

# **STAFF REPORT AND RECOMMENDATION TO THE CLARK COUNTY PLANNING COMMISSION**

**TO:** Clark County Planning Commission

**FROM:** Jan Bazala, Planner II

**PREPARED BY:** Jan Bazala, extension 4499

**SUBJECT:** Code amendment to allow staff to sign final plats

## **PC HEARING**

**DATE:** November 16, 2017

## **REPORT PREPARATION**

**DATE:** October 16, 2017

---

## **I. SUMMARY**

In October of 2017, the Planning Commission reviewed 32 proposed Title 40 changes as part of the 2017 fall biannual code amendment process. One additional code change is being added to the list of fall amendments, to come before the Planning Commission in November.

The additional item is a proposal to amend the process by which final plats are approved. Senate Bill 5674 was recently passed, which allows administrative approval of final plats. Currently, the Board of County Councilors must approve final plats; this process is usually done on the consent agenda.

The Board of County Councilors will review this additional item, along with the 32 previously-reviewed biannual items in December. This report covers the additional item, which is presented for the Planning Commission's consideration and recommendation to the Board of County Councilors

## **II. BACKGROUND**

Periodically staff "batch" minor amendments to the Clark County Code to correct scrivener's errors, update references, clarify standards and codify interpretations of code language brought about by management decisions, hearings examiner or Board of Clark County Commissioners actions.

This additional item is a latecomer to the Fall biannual amendments process. Since it was not included in the SEPA or the Planning Commission hearing legal notice for the other 32 items, it needs to be heard separately from the previous 32 items.

The previous 32 items were described in an Attachment "A". This added item is described in Attachment "B". Language proposed to be deleted is ~~struck-through~~. Language proposed to be added is double-underlined.

### **III. PROCESS**

Many of the code changes are identified by staff in the course of review of various permit applications, or in researching questions from customers. Others have been requested by the development community and by the Board of County Councilors. This item was brought to staff's attention by a member of the public.

### **IV. ANALYSIS**

Attachment "B" includes the full text of the one additional code change that will be reviewed in November. It is considered a minor policy change. It is a proposal to change CCC40.540.070, the county code outlining the process required for the approval of final plats. 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. The process staff uses for final plat review will not change as a result of this code change.

### **V. COMMUNITY OUTREACH**

The Planning Commission held a work session on October 5, 2017 for the original 32 proposed changes, with a subsequent hearing on the 32 items on October 19, 2017.. This one additional change will be presented at a work session on November 2nd, 2017.

A SEPA determination of non-significance was published in the "Columbian" newspaper for the initial 32 code changes on September 25, 2017. A SEPA determination of non-significance was published in the "Columbian" newspaper for the one additional change on November 1, 2017

A legal notice of the public hearing for the initial 32 code changes was published in the "Columbian" newspaper on October 4, 2017. A legal notice of the public hearing for this 33<sup>rd</sup> item was published in the "Columbian" newspaper on November 1, 2017.

**VI. RECOMMENDATION**

Staff recommends the Planning Commission favorably consider this proposal and forward a recommendation of APPROVAL to the Board of County Councilors.

Enclosures: Attachment "B"