



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

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

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

DATE: November 12, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – October /November 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
- Abandoned Vehicle Abatement Authority Quarterly Meeting – October 29nd
- Public Works Committee Meeting – November 3rd
- City Council Meeting: November 12th

Major Project Activity and Update Report:

1. *Sixth Street Bridge Replacement Project:*
PMC has contacted all of the resource agencies requesting notice of project completion and has confirmed a final inspection by the Caltrans project biologist. Final project mitigation measures appear complete. PMC's work is believed to be complete on this project.

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:*
 - +/- 3. Staff continues to respond to questions regarding the placement of metal carports and construction/placement of portable shade structures. 1 of the 3 planning department contacts involved this topic. Staff received one call in regard to the construction of a new single family dwelling on E Street and handled a contact from a property owner looking for information about splitting their property into two lots..
3. *General Information / Planning-Involved Code Enforcement Activity:*
 - Two nuisance abatement hearings were held in October, both involving Mr. Rufus Casey. At this time, the findings and determinations from that meeting have been

delivered to Mr. Casey via certified mail and the process of filing the municipal liens on both parcels has been initiated. At this time Mr. Casey has fully abated the nuisance condition on his Aleut Street property and has indicated that he will have the nuisance conditions at the B Street property “addressed” by the time of the November Council meeting. Abatement had not been achieved at the time of the preparation of this report. If abatement is not completed by the property owner by 17th of November, staff will initiate work to get the site abated by the City.

- Site clean-up and remediation work has been in progress at the Whetstone/Brown residence for over a month. Persons are working at the site to clean/clear the dwelling, address rear-yard maintenance issues and prepare the house for new occupation. At this time, the structure appears to be relatively free of the major issues for which the City has cited the previous property owner in the past (debris, vegetation, vermin).
- The City Planner has been in contact with the City Attorney in regard to the over-height fence at 419 E Street (Loftin). As of the time of the writing of this report, the property owner had been contacted but no action to address the violation had yet been taken. Staff anticipates filing a motion in Superior Court to compel action by the property owner.
- The Code Enforcement Officer completed “clutch” training with the GBPD and has become certified to issues 48-hour vehicle notices for vehicles illegally parked on the public right of way. Two such notices were issued during the last week of October with both vehicles removed by the owner voluntarily. The Code Enforcement officer will continue to work with GBPD on this issue as more notices are issued.
- At the time staff believes that all known outdoor marijuana grow sites have been abated or growing activity concluded for the year.
- The Downtown Code Enforcement notice letters were sent to property owners on Friday, November 7th. Staff will be following the letters with contact to property owners and arranging for a meeting if determined necessary and desirable.

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:

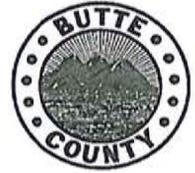
- The Butte County Air Quality Management District approved the update to its “CEQA Handbook” at its October Meeting.
- The Butte Local Agency Formation Commission (LAFCO) will be considering a Municipal Services Review document for the City of Oroville at its next regular meeting. This includes a substantial modification to the City’s Sphere of Influence boundary.

Attachments:

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

11/4/2014
10:06:31AM

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 10/1/2014 thru 10/31/2014



Type / SubType	# of Permits Issued	Valuation of Work
ETRAKIT	1	\$1,709.38
WINDOW/GLASS DOOR	1	\$1,709.38
MISCELLANEOUS	3	\$6,505.00
PERMIT TO COMPLETE	1	\$0.00
RE-ROOF RESIDENTIAL	1	\$6,000.00
WINDOW/GLASS DOOR	1	\$505.00
Totals:	4	\$8,214.38

11/4/2014
10:06:56AM

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 10/1/2014 thru 10/31/2014



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
ETRAKIT	1	\$1,709.38	\$128.00
WINDOW/GLASS DOOR	1	\$1,709.38	\$128.00
Totals:	1	\$1,709.38	\$128.00



-CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
CODE ENFORCEMENT

October 2014/ November 2014

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

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

DATE: November 5, 2014
TO: Honorable Mayor and Members of the City Council
FROM: Nicole Fillmore-Deniz - Code Enforcement Officer
SUBJECT: Planning Department Monthly Activity Report – October 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 October, there were no letters sent out regarding “Occupying a structure without utilities”.

On October 1, Code Enforcement issued a 48hr Declaration of Nuisance to 3128 Fifth Street for outdoor cultivation of Marijuana. Abatement was completed within the 48 hours given.

On October 21, Code Enforcement held a hearing for properties 419 Aleut Street, 3007 Tenth Street and 343 C Street.

On October 26, Code Enforcement staff participated in CLETS training through the Gridley Police Department. Code Enforcement is now able to issue 72 hr. notices to vehicles found in violation.

On October 29, Code Enforcement attended the AVA meeting in Oroville. Attached you will find the report.

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

Landscape/Vegetation	4
Furniture/Appliances	0
Vehicles	4
Buildings and Structures	2
No Utilities	0
Marijuana Abatement	1

Butte County Abandoned Vehicle Abatement Program

City of Biggs

City of Chico

City of Gridley

City of Oroville

Town of Paradise

County of Butte

Service Authority Report on the Effectiveness of the Joint Powers Authority

FY13-14

The Butte County Joint Powers Service Authority of the Butte County Abandoned Vehicle Abatement Program is required to report annually on the effectiveness of the Authority. This report is submitted to meet that requirement with subsequent reports to be issued within 120 days after the close of each fiscal year.

The Butte County Abandoned Vehicle Abatement Program is funded by the collection of \$1 for every vehicle registered in Butte County. The State began collecting these fees in recognition of the establishment of the Butte County Abandoned Vehicle Abatement Program in August of 2003.

Payments are collected by the DMV, routed through the State Controller's Office, and after deducting an administrative fee, are passed on to the Butte County Auditor's Office (which functions as the Auditor-Controller for the Butte County Abandoned Vehicle Abatement Program) within two months after the end of each fiscal year quarter.

Disbursement of those funds, plus any accrued interest, is made to each of the jurisdictions comprising the Butte County Abandoned Vehicle Abatement Program, namely, Biggs, Chico, Gridley, Oroville, Paradise and the County of Butte. Each jurisdiction has an abandoned vehicle abatement program and is required to report activity to the Butte County Abandoned Vehicle Abatement Program.

An administrative fee of 5% is disbursed to Butte County Development Services for the staff support services provided to the Butte County Abandoned Vehicle Abatement Program. This fee is intended to cover the cost of work done by Development Services employees and staff of other County Departments who subsequently make charges to the Department of Development Services for the work they do related to the Butte County Abandoned Vehicle Abatement Program.

The remainder of the funds are divided in half with one half paid to each jurisdiction quarterly based upon their percentage of population. The remaining half is paid to jurisdictions reporting tows for the quarter, by calculating the percentage of tows made by each jurisdiction during the quarter.

Attached are sets of charts showing detail as to funding, disbursement of funds based on percentage of population and percentage of vehicle abatements demonstrating the effectiveness of the Joint Powers Service Authority for FY 13-14. Audits, as required by the program, have been conducted successfully and another audit is being scheduled.

The Joint Powers Service Authority has had progressive success in getting full abatement participation from each of the jurisdictions. Some jurisdictions have received payments based upon their percentage of population, which is the required formula for distribution of one-half of the funding. The remaining half of the funding, for vehicle abatements, is prorated among those jurisdictions performing abatements for each quarter. The funds are restricted and may be used only for Abandoned Vehicle Abatement program activities and The Joint Powers Service Authority has addressed payments to non-participating jurisdictions at their meetings. The Joint Powers Service Authority addresses participation issues, including attendance at semi-annual meetings on a routine basis.

There has been a clarification issued by the California Highway Patrol allowing vehicles that are tagged-for-abatement to be counted as an "abatement" if they are removed by the owner prior to being towed. This likely will increase numbers of abatements for some jurisdictions, which have not been counting these owner-abated vehicles as abatements.

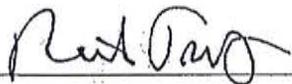
Overall, the Joint Powers Service Authority has been very successful abating 5,925 vehicles as follows:

	Fiscal Year										
	04	05	06	07	08	09	10	11	12	13	14
Abatements	531	975	901	1,117	633	528	449	322	174	156	139

The drop in the number of vehicle abatements has been attributed to the effectiveness of the program as well as the lucrative scrap metal business where vehicle owners are actually being paid to have their vehicles removed.

Continuation of the AVA Program

The Butte County Joint Powers Service Authority was scheduled to end July 31, 2013 with the expiration of the 10-year time period provided in state law. Each of the member jurisdictions opted to place the program extension on the November 6, 2012 ballot for the voters to decide. Butte County voters supported Measure H by with a 73 percent "Yes" vote. This extension allows the program to continue for 10 years with an expiration of July 31, 2023.



Chair
Butte County Abandoned Vehicle Abatement
Joint Powers Authority

10/29/2014
Date

AVA Funding Distribution FY 13-14

