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# Community Development

## Mission Statement:

To implement solutions for growth and development that protect quality-of-life issues: environmental health, economic sustainability and the social fabric.

## 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; and,
3. Preserve the civil and property rights of county citizens and landowners.

## Core Functions:

The Department of Community Development consists of Building, Code Enforcement and Planning Divisions that are supported by a shared administrative staff pool. The Department has nine core functions:

### Development Review and Permitting

- Administer building, fire safety, land use, and environmental regulations and permitting.
- Provide public assistance in understanding County development regulations and the application process.
- Conduct plan review and inspections for all structures requiring a building permit.
- Review applications for consistency with the comprehensive plan and development regulations.
- 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).
- Provide administrative support to the Hearing Examiner and Permit Advisory Board.
- Coordinate building and land use application review with other county departments, cities, tribes, state and federal regulatory agencies, and other stakeholders.

### 911 Addressing System

- Administer County addressing system in coordination with 911 emergency services.

### Fire Marshal

- The Clallam County Building Official serves as County Fire Marshal whose responsibilities include fire safety for new development; issuance of burn bans during dry conditions; inspections of existing commercial structures, fire hazard complaints, and fireworks stands; responding to fire safety complaints; and coordination with local fire districts.

### Code Enforcement

- Responsible for documentation, investigation and compliance on county codes addressing public health, safety and welfare issues as identified in the categories of environmental regulations, critical areas, shorelines, occupancy codes, zoning laws, junk vehicles and associated critical impact areas ensuring continued County compliance with applicable State laws and codes.

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- In cooperation with the sheriff's department, act as assessment, action and affected citizen coordinator in addressing of macro and micro community impact issues identified in the health, safety and welfare categories. This identification and facilitation process is accomplished through the team efforts involved in the Community Oriented Policing Program on a county wide basis and is comprehensive through focus on specified geographic impact areas.

### **Growth Management**

- Maintain, update, and implement the County's Comprehensive Plan, Shoreline Master Program, and development regulations consistent with state law and responsive to community needs.
- Seek community involvement and partnerships in growth management.
- Coordinate growth management efforts with landowners, cities, tribes, state and federal agencies, and other stakeholders.
- Process applications for Comprehensive Plan and Zoning amendments.
- Process applications on Current Use Assessment applications for tax reductions related to provisions of open space and timber management.
- Seek and manage grants to develop and implement growth management plans.
- Represent the County on various growth management related committees and work groups.
- Support growth management public outreach efforts.

### **Natural Resource Planning**

- Develop, update, and implement watershed plans, salmon recovery plans, natural hazard, flood management, and other natural resource related plans in coordination with other Departments and stakeholders (e.g., citizens, tribes, cities, utility districts, etc.).
- Seek community involvement and partnerships in natural resource planning.
- Coordinate natural resource planning efforts with landowners, cities, tribes, state and federal agencies, and other stakeholders.
- Conduct review of fish habitat and watershed restoration projects permit exemption requests.
- Seek and manage funding to develop and implement natural resource related plans.
- Represent the County on various natural resource related committees and work groups.
- Support growth natural resource public outreach efforts.

### **Geographic Information Systems (GIS) Development and Support**

- Develop and maintain geographic information (e.g., critical areas, zoning, parcels, etc.) and associated data bases (e.g., Permit System) to support Department functions and integrate with County-wide functions.
- Provide useful geographic, regulatory, resource, and community information to the building and planning divisions, other departments, other agencies, and the public.
- Provide technical assistance to other County departments and outside agencies on special projects (e.g., 911 addressing, Tsunami zone mapping, etc.) consistent with Department and county objectives.
- Coordinate and automate electronic information storage and flow to maximize department and county objectives.

### **Streamkeepers**

- Manage the County's citizen-based, volunteer watershed and stream monitoring program.
- Facilitate public involvement in stream monitoring and watershed stewardship through public outreach and training.

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- Provide useful, credible data to local natural resource planners acting to protect and restore streams.
  - Assist citizens, organizations, and governments in need of special monitoring services.

### **Salmon Restoration & Recovery**

- Provide organizational development and support to help facilitate efforts of the North Olympic Peninsula and North Pacific Coast lead entities for salmon restoration.
- Manage a public grant application process for Salmon Recovery Funding Board grants which provide funding and needed salmon habitat restoration projects throughout Water Resource Inventory Areas 17 (part), 18, 19 & 20(part).
- Assist with the local grant application process for Community Salmon Funds.
- Collaborate and participate with regional salmon recovery organizations and sustainability efforts.
- Work to help further recovery of ESA-listed Lake Ozette Sockeye, Puget Sound Chinook, Hood Canal Summer Chum and steelhead, as well as other struggling salmon species particularly through the development of proposed project lists.
- Gain information about salmon recovery funding opportunities that can be shared with local lead entities, landowners and restoration practitioners.
- Educate the public about the need for salmon restoration and how they can help further recovery.

### **Appointed Boards and Committees**

- Provide administrative and technical support to the following four advisory bodies appointed by the Board of Clallam County Commissioners: Clallam County Planning Commission; Clallam County Permit Advisory Board; Carlsborg Community Advisory Council; and Clallam County Marine Resources Committee.

## **Objectives:**

### **General**

- Continue to perform core planning, permitting and environmental protection functions, as listed above.

### **Code Enforcement and Compliance**

- To develop a comprehensive set of Code Enforcement policies and procedures in the implementation of a broad based Code Enforcement program including a proactive, educational component that will increase voluntary compliance throughout the County.
- To identify, make available and utilize all applicable local, state and federal codes and laws.
- To set up a consistent and effective working policy between the DCD Code Enforcement Division and all other County departments, and agencies with overlapping jurisdictional authority.
- To effectively respond, in a timely manner, to investigative requests and complaints, based on workload and case priority systems.
- To identify and implement a comprehensive training and certification process for the Code Enforcement division which will encompass all legal and procedural requirements for state and County standards.
- Identification of and budgeting provision for state certification requirements.
- Implement an active role in the professional organizations representing statewide code enforcement professionalism and training efforts.
- As part of the county's Community Oriented Policing Team, to coordinate and deliver code enforcement services in the application of Problem Oriented Policing (POP) to address countywide crime prevention efforts affecting issues of health, safety and welfare.

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- To maximize voluntary compliance agreements in the resolution of code enforcement issues through application of appropriate laws and code.

### **Development Review and Permitting**

- Evaluate core functions to identify and implement ways to improve permit processing, reporting, and tracking.
- Maintain and update public guidance information (brochures, internet, etc.) to inform the public on county development regulations and application process.
- Maintain permitting process training manual for on-going changes in department procedures.
- Adopt a Clallam County Fire Protection Ordinance.
- Work with the Washington State Department of Ecology to adopt more effective floodplain management guidelines.
- Maintain an active role in the professional organizations representing statewide building and planning professionalism, training efforts, and certifications.
- Continue to provide training opportunities for staff in the ever changing building environment.
- Upgrade Permit System software to enable implementation of several useful functions, including making permit data and processing available on the web, providing database reporting capabilities on the web, automating email communication from the permit system to staff and permit applicants, etc.
- Increase permit staff efficiency and accuracy with automatic systems to bring relevant information from other sources into the permit database (e.g. Critical Area and other geographic attributes on parcels, Assessor data on parcels, links to recorded documents and reports, etc.)

### **Growth Management Planning**

- Provide continued planning support for County response to Western Washington Growth Management Hearing Board rulings of noncompliance and invalidity [*Dry Creek Coalition & Futurewise v. Clallam County, Case No. 07-2-0018c*].
- Provide technical support and advice to the Board of Commissioners on land use and environmental planning and regulation.
- Provide administrative and technical support to the Planning Commission and various subcommittees on land use and environmental planning and regulation.
- Prepare and implement an annual work program in areas of comprehensive planning, development regulations, and shoreline management in consultation with the Planning Commission.
- Build on past and current efforts to develop and implement a comprehensive stormwater management program, including pursuing additional grants.
- Build on past and current efforts to develop and implement a comprehensive approach to wastewater collection, treatment, and reuse for the Carlsborg Urban Growth Area, including pursuing available grants.
- Process Current Use Assessment applications.
- Process Comprehensive Plan land use and zoning amendment applications.
- Continue coordinated growth management planning with cities.
- Maintain and update Department growth management web pages.
- Coordinate annual update of the Six-Year Transportation Improvement Program with the Planning Commission and Department of Public Works.
- Implement an active role in the professional organizations representing statewide planning professionalism and training efforts.
- Participate and provide support, as needed, to various appointed and technical committees including, but not limited to: Carlsborg Community Advisory Council, Clallam Bay-Sekiu Community Advisory Council,

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Clallam County Agricultural Committee, various watershed committees (e.g., Dungeness River Management Team), Sewer Extension Coordinating Committee, and Joint Solid Waste Advisory Board.

### **Natural Resource Planning**

- Seek, implement and administer natural resource related grants.
- Develop and adopt WRIA 19 and 20 Watershed Plans.
- Continue to implement WRIA 18 Watershed Plan.
- Continue to participate in local and regional efforts for Puget Sound and salmonid recovery.
- Update and adopt a revised Dungeness River Flood Hazard Reduction Plan.
- Continue to coordinate an update of County's FEMA floodplain maps with the Department of Ecology.
- Provide continued administrative and technical support to the Marine Resources Committee.
- Continue public outreach on County watershed planning and salmonid recovery efforts.
- Continue to participate in Elwha Ecosystem Restoration Project.
- Provide County representation and technical assistance to various natural resource related committees, including but not limited to: Marine Resources Committee; Dungeness River Management Team; North Olympic Land Trust Conservation Committee; Salmon Recovery Technical Review Groups; Dungeness River Restoration Work Group; WRIA 19 planning unit; WRIA 19 Initiating Governments (IGs); WRIA 20 planning unit & IGs; Clallam River Habitat Assessment Work group, North Olympic Peninsula Lead Entity, North Pacific Coast Lead Entity, Lake Ozette Steering Committee, and Elwha Ecosystem Restoration Workgroup.
- Prepare for the Shoreline Master Program update to begin in 2009; and continue until 2011.

### **Geographic Information Systems**

- Provide increasingly useful geographic information and GIS skills to staff, public and other agencies.
- Support the GIS Steering Committee, and coordinate DCD GIS efforts with Assessor's GIS.
- Continue to integrate more data creation and maintenance into ArcGIS, utilizing its automation capabilities.
- Continue to maintain and enhance County's web site, including web access to database information (Web reports) for Streamkeepers, property documents, permitting, and further geographic integration. Upgrade aging web map server hardware and software. Test and integrate new GIS server technologies as appropriate. Increase server disk space to make more image data available on web maps.
- Create and maintain metadata for all standard, publicly available GIS datasets.
- As metadata is completed, place standard GIS data layers on a public FTP site for unassisted download. (It is hoped that this will decrease staff time spent serving routine data requests.)
- Continue to enhance integration of parcel, GIS, and Permit databases using the GIS to manage and maintain all "versions" and "history" of a given parcel, and maintain the parcel genealogy tables for the permit system.
- Convert and enhance existing integration systems to Assessor's new enterprise software when it is implemented.
- Improve integration of County GIS and addressing/road databases.
- Reconcile jurisdictional and boundary discrepancies between County parcel data and other data layers.
- Use the zoning layer that has recently been registered to parcels to support policy decisions dealing with split-zoned parcels and mapping policies. Integrate editing of parcels and zoning to preserve this registration, preserving the current capability for precise analysis and automatic population of zoning attributes in parcel databases.
- Enhance LiDAR and 3D data products, including further revision of critical area map layers.

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- Complete the county-wide remapping of streams based on LIDAR topography, where available; and, stream threshold modeling. Continue to work with Washington DNR to integrate this remapped stream layer into their statewide stream layer.
  - Update channel meander maps for the Dungeness River.
  - Create an update procedure for critical area data layers incorporating new information generated through permit review. Decrease the backlog of such updates. Link map updates to the source documents electronically through GIS attributes and the permit system's document management.
  - Implement recommendations from GIS 5 year plan as appropriate.
  - Create an accurate GIS address layer; integrate it with DCD's address assignment and management functions, and Assessor's parcel record management.

### **Streamkeepers**

- Continue to manage collection of data by volunteers at Streamkeepers' monitoring sites.
- Review and revise Streamkeepers' monitoring program (sites, measurements, protocols, Quality Control/Quality Assurance procedures, etc.).
- Continue special projects performed at the request of clients (including DCD).
- Continue outreach, training, and educational workshops.
- Reach out to all watershed-planning, restoration, and salmon-recovery groups at work in Clallam County to collaborate on monitoring.
- Seek funding through partnerships, grants, and fee-for-service agreements.
- Manage and enhance the Clallam County Water Resources database and report on data through various media to multiple audiences.
- Conduct monitoring of WRIA 18-20 stream gauges and report observations under a renewable Ecology grant.

### **Salmon Restoration and Recovery**

- Continue facilitation, support and organizational development for North Pacific Coast and North Olympic Peninsula Lead Entity for salmon restoration and recovery.
- With the North Olympic Peninsula Lead Entity (NOPLE), transition from Shared Salmon Strategy to Puget Sound Partnership in terms of regional recovery efforts along with the Hood Canal Coordinating Council for summer chum recovery.
- With the North Pacific Coast Lead Entity, support development of coastal, regional, sustainability organization, Washington Coast Sustainable Salmon Partnership.
- Attempt to further diversify lead entity funding sources.
- Continue running public grant processes for Salmon Recovery Funding Board Grants, Community Salmon Fund and other applicable funding opportunities.
- Increase public involvement, education, and outreach.
- Continue to gain and share funding opportunities with local land owners and restoration practitioners.
- Take next steps needed to support recovery of ESA-listed Lake Ozette Sockeye, Puget Sound Chinook, Hood Canal Summer chum, and Steelhead, as well as other struggling species.

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## Accomplishments in 2008:

### Development Review and Permitting

- Processed building, land use, and environmental permit and approval applications (*See number of permits processed under workload indicators*).
- Streamlined the process for final plat review: enhanced the tracking system, automated notifications to applicants, and structured the GIS review of plat documents more efficiently.
- Provided staff support for monthly meetings of the Permit Advisory Board.
- Updated Building and Construction Code to recognize 2006 International Codes.
- Continued to enhance the use of the Permit System as a document management platform for parcel and project related documents.
- Coordinated efforts of Clallam County's Climate Action Group to reduce the County's carbon footprint.

### Code Enforcement

- Continued development of the Code Enforcement Division within the Community Development Department through:
  - Continued recruitment, placement and training of ten Special Deputy Volunteers.
  - Implementation of office location and support function processes.
  - Development of policies, procedures and budgetary functions for division operations.
  - Continuation of the cooperative working agreements with allied state and local agencies.
  - Joined in initiation of the county team efforts in addressing community health safety and welfare issues through the combined efforts of the Community Oriented Policing philosophy through:
    - Identification of critical need areas within the county which would benefit the most from neighborhood re-vitalization efforts.
    - Successful team implementation of nine interactive Community Oriented Policing program projects, which comprehensively addressed the complete range of health safety and welfare issues that impact the county residents.
- Code Enforcement Workload Indicators:
  - Receive, review and initially respond to incoming complaints and investigations within five business days, 90% of the time.
  - Increase the Voluntary Compliance dispositions in all categories of code enforcement compliance case assignments by 10% to 80%.
  - In promoting the importance of Community Oriented Policing efforts, the continued initiation of a quality-of-life-specific public education marketing program (utilizing public speaking engagements and the neighborhood watch program platforms).
  - Promote the design and initiation of a Clallam County Code Enforcement program website for public reporting of code enforcement issues and for educational awareness.
  - Continue the development of a volunteer based Special Deputy program in the assistance of investigative processing of code enforcement cases.
  - Brought Code enforcement and complaint data into the Permit System, and began tracking activities there.

### Growth Management

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- Provided planning support for County response to Western Washington Growth Management Hearing Board (WWGMHB) rulings of noncompliance and invalidity [*Dry Creek Coalition & Futurewise v. Clallam County, Case No. 07-2-0018c*].
  - Administered and successfully completed the CTED Biennium Grant for the Carlsborg UGA Sewer Feasibility Study.
  - Applied for and received a \$20,000 grant for development of farmland preservation strategies. Work is in progress.
  - Applied for and received a \$75,000 local government stormwater grant from Ecology. Work is in progress.
  - Applied for and received a \$75,000 competitive growth management grant from the state to prepare a Carlsborg UGA General Sewer/Facility Plan. Work is in progress.
  - Provided staff support to develop a memorandum of agreement with PUD #1 of Clallam County to share project costs and work responsibilities for the Carlsborg General Sewer/Facility Plan.
  - Prepared an EPA West Coast Estuaries Initiative Targeted Watershed Grant Application entitled "Collaborative Stormwater Management for the Sequim/Dungeness Watershed." Requested approximately \$538,000 of grant funding to complete the project. Project was selected for funding. Anticipate final contract, award, and project commencement in August/September of 2008.
  - Staff support of Planning Commission regular-meetings (generally meet twice a month) on 2008 work program issues. Anticipate 5 or more special-meetings prior to end of 2008 to respond to WWGMHB ruling.
  - Staff support of the Planning Commission Agriculture and Home-based Sub-committee to develop draft recommendations to update County home based business standards, agriculture definition, and related policies and standards.
  - Prepared draft airport overlay district with the Planning Commission to update and replace current rules, including specific updates applicable to the Sequim Valley Airport.
  - Held multiple work sessions with Planning Commission to develop work program to update County mineral resource land designations, policies, and development regulations.
  - Held several work sessions with the Planning Commission on the City of Port Angeles request to update the unincorporated Port Angeles UGA with City equivalent zoning.
  - Reviewed the Draft Clallam County Small Project Stormwater Manual with both the Permit Advisory Board and Planning Commission.
  - Processed approximately 45 current use assessment applications for open space and forest land enrollment.
  - Processed an approximately 47 to 60 acre proposed land use and zoning change from urban residential to industrial within the unincorporated Port Angeles UGA.
  - Continued to provide support on two IAC farm preservation grants in partnership with Friends of the Field and others.
  - Continued work on updates to the County's subdivision, special events, and open space codes.
  - Co-sponsor of a Low Impact Development Workshop held at the Jamestown S'Klallam Tribal Center in February 2007.
  - Participant at Dungeness Water Executive Committee and other meetings related to in-stream flow rule-making for WRIA 18.
  - Participate at monthly meetings with City of Port Angeles to discuss and coordinate area planning and infrastructure issues.
  - Provided landowner assistance on growth management planning (e.g., zoning amendment pre-application conferences, growth planning for Battelle site, etc.).

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## **Natural Resources**

- Continued WRIA 18 Watershed Plan implementation, including coordinating the Elwha-Morse Management Team, supporting the Dungeness River Management Team, and initiating a water conservation outreach program.
- Continued implementation of the WRIA 18 salmonid recovery plan.
- Led effort to develop the WRIA 19 salmonid recovery plan.
- Managed restoration projects on the Dungeness and Elwha rivers; conducted studies on the Clallam River.
- Continued to coordinate the WRIA 19 watershed planning process.
- Presented results of salmon habitat restoration projects at regional meetings and conferences.
- Continued to serve as lead staff for Elwha Ecosystem Restoration Project.
- Led efforts to create fish passage in the Elwha estuary.
- Initiated efforts to design a set back of the Army Corps dike in the lower Dungeness River, including property purchase and set back engineering details.
- Decommissioned septic system and wells, and removed houses on lands purchased by the County within the estuarine floodplain of the Dungeness River.
- Supported efforts of WDFW and Jamestown S'Klallam Tribe to seek funding for further Dungeness estuary restoration. Coordinated Clallam River Workgroup and Clallam River habitat assessment project.
- Secured conservation easements through the North Olympic Land Trust, including protection of key riparian and pocket estuary habitat on the Strait of Juan de Fuca.
- Provided both administrative and technical assistance to the Marine Resources Committee.
- Provided technical guidance for salmon recovery projects throughout Clallam County.
- Served as liaison between local groups and NASA researchers to identify NASA tools that will provide value to watersheds.
- Successfully managed 16 major grants, including:
  - Marine Resources Committee
  - Dungeness River Estuary Restoration
  - Dungeness Flood Hazard Plan
  - Conservation Stewardship
  - Clallam River Habitat Assessment
  - WRIA 18 Watershed Council
  - WRIA 18 Water Conservation
  - WRIA 19 Watershed Planning
  - WRIA 19 Turbidity and Sediment Monitoring
  - Dungeness Dike Setback
  - Elwha Estuary Restoration
  - Puget Sound Watershed Integration
  - Stream Gaging in WRIs 18 and 19
- Staff support and/or County representative on following natural resource related work groups: Marine Resource Committee Dungeness River Management Team Elwha-Morse Management Team; North Olympic Land Trust Conservation Committee; NOPL and NPCLE Salmon Recovery Technical Review Group; Dungeness River Restoration Work Group; WRIA 19 planning unit; WRIA 19 Initiating Governments; Clallam River Habitat Assessment Work Group; North Olympic Peninsula Lead Entity; Lake Ozette Steering Committee; Elwha Nearshore Consortium; and Elwha Ecosystem Restoration Workgroup.
- Provided environmental review on development permits and environmental code violations.
- Supported efforts of the Puget Sound Partnership:

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- Project lead for the Strait Action Area Organizing Conference, which brought together over 80 participants in order to prepare for developing the Strait portion of Action Agenda for the Puget Sound Partnership.
  - Served on the Strait Action Area Workgroup, which fine-tunes the Strait's elements of the Action Agenda
  - Provided work products for and participate in Partnership meetings, workshops, and conference calls.
  - Collaborated with area tribes, governments and non-profit organizations in developing a salmon recovery project list which will be submitted to Puget Sound Partnership and the State Legislature.

### **Geographic Information Systems (GIS)**

- Maintained and updated Department information on Internet.
- Update and maintenance of data layers.
- GIS and Database support for comprehensive plan and watershed planning efforts.
- Implemented a complex and robust parcel data integration system between Assessor, GIS, and permit systems bringing parcel data to an unprecedented county-wide currency. Further enhancement will continue through the year, including GIS maintenance of the parcel genealogy tables (once the permit software is upgraded to the current version).
- Assisted Dept. of Health and Human Services in a grant-funded project to implement a Septic Operation and Maintenance (SOM) program, which will result in the creation of about 16,000 new SOM cases that will be updated from automated data exchange with the e-Onsite, on-line inspection tracking service. (project is ongoing)
- Upgraded PermitPlan software and reports. Some debugging remains, but this major upgrade should be completed this year.
- Provided fee supported GIS products to the public (e.g. LiDAR contours, data layers).
- Assisted on review of final plats and surveys.
- Using the Clallam River pilot project data, we worked with DNR to establish project guidelines and policies necessary to integrate Clallam County's countywide stream mapping into the DNR's statewide hydro dataset. This included further enhancement of this pilot data. It also included creation of an online review process for public and agency review of changes to the stream maps or stream typing, using Clallam County's web maps.
- Using a stormwater grant, we expect to substantially complete remapping of streams in the east end of the county in 2008 or early 2009, with a streamlined process in place to complete the rest of the county promptly after that. These edits will be done to DNR specifications and submitted for incorporation into their dataset.
- Registered the county zoning layer to the parcel layer. This allowed much better overlay analysis, and provides a very good starting point for dealing with zoning designation problems inherited from older, less accurate base maps.
- Increased coordination with Assessor GIS staff, including joint facilitation of the GIS Steering Committee.
- In process of working with IT to upgrade the aging computing hardware supporting the GIS. (This is a labor intensive process that is essential to ongoing functioning of existing systems, as well as enabling enhancements.)

### **Streamkeepers**

- 163 active volunteers (an all-time high), 25 new (an all-time high) in 2008.

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- In 2007, volunteers logged ~4100 hours (an all-time high), for in-kind value of ~\$73,500.<sup>1</sup> This figure underestimates the true value, as much of the volunteer effort is highly technical and, if purchased in the market, would be worth \$50-\$100/hr.
  - Volunteers are monitoring 39 ambient-monitoring sites on 16 streams, ranging from Sequim to Forks.
  - Volunteers sampled at 69 bacterial-sampling sites on 19 streams, ranging from Sequim to Forks.
  - Volunteers are forming new teams to sample McDonald Creek and the Hoko River.
  - The Volunteers Research Team continues to analyze and report on of data findings.
  - Continuing progress on project to analyze land use/land cover data and relate it to stream data. By the end of 2008, will correlate land-based watershed process indicators by contributing basin to monitoring sites. Then the Research Team will explore correlations to stream data.
  - Research Team continues the effort to develop a multi-metric index of physical-habitat indicators.
  - The Volunteer Education and Outreach team is developing PowerPoint presentations to present to a variety of community groups.
  - Expanded and updated Clallam County Water Resources database.
  - Worked with the WA Dept. of Ecology to help them interpret our biological assessment data for the combined 303(d)/305(b) list for 2008, and also to revise Streamkeepers' Quality Assurance Project Plan.
  - Conducted ten volunteer training events and updated the Volunteer Handbook.
  - Issued periodic "In the Flow" newsletters and continuously update our web site.
  - Provided assistance on seven special projects in partnership with other agencies/entities.
  - Preparing to begin implementation of the stormwater monitoring & data analysis component of the EPA grant DCD has received to design, adopt, and implement a comprehensive stormwater management plan.
  - Continued outreach to watershed-planning, restoration, and salmon-recovery groups at work in Clallam County to collaborate on monitoring.
  - Outreach to the Puget Sound Partnership on how best to incorporate volunteers into the task of saving Puget Sound, as well as on technical issues.
  - Various agencies and organizations have used Streamkeepers' data in support of watershed management and restoration.

### **Salmon Restoration & Recovery**

- Began operating as two independent lead entities and provided organizational support to both the new North Pacific Coast Lead Entity organization (NPCLE) and the North Olympic Peninsula Lead Entity (NOPLE) for Salmon Restoration.
- NPCLE brought citizens into lead entity group organization for project ranking and forms Technical Review Group. Citizen participation greatly increased in NPCLE, and Jefferson County welcomed to the process and bylaws approved.
- The North Pacific Coast LE participated in the formation of a regional coastal organization known as the Washington Coast Sustainable Salmon Partnership.
- North Pacific Coast conducted its first individual grant round in 2007 for Salmon Recovery Funding Board grants.
- North Olympic Peninsula Lead Entity did a major revision of its strategy in the first quarter of 2008.

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<sup>1</sup> (Using the value of \$17.92/hr for volunteer time - established by Independent Sector in 2006.)

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- North Olympic Peninsula also did a major reworking in 2008 of its three-year capital work plan which resulted in our first ever workplan that is now integrated across all watersheds and also has a prioritized project list.
  - North Olympic LE worked on transitioning into salmon recovery implementation and emphasis on ecosystem restoration.
  - For the first time, the North Olympic LE received a separate funding allocation for summer chum restoration work.
  - Discussions began between North Olympic LE and the Hood Canal Coordinating Council on a future joint process for summer chum funding.
  - The North Olympic Peninsula Lead Entity received almost \$4 million in new capital project monies (with a small percentage for non-capital needs) from the State Legislature's Puget Sound Acquisition and Restoration funding as part of the clean up of Puget Sound. This will fund needed salmon restoration projects across our watersheds.
  - Began discussions with Hood Canal about future joint planning process.
  - Both the North Pacific Coast LE & North Olympic LE populated WDFW's Habitat Work Schedule with local salmon restoration and recovery active and proposed projects.
  - NOPLC helped support the creation of a draft WRIA 19 salmon recovery plan.
  - North Olympic Peninsula hosted its first intern from Western Washington University's Huxley Environmental School located at Peninsula College.
  - North Olympic Peninsula LE begins a collaborative relationship with the Puget Sound Partnership.
  - North Pacific Coast LE begins a collaborative relationship with the Washington Coast Sustainable Salmon Partnership.
  - North Olympic LE supported the submittal of research from the Nearshore Assessment of Juvenile Salmonids to NOAA for reconsideration of WRIA 19 in regards to ESA listed Puget Sound Chinook.

## Workload Indicators:

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Estimate
Building Permits (includes sign & critical area review)	1,000	910	414	627
Building Inspections	12,209	10764	4294	7529
Boundary Line Adjustments and Lot Combinations BLA + Lot Cmb	32	32	15	25
Land Division Applications Received total LDV – lot comb	128	84	26	40
Land Division Final Plats Received	112	80	34	60
Critical Area Review (* including those associated with other permits)	147	251*	110	200
State Environmental Policy Act Review ECL cases + SEPA reviews on other pmts	114	39	24	40
Shoreline Permits (not associated with other permit)	31	25	7	14
Variances	9	5	6	8
Conditional Use Permit	4	6	6	7
Class IV Forest Practice	11	4	4	4
Wireless Communication Facilities	3	5	1	4
Comprehensive Plan/Zoning Amendment Applications	8	1	1	2
Current Use Assessment Applications	50	71	25	50
Project Review	79	97	32	60
Code Enforcement - Requests for Investigation		452	235	400
Code Enforcement – estimated junk vehicles disposed of		2,500	200	1000
<b>Other</b>	<i>See list of 2008 accomplishments for other indications of work load.</i>			

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## Staffing Level:

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Full Time Equivalents	28.53	31.05	29.68	28.81

## Operating Budget

### Revenues:

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Taxes	0	0	0	0
Licenses and Permits	655,097	618,661	343,937	532,849
Intergovernmental Revenues	651,170	862,399	212,856	1,329,164
Charges for Goods and Services	653,580	477,951	221,162	311,832
Fines and Forfeits	0	650	1,050	1,000
Miscellaneous Revenues	-624	0	0	0
Non-Revenues	0	0	0	0
Other Financing Sources	0	0	0	0
General Tax Support	258,591	595,376	368,243	930,488
<b>TOTAL</b>	<b>\$2,217,814</b>	<b>\$2,441,467</b>	<b>\$1,147,248</b>	<b>\$3,105,333</b>

### Expenditures:

	2006 Actual	2007 Actual	6/30/08 Actual	2009 Budget
Salaries and Wages	1,207,131	1,417,753	727,047	1,533,945
Personnel Benefits	214,111	461,823	242,862	512,571
Supplies	55,186	78,232	22,686	71,756
Other Services and Charges	509,390	422,417	132,972	939,748
Intergovernmental Services	0	16,025	23	25
Interfund Payments for Services	208,944	45,217	21,657	47,288
Capital Outlay	23,052	0	0	0
<b>TOTAL</b>	<b>\$2,217,814</b>	<b>\$2,441,467</b>	<b>\$1,147,248</b>	<b>\$3,105,333</b>

# Agency Structure:

DCD - Organizational Chart

