



Small Town. Real Life.

Meeting Minutes
City of Duvall Planning Commission Meeting

Date: January 14, 2026

Time: 6:00PM

Place: In person: Duvall Visitor Center – 15619 Main Street NE, Duvall, WA 98019
Via Zoom

Commissioners Present: Abhijeet Srivastava, Tahir Ali, Mala Muthuvadivu, William Chappell, Justin Rank, Siri Erickson-Brown, Sara Taylor

Commissioners Absent: None

Staff Present: Cynthia McNabb, Troy Davis, Niomi Montes de Oca, Madeline Lorentsen, Larissa Grundell, Stephanie Sullivan, John Botero

Call to Order – Flag Salute

The Planning Commission meeting was called to order by Mayor McHenry, acting as chair, at 6:00 PM.

1. Approval of the Agenda

It was moved and seconded (Chappell/Erickson-Brown) to approve the agenda for the January 14th, 2026 Planning Commission meeting. The motion passed 7-0.

2. Good of the Order

Planning Commissioners and City Staff introduced themselves. City Administrator McNabb led the Commissioners in an online warm up activity. Staff from the Public Works Department, Planning Department, and City Clerk's Office provided the Commission with an overview of the services provided in each department.

3. Approval of Minutes

It was moved and seconded (Rank/Taylor) to approve the November 12th, 2025 Planning Commission meeting minutes. The motion passed 7-0.

4. City Staff Announcements

Staff presented current planning and code amendment items and notified the Commission of a Robert's Rules/OPMA training on March 14th.

5. Comments from Audience

None.

6. Presentations

Senior Planner Davis and Associate Planner Lorentsen provided a presentation regarding planning commissioner roles, responsibilities, and expectations.

Senior Planner Montes de Oca led the Commission in an interactive activity to introduce them to the contents and creation of the Comprehensive Plan.

City Administrator McNabb provided information regarding the hiring process and role description of the Planning Director position (currently vacant), as well as an introduction to the body of work to be completed by the Planning Department over the next year.

Associate Planner Lorentsen provided a presentation regarding code amendments related to co-living housing and residential parking to prepare Commissioners for a public hearing on the same topic at the next meeting.

7. New Business

Senior Planner Davis provided background information on the process of electing a chair and vice-chair.

Nominations for planning commission chair were opened. Commissioner Rank was nominated, then Commissioner Chappell was nominated. No other nominations were heard. Commissioner Rank was elected to serve as planning commission chair unanimously.

Nominations for planning commission vice-chair were opened. Commissioner Chappell was nominated. No other nominations were heard. Commissioner Chappell was elected to serve as planning commission vice-chair unanimously.

8. Unfinished Business

None.

9. Adjournment

The meeting was adjourned at 8:17 PM.