

Planning and Building Department Overview 2023

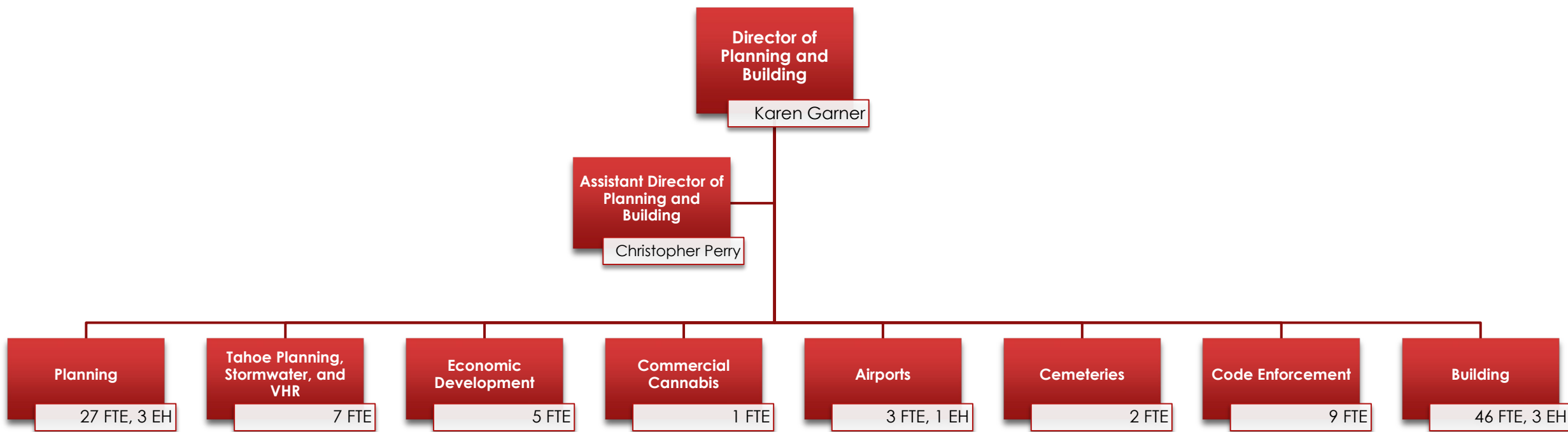
PRESENTED TO THE BOARD OF SUPERVISORS ON JANUARY 31, 2023

Mission Statement

The Planning and Building Department's mission statement is to:

"Guide land use and development consistent with the General Plan, Building Codes, and related regulations by providing accurate, timely, and courteous professional and technical services to our customers, to maintain the County's unique quality of life, protect public safety and the environment and to promote economic vitality for current and future generations."

Organizational Chart



Total Staffing: 104 FTE / 7 EH

Overview of Services by Division



Planning Division

Develop, implement, and maintain the County's General Plan, Zoning Ordinance, and Subdivision Ordinance, process discretionary applications and ministerial permits, environmental compliance, review plans associated with building permits, perform general land use reviews, and respond to public inquiries



Tahoe Planning, Stormwater, and VHR Division

Process discretionary applications and ministerial permits in the Tahoe Basin, perform stormwater reviews for building and grading permits, and manage the County's VHR and Stormwater Programs



Economic Development Division

Develop strategies and programs to stimulate business retention and expansion in the County, and assist high priority economic development projects through the entitlement process

Overview of Services by Division Cont.



Commercial Cannabis Division

Provide oversight of commercial cannabis activities in the County including management of the permitting process and compliance monitoring



Airports Division

Administer and maintain both County owned and operated airports located in Placerville and Georgetown



Cemeteries Division

Administer and maintain and total of 17 public cemeteries, 8 of which are actively used for burials

Overview of Services by Division Cont.



Code Enforcement Division

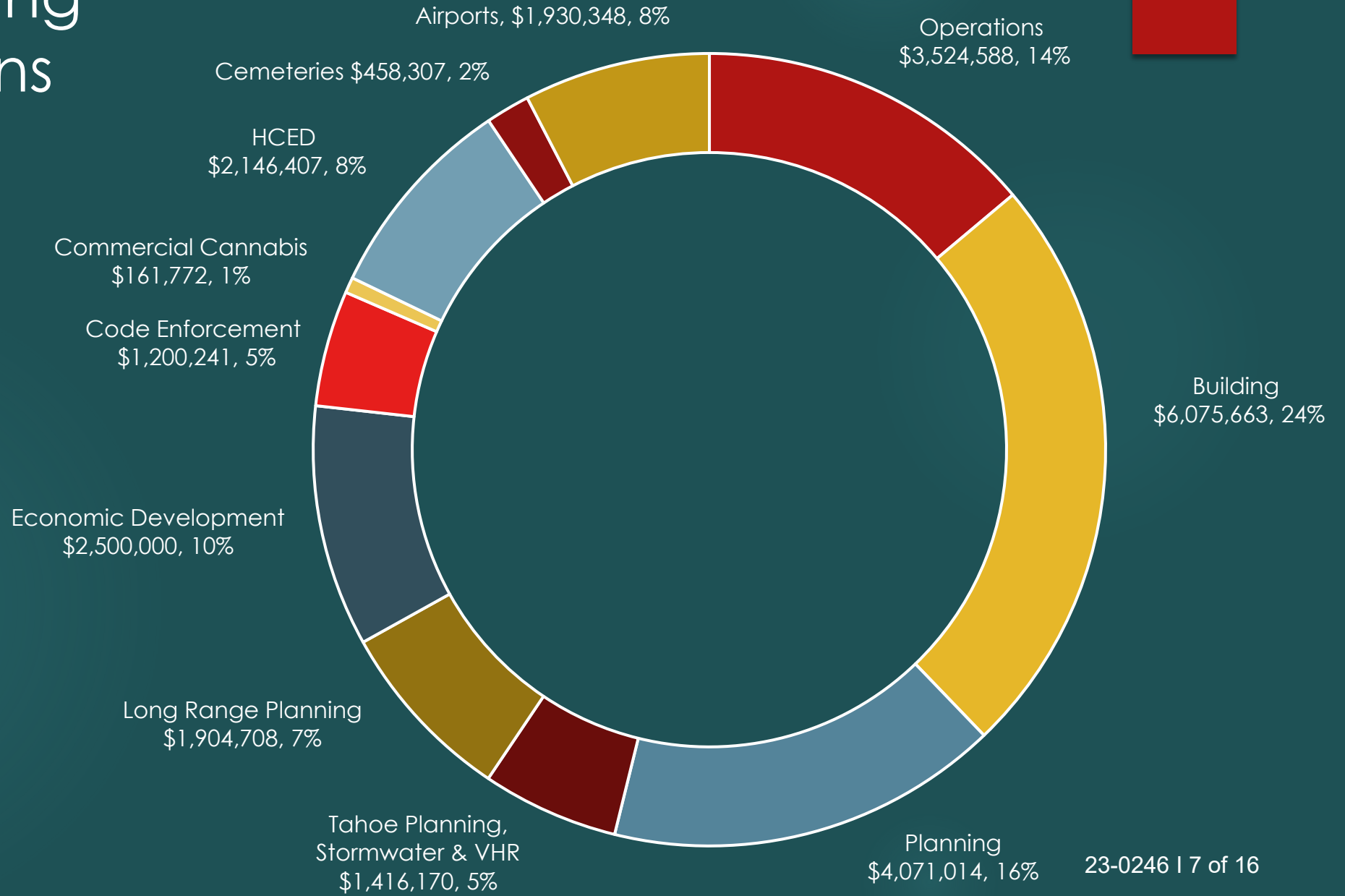
Protect the health and safety of County residents through enforcement of codes, ordinances, and standards for property maintenance and oversight of abatement actions



Building Division

Perform building plan review, permit issuance, and site inspections to ensure compliance with current state and County building code, ordinances, laws, and standards

Total Operating Appropriations \$25,389,218

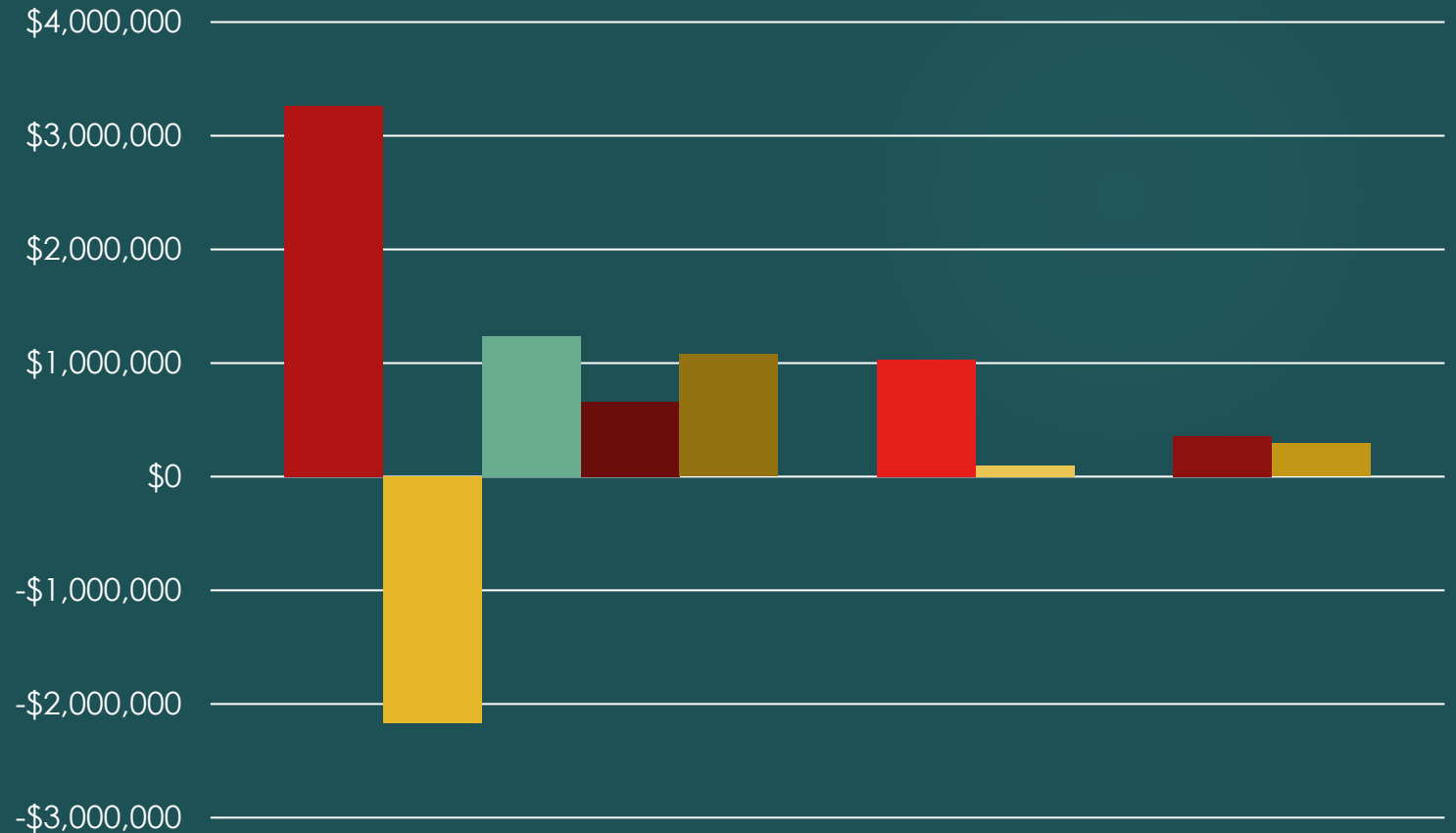


Based upon FY 2022-23 Budget

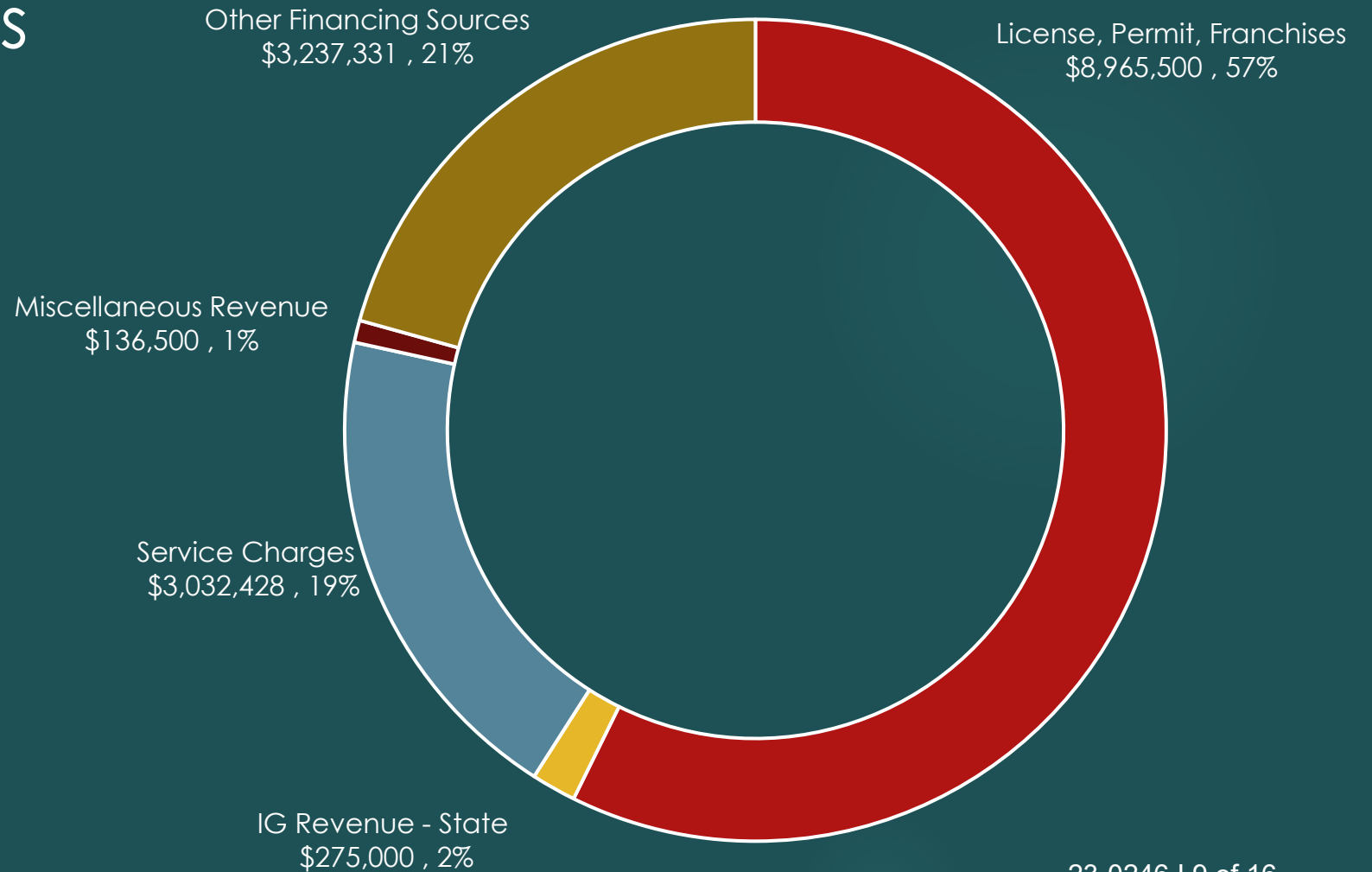
Net County Cost \$5,854,941

- Operations \$3,260,160
- Building (\$2,165,957)
- Planning \$1,240,803
- Tahoe Planning, Stormwater & VHR \$662,170
- Long Range Planning \$1,077,708
- Economic Development \$0
- Code Enforcement \$1,030,741
- Commercial Cannabis \$101,772
- HCED \$0
- Cemeteries \$355,100
- Airports \$292,444

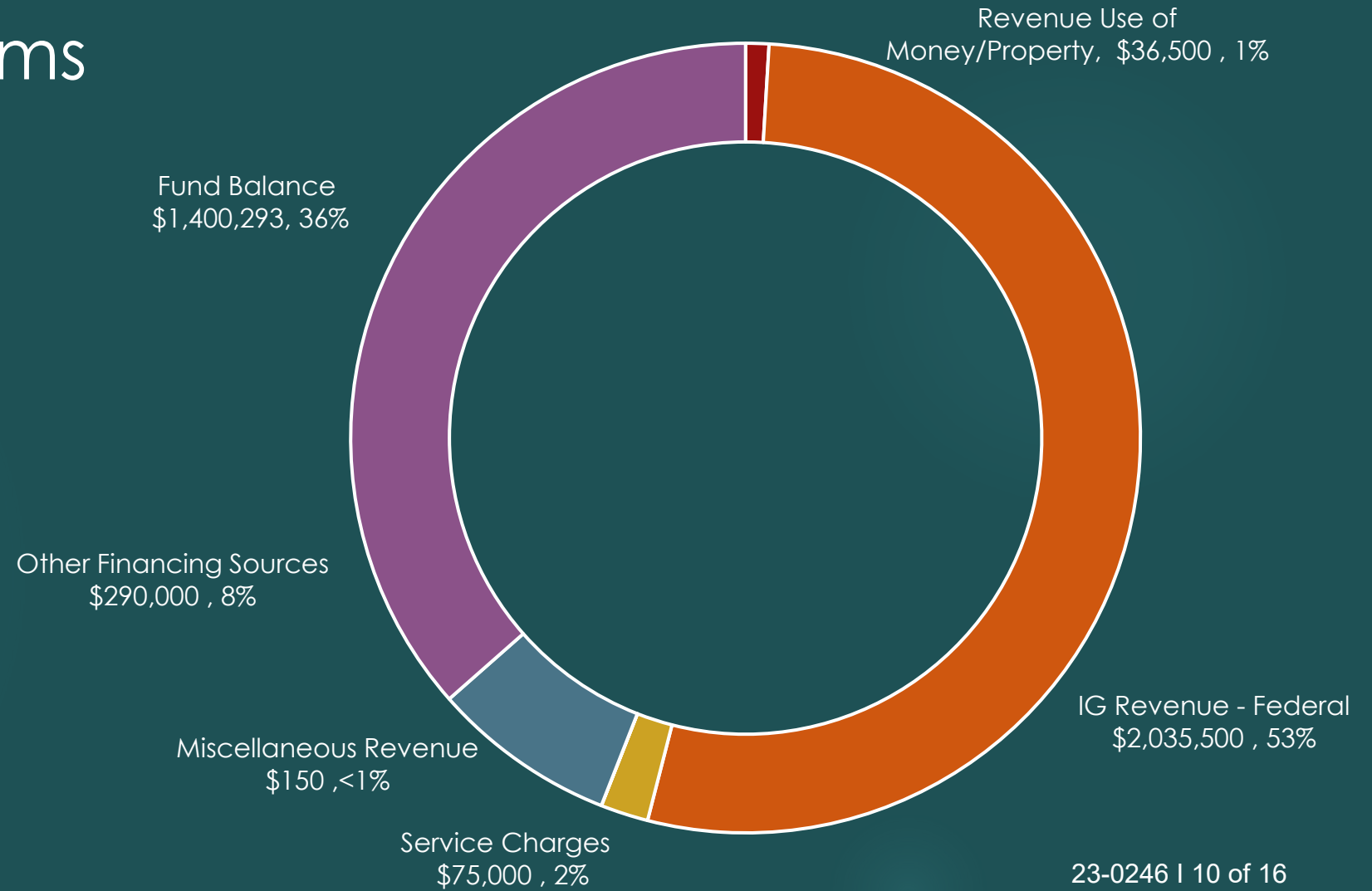
Net County Cost By Division/Program



Revenue Sources: General Fund Divisions/Programs \$15,646,759



Revenue Sources: Non-General Fund Divisions/Programs \$3,837,443



Service and Performance Indicators

The divisions within the Planning and Building Department provide a wide variety of services. Below is a sample of notable service level indicators for each.

Building:

- New Permit Applications
FY 21/22 = 13,872 FY 22/23 YTD = 5,711
- Permits in Process
FY 21/22 = 10,438 FY 22/23 YTD = 3,602
- Permits Finaled
FY 21/22 = 7,348 FY 22/23 YTD = 1,999
- Inspection Stops
FY 21/22 = 12,766 FY 22/23 YTD = 6,861
- Walk-In Customers
FY 21/22 = 13,396 FY 22/23 YTD = 5,968

Planning:

- New Planning Applications
FY 21/22 = 1,469 FY 22/23 YTD = 187
- Projects in Process
FY 21/22 = 1,727 FY 22/23 YTD = 184
- Planning Projects Approved
FY 21/22 = 1,648 FY 22/23 YTD = 113

Commercial Cannabis:

- Cannabis Conditional Use Permits (CCUPs)
Approved = 6
Pending = 5

Service and Performance Indicators

Long Range Planning:

- Adoption/Certification of the 2021-2029 Housing Element Update
- Adoption of the Electric Vehicle Charging Station Ordinance
- Adoption of various General Plan and Zoning Amendments
- Eco-Preserve Property cleanups
- RFP for HCED Program Administration
- Progress made on key projects such as Major Zoning Code Update, Design Standards, Safety Element Update, Eco-Preserve Update, and General Plan Five-Year Review

Economic Development:

- ARPA COVID-19 Economic Impact Grants Awarded:
 - 169 Small Business grants totaling \$2,121,133
 - 24 Non-Profit Organization grants totaling \$1,978,932
- Awarded first Policy J-8 special district fee offset application
- Awarded \$3,782,433 EDA Broadband Grant for design, engineering, and construction for projects in Georgetown, Garden Valley, and Cool
- Awarded \$500,000 LATA Broadband Grant for design and engineering for additional project locations

Service and Performance Indicators

Code Enforcement:

- Code Enforcement Cases
 - Opened = 380
 - Closed = 649
- Recorded Notices to Correct = 290
- Recorded Notices of Compliance = 79
- Closing Letter with Record = 142

Tahoe Planning, Stormwater and VHR:

- West Slope Active VHR Permits:
 - FY 21/22 = 98 FY 22/23 YTD = 123
- East Slope Active VHR Permits:
 - FY 21/22 = 866 FY 22/23 YTD = 835
- 205 Active VHR Permit Waitlist Applications

Service and Performance Indicators

Airports:

- Continuing to resolve outstanding lease agreements, including 53 at the Placerville Airport and 12 at the Georgetown Airport
- 10 lease agreements processed and approved to date in FY 22/23
- 3 lease agreements in process

Cemeteries:

- Assisted with 48 burials at County-managed cemeteries
- Commenced cemetery website updates to include historical, informative, and visual references to better engage tourism of County cemeteries

Role in the Strategic Plan

The services provided by the Planning and Building Department meet and/or incorporate one or more of the County's Strategic Plan Goals. Examples for each are as follows:

Economic Development:

- Development of County policies and incentives to retain, develop, attract, and encourage economic development and nurture the County's business friendly environment.

Good Governance/Healthy Communities:

- Development, maintenance, and implementation of County land use policies and ordinances such as the General Plan, Zoning Ordinance, Subdivision Ordinance, Building and Construction Code, and compliance with state and federal laws and regulations

Infrastructure:

- Maintenance and operations of County owned facilities such as Airports and Cemeteries and development projects include appropriate levels of infrastructure improvements

Public Safety:

- Perform building plan check reviews and on-site inspections, code enforcement, disaster response and recovery assistance, temporary emergency housing options, etc.

Upcoming Policy and Programmatic Changes

Change 1: New State legislation focused primarily on housing and solar/electric. Requires changes to local codes, processing times, creation of checklists, reporting requirements, and digital submittals.

Change 2: West Slope Stormwater Permit, includes trash amendments.