

Commissioners

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



ORTING PLANNING COMMISSION
Planning Commission Meeting Minutes
104 Bridge Street S, Orting, WA
Zoom – Virtual
September 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 Dan Swanson, Joe Pestinger, and Jeff Sproul.

Absent: Commissioners Chris Rule, and Erika Bartholomew.

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

Motion passed (4-0).

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

2. AGENDA APPROVAL.

Co-Chair Craig made a motion to adopt the agenda as prepared with Comprehensive Plan Update added under Old Business. Seconded by Commissioner Pestinger.

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 August 7th, 2023 minutes with the following corrections:

- Add Big J's dumpster discussion under Old Business*
- Add Better Properties and Tugboat Willy's signage out of compliance under Old Business.*
- Add possible American Adult Family Home ADR Signage request under Agenda Setting.*

Seconded by Commissioner Pestinger.

Motion passed (4-0).

5. ARCHITECTURAL DESIGN REVIEW

A. ADR 2023-08 – American Adult Family Home – Signage

Co-Chair Craig made a motion to open discussion on ADR 2023-08 American Adult Family Home. Seconded by Commissioner Pestinger.

Planning Commission Secretary Danielle Charchenko read the staff report for ADR 2023-08 and stated that the recommendation was approval as presented.

Next Planning Commission Meeting: Monday, October 2nd, 2023 7:00pm

Planning Commission discussion followed.

Commissioner Pestinger made a motion to approve ADR 2023-08 as presented. Seconded by Co-Chair Craig.

Motion passed (4-0).

7. NEW BUSINESS.

A. Preliminary Plat Process – AHBL Planner

City Planner Josh Kubitza, with AHBL, gave a presentation on an introduction of the proposal, roles, and responsibilities in regards to Rainier Meadows Division 2 preliminary plat & planned unit development (PUD) for the Public Hearing scheduled for October 2nd, 2023. City Planner Josh Kubitza stated a planned unit development (PUD) is a flexible zoning concept that results in as good or better use of land than that produced through the standards of the regular zone classifications. He stated an approved PUD is an overlay zone, enacted as part of the final approval action which may also include subdivision, binding site plan, or master plan approval. City Planner Josh Kubitza briefed the review and approval process stating there is a two-step procedure; approval of the preliminary development plan and the final PUD approval. City Planner Josh Kubitza briefed criteria for PUD approval and preliminary plat approval. City Planner Josh Kubitza gave a brief overview of the Rainier Meadows Division 2 proposal. He stated next steps are staff will issue a SEPA and Public Notice, staff will complete reviews of the proposal and prepare staff report, Planning Commission will receive and review the staff report, Planning Commission will hold an Open Record Public Hearing, Planning Commission will recommend approval, approval with conditions, or denial based on the findings, and finally, City Council will hold a Closed Record Hearing and render a decision.

8. OLD BUSINESS.

1. Comprehensive Plan Periodic Update

City Administrator Scott Larson briefed the draft public survey for the comprehensive plan. He stated there is a QR code and weblink on the memo issued and he is asking the Planning Commission to take the survey and provide any feedback.

2. Dumpster Violations

City Administrator Scott Larson stated letters have been sent to the Leber address and have received no response. He stated he is meeting with a Murrey's representative and will ask for assistance to contact the owners. City Administrator Scott Larson stated Big J's shed has been taken down and this should leave more space for their dumpster.

3. Sign Code Violations

City Administrator Scott Larson stated Shell has paid for their new sign, the sign is being manufactured and is expected to be up by the end of September. Planning Commission Secretary Danielle Charchenko stated a 30-day letter has been issued to Tugboat Willy's requesting submission of a permissible structure plan or the removal of the additional structure. Commissioner Sproul stated there is a homebased barbershop on Riddell Ave that is using an A-frame sign that is too big and is blocking the sidewalk. Co-Chair Craig stated Journeyman Grappling has two sandwich board signs and Better Properties has vinyl window clings on the outside of the business's windows.

Chair Cochran asked for a status update on the 222 Washington Ave N project. City Administrator Scott Larson stated the proposal had conflicting traffic patterns and we are waiting for an update.

Co-Chair Craig stated the sidewalks on Eldredge, Calendar, and Orting Ave are overgrown with overhanging branches and bushes.

Next Planning Commission Meeting: Monday, October 2nd, 2023 7:00pm

Commissioner Swanson asked for an update on the Whitehawk Boulevard Bypass project. City Administrator Scott Larson stated the project is still about a year out and the City is waiting for a Federal survey regarding the endangered species, Chinook Salmon.

9. GOOD OF THE ORDER.

1. Planned Absences.

None.

2. Report on Council Meetings.

City Administrator Scott Larson briefed the August Council meetings stating the City is implementing a new accounting software and bill pay system. Mail, emails, and doorhangers will be issued to notify the public of the bill pay system change. He stated City Council has decided to pass a utility waiver during this transitional period. The waiver would allow for fees to be waived as the transition is implemented from September 15th – November 15th, 2023. City Administrator Scott Larson stated Council also authorized an extension for final plat submittal for the Bridgewater project.

3. Agenda Setting.

The Planning Commission requested to leave dumpsters and sign code violations under Old Business and add Public Hearing for Rainier Meadow Division 2.

10. ADJOURNMENT.

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

Motion passed (4-0).

Chair Cochran adjourned the meeting at 8:03pm.

ATTEST:



Kelly Cochran, Commission Chair



Danielle Charchenko, Planning Commission Secretary