

Snohomish County Department of Public Works (DPW) Rule # 5001

**Adopted on September 29, 2010, and effective September 30, 2010,
Pursuant to Chapter 30.82 Snohomish County Code (SCC) - Rulemaking**

TABLE OF CONTENTS

5001.000	Rule Name.....	1
5001.010	Authority.....	1
5001.020	Purpose.....	1
5001.030	Applicability.....	2
5001.040	Department of Public Works Assignment of Authority.....	2
5001.050	Procedures	2
5001.060	Use of Existing Documents and Construction Practices.....	3
5001.070	Planning and Development Services Consultation.....	3

5001.000 Rule Name

Procedures for Ensuring Compliance with Chapters 30.63A, 30.63B and 30.63C SCC and Other Chapters of Title 30 SCC for Projects Performed Under the Authority of the Director of the Department of Public Works (DPW) or the County Engineer.

5001.010 Authority

This rule is adopted pursuant to SCC 30.63A.040, 30.63B.100, 30.63C.025 and 30.82.010.

5001.020 Purpose

The purpose of this rule is to establish procedures for the DPW Director or the County Engineer to administer and ensure compliance with the substantive requirements of chapter 30.63A SCC (Drainage), chapter 30.63B SCC (Land Disturbing Activity), SCC 30.63C.040 (Low Impact Development in Little Bear Creek), and other title 30 SCC provisions for projects performed under the authority of the DPW Director or the County Engineer.

Pursuant to SCC 30.63B.100(2), the DPW Director and the County Engineer are authorized to exercise the authority granted to the Director of the Department of Planning and Development Services (PDS) in chapter 30.63A SCC, chapter 30.63B SCC, and SCC 30.63C.025, related to the administration of projects involving land disturbing activity and stormwater management.

5001.030 Applicability

This rule applies to all projects performed under the authority of the DPW Director or the County Engineer described in Section 5001.010 of this rule, and to projects constructed by DPW staff, consultants, contractors, or any other persons under the control of the DPW Director or the County Engineer via contract, interlocal agreement, or similar means.

5001.040 Department of Public Works Assignment of Authority

The DPW Director or the County Engineer may assign responsibility for implementation of this rule to DPW division directors or appropriately trained or licensed department staff. DPW division directors may in turn assign this responsibility to appropriately trained or licensed division staff, in concurrence with the DPW Director or the County Engineer.

5001.050 Procedures

The DPW Director, the County Engineer, or DPW staff with assigned responsibilities shall determine which substantive requirements of chapter 30.63A SCC, chapter 30.63B SCC, SCC 30.63C.040, and other provisions of title 30 SCC apply to projects performed under their authority, and shall ensure and document compliance with each applicable code requirement. This includes all actions or their functional equivalents that would be performed by the PDS Director related to project planning, design, review, environmental review to include critical areas review, construction inspection, construction acceptance, county administration and regulation, final project documentation, and related actions set forth in chapter 30.63A SCC, chapter 30.63B SCC, and chapter 30.63C SCC.

The DPW Director shall adopt, by departmental policy and procedure, checklists or other tools that shall be used by assigned staff to ensure and document compliance with the code requirements described above.

Documentation used pursuant to this rule shall be retained in the project records.

If consultation is required with PDS to identify or to further understand the meaning or application of applicable SCC provisions, the consultation process in SCC 30.63B.030 shall be utilized.

5001.060 Use of Existing Documents and Construction Practices

Pursuant to SCC 30.63B.100(1)(b)(ii), identical or functional equivalents of required plans or reports necessary to comply with the substantive requirements of chapter 30.63A SCC, chapter 30.63B SCC, SCC 30.63C.040, and other applicable chapters of title 30 SCC may be used for projects described in section 5001.030 of this rule. The DPW Director or the County Engineer or DPW staff with assigned responsibilities may utilize information and practices contained or described in such documents. These include, but are not limited to, design

memoranda, design reports, stormwater site plans, special topic reports (geotechnical reports, etc.), site plans, construction drawings, specifications, contracts, inspection reports, as-built surveys, final approved drawings, policies, procedures, project management handbooks or other documents determined by DPW staff to be the functional equivalents of the substantive requirements of title 30 SCC. The use of any functional equivalent document and its description shall be identified in the compliance documentation described in Section 5001.050 of this rule.

5001.070 Planning and Development Services Consultation

Pursuant to SCC 30.63B.100, the DPW Director, the County Engineer or DPW staff may schedule a consultation with PDS staff to discuss project compliance issues and to obtain assistance understanding title 30 SCC requirements.