



proud past, promising future

CLARK COUNTY
WASHINGTON

TRANSPORTATION ROAD MODIFICATION APPLICATION PACKET

**Public Works
Development Engineering Division
1300 Franklin Street
Vancouver, WA 98660
(360)397-6118 ext 4559
<http://www.clark.wa.gov/publicworks/engineering/index.html>
email: DevEngineer@clark.wa.gov**



Transportation Road Modification Summary

Public Works
Development Engineering

A. What is a Road Modification?

A "Road Modification" is a variance to county transportation standards. Clark County Code (CCC) 40.550 specifies their classification of modifications, typical examples, and approval criteria.

B. Are there different types of Road Modifications?

Yes. There are three types of Road Modifications depending on the complexity of the request.

Minor Deviations: Common minor variations that have minimal, if any impacts. See CCC40.550.010B(1)

Technical Road Modification: This category is for minor changes to the standards related to access, safety, cross sections, or construction materials. These variances have greater impacts onsite or offsite so require more documentation and analysis. See CCC40.550.010B(2)

Major Road Modification: This category is for requests with the potential of significant impacts to the public and county. These tend to be unique requiring more extensive documentation and analysis. Examples include the addition or elimination of medians, cross circulation changes, and design changes concerning traffic or pedestrian safety. See CCC40.550.010B(3)

C. Is a pre-application conference required?

No. A pre-application conference is not required for a Road Modification request.

D. Is a professional engineer required to stamp the application?

Minor deviations do not require preparation by a professional engineer. Technical and Major road modifications must be stamped by a professional engineer licensed in Washington.

E. When will I receive a decision on my application?

When the road modification is requested during a preliminary land use process, the road modification decision is issued with the underlying development land use decision. Stand-alone road modifications are issued within 21 days of the fully complete submittal.

If you have any questions, please contact:

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Note: This handout is not a substitute for county code. For more detailed information, please refer to Clark County Code, Section 40.550.010 Transportation.



TRANSPORTATION ROAD MODIFICATION (EVR) SUBMITTAL REQUIREMENTS

Public Works Development Engineering

NOTE: The following checklist identifies information to be included. All items checks must be submitted before the submittal can be accepted. All submittals not determined to be complete will be returned to the applicant for corrections

Check Type of Application	<input type="checkbox"/> Minor Deviation (Administrative) <input type="checkbox"/> Minor Deviation (Associated Land Use) <input type="checkbox"/> Major Road Modification <input type="checkbox"/> Technical Road Modification
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Each submittal shall include the following:

MINOR DEVIATION:
<input type="checkbox"/> Cover Sheet / Letter of Transmittal
<input type="checkbox"/> Application Form
<input type="checkbox"/> Application Fee
<input type="checkbox"/> Written narrative that demonstrates why the proposed road modification satisfies the approval criteria
MAJOR ROAD MODIFICATION:
<input type="checkbox"/> Cover Sheet / Letter of Transmittal
<input type="checkbox"/> Master Application Form
<input type="checkbox"/> Application Fee
<input type="checkbox"/> Written narrative that demonstrates why the proposed road modification satisfies the approval criteria
<input type="checkbox"/> Proposed plan – Two (2) Copies; (a) Significant trees, lakes, streams, and/or rivers; (b) Utilities; (c) Property lines; (d) Existing and projected traffic patterns; (e) Any unusual conditions not generally found in other development.
<input type="checkbox"/> Engineering analysis
<input type="checkbox"/> All documents stamped by a Washington professional engineer
TECHNICAL ROAD MODIFICATION:
<input type="checkbox"/> Cover Sheet / Letter of Transmittal
<input type="checkbox"/> Master Application Form
<input type="checkbox"/> Application Fee
<input type="checkbox"/> Written narrative that demonstrates why the proposed road modification satisfies the approval criteria
<input type="checkbox"/> Proposed plan – Two (2) Copies; (a) Significant trees, lakes, streams, and/or rivers; (b) Utilities, (c) Property lines, (d) Existing and projected traffic patterns, (e) Any unusual conditions not generally found in other development.
<input type="checkbox"/> Engineering analysis
<input type="checkbox"/> All documents stamped by a Washington professional engineer



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**PUBLIC WORKS
DEVELOPMENT ENGINEERING**

ROAD MODIFICATION REPORT & RECOMMENDATION

MINOR TECHNICAL MAJOR

Project Name	
Case Number	
Staff Engineer	
Report Issue Date	

SUBJECT PROPERTY:

Parcel No.	Address	Road Classification	Parcel Size (acre)

Project Description	
Road Modification Request/s	
Code Section/s	

40.550.010 (C) Approval Criteria

1. Modifications to the standards contained in Chapter 40.350 may be granted when the applicant demonstrates at least one (1) of the following:
 - a. *Topography, right-of-way, existing construction or physical conditions, or other geographic conditions make compliance with standards clearly impractical for the circumstances;*
 - b. *A minor change to a specification or standard is required to address a specific design or construction problem which, if not enacted, will result in an unusual hardship;*
 - c. *An alternative design is proposed which will provide a plan that is functionally equivalent or superior to the standards;*
 - d. *Application of the standards of Chapter 40.350 to the development would be grossly disproportional to the impacts created;*
 - e. *A change to a specification or standard is required to ensure consistency with existing features adjacent to or affected by the site where those existing features are not expected to change over time.*

In the space below, please provide 1) a brief description of the road mod request/s; 2) reference the specific county code/s that would be modified; 3) provide justification for the modification; 4) demonstrate conformance with at least one of the approval criteria.

Applicant's
Discussion

Staff's Evaluation

Recommendation	
Condition/s	

<input type="checkbox"/> Approved <input type="checkbox"/> Approved As Noted <input type="checkbox"/> Denied

Greg Shafer, P.E., Development Engineering Program Manager

Date