



# Mendocino County

## Legislation Details (With Text)

**File #:** 21-1096      **Version:** 1      **Name:**  
**Type:** Presentations      **Status:** Agenda Ready  
**File created:** 9/23/2021      **In control:** Board of Supervisors  
**On agenda:** 9/27/2021      **Final action:**  
**Title:** Discussion and Possible Action Regarding Recommendations of the Planning and Building Services Staffing Ad Hoc Committee  
(Sponsor: Planning and Building Services Ad Hoc Committee of Supervisors Gjerde and McGourty)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. PBS -BOS ADHOC Powerpoint 9-27-2021 FINAL

Date	Ver.	Action By	Action	Result
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**To: Board of Supervisors**

**From:** Supervisor McGourty and Supervisor Gjerde

**Meeting Date:** September 27, 2021

**Department Contact:** Supervisor McGourty      **Phone:** 4441

**Department Contact:** Supervisor Gjerde      **Phone:** 4441

**Item Type:** Regular Agenda

**Time Allocated for Item:** 30 Min.

**Agenda Title:**

Discussion and Possible Action Regarding Recommendations of the Planning and Building Services Staffing Ad Hoc Committee  
(Sponsor: Planning and Building Services Ad Hoc Committee of Supervisors Gjerde and McGourty)

**Recommended Action/Motion:**

Discuss the recommendations of the Planning and Building Services Staffing Ad Hoc Committee and provide direction to staff.

**Previous Board/Board Committee Actions:**

On January 25, 2021, by general consensus of the Board of Supervisors, an Ad Hoc Committee of Supervisors Gjerde and McGourty was created to work with Planning and Building Services on a process to best manage resources and staff related to tasks directed by the Board of Supervisors.

**Summary of Request:**

The Planning and Building Services Staffing Ad Hoc Committee was formed on January 25, 2021 during discussions related to permitting regulations for cannabis. Specifically, there were concerns raised regarding “mission creep” and concerns that Planning and Building Services (PBS) had been pulled away from their core

mission.

The Ad Hoc Committee first met with PBS staff in February of 2021 and has conducted a variety of meetings with PBS staff as well as with other jurisdictions and associated Departments. The Ad Hoc Committee conducted interviews with PBS staff regarding what was working and not working within PBS, including meeting with staff members within the Fort Bragg satellite office. The Ad Hoc Committee met with PBS Code Enforcement staff regarding proactive enforcement and the need for additional code officers. In addition, the Ad Hoc Committee met with representatives of Humboldt County regarding both Code Enforcement and Cannabis activities within their jurisdiction.

In the last several months the Ad Hoc Committee has made several recommendations for the consideration of the full Board regarding Planning and Building Services: (1) separation of the Cannabis Program from PBS to a stand-alone Department (2) increased staffing in the Planning Division, Building Division and Code Enforcement Division; (3) technology enhancements to provide more streamlined services; (4) establish a long-range Planning Division to handle ordinance and plan amendments; and (5) enhancements to services offered at the Coastal office.

At the time of recruiting a new cannabis manager, the board separated the cannabis division from the Planning Building Services (1). As part of the budget process, the board increased staffing in the cannabis program, planning services and code enforcement (2). The board also approved technology enhancements (3) and gave support for Planning and Building Services to restore staffing to its long-range planning division (4).

**Alternative Action/Motion:**

Do not provide direction to staff.

**How Does This Item Support the General Plan?** Enhancements to staffing and technology, recommended by the Ad Hoc committee, will result in greater performance by Planning and Building Services. PBS is the Department charged with the preparation, maintenance and implementation of the General Plan of the County so the Ad Hoc's recommendations support the implementation of the General Plan.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** N/A

**current f/y cost:** N/A

**annual recurring cost:** N/A

**budget clarification:** N/A

**budgeted in current f/y:** N/A

**if no, please describe:**

**revenue agreement:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** N/A

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**CEO Liaison:** Judy Morris, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Deputy Clerk I

Final Status:**No Action Taken**

Date: September 27, 2021

