



- CITY OF BIGGS -
PLANNING DEPARTMENT STAFF REPORT

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DATE: September 19, 2011
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP City Planner
SUBJECT: Department Activity Report – August/September 2011

DEPARTMENT ACTIVITY SUMMARY – August/September 2011

On-Site Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Monday, August 15th – City Council Meeting
- Wednesday, September 7th – Code Enforcement (Marijuana Cultivation)
- Wednesday, September 8th – Staff Meeting (conf. call)
- Friday, September 9th – Code Enforcement (Marijuana Cultivation) / Sunwest Permit Meeting at Butte County.

Major Projects Activity Report:

1. *General Plan 2035 Update:*

PMC is planning to present the final draft policy element, *Land Use*, to the City Council at a Council Study Session meeting beginning at 5:00pm on Monday, October 3rd. In addition to the presentation of the Land Use element, PMC will be presenting the Circulation Diagram for consideration as a follow-up action to the Study Session of July 18th. Following the review and consideration of the Land Use Element by the City Council, staff will work with the City Administrator to identify and present options for the initiation of the environmental analysis and compliance portion of the effort (CEQA compliance).

2. *Sunwest Milling Warehouse Expansion Project:*

PMC, along with Bennett Engineering and the City Administrator, have been working with the project design team from Sunwest Milling to move the project forward and secure approvals for the Phase 1a work on the project. At this time, the City of Biggs has approved Phase 1a of the project consisting of the movement of the scale house facility, site grading, installation of pavement south of the existing flat storage facility, installation of underground utilities and initial storm water facilities. The applicant and City staff have received approval from RD833 for the project storm water plan and have received approval from Butte County / CalFire for the project hydrant plan and emergency access plan. Sunwest pulled building permits for the Phase 1a work on Friday, September 09, 2011.

City staff will continue to work with the mill and the mill's project team on the successive phases of the project as the additional plans are submitted. Staff is also working with Butte County to improve the City's plans review and processing program to address issues that have arisen related to the recently adopted CalGreen Building Code, ADA compliance issues, and fire plans review. Additional information on those items will be forthcoming.

City staff will be present at the City Council meeting of September 15th to address any Council questions or concerns regarding the lot line adjustment action and the balance of this project.

Monthly Department Activity Report:

2. Applications / Planning Services Activities:

Applications:

- Site Plan Review (Sunwest Milling):
- (see activity description above).
- Lot Line Adjustment (Sunwest Milling):
- (see activity description above).
- Correspondence / Information Requests:
- Code enforcement: Various (see discussion below)

Planning Services Activities:

- Planning staff have begun to provide input to the Butte County Association of Governments (BCAG) for the Sustainable Communities Plan (SCS) and will continue to support that document and provide input in the coming months.
- The City Planner met with Captain Matt Damon on Thursday, September 8th to discuss issues related to the review of fire and life safety plans during the Plans review process. Further information on this matter will be forthcoming following the return of Chief Mike Brown from deployment in southern California.
- The City Planner has spoken with a representative of a group interested in opening up a thrift store in downtown Biggs. At this time, the conversations have only been exploratory in nature and it is anticipated that further conversations will be had to examine the feasibility of making this effort a reality.

3. Butte County Building Permit Issuance Coordination:

- Please see Attachment B to this report for building permit details.

4. Biggs Sixth Street Bridge Replacement Project – Phase II Environmental Services:

The project team, lead by PMC, has completed and submitted the project Biological reports to Caltrans project staff. As of the time of the preparation of this report, no comments have been received but staff has been informed that the reports have been reviewed and no comments were noted. At this time, Caltrans staff will be forwarding the reports to the United States Fish and Wildlife Agency along with a request for informal consultation. Staff anticipates that this effort will take approximately 90-days to complete barring substantial comments from the Agency.

The project team archeologist visited the project site on Wednesday, September 7th. The consultant is now in the process of completing the two required archeological and

historic architecture reports and staff hopes to submit these to Caltrans project staff during the week of September 19th-23rd.

PMC, with the assistance of Paul Pratt, conducted and submitted the required lead based paint tests to Caltrans during the week of August 29th. Caltrans staff has accepted the City's testing and results which indicated that the bridge did not have lead based paint present. The City Planner thanks Paul for his effort in assisting with the completion of this test.

If additional information is made available prior to the Council meeting, staff will provide an update to the Council at that time.

5. *Marijuana Abatement Activity / Code Enforcement:*

The City Planner has been actively pursuing two marijuana abatement issues at 490 G Street and 393 B Street. Staff has been in the City twice during the week of September 5th – 9th to issue 48-Hour Abatement Notices and to re-inspect and serve necessary Notice of Public Hearing documents. At this time, Administrative Hearings have been scheduled with the Mayor for Friday, September 16th at 10:00am and 10:15am.

6. *Zoning Code Enforcement / Setback Violation:*

The City Planner has issued a notice of a potential zoning code violation for two detached accessory structures and an over-height fence located at 343 C Street. At this time, no resolution has been achieved on this case. Staff will continue to pursue this issue and will update the Council on any progress in this regard at the September City Council meeting.

Code Enforcement Summary Report (provided by the Code Enforcement Officer):

(Provided by the Code Enforcement Officer as *Attachment A* to this report)

Attachments:

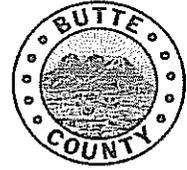
- Attachment A - Code Enforcement Activity Report
- Attachment B - Butte County Building Department Permit Activity Reports

**Attachment A –
August/September Council Activity Update**

**Attachment B –
Butte County Building Permit Activity Reports**

9/9/2011
8:09:33AM

Butte County
Department of Development Services - Building Division (City of Biggs)
PERMITS ISSUED IN City of Biggs - Summary by Type and Subtype
For the Period 7/1/2011 thru 8/31/2011



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
MECH ELECTRIC PLUMB	1	\$9,150.00	\$222.00
HVAC C/O COMMERCIAL	1	\$9,150.00	\$222.00
MISCELLANEOUS	4	\$37,390.08	\$1,441.60
DEMOLITION	1	\$1,000.00	\$191.00
PRIVATE GARAGE/SHOP	1	\$32,590.08	\$740.60
REPAIR	1	\$1,200.00	\$382.00
RE-ROOF RESIDENTIAL	1	\$2,600.00	\$128.00
Totals:	5	\$46,540.08	\$1,663.60

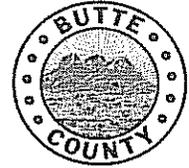
9/9/2011
8:08:33AM

Butte County
Department of Development Services - Building Division (City of Biggs)
PERMITS ISSUED IN City of Biggs - Summary by Type and Subtype
For the Period 8/1/2011 thru 8/31/2011



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
MECH ELECTRIC PLUMB	1	\$9,150.00	\$222.00
HVAC C/O COMMERCIAL	1	\$9,150.00	\$222.00
MISCELLANEOUS	3	\$4,800.00	\$701.00
DEMOLITION	1	\$1,000.00	\$191.00
REPAIR	1	\$1,200.00	\$382.00
RE-ROOF RESIDENTIAL	1	\$2,600.00	\$128.00
Totals:	4	\$13,950.00	\$923.00

Butte County
 Department of Development Services - Building Division for City of Biggs
PERMITS ISSUED
 For the Period 8/1/2011 thru 8/31/2011



Permit No./Issued	Type/Sub-Type/Description	Site Address and Parcel No.		Owner and Contractor	Valuation
B11-1018 8/2/2011 ISSUED	MECH ELECTRIC PLUME HVAC C/O COMMERCIAL CHANGE OUT HVAC SPLIT SYSTEM COMMERCIAL	441 C ST 001-071-013	BIGGS	BIGGS COMMUNITY METH, JOHN BURGER HEATING & AIR	\$9,150
B11-1072 8/15/2011 FINALED	MISCELLANEOUS RE-ROOF RESIDENTIAL REROOF DWELLING (10)	481 E ST 001-033-015	BIGGS	PLASENCIA MIGUEL S, OWNER	\$2,600
B11-1118 8/19/2011 ISSUED	MISCELLANEOUS REPAIR REPAIR FOUNDATION ON EX DWELLING	490 G ST 001-011-023	BIGGS	FERKO, LEO OWNER	\$1,200
B11-1128 8/22/2011 ISSUED	MISCELLANEOUS DEMOLITION DEMOLISH DETACHED GARAGE	2927 4TH ST 001-114-013	BIGGS	SHEPPARD, JOSHUA AND KATHRYN owner	\$1,000
Permits Issued : 4				Total Valuation:	\$13,950