

Development and Engineering Advisory Board Meeting
June 6, 2024
2:30pm - 4:00pm
Public Service Center
Meeting held by Microsoft Teams

Board members in attendance: Jeff Wriston, Terry Wollam, Dan Wisner, Mike Odren, Seth Halling, Sherrie Jones, Eric Golemo, Ryan Wilson, Andrew Gunther

Board members not in attendance: James Howsley

County Staff: Mikaela Rankin, Jose Alvarez, Harrison Husting, Dianna Nutt, Oliver Orjiako, Victoria Abram, Maureen Patronaggio, Megan Fletcher, Naomi Patibandla, David Jardin,

Public: Jackie Lane, Travis Johnson, Brandy McEllrath, Justin Wood, Brittney Salter, Phil Wuest, Steve Waugh, Max Booth, Sadie

Call to Order: 2:30 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 with correction)
- Review upcoming events:
 - Public Hearings:
 - No agenda posted
 - COUNTY COUNCIL Work Sessions:
 - COUNTY COUNCIL Meetings:
 - No agenda posted
 - PLANNING COMMISSION Work Sessions:
 - June 12, 3:15 pm – Commission on Aging
 - June 20, 5:30 pm – Climate Element Update presented by Jose Alvarez and Jenna Kay
 - DEAB MEETING:
 - August 1st, 2:30 pm
- DEAB member announcements:
 - Brian Kast's vacant seat on the DEAB has been posted in the Columbian and on the county website.
 - Mr. Wollam is going to reach out to Les MacDonald with CRWWD about the vacant DEAB seat.
 - Regarding Housing Options – Townhomes:
 - Where are we with this item?
 - Mrs. Furth has gone through the work sessions, hearings, and conversations with consultants. She will be ready to give insight in a few days' time.
 - She understands the issues and intent but needs to work through the plain language and decide based on that.

- How should inquiries be handled regarding the new code? Should they be brought to DEAB, brought to county staff, made into a list of code change recommendations for the biannuals?
 - All three, we will identify these issues and work through them. The townhome issue will be brought to the biannuals to add “per structure”.
- The site plan intention is clearly stated in the zoning and special use standards. The changes in the site plan section of the code were to reinforce that.
 - The critical piece is the PUD (planned unit development) side.
 - The change was to change the 6-acre minimum to 3-acres. Until the code is changed, it will remain at 6-acres.

DEAB Project Specific Review

Presenters: DEAB

- Council requested that DEAB compile this, so they have a more formal procedure for applicants to approach DEAB with issues including road mods, for an additional review and recommendation.
- This would provide an alternative avenue for applicants experiencing confusion between themselves and staff. They could receive an unbiased opinion from board members who have experience with development code.
- DEAB would like assistance with the outreach ideas, so applicants know this option is available.
 - Perhaps this option could be made available during the “Early Issues Memo” portion of the application process, carefully worded to avoid misinterpretation.
 - Staff advising an applicant to try the DEAB review could be the only way to go down that avenue.
- ❖ **Motion by Mr. Golemo to adopt this procedure and pass it onto the board (Council) to provide any comments they have. ~Motion passed.**

Permitting Items

Presenters: Furth

- ePlans system is run through two separate systems that are not yet integrated.
 - They will be integrated in the future, at least a year out.
 - Mrs. Furth would like to have a light integration, once at the beginning and once at the end.
 - This would be costly and complicated.
 - ProjectDox and LMS went through separate updates.
 - CD has started running reports for lost and old projects, to catch development engineering and building permit projects that need further action.

- The supervising engineer cannot see the project ahead of time.
 - In most circumstances, this is Steve Gallup.
- Engineering is all through ProjectDox.
 - Mylar was required for projects that had begun before the digital systems were used.
- To view the deadlines in ProjectDox, Mrs. Furth is working on that.
- The combo permits for mechanical and plumbing have not been addressed yet.

RMRT Procedure and Policies

Presenters: Patibandla

- The current process utilizes the Development Review Engineer to present the modifications to the committee.
 - They utilize the engineer's written narrative and associated plans when reviewing each modification, mostly from the technical perspective.
 - All requests are discussed item by item, as presented by the applicant's engineer.
 - Staff feels the process is going very efficiently.
 - They are reviewing 4-5 projects per week and reach a resolution, providing comments back to the applicant's engineer.
 - They utilize staff from multiple disciplines: engineering, traffic, transportation, planning, and construction.
 - Requests have been received to meet with the Road Mod team in the past.
 - The team facilitated the meeting while the engineer presented the road modification.
 - The discussions and decisions were held separately with staff only.
- Request to publish the proportionality study and resolution for developers online for accessibility.
 - The 2008 resolution will be published on the county website.
- Mrs. Patibandla is taking the lead on analyzing the current process and what we might move towards.
 - She will update the DEAB as they move forward in this process.
- Regarding timely feedback on road modifications is frequently brought up to staff.
 - Staff is analyzing the feedback and working on how to best provide feedback to the engineers and support the various projects when re-submittals come in.
 - City of Vancouver provides comment during the pre-application portion addressing certain engineering aspects of the process.
 - Staff will explore options and ensure that they work with the Land Use processes.
- As Mrs. Patibandla works with staff on this process, she will share findings and recommendations with the DEAB.

- Are there any consistent road mod requests that could warrant a code change or is each unique?
 - Each road mod is unique.

Public Comment

- Travis Johnson, PLS Engineering
 - Lately there have been a lot of issues with road mods.
 - With a recent PLS project:
 - After fully complete, they submitted their road mods and found out over a month and a half later, that they were all denied.
 - They spent roughly two months meeting with staff regarding these road mods and after meeting with the committee, three were approved and two were still denied.
 - PLS is willing to assist with improving this process however they can.
- Phil Weast
 - They have also experienced road mod issues with the county.
 - He requests that staff review their road mod process more closely since it delays projects greatly.
 - The City of Vancouver handles road mods quickly and efficiently.
 - Regarding the townhomes issue:
 - The county's role is to offer a code interpretation that falls within the code, as written, and meets policy objectives.
 - If a hearings examiner or subsequent appeal disagrees, so be it.

Meeting adjourned: 4:00 pm

Meeting minutes prepared by: Diana Schotanus

Reviewed by: Megan Fletcher