

Commissioners

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



City of Orting Planning Commission Agenda

February 7, 2022, Monday
7:00pm
Virtual Meeting

City Representation

Scott Larson, City Administrator
Kim Agfalvi, City Clerk
Emily Adams, Planner
JC Hungerford, Engineer
Alison Williams, Secretary

If joining virtually:

Phone Dial-in - Charges may apply
+1.253.215.8782

To join the meeting on a computer or mobile phone:

<https://zoom.us/j/98660904736?pwd=SWJ3bWpPcFFNVi9sNlFpa0hBbIBDZz09>

Meeting ID: 986 6090 4736
Password: 452132

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 awilliams@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 December 6, 2021 meeting correct and accurate?

E. ARCHITECTURAL DESIGN REVIEW

1. ADR 2022-01: Café Elite signage

F. NEW BUSINESS

1. Election of Chair and Co-Chair for 2022

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, March 7, 2022

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
December 6, 2021

Chair Kelly Cochran called the meeting to order at 7:01 pm. Roll call found Commissioners Jeff Craig, Karen Wilson, Erika Bartholomew, and Jennifer McKinney in attendance. There is one (1) Commissioner position that remains vacant. A quorum was present.

Commissioner Chris Rule was absent from the meeting due to a medical situation. Commissioner Craig moved to excuse Commissioner Rule from the meeting. Commissioner Bartholomew seconded the motion and it carried.

ATTENDANCE:

City	Commission Secretary Alison Williams, Margaret O’Harra Buttz
Professional Representatives	City Planner Emily Adams
Guests (including Virtual Log-in)	None

AGENDA APPROVAL:

Agenda Approval	Commissioner Craig moved to approve the agenda as amended: <ul style="list-style-type: none">• Add Firehouse Sandwich Board discussion to New Business. Commissioner Bartholomew seconded the motion and it carried.
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AUDIENCE PARTICIPATION: The Secretary read public comments submitted via email by Kamber Good, Government Affairs Manager of the Master Builders Association of Pierce County, regarding the increase to the Park Impact Fee.

MINUTES:

Approval of Minutes for November 1, 2021	Commissioner Craig moved to approve the November 1, 2021 minutes as written. Commissioner Bartholomew seconded the motion and it carried.
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ARCHITECTURAL DESIGN REVIEW: None

NEW BUSINESS:

Orting Parks Plan Review	Planner Adams gave a presentation on the updates to the Parks Plan.
Firehouse Sandwich Board	Margaret O’Harra Buttz presented a request from Troy Deimerly for a temporary sign permit for a sandwich board outside the L&M Firehouse, only to be put out on the days he is working as a DJ there. The Commissioners concluded that a temporary sign permit would be appropriate.

OLD BUSINESS: None

GOOD OF THE ORDER:

Meeting Extension	None
Planned Absences	None
Report on Council Meetings	Planner Adams gave a brief report: The Fee Schedule updates and 2022 Budget passed, along with the Landscape and Daycare code amendments. The Council has approved a roundabout for the Kansas/Calistoga intersection.
Agenda Setting	None at present.
Dumpster Code Violations	Margaret O’Harra Buttz gave a brief report: The City’s Code Enforcement Officer is aware and has been addressing the issue with the property owners. Margaret will provide a DM Disposal contact for code enforcement.

ADJOURNMENT:

Meeting Adjournment	Commissioner Craig moved to adjourn the meeting at 7:58pm. Commissioner Bartholomew seconded the motion and it carried.
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ATTEST:

Kelly Cochran, Commission Chair

Alison Williams, Commission Secretary

City of Orting Staff Report

Planning Commission

Café Elite
ADR 2022-01 Signage

APPLICANT / OWNER:

John Gluhak, Owner
Mike Thomas, Valley Sign

LOCATION OF PROPOSAL:

301 Harman Way S

DESCRIPTION OF PROPOSAL: The applicant proposes new permanent signage for a new business within an existing building.

STAFF REPORT:

The property is located in the “Mixed Use – Town Center” (MUTC) zone. The proposed use of this property is subject to the regulations in OMC 13-6-7 “Architectural Design Review”.

- The applicant submitted a sign design with the application; the design is attached.
- The company has been in Orting before, and the sign design is their logo.
- The sign dimensions are 52” x 84” equaling 30.33 square feet, with “Café Elite” lettering at 8” and “Coffee Company” lettering at 4”. The building frontage is approximately 390 square feet, making the sign approximately 8% of the building frontage size.
- The sign is replacing a previously approved sign (picture attached) which was slightly larger, at 31 square feet. There is currently a temporary plastic rectangular sign in place with a similar design to the proposed oval sign.
- From the submitted pictures, it appears the applicant will use the existing lighting for the signage, which is the gooseneck fixtures previously approved by the Commission.
- The sign will be constructed of sandblasted wood.
- The font type is indicated as Arial Rounded on the application.
- The names of the colors were not on the application. The sign has a black background with white lettering and a red accent.
- Applicant notes Valley Sign as the sign builder and Wholesale Sign as the installer.

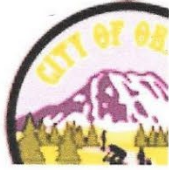
STAFF RECOMMENDATION: Staff recommends approval of ADR 2022-01 as presented.

PREPARED BY: Alison Williams

****PLANNING COMMISSION DECISION – February 7, 2022****

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: Cafe Elite **Parcel #:** 6565000890
Site Address: 301 Harman Way So. Orting 98360
Contact Person: John Gluhak **Phone #:** 208-818-9709
Sign Builder: Valley Sign **Phone #:** 253-298-1860
Sign Installer: Wholesale Sign **Phone #:** 253-433-4764

- 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: 52" X 84" X 1.75" thick
- C) 1) Provide picture/drawing of lighting type 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 (lineal ft.) 60'
Building frontage (lineal ft.) 25'

G) Material used for sign construction Sandblasted Wood

H) Size and font of lettering and graphics Arial rounded Font style.
Cafe Elite = 8" tall letters Coffee Company = 4" tall letters

Comments:

Replacing existing sign. This new sign is the same square footage of existing sign.

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

1/18/22
Date

City use only	
ADR #:	_____
Date Received:	_____
Fee Paid:	_____
Review Date:	_____

Proposed signage for front of building.
QTY 1 - 52" tall x 84" wide. Total sign square footage = 30.33 square feet



Temporary interim signage currently on the building.

CAFE ÉLITE
Coffee Company

301



Previous signage on front of building.
Sign measures 62" tall x 72" wide. Total sign square footage = 31 square feet

