



Small Town. Real Life.

Meeting Minutes City of Duvall Planning Commission Meeting

Date: August 23, 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: William Chappell, Eric Preston, Blake Vintertun, Chelsea Shapiro (having technical difficulties), Patrick Van Cleemput (joined late). Absent: Elizabeth Barnhart, Laura Bradley.

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

Call to Order – Flag Salute

The Planning Commission meeting was called to order by Commissioner Chappell at 7:03 PM.

1. Approval of the Agenda

It was moved and seconded (*Preston/Vintertun*) to approve the agenda for the August 23, 2023, Planning Commission meeting. The motion passed 4-0.

2. City Staff Announcements

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

- a) On September 12 City Council will hold a joint workshop where the city attorney will give a presentation on content-neutral speech, as the City prepares to update the sign code policy.
- b) On September 13 the city attorney will join the regular meeting to give a presentation on the roles and responsibilities of the Planning Commission.
- c) The City entered into a contract for its Parks and Open Space Plan update. The Department expects a project kickoff in 3 to 4 weeks.
- d) City staff will bring forward the draft Duvall Street Tree List in a future meeting, developed thanks to a grant by the Department of Natural Resources.
- e) The Department will bring updates about the tree protection ordinance, permit processing policy and sign code in future meetings.

3. Approval of Minutes

It was moved and seconded (*Vintertun/Preston*) to approve the April 26, 2023, May 24, 2023, and July 26, 2023, Planning Commission meeting minutes by unanimous consent. The motion passed 5-0.

4. Comments from Audience

Vicki Perry joined the meeting virtually and left. Sarah Liljegren, Cyrus Oswald, and Andy McAndrews from Atwell were in attendance. No comments from the audience.

5. Public Hearing

2023 Duvall Housing Action Plan

The Public Hearing was opened at 7:14 PM.

Niomi Montes de Oca, Senior Planner, gave a presentation on the Duvall Housing Action Plan, discussing the state legislation, the purpose of the plan, and the way the document is organized. Ms. Montes de Oca concluded the presentation by explaining the next steps for document adoption.

There was no testimony from the audience.

Planning Commissioners inquired about the questions that can be asked during the Public Hearing.

Ms. Montes de Oca introduced exhibits 1 to 17 and introduced an email from Jesse Philips as exhibit 18.

There were no clarifying questions from the audience.

Public Testimony was closed at 7:37 PM.

The Public Hearing was concluded at 7:37 PM.

There was a two-minute recess.

6. New Business

None.

7. Old Business

Ms. Thomas noted for the record that Commissioner Van Cleemput joined the meeting after roll call. Commissioner Van Cleemput joined the meeting virtually at 7:07 PM. The Planning Commission discussed housing strategies, alternative programs and possible actions included in the Housing Action Plan. The following points were made during the discussion:

- It is possible to amend zoning designations and use elements like lot size, floor area ratio (FAR), and setbacks to regulate housing size.
- Zoning and economic development policies are tools used to incentivize more businesses to come to town.
- Adding a fee to large homes sounds like redistribution taxes.
- Lease agreements use the same principle as native reservations, where the City will lease the land (the ground) the developer builds and uses the space for an extended period.

- The City does not have the capacity to create its own programs, therefore a strategy presented is partnering with other jurisdictions/organizations (King County home repair program was mentioned as an example).
- The City rarely collects fines from land use code enforcement; staff works with property owners to bring the issue into compliance.
- Definitions specific to affordable housing based on job title sound exclusionary. Proposal to make definitions by income instead (like low income).
- Establishing housing type ratios (low-income vs. market rate) is currently not enforceable. Many of these strategies are incentive-based. Pre-annexation agreements are an example of where this requirement could be enforced.
- Adult Family Homes are allowed in all residential zones in the city.
- There is a significant presence of seasonal farm workers in the area (Snoqualmie Valley).
- Hotels are allowed in many of the city's zoning designations. Occupancy data is the first step in planning to establish a new hotel.

8. Good of the Order

None.

8. Adjournment

The meeting was adjourned at 8:23 PM.