



# PLANNING AND BUILDING DEPARTMENT

## PLANNING DIVISION

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Date: June 6, 2022

To: Board of Supervisors [Agenda Date: June 28, 2022]

From: Robert Peters, Deputy Director of Planning, and;  
Bret Sampson, Planning Manager, Long Range Planning

Subject: **Long Range Planning Mid-Year 2022 Update and Proposed Project Prioritization Matrix for Fiscal Year 2022-23**

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**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) 2021-22. It also includes the proposed prioritized work plan for FY 2022-23.

**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 Work Plan and Project Prioritization Matrix for FY 2022-23 (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) Endorse a final Matrix that prioritizes County-initiated land use and housing projects managed by the Long Range Planning Unit for Fiscal Year 2022-23.

**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); 3/17/2020 (20-0326); and 4/13/21 (21-0502).

As part of these work plan activities, Long Range Planning staff will continue to collaborate with Department of Transportation staff on long term transportation projects and participate in 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).

**PROJECTS/ACTIVITIES COMPLETED**

<ul style="list-style-type: none"> <li>• <b>Housing Element Annual Progress Report for Calendar Year 2021:</b> Report was due to the State Housing and Community Development Department (HCD) on April 1, 2021. The 2021 report was presented to the Board as a receive and file item on March 22, 2022 and submitted to HCD. HCD confirmed receipt of the report on April 7, 2022.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>General Plan Annual Progress Report for Calendar Year 2021:</b> Report was due to the Governor’s Office of Planning and Research (ORP) by April 1, 2022. The 2021 report was presented to the Board as a receive and file item on March 22, 2022 and submitted to OPR the same day following Board approval of the consent calendar.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Housing Element Comprehensive Update 2021-29:</b> On May 10, 2022, the County received notice from HCD with their findings that certify the El Dorado County adopted 2021-2029 Housing Element of the General Plan is in full compliance with State Housing Element Law (Article 10.6 of the Gov. Code).</li> </ul>
<ul style="list-style-type: none"> <li>• <b>County-Initiated Parcel Rezones/Zoning Map Amendments (GPA21-0003/Z21-0011):</b> Planning staff received inquiries from property owners and members of the public regarding zoning changes that were primarily made as part of the 2015 comprehensive Zoning Ordinance Update. Subsequently, staff conducted zoning/general plan map corrections for 3 different property areas in El Dorado County. These corrections were approved by the Board on November 22, 2021.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Urgency Ordinance – Temporary RV Annual Update:</b> 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. First annual update given to the Board on December 14, 2021.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Oak Resources Management Plan (ORMP)/Oak Resources Conservation Ordinance Implementation Status Report:</b> 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. On April 4, 2021, the Board received both an annual and biannual report as required by the ORMP from staff.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Home Annual Reporting/Quarterly PI Reports:</b> El Dorado County was awarded conditional approval of home 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. The Board received an annual report as required by the grant on October 25, 2021.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Accessory Dwelling Unit (ADU) Ordinance Update:</b> 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). Ordinance was prepared and approved by the Board on November 16, 2021.</li> </ul>

<ul style="list-style-type: none"> <li> <b>Regional Early Action Plan (REAP) State Housing Funding Grant Application:</b> 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 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 were used toward the Housing Element Update process to meet more stringent requirements for demonstrating compliance with state requirements         </li> </ul>
<ul style="list-style-type: none"> <li> <b>Second Round Regional Early Action Plan (REAP) State Housing Funding Grant Application:</b> An application for second round noncompetitive REAP funds was submitted on March 12, 2021. The County of El Dorado was awarded a second allocation of REAP grant funding from SACOG on March 26, 2021 in the amount of up to \$90,000 to develop an Affordable Housing Ordinance.         </li> </ul>
<ul style="list-style-type: none"> <li> <b>Local Early Action Planning (LEAP) State Housing Funding Grant Application:</b> 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, an expansion of the Pre-Approved Accessory Dwelling Unit (ADU) Plan Program, and funding for the ADU Ordinance Update..         </li> </ul>
<ul style="list-style-type: none"> <li> <b>HOME Investment Partnerships Program (HOME) grant:</b> El Dorado County was awarded grant funding in the amount of \$983,000 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. Release of funds pending state approval of program documentation submitted with updated adopted Program         </li> </ul>

**PROJECTS/ACTIVITIES IN PROGRESS**

<ol style="list-style-type: none"> <li> <b>Housing Element Annual Progress Report for Calendar Year 2022:</b> Report due to the State Housing and Community Development Department by April 1, 2023.         </li> </ol>
<ol style="list-style-type: none"> <li> <b>General Plan Annual Progress Report for Calendar Year 2022:</b> Report due to the Governor’s Office of Planning and Research by April 1, 2023.         </li> </ol>
<ol style="list-style-type: none"> <li> <b>General Plan Five-Year Review 2016-2020:</b> 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 Winter of 2023.         </li> </ol>
<ol style="list-style-type: none"> <li> <b>Pre-Approved Accessory Dwelling Unit (ADU) Plan Program:</b> 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 December 2023. Target completion by April 2023. Phase 2 will expand the program with additional         </li> </ol>

<p>plans and educational materials funded by approximately \$265,000 in grant funds from the State LEAP program. Target Completion of Phase 2 by December 2023.</p>
<p><b>5. Affordable Housing Initiatives</b></p> <p><b>A. Affordable Housing Ordinance:</b> 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 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><b>B. Affordable Housing Task Force:</b> The Board directed staff to form a task force to investigate different affordable housing strategies that could be implemented in the future. The task force is currently being formed consisting in experts in the housing industry. The task force will periodically report to the Board for further direction on housing initiatives.</p>
<p><b>6. General Plan Safety Element Update:</b> 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. Currently, the consultant is collecting data for preparing a draft of the Safety Element Update. Target completion is anticipated by Spring 2023.</p>
<p><b>7. Electric Vehicle Charging Stations (New Section 130.40.140)</b></p> <p>Staff has prepared a Draft Ordinance to comply with new state law that is currently being reviewed by County management. Anticipate this item going to the Board in October 2022.</p>
<p><b>8. Commercial/Multi-Family Residential Design Standards</b></p> <p><b>A. Community Centers:</b> Project has been re-initiated. Component 1: Shingle Springs Design Standards, and is anticipated to be completed by Fall 2022. Component 2: Design Standards for Cameron Park, Diamond Springs/El Dorado, and El Dorado Hills is anticipated to be completed by Summer 2023.</p> <p><b>B. Rural Centers:</b> Once the design standards have been completed for the Community Centers, those standards will be used as a template to revise and apply to Rural Centers such as Cool, Fairplay, Grizzly Flat, Pilot Hill, etc.</p>
<p><b>9. Zoning Ordinance Major Update</b></p> <p>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). 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> <ul style="list-style-type: none"><li>• <b>Communication Facilities</b></li><li>• <b>Signs</b></li><li>• <b>Oak Resources Conservation</b></li><li>• <b>Cameron Park Sign Standards</b></li><li>• <b>Amendments to Comply with State Law</b></li></ul> <p>Completion of this project is anticipated in the Summer of 2023.</p>

<p><b>10. Cool Design Review-Community (-DC) Combining Zone:</b> The Board directed on April 12, 2022 for staff to return to the Board with a Resolution of Intent (ROI) to prepare a Design Review-Community (-DC) Combining Zone overlay for commercial and multi-family zoned properties in the Rural Center of Cool. Anticipated that ROI will be presented to the Board for review on July 19, 2022.</p>
<p><b>11. Infill Incentive Ordinance:</b> 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><b>12. Texas Hill EID Reservoir Parcel Rezones &amp; General Plan Amendment:</b> 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. The scope of the environmental analysis is currently being reviewed by County Counsel. Once a scope of work has been approved staff will move forward with Board approval of a contract for a consultant to prepare the environmental analysis.</p>
<p><b>13. Zoning Ordinance/Map Minor Updates:</b> The Planning Division receives requests to correct zoning mapping errors and also comments on zoning ordinance text that may be confusing to the public. Staff keeps a record of these requests and from time to time conducts a Zoning Ordinance minor update to clarify text and or to make map corrections. This effort is ongoing and is necessary to have zoning consistent with the General Plan land use designations.</p>
<p><b>14. Weber Creek Canyon Important Biological Corridor [General Plan Policy 7.4.2.9] Proposed Delineation Analysis:</b> 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. 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><b>15. Georgetown Historical Overlay:</b> 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><b>16. Cultural Resources Ordinance:</b> 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 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><b>17. Scenic Corridor Ordinance:</b> 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>

**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 currently staffed at 3.0 FTE (as shown in the table below). The Planning Division is actively recruiting for two additional Senior Planners and one Associate Planner, but it is unknown if and when those additional resources will be available.

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 including but not limited to updating the County’s Eco-Preserve fee, preparing urgency ordinances, managing preserve lands, processing discretionary projects, and assisting the public with affordable housing projects.

	FTE	Position
LAND USE	1	Planning Manager
	3	Senior Planners (2 vacant)
		Associate Planner (vacant)
	0.5	Administrative Analyst II
HOUSING/HCED Programs	0.5	Administrative Analyst II