



Community Development - Planning 00100.334.

Mission Statement

Our mission is to promote public safety, a healthy environment, and a strong local economy, and to provide courteous, timely, and efficient service to the public.

Function

A key function is planning for, and achieving, effective solutions to manage growth and development responsive to local needs, consistent with applicable laws such as the state Growth Management and Shoreline Management Acts.

Community Involvement:

- Create and promote both opportunities for community involvement, and partnerships, in land use and natural resource planning.
- Support the Clallam County Planning Commission (nine member citizen board appointed by the Board of County Commissioners) that is charged with providing recommendations on updates to comprehensive land use plan, shoreline master program, development regulations, and other community related planning issues.
- Maintain County Internet web pages related to shoreline management, land use, and natural resources planning.
- Support Citizen work groups, public forums, and other public involvement opportunities in order to inform the community, gathering input on updates to land use and natural resource plans.
- Coordinate building and land use application review with other county departments, cities, tribes, state and federal regulatory agencies, and other stakeholders.
- Coordinate growth and shoreline management efforts with landowners, cities, tribes, state and federal agencies, and other stakeholders.
- Represent Clallam County DCD on various groups, committees and boards addressing issues related to development, housing, economic development.

Current Planning:

- Issue Type I and II Land Use Permits (e.g., short plats, large lot divisions, others).
- Provide a recommendation to the Hearing Examiner on Type III Land Use Permits (e.g., conditional use permits, subdivisions, variances, shoreline substantial development, others.)
- Process biannual Current Use Assessment applications for open space/timber tax reductions.
- Coordinate development review for timely issuance of permits.

- Review applications for consistency with the comprehensive plan and development regulations.

Long Range and Growth Management Planning:

- Develop, update and implement the County Comprehensive Plan, Shoreline Master Program (SMP), and development regulations consistent with state law and responsive to community needs through development and update of County Ordinances.
- Process annual Comprehensive Plan and Zoning Map amendment applications.
- Seek and manage grants to develop and implement growth management plans.

Geographic Information System (GIS)

- Coordinate with centralized GIS to maintain geographic information (e.g., critical areas, zoning), and associated data as sole support for department functions.
- Provide useful geographic, regulatory, resource, and community information (e.g., maps, data reports) to other departments, other agencies, and the public. A valuable resource for the department as well as provide support to centralized GIS and other departments who otherwise have no technical support.
- Provide technical assistance to Planning department to meet county objectives and provide visual graphics and data in support of amendments and changes to the County Code.
- GIS also assists Natural Resource/Environmental Quality with map updates and visual aids for grant proposals and projects.

Trends/Events

The Shoreline Master Program, Stormwater Management Ordinance, and Forestry Ordinance were passed in 2022 which will help to provide for the protection of the environment and forestry resources, while providing options to land owners to meet the standards. Additional permits are being In an effort to help increase housing opportunities the Accessory Housing Ordinance was revised, allowing detached ADUs on legal parcels, and allowing a waiver if located on public water with an adequate septic system.

Continued work with the public process regarding adopting FEMA maps. Additional staff time will be needed in 2023 to work with FEMA.

DCD has seen an increase in Conditional Use Permits as a result of resolution of Code Enforcement actions and the changing/innovative businesses locating in our rural areas.

Plan continued work with local housing advocates and regional planners to find solutions to the housing strains.

Continue review of development regulations such as sign codes and landscaping in order to update standards to meet local needs.

Though overall land division cases are down, there has been an increase in binding site plans and subdivisions, and the approval of 3 RV parks in 2021. We anticipate this trend of subdivisions and binding site plans o continue as more affordable housing solutions are being sought.

Goals

1. Protect health and safety of county residents by fair administration of building, fire, and land use laws.
2. Collect, assemble, and disseminate demographic, geographic, and natural resource information.
3. Preserve the civil and property rights of county citizens and landowners.
4. Encourage the involvement of citizens in the planning process.
5. Apply sound planning principles to balance accommodating growth with other community objectives.
6. Improve environmental quality for humans, fish and wildlife.
7. Retain and enhance natural resource based industries important to the health of the local economy.
8. Plan for the efficient provision of public facilities and services to support current and future growth.

Workload Indicators

	2020 Actual	2021 Actual	6/30/22 Actual
Shoreline Master Program Update (hours)	452	155	20
Clallam Marine Resource Committee (hours)	972	1168	398
GIS, Maps, Permit System, & Data Support(hours)	1,434	250	740
Other Natural Resources Staff Related (hours)	0		
Building Permit Support	61	71	22
BLA, Lot Combos, Alterations, and Vacations	47	48	29
Land Division Preliminary Approvals	28	22	17
Land Division, BLA, and Alteration Final Approvals	23	28	14
Critical Area Review and Approvals Completed	33	30	20
State Env. Policy Act Reviews Completed	13	22	14
Shoreline Permits Approved (not associated with	2	10	12
Variances Issued	1	1	1
Conditional Use Permits Issued	8	7	11
Forest Practice Permits (received for review)	0	0	0
Wireless Com. Facilities Permits Issued	3	7	0
Legal Lot Determinations Completed	0	1	2
Project Reviews Received/Issued	2	5	2

Grant Funding Sources

Grants received are generally associated with mandated updates to the code.

Revenues

	2020 Actual	2021 Actual	6/30/22 Actual	2023 Budget
Taxes	0	0	0	0
Licenses and Permits	400	150		142,900
Intergovernmental Revenues	115,899	169,843	68,120	0

Charges for Goods and Services	3,187	74	300	5,500
Fines and Forfeits	0	0	0	0
Miscellaneous Revenues	18,000	0	0	0
Other Financing Sources	0	0	0	0
Transfers In	0	0	0	0
General Tax Support	307,493	124,292	127,663	463,626
Total	444,979	294,359	196,083	612,026

Expenditures

	2020 Actual	2021 Actual	6/30/22 Actual	2023 Budget
Salaries and Wages	253,839	129,839	130,941	406,235
Personnel Benefits	101,980	55,738	57,240	181,860
Supplies	5,159	3,174	340	6,117
Other Services and Charges	84,001	105,609	7,563	17,814
Intergovernmental Services	0	0	0	0
Capital Outlays	0	0	0	0
Interfund Payments for Services	0	0	0	0
Transfers Out	0	0	0	0
Total	444,979	294,359	196,083	612,026

Staffing

	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Full Time Equivalent	5.38	4.63	5.00	5.94