



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
May/June 2014

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

PHONE: (530) 868-5493
FAX: (530) 868-5239

DATE: June 10, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – May/June 2014

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement – Regular office hours from 10:00am – 2:00pm on Tues. / Thurs.
- City Council Meeting: June 10th

Major Project Activity and Update Report:

1. *Wastewater Treatment Plant Land Application Project Environmental Compliance:*
Status Update: Staff is continuing to work with the Natural Resources Conservation Service (NRCS) to complete a process to allow for the continuance of farming activity (alfalfa) on the potential land disposal site. The City Planner met with Mr. Dan Taverner of the NRCS on May 28th to discuss and attempt to receive authorization stating that the NRCS concurred with the Wetland Delineation determination of the US Army Corps and agrees with the City's assessment that the continued use of the site for agricultural production purposes was appropriate and permitted. Staff hopes to have this resolved within the next 1-2 weeks.
2. *2014-2022 Housing Element Update:*
Please refer to the separate staff report for this matter included with this meeting Agenda packet. With that report, staff is seeking Council approval of a Resolution approving the document.
3. *Sixth Street Bridge Replacement Project:*
PMC's biological services group is continuing to work with Bennett Engineering on the permitting issues associated with this project. As of the time of the delivery of this report, no unexpected or unpermitted work activity has occurred on the project and no additional field work has been required.
4. *Wastewater Treatment Enhancement Project Phase I:*
PMC has been coordinating with Bennett Engineering to ensure that all permits and approvals necessary to begin the Phase I Wastewater Project are in order. At this time,

it appears as if all required permits, approvals and mitigation measures are known and in-place to allow construction activities to begin.

Monthly Department Activity Report:

1. *Applications / Planning Services Activities:*

- Applications: Three (3) Fence Permit #2014-05 – Andes (property owner); Fence Permit #2014-06 – Martin (property owner); Site Plan Review –Dragoo Carport – (application number not assigned).

2. *Public Contact / Information Requests:*

- Multiple. Staff has responded to a number of phone calls in regard to issues associated with weeds, the outdoor cultivation of marijuana, the use of metal carports in the front yard area and the placement of utility sheds in back-yard areas.

3. *General Information:*

BCAG:

- Preparation of the 2016 MTP/SCS will begin in the next few months
- BCAG is working to complete an administrative draft of the Transit and Non-Motorized Transportation Plan
- The Butte RCP and the EIS/EIR have been submitted to the USFWS for a required 90-day review

Butte County:

- Agricultural Mitigation Ordinance has been drafted and is scheduled to be considered by the BOS later in the summer
- County Housing Element to be considered by BOS for adoption on June 10th

Oroville:

- Recently completed a user fee study which raised Planning and City service fees to the 100% fee recovery level resulting in a 300% increase in fee revenues
- Housing Element approved by the City Council at their meeting of June 3rd
- City is currently working on the preparation of an MSR and Sphere of Influence amendment. Targeting completion by end of 2014.

4. *Butte County Building Permit Issuance:*

- Please see the attached report.

5. *Code Enforcement: General*

- Please refer to separate staff report for additional details.

Misc. Planning Communications/Updates:

- The Planning Department issued Site Plan Approval letters to the Community Housing Improvement Program (CHIP) for nine (9) additional lots in the North Biggs Estates project. Construction on those units is anticipated to begin in the Aug/Sept timeframe.

Attachments:

Attachment A - *Butte County Building Permit Activity Report - May*
Attachment B - *Code Enforcement Activity Report - May*

6/2/2014
7:56:27AM

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 5/1/2014 thru 5/31/2014



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

6/2/2014
7:55:45AM

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 5/1/2014 thru 5/31/2014



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
ETRAKIT	1	\$3,417.00	\$124.00
DUCT WORK ONLY	1	\$3,417.00	\$124.00
Totals:	1	\$3,417.00	\$124.00



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PLANNING DEPARTMENT ACTIVITY REPORT
CODE ENFORCEMENT
May 2014/ June 2014

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

PHONE: (530) 868-5493
FAX: (530) 868-5239

DATE: June 4, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Nicole Fillmore-Deniz - Code Enforcement Officer
SUBJECT: Planning Department Monthly Activity Report – May/June 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 May, there were no letters sent out regarding “Occupying a structure without utilities”.

At this time, Code Enforcement is utilizing their personal vehicle for field observation work and not a City vehicle.

On May 15th, round one weed abatement letters were sent out. There were a total of 22. Round 2 inspections will be done on June 3rd and June 4th.

On May 27th, Code Enforcement attended the AVA meeting along with council member Doug Arnold.

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

Trash	8
Landscape/Vegetation	28
Furniture/Appliances	1
Vehicles	1
Buildings and Structures	0
No Utilities	1 (490 G Street)
Misc. (Pools, Parking Limitations)	2

Code Enforcement has a Hearing scheduled for June 13, 2014 at 2:00pm regarding occupying a structure without electric, water and sewer services due to non-payment.