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## **Meeting Minutes City of Duvall Planning Commission Meeting**

**Date:** July 28, 2021

**Time:** 7:00 PM

**Place:** Via Zoom <https://zoom.us/j/92679754573>

**Commissioners Present:** William Chappell, Eric Preston, Mike Supple, Elaine Sawyer (Absent: Laura Bradley, John Isaacson, Ronn Mercer).

**Staff Present:** Troy Davis, Senior Planner; Asela Chavez, Assistant Planner/Permit Specialist.

### **Call to Order – Flag Salute**

The Planning Commission meeting was called to order by Commissioner Sawyer at 7:05 PM.

#### **1. Approval of the Agenda**

It was moved and seconded (*Chappell/Supple*) to approve the agenda for the July 28, 2021 Planning Commission meeting. The motion passed 4-0.

#### **2. Announcements**

Senior Planner Troy Davis gave the following announcements:

- a. Current development in town is moving forward. Rio Vista is working towards final plat approval to start installing landscaping; the park needs to be ready for final approval. The Ridge at Big Rock is working on phases 3 and 4; these include new public parks for the City.
- b. City staff has been working on long-range development tasks, including finalizing the 2021 docket and the SEPA process. Notices for the public hearing will be announced in the upcoming months. The application window for the 2022 docket is opening soon.
- c. City staff is also working on updating other policies. Staff will amend the docketing process to reflect current practice and include language that requires more public engagement.
- d. Residential fences adjacent to right-of-way, common open space, and sensitive areas will soon require a permit.

#### **3. Adoption of Minutes**

It was moved and seconded (*Supple/Preston*) to approve the June 23, 2021 Planning Commission meeting minutes. The motion passed 4-0.

#### **4. Comments from Audience**

None.

## 5. Design Review

### A. Sunset Court Townhomes Design Review (File #SPR18-003)

Chairperson Sawyer opened the design review for Sunset Court Townhomes at 7:14 PM.

Troy Davis, Senior Planner, briefly introduced the project and its location.

John Day, John Day Homes, discussed the project's configuration, the proposed landscaping and the façade design.

#### Public Comments:

Mirva Sibakov, an area resident, asked about the height of the buildings and the fence for the adjacent area.

#### Applicant Comments:

Mr. Day responded that all buildings will be under 35 feet high and that the first floors will be basements and subgrade. The area adjacent to the neighboring development will be landscaped and fenced and will not have any trails.

#### Staff Comments:

Staff commented that from the neighbor's perspective, the buildings would appear as two stories high. Staff added that the landscaped strip would need to be maintained by the HOA, so it will need to be at least accessible for maintenance.

Planning Commissioners made the following questions and comments:

- What is the reason for needing an extension?  
*Applicant response:* The previous approval was valid for two years and the previous owners did not apply for an extension before the period ended.
- Are there any conditions from the previous owner that would be onerous to honor?  
*Applicant response:* There are no conditions.
- What is building modulation? What does it mean the minimum should be 18 inches?  
*Staff response:* The municipal code requires that buildings have offsets or changes in the plane that are a minimum of 18 inches, to reduce bulk and mass and to avoid monotony.
- Could you provide more information on driveways and parking available?  
*Staff response:* By code, each unit needs to accommodate two vehicles; these garages meet those dimensional requirements. There is a provision that requires additional guest parking for reduced driveways. The proposed guest parking in the development will provide enough parking within driveways.

Clarifying questions from audience: None.

Chairperson Sawyer closed the Public Comment portion of the Design Review at 7:41 PM.

Chairperson Sawyer asked the Commission if there was a motion to recommend approval of the proposed Sunset Court Site Plan to the Hearing Examiner as conditioned in the

July 28, 2021 staff report. It was moved and seconded (*Chappell/Supple*). The motion passed 4-0.

**6. Workshop**

None.

**7. Public Hearing**

None.

**8. Unfinished Business**

None.

**9. New Business**

None.

**10. Good of the Order**

None.

**11. Adjournment**

The meeting was adjourned at 7:46 PM.