



Small Town. Real Life.

Meeting Minutes
City of Duvall Planning Commission Meeting

Date: August 24, 2022

Time: 7:00 PM

Place: In person: Duvall Fire Station 66 – 15600 1st Ave NE, Duvall, WA 98019

Via Zoom: <https://us06web.zoom.us/j/81497687615>

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

Staff Present: Lara Thomas, Community Development Director; 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 Chappell at 7:04 PM.

1. Approval of the Agenda

It was moved and seconded (*Supple/Vintertun*) to approve the agenda for the August 24, 2022 Planning Commission meeting. The motion passed 6-0.

2. City Staff Announcements

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

- a. Senior Planner Troy Davis is working remotely while he attends graduate school.
- b. City Council will host a joint workshop with Planning Commission on the transportation element of the comprehensive plan on September 20. Planning Commission will then host a joint workshop with City Council on September 28 to go over the 2024 Comprehensive Plan Amendment.
- c. Department directors are currently working on the City's budget and will be presented to City Council by the end of September.
- d. The City is conducting interviews for City Administrator next week.

Ms. Thomas answered questions of Commissioners.

3. Approval of Minutes

It was moved and seconded (*Chappell/Preston*) to approve the July 13, 2022 Planning Commission meeting minutes. The motion passed 6-0.

4. Comments from Audience

None.

5. New Business

a) Master Park Plan – Signage discussion

Lara Thomas, Community Development Director gave a brief presentation on park signage discussing new city parks, wayfinding signs and naming classifications. City staff answered questions and comments of Commissioners:

- 1) Proposal to have a community competition to design a new parks logo.
- 2) What will happen to current park signage? It will be replaced in the upcoming years.

b) Upcoming Planning Work – 2023-2024

Ms. Thomas gave an overview of work that the City will be conducting within the next two years and will involve the Commission. The work program includes scoping for the 2024 Comprehensive Plan update, updating the Parks and Open Space plan, the Transportation Plan, the Shoreline Master Program, and City Code updates. The Planning Department will be opening a position for a project manager to help with upcoming work. Ms. Thomas answered questions of Commissioners.

c) Housing Needs Assessment Update

Ms. Thomas presented the preliminary results of the Housing Needs Assessment for the Snoqualmie Valley cities. Topics discussed included household size, growth targets, and missing middle housing. City staff will provide more updates in upcoming meetings.

6. Unfinished Business

None.

7. Good of the Order

None.

8. Adjournment

The meeting was adjourned at 8:06 PM.