AD HOC COMMITTEE ON SUSTAINABILITY

Agenda

September 25, 2017
12:30 P.M.
651 Pine Street, Room 101, Martinez

Supervisor John Gioia, Chair
Supervisor Federal D. Glover, Vice Chair

Agenda Items:	Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

3. APPROVE Record of Action for July 31, 2017, Ad Hoc Committee on Sustainability Meeting. This record was prepared pursuant to the Better Government Ordinance 95-6, Article 25-205 (d) of the Contra Costa County Ordinance Code. Any handouts or printed copies of testimony distributed at the meeting will be attached to this meeting record.

4. RECEIVE UPDATE on countywide planning for electric vehicle readiness.

5. RECEIVE UPDATE on status of electric vehicles in the County fleet.

6. RECEIVE UPDATE from Contra Costa County Sustainability Commission.

7. RECEIVE report on status of solar siting policies.

8. CONSIDER report of updates from the Sustainability Coordinator and TAKE ACTION as appropriate.

9. The next meeting is tentatively scheduled for Monday, November 13, 12:30 p.m.

10. Adjourn

The Ad Hoc Committee on Sustainability will provide reasonable accommodations for persons with disabilities planning to attend Ad Hoc Committee on Sustainability meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Ad Hoc Committee on Sustainability less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 1st floor, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:
Jody London, Sustainability Coordinator
Phone: (925) 674-7871
Jody.London@dcd.cccounty.us

Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON SUSTAINABILITY **3.**

Meeting Date: 09/25/2017

Subject: APPROVE Record of Action for July 31, 2017, Ad Hoc Committee on Sustainability Meeting.

Submitted For: Jody London, Sustainability Coordinator

Department: Conservation & Development

Referral No.: N/A

Referral Name: N/A

Presenter: Jody London 925-674-7871 **Contact:** Jody London 925-674-7871

Referral History:

County Ordinance (Better Government Ordinance 95-6, Article 25-205, [d]) requires that each County Body keep a record of its meetings. Though the record need not be verbatim, it must accurately reflect the agenda and the decisions made in the meeting.

Referral Update:

Any handouts or printed copies of testimony distributed at the meeting will be attached to this meeting record. Links to the agenda and minutes will be available at the Committee web page, to be announced.

Recommendation(s)/Next Step(s):

Staff recommends approval of the attached Record of Action for the July 31, 2017, Ad Hoc Committee on Sustainability Meeting with any necessary corrections.

Fiscal Impact (if any):

N/A

Attachments

07-31-17 SUS-CTTE Minutes

RECORD OF ACTION
AD HOC COMMITTEE ON SUSTAINABILITY

July 31, 2017
12:30 P.M.
651 Pine Street, Room 101, Martinez

Agenda

Supervisor John Gioia, Chair
Supervisor Federal D. Glover, Vice Chair

Agenda Items:	Items may be taken out of order based on the business of the day and preference of the Committee

Present: John Gioia, Chair
Federal D. Glover, Vice Chair

Staff Present: Jody London, Sustainability Coordinator
Frank DiMassa, Energy Manager, Dept of Public Works
Jason Crapo, Deputy Director, Dept of Conservation and Development
Michael Kent, Hazardous Materials Ombudsman
Jamar Stamps, Senior Planner, Dept of Conservation and Development
Jill Ray, Office of Supervisor Andersen

Attendees: Gretchen Logue
Marti Roach
Charles Davidson
Harry Thurston
Rick Bikoff
Rose Strogatz
Betty Lobos
Jan Warren
Ralph Hoffman

1. Introductions

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

   There was no public comment.

3. **APPROVE Record of Action for the May 22, 2017, Ad Hoc Committee on Sustainability.**(Jody London, Department of Conservation and Development)

The minutes were passed.

4. **RECEIVE oral update from the Sustainability Commission.** (Jody London, Department of Conservation and Development)

Harry Thurston, At-Large, Community Group member of the Sustainability Commission provided an overview of the Commission's activities to date. Mr. Thurston reported that the Commission held its first meeting on June 26. At the meeting, the Commission did the following:

- *Agreed to meet again in July to adopt Bylaws and elect officers. This meeting was cancelled because staff did not have sufficient time to coordinate with legal counsel, given summer vacation schedules and other commitments.*
- *Received an overview from the Sustainability Coordinator on the Commission's role and the Climate Action Plan.*
- *Requested and subsequently received from the County Sustainability Coordinator a list of resources for the topics in the Climate Action Plan.*
- *Set a standing meeting date of the fourth Monday of every other month, with the exception of December, when the meeting date will be earlier in the month.*

5. **DISCUSS options for preparing Contra Costa County for increased use of electric vehicles and DIRECT the Directors of the Departments of Public Works and Conservation and Development, or their designees, to develop a Contra Costa County Electric Vehicle Readiness Plan by February 2018.** (Jody London, Department of Conservation and Development)

The Committee discussed the importance of this issue, emphasizing that outside entities will be spending a lot of money on electric vehicles (EVs) and supporting infrastructure, particularly PG&E and VW through its Electrify America subsidiary. The Committee discussed opportunities for the County to partner with DC Solar to install solar-powered EV charging stations at County properties for free. The chargers would be available to the public as well as County employees. The Committee discussed where chargers should be located in the County, and agreed that the Ad Hoc Committee on Sustainability will make a recommendation to the Board of Supervisors on this topic. The Committee expressed interest in working with the cities in Contra Costa County to adopt the same EV permitting ordinance as the County as a way to streamline installation of EV chargers, and in collaborating with the Contra Costa Transportation Authority.

Rick Bikoff asked if the County knows how many EVs are anticipated, and how much solar would be needed to power them. He also asked if there is any data or research on whether installation of EV chargers at a public location leads to congestion in that area.

6. **DISCUSS consideration of statements and actions Contra Costa County could take in response to the withdrawal by the United States from the Paris Climate Accord, including the We Are Still In letter, the County Climate Coalition, and the Under2Coalition, and RECOMMEND County support the We Are Still In letter and County Climate Coalition.** (Jody London, Department of Conservation and Development)

The Committee discussed options for the County to take to demonstrate its support for the Paris Climate Accord. Community members discussed presenting this opportunity to city councils and emphasized that the County can lead the cities on this issue. Marti Roach urged the County to send a letter to municipalities and businesses on this topic. Charles Davidson raised concerns about increased emissions from industrial stationary sources that he believes could emit more particulate matter under a cap. Ralph Hoffman advised the group of a Senior Transportation Forum on September 29 and encouraged the Committe to think about public transportation as well as electric vehicles.

The Committee directed staff to place on the August 15, 2017 Board of Supervisors agenda an item directing County support for the We Are Still In letter and County Climate Coalition.

7. RECEIVE update on County nominations to Resilient by Design program.

Jody London reported that the County had nominated the communities of Bay Point, Rodeo, and North Richmond to the Resilient by Design challenge.

8. RECEIVE update from the County's Sustainability Coordinator.

Jody London provided a summary of the written report provided with the meeting agenda. Michael Kent described a pilot project whereby Public Health Nurses are providing referrals to the low-income weatherization program.

9. The next meeting is currently scheduled for September 25, 2017.

10. Adjourn

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Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON SUSTAINABILITY **4.**

Meeting Date:	09/25/2017
Subject:	RECEIVE UPDATE on countywide planning for electric vehicle readiness.
Submitted For:	Jody London, Sustainability Coordinator
Department:	Conservation & Development
Referral No.:	N/A
Referral Name:	N/A
Presenter:	Jody London, 925-674-7871 **Contact:** Jody London, 925-674-7871

Referral History:

The Ad Hoc Committee on Sustainability has discussed deployment of electric vehicles in the County at its meetings of October 26, 2016; May 22, 2016; and July 31, 2017. At the July 31, 2017 meeting, the Ad Hoc Committee on Sustainability directed the Directors of the Departments of Public Works and Conservation and Development, or their designees, to develop a Contra Costa County Electric Vehicle Readiness Plan.

Referral Update:

Staff will provide an oral update on ongoing work to develop a Contra Costa County Electric Vehicle Readiness Plan, including collaboration with the Contra Costa Transportation Authority.

Recommendation(s)/Next Step(s):

DIRECT the Directors of the Departments of Conservation and Development and Public Works to continue to work with CCTA and other interested entities in order to develop an EV shared mobility readiness plan.

Fiscal Impact (if any):

None at this time.

Attachments

No file(s) attached.

Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON SUSTAINABILITY **5.**

Meeting Date:	09/25/2017
Subject:	RECEIVE UPDATE on status of electric vehicles in County fleet.
Submitted For:	Brian M. Balbas, Interim Public Works Director/Chief Engineer
Department:	Public Works
Referral No.:	N/A
Referral Name:	N/A
Presenter:	Joe Yee, 925-313-2104 **Contact:** Joe Yee, 925-313-2104

Referral History:

The Ad Hoc Committee on Sustainability has discussed deployment of electric vehicles in the County at its meetings of October 26, 2016; May 22, 2017; and July 31, 2017.

Referral Update:

The Department of Public Works will provide an update on its work to facilitate electrification of the County's fleet of vehicles.

Recommendation(s)/Next Step(s):

DIRECT the Interim Director of the Department of Public Works, or his designees, to continue efforts to convert the Contra Costa County fleet to electric vehicles where appropriate.

Fiscal Impact (if any):

Investing in more electric vehicles and the infrastructure to support them will require a financial investment by the County. The County has a schedule and procedures for replacing vehicles, so it is not clear that the investment in electric vehicles and infrastructure would require additional funds. And this investment should be offset by savings in fuel purchase and vehicle maintenance costs.

Attachments

No file(s) attached.

Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON SUSTAINABILITY **6.**

Meeting Date: 09/25/2017

Subject: RECEIVE UPDATE from Contra Costa County Sustainability Commission.

Submitted For: John Kopchik, Director, Conservation & Development Department

Department: Conservation & Development

Referral No.: N/A

Referral Name: N/A

Presenter: Jody London, 925-674-7871 **Contact:** Jody London, 925-674-7871

Referral History:

The Board of Supervisors created the Contra Costa County Sustainability Commission (Commission) in November 2016, and appointed members to the Commission in March and April 2017. The Ad Hoc Committee on Sustainability has requested that the Commission provide an update to the Committee at its meetings.

Referral Update:

Victoria Smith, Chair of the Sustainability Commission, will provide an oral update on the work of the Commission.

Recommendation(s)/Next Step(s):

Fiscal Impact (if any):

N/A

Attachments

No file(s) attached.

Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON SUSTAINABILITY **7.**

Meeting Date:	09/25/2017
Subject:	RECEIVE report on status of County solar siting policies.
Submitted For:	John Kopchik, Director, Conservation & Development Department
Department:	Conservation & Development
Referral No.:	N/A
Referral Name:	N/A
Presenter:	Will Nelson, 925-674-7791 **Contact:** Jody London, 925-674-7871

Referral History:

On October 24, 2016, the Ad Hoc Committee on Sustainability (Committee) received an update on implementation of the County's *Climate Action Plan*. On May 22, 2017, the Committee received reports from the Directors of the Departments of Conservation and Development and Public Works on implementation of the *Climate Action Plan* by their departments.

Referral Update:

The County's policies for siting solar energy facilities fall into two categories: residential rooftop solar and commercial scale solar.

The County has a firmly established policy and procedures in place for streamlined permitting of residential rooftop facilities smaller than 10 kW, and processes about 150 permits per month for solar installations on residential and small commercial roofs. Over the past five years, this has been the fastest-growing segment of permits issued by the County. Consistent with State law, County Ordinance 718-12 describes the process for the streamlined permit applications. Ordinance 718-12 is attached.

The County currently does not have an ordinance that allows siting solar systems that will generate electricity for export to off-site consumers, which is considered a commercial use. Staff is preparing for Board consideration minor amendments to the County General Plan and Zoning Code to allow development of commercial solar energy generating facilities in industrial zoning districts. Since the Board of Supervisors voted to join MCE in May 2017, the frequency of inquiries from solar energy developers has increased and the County's membership in MCE is commonly cited as a reason for wanting to develop here. However, the Department of Conservation and Development does not currently accept development applications for commercial scale solar energy facilities because they are not addressed in the General Plan or Zoning Code. The proposed amendments that will be brought to the Board are considered a stopgap measure until more comprehensive renewable energy amendments are developed and adopted in late 2018 or 2019.

Recommendation(s)/Next Step(s):

RECEIVE report on status of solar energy siting policies.

Fiscal Impact (if any):

None at this time. There will be costs associated with updating the General Plan and Zoning Code in the future.

Attachments

CCC Residential Solar Ordinance

Chapter 718-12 - SOLAR ENERGY SYSTEMS

Sections:

718-12.002 - Building permit required.

(a)

A building permit is required to install a solar energy system. "Solar energy system" has the meaning set forth in Civil Code section 801.5.

(b)

An application for a building permit to install a solar energy system will be processed in accordance with Government Code section 65850.5.

(Ord. No. 2015-13, § II, 7-7-15)

718-12.004 - Review of applications for small residential rooftop solar energy systems.

The following expedited, streamlined permitting process applies to applications for a building permit to install a small residential rooftop solar energy system:

(a)

Application. The building official will make the following available on the County website: the County's standard building permit application form; and the County's standard small residential rooftop solar energy system plan form and checklist, which will substantially conform to the plan form and checklist in the most current version of the California Solar Permitting Guidebook published by the Governor's Office of Planning and Research. The checklist will include all requirements that a small residential rooftop solar energy system must meet to be eligible for review and approval under this section. An application to install a small residential rooftop solar energy system may be submitted electronically.

(b)

Application Review. An application will be deemed complete if the building official determines that the application includes all of the information and documents required by the standard application form, the standard plan form, and the standard checklist. If an application is deemed incomplete, the building official will notify the applicant in writing of the additional information needed to complete the application. After an application is deemed complete, the building official will perform an expedited review of the application and all submittals in substantial conformance with the timeline set forth in the then-current edition of the California Solar Permitting Guidebook published by the Governor's Office of Planning and Research.

(c)

Permit Issuance. A building permit will be issued following the building official's approval of an application for a small residential rooftop solar energy system and after all required fees have been paid. If the application was submitted electronically, the permit may be issued electronically.

(d)

Inspection and Authorization to Operate. As soon as practicable after the applicant notifies the building official that a small residential rooftop solar energy system has been installed under a building permit, the building official will inspect the system to verify compliance with the building permit. If the building official determines that a system was not installed in compliance with a building permit, the building official will notify the permittee of the actions needed

to comply with the building permit and will conduct additional inspections as necessary. No small residential rooftop solar energy system may be operated unless the building official verifies in writing that it complies with the building permit.

(e)

For purposes of this section, a "small residential rooftop solar energy system" means a solar energy system that meets all of the following requirements:

(1)

The system is no larger than ten kilowatts alternating current nameplate rating, or thirty kilowatts thermal; and

(2)

The system, including its installation, conforms to all applicable fire, building, electrical, and other standard codes in this title; and

(3)

The system conforms to all applicable requirements of Civil Code Section 714; and

(4)

The system is located on a rooftop of a detached single-family dwelling or a duplex; and

(5)

The system, when installed on a rooftop, does not exceed the building height limit of the zoning district in which it is located.

(Ord. No. 2015-13, § II, 7-7-15)

718-12.006 - Requirements cumulative.

The requirements of this chapter are in addition to any other applicable requirements of this Code, and any requirements of a utility provider, that must be satisfied before a solar energy system may be installed or operated.

(Ord. No. 2015-13, § II, 7-7-15)

Contra Costa County Board of Supervisors

Subcommittee Report

AD HOC COMMITTEE ON SUSTAINABILITY **8.**

Meeting Date:	09/25/2017
Subject:	CONSIDER report of updates from the Sustainability Coordinator and TAKE ACTION as appropriate.
Submitted For:	John Kopchik, Director, Conservation & Development Department
Department:	Conservation & Development
Referral No.:	N/A
Referral Name:	N/A
Presenter:	Jody London, 925-674-7871 **Contact:** Jody London, 925-674-7871

Referral History:

The Chair of the Ad Hoc Committee on Sustainability has requested a report at every meeting on the activities of the Sustainability Coordinator.

Referral Update:

This report provides an update to the Ad Hoc Committee on Sustainability on the work of the County's Sustainability Coordinator since the Committee last met in July 2017. Key activities during this period included:

- Worked with the Purchasing Division to issue a Request for Proposals to support the Renewable Resource Potential Study. Bids closed September 15. The County received 5 bids, which staff is in the process of reviewing.
- Worked with County Counsel on projects including Bylaws for the Sustainability Commission and an agreement to support the work of the Bay Conservation and Development Commission (BCDC) on the Adapting to Rising Tides study of Eastern Contra Costa County. This latter agreement will be brought to the Board for approval after it has been considered by the BCDC Board.
- Convened meeting of cities that have joined MCE with MCE staff to discuss process and priorities for transition to MCE.
- Worked with County staff and staff of the Contra Costa Transportation Authority to develop a scope and strategy for developing an Electric Vehicle Shared Mobility Readiness Plan.
- Spoke at the Contra Costa County Climate Leaders August 31 workshop on transportation in Contra Costa County.
- Supported August 2017 meeting of the Sustainability Commission, at which the Commission elected officers, adopted Bylaws, and received a report from the County's Senior Transportation Planner on transportation in Contra Costa County and the County's *Climate Action Plan*.
- Convened quarterly meeting of the Sustainability Exchange, a venue for anyone in Contra Costa County who works for a city, county, special district, or other organization with a

governing board of elected officials.
- Participated in planning meetings for the new County Administration building and Emergency Operations Center.
- Collaborated with County staff working on land use and transportation, energy, codes, solid waste, health, and communications.
- Participated in regional activities.

Recommendation(s)/Next Step(s):

RECEIVE update from County's Sustainability Coordinator and TAKE ACTION as appropriate.

Fiscal Impact (if any):

There is no fiscal impact at this time.

Attachments

No file(s) attached.
