

Planning and Building Department Quarterly Report

January - March 2024

3rd Quarter FY 23/24

Planning and Building Quarterly Report with *NEW* Monthly Reports

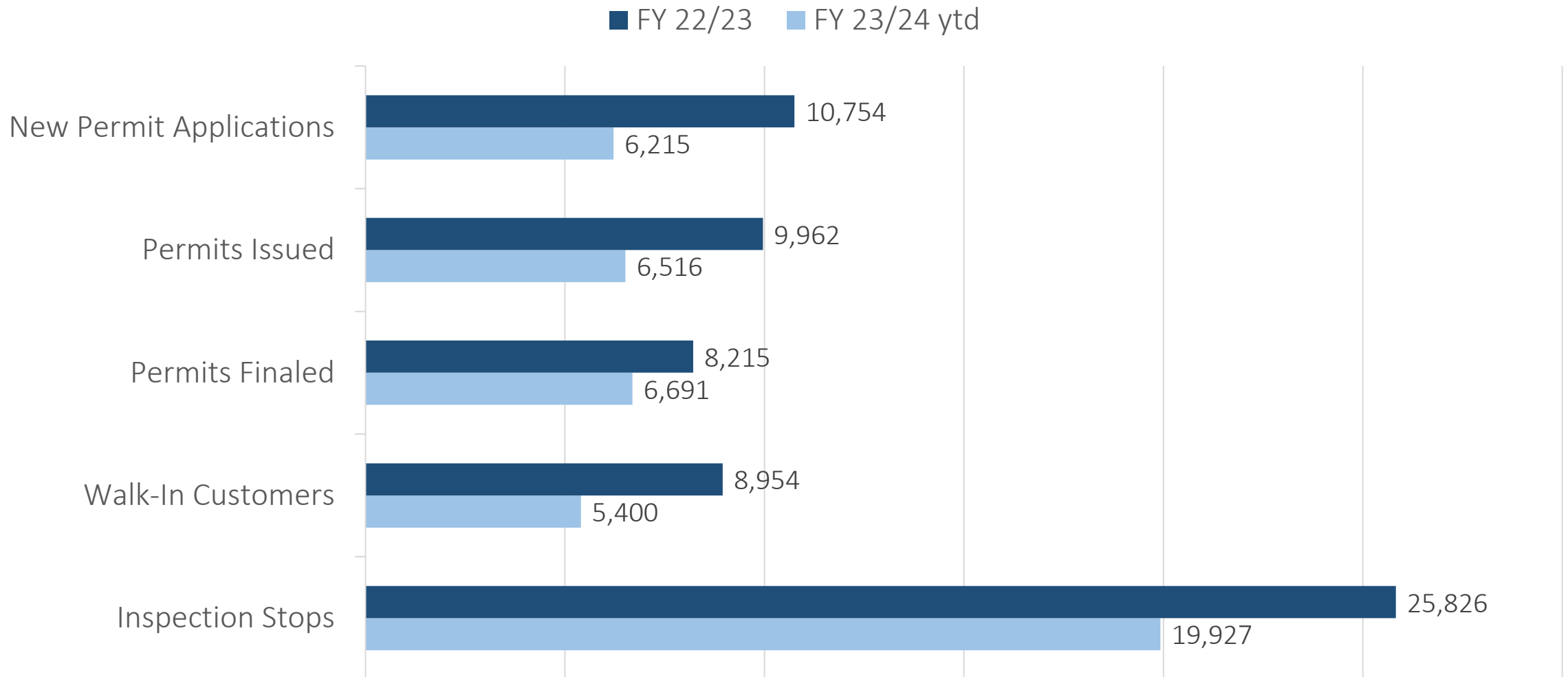
Purpose

- Provide a snapshot of activities for the current fiscal quarter within each division.
- Compare the current quarter's activities to the previous fiscal year.

New Features

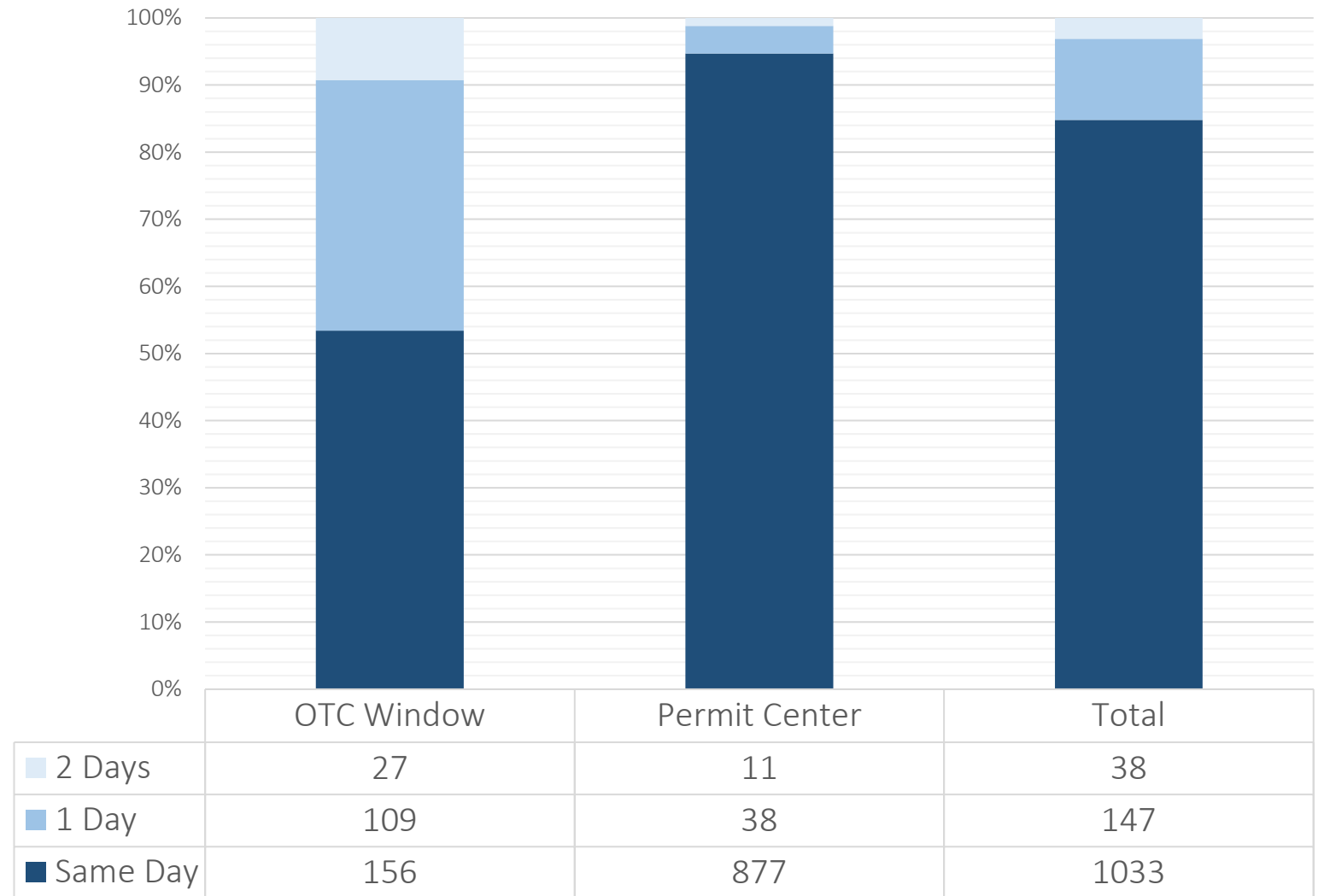
- Introduces a month-to-month look at key data points for the Planning and Building Division.
- Future updates will include:
 - Monthly reports on key data.
 - Quarterly reports to include all divisions, updated every three months.

Building - Service and Performance Indicators



This quarter,
62% of permits
in the Building
Division were
approved within
two days.

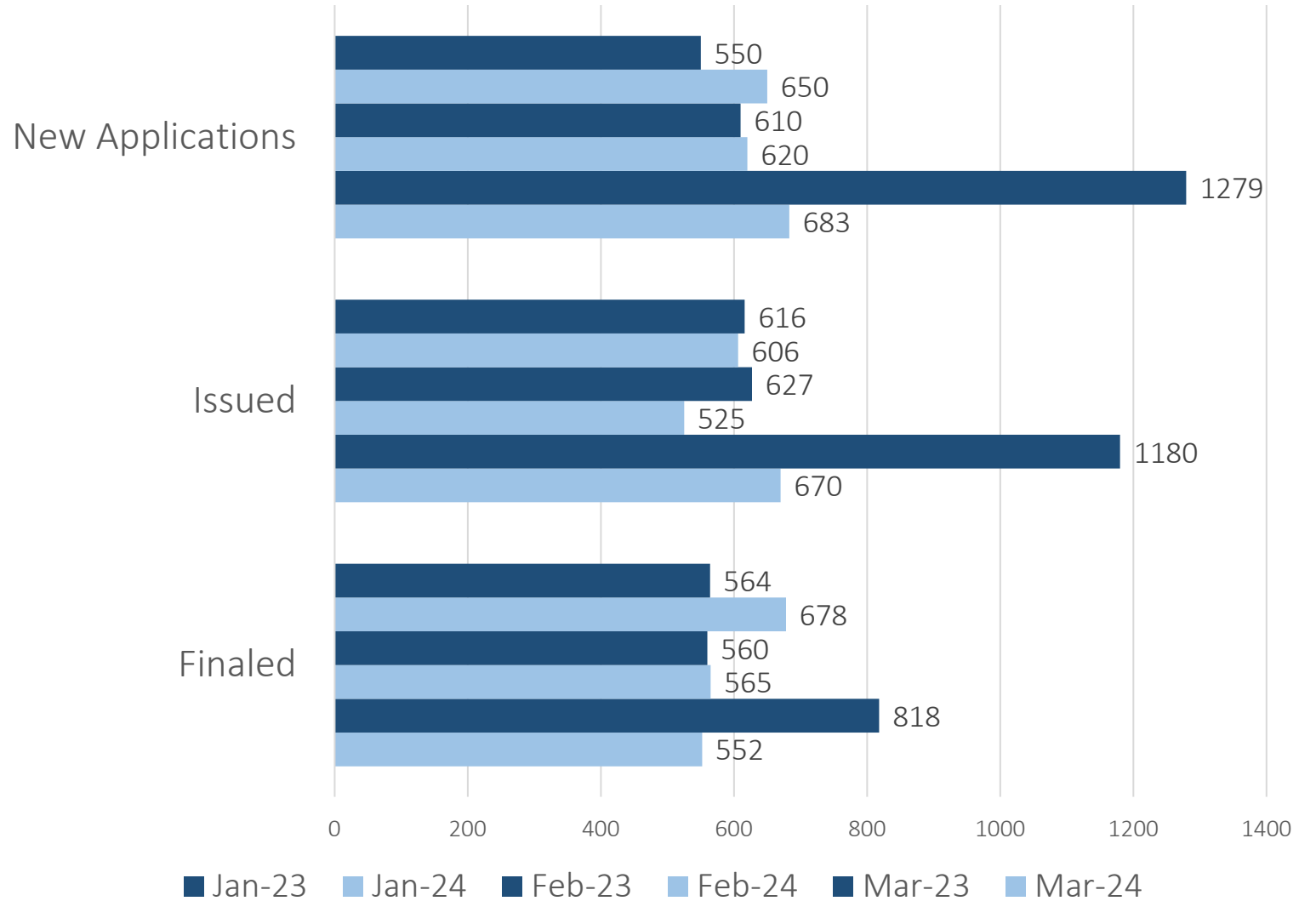
Quick Turnaround Building Permits



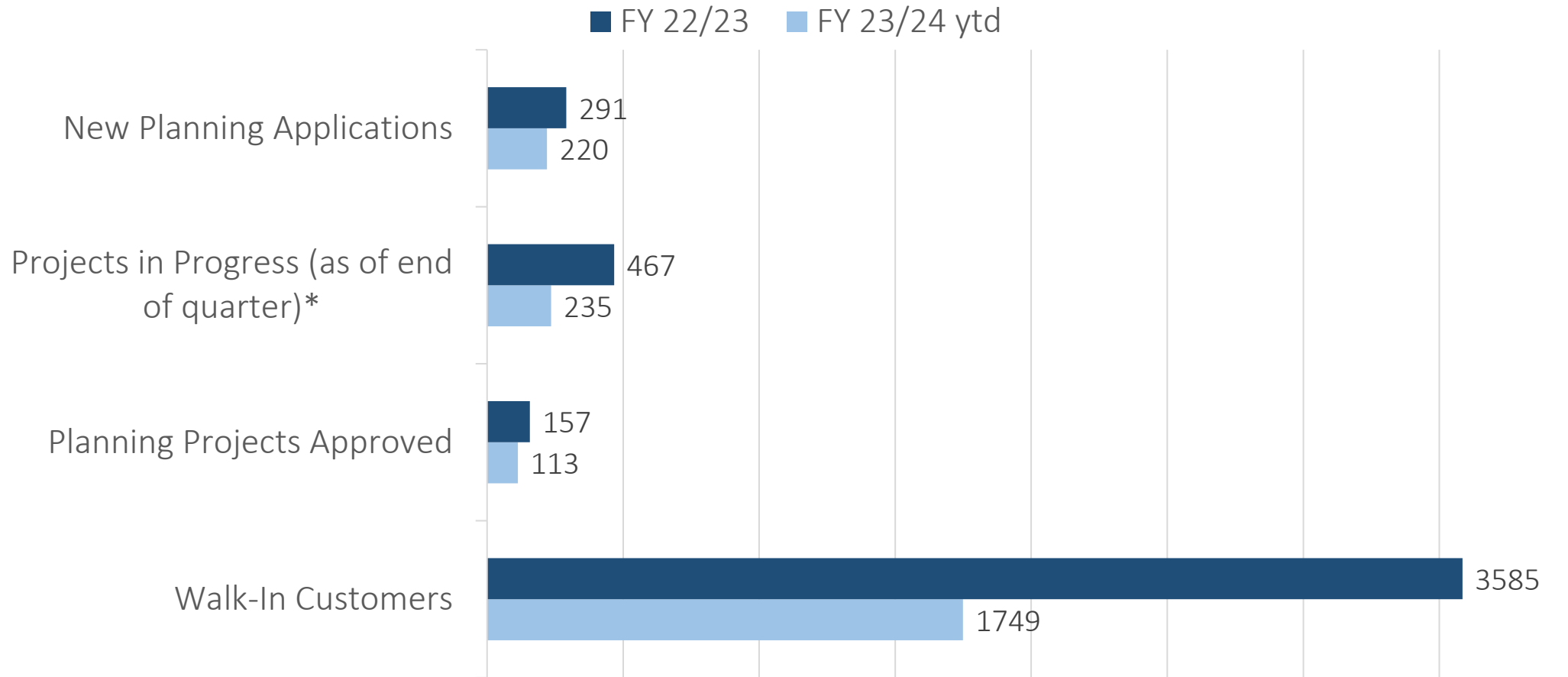
Building - Service and Performance Indicators

New Month By Month Comparison

January – March 2023 vs. 2024



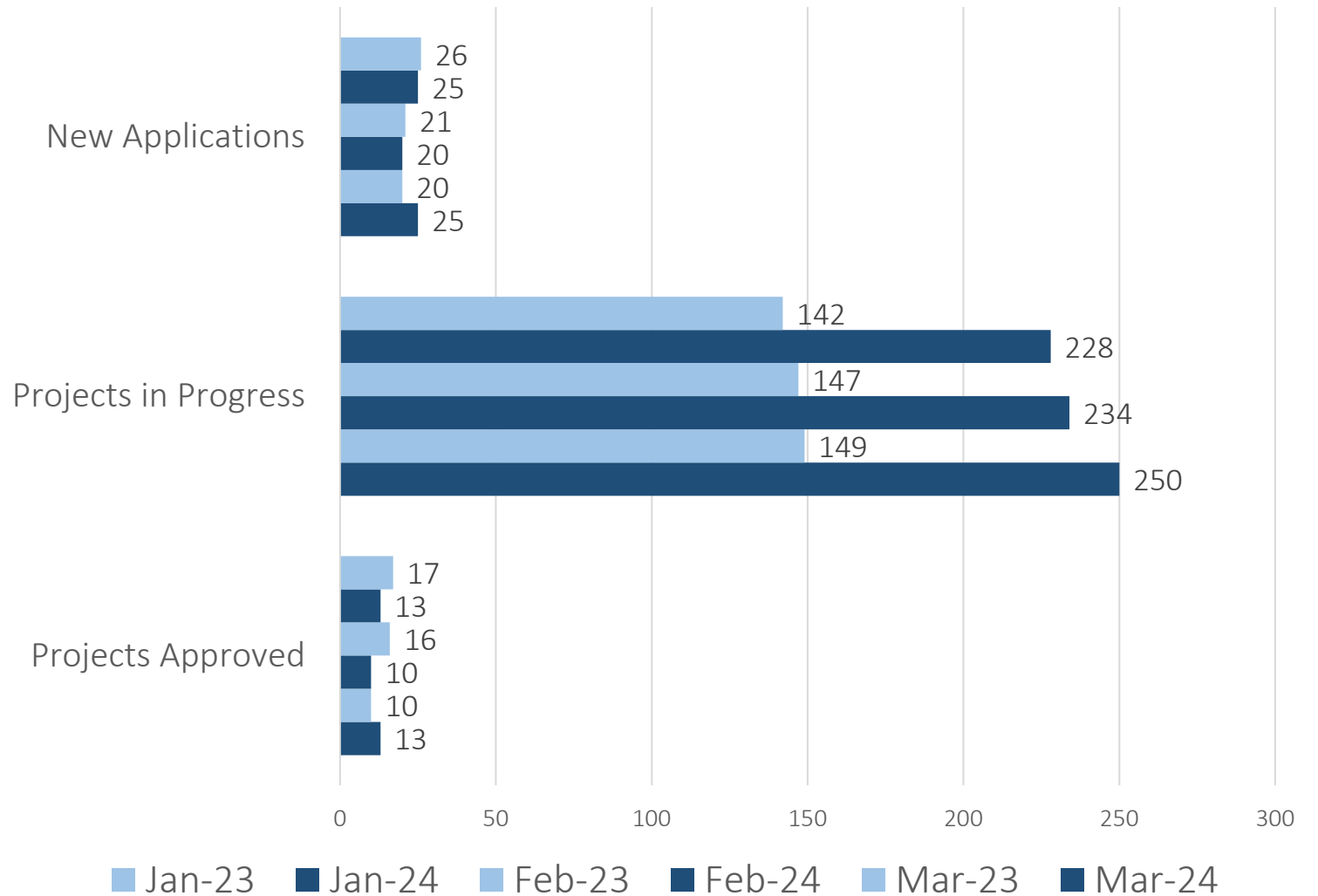
Planning - Service and Performance Indicators



*The Planning Division is reviewing and updating historical project statuses. This effort is resulting in reduced total projects in process.

Planning - Service and Performance Indicators

New Month by Month Comparison January – March 2023 vs. 2024



Planning Staff Explore El Dorado County

- Initiated planning for a series of "fieldtrips" for Planning Staff.
- Aimed to familiarize staff with project sites.
- Enhanced understanding of how planning projects integrate across the county.



Long Range Planning – Service and Performance Indicators

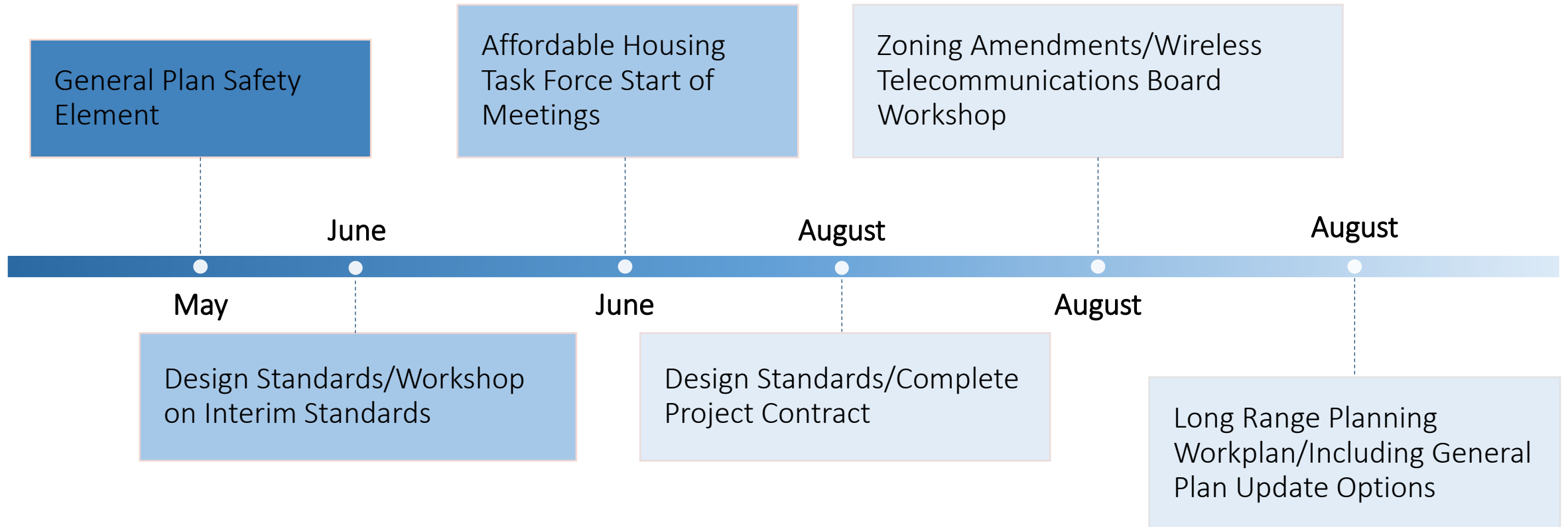
March:

- General Plan Five Year Review completed and adopted by the Board.
- Amendment 1 of LEAP Grant funds approved by the Board.
- General Plan and Housing Element Annual Progress Reports received and filed by the Board.

April:

- Affordable Housing Task Force established by the Board.
- Submittal of Home Investment Partnerships Program application to the state approved by the Board.
- Traffic Impact Fee (TIF) Offset for Country Club Apartments approved by the Board.

Long Range Planning *Looking Ahead*



Safety Element Outreach

- Developed an outreach strategy with four main touchpoints: website, online survey, workshops, and media.
- Created a website for draft documents, updates, and feedback.
- Conducted a bilingual public survey with over 800 responses.
- Held workshops with the Safety Element Advisory Committee (SEAC), stakeholders, the public, Planning Commission, and Board of Supervisors.
- Established a SEAC and engaged over 150 agencies through workshops and focus-group meetings.
- Hosted four public workshops and a joint Planning Commission and Board of Supervisors workshop.
- Promoted public workshops, surveys, and the Safety Element through social media platforms (Facebook, Nextdoor, and X).

Economic Development – Service and Performance Indicators

- Approved contracts for Start-up/Entrepreneurial companies through policy J-9.
- Participated in several ideation sessions for the California Jobs First initiative to represent El Dorado County on both the West Slope and the Tahoe Basin.
- Presented updated bylaws and received direction on the newly named SEED committee (formerly CEDAC).
- Attended several Chamber business award receptions on behalf of the County.
- Started to take on process/policy improvement initiatives.
- Provided responses to Broadband grant applications in the California Public Utilities Commission.
- Completed scope of work/contract for our Broadband Lata grant.
- Presented to Leadership El Dorado on Economic Development and what it means in El Dorado County.

Improvements to the County's Development Review Process

The Board of Supervisors has taken proactive steps to enhance efficiency within the Planning and Building department by adopting a resolution for process improvement.

As part of this initiative, a deputy director has been appointed to oversee and implement the program.

This strategic decision aims to streamline operations, optimize workflows, and ultimately deliver more effective services to our community.



Code Enforcement – Service and Performance Indicators

Cases	CRMS* Investigations
Opened: 81	Opened: 134
Closed: 125	Closed: 103
Recorded Notices of Compliance: 21	VHR CRMS Opened
Recorded Notices and Orders: 50	Western Slope: 10
Reversed: N/A	Tahoe Basin: 23
Total of Recordings: 71	Total: 33
New VHR Cases Opened	VHR CRMS Closed
Western Slope: 8	Western Slope: 5
Tahoe Basin: 28	Tahoe Basin: 11
Total: 36	Total: 16

*The Citizen Request Management System (CRMS) is the initial step in a code investigation when a complaint has been received and needs an initial investigation. Not all CRMs received result in an open code case.

Code Enforcement – Service and Performance Indicators

Letters	
Closing Letter with Recordings	9
Warning Letter for VHRs	4
Letter of Intent	67
Notice and Order Notices	130
VHR Letters	37
Ranch Marketing	0
Total Letters/Notice Sent	247

Statements sent from Notice and Orders			
1 st Statement	44	5 th Statement	16
2 nd Statement	29	6 th Statement	7
3 rd Statement	25	7 th Statement	4
4 th Statement	13	8 th Statement	1
		Total Statements	139

Amnesty Program Update

In September 2023, the Board approved a program to assist homeowners who have a code case for a home or structure with unpermitted work completed by a previous property owner where the current homeowner had no knowledge that the work was unpermitted.

- 17 verified properties for qualifications
(violations existing prior to property purchase)
- 6 applications submitted
2 approved, 2 pending approval
- 9 for dwellings
2 of the 9 for ADU's



Tahoe Planning, Stormwater, & VHR – Service and Performance Indicators

Western Slope Active VHR Permits

Q2: 138

Q3 ytd: 142

- 15 Active VHR Permit Waitlist Applications

East Slope Active VHR Permits

Q2: 808

Q3 ytd: 804

- 204 Active VHR Permit Waitlist Applications

Airports & Cemeteries – Service and Performance Indicators

Airports

- 2 lease agreements processed and approved in 3Q FY 23/24
- 12 agreements mailed for signature, not yet received
- Placerville airport has purchased 2 back up generators that are still going through the permit process
- Georgetown trees are in the works to be removed

Cemeteries

- Facilitated 12 burials at County-managed cemeteries in Q3 FY 23/24
- Staff is working on creating a MOU with Save the Graves
- Staff has created an Adopt-a-Cemetery project at the Placerville Union Cemetery with over 50 volunteers
- Landscape maintenance has been done at the El Dorado, Placerville Union and Georgetown cemeteries

Commercial Cannabis – Service and Performance Indicators

Cannabis Conditional Use Permits (CCUPs)
Applications: 0

CCUPs Approved: 2

CCUPs Processing: 13

Denied = N/A