



DEVELOPMENT and ENGINEERING ADVISORY BOARD

2014 Annual Report and 2015/2016 Work Plan

The Board of Clark County Commissioners (BOCC) formed the Development and Engineering Advisory Board (DEAB) in late 2006. DEAB works with Community Development, Public Works, and Environmental Services to review process improvements, proposed code changes, and development fee strategies.

Although initially formed to focus on development engineering issues, the BOCC broadened DEAB's responsibilities in 2010 to cover the county's entire development and building activities. DEAB's bylaws are attached to this report.

DEAB has nine members. Seven members are selected and appointed by the BOCC: five private-sector planners or engineers, one construction contractor, one land developer, one local municipality representative, and one Building Industry Association representative. Two at-large members are nominated by DEAB, with appointment by the BOCC. The 2014 roster included:

Chair	Mike Odren	Olson Engineering, Inc.
Vice-Chair	Andrew Gunther	PLS Engineering
	Ott Gaither	Gaither Homes, LLC
	Eric Golemo	SGA Engineering, PLLC
	Terry Wollam	RE/MAX
	Jeff Wriston	Moss Wriston
	James Howsley	Jordan Ramis PC
	Don Hardy	BergerABAM
	Steve Bacon	Clark Regional Wastewater District

2014 Accomplishments

The past year was a busy and challenging one for DEAB. The following is a summary of DEAB's accomplishments.

Code Revisions

1. DEAB supported revisions to the Concurrency Code and related changes to the CFP.
2. DEAB has been provided regular updates on the Comprehensive Plan updates.
3. DEAB has been provided regular updates and has commented on and has participated in the Stormwater Ordinance updates.
4. Supported changes to details regarding Single Family Residential driveway approaches.
5. DEAB provided suggestions on policy and code changes/improvements.

Development Related Issues

1. Expressed continued concern over development review staff's ability to meet timelines and have sufficient staff and resources with the increase in development activity.
2. Reviewed proposed delays in the payment of residential impact fees.
3. Provided input into and facilitated changes to Stormwater Inspection Fee procedures and amounts.
4. Provided comments, and data for substantiation, to Clark County Long Range Planning that the current infrastructure percent deduction for residential development in the Comprehensive Plan does not reflect the actual amount of land set aside for infrastructure (roads and stormwater facilities).
5. Was provided updates on Wetland and Habitat Code changes.
6. Looked into changes to the Shoreline Exemption submittal requirements for low-impact construction (i.e. utility repairs, etc.)
7. Was provided information on the TIF program update.
8. Received updates to the Population Growth-Buildable Lands supply.
9. Received updates to the CRWWD CFP.
10. Was provided a demonstration on how the County models its vacant buildable lands.

Process Improvements

1. Supported the Lean Process for expediting Single Family Residential permits.
2. Reviewed and provided input into updates to the Final Plat process.
3. Provided input into and requested improvements to the Final Site Plan process.
4. Requested that Community Development update the 60-Day Type II Site Plan Review process to make it a permanent procedure.
5. Provided input into changes to the Plat Alteration process in moving away from a "one size fits all" approach.
6. Supported an all electronic final engineering review process.
7. Received updates on how staff was addressing permit center wait times. Staff recommends setting up an appointment to avoid long wait times.

Technology

1. Supported updating technology to increase efficiency in Development Engineering.
2. Updates on the replacement of the Tidemark permitting software system.
3. General discussion of technology trends in the development and building construction industries.

Participation on Special Work Groups

In addition to the regular monthly meetings, DEAB members assisted on several special working groups:

- Stormwater Code Rewrite
- Final Plat Process
- Transportation Impact Fee Stakeholder
- LEAN process for Site Plan Review

Economic Development

DEAB continues to be an active supporter for economic development in Clark County.

2015/2016 DEAB Work Plan Suggestions

DEAB looks forward to continuing to discuss the following proposed top priorities with County Councilors:

1. Economic Development. DEAB could continue to assist with the BOCC's commitment to economic growth.
2. Fee Reforms. Fees include fee holiday programs, impact fees, concurrency, and development and building permit fees. Are fee reforms and current practices successful in generating job growth?
3. Process Improvements. DEAB could continue to provide guidance in the following areas:
 - a. Staffing levels and resource strategies as development activity increases.
 - b. Customer service enhancement.
 - c. Continued LEAN efficiency implementation for other development review processes.
 - d. Early review of proposed policy and code changes, possibly in a work session format to provide an early dialogue with staff.
 - e. Tidemark (permit software) replacement project and other technology.

DEAB is in agreement with the following 2015/2016 work plan:

1. Continuing work on the Final Plat process improvements. The Technical Advisory Group has worked diligently with Staff and has begun implementing proposed procedural changes, with the ultimate goals of shorter timelines for final plat approval and early review of residential building permits.
2. Continuing work on the Final Site Plan process improvements. Staff has agreed to change when certain development Conditions of Approval are required to be completed.
3. Ongoing input into improvements/revisions to the Concurrency Ordinance and its affect on the CFP and TIP.
4. Ongoing updates to and input into the Comprehensive Plan update.
5. Continued input into the Stormwater Ordinance update and presence on a Technical Advisory Committee addressing said updates.
6. Ongoing updates to the Fee Holiday program to establish a "cost per job."
7. Ongoing updates to the Vacant Buildable Lands model.
8. Reducing Permit Center wait times.
9. Ongoing updates to the Tidemark replacement.
10. Continuing encouragement to make the 60-day expedited review codified.
13. Updates and improvements to the Single Family Residential LEAN process.
14. Continued reviews of staffing levels to maintain high levels of service.
15. Encouraging the use of technology where applications can be made, such as inspections, meetings, etc.
16. Streamlining engineering reviews i.e. final engineering submitted with Type I PST's.
17. Reviewing the need for road modifications that are almost, if not always, approved.
18. Archaeological review process

DEAB looks forward to continuing their successful collaboration with Clark County.

Michael Odren, RLA
2014 DEAB Chair

***SUBMITTED TO THE BOARD OF CLARK COUNTY COMMISSIONERS FOR A
WORKSESSION SCHEDULED FOR APRIL 22, 2015***