

Development and Engineering Advisory Board Meeting
January 7th, 2021
2:30pm – 4:30pm
Public Service Center
Meeting held by Microsoft Teams

Board members in attendance: Dan Wisner, Don Russo, Terry Wollam, Eric Golemo, Andrew Gunther, Jeff Wriston, Mike Odren, Jamie Howsley

Board members not in attendance: Nick Flagg, Nelson Holmberg

County Staff: Melissa Tracy, Ali Safayi, Rod Swanson, Dianna Nutt, Greg Shafer, Max Booth, Susan Ellinger, Jennifer Reynolds, Deanna Hovenkotter

Public: Travis Johnson, Ryan Makinster, Norm Harker, Jason Weeks

Call to Order: 2:35 pm

Administrative Actions:

- Introductions
- DEAB meeting is being recorded and the audio will be posted on the DEAB website.
- Review / adopt last month's minutes (adopted)
- Review upcoming events: COUNTY COUNCIL Work Sessions every Wednesday; COUNTY COUNCIL hearings first and third Tuesdays
 - Greg: Council Hearings on the 1st and 3rd Tuesdays are continuing to be virtual.
 - Greg: Planning Commission has no planned meetings for the month of January.
- DEAB member announcement:
 - Eric Golemo: Listened in on the Ag. Structure hearing. It has been unanimously bumped to a later date.
 - Greg: Announced the process for filling Don Hardy's vacancy has started. It will release on January 19th and run until February 16th. It is an opening for a private sector engineer or planner. He is hoping to include the new member in the March 4th meeting.
 - Terry Wollman: Asked for a Buildable Lands recap. Greg advised that Jose Alvarez will attend February 4th meeting to discuss. Eric touched on yesterday (January 6th) being the last meeting for the Committee. It will now go to recommendations. Also stated that there were quite a few items with concessions and some with dissent. It is not as clear of a recommendation that the committee would like. There are a lot of unintended consequences with the variables which makes it difficult to determine the impact that these variables would have.
 - Terry also asked for an update on the permit process regarding the building permit and final engineering matter. Mike stated that conversations are on-going

with Dan Young. Mike is also curious as to why this is current policy. Is there a financial incentive? What type of impact does this have on the development community? Andrew will follow up with Dan and Travis. Greg will put this on the March agenda and include Dan as County staff. It was noted that Nelson is no longer SWCA director so Mike will bring the results of the conversation back to DEAB.

- Dan Wisner was elected as 2021 Chair and Jamie Howsley as vice-Chair (unanimously). Dan thanked both Eric and Terry for their outstanding job as past Chairs and hopes he can live up to their example.

Stormwater Review/SFR/BIA

Presentation: Max Booth

Provide a simplified checklist / cursory level review to show competency in the provided design and to avoid labor intensive review for Small SFR Stormwater plans. The level of review should be proportional to the associated risk which is less for Single Family Residence.

- Non-stormwater items for the builder and engineer to consider prior to submittal
- Stormwater review flowchart
- If the proposal utilizes the appropriate BMP's, the BMP's appear to meet the design requirements, the design is prepared by a licensed Engineer, and the total impervious surface is under 5,000 SF, it can generally be assumed to be adequate.
- Has an O&M manual been provided per MR-9?

Fully Complete/FLR/Type I-II/Updates

Presentation: Ellinger

Discussed submittal check list and the different items that are required to be submitted.

Process used for fully complete. Looked at possibly simplifying the submittal process in some places.

Discussed pre-apps and the different parts of the pre-apps. Changes coming will be minor.

Eliminate as much boiler plate language as possible.

Remove items that are inapplicable to the project being proposed.

Address all questions the applicant may have at pre-ap.

Potentially include estimated final review fees in the pre-ap so it is not a surprise to the applicant.

Possibly consolidate all the prelim application forms into one single form.

Consolidate the final site plan and ENG process.

SEPA thresholds are still on-going conversations.

No longer requiring some information at prelim, i.e. signs and lighting.

Mike Odren commented that not every issue needs to be resolved prior to submitting an application and going through fully complete. It morphed into making sure that the pre app notes are beneficial to all applicants. Mike wanted to simplify things so that it would be clear what needs to be submitted and providing guidance to the checklist that if there is something that is not applicable to a project, that it is identified early on.

Mike mentioned that there should be one more meeting just to wrap up a couple issues regarding final review fees in the pre app and letting the applicant know that fees are just an estimate pending any additional issues, i.e., impervious surfaces.

2020 Annual Report/2021/2022 Work Plan

Presentation: Golemo/Wisner/Shافر

Eric updated members' information. He also gave a quick summary of the significant items and accomplishments.

1. Continuous participation in, and feedback on Bi-annual and proposed code amendments dealing with construction and development issues. Some of the recent amendments revised include:
 - a. Pedestrian Circulation
 - b. Title 40 (Comp Plan and Zoning)
 - c. Complete Streets Language Recommended - Grant opportunities
 - d. University District title 40 code/update
 - e. CARA Code Update
 - f. Truck Turning Standards to Local Access Roads
 - g. Development Agreement Procedures
 - h. Heritage Farm Master Plan Update
2. We participated in the continued review of the County process surrounding rural Single-Family Residential (SFR) permits. In particular, we are working to streamline the storm water plan review process.
3. DEAB Members participated in a subcommittee with the PAB (Park Advisory Board) to revisit the parks plan and PIF's.
4. We provided input and regular updates on the transition from Tidemark to the Clark County Land Management System (CCLMS).
5. We provided input and feedback on remote working and permitting issues. DEAB continued to encourage the use of technology where applications can be made, such as submittals, inspections, meetings, etc. Progress is being made.
6. DEAB Members participated in a committee for the Vacant Buildable Lands Model and planning assumptions. DEAB continues to provide input and raise concerns related to population growth assumptions, calculations of the buildable land supply, and assumed infrastructure deduction percentage. We have concerns over available land supply and housing affordability.
7. We continue to work with staff exploring opportunities to improve permitting timelines, processes, and staff resources.

8. We worked with staff on improving the fully complete process for Land Use Applications.
9. We worked with staff on sight distance triangles and driveways on corner lots. We have proposed code language that still need to be implemented.
10. Members continued to work on a subcommittee with County staff to improve the Final Plat process.
11. We worked (and continue to work) with Staff and Council on permitting of Agricultural exempt structures.
12. DEAB continues to be an active supporter for economic development and housing affordability in Clark County.

Greg would like to use the February 4th meeting to reach a final overview and get any final comments and tentatively target mid-February for getting the final report to the Council. Mike commented on finalizing the format for how this will be presented. Will this be virtual, will it be read verbatim or abbreviated to give more time for the Council to ask questions? Maybe highlight those items that have been important over the past year, highlight what we are focusing on for the coming year. Greg to confirm with DEAB how long they will have in this work session to present. He is hoping to have an hour and a half to present.

DEAB Agenda Items/Upcoming

- Vacant Buildable Lands (February)
- Fully Complete/SEPA (March)
- Stormwater Manual Updates (February)
- Critical Areas Code/SMP (March)
- Building Permits and Final Engineering (March)

Public Comments

Rod commented on the 2015 Stormwater manual and through DEAB set up a technical advisor committee which was extremely helpful. It is quite an undertaking. Rob would like to address a few items mandated on the permit as well as address some comments and ideas from the staff that he would like to see some clarification on.

Meeting adjourned: 4:13 pm
Meeting minutes prepared by Deanna Hovenkotter
Reviewed by Greg Shafer