- CITY OF BIGGS -

PLANNING DEPARTMENT ACTIVITY REPORT

July/August 2013

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DATE: August 13, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Scott Friend, AICP - City Planner

SUBJECT: Planning Department Monthly Activity Report – July/August 2013

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement – daily as necessary due to activity
- Preparation for Public Nuisance Hearings (x4) – Friday, August 9th
- Meeting with Donna Decker, City of Gridley Contract Planner re: Biggs General Plan

Major Project Activity and Update Report:

1. *Wastewater Treatment Plant Land Application Project Environmental Compliance*:

   PMC Biological Services staff, along with the City Administrator and representatives from the U.S. Fish & Wildlife Service, completed a site inspection in July to discuss issues related to potential biological issues. While on-site, the project team and USFWS representative's by-chance met with members of the project team working on the water enhancement project at the Gray Lodge Wildlife Area. Based upon that chance meeting, it was determined that the Gray Lodge water enhancement project may potentially be be mitigating for some of the impacts associated with Biological resources on both of the City's project sites thus allowing the City's project to avoid having to do so. PMC biological staff is following up with the USFWS to validate this discussion. This could potentially save the project both time and money if confirmed.

   PMC is ready to release the administrative draft EIR upon confirmation by the USFWS that GGS impacts are being fully covered by the Gray Lodge project for potential impacts associated with work near the Belding Lateral. Release of the ADEIR is now anticipated to occur in mid-August.

2. *Zoning Ordinance Text Amendments*:

   PMC is continuing to work on the preparation of four zoning ordinance text amendments for presentation to the City Council. Two of the draft amendments, concerning *Fences* and the *Temporary Occupancy of Recreational Vehicles*, will either again be presented to the City Council for a first ordinance reading (Temporary Occupancy of RV's) or

presented as a second reading and ordinance adoption (Fences). Please refer to separate staff reports in this month's meeting packet for additional details.

It is staff's intent to continue to follow-up at subsequent Council meetings with code amendments addressing transitional and supportive housing and shelters (required by State law – SB2) and cottage foods (AB1616) in support of the City's pending need to update its Housing Element.

3. CDBG *Program Income Re-use Plan*:
   Please refer to separate staff report in this month's meeting packet for additional details.

4. *General Plan Administrative Draft EIR*:
   PMC is finalizing the administrative draft EIR (ADEIR) for the City's General Plan Update project and anticipates releasing the document for internal review during the week of August 12-16. PMC was awaiting the final circulation element model / traffic model data runs prior to finalizing the ADEIR document. Following the review of the ADEIR by staff, PMC will formally circulate the document for the required 45-day public review period. Copies of the DEIR will be made available to the Council upon its public release.

5. *Sixth Street Bridge Replacement Project*:
   PMC biological services staff are working with the City Administrator and the City Engineer to initiate the process to extend the construction window for biological disturbance past the October 1st permit imposed deadline. If this can be accomplished, construction on the bridge replacement project may be able to proceed in this calendar year. It is noted at this time the extension of the construction window requires active participation and concurrence by Caltrans. At this time, Caltrans has not indicated their level of support for the request.

<u>Monthly Department Activity Report:</u>

1. *Applications / Planning Services Activities:*
   - No applications have been received during reporting period

2. *Public Contact / Information Requests:*
   - Code Enforcement Activities (10+ public contacts)
   - Report of Illegal building activity received
   - Butte County Building Department re: North Biggs Estates project submittals
   - City of Gridley regarding the draft Biggs General Plan
   - SBFCA regarding information for Feather River Levee Project environmental documents
   - Butte County Planning for County Climate Action Plan (CAP) data
   - Butte County Abandoned Vehicle Abatement Authority – Quarterly meeting information
   - ICF / Jones and Stokes: regarding Gray Lodge water enhancement project

3. *Butte County Building Permit Issuance*:
   - Staff believes that three (3) building permits were issued by the County during the reporting period (County permit Supervisor was on vacation and data was obtained via the County's on-line tracking program). The permits were for HVAC work related to an air conditioning system and two for work to re-construct a single family dwelling unit on H Street destroyed by fire.

4. *Code Enforcement: General*

Please refer to separate staff report in this month's meeting packet for additional details.

Misc. Planning Communications/Updates:

- PMC has confirmed that at least one representative from the California Department of Fish and Wildlife (DFW) will be in attendance at the August Council meeting to discuss the City's unwanted avian invasion.
- The City of Biggs has received confirmation of the City's 2014-2019 Regional Housing Needs (RHNA) numbers to be used in the pending update to the City's Housing Element. No change has been made to the number previously provided to the City and no change in the income group allocation was made. The numbers are now final and the City should now work to commence the Housing Element update process. PMC anticipates providing a Scope of Work and Budget to the City Administrator prior to the September City Council meeting.
- The City of Biggs has received the Phase I environmental hazard report from the City's contractor to prepare the study and the results suggest that the City owned home on 8th Street (formerly the Burke-Trent home) contains lead paint and a small amount of asbestos containing wall board that will require special removal and disposal. An RFP for demolition services is being prepared for removal of the dwelling.

Activity Report Attachments:

- *None*