



DEVELOPMENT and ENGINEERING ADVISORY BOARD

2017 Annual Report & 2018/2019 Work Plan

The Board of Clark County Commissioners (now, Clark County Councilors,) formed the Development and Engineering Advisory Board (DEAB) in late 2006. DEAB works with the County Manager, Community Development, Community Planning, Public Works, and Environmental Services to review process improvements, proposed code changes, and development fee strategies.

Although initially formed to focus on development engineering issues, the Board of Clark County Commissioners broadened DEAB's responsibilities in 2010 to cover the County's entire development and building activities. DEAB's bylaws are attached to this report.

The DEAB panel consists of ten members: three private-sector planners or engineers, one construction contractor, one public-sector planner or engineer, one land developer, one Building Industry Association representative, one associated with commercial or industrial development, and two other professionals associated with development. The County Manager is authorized to select DEAB members.

The 2017 roster included:

Chair	Jeff Wriston	Kingston Homes
Vice-Chair	Steve Bacon	Clark Regional Wastewater District
	Mike Odren	Olson Engineering, Inc.
	Ott Gaither	Gaither Homes, LLC
	Eric Golemo	SGA Engineering, PLLC
	Terry Wollam	RE/MAX
	James Howsley	Jordan Ramis PC
	Don Hardy	Berger ABAM
	Andrew Gunther	PLS Engineering
	Mike Nieto	Catworks Construction

2017 Accomplishments

As always, the past year was a busy and challenging one for DEAB. This year DEAB found itself more reactionary to current issues, but still focused on proactive approaches to building and development matters.

The following is a summary outline of DEAB's key accomplishments:

Code Revisions

1. Continuous participation and feedback on Spring Bi-annual codes changes went through DEAB at least three times. Key issues and recommendations on:
 - Corner lots and sight distance regulations.
 - Residential building permits/Bonding/Development Agreement. Issue raised in public comment. DEAB supported a test DA with a developer. New code language ultimately adopted.
 - RV Park Standards.
 - Plat Approval signing authority to County/Deputy Manager.
 - Removed county requirements for State road access.
 - Added item for deferral of frontage improvements in Rural Centers.
2. Review proposed Concurrency Code revisions.
3. DEAB received and provided input on demanding stormwater issues and received regular updates and commented on and participated in the challenges of application and interpretation of the Stormwater Ordinance. This year specifically on soil amendments, rural drainage process and requirements, and SFR stormwater plans.
4. Reviewed and commented on Title 40 Code Amendments/ADU, Cottage Housing and RADUs.
5. Retaining Walls – code revisions.

Development-Related Issues

1. Continually monitored and studied ideas for Permitting Timeframe/Response Initiatives, Permit Center challenges and LEAN improvements.
2. Reviewed and discussed need for an additional FTE and fee changes in the County Wetland/Habitat Group. Evaluated proposed fee changes and adjustments.
3. Input into updates of the Transportation Improvement Plan.
4. Continually identify, monitor and discuss unexpected changes, challenges and issues related during Public Comment Period (some examples):
 - PUD transformer setback changes.
 - PUD plat notes and easement requests.
 - Utility Coordination and Challenges (detailed more fully below).
 - Final plat challenges and timelines.
 - Permit Center Challenges/LEAN Improvements/Staffing.
 - Building and Subdivision Drainage Issues/Challenges.
 - Plat Approval Bill -- 5674.
5. Utility Coordination/Joint Trench/Enhanced Engineering Plan Coordination and Approval.

Several meetings and members' participation in dealing with challenges of new stormwater requirements, and their effects on trench and utility installation. PUD, Century Link, Comcast and NW Natural gas all involved with County Staff and DEAB to explore opportunities to better coordinate, avoid conflicts and improve process. Interim proposal explored. Staff to look to a pilot program with volunteers to attempt to submit electrical plans at time of first submittal of engineering.

6. Worked with development review staff exploring opportunities to improve timelines, process and staff resources.
7. Provided recommendations on implementation of revised Traffic Impact Fee rates and map.
8. Reviewed and commented on Sidewalk Program and ranking criteria.
9. Continued to pursue streamlining early grading processing with the goal of "over the counter" versus the 21, 14, 7 day process and/or to get early grading quickly after first civil review. How to handle SFR exemptions and SEPA, but also recognize some SFR grading can be significant.
10. Monitored/discussed water rights and exempt wells based on Hirst Case.
11. Regular updates and input on the Comprehensive Plan: e.g., updates, legal status, where do we go from here.
12. Continued review and monitoring of County Fee Waiver Program. Studied potential to establish an endpoint and effects, fairness and process to do so. Ultimately wound down the end of December 2017.
13. DEAB continues to provide input and raise concerns related to population growth assumptions, calculations of the buildable land supply, and assumed infrastructure deduction percentage; and, to have concerns over available land supply and housing affordability.

Process Improvements

1. Members participated in the Project Delivery Stakeholders Group formed to review and recommend improvements to various aspects of the County's regulatory, permit and land use processes to "better deliver commercial, industrial, office and residential projects to the greater Clark County community." Participating members regularly report progress to DEAB and receive feedback.
2. Formed and worked on committee with County staff to improve the Final Plat process.
3. Continued to encourage review of potential changes to the Plat Alteration process to identify ways the process could be simplified.
4. DEAB continued to encourage the use of technology where applications can be made, such as submittals, inspections, meetings, etc. Progress is being made.
5. DEAB continued to receive updates and monitor process improvements and changes (e.g., LEAN, final plat, working groups, fee reform, Tidemark transition).
6. Participated in and received updates and input into City Gate study.

Technology

1. Regular updates and comments on Tidemark Replacement/transition to CCLMS.
2. Received staff updates on County website revisions and provided comments on potential adjustments.
3. General discussion of technology trends in the development and building construction industries.

Participation on Special Work Groups

In addition to the regular monthly meetings, DEAB members assisted on several special working groups:

- Project Delivery Stakeholders Group
- Final Plat Process Committee
- Site Distance and Corner Lot Driveway Committee
- Single Family Residential Stormwater Review and Soil Amendments
- Joint Trench and Utility Coordination

Economic Development

DEAB continues to be an active supporter for economic development in Clark County.

2018/2019 DEAB Work Plan Suggestions

DEAB looks forward to continuing to review the following proposed top priorities with the Clark County Councilors: continue to explore fee reforms and practices for job growth for economic development; guidance of process improvements to include staffing and resources approaches, customer service enhancements, early review of proposed policy and code changes; and housing affordability.

DEAB is in agreement with the following 2018/2019 work plan:

DEAB 2018/2019 action items: Priority A (no particular order)

1. Continue to focus on and explore ways for process improvements, efficiency, customer service, culture changes. Dovetail off of workshop and City Gate report. Continue to discuss culture of “no” to “yes”. How can we help?
2. Review how to handle matters such as technicalities, minor adjustments, etc., without triggering large delays. (E.g., At Fully Complete, Final Plat, Engineering). Common sense approach. Accountability. Authority. Access.
3. Comprehensive Plan Review Update based on Hearings Board Decision. Continue to discuss population growth assumptions, calculations of the buildable land supply, and assumed infrastructure deduction percentage; and, available land supply and housing affordability. Focus on housing affordability and use of development code tools (infill lots, Accessory Dwelling Units and other incentives). Possible Transfer of Development Right discussion coming up.
4. Review the need for road modifications that are minor and non-technical.
5. Grading Permit process improvements for early grading permits.
6. Look at improvements to Preliminary Plat and Preliminary Site Plan application process. Emphasize importance of staff and applicant meeting after early issues as necessary so all parties is on the same page.
7. Explore reforming Fully Complete Process.
8. Explore reforming SFR review process.
9. Consider case manager for application follow through and coordination/communication.
10. Pursue goal of Engineering Approval in 2 reviews rather than 3 or 4. Ideas include, set meeting up at 3 weeks with ALL involved staff and applicant. Go over redlines and comments. Commit to what is to be changed. Submit for 2nd review and goal is to receive approval. MANDATORY participation must be redefined and enforced here.
11. Engineering/stormwater reviews/requirements for Single Family Residences.

12. Continue work on Joint Trench and Utility Coordination efforts.
13. Continue involvement on 2017 issues that carry over into 2018. (E.g., follow-up on Building Drainage issue and how to improve Title 40 changes).
14. Streamline engineering for Type I post decision reviews.
15. Pursue concurrent reviews.

DEAB 2017/2018 action items: *Priority B (no particular order)*

1. Examine possibilities and benefits of various “certifications” or “preferred” status for consultants (e.g., see 2 above). Helps against regulating to the lowest common denominator. Certain structural reviews, like retaining walls, should be able to just be stamped and accepted, or expedited/minimal review.
2. SFR storm review. Look at eliminating for “certified” consultants. (e.g. expedited review).
3. SEPA thresholds and exemptions.
4. Partnerships with Parks Department on development of parks within subdivisions.

DEAB 2018/2019 monitoring items:

1. Final Plat process improvements (some continuing committee work needed. Monitoring effectiveness/implementation of process improvements identified by committee work in 2016).
2. Encourage the use of technology where applications can be made, such as inspections, meetings, etc.
3. Continuing encouragement for concurrent review processes and other application processing procedures to expedite projects.
4. CCLMS transition and efficiency.
5. Single Family Residential LEAN process.
6. Staffing levels in all departments and ability to maintain high level of service.
7. Stormwater Ordinance update. Monitor any issues with new ordinance and Manual.
8. Reducing Permit Center wait times.
9. Monitor RADUs

DEAB looks forward to continuing their successful collaboration with Clark County.

Jeff Wriston
2017 DEAB Chair

Attachments:
DEAB Bylaws