



- CITY OF BIGGS -  
**PLANNING DEPARTMENT ACTIVITY REPORT**  
**May/June 2016**

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DATE: June 14, 2016  
TO: Honorable Mayor and Members of the City Council  
FROM: Scott Friend, AICP - City Planner  
SUBJECT: Planning Department Monthly Activity Report – May/June 2016

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#### **DEPARTMENT ACTIVITY SUMMARY**

##### Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement Weekly Hours (minimal staffing due to budget; >4hrs./wk.)
- Planning Contract Staffing Hours (minimal staffing due to budget; >5hrs./wk.)
- City Council Meeting: June 14, 2016
- Code Enforcement Nuisance Abatement Hearings (x5): June 7, 2016

##### Major Project Activity and Work Effort Update:

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

###### Annexation:

All Annexation work is completed.

###### USFWS Section 7 Consultation (environmental):

The City's project contact at the USEPA, Ms. Elizabeth Borowiec, has been in contact with staff and indicated that the USFWS generally has 90-days to complete their consultation work on a project. Assuming a full 90-day consultation period is required, substantial progress on this task may not occur until the middle of August.

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

Actions continue to occur in the Downtown area as a result of the City's enhanced enforcement efforts. During the reporting period, the following events occurred:

- *Nuisance Abatement Hearings (x3):*

Fiedler: A nuisance abatement hearing was held on Tuesday, June 7<sup>th</sup> focusing on the building issues associated with vacant, abandoned, dilapidated and hazardous building conditions. Mr. Fiedler attended the hearing. The Hearing Officer concurred with staff's determination that a violation of the Biggs Municipal Code had occurred and assessed a \$1,000 fine against the property which increases by \$250 for every continual 30-days of violation. At the conclusion of the hearing, Mr. Fiedler indicated that he was going to

proceed with demolishing the building. Staff is in the process of finalizing the hearing paperwork for service to the property owners. A nuisance abatement lien will be filed against the property to secure the resolution of the hearing.

- *Mathauser (roof-less structure)*: A nuisance abatement hearing was held on Tuesday, June 7<sup>th</sup> focusing on the building issues associated with vacant, abandoned, dilapidated and hazardous building conditions. Mr. Mathauser attended the hearing. The Hearing Officer concurred with staff's determination that a violation of the Biggs Municipal Code had occurred and assessed a \$1,000 fine against the property which increases by \$250 for every continual 30-days of violation. At the conclusion of the hearing, Mr. Mathauser indicated that he was going to proceed with efforts to demolish the building. Staff is in the process of finalizing the hearing paperwork for service to the property owners. A nuisance abatement lien will be filed against the property to secure the resolution of the hearing.
- *Honan Property (499 B Street)*: A nuisance abatement hearing was held on Tuesday, June 7<sup>th</sup> focusing on the building issues associated with dilapidated and unsafe building conditions. Mr. Honan attended the hearing. The Hearing Officer concurred with staff's determination that a violation of the Biggs Municipal Code had occurred and assessed a \$1,000 fine against the property which increases by \$250 for every continual 30-days of violation. At the conclusion of the hearing, Mr. Honan was asked to engage a structural engineer to prepare and provide a structural stability report for the building documenting that the building was safe for use and exists at present. Staff is in the process of finalizing the hearing paperwork for service to the property owners. A nuisance abatement lien will be filed against the property to secure the resolution of the hearing.

Additional contacts and inquiries regarding activities in the downtown during the reporting period were as follows:

- *Kelly Purvis Property (Saddle Shop – 488 B Street)*: A potential tenant of 488 B Street contacted City Hall to get forms, applications and paperwork for a Conditional Use Permit (CUP) to open a personal training space inside the building. No official submittal for the permit has been received as of the time of the preparation of this report. A second potential tenant who desires to open a beauty salon in the building is currently working with the Butte County Building Department to secure required building permits for modifications to the interior of the building structure in anticipation of opening the business this summer.
3. *Code Enforcement Nuisance Abatement Actions*: The following Code Enforcement nuisance abatement actions occurred during the reporting period:
- *Smith Property (444 D Street)*: A nuisance abatement hearing was held on Tuesday, June 7<sup>th</sup> focusing on the building issues associated with vacant, abandoned, dilapidated and hazardous building conditions. Neither the Smith's nor a representative attended the hearing. The Hearing Officer concurred with staff's determination that a violation of the Biggs Municipal Code had occurred and assessed a \$900 fine against the property which increases by \$250 for every continual 30-days of violation. Staff is in the process of finalizing the hearing paperwork for service to the property owners. A nuisance abatement lien will be filed against the property to secure the resolution of the hearing.
  - *Casey (3007 9<sup>th</sup> Street)*: A Declaration of Public Nuisance was issued to the owner of the structure and a code enforcement violation hearing is in the process of being scheduled for later in the month of May.

4. Zoning Code Update Budget Request:

Work on the update to the City's zoning and subdivision codes has begun. Initial tasks include research, review and acquisition of initial input and feedback.

5. Lot Split/Parcel Map (3069 9<sup>th</sup> Street) Budget Request:

Comments have been received as a result of the routing of the project. At this time no major issues have been identified and it is anticipated that this matter will be on the Council's agenda for consideration at the July City Council meeting.

Monthly Department Activity Report:

1. *Major Land Development/Entitlement Applications: Two (2): Garage Conversions – Dhami (Aleut St. and Fourth Street).* Mr. Sanjeet (Sunny) Dhami, property owner, has submitted two inquiries for convert an existing garage to a habitable bedroom space. Staff has indicated that one of the two requests (3060 Seventh Street) is possible and one is not (Fourth Street duplexes).

2. *Planning Services Activities:*

- Applications: None
  - Fence permits: None
  - Site Plan Reviews: None
- Zoning Code Enforcement (multiple): Conduct of nuisance abatement hearings only due to budget constraints.

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

- +/- 3; zoning check; property line boundary inquiry; and, question regarding lot split potential of an existing parcel.

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

- Please refer to Code Enforcement Monthly Activity report for details
- The fiscal year budget for Code Enforcement activities stands at 97% expended. As such, Code Enforcement activity has been scaled back to 1-2 hours per week through the end of the fiscal year. At this time, no new code enforcement actions or enforcement efforts will be initiated due to funding limitations.

5. *Butte County Building Permit Issuance:*

- *Please refer to the attached reports from the Butte County Building Department (to be provided prior to the Council meeting)*

Miscellaneous / Information:

1. The Butte County Association of Governments (BCAG) has received numerous letters of concern on the Butte Regional Conservation Plan (HCP/NCCP) with most of the letters requesting the BCAG slow the pace of the project to secure more public input and to allow additional time for further analysis. Specific concerns include the proposed "base fee" dollar amount; the total number of acres proposed for conservation; and, the cost and requirement for pre-construction surveys. At this moment, the initial feedback from BCAG project staff is that they plan to ask the BCAG board to slow the Plan consideration effort which will most likely mean that the consideration of the Plan in the Fall/Winter time period will NOT happen.

Attachments (x2):

- Code Enforcement Activity Report – May 2016
- Building Permit Issuance / Application Reports – Butte County: May 2016 (to be provided upon receipt).



**-CITY OF BIGGS -**  
**PLANNING DEPARTMENT ACTIVITY REPORT**  
**CODE ENFORCEMENT**  
*May/June 2016*

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P.O. Box 307  
Biggs, CA 95917

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DATE: June 9, 2016  
TO: Honorable Mayor and Members of the City Council  
FROM: Nicole Deniz - Code Enforcement Officer  
SUBJECT: Planning Department Monthly Activity Report –May 2016

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**DEPARTMENT ACTIVITY SUMMARY:**

Downtown Code Enforcement / Hazardous Building Abatement:

- Dewsnup Property (vacant site): No plans for a future structure have yet been submitted.
- Kelly Purvis Property (Saddle Shop – 488 B): The "new" building owner, Mr. Kelly Purvis, has removed the air-handling equipment on the roof of the rear “awning” and has expressed an intent to re-build the rear “awning” to achieve compliance with the Building Code issue active at the site. .
- On May 10th, First round weed abatement letters were sent out. There was a total of 12. Second rounds are due anytime after May 28th from Cal-Fire.
- On May 25th, Code Enforcement attended the quarterly AVA meeting at the County in Oroville.
- Throughout the month of May, letters were sent out accordingly to the following violations:

**Landscaping/Vegetation: 18**

**Vehicles:5**

**Buildings/Structures:5**

- On June 7, 2016, a public hearing was held for 5 properties:

481 B Street

497 B Street

499 B Street

3007 Tenth Street

444 D Street

The fact of findings for each property are pending and will be available Friday June 10, 2016