

Development and Engineering Advisory Board Meeting
July 1, 2021
2:30pm - 4:30pm
Public Service Center
Meeting held by Microsoft Teams

Board members in attendance: Eric Golemo, Andrew Gunther, Seth Halling, Jaime Howsley, Dan Wisner, Nick Flagg, Sherrie Jones

Board members not in attendance: Mike Odren, Jeff Wriston, Terry Wollam, Don Russo

County Staff: April Furth, Shannon Nashif, Dianna Nutt, Ali Safayi, Greg Shafer, Rod Swanson, Melissa Tracy, Susan Ellinger, Jose Alvarez, Max Booth, Shana Lazzarini, Brent Davis

Public: Justin Wood, Gary Vance

Call to Order: 2:32 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
 - Shafer: Council Hearings on the 1st and 3rd Tuesdays are continuing to be virtual; July meetings as listed on the agenda.
 - Shafer: Planning Commission; July meetings as listed on agenda.
 - Looking at moving to a hybrid meeting (virtual and in person).
- DEAB member announcement:
 - Testified a week ago and again on Tuesday on Vacant Buildable Lands Model. The Councilors did adopt their preferred model statistics. Should get a preview next month. They did go with most decisions that DEAB put forward.
 - No word on in-person DEAB meetings as of right now. County needs to consult with PA's Office, L&I, and the Safety Committee.

SFR (MR I-5) Checklist

Presentation: Booth/Golemo/Reynolds

- Not really any rejections on either side. Made one change which was a clarification on the classification of the soils.
- As things progress on what is working and not working, they will modify it accordingly.
- Document will be good for the review staff for increased consistency and efficiencies.
- Staff training has begun. April is beginning to initiate the checklist with the staff.
- Formal meeting coming up at the end of July with the staff, Max, Greg, Jennifer, Ali, and April; to work together and take any questions and concerns on what they have.
- One of the biggest concerns that they are continuing to see is that the code does require the first 3 or 4 requirements show why you cannot use a certain BMP.
- Once grounded on the 1-5, they can also look at the 1-9.

Fully Complete/Update

Presentation: Ellinger/Odren/Gunther

- Purpose of this is to go through the fully complete list processes and documents that are associated with it. Discuss issues that come up for different applicants and try to come up with potential solutions.
- Inapplicable code sections are sometimes listed in Pre-apps. They might be applicable if something happens in prelim and sometimes, they are listed and sometimes are being required with the narrative. Suggested solution was to talk with staff about this.
- Make sure that staff is tailoring comments to the plan that is proposed and if anything changes then other reviews may be required.
- For staff to understand proposal, it's required to have narrative before submittal.
- Master application form is going to cover land use, wetland habitat and engineering. The forestry application is very specific and has a lot of information on it.
- The old land use application had check boxes on the back. They match the checklist in LMS. Should be easier for the staff to add into the system.
- Only requiring one application form for prelim.
- Questions in pre-apps will be discussed at the meetings also.
- Include final review fees, building fee's in PACs. Have a new sheet to be included in the pre-app reports. This is to let the owner know that other fees are going to be involved.
- FSR and ENG combined in the processes. Went live on 5/1/2021 and has been working great.
- Modify some SEPA thresholds.
- New application fee due at submittal.
- Remove from the web when submittal checklist changes implemented. If all checklist items are received and completed, utilize a 14-day review timeline. If items are missing or expired, use the 21-day timeline.
- Allowing zip files to uploaded to make it easier.
- Some consulting firms are thinking of sending out an email with an attachment of all the forms. If training would be helpful, will train and maybe look at doing teams meeting.
- Dan Wisner has already seen the benefits with this. Says this is very helpful.

Public Comments

- Rod and his Team did complete the stormwater manual and code updates. Implemented on July 1st, 2021

Meeting adjourned: 3:30 pm

Meeting minutes prepared by Shannon Nashif

Reviewed by Greg Shafer