

Planning Services FY2017/18 and FY2018/19 Work Plan

	Task	Detail	Est. # of hours to Complete	Hours remaining	Est hours FY 2017/18	Est. staff cost	Est. Consultant Costs	Total Costs	Reimburseable cost	General Fund Cost	Est hours FY2018/19	Est. staff cost	Est. Consultant Costs	Total Costs	Reimburseable cost	General Fund Cost	Assigned staff	Deliverable/Comment
	General Plan Implementation and Other Land Use Related Special Projects				FY2017/18						FY2018/19							
1	Development of Cannabis Regulations (General Plan HS.P-38)	Formulate ordinances addressing personal cultivation and commercial cannabis activities; Monitor State regulations and other jurisdiction actions, and legal cases pertaining to cannabis.	900	540	440	\$77,598	\$0	\$77,598	\$0	\$77,598	100	\$17,636	\$0	\$17,636	0	\$17,636	K. Avery	Present personal cultivation regulations in late summer and commercial in fall of 2017.
2	Middle Green Valley Specific Plan (General Plan SS.I-1)	Manage the initial implementation of the Middle Green Valley Specific Plan. Developer (consultant) to provide additional resources, but extent and cost is not yet determined.	400	315	155	\$27,336	\$0	\$27,336	\$20,281	\$7,055	160	\$28,218	\$0	\$28,218	\$17,636	\$10,582	M. Walsh	Finalize water and sewer services and create service and finance districts. Begin processing entitlement applications.
3	Vacation Home Rental Ordinance (General Plan (L.U.P-16)	Development of an ordinance that establishes regulations for short-term home rentals.	160	80	80	\$14,109	\$0	\$14,109	\$0	\$14,109	0	\$0	\$0	\$0	\$0	\$0	M. Yankovich	Public review draft ordinance available. Planning Commission meeting held on April 6, 2017. PC continued item to May 18, 2017 to review public comments. Additional public outreach to be initiated by department in September.
4	Accessory Dwelling Unit Ordinance Update (State mandate)	Update the Zoning Regulations regarding Accessory Dwelling Units per State Statute.	80	80	80	\$14,109	\$0	\$14,109	\$0	\$14,109	0	\$0	\$0	\$0	\$0	\$0	J. Leland	Process a zone text amendment to incorporate specified provisions of SB 1069 regarding areas where accessory dwelling units may be located, along with standards, and lot density.
5	Rio Vista ALUCP (State mandate)	Complete Rio Vista Airport Land Use Compatibility Plan.	330	20	20	\$3,527	\$143,905	\$147,432	\$143,905	\$3,527	0	\$0	\$0	\$0	\$0	\$0	J. Leland	Consultant under contract and work proceeding on Rio Vista ALUCP. Completion expected in the fall of 2017.
6	Travis Joint Land Use Study	Complete Department of Defense Joint Land Use Study.	150	60	60	\$10,582	\$245,458	\$256,040	\$245,458	\$10,582	0	\$0	\$0	\$0	\$0	\$0	J. Leland	Consultant under contract and work proceeding on Travis Sustainability Study. Completion expected in the fall of 2017.

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7	Complete Amendment of the Solano County Component of the Suisun Marsh Local Protection Program (General Plan SSI-7; R.S. I-12)	Manage the update the Solano County component of the Suisun Marsh Local Protection Program in coordination with the San Francisco Bay Conservation and Development Commission. Key components include rezoning of property and text amendments.	80	20	20	\$3,527	\$0	\$3,527	\$0	\$3,527	0	\$0	\$0	\$0	\$0	\$0	M. Yankovich	Staff consultation with BCDC staff on future allowed uses upon closure of Potero Hills landfill nearing completion. Board of Supervisors hearing anticipated for Nov. 2017.
8	Pursue County Park District formation (BoFS Requested Project)	Coordinate various steps necessary to form a regional parks and open space district including special state legislation.	300	250	150	\$26,454	\$50,000	\$76,454	\$0	\$76,454	100	\$17,636	\$0	\$17,636	\$0	\$17,636	M. Walsh	Board authorization to proceed approved in December 2016. Special legislation currently proceeding through state legislature and may be passed in early fall. If approved, initiate an administration and finance plan and additional public outreach.
9	Pleasants Valley Initiative (General Plan AG. P-12)	Collaborate with landowners and business owners to plan for agricultural production and facilities to support the sale of produce and tourist services that are ancillary to agricultural production.	400	400	250	\$44,090	\$65,000	\$109,090	\$0	\$109,090	150	\$26,454	\$0	\$26,454	\$0	\$26,454	J. Leland	Several meetings have taken place between staff and land/business owners. Propose to engage a consultant to assist staff in preparing a strategic plan commencing October 2017.
10	Zoning Ordinance (Update)	Consolidate and clarify special event standards and other text amendments necessary to address the General Plan Implementation measures.	150	100	50	\$8,818	\$0	\$8,818	\$0	\$8,818	50	\$8,818	\$0	\$8,818	\$0	\$8,818	J. Leland	Staff to work with City of Vacaville to develop gateway guidelines. If approved, work to commence in fourth quarter of 2017.
11	Noise/Nuisance Ordinance (General Plan HS.1-65)	Development of standards and principles for addressing noise and nuisance complaints.	200	100	100	\$17,636	\$0	\$17,636	\$0	\$17,636	0	\$0	\$0	\$0	\$0	\$0	M. Yankovich	Public review draft ordinance reviewed by Planning Commission meeting held on April 6 and June 1, 2017. Issues raised by public range from noise standards to low to ordinance contains provisions amounting to overregulation. PC no action. Additional outreach required. Exploring ways to address nuisance activities often associated with noise complaints.
12	Climate Action Plan (General Plan HS. I-73)	Review of current County Climate Action Plan and update of the Greenhouse Gas emission projection to comply with changes from State.	100	100	0	\$0	\$0	\$0	\$0	\$0	100	\$17,636	\$35,000	\$52,636	\$0	\$52,636	M. Walsh	Greenhouse gas emissions inventory for county will be updated along with reduction strategies. Consultant assistance required with anticipated completion date December 2018.

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13	Yolo Bypass/Cache Slough Corridor Management Plan (Delta Budget BofS Requested Project))	Phase II of studies to address Agricultural Sustainability, ecosystem restoration, flood and water supply for Cache Slough Complex/with landowner input and public agency collaboration.	300	300	200	\$35,246	\$0	\$35,246	\$0	\$35,246	100	\$17,636	\$0	\$17,636	\$0	\$17,636	N. Ferrario	Phase I work completed and presented to Board on 8/8/17. Staff is working with conservancy on possible plan.
14	Homeacres Area	Review existing conditions and regulations/policies applicable to the Homeacres area for Board consideration on planning actions necessary.	100	80	80	\$14,109	\$0	\$14,109	\$0	\$14,109	0	\$0	\$0	\$0	\$0	\$0	N. Ferrario/E. Wilberg	Summary of past initiatives in Homeacres area is being prepared for review.
15	Cordelia Road Mixed Use (General Plan SS. P-29)	Mixed Use zoning along Cordelia Road in Old Town Cordelia with appropriate guidelines to maintain the community's historic context.	120	100	50	\$8,818	\$0	\$8,818	\$8,818	\$0	50	\$8,818	\$0	\$8,818	\$8,818	\$0	N. Ferrario	A community meeting was held on April 4, 2017, to gather input relative to the rezoning effort to be consistent with General Plan.. Land Owner/Developer currently evaluating how to address neighborhood concerns. To reduce potential general fund cost staff is requiring the land owner/developer to initiate the development process.
Significant Entitlement/Application and Permit Projects					FY2017/18						FY2018/19							
16	HD Dairy Ranch Expansion (Ongoing)	Existing Use Permit Addendum covers the conversion from Holstein to Jersey cows and an increase to 3,500 milking head and 6,200 support head (1-day- to 2-year-olds and non-lactating, dry cows) for a total of 9,700 head.	200	180	100	\$17,636	\$0	\$17,636	\$17,636	\$0	80	\$14,109	\$0	\$14,109	\$14,109	\$0	N. Ferrario 60%/M. Walsh 40%	In initial stages of application process. Environmental work currently in progress. Environmental Impact Report may be required.
17	Hay Road Landfill Expansion (Ongoing)	Existing use permit expanding the Hay Road Landfill	302	302	200	\$35,272	267,175	\$302,447	302,447	\$0	102	\$17,989	\$0	\$17,989	\$17,989	\$0	N. Ferrario	Manage the use permit expansion application and EIR.
18	Woodcreek Development (Ongoing)	Amend Policy Plan in response to judge's decision on litigation and followup project work.	300	300	150	\$26,454		\$26,454	\$26,454	\$0	150	\$26,454	\$0	\$26,454	\$26,454	\$0	J. Leland	Board approved the Woodcreek development and EIR on February 22, 2016. Significant future work anticipated to address service issues and results of litigation.

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	Ongoing Work and Responsibilities				FY2017/18						FY2018/19							
19	Public Information and compliance review (Ongoing)	Provide information to the public at the public counter and over the phone; conduct permit and land use compliance reviews.	12,280	12,280	6,180	\$1,089,905	\$0	1,089,905	\$0	\$1,089,905	6,100	\$1,075,796	\$0	\$1,075,796	\$0	\$1,075,796	All	Provide counter and telephone coverage during operating hours; conduct compliance review; business licenses
20	Process Land Use Applications. (Ongoing)	Work with applicants to complete land use permit applications for processing and hearings before the Zoning Administrator, Planning Commission and/or Board of Supervisors.	3,120	3,120	1,620	\$285,703	\$0	\$285,703	\$285,703	\$0	1,500	\$264,540	\$0	\$264,540	\$264,540	\$0	All	Planners provide individualized assistance to applicants during the application process.
21	Tri City-County Cooperative Planning (Solano Open Space Committee). (General Plan LU.I-3 RS.I-24)	Staff support to the Solano Open Space Committee and provide periodic updates to the Board regarding the planning process.	80	80	40	\$7,054	\$0	\$7,054	\$0	\$7,054	40	\$7,054	\$0	\$7,054	\$0	\$7,054	M. Walsh	Draft agendas, schedule, and attend quarterly meetings.
22	Williamson Act Management.	Support long-term viability of commercial agriculture.	160	160	80	\$14,109	\$0	\$14,109	\$0	\$14,109	80	\$14,109	\$0	\$14,109	\$0	\$0	E. Wilberg	Continue the Board's commitment to the Williamson Act program by properly managing the program, ensuring agricultural use of properties consistent with County rules, and providing periodic updates on rules and procedures.
23	Solano Local Agency Formation Commission (Ongoing/As Needed)	Work with the cities and LAFCO to clearly define those lands that are expected to be urbanized through annexation. Lands designated for urbanization should support the goal of compact development and maintaining agricultural lands in agricultural use.	160	160	80	\$14,109	\$0	\$14,109	\$0	\$14,109	80	\$14,109	\$0	\$14,109	\$0	\$0	M. Walsh	Attend meetings and work with LAFCO staff on potential annexations and boundary/service issues
24	Association of Bay Area Governments Priority Conservation Area (Ongoing)	Planning staff support to the Suisun Valley Priority Conservation Area (PCA) and STA PCA Technical Advisory Committee.	120	120	60	\$10,582	\$0	\$10,582	\$0	\$10,582	60	\$10,582	\$0	\$10,582	\$0	\$10,582	M Walsh	Attend and participate in STA PCA Technical Advisory Committee meetings.

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25	State Mining and Reclamation Act. (State Regulations)	Inspect and update all permitted mines in Solano County in conjunction with the Office of Mine Reclamation, State Department of Conservation.	240	240	120	\$21,163	\$0	\$21,163	\$0	\$21,163	120	\$21,163	\$0	\$21,163	\$0	\$21,163	K. Avery	Inspect and update mining applications for county mines. Enforcement action may be necessary for one mine.
26	Geographic Information System. (Ongoing)	Maintenance of GIS system for General Plan, Zoning and project related services. Staff	320	320	160	\$28,218	\$0	\$28,218	\$0	\$28,218	160	\$28,218	\$0	\$28,218	\$0	\$28,218	T. Kroger	Participate in training to update GIS system.
27	Wind Turbine Project Monitoring (Ongoing)	Continue post construction mitigation and monitoring efforts of all wind turbine projects.	160	160	80	\$14,109	\$0	\$14,109	\$0	\$14,109	80	\$14,109	\$0	\$14,109	\$0	\$14,109	M. Yankovich	Post construction mitigation and monitoring continuing along with Technical Advisory Committee meetings.
28	Airport Land Use Commission (State Mandate)	Provide support to the Solano County ALUC regarding development near public and military airports	160	160	80	\$14,109	\$0	\$14,109	\$0	\$14,109	80	\$14,109	\$0	\$14,109	\$0	\$14,109	J. Leland	Rio Vista Airport Land Use Compatibility Plan being updated and Travis Sustainability Study near completion
29	Agriculture Advisory Committee. (BOS) (Ongoing)	Provide support to Agriculture Advisory Committee regarding agriculture land use issues. Establish policy regarding solar projects on agriculture lands and update wind turbine siting standards.	160	160	80	\$14,109	\$0	\$14,109	\$0	\$14,109	80	\$14,109	\$0	\$14,109	\$0	\$14,109	M. Yankovich	Currently providing staff support regarding projects on agricultural property.
30	Delta (BOS) (Ongoing)	Assist in the County effort to address impacts of the Delta plan on land use in the unincorporated area of the County	160	160	80	\$14,109	\$0	\$14,109	\$0	\$14,109	80	\$14,109	\$0	\$14,109	\$0	\$14,109	N. Ferrario	Assist with the land use planning aspects of the various delta plans.
31	County Housing Authority and Housing Programs. (Ongoing)	Manage the County's housing programs that include Community Development Block Grant, Housing Authority, HOME and Redevelopment programs that include first-time home buyers, rehabilitation and Section 8	160	160	80	\$14,109	\$0	\$14,109	\$0	\$14,109	80	\$14,109	\$0	\$14,109	\$0	\$14,109	M. Walsh	Oversee the existing housing programs delivered by City of Vacaville Housing.
Total			21,852	20,607	10,925	\$1,926,707	\$771,538	2,698,245	\$1,050,702	\$1,647,543	9,682	\$1,707,518	\$35,000	\$1,742,518	\$349,546	\$1,364,756		