



Small Town. Real Life.

Meeting Minutes City of Duvall Planning Commission

Date: August 24, 2016

Time: 7:00 PM

Place: Duvall Visitor Center, 15619 Main Street NE, Duvall WA 98019

Commissioners Present: Veronika Williams (Chair), Eric Preston, Margie Coy, James Deal, Mark Weiss, and Dick Winn

Commissioners Absent: Ronn Mercer

Others Present: Lara Thomas, Planning Director; Troy Davis, Senior Planner; and Anne Wright-Cunniff, Administrative Assistant

1. Site Visits – North Hill and Hower Hill

Planning Director Thomas, Senior Planner Davis, and the planning commissioners visited and observed two residential developments currently in the clearing and grading phase (North Hill) and construction phase (Hower Hill).

2. Call to Order – Flag Salute

The Planning Commission meeting was called to order by Commissioner Williams at 8:00 PM.

3. Announcements

- A. Ms. Thomas announced that each department has submitted their 2017 budgets for review. She added that the city is doing better financially this year due to increased revenue from new developments.
- B. Ms. Thomas announced that she's been serving on a King County Metro long range planning committee with Councilmember Amy Ockerlander and will share a link to the August 17 meeting materials.
- C. Ms. Thomas announced that the city is still in the process of certifying the 2015 Comprehensive Plan. Public Works Director, Boyd Benson, is revising the Transportation Element to better align with county and Puget Sound Regional Council (PSRC) targets.
- D. Ms. Thomas announced that a joint workshop with City Council will be held soon to review the North Urban Growth Area annexation process. Quadrant Homes will be present.
- E. Ms. Thomas took a question from Commissioner Winn regarding the June 21 Seattle Times article on small cities disputing comprehensive plan growth targets with the county and PSRC.

- F. Ms. Wright-Cunniff informed the commissioners that they will be receiving binders soon containing adopted city documents, city land use code, and commission bylaws.
- G. Ms. Wright-Cunniff announced that staff will hold open government training for the commissioners within the next couple months.

4. Approval of Minutes

It was moved and seconded (*Preston – Winn*) to approve the planning commission meeting minutes from July 13, 2016, and July 27, 2016. The motion carried unanimously.

5. Citizens' Comments and Requests – Items Not on the Agenda

There were no citizens' comments.

6. Public Hearings

None

7. Old Business

None

8. Presentation

Monthly Development Presentation and Question and Answer Session

Ms. Thomas shared a PowerPoint presentation on current Duvall development that she had presented before City Council.

9. New Business

A. Sign Code Publications (Draft Trifolds)

Mr. Davis gave a brief update on brochures he is creating to help clarify sign code for local businesses and organizations. He will bring examples to the next planning commission meeting.

B. Riverview School District 2016 Capital Facilities Plan

Ms. Thomas gave a brief PowerPoint presentation on the school district's 2016 Capital Facilities Plan and took questions from the commissioners.

10. Adjournment

It was moved and seconded (*Winn – Deal*) to adjourn the meeting. The motion carried unanimously. Commissioner Williams adjourned the meeting at 9:02 PM.