

Commissioners

Kelly Cochran, Chair
Jeff Craig, Co-Chair
Chris Rule
Erika Bartholomew
Dan Swanson
Joe Pestinger



ORTING PLANNING COMMISSION
Planning Commission Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
May 1st, 2023
7:00 p.m.

1. CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL.

Chair Kelly Cochran called the meeting to order at 7:00pm. Co-Chair Craig led the pledge of allegiance.

Commissioners present: Chair Kelly Cochran, Co-Chair Jeff Craig, Commissioners Erika Bartholomew, and Dan Swanson.

Absent: Commissioner Chris Rule and Joe Pestinger.

Chair Craig made a motion to excuse Commissioner Pestinger from the meeting. Seconded by Commissioner Bartholomew.

Motion passed (4-0).

Staff present: City Administrator Scott Larson, Planning Commission Secretary Danielle Charchenko.

Guests: Willy Halbert, Tugboat Willy's

2. AGENDA APPROVAL.

Co-Chair Craig made a motion to adopt the agenda as prepared. Seconded by Commissioner Bartholomew.

Motion passed (4-0).

3. PUBLIC COMMENTS.

No public comments were made.

4. APPROVAL OF MINUTES

Co-Chair Craig made a motion to approve the April 3rd, 2023 minutes as presented. Seconded by Commissioner Bartholomew.

Motion passed (4-0).

5. ARCHITECTURAL DESIGN REVIEW

A. ADR 2023-05 – Tugboat Willy's – Stationary Food Vendor Unit

Planning Commission Secretary Danielle Charchenko read the ADR staff report for ADR 2023-05 and stated that the recommendation was denial due to incomplete application materials. Co-chair Craig noted there are several items that are not addressed in the application packet including plans for signage, dumpster screening, and how the unit will meet the Western/Victorian theme.

Co-chair Craig made a motion disapproval ADR 2023-05 due to incomplete application materials. Seconded by Commissioner Bartholomew.

Next Planning Commission Meeting: Monday, June 5th, 2023 7:00pm

Chair Cochran referenced the ADR guidelines and provided an example of a previous stationary vendor who adapted their stationary vending unit to meet Western themes. Mr. Halbert stated that he is glad to make any changes necessary to comply with the design theme. He also stated that he is currently using Texaco's dumpster, recycle, and walk-in freezer. Planning Commission discussion followed.

Co-chair Craig made a motion for an amendment to the original motion and asked that ADR 2023-05 be tabled for further information submission to be reviewed at a later date. Seconded by Commissioner Bartholomew.

Motion passed (4-0).

6. NEW BUSINESS.

None.

7. OLD BUSINESS.

1. Dumpster Violations

City Administrator Scott Larson stated all known dumpster issues have been addressed. Chair Cochran noted two residential dumpsters that are located in the City right-of-way, one located at 507 Grinnell Ave SW and one located at 210 Leber St NW.

2. Sign Code Violations

City Administrator Scott Larson stated Shell Station has submitted an ADR signage application for review during the June Planning Commission meeting. He also stated that the Code Enforcement Officer has reached out to American Adult Family Home, L&M Firehouse, and WAWA for noncompliant signage.

8. GOOD OF THE ORDER.

1. Planned Absences.

None.

2. Report on Council Meetings.

City Administrator Scott Larson briefed the April Council meetings stating the Whitehawk Boulevard Bypass is pending approval for a new design process and the design process should begin soon. City Administrator Scott Larson stated that the Water Resource Recovery Facility is working on upgrades and Council has approved a loan with the State Department of Commerce for the project. He also stated that the City will be hiring an owner advisor in May and are expected to go out to bid for the finishing design and construction of the project in June or July.

3. Agenda Setting.

The Planning Commission requested to add ADR 2023-06 Shell Station, bring back ADR 2023-03 – Spar Pole and ADR 2023-05 – Tugboat Willy's for Architectural Design Review, and leave dumpsters and sign code violations under Old Business.

10. ADJOURNMENT.

Co-Chair Craig made a motion to adjourn. Seconded by Commissioner Swanson.

Motion passed (4-0).

Chair Cochran adjourned the meeting at 7:59pm.

Next Planning Commission Meeting: Monday, June 5th, 2023 7:00pm

ATTEST:



Kelly Cochran, Commission Chair



Danielle Charchenko, Planning Commission Secretary