



proud past, promising future

Development and Engineering Advisory Board

2010 Annual Report

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

Although DEAB was initially formed to focus on development engineering issues, the BOCC broadened its responsibilities in 2010 to cover the county's entire development and building process.

DEAB has nine members. Seven members are selected and appointed by the BOCC: three private-sector planners or engineers, one construction contractor, one land developer, one local municipality representative, and one Building Industry Association representative. Two at-large members are nominated by DEAB, with appointment by the BOCC. The 2010 roster was as follows:

| | | |
|------------|-----------------------------|--|
| Chair | Eric Golemo | <i>SGA Engineering, PLLC</i> |
| Vice-Chair | Steve Madsen (partial year) | <i>Building Industry Association (BIA)</i> |
| Vice-Chair | Mike Bomar (partial year) | <i>Formerly with BIA</i> |
| | Helen Devery | <i>BergerABAM</i> |
| | Ott Gaither | <i>Gaither Homes, LLC</i> |
| | James Howsley | <i>Miller Nash LLP</i> |
| | Greg Jellison | <i>HDJ Design Group, PLLC</i> |
| | Jerry Nutter | <i>Nutter Corporation</i> |
| | Tim Schauer | <i>MacKay & Sposito, Inc.</i> |
| | Steve Wall | <i>City of Ridgefield</i> |

2010 Accomplishments

The past year was a busy and challenging one for DEAB. The following is a summary of DEAB's 2010 accomplishments.

1. Title 40 Update - Retooling Our Code (ROC) Project
Supporting the county's ROC project was a high priority for DEAB during 2010 and will continue to be a priority in 2011. DEAB actively participated with staff to

identify needed code changes, suggest code language, review drafts, and prepare formal testimonies for both Planning Commission and the BOCC.

ROC Batch #1 dealt with several land use procedural changes. Several DEAB members participated in a work group throughout the spring and early summer. DEAB made its formal motions in June; the BOCC adopted Batch #1 code changes in July.

ROC Batch #2A and #2B, originally consisting of 12 code sections, started soon after the adoption of the first batch. DEAB chose to focus on the items that were not discussed by the Rural Lands Task Force. DEAB members participated with work groups for road modifications and narrow lot standards. Batch #2A was adopted by the BOCC in January 2011 and included the grading permit re-name, road modifications, administrative authority for 'no parking' zones and wetlands delineation manual definition. Batch #2B was adopted by the BOCC in March 2011 and includes the proposed changes to the narrow lots code section.

2. Process Improvements: 60-Day Concurrent Permitting Process

DEAB members were strong proponents of the proposed 60-day review process. Over the course of several meetings, DEAB suggested procedures for this expedited review process that accelerates and broadens the applicability for the county's Fastlane process (Fastlane is limited to economic development projects). DEAB supported the concept of early resolution of issues, an hourly billing process, and mandatory case manager. DEAB hopes this process will be fully implemented after its current pilot period.

3. Signing/Striping Review Process Changes

Development Engineering requested DEAB's review and approval of a streamlined review process for signing and striping construction plans. The newly implemented process allows one initial submittal for both the civil drawings and the signing/striping drawings. Staff routes plans among the various review groups and coordinates multi-disciplinary comments for applicants.

4. Developer Certification (PE Stamp) Concepts

In 2009, DEAB formally recommended to the BOCC to not pursue accepting professional engineer (PE) license stamps in lieu of county engineering review. Based on direction from the BOCC, the topic came back for discussion. The BOCC is interested in evaluating Development Engineering program changes that eliminate county staff review of final engineering construction plans and stopping (or reducing) construction inspection. Some type of bond and developer certification would be used to ensure the county's land use conditions, code, and standards are complied with. During 2010, DEAB only conceptually began discussing options for a Developer Certification process and has not taken a formal position. Further discussion will occur in 2011.

5. Engineering Submittal Documents/Process - Public Records and Ownership Issues
DEAB reviewed and addressed the county's policies/procedures regarding ownership of signed, stamped engineering plans. DEAB suggested adding a statement to application forms about representation and who is authorized to receive plans. Staff subsequently worked with the county's prosecuting attorney office to refine the procedures and application forms. Original construction plans are now returned to the applicant's representative.
6. Public Works Strategic Plan
DEAB participated in a facilitated discussion to provide guidance to Public Works for its strategic plan objectives and priorities.
7. Private Bridges
The county's Fire Marshal reported on the condition of private bridges in Clark County. There are policy questions related to the role of the county in regulating privately-owned bridges. Emergency service providers are concerned about access over unregulated bridges and major culverts. In 2011, DEAB members will participate on a private bridges work group.
8. Shoreline Master Program Update
DEAB heard a presentation on the Shoreline Master Program and offered suggestions for additional information. DEAB members are tracking this project and will formally comment in 2011.
9. Financial Performance (Fee Revenue/Actual Expenses)
DEAB reviewed financial and performance measure reports for both Community Development/Development Services and Public Works/Development Engineering. Very little activity occurred on short plat and subdivision developments in the first half of 2010, so there was not enough information to support implementing the hourly billing system for development review cases.

Spirit of Clark County Award

DEAB was recognized during the 2011 State of the County address as one of the Spirit of Clark County Award winners. This award honors outstanding volunteer efforts. DEAB was nominated as an advisory board with a proven record of supporting county economic growth and job creation.

Recommendations

1. DEAB requests BOCC clarification as to DEAB's roles related to policy and technical work. During the Retooling Our Code discussions, DEAB was unclear as to the BOCC's expectations.
2. Code changes made through the ROC process need to be monitored and potentially revised based on actual project experience.
3. Fully implement the 60-Day Concurrent Review process for both site plan and land division projects.

4. Initiate a policy discussion about the public share of development fees. The Public Works Development Engineering program receives no general fund monies for the review or inspection of development projects. DEAB continues to recommend an individualized fee recovery policy for individualized tasks or review functions, and suggests an overall average of between 50 to 75% fee recovery.
5. Formally adjust the TIF policy to formalize the expired 2010 rates.
6. Extend by one year the expiration date for unrecorded plats that expire in 2011.
7. Change code to make pre-application conferences optional.
8. Continue to strive for code consistency with City of Vancouver and other cities of Clark County.

2011 Priorities and Work Plan

DEAB looks forward to its April work session with the BOCC to discuss its 2011 work plan. A few items that DEAB suggests for the discussion include:

| ID # | Item | Lead Department | Quarter | Start Month |
|-------------|---|------------------------|----------------|--------------------|
| 1 | Developer Certification Process | PW | 1, 2 | |
| 2 | Private Bridges Work Group | PW/CD | 1, 2, 3 | |
| 3 | Development Fee Refinement (minor clean-up) | CD | 2 | April |
| 4 | Biannual Code Amendments | CD | 2, 3 | May/June |
| 5 | Narrow Lot Standard Details Work Group | PW | 2, 3 | |
| 6 | PW Hourly Billing Fee Structure | PW | 2, 3 | |
| 7 | Stormwater Low Impact Development Policies and Incentives | DES | 2, 3 | May/June |
| 8 | Transportation Typical Road Cross Sections Work Group | PW | 2, 3, 4 | |
| 9 | Retooling Our Code (ROC) Batch #4 | CD | 3, 4 | Aug |
| 10 | Retooling Our Code (ROC) Batch #5 | PW | 4 | Oct |
| 11 | Shoreline Master Program Update | Planning | All | |

DEAB looks forward to continued collaboration between Clark County's development community and county staff during 2011.

Respectfully submitted,

Development and Engineering Advisory Board



Signature on file

Eric Golemo
2010 Chair

Steve Madsen
2010 Vice Chair

SUBMITTED TO THE BOARD OF CLARK COUNTY COMMISSIONERS FOR A WORK SESSION
ON APRIL 6, 2011.