



- CITY OF BIGGS -
PLANNING DEPARTMENT ACTIVITY REPORT
August / September 2017

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DATE: September 5, 2017
TO: Honorable Mayor and Members of the City Council
FROM: David Young - City Planner
SUBJECT: Planning Department Monthly Activity Report – August 2017

DEPARTMENT ACTIVITY SUMMARY

Contract Staff Days/ Agency Meetings / Code Enforcement Activity:

- Planning Contract Staffing Hours (avg. of 5-7hr /wk.)
- City Council Meeting: August 8, 2017
- Code Enforcement Nuisance Abatement Hearings: *None scheduled*
- Housing Related Parks Grant Project
- BCAG HCP/NCP Planning Directors Working Group Meeting: TBD

Major Project Activity and Work Effort Update:

1. *Housing Related Parks Grant Project:*
2. *Land Use / Development Activity:*
 - 3070 10th Street Lot Split – Tentative Parcel Map
 - Applicant has requested the planning department re-open this application.
 - 391 Aleut Street LLA / APN 001-113-008 & 009 / Brian Lumsden
 - Owner has submitted for a lot line adjustment but has decided to put the application on hold until the City Council considers amending the zoning code to allow for smaller parcels within the City of Biggs.
 - 3115 9th Street - Brattain Modular – Condition of Approval Compliance
 - Applicant satisfied Condition of Approval #11 on August 23, 2017 – Confirmed with Butte County Building Department.

Monthly Department Activity Report:

1. *Major Land Development/Entitlement Applications: None*
2. *Planning Services Activities:*
Applications:

- Kent – Fence Permit – Processed and approved on 09-06-17
3. *Public Contact (non-Code Enforcement/non-application) / Information Requests/ Activity:*
 - Paul Pratt – Conex Box inquiries – will provide address, APN, and further 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.
 5. *Butte County Building Permit Issuance:*
 - Please refer to attached Building Permit / Application reports from Butte County.

Miscellaneous / Information:

1. 3069 8th Street Lot Split / APN 001-173-006 –City owned Parcel. The City desires to split this lot into two smaller lots. To allow this to happen the City must amend the zoning code. To help with decisions staff has reviewed average lot sizes for neighboring jurisdictions and have outlined them in the table below. Currently the City does not allow lot sizes smaller than 7500 in R-1 and R-2 zoning districts.

	Live Oak	Gridley	Orland	Butte County
R-1	6000	7500	6000	13,500
R-2	6000	5000	6000	6000

2. Eave Requirements: At the meeting on August 8, 2013, the Council requested additional information on minimum eave/roof overhangs from other jurisdictions. Staff will discuss a range of potential options for discussion.