

Commissioners

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



ORTING PLANNING COMMISSION

Planning Commission Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
August 7th, 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 Joe Pestinger.

Absent: Commissioners Chris Rule, Dan Swanson, and Jeffery Sproul.

Co-Chair Craig made a motion to excuse Commissioners Rule, Swanson, and Sproul. Seconded by Commissioner Bartholomew.

Motion passed (3-0).

Staff present: City Administrator Scott Larson, Planning Commission Secretary Danielle Charchenko, City Planner Nicole Stickney, AHBL.

Virtual Guest: Prince Golen, Shell Station.

2. AGENDA APPROVAL.

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

Motion passed (3-0).

3. PUBLIC COMMENTS.

No public comments were made.

4. APPROVAL OF MINUTES

Commissioner Pestinger made a motion to approve the July 6th, 2023 minutes as presented. Seconded by Commissioner Bartholomew.

Motion passed (3-0).

5. PRESENTATION

City Planner Nicole Stickney with AHBL briefed the commissioners on the Comprehensive Plan Periodic Update. She stated the intent of the update is to ensure the Comprehensive Plan reflects the current vision of the City and its residents. The main elements of Orting's Comprehensive Plan are land use, housing, transportation, economic development, capital facilities, utilities, and natural environment. City Planner Nicole Stickney stated the Comprehensive Plan is required to meet a variety of different requirements, following guidance from the Department of Commerce on the Growth Management Act (GMA) and Puget Sound Regional Council (PSRC). The project team will engage the community to develop a vision based on community goals and State and Regional requirements. A draft plan will be developed and public meetings will be held to collect public comments. Finally, the Planning Commission will review and forward a recommendation to City Council for final approval.

Next Planning Commission Meeting: Thursday, September 7th, 2023 7:00pm

6. ARCHITECTURAL DESIGN REVIEW

A. ADR 2023-06 – Shell Station – Signage

Planning Commission Secretary Danielle Charchenko read the updated ADR staff report for ADR 2023-06 and stated that the recommendation was approval as presented.

Co-Chair Craig made a motion to approve ADR 2023-06 as presented. Seconded by Commissioner Pestinger.

Motion passed (3-0).

7. NEW BUSINESS.

A. Review Planning Commission Rules

Chair Cochran stated Planning Commission Rules are being reviewed to help avoid any confusion with motions, amendments, and committee discussion specific to Architectural Design Reviews.

Planning Commission discussion followed.

The Planning Commission decided that a motion will be made to open discussion for an ADR and a separate motion will be made for approval/denial/postpone/etc. for an ADR. This will be the new process going forward.

8. OLD BUSINESS.

1. Dumpster Violations

Planning Commission Secretary Danielle Charchenko stated Code Enforcement Officer Jorge Martinez is continuing to attempt contact with the owners on Leber St NW. Co-Chair Craig stated that Big J's currently has their dumpster in the City right-of-way that needs to be addressed.

2. Sign Code Violations

Planning Commission Secretary Danielle Charchenko stated that she had reached out to Better Properties about their projecting sign. She was able to confirm that the sign was approved by the Planning Commission during the February 15, 2018 meeting. Co-Chair Craig stated that Better Properties' window signage is located on the outside of the window, not on the inside of the window, and must go through the ADR process, per OMC 13-6-7. Co-Chair Craig asked for a status update on Tugboat Willy's. Planning Commission Secretary Danielle Charchenko stated she has not received a response, but will continue attempting to contact the business owner.

9. GOOD OF THE ORDER.

1. Planned Absences.

Commissioner Erika Bartholomew will be absent.

2. Report on Council Meetings.

Planning Commission Secretary Danielle Charchenko briefed the July Council meetings stating the Comprehensive Plan Public Participation Resolution, that City Administrator Scott Larson briefed during the last Planning Commission meeting, was approved by Council. She stated that an Emergency Management Ordinance was approved which will adopt the National Incident Management System (NIMS), provides the Mayor authority to declare a Burn Ban during exigent circumstances, and clarifies the authority of emergency powers. Planning Commission Secretary Danielle Charchenko briefed that a Commercial Right-of-Way policy and ordinance were approved by Council. This will allow businesses in the Mixed-Use Town Center to obtain a permit allowing use of their business's frontage for displays, furniture, etc.

Next Planning Commission Meeting: Thursday, September 7th, 2023 7:00pm

Co- Chair Craig made a motion to extend meeting to 8:45pm. Seconded by Commissioner Bartholomew.

Motion passed (3-0).

3. Agenda Setting.

The Planning Commission requested to leave dumpsters and sign code violations under Old Business and add American Adult Family Home signage review to Architectural Design Review.

10. ADJOURNMENT.

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

Motion passed (3-0).

Chair Cochran adjourned the meeting at 8:35pm.

ATTEST:



Kelly Cochran, Commission Chair



Danielle Charchenko, Planning Commission Secretary