



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
December 2015 / January 2016

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

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

DATE: January 12, 2015
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – December 2015 / January 2016

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement Weekly Hours (+/- 7-8 hr. per week)
- City Council Meeting: January 12, 2015
- Butte LAFCO WWTP Land Application Site Annexation Hearing: January 7, 2016
- Downtown Biggs Code Enforcement Meetings/Discussions (numerous)

Major Project Activity and Work Effort Update:

1. *Wastewater Treatment Plant Land Application Project Environmental Compliance and Site Annexation and Entitlement Projects:*

Annexation:

The Butte LAFCO held a public hearing on Thursday, January 7th to consider and take action on the City's request to annex the three parcels making-up the site for the City's Wastewater Land Application project. As of the time of the preparation of this report, only one (1) inquiry had been received on the matter. The inquiry was a request for information from Mr. Eugene Massa representing the Biggs-West Gridley Water District. Mr. Massa's inquiry was in regard to the payment of Water District Parcel Fees for the subject parcels. Mr. Massa has asserted that the Districts' parcel assessment fees are due and unpaid on the parcels involved in the annexation action. At this time, no further details are known about this assertion.

As this report was prepared and submitted prior to the LAFCO meeting on January 7th, staff will be providing a verbal update to the City Council at the Council meeting on the events and actions that occurred at the LAFCO meeting on the 7th.

Project Permitting:

The State Water Board has prepared the required information to formally re-initiate Section 7 consultation proceedings with the US Fish and Wildlife Agency on the wastewater land application project. Much to the dismay of Planning Department staff, the Waterboard has requested *formal consultation* with the Agency which is a more

involved, more complex and more time-intensive process than what was hoped to be pursued (City staff requested that *informal consultation* be pursued for the project). This consultation primarily involves potential impacts from the project to the Giant Garter Snake (GGS) and the need for formal consultation is largely a result of the discovery of a large number of snakes as part of the Grey Lodge Water Delivery project that occurred on the Belding Lateral to the west of the project site.

At this time, staff does not have any information about the potential timing, cost or probable outcome of this consultation process. However, it is possible that the formal consultation process could result in impacts to the overall project construction schedule as it is very common that formal consultation with the Services takes 4-6 months or more. If it appears that the consultation process will take an extended period of time, staff may discuss options with the Council in the coming months on ways to advance the process or to seek a time extension from the Regional Board.

2. *Municipal Services Review (MSR) and Sphere of Influence (SOI) Amendment:*

This project is now complete. The City's Municipal Services Review (MSR) document has been adopted by the Butte LAFCO and the City's modified Sphere of Influence has been approved and is now in effect. Upon completion of the pending annexation action (see report item #1 above), the City's maps will be updated to reflect the updated boundaries of the City.

3. *Downtown Code Enforcement / Hazardous Building Abatement:*

Significant actions have occurred in the past 30-days relative to various properties in the Downtown area. During the reporting period, staff has either been directly contacted by or informed of three properties changing ownership. The three properties that have either sold or which appear to be in the process of changing ownership include:

488 B Street (Ambagis) to unknown local party
483 B Street (Montez) to a known local party
479 B Street (Hamilton) to an unknown party

Information is not yet known about the plans of the new owners of the respective properties but preliminary conversations or contacts have been made with the new/prospective owners of all three of the properties. In each instance, comments were made about plans to open up uses and make enhancements to the structures. In addition to the change of ownership information noted above, the new owner of 483 B Street (formerly Montez) has contacted the Butte County Building Department about the acquisition of a Demolition Permit to remove the existing structure from the parcel.

The first code enforcement nuisance abatement hearing is scheduled to be held on Tuesday, January 5th for Biggs Municipal Code Violations at 479 B Street (Colonia Hotel property). As this report was prepared and submitted prior to the date of the hearing, information on the events and outcome of the hearing will be provided to the Council via a verbal update at the City Council meeting.

4. *CDBG and HOME Program Reporting:*

At this time, all of the required CDBG and HOME program reports have been prepared and submitted to the State of California as required. No details are known about the review of the reports as comments have not yet been received. To avoid the issue of delayed reporting in the future, staff is planning to include as part of the next fiscal year department operating budget sufficient funds to cover the expenses for this task. It is

noted to the Council that both quarterly and annual reports will be required in perpetuity, or until all program income revolving funds have been fully received and expended in a non-revolving manner, in satisfaction of the City's grant agreement with both the HOME program and CDBG.

5. *Housing Related Parks Grant:*

Please refer to separate report for information on this topic.

Monthly Department Activity Report:

1. *Land Development Applications: None*

2. *Planning Services Activities:*

- Applications: None
- Code Enforcement: On-going
Update: Staff has been forced to temporarily suspend enforcement action on the abandoned home addressed as 2859 Sixth Street (Jasco) as the owner is awaiting the disconnection the existing gas meter from the property prior to the start of demolition activity. PG&E has indicated that they hope to be able to have the gas meter removed and the gas service line capped by the end of January.
- Continued consultation with BCAG re: Butte Regional HCP/NCCP
- Consultations with City Attorney and City Administrator regarding developing Medical Marijuana legislation/referendums and Ordinance changes.

3. *Public Contact (non-Code Enforcement/non-application) / Information Requests/ Activity:*

- Numerous. Primarily in regard to the change of ownership activities in the Downtown area. One call was received seeking information about the City's changed Sphere of Influence boundary east of the existing City Limit line.

4. *General Information / Public Contact for Planning-Involved Code Enforcement Activity:*

- Please refer to Code Enforcement Monthly Activity report for details

5. *Butte County Building Permit Issuance:*

- Please refer to the attached reports from the Butte County Building Department

Misc. Planning-related Communications/Updates:

- In 2015, an updated version of the California Building Standards Code will be published in preparation for adoption by Cities and Counties across California. Staff has contacted the Butte County Building Department to inquire about the timing of potential adoption activities but no response has yet been received. Staff will update the Council on this as information becomes available.
- Two changes in the methodology of preparing environmental impact reports, and potentially affecting new development, have become effective due to case law or statutory rules. The first affects the methodology of preparing traffic studies for new development and the second concerns the methodology for preparing air quality and greenhouse gas emissions studies. In summary, both changes will result in these reports becoming more detailed and more costly to prepare. Additional information about both changes can be made available upon the request of the Council.

Attachments (x2):

- Code Enforcement Activity Report – December 2015
- Building Permit Issuance / Application Reports – Butte County: December 2015 and Year end 2015