

CITY OF ARVIN ON-CALL PLANNING AND ENVIRONMENTAL CONSULTING SERVICES

Agency Name	City of Arvin
Agency Contact Information	Jeffrey Jones City Manager City of Arvin, 200 Campus Drive, Arvin, CA Phone: (661) 854-3134 Email: jeffjones@arvin.org
Contract Term	Contract began October 2024
Contract Services	<ul style="list-style-type: none"> • Provide customer service support at the public counter, including through phone and email • Process zoning verifications, various ministerial permits, business license application review, receive/intake planning applications • Serve as the Case Planner for all discretionary applications, including application and plan review, correspondence with applicants, coordination with other City departments and/or outside agencies, ensuring CEQA compliance, and monitoring of implementation • Prepare technical planning staff reports, ordinances/resolutions, legal notices, CEQA documents, and presentations • Participate in Public Hearings and presentations to Planning Commission and City Council
Contract Team	<ul style="list-style-type: none"> • Bonique Emerson (Project Manager) • Luke Risner (Staff Planner) • Isaiah Medina (Staff Planner)
Projects in process or completed	<ul style="list-style-type: none"> • Entitlement and environmental review services for 6.84-Acre Solar Array CUP/SDP (completed) • Entitlement and environmental review services for Charter School Expansion CUP/SDP (completed) • Entitlement and environmental review services for Fiber Equipment Hut (completed) • Annexation, entitlement, and environmental review services for Commercial/Residential project and map (ongoing) • Monitoring and Implementation verification for Tacos La Villa (ongoing) • Development and Implementation of Online Permitting System (OpenGOV) (completed)