

**CLARK COUNTY
DEVELOPMENT ENGINEERING ADVISORY BOARD**

Purpose and Goals

Committee Purpose:

To serve as a standing advisory committee to Community Development Engineering Services Division and the Board of Clark County Commissioners (BOCC). The Development Engineering Advisory Board will be a procedural step in reviewing new policy and code revisions, provide input on process improvements, and review specific technical engineering issues.

Initial Committee Goals:

- Goal #1 Achieve department-wide consistency in submittal review.**
- A. Develop a fully complete submittal checklist before starting final review.
 - B. Revise the final engineering review checklist.
 - C. Develop a county design standards manual.
- Goal #2 Standardize and accelerate Engineering Division processes.**
- A. Refine the submittal and review process, requirements, and timelines, such as evaluating the 21/14/7 calendar day concept for final review.
 - B. Explore a "primary portal" / "project manager" concept for processing permits, including the elimination of a separate submittal for Public Works transportation review.
 - C. Ensure a complete list of corrections at first review.
 - 1) Identify code correction comments vs. professional judgment comments.
 - 2) After first review, hold an optional meeting between applicant and review engineer.
 - D. Formalize the process of code interpretations. Stop creating policy judgments; change code if necessary.
 - E. Develop a "concurrent review process" including reviews by Building, Planning, Engineering, Environmental, etc.
 - F. Evaluate final site plan review process as it relates to final engineering.
 - G. Review level of submittal detail required on simple grading permits.
 - H. Develop process to better estimate project development fees.
 - I. Evaluate process of construction inspection through project completion, including performance and maintenance bonds.
 - J. Move level of review analysis away from "lowest common denominator" of private expertise.
 - 1) Explore the concept of offering faster review times for technically complete submittals.
 - 2) Develop training programs for the private sector that offer incentives for compliance.
 - K. Maintain collaborative efforts with other departments and jurisdictions.

- Goal #3** **Ensure adequate staffing levels, expertise, resources, and customer service attitudes.**
- A. Research available data to determine review times vs. available staff.
 - B. Establish staffing level benchmarks and compare to other agencies.
 - C. Evaluate use of private consultants to review during peak workloads.
 - D. Create feedback mechanisms, both positive and negative.
 - E. Make personnel/resource recommendations to the BOCC.
- Goal #4** **Facilitate collaborative partnering between the public and private sectors.**
- A. Make consensus-based recommendations for resolving process issues.
 - B. Develop mechanisms for mutual feedback.
 - C. Be a procedural step in the engineering-related policy/code revision process, including:
 - 1) Bi-annual code revisions.
 - 2) Road modification review process.
 - 3) Major code revisions, such as stormwater revisions due to new county permits.
 - D. Create communication procedures to inform private sector of county code or process changes.
- Goal #5** **Review and comment as requested by the BOCC and/or senior staff on project specific technical engineering issues.**
- Goal #6** **Continue to reevaluate and refine the implementation of duties in the bylaws.**