

**Development and Engineering Advisory Board Meeting
May 2, 2013
2:30 – 4:30 p.m.
Public Service Center**

In attendance:

Board members: Steve Bacon, Mike Bomar, Helen Devery, Andrew Gunther, Don Hardy, James Howsley, Mike Odren

DEAB Members not in attendance: Ott Gaither, Eric Golemo

County staff: Jose Alvarez, Jan Bazala, Chuck Crider, Brent Davis, Gordy Euler, Marty Snell, Nicole Snider, Sue Stepan, Axel Swanson, Kevin Tyler, Ron Wierenga

Visitor: Jon Wagner

Administrative Actions

- Review/Adopt Minutes: Minutes from April 2013 were approved and adopted.
- No correspondences.
- Reviewed Upcoming Events: Upcoming events are listed on back page of agenda. BOCC public hearing May 7 should have a DEAB representation attend. American Society of Civil Engineers (ASCE) presentation May 8. Devery and Howsley will be primary speakers and give the power point presentation previously used at the BOCC work session.
- No DEAB member announcements.

Debrief BOCC Work Session: 2013 DEAB Work Plan

DEAB's annual work session with the BOCC was held April 24. DEAB members felt the BOCC supported DEAB's suggested priorities for the next 12 to 18 months. Priorities include economic development, process improvements, and fee reforms.

Stepan asked for agenda items for DEAB's June meeting. The group decided to focus on customer service.

Snell reminded DEAB of an upcoming BOCC work session (May 29) on economic development. He encouraged DEAB to attend. DEAB discussed whether they should host (or co-host) another economic development summit similar to the one held last year. DEAB decided to wait until after the May 29 work session to further discuss.

Snell described tenant improvement process improvements that have occurred.

Odren provided a City of Vancouver example of a city team assisting business owners. The city team meets the property owner onsite and discusses permitting requirements. The team includes city decision-makers, such as representatives from the fire marshal, building inspector, and engineering. Snell responded that the county will be looking into this.

SEPA Categorical Exemptions Update

Bazala gave an update on the proposed State Environmental Policy Act (SEPA) changes to raise the categorical exemptions; he received several letters during the SEPA comment period that are included in DEAB's packet. Letters were received from the state Department of

Archaeology and Historic Preservation (DAHP), the Yakama Nation tribe, and Educational Service District (ESD) 112. The DAHP and Yakama letters requested additional archaeological review. The Planning Commission voted to accommodate the three requests recommended by DAHP to address archaeology review.

MOTION: DEAB formally moved to recommend their continued support of the revisions to Clark County code section 40.570.090, as presented in the 4/9/2013 document regarding "SEPA Categorical Exemptions." In addition, DEAB supports the Planning Commission recommendation to address the DAHP and Yakama tribe issues and to recognize the school districts concerns about School Impact Fees. The motion passed unanimously.

Public Works Strategic Plan

Stepan presented the Public Works 2013-2014 Strategic Plan; a copy was included in DEAB's packet. This is an update of the 2011-2012 Strategic Plan, reflecting revised department priorities for the current biennium. The Strategic Plan is a useful tool when prioritizing department activities with the commissioners.

Global Waiver of Fees

Swanson and Snell facilitated a discussion about the upcoming BOCC public hearing (May 7) on fee waivers. DEAB's packet includes a draft of the proposed resolution, staff report, and fiscal note.

Devery proposed that DEAB submit a letter of record for the public hearing outlining DEAB's position and concerns.

MOTION: DEAB formally moved to recommend to the Board of County Commissioners DEAB's support of the "Job Creation" resolution that would waive certain development fees and traffic impact fees for most non-residential development projects. The motion passed with five (5) "yes" votes (Bacon, Bomar, Gunther, Howsley, Odren) and two (2) "no" votes (Devery, Hardy). Gaither and Golemo were absent from the meeting.

DEAB represents a cross-section of local stakeholders involved in economic development, land use, and construction activities in Clark County. Although a majority of DEAB supports the resolution, DEAB has several concerns and questions:

1. DEAB is concerned about potential funding gaps that could occur with the waiver of application fees and traffic impact fees (TIFs). DEAB was not provided detailed fiscal analysis to understand the impacts to both the General Fund and Road Fund (other than the biennium estimated expenditures from both funds).
 - a. Will the anticipated job creation result in increased property taxes and sales tax receipts to offset the General Fund expenditures?
 - b. How will the loss of non-residential TIF revenue impact residential TIFs? DEAB does not support a cost shift that would charge residential lots a higher TIF to recover needed revenue to construct public transportation projects.
 - c. What are the long-term impacts to both funds?
 - d. In general, DEAB does not support any increased financial shifts to future development projects resulting from fee waivers.
2. Environmental issues must be properly reviewed. If a project is submitted to Clark County that could have potential significant environmental effects, how will the cost for

the county review/processing of SEPA documentation such as an Environmental Impact Statement be determined or applied?

3. What are the impacts to existing and future TIF credits?
4. Some DEAB members believe the resolution should require the creation of a minimum number of new jobs, similar to one of the county's earlier job creation resolutions.
5. Some DEAB members also believe the resolution should include minimum family-wage job requirements.
6. DEAB believes the resolution needs clearer language in Section 8 "Termination" related to the end of the waiver program. It appears that any non-residential project that is vested under the resolution will receive a waiver of all future fees, regardless if the waiver program is terminated during the vesting period. This situation would not result in any near-term job creation.
7. How does the waiver of TIFs impact the Transportation Capital Facilities Plan and compliance with the Growth Management Act?
8. How will the county measure the success of this fee waiver program?
9. DEAB continues to stress the importance of short timelines when processing development and building review applications. As development activity increases, it is important that the county's resources continue to deliver timely reviews and inspections.

Public Health Environmental Specialist at Permit Center

Swanson provided a brief background of Public Health's role in the downtown Public Services Center (PSC) permit counter. The BOCC is interested in Public Health staffing the PSC permit center to improve customer service. The BOCC asked that DEAB take a look at this idea and provide feedback. Environmental health specialists review septic and well applications for single family residences and other developments. Applicants currently need to visit both Community Development and Public Health locations to obtain permits for a single family residence building permit.

Snell met with Marni Storey, Interim Public Health Director, to discuss this proposal. The goal is to improve customer service by having a connection with Public Health either electronically or in person. Chuck Crider, Community Development Permit Services Manager, also provided input on this idea. Crider stated that at least 10 to 20 customers are referred to Public Health per week. It would be a great help for our customers to not have to drive to Public Health. Public Health is heading to on-line permitting by end of year.

Devery asked for follow up at the next DEAB meeting. Representatives from Public Health will be invited to attend.

Legislative Update

Swanson said there is no update due to the upcoming special session. Howsley said that the impact fee bill and SEPA planned action bill are on the Governor's desk for signature.

Public Comments

Snell discussed the Tidemark replacement that was approved this week by the BOCC. The new permit software should be in place by the end of 2014. A vendor will be selected by the end of September.

Wierenga advised of the May 15 presentation to the BOCC on the new NPDES (stormwater) permit.

Commissioner Stuart joined the meeting and thanked DEAB for the valuable work that they do.

Meeting Minutes prepared by: Nicole Snider
Reviewed by: Kevin Tyler