



proud past, promising future

**PUBLIC WORKS
DEVELOPMENT ENGINEERING PROGRAM**

**AGENDA
DEVELOPMENT and ENGINEERING ADVISORY BOARD**

Thursday, March 1, 2018

2:30 – 4:30 p.m.
Public Service Center
6th Floor, Training Room

<u>ITEM</u>	<u>TIME</u>		<u>FACILITATOR</u>
	<u>Start</u>	<u>Duration</u>	
1. Administrative Actions <ul style="list-style-type: none">• Introductions• DEAB meeting is being recorded and the audio will be posted on the DEAB's website• Review/Adopt minutes• Review upcoming events• DEAB member announcements	2:30	15 min	Bacon
2. Final Plat Updates	2:45	15 min	Wriston
3. Community GMA Framework Plan	3:00	20 min	Lumbantobing
4. Project Delivery Details Group Updates	3:20	15 min	Odren/Gaither
5. DEAB Annual Report & 2018/2019 Work Plan	3:35	30 min	Wriston/Bacon
6. Public Comments	4:05	15 min	All

Next DEAB Meeting:

Thursday, April 12, 2018
2:30 – 4:30 p.m.
Public Service Center
6th Floor, Training Room

Agenda:
~TBD



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**PUBLIC WORKS
DEVELOPMENT ENGINEERING PROGRAM**

BOCC Work Sessions and Hearings

BOCC Work Session – every Wednesday at 9 a.m. *

BOCC Hearing – every Tuesday at 10 a.m. **

BOCC Work Session – Permit Center Evaluation: Consultant Report and Recommendations –
March 21, 9:00 a.m.

BOCC Work Session – Development and Engineering Advisory Board's 2017 Annual Report &
2018-2019 Work Plan Review – March 28, 10:30 a.m.

PC Work Sessions and Hearings

PC Work Session – Open Space & Timberland Applications – March 1, 5:30 p.m.

PC Hearing – Open Space & Timberland Applications – March 15, 6:30 p.m.

*Note: Work sessions are frequently rescheduled. Check with the BOCC's office to confirm date/time of
scheduled meetings.*

PC – Planning Commission

BOCC – Board of Clark County Commissioners

* Unless cancelled, which some are if there are no topics

** Except first Tuesday when the hearing is typically in the evening

Additional Scheduled Work Sessions

Date	Time	Work Session
February 27, 2018 (Tuesday)	1:30 p.m.	WS: 2018 Pending Dockets (1 hour) Contact: Colete Anderson
February 28, 2018	10:30 a.m.	WS: Salmon Recovery and Watershed Planning Update (30 minutes) Contact: Melody Teresdy (Lower Columbia Fish Recovery Board)
March 7, 2018		No Work Session this week
March 13, 2018 (Tuesday)	1 p.m.	WS: Spring 2018 Budget Supplemental & 2019-2020 Budget Planning (2 hours) Contact: Adriana Prata
March 14, 2018		No Work Session this week
March 21, 2018	9 a.m.	WS: Permit Center Evaluation - Consultant Report and Recommendations Contact: Marty Snell
March 28, 2018	10:30 a.m.	WS: Development and Engineering Advisory Board's 2017 Annual Report & 2018-2019 Work Plan Review (1.5 hr) Contact: Greg Shafer
April 4, 2018		WS: none at this time Contact:
April 11, 2018	10:30 a.m.	WS: 2018 Update of the Vacant Buildable Lands Model (1 hour) Contact: Oliver Orjiako & Bob Pool
April 18, 2018	11 a.m.	WS: Conservation District Rate Proposal Review (1 hour) Contact: Marlia Jenkins & Willy Traub

Development and Engineering Advisory Board Meeting

February 1, 2018

2:30p.m.-4:30p.m.

Public Service Center

Board members in attendance: Andrew Gunther, Don Hardy, Jamie Howsley, Mike Odren, Steve Bacon, Terry Wollam, Eric Golemo, Jeff Wriston

Board members not in attendance: Ott Gaither, Mike Nieto

County Staff: Rod Swanson, Dean Shadix, Greg Shafer, Leslie Ernesti

Public: Seth Halling, Steve Madsen

Call to Order: 2:35pm

Administrative Actions

- **Introductions**
- **DEAB Meeting is being recorded and the audio will be posted on the DEAB website.**
- **Review/Adopt last month's minutes**
 - Minutes from January 2018 were approved and adopted.
- **Review upcoming events**
 - **COUNCIL Work Sessions and Hearings**
 - COUNCIL Work Session – every Wednesday at 9 a.m. *
 - COUNCIL Hearing – every Tuesday at 10 a.m. **
 - COUNCIL Work Session – Title 40 Gorge Amendments to Support Housing – February 14, 9:00 a.m.
 - **PC Work Sessions and Hearings**
 - None Scheduled
 - *Note: Work sessions are frequently rescheduled. Check with the COUNCIL's office to confirm date/time of scheduled meetings.*
 - *PC – Planning Commission*
 - *COUNCIL – Clark County Councilors*
 - * Unless cancelled, which some are if there are no topics
 - ** Except first Tuesday when the hearing is typically in the evening
- **DEAB member announcements**
 - Hardy - suggested the group talk about the GMA framework plan which sets policies for environmental issues. There is a joint council meeting scheduled for February 15th from 4:30-6pm. Shafer will coordinate inviting lead staff to attend.
 - Several DEAB members attended the day long Clearer Communication, Better Building workshop on 1/26/18. It was productive and well-facilitated. A case study was presented which showcased the good and bad of the county permitting process. Good, honest discussions were had regarding the Development Review process and Building Permit process which dove-tailed well with the Citygate consultant work.
 - Golemo attended the ADU hearing and reported it went well. DEAB's comments were weighted and impactful, and he encouraged DEAB to continue to submit these memos and participate in the process.
 - Washington State Legislature passed the Hirst fix bill since last month with little implications to Clark County.

DOE Changes to Stormwater Manual – Rod Swanson

- Ecology has extended the Stormwater permitting expiration date to August 2019

- Clark County currently has a manual that is equivalent to the State of Washington's manual
- Ecology is not planning on changing any of the minimum requirements
- Web page is confusing and has no data yet, only a Table of Contents
- Suggestion to Ecology is that they not rush the updates to the manuals
- There will not be a requirement to submit manuals for approvals
- Simpler process to update manuals
- If any concerns or typos in manual, send to Rod Swanson
- There is a concern that Ecology has not done an effective job of communicating
- Swanson stated Ecology is taking comments on the document until 11:59pm on 2/2/18

Project Delivery Details Group Updates – Mike Odren

- The group met 2/1/18 covering the following topics:
 - Looking at changes/updates to the county's boilerplate legal documents
 - Chris Horne, Taylor Hallvik and Chris Cook are looking at possible tweaks. Steve Madsen will also provide input.
 - Odren sent the 14 boilerplate documents to additional attorneys and has only had one respond.
 - Ensure developer and Stormwater covenants have the same language.
 - Small language changes might provide more flexibility for habitat covenant.
 - Matt Griswold with Transportation gave a short presentation re: common transportation engineering redline problems that are outside of code – looking for standardization and new code language. Griswold will prepare updates for Spring biennials
 - Unrecorded boundary surveys re: requirement for land divisions – Horne provided a case study to show that with surveys being used for preliminary purposes only there is no need to record as Record of Survey.
 - Discussion with Susan Ellinger re: proper landscape installations – pushing for no site visit required, simple checklist from Building permit/signoff for occupancy standpoint.
 - Next meeting in a couple of weeks – will focus on overall longer list of group's goals.
 - Possibly change to Details group meeting 1-2 times per year going forward.

DEAB Annual Report & 2018/2019 Work Plan

- Meeting with Council March 28th 10:30am – 12noon
- Need to look at prior year's accomplishment/work plan
- Has been a reactive vs. proactive year but with many accomplishments
- Wriston will look at past agendas and minutes and make a list of accomplishments
- Odren suggested entire group look at the list; same document Board has seen for 10+ years
- Wriston will send reminder email – requests input from others for items to delete or add to list
- Wollam suggested hearing from the public then returning to this discussion
- Put on agenda for next DEAB meeting

Public Comment – Seth Halling. AKS Engineering

Halling spoke with Marty Snell about the work with the Project Delivery Stakeholder's group

- Engineering approval not being in code with regard to safe walking - need set standards
- Variation in different situations that come up – need guidelines re: surfacing material/gravel
 - Maintenance staff against maintaining these
- Stormwater quality – can't do manholes, maintenance staff against them
 - Is there a way to provide more guidelines to the development community in advance, rather than submitting a design and then get comments back that the design needs to be changed.
- Shafer offered to set up a meeting with the Engineering group and others to discuss their concerns
 - Odren and Golemo are available to attend
 - Wollam suggested they circle back afterward for the group to look at concerns

Halling asked about Hammerheads that require road modifications and automatic approvals/rotating standard 90 degrees

- City of Vancouver has both variations in standard detail, but with the county they have to get road modification approved - but is basically stamped a sure thing.
- Mostly on private roads, not driveways
- If it's rubberstamped why not incorporate it into code or be the same road mods processes as arterials?
- Appendix B in fire code has both configurations
- Shafer will add to meeting agenda to get it cleared up

The discussion continued around site plan and review processes; discussions had at the Clearer Communication meeting; standardizing and consolidating submittal checklists; keeping plan reviews down to one or two reviews; and the success of the LEAN process.

DEAB Annual Report & 2018/2019 Work Plan (cont.)

Golemo came up with a summarized list of items to add to the Work Plan based on priorities ("A" and "B" items) and accomplishments.

1. Reform the TC review process. Establish what items are needed to complete the review vs. what is a review comment. **A**
- 1b) Reform the SFR Lean process. Establish what items are needed to complete the review vs. what is a review comment. **A**
- 2) Further refine the process to meet with staff after 1st Engineering review. (make it the default, involve client, and include other departments.) **B**
- 2b) Same for preliminary land use applications at the early issues stage **B**
- 3) Add a certification for consultants so we do not have to regulate to the lowest common denominator. Certified consultants would follow a streamlined review path. **B**
- 4) Eliminate SFR 1-5 Storm report review for certified consultants. **B**
- 4b) Similar for retaining walls. **B**
- 5) Culture, Start with yes instead of no. **B**
- 6) Look at a case manager for preliminary land use applications. Incentivize meeting the schedule. **A**

The discussion continued with cleaning up and categorizing 2017/2018 work plan action items as an "A" or "B" priority, or mark as "Accomplished" or "Monitor". Below is the abbreviated list and categorization decision:

Actions Items:

1. SEPA thresholds/exemptions **B**
2. Engineering/Stormwater reviews/requirements for SFRs **A**
3. Plat Alteration process **ACCOMPLISHED** (Code or policy change February or March of 2017)
4. Concurrent review processes/application processing procedures **MONITOR**
5. Review County policies and regulations re: driveway locations/corner lots **ACCOMPLISHED**
6. Use technology where applications can be made **MONITOR**
7. Streamline engineering reviews (Post Decision) **B**
8. Grading Permit process improvements **A**
9. Accessory dwelling units in rural zones **ACCOMPLISHED**
10. Review need for road modifications **A**
11. Partnerships with Parks on development within subdivisions **B** (with a lot of discussion – will check on throughout year to reevaluate if this should be an "A" item)

The group then discussed and reassessed the thirteen 2017/2018 monitoring items.

Shafer submitted a Final Engineering Plan Review NHC Drainage Review Submittal Requirements checklist for discussion. Two items have been added to increase clarity:

1. One Copy of New Home Construction (NHC) Residence – Plot Plan
2. One copy of Single Family Residence Septic – Plot Plan

Public Comment – Steve Madsen

Madsen had two items to comment on:

- He received a letter from the county addressed “Dear Homeowner”. Enclosed were his home’s original building plans with a note stating the homeowner might want them for future projects. Madsen stated this is proprietary information. Golemo questioned if once plans are submitted to the county, do they become public? Madsen believes the plans might be exempt from public disclosure because they are proprietary and are not for the county to be sent out.
- Resolution on “rounding” provision – need policy clarification on rounding numbers; code is ambiguous.

Snell entered and stated the C2B2 group would be meeting to follow up after receiving the final report from Citygate. The group requested meeting in either early June or mid-September to avoid the busier building season.

Meeting adjourned: 4:40pm

Meeting minutes prepared by: Leslie Ernesti

Reviewed by: Greg Shafer