



DETERMINATION OF NON-SIGNIFICANCE

Description of Proposal: *Clark County is proposing a code amendment to allow administrative approval of final plats as permitted through SB 5674. This is being added to the Fall 2017 Biannual Code Amendment process. The rest of the code changes proposed as a part of the bi-annual process were addressed in a previously completed SEPA checklist.*

Proponent: *Clark County Community Development*

Location of proposal, including street address, if any:

This is a non-project action that will apply within the confines of unincorporated Clark County.

Lead Agency: *Clark County, Washington*

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below.

Comments must be submitted by: November 15, 2017

Responsible Official: Martin Snell
Position/title: Community Development Director
Address: **RE: SEPA Comments**
Clark County Community Development
1300 Franklin Street; 3rd Floor
P.O. Box 9810
Vancouver, WA 98666-9810

Date: 10/17/17

Signature: 

The staff contact person and telephone number for any questions on this review is Jan Bazala, Planner II, (360) 397-2375 ext. 4499.

Clark County SEPA Environmental Checklist
Washington Administrative Code (WAC) 197-11-960

A. BACKGROUND

1. **Name of proposed project, if applicable:** *Addendum to Fall 2017 Biannual Code Amendments, administrative approval of final plats*

2. **Name of applicant:**
Clark County

3. **Address and phone number of applicant and contact person.**
Jan Bazala / Susan Ellinger
Clark County Community Development
P.O. Box 9810
Vancouver, WA 98666-9810
(360) 397-2375 extension 4499

4. **Date checklist prepared:**
October 16, 2017

5. **Agency requesting checklist:**
Clark County, WA

6. **Proposed timing or schedule (including phasing, if applicable):**
If approved by the Clark County Board of County Councilors, the proposed code change would become effective in December of 2017.

7. **Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.**
The biannual code amendment process typically occurs once or twice a year.

Future "rounds" of biannual code amendments will occur that could make changes to code provisions affected by these amendments; however, none are specifically planned at this time.

8. **List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.**
Previously prepared SEPA checklist for the Fall 2017 Biannual Code Amendments.

9. **Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.**
NA

10. **List any government approvals or permits that will be needed for your proposal, if known.**
Adoption by the Clark County Board of County Councilors.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page.

This is a non-project action for a code amendment to allow administrative approval of final plats as permitted through SB 5674.

12. Location of the proposal.

This is a non-project action that will apply to the confines of unincorporated Clark County

B. ENVIRONMENTAL ELEMENTS

1. Earth

- a. General description of the site: Flat, rolling, hilly, steep slopes, mountainous, other.
Not applicable. This is a non-project action.
- b. What is the steepest slope on the site (approximate percent slope)?
Not applicable. This is a non-project action.
- c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime farmland.
Not applicable. This is a non-project action.
- d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.
Not applicable. This is a non-project action.
- e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill.
Not applicable. This is a non-project action.
- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.
Not applicable. This is a non-project action.
- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?
Not applicable. This is a non-project action. No development is anticipated as part of this application.
- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:
None. This is a non-project action.

2. Air

- a. **What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.**
None, this is a non-project action.
- b. **Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.**
Not applicable.
- c. **Proposed measures to reduce or control emissions or other impacts to air, if any:**
None are proposed as part of this non-project action.

3. Water

a. Surface:

- 1) **Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**
Not applicable.
- 2) **Will the project require any work over, in, or adjacent to (within 200 feet) the described water? If yes, please describe and attach available plans.**
Not applicable.
- 3) **Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.**
Not applicable.
- 4) **Will the proposal require surface water withdrawals or diversions. Give general description, purpose, and approximate quantities if known.**
Not applicable.
- 5) **Does the proposal lie within a 100-year flood plain? If so, note location on the site plan.**
Not applicable. This is a non-project action.
- 6) **Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.**
Not applicable.

b. Ground Water:

1) Will ground water be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities if known.
Not applicable.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals . . .; agricultural; etc). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.
Not applicable.

c. **Water Runoff (including storm water):**

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.
Not applicable. This is a non-project action.

2) Could waste materials enter ground or surface waters? If so, generally describe.
Not applicable.

d. **Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:**
No mitigation measures are proposed as part of this non-project action.

4. **Plants**

a. Check or circle types of vegetation found on the site.
This is a non-project action.

b. What kind and amount of vegetation will be removed or altered?
None as part of this non-project action.

c. List threatened or endangered species known to be on or near the site.
Not applicable.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any;
Not applicable.

5. **Animals**

a. Circle any birds and animals which have been observed on or near the site or are known to be on or near the site:

This is a non-projection action.

- b. **List any threatened or endangered species known to be on or near the site.**
Not applicable.
- c. **Is the site part of a migration route? If so, explain.**
Not applicable.
- d. **Proposed measures to preserve or enhance wildlife, if any:**
None are proposed as part of this non-project action.

6. Energy and Natural Resources

- a. **What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.**
Not applicable.
- b. **Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.**
Not applicable , this is a non-project action.
- c. **What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:**
None. This is a non-project action.

7. Environmental Health

- a. **Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.**
Not applicable.
 - 1) **Describe special emergency services that might be required.**
None.
 - 2) **Proposed measures to reduce or control environmental health hazards, if any:**
None proposed as part of this non-project action.
- b. **Noise**
 - 1) **What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?**
Not applicable.
 - 2) **What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic,**

construction, operation, other)? Indicate what hours noise would come from the site.

Not applicable.

3) **Proposed measures to reduce or control noise impacts, if any:**

Not applicable.

8. Land and Shoreline Use

a. **What is the current use of the site and adjacent properties?**

This is a non-project action that will apply to various sites across Clark County.

b. **Has the site been used for agriculture? If so, describe.**

Not-applicable.

c. **Describe any structures on the site.**

Not-applicable.

d. **Will any structures be demolished? If so, what?**

Not applicable.

e. **What is the current zoning classification of the site?**

This is a non-project action that will apply to various zoning districts across Clark County.

f. **What is the current comprehensive plan designation of the site?**

This is a non-project action that will apply to various comp plan designations across Clark County.

g. **If applicable, what is the current shoreline master program designation of the site?**

Not applicable.

h. **Has any part of the site been classified as an "environmentally sensitive" area? If so, specify.**

Not applicable.

i. **Approximately how many people would reside or work in the completed project?**

Not applicable for this non-project action.

j. **Approximately how many people would the completed project displace?**

Not applicable.

k. **Proposed measures to avoid or reduce displacement impacts, if any:**

Not applicable.

l. **Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:**

None of the proposed changes will conflict with the county's comprehensive plan.

9. Housing

- a. **Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.**
Not applicable.
- b. **Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.**
Not applicable.
- c. **Proposed measures to reduce or control housing impacts, if any:**
None are proposed for this non-project action.

10. Aesthetics

- a. **What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?**
None are proposed as part this non-project action.
- b. **What views in the immediate vicinity would be altered or obstructed?**
Not applicable.
- c. **Proposed measures to reduce or control aesthetic impacts, if any:**
Not applicable.

11. Light and Glare

- a. **What type of light or glare will the proposal produce? What time of day would it mainly occur?**
None as part of this non-project action.
- b. **Could light or glare from the finished project be a safety hazard or interfere with views?**
Not applicable.
- c. **What existing off-site sources of light or glare may affect your proposal?**
Not applicable.
- d. **Proposed measures to reduce or control light and glare impacts, if any:**
None are proposed as part of this non-project action.

12. Recreation

- a. **What designated and informal recreational opportunities are in the immediate vicinity?**
Not applicable.

- b. **Would the proposed project displace any existing recreational uses? If so, describe.**
No.
- c. **Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:**
Not applicable.

13. Historic and Cultural Preservation

- a. **Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe.**
Not applicable.
- b. **Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site.**
Not applicable.
- c. **Proposed measures to reduce or control impacts, if any:**
None proposed as part of this non-project action.

14. Transportation

- a. **Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any.**
Not applicable.
- b. **Is the site currently served by public transit? If not, what is the approximate distance to the nearest transit stop?**
Not applicable.
- c. **How many parking spaces would the completed project have? How many would the project eliminate?**
Not applicable.
- d. **Will the proposals require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private).**
Not applicable.
- e. **Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**
Not applicable.
- f. **How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur.**
Not applicable for this non-project action.

- g. **Proposed measures to reduce or control transportation impacts, if any:**
None proposed as part of this non-project action.

15. Public Services

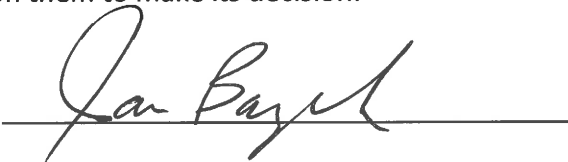
- a. **Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? if so, generally describe.**
No.
- b. **Proposed measures to reduce or control direct impacts on public services, if any.**
None proposed as part of this non-project action.

16. Utilities

- a. **Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other.**
Not applicable.
- b. **Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.**
None proposed as part of this non-project action.

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: 

Date Submitted: October 31, 2017

D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent of the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

- 1. **How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

Not applicable. This is a proposal to change CCC40.540.070, the county code outlining the process required for the approval of final plats. No development is proposed at this time. Currently, staff reviews proposed final plats and forwards them to the Board of County Councilors for final approval on the consent agenda. A staff report accompanies the final plat with basic information about the project. Due to the time requirements for the consent agenda process, this approval normally takes approximately two or more weeks. Councilors rarely remove a plat from the consent agenda to ask questions about the proposal. Therefore, little change will occur with the approval of this code amendment other than to reduce the amount of time required to process a final plat.

2. How would the proposal be likely to affect plants, animals, fish or marine life?

Not applicable. This application proposes a development code change to the process for approving final plats; the code change will not affect existing environmental codes. No development is proposed at this time.

3. How would the proposal be likely to deplete energy or natural resources?

Not applicable. This application proposes development code changes to the final plat approval process. No development is proposed at this time.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection: such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

Not applicable. This application proposes development code changes to the final plat approval process. No development is proposed at this time.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

This application only proposes development code changes to the final plat approval process. Little change is expected to occur. Staff will continue to complete the normal approval process, but plats will no longer require final approval by the Board of County Councilors on the consent agenda.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

Not applicable. This application proposes development code changes to the final plat approval process. No development is proposed at this time.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

This proposed code change is not expected to conflict with any local, state, or federal environmental protection regulations.



1 **Attachment “B” to Fall 2017 Biannual Code Amendments**

2
3 Language proposed to be deleted is ~~struck through~~. Language proposed to be added is
4 double-underlined.

5
6 **40.540.070 Final Plat**

7 A. Application Form.

8 An application form shall be provided by the department, and shall contain the
9 following information:

- 10 1. Plat name;
- 11 2. Name, mailing address and telephone number of owner and/or developer, and
12 surveyor of the plat;
- 13 3. Location;
- 14 4. Date;
- 15 5. Acreage;
- 16 6. Number of lots;
- 17 7. Zoning designation; and
- 18 8. Comprehensive plan designation.

19 B. Submittal Requirements.

20 All of the materials listed below must be submitted for a fully complete application,
21 unless otherwise authorized by the responsible official:

- 22 1. Completed application form;
- 23 2. Application fee pursuant to Title 6;
- 24 3. Proposed final plat:
 - 25 a. Proposed Final Plat – Map Data. The final plat shall be prepared in
26 compliance with the drafting standards in Section 40.540.060 and shall
27 include the following:

- 28 (1) Subdivision name;

- 1 (2) Legend;
- 2 (3) Location, including one-quarter (1/4) section, section, township,
3 range, and, as applicable, donation land claim and/or subdivision;
- 4 (4) Boundary survey;
- 5 (5) Lot, block and street right-of-way and centerline dimensions;
- 6 (6) Street names;
- 7 (7) Scale, including graphic scale, north arrow and basis of bearings;
- 8 (8) Identification of areas to be dedicated;
- 9 (9) Surveyor's certificate, stamp, date and signature;
- 10 (10) Signature blocks for the following:
 - 11 (a) County Engineer;
 - 12 (b) County Auditor;
 - 13 (c) Chairperson, Board of County Commissioners;
 - 14 (d) County Assessor;
 - 15 (e) Clark County Health Department (if septic or well systems are
16 proposed); and
 - 17 (f) The responsible official;
- 18 (11) Special setbacks (if any);
- 19 (12) Private easements (if any);
- 20 (13) Utility easements;
- 21 (14) Walkways (if any); and
- 22 (15) Parcel areas of lots expressed in square footage for developments
23 in the urban area and acreage for developments in the rural area.
- 24 b. Mathematical closures.
- 25 c. Proposed Final Plat – Copies.
 - 26 (1) The number of copies (“bluelines”) of the proposed final plat
27 established by the responsible official, and

- 1 (2) One (1) reduced copy of the proposed final plat at a scale of one (1)
2 inch equals two hundred (200) feet (1" = 200').
- 3 4. Final habitat permit and mitigation plan, if applicable.
- 4 5. Construction plan approval letter, sight distance compliance letter or county
5 approved approach permit.
- 6 a. Where improvements are required, construction plan approval letters for the
7 design of required improvements pursuant to Section 40.540.080 shall be
8 submitted.
- 9 b. For developments that do not require the submittal of construction plans, a
10 Sight Distance Compliance Letter and/or a copy of the associated county
11 approved approach permit shall be submitted. The compliance letter,
12 verifying compliance with Chapter 40.350, shall be stamped, signed and
13 dated by a Professional Civil Engineer registered in the state of Washington.
- 14 6. Written acceptance of the final public and private improvements or performance
15 guarantee pursuant to Section 40.540.080, if applicable.
- 16 7. Legal Documentation. The following signed and notarized original documents
17 shall be provided:
- 18 a. Certification for platting from a title company;
- 19 b. Dedication of Plat. A plat certificate shall be provided, including dedications, if
20 any (RCW 58.17.165). The intention to dedicate shall be evidenced by the
21 owner by the presentment for filing of a final plat or short plat showing the
22 dedication thereon; and, the acceptance by the public shall be evidenced by
23 the approval of such plat for filing;
- 24 c. A treasurer's certificate;
- 25 d. Legal description of the boundary which has been certified by the land
26 surveyor shall be provided, with seal and signature as being an accurate
27 description of the lands actually surveyed;
- 28 e. Conditions, covenants and restrictions, notes, and/or binding agreements as
29 required by this code, SEPA, conditions of preliminary plat approval or other
30 law, including but not limited to the following:
- 31 (1) Private road maintenance agreement, if applicable;
- 32 (2) Recorded conservation covenant, if applicable; and
- 33 (3) Latecomer's agreement, if applicable;

- 1 f. Utility letter(s) from the respective water and sewer service providers verifying
2 the services have been installed, inspected and approved;
 - 3 g. Other legal documents required pursuant to the preliminary plat decision;
 - 4 h. Copy of recorded public and private off-site easements and right-of-way
5 dedications for required improvements; and
 - 6 i. Developer Covenants to Clark County.
- 7 8. Supporting Documentation. Additional fees and documentation may be required,
8 including the following:
- 9 a. Receipt showing payment of concurrency modeling fees;
 - 10 b. Verification that fees have been paid for stormwater and roadway
11 improvements, if applicable.
 - 12 c. Copy of recorded public and private off-site easements and right-of-way
13 dedications for required improvements;
 - 14 d. Verification of the installation of required landscape. Prior to recording the
15 final plat, the applicant shall provide verification in accordance with
16 Section 40.320.030(B) that the required landscape has been installed in
17 accordance with the approved landscape plan(s); and
 - 18 e. Other supporting documents required pursuant to the preliminary plat
19 decision.
- 20 9. Mylar and Digital File. Upon compliance of the final plat and the construction
21 plans with all preliminary plat conditions and with all applicable, adopted
22 statutes and local ordinances, the responsible official shall request submittal of
23 the final plat Mylar(s) for signature and submittal of a digital file for layers
24 specified in Section 40.540.060 that conforms to all applicable requirements
25 discussed in Section 40.540.060. If the applicant chooses, the county will
26 prepare the digital file based upon the submitted Mylar. The applicant shall
27 provide payment for the preparation of the digital file in accordance with
28 Section 6.110A.020(2)(B)(III). Additionally, the responsible official shall forward
29 the digital file to the Department of Assessment and GIS.

30 C. Final Plat Procedure.

- 31 1. Final plat applications are subject to a Type I review pursuant to
32 Section 40.510.010.
- 33 2. An applicant requesting final approval of a plat shall submit to the responsible
34 official copies of the materials specified in Section 40.540.070(B).

- 1 3. The responsible official shall review each submittal package for counter-
2 completeness before initiating processing. Incomplete submittals will be
3 returned to the applicant. An application shall not be deemed fully complete
4 until all legal requirements and conditions of approval that are required to be
5 fulfilled before final plat have been met.

- 6 4. The department shall coordinate the final subdivision review among the
7 appropriate county departments. The applicant shall be responsible for
8 coordination with other agencies.

- 9 5. Upon consideration of the approval criteria below, the responsible official shall
10 ensure: ~~sign and forward the final plat to the board as provided by RCW~~
11 ~~58.17.150.~~
 - 12 a. The plat is in proper form for recording as established by the submittal
13 requirements;
 - 14 b. The final plat map and mathematical closures are in compliance with the
15 survey standards set forth in Section 40.540.100;
 - 16 c. All required improvements have been completed or the arrangements or
17 contracts have been entered into to guarantee that such required
18 improvements will be completed;
 - 19 d. The final plat is in conformance with conditions of preliminary plat approval.
20 Final plats for commercial and industrial properties shall be in substantial
21 conformance with the preliminary plat if lot sizes are within the range of lot
22 sizes proposed for the preliminary plat;
 - 23 e. The final plat complies with the requirements of this chapter and all
24 applicable, adopted statutes and local ordinances.

- 25 6. The ~~board,~~ responsible official, upon consideration of the final subdivision ~~at a~~
26 ~~public meeting,~~ shall sign the final plat accepting such dedications and
27 easements as may be included thereon. Written notice of the ~~board's~~
28 responsible official's decision shall be provided to the applicant and the
29 applicant's representative.

- 30 7. Recording. Upon approval of the final plat by the ~~board~~ responsible official, and
31 after all other statutory requirements have been met, the plat shall be recorded
32 by the County Auditor pursuant to Section 40.540.110. In addition, if copies of
33 conservation covenants pursuant to Section 40.540.070(B)(7)(e) and public
34 and private off-site easements and right-of-way dedications for required
35 improvements pursuant to 40.540.070(B)(7)(h) have not previously been
36 recorded, they shall be recorded concurrently with the plat.

37 **Rationale:** Senate Bill 5674 which allows administrative approval of final plats became
38 effective July 23, 2017. A member of the DEAB noted this relatively new allowance in

1 state law, which, if enacted by the County, will facilitate the processing of final plats.
2 Currently, staff reviews proposed final plats and forwards them to the Board of County
3 Councilors for final approval on the consent agenda. A staff report accompanies the final
4 plat with basic information about the project. Due to the time requirements for the consent
5 agenda process, this approval normally takes approximately two or more weeks.
6 Councilors rarely remove a plat from the consent agenda to ask questions about the
7 proposal.

8 Little change will occur with the approval of this code amendment other than to reduce the
9 amount of time required to process a final plat.

10

11

12