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Date: March 22, 2021

To: Board of Supervisors [Agenda Date: April 13, 2021]

From: Robert Peters, Deputy Director of Planning, and;
Aaron Mann, Acting Planning Manager, Long Range Planning

Subject: Long Range Planning Mid-Year 2020-21 Update and Proposed Project Prioritization Matrix for Fiscal Year 2021-22

PURPOSE

This staff memo is an update to the Board of Supervisors (Board) on the implementation status of the Long Range Planning work plan for Fiscal Year (FY) 2020-21. It also includes the proposed prioritized work plan for FY 2021-22.

DEPARTMENT RECOMMENDATION

The Planning and Building Department, Planning Division, Long Range Planning Unit (LRP) is recommending the Board review and provide direction on the Long Range Planning Project Prioritization Matrix for FY 2021-22 (Attachment A) as follows:

- 1) Review the Matrix and the recommended project prioritization;
- 2) Direct staff to modify the Matrix, as necessary, to reflect the Board's current priorities;
- 3) Direct staff to include a funding request for consulting services and/or additional staff resources in the FY 2021-22 budget; and
- 4) Endorse a final Matrix that prioritizes County-initiated land use and housing projects managed by the Long Range Planning Unit for Fiscal Year 2021-22.

BACKGROUND

On February 24, 2015, the Board endorsed LRP's first project prioritization matrix that set priorities for County-initiated land use, housing, transportation, and storm water projects and programs managed by the LRP team (2/24/2015 Board Agenda, 13-0510). Subsequent updated LRP work plans were presented to the Board on the following agenda dates: 2/9/2016 (16-0069); 2/28/2017 (16-0069); 11/7/2017 (16-0069); 6/12/2018 (18-0865); 3/5/2019 (19-0311); and 3/17/2020 (20-0326).

In 2019, the Ecological Preserve (Rare Plants) Fee Program, transportation, and Stormwater Management/Tahoe projects were removed from the matrix for FY 2020-21. However, the Ecological Preserve Fee Program was moved back into LRP in July 2020, due to the reduction of staff in Current Planning and is now managed by LRP. Transportation projects are managed by Department of Transportation (DOT) staff and Stormwater Management/Tahoe projects are managed by Brendan Ferry, Deputy Director of the Tahoe Planning/Stormwater Unit. Long Range Planning staff will continue to collaborate with DOT staff on long term transportation projects such as interagency coordination with the El Dorado County Transportation Commission (EDCTC) and Sacramento Area Council of Governments (SACOG) on EDCTC’s Regional Transportation Plan and SACOG’s Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS). LRP staff will also coordinate with the Tahoe Planning Unit on land use and housing planning efforts in Tahoe.

PROJECTS/ACTIVITIES COMPLETED

<ul style="list-style-type: none"> • Housing Element Annual Progress Report for Calendar Year 2020: Report was due to the State Housing and Community Development Department (HCD) on April 1, 2021. The 2020 report was presented to the Board as a receive and file item on March 23, 2021 and submitted to HCD the same day following Board approval of the consent calendar.
<ul style="list-style-type: none"> • General Plan Annual Progress Report for Calendar Year 2020: Report was due to the Governor’s Office of Planning and Research (ORP) by April 1, 2021. Required the 2020 Housing Element Annual Progress Report as an attachment. The 2020 report was presented to the Board as a receive and file item on March 23, 2021 and submitted to OPR the same day following Board approval of the consent calendar.
<ul style="list-style-type: none"> • Urgency Ordinance – Temporary RV: Ordinance updated to implement a temporary housing option that allows for the temporary use of a Recreational Vehicle (RV) for temporary housing upon issuance of a Temporary Mobile Home Permit. Approved by the Board on December 2, 2020.
<ul style="list-style-type: none"> • Zoning Ordinance Major Amendments: This project was initiated in September 2017 (Board Resolution 140-2017) and was a carryover project from FY 2018-19. First major amendments since the comprehensive Zoning Ordinance Update was adopted by the Board on December 15, 2015. Additional regulations for new or expanded land uses not included in previous Zoning Ordinance updates. Required environmental analysis in accordance with CEQA; CEQA Addendum to the Targeted General Plan Amendment-Zoning Ordinance Update (TGPA-ZOU) Environmental Impact Report (EIR) was prepared by ICF Jones & Stokes, Inc. (ICF), the consultant that prepared the TGPA-ZOU EIR.
<ul style="list-style-type: none"> • Repeal Ordinance No. 5026 - Noticing Requirements: Ordinance 5026, adopted by the Board on September 15, 2015, required a repeal in conjunction with the adoption of the Title 130 Zoning Ordinance Major Amendments which included major amendments to the public noticing requirements. Code sections repealed: Title 120 (Subdivisions), Chapter 120.24 – Tentative Maps, Section 120.24.085 (Notice requirements and procedure); Section 120.48.065 (Notice requirements and procedure); and Title 130 (Zoning), Section 130.04.015 (Notice requirements and procedure); Section 130.10.020 (Commission Hearing); Section 130.10.040 (Board hearing); and Section 130.22.200 (Notice of hearings).
<ul style="list-style-type: none"> • Regional Early Action Plan (REAP) State Housing Funding Grant Application: New State housing one-time funding to Council of Governments for housing planning activities that focus on increasing housing production; approximately \$6.8 million allocated to the

<p>Sacramento Area Council of Governments (SACOG); SACOG is eligible for 25 percent of the funding in advance and intends to distribute funds directly to its member jurisdictions based on the Regional Housing Needs Allocation (RHNA) formula; jurisdictions were required to submit proposed projects to SACOG by July 2020. El Dorado County’s estimated RHNA share of the 25% is \$35,000 for the first round of noncompetitive funding which will be used toward the Housing Element Update process to meet more stringent requirements for demonstrating compliance with state requirements. An application for second round noncompetitive REAP funds was submitted on March 12, 2021. Notice of award in the amount of \$90,000 received on March 26, 2021; contract pending.</p>
<ul style="list-style-type: none"> • Local Early Action Planning (LEAP) State Housing Funding Grant Application: New one-time State housing grant funding to cities and counties; Notice of Funding Availability (NOFA) released January 27, 2020; El Dorado County was awarded the maximum grant award of \$500,000 (formula based on population); Eligible activities include the Infill Incentive Ordinance and an expansion of the Pre-Approved Accessory Dwelling Unit (ADU) Plan Program.
<ul style="list-style-type: none"> • HOME Investment Partnerships Program (HOME) grant: El Dorado County was awarded conditional approval of grant funding in the amount of \$983,000 in October 2020 to be used to assist eligible first-time homebuyers purchase a new or existing home in the unincorporated area of El Dorado County that meet the funding criteria under the County’s First-Time Homebuyer Loan Program guidelines. Awaiting Standard Agreement from the state.

PROJECTS/ACTIVITIES IN PROGRESS

<p>1. Housing Element Annual Progress Report for Calendar Year 2021: Report due to the State Housing and Community Development Department by April 1, 2022.</p>
<p>2. General Plan Annual Progress Report for Calendar Year 2021: Report due to the Governor’s Office of Planning and Research by April 1, 2022. Requires the 2021 Housing Element Annual Progress Report as an attachment.</p>
<p>3. Housing Element Comprehensive Update 2021-29: On September 18, 2018, the Board adopted Resolution of Intention (ROI) 193-2018 to amend the General Plan Housing Element. This State mandated project was initiated in early FY 2019-20. Staff is reviewing vacant and underutilized land inventory to support the County’s Regional Housing Needs Allocation for the 2021-2029 planning period. An informal request for proposal (RFP) was conducted in 2019 to secure services for the certification of the Housing Element Update. The RFP was awarded to PlaceWorks, Inc. and the contract was executed on February 2, 2020. Target completion by September 2021.</p>
<p>4. Pre-Approved Accessory Dwelling Unit (ADU) Plan Program: Development of permit-ready ADU building plan. The ADU plan program is projected to encourage the construction of ADUs by offering property owners a pre-approved ADU building plan and optional facades. Project funded by approximately \$110,040 in grant funds from the State Senate Bill 2 (SB2) Planning Grants program awarded to the County by the State Department of Housing and Community Development in December 2019 for Phase I. All activities must be completed and grant funds expended by June 30, 2022. Target completion by June 2022. Phase 2 will expand the program with additional plans and educational materials funded by approximately \$265,000 in grant funds from the State LEAP program. Target Completion of Phase 2 by August 2022.</p>
<p>5. Affordable Housing Ordinance: On December 12, 2016, the Board directed staff to analyze several options to address affordable housing production including development of an Affordable Housing Ordinance to provide a regulatory framework for new residential development to include</p>

<p>housing opportunities for households of low, very low, and extremely low income. Staff recently applied for grant funding through the REAP program and received notice of project concurrence and approval for \$90,000 to complete this task. Target completion by February 2023.</p>
<p>6. General Plan Safety Element Update: Legislation requires that the safety element of the General Plan be reviewed and updated if necessary, upon each revision of the housing element or local hazard mitigation plan, but not less than once every 8 years. On May 14, 2019, the Board adopted ROI 068-2019 to amend the County General Plan Public Health, Safety and Noise Element. Staff prepared an RFP and selected a consultant to prepare the Safety Element Update. Target completion by Fall 2022.</p>
<p>7. General Plan Five-Year Review 2016-2020: General Plan Policy 2.9.1.2 requires monitoring of the General Plan every five years. The last five-year review for 2011-2015 was completed on October 25, 2016. This project has been initiated with a contract with BAE Urban Economics, Inc. to provide an estimate of new residential and non-residential development that would occur in the unincorporated Western Slope of the County under the General Plan through 2040. The growth projections will be incorporated into the General Plan Five-Year Review for 2016-2020. The General Plan Five-Year Review 2016-2020 report is anticipated to be presented to the Board in the Fall of 2021.</p>
<p>8. Community-Based Planning: Commercial/Multi-Family Residential Design Standards in Community Regions (with Shingle Springs community as prototype): Project has been re-initiated. Component 1: Shingle Springs Design Standards, which was a Tier 1 priority in FY 2019-20, and is anticipated to be completed by Spring 2022. Component 2: Design Standards for Cameron Park, Diamond Springs/El Dorado, and El Dorado Hills is anticipated to be completed by Summer 2022.</p>
<p>9. Oak Resources Management Plan (ORMP)/Oak Resources Conservation Ordinance Implementation Status Report: On October 24, 2017, the Board directed staff to return to the Board within 12 months with a report on implementation of the ORMP and Oak Resources Conservation Ordinance. Staff is planning to present this report to the Board in May 2021.</p>
<p>10. Texas Hill EID Reservoir Parcel Rezones & General Plan Amendment: On September 12, 2017, the Board adopted ROI 140-2017 for proposed Zoning Ordinance Major Amendments (Legistar File: 17-0901 Attachment C). Item No. 18 on Exhibit A proposed rezoning parcels within the Texas Hill Reservoir [Take Line] from Recreational Facilities-Low (RF-L) to Residential Estate - 5 acres (RE-5). These parcels were rezoned in 2016 for consistency with the General Plan Land Use Designation of Open Space (OS). The proposed rezone is not consistent with the OS land use designation. Only Zones LA, PA, RL, AG, RFL, RFH, OS and TC are consistent with the OS Land Use Designation (Table 2-4 in the General Plan Land Use Element). This proposed rezone was removed from the Zoning Ordinance Major Amendments Project as it requires further environmental analysis, a General Plan Amendment to change the land use designations, and amendments to the General Plan Land Use Map.</p>
<p>Zoning Ordinance Major Update Future updates to Title 130 (Zoning) of the County’s Code of Ordinances. Some sections that have been identified as needing to be updated include: 1) Communication Facilities (Section 130.40.130); 2) Oak Resources Conservation (Chapter 130.39); and 3) Signs (Chapter 130.36); and 4) Electric Vehicle Charging Stations (New Section 130.40.140). Other Zoning Ordinance section updates may be identified on an on-going/as needed basis. The following components will be consolidated into one larger project that includes the following components as shown below:</p>

<p>11. Communication Facilities</p> <p>12. Signs</p> <p>13. Oak Resources Conservation</p> <p>17. Cameron Park Sign Standards</p>
<p>14. Electric Vehicle Charging Stations (New Section 130.40.140)</p>
<p>15. Other Zoning Ordinance Updates</p>
<p>16. CMFR Design Standards Component 2. Component 2: Design Standards for Cameron Park, Diamond Springs/El Dorado, and El Dorado Hills is anticipated to be completed by summer 2022.</p>
<p>18. Infill Incentive Ordinance: Implement a program and ordinance to promote residential infill development in existing communities, provide for a variety of housing types and provide criteria for identifying and incentivizing infill sites. Amend the Planned Development Combining Zone District in a manner that provides incentives for the development of a variety of housing types. LEAP funding awarded to complete this project by September 2023.</p>
<p>19. Weber Creek Canyon Important Biological Corridor [General Plan Policy 7.4.2.9] Proposed Delineation Analysis: On October 24, 2017, the Board adopted a comprehensive update to the biological resources policies, objectives, and implementation measures in the General Plan. Policy 7.4.2.9 was one of the updated policies. This policy identifies the Weber Creek Canyon Important Biological Corridor (IBC), but does not specify the boundaries. On July 18, 2017, the Board directed staff to return with a separate item regarding the Weber Creek Canyon IBC and to notify the property owners of the parcels identified on the map that was presented to the Board (Legistar File 12-1203, Attachment 24E). On September 12, 2019, staff presented the proposed Weber Creek Canyon IBC to the Planning Commission. All the property owners of the parcels identified on the map were notified by mail of the Planning Commission hearing on September 12, 2019. The Planning Commission directed staff to conduct further analysis and additional public outreach with the property owners in the form of a workshop. Project has been deferred until the Board approves funding for a consultant and staff resources.</p>
<p>20. County-Initiated Parcel Rezones/Zoning Map Amendments: Planning staff has been receiving inquiries from property owners regarding zoning changes that were primarily made as part of the 2015 comprehensive Zoning Ordinance Update. Responses to these inquiries require parcel data research that may result in documented mapping errors and require County-initiated parcel rezones and amendments to the Zoning Map. (Some may require General Plan Amendments to the General Plan Land Use Map). County-initiated parcel rezones/zoning map amendments will be coordinated by the Planning Services Administrative Team with assistance from on-call planning services (under existing contracts with two consulting firms).</p>
<p>21. Georgetown Historical Overlay: Establish a historical overlay for the unincorporated town of Georgetown. This project was added at the request of District IV Supervisor and endorsed by the Board on March 5, 2019. Project has been deferred until the Board approves funding for a consultant and staff resources.</p>
<p>22. Cultural Resources Ordinance: Establish a Cultural Resources Ordinance for mitigation of impacts on cultural resources (including historic, prehistoric, and paleontological resources). On August 16, 2016, the Board directed staff to prepare a Cultural Resources Ordinance, update the 1999 Cultural Resources Guidelines, and explore options which may include amendments to</p>

<p>General Plan Policy 7.5.1.5, formation of a Cultural Resources Preservation Commission which was disbanded by the Board in 2003. On November 10, 2016, staff presented the Planning Commission with the same presentation given to the Board. Project has been deferred until the Board approves funding for a consultant and staff resources.</p>
<p>23. Scenic Corridor Ordinance: Establish a Scenic Corridor Ordinance for the protection of identified scenic roads and state highways. On August 16, 2016, the Board directed staff to prepare a Scenic Corridor Ordinance building upon the 2008 draft ordinance, and to develop implementation standards and guidelines. The Board also provided preferred criteria for Designated Scenic Corridors. On November 10, 2016, staff presented the Planning Commission with the same presentation given to the Board. Project has been deferred until the Board approves funding for a consultant and staff resources.</p>
<ul style="list-style-type: none"> • Accessory Dwelling Unit (ADU) Ordinance Update: Update needed to conform to new state legislation (AB 2299 et.al.) affecting portions of the County’s existing ADU Ordinance (included in Title 130 of the County’s Code of Ordinances). New legislation passed in 2017-2019 voids non-conforming portions of the ordinance. Update County Ordinance to conform to newly enacted state law while maintaining County preferences. Legislation changed again effective January 1, 2020, and delayed the project. The Draft ADU Ordinance and related Articles of Title 130 (Zoning) of the County’s Code of Ordinances are being circulated for review. Staff will present updates to the Planning Commission and request adoption by the Board of Supervisors before the end of 2021.
<ul style="list-style-type: none"> • First Time Homebuyer Loan Program: El Dorado County was awarded conditional approval of grant funding in the amount of \$983,000 in October 2020. In progress of completing set up conditions and program environmental review for First-Time Homebuyer Loan Program guidelines while awaiting Standard Agreement from the state.

PROJECT PRIORITIZATION CRITERIA

Projects are prioritized based on the following criteria:

1. Project Initiated – *Is the project already initiated and currently in process?*
2. State Mandated – *Is the project mandated by State law?*
3. General Plan Requirement – *Is the project a requirement of the County General Plan?*
4. Board Direction – *Is the project a Board directed effort?*
5. County Strategic Plan – *Does the project address one or more of the County’s Strategic Plan goals?*

LONG RANGE PLANNING STAFF RESOURCES

Currently, the LRP Land Use/Housing Unit is staffed at 4.0 FTE (as shown in the table below). However, the Planning Manager position has been vacant since 9/1/20 with the Senior Planner serving in the Acting Planning Manager role.

In addition to the projects listed on Attachment A, the Long Range Planning Land Use/Housing Unit has an extensive list of other ongoing planning activities.

	FTE	Position
LAND USE	1	Planning Manager (Vacant since 9/1/20)
	1	Senior Planner

	1	Associate Planner
	0.5	Administrative Analyst II
HOUSING/HCED Programs	0.5	Administrative Analyst II

Attachments

A – Long Range Planning Project Prioritization Matrix for FY 2021-22

Long Range Planning Project Prioritization (Board Endorsed - March 17, 2020)

	FY 2020-21	FY 2021-22
	Tier 1 Priorities	
1.	2020 Housing Element APR	2021 Housing Element APR
2.	2020 General Plan APR	2021 General Plan APR
3.	Housing Element Update	
4.	Pre-Approved ADU Plan	
5.	Affordable Housing Ordinance	
6.	GP Safety Element Update	
7.	GP Five-Year Review 2016-2020	
8.	CMFR Design Standards Component 1	
9.	ORMP Implementation. Report	
10.	Texas Hill Rezones/GP Amend.	
11.	ZO Communication Facilities	
12.	ZO Signs	
13.	ZO Oak Resources Conservation	
14.	ZO EV Charging Stations	
	Tier 2 Priorities	
15.	ZO Other Code Sections	
16.	CMFR Design Standards Component 2	
17.	Cameron Park Sign Standards	
18.	Infill Incentives Ordinance	
19.	Weber Creek Canyon IBC	
20.	County-Initiated Rezones	
	Tier 3 Priorities	
21.	Georgetown Historical Overlay	
22.	Cultural Resources Ord. (CO-Q)	
23.	Scenic Corridor Ordinance (LU-J)	