



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
November/December 2013

465 C Street /
P.O. Box 1134
Biggs, CA 95917

PHONE: (530) 868-5493
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DATE: December 10, 2013
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – November/December 2013

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement – Tues./Thurs.
- Meeting with USDA / RD – November 18th
- Meeting with SBFCA – November 20th
- City Council Meeting: December 10th

Major Project Activity and Update Report:

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

The close of the required 45-day public review period on the Draft EIR for Phase II of the Wastewater Treatment Project was November 25th. In total, the City received 3 comments letters in regard to the document. Letters were received from the California State Fish and Wildlife Department (CDFW); Department of Water Resources (DWR) - Regional Board; and, State Clearinghouse (SCH). A fourth letter is expected from the Environmental Compliance Division of DWR on Friday, December 13th. Primary topics for which comments were made involve: Biological Resources (GGS; habitat impacts; and agricultural land conversion); Impacts to Groundwater (percolation from storage ponds); and, the lack of quantifiable data in the analysis of Hydrology. At the time of the preparation of this report, the nature and content of the anticipated letter from DWR – Environmental Compliance are unknown.

PMC has initiated the preparation of the Final EIR and expects to complete responses to the comment letters received by December 6th. Assistance in responding to the comments received has been sought from Bennett Engineering due to the technical nature of the comments. Following the receipt of all known comments, PMC work with the City Administrator to schedule a hearing to Certify the FEIR.

2. *General Plan Update Environmental Compliance:*

PMC delivered and filed the Draft EIR for the City's General Plan Update with the California State Clearinghouse on Friday, October 29th. The close of the required 45-

day public review period is December 12th. At this time, the City Planning Department has not received any comments on the document. Comments are anticipated as a result of conversations from Butte County; Butte County LAFCo; and, the City of Gridley. Following the closure of the public comment period and the receipt of comments, PMC will immediately initiate the preparation of the Final EIR.

Due to the volume of activity that has occurred with both the Wastewater Phase II EIR and project and the General Plan EIR, staff has requested that the Study Session to re-introduce the General Plan to the Council be moved to prior to the January City Council meeting.

3. *Zoning Ordinance Text Amendment Activity:*

Planning staff is currently working on an amendment to the City's zoning ordinance to implement the policies and programs outlined in the City's adopted Housing Element. These amendments are required to be complete prior to the submittal of the City's ongoing update effort tentative scheduled for completion in April of 2014. The package includes compliance with AB2 which requires the City to identify a zoning district into which transitional shelters and homeless shelters are allowed by-right and requires the City to adopt reasonable accommodation procedures for disabled, impaired or medically disadvantaged persons. At the December City Council meeting, staff will present an informational report on the Housing Element programs and policies. Staff is planning to bring the zoning ordinance amendment forward for consideration by the Council at the January City Council meeting.

Monthly Department Activity Report:

1. *Applications / Planning Services Activities:*

- None
- North Biggs Estates: Planning staff is working with the both the County Building Department and the Community Housing Improvement Program (CHIP) to facilitate the initiation of the 1st phase of construction in the *North Biggs Estates* project. Currently, Phase I construction is scheduled to begin in January (weather permitting) with an initial grouping of 8 dwellings.

Staff approved eighteen (18) site plans on December 6th allowing for CHIP to pull building permits in the project prior to January 1st when changes to the California Building Code become effective for 2014. CHIP has indicated to staff that they intend to make payment on the Impact Fees for the first homes by the end of December.

- Planning staff is continuing to monitor the Red-Tagged residences in the City to ensure that no illegal occupancy is occurring. As of the time of the preparation of this report, utility service had been restored to the residence on G Street (Ferko) and re-connection fees and fines had been paid. The owner is again occupying the structure.

2. *Public Contact / Information Requests:*

- Two (2): Property ownership and setback information were requested.

3. *Butte County Building Permit Issuance:*

- Please see the attached Building Permit Report from Butte County for details.

4. *Code Enforcement: General*

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

Misc. Planning Communications/Updates:

- Planning staff is monitoring the progress of the Butte County Planning Department in their pursuit of an Agricultural Mitigation Ordinance. The County Planning Department presented a final version of the Ordinance to the County Planning Commission on Thursday, November 21st. The Ordinance involves the mitigation of to-be-converted agricultural lands at a 2:1 ratio and would be applied to projects seeking or needing a General Plan amendment or rezoning *from the County* as part of the entitlement process for lands within the unincorporated area. The County Planning Commission recommended approval of the Ordinance without any changes to the Board of Supervisors. It is anticipated that the Board will consider the first reading of the Ordinance in December.

Activity Report Attachments:

- *Butte County Building Permit Report*
- *Code Enforcement Activity Report*

12/3/2013
8:21:28AM

Butte County
Department of Development Services - Building Division (City of Biggs)
Permits Applications in the City of Biggs- Summary by Type and Subtype
For the Period 11/1/2013 thru 11/30/2013



Type / SubType	# of Permits Issued	Valuation of Work
	0	
	0	
Totals:	0	

12/3/2013
8:22:08AM

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 11/1/2013 thru 11/30/2013



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
	0		
	0		
Totals:	0		



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PHONE: (530) 868-5493
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DATE: December 10, 2013
TO: Honorable Mayor and Members of the City Council
FROM: Nicole Fillmore-Deniz - Code Enforcement Officer
SUBJECT: Planning Department Monthly Activity Report – December 2013

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Code Enforcement Activity:

- Tuesday and Thursday 10:00am – 2:00pm
- Weekly Code Enforcement meetings - Thursday afternoons & as-necessary

Department Activity Summary:

On Nov 5, the Code Enforcement Officer issued two Declaration of Nuisance to 488 E Street and 397 Trent Street for the non-payment of utility bills. Following the issuance of the Declarations, both properties have had services restored.

On November 14, Code Enforcement met with Gabe Torres from Gridley and Butte County Code Enforcement. Gabe went over the way Gridley approaches Code Enforcement and the actions they take to approach compliance and enforcement. Staff was able to bring that information back to Biggs and look into possibly updating some of our forms and approaches to Code Enforcement. Staff is working on these changes now and will update the Council on any form changes or process modification suggestions in the coming months.

On November 21, A second notice was sent to 480 Aleut Street for a violation associated with debris. At this time there are no scheduled Nuisance Abatement hearings.

Throughout the month of November, the following violations were identified on various properties and notices were sent out to each property accordingly:

Trash/Debris	15
Landscape/Vegetation	1 (2896 Fourth Street)
Furniture	2
Vehicles	5
Buildings and Structures	1 (419 Aleut Street)
No Utilities	2
Misc. (Pools, Parking violations)	4