



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
September/October 2014

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

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

DATE: October 14, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – September/October 2014

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement – Regular Officer hours: M/T/W: 9-11am; Thurs.: 3:30-4:30pm
- Downtown Code Enforcement Field Walk – October 2nd
- City Council Meeting: October 14th

Major Project Activity and Update Report:

1. *Sixth Street Bridge Replacement Project:*

PMC's project biologist visited the project site during the week of October 6th to verify compliance with all post-construction permit requirements. PMC's biologist has been in contact with the Caltrans project biologist to address issues and needs related to the close-out of the project. Based upon the job-site inspection and conversations with Caltrans staff, PMC believes that all monitoring and permitting issues on the job are now complete and that only minor noticing actions to the various resources agencies remain to be completed. Yes, I actually said that this part of the project is now almost complete.....I too cannot believe this day has come.

Monthly Department Activity Report:

1. *Applications / Planning Services Activities:*

- Applications: None. No new permit applications have been submitted in during the reporting period.

2. *Public Contact (non-Code Enforcement) / Information Requests:*

- +/- 4. Staff continues to respond weekly to questions regarding the placement of metal carports and construction/placement of shade structures. 3 of the 4 planning department contacts involved this topic. Staff received one call in regard to the construction of a fence on an existing vacant lot on 2nd Street.

Staff continues to work with a carport owner on Aleut Street to resolve a carport violation for which a citation has previously been issued. The homeowner has

informed the City that a solution has been determined and the action will be taken to ensure a compliant structure prior to this month's Council meeting.

3. *General Information / Planning-Involved Code Enforcement Activity:*

- Staff continues to proceed toward a nuisance abatement hearing at 2 parcels owned by Mr. Rufus Casey. The first involves the fire-damaged property on Fourth and Aleut Streets. Mr. Casey has slowly been removing the remains of the burned and demolished structure and has almost completed removal all of the vertical wood elements on the site. Staff has contact Mr. Casey in regard to completion of the effort and removal of the site work fence and dumpster. The property owner has indicated that all work should be completed during the week of October Council 13th – 17th. Staff will continue to actively monitor the progress on the site.
- The Code Enforcement Officer and City Planner continue to move forward with the citation and noticing process for the property owned by Mr. Rufus Casey on the north side of B Street (B and 10th St.) relative to debris removal and un-completed construction activity. At this time, the Code Enforcement Officer has scheduled a nuisance abatement on the 20th of October for this matter.
- Site clean-up and remediation work has been in progress at the Whetstone/Brown residence for the past month. Persons are working at the site to clean/clear the dwelling, address rear-yard maintenance issues and prepare the house for new occupation.
- The City Planner has been in contact with the owners of property at 419 E Street (Loftin) in regard to the over-height fence located on the site. The property owner has acknowledged their inaction on the matter and staff has indicated to the owner that if no action is taken to address the violation by the end of October, formal proceedings comprised of a legal action in Superior Court will be initiated.
- The City Planner has delivered to the City Administrator a draft Request for Proposal (RFP) for demolition and removal services for the dwelling at 3069 Eighth Street. The timing of the issuance of the RFP is not known at this time.
- The Code Enforcement Officer is in the process of working with the GBPD to complete training to allow the CE to directly issue 48-hour notices of violation for vehicles parked illegally in the public right-of-way. The CE is hoping to have all required training completed within the next 2 weeks and to begin issuing citations directly by the end of the month.
- The Code Enforcement officer has issued a Declaration of Nuisance and Public Hearing notice for a property on C Street, west of 1st Street for debris in the front-yard. At this time, it is anticipated that a nuisance abatement hearing be held on this matter during the month of October.
- The City Planner, Code Enforcement Officer, GBPD and the Public Works Superintendent have identified and abated three (3) outdoor marijuana grows in the past 2 week period. At the time of the preparation of this report, no known marijuana grows remained unabated in the City.
- Downtown Code Enforcement Project. *See separate staff report.*

4. *Butte County Building Permit Issuance:*

- Please refer to **attachment A** for building permit issuance information.

5. *Code Enforcement: General*

- Please refer to separate staff report for additional Code Enforcement activity detail.

Misc. Planning-related Communications/Updates:

- The Butte County Air Quality Management District has issued for final review and adoption, an updated "CEQA Handbook" designed to establish and describe the Districts CEQA air-quality and air-quality analysis requirements, protocols and procedures. The Districts last handbook was adopted in 2008 and is aging in its descriptions, requirements and thresholds as it relates to the current state-of-the-practice of air quality analysis and modeling.

Staff would like to acknowledge the substantial effort expended by District staff to work with and seek input from the public agencies likely to be impacted by the document. While there remain a number of areas of minor disagreement relative to some of the contents of the document, no major substantive disagreements remain unaddressed.

Staff members from at least three public agencies in the County have provided significant input into the document and the majority of the input provided to the District has been incorporated into the document. A summary of the major changes being proposed is as follows:

- The document requires the use of the CalEEMod air modeling tool as opposed to the URBEMIS model for development projects.
- The document eliminates the tiering approach to air-quality threshold determination and impact mitigation strategy and sets a single pollutant threshold standard.
- The average daily emission threshold for reactive organic gases (ROG) and nitrogen oxides (NOx) has been set at 25 lb/day. It is noted that while the State Health and Safety Code authorizes the use of this threshold, only one other air district in the State is believed to use this low of a threshold (Sutter County) and it is noted that this threshold is at least *twice* as stringent as the threshold used in the Bay Area, LA basin and Sacramento-area.
- The "study area" for new projects within the sphere of influence area of a known emitter of Toxic Air Contaminants (TAC's) is 1,000'. Caltrans recommends modeling at a 500' level when near or adjacent to a roadway feature where TAC's are emitted. This is an expansion of the current standard of 500'.

Attachments:

Attachment A - *Butte County Building Permit Activity Report - September*
Attachment B - *Code Enforcement Activity Report – September/October*

10/3/2014
10:46:09AM

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 9/1/2014 thru 9/30/2014



Type / SubType	# of Permits Issued	Valuation of Work
COMMERCIAL	2	\$37,236.00
O OTHER TENANT IMPR	1	\$34,236.00
STORAGE SHED	1	\$3,000.00
MISCELLANEOUS	3	\$38,697.36
PRIVATE GARAGE/SHOP	1	\$27,837.36
RE-ROOF RESIDENTIAL	2	\$10,860.00
Totals:	5	\$75,933.36

10/3/2014
10:45:32AM

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 9/1/2014 thru 9/30/2014



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
MISCELLANEOUS	1	\$40,134.08	\$661.09
PATIO COVER/CVD PCH	1	\$40,134.08	\$661.09
Totals:	1	\$40,134.08	\$661.09



-CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
CODE ENFORCEMENT

September 2014/ October 2014

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

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

DATE: October 6, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Nicole Fillmore-Deniz - Code Enforcement Officer
SUBJECT: Planning Department Monthly Activity Report – September 2014

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Code Enforcement Activity:

- Weekly Code Enforcement Coordination Meetings – Tuesday mornings & as-necessary

Department Activity Summary:

Utility Shut-off Activity: For the month of September, there were no letters sent out regarding “Occupying a structure without utilities”.

Second notices were sent out during the week of September 19th, to properties 343 C Street, 419 Aleut Street and 347 C Street. On September 29th, two (2) Declaration of Nuisances were sent to Properties 343 C Street and 419 Aleut Street.

On September 9th, Code Enforcement attended a bi-monthly meeting with the City of Gridley, Oroville and Yuba City’s Code Enforcement Departments.

On September 18th, Code Enforcement staff had a conference call with Officer Rodney Harr regarding the City’s new parking citations and on CLETS training.

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

Landscape/Vegetation	5
Furniture/Appliances	1
Vehicles	2
Buildings and Structures	2
No Utilities	0
Marijuana Abatement	2

As of October 6th, staff is preparing Nuisance Hearings for properties 419 Aleut Street, 3007 Tenth Street and 343 C Street. This should be taking place in the next two weeks.