

**Development and Engineering Advisory Board Meeting  
November 1, 2012  
2:30 – 4:30 p.m.  
Public Service Center**

**DEAB members:** Mike Bomar, Helen Devery, Ott Gaither, Eric Golemo, Andrew Gunther, James Howsley, Mike Odren

**DEAB members not in attendance:** Greg Jellison

**County staff:** Jan Bazala, Alan Boguslawski, David Bottamini, Gordy Euler, Travis Goddard, Chris Horne, Oliver Orjiako, Dianna Nutt, Dean Shaddix, Marty Snell, Nicole Snider, Sue Stepan, Ron Wierenga

**Administrative Actions**

- Review/Revise/Adopt Minutes: Minutes from October 4, 2012, were approved and adopted.
- Reviewed upcoming events
- Plat Nine-Year Extension Status: Snell will check with the Board regarding this. The topic will be added to the DEAB December meeting.
- Correspondences: Notes to Board regarding bi-annual code amendments
- Announcements: Odren requested that everyone make an effort to be here on time. We need to start at 2:30 and not at 2:35 or 2:40. We have a lot of material to cover and need to get through it in order to end on time.

**Community Planning 2013 Work Plan**

Oliver Orjiako, Community Planning Director, thanked DEAB for inviting him to attend. He gave a brief update on Community Planning's 2013-14 work program. A copy of the PowerPoint presentation is in DEAB's packet.

The work program has been approved by the Board of Commissioners (BOCC).

Orjiako discussed the Comprehensive Plan Update (June 30, 2016) and the steps in this process.

For the Employment Zone Update, the BOCC will take final action on November 20 on code changes and comprehensive plan map amendments.

The Sub-area Plans for Discovery/Fairgrounds, Salmon Creek/WSU, and Pleasant Highland plans to be completed in 2012, taking effect in 2013.

Gordy Euler updated DEAB on the Rural Lands Review Study. Short term work items (2013-14) include homesteading, clustering, rural planned unit developments (PUD), and rural centers.

The longer-term work items (2013-16) include transfer of development rights (TDR), rural reserve/agriculture production districts, and current use taxation program.

The Rural Lands Review also includes surface mining overlay update, the equestrian plan (done), and rural industrial land bank applications.

Orjiako asked DEAB how they would like to be informed? DEAB requested an update approximately every six months.

### **Employment Zone (EZ) Task Force**

The BOCC continued the public hearing to November 20, although no additional testimony will be accepted. It was suggested that DEAB attend this hearing in case this item is opened up for more discussion.

An outstanding issue relates to the amount of retail space within certain zones and when a conditional use permit review is required. The BOCC does not appear ready to exceed 10% retail space. The BOCC would also like to move away from the CUP process. An issue is what conditions would be required if the project was not a CUP, such as restrictions on noise, traffic, and odors. Some of these standards are already in the code.

There is concern allowing too much commercial retail use in the employment zone districts since it can choke out job creation. 10% makes sense for retail. The original intent of the 10% was to serve the people that work in the industrial park, such as a deli or a small credit union.

Orjiako is continuing to work with county commissioners on edits to the proposed code. Golemo will provide additional information.

### **Legal Lot Definitions**

Following is the text of motions made during the meeting. DEAB members plan to attend the Planning Commission's public hearing to answer questions about this testimony.

**MOTIONS:** Devery moved to approve language as presented in the draft November 15, 2012, code proposal, with the following revisions: In the definition section 40.100.070, replace the word "intent" with "purpose." This same word change would occur in the approval criteria section 40.520.010.E.1.b (2)(b). Motion seconded.

Odren pointed out that were two sections to this code revision – "Legal Lot Determination" and "Boundary Line Adjustments." The text in the boundary line adjustments section should also be discussed. Odren requested clarification if DEAB is voting on both sections? Devery responded that she intended for her motion to reflect the entire presented draft code.

DEAB then discussed the proposed boundary line adjustment language. A friendly amendment to the motion recommended that in section 40.540.010.B.2 the words "into compliance with the area" be replaced with the words "closer to compliance with the area." The friendly amendment passed 4 to 3.

DEAB then formally acted on Devery's original motion, with the above friendly amendment. The motion passed 4 to 3.

Gaither felt the county is moving backward rather than forward on the boundary line adjustment portion and wanted it noted that is why he voted no.

### **Pilot 60-day Review Process**

Snell provided a handout and discussed the status of the pilot 60-day review process. He intends to contact applicants who have gone through the process to get their feedback. One process revision is the submittal timing of legal documents (such as easements and joint access

agreements); these need to be submitted earlier in the process. Also, the county would like to increase the time between the first and second engineering reviews.

### **DEAB'S Member Terms and By-laws**

During the spring work session with the BOCC, the BOCC had agreed to changing the at-large DEAB representatives' terms from one-year to two-year. Stepan will formally change DEAB's by-laws and submit for the BOCC consent calendar on November 20.

**MOTION:** DEAB moved to change the expiration dates of the two at-large members, as follows:

Helen Devery – term expires December 31, 2013

Andrew Gunther – term expires December 31, 2014

The motion passed unanimously.

Odren had an additional comment on the draft by-laws. The current by-laws state that five board members shall constitute a quorum. Odren recommends that a quorum be defined as a majority of active members, due to complications when positions are unfilled.

**MOTION:** DEAB formally moved to change the definition of quorum to a majority of active members. The motion passed unanimously.

### **DEAB Work Plan**

Axel Swanson is unable to attend the December DEAB meeting to discuss legislative items. He will be invited to January's meeting.

The main agenda item for the December DEAB meeting will be measuring DEAB's performance.

### **Fall Biannual Code Revisions**

Bazala presented the status of the Fall Biannuals.

**MOTION:** DEAB formally moved to recommend to the Board of County Commissioners DEAB's support of the fall biannual code amendments as presented during DEAB's November meeting, with one exception.

DEAB does not support the Planning Commission's recommendations for Item #15 "Simplify and add flexibility to the post decision review criteria to allow more Type 1 post decision reviews of Type II and Type III applications." The Planning Commission recommends removing proposed criteria regarding "broad public interest" in subsections 40.520.060.E.4.e and 40.520.060.E.5.f because they believe criteria regarding SEPA impacts in subsections 40.520.060.E.4.a and 40.520.060.E.5.g already encompass broad public interest.

DEAB disagrees with the Planning Commission and recommends that the proposed code subsections 40.520.060.E.4.e and 40.520.060.E.5.f be adopted.

DEAB's motion passed unanimously.

### **2013-14 Budget**

Snell discussed the state of the Tidemark permitting software system. It was installed in 1999 and used by both Clark County and the City of Vancouver. The system is now showing its age and limitations. The City of Vancouver has switched to Hanson. The county issued a Request

for Proposals in September and received nine proposals. The proposed budget for the replacement will be presented to the BOCC in spring 2013 during the supplemental budget.

Stepan presented Development Engineering's technology proposals that requested funding from the General Fund. The first item was for dual monitors for the review engineers since the group is performing electronic plan reviews. The second item was for GIS and staff support to place development engineering documents (as-builts and technical stormwater reports) on the county's GIS for public access. She has heard that both of these requests have been denied and will not be part of the proposed budget.

DEAB is supportive of updating technology that increase efficiency and will include this recommendation in its annual report to the BOCC. Golemo suggested we submit a letter for the budget public hearing in support of technology improvements for development engineering.

**MOTION:** Motion made that DEAB submit a letter in support of technology improvements to increase efficiencies and that DEAB include this recommendation in their annual report. The motion passed unanimously.

Bomar will draft the letter for the budget public hearing.

### **Public Comments**

There were no public comments.

Meeting adjourned at 4:28 p.m.

Next DEAB Meeting: Dec 6, 2012 - 2:30 to 4:30 p.m.

Meeting Minutes prepared by: Nicole Snider  
Reviewed by: Sue Stepan  
Board Adopted: December 6, 2012

Development and Engineering Advisory Board  
Parking Lot

<b>Development and Engineering Advisory Board - Parking Lot Items</b>					
<b>#</b>	<b>PRIORITY*</b>	<b>SUBJECT</b>	<b>DATE REQUESTED</b>	<b>ORIGINATOR</b>	<b>ACTION</b>
1		Concurrency – Reconsider policy relating to multiple developers required to do same improvement (first in responsible for full cost of improvement if no cost-sharing developers agreement.)	10-1-2009	DEAB	
2		Form a Technical Stormwater Subcommittee	5-6-2010	Peter Tuck	
3		Gate Access Standard and pursue county code or design standards detailing requirements for gates on private roads	11-2-2010	John Meier/DEAB	
4		Streamline the handling of approval signatures on Final Engineering Mylars	11-2-2010	DEAB	
5		Traffic Impact Fees, including those related to Parks	8-4-2011	DEAB	
6		ADA requirements throughout Title 40 (discussion during the parks code review related to conflicting codes and Building Official discretion). DEAB desires consistency so that the flexibility proposed for parks applies to all developments.	10-6-2011	DEAB	
7		Urban cottage housing the code section will be revisited in one year.	1-5-2012	DEAB	
8		DEAB will form a subcommittee to visit with Environmental Services to better understand the erosion control fees.	4-12-2012	DEAB	
* Priorities: 1 = High/Important, 2 = Average, 3 = Low/long-term goal					