

Development and Engineering Advisory Board Meeting
October 4, 2012
2:30 – 4:30 p.m.
Public Service Center

In attendance:

Board members – Mike Bomar, Ott Gaither, Eric Golemo, Andrew Gunther, James Howsley, Mike Odren

DEAB members not in attendance: Helen Devery, Greg Jellison

County staff – Jan Bazala, David Bottamini, Brent Davis, Gordy Euler, Jim Muir, Nikki Olsen, Oliver Orjiako, Dianna Nutt, Susan Rice, Ali Safayi, Sue Stepan

Mike Odren stepped in as chair of DEAB at the beginning of meeting; Howsley resumed shortly after.

Technology Focus

Jim Muir gave an update regarding the Tidemark software replacement. The Request for Proposals which closed last week had a good response. A discussion ensued regarding the replacement of Tidemark which was purchased by the county in 1999. The county wants a system that has multiple features as standard items, versus significant customizing. The new system would allow electronic communications such as submittals, inspections, approvals, etc.

Muir discussed the benefits of video inspections. An example is a re-roofing project. The contractor is roofing at night because the tenant did not allow the work to be done during business hours. County inspectors are trying to get to the project at the end of their day and the beginning of the contractor's day. The contractor could supplement the inspection record with photos or video to demonstrate compliance.

For mechanical permits, if a technician was on the job site and knew the protocol, the inspection could also be done electronically or the homeowner could submit photos or video so that the technician would not have to be on site during the inspection. This would also allow a homeowner to not have to take a day off of work to wait for an inspection.

Staff spends a lot of time copying, tagging, scanning and turning submittals into electronic records. If the county took more applications electronically it would be a more efficient.

Stepan said in the November DEAB meeting a short discussion would take place as to technology proposals for the FY13-14 budget. DEAB may decide to formalize a budget recommendation to county commissioners.

Administrative Actions

- Review/Revise/Adopt Minutes: Minutes from September 6, 2012 were approved and adopted.
- Reviewed Upcoming Events
- Plat Nine-Year Extension Status: This item was tabled for further discussion.
- Correspondences:

- A) Recommendation, dated Sept 11, 2012, to the Planning Commission for amendments related to Employment Zones in the 20-Year Comprehensive Plan and Development Code

DEAB decided to amend one of their prior recommendations to the Planning Commission, as follows:

MOTION: DEAB formally moved to recommend modifying Footnote 1 for Table 40.230.085-1 to allow commercial retail uses to exceed ten percent (10%) up to and including twenty-five percent (25%) of the combined gross floor area of all building(s) within the development site through a conditional use permit. The motion passed with five (5) "yes" votes and one (1) "no" vote.

Odren wanted it noted in the record that he was not opposed to the footnote change, but thought 20% should be the maximum threshold.

- B) Flyer regarding The Economic Landscape of the Portland-Vancouver MSA – A presentation by Gary Barth on October 8, 2012.

Economic Development Summit Update

Howsley reported that he is working with the Columbia River Economic Development Council on follow-up items from DEAB's summit.

DEAB's 2012 Work Plan and Member Terms

DEAB reviewed their progress on their 2012 work plan and discussed priorities for the next several months. Stepan will edit the work plan for DEAB's next meeting.

Fall Biannuals

Bazala presented to DEAB three minor changes to the previously reviewed Fall Bi-Annual Code Amendments. The changes are as follows:

- Page 9: the word "overall" was added to line 8.
- Page 19: lines 32 to 36 were added to the critical area under SEPA Exemptions
- Page 21: Under Dental and Medical Offices – Changed from Conditional Use to Permitted Use in the Rural Centers Zoning.

MOTION: DEAB formally moved to recommend to the Planning Commission DEAB's support of the fall biannual code amendments as presented during DEAB's October meeting. The motion passed unanimously.

Legal Lot Definitions

Chris Horne presented the proposed changes affecting Lots of Record, Legal Lot Determinations and Boundary Line Adjustments.

There are two changes that of consequence in the proposed ordinance. If you are dividing property through a tax segregation, the county will recognize the change if it follows the definition of state law for the purpose or intent of creating a tax lot or parcel. This is not any different than how the county deals with non-conforming lots that rely on declarations from people. Horne stated that tax segregation has nothing to do with platting.

The second item deals with division of properties that are too small. Under State law a person can adjust property boundaries as long as it does not create an additional lot, tract or parcel and as long as the additional parcels comply with zoning where the property is located.

Of the draft code, page 4, item 5E, states: "A parcel created as a result of an exempt division that does not comply with current zoning and contains less than 3,500 square feet located within the urban growth area or less than 20,000 square feet located within the rural area may not have its boundaries adjusted unless the adjustment brings the parcel into compliance with the area and setback dimensions of the district in which the parcel is located."

Also, under boundary line adjustments a proposed change is that public interest exceptions are valid for seven (7) years from the date the lot determination or review or determination was made. If after seven (7) years, applications must comply with the current applicable standards. Previously the requirement was five (5) years.

All of these changes are being proposed so that the county is in compliance with state law.

It was determined that DEAB would continue this discussion item to their November meeting. Odren will gather some information to determine the concerns of other community stakeholders. DEAB wants to know what the intent of this change is.

There were no public comments.

Next DEAB Meeting: Nov 1, 2012 - 2:30 to 4:30 p.m.

Meeting Minutes prepared by: Susan Rice
Reviewed by: Brent Davis
Board Adopted: November 1, 2012