



Small Town. Real Life.

Meeting Minutes City of Duvall Planning Commission Meeting

Date: April 26, 2023

Time: 7:00 PM

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

Via Zoom:

<https://us06web.zoom.us/j/88248717855?pwd=SHFjajMzTk1oYTFDNHpnTFNqWHI2UT09>

Commissioners Present: Elizabeth Barnhart, Laura Bradley, William Chappell, Chelsea Shapiro, Patrick Van Cleemput (Absent: Eric Preston, Blake Vintertun).

Staff Present: Lara Thomas, Community Development Director; Niomi Montes de Oca, Senior Planner; Asela Chavez, Assistant Planner/Permit Specialist.

Call to Order – Flag Salute

The Planning Commission meeting was called to order by Commissioner Chappell at 7:12 PM. The meeting started a few minutes late due to technical difficulties.

1. Approval of the Agenda

It was moved and seconded (*Barnhart/Bradley*) to approve the agenda for the April 26, 2023, Planning Commission meeting. The motion passed 5-0.

2. City Staff Announcements

Lara Thomas, Community Development Director, gave the following announcements:

- a) Joe Ornelas, Senior Planner, moved to another position. Troy Davis, Senior Planner will return full-time in the fall. The City will be looking to hire a part-time planner in the upcoming months.
- b) The legislative session recently ended and multiple bills will be impacting land use and building. The City will work on a memo for the Commission.
- c) The department expects to process 200 residential permits this year and to have a busy summer doing building inspections.

Asela Chavez, Assistant Planner/Permit Specialist reminded the Commission that we are holding a joint Planning Commission/City Council workshop on May 24.

3. Approval of Minutes

It was moved and seconded (*Van Cleemput/Bradley*) to approve the March 22, 2023, Planning Commission meeting minutes. The motion passed 5-0.

4. Comments from Audience

Adam Olen, a member of the community, joined the hear the meeting.

5. Presentation

a) Housing Action Plan: Public Outreach Update

Niomi Montes de Oca, Senior Planner, gave a presentation on the Public Outreach process for the Housing Action Plan. Ms. Montes de Oca provided a brief introduction to affordable housing, followed by preliminary results from the online survey. The presentation concluded with key takeaways from the Duvall Housing Needs Assessment. Commissioners asked questions of staff and discussion ensued. Topics mentioned included terms definitions, data sources and the survey process.

6. New Business

City staff showed the Housing Action Plan page on the city's website. It includes an explanation of the process and draft documents as well as the link to the online survey. Ms. Thomas noted that one of the recently approved bills by the legislature removes Planning Commission's role in doing design review for residential permits. The department will follow up on next steps. Other approved bills are a toolbox for ADUs and a climate change requirement for the comprehensive plan.

7. Unfinished Business

None.

8. Good of the Order

Commissioner Chappell mentioned that materials for the meeting are included in the Planning Commission packet sent before each session.

8. Adjournment

The meeting was adjourned at 9:20 PM.