



Contra  
Costa  
County

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: June 5, 2018

Subject: Add three (3) full time Planner I (SAWA) positions in the Department of Conservation and Development

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### **RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 22295 to add three (3) full time Planner I (SAWA) (represented) positions at salary plan and grade ZB5 1476 (\$5,141 - \$5,668) in the Department of Conservation and Development.

### **FISCAL IMPACT:**

No impact to County General Fund. The annual cost of these positions is approximately \$303,000. Of this amount, approximately \$57,000 is in retirement costs. Application and permit fees will cover the costs of these positions.

### **BACKGROUND:**

There is an increase in the number and the complexity of program activities in the Current Planning Division of the Department of Conservation and Development (DCD). For example, in FY 2010/2011, 480 land use applications were processed compared to 983 in FY 16/17. Though there was considerable growth in the number of applications processed during that time period, the number of Planners assigned to Current Planning during that same period did not grow significantly. For example, in FY 2010/2011 there were 17 Planners in Current Planning compared to 19 in 2016/2017. The number of applications

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **06/05/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 5, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Kelli Zenn, (925)  
674-7726

cc:

processed by Current Planning has increased over 49%, in addition DCD anticipates further growth in applications as a result of the pending cannabis regulation. By adding three (3) Planner positions, the Department will avoid

BACKGROUND: (CONT'D)

overloading the development review process and improve permit review turn-around times.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to obtain Board approval will result in the Department of Conservation and Development not being able to timely process land use applications as mandated.

ATTACHMENTS

P300 22295 Add 3 Planner I positions in DCD