



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
September/October 2016

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

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

DATE: October 11, 2016
TO: Honorable Mayor and Members of the City Council
FROM: Scott Friend, AICP - City Planner
SUBJECT: Planning Department Monthly Activity Report – September/October 2016

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Code Enforcement Weekly Hours (avg. of 7-8hrs./wk.; Tues & Wed. from 10am-2pm)
- Planning Contract Staffing Hours (avg. of 5-7hrs./wk.)
- City Council Meeting: October 11, 2016
- Code Enforcement Nuisance Abatement Hearings: *None scheduled*
- Housing Related Grant Program Ad Hoc Cmte.: Committee work completed for now

Major Project Activity and Work Effort Update:

1. *Wastewater Treatment Plant Land Application Project (Environmental Compliance):*

Staff spoke with the project environmental manager, Susan Stewart, on Thursday October 6th and was informed that the project has received clearance from the State Water Board for environmental purposes. It is staff's understanding that final signatures are being sought on environmental clearance paperwork but that a final environmental clearance letter will be prepared for the project during the week of October 10th. With this action, staff believes that the project is now in the hands of the City/Project Engineer for further action and that all environmental clearance paperwork required by the State Water Board will be complete.

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

- No new actions or activities to report at this time.

3. *Code Enforcement – (general):*

The following active code enforcement cases of note are, or were, in process at the time of the preparation of this report:

- *Marijuana-related:* No current marijuana-related actions are known to the City or active.

- *Dhami (various locations)*: Staff is continuing to work with the Butte County Building Department to ensure that all required and necessary permits have been secured for improvement work being done by Mr. Dhami at various locations in town. The Butte County Building Department has issued 'red-tag' notices at two (2) construction locations for work being done without proper permits. Staff is also working with Butte County to verify Mr. Dhami's status as an "owner-builder" on his properties in Biggs. Information from the State Contractor's Licensing Board has been requested on this matter.
 - *Adkins (535 F Street)*: At this time, staff believes that the un-permitted and un-approved construction in the rear-yard of the residence has been halted. The property owner has received approval for the construction of a pool in the west facing side-yard area and thus construction work is occurring at the site.
 - *Marquez (365 B Street)*: Staff is working with the Butte County Building Department to ensure that all work being undertaken at the site has received appropriate permits and approvals.
4. *Land Use / Development Activity*:
- The Planning Department is working with the Public Works Superintendent to secure a signed acknowledgement from the homeowner documenting that the recently constructed fence is located on the public street right-of-way and that should a reason present itself in the future resulting in the need to remove the fence, that the fence will be removed as a result.
5. *Zoning Code Update*:
- Due to an unforeseen schedule conflict, the planned work session with the City Council on this effort has been postponed to the second meeting in October.

Monthly Department Activity Report:

1. *Major Land Development/Entitlement Applications: None.*
2. *Planning Services Activities*:
 - Applications:
 - Fence permits: One (Bivert/Adkins at 535 F Street) - pending
 - Site Plan Reviews: None
 - Other: *None*
3. *Public Contact (non-Code Enforcement/non-application) / Information Requests/ Activity*:
 - Multiple: Staff has received various inquiries regarding development activity around town centering on the work being done by Mr. R. Casey and Mr. S. Dhami. Additionally, staff received an inquiry about the work occurring at the wastewater land discharge site which was referred to the City Engineer; an inquiry about large semi-trucks on B Street; and, an inquiry about the street / sidewalk project (safe routes to school) south of B Street on Second Street. The inquiring party was referred to the City Engineer for more details.
4. *General Information / Public Contact for Planning-Involved Code Enforcement Activity*:
 - Please refer to Code Enforcement Monthly Activity report for specific Code Enforcement activity details.

- October Code Enforcement focus items:
 - Abandoned and Inoperable Vehicles.
 - Un-permitted construction activities.

5. *Butte County Building Permit Issuance:*

- *Please refer to the attached reports from the Butte County Building Division.*

Miscellaneous / Information:

Nothing to report at this time.

Attachments (x3):

- Code Enforcement Activity Report – September 2016
- Building Permit Issuance / Application Reports – Butte County: September 2016



-CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
CODE ENFORCEMENT
September/October 2016

465 C Street
P.O. Box 307
Biggs, CA 95917

PHONE: (530) 868-5447
FAX: (530) 868-5239

DATE: October 5, 2016
TO: Honorable Mayor and Members of the City Council
FROM: Nicole Fillmore-Deniz - Code Enforcement Officer
SUBJECT: Planning Department Monthly Activity Report –October 2016

DEPARTMENT ACTIVITY SUMMARY:

During the month of September, letters were sent out accordingly to the following violations.

Landscape/Vegetation	2990 Fourth Street 485 D Street 2995 Tenth Street 3044 Fourth Street
Parking	Trailer parked in front of 2990 Fourth Street owned by Dave Grein 2995 Tenth Street 3044 Fourth Street
Vehicles	3148 Fourth Street 2995 Tenth Street 2894 Sixth Street
Buildings and Structures	2990 Fourth Street 2997 Seventh Street
Unlawful Outdoor Storage	2990 Fourth Street 3148 Fourth Street 3044 Fourth Street 360 Aleut Street
Utilities	409 F Street



Permits Applied - Summary by Type

Butte County

Date Range Between 9/1/2016 and 9/30/2016

PERMIT TYPE	NUMBER OF PERMITS ISSUED	VALUATION	FEES CHARGED
ETRAKIT	1	\$484.00	\$128.00
WINDOW/GLASS DOOR	1	\$484.00	\$128.00
MISCELLANEOUS	4	\$30,500.00	\$1,020.00
REPAIR	2	\$11,300.00	\$764.00
RE-ROOF RESIDENTIAL	2	\$19,200.00	\$256.00
Totals:	5	\$30,984.00	\$1,148.00



Permits Issued - Summary by Type

Butte County

Date Range Between 9/1/2016 and 9/30/2016

PERMIT TYPE	NUMBER OF PERMITS ISSUED	VALUATION	FEES CHARGED
MISCELLANEOUS	4	\$30,500.00	\$1,020.00
REPAIR	2	\$11,300.00	\$764.00
RE-ROOF RESIDENTIAL	2	\$19,200.00	\$256.00
Totals:	4	\$30,500.00	\$1,020.00