



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
January/February 2015

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

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

DATE: February 10, 2015
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – January/February 2015

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement– M/W: 9-11:00am; Thurs. 3:30pm – 5:00pm; off-site Tues: 8:30-10:00am
- Conference calls with USDA-RD and California Department of Water Resources (DWR) staff re: Wastewater Land Disposal Project: 2
- City Council Meeting: February 10th
- BCAG Planning Directors Bi-Monthly Meeting: January 29th
- Public Works Committee Meeting: February 5th

Major Project Activity and Update Report:

1. *Wastewater Treatment Plant Land Application Project Environmental Compliance:*
Project Status Update: PMC is continuing to work with USDA-RD and DWR to address environmental compliance issues and has been actively working with BenEn on the re-configuration of the treated water holding ponds to address wetlands conversation issues. In the coming 1-2 weeks, PMC; the City Manager; and, BenEn will be participating in a conference call with USDA and the US Fish and Wildlife Agency to discuss species issues and permit.
2. *Municipal Services Review (MSR):*
PMC is continuing to press forward with the preparation of the draft Municipal Services Review document supporting the City's request to the Butte LAFCO to expand the City's Sphere of Influence. At this time, PMC is waiting on LAFCO staff to provide a copy of the formal application. However, the City has submitted a formal application letter and fee deposit (application fee) to begin the process. PMC is attempting to schedule a meeting with Butte LAFCo staff in the next 30-days to further discuss the details of this activity.

Monthly Department Activity Report:

1. *Applications / Planning Services Activities:*

- Applications: None. CHIP has submitted requests for site plan approval for an additional five (5) units (e.g. Group III) in the North Biggs Estates project. Staff anticipates delivering Site Plan approval letters to CHIP by the date of this council meeting.
2. *Public Contact (non-Code Enforcement) / Information Requests:*
- One (1). Planning staff was contacted by a resident on C Street in regard to flood on their street. The City Planner provided the resident with contact information for the City Engineer and Public Works Superintendent.
3. *General Information / Public Contact for Planning-Involved Code Enforcement Activity:*
- Multiple. Planning staff continues to be contacted by property owners regarding the issue of un-permitted carports or accessory cover structures. Staff has prepared a memo to the City Manager outlining potential ways to address the remaining non-conforming structures.
 - The Planning Department is continuing to work with the City Attorney to address an issue associated with the illegal occupation of a dwelling without utilities (490 G Street - Ferko).
4. *Butte County Building Permit Issuance:*
- See attached building permit report. As noted previously, the County has received applications for five (5) for new residential dwellings in the North Biggs Estates project.
 - Informational: Staff has verified with the County building department that a permit has been pulled for the construction on B Street and 9th Street (Casey) and that no permit was needed for the deck/patio work on B Street and 10th.
5. *Code Enforcement: General*
- Please refer to attached *Code Enforcement Activity Report*.

Misc. Planning-related Communications/Updates:

- Staff is continuing to provide input to BCAG on the update to the County Regional Transportation Plan (RTP) and on population projections supporting that effort.
- Following-up on an inquiry by the Mayor at the January City Council meeting, planning staff has worked with the County Building Department and Gridley-Biggs Electric to revise the process for the review and approval of Solar Building Permits in the City. At this time, GBE (Daryl) is now required to sign-off on all solar building permits in the City and is now a formal member of the County's solar task force working group. Additionally, information on the California Solar Rooftop program (including legislation) has been distributed to Council for their information.

Attachments:

- Code Enforcement Activity Report – January 2015
- Building Permit Reports – Butte County



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CODE ENFORCEMENT
January 2015 / February 2015

465 C Street
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Biggs, CA 95917

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

DATE: February 5, 2015
TO: Honorable Mayor and Members of the City Council
FROM: Nicole Deniz - Code Enforcement Officer
SUBJECT: Planning Department Monthly Activity Report – January/February 2015

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: On January 7th, there were five (5) properties shut off for non pay. Within 48 hours, all services at each property had been restored.

Code Enforcement continues to monitor activity at 490 G Street and notifies Gridley Police Department whenever activity occurs. City staff continues to receive numerous complaints about the homeless gentleman that continues to loiter within City limits.

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

Landscape/Vegetation	4
Furniture/Appliances	1
Vehicles (72hr notices)	6
Buildings and Structures	1
No Utilities	5
Marijuana Abatement	0

2/2/2015
3:57:44PM

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 1/1/2015 thru 1/31/2015



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
ETRAKIT	1	\$6,800.00	\$128.00
REROOF RESIDENTIAL	1	\$6,800.00	\$128.00
Totals:	1	\$6,800.00	\$128.00

2/2/2015
3:59:17PM

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 1/1/2015 thru 1/31/2015



Type / SubType	# of Permits Issued	Valuation of Work
ETRAKIT	1	\$1,709.38
WINDOW/GLASS DOOR	1	\$1,709.38
MISCELLANEOUS	1	\$13,000.00
RE-ROOF RESIDENTIAL	1	\$13,000.00
Totals:	2	\$14,709.38