

Clean Water Services  
**Development Liaison Committee**  
March 6, 2008 Meeting Notes

In Attendance

Developers/Consultants: Mike Peebles, Tony Weller, Wendy Hemmen, Roger Neu, Alan DeHarpport, Steve Roper

District Staff: Bob Cruz, Nora Curtis, Carrie Pak, Malcolm Bowie, Mike McGough, Dale Bertelson, Marvin Spiering, Jackie Humphreys, Abe Taylor, David Schweitzer, Sheri Wantland  
Washington Co. Staff: Jen Pitner, Janet VanDyke, Glen Smith, Julia Huffman, Dana Bruns

Introduction

Malcolm Bowie started the meeting and reviewed the agenda. Handouts of the DLC Issues List were distributed, with items that have been resolved highlighted in green.

Plan Review Status

Malcolm reviewed the current plan review queue, and noted an apparent downturn in February with 8 submittals compared to 12 in 2007.

Total in Queue	
Engineering Plan Review Queue	13
Environmental Review Queue	16
Plat Review Queue	19

Early EC and Facility Permits, #3 and 4 on Issues List

This is #4 on the Issues List, and has been resolved. Malcolm reiterated that the District issues Early EC permits only when grading “will not increase the risk of erosion from the site.” Marvin Spiering added early EC is generally appropriate only in August and September, and must also have a grading permit. The District is coordinating closely with Washington County on grading and early EC permits. Jen Pitner clarified that the County does not issue mass grading permits, and their review time should not hold up early EC permits. Asked for clarification on EC and grading permits, she said the standard grading permits require both a copy of the approved site development permit from the District and the condition that the facility permit be issued at the same time as the grading permit. Because early EC permits add two variations from the standard grading permit issuance process, County staff will coordinate to ensure their engineers are comfortable with the issuance of a temporary construction access permit instead of the facility permit in order to release the grading permit. County staff will continue to coordinate with District staff to verify that the EC permit is acceptable in lieu of the site development permit.

Tony Weller suggested very large projects might need more time than August and September. Carrie Pak reminded about coordination with the 1200C permit.

Access Permit (Road Opening/Street Cut), #2 on Issues List

(At the Feb. 7 meeting, Bill McMonagle clarified that he meant “road opening/street cut” permit.) Discussion of the developers’ concerns about being surprised by conditions requiring street overlays (including one 5% cost increase) ended with the decision that this is not the appropriate forum. This issue will go to the Washington County DLC to be resolved.

Julia Huffman said the County is already working on it. She added that the County's viewpoint is for longterm operations and the decision to require an overlay is based on visual inspection, the service history, the number of trenches and the 2002 Oregon specs.

#### Proposed Changes to Development Service Fees

Carrie presented a PowerPoint about the proposed changes which are necessary to recover costs of service. The methodology is based on multiple analyses of the actual costs to process permits. The proposed fees provide incentives for complete submittals and disincentives for the inadequate submittals that require inordinate staff time. And, they recognize the value and cost of the District's earlier, more complete comments on land use applications. For example, the District created a new position that allows Jackie Humphries greater scrutiny of submittals. She noted that one item that is routinely overlooked is off site improvements, and now she can identify them in advance as part of the SPL.

Staff will provide a revised final draft of the proposed fees to Ernie Platt to distribute to the development community for review and comment. Nora Curtis added that the fees will be effective July 1, 2008 and are part of the annual budget process with a public comment period in May. Concerns expressed that staff agreed to reconsider included EC inspection fees for multiple homes in the same location and the SPL amendment fee.

#### Topics for Next Meeting

Attendees suggested the following topics for the next meeting:

- EC template for linear projects
- Clarification of Washington County/District coordination
- Demolition permits
- Walls
- Review of allowed proprietary treatment systems
- Low impact development approaches LIDA

#### Action Items

1. Staff will reconsider the proposed fees for EC inspection for multiple homes in the same area and SPL amendments.
2. Staff will correct the draft fee schedule and send to Ernie Platt to distribute. Abe Taylor will provide standard language for tract notes.
3. Staff will continue to coordinate with County staff on permits.
4. Developers will provide a list of Service Provider Letter issues.
5. Ernie Platt, Malcolm Bowie, and Carrie Pak will develop the agenda for the next meeting to be distributed by March 28..

**Next Meeting: Thursday, April 3, 2008, 7:30 AM Tualatin Room,  
2550 SW Hillsboro Highway**