



WORK SESSION AGENDA

BOARD OF CLALLAM COUNTY COMMISSIONERS

223 East 4th Street Room 160

Port Angeles, Washington

Monday, August 30, 2021 – 8:00 a.m.

****ATTENTION****

In response to the current Governors order Clallam County is now operating under the Washington Ready Plan. To be in compliance with the Washington Ready Plan and to reduce the spread of COVID the following general requirements for COVID safety for meetings held in the Board of Commissioners Board Room are as follows:

1. All attendees are encouraged to provide contact information on a sign in sheet which will be retained for 28 days for contact tracing purposes.
2. Public seating areas and Board member seating must be arranged to ensure physical distancing is maintained.
3. Meeting attendees must follow current face covering guidelines.
4. No food or drink should be consumed in the BOCC Board Room.
5. Meeting organizers shall clean or arrange to have cleaned high-touch surfaces before and after each meeting.
6. Hand sanitizing stations will be available in the BOCC Board Room.
7. Keep doors and windows open where possible to improve ventilation.
8. The Chair of the meeting shall ensure current masking and social distancing practices are enforced and practiced by all event attendees.

This meeting can be viewed on a live stream at this link:
<http://www.clallam.net/features/meetings.html>

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us

Administration – 9 a.m.

1. Calendar/Correspondence
2. Agreement amendment with Department of Commerce for funding for placement of youth in Secure Residential Crisis Center and Ancillary Therapeutic Services

Agreement amendment 

3. Agreement amendment #21 with Department of Health for funding for testing and sampling of recreational beaches

Agreement amendment 

Community Development

4. Notice of hearing to be held Tuesday, September 21, 2021 at 10:30 a.m. for an Ordinance adding a new section within Title 27 Environment, of the Clallam County Code, Adopting Stormwater Management

Notice of hearing 

5. Notice of hearing to be held Tuesday, September 28, 2021 at 10:30 a.m. for an Ordinance amending Clallam County Code Title 33 Zoning, and adding a new section adopting standards for Recreational Vehicles, Park Models, and Camping

Notice of hearing 

Board of Commissioners

6. Resolution appointing Julie Mowbray and Tara West to the Fair Advisory Board

Resolution 

7. Resolution appointing Kimberly Williams to the Conservation Futures Program Advisory Board

Resolution 

Budget

8. Review the “How Did We Do” reports comparing each month’s actual performance against the 2021 Annual Budget

Review 

Administration

9. Vote on Chapter 11 Bankruptcy Mallinckrodt PLC, et al. (5a)*

Vote 

General Discussion/Items for Future Agendas

- A. Commissioners Conversation Meeting – TBD Topic (September 13 – 7:30 a.m.)
- B. Continued Work Session Meeting – Code Enforcement discussion (September 13 – 1 p.m.)
- C. Olympic National Forest update (October TBD)
- D. Charter Review Recommendation response (TBD)
- E. Noise Ordinance (TBD)

EXECUTIVE SESSION

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110

- Other items may be added at the discretion of the Board and additional Work Sessions may be scheduled if more time is needed to allow for adequate discussion.
- Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board.
- Copies of public documents from Board meetings are available by contacting the Public Records Department.



2
8/30/21

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Juvenile Services

WORK SESSION ☒ **Meeting Date:** 08/30/2021

REGULAR AGENDA ☒ **Meeting Date:** 09/07/2021

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU #851.21.004-Amended | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other Discussion only |

Documents exempt from public disclosure attached: ☐

Executive summary:

Amended program name from Street Outreach Services (SOS) to Secure Residential Crisis Center.

Contract agreement between Department of Commerce and Clallam County Juvenile & Family Services to provide funding for placement of youth in our Secure Residential Crisis Center (SCRC) and additional funding for Ancillary Therapeutic Services (ATS).

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

No budgetary impact at this time.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Review and sign.

County Official signature & print name:

Cynthia Hanson Cynthia Hanson

Name of Employee/Stakeholder attending meeting:

Jody Jacobsen & Cynthia Hanson

Relevant Departments: _____

Date submitted: 8/23/2021

* Work Session/Reg Meeting - Submit 2 single sided/not stapled copies + 2 AIS and 3 originals (stapled) + AIS
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

#851.21.004



Washington State
Department of
Commerce

Grant Agreement with

Clallam County Juvenile and Family Services

through

**Community Services and Housing Division
Housing Assistance Unit
Office of Homeless Youth**

For

Office of Homeless Youth Core Programs

Start date: July 1, 2021

THIS PAGE INTENTIONALLY LEFT BLANK

TABLE OF CONTENTS

Special Terms and Conditions	1
Face Sheet	1
1. Contract Management	2
2. Compensation.....	2
3. Billing Procedures and Payment	2
4. Subcontractor Data Collection.....	3
5. Insurance.....	3
6. Order of Precedence.....	3
General Terms and Conditions	5
1. Definitions.....	5
2. Access to Data	5
3. Advance Payments Prohibited.....	5
4. All Writings Contained Herein	5
5. Amendments	5
6. Americans With Disabilities Act (ADA)	5
7. Assignment.....	5
8. Attorneys' Fees.....	5
9. Confidentiality/Safeguarding of Information	6
10. Conflict of Interest.....	7
11. Copyright.....	7
12. Disputes	8
13. Duplicate Payment.....	8
14. Governing Law and Venue	8
15. Indemnification	8
16. Independent Capacity of the Contractor.....	9
17. Industrial Insurance Coverage	9
18. Laws	9
19. Licensing, Accreditation and Registration	9
20. Limitation of Authority	9
21. Noncompliance With Nondiscrimination Laws.....	10
22. Pay Equity	10
23. Political Activities	10
24. Publicity	10
25. Recapture	10
26. Records Maintenance	10
27. Registration With Department of Revenue	10
28. Right of Inspection.....	10
29. Savings.....	11
30. Severability	11
31. Site Security	11
32. Subcontracting.....	11
33. Survival.....	11

TABLE OF CONTENTS

34. Taxes 11

35. Termination for Cause 11

36. Termination for Convenience 12

37. Termination Procedures 12

38. Treatment of Assets 13

39. Waiver 13

Attachment A, Scope of Work

Attachment B, Budget

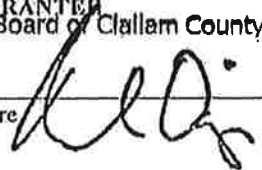
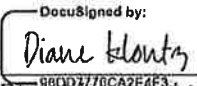
Attachment C, Program Guldelines

Attachment D, Grant Application

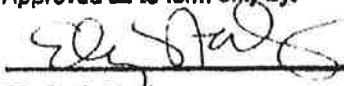
FACE SHEET

Contract Number: 22-46302-104

Washington State Department of Commerce
Community Services and Housing Division
Housing Assistance Unit
OHY Core Programs

1. Grantee Clallam County Juvenile and Family Services 1912 W. 18 th Street Port Angeles, WA 98363		2. Grantee Doing Business As (optional)	
3. Grantee Representative Cindy Hanson Administrative Specialist (360) 565-2646 chanson@co.clallam.wa.us		4. COMMERCE Representative Cole Ketcherside Program Manager 360-725-5056 Fax (360) 586-5880 cole.ketcherside@commerce.wa.gov P.O. Box 42525 1011 Plum Street SE Olympia, WA 98504-2525	
5. Grant Amount \$508,954	6. Funding Source Federal: ☐ State: ☒ Other: ☐ N/A: ☐	7. Start Date July 1, 2021	8. End Date June 30, 2023
9. Federal Funds (as applicable) N/A		Federal Agency: N/A CFDA Number N/A	
10. Tax ID # N/A	11. SWV # SWV0000200-36	12. UBI # 054-004-559	13. DUNS # N/A
14. Grant Purpose The purpose of this grant is to provide safety and stability to unaccompanied youth and young adults experiencing homelessness and housing instability in WA State by providing a continuum of outreach, shelter, housing, and associated services as specified in the contract Scope of Work.			
COMMERCE, defined as the Department of Commerce, and the Grantee, as defined above, acknowledge and accept the terms of this Grant and attachments and have executed this Grant on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant are governed by this Grant and the following other documents incorporated by reference: Grant Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget, Attachment "C" – Program Guidelines (as they may be revised from time to time), and Attachment "D" – Grant Application.			
FOR GRANTEE Board of Clallam County Commissioners  Signature Mark Ozias, Chair Print Name and Title 7/20/21 Date		FOR COMMERCE DocuSigned by:  Diane Kiontz, Assistant Director Community Services and Housing Division 7/23/2021 8:40 AM PDT Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	

Approved as to form only by:


 Elizabeth Stanley
 Civil Deputy Prosecuting Attorney
 Clallam County

Last revision 10/13/2020

**SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

1. GRANT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Grant.

The Representative for COMMERCE and their grant information are identified on the Face Sheet of this Grant.

The Representative for the Grantee and their contact information are identified on the Face Sheet of this Grant.

2. COMPENSATION

COMMERCE shall pay an amount not to exceed the amount shown on the Grant Face Sheet (Box 5) for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. Grantee's compensation for services rendered shall be based in accordance with Attachment B – Budget.

3. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Grantee upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more often than monthly. Exceptions to the single billing per month can be made by Commerce on a case-by-case basis.

All invoices shall include a Monthly Voucher Detail and any other reports required by Commerce. The invoice shall include the Grant Number.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Grantee.

COMMERCE may, in its sole discretion, terminate the Grant or withhold payments claimed by the Grantee for services rendered if the Grantee fails to satisfactorily comply with any term or condition of this Grant.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Invoices and End of Fiscal Year

Invoices are due on the 20th of the month following the provision of services.

Final invoices for a state fiscal year may be due sooner than the 20th and Commerce will provide notification of the end of fiscal year due date.

The grantee must invoice for all expenses from the beginning of the contract through June 30, regardless of the contract start and end date.

Duplication of Billed Costs

The Grantee shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Grantee, if the Grantee is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subgrants/subcontracts.

COMMERCE may, in its sole discretion, withhold ten percent (10%) from each payment until acceptance by COMMERCE of the final report or completion of the project, etc.

4. SUBCONTRACTOR DATA COLLECTION

Grantee will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Grant performed by subcontractors and the portion of Grant funds expended for work performed by subcontractors, including but not necessarily limited to

**SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

5. INSURANCE

The Grantee shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the state should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the Grantee or Subgrantee/subcontractor, or agents of either, while performing under the terms of this Grant. Failure to maintain the required insurance coverage may result in termination of this Grant.

The insurance required shall be issued by an insurance company authorized to do business within the state of Washington. Except for Professional Liability or Errors and Omissions Insurance, the insurance shall name the state of Washington, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The Grantee shall instruct the insurers to give COMMERCE thirty (30) calendar days advance notice of any insurance cancellation, non-renewal or modification.

The Grantee shall submit to COMMERCE within fifteen (15) calendar days of the Grant start date a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the Grant, if required or requested, the Grantee shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.

The Grantee shall provide, at COMMERCE's request, copies of insurance instruments or certifications from the insurance issuing agency. The copies or certifications shall show the insurance coverage, the designated beneficiary, who is covered, the amounts, the period of coverage, and that COMMERCE will be provided thirty (30) days' advance written notice of cancellation.

The Grantee shall provide insurance coverage that shall be maintained in full force and effect during the term of this Grant, as follows:

Local Government Grantees that Participate in a Self-Insurance Program

Self-Insured/Liability Pool or Self-Insured Risk Management Program – With prior approval from COMMERCE, the Grantee may provide the coverage above under a self-insured/liability pool or self-insured risk management program. In order to obtain permission from COMMERCE, the Grantee shall provide: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pool financial reports must comply with Generally Accepted Accounting Principles (GAAP) and adhere to accounting standards promulgated by: 1) Governmental Accounting Standards Board (GASB), 2) Financial Accounting Standards Board (FASB), and 3) the Washington State Auditor's annual instructions for financial reporting. Grantee's participating in joint risk pools shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The state of Washington, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

Grantee shall provide annually to COMMERCE a summary of coverages and a letter of self-insurance, evidencing continued coverage under Grantee's self-insured/liability pool or self-insured risk management program. Such annual summary of coverage and letter of self-insurance will be provided on the anniversary of the start date of this Agreement.

6. ORDER OF PRECEDENCE

In the event of an inconsistency in this Grant, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions

**SPECIAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

- Attachment A – Scope of Work
- Attachment B – Budget
- Program Guidelines, as revised
- Grant application

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

1. DEFINITIONS

As used throughout this Grant, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Department of Commerce.
- C. "Grant" or "Agreement" means the entire written agreement between COMMERCE and the Grantee, including any Exhibits, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Grantee" shall mean the entity identified on the face sheet performing service(s) under this Grant, and shall include all employees and agents of the Grantee.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
- F. "State" shall mean the state of Washington.
- G. "Subgrantee/subcontractor" shall mean one not in the employment of the Grantee, who is performing all or part of those services under this Grant under a separate Grant with the Grantee. The terms "subgrantee/subcontractor" refers to any tier.
- H. "Subrecipient" shall mean a non-federal entity that expends federal awards received from a pass-through entity to carry out a federal program, but does not include an individual that is a beneficiary of such a program. It also excludes vendors that receive federal funds in exchange for goods and/or services in the course of normal trade or commerce.
- I. "Vendor" is an entity that agrees to provide the amount and kind of services requested by COMMERCE; provides services under the grant only to those beneficiaries individually determined to be eligible by COMMERCE and, provides services on a fee-for-service or per-unit basis with contractual penalties if the entity fails to meet program performance standards.

2. ACCESS TO DATA

In compliance with RCW 39.26.180, the Grantee shall provide access to data generated under this Grant to COMMERCE, the Joint Legislative Audit and Review Committee, and the Office of the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the Grantee's reports, including computer models and the methodology for those models.

3. ADVANCE PAYMENTS PROHIBITED

No payments in advance of or in anticipation of goods or services to be provided under this Grant shall be made by COMMERCE.

4. ALL WRITINGS CONTAINED HEREIN

This Grant contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Grant shall be deemed to exist or to bind any of the parties hereto.

5. AMENDMENTS

This Grant may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

6. AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, also referred to as the "ADA" 28 CFR Part 35

The Grantee must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

7. ASSIGNMENT

Neither this Grant, nor any claim arising under this Grant, shall be transferred or assigned by the Grantee without prior written consent of COMMERCE.

8. ATTORNEYS' FEES

Unless expressly permitted under another provision of the Grant, in the event of litigation or other action brought to enforce Grant terms, each party agrees to bear its own attorney's fees and costs.

9. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

A. "Confidential Information" as used in this section includes:

1. All material provided to the Grantee by COMMERCE that is designated as "confidential" by COMMERCE;
2. All material produced by the Grantee that is designated as "confidential" by COMMERCE; and
3. All personal information in the possession of the Grantee that may not be disclosed under state or federal law. "Personal Information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

B. The Grantee shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Grantee shall use Confidential Information solely for the purposes of this Grant and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Grantee shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Grantee shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Grant whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Grantee shall make the changes within the time period specified by COMMERCE. Upon request, the Grantee shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Grantee against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Grantee shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

10. CONFLICT OF INTEREST

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the COMMERCE may, in its sole discretion, by written notice to the CONTRACTOR terminate this contract if it is found after due notice and examination by COMMERCE that there is a violation of the Ethics in Public Service Act, Chapters 42.52 RCW and 42.23 RCW; or any similar statute involving the CONTRACTOR in the procurement of, or performance under this contract.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. The Grantee and their subcontractor(s) must identify any person employed in any capacity by the state of Washington that worked on the Commerce program

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

administering this Grant, including but not limited to formulating or drafting the legislation, participating in grant procurement planning and execution, awarding grants, and monitoring grants, during the 24 month period preceding the start date of this Grant. Identify the individual by name, the agency previously or currently employed by, job title or position held, and separation date. If it is determined by COMMERCE that a conflict of interest exists, the Grantee may be disqualified from further consideration for the award of a Grant.

In the event this contract is terminated as provided above, COMMERCE shall be entitled to pursue the same remedies against the Grantee as it could pursue in the event of a breach of the contract by the Grantee. The rights and remedies of COMMERCE provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon which COMMERCE makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this contract.

11. COPYRIGHT

Unless otherwise provided, all Materials produced under this Grant shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Grantee hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Grant, but that incorporate pre-existing materials not produced under the Grant, the Grantee hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Grantee warrants and represents that the Grantee has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Grantee shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Grant, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Grant. The Grantee shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Grantee with respect to any Materials delivered under this Grant. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Grantee.

12. DISPUTES

Except as otherwise provided in this Grant, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Director of COMMERCE, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- state the Grantee's name, address, and Contract number; and
- be mailed to the Director and the other party's (respondent's) Grant Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the Director or the Director's designee and the requestor within five (5) working days.

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

The Director or designee shall review the written statements and reply in writing to both parties within ten (10) working days. The Director or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.

The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this Grant shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

13. DUPLICATE PAYMENT

COMMERCE shall not pay the Grantee, if the GRANTEE has charged or will charge the State of Washington or any other party under any other Grant, subgrant/subcontract, or agreement, for the same services or expenses.

14. GOVERNING LAW AND VENUE

This Grant shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

15. INDEMNIFICATION

To the fullest extent permitted by law, the Grantee shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorneys' fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The Grantee's obligation to indemnify, defend, and hold harmless includes any claim by Grantee's agents, employees, representatives, or any subgrantee/subcontractor or its employees.

The Grantee expressly agrees to indemnify, defend, and hold harmless the State for any claim arising out of or incident to Grantee's or any subgrantee's/subcontractor's performance or failure to perform the Grant. Grantee's obligation to indemnify, defend, and hold harmless the State shall not be eliminated or reduced by any actual or alleged concurrent negligence of State or its agents, agencies, employees and officials.

The Grantee waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

16. INDEPENDENT CAPACITY OF THE CONTRACTOR

The parties intend that an independent contractor relationship will be created by this Grant. The Contractor and its employees or agents performing under this Contract are not employees or agents of the state of Washington or COMMERCE. The Contractor will not hold itself out as or claim to be an officer or employee of COMMERCE or of the state of Washington by reason hereof, nor will the Contractor make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the Contractor.

17. INDUSTRIAL INSURANCE COVERAGE

The Grantee shall comply with all applicable provisions of Title 51 RCW, Industrial Insurance. If the Grantee fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, COMMERCE may collect from the Grantee the full amount payable to the Industrial Insurance Accident Fund. COMMERCE may deduct the amount owed by the Grantee to the accident fund from the amount payable to the Grantee by COMMERCE under this Contract, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the Grantee.

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

18. LAWS

The Grantee shall comply with all applicable laws, ordinances, codes, regulations and policies of local, state, and federal governments, as now or hereafter amended.

19. LICENSING, ACCREDITATION AND REGISTRATION

The Grantee shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

20. LIMITATION OF AUTHORITY

Only the Authorized Representative or Authorized Representative's delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this contract is not effective or binding unless made in writing and signed by the Authorized Representative.

21. NONCOMPLIANCE WITH NONDISCRIMINATION LAWS

During the performance of this Grant, the Grantee shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the Grantee's non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this Grant may be rescinded, canceled or terminated in whole or in part, and the Grantee may be declared ineligible for further grants with COMMERCE. The Grantee shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

The funds provided under this contract may not be used to fund religious worship, exercise, or instruction. No person shall be required to participate in any religious worship, exercise, or instruction in order to have access to the facilities funded by this grant.

22. PAY EQUITY

The Grantee agrees to ensure that "similarly employed" individuals in its workforce are compensated as equals, consistent with the following:

- A. Employees are "similarly employed" if the individuals work for the same employer, the performance of the job requires comparable skill, effort, and responsibility, and the jobs are performed under similar working conditions. Job titles alone are not determinative of whether employees are similarly employed;
- B. Grantee may allow differentials in compensation for its workers if the differentials are based in good faith and on any of the following:
 - (I) A seniority system; a merit system; a system that measures earnings by quantity or quality of production; a bona fide job-related factor or factors; or a bona fide regional difference in compensation levels.
 - (II) A bona fide job-related factor or factors may include, but not be limited to, education, training, or experience that is: Consistent with business necessity; not based on or derived from a gender-based differential; and accounts for the entire differential.
 - (III) A bona fide regional difference in compensation level must be: Consistent with business necessity; not based on or derived from a gender-based differential; and account for the entire differential.

This Grant may be terminated by the Department, if the Department or the Department of Enterprise services determines that the Grantee is not in compliance with this provision.

23. POLITICAL ACTIVITIES

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

Political activity of Contractor employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17A RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.

24. PUBLICITY

The Grantee agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE's name is mentioned, or language used from which the connection with the state of Washington's or COMMERCE's name may reasonably be inferred or implied, without the prior written consent of COMMERCE.

25. RECAPTURE

In the event that the Grantee fails to perform this Grant in accordance with state laws, federal laws, and/or the provisions of this Grant, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Grantee of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Grant.

26. RECORDS MAINTENANCE

The Grantee shall maintain books, records, documents, data and other evidence relating to this Grant and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Grant.

The Grantee shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Grant, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

27. REGISTRATION WITH DEPARTMENT OF REVENUE

If required by law, the Grantee shall complete registration with the Washington State Department of Revenue.

28. RIGHT OF INSPECTION

The Grantee shall provide right of access to its facilities to COMMERCE, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Grant.

29. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Grant and prior to normal completion, COMMERCE may suspend or terminate the Grant under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Grant may be amended to reflect the new funding limitations and conditions.

30. SEVERABILITY

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

The provisions of this Grant are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Grant.

31. SITE SECURITY

While on COMMERCE premises, Grantee, its agents, employees, or subcontractors shall conform in all respects with physical, fire or other security policies or regulations.

32. SUBGRANTING/SUBCONTRACTING

The Grantee may only subcontract work contemplated under this Grant if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Grantee shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Grantee to amend its subcontracting procedures as they relate to this Grant; (b) prohibit the Grantee from subcontracting with a particular person or entity; or (c) require the Grantee to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Grant. The Grantee is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Grant. The Grantee shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Grant. In no event shall the existence of a subcontract operate to release or reduce the liability of the Grantee to COMMERCE for any breach in the performance of the Grantee's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

33. SURVIVAL

The terms, conditions, and warranties contained in this Grant that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Grant shall so survive.

34. TAXES

All payments accrued on account of payroll taxes, unemployment contributions, the Grantee's income or gross receipts, any other taxes, insurance or expenses for the Grantee or its staff shall be the sole responsibility of the Grantee.

35. TERMINATION FOR CAUSE

In the event COMMERCE determines the Grantee has failed to comply with the conditions of this Grant in a timely manner, COMMERCE has the right to suspend or terminate this Grant. Before suspending or terminating the Grant, COMMERCE shall notify the Grantee in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the Grant may be terminated or suspended.

In the event of termination or suspension, the Grantee shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original Grant and the replacement or cover Grant and all administrative costs directly related to the replacement Grant, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the Grant, withhold further payments, or prohibit the Grantee from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Grantee or a decision by COMMERCE to terminate the Grant. A termination shall be deemed a "Termination for Convenience" if it is determined that the Grantee: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this Grant are not exclusive and are, in addition to any other rights and remedies, provided by law.

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

36. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Grant, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Grant, in whole or in part. If this Grant is so terminated, COMMERCE shall be liable only for payment required under the terms of this Grant for services rendered or goods delivered prior to the effective date of termination.

37. TERMINATION PROCEDURES

Upon termination of this Grant, COMMERCE, in addition to any other rights provided in this Grant, may require the Grantee to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this Grant as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Grantee the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Grantee and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this Grant. COMMERCE may withhold from any amounts due the Grantee such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Grantee shall:

- A. Stop work under the Grant on the date, and to the extent specified, in the notice;
- B. Place no further orders or subgrants/subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Grant that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Grantee under the orders and subgrants/subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subgrants/subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the Grant had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this Grant, which is in the possession of the Grantee and in which COMMERCE has or may acquire an interest.

38. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Grantee, for the cost of which the Grantee is entitled to be reimbursed as a direct item of cost under this Grant, shall pass to and vest in COMMERCE upon delivery of such property by the

**GENERAL TERMS AND CONDITIONS
GENERAL GRANT
STATE FUNDS**

Grantee. Title to other property, the cost of which is reimbursable to the Grantee under this Grant, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this Grant, or (ii) commencement of use of such property in the performance of this Grant, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Grantee shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this Grant.
- B. The Grantee shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Grantee or which results from the failure on the part of the Grantee to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the Grantee shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Grantee shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this Grant

All reference to the Grantee under this clause shall also include Grantee's employees, agents or Subgrantees/Subcontractors.

39. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Grant unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Scope of Work

- A. Grantee agrees to operate the following programs as specified in the grant application and OHY guidelines
- The Secure Crisis Residential Center (SCRC) grant provides resources for emergency, temporary residence, assessment, referrals, family reconciliation and permanency-planning services for youth ages 12-17. Number of approved beds: 4
 - Ancillary Therapeutic Services (ATS) funding provides behavioral health services to eligible youth in crisis within HOPE, CFC, and licensed overnight youth shelters.
- B. Grantee shall comply with all the administrative requirements, policies and procedures, required trainings, and program implementation requirements specified in the applicable OHY program guidelines for each of the programs funded through this grant.
- C. Grantee shall submit Monthly Voucher Details with each invoice and any other report that Commerce may develop as specified in the applicable OHY program guidelines.
- D. Grantee must enter data in HMIS in accordance with any applicable HMIS user agreements, and as specified by Commerce in the applicable OHY program guidelines.


X Director Signature

X Board of Clark County Commissioners
Mark Ozias, Chair

Attachment B

Budget

Budget Category	FY 22 Amount	FY 23 Amount
Admin	\$38,172	\$38,172
Program Operations	\$216,305	\$216,305
Facilities	\$0	\$0
Total	\$254,477	\$254,477

Total Grant Amount: \$508,954



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

3
8/30/21

Department: Health and Human Services

WORK SESSION ☒ **Meeting Date:** August 30, 2021

REGULAR AGENDA ☒ **Meeting Date:** September 7, 2021

Required originals approved and attached? ☒

Will be provided on:

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11301-18-CONCON, Amendment #21 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Attached is Consolidated Contract Amendment #21 between Department of Health and Clallam County Health and Human Services, which adds supplemental funding to the HHS 2021 budget for the following:

- EPA Swimming Beach Act Grant for the BEACH program to provide testing and sampling of recreational beaches, in the amount of \$6,500.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☒

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Approve and move to regular BOCC meeting for final signature.

County Official signature & print name:  KEVIN L. REED

Name of Employee/Stakeholder attending meeting: Jennifer Garcelon

Relevant Departments: Health and Human Services

Date submitted: August 25, 2021

* Work Session Meeting - Submit 1 single sided/not stapled copy 11301-18-CONCON, Amendment #21 Agenda Item Summary
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

**CLALLAM COUNTY HEALTH & HUMAN SERVICES
2018 – 2021 CONSOLIDATED CONTRACT**

CONTRACT NUMBER: CLH18239

AMENDMENT NUMBER: 21

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as "DOH", and CLALLAM COUNTY HEALTH & HUMAN SERVICES, a Local Health Jurisdiction, hereinafter referred to as "LHJ", pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, attached and incorporated by this reference, are amended as follows:
 - ☒ Adds Statements of Work for the following programs:
 - BEACH Program - Effective March 1, 2021
 - ☒ Amends Statements of Work for the following programs:
 - COVID-19 Emergency Language & Community Outreach Services - Effective July 1, 2020
 - OSS LMP Implementation - Effective July 1, 2019
 - ☐ Deletes Statements of Work for the following programs:

2. Exhibit B-21 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-20 Allocations as follows:
 - ☒ Increase of \$6,500 for a revised maximum consideration of \$7,280,448.
 - ☐ Decrease of _____ for a revised maximum consideration of _____.
 - ☐ No change in the maximum consideration of _____.
Exhibit B Allocations are attached only for informational purposes.

3. Exhibit C-20 Schedule of Federal Awards, attached and incorporated by this reference, amends and replaces Exhibit C-19.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

CLALLAM COUNTY BOARD OF COUNTY
COMMISSIONERS

STATE OF WASHINGTON
DEPARTMENT OF HEALTH

Date

Date

APPROVED AS TO FORM ONLY
Assistant Attorney General

**2018-2021 CONSOLIDATED CONTRACT
EXHIBIT A
STATEMENTS OF WORK
TABLE OF CONTENTS**

DOH Program Name or Title: BEACH Program - Effective March 1, 2021	3
DOH Program Name or Title: COVID-19 Emergency Language & Community Outreach Services - Effective July 1, 2020.....	5
DOH Program Name or Title: OSS LMP Implementation - Effective July 1, 2019.....	8

**Exhibit A
Statement of Work
Contract Term: 2018-2021**

DOH Program Name or Title: BEACH Program - Effective March 1, 2021Local Health Jurisdiction Name: Clallam County Health & Human ServicesContract Number: CLH18239SOW Type: Original Revision # (for this SOW)

Funding Source	Federal Compliance (check if applicable)	Type of Payment
☒ Federal Subrecipient	☒ FFATA (Transparency Act)	☒ Reimbursement
☐ State	☐ Research & Development	☐ Fixed Price
☐ Other		

Period of Performance: March 1, 2021 through October 31, 2021

Statement of Work Purpose: The Beach Environmental Assessment, Communication, and Health (BEACH) Program monitors water at marine swimming beaches for bacteria and provides public notification when levels are unsafe.

Revision Purpose: N/A

Chart of Accounts Program Name or Title	CFDA #	BARS Revenue Code	Master Index Code	Funding Period (LHJ Use Only)		Current Consideration	Change Increase (+)	Total Consideration
FFY20 Swimming Beach Act Grant IAR (ECY)	66.472	333.66.47	26505920	03/01/21	10/31/21	0	6,500	6,500
TOTALS						0	6,500	6,500

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	<u>BEACH Program Administration and Annual Meeting:</u> Time spent on administrative duties related to the BEACH Program and the 2021 Annual meeting.		Summarize time spent on administrative duties in annual report.	Annual meeting held in March 2021. Annual report due October 31, 2021.	Reimbursement for actual costs up to \$6,500 for tasks 1-3. Subrecipient may use its own discretion in prioritizing which task(s) to pay with this award.
2	<u>Bacteria Monitoring & Public Notification</u> • Collect samples and field observations in accordance with BEACH Program Quality Assurance Project Plan (QAPP). Notify BEACH Program Manager in advance if samples cannot be collected. Coordinate deviations from the QAPP and/or schedule with the BEACH Program Manager. • Post and/or remove swimming advisory signs as needed. Provide public education about beach water quality. Notify BEACH Program Manager of swimming advisories as soon as possible.		1. Enter data into Department of Ecology's BEACH Program Database. 2. Email or mail copies of laboratory analytical reports to BEACH Program Data Manager. 3. Include a list of swimming advisories in annual report.	1. Enter data results into database by Friday each week of sample collection. 2. Email or mail copies of reports upon receipt. 3. Annual report due October 31, 2021.	

AMENDMENT #21

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
3	<u>Illness Pollution Investigations</u> Notify BEACH Program Manager of any illness reports related to recreational swimming beaches. Conduct illness investigations as needed.		1. Provide notification via telephone to BEACH Program Manager. 2. Summarize illness investigation in annual report.	1. Within fourteen (14) business days. 2. Annual report due October 31, 2021.	

***For Information Only:**

Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at: <http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf>

Program Specific Requirements/Narrative

The funds for this project are being provided by an Environmental Protection Agency grant, Agreement Number CU-01J49701-1, Catalog of Federal Domestic Assistance Number 66.472 – Beach Monitoring and Notification Program Implementation Grants.

Special Requirements**Federal Funding Accountability and Transparency Act (FFATA)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHI must have a Data Universal Numbering System (DUNS®) number.

Information about the LHI and this statement of work will be made available on [USASpending.gov](https://www.usaspending.gov) by DOH as required by P.L. 109-282.

Program Manual, Handbook, Policy References

Quality Assurance Project Plan at: <https://fortress.wa.gov/ecy/publications/SummaryPages/1903119.html>

DOH Program Contact

Laura Hermanson, BEACH Program, Office of Environmental Health and Safety, PO Box 47824, Olympia, WA 98504-7824, 360-480-4868, laura.hermanson@ecy.wa.gov

DOH Fiscal Contact

Taylor Warren, Budget Specialist, Office of Environmental Health and Safety, P.O. Box 47824, Olympia, WA 98504-7824, 360-236-3348, taylor.warren@doh.wa.gov

**Exhibit A
Statement of Work
Contract Term: 2018-2021**

DOH Program Name or Title: COVID-19 Emergency Language & Community Outreach Services - Effective July 1, 2020

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH18239

SOW Type: Revision Revision # (for this SOW) 1

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
---	--	---

Period of Performance: July 1, 2020 through June 30, 2021

Statement of Work Purpose: The LHJ will work with community organizations and partners to provide emergency language and outreach services and ensure messaging is culturally relevant and linguistically appropriate. The LHJ will focus all efforts on communities disproportionately impacted by COVID-19 and the response to the pandemic, with an intentional focus on reaching culturally and linguistically diverse communities.

The messages, materials, products, dissemination channels, and activities will be in the format that is most appropriate for the community as defined by the community. The LHJ will share back completed products with the Washington State Department of Health for sharing with other LHJs and communities across the state (as relevant).

Revision Purpose: The purpose of this revision is to extend the period of performance, funding end date, and deliverable due dates from December 31, 2020 to June 30, 2021 and change DOH program contact information.

Chart of Accounts Program Name or Title	CFDA #	BARS Revenue Code	Master Index Code	Funding Period (LHJ Use Only)		Current Consideration	Change None	Total Consideration
SS COMMUNITY OUTREACH PN	21.019	333.21.01	9811929V	07/01/20	06/30/21	20,000	0	20,000
TOTALS						20,000	0	20,000

Task Number	Task/Activity/Description	* May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Translate existing LHJ or other public health agency COVID-19 materials, communications, and information into additional languages.	3.1, 3.2	Provide link to translated material	~~By December 30, 2020~~ By June 30, 2021	Payment for all tasks will be reimbursement for actual expenses not to exceed the total funding consideration.
2	Develop in-language COVID-19 webpages	3.1, 3.2	Provide link(s) to in-language webpages	~~By December 30, 2020~~ By June 30, 2021	
3	Provide interpretation services for COVID-19 community/partner meetings or events (spoken or signed language, virtual or in-person)	3.1, 3.2, 4.1, 4.2	Submit the following information: date, purpose COVID-19 community/partner meeting, and number of attendees	~~By December 30, 2020~~ By June 30, 2021	

AMENDMENT #21

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
4	Organize radio interviews, ads, public service announcements (PSAs with community media and multilingual media stations about COVID-19 topics	3.1, 3.2	Final product, script, and/or link to interview	~~By December 30, 2020~~ By June 30, 2021	
5	Create community-tailored audio and video recordings of key COVID-19 information	3.1, 3.2, 4.1, 4.2	Provide a copy of or a link to the final product	~~By December 30, 2020~~ By June 30, 2021	
6	Disseminate culturally and linguistically appropriate COVID-19 messages via mail, radio, TV, social media, or other channels.	3.1, 3.2	Submit a copy of the final product or provide a link	~~By December 30, 2020~~ By June 30, 2021	
7	Provide Computer Assisted Real-time Transcription (CART) services for COVID-19 related community/partner meetings or events	3.1, 3.2, 4.1, 4.2	Submit the following information: date, purpose of COVID-19 community/partner meeting, and number of attendees	~~By December 30, 2020~~ By June 30, 2021	

***For Information Only:**

Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at:

<http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf>

Program Specific Requirements/Narrative**Special Requirements****Federal Funding Accountability and Transparency Act (FFATA)**

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Data Universal Numbering System (DUNS®) number.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://www.usaspending.gov) by DOH as required by P.L. 109-282.

Definitions

Interpretation: Immediate verbal (or signed) communication of meaning from one language (the source language) into another (the target language). Messages are conveyed orally. Interpretation services that occur over-the-phone are referred to as telephonic interpretation services.

Translation: The conversion of written communication from one language (source language) to another (target language) in a written form. An accurate translation is one that conveys the intent and essential meaning of the original text.

In-language: Refers to being provided in the language that the audience will understand. For example: Webpages that were created for Spanish speakers would be "in-language" webpages. A live interview on a radio station in Russian by a Russian speaker would be "in-language."

Special Instructions

The listed tasks/activities serve as a menu that the LHJ can choose from. LHJs have the ability to prioritize activities and languages based off of the needs of their communities. LHJs are asked to review the top languages groups within their jurisdiction, but have flexibility in which languages they prioritize the funding for. Source (OFM LEP Population Estimates) <https://ofm.wa.gov/washington-data-research/population-demographics/population-estimates/special-subject-estimates>.

Other

Subcontracting with community-based, community-rooted, and community-led organizations is encouraged. Community-rooted and community-led organizations and groups are better positioned and equipped to listen, understand, and respond to the needs of their community members in the most culturally relevant and linguistically appropriate way.

Below are some considerations for subcontractor selection:

1. Community-rooted, community-led, and community-based.
2. Are a current, trusted messenger to the community/communities they plan to serve.
3. Serve community/communities who are disproportionately impacted by COVID-19
4. Proposed activities that align with the scope of this funding opportunity and focus on outreach, and the actual approach to COVID-19 outreach is community-informed and culturally and linguistically appropriate.

DOH Program

~~Bella Mendez, CLAS Coordinator~~
Galen Van Horn, Contracts Manager
WA State Department of Health,
Center for Public Affairs
PO Box 47890, Olympia, WA 98504-7890
~~(360) 481-9165; Bella.Mendez@doh.wa.gov~~
~~(360) 236-3468; galen.vanhorn@doh.wa.gov~~

Exhibit A
Statement of Work
Contract Term: 2018-2021

DOH Program Name or Title: OSSLMP Implementation - Effective July 1, 2019Local Health Jurisdiction Name: Clallam County Health & Human Services
Contract Number: CLH18239SOW Type: Revision Revision # (for this SOW) 2

Funding Source ☐ Federal <Select One> ☒ State ☐ Other	Federal Compliance (check if applicable) ☐ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
---	---	---

Period of Performance: July 1, 2019 through June 30, 2021**Statement of Work Purpose:** The purpose of this statement of work is to fund implementation of the on-site sewage system (OSS) local management plan (LMP).**Revision Purpose:** The purpose of this revision is to redistribute funds between tasks.

Chart of Accounts Program Name or Title	CFDA #	BARS Revenue Code	Master Index Code	Funding Period (LHJ Use Only)		Current Consideration	Change None	Total Consideration
				Start Date	End Date			
Small Onsite Management (ALEA)	N/A	334.0493	26705100	07/01/19	06/30/20	45,000	0	45,000
Small Onsite Management (ALEA)	N/A	334.0493	26705100	07/01/20	06/30/21	15,000	0	15,000
Wastewater Management (GFS)	N/A	334.0493	26701100	01/01/21	06/30/21	30,000	0	30,000
TOTALS						90,000	0	90,000

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Administration This task is to fund the required financial and reporting activities necessary to meet state DOH and Auditor requirements including administration of LHJ OSS loan program. Also included are activities such as attending necessary meetings (including travel costs) and training that is germane to the overall project, and supplies and services needed to complete tasks. Clallam County Environmental Health Department (EHD) staff will also participate in meetings and conferences on regional projects including Puget Sound On-site Sewage Funding Programs and Best Management Project.		- Meet reporting requirements. - Attend DOH sponsored meetings. - Attend any necessary training. - Attend meetings and conferences on regional projects as needed.	Report Due Date: January 15, 2020 June 15, 2020 December 31, 2020 June 15, 2021 Task is ongoing throughout the project period.	~~\$22,500~~ \$17,405

AMENDMENT #21

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
2	Data Management & QA/QC Clallam County EHD is in the process of developing & maintaining quality assurance/quality control (QA/QC) on operation and maintenance (O&M) tracking methods for all septic systems in the OSS database developed in previous biennium funding rounds. Tasks include - Updating address and parcel records for related O&M cases as needed and investigating previous on-site sewage system (OSS) designation; - Performing outlier analysis of existing data sets and correcting systemic errors as needed; - Continuing to track and report on failing systems; - Updating our database by entering inspection reports, existing hard copy permits and as-built drawings; - Tracking and mapping progress in identifying unknown OSS and performing necessary database updates; and, - Continue to scan additional records as located or submitted.		- QA/QC of database to address information for tracking permits. - Continue to make database updates and reporting function improvements. - Enter OSS inspection and other related records in the database (i.e. keep database current). - Prepare and manipulate data for mapping and reporting purposes. - Produce GIS maps of OSS in the marine recovery areas (MRA). - Maintain OSS records available online.	Report Due Date: January 15, 2020 June 15, 2020 December 31, 2020 June 15, 2021 Task is ongoing throughout the project period.	~~\$45,000~~ \$37,257
3	OSS Owner Outreach & Education LHJ will offer Septics 101 and Septics 201 clinics to homeowners, and perform other educational activities as needed, such as staffing booths at local festivals and presenting to local groups. Classroom instruction is needed to supplement online trainings to serve all populations. Septics 101 is focused on homeowner education and provides information about septic system maintenance and the importance of having systems inspected regularly. Septics 201 provides homeowners an overview of the What, Why, & How of safely inspecting their septic system. If Septics 201 is completed appropriately, it can provide the OSS owner with certification to perform their own septic inspections under certain eligibility conditions. DVD and CD copies of Septics 101 and 201 will be generated and made available to Clallam County libraries and at the EHD counter for loan to OSS		- Hold up to three (3) Septic in-person, or virtual, clinics for general public. Whether Septics 101 or Septics 201 is presented will depend on public requests. - Copy Septics 101 and 201 videos to CD and DVDs for loan at Clallam County libraries and the EH counter. - Other educational activities as needed such as participating at festivals and presenting septic information to local community groups or school events.	Report Due Date: January 15, 2020 June 15, 2020 December 31, 2020 June 15, 2021 Task is ongoing throughout the project period.	~~\$15,000~~ \$19,969

Task Number	Task/Activity/Description	*May Support PHAB Standards/Measures	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	owners who are not computer savvy or do not have a high speed internet connection.				
4	Incentives This task is to provide incentives to homeowners for having septic system inspections performed; unknown septic systems located and diagrams of the system developed; septic tank pumping, if appropriate; and OSS upgraded to make systems easily accessible for future inspections. OSS upgrades could include installing risers on the OSS access points, observation ports, or other improvements.		- Subsidize the cost of OSS inspections, locates, pumping, and/or upgrades to facilitate future inspections, while funding lasts. - Anticipate providing at least thirty (30) incentives.	Report Due Date: January 15, 2020 June 15, 2020 December 31, 2020 June 15, 2021 Task is ongoing throughout the project period.	~~\$7,500~~ \$15,369

***For Information Only:**

Funding is not tied to the revised Standards/Measures listed here. This information may be helpful in discussions of how program activities might contribute to meeting a Standard/Measure. More detail on these and/or other Public Health Accreditation Board (PHAB) Standards/Measures that may apply can be found at: <http://www.phaboard.org/wp-content/uploads/PHAB-Standards-and-Measures-Version-1.0.pdf>

Program Specific Requirements/Narrative**Restrictions on Funds (what funds can be used for which activities, not direct payments, etc)**

These funds can NOT be used for local match to federal grants.

Special References (RCWs, WACs, etc)

WAC 246-272A and RCW 70A.110

State funds from the Aquatic Lands Enhancement Account must be used to implement elements and activities of the local on-site sewage management plans that do not conflict with and are consistent with the goals, strategies, objectives, and actions of the Puget Sound Action Agenda.

Definitions

Failure: A condition of an on-site sewage system or component that threatens the public health by inadequately treating sewage or by creating a potential for direct or indirect contact between sewage and the public. Examples of failure include: (a) Sewage on the surface of the ground; (b) Sewage backing up into a structure caused by slow soil absorption of septic tank effluent; (c) Sewage leaking from a sewage tank or collection system; (d) Cesspools or seepage pits where evidence of ground water or surface water quality degradation exists; (e) Inadequately treated effluent contaminating ground water or surface water; or (f) Noncompliance with standards stipulated on the permit.

Maintenance and Monitoring: The actions necessary to keep the on-site sewage system components functioning as designed. Periodic or continuous checking of an on-site sewage system, which is performed by observations and measurements, to determine if the system is functioning as intended and if system maintenance is needed. Monitoring also includes maintaining accurate records that document monitoring activities.

Special Billing Requirements

Billing Information

1. Billings are submitted on an A19-1A form, which is provided by DOH.
2. A19-1A forms may be submitted monthly and must be submitted bi-monthly at minimum.

Special Instructions

Semiannual progress reports, including marine recovery area (MRA) mapping data, are due to DOH via email to jeremy.simmons@doh.wa.gov, roger.parker@doh.wa.gov and taylor.warren@doh.wa.gov. Progress Report Due Dates: January 15, 2020, June 15, 2020, December 31, 2020, and June 15, 2021.

The report format will be provided by DOH and may be modified throughout the contract period via email announcement.

DOH Program Contacts:

Roger Parker, Wastewater Management Section, Office of Environmental Health and Safety, PO Box 47824, Olympia WA 98504-7824; 360-236-3379; roger.parker@doh.wa.gov

Jeremy Simmons, Office of Environmental Health and Safety, PO Box 47824, Olympia WA 98504-7824; 360-236-3346; jeremy.simmons@doh.wa.gov

DOH Fiscal Contact:

Taylor Warren, Office of Financial Services, PO Box 47820, Olympia WA 98504-7820, 360-236-3348, taylor.warren@doh.wa.gov

Clallam County Health & Human Services

EXHIBIT B-21
ALLOCATIONS
Contract Term 2018-2021

Contract Number: CLH18239
Date: March 15, 2021

Indirect Rate as of January 2018 through December 2018: 34.23%

Indirect Rate as of January 2019 through December 2020: 25.77%

Indirect Rate as of January 2021 through December 2021: 33.33%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	CFDA *	BARS Revenue Code**	Statement of Work Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY21 USDA WIC Program Mgmt CSS	217WAWA7W1003	Amd 19	10.557	333.10.55	10/01/20	09/30/21	10/01/20	09/30/21	\$2,450	\$2,450	\$425,820
FFY21 USDA WIC Proeram Mgmt CSS	217WAWA7W1003	Amd 15	10.557	333.10.55	10/01/20	12/31/20	10/01/20	12/31/20	(\$60,750)	\$0	
FFY21 USDA WIC Program Mgmt CSS	217WAWA7W1003	Amd 6	10.557	333.10.55	10/01/20	12/31/20	10/01/20	12/31/20	\$2,120		
FFY21 USDA WIC Program Mgmt CSS	217WAWA7W1003	N/A	10.557	333.10.55	10/01/20	12/31/20	10/01/20	12/31/20	\$58,630		
FFY20 USDA WIC Program Mgmt CSS	207WAWA7W1003	Amd 15	10.557	333.10.55	10/01/19	09/30/20	10/01/19	09/30/20	(\$243,000)	\$0	
FFY20 USDA WIC Program Mgmt CSS	207WAWA7W1003	Amd 6	10.557	333.10.55	10/01/19	09/30/20	10/01/19	09/30/20	\$8,480		
FFY20 USDA WIC Program Mgmt CSS	207WAWA7W1003	N/A	10.557	333.10.55	10/01/19	09/30/20	10/01/19	09/30/20	\$234,520		
FFY19 CSS USDA WIC Program Mgmt	187WAWA7W1003	Amd 6	10.557	333.10.55	10/01/18	09/30/19	10/01/18	09/30/19	\$2,610	\$242,380	
FFY19 CSS USDA WIC Program Mgmt	187WAWA7W1003	Amd 5	10.557	333.10.55	10/01/18	09/30/19	10/01/18	09/30/19	\$5,250		
FFY19 CSS USDA WIC Program Mgmt	187WAWA7W1003	N/A	10.557	333.10.55	10/01/18	09/30/19	10/01/18	09/30/19	\$234,520		
FFY18 CSS USDA WIC Program Mgmt	187WAWA7W1003	Amd 2	10.557	333.10.55	01/01/18	09/30/18	10/01/17	09/30/18	\$5,100	\$180,990	
FFY18 CSS USDA WIC Program Mgmt	187WAWA7W1003	N/A	10.557	333.10.55	01/01/18	09/30/18	10/01/17	09/30/18	\$175,890		
FFY22 USDA WIC Client Svs Contracts	NGA Not Received	Amd 19	10.557	333.10.55	10/01/21	12/31/21	10/01/21	12/31/21	\$60,995	\$60,995	\$592,815
FFY21 USDA WIC Client Svs Contracts	217WAWA7W1003	Amd 19	10.557	333.10.55	10/01/20	09/30/21	10/01/20	09/30/21	\$182,985	\$243,735	
FFY21 USDA WIC Client Svs Contracts	217WAWA7W1003	Amd 15, 19	10.557	333.10.55	10/01/20	09/30/21	10/01/20	09/30/21	\$60,750		
FFY20 USDA WIC Client Svs Contracts	207WAWA7W1003	Amd 18	10.557	333.10.55	10/01/19	09/30/20	10/01/19	09/30/20	\$42,435	\$288,085	
FFY20 USDA WIC Client Svs Contracts	207WAWA7W1003	Amd 15	10.557	333.10.55	10/01/19	09/30/20	10/01/19	09/30/20	\$243,000		
FFY20 USDA WIC Client Svs Contracts	207WAWA7W1003	Amd 12	10.557	333.10.55	10/01/19	09/30/20	10/01/19	09/30/20	\$2,650		
FFY20 USDA WIC Nutrition Ed	207WAWA7W1003	Amd 17	10.557	333.10.55	10/01/19	09/30/20	10/01/19	09/30/20	\$1,665	\$1,665	\$1,665
FFY20 USDA FMNP Prog Mgmt	207WAWA7Y8604	Amd 16	10.572	333.10.57	10/01/19	09/30/20	10/01/19	09/30/20	\$555	\$555	\$1,781
FFY19 CSS USDA FMNP Prog Mgmt	197WAWA7Y8604	Amd 8	10.572	333.10.57	01/01/19	09/30/19	10/01/18	09/30/19	\$615	\$615	
FFY18 CSS USDA FMNP Prog Mgmt	187WAWA7Y8604	Amd 2	10.572	333.10.57	01/01/18	09/30/18	10/01/17	09/30/18	\$611	\$611	
FFY16 Cascades USDA WIC Prog Mgmt-MIS	16157WAWA6W522	Amd 6, 8	10.578	333.10.57	10/01/18	09/30/19	03/11/16	09/30/19	\$3,510	\$3,510	\$3,510
FFY19 MIS Tech Grant	197WAWA1G5212	Amd 8	10.578	333.10.57	10/01/19	09/30/20	10/01/18	09/30/20	\$1,310	\$1,310	\$1,310
BITV-COVID Ed LHJ Allocation-CARES	NGA Not Received	Amd 19	21.019	333.21.01	07/01/20	12/30/21	07/01/20	12/30/21	\$308,526	\$411,368	\$411,368
BITV-COVID Ed LHJ Allocation-CARES	NGA Not Received	Amd 17, 19	21.019	333.21.01	07/01/20	12/30/21	07/01/20	12/30/21	\$102,842		
COVID LHJ OFM Allocation-CARES	NGA Not Received	Amd 17, 19	21.019	333.21.01	03/01/20	06/30/21	03/01/20	06/30/21	\$1,520,200	\$1,520,200	\$1,520,200
SS Community Outreach PN	NGA Not Received	Amd 18, 21	21.019	333.21.01	07/01/20	06/30/21	07/01/20	06/30/21	\$20,000	\$20,000	\$20,000
PS SSI 1-5 BEACH Task 4	01J18001	Amd 7	66.123	333.66.12	03/01/19	10/31/19	07/01/17	10/31/19	\$4,700	\$4,700	\$9,400
PS SSI 1-5 BEACH Task 4	01J18001	Amd 1	66.123	333.66.12	03/01/18	10/31/18	07/01/17	06/30/19	\$4,700	\$4,700	

Clallam County Health & Human Services

EXHIBIT B-21
ALLOCATIONS
Contract Term 2018-2021

Contract Number: CLH18239
Date: March 15, 2021

Indirect Rate as of January 2018 through December 2018: 34.23%

Indirect Rate as of January 2019 through December 2020: 25.77%

Indirect Rate as of January 2021 through December 2021: 33.33%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	CFDA *	BARS Revenue Code**	Statement of Work Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
PS SSI 1-5 OSS Task 4	01J18001	Amd 12, 19	66.123	333.66.12	05/01/19	12/31/21	07/01/17	06/30/23	\$240,000	\$240,000	\$393,700
PS SSI 1-5 OSS Task 4	01J18001	Amd 2	66.123	333.66.12	01/01/18	03/31/19	07/01/17	06/30/23	\$22,866	\$153,700	
PS SSI 1-5 OSS Task 4	01J18001	N/A	66.123	333.66.12	01/01/18	03/31/19	07/01/17	06/30/23	\$130,834		
PS SSI 1-5 PIC Task 4	01J18001	Amd 19	66.123	333.66.12	11/01/20	12/31/21	07/01/17	06/30/23	\$322,815	\$322,815	\$518,447
PS SSI 1-5 PIC Task 4	01J18001	Amd 2, 8, 10	66.123	333.66.12	01/01/18	11/30/19	07/01/17	06/30/23	\$8,832	\$195,632	
PS SSI 1-5 PIC Task 4	01J18001	N/A, Amd 8, 10	66.123	333.66.12	01/01/18	11/30/19	07/01/17	06/30/23	\$186,800		
PS SSI 1-5 Subaward Process Task 4	01J18001	Amd 12	66.123	333.66.12	05/01/19	12/31/20	07/01/16	08/31/23	(\$240,000)	\$0	\$0
PS SSI 1-5 Subaward Process Task 4	01J18001	Amd 9	66.123	333.66.12	05/01/19	12/31/20	07/01/16	08/31/23	\$240,000		
FFY20 Swimming Beach Act Grant IAR (ECY)	01J49701	Amd 21	66.472	333.66.47	03/01/21	10/31/21	12/15/19	10/31/21	\$6,500	\$6,500	\$25,400
FFY20 Swimming Beach Act Grant IAR (ECY)	01J49701	Amd 15	66.472	333.66.47	03/01/20	10/31/20	12/15/19	10/31/21	\$8,100	\$8,100	
FFY19 Swimming Beach Act Grant IAR (ECY)	01J49701	Amd 7	66.472	333.66.47	03/01/19	10/31/19	12/15/18	10/31/19	\$5,400	\$5,400	
FFY18 Swimming Beach Act Grant IAR (ECY)	00J75501	Amd 1	66.472	333.66.47	03/01/18	10/31/18	12/15/17	12/14/18	\$5,400	\$5,400	
FFY17 EPR PHEP BP1 LHJ Funding	NU90TP921889-01	Amd 2	93.069	333.93.06	01/01/18	06/30/18	07/01/17	07/02/18	\$20,391	\$44,198	\$44,198
FFY17 EPR PHEP BP1 LHJ Funding	NU90TP921889-01	N/A	93.069	333.93.06	01/01/18	06/30/18	07/01/17	07/02/18	\$23,807		
FFY18 EPR PHEP BP1 Supp LHJ Funding	NU90TP921889-01	Amd 5	93.069	333.93.06	07/01/18	06/30/19	07/01/18	06/30/19	\$1,062	\$58,979	\$58,979
FFY18 EPR PHEP BP1 Supp LHJ Funding	NU90TP921889-01	Amd 4	93.069	333.93.06	07/01/18	06/30/19	07/01/18	06/30/19	\$57,917		
FFY20 PHEP BP2 LHJ Funding	NU90TP922043	Amd 18	93.069	333.93.06	07/01/20	06/30/21	07/01/20	06/30/21	\$23,592	\$58,979	\$117,958
FFY20 PHEP BP2 LHJ Funding	NU90TP922043	Amd 17, 18	93.069	333.93.06	07/01/20	06/30/21	07/01/20	06/30/21	\$35,387		
FFY19 PHEP BP1 LHJ Funding	NU90TP922043	Amd 10	93.069	333.93.06	07/01/19	06/30/20	07/01/19	06/30/20	\$58,979	\$58,979	
FFY20 Overdose Data to Action Prev	NU17CE925007	Amd 19	93.136	333.93.13	09/01/20	08/31/21	09/01/20	08/31/21	\$28,415	\$116,054	\$176,914
FFY20 Overdose Data to Action Prev	NU17CE925007	Amd 17, 19	93.136	333.93.13	09/01/20	08/31/21	09/01/20	08/31/21	\$87,639		
FFY19 Overdose Data to Action Prev	NU17CE925007	Amd 11	93.136	333.93.13	09/01/19	08/31/20	09/01/19	08/31/20	\$60,860	\$60,860	
FFY18 Prescription Drug OD-Supp	NU17CE002734	Amd 4	93.136	333.93.13	09/01/18	08/31/19	09/01/18	08/31/19	\$57,707	\$57,707	\$99,107
FFY17 Prescription Drug OD-Supp	UJ17CE002734	N/A	93.136	333.93.13	01/01/18	08/31/18	09/01/17	08/31/18	\$41,400	\$41,400	
FFY18 Suicide Prevention Works	U79SM061734	Amd 7	93.243	333.93.24	09/30/18	09/29/19	09/30/18	09/29/19	\$20,000	\$120,000	\$220,000
FFY18 Suicide Prevention Works	U79SM061734	Amd 5	93.243	333.93.24	09/30/18	09/29/19	09/30/18	09/29/19	\$100,000		
FFY17 Suicide Prevention Works	SM061734	Amd 3	93.243	333.93.24	03/01/18	09/29/18	09/30/17	09/30/18	\$100,000	\$100,000	
FFY17 317 Ops	5NH23IP000762-05-00	N/A	93.268	333.93.26	01/01/18	06/30/18	04/01/17	06/30/18	\$1,277	\$1,277	\$1,277
FFY17 AFIX	5NH23IP000762-05-00	N/A	93.268	333.93.26	01/01/18	06/30/18	04/01/17	06/30/18	\$3,640	\$3,640	\$3,640

Clallam County Health & Human Services

EXHIBIT B-21
ALLOCATIONS
Contract Term 2018-2021

Contract Number: CLH18239
Date: March 15, 2021

Indirect Rate as of January 2018 through December 2018: 34.23%

Indirect Rate as of January 2019 through December 2020: 25.77%

Indirect Rate as of January 2021 through December 2021: 33.33%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	CFDA *	BARS Revenue Code**	Statement of Work Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY21 COVID19 Vaccine Services-CARES	NH23IP922619	Amd 20	93.268	333.93.26	07/01/20	12/31/21	07/01/20	12/31/21	\$354,803	\$369,385	\$369,385
FFY21 COVID19 Vaccine Services-CARES	NH23IP922619	Amd 19, 20	93.268	333.93.26	07/01/20	12/31/21	07/01/20	12/31/21	\$14,582		
FFY17 Increasing Immunization Rates	NH23IP000762	Amd 3, 4	93.268	333.93.26	07/01/18	06/30/19	07/01/18	06/30/19	\$5,600	\$5,600	\$5,600
FFY20 PPHF Ops	NH23IP922619	Amd 15	93.268	333.93.26	07/01/19	06/30/20	07/01/19	06/30/20	(\$500)	(\$500)	\$500
FFY20 PPHF Ops	NH23IP922619	Amd 9	93.268	333.93.26	07/01/19	06/30/20	07/01/19	06/30/20	\$500	\$500	
FFY17 PPHF Ops	NH23IP000762	Amd 4	93.268	333.93.26	07/01/18	06/30/19	04/01/18	06/30/19	\$500	\$500	
FFY21 VFC Ops	NH23IP922619	Amd 16	93.268	333.93.26	07/01/20	12/31/20	07/01/20	06/30/21	\$2,800	\$2,800	\$10,813
FFY20 VFC Ops	NH23IP922619	Amd 9	93.268	333.93.26	07/01/19	06/30/20	07/01/19	06/30/20	\$5,600	\$5,600	
FFY17 VFC Ops	5NH23IP000762-05-00	N/A	93.268	333.93.26	01/01/18	06/30/18	04/01/17	06/30/18	\$2,413	\$2,413	
FFY19 COVID CARES	NU50CK000515	Amd 16, 19	93.323	333.93.32	06/01/20	12/31/21	06/01/20	12/31/21	\$118,242	\$118,242	\$118,242
FFY19 ELC COVID Ed LHJ Allocation	NGA Not Received	Amd 20	93.323	333.93.32	01/01/21	12/31/21	01/01/21	12/31/21	\$349,731	\$349,731	\$349,731
FFY20 ELC EDE LHJ Allocation	NGA Not Received	Amd 20	93.323	333.93.32	01/15/21	12/31/21	01/15/21	12/31/21	\$782,083	\$782,083	\$782,083
FFY20 CDC COVID-19 Crisis Resp LHJ-Tribe	NU90TP922069	Amd 14, 19, 20	93.354	333.93.35	01/20/20	12/31/21	01/01/20	12/31/21	\$130,871	\$130,871	\$130,871
FFY21 MCHBG LHJ Contracts	B0440169	Amd 18	93.994	333.93.99	10/01/20	09/30/21	10/01/20	09/30/21	\$66,916	\$66,916	\$250,935
FFY20 MCHBG LHJ Contracts	B04MC32578	Amd 10	93.994	333.93.99	10/01/19	09/30/20	10/01/19	09/30/20	\$66,916	\$66,916	
FFY19 MCHBG LHJ Contracts	B04MC32578	Amd 4	93.994	333.93.99	10/01/18	09/30/19	10/01/18	09/30/19	\$66,916	\$66,916	
FFY18 MCHBG LHJ Contracts	B04MC31524	N/A	93.994	333.93.99	01/01/18	09/30/18	10/01/17	09/30/18	\$50,187	\$50,187	
FEMA-75 COVID LHJ Allocation	NGA Not Received	Amd 19	97.036	333.97.03	07/01/20	12/30/20	07/01/20	12/30/20	(\$308,526)	\$0	\$0
FEMA-75 COVID LHJ Allocation	NGA Not Received	Amd 17	97.036	333.97.03	07/01/20	12/30/20	07/01/20	12/30/20	\$308,526		
Zoonotics-GFS		Amd 9	N/A	334.04.91	07/01/19	06/30/20	07/01/19	06/30/21	\$2,095	\$2,095	\$2,600
Zoonotics-GFS		Amd 9	N/A	334.04.91	06/01/19	06/30/19	07/01/17	06/30/19	\$505	\$505	
FY20/21 COVID-19 Disaster Response Acct		Amd 14, 19	N/A	334.04.92	01/20/20	06/30/21	01/01/20	06/30/21	\$119,129	\$119,129	\$119,129
SFY2 Lead Environments of Children		Amd 8	N/A	334.04.93	07/01/18	06/30/19	07/01/18	06/30/19	(\$1,000)	\$500	\$2,000
SFY2 Lead Environments of Children		Amd 4	N/A	334.04.93	07/01/18	06/30/19	07/01/18	06/30/19	\$1,500		
SFY1 Lead Environments of Children		Amd 1	N/A	334.04.93	01/01/18	06/30/18	07/01/17	06/30/18	\$1,500	\$1,500	

Clallam County Health & Human Services

EXHIBIT B-21
ALLOCATIONS
Contract Term 2018-2021

Contract Number: CLH18239
Date: March 15, 2021

Indirect Rate as of January 2018 through December 2018: 34.23%
Indirect Rate as of January 2019 through December 2020: 25.77%
Indirect Rate as of January 2021 through December 2021: 33.33%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	CFDA *	BARS Revenue Code**	Statement of Work Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
Rec Shellfish/Biotoxin		Amd 19	N/A	334.04.93	07/01/19	06/30/21	07/01/19	06/30/21	\$1,500	\$6,500	\$11,750
Rec Shellfish/Biotoxin		Amd 16, 19	N/A	334.04.93	07/01/19	06/30/21	07/01/19	06/30/21	\$2,000		
Rec Shellfish/Biotoxin		Amd 9, 16, 19	N/A	334.04.93	07/01/19	06/30/21	07/01/19	06/30/21	\$3,000		
Rec Shellfish/Biotoxin		N/A	N/A	334.04.93	01/01/18	06/30/19	07/01/17	06/30/19	\$5,250	\$5,250	
Small Onsite Management (ALEA)		Amd 9, 19	N/A	334.04.93	07/01/20	06/30/21	07/01/19	06/30/21	\$15,000	\$15,000	\$104,088
Small Onsite Management (ALEA)		Amd 9	N/A	334.04.93	07/01/19	06/30/20	07/01/19	06/30/21	\$45,000	\$45,000	
Small Onsite Management (ALEA)		Amd 9	N/A	334.04.93	01/01/18	06/30/19	07/01/17	06/30/19	\$29,088	\$44,088	
Small Onsite Management (ALEA)		N/A	N/A	334.04.93	01/01/18	06/30/19	07/01/17	06/30/19	\$15,000		
Wastewater Management-GFS		Amd 19	N/A	334.04.93	01/01/21	06/30/21	07/01/19	06/30/21	\$30,000	\$30,000	\$45,912
Wastewater Management-GFS		Amd 9	N/A	334.04.93	07/01/18	06/30/19	07/01/17	06/30/19	(\$29,088)	\$11,213	
Wastewater Management-GFS		Amd 6	N/A	334.04.93	07/01/18	06/30/19	07/01/17	06/30/19	(\$4,699)		
Wastewater Management-GFS		N/A	N/A	334.04.93	07/01/18	06/30/19	07/01/17	06/30/19	\$45,000		
Wastewater Management-GFS		Amd 6	N/A	334.04.93	01/01/18	06/30/18	07/01/17	06/30/19	\$4,699	\$4,699	
FPHS Funding for LHJs		Amd 17, 19	N/A	336.04.25	07/01/20	06/30/21	07/01/19	06/30/21	\$87,313	\$129,313	\$300,626
FPHS Funding for LHJs		Amd 10, 19	N/A	336.04.25	07/01/20	06/30/21	07/01/19	06/30/21	\$42,000		
FPHS Funding for LHJs		Amd 17	N/A	336.04.25	07/01/19	06/30/20	07/01/19	06/30/21	\$87,313	\$129,313	
FPHS Funding for LHJs		Amd 10	N/A	336.04.25	07/01/19	06/30/20	07/01/19	06/30/21	\$42,000		
FPHS Funding for LHJs Dir		Amd 3	N/A	336.04.25	07/01/18	06/30/19	07/01/17	06/30/19	\$42,000	\$42,000	
YR 20 SRF - Local Asst (15%) (FS) SS		Amd 3	N/A	346.26.64	01/01/18	12/31/18	07/01/15	12/31/18	(\$3,000)	\$0	\$0
YR 20 SRF - Local Asst (15%) (FS) SS		N/A, Amd 3	N/A	346.26.64	01/01/18	12/31/18	07/01/15	12/31/18	\$3,000		
YR 21 SRF - Local Asst (15%) (FS) SS		Amd 10	N/A	346.26.64	01/01/18	06/30/19	07/01/17	06/30/19	(\$2,800)	\$4,200	\$4,200
YR 21 SRF - Local Asst (15%) (FS) SS		Amd 6, 10	N/A	346.26.64	01/01/18	06/30/19	07/01/17	06/30/19	\$4,000		
YR 21 SRF - Local Asst (15%) (FS) SS		Amd 3, 6, 10	N/A	346.26.64	01/01/18	06/30/19	07/01/17	06/30/19	\$3,000		
YR 22 SRF - Local Asst (15%) (FO-SW) SS		Amd 15	N/A	346.26.64	01/01/19	12/31/20	01/01/19	06/30/21	(\$400)	\$5,200	\$5,200
YR 22 SRF - Local Asst (15%) (FO-SW) SS		Amd 12	N/A	346.26.64	01/01/19	12/31/20	01/01/19	06/30/21	\$2,800		
YR 22 SRF - Local Asst (15%) (FO-SW) SS		Amd 10, 12	N/A	346.26.65	01/01/19	12/31/20	01/01/19	06/30/21	\$2,800		
YR 23 SRF - Local Asst (15%) (FO-SW) SS		Amd 20	N/A	346.26.64	01/01/21	12/31/21	09/01/20	12/31/21	\$5,600	\$5,600	\$5,600
Sanitary Survey Fees (FO-SW) SS-State		Amd 15	N/A	346.26.65	01/01/18	12/31/20	07/01/17	06/30/21	(\$400)	\$9,400	\$9,400
Sanitary Survey Fees (FO-SW) SS State		Amd 12	N/A	346.26.65	01/01/18	12/31/20	07/01/17	06/30/21	\$2,800		
Sanitary Survey Fees (FO-SW) SS State		Amd 6, 12	N/A	346.26.65	01/01/18	12/31/20	07/01/17	06/30/21	\$4,000		
Sanitary Survey Fees (FO-SW) SS State		N/A, Amd 3, 6, 12	N/A	346.26.65	01/01/18	12/31/20	07/01/17	06/30/21	\$3,000		

Clallam County Health & Human Services

EXHIBIT B-21
ALLOCATIONS
Contract Term 2018-2021

Contract Number: CLH18239
Date: March 15, 2021

Indirect Rate as of January 2018 through December 2018: 34.23%
Indirect Rate as of January 2019 through December 2020: 25.77%
Indirect Rate as of January 2021 through December 2021: 33.33%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	CFDA*	BARS Revenue Code**	Statement of Work Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
YR 20 SRF - Local Asst (15%) (FS) TA		Amd 3	N/A	346 26 66	01/01/18	12/31/18	07/01/17	12/31/18	(\$2,000)	\$0	\$0
YR 20 SRF - Local Asst (15%) (FS) TA		N/A, Amd 3	N/A	346 26 66	01/01/18	12/31/18	07/01/17	12/31/18	\$2,000		
YR 21 SRF - Local Asst (15%) (FS) TA		Amd 10	N/A	346 26 66	01/01/18	06/30/19	07/01/17	06/30/19	(\$3,348)	\$652	\$652
YR 21 SRF - Local Asst (15%) (FS) TA		Amd 6, 10	N/A	346 26 66	01/01/18	06/30/19	07/01/17	06/30/19	\$2,000		
YR 21 SRF - Local Asst (15%) (FS) TA		Amd 3, 6, 10	N/A	346 26 66	01/01/18	06/30/19	07/01/17	06/30/19	\$2,000		
YR 22 SRF - Local Asst (15%) (FO-SW) TA		Amd 15	N/A	346 26 66	01/01/19	12/31/20	01/01/19	06/30/21	(\$1,358)	\$2,642	\$2,642
YR 22 SRF - Local Asst (15%) (FO-SW) TA		Amd 12	N/A	346 26 66	01/01/19	12/31/20	01/01/19	06/30/21	\$2,000		
YR 22 SRF - Local Asst (15%) (FO-SW) TA		Amd 10, 12	N/A	346 26 66	01/01/19	12/31/20	01/01/19	06/30/21	\$2,000		
YR 23 SRF - Local Asst (15%) (FO-SW) TA		Amd 20	N/A	346 26 66	01/01/21	12/31/21	09/01/20	12/31/21	\$1,000	\$1,000	\$1,000
TOTAL									\$7,280,448	\$7,280,448	
Total consideration:	\$7,273,948									GRAND TOTAL	\$7,280,448
	\$6,500										
GRAND TOTAL	\$7,280,448									Total Fed	\$6,665,649
										Total State	\$614,799

*Catalog of Federal Domestic Assistance

**Federal revenue codes begin with "333". State revenue codes begin with "334".

Exhibit C-20 Schedule of Federal Awards

AMENDMENT #21

Date: March 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV0000200-00
CONTRACT CLH18239-Clallam County Health & Human Services
CONTRACT PERIOD: 01/01/2018-12/31/2021

Chart of Account Program Title	BARS	DOH Federal Award Date	Total Amt Federal Award	Allocation Period Start Date	End Date	Contract Amt	CFDA	CFDA Program Title	Federal Agency Name	Federal Award Identification Number	Federal Grant Award Name
FFY22 USDA WIC CLIENT SVS CONTRACTS	333.10.55	NGA Not Received	NGA Not Received	10/01/21	12/31/21	\$60,995	10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	Department of Agriculture Food and Nutrition Service	NGA Not Received	NGA Not Received
FFY21 USDA WIC PROGRAM MGMT CSS	333.10.55	10/01/20	\$11,664,919	10/01/20	09/30/21	\$2,450	10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	Department of Agriculture Food and Nutrition Service	217WAWA7W1003	WOMEN, INFANTS AND CHILDREN (2 YR)
FFY21 USDA WIC CLIENT SVS CONTRACTS	333.10.55	10/01/20	\$11,664,919	10/01/20	09/30/21	\$243,735	10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	Department of Agriculture Food and Nutrition Service	217WAWA7W1003	WOMEN, INFANTS AND CHILDREN (2 YR)
FFY20 USDA WIC NUTRITION ED	333.10.55	10/01/19	\$6,161,312	10/01/19	09/30/20	\$1,665	10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	Department of Agriculture Food and Nutrition Service	207WAWA7W1003	WOMEN, INFANTS AND CHILDREN
FFY20 USDA WIC CLIENT SVS CONTRACTS	333.10.55	10/01/19	\$6,161,312	10/01/19	09/30/20	\$288,085	10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	Department of Agriculture Food and Nutrition Service	207WAWA7W1003	WOMEN, INFANTS AND CHILDREN
FFY19 CSS USDA WIC PROGRAM MGMT	333.10.55	10/01/17	\$40,101,357	10/01/18	09/30/19	\$242,380	10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	Department of Agriculture Food and Nutrition Service	187WAWA7W1003	WOMEN, INFANTS AND CHILDREN
FFY18 CSS USDA WIC PROGRAM MGMT	333.10.55	10/02/17	\$27,576,710	01/01/18	09/30/18	\$180,990	10.557	Special Supplemental Nutrition Program for Women, Infants, and Children	Department of Agriculture Food and Nutrition Service	187WAWA7W1003	USDA-WIC ADMIN
FFY20 USDA FMNP PROG MGMT	333.10.57	10/01/19	\$129,791	10/01/19	09/30/20	\$555	10.572	WIC Farmers' Market Nutrition Program (FMNP)	Department of Agriculture Food and Nutrition Service	207WAWA7Y8604	COMMODITY ASSISTANCE PROGRAM
FFY19 CSS USDA FMNP PROG MGMT	333.10.57	10/01/18	\$130,973	01/01/19	09/30/19	\$615	10.572	WIC Farmers' Market Nutrition Program (FMNP)	Department of Agriculture Food and Nutrition Service	197WAWA7Y8604	COMMODITY ASSISTANCE PROGRAM
FFY18 CSS USDA FMNP PROG MGMT	333.10.57	10/01/17	\$86,117	01/01/18	09/30/18	\$611	10.572	WIC Farmers' Market Nutrition Program (FMNP)	Department of Agriculture Food and Nutrition Service	187WAWA7Y8604	COMMODITY ASSISTANCE PROGRAM
FFY19 MIS TECH GRANT	333.10.57	01/28/19	\$2,209,026	10/01/19	09/30/20	\$1,310	10.578	WIC Grants to States (WGS)	Department of Agriculture Food and Nutrition Service	197WAWA1G5212	WIC CONTINGECY
FFY18 CASCADES USDA WIC PROG MGMT-MIS	333.10.57	03/11/16	\$2,224,476	10/01/18	09/30/19	\$3,510	10.578	WIC Grants to States (WGS)	Department of Agriculture Food and Nutrition Service	18157WAWA6W522	WOMEN, INFANTS AND CHILDREN WIC SAM PROJECTS
SS COMMUNITY OUTREACH PN	333.21.01	NGA Not Received	NGA Not Received	07/01/20	06/30/21	\$20,000	21.019	Coronavirus Relief Fund	Department of the Treasury	NGA Not Received	NGA Not Received
COVID LHJ OFM ALLOCATION-CARES	333.21.01	NGA Not Received	NGA Not Received	03/01/20	06/30/21	\$1,520,200	21.019	Coronavirus Relief Fund	Department of the Treasury	NGA Not Received	NGA Not Received
BITV-COVID ED LHJ ALLOCATION-CARES	333.21.01	NGA Not Received	NGA Not Received	07/01/20	12/30/21	\$411,368	21.019	Coronavirus Relief Fund	Department of the Treasury	NGA Not Received	NGA Not Received

Exhibit C-20 Schedule of Federal Awards

AMENDMENT #21

Date: March 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV000200-00
CONTRACT CLH18239-Clallam County Health & Human Services
CONTRACT PERIOD: 01/01/2018-12/31/2021

Chart of Account Program Title	BARS	DOH Federal Award Date	Total Amt Federal Award	Allocation Period Start Date	End Date	Contract Amt	CFDA	CFDA Program Title	Federal Agency Name	Federal Award Identification Number	Federal Grant Award Name
PS SSI 1-5 PIC TASK 4	333.66.12	08/02/16	\$5,000,000	01/01/18	12/31/21	\$518,447	66.123	Puget Sound Action Agenda: Technical Investigations and Implementation Assistance Program	Environmental Protection Agency Region 10	01J18001	PUGET SOUND SHELLFISH STRATEGIC INITIATIVE LEAD
PS SSI 1-5 OSS TASK 4	333.66.12	08/02/16	\$5,000,000	01/01/18	12/31/21	\$393,700	66.123	Puget Sound Action Agenda: Technical Investigations and Implementation Assistance Program	Environmental Protection Agency Region 10	01J18001	PUGET SOUND SHELLFISH STRATEGIC INITIATIVE LEAD
PS SSI 1-5 BEACH TASK 4	333.66.12	08/02/16	\$9,200,000	03/01/18	10/31/19	\$9,400	66.123	Puget Sound Action Agenda: Technical Investigations and Implementation Assistance Program	Environmental Protection Agency Region 10	01J18001	PUGET SOUND SHELLFISH STRATEGIC INITIATIVE LEAD
FFY20 SWIMMING BEACH ACT GRANT IAR (ECY)	333.66.47	09/26/19	\$237,000	03/01/20	10/31/21	\$14,600	66.472	Beach Monitoring and Notification Program Implementation Grants	Environmental Protection Agency Office of Water	01J49701	MARINE SWIMMING BEACH MONITORING AND PUBLIC NOTIFICATION
FFY19 SWIMMING BEACH ACT GRANT IAR (ECY)	333.66.47	12/01/18	\$91,991	03/01/19	10/31/19	\$5,400	66.472	Beach Monitoring and Notification Program Implementation Grants	Environmental Protection Agency Office of Water	01J49701	MARINE SWIMMING BEACH MONITORING AND PUBLIC NOTIFICATION
FFY18 SWIMMING BEACH ACT GRANT IAR (ECY)	333.66.47	12/15/17	\$91,990	03/01/18	10/31/18	\$5,400	66.472	Beach Monitoring and Notification Program Implementation Grants	Environmental Protection Agency Office of Water	00J75501	MARINE SWIMMING BEACH MONITORING AND PUBLIC NOTIFICATION
FFY20 PHEP BP2 LHJ FUNDING	333.93.06	06/12/20	\$11,365,797	07/01/20	06/30/21	\$58,979	93.069	Public Health Emergency Preparedness	Department of Health and Human Services Centers for Disease Control and Prevention	NU90TP922043	PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP) COOPERATIVE AGREEMENT
FFY19 PHEP BP1 LHJ FUNDING	333.93.06	06/29/19	\$11,307,904	07/01/19	06/30/20	\$58,979	93.069	Public Health Emergency Preparedness	Department of Health and Human Services Centers for Disease Control and Prevention	NU90TP922043	PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP) COOPERATIVE AGREEMENT
FFY18 EPR PHEP BP1 SUPP LHJ FUNDING	333.93.06	08/01/18	\$11,062,782	07/01/18	06/30/19	\$58,979	93.069	Public Health Emergency Preparedness	Department of Health and Human Services Centers for Disease Control and Prevention	NU90TP921889-01	HOSPITAL PREPAREDNESS PROGRAM AND PUBLIC HEALTH EMERGENCY PREPAREDNESS COOPERATIVE AGREEMENT
FFY17 EPR PHEP BP1 LHJ FUNDING	333.93.06	07/18/17	\$11,062,782	01/01/18	06/30/18	\$44,198	93.069	Public Health Emergency Preparedness	Department of Health and Human Services Centers for Disease Control and Prevention	NU90TP921889-01	HPP AND PHEP COOPERATIVE AGREEMENT
FFY20 OVERDOSE DATA TO ACTION PREV	333.93.13	11/06/20	\$4,390,240	09/01/20	08/31/21	\$116,054	93.136	Injury Prevention and Control Research and State and Community Based Programs	Department of Health and Human Services Centers for Disease Control and Prevention	NU17CE925007	WASHINGTON STATE DEPARTMENT OF HEALTH OVERDOSE DATA TO ACTION
FFY19 OVERDOSE DATA TO ACTION PREV	333.93.13	08/12/19	\$4,390,240	09/01/19	08/31/20	\$60,860	93.136	Injury Prevention and Control Research and State and Community Based Programs	Department of Health and Human Services Centers for Disease Control and Prevention-National Center for Injury Prevention and	NU17CE925007	WASHINGTON STATE DEPARTMENT OF HEALTH OVERDOSE DATA TO ACTION
FFY18 PRESCRIPTION DRUG OD-SUPP	333.93.13	05/31/17	\$6,223,623	09/01/18	08/31/19	\$57,707	93.136	Injury Prevention and Control Research and State and Community Based Programs	Department of Health and Human Services Centers for Disease Control and Prevention	NU17CE002734	PRESCRIPTION DRUG OVERDOSE FOR STATES
FFY17 PRESCRIPTION DRUG OD-SUPP	333.93.13	03/18/16	\$4,031,632	01/01/18	08/31/18	\$41,400	93.136	Injury Prevention and Control Research and State and Community Based Programs	Department of Health and Human Services Centers for Disease Control and Prevention	U17CE002734	PRESCRIPTION DRUG OVERDOSE FOR STATES
FFY18 SUICIDE PREVENTION WORKS	333.93.24	09/30/14	\$3,679,752	09/30/18	09/29/19	\$120,000	93.243	Substance Abuse and Mental Health Services, Projects of Regional and National Significance	Department of Health and Human Services Substance Abuse and Mental Health Services Administration	U79SM061734	SUICIDE PREVENTION WORKS

Exhibit C-20 Schedule of Federal Awards

AMENDMENT #21

Date: March 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV0000200-00
CONTRACT CLH18239-Clallam County Health & Human Services
CONTRACT PERIOD: 01/01/2018-12/31/2021

Chart of Account Program Title	BARS	DOH Federal Award Date	Total Amt Federal Award	Allocation Period Start Date	End Date	Contract Amt	CFDA	CFDA Program Title	Federal Agency Name	Federal Award Identification Number	Federal Grant Award Name
FFY17 SUICIDE PREVENTION WORKS	333.93.24	09/30/14	\$2,943,772	03/01/18	09/29/18	\$100,000	93.243	Substance Abuse and Mental Health Services Projects of Regional and National Significance	Department of Health and Human Services Substance Abuse and Mental Health Services Administration	SM061734	SUICIDE PREVENTION WORKS
FFY21 VFC OPS	333.93.26	07/01/20	\$9,082,252	07/01/20	12/31/20	\$2,800	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	NH23IP922619	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY21 COVID19 VACCINE SERVICES-CARES	333.93.26	01/15/21	\$68,807,053	07/01/20	12/31/21	\$369,385	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	NH23IP922619	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY20 VFC OPS	333.93.26	07/01/19	\$9,234,835	07/01/19	06/30/20	\$5,600	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	NH23IP922619	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY17 VFC OPS	333.93.26	03/03/17	\$1,201,605	01/01/18	06/30/18	\$2,413	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	5NH23IP000762-05-00	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY17 PPHF OPS	333.93.26	06/29/18	\$3,634,512	07/01/18	06/30/19	\$500	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	NH23IP000762	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY17 INCREASING IMMUNIZATION RATES	333.93.26	06/29/18	\$1,722,443	07/01/18	06/30/19	\$5,600	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	NH23IP000762	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY17 AFIX	333.93.26	03/03/17	\$1,672,289	01/01/18	06/30/18	\$3,640	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	5NH23IP000762-05-00	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY17 317 OPS	333.93.26	03/03/17	\$575,969	01/01/18	06/30/18	\$1,277	93.268	Immunization Cooperative Agreements	Department of Health and Human Services Centers for Disease Control and Prevention	5NH23IP000762-05-00	IMMUNIZATION GRANT AND VACCINES FOR CHILDREN'S PROGRAM
FFY20 ELC EDE LHJ ALLOCATION	333.93.32	NGA Not Received	NGA Not Received	01/15/21	12/31/21	\$782,083	93.323	Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)-Building and Strengthening Epidemiology, Laboratory and	Department of Health and Human Services Centers for Disease Control and Prevention	NGA Not Received	NGA Not Received
FFY19 ELC COVID ED LHJ ALLOCATION	333.93.32	NGA Not Received	NGA Not Received	01/01/21	12/31/21	\$349,731	93.323	Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)-Building and Strengthening Epidemiology, Laboratory and	Department of Health and Human Services Centers for Disease Control and Prevention	NGA Not Received	NGA Not Received
FFY19 COVID CARES	333.93.32	04/23/20	\$22,581,799	06/01/20	12/31/21	\$118,242	93.323	Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)-Building and Strengthening Epidemiology, Laboratory and	Department of Health and Human Services Centers for Disease Control and Prevention	NU50CK000515	EPIDEMIOLOGY & LABORATORY CAPACITY FOR INFECTIOUS DISEASES (ELC)-BUILDING & STRENGTHENING EPIDEMIOLOGY,
FFY20 CDC COVID-19 CRISIS RESP LHJ-TRIBE	333.93.35	03/16/20	\$13,230,799	01/20/20	12/31/21	\$130,871	93.354	Public Health Emergency Response: Cooperative Agreement for Emergency Response: Public Health Crisis Response	Department of Health and Human Services Centers for Disease Control and Prevention	NU90TP922089	CDC COOPERATIVE AGREEMENT FOR EMERGENCY RESPONSE: PUBLIC HEALTH CRISIS RESPONSE CDC-RFA-TP18-1802
FFY21 MCHBG LHJ CONTRACTS	333.93.99	02/08/21	\$2,662,201	10/01/20	09/30/21	\$66,916	93.994	Maternal and Child Health Services Block Grant to the States	Department of Health and Human Services Health Resources and Services Administration	B0440189	MATERNAL AND CHILD HEALTH SERVICES BLOCK GRANT
FFY20 MCHBG LHJ CONTRACTS	333.93.99	11/14/18	\$2,225,977	10/01/19	09/30/20	\$66,916	93.994	Maternal and Child Health Services Block Grant to the States	Department of Health and Human Services Health Resources and Services Administration	B04MC32578	MATERNAL AND CHILD HEALTH SERVICES BLOCK GRANT

Exhibit C-20 Schedule of Federal Awards

AMENDMENT #21

Date: March 15, 2021

CLALLAM COUNTY-HEALTH & HUMAN-SWV0000200-00
 CONTRACT CLH18239-Clallam County Health & Human Services
 CONTRACT PERIOD: 01/01/2018-12/31/2021

Chart of Account Program Title	BARS	DOH Federal Award Date	Total Amt Federal Award	Allocation Period		Contract Amt	CFDA	CFDA Program Title	Federal Agency Name	Federal Award Identification Number	Federal Grant Award Name
FFY18 MCHBG LHJ CONTRACTS	333 93 99	11/14/18	\$2,225,977	10/01/18	09/30/19	\$66,916	93 994	Maternal and Child Health Services Block Grant to the States	Department of Health and Human Services Health Resources and Services Administration	B04MC32578	MATERNAL AND CHILD HEALTH SERVICES BLOCK GRANT
FFY18 MCHBG LHJ CONTRACTS	333 93 99	10/20/17	\$1,650,528	01/01/18	09/30/18	\$50,187	93 994	Maternal and Child Health Services Block Grant to the States	Department of Health and Human Services Health Resources and Services Administration	B04MC31524	MATERNAL AND CHILD HEALTH SERVICES
TOTAL						\$6,665,849					

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

AUG 06 2021



Date Submitted: 8/3/21

Budget Hearing/Meeting Date: 8/31/21

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.511 ✓	Budget Name	HHS – Environmental Health ✓
--------------------------	-------------	-------------	------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	33366.47.2000 ✓	EPA Swimming Beach Act Grant	6,500
Total				6,500 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	56252.31.0075 ✓	Laboratory Supplies	1,000
00100.511 ✓	HHS – Env Health ✓	56259.42.0020 ✓	Postage	1,000
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	4,500
Total				6,500 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Department of Health Consolidated Contract #21 adds \$6,500 for the BEACH program to provide testing and sampling of recreational county beaches.

County Official Approval: 
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

COPY

110



4
8/30/21

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: DCD

WORK SESSION ☒ **Meeting Date:** **8-30-2021**

REGULAR AGENDA ☒ **Meeting Date:** **9-07-2021**

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | |
|--|--|
| ☒ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☒ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

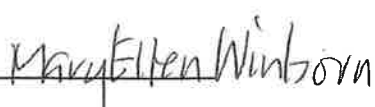
Executive summary: Clallam County is under a settlement agreement with the WA State Department of Ecology to adopt a Stormwater Ordinance by October 9, 2021. The Planning Commission completed their review on August 18, 2021 with a recommended approval of 7-0 to forward the Clallam County Stormwater Ordinance to the Board of County Commissioners, which is reflected by the PC Transmittal.

DCD has also attached the Small Project Drainage Manual dated August 13, 2021, the Residential Driveway BMP packet, the Construction BMP packet, draft Drainage Application, and the residential development flow chart for development outside of the Port Angeles UGA, which are reference documents that help implement the ordinance, but will not be adopted.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
None

Recommended action: The BOCC should schedule a Hearing for September 21, 2021 for the adoption of the Clallam County Stormwater Ordinance.

County Official signature & print name:

 
Mary Ellen Winborn

Name of Employee/Stakeholder attending meeting: Greg Ballard, Senior Planner

Relevant Departments: Clallam County DCD

Date submitted: August 25, 2021

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

PUBLIC HEARING

Proposed Clallam County Stormwater Management Ordinance

NOTICE IS HEREBY GIVEN that the Clallam County Board of Commissioners (BOCC) will conduct a public hearing on Tuesday, September 21, 2021 at 10:30 a.m., or as soon thereafter as possible in the Commissioners' Meeting Room of the Clallam County Courthouse, 223 East 4th Street, Room 160, Port Angeles, Washington. The hearing may also be attended by Zoom by going to <https://zoom.us/join> or by calling 253-215-8782 and then enter Meeting ID: 875 561 7844 Passcode: 12345.

SUMMARY OF PROPOSAL: The purpose of the public hearing is to consider adopting Chapter 27.14 - Stormwater Management Ordinance for unincorporated portion of Clallam County. Within the Port Angeles Urban Growth Areas (PAUGA), the county will adopt the 2019 Stormwater Management Manual for Western Washington (2019 SMMWW) without modifications. Outside of the PAUGA the county was authorized to modify the 2019 SMMWW thresholds. This process also included developing a Small Project Drainage Manual for simple projects located outside of the PAUGA, along with forms, and BMP packets for the implementation of this ordinance.

HOW TO COMMENT: All persons wishing to comment are welcome to either submit their written comments before the hearing is commenced or present written and/or oral comments in person during the hearing. Written comments should be sent to the BOCC, 223 East 4th Street, Suite 4, Port Angeles, WA 98362-3015.

DOCUMENTS AND INFORMATION: Copy of the Stormwater Management Ordinance is available for review at the Clallam County Department of Community Development located in the Clallam County Courthouse at 223 E. 4th Street, Port Angeles, WA 98362, http://www.Clallam.net/bocc/public_meetings.html, or www.clallam.net/Permits at DCD On-Line Permit System under ECL2021-00008.

In compliance with the Americans with Disabilities Act (ADA), appropriate aids and/or reasonable accommodations will be made available upon request. Requests must be received at least seven (7) days prior to the hearing – see "Proponent" below. The facility is considered "barrier free" and accessible to those with physical disabilities.

Publish: September 12 and 19

Bill: Dept. of Community Development

Loni Gores, Clerk of the Board

LETTER OF TRANSMITTAL

To: Clallam County Board of Commissioners

From: Clallam County Planning Commission

Subject: Transmittal to BOCC: Findings and Conclusions regarding an the adoption of the Clallam County Stormwater Ordinance dated August 18, 2021

Dear Commissioners:

The Clallam County Planning Commission has completed its review and public hearing process regarding the adoption of the Clallam County Stormwater Ordinance. The Planning Commission completed its review and approved its final recommendations to forward to the BOCC at its meeting on August 18, 2021. As Vice Chairman of the Clallam County Planning Commission, having first received the authorization of the Commission, I am transmitting the following findings and recommendations of the Commission on this proposed Stormwater Ordinance:

FINDINGS OF FACT:

1. On July 1, 2019 the Washington State Department of Ecology (Ecology) re-issued an order that the City of Port Angeles Urban Growth Area (PAUGA) would be subject to Western Washington Phase II Municipal Stormwater General Permit. Clallam County appealed this order. A Settlement Agreement was signed by both parties.
2. The Settlement Agreement between Ecology and Clallam County went into effect on April 9, 2020. This settlement agreement provided Clallam County 18 months to adopt a Stormwater Ordinance for the unincorporated portions of Clallam County or it would be subject to a Western Washington Phase II Municipal Stormwater General Permit. The settlement agreement also required that the 2019 Stormwater Management Manual of Western Washington be utilized except from modified threshold for residential development outside of the PAUGA that could utilize a Small Project Drainage Manual (SPDM) once developed. The Settlement Agreement also included re-establishment of a Stormwater Workgroup and other requirements.
3. Ecology provided a grant to Clallam County for the development of the Stormwater Ordinance and to meet the other requirements of the Settlement Agreement. Clallam County Department of Community Development (DCD) took the lead in preparing the Stormwater Ordinance and other requirements. DCD selected AHBL Consulting to assist the county in these endeavors.
4. In early 2010, the County created by invitation a Stormwater Workgroup of 25-30 people to provide recommendations to the Board of County Commissioners (BOCC). The 2010 Stormwater Workgroup began a series of meetings in April 2010, meeting eleven times over the course of 2010-2011.

The 2010 Stormwater Workgroup considered technical and policy options for each of the topics discussed in this plan, as put forth by the consultant team based on County priorities, background resources, and expert knowledge.

The 2010 Stormwater Workgroup then made recommendations for each topic (public education and involvement, development and redevelopment requirements, illicit discharges and source

control, pollution prevention measures within County operations, long-term compliance, sub-basin assessments, stormwater monitoring and analysis, and funding the stormwater program). These recommendations from the 2010 Workgroup were presented to the BOCC in 2014, but were never adopted because of staffing and other issues.

The County has used the recommendations from the 2010 Stormwater Workgroup as the basis for its current stormwater strategy, which included the preparation of the Clallam County Stormwater Ordinance, the development of the Small Project Drainage Manual (SPDM) for simple residential projects outside of the Port Angeles Urban Growth Area, and the preparation of BMP packets for drainage permits, residential driveways, and Construction Stormwater Pollution Prevention Plans (SWPPP).

5. The previous members of the 2010 Stormwater Workgroup were asked to join a new 2020 Stormwater Workgroup. The new 2020 Stormwater Workgroup was formed that included the following participants: DCD, AHBL, Ecology, City of Port Angeles, City of Sequim, Jamestown Tribe, Elwha Tribe, and a local stormwater installer. DCD provided the Stormwater Workgroup a copy of the proposed Stormwater Ordinances and the SPDM. This group met March 25, 2021 and May 21, 2021, and was provided a copy of the June 21, 2021 and the August 11, 2021 Stormwater Ordinances for comment. Most of the proposed modifications from the Stormwater Workgroup to the Stormwater Ordinances and SPDM were incorporated into these documents.
6. The following is a summary of the stormwater activities that were presented to the Planning Commission in 2020 and 2021. These public workshops were open to the public and the information presented was available on the Clallam County and DCD websites.
 - 06-17-20 Settlement Agreement and background on the 2019 SMMWW
 - 08-15-20 Exemptions and Minimum Thresholds
 - 09-02-20 Presentation, and other jurisdiction stormwater Ordinances
 - 11-18-20 AHBL Presentation on Stormwater & Small Project Drainage Manual
 - 12-16-20 DCD provided the 1st draft of the Stormwater Ordinance (SO) dated 11-10-20
 - 02-17-21 Stormwater Schedule
 - 05-19-21 DCD provided 2nd draft of Stormwater Ordinance dated 4/23/21
 - 07/07/21 3rd Draft of SO dated 6/21/21, SPDM, Construction & Residential Driveway BMP's
 - 08/04/21 DCD provided 4th draft of Stormwater Ordinance dated 7/23/21
7. A Stormwater presentation was provided to the Dungeness River Management Group on May 12, 2021.
8. There was a Stormwater Workshop held before the Clallam County Board of County Commissioners on May 28, 2021.
9. DCD issued a SEPA Threshold Determination of a Determination of Non-Significance on July 21, 2021. The comment period on the DNS ended on August 4, 2021. This DNS was routed to: WA State Department of Commerce, DNR, Ecology, Fish & Wildlife, DAHP, & Transportation; City of Port Angeles, Sequim & Forks; and the Jamestown, Elwha, Makah, & Quillayute Tribes. The only comment received on the Threshold Determination was from the Ecology representative on the 2020 Stormwater Workgroup.
10. The DNS and description of the Stormwater Ordinance was published on the following days: Port Angeles Peninsula Daily News Paper on Sunday July 25, 2021 and Sunday August 1, 2021; Sequim Gazette weekly publication on Wednesday July 28, 2021 and Wednesday August 4, 2021; Forks Forum weekly publication on Thursday July 29, 2021 and Thursday August 5, 2021. No comments were received from the public as of August 18, 2021.

11. The Planning Commission held a Public Hearing on August 18, 2021 regarding the adoption of a Stormwater Ordinance dated August 11, 2021.
12. The final draft of the Clallam County Stormwater Ordinance dated August 11, 2021 was presented at the August 18, 2021 Planning Commission Public Hearing. Minor modifications of the Stormwater Ordinance were made at the hearing.

A vote was held; and in a 7 in favor, 0 opposed, and 1 absent the proposed adoption of the Clallam County Stormwater Ordinance dated August 18, 2021 was passed to forward to the BOCC.

Based on the above facts and findings, and following attachments that include: Clallam County Stormwater Ordinance dated August 18, 2021. The following reference material is also being forwarded with the Stormwater Ordinance: Small Project Drainage Manual dated August 13, 2021; Residential Driveway BMP; Construction BMP; Stormwater Flowchart for residential development outside of PAUGA. The Planning Commission adopts and transmits the following conclusion to the Clallam County Board of Commissioners.

CONCLUSION: The Clallam County Planning Commission concludes that the adoption of the Stormwater Ordinance would meet the following objections:

- To promote the public health, safety, and general welfare of the citizens and protect public and private resources of Clallam County without preventing the reasonable use, development, and maintenance of land.
- To protect critical areas from deterioration or destruction as required under the state's Growth Management Act and Shoreline Management Act.
- To implement the provisions of the April 9, 2020 Settlement Agreement between the WA State Department of Ecology and Clallam County. This included not requiring Clallam County to obtain a National Pollutant Discharge Elimination System (NPDES) and State Waste Discharge General Permit, modified stormwater thresholds outside of the Port Angeles Urban Growth Area (PAUGA), and other requirements.
- To provide landowners (outside of the PAUGA) a cost effective, simple, non-custom engineered option for small residential projects through the use of the Small Project Drainage Manual.
- To have the quality and quantity of stormwater, after land development activity occurs, be the same or better than the pre-development conditions.
- To provide more stormwater non custom engineered drainage plan options (rain gardens, infiltration trenches, full dispersion, etc.) that are more cost effective and provide better performance based on conditions than the current drainage requirements of either drywells or engineered drainage plans.

The Planning Commission recommends approval by the BOCC and as Vice Chair of the Commission, has directed me as its duly authorized agent to transmit this recommendation to the BOCC.


Scott A Clausen
8/24/2021 9:16:15 PM PDT
Scott Clausen, Vice Chair

08/24/2021
Date

Ordinance _____

An ordinance adding a new section within Title 27 Environment, of the Clallam County Code,
adopting Stormwater Management

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 1. Section 27.14.010, Purpose, is created to read as follows:

This Chapter is intended to address comprehensive stormwater management in unincorporated Clallam County for new development and redevelopment through the use of construction and post-construction best management practices. As part of implementing comprehensive stormwater management in Clallam County, this Chapter adopts a stormwater manual with minimum requirements for stormwater management. This chapter shall also address illicit non-stormwater discharges and illegal connections to public stormwater drainage systems in an effort to control and reduce the presence of stormwater pollutants. Specifically, this Chapter has been created for the following purposes:

(1) General Purposes

(a) To promote the public health, safety, and general welfare of the citizens and protect public and private resources of Clallam County without preventing the reasonable use, development, and maintenance of land.

(b) To protect critical areas from deterioration or destruction as required under the state's Growth Management Act and Shoreline Management Act.

(c) To implement the provisions of the April 9, 2020 Settlement Agreement between the WA State Department of Ecology and Clallam County.

This included not requiring Clallam County to obtain a National Pollutant Discharge Elimination System (NPDES) and State Waste Discharge General Permit, modified stormwater thresholds outside of the Unincorporated Port Angeles Urban Growth Area (UPAUGA), and other requirements.

(d) To provide landowners (outside of the Unincorporated Port Angeles Urban Growth Area (UPAUGA)) a cost effective, simple, non-custom engineered option for small residential projects through the use of the Small Project Drainage Manual.

(e) To have the quality and quantity of stormwater, after land development activity occurs, be the same or better than the pre-development conditions.

(2) Development Purposes

(a) To ensure prompt development, restoration, and replanting and effective erosion control of property during and after land clearing, filling and grading.

(b) To promote land development practices that minimize disturbance to existing vegetation and soils.

(c) To manage and mitigate the effects of urbanization on stormwater drainage throughout the urban areas within unincorporated Clallam County through planning, appropriate engineering practices and proper maintenance.

(d) To manage all surface water runoff and diversions that may contribute to flooding and the pollution of surface waters.

(e) To prevent siltation in Clallam County's streams, lakes, storm sewer systems, and public roadside improvements.

(f) To protect adjacent and downstream public or private properties from damage.

(g) To reduce the risk of slides and the creation of unstable building sites.

(h) To promote low impact development site planning and building practices that provide for managing surface water runoff on-site and are consistent with Clallam County's natural topography, vegetation cover, and hydrology.

(i) To allow the use of simple technologies whenever appropriate and realistic, but require the use of more sophisticated techniques when necessary to ensure the adequacy of stormwater controls.

(3) Environmental Purposes

(a) To preserve, protect, replace, or enhance the natural qualities of lands, watercourses, and aquatic resources.

(b) To preserve and protect priority fish and wildlife habitats.

(c) To prevent water quality degradation and the sedimentation of creeks, streams, ponds, lakes, wetlands, marine waters, and other water bodies; and preserve and enhance beneficial uses.

Section 2. Section 27.14.020, Applicability, is created to read as follows

All Land Development Activity occurring within unincorporated Clallam County shall be subject to the provisions of this Chapter unless specifically exempted under this Chapter. No approval of any required Drainage Permit shall be made by Clallam County prior to the Applicant's satisfying the submittal requirements as set forth in this Chapter and the Land Development Activity being in compliance with all applicable federal, state and Clallam County regulations, including the provisions of this Chapter.

Section 3. Section 27.14.030, Exemptions, is created to read as follows:

(1) The following Land Development Activities are exempt from the requirements of this Chapter (for all of the unincorporated areas within Clallam County):

(a) Forest practices regulated under Title 222 WAC, except for Class IV-General forest practices that are conversions from timberland to other uses.

(b) Commercial agriculture practices involving working the land for production, except the conversion from timberland to agriculture and the construction of impervious surfaces are not exempt.

(c) Construction of drilling sites, waste management pits, and access roads, as well as construction of transportation and treatment infrastructure such as pipelines, natural gas treatment plants, natural gas pipeline compressor stations, and crude oil pumping stations.

(d) Pavement maintenance practices consisting of any of the following: pothole and square cut patching, overlaying existing asphalt or concrete pavement with asphalt or concrete without expanding the area coverage, shoulder grading, reshaping/regrading drainage systems, crack sealing, resurfacing with in-kind material without expanding the road prism, pavement preservation activities that do not expand the road prism, and vegetation maintenance. The following pavement maintenance practices are not categorically exempt, and are subject to the Minimum Requirements that are triggered when the thresholds identified for new or redevelopment projects are met per I-3.3 Applicability of the Minimum Requirements of the Department of Ecology's 2019 Stormwater Management Manual for Western Washington ("Ecology's 2019 Stormwater Manual").

(i) Removing and replacing an asphalt or concrete pavement to base course or lower, or repairing the pavement base: These are considered replaced hard surfaces.

(ii) Extending the pavement edge without increasing the size of the road prism, or paving graveled shoulders: These are considered new hard surfaces.

(iii) Resurfacing by upgrading from dirt to gravel, a bituminous surface treatment (“chip seal”), asphalt, or concrete; upgrading from gravel to chip seal, asphalt, or concrete; or upgrading from chip seal to asphalt or concrete: These are considered new impervious surfaces.

(e) Underground utility projects that replace the ground surface with in-kind material or materials with similar runoff characteristics are only subject to Volume I-3.4.2 MR2 Construction Stormwater Pollution Prevention Plan of the Department of Ecology’s 2019 Stormwater Manual.

(2) With the exception of the UPAUGA, land development activity within the unincorporated Clallam County shall be subject to the following additional exemptions:

(a) Land clearing, grading, filling, sandbagging, diking, ditching, or similar work during or after periods of extreme weather or other emergency conditions which have created situations such as toxic releases, flooding, or high fire danger that present an immediate danger to life or property.

(b) Digging of individual graves in a permitted graveyard.

(c) Routine landscape maintenance of existing landscaped areas on developed lots, including pruning, weeding, planting annuals, and other activities associated with maintaining an already established landscape or thinning of limbs of individual trees to provide for a view corridor consistent with Chapter 27.12.

(d) Routine drainage maintenance of existing, constructed stormwater drainage facilities located outside of a protected area, including, but not limited to, detention/retention ponds, wet ponds, sediment ponds, constructed drainage swales, water quality treatment facilities, such as filtration systems, and regional storm facilities that are necessary to preserve the water quality treatment and flow control functions of the facility. This exemption does not apply to any expansion and/or modification to already excavated and constructed stormwater drainage facilities.

(e) Construction, expansion or repair of detached accessory buildings four hundred (400) square feet or less in size not located within two hundred (200) feet of a wetland, aquatic habitat, conservation area, landslide hazard area an erosion hazard area or within frequently flooded area pursuant to Chapter 27.12.

(f) The construction or installation of minor street improvements exempt from SEPA per WAC 197-11-800(2)(d) that are conducted in compliance with the Regional Road Maintenance ESA Program and designed in accordance with the Highway Runoff Manual.

Section 4. Section 27.14.040, Definitions, is created to read as follows:

Clallam County adopts the definitions contained within the Glossary of Ecology’s 2019 Stormwater Management Manual for Western Washington, unless otherwise altered below.

(1) The terms “single residential,” “duplex,” “townhome,” “accessory building,” and “multi-family residential” mean the definition of such terms contained in the County’s current Building Code, CCC Title 21.

(2) “Best Management Practice(s)” or “BMPs” means the schedule of activities, prohibitions of practices, maintenance procedures, and structural and/or managerial practices approved by the Washington State Department of Ecology that, when used singly or in combination, prevent or reduce the release of pollutants and other adverse impacts to waters of Washington State.

(3) “Clallam County Small Project Drainage Manual” means the manual adopted by Clallam County to be used for small-scale residential projects that meet the requirements for a small project drainage plan review.

(4) “Clearing” means the destruction and removal of vegetation by manual, mechanical, or chemical methods resulting in exposed soils. This does not include mowing, landscape maintenance or pruning consistent with accepted horticultural and arboricultural practices, which does not impair the health or survival of trees and associated vegetation.

(5) “Critical Areas” means any of those areas of Clallam County which meet the definition of geologically hazardous areas; wetlands; streams; flood hazard areas; fish and wildlife conservation areas; and areas with a critical recharging effect on aquifers used for potable water and are regulated under Title 27 of the Clallam County Code.

(6) “Drainage Permit” means the written permission by the County Engineer, or their designee to the permittee/applicant to proceed with the act of land development activities, whether new development or redevelopment, within the requirements and procedures contained in this Chapter. The Drainage Permit shall include the associated approved site plan, any required stormwater site plans consistent with Minimum Technical Requirements set forth herein, any required construction stormwater pollution prevention plan consistent with the Minimum Technical Requirements set forth herein, and any conditions of approval as well as the permit form itself.

(7) “Hard Surface” means an impervious surface, a permeable pavement, or a vegetated roof. An impervious surface is a surface that blocks the natural infiltration of surface water. Common hard surfaces include structures, asphalt pavement, cement concrete, and compacted gravel. Permeable pavements and green roofs shall be considered hard surfaces for minimum requirement thresholds but modelled depending on the characteristics of the design.

(8) “Impervious surface” means a hard surface area that either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development and causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Impervious surfaces include, but are not limited to, rooftops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, other surfaces which similarly prevent the natural infiltration of stormwater.

(9) “Land Development Activity” means New Development and Redevelopment and land disturbing activity as those terms are defined herein.

(10) “Land Disturbing Activity” means any activity that results in a movement of earth or any change in the existing soil cover (both vegetative and non-vegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to clearing, grading, grubbing, filling, excavation, demolition, controlled burning, and site preparation. Compaction that is associated with stabilization of structures and/or road construction shall also be considered land disturbing activity. Vegetative maintenance practices (as defined herein) are not considered land disturbing activity.

(11) “Low impact development (LID)” means a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design

(12) “New Development” means any land disturbing activities, including but not limited to clearing, grading, grubbing, filling, excavation and demolition; Class IV General Forest Practices that are conversions from timber land to other uses; reclamation of mineral extraction; reclamation of sand and gravel extraction; structural development, including construction, installation or expansion of a building or other structure; creation of hard surfaces; and any subdivision, short subdivision and binding site plans, as defined and applied in RCW 58.17 and any Land Division as defined herein. Projects meeting the definition herein of Redevelopment shall not be considered New Development.

(13) “Pollutant” means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, and accumulations; floatables, pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

(14) “Project” means any proposed action to alter or develop a site.

(15) “Project Site” means that portion of a property, properties, or right of way subject to land disturbing activities, new hard surfaces, or replaced hard surfaces.

(16) “Redevelopment” means development of a site that is already substantially developed (i.e., has 35% or more existing hard surface coverage) through the creation or addition of hard surfaces; the expansion of a building footprint or addition or replacement of a structure; structural development including construction, installation or expansion of a building or other structure; subdivision, short subdivision and binding site plans, as defined and applied in Chapter 58.17 RCW; replacement of hard surface that is not part of a routine maintenance activity; and other land disturbing activities including but not limited to clearing, grading, grubbing, filling, excavation and demolition.

(17) “Replaced hard surface” means, for structures, the removal and replacement of hard surfaces down to the foundation. For other hard surfaces, the removal down to bare soil or base course and replacement.

(18) “Site” means the area defined by the legal boundaries of a parcel or parcels of land that is (are) subject to new development or redevelopment. For road projects, the length of the project site and the right-of-way boundaries define the site.

(19) “Stormwater Drainage System” means facilities by which stormwater is collected and/or conveyed, including but not limited to, any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and man-made or altered drainage channels, reservoirs, and other drainage structures.

(20) “Stormwater facility” means a constructed component of a stormwater drainage system, designed or constructed to perform a particular function, or multiple functions. Stormwater facilities include, but are not limited to, pipes, swales, ditches, culverts, street gutters, detention ponds,

retention ponds, constructed wetlands, infiltration devices, catch basins, oil/water separators, and biofiltration swales.

(21) “Vegetative Maintenance” means lawn maintenance, brush and tree pruning, and other normal land maintenance activities involving cutting, removal, or planting of vegetation by manual, mechanical, or chemical methods, such as gardening.

(22) “Watercourse” means any, natural or artificial (i.e. manmade) waterway area, whether perennial or intermittent, which flows in a definite direction and course or is used for the holding, delay or storage of waters, which functions at any time to convey or store storm water runoff. Watercourses include, but are not limited to, a creek, stream, river, or any constructed waterway, channel, canal, ditch, irrigation ditch or road ditch.

Section 5. Section 27.14.050, Stormwater Management Manual and Review Thresholds, is created to read as follows:

(1) Based on parcel size, nature of development, amount of land disturbing activity, plat requirements, or potential to significantly impact receiving waters, infrastructure, county roads, or adjoining properties, the County Engineer, or their designee may require an engineered drainage, erosion and sediment control plan regardless of the thresholds found below. The purpose of the engineered drainage, erosion, and sediment control plan is to ensure that the plan will work and also to receive an installed as designed letter from the Engineer.

(2) The Department of Community Development (DCD) Administrator or her designee will require land disturbing activity within the jurisdiction of Critical Areas to submit a drainage permit, unless both of the following conditions apply: (1) the DCD Administrator or her designee determines the project will not affect the Critical Area, and (2) the project falls below the thresholds found in Chapter 27.14.060. These Critical Area requirements are currently in effect, and the only modifications to these requirements are that land development activity will be subject to the 2019 SWMMWW instead of the 1992 SWMMWW.

(3) Stormwater Management Manual within the unincorporated County urban growth area (UGA) around the City of Port Angeles, also known as the unincorporated Port Angeles UGA or UPAUGA. Within the UPAUGA, Clallam County adopts Ecology’s 2019 Stormwater Management Manual for Western Washington (“Ecology’s 2019 Stormwater Manual”) in its entirety (with no modifications).

(4) Stormwater Management Manual within unincorporated Clallam County outside the UPAUGA. Outside of the UPAUGA, Ecology’s 2019 Stormwater Manual’s minimum requirements contained in Volume I, Section 3.4, are modified as provided in the table below. For certain proposed Land Development Activities, Clallam County adopts and applies the Clallam County Small Project Drainage Manual as provided in the table below. The County may require the use of Ecology’s 2019 Stormwater Manual if conditions are not met under the Small Project Drainage Manual or the project requires an engineer under state law

(5) Stormwater Management Requirements for New Development and Redevelopment Within Unincorporated Clallam County Outside of the UPAUGA

Table 27.14.050(5)(A)

Residential driveways that meet BMPs below would not be counted in hard surface calculations for residential development¹

Thresholds (Hard surface/Land disturbance)	Drainage Permit required –Y/N?	Applicable Stormwater Manual	Minimum Requirements (MR)
N/A	N	Subject to BMPs 5.11 and 5.12 of the 2019 Ecology Manual or Section 3.4 of the Clallam County Small Project Drainage Manual	N/A

Table 27.14.050(5)(B)

Residential Development¹ on less than 1 acre

Thresholds (Hard surface/Land disturbance)	Drainage Permit required –Y/N?	Applicable Stormwater Manual	Minimum Requirements (MR)
< 400 sq. ft. of new plus replaced hard surface OR <7,000 sq. ft. land disturbing activity	No, but Construction Stormwater Best Management Practices are always required	N/A	MR 2
Between 400 and 5,000 sq. ft. of new plus replaced hard surface OR between 7,000 and 10,000 sq. ft. land disturbing activity	Yes	Clallam County Small Project Drainage Manual ²	MRs 1-5
≥5,000 sq. ft. of new plus replaced Hard Surface OR ≥10,000 sq. ft. land disturbing activity	Yes	Ecology's 2019 Stormwater Manual	MRs 1-9 ⁴ ; Engineered Plan required.

Table 27.14.050(5)(C)**Residential Development¹ on 1 acre or more**

Thresholds (Hard surface/Land disturbance)	Drainage Permit required –Y/N?	Applicable Stormwater Manual	Minimum Requirements
<400 sq. ft. of new plus replaced hard surface OR <7,000 sq. ft. land disturbing activity OR <1.5 acres of veg to lawn conversion, OR <5 acres of veg to pasture	No, but Construction Stormwater Best Management Practices are always required	N/A	MR 2
Between 400 to 3,000 sq. ft. of new plus replaced hard surface (requiring a building permit)	Yes	Clallam County Small Project Drainage Manual ²	MRs 1-5, Optional Flow Control determined by County Engineer ³
Between 3,000 and 7,000 sq. ft. of new plus replaced hard surface OR between 7,000 and 12,000 sq. ft. land disturbing activity OR between 1.5 and 2 acres of veg to lawn conversion, OR between 5 and 7.5 acres of veg to pasture	Yes	Clallam County Small Project Drainage Manual ²	MRs 1-5
≥7,000 sq. feet new plus replaced Hard Surface OR ≥12,000 sq. ft. land disturbing activity, OR ≥2 acres of veg to lawn conversion, OR ≥7.5 acres of veg to pasture conversion	Yes	Ecology's 2019 Stormwater Manual	MRs 1-9 ⁴ Engineered Plan required.

Table 27.14.050(5)(D)All non-residential development¹, including commercial, industrial, and multifamily.

Thresholds (Hard surface/Land disturbance)	Drainage Permit required –Y/N?	Applicable Stormwater Manual	Minimum Requirements
≤ 2,000 sq. ft. of new plus replaced hard surface OR ≤ 7,000 sq. ft. land disturbing activity	No, but Construction Stormwater Best Management Practices are always required	N/A	MR 2
≥ 2,000 sq. ft. of new plus replaced hard surface OR ≥ 7,000 sq. ft. land disturbing activity	Yes	Ecology's 2019 Stormwater Manual	Per Manual. Engineered Plan required

Footnotes

- ¹ Residential Development is the construction of a single family dwelling, duplex, townhome, accessory structures to such dwelling. Residential driveways meeting BMPs in Table 27.14.050(1) above are would not counted in hard surface calculations for residential development.
- ² Applicants may elect to use the 2019 Ecology Stormwater Manual instead of the Clallam County Small Project Drainage Manual if they choose. If utilizing the 2019 Ecology Stormwater Manual, a civil or geotechnical engineer may be required to sign stormwater plans.
- ³ For land development activity that would not require flow controls or meet full dispersion (BMP T5.30) requirements per the 2019 SMMWW, the County Engineer will determine optional flow control requirements through the Small Project Drainage Manual.
- ⁴ MR3 and MR8 are usually N/A; MR9 only applies if a stormwater facility is installed.

Section 6. Section 27.14.060, Drainage Permit, is created to read as follows:

(1) Drainage Permit is required inside the UPAUGA before any of the following land disturbing activity occurs:

(a) The DCD Administrator or her designee may require submission of a Drainage Permit for any land disturbing activity within the jurisdictions of Critical Areas Ordinance.

(b) Land disturbance of 7,000 sq. feet or more.

(c) Projects that result in 2,000 sq. feet or more of new plus replaced hard surfaces.

(2) A Drainage Permit is required outside the UPAUGA before any of the following land disturbing activity occurs:

(a) The DCD Administrator or her designee may require submission of a Drainage Permit for any land disturbing activity within the jurisdictions of the Critical Areas Ordinance.

(b) Land disturbance of 7,000 sq. feet or more for construction of multi-family, commercial or industrial.

(c) Land disturbance of 10,000 sq. feet or more for single residential, duplex, townhome, or accessory building to such dwelling, on <1 acre. This does not include hard surfaces created for residential driveways that meet BMPs.

(d) Land disturbance of 12,000 sq. feet or more for single residential, duplex, townhome, or accessory building to such dwelling, on 1 acre or more. This does not include hard surfaces created for residential driveways that meet BMPs.

(e) Single residential, duplex, townhome, or accessory building to such dwelling projects requiring a building permit that result in 400 sq. feet or more new plus replaced hard surfaces. This not including hard surfaces created for residential driveways that meet BMPs.

(f) All other projects (e.g., commercial, industrial, multifamily) that result in 2,000 sq. feet or more of new plus replaced hard surfaces.

(3) An application for a Drainage Permit shall be submitted to the County Engineer, or their designee on a form provided by the County. All Drainage Permits shall include Construction BMP's and Construction Stormwater Pollution Prevention Plans (SWPPP).

(4) Unless otherwise specified by the Clallam County Small Project Drainage Manual, all applicants for a Drainage Permit shall provide the following basic plan exhibits. The basic plan exhibits shall contain all information as set forth in the official submittal checklist provided by the County Engineer, or their designee.

(a) Site Topographical Map

(b) General Stormwater Site Plan

(c) Construction Stormwater Pollution Prevention Plan (SWPPP)

(d) Vicinity Topographical Map

(5) All plans prepared in connection with this Chapter shall be submitted for review and approval by the County Engineer, or their designee. Prior to the issuance of the Drainage Permit, the Applicant must submit final stormwater site plans.

(6) A Drainage Permit shall be issued by the County Engineer, or their designee only after the applicant demonstrates compliance with the requirements of this Chapter and the payment of the applicable permit fees for plan review, inspection, and related expenses as specified in Section 27.14.130, Fees.

(7) The approved Drainage Permit under this ordinance will be available on the Clallam County On-Line Permit System. Any modifications of the approved Drainage Permit will require prior approval by the County Engineer, or their designee.

(8) Any permit granted under this Chapter shall expire one (1) year from the date of issuance. With approval of the County Engineer, or their designee, a permit issued under this Chapter may be extended for one 12-month period.

(9) The decision by the County Engineer or their designee to deny a Drainage Permit is appealable to the Clallam County Hearing Examiner using the procedures for denial of a Type I permit as defined under CCC Title 26.

Section 7. Section 27.14.070, Construction Stormwater Best Management Practices Requirements for Land Development Activities not requiring a Drainage Permit, is created to read as follows:

All Persons or entities engaging in Land Development Activities which do not require a Drainage Permit pursuant to Section 27.14.060 shall prevent (1) erosion and discharge of sediment and other pollutants into receiving waters and (2) harmful impacts to infrastructure or neighboring properties. Land Development Activities which do not require a Drainage Permit, but that cause significant erosion, discharge of sediment, or other pollutants into receiving waters, or harmful impacts to infrastructure or neighboring properties will be required to rectify impacts and shall be subject to Enforcement Actions found in Section 27.14.120 below. This may include requiring a Drainage Permit, Construction BMP's, and Construction Stormwater Pollution Prevention Plan (SWPPP).

Section 8. Section 27.14.080, Adjustment and Exceptions/Variances, is created to read as follows:

(1) The County Engineer, or their designee may grant an adjustment to the application of the Stormwater Management Manual and its minimum requirements prior to permit approval and construction consistent with the criteria in Ecology's 2019 Stormwater Manual, Volume I, Section 3.6.1 (Adjustments to the MRs).

(2) The County Engineer, or their designee may grant an exception/variance from this Chapter or the application of the Stormwater Management Manual and its minimum requirements prior to permit approval and construction when consistent with the criteria in Ecology's 2019 Stormwater Manual, Volume I, Section 3.6.2 (Exceptions/Variances). The applicant bears the burden to demonstrate the required criteria for an exception/variance. The County Engineer, or their designee shall retain records, including the written findings of fact, of all exceptions from the minimum requirements.

(3) A request for an adjustment or exception shall adequately describe the justification for relief and is processed as a Type III decision under Clallam County Code (CCC) Chapter 26.10.

Section 9. Section 27.14.090, Manufactured Treatment Devices (MTDs), is created to read as follows:

Clallam County accepts stormwater treatment BMPs identified in Ecology's 2019 Stormwater Manual for use. Additionally, designers may use manufactured treatment devices approved through the Technology Assessment Protocol – Ecology (TAPE) with a General Use Level Designation (GULD).

Section 10. Section 27.14.100, Easements, Deeds and Covenants, is created to read as follows:

(1) Drainage easements shall be required where stormwater conveyance, storage, or treatment facilities identified in development plans are not located in public rights-of-way, and where access to stormwater facilities is required. Drainage easements shall be granted to the persons responsible for providing ongoing maintenance of the drainage systems. Drainage easements through structures are not allowed. Easements shall be of a width and location sufficient to allow access for equipment that would normally perform maintenance activities.

(2) Stormwater and conveyance facilities that are to be maintained by Clallam County, together with maintenance access roads to the facilities, shall be located in public right-of-way, in separate tracts dedicated to Clallam County, or corresponding to drainage easements granted to Clallam County.

(3) The approved Drainage Permit under this ordinance will be available on the Clallam County On-Line Permit System. This shall include the identification of flow controls (i.e. drywells, dispersion trenches, rain gardens, etc.) and Low Impact Development BMPs (full dispersion through natural vegetation) on the approved drainage permit site plan, along with the landowner's responsibility for operation and maintenance of these permanent stormwater BMPs. Any modifications of the approved Drainage Permit will require prior approval by the County Engineer, or their designee.

(4) Any flow control and runoff treatment BMPs for which the applicant identifies the operation and maintenance to be the responsibility of a private party must have a declaration of covenant and grant of easement which shall be recorded on the title of the parcel.

Section 11. Section 27.14.110, Illicit Discharges and Connections, is created to read as follows:

(1) Illicit Discharges Prohibited. No person may throw, drain, or otherwise discharge, cause or allow others under their control to throw, drain, or otherwise discharge into the storm drain system, or into a watercourse within unincorporated Clallam County, any materials other than stormwater.

(2) Allowable Discharges. The following types of discharges are not illicit discharges for the purpose of this Chapter unless the County Engineer, or their designee determines that the type of discharge, whether singularly or in combination with others, is causing or is likely to cause pollution of surface water or groundwater:

- (a) Diverted stream flows.
- (b) Rising groundwaters.
- (c) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20).
- (d) Uncontaminated pumped groundwater.
- (e) Foundation drains.
- (f) Air conditioning condensation.

- (g) Irrigation water from agricultural sources that is commingled with urban stormwater.
- (h) Springs.
- (i) Uncontaminated water from crawl space pumps.
- (j) Footing drains.
- (k) Flows from riparian habitats and wetlands.
- (l) Non-stormwater discharges authorized by another NPDES or state waste discharge permit.
- (m) Discharges from emergency firefighting activities.

(3) Conditionally Allowed Discharges. The following types of discharges are not illicit discharges for the purposes of this Chapter if they meet the stated conditions, unless the County Engineer, or their designee determines that the type of discharge, whether singularly or in combination with others, is causing or is likely to cause pollution of surface water or groundwater:

(a) Potable water, including water from water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges must be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary and in volumes and velocities controlled to prevent re-suspension of sediments in the stormwater system.

(b) Lawn watering and other irrigation runoff are permitted but must be minimized.

(c) Dechlorinated swimming pool, spa and hot tub discharges to surface waters. These discharges must be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted and re-oxygenated, if necessary and in volumes and velocities controlled to prevent resuspension of sediments in the stormwater system. Discharges must be thermally controlled to prevent an increase in temperature of the receiving water. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the stormwater system.

(d) Street and sidewalk wash water, water to control dust and routine external building wash down that does not use detergents are permitted if the amount of street wash and dust control water is minimized. At active construction sites, street sweeping must be performed prior to washing the street.

(e) Other non-stormwater discharges. The discharges must be in compliance with the requirements of a stormwater pollution prevention plan (SWPPP) reviewed and approved by the County which addresses control of such discharges by applying all known, available and reasonable methods of prevention, control and treatment (AKART) to prevent pollutants from entering surface or groundwater.

(4) Illicit Connections

(a) No person may use the stormwater system, directly or indirectly, to dispose of any solid or liquid matter other than stormwater.

(b) No person may make, use, or allow the continued existence of any connection to the stormwater system that could result in an illicit discharge.

(c) Connections to the stormwater system from the interiors of structures are prohibited.

(d) Sewer connections to the stormwater system or to any watercourse are prohibited.

(e) Connections to the stormwater system for any purpose other than to convey stormwater or groundwater are prohibited and must be eliminated.

Section 12. Section 27.14.120, Enforcement, is created to read as follows:

(1) The County Engineer, or their designee, is authorized to carry out inspection and enforcement actions pursuant to Clallam County Code (CCC) Chapter 33.59, Enforcement, and CCC Title 20, Code Compliance.

(2) If inspection or enforcement investigations by the County Engineer or their designee determines that new land development activity results in significant impacts to receiving water, infrastructure, county roads, or adjoining properties, then a Drainage Permit may be required to rectify the impacts regardless of the thresholds found in Section 27.14.050 above. Failure to comply with the voluntary compliance provisions outline above to obtain and implement the required Drainage Permit will be subject to enforcement actions found below.

(3) Any person who fails to comply with the standards contained within this Chapter and/or any person who fails to comply with a final written order may be assessed a civil penalty as follows:

(a) The County Engineer, or their designee, may assess the violator a civil penalty not to exceed \$1,000 for each violation.

(b) Each violation or each day of continued unlawful activity shall constitute a separate violation. Each day that a person fails to comply with the terms of a final written order shall constitute a separate violation.

Section 13. Section 27.14.130, Fees, is created to read as follows:

The schedule of all fees associated with complying with this Chapter shall be those established pursuant to CCC Chapter 5.100. If Drainage Permit work is done in violation of this Chapter or the work is not done in accordance with an approved permit, a fee, not less than twice the applicable permit fee, covering investigation of any violation and inspection and plan checking of work required to correct the violation shall be charged to the violator to cover all actual costs. Such additional fee being in addition to any other of the remedies specified herein under Section 27.14.120, Enforcement.

Section 14. Section 27.14.140, Security, is created to read as follows:

The County Engineer, or their designee may require as a condition to the granting of a Drainage Permit, that the applicant furnish security in the form of a bond, cash escrow account, an irrevocable letter of credit or other security acceptable to the County in its sole discretion, in an amount determined by the County Engineer, or their designee to be sufficient to complete the restoration and replanting of the property in accordance with the terms of the Drainage Permit and within the duration thereof. The security shall be in an amount equal to the estimated cost of such restoration and replanting and with surety and conditions satisfactory to the County Engineer, or their designee.

Section 15. Section 27.14.150, Authority, is created to read as follows:

The Clallam County Engineer, or their designee, shall administer and enforce compliance with all terms in this Chapter. The Clallam County Engineer, or their designee may adopt and amend administrative policies and procedures for the purposes of implementing and enforcing the provisions of this Chapter. All such administrative policies and procedures shall be available to the public at the Public Works Department.

Section 16. Section 27.14.160, Compliance with Other Laws, is created to read as follows:

Approvals and permits granted under this Chapter and any policies and procedures promulgated hereunder do not constitute waivers of the requirements of any other laws or regulations nor do they indicate compliance with any other laws or regulations. Compliance is still required with all applicable federal, state, or local laws and regulations. In the event of any conflict between this Chapter and any other Chapter of the Clallam County Code, the provisions of this Chapter shall prevail.

Section 17. Section 27.14.170, Effectiveness/No Retroactivity, is created to read as follows:

- (1) This Chapter shall become effective on [October __, 2021]
- (2) This Chapter shall be prospective in operation only.
- (3) The provisions of this Chapter shall not apply to existing Land Disturbing Activity for which all previously required permits were obtained prior to the effective date.
- (4) The provisions of this Chapter shall not apply to a project or development not yet constructed provided that an appropriate residential or commercial building permit has been obtained and the permit bears a date prior to the effective date of this Chapter.

ADOPTED this _____ day of _____ 20

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach

Clallam County Small Project Drainage Manual

DRAFT



**Version Date: August 13, 2021
Adopted Date: TBD**

Table of Contents

Section	Page
SECTION 1 – INTRODUCTION TO SMALL Residential Project DRAINAGE PLAN.....	1
1.1 Why Are Drainage Requirements Needed?.....	1
1.2 Can I use this manual for my "Small Residential Project"?.....	2
1.3 Small Project Drainage Plan Requirements.....	5
1.3.1 Submittals	5
1.3.2 Implementation.....	5
1.3.3 Inspection	5
1.3.4 Liability and Responsibility	5
1.3.5 Operation and Maintenance Responsibility	5
SECTION 2 – DEVELOPING A DRAINAGE PLAN	6
2.1 Elements of a Drainage Plan	7
2.2 Runoff Management BMPs (Section III-A).....	7
2.3 Stormwater Conveyance BMPs (Section III-B)	7
2.4 PRO TIPS #1	9
SECTION 3 – Runoff Management BMPs	10
3.1 Infiltration Systems	11
3.1.1 Infiltration Trenches.....	12
3.2 Rainwater Dispersion	17
3.2.1 Small Lot Dispersion	17
3.3 Rain Gardens	20
3.4 Runoff Filter Strips	22
3.5 Rainwater Collection	24
3.6 Stormwater Conveyance BMPs	25
3.7 Conveyance Piping	25
3.8 Swales	25
3.9 End-of-Line Discharge BMPs.....	26
3.9.1 Level Spreaders	26
3.9.2 Gravel Spreader Trenches.....	26

SECTION 1 – INTRODUCTION TO SMALL RESIDENTIAL PROJECT DRAINAGE PLAN

This manual has been created to assist owners of property in Unincorporated Clallam County to manage stormwater runoff resulting from small residential projects where land is disturbed, and potential runoff may occur. The management of stormwater runoff, notably the flows that result from the construction of impervious surfaces like buildings and driveways, is regulated by Clallam County's Stormwater Management ("SWM") Ordinance (Chapter __ of Clallam County Code) which requires a stormwater activity permit to be issued by the County for development and redevelopment land activities that are not exempted and that involve a certain threshold level of land disturbance. The threshold level of land disturbance that triggers the stormwater permit approval process is specified in Tables A-D in the SWM Ordinance and should be consulted by property owners seeking to do a development/redevelopment project.

Under Clallam County's SWM Ordinance regulated land disturbing activities require the preparation and submission of an engineered stormwater management plan to be reviewed and approved by Clallam County. The Stormwater permit application must adhere to the Department of Ecology's 2019 Stormwater Manual for parcels located in the Unincorporated Port Angeles Urban Growth Area ("UPAUGA") and adhere to Ecology's 2019 Stormwater Manual for Western Washington as modified by the SWM Ordinance for all other parcels in Unincorporated Clallam County.

An Alternative streamlined process in the SWM Ordinance has been adopted for land disturbing projects that are considered "Small Residential Projects" that meet certain specified criteria set forth on page 2. If your project meets the criteria, you will only be required to submit the documents listed in this manual on page 5, including a drainage plan, for approval by the Department of Community Development.

A drainage plan is a proposed method for containing rainwater on your property. Clallam County requires drainage plans to control storm water which runs off each piece of property as a result of the development/redevelopment of the property.

The process described in this manual is not intended and cannot be used with multi-family, large-scale subdivision or land development projects or activities that include public infrastructure like roadways. This manual cannot be used for any parcels in the UPAUGA. If you have a development/redevelopment project on a parcel in the UPAUGA, you must adhere to Ecology's 2019 Stormwater Manual and the thresholds and minimum requirements contained in such manual.

The stormwater best management practices ("BMPs") mentioned within this manual serve as examples and are not a comprehensive list of options. Please contact Clallam County with any questions or to discuss alternative solutions for site-specific applications.

1.1 Why Are Drainage Requirements Needed?

On undeveloped land, most rainwater soaks into the ground and flows slowly to nearby lakes and streams through the upper layers of soil. Almost any form of development increases the amount of rainfall that tends to run off property after a heavy rainstorm. Removing trees and other vegetation reduces the amount of water absorbed by roots and the subsequent evaporation through the leaves. Regrading the land eliminates natural pockets and depressions in the soil which hold water until it is absorbed into the soil. Covering ground with roofs, pavements, and similar impervious covers prevents the underlying soil from accepting surface water. Covering porous soil with comparatively impervious top soil and lawn decreases the rate the soil can absorb water. Driving over the ground (both during and after construction) compacts the surface, decreasing the small voids in the soil which let the water filter into the ground. Placing plastic films under landscaped areas prevents the underlying soil from absorbing water. These and other factors combine to decrease the ability of the native soil to absorb rainfall as well as it would have prior to development. To minimize the impacts of stormwater runoff associated with development, Clallam County requires appropriate management of that runoff.

1.2 Can I use this manual for my “Small Residential Project”?

Your project is a Small Residential Project and therefore may use the requirements contained in this manual if you satisfy ALL of the following criteria:

- Your project is on a parcel NOT located in the UPAUGA;
- Your project solely involves the development or redevelopment of a single family residence, duplex or townhome or accessory buildings to such dwelling or future planned dwelling;
- For parcels less than 1-acre, the proposed land disturbance is less than 10,000 sq. ft. and there is no more than 5,000 sf of new and replaced hard surfaces.
- For parcels greater than 1-acre, the proposed land disturbance is less than 12,000 sq. ft and there is no more than 7,000 sf of new and replaced hard surfaces.
- Your project is located outside a flood plain or shoreline designation under CC Code _____ (See SMP Ordinance);
- Your project will not adversely impact a wetland, stream or water of the State or change a natural drainage water course;

Note: If your small residential project contains or is adjacent to a wetland, flood zone, area of erosion, steep slope hazard, landslide hazard area or landslide hazard drainage area, then the County will require plans prepared and stamped by a civil engineer licensed in the State of Washington.

Ultimately, the SWM Ordinance governs and should be consulted in the case that any interpretation is needed. For example, please consult the SWM Ordinance, Section _____, for exemptions that may apply to your land disturbing proposed project.

Definitions of Key Terms

Proper application of the small project drainage requirements in this manual requires an understanding of the following key terms and their definitions.

Best Management Practice (BMP). A practice or combination of practices that are the most effective and practicable means of managing stormwater runoff based on the best available science.

Civil Engineer. A person licensed by the State of Washington as a professional engineer in civil engineering.

Conveyance BMP. A stormwater management technique that conveys stormwater to or from a runoff management BMP such as a rain garden or infiltration trench, and slows flows as stormwater travels across and from a developed site.

Critical Areas. Any of areas of Clallam County which are subject to natural hazards or landform features which carry, hold, or purify water and/or support unique, fragile or valuable natural resources including fish, wildlife, and other organisms and their habitat. These sensitive areas include the following features: geologically hazardous areas; wetlands; streams; flood hazard areas; fish and wildlife conservation areas; and areas with a critical recharging effect on aquifers used for potable water, i.e., ground water discharge areas. This definition is intended to be wholly consistent with the provisions contained in Title 27 of the Clallam County Code.

Discharge. Any stormwater runoff that is not infiltrated or evaporated but instead flows from the conveyance or management BMPs onto adjacent land.

Dispersion. Spreading stormwater runoff over vegetated pervious areas to slow runoff and aid in infiltration

Drainage plan A plan for receiving, handling and transporting surface water or groundwater runoff within the project site.

End-of-Line Discharge BMP. A stormwater management technique that disperses stormwater, discharging from a pipe or ditch, to a slow and diffuse manner to prevent concentration and associated channeling.

Engineered Drainage Plan. A plan designed by a civil engineer licensed in the State of Washington as a professional engineer in civil engineering.

Hydrologic Soil Group. Soils are classified by the Natural Resource Conservation Service into four Hydrologic Soil Groups based on the soil's runoff potential. Soil properties that influence runoff potential include depth to a seasonally high water table, intake rate and permeability after prolonged wetting, and depth to a very slowly infiltrating permeable layer. The four Hydrologic Soils Groups are A, B, C and D. Type A soils generally have the greatest infiltrative capacity and Type D soils have the least.

Impervious Surface. A hard surface area that either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development and causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Impervious surfaces include, but are not limited to, rooftops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, other surfaces which similarly prevent the natural infiltration of stormwater.

Manual. The State of Washington, Department of Ecology's 2019 Stormwater Management Manual for Western Washington.

On-Site Runoff Management BMP. A stormwater management technique designed to capture and absorb stormwater runoff from impervious surfaces such as roofs and driveways.

Pervious Surface. A surface that allows water to enter the ground by virtue of its porous nature or by large spaces in the material. Due to compaction, gravel driveways and parking areas do not count as permeable surfaces.

Raingarden. A vegetated depression that is designed to collect, store and infiltrate runoff. Raingarden areas typically include a mix of amended soils and vegetation.

Stormwater Region. Clallam County has three different stormwater regions based on the soil types, and amount of rainfall found in these areas. These regions determine the types and sizes of stormwater BMPs appropriate for use in managing stormwater in the project area. Consult the maps in Appendix B to determine the stormwater region your project is within.

Stormwater Runoff. Water which is not absorbed into the ground during and after a storm which then flows over the land.

Vegetated Open Space. Native undisturbed areas, rehabilitation of previously disturbed areas, or fields that are not regularly mowed. Active recreation areas and lawn shall not count towards vegetated open space.

1.3 Small Project Drainage Plan Requirements

1.3.1 Submittals

If you meet the criteria for a **Small Project Drainage Plan** Review and want to use it, the following must be submitted to the Department of Community Development for review and approval prior to construction activities, including earthwork, is started:

- **Small Project Drainage Plan Application Form** which will guide you through the submittal requirements. See Appendix A for an example of this form. Copies of the form are available from the Department of Community Development. The form will require you to provide a written overview of the proposed project that includes a description of the property, existing site conditions, proposed site improvements, operations and maintenance requirements (O&M) and proposed stormwater management techniques. Further instructions are available on the Drainage Plan Submittal Form.
- **Drainage Plan:** a scale drawing of the individual site showing the proposed improvements and how stormwater runoff from the improvements will be managed on the property. Consult Section II: Developing a Drainage Plan for guidance in preparing this plan.
- **Small Site Erosion and Sedimentation Control Plan-** a scale drawing of the project site used to show the limits of disturbance by the project and how required erosion control measures will be applied to prevent sediment from leaving the site during construction activities. This plan can sometimes be combined with the Drainage Plan.

1.3.2 Implementation

After a proposed drainage plan is approved by the County, the proposed improvements can be installed. The site improvements must be installed per the approved plan. If any changes to the plan are required, they must be reviewed and approved by the County before being constructed.

Separate building permits are required for any structures associated with the project.

1.3.3 Inspection

The drainage system must be inspected by the County during installation prior to certifying the structure for occupancy. Do not backfill over any underground installation until it has been inspected. The inspection requirements, such as when and how to schedule an inspection, will be identified in the approved plans and in the permit documentation.

1.3.4 Liability and Responsibility

You are responsible for damage caused by stormwater runoff due to your development. Clallam County's drainage requirements represent a good faith effort to address the potential problems associated with stormwater runoff due to development and during construction. However, the County has no control over the accuracy of information submitted and does not assume responsibility for damage which may occur due to stormwater runoff.

1.3.5 Operation and Maintenance Responsibility

The size, placement, and design of the drainage facilities as depicted by the drainage plan and approved by the Clallam County Department of Community Development must be maintained and may not be changed without written approval from the Clallam County Department of Community Development. Maintenance of all required drainage facilities is the responsibility of the owner of the site/lot served by these facilities.

SECTION 2 – DEVELOPING A DRAINAGE PLAN

This manual along with some basic measuring and drawing tools should be sufficient for most people to complete an acceptable drainage plan. Below is an example of a drainage plan that can be developed from a site plan. An example drainage plan is included in Appendix D for your use.

JOHN DOE
444 GRASSHOPPER ROAD
PORT ANGELES, WA 98362
(360) 555-4444

.52 ACRE LOT
RTS: 053009
PARCEL #: 053009479150

HOMOYUS SOIL
-HYDROLOGIC GROUP A

REGION 11

TOTAL IMPERVIOUS SURFACE = 2776 SQ. FT.
EXISTING CONTOURS ARE SHOWN

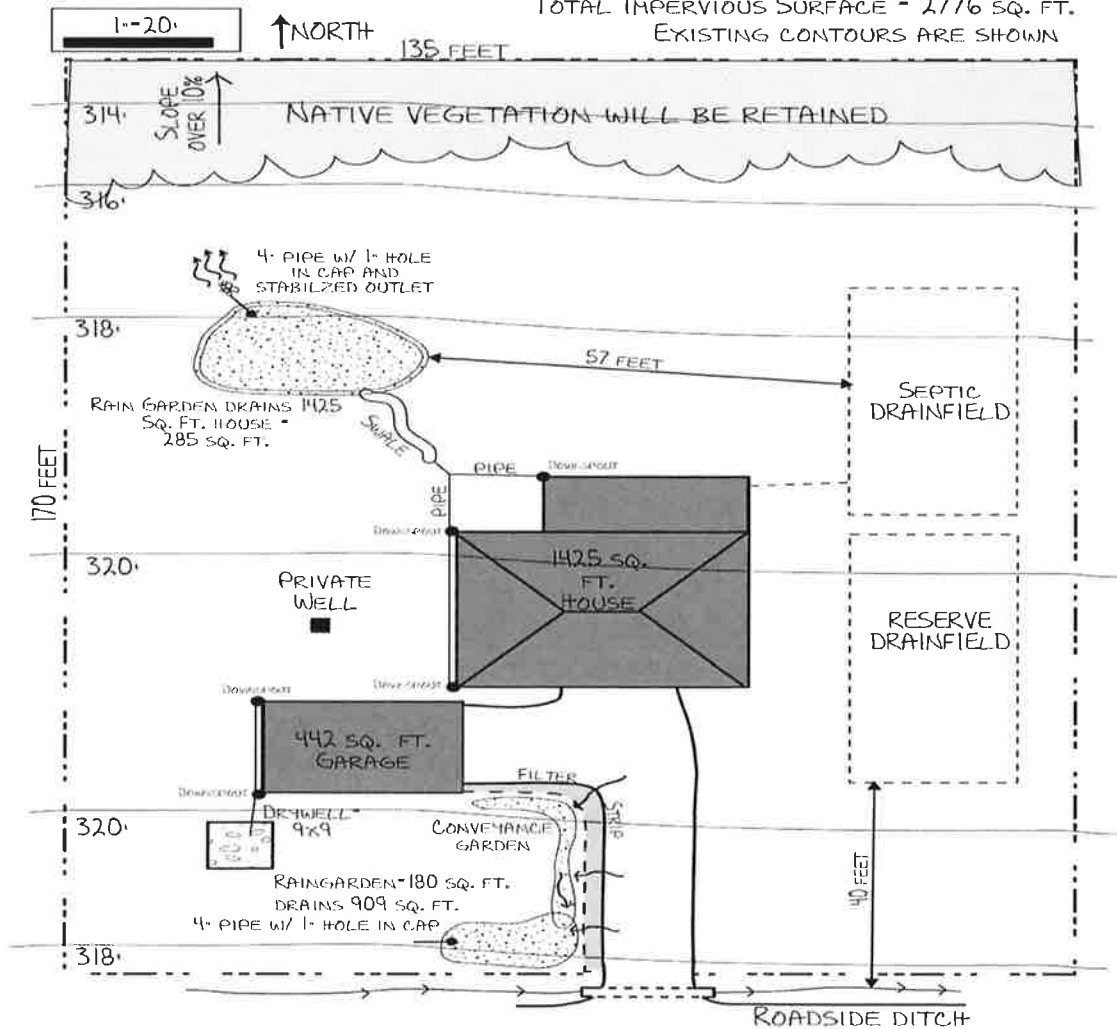


Figure 1. Example Drainage Plan

2.1 Elements of a Drainage Plan

The drainage plan must show the impervious areas such as a roof and driveway, the technique for managing the runoff generated by the impervious surfaces and the drainage path of the runoff from source to treatment area. Important considerations are the amount of impervious surfaces added and how good the soils are.

The primary goal of this plan to provide measures which prevent or greatly reduce the runoff generated by the improvements from leaving the site. This is called runoff management. The preferred method of managing stormwater is to infiltrate it. This does require the site to have average, or better soils. (Types A, B and C) and room on the site for a trench or a drywell. The 2nd preference for managing runoff from a small site improvement is dispersion. This option requires there be a native vegetated area downstream of the site that is of a prescribed length and less than a maximum slope. Runoff is dispersed (evenly spread) along the top of the vegetated dispersal area and allowed to sheet flow through the vegetation allowing the water to be naturally infiltrated.

2.2 Runoff Management BMPs (Section III-A)

The **Runoff Management** section of this manual presents general guidelines for design of BMPs for managing runoff from impervious surfaces such as roofs and driveways. In a ***Small Project Drainage Plan*** there are five options to manage stormwater from roofs and paved areas:

- Infiltration Systems
- Rainwater Dispersion
- Rain Gardens
- Runoff Filter Strips
- Rainwater Collection

The runoff management section of this manual provides general design requirements for the BMPs listed above, as well as specific sizing requirements for BMPs. There are additional BMPs that can manage stormwater, such as porous pavements. Those BMPs are included in the Manual for larger projects and are typically designed by a civil engineer.

2.3 Stormwater Conveyance BMPs (Section III-B)

The stormwater conveyance section of this manual presents general guidelines for conveying stormwater on your site. The stormwater conveyance BMPs serve to both convey stormwater from, and if necessary, to, a runoff management area such as a rain garden or infiltration trench, and to slow flows as they travel across and from a developed site. There are two options for the conveyance of stormwater on the site:

- Conveyance Piping
- Swales

The steps described below outline the process for development of a ***Small Project Drainage Plan***. For effective stormwater management, the plan needs to show the improvements and provide a BMP to manage the runoff.

1. Obtain an accurate topographic map for the site to use as a basis for the drainage plan. This can be as simple as a map that denotes flat areas, sloped areas, and drainage paths.
2. Find out the soil type on your project site in order to determine which stormwater management techniques in this manual will be applicable for your site. A soils professional or a septic designer can make this determination. For sites without a septic system, County soils maps can be consulted. To view the *Soil Survey of Clallam County*, go to <http://www.clallam.net/Maps/> or visit the Clallam Conservation District.
3. Conduct a site inventory to determine existing patterns of water movement and vegetated areas on your site.
4. On your plan draw out your proposed improvements. Be sure to show all the proposed buildings, walks, driveways, and any other site improvements that are a part of the project. (see pro tip #1)
5. Using your plan, track, and identify on the plan, the path that water will flow along from the proposed downspouts or paved areas. Surface water will flow down the slope, perpendicular to topography lines. Use the drainage project planning chart on page x to select options for managing roof water runoff, driveway runoff, conveyance areas, and end-of-line discharge areas. For example, show a pipe connecting the roof downspouts to a drywell that will infiltrate the runoff.
6. Consult Section III of this manual for details on how to size and locate each of the BMP options.
7. Sketch your drainage plan. Appendix A includes a list of the required information to include in the plan.
8. Layout, on the drainage plan, temporary erosion control measures and complete the small site construction pollution prevention plan form.
9. Submit the plan, and all of the supporting information listed in the submittal checklist, to the Clallam County Department of Community Development. The County will review and approve the plan if it is acceptable. If it is not, the County reviewer will provide you with comments to consider and you will need to revise the plan and resubmit for approval.

2.4 PRO TIPS #1

The following are tips for creating a development that minimizes the impact your construction project will have on the patterns of water flow and vegetated areas of the site and help facilitate stormwater infiltration on the property:

- Use an eraser when working on your plan. The process is iterative, and you may need to adjust you plan along the way.
- Place structures as close to the public access point as possible to minimize road/driveway length. Minimize paved parking areas, and utilize porous paving options wherever possible.
- Slope paved areas to facilitate drainage to stormwater management areas.
- Reduce building footprints whenever possible. Utilize basements or taller structures with lofts or second stories to achieve square footage goals.
- Orient buildings on slopes with long-axis along topographic contours to reduce grading requirements.
- Set clearing limits that give maximum protection to soils and vegetation while allowing reasonable areas for equipment to maneuver on the site. Delineate the areas both on the construction plans and on the ground with temporary fencing or taping to help you visualize the layout before drawing it.
- Retain natural vegetation and avoid disturbing natural drainage patterns.

SECTION 3 – RUNOFF MANAGEMENT BMPS

A drainage system collects, cleanses, infiltrates, and conveys stormwater to a natural drainage system or existing storm sewer. The following are guidelines for the design and implementation of a ***Small Project Drainage Plan***, including techniques for managing run-off from impervious surfaces, conveying stormwater on the property, and for properly discharging stormwater from your property.

Runoff management is the main component of a small project drainage plan. This manual includes seven options to manage stormwater from roofs and paved areas. The main features and preferred application for each option are summarized below. Details of each option are explained in the following sections.

Rain Gardens

- Rain gardens are excavated basins in which runoff accumulates and slowly infiltrates or flows out through a small outlet opening.
- One of the most versatile options, rain gardens can be placed in any soil type and on most sites and should be the primary runoff management technique for most sites.

Infiltration Systems: Trenches and Drywells

- Infiltration utilizes gravel-filled basins or trenches to infiltrate runoff into porous soil.
- Requires soil with sandy or gravelly texture without high water table. A list of suitable soils for infiltration techniques can be found in Appendix C.
- Infiltration systems may clog with sediment over time and require replacement.
- Some trenches and drywells are considered Underground Injection Control (UIC) wells and are required to be registered with the Washington Department of Ecology.

Rainwater Dispersion

- Dispersion emphasizes use of vegetated areas to receive dispersed stormwater.
- Requires at least 50% vegetated open space on site with a drainage easement.
- Best on slopes less than 10% where runoff is easily routed to vegetated areas.

Rainwater Collection

- Rain barrels and cisterns are containers in which roof runoff is collected for later use or release. These options have limitations on size and application.
- Rain barrels and cisterns can only collect roof runoff, and the collected water is suitable for non-potable uses only.
- Rain barrels and cisterns require careful management to control and manage overflow.

Runoff Filter Strips

- Runoff filter strips are large roadside areas of sandy or gravelly soil covered with turf which allow filtering, storage and infiltration of paved area runoff.

- The filter strip area must be equal to that of the impervious paved area it is adjacent to (such as the driveway), excavated and filled with sand or gravel.

3.1 Infiltration Systems

Infiltration systems are BMPs that are designed to allow runoff to be absorbed into the ground. Soil conditions must be favorable enough to assure that the device used to soak water into the ground (e.g., infiltration trench, drywell, etc.) will perform as expected. Many locations in Clallam County have soils that are underlain by a compact layer of soil called glacial till or hardpan which severely limits infiltration capacity and causes water to accumulate at or near the soil surface during the wet season. This can make full infiltration of runoff impracticable, cost prohibitive, unreliable, or all three.

In order to utilize infiltration, a soils professional, such as a professional soil scientist certified by the Soil Science Society of America, a locally licensed on-site sewage designer, or a suitably trained person working under the supervision of a professional engineer, geologist, or engineering geologist registered in the State of Washington, shall complete site specific testing to categorize the soils and identify the soils type for the sizing of the infiltration system. Refer to BMP T5.10A for additional information.

Infiltration trenches that only receive runoff from single family residential roof runoff are not considered UIC wells. Infiltration trenches that receive runoff from any other surfaces shall be registered. Infiltration trenches can be registered online at: <https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Underground-injection-control-program/Register-UIC-wells-online>.

Consult Appendix C to determine if your soil is suitable for these techniques.

If you plan to utilize infiltration trenches or drywells to control stormwater runoff, you will need to follow the guidelines listed below:

- Confirm you the project parcel has soils that are type A, B, or C type soils. Sites D soils are not appropriate for infiltration. If infiltration is feasible, have a soils professional categorize the soils on the project parcel.
- In your drainage plan include locations of proposed drywells and trenches with their sizes.
- Using the sizing criteria, calculate the area of trench required for the project's roof area. The roof can be routed to a single trench, or a combination of trenches. In the case of multiple trenches, indicate which roof areas will be routed into each.
- Runoff from paved areas including driveways and parking areas should flow through or across a vegetated strip or swale prior to infiltration. This will help remove debris from the runoff and preserve the life of the infiltration trench.
- Infiltration systems must be appropriately sited with respect to the locations of septic drainfields, wells, and building foundations so as not to adversely affect them. Infiltration systems must be down gradient and at least 30 feet from the septic drainfield, at least 10 feet from foundations, and 100 ft. from wells. Infiltration systems shall be located on flat or gently sloped ground with grades of less than 15%.
- Infiltration systems must be filled with washed drain rock (1 ½" to 3" in diameter). The top and sides must be covered and wrapped with filter fabric so that the fine soils do not migrate into the voids of the drain rock. Landscaping cloth (generally available at hardware stores) works well for this purpose. A screen must be provided either at the outlet of the downspout or at the inlet to the drywell pipe to keep debris from entering the system.

3.1.1 Infiltration Trenches

Infiltration trenches are shallow gravel-filled trenches where runoff water is routed for storage and infiltration. Infiltration trenches work best in sandy or gravelly soil and are not appropriate in some clayey soil types (hydrologic group D).

Runoff from paved areas including driveways and parking areas should flow through or across a vegetated strip or swale prior to infiltration.

Infiltration trenches are sized according to the type of soils found on the site. The following minimum lengths (linear feet) per 1,000 square feet of roof area based on soil type may be used for sizing downspout infiltration trenches:

- Coarse sands and cobbles: 20 LF
- Medium Sand: 30 LF
- Fine Sand, loamy sand: 75 LF
- Sandy loam: 125 LF
- Loam: 190 LF

INFILTRATION TRENCH DESIGN WORKSHEET

Step 1. Determine the roof area and check the soil group/infiltration rate the design is based on.

Building area: _____ sqft (roof area)

Step 2: Determine the soil type found on the project site.

Soil Type:

___ Coarse sands and cobbles

___ Medium sand

___ Fine sand, loamy sand

___ Sandy Loam

___ Loam

Soil Professional that determined soil type: _____

Step 3: Determine Length of Trench Required.

(Building Area / 1000 sqft) x (Required Trench Length) =

(_____ / 1000) X _____ = _____ ft of Trench*

*Round trench length up to the nearest whole foot.

Required Trench Lengths

- Coarse sands and cobbles: 20 LF
- Medium Sand: 30 LF
- Fine Sand, loamy sand: 75 LF
- Sandy loam: 125 LF
- Loam: 190 LF

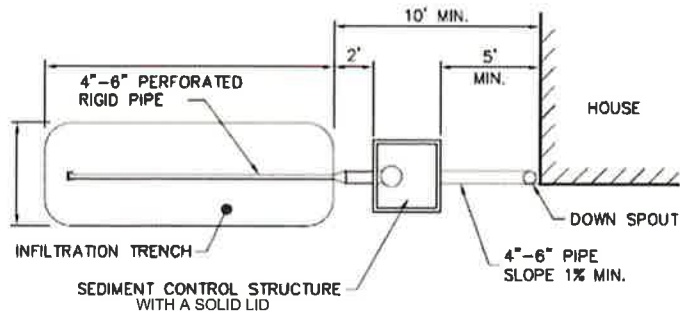
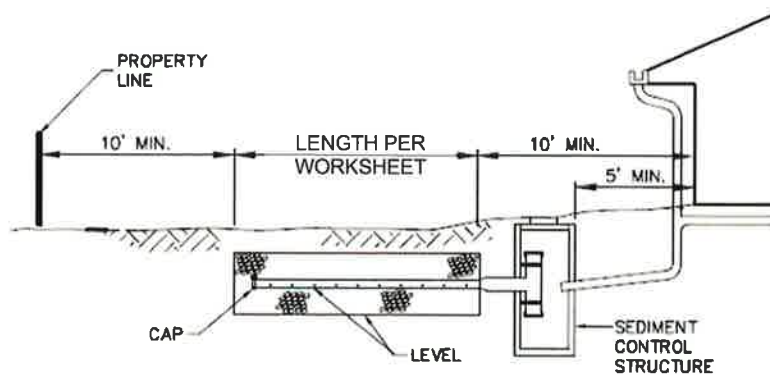
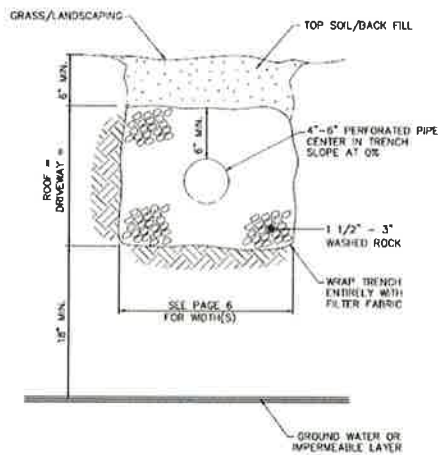


FIGURE 3

PROFILE
NOT TO SCALE



TRENCH SECTION
NOT TO SCALE



INFILTRATION DRYWELL WORKSHEET

A drywell is a simple, gravel-filled hole with a bottomless catch basin in the center into which runoff from the downspouts and gutters is routed. Drywells give a limited storage space for runoff to infiltrate slowly into the surrounding soil. Individual drywells can be used to manage runoff from up to 1,250 square feet of impervious surface area. Multiple drywells may be needed to manage the stormwater runoff on your property. Drywells are restricted to sandy or gravelly soil types (hydrologic group A and B).

When located in coarse sands, and cobbles, drywells must contain a volume of gravel equal to or greater than 60 cubic feet per 1000 square feet of impervious surface served. When located in medium sands, drywells must contain at least 90 cubic feet of gravel per 1,000 square feet of impervious surface served.

Similar to infiltration trenches, drywells that only receive runoff from single family residential roof runoff are not considered UIC wells. Infiltration trenches that receive runoff from any other surfaces shall be registered. Infiltration trenches can be registered online at: <https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Underground-injection-control-program/Register-UIC-wells-online>

Drywell Design Worksheet:

Step 1. Determine the roof area and check the soil group/infiltration rate the design is based on.

Building area: _____ sqft (roof area)

Step 2: Determine the soil type found on the project site.

Soil Type:

___ Coarse sands and cobbles

___ Medium sand

Drywells are not permitted in soils that do not meet the soil type listed above

Soil Professional that determined soil type: _____

Step 3: Determine Volume of drywell gravel required.

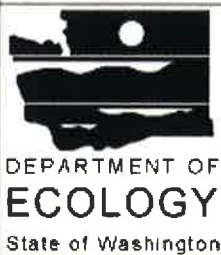
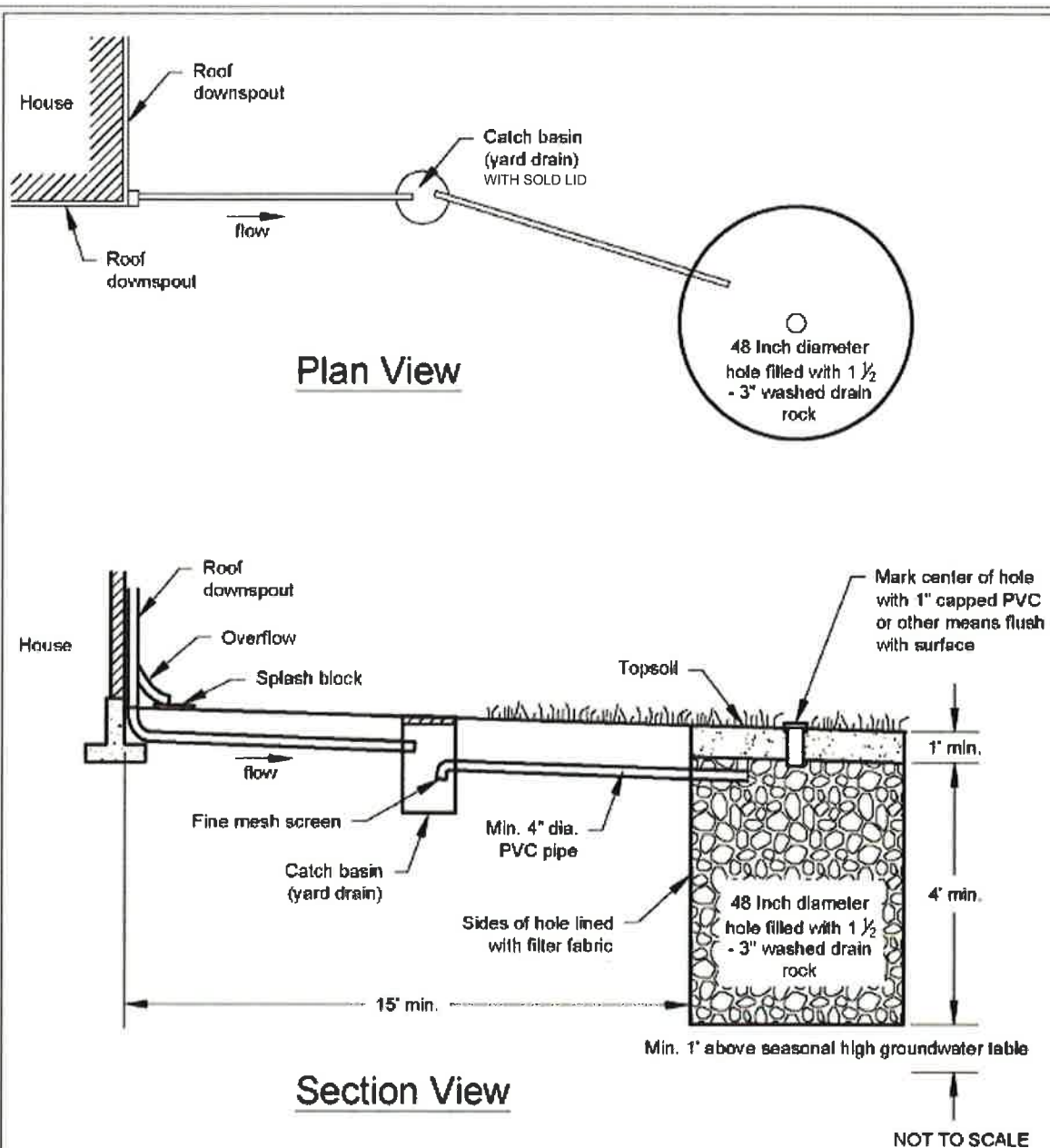
(Building Area / 1000 sqft) x (Required volume of gravel) =

(_____ / 1000) X _____ = _____ cuft of drywell gravel required.*

*Round up volume of gravel to the nearest whole cubic foot.

Required Trench Lengths

- Coarse sands and cobbles: 60 cuft / 1000 sqft of roof
- Medium Sand: 90 cuft / 1000 sqft of roof



Typical Downspout Infiltration Drywell

Revised June 2016

Please see <http://www.ecy.wa.gov/copyright.html> for copyright notice including permissions, limitation of liability, and disclaimer.

3.2 Rainwater Dispersion

Rainwater dispersion is a strategy that emphasizes minimization of impervious surfaces and evenly dispersing runoff into vegetated areas on your property. In order to utilize dispersion, there needs to be an appropriate vegetated open space that is down slope from the improvements, is large enough and has the desired slope. The vegetated open space includes native undisturbed areas, rehabilitation of previously disturbed areas, or fields that are not regularly mowed. Active recreation areas and lawn shall not count towards vegetated open space.

Dispersion is a good option for large rural lots. The following basic requirements apply to sites utilizing rainwater dispersion; additional measures may be required if site conditions warrant:

- The developed lot area must be predominately flat with slopes of no more than 10%.
- Provide at least 10-ft of dispersal trench for every 700 ft of roof area. A single trench shall not disperse more than 3500 sqft of roof. For roofs that exceed 3500 provide multiple trenches and spread trenches apart to the max extent possible.
- Areas of vegetated open space should be delineated clearly on the drainage plan.
- The maximum lot impervious surface area is 10% of the total parcel area.
- A vegetated flow path of at least 25 feet in length must be available along the path that runoff will follow prior to discharge to the nearest property line. The flow path must be as wide as the trench and slopes such that the water will not become channelize.
- A minimum 200-foot vegetated buffer from the point of dispersion to a critical area such as a stream or wetland. A vegetated flow path of at least 50-ft must be maintain between the outlet of the trench and slopes steeper than 15%.
- Dispersion areas must be at least 30 feet away from wells, and primary and reserve septic drainfields.
- Careful attention must be paid to spreading the stormwater properly. Runoff from each distinct impervious area should be dispersed to *different areas* and combining the flows from different areas should be kept to a minimum.

3.2.1 Small Lot Dispersion

Some areas of Region I in eastern Clallam County have excessively drained soils that are classified as hydrologic groups A or B. In these areas, rainwater dispersion can be used as the sole stormwater management regardless of the amount of vegetated open space on the lot. This is called Small Lot Dispersion. **See Appendix C to determine if the soil type on your site is suitable for this option.**

In situations with excessively drained soils, splash blocks are the simplest way to disperse the runoff collected from the roof area and discharged via a downspout. Downspout splash blocks or downspout extensions with splash blocks may be the only hardware required for areas with these excessively drained soil types. In general, if the ground is sloped away from the foundation, and there is adequate vegetation for effective dispersion, splash blocks will adequately disperse storm runoff into these gravelly or sandy soils. If the ground is level, adding downspout extensions to move the discharge point further from the foundation may be a better choice.

- ☐ The developed lot area must be predominately flat with slopes of no more than 10%.

- ☐ When utilizing Small Lot Dispersion, no more than 700 square-feet of roof area may be drained to a single splash block.
- ☐ A vegetated flow path of at least 25 feet in length must be available along the path that runoff will follow upon discharge from the splash block to the nearest property line.

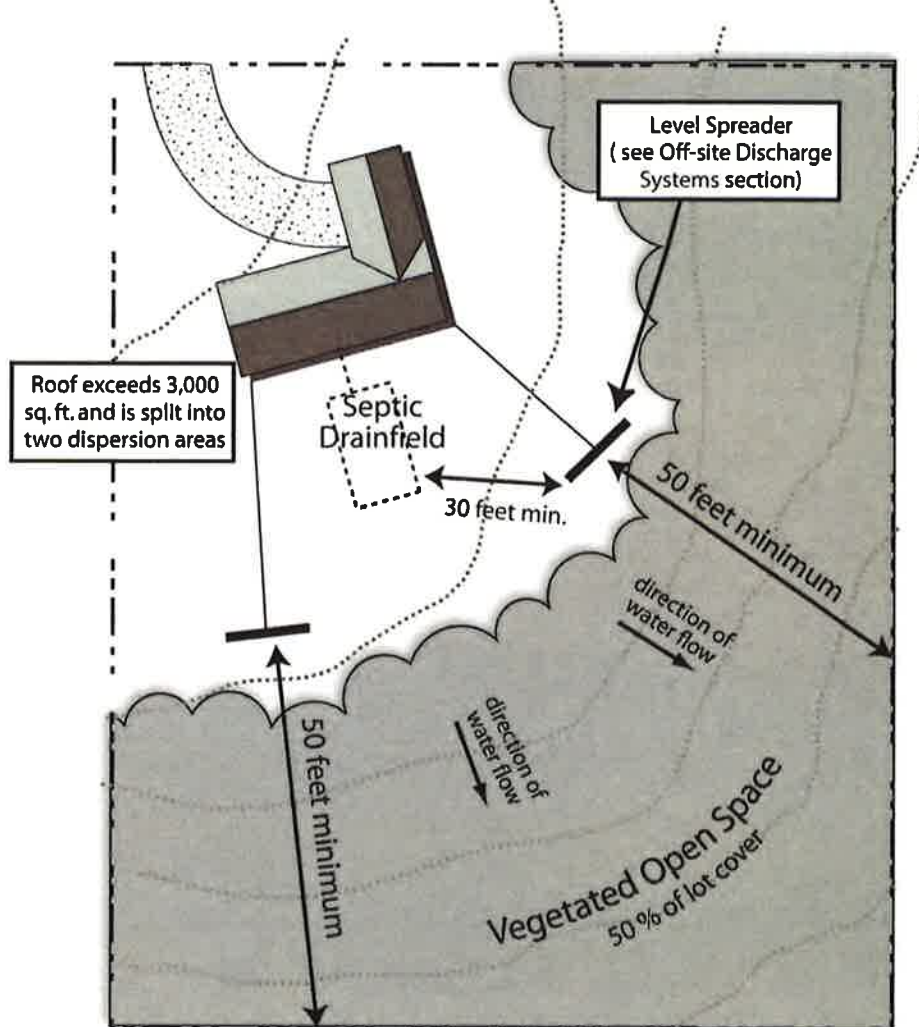
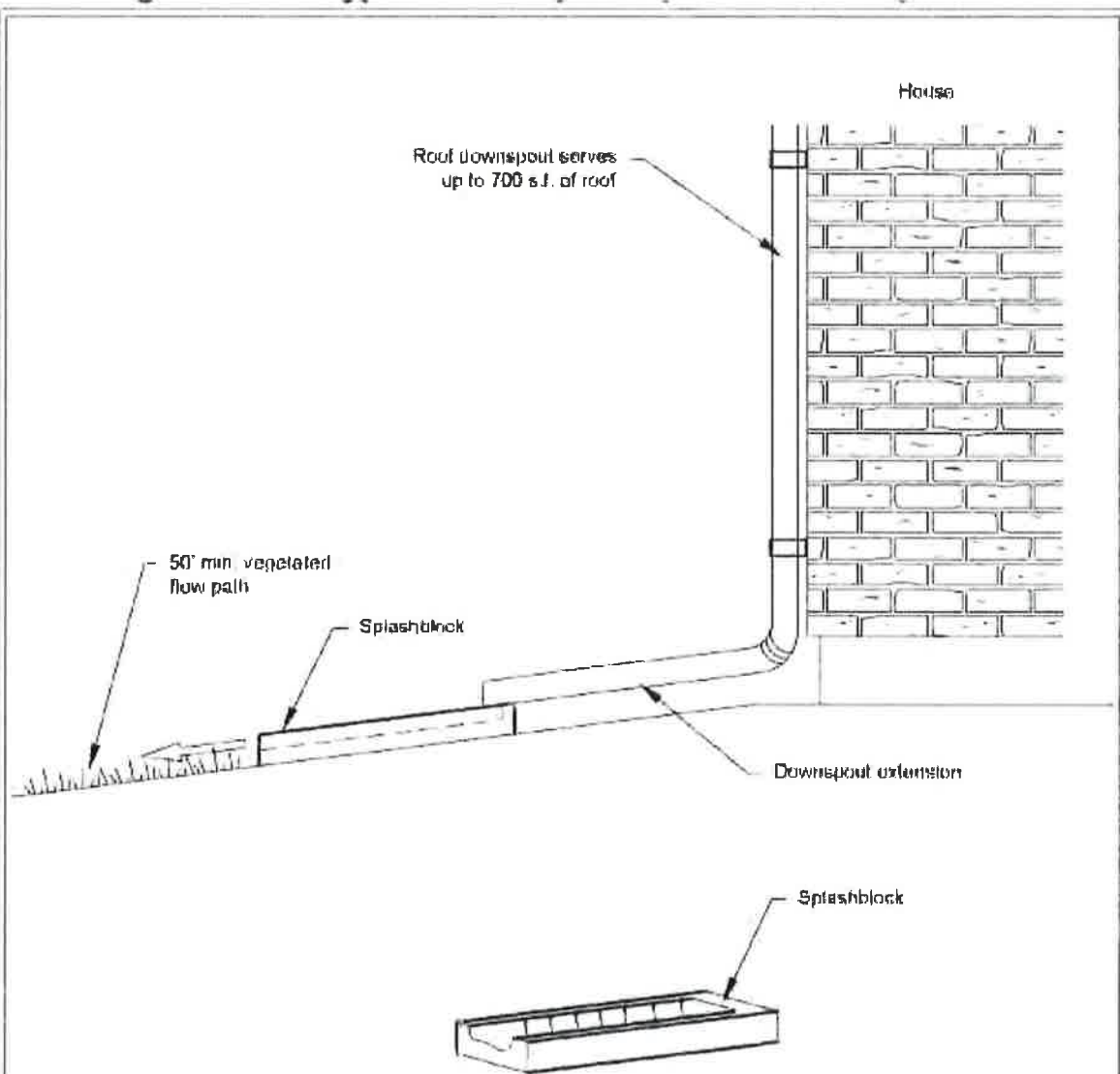
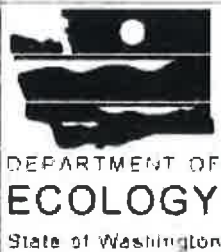


Figure 2. Example Dispersion Plan



Source: King County Department of Natural Resources, 1998

NOT TO SCALE



Typical Downspout Splashblock Dispersion

Revised December 2016

Please see <http://www.ecy.wa.gov/copyright.html> for copyright notice including permissions, limitation of liability, and disclaimer

3.3 Rain Gardens

Rain gardens are excavated depressions lined with amended soil and planted with vegetation capable of thriving in wet soil in the winter and dry conditions in the summer. Raingardens provide bioretention, a process in which storm runoff partially infiltrated, partially absorbed by the plants and filtered by the vegetation and soil. Depending on the size and project site soils, it should be expected that ponding or overflows occur in larger precipitation events or when there are periods of sustained rainfall. Rain gardens, however, can be among the simplest and easiest to maintain stormwater BMPs.

The surface area of a Raingarden, as measured just below the overflow/outlet elevation, shall be at least 5% of the surface area draining to it.

Rain gardens have a minimum ponding depth of 6-inches.

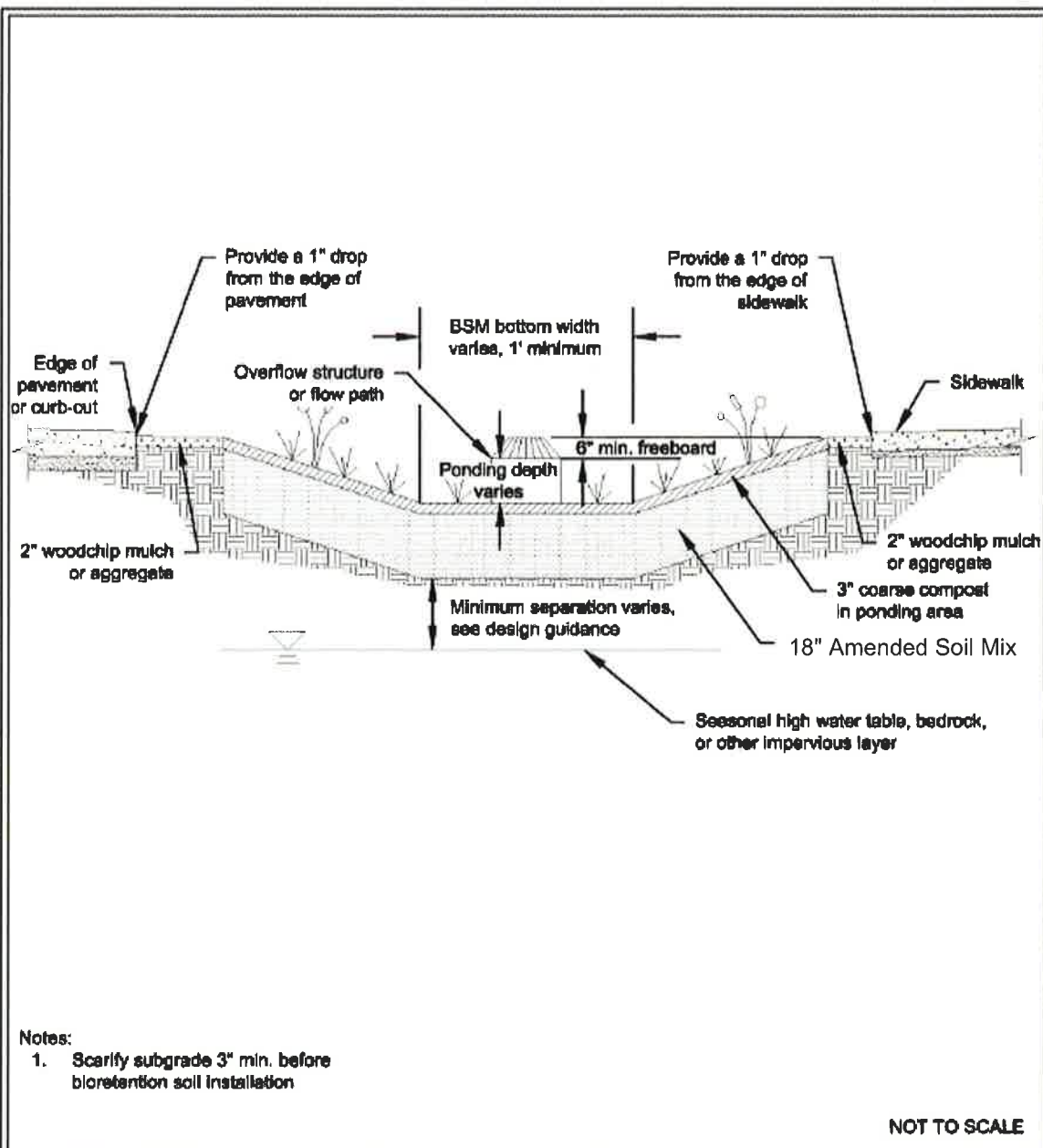
Pro Tip:

- Bioretention soils are very sensitive to over compaction. Construction must take place during good weather. Care must be taken to not compact during the installation of the plans.
- Raingardens will have ponding water in them during, and after, precipitation events.
- Refer to the Raingarden Handbook for Western Washington, Curtis Hinman - June 2013 (<https://apps.ecology.wa.gov/publications/documents/1310027.pdf>)
- Amended soils shall consist of 65% of the excavated soils + 35% compost. Amended soil shall be placed in the bottom of the raingard and lightly compacted. It is recommended that 6-inches of the amended soils be placed at a time and lightly tamped. Keep foot and vehicles off of the placed soil.
- Refer to the sample planting plans in the Raingarden Handbook link above.

Example: A 3,000 square foot house would require a rain garden with a surface area of 150 square feet.

If you utilize a rain garden to control stormwater runoff, you will need to follow the guidelines below:

- ☐ Rain gardens should be located on level to gently sloped ground. Use caution in locating rain gardens on slopes greater than 10%.
- ☐ Rain gardens shall be built to the required size as shown in the sizing table above.
- ☐ Rain gardens shall have a minimum ponding depth and at least 18-inches of amended soils.
- ☐ Side slopes shall be 3 horizontal to 1 vertical or less.
- ☐ Be sure to provide an overflow drain path for the rain garden. Outlets may consist of small spill ways or consisting of a 4" pipe. Overflow path shall be inspected and confirmed that overflow stormwater will not have a negative downstream impact.
- ☐ The rain garden shall include an additional overflow either by surface sheet flow or stabilized rock spillway to a level spreader, ditch or other stormwater dispersal system.
- ☐ The rain garden should be planted with vegetation appropriate for moist and seasonally dry conditions. See Appendix E for a list of recommended plants.



Typical Bioretention

Revised January 2019

Please see <http://www.ecy.wa.gov/copyright.html> for copyright notice including permissions, limitation of liability, and disclaimer.

3.4 Runoff Filter Strips

Runoff filter strips are lawn areas underlain by 1 to 1.5 feet of sand or gravel that are adjacent to driveways or parking areas. The turf and sand filter pollutants from runoff and allow stormwater to slowly infiltrate into the underlying soil.

Runoff filter strips shall encompass an area equal in width to the impervious surface area that drains to them. The lengths of the filter strip in areas with Type A or B soils shall be:

- 10' long for impervious areas up to 20'.
- For impervious areas greater than 20', the flow path through the filter strip shall be 10-feet, plus an additional 0.25-feet for every 1-foot of impervious area beyond the initial 20-feet.

In areas with Type C or D soils, the lengths of filter strips shall be:

- For every 1-foot of flow path length across the impervious surface, the flow path through the filter strip shall be 6.5-feet.

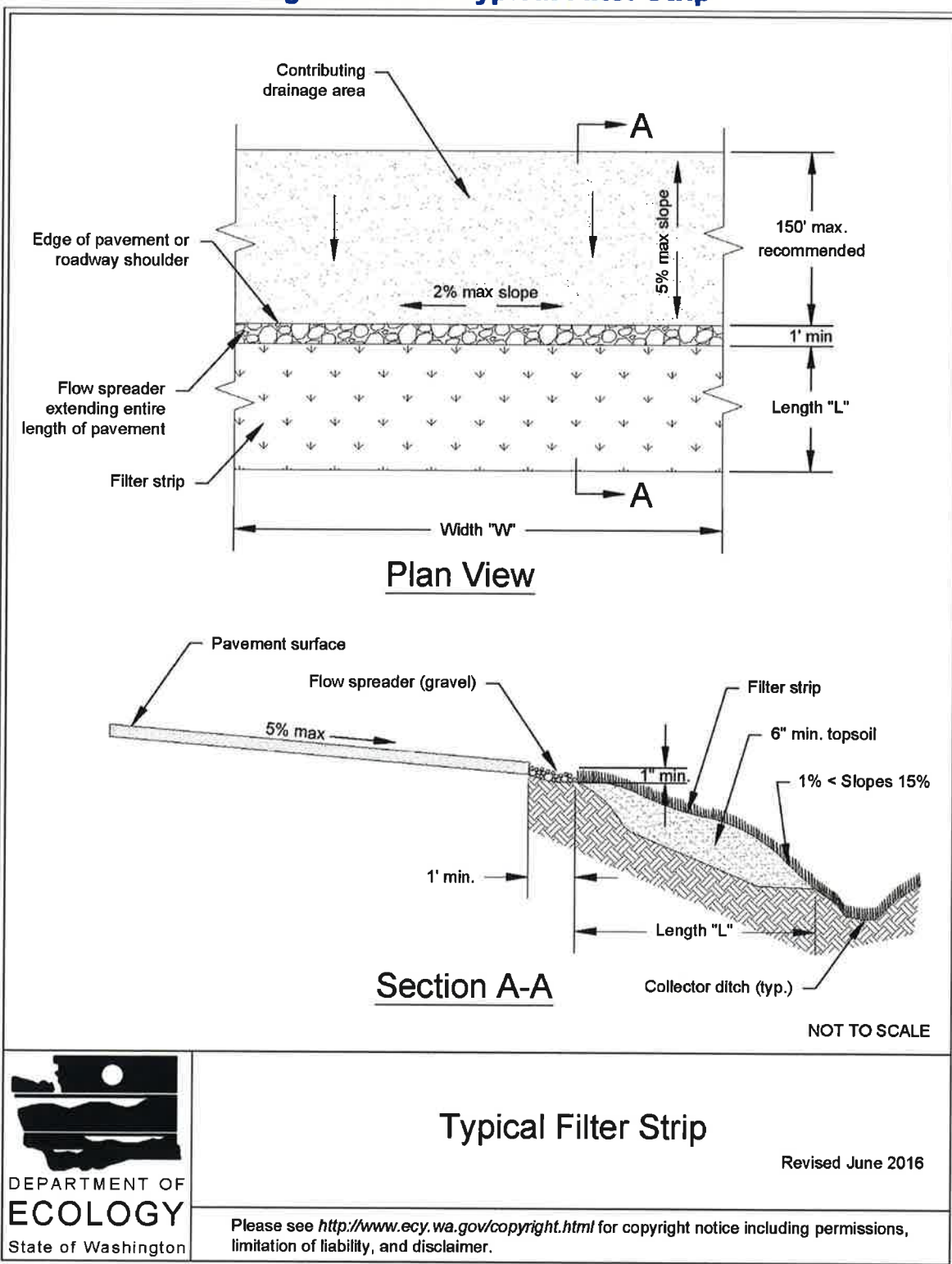
Additional filter strip criteria are

- The slope of the impervious area, such as a parking lot, draining to the filter strip must be less than 8 percent.
- The longitudinal slope of a road draining to a filter strip shall be less than 5%.
- The average slope of the filter strip shall be less than 15%.

Examples:

- A 75' long paved driveway, 24' wide, in an area with Type B soils, would require a filter strip 11' wide along the entire length of the driveway. ($10' + 0.25'/ft \times 4' = 11\text{-ft}$).
- A 75' long paved driveway, 10' wide, in an area with Type C soils, would require a filter strip 65' wide along the entire length of the driveway. ($10' \times 6.5'/ft = 65\text{ft}$).

Figure V-7.11: Typical Filter Strip



3.5 Rainwater Collection

Rainwater can be collected off of roofs and routed to containers such as rain barrels or cisterns for storage and later use. Up to 2,500 square feet of impervious surface may be mitigated by the use of rainwater catchment. Small systems of up to 2,200 gallons with water use restricted to non-potable outdoor uses can be incorporated into a drainage plan without engineered designs. Engineering design is required for systems requiring more than 2,200 gallons of storage.

Refer to <https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-recovery-solutions/Rainwater-collection> for additional information.

The table shown below shows the minimum size of storage required for the roof area draining to the cistern.

Square Footage of Roof Area Draining to Cistern							
		250	500	1,000	1,500	2,000	2,500
Required Cistern Volume by Region (Gallons)	Region I	400	800	1,600			
	Region II	500	1,100	2,200			Not permitted
	Region III	750	1,600			Not permitted	Not permitted

Shaded cells indicate rainwater catchment systems over 2,200 gallons that require an engineered design. Rainwater catchment can be used as the sole runoff management option for roofs up to 1,000 square feet and for up to 50% credit for additional roof areas. To receive credit for roof areas routed to cisterns or rain barrels, the storage volume must equal or exceed the amounts required in the sizing table above.

In order for rainwater catchment to aid in reducing flows from developed areas, it is important to manage overflow during storms. Ideally, spigots should be shut off during stormy periods, and overflow routed to additional BMPs such as a rain garden or infiltration trench. Storage levels kept to less than $\frac{3}{4}$ full by slowly lowering levels during dryer weather by irrigating lawns or gardens or very slowly draining to conveyance areas. Larger clean-out valves should never be used to lower water levels especially during winter months. Water from the cistern should be drained prior to freezing weather.

If you plan to utilize a cistern or rain barrels to collect stormwater runoff, follow the guidelines below:

- ☐ Containers should be placed on a concrete or brick footing on firm ground.
- ☐ Container capacity shall meet or exceed the size specified in the sizing chart for the roof area draining to it.
- ☐ Containers storing less than 1,000 gallons shall use an outlet spigot of $\frac{1}{2}$ ", larger containers shall utilize spigots $\frac{3}{4}$ " or larger.
- ☐ Containers must have an overflow pipe located below the top of the tank which is directly routed to a conveyance BMP.
- ☐ The container shall have a controllable spigot or valve located near the bottom. The spigot should drain to a hose or pipeline that can outlet to a conveyance BMP.
- ☐ The water collected from the gutter shall be filtered with a fine screen prior to discharging to the storage container.
- ☐ The container should have a valve of at least 2" in diameter to flush sediment out of the tank. This larger valve should not be used to drain the tank because of the rapid rate of draining.

3.6 Stormwater Conveyance BMPs

The stormwater conveyance BMPs collect and convey runoff on the site. When well implemented, conveyance BMPs can slow flows and allow some infiltration of stormwater as it travels across a developed site. To achieve these benefits, at least half of the flow paths from various impervious areas shall consist of open conveyance, thus limiting the use of pipes and narrow ditches. The two options for conveyance of stormwater consist of conveyance piping and swales. This section of the manual presents general guidelines for design of the following conveyance BMPs for small projects:

- Conveyance Piping
- Swales

3.7 Conveyance Piping

The most common way to convey stormwater is with Closed conveyance piping. Pipes are sold in many types of materials. PVC, and CPEP pipes are the most common types of pipes used for small site drainage plans. For culverts, or pipes that are shallow under vehicle areas, concrete and ductile pipes are recommended.

Pipes should be laid to a true line and grade. Pipes shall be bedded with well graded soils that do not contain rocks greater than 1-inch in diameter. The bedding shall be compacted below, around the sides of the pipe, and above the pipe to a firm and unyielding condition. Native soils can be generally used for backfilling the remainder of the trench. These soils shall be placed in layers no more than 8-12 inches and compacted. Wet soils that do not compact, or soils that contain a lot of debris and organics, may need to be replaced with an imported gravel borrow.

Refer to Section 7-08 General Pipe Installation Requirements in the current edition of the Washington State Department of Transportation Standard Specifications for Road, Bridge, and Municipal Construction for additional information.

3.8 Swales

Swales are broad, shallow ditches with gentle slopes. They are generally grassed and designed for easy mowing. Swales may be stabilized with cobbles and decorative stones/river rock. Swales should be used on level or gentle sloped ground with grades less than 5%. The bottom width of a swale should be at least 2 feet. However, if the swale serves over 5,000 square feet of impervious surface, the bottom should be at least 3 feet wide.

3.9 End-of-Line Discharge BMPs

After stormwater has traveled through a Runoff Management BMP such as a rain garden, rainwater planter, or infiltration system, it is conveyed through an open conveyance BMP to a discharge point. This point should be at or near the point where water naturally flowed from the site before the permitted development. In order to eliminate or minimize any impacts associated with the discharge of stormwater from a site, stormwater shall be dispersed utilizing either a level spreader, continued dispersion or a rock energy dissipating pad. This section of the manual presents general guidelines for design of the following discharge BMPs for small projects:

- Level Spreaders
- Continued Dispersion

3.9.1 Level Spreaders

Level spreaders are structures that are designed to convert small concentrated stormwater flows to sheet flows over a large area. Level spreaders come in many forms, but all designs follow the same principle:

1. Concentrated flow enters the spreader through a pipe, ditch or swale.
2. The flow is slowed and energy is dissipated.
3. The flow is distributed throughout a long linear shallow trench or behind a low berm.
4. Water then rises and is dispersed over the level spreader.

3.9.2 Gravel Spreader Trenches

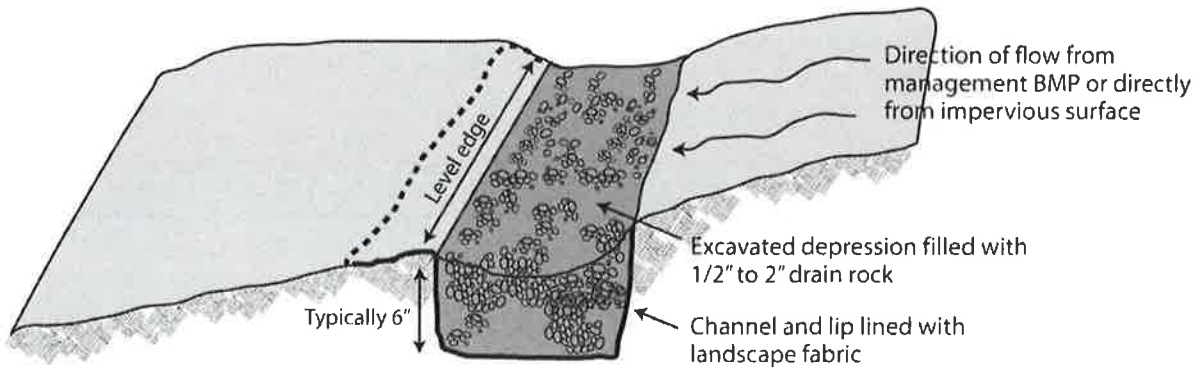
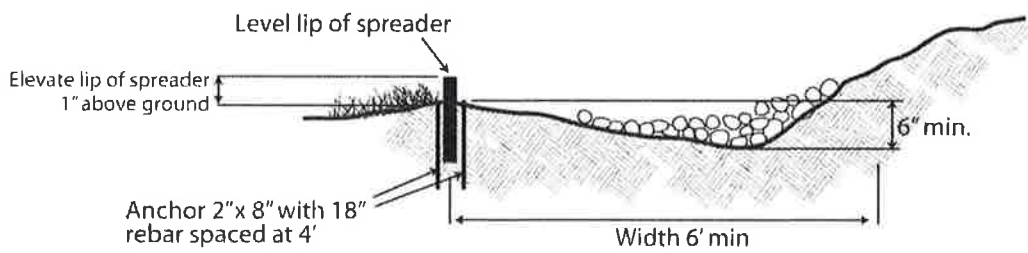
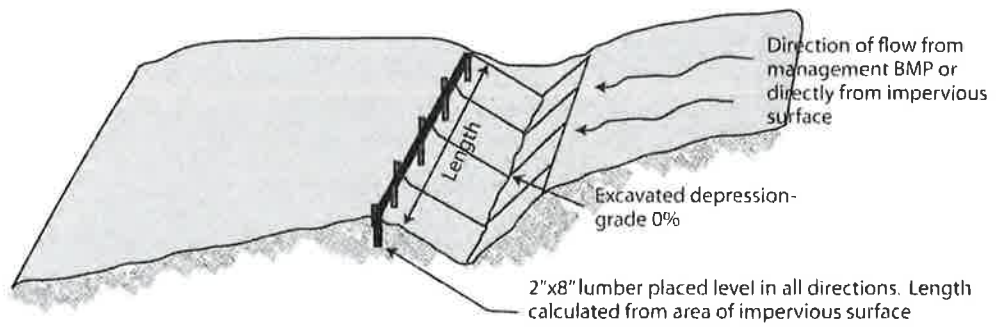
A gravel spreader trench is a gravel filled channel with a level downslope edge. Water pools in the channel, rises up and flows evenly over the edge of the channel as dispersed sheet flow. The channel should be dug along an elevation contour, which helps make the downstream lip "level." Landscape fabric should be used to underlay the channel and protect the downslope lip. A disadvantage of this type of spreader is that it is very hard to get the lip truly level and keep it that way.

A spreader shall have a minimum length of 10 feet for every 1,000 feet of directly tied impervious surface. For example, to adequately disperse flows from an impervious surface (such as a driveway) that measures 1,500 square feet, a level spreader 15 feet long would be needed.

For the outflow of a BMP such as a rain garden, or planter, 2,000 square feet of impervious surface may be routed for every 10 feet of width of the level spreader. For example, a rain garden receiving the runoff from a 4,000 square foot surface should have an overflow leading to a level spreader 20 feet in length.

The maximum length of one level spreader shall be 30 feet. For areas larger than 3,000 square feet of impervious surface that are drained directly by a level spreader, more than one level spreader should be used. When used in conjunction with runoff management and conveyance BMPs such as a rain garden or conveyance furrow, impervious surfaces larger than 6,000 should incorporate more than one level spreader.

A vegetated flow path of at least 50 feet in length must be available along the path that runoff will follow upon discharge from the spreader to the nearest property line. The level spreader should be at least 200 feet from a critical area such as a stream, wetland or geologically hazardous area.



Appendix A

Appendix A: Sample Drainage Plan Submittal Form

Copies of this form are available at the Clallam County Department of Community Development or on the website: [\[redacted\]](#)

FEE:

Clallam County Public Works Department
223 E. 4th Street, Suite 6 Port Angeles, WA 98362
360-417-2379 Fax 417-2513

DRA _____

Drainage Plan Submittal

Information

Please print. Leave no blank lines.

Landowner _____

Phone _____

Address _____

City, ST ZIP Code _____

Nearest County Road _____

Tax Parcel # _____

Prepared By (Agent) _____

Address _____

City, ST ZIP Code _____

Phone _____

Short Plat Name _____

Driveway:

____ Not on County Road (accesses private rd, easement, or State Hwy)

____ Submitting permit now for driveway approach onto County road

____ Existing driveway approach onto County road

Block: _____

Lot: _____

Volume _____

Page: _____

Acreage: _____

Soils: _____

Regarding pre-approval for additional/future structures: Locations and dimensions must be shown on this site plan for future drainage fees to be waived. Future/Additional structures which create impervious areas that are equal to or greater than 5,000 square feet may require engineered drainage plans.

Signature of Owner/ Owner's Agent _____

Date _____

Requirements: The following are required as part of a drainage plan submittal

☐ Drainage Plan (must be plotted to scale, with all significant dimensions given. Use attached sheet or attach a separate sheet, no larger than 11x17. See checklist for required information.

☐ Written Drainage Assessment

☐ Declaration of Covenant and Grant of Easement form

Submit the completed forms to the Clallam County Public Works Department. Incomplete information can delay processing of the drainage evaluation.

Drainage Plan

DRAINAGE PLAN CHECKLIST:

The following information must be included on all small project drainage plans:

Identification

- ☐ Name, address, and phone number of applicant
- ☐ Parcel number
- ☐ Dimension of all property lines
- ☐ Street names and existing or proposed property address
- ☐ Section, township, and range of proposal.
- ☐ North arrow
- ☐ Legend if needed
- ☐ Scale—use a scale that clearly illustrates drainage features and BMPs/measures
- ☐ Show at least 5-foot contours for all slopes steeper than 15% .

Building and Site Development Features

- ☐ Footprint of all structures (existing and proposed)
- ☐ Future structures and improvements planned.
 - If you wish to have drainage review fees waived for future structures/improvements on this parcel, you must show them (with dimensions) on the site plan.
- ☐ Parking, roads, and driveways (existing and proposed)
- ☐ Sport courts, patios, pools and any other paved or impervious surfaces (existing and proposed)
- ☐ Total impervious surface land cover (existing and proposed)
- ☐ Location of any retaining walls and rockeries (existing and proposed)
- ☐ Existing or proposed septic system, including all system components and both primary and reserve drainfields.
- ☐ Utility structures (poles, fire hydrants, etc.)
- ☐ Existing easements
- ☐ Existing wells or wells to be abandoned.
- ☐ Newly created vegetated areas.
- ☐ Remaining vegetated open space that will remain undisturbed.

Natural Features and Critical Areas

For a map detailing the critical areas on your site, go to <http://www.clallam.net/Maps/> or visit the permit counter at the Department of Community Development. *Development within 200 feet of a critical area requires an engineered drainage plan.*

- ☐ Existing natural features of the property (woods, pasture, brush).
- ☐ Existing hydrology- Location of all existing and proposed ditches, swales, pipes, etc.
- ☐ Delineation of all streams, wetlands, lakes, closed depressions, or other water features (including any required buffer widths)
- ☐ Delineation of all flood hazard areas, erosion hazard areas, steep slope hazard areas, landslide hazard areas, and their buffers and building setback lines.

Stormwater Management Information

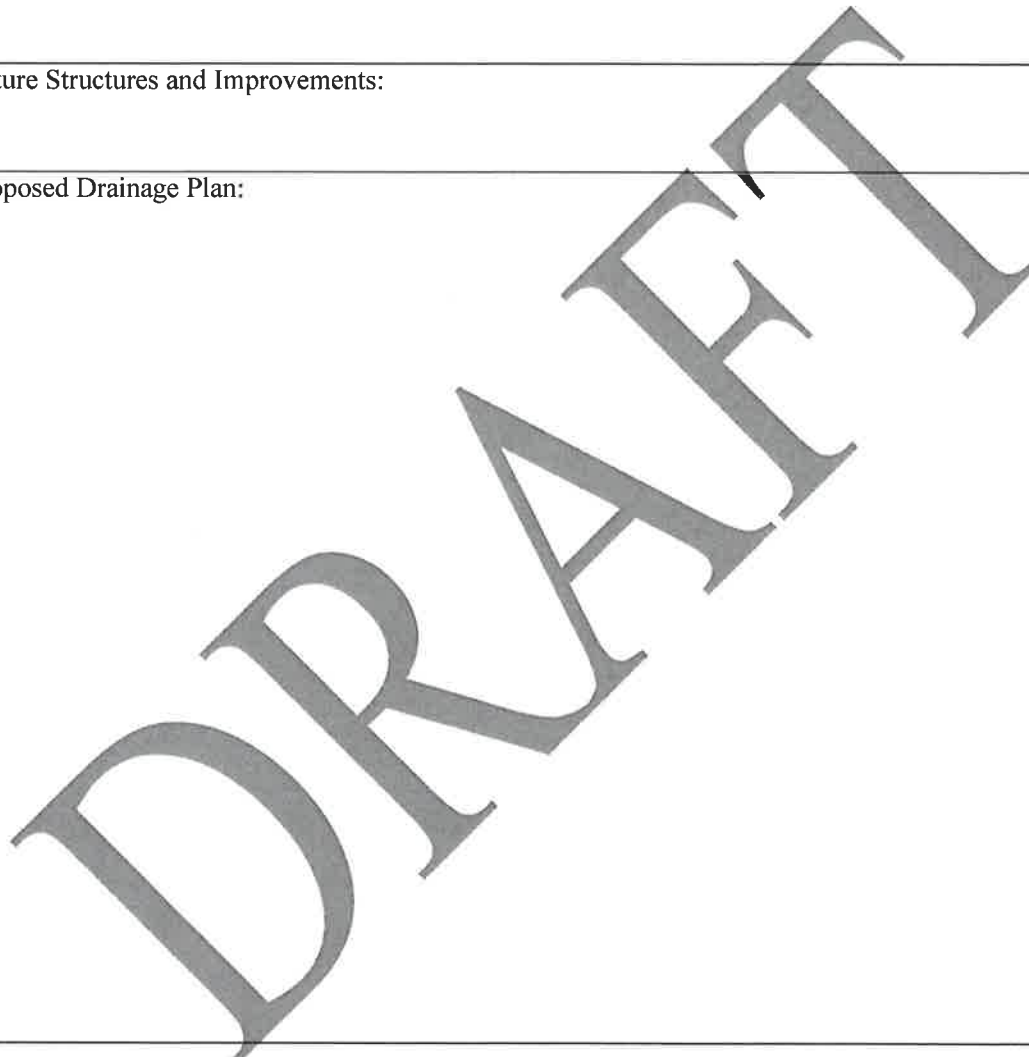
In addition to the general information listed above, the following additional information is required on drainage plans that include installation of stormwater BMPs:

- ☐ Identify the Stormwater Region your project is within.
 - Consult the map on page **X** to determine the stormwater region your project is within. This is critical for sizing various stormwater management techniques.
- ☐ Identify the soil type(s) on your project site in order to determine which stormwater management techniques in this manual will be applicable for your site.
 - For a County soils map showing this information, consult the *Soil Survey of Clallam County*, go to <http://www.clallam.net/Maps/>, or visit the Clallam Conservation District.
- ☐ Show delineation and dimensions of impervious surfaces and pervious surfaces, both existing and new.
- ☐ Show location and dimensions of runoff management BMP methods such as but not limited to infiltration trenches, drywells, rain gardens, permeable pavements, rain water storage tanks for managing stormwater from all impervious surfaces.
 - Use the drainage project planning chart on **page x** to select options for managing roof water runoff, driveway runoff, conveyance areas, and off-site ROW discharge areas.
 - Appendix C summarizes the BMPs appropriate for your soil type and slope.
 - Consult Section III of this manual for details on the design and applicability of each of the BMP options. Use the sizing charts located in Section III to determine the required dimensions for each BMP based on the stormwater region in which the project is located.
- ☐ Show delineation and dimensions of the flowpath of stormwater through the site - from the runoff management BMPs, to conveyance BMPs, to end-of-line discharge BMPs.
- ☐ Show setback lengths between stormwater management BMPs and any property line, structure, well, steep slope, stream, wetland, or septic system including drainfields.

Written Drainage Assessment

The written drainage assessment is a supporting document of the small project drainage plan that should include the following information:

- ☐ A description of the property:
 - **Property Description:** Describe the natural features of the parcel (i.e. woods, pasture, brush) and give the approximate area covered by those features.
 - **Existing Structures/ Improvements:** List any existing buildings, driveways (dirt, gravel, etc.), sidewalks, etc. and their area size in square feet or acres.
 - **New Structures/ Improvements:** List new buildings and their sizes along with any size changes in existing driveways, parking areas, landscaped areas, etc.
 - **Future Structures/ Improvements Planned:** If you wish to have drainage review fees waived for future structures/improvements on this parcel, you must list them (with dimensions) in this section. Show their locations on the plot plan.
 - **Remaining Undisturbed Land:** List and provide the size of the land (woods, pasture) not covered by buildings or improvements.
- ☐ Proposed Drainage Plan: A description of proposed stormwater management BMPs shown on the drainage plan and how they were selected.

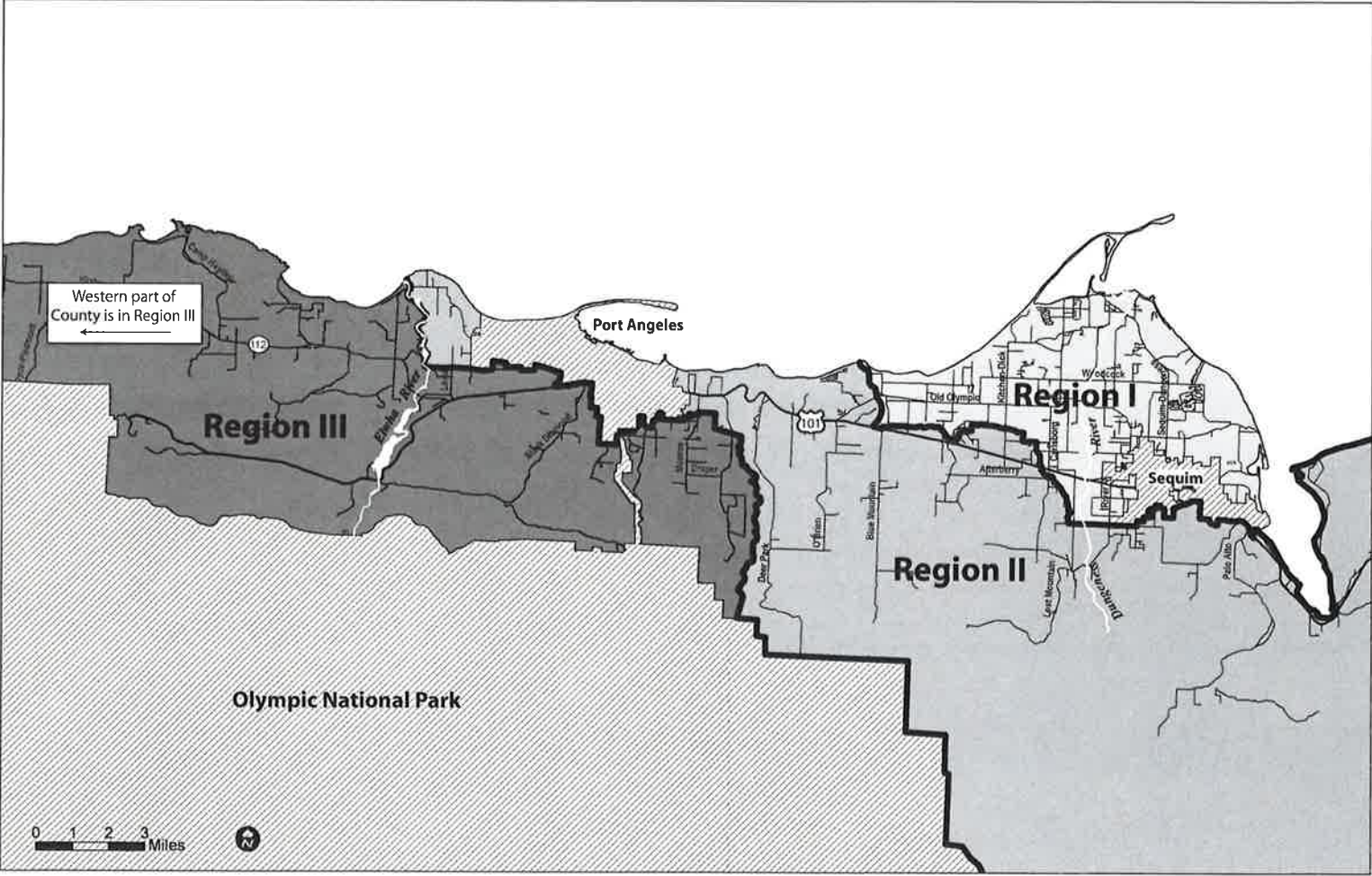
Parcel Number:	
Description	Area (sq. ft.)
Property description: (wooded, pasture, etc.)	
Existing Structures/ Improvements:	
New Structures and Improvements:	
Future Structures and Improvements:	
Proposed Drainage Plan:	
	

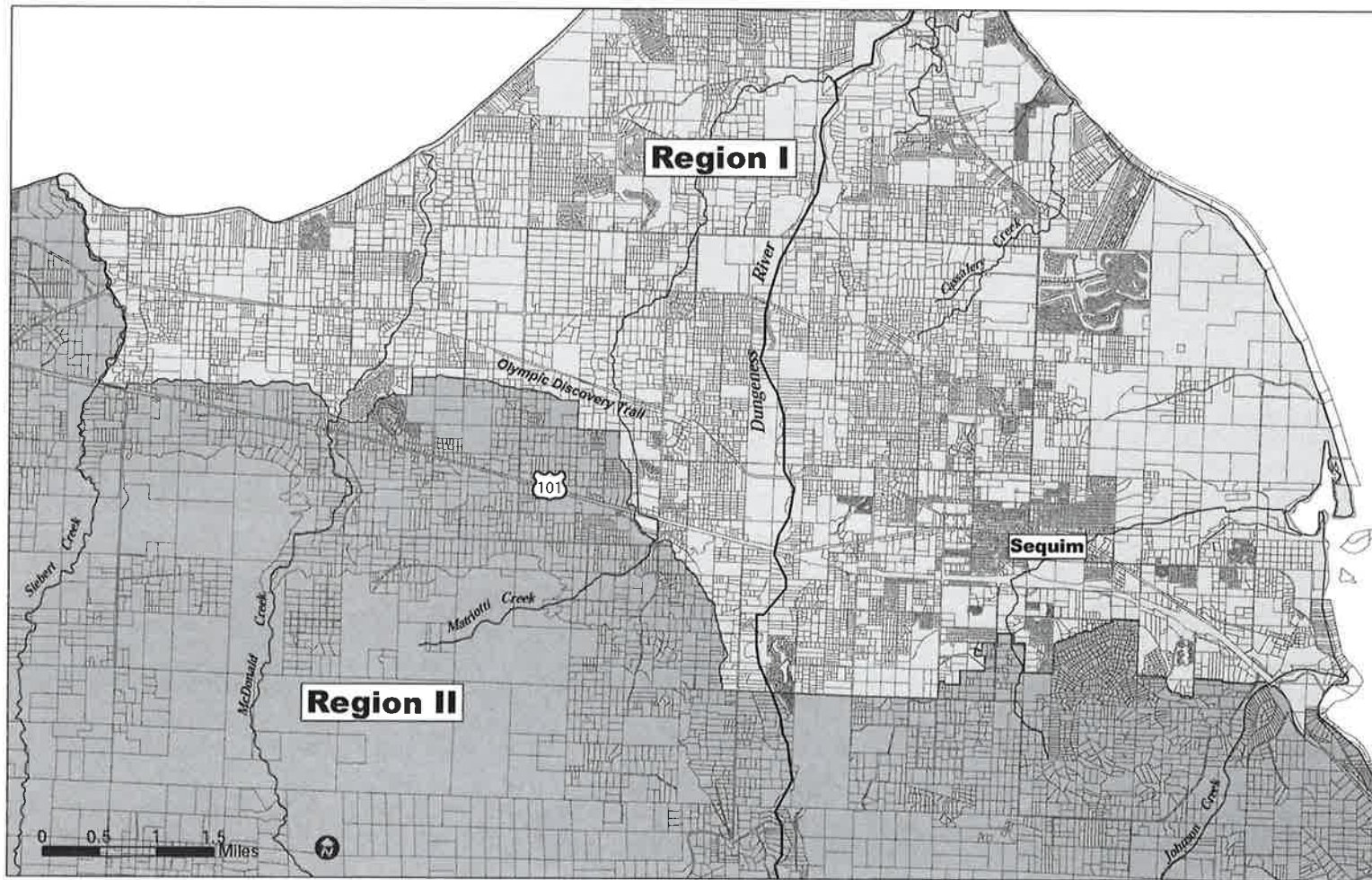
I hereby certify the information provided above and on the attached plot plan is true and accurate to the best of my knowledge and represents the ultimate development of the parcel.

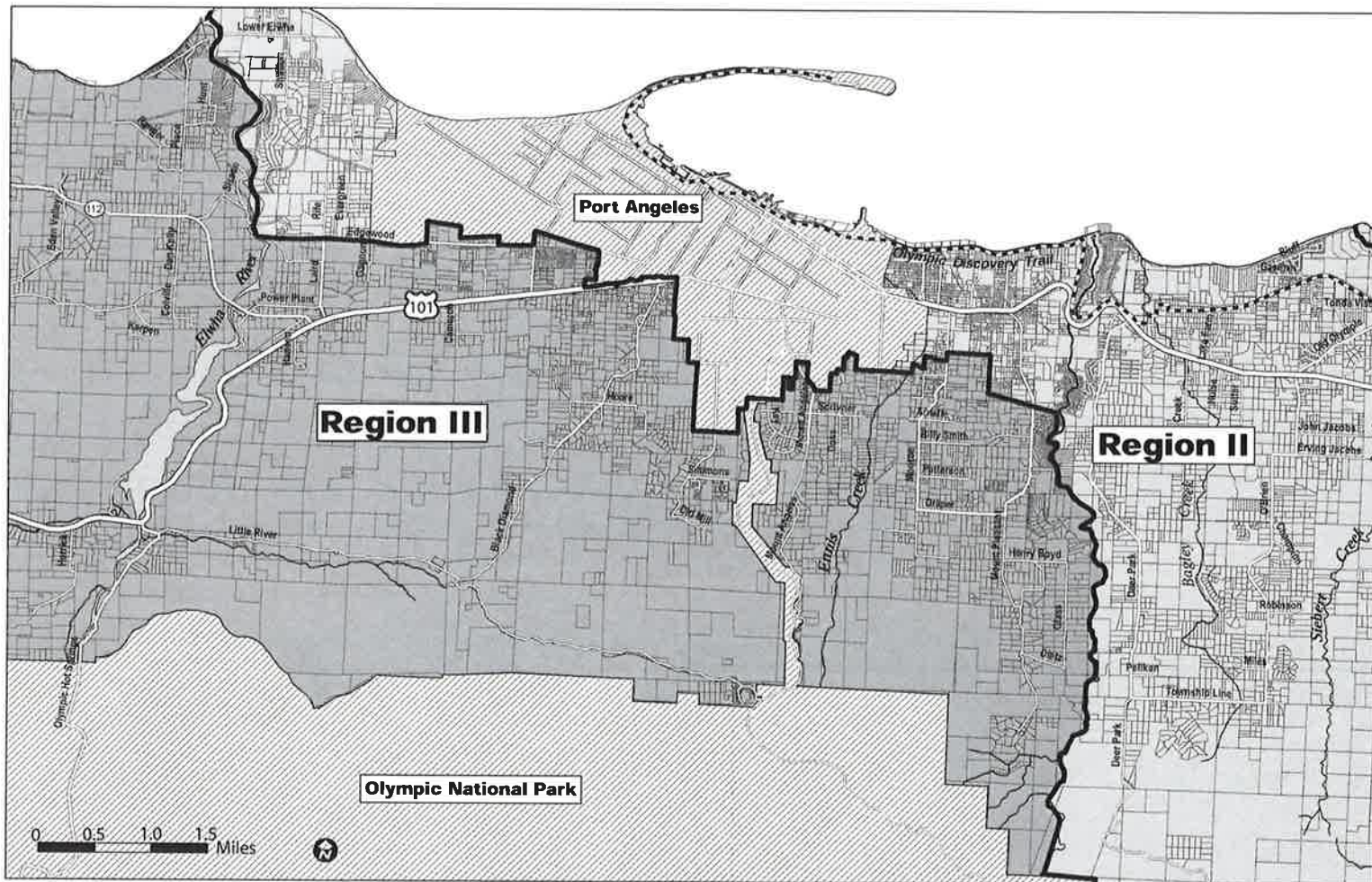
Signature of Owner/ Owner's Agent

Date

Appendix B







Appendix C

Appendix C: Suitable Soils and Slopes for BMPs

Some BMPs in this manual may not be appropriate for use in some areas of the county due to soil limitations or steep slopes.

The following tables outline applicable soils and slopes in the county for BMPs in the three stormwater regions. Soils are classified in different hydrologic groups depending on their drainage characteristics. The names and hydrologic groups of the soils present on your project site can be found in the *Soil Survey of Clallam County*, on the County website at <http://www.clallam.net/Maps/> or by visiting the Clallam Conservation District.

Region I

BMP	Applicable Soils	Applicable Slopes
Runoff Management		
Infiltration Systems: Infiltration Trench Drywell	Only the following Hydrologic Group A or B soils: ▪ Carlsborg (7) ▪ Dick (16) ▪ Dungeness (17) ▪ Hoypus (23, 24,25) ▪ Pits (52) ▪ Sequim (63,64)	15% or less
Rainwater Dispersion	All Soils	10% or less
Small Lot Dispersion (with Splash Block)	Only the following Hydrologic Group A or B soils: ▪ Carlsborg (7) ▪ Dick (16) ▪ Dungeness (17) ▪ Hoypus (23, 24,25) ▪ Pits (52) ▪ Sequim (63,64)	10% or less
Rain garden	All Soils	10% or less
Rainwater Planters	All Soils	Level construction site
Runoff Filter Strips	All Soils	5% or less
Porous Pavement	Only the following Hydrologic Group A or B soils: ▪ Carlsborg (7) ▪ Dick (16) ▪ Dungeness (17) ▪ Hoypus (23, 24,25) ▪ Pits (52) ▪ Sequim (63,64)	5% or less
Rainbarrels/ Cisterns	All Soils	Level construction site
Conveyance		
Swales	All Soils	5% or less
Conveyance Furrows	All Soils	Greater than 15%
Conveyance Gardens	All Soils	10% or less
Gravel Trenches	All Soils	5% or less
Off-site Discharge		
Level Spreader	All Soils	All slopes
Continued Dispersion	All Soils	10% or less

Numbers after soils correspond to Soil ID numbers found on <http://www.clallam.net/Maps/>

Region II

BMP	Applicable Soils	Applicable Slopes
Runoff Management		
Infiltration Systems: Infiltration Trench Drywell	Only the following Hydrologic Group A or B soils: ▪ Carlsborg (7) ▪ Dick (16) ▪ Dungeness (17) ▪ Dystric Xerorthents (18,19) ▪ Hoypus (23,24,25) ▪ Louella (34,35,36) ▪ Neilton (44,45,46) ▪ Pits (52) ▪ Schnorbush (59,60,61,62) ▪ Sequim (63,64) ▪ Terbies (70,71,72) ▪ Typic Xerofluvents (73)	15% or less
Rainwater Dispersion	All Soils	10% or less
Small Lot Dispersion	Not Applicable in Region II	
Rain garden	All Soils	10% or less
Rainwater Planters	All Soils	Level construction site
Runoff Filter Strips	All Soils	5% or less
Porous Pavement	Only the following Hydrologic Group A or B soils: ▪ Carlsborg (7) ▪ Dick (16) ▪ Dungeness (17) ▪ Dystric Xerorthents (18,19) ▪ Hoypus (23,24,25) ▪ Louella (34,35,36) ▪ Neilton (44,45,46) ▪ Pits (52) ▪ Schnorbush (59,60,61,62) ▪ Sequim (63,64) ▪ Terbies (70,71,72) ▪ Typic Xerofluvents (73)	5% or less
Rainbarrels/ Cisterns	All Soils	Level construction site
Conveyance		
Swales	All Soils	5% or less
Conveyance Furrows	All Soils	Greater than 15%
Conveyance Gardens	All Soils	10% or less
Gravel Trenches	All Soils	5% or less
Off-site Discharge		
Level Spreader	All Soils	All slopes
Continued Dispersion	All Soils	10% or less

Region III

BMP	Applicable Soils	Applicable Slopes
Runoff Management		
Infiltration Systems: Infiltration Trench Drywell	Only the following Hydrologic Group A or B soils: ▪ Andeptic Udorthents (2) ▪ Calawah (5) ▪ Carlsborg (7) ▪ Dick (16) ▪ Dystric Xerorthents (18,19) ▪ Hoh (22) ▪ Hoypus (23,24,25) ▪ Hyas (26) ▪ Ilwaco (27,28) ▪ Klone (29,30,31) ▪ Louella (34,35,36) ▪ Lyre (39,40) ▪ Makah (41) ▪ Neilton (44,45,46) ▪ Palix (49,50,51) ▪ Pits (52) ▪ Queets (54,55) ▪ Quillayute (56) ▪ Schnorbush (59,60,61,62) ▪ Sequim (63,64) ▪ Snahopish (65) ▪ Solduc (66) ▪ Solleks (67,68) ▪ Terbies (70,71,72) ▪ Typic Xerofluents (73) ▪ Wellman (74)	15% or less
Rainwater Dispersion	All Soils	10% or less
Small Lot Dispersion	Not Applicable in Region III	
Rain garden	All Soils	10% or less
Rainwater Planters	All Soils	Level construction site
Runoff Filter Strips	All Soils	5% or less
Porous Pavement	Only the following Hydrologic Group A or B soils: ▪ Andeptic Udorthents (2) ▪ Calawah (5) ▪ Carlsborg (7) ▪ Dick (16) ▪ Dystric Xerorthents (18,19) ▪ Hoh (22) ▪ Hoypus (23,24,25) ▪ Hyas (26) ▪ Ilwaco (27,28) ▪ Klone (29,30,31) ▪ Louella (34,35,36) ▪ Lyre (39,40) ▪ Makah (41) ▪ Neilton (44,45,46) ▪ Palix (49,50,51) ▪ Pits (52) ▪ Queets (54,55) ▪ Quillayute (56) ▪ Schnorbush (59,60,61,62) ▪ Sequim (63,64) ▪ Snahopish (65) ▪ Solduc (66) ▪ Solleks (67,68) ▪ Terbies (70,71,72) ▪ Typic Xerofluents (73) ▪ Wellman (74)	5% or less
Rainbarrels/ Cisterns	All Soils	Level construction site
Conveyance		
Swales	All Soils	5% or less
Conveyance Furrows	All Soils	Greater than 15%
Conveyance Gardens	All Soils	10% or less
Gravel Trenches	All Soils	5% or less
Off-site Discharge		
Level Spreader	All Soils	All slopes
Continued Dispersion	All Soils	10% or less

Appendix D: Sample Drainage Plans

The following pages include sample drainage plans from development situations likely to be encountered in different areas of Clallam County. While each drainage plan should be site specific and address the unique conditions found on the site, these sample plans can be used as general examples for managing stormwater on residential sites.

- Large Lot with Full Dispersion
- Small Lot Dispersion
- Small Lot with Poorly Draining Soils
- Typical Rural Lot with Well-Drained Soils
- Typical Rural Lot with Poorly Draining Soils

Note: The following plans are intended as examples only. Each drainage plan should be designed to meet the specific conditions of the site.

Example A: Full Dispersion on Large Lot

A single family residential project with a roof area of 2,400 square-feet and a garage with a roof area of 970 square-feet on a 2.5 acre lot.

Step 1: Conduct Site inventory

A thorough inventory of the site is the initial step for developing and implementing an effective site design and drainage plan.

- The site is gently sloping with 5-7% slopes.
- There are no seeps, springs or visible drainage paths on-site.
- There are no environmental critical areas (e.g. wetlands, streams, geologic hazard areas) on the site.
- The forested portions of the site have native vegetated areas of trees and shrubs.
- The site utilizes an on-site septic system and well.

Step 2: Site Design

Using the information gathered in the Inventory, align the roads and structures on the site to maximize the preservation of vegetation and retain the existing flow of water on the site to the greatest possible extent.

- Building envelope and access point are identified.
- Clearing limits are marked on construction plans.

Step 3: Determine Soil Type and Stormwater Region

- The maps in Appendix A are consulted to determine the stormwater region of the project. The project is in Region III, in the Joyce area.
- The *Soil Survey of Clallam County* indicates the soil type of the project site is Elwha Gravelly Sandy Loam. According to the table in Appendix B, the soils are not suitable for infiltration techniques such as drywells or infiltration trenches.

Step 4: Drainage Plan Design

A drainage plan is developed using the project planning chart on [page X](#) and the details in the Small Project Drainage Plan Design Elements section (pages x-x) to select options for managing roof water runoff, driveway runoff, conveyance areas, and discharge areas. The sizing chart for each drainage element determines the required dimensions based on the stormwater region in which the project is located. The table in Appendix B is consulted to make sure the BMPs chosen are appropriate for the region and soil type. The following page shows the runoff, conveyance and discharge locations illustrated on the drainage plan for the site. The connection to the community drainage system is shown.

- ☐ Full dispersion of the roof runoff is possible because of the size of the lot, small building envelope and the existing vegetated open space is more than 50% of the lot cover.
- ☐ The house roof runoff is routed through downspouts, pipes and a swale to a spreader trench that is used to disperse the stormwater evenly.
- ☐ Splash blocks in combination with gutters and downspouts are used to disperse garage roof runoff.
- ☐ Runoff from the gravel driveway is dispersed into the surrounding lawn areas.

Example A: Full Dispersion on Large Lot

Applicant: John Doe

P.O. Box A4h

Port Angeles, WA 98362

(360) 555-3100

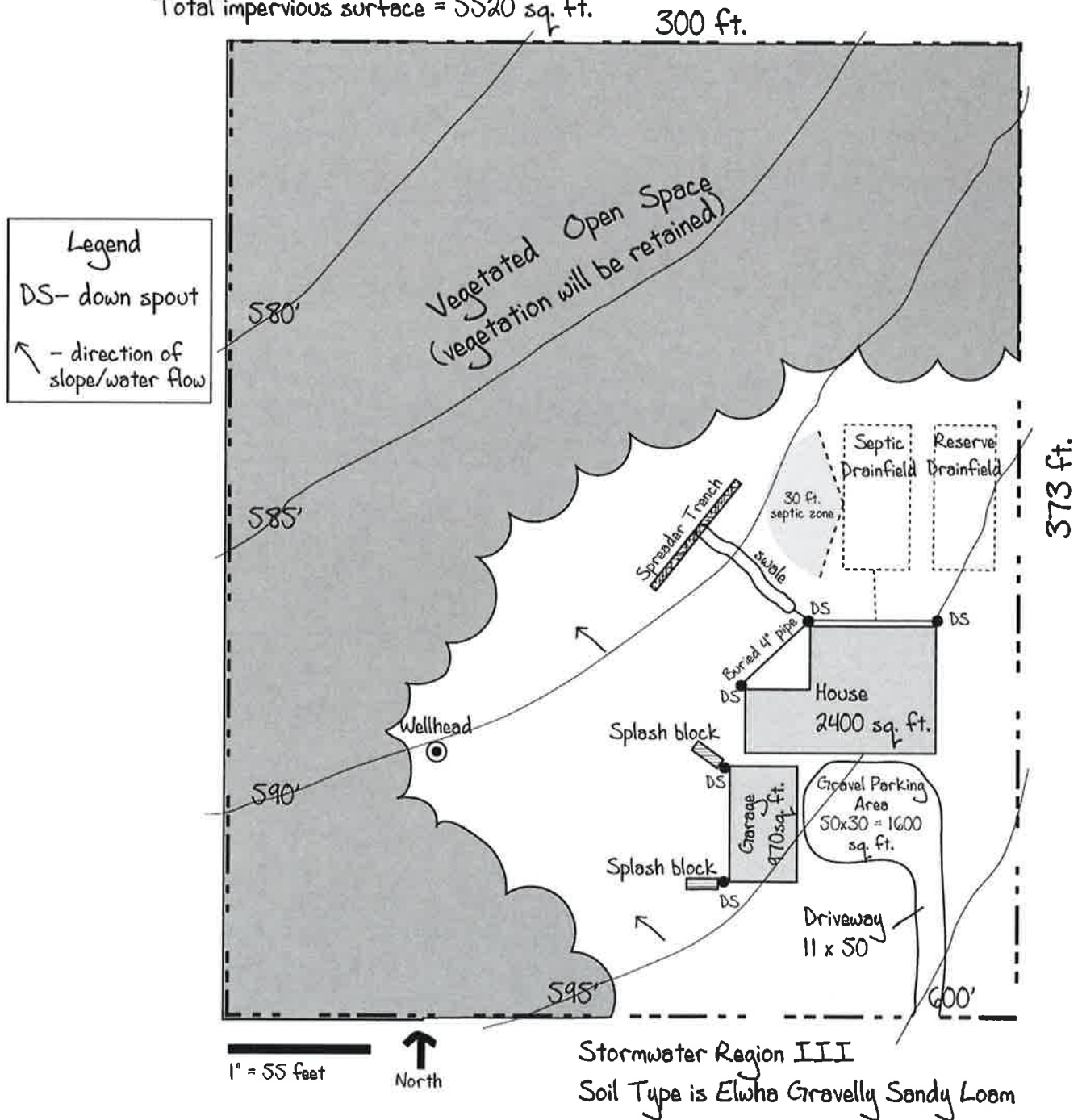
Acreage = 2.5 acres

Total impervious surface = 5520 sq. ft.

Parcel number: 083001232900

Project Address: 7543 Greenfields Lane

Joyce, WA 98343



Example B: Small Lot Dispersion

A single family residential project with a roof area of 2,040 square-feet, a 1,180 square-foot driveway/parking area and a garage with a roof area of 936 square-feet on a 0.62 acre lot near Carlsborg.

Step 1: Conduct Site inventory

A thorough inventory of the site is the initial step for developing and implementing an effective site design and drainage plan.

- The site is level and there are no seeps, springs or visible drainage paths on site.
- There are no critical areas on the site.
- The site is a former hayfield and has no existing native vegetated areas but does have an intact ground cover layer of pasture grasses.
- The site utilizes an on-site septic system and well.

Step 2: Site Design

Using the information gathered in the Inventory, align the roads and structures on the site to maximize the preservation of vegetation and retain the existing flow of water on the site to the greatest possible extent.

- Building Envelope and Access Point are identified.
- Clearing limits are marked on construction plans.

Step 3: Determine Soil Type and Stormwater Region

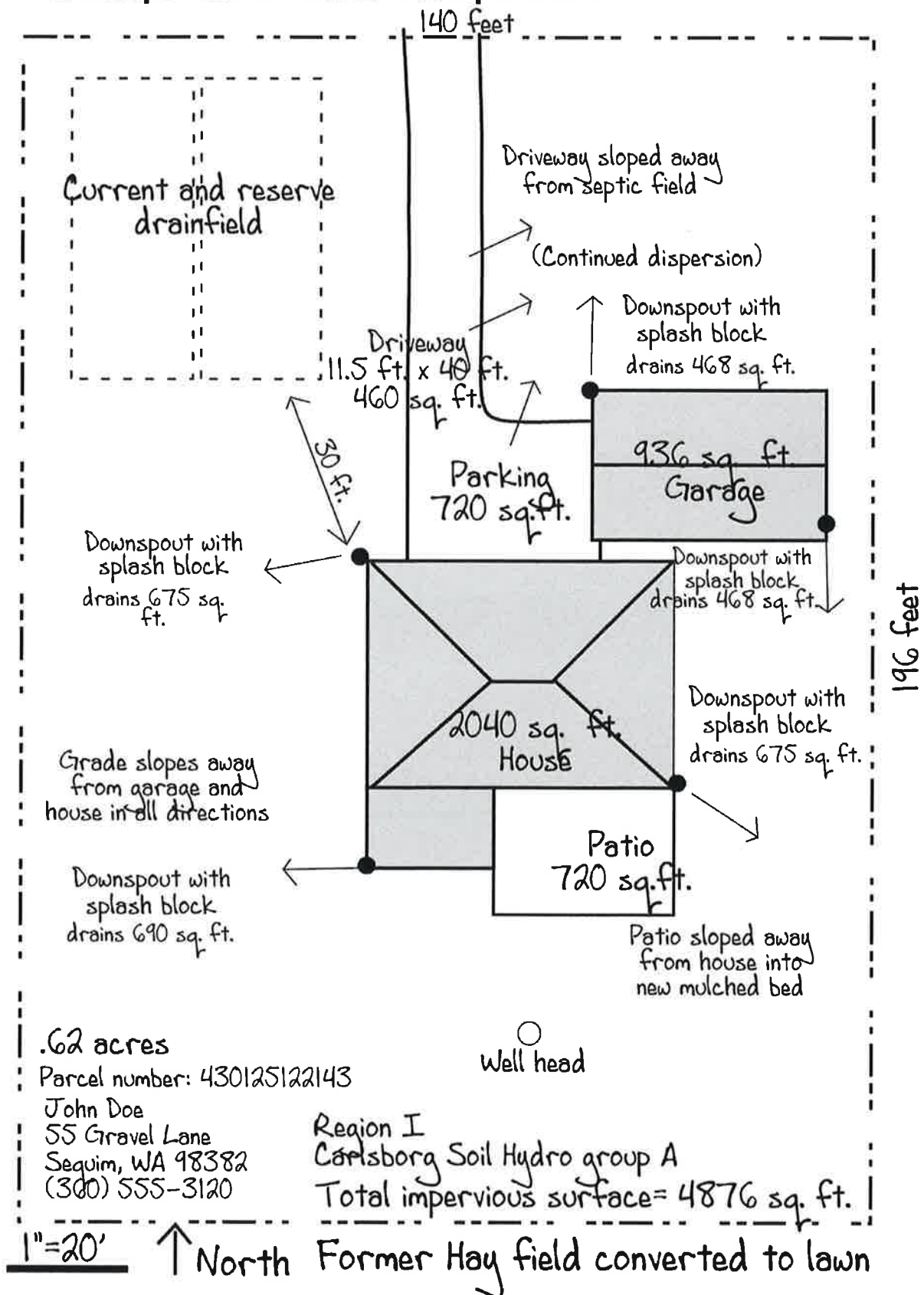
- The maps in Appendix A are consulted to determine the stormwater region of the project. The project is in Region I.
- According to the *Soil Survey of Clallam County*, the soil type of the project site is Carlsborg gravelly sandy loam (Hydrologic Group A). According to the table in Appendix B, this location is suitable for *Small Lot Dispersion*.

Step 4: Drainage Plan Design

A drainage plan is developed using the project planning chart on [page X](#) and the details in the Small Project Drainage Plan Design Elements section (pages x-x) to select options for managing roof water runoff, driveway runoff, conveyance areas, and discharge areas. The sizing chart for each drainage element determines the required dimensions based on the stormwater region in which the project is located. The table in Appendix B is consulted to make sure the BMPs are chosen are appropriate for the region and soil type. The following page shows the runoff, conveyance and discharge locations illustrated on the drainage plan for the site.

- ☐ Because this lot is eligible for *Small Lot Dispersion*, the roof runoff from the house can be managed with gutters, downspouts and splash blocks.
- ☐ No more than 700 square feet of roof area is drained to a single splash block. Size of drainage area is indicated for each dispersion site.
- ☐ A vegetated flowpath of at least 50 feet in length is available along the paths that runoff will follow upon discharge from the splash blocks to the nearest property line.
- ☐ Runoff from the driveway is dispersed into surrounding lawn area.

Example B: Small Lot Dispersion



Example C: Small Lot with Poorly Draining Soils

A single family residential project with a roof area of 1,854 square-feet, a 945 square-foot driveway, and a garage with a roof area of 528 square-feet on a 9,000 square-foot lot in the Sequim Urban Growth Area outside the City of Sequim.

Step 1: Conduct Site inventory

A thorough inventory of the site is the initial step for developing and implementing an effective site design and drainage plan.

- The site is level and there are no seeps, springs or visible drainage paths on site.
- There are no critical areas on the site.
- The site is former pasture land and has no existing native vegetated areas.
- The site has access to public sewer and water systems and a private community stormwater drainage system.

Step 2: Site Design

Using the information gathered in the Inventory, align the roads and structures on the site to maximize the preservation of vegetation and retain the existing flow of water on the site to the greatest possible extent.

- Building Envelope and Access Point are identified.
- Site was pre-cleared so defining clearing limits on plan is not an option.

Step 3: Determine Soil Type and Stormwater Region

- The maps in Appendix A are consulted to determine the stormwater region of the project. The project is in Region I, in the Urban Growth Area outside of the City of Sequim.
- According to the *Soil Survey of Clallam County*, the soil type of the project site is Clallam Gravelly Sandy Loam. According to the table in Appendix B, the soils are not suitable for infiltration techniques such as drywells and infiltration trenches.

Step 4: Drainage Plan Design

A drainage plan is developed using the project planning chart on [page X](#) and the details in the Small Project Drainage Plan Design Elements section (pages x-x) to select options for managing roof water runoff, driveway runoff, conveyance areas, and discharge areas. The sizing chart for each drainage element determines the required dimensions based on the stormwater region in which the project is located. The table in Appendix B is consulted to make sure the BMPs are chosen are appropriate for the region and soil type. The following page shows the runoff, conveyance and discharge locations illustrated on the drainage plan for the site.

- ❑ The roof runoff from the house is managed with gutters and downspouts that are piped to a rain garden. The surface area of the rain garden is sized at 357 sq. ft. to handle the 2,382 square foot total of roof area (house and garage) according to the table on [page x](#). The overflow of the rain garden is routed to the existing community drainage system.
- ❑ The roof runoff from the garage is routed through a conveyance garden to slow and infiltrate some water and to provide an amenity along the backside of the house. The overflow of the conveyance garden is piped to the rain garden at the front of the house.
- ❑ The 945 sq. ft. driveway is paved. Because the driveway is less than 2,000 square feet, filter strips are all that is needed to manage the driveway runoff. The filter strip areas are equal in size to the driveway.
- ❑ The connection to the community drainage system is shown.

Example C: Small Lot with Poorly Draining Soils

Jane Resident
P.O. Box 10-2
Sequim, WA 98382

Parcel number: 330223402100

Project Address: 435 Z Street

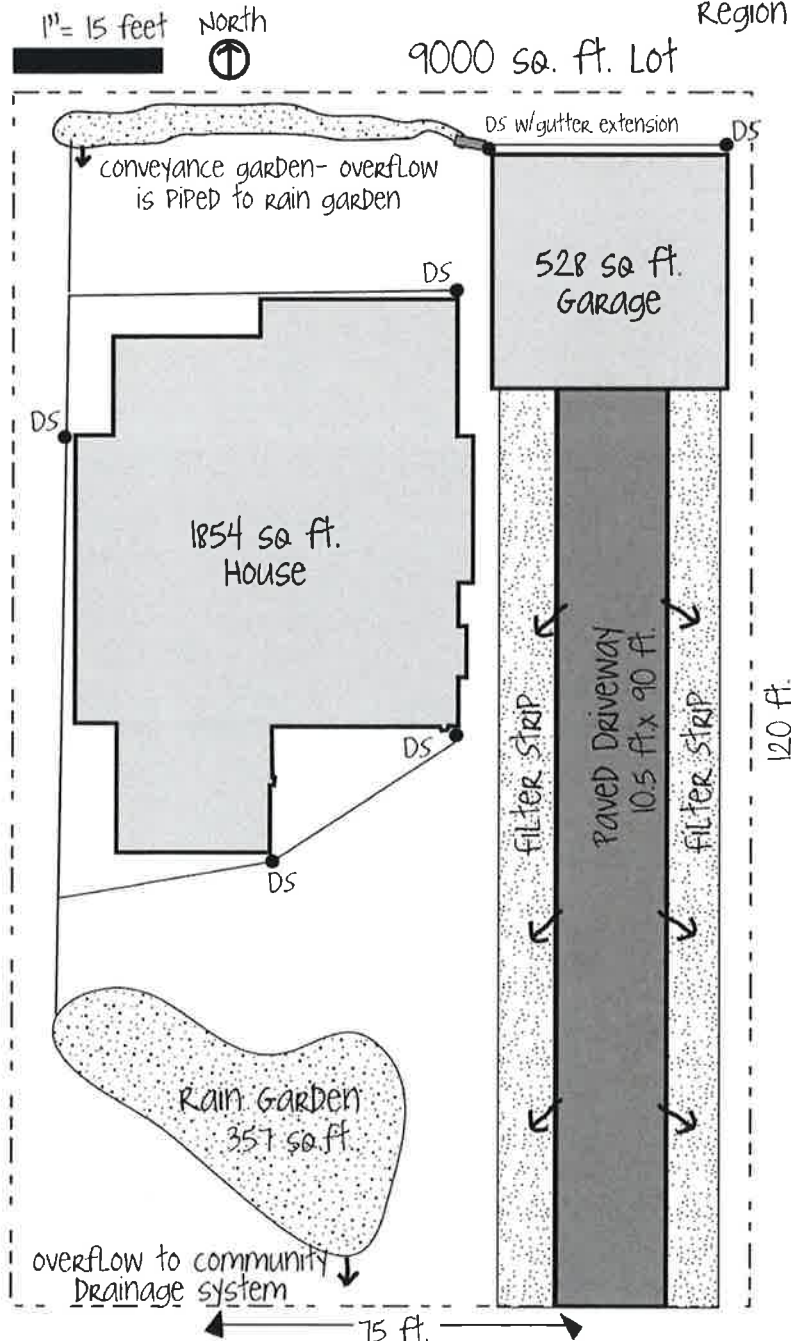
Sequim, WA 98382

T30N, R3W, section 12

Acreage = 0.2 acres

Total impervious surface of house and garage = 2382 sq. ft.

Region I - Clallam soil



Example D: Typical Rural Lot with Well-Drained Soils

A single family residential project with a roof area of 3,281 square-feet and a garage with a roof area of 1,875 square-feet on a one-acre lot between Port Angeles and Sequim.

Step 1: Conduct Site inventory

A thorough inventory of the site is the initial step for developing and implementing an effective site design and drainage plan.

- The site slopes gently to the north with 5% slopes or less.
- There are no seeps, springs or visible drainage paths on-site.
- There are no critical areas on the site.
- The site has little native vegetation remaining.
- The site utilizes an on-site septic system and well.

Step 2: Site Design

Using the information gathered in the Inventory, align the roads and structures on the site to maximize the preservation of vegetation and retain the existing flow of water on the site to the greatest possible extent.

- Building Envelope and Access Point are identified.
- Clearing limits are marked on construction plans.

Step 3: Determine Soil Type and Stormwater Region

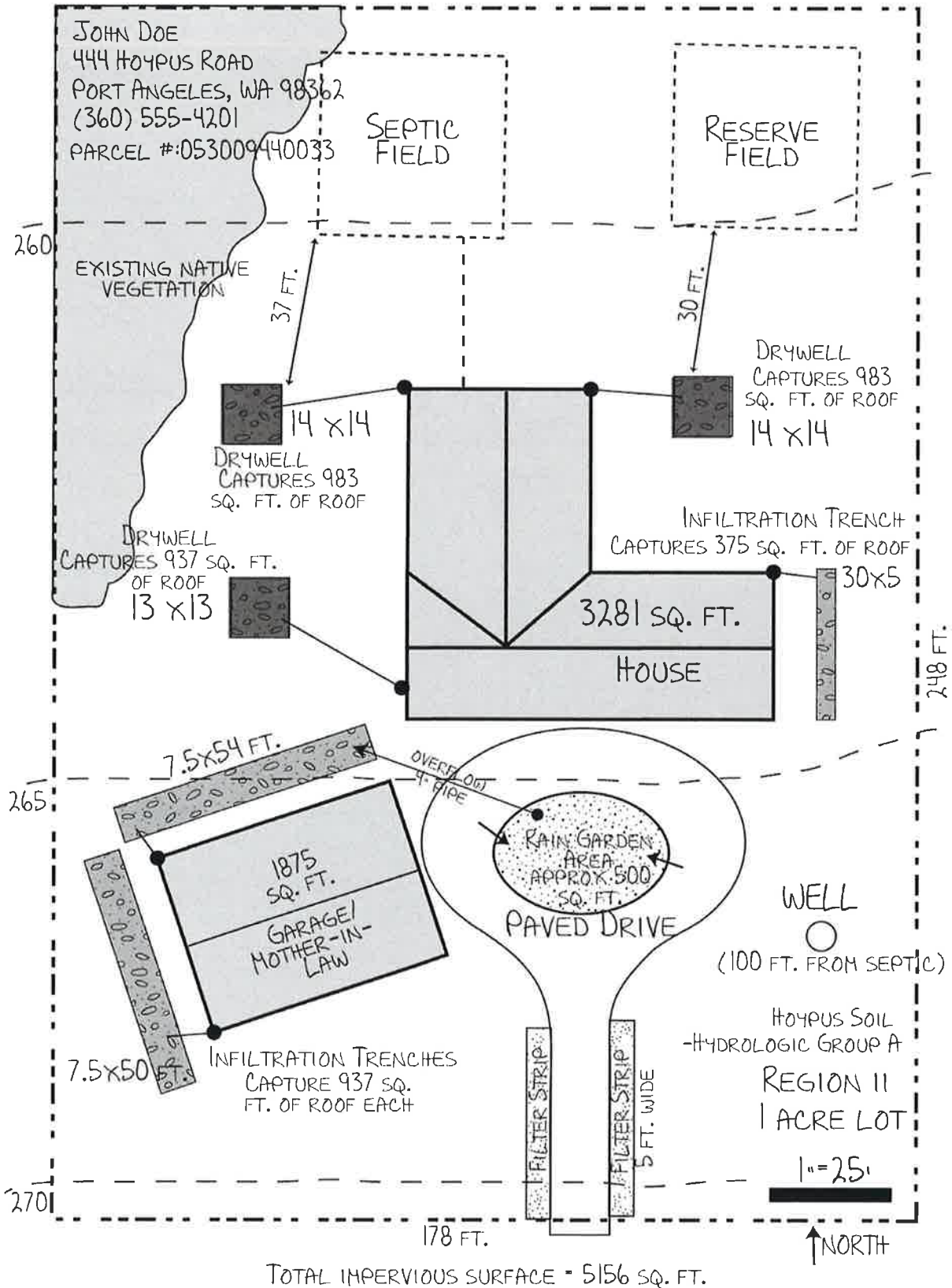
- The maps in Appendix A are consulted to determine the stormwater region of the project. The project is in Region II, east of Port Angeles.
- According to the *Soil Survey of Clallam County*, the soil type of the project site is Hoypus Gravelly Sandy Loam, Hydrologic Group A. According to the table in Appendix B, the soils are suitable for infiltration techniques such as drywells and infiltration trenches.

Step 4: Drainage Plan Design

A drainage plan is developed using the project planning chart on [page X](#) and the details in the Small Project Drainage Plan Design Elements section (pages x-x) to select options for managing roof water runoff, driveway runoff, conveyance areas, and discharge areas. The sizing chart for each drainage element determines the required dimensions based on the stormwater region in which the project is located. The table in Appendix B is consulted to make sure the BMPs chosen are appropriate for the region and soil type. The following page shows the runoff, conveyance and discharge locations illustrated on the drainage plan for the site.

- ☐ Roof runoff is handled by 3 different drywells and an infiltration trench to avoid exceeding the 1,250 sq. ft. drainage area limit to a single drywell. The size of the drywells and trench and the area it drains is noted on the plan.
- ☐ Infiltration trenches are used to manage the garage roof runoff. The infiltration trenches are sized at 40% of the drainage area, according to directions on [p. 1](#). The size of the trenches and the area they drain are noted on the plan.
- ☐ Runoff from the gravel driveway is handled by filter strips and a rain garden. The circular drive is graded to drain to the rain garden.

Example D: Typical Rural Lot with Well-Drained Soils



Example E: Typical Rural Lot with Poorly Draining Soils

A single family residential project with a roof area of 2,496 square-feet with a outbuilding with a roof area of 576 square-feet on a two-acre lot in the foothills above Port Angeles.

Step 1: Conduct Site inventory

A thorough inventory of the site is the initial step for developing and implementing an effective site design and drainage plan.

- The site has slopes over 15% draining to the northwest.
- There is a seep/ wet area along the hillside of the property that seasonally drains to the north.
- There are no critical areas on the site.
- The site was logged and has little native vegetation remaining.
- The site utilizes an on-site septic system and well.

Step 2: Site Design

Using the information gathered in the Inventory, align the roads and structures on the site to maximize the preservation of vegetation and retain the existing flow of water on the site to the greatest possible extent.

- Building Envelope and Access Point are identified.
- Clearing limits are marked on construction plans.

Step 3: Determine Soil Type and Stormwater Region

- The maps in Appendix A are consulted to determine the stormwater region of the project. The project is in Region III, south of Port Angeles.
- The *Soil Survey of Clallam County* shows the soil type of the project site is Elwha Gravelly Sandy Loam, Hydrologic Group C. According to the table in Appendix B, the soils are not suitable for infiltration techniques such as drywells and infiltration trenches.

Step 4: Drainage Plan Design

A drainage plan is developed using the project planning chart on page X and the details in the Small Project Drainage Plan Design Elements section (pages x-x) to select options for managing roof water runoff, driveway runoff, conveyance areas, and discharge areas. The sizing chart for each drainage element determines the required dimensions based on the stormwater region in which the project is located. The table in Appendix B is consulted to make sure the BMPs are chosen are appropriate for the region and soil type. The following page shows the runoff, conveyance and discharge locations illustrated on the drainage plan for the site.

- ❑ Roof runoff of the house is handled by a rain garden sized at 25% of the house size (according to the sizing information on page dddddd. The size of the rain garden and the area that it drains is noted on the plan.
- ❑ Swales and pipes are used to convey the roof runoff to the rain garden. A gravel spreader trench is used as end-of-the line discharge.
- ❑ Roof runoff from the outbuilding is managed by a downspout with a splash block that drains to 3 conveyance furrows on the northern slope.
- ❑ The gravel driveway utilizes a Runoff from the gravel driveway is dispersed into the surrounding lawn area.

Example E: Typical Rural Lot with Poorly Draining Soils

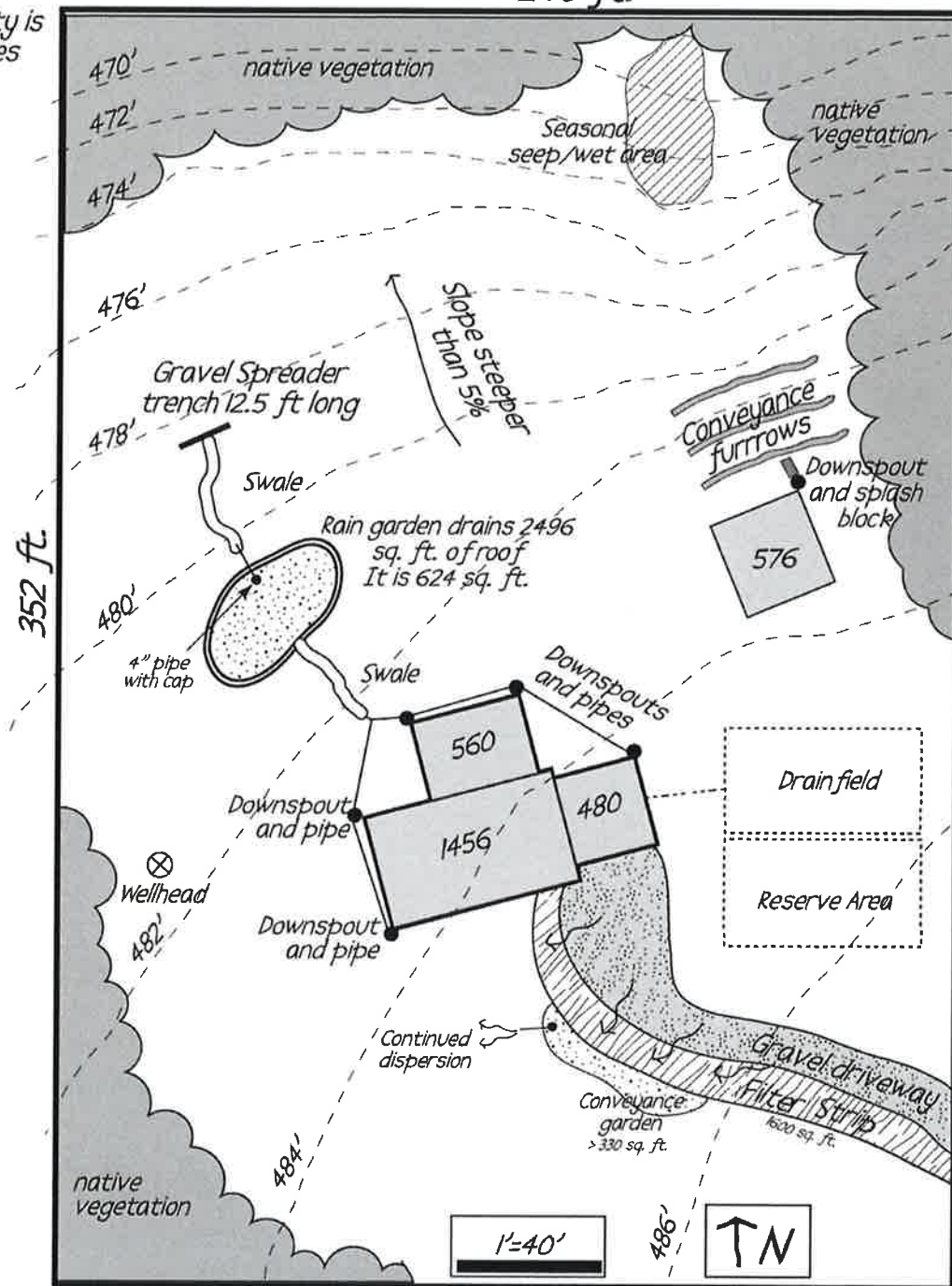
Applicant: Jane Housebuilder
 P.O. Box 42-10
 Port Angeles, WA 98362
 (360) 555-1410
 Parcel number: 053029732220

Project Address: 56 Foothills Crt.
 Port Angeles, WA 98362
 Stormwater Region III
 Elwha Soil- Group C

Total impervious surface = 3072 sq. ft buildings, 2944 sq. ft. gravel driveway

248 ft.

Property is
 2 acres



Appendix E: Recommended Plant List for Bioretention Areas

Adapted from *Low Impact Development: Technical Guidance Manual for Puget Sound*, Puget Sound Action Team and Washington State University Pierce County Extension, January 2005

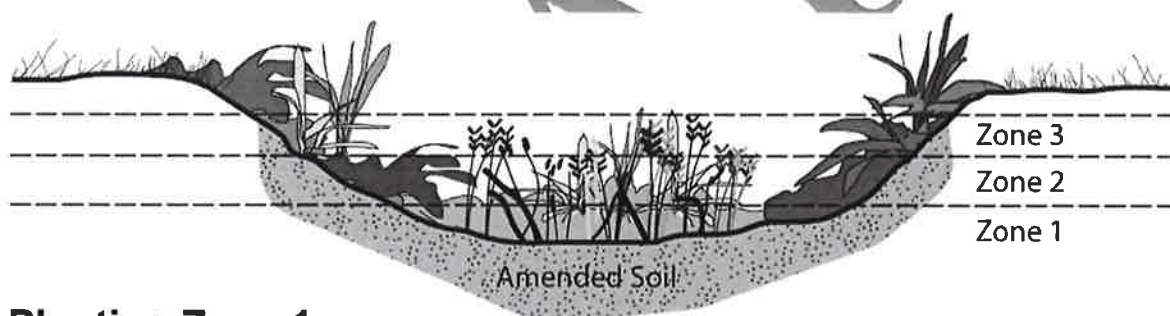
The following native and non-native plants are recommended for use in Rain Gardens, Rainwater Planters, and Conveyance Gardens. Plants utilized in the bioretention areas should be adapted to withstand periods of dryness, but be able to tolerate saturated soil periodically. Conditions in the stormwater management areas will change from very dry during months with little or no rain, to wet or saturated soil following a storm event. The deeper areas of the Rain Garden and Conveyance Garden will be saturated more frequently than the sloping sides. The plants in the Rainwater Planter are at a more uniform depth, but soil moisture within the planter will vary seasonally.

The following list is arranged beginning with plants that thrive in wetter conditions to ones that prefer the slightly drier and higher sides of the Rain Garden or Conveyance Garden. Rainwater Planters should utilize plants from Zone 1 and Zone 2.

Zone 1: Areas of frequent inundation or standing water.

Zone 2: Periodically moist or saturated during larger storms.

Zone 3: Drier soils with infrequent inundation. Transition zone to existing landscape.



Planting Zone 1

Zone 1: Shrubs			
Scientific Name	Common Name	Exposure	Mature Size/ Spread
<i>Cornus sericea</i>	Red-osier dogwood	Sun/part shade	to 15 feet
<i>Cornus sericea</i> 'Kelsey'	Dwarf dogwood	Sun	to 1.5 feet
<i>Cornus sericea</i> 'Flaviramea'	Yellow dogwood	Sun/part shade	6-8 feet
<i>Physicarpus capitatus</i>	Pacific ninebark	Sun-part shade	6-13 feet
<i>Spirea douglasii</i>	Douglas spirea	Sun/part shade	4-7 feet
<i>Rubus spectabilis</i>	Salmonberry	Shade	5-10 feet

Zone 1: Perennials			
Scientific Name	Common Name	Exposure	Mature Size/ Spread
<i>Carex obnata</i>	Slough sedge	Sun/part shade	1-5 feet
<i>Carex stipata</i>	Sawbeak sedge	Part shade	10 inches-3 feet
<i>Juncus effusus</i>	Common rush	Sun/part shade	1-2 feet
<i>Juncus ensipoluos</i>	Daggerleaf rush	Sun	12-18 inches
<i>Scirpus microcarpus</i>	Small-fruited bulrush	Sun/shade	2-4 feet

Planting Zone 2

Zone 2: Shrubs			
Scientific Name	Common Name	Exposure	Mature Size/ Spread
<i>Acer circinatum</i>	Vine Maple	Part shade	to 25 feet
<i>Hammamelis intermedia</i> 'Diane'	Diane Witchhazel	Sun/part shade	10-20 feet/ 10 foot spread
<i>Oemleria cerasiformis</i>	Indian plun	Sun/part shade	5-15 feet
<i>Symphoricarpos albus</i>	Snowberry	Sun/shade	2-6 feet
<i>Rosa nutkana</i>	Nootka rose	Sun/part shade	6-10 feet

Zone 2: Perennials			
Scientific Name	Common Name	Exposure	Mature Size/ Spread
<i>Aquilegia formosa</i>	Western Columbine	Sun/part shade	1-3 feet
<i>Asarum caudatum</i>	Wild Ginger	Shade	to 10 inches
<i>Aster subspicatus</i>	Douglas aster	Sun	.5-2.5 feet
<i>Iris douglasiana</i>	Pacific Coast Iris	Sun/part shade	1-2 feet
<i>Tellima grandiflora</i>	Fringecup	Shade	1-3 feet
<i>Hemerocallis fulva</i>	Day Lily	Sun/part shade	1-4 feet
<i>Heuchera micrantha</i>	Purple Palace Heuchera	Sun/part shade	1-2 feet
<i>Geranium sanguineum</i>	Cranesbill	Sun/part shade	1.5 feet

Planting Zone 3

Zone 3: Shrubs			
Scientific Name	Common Name	Exposure	Mature Size/ Spread
<i>Arbutus unedo</i> 'Compacta'	Compact strawberry tree	Sun/part shade	to 10 feet
<i>Holodiscus discolor</i>	Oceanspray	Sun/part shade	to 15' feet
<i>Mahonia aquifolium</i>	Tall Oregon Grape	Sun/part shade	6-8 feet
<i>Philadelphus lewis</i>	Mock Orange	Sun/part shade	5-10 feet
<i>Potentilla fruitcosa</i>	Shrubby Cinqufoil	Sun	4 feet
<i>Ribes sanguineum</i>	Red-flowering current	Sun/part shade	8-12 feet
<i>Rhododendron 'PJM'</i>	PJM Rhododendron	Sun/part shade	4 feet
<i>Vaccinium ovatum</i>	Evergreen huckleberry	Part shade/shade	3-15 feet

Zone 3: Perennials and Grasses			
Scientific Name	Common Name	Exposure	Mature Size/ Spread
<i>Achillea millefolium</i>	Western Yarrow	Sun	4 inches-2.5 feet
<i>Dicentra formosa</i>	Pacific bleeding-heart	Sun/shade	6-20 inches
<i>Festuca ovina 'Glauc'</i>	Blue fescue	Sun/part shade	to 10 inches
<i>Lupinus spp.</i>	Lupine	Sun	3- 5 feet
<i>Polystichum munitum</i>	Sword Fern	Part shade/shade	2-4 feet
<i>Rudbeckia hirta</i>	Black-eyed Susan	Sun/part shade	3-4 feet
<i>Smilacina racemosa</i>	False Solomon's Seal	Par t shade	1-3 feet

Appendix G: Small Project Erosion and Sediment Control

The intent of erosion and sedimentation control measures is to prevent the erosion and transport of soils from a construction site. Eroded soil is a major pollutant to streams and wetlands and can have harmful impacts to private property by silting up drainage ways. Preventing construction site erosion can help prevent harm to salmon spawning beds, maintain good water quality, and safeguard public drainage infrastructure.

Erosion control is the most effective and inexpensive method to reduce the impacts associated with construction activities. These practices primarily involve the protection of site vegetation and soils, the trapping of eroded or tracked soils, and the reestablishment of vegetation after construction has been completed. The proper installation and maintenance of selected erosion control options to a large degree determines their effectiveness. Avoidance of land disturbance during the winter months, when erosion control is the most difficult is encouraged, and may be required as a part of the permitting of your project. It is important to remember that it is easier to prevent erosion than it is to trap it once it has been mobilized.

Limit site disturbance

The protection and management strategies discussed in this section are designed to protect vegetation and soil necessary for maintaining functioning hydrologic conditions on the site.

Equipment activity on construction sites can severely compact soil. Soil compaction is a leading cause of death or decline of mature trees in developed areas. Most tree roots are located within 3 feet of the ground surface and the majority of the ?ne roots necessary for water and nutrient absorption are within 18 inches. Roots can extend 2 to 3 times beyond the diameter of the crown. In addition to soil compaction, several other direct and indirect impacts can influence vegetation health during land development including:

- Direct loss of roots from trenching, foundation construction, and other grade changes
- Application of fill material
- Damage to trunks or branches from construction equipment and activities
- Exposure of forest interior areas to new stresses of forest edges as land is cleared
- Changes in surface and subsurface water flow patterns

Vegetation Protection

Leaving native vegetation intact is the single most effective method for reducing erosion on the construction site. Well marked clearing limits prevent disturbance to vegetation and soils in critical areas, buffers, and protected conservation and lot perimeter zones.

Vegetation Protection Guidelines:

- ☐ Map native soil and vegetation retention areas on all plans to protect soils and vegetation from construction damage.
- ☐ Clearing limits must be well marked with highly visible fencing or wire and tape and should be at least 3 feet high.
- ☐ Fencing for vegetation retention areas should be located at a minimum of 3 feet beyond the existing tree canopy along the outer edge of the tree stand.
- ☐ Individual trees that are to be preserved should be marked and the areas within the drip line protected from disturbance.
- ☐ Equipment operators should be informed of clearing limits prior to commencement of grading work. Walk property with equipment operators to clarify construction boundaries and limits of disturbance.
- ☐ Prohibit the stockpiling or disposal of excavated or construction materials in the vegetation retention areas to prevent contaminants from damaging vegetation and soils.
- ☐ Avoid excavation or changing the grade near trees that have been designated for protection.
- ☐ In areas of wildfire risk, utilize Firewise principles for developing a vegetation protection and planting plan. Consult the Firewise website (<http://www.firewise.org/>), the Washington State Department of Natural Resources, or your local fire department for details on Firewise recommendations.

Topsoil Conservation and Protection

Stockpiling topsoil for reuse during final site stabilization saves money by reducing the amount of soil to be imported and exported.

- ☐ Stockpile soil removed during grading.
- ☐ Cover stockpiled soil with mulch (preferred), plastic sheeting or temporary grass seeding (for stockpiles that may remain for several months) to prevent erosion.
- ☐ Surround stockpiles with silt fence.

Control Sediment and Flows On-site

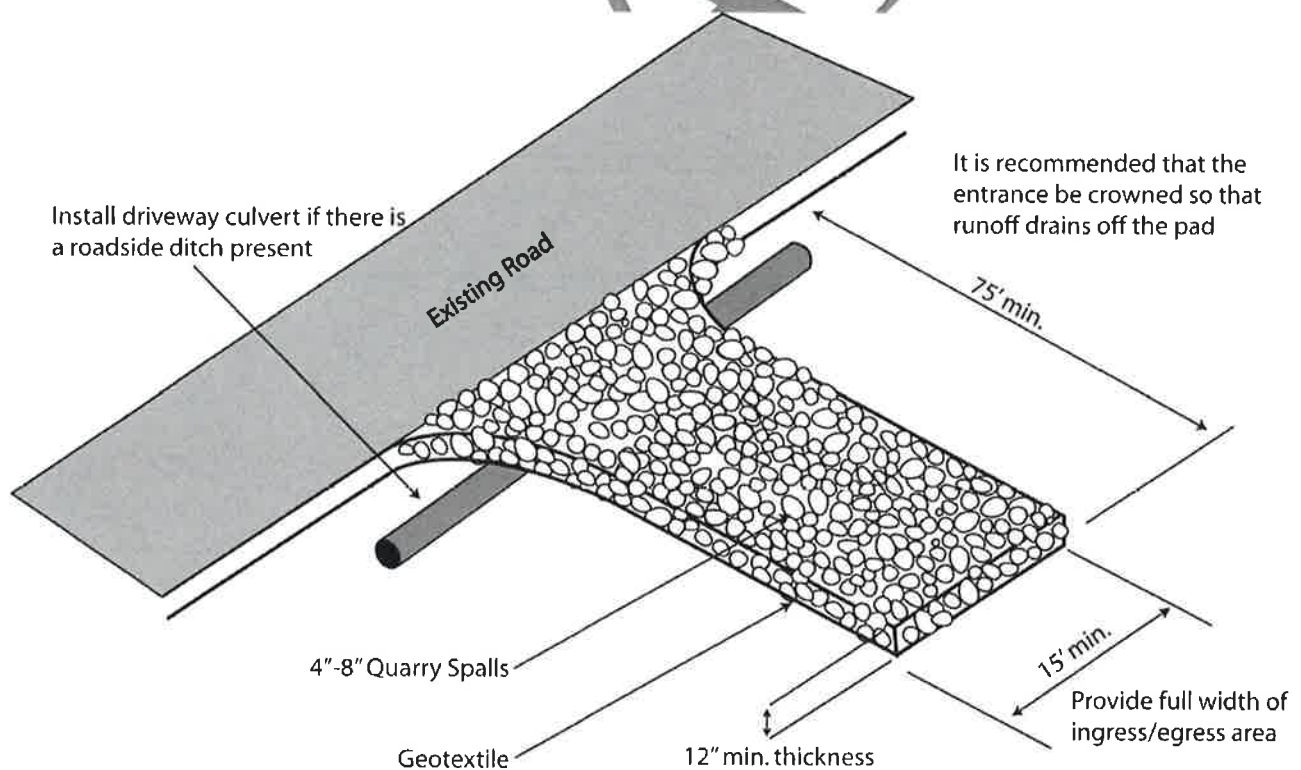
Most often some soil on a construction site will be mobilized. BMPs such as a stabilized entrance, silt fencing and sediment traps can capture and contain soil on site, reducing the amount of sediment and associated pollutants which can enter nearby waterways and wetlands.

Stabilize the Construction Entrance

Vehicles and heavy equipment can track mud offsite where it washes off the roads into ditches and waterways. A stabilized construction entrance is a stone pad located at the vehicular access point to the site that minimizes the amount of sediment and mud tracked offsite by construction site traffic.

- ☐ Stabilized entrance should use 4" to 8" angular quarry spalls
- ☐ Dimensions should be 75' minimum length, 15' foot minimum width, 1' depth
- ☐ If site soils are clayey, filter fabric should be placed under the stone pad to prevent soil from working into the rock material
- ☐ Install driveway culvert if roadside ditch is present
- ☐ Crown the entrance so runoff does not drain onto roadway
- ☐ Limit site access to one route
- ☐ Install fencing as necessary to restrict traffic to stabilized entrance
- ☐ Remove any mud or gravel that is tracked onto roadway by sweeping or shoveling it back onto site

Figure A-1. Stabilized Construction Entrance



Silt fences

Silt fencing, also known as filter fencing, is a temporary physical barrier to intercept sediment that has been mobilized on site. Silt fences are usually placed around the perimeter of a construction site, and can be used for both retaining sediment and demarking clearing limits on the site.

- ☐ The fabric at the bottom of a silt fence must be firmly anchored into the soil by burying it in a “J” configuration in a trench that is backfilled.
- ☐ A wire mesh fence can be placed behind a silt fence to prevent collapse where soil may pile up against the silt fence.
- ☐ Follow manufacturer’s instructions on proper installation of filter fabric.
- ☐ Choose filter fabric with proper porosity and ability to trap sediments for the soil type on site.
- ☐ Do not install across streams or ditches.
- ☐ Do not attach to existing trees
- ☐ Construct trench to follow natural contour of land to ensure best protection.
- ☐ Inspect fencing on a regular basis throughout construction.

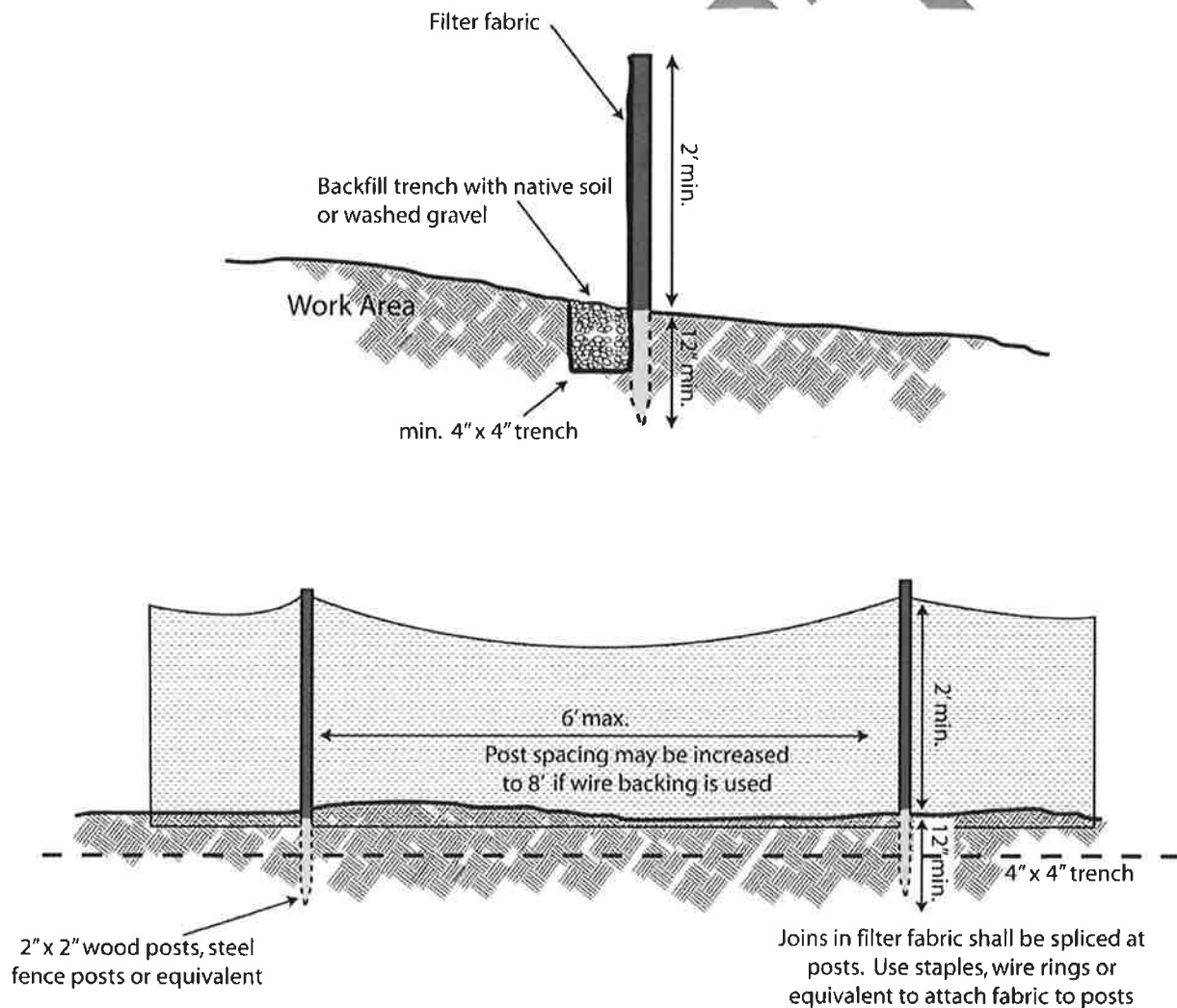


Figure A-2. Silt Fence diagram

Stabilize Soils

Covering disturbed areas with mulch, woven materials, plastic sheeting or temporary seeding prevents soil erosion on disturbed areas and soil stockpiles. If the final stabilization of the site will not occur for more than 30 days, additional measures may be needed to protect the site soil.

Mulching

Mulching provides immediate temporary protection from erosion. Common mulch materials include straw, compost, and wood chips. Mulch is a temporary measure that should be followed up by seeding or other permanent landscape implementation. Mulch may be covered with a loose weave net to protect it from wind and water exposure.

Type of mulch	Thickness of Application
Straw	2"-3" thick; 5 bales per 1000 sq. ft.
Hydromulch	25-30 pounds per 1000 sq. ft.
Composted mulch and compost	2" minimum
Chipped on-site vegetation	2" minimum
Wood-based mulch	2" minimum

Temporary Seeding

Seeding is intended to reduce erosion by stabilizing exposed soils. A well-established vegetative cover is one of the most effective methods of reducing erosion. Seeding can be temporary or permanent. Seeding may be used throughout the project on disturbed areas that have reached final grade or that will remain unworked for more than 30 days.

- ☐ Install all surface runoff control measures before seeding
- ☐ Mulch is required at all times because it protects seeds from heat, moisture loss, and transport due to runoff.
- ☐ All disturbed areas shall be reviewed in late August to early September and all seeding should be completed by the end of September. Otherwise, vegetation will not establish itself enough to provide adequate winter cover.
- ☐ The optimum seeding windows for western Washington are April 1 through May 31st and September 1 through October 1.

Temporary Erosion Control Seed Mix

Grass type	% by Weight
Chewings fescue <i>Festuca rubra</i> var. <i>commutata</i>	40
Perennial rye - <i>Lolium perenne</i>	50
Redtop or colonial bentgrass - <i>Agrostis alba</i> or <i>Agrostis tenuis</i>	5
White Dutch clover - <i>Trifolium repens</i>	5

Application rate of erosion control seed mix is 120 pounds per acre.



Clallam County

Drainage Permit

Applicant Worksheet

This worksheet provides a step-by-step guide to submitting a complete Clallam County Drainage Permit application. The attached checklists explain the requirements for the exhibits that must accompany your application form.

Find out if you need a permit

To find out if your project requires a Drainage Permit, review the details in part 27.14.060 of the Clallam County Stormwater Ordinance. Depending on the project location, type of land development activity, and other project-specific factors, a permit may not be required, but Construction Stormwater Best Management Practices are always required. For project-specific questions, please contact -----.

Application Checklist

For the Drainage Permit application to be considered complete, it must include the following components:

- Completed Drainage Permit Application Form
- Exhibit 1: Site Topographical Map (see Checklist 1)
- Exhibit 2: General Stormwater Site Plan (see Checklist 2)
- Exhibit 3: Construction Stormwater Pollution Prevention Plan (see Checklist 3)
- Exhibit 4: Vicinity Topographical Map (see Checklist 4)

See the attached Worksheet 1-4 for the requirements for each exhibit.

Worksheet 1: Site Topographical Map (Exhibit 1)

Site topographical map shall have at least the following information:

- Map to scale (i.e. 1 inch = 50, 100, or 200 feet etc) preferable as one inch equals one hundred feet (1" =100') (or less)
- North arrow
- Existing and proposed contours on-site (five foot (5') minimum contour interval) and within one hundred feet (100') of the project site
- Existing and proposed drainage patterns
- Delineation of any pre-development floodplain or floodway limits
- Delineation of any post-development floodplain or floodway limits
- Location of cross sections and any other hydrologic or hydraulic computer modeled features
- The location of all on-site drain tiles
- Boundaries of all watercourses, waterbodies, critical areas and buffers, with normal water elevations, if applicable, noted
- The existing and proposed impervious area and net new impervious area
- Location of all existing structures and those to remain on the project site noted
- Nearest base flood elevations
- All contours used in any calculation of depressional storage noted

Worksheet 2: General Stormwater Site Plan (Exhibit 2)

General Stormwater Site plan view drawing shall have at least the following information:

- Drawing at the same scale as the site topographical map
- Existing infrastructure intended to store and convey stormwater flow and stormwater runoff, including but not limited to, culverts, gutters, curbs, roadside ditches, storm sewer, swales and channels
- Proposed infrastructure intended to store and convey stormwater flow and stormwater runoff, including but not limited to, culverts, gutters, curbs, roadside ditches, storm sewer, swales and channels
- Design details for all BMPs, including stormwater structure and outlet work detail drawings
- Scheduled maintenance program (tasks and schedule) for BMPs and subsurface drainage systems as required under the applicable County adopted Stormwater Manual
- Identification of persons responsible for scheduled maintenance
- Permanent public access maintenance easements granted or dedicated to, and accepted by, a government entity
- Regulatory floodplain and floodway locations with base flood elevations and flood protection elevations noted
- Existing watercourses, waterbodies, critical areas and buffers. If impacts are proposed to these areas, additional drawing shall be submitted showing such impacts
- All plan areas at elevations below the high water elevation of any detention storage facility must be highlighted

Worksheet 3: Construction Stormwater Pollution Prevention Plan (SWPPP) (Exhibit 3)

Construction Stormwater Pollution Prevention Plan shall have at least the following information:

- Drawings at the same scale as the project site topographical map
- Existing and proposed roadways, structures, parking lots, driveways, sidewalks and all other impervious surfaces
- Existing soil types, vegetation and land cover conditions
- Limits and acreage of disturbance
- Location of any floodplain, floodway, watercourse, waterbody, critical area or buffer, wetland mitigation bank or facility
- Location of all erosion and sedimentation practices (e.g. sedimentation basins, sediment traps, diversion swales, silt fences, temporary seeding. Erosion control blankets)
- Details of all erosion and sedimentation practices
- List of maintenance tasks for all erosion and control practices
- Schedule for implementation and maintenance of erosion and sedimentation practices and temporary and permanent stabilization
- The name, address and telephone number at which the person(s) responsible for the erosion and sedimentation control practices may be reached on a twenty-four (24) basis

Worksheet 4: Vicinity Topographical Map (Exhibit 4)

Vicinity topographical map shall have at least the following information:

- Vicinity topographical map identifying the upstream drainage area to the project site and any downstream receiving channels (a minimum of five foot (5') contour map is preferred at a scale readable by the reviewer)
- Any waterbody boundaries for the drainage area through or from the project site
- Soil types related to hydrologic soils group, vegetation and land cover affecting runoff upstream of the project site for any upstream drainage area
- Overland flow path from the downstream end of the project site to the receiving channel

2019 Minimum Requirements (MR) 1 to 9 in the
2019 Stormwater Management Manual for Western Washington

- | | |
|-------------|---|
| MR 1 | Prepare Stormwater Site Plan |
| MR 2 | Construction Stormwater Pollution Prevention Plan (SWPPP) |
| MR 3 | Source Control of Pollution |
| MR 4 | Preservation of Natural Drainage Systems and Outfalls |
| MR 5 | On-Site Stormwater Management |
| <u>MR 6</u> | Run-off Treatment |
| <u>MR 7</u> | Flow Control |
| <u>MR 8</u> | Wetland Protection |
| <u>MR 9</u> | Operation and Maintenance |



Clallam County Residential Driveway Stormwater Best Management Practices (BMP) Packet

Residential driveways that serve single-family residences, duplexes, or triplexes may use this packet to comply with the requirements in Chapter 27.14 of the Clallam County Code. The applicant must demonstrate to the County that they have employed one or more of the Stormwater Best Management Practices (BMPs) to manage the stormwater runoff from the residential driveway. Applicants shall provide the County with receipts from the purchase of materials to construct the applicable BMP as proof of installation. These BMPs shall be designed to accept the stormwater runoff from driveway impervious surfaces which shall not count towards the site's hard surfaces for the purposes of applying the minimum requirements in the applicable stormwater manual.

Option 1: BMP T5.12: Sheet Flow Dispersion

Sheet flow dispersion is the simplest method of runoff control. This BMP can be used for any impervious or pervious surface that is graded to avoid concentrating flows. Because flows are already dispersed as they leave the surface, they need only traverse a narrow band of adjacent vegetation for effective on-site stormwater management.

Applications and Limitations

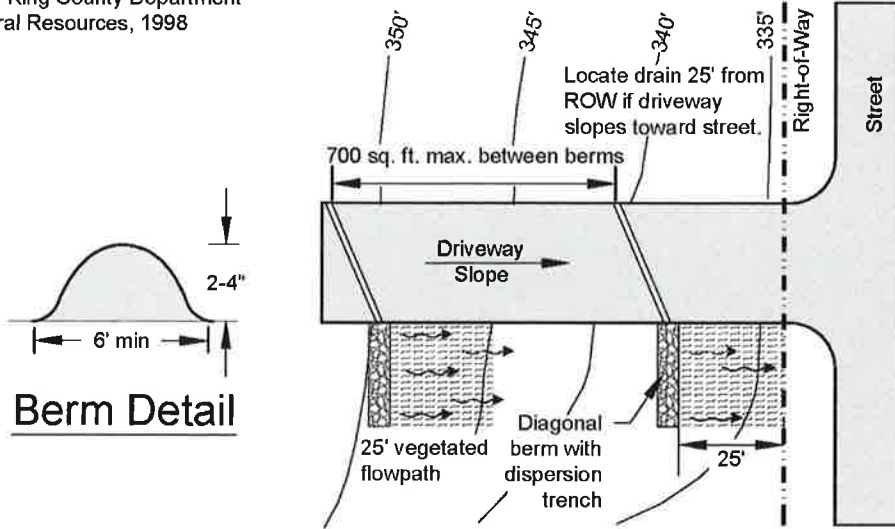
Use this BMP for flat or moderately sloping (< 15% slope) surfaces such as driveways, sports courts, patios, roofs without gutters, lawns, pastures; or any situation where concentration of flows can be avoided.

Design Guidelines

- See [Figure V-3.2: Sheet Flow Dispersion for Driveways](#) for details for driveways.
- See [BMP T5.10B: Downspout Dispersion Systems](#) for dispersion trench design criteria.
- Provide a 2-foot-wide transition zone to discourage channeling between the edge of the impervious surface (or building eaves) and the downslope vegetation. This transition zone may consist of an extension of subgrade material (crushed rock), modular pavement, drain rock, or other material acceptable to the Local Plan Approval Authority.
- Provide a 10-foot-wide vegetated buffer for up to 20 feet of width of paved or impervious surface. Provide an additional 10 feet of vegetated buffer width for each additional 20 feet of impervious surface width or fraction thereof. For example, if a driveway is 30 feet wide and 60 feet long provide a 20-foot wide by 60-foot long vegetated buffer, with a 2-foot by 60-foot transition zone.
- The design must not result in erosion or flooding of downstream properties.

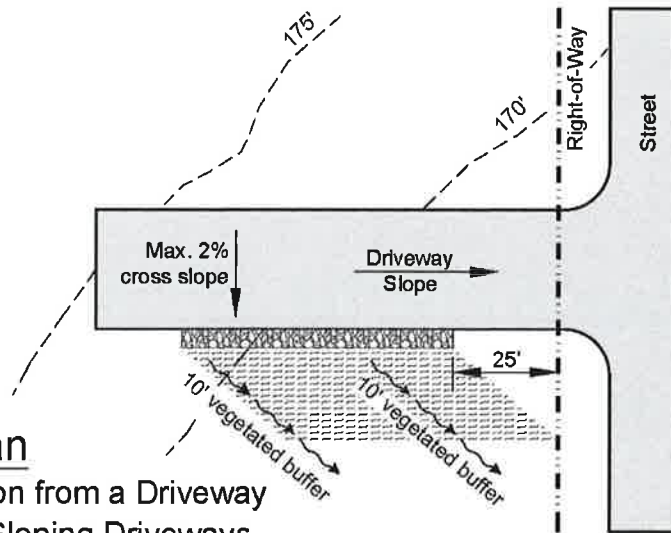
- Runoff discharge toward landslide hazard areas must be evaluated by a geotechnical engineer or a qualified geologist. Do not allow sheet flow on or above slopes greater than 20%, or above erosion hazard areas, without evaluation by a geotechnical engineer or qualified geologist and approval by the Local Plan Approval Authority.
- For sites with septic systems, the discharge area must be ten feet downgradient of the drainfield primary and reserve areas ([WAC 246-272A-0210](#)). A Local Plan Approval Authority may waive this requirement if site topography clearly prohibits flows from intersecting the drainfield.

Source: King County Department of Natural Resources, 1998



Plan

Driveway Dispersion Trench
Driveway Slope Varies and Slopes Toward Street



Plan

Sheet Flow Dispersion from a Driveway
Flat to Moderately Sloping Driveways

NOT TO SCALE



Sheet Flow Dispersion for Driveways

Revised December 2016

Please see <http://www.ecy.wa.gov/copyright.html> for copyright notice including permissions, limitation of liability, and disclaimer.

Option 2: BMP T5.11: Concentrated Flow Dispersion

Dispersion of concentrated flows from driveways or other pavement through a vegetated pervious area attenuates peak flows by slowing entry of the runoff into the conveyance system, allowing for some infiltration, and providing some water quality benefits.

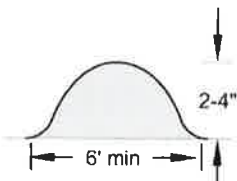
Applications and Limitations

- Use this BMP in any situation where concentrated flow can be dispersed through vegetation.
- [Figure V-3.1: Typical Concentrated Flow Dispersion for Steep Driveways](#) shows two possible ways of spreading flows from steep driveways.

Design Guidelines

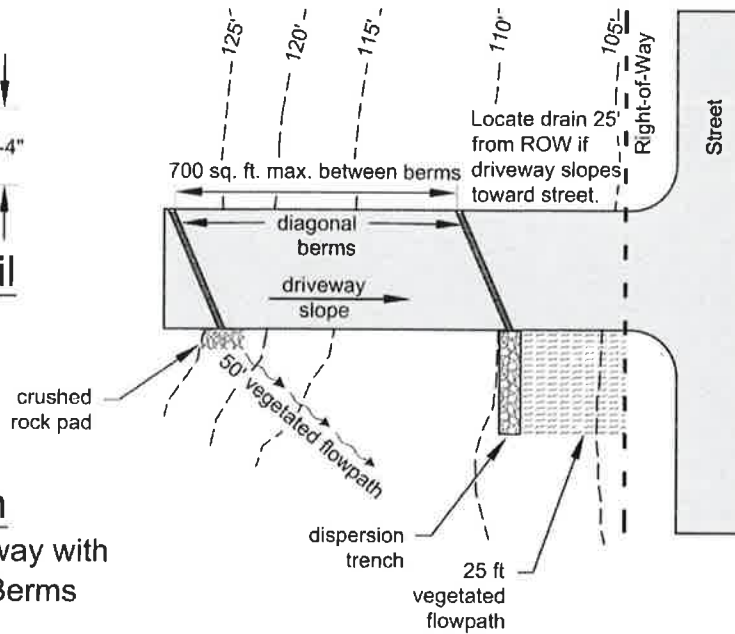
- Maintain a vegetated flow path of at least 25 feet between the discharge point and any property line, structure, steep slope, stream, wetland, lake, or other impervious surface.
 - If the vegetated flow path is 25 - 50 ft, the design must include a dispersion trench prior to discharge over the vegetated flow path.
 - If the vegetated flow path is 50 ft or more, the design may use either a dispersion trench or a pad of crushed rock (as described below) prior to discharge over the vegetated flow path.
- A maximum of 700 square feet of impervious area may drain to each concentrated flow dispersion BMP.
- Provide a pad of crushed rock (a minimum of 2 feet wide by 3 feet long by 6 inches deep) at each discharge point.
- See [BMP T5.10B: Downspout Dispersion Systems](#) for dispersion trench design criteria.
- No erosion or flooding of downstream properties may result.
- Runoff discharged towards landslide hazard areas must be evaluated by a geotechnical engineer or qualified geologist. Do not place the discharge point on or above slopes greater than 20%, or above erosion hazard areas, without assessment by a geotechnical engineer or qualified geologist and approval by the Local Plan Approval Authority.
- For sites with septic systems, the discharge point must be ten feet downgradient of the drainfield primary and reserve areas ([WAC 246-272A-0210](#)). A Local Plan Approval Authority may waive this requirement if site topography clearly prohibits flows from intersecting the drainfield.

NOT TO SCALE

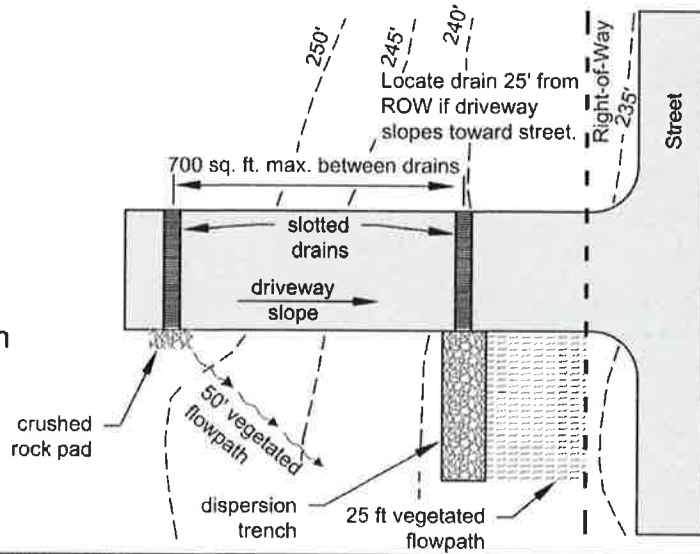


Berm Detail

Plan
Steep Driveway with
Diagonal Berms



Plan
Steep Driveway with
Slotted Drains



Typical Concentrated Flow Dispersion for Steep Driveways

Revised May 2019



Clallam County Construction Stormwater Pollution Prevention Best Management Practices (BMP) Packet

Small Projects which are not subject to a Drainage Permit pursuant to Section 27.14.050 of the Clallam County Code may use this packet to demonstrate compliance to Minimum Requirement #2 in the Department of Ecology's Stormwater Management Manual. Additionally, the applicant shall consider the twelve Construction Stormwater Pollution Prevention elements and implement applicable BMPs. A set of useful BMPs for typical rural residential construction are also included.

Small Projects that may utilize this packet include:

- Single-family residential, duplex, townhome, or accessory buildings to such dwellings on parcels less than 1 acre in size that add less than 5,000sf of new plus replaced hard surfaces or have less than 10,000sf of land disturbing activity
- Single-family residential, duplex, townhome, or accessory buildings to such dwellings on parcels greater than 1 acre in size that add less than 7,000sf of new plus replaced hard surfaces or have less than 12,000sf of land disturbing activity, or convert less than 1.5 acres of vegetation to lawn, or convert less than 5 acres of vegetation to pasture
- All other land disturbing activities that add less than 2,000sf of new plus replaced hard surfaces or have less than 7,000sf of land disturbing activity

Small Projects which require a building permit must submit a site plan that depicts the Construction Stormwater Pollution Prevention elements that will be employed during construction, as discussed within this packet.

Small Projects which do not require a building permit are still subject to the requirements within this packet.. Any new land development activity results in significant impacts to receiving water, infrastructure, county roads, or adjoining properties, then a Drainage Permit may be required to rectify the impacts regardless of the thresholds found in Section 27.14.050 CCC. Failure to comply with the voluntary compliance provisions outline above to obtain and implement the required Drainage Permit will be subject to enforcement actions found in Section 27.14.120 CCC. For small projects that do not require a building permit, there is no additional submittal required as part of the permit application.

Projects which are not considered Small Projects are subject to a Drainage Permit. Applicants must submit a Construction Stormwater Pollution Prevention Plan (SWPPP) in accordance with the applicable manual as specified in Section 27.14.050 of the Clallam County Code.

The following twelve elements must be considered for Construction Stormwater Pollution Prevention before and during the construction phase of the project:

- | | |
|----------------------------------|--|
| 1. Mark Clearing Limits | 8. Stabilize Channels and Outlets |
| 2. Establish Construction Access | 9. Control Pollutants |
| 3. Control Flow Rates | 10. Control De-Watering |
| 4. Install Sediment Controls | 11. Maintain Best Management Practices |
| 5. Stabilize Soils | 12. Manage the Project |
| 6. Protect Slopes | |
| 7. Protect Drain Inlets | |

Each of the twelve elements is described in more detail below:

Mark Clearing Limits

By minimizing the limits of clearing on the site, a builder can minimize stormwater runoff and provide effective control of pollution.

Establish Construction Access

Much of the sediment that leaves a construction site does so on the wheels of delivery and construction vehicles that drive off a project site. Construction access must be limited to a single location and a properly constructed Stabilized Construction Entrance (BMP C105) should be included on the site.

Control Flow Rates

Stormwater that leaves a project site unimpeded may exceed the capacity of the existing stormwater control facilities downstream and may contain sediment that may be deposited as the velocity of the runoff decreases. Stormwater protection on a construction site should include measures to control the flow rate of runoff from the site. This can be done by installing a Sediment Trap (BMP C240) or other measure that will impede the flow of water off a construction site.

Install Sediment Controls

In addition to limiting the rate of stormwater flow off a construction site, measures should be put in place to treat the runoff and remove sediment. Limiting of the cleared area (Element 1) will assist in this effort, but there will be exposed soils that may move with the runoff. Suggested BMPs for controlling sediment include Straw Wattles (BMPC235), Brush Barrier (BMP C231), Gravel Filter Berm (BMP C232), and Silt Fence (BMP C233). Installation of a Sediment Trap (Element 3) is an additional sediment control feature.

Stabilize Soils

An additional measure that can minimize sediment transport in runoff is to stabilize soils on the site with mulch or some other covering. This will limit the amount of soil that is exposed to rainfall, thus limiting the sediment that could potentially leave the site. BMPs that could be used for this include Mulching (BMP C121), Nets and Blankets (BMP C122), and Plastic Covering (BMP C123). During periods of dry weather dust can become a problem and

sediment could be transported from the site in high winds. BMP C140 Dust Control should be followed to limit loss of soils in windy conditions.

Protect Slopes

If the cleared area includes slopes of 3:1 (Horizontal: Vertical) or steeper, the slopes should be protected to limit runoff. If the slopes are not protected, rills and gullies may form, transporting sediment to the lower elevations and potentially off the construction site. The slopes should be graded to minimize erosion and runoff at the downstream end of the slopes, and runoff should be collected and treated. The following BMPs could be used Surface Roughening (BMP C130), Interceptor Dike and Swale (BMP C200), and Pipe Slope Drains (BMP C204).

Protect Drain Inlets

Runoff from urban construction sites often discharges into existing stormwater collection systems. Water enters the collection system through drain inlets. If there are drain inlets downstream of a construction site, they should be protected using BMP C220 Storm Drain Inlet Protection.

Stabilize Channels and Outlets

Any temporary on-site channels or ditches that are used to control runoff should be stabilized to prevent erosion in the channel. BMP C202 Channel Lining and BMP C209 Outlet Protection should be used.

Control Pollutants

The best way to control pollution is to limit the source of pollution. Construction debris should be maintained in a safe location. Vehicle maintenance on the construction site should be minimized and any spill should be promptly cleaned up. Concrete spillage should be kept to a minimum and cleaning of the concrete trucks after they have unloaded should be done in an area that will not drain off site (see BMP C151 Concrete Handling).

Control Dewatering

In some cases, excavation for the foundation or below ground structures will encounter ground water. This water must be removed (dewatered) from the excavation. Discharge of this ground water must be treated in a manner that will not cause damage downstream due to flow rates or added pollution. There are no specific BMP identified for this activity, but the water should be handled with care to assure that soils or other pollutants are not added to this flow.

Maintain BMPs

Installation of the appropriate BMPs is not adequate to completely control stormwater runoff. The BMPs that have been installed on the project must be inspected and maintained during the duration of the construction project. In addition, the temporary controls that were installed for construction should be removed within 30 days of completion of the work. Typically, once construction has been completed, the temporary facilities are not maintained, and by removing the facilities, it will ensure that these won't fail and discharge water or sediment that had been previously trapped or contained.

Manage the Project

Management of a project has four aspects:

1. Phasing construction to prevent transportation of runoff and sediment,
2. Limiting the work during seasons where large amounts of rainfall could be anticipated,
3. Coordination with Utilities and other Contractors, and
4. Inspection and Monitoring.

All of these for aspects are important and must be followed to ensure a project that will have minimal impact on the environment. Volume II of the Manual contains additional BMPs that could be used on-site. The applicant is encouraged to review the Manual to see if other BMPs may be applicable to, or more useful on, a particular site.

Best Management Practices from 2019 Ecology Stormwater Management Manual

The following BMPs for Construction Stormwater Pollution Prevention are sediment and erosion control measures for the construction phase of typical rural residential development. Some projects may not require implementation of all of these BMPs; others may require additional measures not listed here.

Click on the BMP to learn more about each BMP's purpose and design:

II-3.2 Source Control BMPs

[BMP C101: Preserving Natural Vegetation](#)

[BMP C102: Buffer Zones](#)

[BMP C103: High Visibility Fence](#)

[BMP C105: Stabilized Construction Access](#)

[BMP C106: Wheel Wash](#)

[BMP C107: Construction Road/Parking Area Stabilization](#)

[BMP C120: Temporary and Permanent Seeding](#)

[BMP C121: Mulching](#)

[BMP C122: Nets and Blankets](#)

[BMP C123: Plastic Covering](#)

[BMP C124: Sodding](#)

[BMP C125: Topsoiling / Composting](#)

[BMP C126: Polyacrylamide \(PAM\) for Soil Erosion Protection](#)

[BMP C130: Surface Roughening](#)

[BMP C131: Gradient Terraces](#)

[BMP C140: Dust Control](#)

[BMP C150: Materials on Hand](#)

[BMP C151: Concrete Handling](#)

[BMP C152: Sawcutting and Surfacing Pollution Prevention](#)

[BMP C153: Material Delivery, Storage and Containment](#)

[BMP C154: Concrete Washout Area](#)

[BMP C160: Certified Erosion and Sediment Control Lead](#)

[BMP C162: Scheduling](#)

II-3.3 Construction Runoff BMPs

[BMP C200: Interceptor Dike and Swale](#)

[BMP C201: Grass-Lined Channels](#)

[BMP C202: Riprap Channel Lining](#)

[BMP C203: Water Bars](#)

[BMP C204: Pipe Slope Drains](#)

[BMP C205: Subsurface Drains](#)

[BMP C206: Level Spreader](#)

[BMP C207: Check Dams](#)

[BMP C208: Triangular Silt Dike \(TSD\)](#)

[BMP C209: Outlet Protection](#)

[BMP C220: Inlet Protection](#)

[BMP C231: Brush Barrier](#)

[BMP C232: Gravel Filter Berm](#)

[BMP C233: Silt Fence](#)

[BMP C234: Vegetated Strip](#)

[BMP C235: Wattles](#)

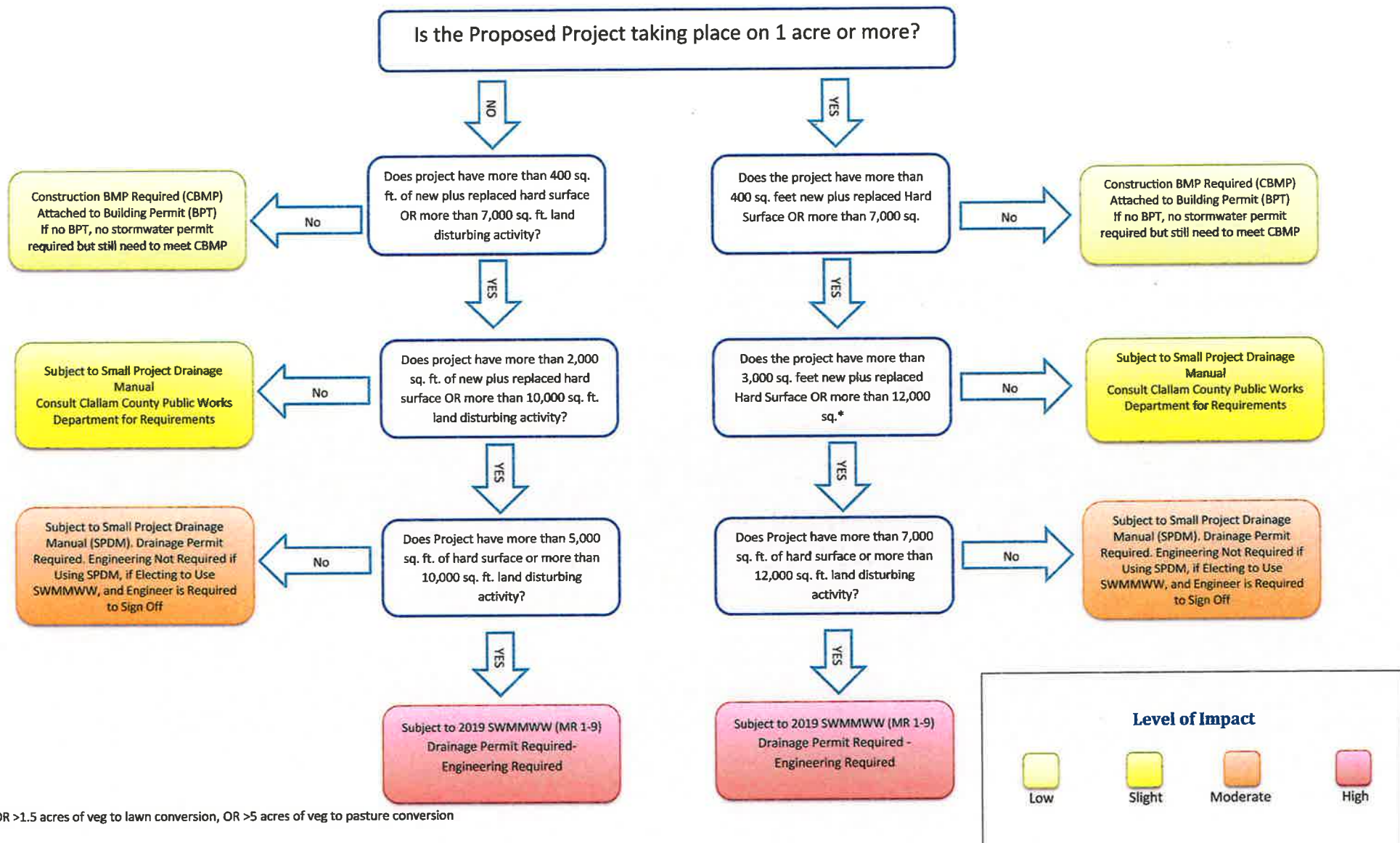
[BMP C236: Vegetative Filtration](#)

[BMP C240: Sediment Trap](#)

[BMP C241: Temporary Sediment Pond](#)

[BMP C251: Construction Stormwater Filtration](#)

Stormwater Development Requirements for Single-Family residences, Duplexes, Townhomes, and Accessory Buildings to Such Dwellings, Excluding residential Driveways Outside of the Port Angeles UGA



*OR >1.5 acres of veg to lawn conversion, OR >5 acres of veg to pasture conversion



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

5
8/30/21

Department: DCD

WORK SESSION ☒ Meeting Date: 8-30-2021

REGULAR AGENDA ☒ Meeting Date: 9-7-2021

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|--|--|--------------------------------------|
| ☒ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☒ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

The Clallam County Planning Commission has completed its review and public hearing process regarding a proposed ordinance intended to clarify the requirements for personal use of recreational vehicles, park models, and camping. The Planning Commission held a public hearing on July 7, 2021 and voted to forward the ordinance titled "Recreational Vehicles, Park Models, and Camping" to the Board of Commissioners on August 5, 2021. The Board may now review the ordinance for adoption and move forward with their public hearing process. The ordinance is intended to consolidate existing requirements and address deficiencies in the Clallam County Code. The ordinance will allow the placement of one RV or park model on a legal lot with proper screening and ensure park models meet installation instruction or be engineered, and requires proof of legal black and gray water disposal, disposal of solid waste, and ensure compliance with zoning, shoreline, and critical areas.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

None

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Discuss the proposed ordinance and approve a Call for Hearing.

County Official signature & print name:

Mary Ellen Winborn

Name of Employee/Stakeholder attending meeting: Donella Clark, Principal Planner

Relevant Departments: DCD

Date submitted: 8-25-2021

- * Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Agenda8-30-2021
Revised: 3-04-2019

PUBLIC HEARING
Proposed Ordinance titled "Recreational Vehicles, Park Models, and Camping"

NOTICE IS HEREBY GIVEN that the Clallam County Board of Commissioners will conduct a public hearing on Tuesday, September 28, 2021 at 10:30 a.m., or as soon thereafter as possible in the Commissioners' Meeting Room of the Clallam County Courthouse, 223 East 4th Street, Room 160, Port Angeles, Washington. The hearing may also be attended by Zoom by going to <https://zoom.us/join> or by calling 253-215-8782 and then enter Meeting ID: 875 561 7844 Passcode: 12345. The purpose of the public hearing is to receive public testimony on proposed changes to the Clallam County Zoning code, amending and adding definitions to accompany a new section that would provide standards for the placement and use of Recreational Vehicles, Park Models, and the use of property for Camping.

SUMMARY OF PROPOSAL: Clallam County is proposing an Ordinance in order to clarify the requirements for recreational uses, which includes recreational vehicles, park models, and camping to occur throughout the unincorporated portions of the County. The recreational ordinance is intended to address the issue of ensuring that recreational vehicles and park models will adequately address waste water, solid waste, and adequate utilities and to ensure that recreational uses comply with zoning, shoreline, and critical areas requirements, consolidating the requirements already in place in Clallam County Codes.

HOW TO COMMENT: All persons wishing to comment are welcome to either submit their written comments before the hearing is commenced or present written and/or oral comments in person during the public hearing. Written comments should be sent to the Clallam County Board of Commissioners, 223 East 4th Street, Suite 4, Port Angeles, WA 98362-3015.

DOCUMENTS AND INFORMATION: Copy of the Ordinance is available for review at the Clallam County Department of Community Development located in the Clallam County Courthouse at 223 E. 4th Street, Port Angeles, WA or http://www.clallam.net/bocc/public_meetings.html.

In compliance with the Americans with Disabilities Act (ADA), appropriate aids and/or reasonable accommodations will be made available upon request. Requests must be received by the Commissioner's office (Phone: 360-417-2233; see address above) at least 7 days prior to the hearing. The facility is considered "barrier free" and accessible to those with physical disabilities.

Publish: September 19 and 26

Bill: Dept. of Community Development

Loni Gores, Clerk of the Board

LETTER OF TRANSMITTAL

To: Clallam County Board of Commissioners

From: Clallam County Planning Commission

Subject: Transmittal to BOCC: Findings and Conclusions regarding an Ordinance about Recreational Uses

Dear Commissioners:

The Clallam County Planning Commission has completed its review and public hearing process regarding an Ordinance proposing standards for Recreational Uses, including RV's, Park Models, and Camping. The Planning Commission completed its review and approved its final recommendations to forward to the BOCC at its meeting on July 7, 2021. As Vice-Chairman of the Clallam County Planning Commission, having first received the authorization of the Commission, I am transmitting herewith the findings and recommendations of the Commission on this proposed Ordinance:

FINDINGS OF FACT:

1. Clallam County is proposing an Ordinance in order to clarify the requirements for recreational uses, which includes recreational vehicles, park models, tents, etc. to occur throughout the unincorporated portions of the County. The recreational ordinance is intended to address the issue of ensuring that recreational uses will adequately address waste water, solid waste, and have adequate utilities and to ensure that recreational uses comply with zoning, shoreline, and critical areas requirements, consolidating the requirements already in place in Clallam County Codes.
2. The recreational use ordinance provides standards for landowners wanting to occupy park models, recreational vehicles, or tent/yurts.
3. DCD initiated discussions regarding RV camping, living, and storage on residentially developed and vacant lots with the Planning Commission on March 21, 2018.
3. DCD held workshops with the Planning Commission on March 21, 2018, May 2, 2018, May 16, 2018, February 17, 2021, March 3, 2021, April 7, 2021, May 5, 2021, and June 2, 2021 to develop the ordinance.
4. DCD attended a Board of County Commissioners work session on May 17, 2021 to inform the Board and the public of the Planning Commission's work on the Recreational Use Ordinance.
5. DCD issued a SEPA Threshold Determination of a Determination of Non-Significance on June 21, 2021. The comment period on the DNS ended on

July 7, 2021. This DNS was routed to the WA State Department of Ecology, Cities, and Tribes in Clallam County.

6. The Planning Commission held a Public Hearing on July 7, 2021 regarding the proposed Ordinance. Comments were received from the public via email, letter, and through testifying at the hearing. The hearing was closed and a decision on the matter tabled until August 5, 2021.
7. Staff made a presentation of possible changes to the ordinance to address concerns heard by the public on August 5, 2021.
8. The final draft Ordinance regarding Recreational Uses was presented at the August 18, 2021 Planning Commission Public Hearing. A vote was held recommending the ordinance be forwarded to the BOCC for consideration; 6 in favor, 1 opposed, and 1 absent.

Based on the above facts and findings, and the following attachments: proposed amendments to definitions defining Recreational Vehicle and RV Park, and adding the definition for Park Model or Recreational Park Trailer; ordinance sections with requirements for Recreational Vehicles (including Park Model) use, Temporary living quarters during construction, Tent and Yurts, and a Violation-Penalty; the Planning Commission adopts and transmits the following conclusion to the Clallam County Board of Commissioners.

CONCLUSION: The Clallam County Planning Commission concludes that the proposed Ordinance shall be included in the zoning code to:

1. Add definition of Park Models, update definition of Recreational Vehicles and RV Park in the zoning code.
2. Add requirements for placement and use of Park Models and Recreational vehicles.
3. Address temporary living in RV while obtaining a building permit.
4. Add standards for personal use of tents/yurts.
5. Address procedure for violations of these standards.

The Planning Commission recommends approval by the BOCC and as Chair of the Commission, has directed me as its duly authorized agent to transmit this recommendation to the BOCC.

AuthenticID
Scott A Clausen

8/6/2021 9:06:22 PM PDT
Scott Clausen, Vice-Chairman

08/06/2021

Date

Ordinance _____

An ordinance amending Clallam County Code Title 33 Zoning, and adding a new section adopting standards for Recreational Vehicles, Park Models, and Camping

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Chapter 33.03, Section 33.03.010, Definitions is amended to read as follows:

For the purpose of this title, certain terms or words herein shall be interpreted as specifically defined in this chapter. All other words in this title shall carry the meanings as specified in the latest edition of Webster's New Collegiate Dictionary. Words or phrases not listed here have neither been amended or repealed by the ordinance codified in this section and remain as currently enacted.

(1) "Accessory apartment" means an accessory housing unit located above the first floor of a multistoried commercial or limited industrial use building.

(2) "Accessory dwelling unit" or "ADU" means a separate dwelling unit within a single-family dwelling or a separate structure associated with a single-family dwelling which is incidental and subordinate to the primary residential use of the property. Accessory dwelling units are further defined as follows:

(a) Detached. Those accessory dwelling units that are lawfully constructed within existing outbuildings, or stand alone, where the ADU does not share a common wall with the primary residential dwelling unit. ADUs that are connected to a primary residential structure only by a covered breezeway or similar appurtenant structure shall be considered detached.

(b) Attached. Those accessory dwelling units that share a common wall or floor/ceiling with the primary dwelling unit and do not meet the definition of detached accessory dwelling unit.

(3) "Accessory housing" means an accessory single-family housing unit, the residential use of which remains a clearly incidental and subordinate use to a legally constructed primary single-family dwelling, commercial, or industrial use. "Accessory housing" includes accessory dwelling units, accessory apartments, caretaker apartments, and temporary medical hardship dwellings.

(4) "Accessory use or improvement" means a use or improvement which is necessary for the full use and enjoyment of the main use of the property, is typically associated with the main use, and is subordinate to or incidental to the main use of a parcel and which includes the utilities necessary to serve the accessory use. Accessory uses and improvements are allowed in all zoning districts.

(5) "Administrator" means the Director of the Department of Community Development of Clallam County or his/her designee.

(6) "Affected party" means those parties with standing to bring action on appeals of decisions rendered pursuant to this title and is limited to the following parties:

(a) The applicant or owner of property on which the development is proposed;

(b) Any person entitled to notice of the application pursuant to CCC [33.37.010](#); or

(c) Any person who deems themselves aggrieved by a decision and who will suffer direct and substantial impacts from the proposal.

(7) "Agriculture" means improvements and activities associated with the raising and harvesting of crops and livestock. "Agriculture" includes ancillary activities, including equipment storage and repair, seasonal employee housing, and temporary on-site retail stands for the sale of agricultural goods.

(8) "Airport, general aviation" means an area of land or water that is used or intended to be used for the landing and taking off of aircraft. General aviation airports are designated by the Federal Aviation Administration (FAA) and may include ancillary structures and facilities that support the public and/or commercial use of the airport, including boarding terminals, air traffic control towers, cargo decks, baggage and ticketing terminals, parking areas, fueling facilities, aircraft storage (hangars), and aircraft servicing and repair facilities.

(9) "Airport, private use" means an area of land or water that is used or intended to be used for the landing and taking off of aircraft. Private use airports are not designated by the Federal Aviation Administration (FAA) as general aviation airports and may include ancillary structures and facilities that support the private, noncommercial recreational use of the airport, including air traffic control towers, parking areas, fueling facilities, aircraft storage (hangars), and aircraft servicing and repair facilities.

(10) "Allowed use" means a use or structure which is allowed outright by this chapter in one or more zones without issuance of a conditional use permit but remains subject to all other development regulations applicable to the proposal.

(11) "Antenna" means any system of wires, poles, rods, reflecting discs, or similar devices used for the transmission or reception of electromagnetic waves external to or attached to the exterior of any building.

(12) "Asphalt plant" means a permanent (longer than three months) installation of an asphalt plant; provided, that the facility complies with all applicable water quality, air quality, and other environmental regulations.

(13) "Bed and breakfast inns" means a single-family dwelling on property occupied by the owner or manager which is constructed or converted partially or entirely into an overnight, short-term boarding house which does not detract from the residential appearance of the structure, and has five or fewer rooms for overnight accommodations.

(14) "Business park" means a commercial or industrial development supporting low-intensity activities compatible with adjoining residential land uses when properly landscaped.

(15) "Caretaker apartment" means an accessory housing unit that is permitted in association with a commercial or industrial use where no residential dwelling exists, and the expressed purpose of the accessory housing unit is to provide housing for an on-site security or operations personnel.

(16) "Cemetery" means land used or intended to be used for the burial of the dead and dedicated for cemetery purposes, including columbariums and mausoleums.

(17) "Child daycare center" means a person or agency that regularly provides care for a group of children for periods of less than 24 hours (RCW [74.15.020](#)).

(18) "Church" means a building or buildings intended for religious worship including ancillary activity and improvements such as religious education, assembly rooms, kitchen, reading room, recreation hall and may include a residence for church staff. This definition does not include schools devoted primarily to nonreligious education.

(19) "Commercial greenhouse or nursery" means a structure (greenhouse) or land (nursery) devoted to the cultivation and wholesale or retail of plants.

(20) "Commercial horse facility" means a facility greater than 2,000 square feet for the commercial boarding, care, training or riding of horses.

(21) "Commercial storage" means a structure, or part thereof, or area used principally for the storage of goods and merchandise.

(22) "Commercial use" means any premises devoted primarily to the wholesaling or retailing of a product or service for the purpose of generating an income.

(23) "Commercial use, neighborhood" means commercial uses whose primary function is to serve a limited geographic market area intending to enhance a neighborhood or limited residential market.

(24) "Commission" means the Clallam County Planning Commission appointed by the Board of Commissioners.

(25) "Communication relay facilities" means telephone, telegraph, television, radio, cables, microwave stations, retransmission improvements, substations and any other communication conveyance. This definition includes commercial broadcast stations, accessory control buildings, and security fencing.

(26) "Comprehensive Plan" means the Clallam County Comprehensive Plan, CCC Title [31](#).

(27) "Conditional use" means an activity or structure which is permitted in a zoning district through a special permitting process with public input and a determination that the proposed use is consistent with applicable land use regulations and the character of the neighborhood.

(28) "Corner lot" means a lot abutting on and at the intersection of two or more streets.

(29) "County" means Clallam County.

(30) "Density" means the number of dwelling units per gross acre of land, which includes road rights-of-way to the centerline of fronting streets, tidelands, and dedicated open space areas.

(31) "Development right" is defined as the difference between the existing use of a parcel and its potential use as permitted by existing law, i.e., a development right is equal to the unused development potential of a parcel of land. In simplest form, a single development right usually represents the potential to build one dwelling unit.

(32) "Development standards" means a set of requirements establishing parameters to be followed in site and/or building design and development.

(33) "Duplex" means two dwelling units having a common roof.

(34) "Dwelling unit" means any building or any portion thereof which is intended or designed to be used, rented, leased, let or hired out to be occupied for living purposes having independent living facilities for one family including permanent provisions for living, sleeping, eating, cooking, sanitation and including accessory structures and improvements.

(35) "Easement" means a grant of one or more property rights by the property owner to and/or for a specific or general use by a person or public.

(36) "Family daycare provider" means a child daycare provider who regularly provides child daycare for not more than 12 children in the provider's home in the family living quarters for periods of less than 24 hours (RCW [74.15.020](#)).

(37) "Financial institution" means a building, property or activity, the principal use or purpose of which is the provision of financial services, including but not limited to: banks, facilities for automated teller machines (ATMs), credit unions, savings and loan institutions, stock brokerages and mortgage companies.

(38) "Gas station" means a principal building site and structures for the sale and dispensing of motor fuels or other petroleum products and the sale of convenience retail.

(39) "Grocery store" means a structure devoted primarily to the sale of staple foodstuffs and household commodities.

(40) "Gross floor area," for structures used for commercial or industrial purposes, shall include the sum of the horizontal areas of one or more floors of a building measured from the exterior face of exterior walls or from the centerline of a wall separating two commercial uses

but not including interior parking spaces, storage spaces, loading spaces and basements which are not used for human habitation or service to the public. For structures used for residential purposes, "gross floor area" shall include the sum of the horizontal areas of one or more floors of a building measured from the exterior face of exterior walls but not including garages or exterior storage spaces.

(41) "Group home" means a facility licensed by the State which is located in a single building utilized for the full-time shelter and care of a group of unrelated people. A group home is considered to be a multiple-family dwelling when it is occupied by 17 or more clients. A group home is considered to be a home enterprise when occupied by 16 or fewer clients and when consistent with the standards for a home enterprise.

(42) "Hazardous waste" means:

(a) Any discarded, useless, unwanted, or abandoned nonradioactive substances, including but not limited to certain pesticides or any residues or containers of such substances which are disposed of in such quantities or concentration as to pose a substantial present or potential hazard to human health, wildlife, or the environment because such wastes or constituents or combinations of such wastes have short-lived toxic properties which may cause death, injury, or illness or have mutagenic, teratogenic or carcinogenic properties; or are corrosive, explosive, flammable, or may generate pressure through decomposition or other means.

(b) Any waste described in subsection (42)(a) of this section which will persist in a hazardous form for several years or more at a disposal site and which in its persistent form presents a significant hazard and may be concentrated by living organisms through a food chain or may affect the genetic makeup of man or wildlife and is highly toxic to man or wildlife; or if disposed of at a disposal site in such quantities as would present an extreme hazard to man or the environment.

(43) "Hazardous waste treatment and storage facility" means a site or facility used to store or treat hazardous waste as defined in subsection (42) of this section.

(44) "Home-based industry" means a revenue generating enterprise which is located on a residential parcel and which generates or involves outdoor activity and/or outdoor storage of equipment or supplies.

(45) "Home enterprise" means a revenue generating enterprise which is conducted entirely within a dwelling and/or inside other legally existing buildings on a residential property and is subordinate to and incidental to the residential use of the dwelling.

(46) "Indoor shooting range" means a facility, commercial, public or private, which provides for recreational shooting and hunter education within a fully enclosed and soundproof structure which is clearly subordinate to the residential use, if applicable, of the property.

(47) "Industrial use" means any premises devoted primarily to the manufacturing of finished or semi-finished products, and the processing of materials. This definition includes accessory facilities such as but not limited to storage facilities, transfer facilities, warehousing, heavy vehicular storage and repair, log storage milling and sorting.

(48) "Kennel" means an establishment which is designed to accommodate the temporary boarding of six or more household pets owned by persons other than the owner of the premises.

(49) "Land use" means an activity on land serving man in some manner.

(50) "Limited industrial use" means those industrial uses which generate minimal amounts of noise, odor, glare, traffic, and other nuisance characteristics.

(51) "Lodges" means any structure accommodating an organization which is operated not-for-profit where entrance to the premises is contingent upon the payment of a monthly or yearly fee.

(52) "Long-term commercial significance" includes (or signals) the growing capacity, productivity, and soil composition of the land for long-term commercial production, in consideration with the land's proximity to population areas, and the possibility of more intense uses of land. Long-term commercial significance means the land is capable of producing the specified natural resources at commercially sustainable levels for at least the 20-year planning period, if adequately conserved. Designated mineral resource lands of long-term commercial significance may have alternative post-mining land uses, as provided by the Surface Mining Reclamation Act, Comprehensive Plan and development regulations, or other laws.

(53) "Lot coverage" means the total ground coverage of all buildings or structures on a site measured from the outside of external or supporting walls, but not to include: at-grade, off-street parking lots; deck areas; terraces; swimming pools; pool deck areas; walkways and roadways; and driveways.

(54) "Lot depth" means the horizontal length of a straight line drawn from the midpoint of the front property line of the lot to the midpoint of the rear property line.

(55) "Lot line, front" means the boundary of a lot which is common to a public or private road or access easement. Where the lot abuts two or more roads the lot owner may designate one of the lot lines common to one of the roads as the front lot line at the time the lot is developed.

(56) "Lot line, rear" means the property line of a lot that is most opposite or most distant from the designated front lot line and that does not intersect any front lot line. In the case of a triangular lot, it means a line 10 feet in length within the lot parallel to and at the maximum distance from the front lot line. In the event that the front property is a curved line, then the rear property line shall be assumed to be a line parallel to a line tangent to the front property line at its midpoint. In the case of waterfront property, the rear lot line is that which adjoins the ordinary high water line, unless otherwise designated by the Zoning Administrator.

(57) "Lot line, side" means any lot line that is not a front or rear lot line, or any lot line that intersects a front lot line.

(58) "Lot, parcel, tract" means an ownership of land in which the boundary is defined by a deed recorded in the County Auditor's office and assigned a tax parcel number by the County Assessor; or a lot which has been defined by a survey recorded pursuant to Washington State surveying or platting laws and is assigned a tax parcel number by the County Assessor; or parcels recognized by resolution of the Board of County Commissioners adopted prior to the effective date of this title.

(59) "Lot width" means the horizontal distance between side lot lines measured at right angles to the lot depth line at a point midway between the front and rear property line. If the side property lines are not parallel, the width of the lot shall be the length of a line at right angles to the depth line of the lot at a distance midway from the front and rear lines required for the district in which the lot is located.

(60) "Marijuana processor" means a person licensed by the State Liquor and Cannabis Board to process marijuana into marijuana concentrates, usable marijuana and marijuana-infused products, and package them for sale in retail outlets and at wholesale to marijuana retailers.

(61) "Marijuana producer" means a person licensed by the State Liquor and Cannabis Board to produce and sell marijuana at wholesale to processors and other producers.

(62) “Marijuana retail” means a person licensed by the State Liquor and Cannabis Board to sell marijuana concentrates, usable marijuana, and marijuana-infused products in a retail outlet.

(63) “Master planned resort” means a self-contained and fully integrated planned unit development, in a setting of significant natural amenities, with primary focus on destination resort facilities consisting of short-term visitor accommodations associated with a range of developed on-site indoor or outdoor recreation facilities.

(64) “Medical hardship” means a physical or mental incapacitation requiring daily care by an on-site caregiver and is attested to, in writing, by a licensed practicing physician in the State of Washington.

(65) “Medical hardship dwelling” means a mobile home or manufactured home, as defined by WAC [296-150M-0020](#), allowed to provide temporary housing in cases of documented medical hardship.

(66) “Medical service facility” means a licensed medical physician’s clinic or outpatient care clinic where overnight accommodations are not provided.

(67) “Mineral extraction” means activities involved in the extraction and processing of minerals from the earth for industrial, commercial, or construction uses, excluding water. For the purpose of this chapter, removal of solid materials from the earth is not deemed mineral extraction until the activity collectively results in more than three acres of land being disturbed or that results in pit walls more than 30 feet high and steeper than one horizontal to one vertical. This definition does not include disturbances greater than three acres of land during any time period if the cumulative area that has not been rehabilitated according to the State’s reclamation requirements outlined in Chapter [78.44](#) RCW is less than three acres. Farming, road construction, mineral exploration testing and site preparation for construction shall not be deemed mineral extraction activities.

(68) “Mineral Resource Land Overlay District” or “MRLOD” means an overlay designation given to the location of a surface mine or proposed surface mine. A surface mine located upon land having the MRLOD designation may operate there without first obtaining a conditional use permit, if one would otherwise be required in the absence of MRLOD designation. Such a surface mine is and remains subject to the regulations listed in Chapter [33.62](#) CCC and all other applicable development regulations.

(69) “Minimum lot size” means the smallest parcel size upon which a dwelling may be placed or constructed; provided, that roads and open spaces which are dedicated to the public and tidelands shall be excluded when calculating lot size; provided, that lots in the Rural (R1) zoning district may include roads dedicated to the public as part of a land division in the minimum lot size calculation.

(70) “Mini-storage/self-storage” means any real property designed and used for the purpose of renting or leasing individual storage space to occupants for the purpose of storing and removing personal property. A self-service storage facility is not a public warehouse.

(71) “Mixed-use” means development that combines two or more different land uses on the same lot or contiguous lots in the same zone, such as retail uses and residential uses.

(72) “Mobile home park” means a lot or parcel of land occupied by two or more mobile homes on a rent or lease basis, and approved by Clallam County pursuant to County regulations.

(73) “Motel/hotel” means a structure which provides overnight, short-term boarding to transient guests and not defined as a bed and breakfast inn facility.

(74) “Multiple-family dwelling” means a building containing three or more dwelling units.

(75) "Nonconforming use or structure" means a lawful structure or use existing at the time this title or any amendment thereto becomes effective, which does not conform to the requirements of the zone in which it is located.

(76) "Off-street parking" means any space specifically allocated to the parking of motor vehicles that is not located within a public right-of-way, travel lane, service drive, or any easement for public use.

(77) "Outdoor-oriented recreation facilities" means buildings, land alterations, or other facilities which are intended to provide for recreational activity including, but not limited to, campgrounds, boat launching facilities, golf courses and ball fields.

(78) "Outdoor shooting range" means a facility, commercial, public or private, and use, part of which occurs outdoors, which is established for the purpose of recreational shooting and hunter education/training. An "outdoor shooting range" includes the discharge of firearms for any lawful purposes. Accessory uses which directly relate to the use of the site as an outdoor shooting range such as campgrounds and indoor retailing of shooting supplies are included.

(79) "Parking space" means an area set aside for the parking of one motor vehicle.

(80) "Park Model or Recreational Park Trailer" means a type of recreational vehicle as defined in the American national standards institute A119.5 standard for park trailers as defined by RCW 43.22.335.

~~(81)~~ (81) "Performance standards" means criteria that are established and must be met before a particular use will be permitted. These measures are designed to guide development of property and include, but are not limited to, open space requirements, water and wastewater requirements, buffer zones, screening, size and height limits for buildings, noise, vibration, glare, heat, air or water contaminants, and traffic.

~~(82)~~ (82) "Permitted use" means an activity or structure which is either allowed in a zone pursuant to this chapter without conditions or formal action by the County, or is identified as a conditional use.

~~(83)~~ (83) "Person" means a man, woman, firm, association, partnership, political subdivision, government agency, corporation or any other human entity whatsoever.

~~(84)~~ (84) "Preferred use" means the use that is the most appropriate lawful use for a particular parcel because that use best furthers the public policy behind the zoning or overlay designation applicable to that particular parcel.

~~(85)~~ (85) "Primary dwelling unit" means a structure consistent with the definition of "single-family dwelling," as set forth in this section; provided, that this definition applies to those single-family residential structures on parcels where an accessory dwelling unit, consistent with the standards of Chapter 33.50 CCC, is also present.

~~(86)~~ (86) "Primitive campground" means a campground for day use and overnight accommodations by tenters only (no recreational vehicles or tent-trailers). A primitive campground is also an outdoor-oriented recreation use, unless specified in each zoning district.

~~(87)~~ (87) "Professional office" means a structure accommodating the following professional offices: medical, dental, chiropractic, accounting, consulting, cosmetologist, real estate offices or such other offices of persons required to be licensed by the State of Washington following completion of required training.

~~(88)~~ (88) "Public building" means a building or improvement which is used or owned by a governmental agency.

~~(89)~~ (89) "Public improvement" means a facility which is used or owned by a governmental agency.

(9089) "Race track" means an area devoted to the racing of motor and nonmotorized vehicles or animals, and all improvements normally associated with racing such as off-street parking, patron seating, concessions, and a fixed race track.

(910) "Restaurant" means a business in which food is prepared and sold for consumption.

(924) "Research facility" means an improvement devoted to or supporting research activities and having minimal nuisance characteristics related to odor, noise, glare and radiation. "Research" is an activity devoted to the obtaining of knowledge and does not include any product retailing or wholesaling activity. Testing for surface and subsurface minerals is not a research activity.

(932) "Retail use" means a land use devoted primarily to the wholesale and retail sale of a product or service to the general public.

(94) "Recreational Vehicle (RV)" means a vehicular-type unit primarily designed for recreational camping or travel use that has its own motive power or is mounted on or towed by another vehicle. The units include travel trailers, fifth-wheel trailers, folding camping trailers, truck campers, and motor homes as defined by RCW 43.22.335.

(953) "RV park" means two or more occupied RVs on a property~~a campground~~ for day use and overnight accommodations by motor homes, travel trailers, truck campers, ~~and~~ camping trailers, and park models.

—(964) "Satellite dish antenna" means a round, parabolic antenna intended to receive signals from orbiting satellites and other sources. Noncommercial dish antennas are defined as being less than four meters in diameter. Commercial dish antennas are typically those larger than four meters and typically used by broadcasting stations.

(975) "School" means a building where instruction is given to persons to enhance their knowledge or skills. Buildings where instruction is given primarily on religious matters are not deemed to be schools.

(986) "Setback" means the minimum distance allowed by this chapter between a lot line or the centerline of a street right-of-way and the foundation of any building on the lot; provided, however, that eaves, decks, porches, bay windows, chimneys or other architectural elements may project no more than two feet in any required yard except in instances where such projection would be over or on an easement, which is not allowed; and, provided further, that structures and improvements associated with utilities or roads dependent on location on or near road right-of-way shall be allowed without meeting the setback standards of the Zoning Code.

(997) "Shooting range" means a facility established for the purpose of recreational shooting, including, but not limited to, target and skeet shooting.

(10098) "Should," when used in a statement, indicates a preference, recommendation or exhortation rather than a mandate or requirement and is a synonym for "may."

(10199) "Single-family dwelling" means a dwelling unit detached from any other dwelling unit and intended for occupation by one family and including accessory improvements and uses. This definition includes manufactured homes such as mobile homes, modular homes and other homes manufactured in components or as one complete dwelling unit.

(1020) "Storage facility" means a building or fenced open yard used solely for the storage of goods and materials; provided, that automobile wrecking or salvage facilities are excluded from this definition.

(1034) "Street" means any vehicular right-of-way which:

- (a) Is an existing State, County or municipal roadway; or
- (b) Is a publicly owned easement; or

(c) Is shown upon a plat or short plat or survey approved pursuant to County regulations; or

(d) Is approved by other governmental action. The street shall include all land within the boundaries of the street right-of-way which is improved.

(1042) “Street classifications” means those functional classifications given to streets by the Clallam County Board of Commissioners under the provisions of RCW [36.86.070](#).

(1053) “Street right-of-way” means a strip of land acquired by reservation, dedication, forced dedication, prescription or condemnation, and intended to be occupied by a street, as specified by recorded easements, recorded ownership instruments, or dedications accepted by the Board of County Commissioners for public transportation purposes.

(1064) “Tavern” means any establishment with special space and accommodation for sale by the glass and for consumption on the premises of beer and/or wine.

(1075) “Timber harvesting” means improvements and activities associated with the growing and harvesting of trees. Such activity includes land preparation for tree planting, road construction, tree thinning, brush control, log storage and sorting yards, tree nursery facilities, research activity related to timber growing, improvements required for environmental impact mitigation, temporary chipping and barking activity utilizing portable equipment, storage of materials, vehicles and equipment supporting timber growing, harvesting and transportation activities, staging areas and facilities, timber trans-shipment facilities, log scaling facilities, the extraction of gravel and rock necessary to support timber management activity and all other silviculture and associated practices which are recognized by and consistent with the regulations of the Washington State Forest Practices Act of 1974.

(1086) “Timber labor camp” means facilities which are designed to accommodate persons who are employed in timber management activities. Such facilities provide overnight sleeping, waste disposal and one cooking facility to serve the entire facility.

(1097) “Tourist shop” means a facility devoted primarily to the sale of a product or service to the traveling public, including antique or curio shops, crafts, and memorabilia.

(11008) “Transfer of development rights” or “TDR” means an innovative voluntary program in which unused transferable development rights (TDRs) credited by the County to one parcel can be sold and transferred without buying and selling the land. These transferable development rights may be utilized in an urban growth area to increase allowable densities.

(11109) “Unclassified use” means an activity or land use not defined by this title and not listed as an allowed use, a conditional use, or a prohibited use in this title.

(1120) “Urban growth area” means those areas designated by Clallam County pursuant to the policies in the County-wide Planning Policy and the Comprehensive Plan.

(1134) “Urban level of facilities and services” means those services defined as “urban governmental services” with levels of service as defined within the capital facilities element of the Clallam County Comprehensive Plan.(112) “Utility” means a fixed, conveyance type improvement serving two or more ownerships. Said improvement conveys power, gas, water, sewage, surface drainage, or communication signals. This definition does not include intercounty or interstate transmission facilities.

(1143) “Vacation rental” means a legally constructed dwelling intended for occupancy of the entire dwelling (not rental of individual rooms) by any person/group other than the primary owner for periods of 30 days or less and is an allowed use in all zoning districts that allow single-family residences. Uninhabitable structures like garages, barns, or sheds shall not be used

as vacation rentals. “Vacation rental” does not include a bed and breakfast permitted and operated in accordance with this code.

(11~~54~~) “Variance” means an exception from the minimum standards of this chapter allowed by the provisions of Chapter 33.30 CCC.

(11~~65~~) “Vehicular repair” means a structure or land use devoted to the repair of motor vehicles and not otherwise defined as a home-based industry.

(11~~76~~) “Veterinary clinic” means any building or portion thereof designed or used for the medical care or treatment of cats, dogs, or other animals.

(11~~87~~) “Wholesale commercial use” means establishments or places of business primarily engaged in selling merchandise or services to retailers, industrial customers, institutional agencies, professional business users or to other wholesalers.

(11~~98~~) “Wood manufacturing” means any wood manufacturing premises devoted primarily to the manufacturing of semi-finished products, finished products and the processing of materials. This definition includes accessory facilities such as but not limited to storage facilities, transfer facilities, warehousing, heavy vehicular storage and repair, log storage, milling and sorting.

(120~~19~~) “Wood manufacturing (small-scale)” means any wood manufacturing activity meeting the following criteria: cabinet shops and other wood finishing facilities; all activity takes place indoors; and the structure is less than 5,000 square feet.

(121~~0~~) “Wrecking yard” or “junk yard” means an open area where scrap materials or motor vehicles are bought, sold, exchanged, recycled, stored, disassembled or handled, but which cannot be used again for the purpose for which it was originally intended.

(122~~1~~) “Zone” means a mapped area to which a uniform set of regulations applies. The Clallam County Official Zoning Map describes the extent and boundaries for the zones described within this title.

(123~~2~~) “Zoning” means the process by which a county or municipality legally controls the use of property and physical configuration of development upon tracts of land within its jurisdiction.

Chapter 33.48, Recreational Vehicles, Park Models, and Camping, is created to read as follows:

Section 33.48.010, Purpose is created to read as follows:

The purpose of this chapter is to protect public health, safety, and welfare of Clallam County citizens and the environment by providing standards for recreational vehicles and camping on private property.

Section 33.48.020, Requirements for Recreational Vehicle Use is created to read as follows:

(1)—One RV may be placed and occupied on a legal lot and shall meet the standards of this code. Upon request by DCD (i.e. complaint received), the applicant shall provide evidence of compliance with these standards.

(2) Duration of stay within an approved/legal RV park or mobile home park will be determined by the manager/owner.

(3) Within frequently flooded areas, the maximum number of days a park model or RV can be occupied is 180 days and it must be ready for highway use (per FEMA regulations).

(4) For parcels over 2.4 acres in size, events with multiple RV's (family reunion, hunting camp, etc.) are allowed for a maximum of 56 days per year, no longer than 14 consecutive days. If multiple RV's are on the property in excess of 56 days per year and more than 14 consecutive days shall be identified as an RV park.

(5) Proof of legal black and gray water disposal shall be provided for use of an RV on property. Permanent connection to an approved septic or sewer connection by Clallam County Environmental Health or Public Works is required for an RV to be occupied more than 180 days per calendar and/or where water is installed and used at the property. Sani-cans are only approved for dry camping and shall be screened from public view.

(6) Solid waste (as defined by Chapter 41.11, but not limited to, garbage, rubbish, ashes, industrial wastes, swill, sewage sludge, demolition and construction wastes, abandoned vehicles or parts) must be properly disposed from the property as outlined in Solid Waste Regulations (Chapter 41.11). In the event of solid waste investigation (i.e. burning of trash, the accumulation of junk vehicles, or more than 12 cubic feet of solid waste as outlined in Section 41.11.070 CCC, etc), documentation of the disposal of solid waste in an approved facility will be required to be provided to Clallam County DCD and/or Environmental Health.

(7) No more than two unoccupied recreational vehicles of any kind may be stored on a property, and only one unoccupied RV may be stored on parcels under five acres.

(8) RVs shall not be parked on a public roadway, right-of-way, or easement.

(9) RVs shall be licensed and operable, and shall not include any fixtures or attachments such as decks, porches, attached skirting, etc. that would prevent the movement of the vehicle.

(10) All units, appurtenances, and personal property (other than solid waste) shall be screened from adjacent properties and roadways through use of existing/proposed structures, fencing, berms, landscaping, etc.

(11) Permanent electrical service should be provided whenever feasible or if intended to be used more than 180 days in a calendar year, which is intended to reduce noise, fumes, fire hazard, and potential spills of fuel from the use of generators. Use of generators should include noise reducing measures (low noise ratings, mufflers, insulation, location, etc) to comply with the Washington State Department of Ecology Maximum Environmental Noise Levels codified at WAC 173-60, which includes stricter standards at night time (10 p.m. to 7 a.m.).

(12) Improvements to a site shall not disturb the native vegetation within a critical area, shoreline, or their buffers without compliance with Shoreline and Critical Area regulations. On pre-existing sites (developed prior to adoption of applicable regulations), placement on the developed area is allowed.

(13) Placement shall comply with the zoning, shoreline, and critical areas codes to the maximum extent possible.

(14) No more than one RV may be connected to a hook-up (electric and/or water) without being considered an RV park except as per 5 above, and renting of space(s) constitutes an RV park, which requires compliance with the underlying zoning.

(15) If conditionally allowed, RV parks with 4 or less spaces will not require approval of a binding site plan.

(16) The Administrator may permit one temporary RV for a caretaker for commercial/industrial development, or documented medical hardship for a caretaker or immediate family member. The temporary RV will require submittal of a request to be renewed every three years upon proof of continuing need, and shall not be allowed if a primary and accessory dwelling unit are already located on the parcel.

Section 33.48.030, Requirements for Park Models is created to read as follows:

(1) Only one Park Model may be placed and occupied on a legal lot and shall meet the above standards. Upon request by DCD (i.e. complaint received), the applicant shall provide evidence of compliance with these standards.

(2) Park models shall be secured with a system that meets the requirements per the manufacturer's installation instructions or, by engineered design, and shall be installed to prevent overturning and roof uplift.

(3) Park models placed on property with a single family residence will disqualify the property for an accessory dwelling unit.

(4) Park models may have skirting and detached (not structurally connected) decks if located outside of a floodplain.

Section 33.48.040, Temporary Living Quarters during Construction is created to read as follows:

During construction of a single family residence, the land owner may place an RV for temporary living quarters. Upon completion of the single family residence or expiration of the building permit the RV shall no longer be used as living quarters.

Section 33.48.050, Tents and Yurts is created to read as follows:

A property owner may camp without improvements using tents or unpermitted yurts on their property for no more than 30 days. Dry camping may not be used as a permanent living arrangement. Construction of yurts for permanent living requires approval of a building permit. If the land owner intends to create improvements to the property, or camp more than 30 days, or provide camp sites to the public, the owner shall comply with underlying zoning standards. If allowed outright, the applicant shall provide a site plan showing compliance with all zoning setbacks and critical area/shoreline buffers, provide a source of approved septic disposal, and if

potable water is intended to be provided, an approved water system shall be noted. Platforms or stands that are 30 inches or greater in height, which are constructed for the placement of tents, require issuance of a building permit. Any other structures must comply with Building Department standards.

Section 33.48.060, Violation-Penalty is created to read as follows:

Failure to comply with the provisions of this chapter shall be a violation. Violations of this code will be subject to civil penalties listed in Chapter 20 for non-commercial violations.

ADOPTED this _____ day of _____ 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

6
8/30/21

Department: BOCC

WORK SESSION ☒ **Meeting Date:** 08-30-21

REGULAR AGENDA ☒ **Meeting Date:** 09-07-21

Item summary:

- | | | |
|--|--|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Vacancies exist on the Fair Advisory Board due to the expiration of terms. A notice of the vacancies was issued to the press in May 2020 to solicit applications. Two applications were received.

The Director of Parks, Fair and Facilities and Fair Manager endorses the appointments of Julie Mowbray and Tara West.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

None

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve and sign resolution appointing Julie Mowbray and Tara West to the Fair Advisory Board.

County Official signature & print name: Morgann Halencak, Deputy Clerk

Name of Employee/Stakeholder attending meeting: Joel Winborn/Shari Ioffrida

Relevant Departments: Parks, Fair & Facilities/BOCC

Date submitted: 08-23-21

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Appointing Mowbray and West 09-07-21
Revised: 3-04-2019



RESOLUTION _____, 2021

APPOINTING MEMBERS TO THE FAIR ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Vacancies exist on the Clallam County Fair Advisory Board due to the expiration of terms.
2. A press release was issued during the month of May 2021 soliciting applications from interested citizens. Two applications were received.
3. The Director of Parks, Fair and Facilities supports the appointments of Julie Mowbray and Tara West to the Fair Advisory Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. **Julie Mowbray** is appointed as the Livestock representative for a term ending January 1, 2025.
2. **Tara West** is appointed as the Small Animals representative for a term ending January 1, 2026.

PASSED AND ADOPTED this seventh day of September 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach

c: A22.159
Parks, Fair, and Facilities
Appointee(s)



7
8/30/21

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☒ **Meeting Date: 08-30-21**

REGULAR AGENDA ☒ **Meeting Date: 09-07-21**

Item summary:

- | | | |
|--|--|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

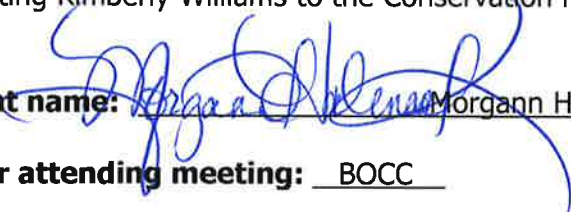
A vacancy exists on the Conservation Futures Program Advisory Board due to a resignation.

Clallam Conservation District notified staff that their representative will be Kimberly Williams.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
None

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Approve and sign resolution appointing Kimberly Williams to the Conservation futures Program Advisory Board.

County Official signature & print name:  Morgann Halencak, Deputy Clerk

Name of Employee/Stakeholder attending meeting: BOCC

Relevant Departments: BOCC

Date submitted: 08-23-21

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Appointing Kimberly Williams 09-07-21
Revised: 3-04-2019



RESOLUTION _____, 2021

APPOINTING A MEMBER TO THE
CONSERVATION FUTURES PROGRAM ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Conservation Futures Program Advisory Board due to a resignation.
2. Clallam Conservation District notified staff that their representative will be Kimberly Williams.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Board of Commissioners, in consideration of the above findings of fact:

1. **Kimberly Williams** is appointed to serve as the Clallam Conservation District (ex-officio) representative for a standing term.

PASSED AND ADOPTED this seventh day of September 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach

cc: A22.33
Appointee (s)
BOCC



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

8
8/30/21

Department: Finance

WORK SESSION ☒ **Meeting Date:** **08/30/2021**

REGULAR AGENDA ☐ **Meeting Date:**

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other Monthly Review |

Documents exempt from public disclosure attached: ☐

JULY 2021 REVIEW OF FINANCIAL RESULTS AND REVISED PROJECTION FOR 2021—EXECUTIVE SUMMARY:

July 2021 YTD General Fund Results

The July YTD General Fund Financial Review compared to the same period in 2020 is attached along with comparison to the original budget for 2021 and a revised annual projection for 2021.

YTD July 2021 revenue totaled \$25,918k as compared to \$24,141k in 2020, representing an increase of \$1,778k. Excluding YTD COVID related reimbursements from AOC CARES & FEMA of \$640k, YTD revenues totaled \$25,278k, an increase of \$1,138k from prior year. YTD expenditures in July were \$24,844k (which includes \$764k of COVID-related costs) as compared to \$25,874k in 2020 (which includes \$405k of COVID-related costs) for a decrease of \$1,031k. Excluding COVID-related revenues/expenditures, the General Fund generated an operating surplus of \$1,198k, as compared to a deficit of (\$1,329k) in July 2020, an improvement of \$2,527k. Including COVID-related activity, the General Fund generated an operating surplus for YTD July 2021 of \$1,075k. The General Fund finished July with an ending Fund Balance reserve of \$15,599k, or \$2,090k higher than prior year.

Please refer to the attached schedule that provides further detail of the major factors that make up these changes and performance to budget. Revenues overall (excluding COVID reimbursements) were at 62.3% of the 2021 budget for July YTD, ahead of last year's 56.3%. All revenue categories with the exception of Charges for Goods & Services, Timber Revenues and Transfers In were up year-over-year in July and were pacing at or above 2020 relative to the annual budget. Goods & Services are down compared to last year due to timing, lower trending DOC jail inmate fees, and the higher amount of election services revenues received last year. Timber revenue is pacing behind last year due to timing of payments from DNR relating to weather-related and road construction delays in

* Work Session Meeting - Submit 1 single sided/not stapled copy

Agenda Item Summary How Did We Do--July 2021.docx

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2020

harvest areas earlier this year. Transfers In were down relative to last year due to timing of grant reimbursement-funded transfers from the Lower Dungeness project. Tax revenue continued to pace well ahead of budget (63.6% vs last year's 55.8%) driven primarily due to continued strong retail sales tax growth YTD of 26.8%, as compared to flat to prior year as assumed in the first half of the 2021 budget due to COVID-related economic concerns. Retail sales tax for the month of July was up 9.8% from a year ago, which is a lower rate of growth than seen over prior months' this year, but which is due to July 2020 sales tax revenue including tax revenues related to March-April 2020 sales tax returns that were granted extensions last year due to the pandemic (if you adjust for this, July 2021 monthly revenues were actually up 33% for the month compared to last year). Property tax revenue YTD was also pacing ahead of budget relative to prior year (60.4% vs 58.5%). Miscellaneous revenues continued to pace significantly ahead in July vs prior year, mainly due to a significant increase in camping fee reservations, as offset by declining interest income. Licensing & Permits were up 23.7% to prior year, driven by stronger than expected building permit revenue which are up 34% to last year. Fines & Penalties are also pacing well ahead of last year (70% vs 53% last year). Through July 2021 YTD, the County's general fund had received \$168k of FEMA reimbursements of COVID-19 related expenditures incurred in 2020, and \$472k of AOC CARES reimbursements related to the JAVs courtroom technology project.

Turning to expenditures, YTD expenditures (excluding COVID-related) totaled \$24,080k, a decrease of \$1,389k over prior year and were pacing at 54.8% of budget, below last year's 55.4%. This decrease was driven mainly by the \$467k decrease in non-COVID Transfers Out related to lower transfers made to the facilities and IT capital project funds compared to last year. The remainder of the underspend was principally in Services (down \$1,243k) caused principally by a change in accounting for indirect charges earned by the General Fund that took place at the end of 2020 (\$982k of the decrease), as well as decreases in travel, postage, repairs and maintenance costs, professional services, and decreases in other areas. All other expenditure categories were at or below last year as a % of the annual budget with the exception of Supplies, COVID-related Capital and Transfers Out which were up mainly due to timing differences.

2021 PROJECTION—GENERAL FUND

Based on continued higher than expected performance across several general fund revenue streams including sales tax, licensing and permits, and the unbudgeted receipt in July 2021 of a \$299k one-time Intergovernmental state appropriation to be used in support of law enforcement costs, projected results for 2021 for these revenue streams have been revised upward from my last projection. Offsetting this was a reduction of projected timber revenues of \$105k from my last projection based on revised DNR projections recently received. COVID-related revenues and expenses have also been revised upward based on the assumption that currently pacing spending levels of FEMA reimbursable COVID costs continue for the remainder of the year (rather than ending in September) due to recent COVID Delta variant resurgence. Non-COVID expenditures, including Payroll, Benefits, Services and Supplies, have been revised downward a combined \$299k from the last forecast to reflect trended spending levels.

REVENUES--Overall revenues are now projected to total \$44,216k, an increase of \$3,093k over the 2021 budget and a \$231k increase from my last forecast. This is reflective of several factors. First, Tax revenue is projected to outperform budget by \$1,848k. This forecast reflects a decrease of \$96k from our last Tax forecast due to a reduction in timber excise revenue made based on a recent notification received from the DOR concerning a correction in their timber excise tax systems that will

* Work Session Meeting - Submit 1 single sided/not stapled copy

Agenda Item Summary How Did We Do--July 2021.docx

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2020

take place later this year. As previously noted, Tax revenues are projected to significantly outperform the 2021 budget due to the strong YTD sales tax growth experience thusfar of 26.8%, and the resulting revision of growth estimates expected for the remainder of the year discussed in our prior month's report. Sales tax growth in 2021 is now projected to grow 16% over prior year, as compared to a -3.1% decrease budgeted. Year-over-year sales tax growth is expected to continue at high single digit rates for the remainder of the 3rd quarter (8.75% average growth assumed), and then leveling off to 5% growth in the 4th quarter as year-over-year comparables become more challenging. In the event the level of growth seen thus far this year (+30%) in sales taxes continues into the remainder of the year, we could potentially still outperform our current Tax revenue forecast by an additional \$600-\$700k. As noted earlier, Timber Excise Tax has been reduced by approximately \$196k from budget based on how much softer we finished 2020 relative to budget and news received recently that the DOR will pushing through a correction of miscalculated admin costs related to our timber excise tax revenue spanning multiple years. Other tax assumptions relating to property tax and excise taxes for the balance of 2021 unchanged from the budget at this time.

Licenses & Permits are projected to outperform budget by 12% due to continued strong building permit trends where YTD July saw growth of 34%. Intergovernmental revenues are expected to outperform budget by \$662k, being driven by an unbudgeted one-time state appropriation received in July for law enforcement related costs totaling \$299k, higher PILT and PUD Privilege Tax, and other increases. COVID-related Intergovernmental Revenues are projected to exceed budget by \$446k due to the unbudgeted spillover of FEMA reimbursements of eligible COVID-related costs from 2020 to 2021, higher FEMA match dollars received, the addition of FEMA reimbursement revenue to reflect the current pacing of COVID-related expenses that are being incurred by the County's general fund that are projected to continue through the end of the year.

Goods & Services are now forecasted to miss budget by -3.3% based on concerns that our DOC inmate revenues and other services revenue impacted by COVID July will not be fully realizable, \$203k in lost fair-related revenues due to the fair's cancellation, as partly offset by projected budget outperformance in building plan review revenue. Fines & Penalties are projected to exceed budget by 6.5% based on trend, as adjusted for further restrictions being placed on indigent traffic fines based on recent case law rulings. Transfers In are projected to be \$300k higher than budget due to additional grant-reimbursements of costs related to next phase of the Dungeness Off Channel Reservoir (which is offset by a corresponding increase in Transfers Out). Timber revenues are now projected to fall short of budget by \$105k or -16.8% due to a recent DNR projection received. All other revenue categories are projected to meet or marginally outperform budget based on July YTD pacing.

EXPENDITURES-- I am projecting general fund expenditures (including CARES/FEMA-funded COVID costs) to total \$42,787k, or \$1,863k lower than budget. Of this variance, approximately \$1,955k is related to projected underspend in the area of payroll and benefits based on the multi-year trend where due to turnover, retirements, delays in filling open positions, and other dark-time, we have historically underspent our budgeted payroll costs by 3-4% annually, or between \$1.2 and \$1.4 million. Some additional payroll and benefits savings were captured from the partial hiring freeze that was in effect during much of the 1st quarter of 2021. Also reflected in the projections is approximate benefit savings of \$250k related to DRS reduced pension contribution rates for the 2nd half of 2021, as mostly offset by increased payroll/benefit costs resulting from the new collective bargaining agreements that took effect in July 2021.

* Work Session Meeting - Submit 1 single sided/not stapled copy

Agenda Item Summary How Did We Do--July 2021.docx

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2020

Based on trends, non-COVID Supplies and Services are projected to come in \$79k and \$312k below budget, respectively, mainly as a result of trend-based savings and expected underspend in services costs related to the multi-homicide cases where many of these cases were pled-out in late 2020/early 2021 after the 2021 budget was finalized. Transfers Out-COVID was reduced by \$80k from budget due to the extension of the County's local health CARES grant into 2021 which will provide funding for HHS COVID-related costs, including the operation of the isolation shelter through August 2021, relieving the General Fund of that budgeted commitment of \$450k, as offset by the addition of \$370k relating to funding of the Serenity House bathroom expansion project which may or may not be reimbursed depending on whether Serenity House is able to secure grant funding. Non-COVID Transfers Out are projected to exceed budget by \$300k due to additional working capital funding needed for the next phase of the Dungeness Off Channel Reservoir. Finally, \$187k of COVID-related costs were added to our 2021 projections based on the level of COVID-related costs currently being incurred YTD that are assumed to continue at least through the end of 2021.

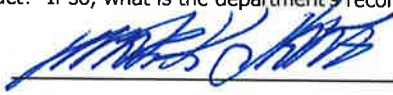
NET DEFICIT OF REVENUES TO EXPENDITURES--Based on these revenue and expenditure assumptions, I am projecting a General Fund operating surplus (excluding CARES/COVID related revenues/costs) of \$1,326k for 2021, which is \$4,697k better than our 2021 budgeted deficit of (\$3,371k). When including a COVID-related surplus of \$103k, our overall general fund surplus for 2021 is expected to total \$1,429k, as compared to a budgeted deficit of (\$3,527k).

PROJECTED ENDING FUND BALANCE--\$15,953k, or 38% of forecasted non-COVID expenditures, as compared to \$10,997k budgeted based on final 2020 results.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

This is an informational presentation that by itself has no specific budgetary impact.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

County Official signature & print name:  Mark Lane _____

Name of Employee/Stakeholder attending meeting: _____ Mark Lane _____

Relevant Departments: _____ Finance _____

Date submitted:

August 24, 2021

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Clallam County General Fund Results
July 2021

July 2021 YTD Revenue totaled \$25,918k as compared to \$24,141k in 2020, representing an increase of \$1,778k. July 2021 YTD Revenues came in at 63% of our annual revenue budget, as compared to 56.3% in 2020. If one excludes CARES/FEMA reimbursements, revenue was at 62.3% of budget, and increased \$1,138k from prior year. All categories with the exception of Charges for Goods & Services, Timber Revenues and Transfers In were up year-over-year in July, and all were at or above their pacings to the annual budget compared to last year, with the exception of Timber Revenues (down 44.7% to budget) mainly due to timing of DNR payments, Goods & Services (down 1% mainly due to timing of election services revenues rec'd last year) and Transfers In from the Lower Dungeness project (down 7.1% as a % of budget). Taxes YTD continue to pace well ahead compared to last year, driven mainly by much stronger sales taxes which were up 26.8% compared to last year (as compared to being flat as assumed in the 2021 budget thru YTD July). Sales tax for the month of July up 9.8%, which was lower than than noted in prior months this year however this is mainly due to the collection in July 2020 of tax revenues from sales tax returns for March-May 2020 that were granted an extension, which inflated July 2020 sales tax revenue. Misc Revenues in July continued to pace significantly ahead relative to budget vs last year (67.4% vs 46.8%) due mainly to a significant increase in camping fee reservations YTD relative last year, as offset by declining interest income. Licensing & Permits also were up for July YTD (at 62.6% of budget vs 46.1% in prior year), mainly as a result of stronger than expected building permit revenue which are up 34% to prior year. Fines & Penalties are also pacing ahead of budget compared to prior year by 20.6% due to COVID's impact last year. Thru YTD July, the General Fund had received FEMA reimbursement funds of certain of its 2020 COVID costs of \$168k, the payment of which was expected to be received in 2020 and therefore was not budgeted in 2021. In addition, \$472k of the budgeted \$529k AOC CARES grant reimbursement of costs incurred relating mainly to the JAVS courtroom technology project have been received.

Expenditures for YTD July 2021 totaled \$24,844k (including \$764k of COVID related costs) as compared to \$25,874k (including \$405k of COVID costs) in 2020 for a decrease of \$1,031k. Expenditures (excluding COVID) for July 2021 YTD came in at 54.8% of our annual budget, pacing below last year's of 55.4%. The year-over-year decrease in expenditures was partly due to a \$467k decrease in Transfers due to a \$867k drop in transfers to the County's capital projects funds vs last year as offset by higher transfers in 2021 relating to COVID-funding support to HHS for COVID staff and the support of the Serenity House shelter project, the Law Library, Dungeness Off Channel Reservoir, and Bullman Beach. Non-COVID Services category also decreased \$1,243k due to a change from prior year in how indirect charges by the General Fund are accounted for (\$982k of the decrease), timing differences relating to our replenishment of our postage costs, lower travel costs, lower repairs & maintenance, lower professional services, and decreases in other areas. All expenditure categories were pacing at or below their pacings to budget in comparison with prior year, with the exception of Supplies and COVID-related Capital and Transfers Out due to timing.

For July 2021 YTD, the General Fund generated an operating surplus between revenue and expenditures (excluding COVID/CARES) of \$1,198k, a \$2,527k improvement from last year's operating deficit. After including COVID-related net revenue to expenditure deficit YTD of (\$124k), the General Fund generated an operating surplus of \$1,075k for July 2021 YTD. The General Fund finished July 2021 with an ending fund balance reserve of \$15,599k, or \$2,090k higher than prior year.

Turning to the forecast, General Fund total revenues are projected to total \$44,216k, an increase of \$3,093k over the 2021 budget. The main contributors include higher projected Tax revenue of \$1,848k due mainly to the much stronger than budgeted sales tax revenues incurred YTD and projected for the remainder of the year, and \$446k in higher CARES/FEMA reimbursement revenue projected to be received relating primarily to the unbudgeted carryover of FEMA reimbursements for COVID expenditures incurred by the General Fund and projected reimbursements of 2021 COVID-related FEMA reimbursable expenditures based on current spending levels that are assumed to continue through the end of 2021. Licenses & Permits are projected to outperform budget by 12% due to strong building permit trends, Intergovernmental is projected to beat budget by 12.4% due to higher COVID-related grant reimbursements, a \$299k unbudgeted Law Enforcements one-time State appropriation rec'd in July 2021, and slightly higher PILT and PUD Privilege tax revenues, and Fines & Penalties are expected to exceed budget by 6.5%. Charges for Goods & Services are projected to miss budget by -3.3% based on our lower trending DOC inmate revenues impacted by COVID, and the loss of approx \$203k of Fair-related revenues due to its cancellation, as partly offset by stronger growth from building plan reviews. Transfers In are projected to be \$300k higher than budget due to additional grant-reimbursed costs related to the Dungeness Off Channel Reservoir. All other revenue categories are projected to be inline with budget expectations. 2021 Expenditures are projected to total \$42,787k, underspending to budget by \$1,863k. Payroll and Benefits costs are expected to come in approx \$1,955k below budget, mainly due to historic underspend to our personnel budgets due to unbudgeted darktime, savings from the extension of a partial hiring freeze during part of the first quarter of 2021, and benefit savings related to lower DRS pension rates for the 2nd half of 2021, as partially offset by increased payroll/benefit costs resulting from the new collective bargaining agreements taking effect in July 2021. COVID-related costs for 2021 are now projected to be \$187k higher than budget due a \$450k reduction in Transfers Out due to the extension of the WA Department of Health CARES grant to 2021 which will be available to fund the operation of the HHS isolation shelter that originally was budgeted to be funded by a \$450k transfer from the General Fund, as offset by the addition of \$370k Transfer Out to HHS to fund the Serenity House bathroom addition project, and the addition of approximately \$267k of COVID related costs based on current YTD spending levels continuing to be incurred by the County during the pandemic that are projected to continue through the end of 2021 based on the recent pandemic impact of the Delta Variant. Supplies are projected to come in \$79k below budget due to trending savings. Transfers Out are expected to exceed budget by \$300k due to additional working capital funding needed for the next phase of the Dungeness Reservoir project, which will be reimbursed through grants. For 2021, the General Fund is now projected to generate an operating surplus of \$1,429k, which is \$4,956k better than budgeted, leaving an estimated ending fund balance of \$15,953k or 38.1% of total non-COVID expenditures.

July 2021 YTD--vs Annual Budget (rounded to thousands)

	2021	2021	Budget	2021	2020
	YTD Actual	Budget	Remaining	% of Annual Budget Achieved YTD	% of Annual Budget Achieved YTD
REVENUES:					
Taxes	13,289	20,884	7,595	63.6%	55.8%
Licenses & Permits	657	1,050	393	62.6%	46.1%
Intergovernmental Revenues	4,610	5,329	718	86.5%	79.8%
Charges for Goods & Services	4,115	7,845	3,731	52.4%	53.4%
Fines & Penalties	636	908	273	70.0%	53.0%
Misc Revenue (Interest Inc, Camping Fees, etc)	1,376	2,040	665	67.4%	46.8%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	62	72	10	86.2%	35.0%
Other Financing Sources (Timber Sales, other)	264	625	361	42.2%	86.9%
Transfers In	270	1,840	1,570	14.7%	21.8%
Total Revenue--Excluding CARES/FEMA	25,278	40,594	15,315	62.3%	56.3%
Total Revenue--CARES/FEMA	640	529	-111	121.0%	--

Clallam County General Fund Results July 2021

Total Revenue	25,918	41,123	15,204	63.0%	56.3%
	2021 YTD Actual	2021 Budget	Budget Remaining	2021 % of Annual Budget Achieved YTD	2020 % of Annual Budget Achieved YTD
EXPENDITURES:					
Payroll	12,181	22,537	10,356	54.0%	54.5%
Payroll--COVID	9	0	-9	--	--
Benefits	5,053	9,544	4,491	52.9%	53.7%
Benefits--COVID	1	0	-1	--	--
Supplies	542	1,242	700	43.7%	39.9%
Supplies--COVID	33	0	-33	--	--
Services	3,435	6,523	3,088	52.7%	54.0%
Services--COVID	143	0	-143	--	--
Capital	32	95	62	34.1%	60.9%
Capital--COVID	63	90	27	69.8%	--
Transfer Out --COVID	515	595	80	86.6%	--
Transfers Out	1,599	2,783	1,184	57.5%	59.2%
Payment to Risk Pool	1,237	1,241	4	99.7%	100.0%
Total Expenditures--excluding COVID	24,080	43,965	19,885	54.8%	55.4%
Total Expenditures--COVID	764	685	-79	111.6%	--
Total Expenditures	24,844	44,650	19,806	55.6%	56.3%
Net Operating Surplus (Deficit)--Excluding COVID	1,198	-3,371			
Net Operating Surplus (Deficit)--COVID	-124	-156			
Net Operating Surplus (Deficit)	1,075	-3,527			
Fund Balance	15,599	10,997	4,602		

July 2021 YTD--vs Prior Year YTD (rounded to thousands)

	2021	2020	
	YTD Actual	YTD Actual	Variance--\$
REVENUES:			
Taxes	13,289	11,559	1,730
Licenses & Permits	657	531	126
Intergovernmental Revenues	4,610	4,219	391
Charges for Goods & Services	4,115	5,175	-1,061
Fines & Penalties	636	514	122
Misc Revenue (Interest Inc, Camping Fees, etc)	1,376	1,205	170
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	62	25	37
Other Financing Sources (Timber Sales, other)	264	523	-259
Transfers In	270	390	-120
Total Revenue--Excluding CARES/FEMA	25,278	24,141	1,138
Total Revenue--CARES/FEMA	640	0	640
Total Revenue	25,918	24,141	1,778
EXPENDITURES:			
Payroll	12,181	11,899	282
Payroll--COVID	9	158	-149
Benefits	5,053	4,880	173
Benefits--COVID	1	13	-12
Supplies	542	546	-4
Supplies--COVID	33	161	-128
Services	3,435	4,678	-1,243
Services--COVID	143	74	70
Capital	32	171	-138
Capital--COVID	63	0	62

Clallam County General Fund Results
July 2021

Transfer Out --COVID	515	0	515
Transfers Out	1,599	2,066	-467
Payment to Risk Pool	1,237	1,229	8
Total Expenditures--excluding COVID	24,080	25,469	-1,389
Total Expenditures--COVID	764	405	359
Total Expenditures	24,844	25,874	-1,031
Net Operating Surplus (Deficit)--Excluding COVID	1,198	-1,329	2,527
Net Operating Surplus (Deficit)--COVID	-124	-405	281
Net Operating Surplus (Deficit)	1,075	-1,734	2,809
Fund Balance	15,599	13,509	2,090

Major Revenue Differences between YTD 2021 and 2020 (rounded to thousands)

Juvenile Justice sales tax	191
Property tax	358
Sales taxes (other than Juvenile Justice)	1,124
Intergovernmental--PILT, Criminal Justice, Other Excise Taxes	406
Intergovernmental--Grants	-18
Intergovernmental--CARES/FEMA	640
Investment & Delinquent tax interest	-178
Increase in Parks' Camping Revenues	332
Timber revenue	-237
Goods & Services--Interagency Services--Court Consolidation pymt timing, Roads & Other Policing	
Agreements timing/reduction, State Dpt Corrections (down \$140k due to lower inmate capacity during COVID)	-123
Goods & Services--Indirects (due to reclassification of indirects from revenue to negative services expenditure to reflect proper accounting)	-1,041
Goods & Services--Building Plan Check Revenues	144
Fines and Penalties	122
Goods & Services Election Services Revenue--2020 Presidential Year, spill over 2019 November election reimbursement into 2020	-341
Licensing & Permits--Building Permits	127
Everything else (rounded to thousands)	273 **
Total Revenue Increase/(Decrease) over Prior Year	1,778

** The 'everything else' number of +\$273k relates mainly to \$166k in higher Auditor DOL, voter registration fees and legal document filing fees, \$72k in higher timber excise tax, higher Treasurer excise admin fees (+\$39k), higher HHS Environmental Health On Site program fees (+\$88k), and increases in other areas, as offset by lower Transfers In relating the Lower Dungeness project (\$120k).

Major Expense Differences between YTD 2021 and YTD 2020 (rounded to thousands)

Payroll/Benefits--prior year estimated impact of retirements and newly elected officials that led to conversion of payouts of accrued leave balances or partial conversion of leave balances to VEBA payments.	14
Payroll--changes due to personnel, step/COLA increases, and other non-retirement factors	268
Benefits--due to changes in benefit costs following collective bargaining increases in July 2020/Jan 2021, as offset by personnel changes	172
Services (decrease mainly due to reclassification of indirect charges as a reduction of services expenditures rather than as revenue in 2020 (\$982k); lower postage due to timing of replenishment (\$28k), lower travel costs (\$23k), lower repairs & maintenance (\$64k), lower professional services (\$96k), and other decreases in other areas.	-1,243
Risk Management Assessment for Insurance Pool	8

Clallam County General Fund Results
July 2021

Transfers (mainly due to \$270k increase in Dungeness Off Channel Reservoir, Bullman Beach transfer \$75k, \$20k transfer to Law Library, and \$98k higher transfer to Flood Control, as offset by \$54k lower transfer to Lower Dungeness Floodplain Project, and \$867k lower PFF & IT capital transfers vs 2020)	-467
COVID Related Costs (mainly internal COVID-response costs (PPE, IT costs, COVID-dedicated staff additions, facilities cleaning personnel, and transfer to HHS to fund COVID related costs and \$370k HHS Serenity House Bathroom Project Transfer,)	764
Net Other Expenditure Changes (lower capital outlays (\$138k) and other decreases)	-547
Total Expenditure Increase/(Decrease) over Prior Year	-1,031

July 2021 Full Year Projection vs Annual Budget (rounded to thousands)

	2021 Projected	2021 Budget	Over/(Under) Budget
REVENUES:			
Taxes	22,732	20,884	1,848
Licenses & Permits	1,175	1,050	125
Intergovernmental Revenues	5,991	5,329	662
Charges for Goods & Services	7,586	7,845	-259
Fines & Penalties	967	908	59
Misc Revenue (Interest Inc, Camping Fees, etc)	2,034	2,040	-6
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	96	72	24
Other Financing Sources (Timber Sales, other)	520	625	-105
Transfers In	2,140	1,840	300
Intergovernmental--CARES/FEMA Reimbursements	975	529	446
Total Revenue--Excluding CARES/FEMA	43,241	40,594	2,647
Total Revenue--CARES/FEMA	975	529	446
Total Revenue	44,216	41,123	3,093
EXPENDITURES:			
Payroll	21,362	22,537	-1,175
Payroll--COVID	11	0	11
Benefits	8,764	9,544	-780
Benefits--COVID	1	0	1
Supplies	1,163	1,242	-79
Supplies--COVID	43	0	43
Services	6,211	6,523	-312
Services--COVID	212	0	212
Capital	95	95	0
Capital--COVID	90	90	0
Transfer Out --CARES	515	595	-80
Transfers Out	3,083	2,783	300
Payment to Risk Pool	1,237	1,241	-4
Total Expenditures--excluding COVID	41,915	43,965	-2,050
Total Expenditures--COVID	872	685	187
Total Expenditures	42,787	44,650	-1,863
Net Operating Surplus (Deficit)--Excluding COVID	1,326	-3,371	4,697
Net Operating Surplus (Deficit)--COVID	103	-156	259
Net Operating Surplus (Deficit)	1,429	-3,527	4,956
Fund Balance	15,953	10,997	4,956



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

a
8/30
sa

Department: Prosecuting Attorney's Office

WORK SESSION ☒ **Meeting Date: 8/30/2021**

REGULAR MEETING ☒ **Meeting Date: 8/31/2021**

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other: Litigation |

Documents exempt from public disclosure attached: ☐

Executive summary:

In re: Mallinckrodt PLC, et al.
US Bankruptcy Court, District of Delaware Case No. 20-12522 (JTD)

Clallam County is a creditor in the Mallinckrodt PLC Chapter 11 Bankruptcy as a result of the County's claims against Mallinckrodt relating to their role in the opioid crisis. Mallinckrodt has proposed a Plan of Reorganization that has been sent to Clallam County. The BOCC should consider the plan and vote to either accept or reject the plan. The deadline for voting is **September 3, 2021**.

Case background and information can be found here:
<https://restructuring.primeclerk.com/mallinckrodt/Home-Index>

The proposed reorganization plan and disclosure statement can be found here:
<https://restructuring.primeclerk.com/mallinckrodt/Home-DocketInfo?DocAttribute=4332&DocAttrName=PLANDISCLOSURESTATEMENT&MenuID=9347>

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
None.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Vote on Chapter 11 Plan of Reorganization

County Official signature & print name: Elizabeth Stanley

* Work Session Meeting - Submit 1 single sided/not stapled copy Agenda Item Summary - Mallinckrodt Bankruptcy WS RS.docx
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

Questions? Call Loni Gores, Clerk of the Board, ext 2256

Name of Employee/Stakeholder attending meeting: Elizabeth Stanley

Relevant Departments: PAO, BOCC, HHS, CCSO,

Date submitted: August 25, 2021