



Mariposa County

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Mariposa County MINUTES of the Code Compliance Advisory Committee



ROB FOX
GABRIEL EDWARDS
SHELLEY CUMMINGS
CL RHODES
KRIS CASTO
KEN MELTON

CHAIR
VICE-CHAIR
SECRETARY
MEMBER
MEMER
MEMBER

FINAL MINUTES OF THE CODE COMPLIANCE ADVISORY COMMITTEE

September 13, 2024 (Approved 2/14/25)

A. Call to Order and Roll Call

Rob Fox, Chair, opened the meeting at 2:04 p.m. and announced there was a quorum.

Members Present: Robert Fox, Ken Melton, Colleen Rhodes, Kris Casto, Gabe Edwards

Public Present: Al Golub, Floyd Davis

Members Excused: Shelley Cummings

County Staff Present: Steve Engfer (Planning Director), Sophea Craighead (Planning)

B. Public Comment on Non-Agenda Items

For items within the jurisdiction of the Code Compliance Advisory Committee and not on today's agenda. No action will be taken on non-agenda items.

Public comment received by Floyd Davis (resident), shared informative information regarding the California Association of Code Enforcement Officers meeting in Fresno, CA. He provided a handout and encouraged the public to attend the meeting.

C. Approval of Minutes

1. Review and Approve Minutes from August 19, 2024 meeting.

Prior to roll call, Fox announced that the draft minutes from August 19, 2024 meeting on the agenda was a clerical error and the correct date should be August 9, 2024.

Rhodes requested to table the August 9, 2024 draft minutes to the October 11, 2024 meeting as she would like to review the minutes in further details.

By motion of Rhodes, seconded by Edwards, the Code Compliance Advisory Committee tabled the draft minutes of August 9, 2024 to the October 11, 2024 meeting. 5 Ayes, 0 nays, 1 excused (Shelley Cummings), 0 abstained. Motion passed.

D. Discussion and Possible Action

1. Continued discussion regarding Board of Supervisor Direction on the Code Compliance Program: Step 1 – Amnesty Program, Finalize edit for CCAC Recommendation to the Board of Supervisors.

Planning Director, Steve Engfer provided an update regarding the changes made to Step 1 – Amnesty Program from the previous CCAC's meeting, and noted that he has since worked with the Chair and Rhodes for the revised version and recommended that the CCAC move Step 1- Amnesty Program forward.

Rhodes asked what the CCAC's role is in finalizing the Amnesty Program document. She pointed out that during the May 14, 2024 Board meeting the Supervisors asked for code compliance program updates from Planning staff not from the advisory committee itself. She listened to the Board meeting and heard the Supervisors' request. During the previous CCAC meeting the CCAC began a line edit of staff's document, which does not seem appropriate to Rhodes since it is staff's document. If the CCAC had written an Amnesty Program document, Rhodes would have recommended that it be written very differently and would have included a policy statement, goals, objectives, and deliverables. In her estimation, this staff document doesn't actually meet the needs of the Board, and a line-edit doesn't remedy its deficiencies; further, it isn't clear why it is being line-edited by an advisory committee. It isn't clear that advisory committee members should be involved in working over this document at this point in its development when it appears that the Board has asked for a report from staff. Since this is staff's document, it might be better for the CCAC to not be involved with this document.

Engfer noted that the 4 steps of the Amnesty Program was created with the CCAC's input and he agreed with Rhodes that there was more work that needed to be done in conjunction with creating the policy's objective, and that this document is an overview which does not contain the details. In order to initiate the program's objective the overview needed to be completed first.

A discussion occurred with Rhodes suggesting to make it simple, so the public will willingly come to remedy the violation. Edwards suggested that letters are sent to all open cases stating the intent was to remedy the violation.

After discussion, the CCAC agreed to review the Step 1-Amnesty Program by each line item, and the following changes were made:

1. "The amnesty program will apply to existing non-compliant properties (existing compliance cases and/or volunteered self-reported properties). And/or other identified qualifying properties" has been changed to *"The amnesty program will be available to all property owners. Eligibility for amnesty will apply to those property owners who have one or more existing code violations."*
2.
 - b. "Optional six-month extension(s) based on bi-monthly reviews, program

progress and at the direction of the BOS.” Per Edwards, to include “*intent for staff*” after the direction of the BOS.

3. *Item #3 becomes Item #4*

Replace the word “Limitations” with “Exception” to read as follow: *Exceptions to Amnesty Program Participation.*

3.a. *will become 4.a.*

“Immediate life, health, safety, or public nuisance (pursuant to state law) are not eligible for the program” changed to state “*Life, health, safety or public nuisance violations (pursuant to state law) are not eligible for the program.*”

3.b. *will become 4.b.*

Replace “Not applicable to violations created on the property after the Amnesty Program inception date for registration and confirmation of registrants.” With “*Public nuisance violations (pursuant to state law) are not eligible for the program.*”

Add 3.c. *will become 4.c.*

to state “*Violations created on the property after the property owner inception date for registration and registrants to the Amnesty program are not eligible for the program.*”

4. *Move item #4 up to become Item #2.*

Changed “No fines or additional fees will be charged to any property that registers for the program for any violations that existed on the program’s initiation date. This includes any future fines or fees resulting from amendments to the Mariposa County Code (MCC) adopted subsequent to the registration of the property in the program” to read as follow:

“*No violation fines or fees will be charged to any property owner who registers for the program for any violations that existed prior to the program application submittal date. This includes any future fines or fees resulting from amendments to the Mariposa County Code (MCC) adopted subsequent to the registration of the property in the program.*”

5. Changed “Mariposa County Permit fees and requirements of the California Building Code shall not be waived. Including school fees when applicable” to state as follow:

“Mariposa County permit fees, and requirements of the Mariposa County Building Codes, including school fees shall not be waived.”

6. Mariposa Pathway to Compliance 2024 Registration.

Replaced the word “Registration with “Application” to state:

Mariposa Pathway to Compliance 2024 Application:

6.b. Form to include the following information (below are the changes made to section 6.b)

- i. Changed the word "Name" to "Property Owner Name".*
- ii. Revised from "Address" to "Address and/or APN (Assessor's Parcel Number)."*
- v. Changed "Description of issues/violations." to "Description of issues/violations as my be know."*
- vii. Adding "Mariposa County" to state: "Acknowledgement that standard Mariposa County Building permit fees apply".*
- viii. Replace "Acknowledgement standard building code apply" with "Office use only section for verification of application submittal date".*

Replace "*" with subitem "h" to state as follow:

h. Correspondence to include the relevant program details including but not limited to:

#1 becomes h.1. Time frame for registration.

#2 becomes h.2. and replace the word "Implications" with "The consequences" to state as follow: The consequences of not completing the required repairs is:

h.2.a. changed from "Filing of Notice of Non-Compliance upon expiration of permit to correct." to "Filing of notice of Non-Compliance against the subject property upon expiration of the time allowed for correction.

Due to lack of time, Engfer requested that the committee email Planning staff with any additional edits.

- 2. Continued Discussion regarding Board of Supervisors Direction on the Code Compliance Program: Step 2 – 4 Review Discussion including Relationship to Development Code Update Project.**
- 3. Discussion and Prioritization of 224 Goals and Objectives.**
- 4. Over the Counter Permit Process Update.**

E. Future Agenda Items

- 1. November Meeting – Tyler Project Presentation – Compliance Function Presentation.
- 2. Over the Counter Permit Process Update.
- 3. Abandon Vehicle Abatement (AVA) – per Edwards**

F. Adjournment

By motion of Casto, seconded by Edwards, the Code Compliance Advisory Committee meeting adjourned at 4:20 p.m. 5 ayes, 0 nays, 1 excused (Shelley Cummings). Motion passed.

Minutes prepared and submitted by Sophea Craighead, Office Technician.