



# Planning and Building Department Quarterly Report

July THROUGH September 2023  
1<sup>st</sup> Quarter FY 23/24

# Planning and Building Quarterly Report

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This quarterly report is intended to provide a snapshot of activities for the current fiscal quarter within each division and compare to the previous fiscal year. For this report, the data reflects the first quarter of Fiscal Year 23/24 and compares to the entire Fiscal Year 22/23.

# Service and Performance Indicators

1<sup>st</sup> Quarter FY 23/24

Building		Planning	
<b>New Permit Applications</b>		<b>New Planning Applications</b>	
FY 22/23 = 10,754	FY 23/24 YTD = 2,772	FY 22/23 = 291	FY 23/24 YTD = 59
<b>Permits Issued</b>		<b>Projects in Process (as of end of quarter)</b>	
FY 22/23 = 9,962	FY 23/24 YTD = 3,153	4Q FY 22/23 = 467	FY 23/24 = 413
<b>Permits Finaled</b>		<b>Planning Projects Approved</b>	
FY 22/23 = 8,215	FY 23/24 YTD = 2,984	FY 22/23 = 157	FY 23/24 YTD = 36
<b>Walk-In Customers</b>		<b>Walk-In Customers</b>	
FY 22/23 = 8,954	FY 23/24 YTD = 1,184	FY 22/23 = 3,585	FY 23/24 YTD = 615
<b>Inspection Stops</b>			
FY 22/23 = 11,535		FY 23/24 YTD = 5,085	

Quick Turnaround Building Permits 1 <sup>st</sup> Quarter FY 23/24 (July-Sept 23)	# of Days Until Approved			Total Approved in Two days or Less
	Same Day	1	2	
OTC Window	112	81	28	221
Permit Center	1,243	37	21	1,301
Total	1,355	118	49	1,522

**Of all permits issued by the Building Division this quarter, 38.5% were issued in two days or less.**

The Over-the-Counter (OTC) window service started in January 2023. The OTC window is staffed with a Building Plan Checker and Development Technician and can review more complex projects such as minor residential remodels, pools, minor tenant improvements, solar, residential EV chargers, decks and demo permits.



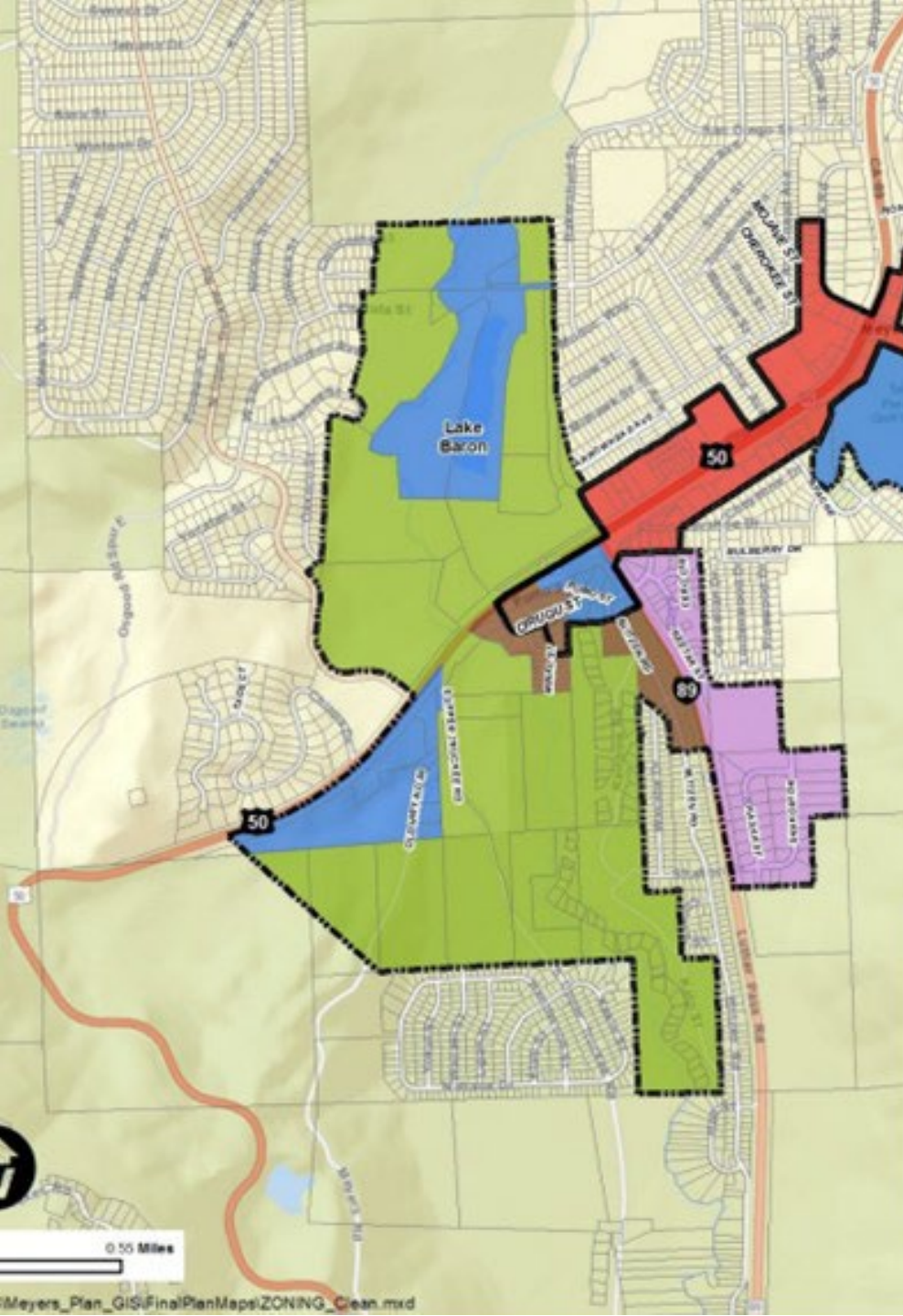
# Highlight: Expanded Tahoe Building Services

**Issue:** Building Services were reduced in the Tahoe office during Covid and since that time, it has been challenging to rebuild those services and provide a high level of customer services to Tahoe area customers. One of the biggest challenges is finding staff in the Tahoe area.

**Solution:** The goal is to provide all Building Services out of the Tahoe office in a timely manner. This requires the Tahoe office to function somewhat independently and have an experienced manager or supervisor in the office that has a level of authority to make most decisions without having to send them “down the hill.”

This quarter, a Building Inspector Supervisor was assigned to the Tahoe office. This staff person supervises the Building Inspector I and Building Inspector II that also serve out of the Tahoe Office, as well as a Development Technician position that splits time between the Tahoe and Placerville offices.

New hours are Monday, Tuesday, and Thursday mornings 8:30 a.m. to noon. On April 15, 2024 we will further extend the counter hours to 8:00 a.m. to 3:30 p.m. Monday, Tuesday, Wednesday, Thursday, Friday (closed for lunch from noon - 1:00 p.m.).



# Service and Performance Indicators

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## **Long Range Planning:**

- Extended term of \$90,000 REAP (SACOG) grant funding through 5/15/24 to draft an Affordable Housing Ordinance.
- Approved contract for environmental review of Texas Hill Reservoir project after it was determined by EID that the project area was not needed for a reservoir. The project area had been residentially zoned prior to 2015; was rezoned as part of the 2015 ZOU, to Recreational Facility, Low Intensity (RF-L) which prohibits residential uses and will now be analyzed for rezone back to residential use.
- Amended agreement with BLM to act as Preserve Manager for Pine Hill Preserve property and extended for 5 years.
- Coordination with departments and divisions to finalize Pre-Reviewed ADU plans that will be available to public at no charge.

# Service and Performance Indicators

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## **Economic Development:**

- Initiated work towards Countywide Programmatic EIR for broadband project
- Worked with Internet Service Providers and staff on applying for over \$100 million dollars in the California Public utilities Commission (CPUC) for Federal Funding Account (FFA) to build last-mile broadband projects
- Attended the California Economic Summit, Growth Factory's annual GFX event, and the Rural Counties Representatives of California conference
- Issued RFQ for broadband work on the Local Agency Technical Assistance Program and ARPA for broadband projects
- Co-hosted engagED, an economic development workshop in partnership with the Greater Sacramento Economic Council (GSEC), highlighting El Dorado County based tech businesses and entrepreneurs.
- Co-hosted a broker roundtable with the Highway 50 Economic Alliance
- Held the first CEDAC meeting after direction from the Board to reorganize the committee and update its purpose and goals.
- Continued to facilitate high-impact projects through the planning process via Economic Development's senior planner

# Long Range Planning & Economic Development Look Ahead

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Upcoming Long Range Planning Projects	Anticipated Board Date
General Plan Five-Year Review 2016-2020	March 2024
Affordable Housing Task Force kick-off	March 2024
Design Standards – Workshop to introduce Interim Standards	March 2024
General Plan Safety Element	Summer 2024
Zoning Ordinance Updates (wireless telecommunication facilities, sign ordinance, oak resources conservation)	Fall 2024

- Economic Development has been very successful in obtaining grants for broadband and will continue to look for opportunities. With added staffing, planners within Economic Development have begun taking on some current planning projects.



# Service and Performance Indicators – 1Q FY 23/24

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## Code Enforcement:

- Code Enforcement Cases 1Q FY 23/24
  - Opened = 147
  - Closed = 129
- Recorded Notices to Correct = 25
- Recorded Notices of Compliance = 14
- New VHR Cases Opened = 37
  - West Slope = 11
  - Tahoe Basin = 26
  - Unpermitted = 30
  - Noise = 6
  - Local Contact = 1

## Tahoe Planning, Stormwater, and VHR:

- West Slope Active VHR Permits:
  - FY 22/23 = 156
  - FY 23/24 YTD = 135
- 16 Active VHR Permit Waitlist Applications
- East Slope Active VHR Permits:
  - FY 22/23 = 820
  - FY 23/24 YTD = 820
  - (end of FY 22/23) (end of 1Q 23/24)
- 210 Active VHR Permit Waitlist Applications

# Highlight: Amnesty Program

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**Issue:** In September, 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. The County has an existing program for individuals who voluntarily come forward to disclose unpermitted work to county staff, but that program is for structures that do not have an open code case. If a structure or addition to a structure was not permitted, once it is identified, that structure is considered new construction and must be brought up to CURRENT building codes. This could result in thousands or even tens of thousands of dollars in costs to document the structure and bring it up to current codes.

**Solution:** The Amnesty Program provides a path for qualifying applicants to work with Code Enforcement and Building staff. If a site is found to be safe from life, health, and safety concerns, Code Enforcement will issue a certificate of compliance that will allow for the unpermitted work to remain until the property is sold in a real estate transaction.

# Service and Performance Indicators

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## **Airports:**

- 4 lease agreements processed and approved to date in FY 23/24 (6 of the 17 in progress are in transition, signed by tenant, going through new approval process)
- 17 lease agreements in process
- Placerville and Georgetown now have a new wifi vendor, that is more efficient, and less expensive

## **Cemeteries:**

- Assisted with 12 burials at County-managed cemeteries to date in FY 23/24
- Purchased replacement vases for crypts and niches at Placerville Union Cemetery
- Purchased temporary grave markers for Georgetown zone of Benefit Cemeteries
- Commenced updating cemetery records with information obtained from the County Museum and County Recorder's Office

# Service and Performance Indicators

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## **Commercial Cannabis:**

- Cannabis Conditional Use Permits (CCUPs) Total  
CCUPs Approved = 10 as of 9/30/23  
CCUPs Processing = 12  
Appeals Received = 2 (On one CCUP)  
No new applications in FY 23/24