



CITY OF DUPONT
Planning Commission
1700 Civic Drive, DuPont, WA 98327
Telephone: (253) 964-8121
www.dupontwa.gov

Chair, Jeff Foe
Vice-Chair, John Colvin

July 8, 2024

6:30 PM

AGENDA

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1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENTS (SEE INSTRUCTIONS BELOW)**

4. **APPROVAL OF AGENDA**

5. **APPROVAL OF MINUTES**

5.1. Minutes of May 13, 2024

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[Minutes of May 13, 2024](#)

6. **UNFINISHED BUSINESS**

6.1. Periodic Comprehensive Plan Update: Finalize Guiding Principles

6.2. Old Fort Lake Subarea Plan: Overview and discussion of the draft Environmental Impact Statement analysis

7. **PUBLIC COMMENTS (SEE INSTRUCTIONS BELOW)**

8. **PLANNING COMMISSIONERS' COMMENTS**

9. **ADJOURNMENT**

To attend the meeting remotely, call into the Zoom meeting, dial **1-253-215-8782**, and enter Webinar ID: **850 1524 0585** and Passcode: **242281** or use the following link:
<https://us02web.zoom.us/j/85015240585?pwd=Yitxajl5OW5XQ2tnSm5YUWIHSkxLUT09> and Passcode: **242281**.

To provide public comment, detailed instructions are located at the following link:
<https://www.dupontwa.gov/DocumentCenter/View/6137/Public-Comment-Instructions---Agencies---Rev-10172022-PDF>.

The public may watch the meeting live on "YouTube" at the following link:
https://www.youtube.com/channel/UCI-nrLK1wNfpq3_CeNJw40A. A recording of the meeting can be found on the same site following the meeting.



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MEETING MINUTES
Monday, May 13, 2024

Call to Order: Chair Foe called the meeting to order at 6:31pm.

Roll Call: Chair Foe, Vice-Chair Colvin, Commissioners Chase, Burlison, Lynch, Schou and Henry.
Commissioner Chase made a motion to excuse Commissioner Thakor and Commissioner Colvin seconded the motion. Motion carried 7-0.

Staff Present: Public Services Director, Kincaid, and Administrative Specialist, Howald

Public Comments:

Anthony Hemstad, Principle of Hemstad Consulting, and works with Albatross, LLC, owner of the Old Fort Lake property and NorthPoint Development. He has met with the school district and is in discussion regarding location for a new school.

Approval of the Agenda:

Commissioner Chase made a motion to approve the agenda and Commissioner Colvin seconded the motion. Motion carried 7-0.

Approval of the Minutes:

Commissioner Colvin made a motion to approve the April 8, 2024, Minutes, and Commissioner Schou seconded the motion. Motion carried 7-0.

New Business:

Director Kincaid discussed a draft ordinance with proposed language change to sign code, DMC 25.116.110 (1), to allow for an electronic reader board to replace the old manual board on Center Drive and McNeil Street.

Commissioner Colvin made a motion to approve the amendment to the sign code as written and Commissioner Chase seconded the motion. Motion carried 7-0.

Unfinished Business:

Director Kincaid explained the meeting is to continue work on the Old Fort Lake Subarea Plan Update beginning with a recap from the April 8, 2024 meeting.

Director Kincaid referred to Concept "G" Map and discussed potential school site location. This map is being forwarded to EIS team to analyze the impacts and mitigations for this concept plan.

Director Kincaid reviewed the Next Steps for the Subarea Plan Update.

Director Kincaid further discussed and recapped obtaining public participation input and general timeframes and read the adopted Vision statement from the April 8, 2024, meeting.

Ms. Kincaid provided an overview of the Comprehensive Plan and the relationship to other City planning documents, Future Land Use Map, “Gap Analysis and Guiding Concepts.

Director Kincaid read the Guiding Concepts and the Commissioners offered updated verbiage changes. Ms. Kincaid will rewrite and bring back for further discussion.

Director Kincaid discussed the upcoming agenda topics, Comprehensive Plan Periodic Updates for the next meeting, June 10, 2024, and possible need for additional meetings to be held. A Special Meeting tentatively may be held June 24, 2024, at 6:00pm.

Question and discussion periods occurred throughout the presentation.

Public Comments

There were no public comments

Planning Commissioners Comments:

Chair Foe expressed thanks for the Commissioners great comments and hard work.

Adjournment:

Chair Foe adjourned the meeting at 8:13pm.

Chair, Jeff Foe

Date

Please note that the minutes from Advisory Commission Meetings are not verbatim.