



- CITY OF BIGGS -  
**PLANNING DEPARTMENT ACTIVITY REPORT**  
**February/March 2015**

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

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

---

DATE: March 10, 2015  
TO: Honorable Mayor and Members of the City Council  
FROM: Scott Friend, AICP - City Planner  
SUBJECT: Planning Department Monthly Activity Report – February/March 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: 1
- Meeting with SBFCA regarding Excavation Agreement: February 24<sup>th</sup>
- Conference call with USFWS re: Section 7 Consultation for WWTP Phase II: Feb. 23<sup>rd</sup>
- City Council Meeting: February 10<sup>th</sup>

##### 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 is actively working with BenEn on the re-configuration of the treated water holding ponds; USDA and DWR on Section 7 and Section 106 (NEPA compliance) consultation issues; SBFCA on GGS and Excavation Agreement permitting issues; and ECORP to address the concerns of SHPO relative to cultural resource discovery.  
*NOTE:* The Department of Water Resources Project Manager for this effort, Ms. Madeleine Flandreau, is leaving her position with the Department and a new Project Manager will be assigned in the coming weeks. Details will be provided when they become available.
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 continues to wait on LAFCO staff to provide a copy of the formal application. However, PMC is continuing to move forward with the preparation of the document. PMC anticipates the scheduling of meeting with LAFCO staff during the week of March 9-13 to address population projection issue issues and

with service providers (Calfire, GBPD, GB Electric, etc...) to address the analysis of the draft document relative to service provision to the future growth area(s).

Monthly Department Activity Report:

1. *Applications / Planning Services Activities:*
  - Applications: None.
2. *Public Contact (non-Code Enforcement) / Information Requests:*
  - One (1). Planning staff was contacted by multiple parties concerning the keeping of animals on residential properties inside of the City.
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.
4. *Butte County Building Permit Issuance:*
  - See attached building permit application and issuance reports. In summary, one (1) permit was issued in Biggs during the reporting period (re-roof).
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.

Attachments:

- Code Enforcement Activity Report – February 2015
- Building Permit Issuance / Application Reports – Butte County



**-CITY OF BIGGS -**  
**PLANNING DEPARTMENT ACTIVITY REPORT**  
**CODE ENFORCEMENT**

**February 2015/ March 2015**

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

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

---

DATE: March 4, 2015  
TO: Honorable Mayor and Members of the City Council  
FROM: Nicole Fillmore-Deniz - Code Enforcement Officer  
SUBJECT: Planning Department Monthly Activity Report – February 2015

---

**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 February, there were 13 shut-offs. Within 24 hours, payments had been made and power was restored at all properties.

On February 19<sup>th</sup>, liens were placed on 3007 Tenth Street and 419 Aleut Street for non-payment of Nuisance Abatement fines.

Throughout the month of February, letters were sent out regarding the following code violations.

Trash	4
Landscape/Vegetation	10
Furniture/Appliances	2
Vehicles	7
Buildings and Structures	3
No Utilities	13
Misc. (Pools, Parking Limitations)	2

3/6/2015  
8:58:22AM

**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 2/1/2015 thru 2/28/2015**



Type / SubType	# of Permits Issued	Valuation of Work	Fees Charged
ETRAKIT	1	\$3,900.00	\$124.00
FURNACE RESIDENTIAL	1	\$3,900.00	\$124.00
<b>Totals:</b>	<b>1</b>	<b>\$3,900.00</b>	<b>\$124.00</b>

3/6/2015  
8:59:38AM

**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 2/1/2015 thru 2/28/2015**



Type / SubType	# of Permits Issued	Valuation of Work
RESIDENTIAL	6	\$960,332.80
SFD-MASTER PLAN	6	\$960,332.80
Totals:	6	\$960,332.80