



Small Town. Real Life.

Meeting Minutes
City of Duvall Planning Commission Meeting

Date: April 25, 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, Robert Walker, Michael Yelle

Commissioners Absent: None

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 7:00 PM.

1. Announcements

- A. Senior Planner Davis that the Main Street Dedication Ceremony was held today at Rosenbach Corner and was well attended.
- B. Senior Planner Davis announced that the public hearing for the Stormwater Plan is scheduled for May 9, along with design reviews scheduled for the May 9 and May 23 Planning Commission meetings, and that we will need attendance by all Commissioners to have a quorum.
- C. Senior Planner Davis announced that he will be on vacation and absent from the May 9 Planning Commission Meeting.
- D. Senior Planner Davis announced that the Boy Scouts are proposing to construct a dog park at Dougherty Farm this summer, which will be approximately 20,000 square feet.
- E. Senior Planner requested that all Commissioners complete their on-line training and forward their completion certificates to Deloa Dalby.

2. Approval of Minutes

It was moved and seconded (*Mercer-Walker*) to approve the minutes from the March 28, 2018 Planning Commission meeting. The motion carried.

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

There were no citizens in the audience.

4. Public Hearings

None

5. Old Business

A. Food Truck Ordinance-5th Draft

Senior Planner Davis discussed the status and progress of the draft Food Truck Ordinance that was originally started in 2016. Senior Planner Davis went over the draft code and reviewed a power point presentation which was entered into the record. Senior Planner Davis discussed City Council's concerns regarding insuring the temporary nature of the food trucks, setbacks, overlaps between department requirements, and that there will be a 6th code revision to address these concerns. There was discussion between the Commissioners regarding food trucks on school property, licensing, and that the more restrictive of regulations to govern. Senior Planner Davis stated that the Public Hearing will occur in June and the adoption is anticipated for July of 2018.

6. New Business

A. 2018 City of Duvall Long Range Work Plan – Planning Department Overview

Senior Planner Troy Davis presented the Planning Department's long range work plan matrix and reviewed the items. The work items include the Shoreline Master Plan update, Parks Trails and Open Space Plan, Sign Code Update (based on the Gilbert Case), Accessory Dwelling Units, 2018 Comprehensive Plan Docket and Amendments, Food Truck Policy, on-going Annexations, and an Affordable Housing Task Force. Commissioner Mercer requested a timeline of the projects the Planning Department is currently working on and Senior Planner Davis said that he would email the Commissioners the current Project Tracking Matrix.

B Discussion on Density

Senior Planner Troy Davis reviewed the MSRC Article on Visualizing Compatible Density. Based on City Council's recommendation, Duvall's zoning code will transition from gross to net density, and Davis reviewed developed scenarios as presented in the article with the Commissioners.

7. Presentation

None.

8. Good of the Order

Planning Commission meetings will be on regularly scheduled dates in May.

9. Adjournment

It was moved and seconded (*Deal-Mercer*) to adjourn the Planning Commission Meeting at 8:16 p.m.