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Meeting Minutes
City of Duvall Planning Commission Meeting

Date: February 28, 2018

Time: 7:00 PM

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

Commissioners Present: Jason Brown, Jim Deal, Ronn Mercer, Eric Preston, Michael Remington, Michael Yelle

Commissioners Absent: Robert Walker

Staff Present: Troy Davis, Senior Planner and Deloa Dalby, Administrative Assistant.

Others Present: None

Call to Order – Flag Salute

The Planning Commission meeting was called to order by Commissioner Mercer at 7:03 PM.

1. Announcements

- A. Senior Planner Davis introduced the new Planning Commissioners Michael Remington and Michael Yelle.
- B. Senior Planner Davis announced the development moratorium expired on February 22. Planning Staff has received several pre-application requests for prospective projects in the R-20 zone and R-4 zones.
- C. Senior Planner Davis announced that the City has adopted the Tree Protection Ordinance and the R-20 code amendments.
- D. Senior Planner Davis announced that the Comprehensive Plan has received full certification and the Sensitive Areas Ordinance was adopted in December 2017. All new development applications will have to adhere to the new regulations.

2. Approval of Minutes

It was moved and seconded (*Preston-Deal*) to approve the minutes from the January 31, 2018 Planning Commission meeting. The motion carried.

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

None

4. Public Hearings

None

5. Old Business

A. None

6. New Business

A. 2018 Stormwater Plan Update

Public Works Director Boyd Benson presented the 2018 Stormwater Plan update through a power point presentation which was entered into the record. This plan was reviewed by the Stormwater Technical Committee, and is an update to the 1997 Capital Improvements Plan. The plan is based on the Watershed approach. Duvall has till soils, which do not allow for good infiltration. The City will be focusing on retrofits, and is scheduled for public hearings in March and for potential adoption in May 2018. There was discussion by the Commissioners regarding grants and ranking of projects.

B. Design Review Training

Senior Planner Davis presented the process of design review through a power point which was entered into the record. Acres of Diamonds, Darci's Donuts, Walden Park and Redemption Church, will all be coming through the Commission for design review in the future. Senior Planner Davis reviewed the Planning Commissioner's role in the process, what to expect during a design review meeting, and how recommendations are made prior to public hearing. There were questions by the Commissioners regarding design approvals and the Commission's role, and the City's allowed color palates, which were answered by Senior Planner Davis. It is very important that the materials be reviewed ahead of the meeting, and there are 120 working days to process the application, per State Law.

7. Presentation

The video had a streaming problem, and after three tries, Staff was unable to load the video "Short Course on Planning-The Open Public Meetings Act". The video was transmitted by Senior Planner Davis for the Commissioners to review outside of the today's Planning Commission Meeting.

8. Good of the Order

None

9. Adjournment

It was moved and seconded (*Deal-Preston*) to adjourn the Planning Commission Meeting at 8:30 p.m.