

PLANNING COMMISSION MEETING AGENDA

Duvall Visitor Center, 15619 Main Street, Duvall
Wednesday, June 12, 2019, at 7:00 p.m.

1. **Call to Order – Flag Salute**
2. **Roll Call**
3. **Announcements**
4. **Approval of Minutes**
Minutes from the May 22, 2019 Planning Commission Meeting
Minutes from the May 29, 2019 Joint and Special Planning Commission and City Council Workshop
5. **Citizens' Comments and Requests – Items Not on the Agenda**
6. **Presentation**
7. **Public Hearing(s)**
A. 2020-2025 Transportation Improvement Program (TIP)
8. **New Business**
9. **Old Business**
10. **Good of the Order**
11. **Adjournment**

Materials List

- *Agenda*
- *Draft Minutes from the May 22, 2019 Planning Commission Meeting*
- *Draft Minutes from the May 29, 2019 Joint and Special Planning Commission and City Council Workshop*
- *TIP Staff Report, 2020-2025 TIP*

(Please call Diana Hart [425] 788-2779 if you have any questions or if you cannot attend the meeting.)

Meeting Room is Wheelchair Accessible. Americans With Disabilities Act - Reasonable Accommodations Provided Upon Request - (425) 788-2779



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Meeting Minutes
City of Duvall Planning Commission Meeting

Date: May 22, 2019

Time: 7:00 PM

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

Commissioners Present: Michael Yelle, Ronn Mercer, Mike Supple, Elaine Sawyer

Commissioners Absent: Jim Deal, Eric Preston, Jason Brown

Staff Present: Troy Davis, Senior Planner, Steven Leniszewski, Public Works Director

Others Present: None

Call to Order – Flag Salute

The Planning Commission meeting was called to order by Commissioner Yelle at 7:00 PM.

1. Announcements

- A. Senior Planner Troy Davis announced that the joint Planning Commission and City Council meeting would be next Wednesday, May 29, 2019.
- B. Mr. Davis announced the Community Development Director Lara Thomas is out on a Family Emergency.
- C. Mr. Davis announced that paving would begin soon on Big Rock Road. Public Works Director Steven Leniszewski provided additional information regarding the paving.
- D. Mr. Davis announced that Duvall Days would be June 1st – June 2nd.

2. Approval of Minutes

It was moved and seconded (*Sawyer-Mercer*) to approve the minutes from the May 8, 2019 Planning Commission meeting. The motion passed 4-0.

3. Comments from Audience

Jaydene Dazey asked what the status was of the Big Rock Annexation and the impact of WPM pulling out of the annexation process.

4. Presentation

None.

5. Public Hearing

None.

6. New Business

A. 2020-2025 Transportation Improvement Program (TIP) Workshop

Public Works Director Steven Leniszewski introduced the City's proposed 2020-2025 Transportation Improvement Program discussing the contents and requirements of the TIP. Mr. Leniszewski discussed the TIP list and map in addition to changes from the 2019-2024 TIP and where we're at in the process. Planning Commissioners asked questions during the discussion and Mr. Leniszewski replied.

B. Shoreline Master Program (SMP) 2019 Update

Senior Planner Davis mentioned the major update of the City's Shoreline Master Program was completed in 2016 with Ecology approval in 2017. It was mentioned that the City will contract with ESA to help complete the 2019 update and that the City has a \$7,500 grant that must be spent by June 30, 2019. Mr. Davis also mentioned there would be no advisory group.

7. Old Business

None.

8. Good of the Order

Commissioner Supple asked if the Riverview School District Memorandum of Understanding was approved by City Council. Mr. Davis responded he was unsure as he didn't attend the City Council meeting but believes it did pass.

9. Adjournment

The meeting was adjourned at 7:47 PM.



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Meeting Minutes
Joint and Special City of Duvall Planning Commission and City Council Meeting

Date: May 29, 2019

Time: 7:00 PM

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

Commissioners Present: Jason Brown, Jim Deal, Ronn Mercer, Elaine Sawyer

Commissioners Absent: Eric Preston, Michael Yelle, Mike Supple

Council Members Present: Michelle Hogg, Amy McHenry, Michael Remington. Mayor Amy Ockerlander arrived at 7:29 PM.

Council Members Absent: Matthew Eyer, Dianne Brudnicki, Jennifer Knaplund

Staff Present: Diana Hart, Administrative Assistant III; Ann Marie Soto and Andrew Tsoming, City Attorney

Others Present: None

Call to Order – Flag Salute

The Planning Commission meeting was called to order by Commissioner Deal at 7:07 PM.

1. Announcements

A. Administrative Assistant III Diana Hart provided an update on the vacant City Council seat appointment process.

2. Comments from Audience

None.

3. New Business

A. Workshop on State and Local Annexation Policies and Land Use Planning

City Attorney Andrew Tsoming provided a presentation on the different processes for annexation. City Council and Planning Commission questions were answered by Mr. Tsoming and City Attorney Ann Marie Soto.

Mr. Tsoming then gave a presentation on Land Use Planning 101 including an overview of how land use is impacted by the Growth Management Act, SEPA, Shoreline Master

Programs, and the Duvall Municipal Code. Mr. Tsoming and Ms. Soto answered questions from City Council and Planning Commission.

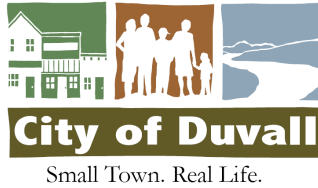
4. Good of the Order

None.

9. Adjournment

The meeting was adjourned at 8:41 PM.

DRAFT



Department of Public Works

To: Mayor and City Council
From: Steve Leniszewski, PE, Public Works Director
Date: May 7th, 2019
Subject: 2020-2025 6-Year Transportation Improvement Program (TIP) Contract – Staff Report

BACKGROUND DISCUSSION:

The City of Duvall is required by the State of Washington to annually adopt a 6-Year Transportation Improvement Program (TIP) and file a copy of the resolution with the Secretary of Transportation not more than thirty days after its adoption.

The proposed roadway projects presented in this year's TIP are supported through the Transportation Element, contained within the 2015 City Comprehensive Plan, and the 2017 Transportation Comprehensive Plan Update (link [here](#)). The 6-year TIP identifies our top priority transportation projects as presented in Exhibit A and depicted on Exhibit B. Within Exhibit A, the symbol ** has been added to denote projects that may be completed partially or in whole as part of a current land use development application.

The proposed 2020-2025 TIP mostly remains the same as the previously approved 2019-2024 TIP. However, as projects have been completed, they are recommended to be removed from the list. In the adopted list of projects (Exhibit A) staff recommends and has prepared a new table which includes previously completed TIP projects that were built with bonded debt. We recommend this as a place to memorialize the projects built with borrowed funds so that the use of traffic impact fees as a method of repayment is captured once the projects are removed from the current lists. The completed projects to be removed are:

ID	PROJECT TITLE	PROJECT COSTS*			PROJECT VICINITY	WORK TYPE
		TIF	CITY & GRANTS	TOTAL		
R-1	1 ST AVENUE NE (NORTH IMPROVEMENTS) <small>COMPLETED - 2017 BALANCE SHOWN</small>	\$ 186,000	-	\$ 186,000	NE Allen Court to Cherry Valley Road	New corridor connection (complete pedestrian improvements)
R-2	MAIN STREET NE (SR-203) SOUTH IMPROVEMENTS <small>COMPLETED - 2017 BALANCE SHOWN</small>	\$ 1,005,000	-	\$ 1,005,000	NE Ring Street to South City Limits	Construct travel-lane widening, sidewalks, bike lanes, drainage, etc.

Complete Streets Program and TIP

In conjunction with our annual TIP process we are also reporting on our annual Complete Streets Policy. The Complete Streets policy was adopted in September of 2016 and updated in 2018 and part of the policy requires us to report our assets regarding the number of lane miles or linear feet of sidewalk, bicycle lane, and

trails installed with the adoption of the 6-year Transportation Improvement Program documentation. The report shall include non-motorized length and type metrics associated with public and private development within the preceding calendar year and for projects planned within the subsequent calendar year. Since the policy adoption, four projects were completed and three more are expected to be completed within the 2018-2019 reporting timeframe. The projects are:

ID	PROJECT TITLE	PROJECT IMPROVEMENTS*				PROJECT VICINITY
		ROADWAY (LANE MILES)	SIDEWALK (LINEAR FEET)	PATH (LINEAR FEET)	BIKE LANE (LINEAR FEET)	
R-2	MAIN STREET NE (SR-203) SOUTH IMPROVEMENTS -COMPLETED 2016/2017	1.5	7,750	0	7,750	City Installed -Ring St to South City Limits
NA	NORTH HILL 284 TH AVE, 286 TH AVE, 156 TH ST, & 155 TH ST -COMPLETED 2016/2017	2.0	10,000	2,320	0	Developer Installed -North of Legacy Ridge Subdivision
NA	HOWER HILL 152 ND CT -COMPLETED 2016/2017	0.1	550	250	0	Developer Installed -near 275 TH Ave and 152 ND St
R-1	1 ST AVENUE NE (NORTH IMPROVEMENTS) -COMPLETED 2016/2017	0.16	900	0	0	Developer Installed -Allen St to Cherry Valley Rd
M-1	3 RD AVENUE NE -IN PROGRESS...	0.25	2,500	0	2,000	Developer Installed -143rd Pl to Big Rock Rd
M-7	2 ND AVENUE NE -IN PROGRESS...	0.12	530	0	0	Developer Installed -portion between 143 RD Pl and Big Rock Road
R-11	NE BIG ROCK ROAD -IN PROGRESS...	0.4	1,600	0	1,250	Developer Improved -Main St to 3 RD Ave
TOTAL		4.53	23,830	2,570	11,000	

*LENGTHS APPROXIMATE

The Complete Streets Policy completes our program eligibility requirements for Complete Streets grant funds on a bi-annual basis. The City is in receipt of its first ever two-year allotment of \$200,000 adding a sidewalk along 275th Avenue between NE 145th Place and NE 150th. After completion of our first project within the two-year timeline we will then be eligible, if nominated, for Transportation Improvement Board (TIB) grant funding opportunities within City limits during the next funding cycle.

NEXT STEPS:

Staff recommends reviewing the 6-year TIP list, preparing for a public hearing. After the public hearing, consider any comments and / or changes and update the 6-year TIP for Council adoption.

RECOMMENDATION:

Staff recommends that at a future date: City Council review the proposed project list and adopt the Resolution identifying the City of Duvall's 6-Year Transportation Improvement Program.

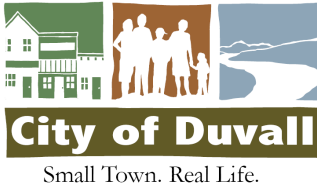


EXHIBIT A

Department of Public Works

2020-2025 City of Duvall 6-Year Transportation Improvement Plan (TIP) Project list:

ID	PROJECT TITLE	PROJECT COSTS*			PROJECT VICINITY	WORK TYPE
		TIF	CITY & GRANTS	TOTAL		
I-1	MAIN STREET NE AT WOODINVILLE-DUVALL ROAD / NE VIRGINIA STREET	\$ 989,000	\$ 988,000	\$ 1,978,000	Intersection	Intersection Improvements.
I-2	MAIN STREET NE AT NE 143 RD PLACE	\$ 423,000	\$ 423,000	\$ 846,000	Intersection	Intersection Improvements.
I-3	MAIN STREET NE AT NE 145 TH STREET	\$ 659,000	\$ 659,000	\$ 1,318,000	Intersection	Intersection Improvements.
M-1	3 RD AVENUE NE	\$ 1,510,000	\$ 504,000	\$ 2,014,000	NE 143rd Place to NE Big Rock Road	Construct new collector arterial.
M-2	1 ST AVENUE NE (SOUTH IMPROVEMENTS)	\$ 1,595,000	\$ 532,000	\$ 2,126,000	NE 145th Street to NE 143rd Place	Construct new collector arterial.
M-3	5 TH AVENUE NE	\$ 3,195,000	\$ 1,065,000	\$ 4,260,000	NE 143rd Place to NE Big Rock Road	New corridor connection.
M-4	NE 145 TH STREET	\$ 2,022,000	\$ 674,000	\$ 2,696,000	3rd Avenue NE to 275th Avenue NE	Major travel-lane widening to collector arterial standards.
M-7	2 ND AVENUE NE	\$ 1,421,000	\$ 474,000	\$ 1,894,000	NE 143rd Place to NE Big Rock Road	Construct new collector arterial.
R-4	1 ST AVENUE NE	\$ 576,000	\$ 1,584,000	\$ 2,881,000	NE Valley Street to NE Virginia Street	Travel-lane widening, sidewalks
R-11	NE BIG ROCK ROAD	\$ 251,000	\$ 1,005,000	\$ 1,256,000	Main Street to 3rd Avenue NE	Travel-lane widening, sidewalks, bike lanes.
R-12	NE 145 TH STREET	\$ 2,682,000	\$ 670,000	\$ 3,352,000	Main Street to 3rd Avenue NE	Corridor completion.
R-13	3 RD AVENUE NE	\$1,093,000	\$ 4,373,000	\$ 5,466,000	NE Stephens Street to NE 143rd Place	Reconstruction & corridor completion to collector arterial standards.
R-15	NE 143 RD PLACE	\$ 456,000	\$ 1,824,000	\$ 2,280,000	Main Street to 3rd Avenue NE	Travel-lane widening, sidewalks, bike lanes.
R-16	NE 143 RD PLACE	\$ 399,000	\$ 1,597,000	\$ 1,996,000	3rd Avenue NE to 272nd Avenue NE	Travel-lane widening, sidewalks, bike lanes.
R-17	NE BIG ROCK ROAD	\$ 1,765,000	\$ 7,062,000	\$ 8,827,000	3rd Avenue NE to 279th Lane NE	Travel-lane widening, sidewalks, bike lanes.
R-18	BATTEN ROAD NE	\$ 1,024,000	\$ 4,095,000	\$ 5,119,000	NE 150th Street to NE Roney Road	Travel-lane widening, sidewalks, bike lanes.
R-21	NE 150 TH STREET	\$ 1,088,000	\$ 4,350,000	\$ 5,438,000	275 th Avenue NE/NE 152 nd Street to City Limits	Travel-lane widening, sidewalk, bike lanes, drainage.
N-1	275 TH AVENUE NE	\$ 34,000	\$ 193,000	\$ 227,000	NE 145th Lane to NE 150th Street	Complete sidewalk links and traffic calming elements.

ID	PROJECT TITLE	PROJECT COSTS*			PROJECT VICINITY	WORK TYPE
		TIF	CITY & GRANTS	TOTAL		
C-1	NON-MOTORIZED IMPROVEMENTS	\$ 100,000	\$ 569,000	\$ 669,000	Sidewalk/Path/Trail Improvements	Program to construct missing sidewalk links not covered by other projects.
C-2	NON-MOTORIZED IMPROVEMENTS	\$ 1,080,000	\$ 6,120,000	\$ 7,200,000	Safe Routes to School Missing Sidewalk Links	Construct remaining segments within designated school "walk route" areas.
C-4	NON-MOTORIZED IMPROVEMENTS	\$ 117,000	\$ 663,000	\$ 780,000	Traffic Calming Program	Construct traffic calming features to accommodate growth and pedestrian safety.
O-2	CITYWIDE PROGRAM	-	\$ 6,162,000	\$ 6,162,000	Maintenance & Operations	Includes overlay, repair, cleaning, striping, sealing, crack repair, pothole repair, etc.
O-3	CITYWIDE PROGRAM	-	\$ 6,381,000	\$ 6,381,000	ADA Transition Plan and Improvements	Complete ADA projects not associated with other City projects.

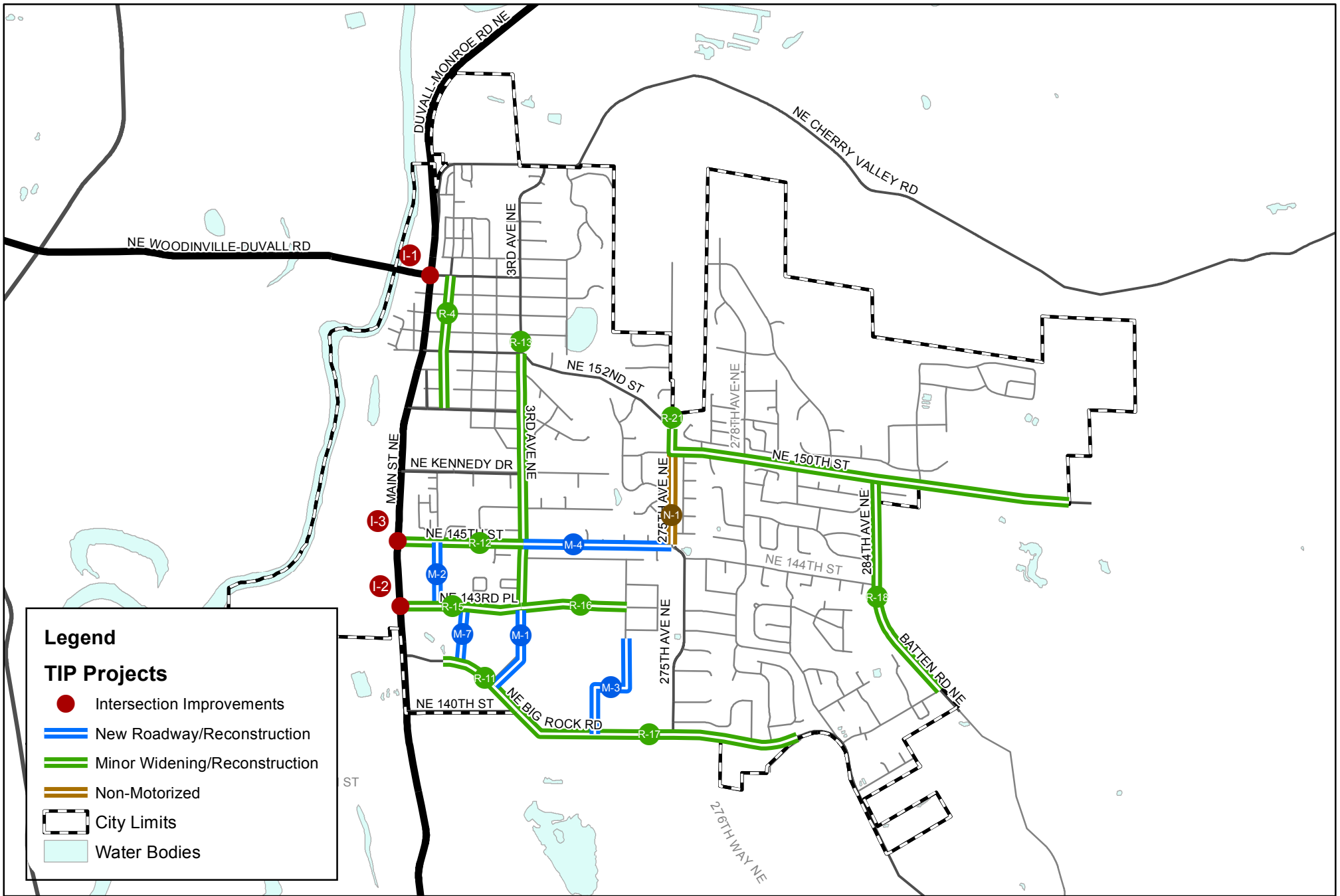
Project ID [#] does not reflect priority, just ID within the comprehensive plan.

City of Duvall TIP Projects that were Completed and Bonded for:

ID	PROJECT TITLE	PROJECTS DETAILS			PROJECT VICINITY	WORK TYPE
		YEAR	FUNDS	TOTAL		
R-2	MAIN STREET NE (SR-203) SOUTH IMPROVEMENTS	2018	TIF	\$3,040,000	NE Ring Street to South City Limits	Construct travel-lane widening, sidewalks, bike lanes, drainage, etc.

Definitions:

TIF – Traffic Impact Fees



2020-2025 Six-Year Transportation Improvement Program

EXHIBIT

