



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.

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

	2022 Actual	2023 Actual	6/30/24 Actual
Permit Support			
BLA, Lot Combos, Alterations, and Vacations	37	46	23
Land Division Preliminary Approvals	25	14	11
Land Division, BLA, and Alteration Final Approvals	38	48	8
Critical Area Review and Approvals Completed	43	47	39
State Env. Policy Act Reviews Completed	18	32	10
Shoreline Permits Approved (not associated with	7	14	9
Variances Issued	1	1	1
Conditional Use Permits Issued	12	10	5
Forest Practice Permits (received for review)	4	10	4
Wireless Com. Facilities Permits Issued	8	2	1
Legal Lot Determinations Completed	5	2	3
Project Reviews Received/Issued	0	9	1

Grant Funding Sources

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

Revenues

	2022 Actual	2023 Actual	6/30/24 Actual	2025 Budget
Taxes	0	0	0	0
Licenses and Permits	750	102,376	70,650	135,379
Intergovernmental Revenues	108,142	0	0	0
Charges for Goods and Services	775	1,296	75	1,000
Fines and Forfeits	0	0	0	0
Miscellaneous Revenues	0	0	0	0
Other Financing Sources	0	0	0	0
Transfers In	0	0	0	0
General Tax Support	277,196	313,473	148,934	390,408
Total	386,863	417,146	219,659	526,787

Expenditures

	2022 Actual	2023 Actual	6/30/24 Actual	2025 Budget
Salaries and Wages	265,090	273,379	145,709	332,024
Personnel Benefits	115,608	124,505	68,456	155,604
Supplies	170	5,866	1,677	20,731
Other Services and Charges	5,995	13,396	3,817	18,428
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	386,863	417,146	219,659	526,787

Staffing

	2022 Actual	2023 Actual	6/30/24 Actual	2025 Budget
Full Time Equivalents	5.00	5.94	6.00	6.00