



Contra
Costa
County

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: November 16, 2021

Subject: Add Two (2) Building Plan Checker 1 positions in the Department of Conservation and Development

RECOMMENDATION(S):

ADOPT Position Resolution No. 25833 to add two (2) Building Plan Checker I (FRWA) (represented) positions at a Salary Plan and Grade TB5 1208 (\$4,481 - \$5,447) in the Department of Conservation and Development.

FISCAL IMPACT:

The cost of adding these two positions is approximately \$187,974 of which \$37,248 are pension costs. These positions are funded 100% by Land Development fees. No general fund impact.

BACKGROUND:

Building Plan Checkers in the Department of Conservation and Development provide customer service and issue building permits for thousands of construction projects throughout Contra Costa County every year. Currently, the volume of new building permit applications received by DCD and new building permits issued by the Department are at their highest levels in over a decade. The land use process in California is complex, even for construction industry professionals. Building Plan Checkers are crucial to assisting permit applicants – from home-owners to large commercial property developers – successfully

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/16/2021** ☐ 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: November 16, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: , Deputy

Contact: Arnai Maxey,
925-655-2787

cc:

navigate the building permitting process. The proposed Building Plan Checker I positions will provide customer service to building permit applicants that will enable the County to be more responsive to the needs of the public and increase the speed of processing building permit applications.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to add two positions will limit the Department of Conservation and Development's ability to process building and planning applications efficiently and timely.

ATTACHMENTS

AIR 47492_P300 25833 Add 2 Building Plan Checkers tp DCD_11-16-21