on October 18, 2021 for the purpose of reviewing ADR2021-09 Duplex Design and ADR 2021-10 Commercial Building Design.

ADJOURNMENT:

Meeting Adjournment	Commissioner Craig moved to adjourn the meeting at 8:11pm. Commissioner McKinney seconded the motion and it carried.
---------------------	--

ATTEST:

Kelly Cochran, Commission Chair

Margaret O'Harra Buttz, Commission Secretary

City of Orting
PLANNING COMMISSION MINUTES
Special Meeting
October 18, 2021

Chair Kelly Cochran called the virtual meeting to order at 7:00pm. Roll call found Commissioners Karen Wilson, Jennifer McKinney and Chris Rule in attendance. Commissioner Craig had reported during the October 4, 2021 meeting he would miss the October 18, 2021 meeting. There is one (1) Commissioner position that remains vacant. A quorum was present.

Commissioner Rule moved to excuse Commission Jeff Craig from the meeting. Commissioner Wilson seconded the motion and it carried.

ATTENDANCE:

City	Commission Secretary Margaret O’Harra Buttz, Alison Williams
Professional Representatives	City Planner Emily Adams
Guests (including Virtual Log-in)	Kathrine & Aron Cowin, Mike Hovland, John Lynch

ARCHITECTURAL DESIGN REVIEW:

ADR 2021-09: Duplex Duplex is located at 516 Deeded Lane SW; owner John Lynch was present to describe the project and answer questions from the commission. The correct parcel number is 5925200239, as the application have a typing error.

Commissioner Rule moved to approve ADR 2021-09 as presented. Commissioner McKinney seconded the motion and it carried.

ADR 2021-10: Commercial Building The structure is located at 220 Washington Ave S and is designed with retail on the first floor and two (2) residential units on the 2nd floor. Owners Kathrine & Aron Cowin and Architect Mike Hovland were present to discuss the project and answer questions from the Commission.

Commissioner Wilson moved to approve ADR 2021-10 with the following conditions:

- Grids will be used in all windows & sliding doors facing Washington Ave S
- The lighting fixture on the left , on the design page submitted will be used
- The same lighting fixture will be used in the back of the building at entrance(s) and on the building. If there is not a pole light in the area to illuminate that parking lot, the applicant will install lighting within the landscaping of said parking lot.

Commissioner Rule seconded the motion and it carried.

ADJOURNMENT:

Meeting Adjournment Commissioner Rule moved to adjourn the meeting at 7:42pm. Commissioner Wilson seconded the motion and it carried.

ATTEST:

Kelly Cochran, Commission Chair

Margaret O’Harra Buttz, Commission Secretary

City of Orting Staff Report

Planning Commission

City of Orting
ADR 2021-11 Orting Animal Hospital

APPLICANT / OWNER

Marek Omillian, Owner
Mike Thomas, Valley Sign

LOCATION OF PROPOSAL

215 Whitesell St SW
Suites: B109, B110 & B111

DESCRIPTION OF PROPOSAL: The applicant signage for a new business on an existing business.

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 sign designs: See attached
- The applicant has submitted two (2) designs; both to be installed based on three (3) suites being occupied by the business.
- As indicated on the application the larger of the sign that has the dog 7 the cat on it will be used across two (2) of the suites. The dimension of that sign is 50” x 198”.
- The smaller one will be above the last suite and measures 27” x 168”.
- The applicant will use the existing lighting for the signage, which is the goose neck fixtures previously approved by the Commission.
- The applicant did not provide the frontage measures but compared the proposed signed size to that of two (2) current businesses in the Pioneer Village complex.
- The *Orting* font on the sign are Brush Script and appears to be similar to the font on the City fountain. The applicant stated in the application the size in 23” tall for the larger sign and 21” tall for the smaller sign.
- The *Animal Hospital* font on both signs is: Helvetica Bold and 9.5” tall.
- The names of the colors were not on the application. Signs are a white background with black, blue and green lettering.
- Both sign both have a scallop design on the ends of the signage.

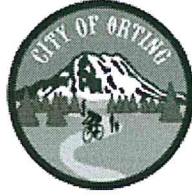
STAFF RECOMMENDATION: Staff recommend approval of the signage as presented.

PREPARED BY: Margaret O’Harra Buttz

****PLANNING COMMISSION DECISION – November 1, 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 Animal Hospital
Center, suites B109, B110 & B111

Parcel #: Pioneer Village Shopping

Site Address: 215 Whitesell St. NW

Contact Person: Marek Omillian

Phone #: 206-262-5695

Sign Builder: Valley Sign

Phone #: 253-841-1003

Sign Installer: Valley Sign

Phone #: 253-841-1003

- A) **Twelve (12) 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: 2 signs being proposed. Larger sign on fascia over B110 & B111 measures 50" x 198" (about the size of the signs for O'Reilly's) and a slightly smaller sign for the fascia over B109 which measures 27" x 168" (about the size of the Verizon sign)
- C)
 - 1) Provide picture/drawing of lighting type proposed. Using the existing gooseneck lighting that is pre-installed on the building fascias.
 - 2) Provide drawing to scale showing the location of proposed lighting in relation to the sign and the structure. Using existing lighting

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 (lineal ft.) N/A Pioneer Village Shopping Center
Building frontage (lineal ft.) N/A Pioneer Village Shopping Center

G) Material used for sign construction: Sandblasted wood signs

H) Size and font of lettering and graphics

50" x 198" sign: "Orting" is 23" tall lettering and font is Brush Script
"Animal Hospital" is 9.5" tall lettering and font is Helvetica Bold

27" x 168" sign: "Orting" is 21" tall lettering and font is Brush Script
"Animal Hospital" is 9.25" tall lettering and font is Helvetica Bold

Comments:

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.

Mike Thomas
Signature

10/19/21
Date

<i>City use only</i>	
ADR #:	<u>2021-11</u>
Date Received:	<u>10/19/2021</u>
Fee Paid:	_____
Review Date:	<u>11/1/2021</u>

Suite B110 & B111 sign



50" x 198" sandblasted wood sign. White background with black, blue and green paint as shown above.

Suite B109 sign



*27" x 168" sandblasted wood sign.
White background with black, blue
and green paint as shown above.*

Margaret O'Harra

From: Mike Thomas <mike@valley-sign.com>
Sent: Tuesday, October 19, 2021 12:41 PM
To: Margaret O'Harra
Subject: RE: Permit paperwork

Follow Up Flag: Follow up
Flag Status: Flagged

We are doing both signs. The customer is going to be occupying a total of 3 suites, and he wants signs on both of the fascia's that are overtop his suites.

One sign goes over suite B109 and the other goes over top suites B110 and B111.

Mike

Owner

Valley Sign

Office: (253) 841-1003 | Cell: (253) 298-1860
14504 134th St. Ct. E. Orting, WA 98360

From: Margaret O'Harra <MOHarra@cityoforting.org>
Sent: Tuesday, October 19, 2021 12:39 PM
To: Mike Thomas <mike@valley-sign.com>
Subject: RE: Permit paperwork

Mike,

So are you proposing an option on which sign....if so which one is the customers preference?

Margaret O'Harra Buttz
City of Orting
moharra@cityoforting.org
360-893-9009, direct
360-893-6809, fax
www.cityoforting.org

The information in this email may be confidential, privileged and protected from disclosure. If you are not the intended addressee, you have received this communication in error. Any dissemination, distribution, disclosure, copying or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. Please notify the sender immediately and destroy the communication including all content and any attachments.

From: Mike Thomas <mike@valley-sign.com>
Sent: Tuesday, October 19, 2021 11:56 AM
To: Margaret O'Harra <MOHarra@cityoforting.org>
Subject: Permit paperwork