



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
January / February 2014

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

PHONE: (530) 868-5493
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DATE: February 11, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – January / February 2014

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement – Regular Office Hours on Tues. / Thurs.
- City Council Meeting and Study Session: February 11th

Major Project Activity and Update Report:

1. *Wastewater Treatment Plant Land Application Project Environmental Compliance:*
Council certified the Final EIR for the wastewater enhancement project at the January City Council meeting and staff filed the Notice of Determination (NOD) for the project the following day. The City has not received any notices of intent to challenge the Council's action nor have any late comments on the action been received. At this time, PMC is concluding its effort to prepare a formal Wetlands Delineation for the "south option" site for submittal to the Army Corps of Engineers for verification. Additionally, PMC is in the process of completing the NEPA Environmental Assessment. Currently, PMC is waiting on the USDA-RD representative for compliance paperwork for this effort.

2. *General Plan Update and Certification of the General Plan EIR:*
General Plan Review Study Session: PMC is scheduled to present the Final Draft City of Biggs General Plan to the City Council at the Study Session on February 11th. PMC has provided copies of the draft General Plan policy document to the City Council in the hope that the Council will have studied and reviewed the document prior to the Study Session meeting. PMC will be making a presentation at that meeting and will be seeking input from the Council on various policies contained in the document as well as those that could be considered as additions.

General Plan EIR: PMC is currently preparing the Final EIR and will make that available upon its completion. PMC is still in the process of preparing responses to two DEIR comment letters (Butte LAFCo and Caltrans) and is working with the City Administrator on this. Additionally, feedback from the City Council during the policy document study session will be used in responding to the referenced letters.

3. *Zoning Ordinance Text Amendment Activity:*

All zoning ordinance text amendment activities are now complete. Second readings of the Ordinance amendments addressing accessory uses and structures and Housing Element implementation changes are on the Consent Agenda of the February Council meeting.

Monthly Department Activity Report:

1. *Applications / Planning Services Activities:*

- Applications: None
- North Biggs Estates – status update: Construction activity has begun on the first phase of development in the North Biggs Estates project. To date, no major issues have been discovered. At this time, CHIP is still intending to begin construction of the second phase houses in late February or early March, depending upon the weather.

2. *Public Contact / Information Requests:*

- Five (5). Primary public contact has been in regard to the status of the 6th Street Bridge replacement project (2 calls) and in regard to on-going or pending Code Enforcement activities.

3. *Butte County Building Permit Issuance:*

- Staff is still awaiting receipt of the report from the County. The report will be provided to the Council prior to or at the Council meeting.

4. *Butte County Association of Governments:*

- PMC attended the bi-monthly County Planning Directors meeting at BCAG on the 29th of January. The primary topics of discussion at the meeting were as follows:
 - Consideration of the Butte County Climate Action Plan by the County Board of Supervisors;
 - Status updates on the progress on updating City and County Housing Elements; and,
 - Status update on the Butte Regional Habitat Conservation Plan. BCAG project staff indicated that the current target for the release of the public draft HCP/NCCP document is April. This version will include a significantly reduced implementation total program cost and will include refined cost numbers for various habitat types and an aquatic resources chapter. BCAG indicated that it would be contacting each of the participating entities to discuss the need for a formal presentation by the BCAG following the release of the document.

5. *Code Enforcement: General*

Please refer to separate staff report in this month's meeting packet for additional details on the activities of the Code Enforcement Officer.

Misc. Planning Communications/Updates:

- Butte County Air Quality Management District (BCAQMD): The BCAQMD has re-issued an updated Air Quality CEQA Handbook for review and input. PMC has again provided comments to the District on this matter and will continue to monitor activities of the District in this regard. At this time, the rules being considered by the District would

potentially limit the installation of wood-burning fireplaces and stoves in new residential dwellings. As proposed, the new rules would appear to require the preparation of an EIR for project proposing to allow wood-burning devices and have more than 20-units.

Activity Report Attachments:

- *Butte County Building Permit Activity Report (to be provided separately)*
- *Code Enforcement Activity Report*



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CODE ENFORCEMENT

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465 C Street
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PHONE: (530) 868-5493
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DATE: February 6, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Nicole Fillmore-Deniz - Code Enforcement Officer
SUBJECT: Planning Department Monthly Activity Report – January 2014 / February 2014

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Code Enforcement Activity:

- Weekly Code Enforcement Coordination Meetings - Thursday afternoons & as-necessary

Department Activity Summary:

Utility Shut-off Activity: For the month of January, there were no letters sent out regarding “Occupying a structure without utilities”. All properties that were shut off for non-payment of utilities were paid and services were restored prior to the preparation of violation notices.

At this time, Code Enforcement is utilizing their personal vehicle for field observation work and not a City vehicle. Public Works is currently using the Code Enforcement vehicle due to Hayden’s vehicle being in the shop.

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

Trash	15
Landscape/Vegetation	2
Furniture/Appliances	4
Vehicles	0
Buildings and Structures	1 (419 Aleut Street)
No Utilities	0
Misc. (Pools,Parking Limitations)	4

Declaration of Nuisance has been issued to 419 Aleut Street. At this time, staff anticipates that this may result in the need to schedule a Nuisance Abatement Hearing in the month of February. Staff will continue to work with the City Administrator and Mayor on the scheduling of a future hearing. However, at this time there are no scheduled Nuisance Abatements.