



# PLANNING AND BUILDING DEPARTMENT

## PLANNING DIVISION

<https://www.eldoradocounty.ca.gov/Land-Use/Planning-Services>

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Date: July 15, 2024

To: Board of Supervisors [Agenda Date: July 30, 2024]

From: Robert Peters, Deputy Director of Planning;  
Brendan Ferry, Deputy Director of Planning; and  
Bret Sampson, Planning Manager

Subject: **Long Range Planning Mid-Year 2024 Update and Proposed Project Work Plan for Fiscal Year 2024-25**

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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 (LRP) Work Plan, for Fiscal Year (FY) 2023-24. It also includes the proposed Work Plan for FY 2024-25. The existing projects listed on the Work Plan are considered priorities for the Board and direction has been given to staff to complete the effort. The proposed projects listed on the Work Plan are for the Board's consideration and staff is seeking direction on how to proceed with those projects.

**DEPARTMENT RECOMMENDATION**

The Planning and Building Department, Planning Services Division, LRP Unit and Tahoe Planning and Building Division is recommending the Board review and provide direction on the LRP Work Plan for FY 2024-25 as follows:

- 1) Review the Staff Memo (Attachment A) and Work Plan (Attachment B);
- 2) Direct staff to modify the Work Plan, as necessary, to reflect the Board's current priorities;
- 3) Endorse a final Work Plan that prioritizes the County's Long Range Planning-initiated projects managed by the Planning Services Division, LRP Unit and Tahoe Planning and Building Division for Fiscal Year 2024-25.

**BACKGROUND**

On February 24, 2015, the Board endorsed LRP's first Work Plan 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); 4/13/2021 (21-0502); 6/28/2022 (22-1101); and 6/13/2023 (23-1059).

As part of these Work Plan activities, staff coordinate with a variety of internal and external staff, partners, and entities. Staff will continue to collaborate with numerous County Divisions and Departments, as necessary, including Department of Transportation staff on long term transportation projects. Staff will continue to 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) as well as the Tahoe Regional Planning Agency (TRPA) and others on Tahoe-related projects.

### PROJECTS/ACTIVITIES COMPLETED

**Housing Element Annual Progress Report for Calendar Year 2023:** Report was due to the State Housing and Community Development Department (HCD) on April 1, 2024. The 2023 report was presented to the Board as a receive-and-file item on March 19, 2024, and submitted to HCD and Governor's Office of Planning and Research (OPR).

**General Plan Annual Progress Reports for Calendar Year 2022 & 2023:** Reports due to OPR. The 2022 and 2023 reports were presented to the Board as a receive-and-file item on March 19, 2024, and submitted to HCD and OPR.

**General Plan Five-Year Review 2016-2020:** General Plan Policy 2.9.1.2 requires monitoring of the General Plan every five years. The General Plan Five-Year Review 2016-2020 report was presented and approved by the Board on April 2, 2024 (Legistar #24-0222).

**Pre-Approved Accessory Dwelling Unit (ADU) Plan Program:** Using a State Senate Bill 2 (SB 2) grant, staff finalized a permit-ready ADU building plan to encourage the construction of ADUs for free. The final plan set were made available on the Building Division's website in Spring 2024.

**General Plan Safety Element Update:** On May 21, 2024, the Board approved the General Plan amendment (GPA24-0002) of the Safety Element Update. The updates covered new information related to natural hazards, climate adaptation, resiliency strategies, and evacuation accessibility and to comply with statutory changes outlined in California Government Code Section 65302(g) and 65302.15 as updated by Senate Bills (SB) 1241, 379, 1035, and 99 as well as Assembly Bills (AB) 747 and 1409.

### PROJECTS/ACTIVITIES IN PROGRESS/UPCOMING

**1. Housing Element Annual Progress Report for Calendar Year 2024:** Report due submitted to the State Housing and Community Development Department by April 1, 2025.

**2. General Plan Annual Progress Report for Calendar Year 2024:** Report due to the Governor's Office of Planning and Research by April 1, 2025. Anticipate this item going to the Board for consideration in the January to February 2025.

**3. General Plan Five-Year Review 2021-2025:** General Plan Policy 2.9.1.2 requires monitoring of the General Plan every five years. The General Plan Five-Year Review 2021-2025 report will be presented to the Board in the first half of 2025. This review will analyze and make recommendations regarding need, timing, cost and scope of a comprehensive update to the General Plan.

**4. Community Design Standards Project:**

For FY 2024-25, This project has been modified as follows:

- A. Create interim objective West Slope design standards applying to all multi-family, horizontal mixed-use, and commercial development in Community Regions and Rural Centers (anticipated completion by staff by Dec. 2024).
- B. After adoption of the Countywide Interim Design Standards, bring back a revised contract for an amended scope of work that will, in phases, build on and customize the adopted Countywide Interim Design Standards for Custom Design Standards for the County's Community Regions (Shingle Springs, Diamond Springs/El Dorado, Cameron Park and El Dorado Hills) and Rural Centers for new Commercial, Mixed-Use and Multi-Family Residential projects by March 2025.
- C. Using Interim Standards as a base, create customized draft objective design standards for new commercial, mixed-use, and multi-family development for the Shingle Springs Community identified in County's General Plan Policy 2.1.1.1\_(completed by staff and consultants).
  - Shingle Springs (Completed first as a prototype/template)
  - El Dorado/Diamond Springs, Cameron Park, and El Dorado Hills
- D. Convert the adopted 2015 Mixed Use Guidelines into objective development standards and integrate applicable pieces of the updated standards into the standards for each Community Region as described above. NOTE: This is not technically a separate component but will require significant work/budget as a result of the new multi-family housing legislation enacted on July 1, 2023 (completed by staff and consultants).

**Project Schedule**

There are two major components to this project. The first is the development and adoption of Interim Design Standards. Planning staff will be managing and implementing the Interim Design Standards. The second component is the development of "custom" Design Standards that will be unique for each Community Region and Rural Center. This component will utilize a consultant to complete. The Interim Design Standards will be used as the foundation for building the Custom Design Standards and will apply countywide when adopted.

The schedule for Interim Design Standards is:

- September 2024 – Board of Supervisors workshop with Planning Commission
- November 2024 – Planning Commission hearing
- December 2024 – Board of Supervisors hearing and adoption

The schedule for Custom Design Standards is:

<ul style="list-style-type: none"> <li>• March 2025 – Return to the Board with revised contract for completion of custom design standards for Community Regions and Rural Centers; scope of work to be reflective of implementation of Interim Standards, remaining needs and robust community outreach.</li> </ul>
<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. In the near term, staff will prepare an Affordable Housing Ordinance for Board and Public consideration and will use that Ordinance as a template for the Affordable Housing Task Force to analyze and recommend improvements. Target completion by Fall 2024.</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 has been formed consisting in experts in the housing industry. The task force is schedule to conduct a series of public meetings beginning in the Summer of 2024. The task force will periodically report to the Board for further direction on housing initiatives. It is important to note that the Affordable Housing Initiatives project has replaced the Infill Incentives project identified in prior Work Plans. The Task Force will make recommendations to the Board in regard to providing incentives for infill projects.</p>
<p><b>6. Tahoe El Dorado Area Plan:</b> Develop one jurisdiction wide area plan for the entire County within the Tahoe Basin and integrate and update the Meyers Area Plan in the Tahoe El Dorado Area Plan. The goal of this planning effort is to simplify permitting process and streamline environmental review, allow the County to control land use policies and decisions based on each community’s needs, and incorporate TRPA Code and State law updates. This effort is broken up into three phases. Phase I, focused mostly on community outreach and engagement, is nearing completion in September 2026. Phase II includes drafting the TED Area Plan and corresponding environmental document. Phase III will consist of finalizing the TED Area Plan and conducting public hearings for possible adoption. Completion of this project is anticipated in Summer 2026.</p>
<p><b>7. Tahoe Commodities Incentives for Affordable/Workforce Housing Projects:</b> Develop and provide a mechanism by which the County could provide its banked commodities (development rights and coverage as regulated by TRPA) to incentivize future affordable and/or workforce housing projects in the Tahoe Basin. Completion of this project is anticipated in conjunction with the Tahoe EL Dorado Area Plan (see below) the Summer 2026.</p>
<p><b>8. Zoning Ordinance Major Updates:</b> 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>Communications Facilities</b></li> <li>• <b>Signs</b></li> <li>• <b>Oak Resources Conservation</b></li> </ul>

<ul style="list-style-type: none"> <li>• <b>Cameron Park Sign Standards</b></li> </ul> <p>For FY 2024-25, this project is in process. Each component will be brought forward for adoption as it is completed. Completion of the first component (Communications Facilities) is anticipated in December 2024. Completion of the remaining components is expected by May 2025.</p>
<p><b>9. Ecological Preserve Fee Update:</b> Since 1998, the County has collected fees from new development within Mitigation Area 1 (Rare Soils Area) and Mitigation Area 2 (EID service area) due to their direct and / or indirect impact on gabbro soils rare plants and their habitat. The County uses the fees to acquire additional land for the Pine Hill Preserve and to contribute towards the management of the Preserve. The County started the process of updating the Ecological Preserve Fees, including conducting CEQA analysis for the fee program. Staff is currently evaluating how best to proceed.</p>
<p><b>10. Texas Hill 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). On August 15, 2023, the Board approved a contract with environmental consultant ICF Jones &amp; Stokes, Incorporated to prepare an EIR for this rezone and General Plan amendment (PE Agreement 7094). Work on the project and EIR was initiated in September 2023 and a Notice of (EIR) Preparation (NOP) was released to the public in May 2024. EIR and project completion is anticipated by mid-2025.</p>
<p><b>11. Zoning Ordinance/Map Minor Updates:</b> The Planning Division receives requests to correct zoning mapping errors and comments on zoning ordinance text that may be confusing to staff, the public, project applicants, and decision makers. Staff keeps a record of these requests and from time to time conducts a Zoning Ordinance minor update to clarify text, make amendments to comply with State law, 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>12. 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. A Resolution of Intent (ROI) to conduct this effort was approved by the Board in October of 2023 (ROI 149-2023). Staff anticipates this item will be before the Board in Spring 2025.</p>
<p><b>13. 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</p>

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.

**14. Kirkwood Specific Plan:** This 2003 Plan was prepared by three counties (Alpine, Amador, and El Dorado Counties) to set parameters on the development of private land at Kirkwood in terms of land use zoning designations and densities as well as general circulation patterns in the area. The County has not adopted this Plan. Possible adoption and an amendment to the Plan may be needed when a developer pursues a project on private land within the County's jurisdiction at Kirkwood. Any amendment to the Plan would need to be based on what a developer proposes and in close coordination with Amador and Alpine Counties. This effort would be a developer driven and the anticipated completion timeframe is to be determined.

**15. Sustainability Plan:** Develop a road map that outlines steps that the County will take to reduce greenhouse gas emissions and enhance resiliency to long-term changes associated with climate-related hazards. Staff is researching the cost and feasibility of developing and implementing this Plan. The anticipated completion timeframe for this project is to be determined based on grant funding availability.

## PROJECTS/ACTIVITIES PROPOSED

**16. General Plan Update:** A comprehensive General Plan Update is estimated to take 3 to 5 years to complete. The current General Plan would be used as a baseline but would include updates to the Land Use and Transportation and Circulation Elements. Comprehensive updates to these elements will necessitate updates to other General Plan elements to ensure consistency. This effort will include a robust community outreach component. Staff recommends this project begin upon completion of the next 5-year General Plan in the first half of 2026. This review will include further analysis of the General Plan update. The timing will also allow for other items on the LRP Work Plan to be completed thus freeing up staff resources and would allow for the General Plan Implementation special revenue account to accumulate enough funds to cover the initial years of work effort.

## PROJECT PRIORITIZATION CRITERIA

Projects are placed on the Work Plan 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?*

## GENERAL PLAN UPDATE

As noted above, staff is requesting the Board's input regarding the addition of a General Plan Update to the workplan. Staff has determined through researching General Plan Updates throughout the state that these

updates are typically conducted as a “Targeted” or “Comprehensive” effort. Targeted updates either include only certain elements of the General Plan and or conducting very minor updates to all the elements. A comprehensive update would include substantial updates to all the elements. With each of these options, the California Environmental Quality Act (CEQA) would need to be considered and environmental analysis and public input and outreach would be extensive. A comprehensive General Plan Update typically will take 3-5 years to complete, while a Targeted General Plan Update takes approximately 2-3 years. Based on evaluation of recently updated General Plans an average cost of the total effort for a General Plan Update are as follows:

- Comprehensive General Plan Update: \$4 to \$5 million
- Targeted General Plan Update: \$2 to \$3 million

Staff has received feedback from consulting firms that conduct these efforts that Targeted General Plan Updates may be less cost effective. Updating one element in the General Plan usually results in other elements needing to be updated as well. This “ripple” effect sometimes increases the scope of a targeted effort, and the result is a more comprehensive update than was anticipated. For this reason, staff recommends that when a General Plan Update is initiated that it a Comprehensive update be considered. Both options will also likely necessitate a comprehensive update to the zoning code. This item would be added to the LRP workplan in future years.

Staff recommends that any General Plan Update be initiated following the next 5-yr review anticipated to be completed in 2026. This would allow for other items on the LRP Work Plan to be completed and would allow for the General Plan Implementation special revenue account to accumulate enough funds to cover the initial years of work effort.

## **LONG RANGE PLANNING STAFF RESOURCES**

Currently, the LRP Land Use/Affordable Housing Unit is staffed at 6.0 FTE (as shown in the table below). One FTE is located within the Tahoe Planning and Building Division with a focus on long range planning activities within the Tahoe Basin. The loss of LRP’s housing specialist in 2022 has continued to impact the County’s ability to conduct housing efforts and manage existing grants. However, in 2023 the County approved an on-call contract for housing services and the consultant assessed the County’s housing programs and initiatives and is developing an on-going work plan. On June 25, 2024, the Board authorized an extension to the contract to continue services with the housing consultant and will implement the referenced work plan once finalized.

In addition to the projects listed on Attachment A, the LRP Land Use/Affordable Housing Unit has other ongoing planning activities including but not limited to, preparing urgency ordinances, managing preserve lands, collaborating with other agencies to purchase oak woodlands, assistance with processing discretionary projects, grants/management, assisting agencies with environmental review and project planning, and assisting with affordable housing projects.

	FTE	Position
LAND USE	1	Planning Manager
	3	Senior Planners (2 West Slope/1 SLT)
	1	Associate Planner
	1	Assistant Planner
Affordable Housing Unit Programs		Consultant