



TOWN OF FAIRFAX

STAFF REPORT

November 6, 2013

TO: Mayor and Town Council

FROM: Mark Lockaby, Building Official *ML*

SUBJECT: Discussion/consideration of the status of the clean-up of the property located at 159 Willow Avenue

RECOMMENDATION

Consider/discuss status report regarding the on-going clean-up and abatement of violations at 159 Willow Avenue.

DISCUSSION

As the Council is aware, the Building/Code Enforcement Division of the Planning and Building Services Department has been monitoring the property at 159 Willow Avenue to ensure that there is continued progress towards compliance with all Zoning and Building Codes.

On October 28, 2013 the Building Official and the Principal Planner met with Roy Murrin and his sister Kathy Garretson at the property. Mr. Murrin's brother and sister are now helping to bring the property into compliance. We conducted another inspection of the entire property and produced a list of items that will need to be addressed with dates for compliance (see attached).

The Building Official will provide additional details at the Council meeting. Staff will continue to monitor progress of the property owner and take action as needed to gain compliance including citations and nuisance abatement actions. Future progress reports will be made under the Town Manager report to Council.

FISCAL IMPACT

Many hours of staff time have been spent trying to get the property into compliance with all Zoning Regulations, Town Codes and the Building Codes.

Attachments

AGENDA ITEM # 24

November 1, 2013

Certified letter # 7013 1710 0001 2369 7064
Copy sent 1st class mail

Gina Longo
159 Willow Avenue
Fairfax, CA. 94930

NOTICE OF FAIRFAX TOWN COUNCIL ACTION

Dear Ms. Longo,

At their October 2, 2013 meeting the Fairfax Town Council directed staff to continue to monitor the property at 159 Willow Avenue and to work towards bringing the property into compliance with all Town Code, Zoning and Building regulations by establishing a checklist with timeframes for compliance.

On October 2, the Building Official and the Principal Planner met with your representative Roy Murrin and his sister Kathy Garretson at the property. Mr. Murrin's brother and sister are now helping to bring the property into compliance. Following is the list of items that need to be addressed, and the amount of time allowed to complete each item:

159 WILLOW AVENUE - CLEAN-UP/VIOLATION CHECKLIST	
VIOLATIONS	AMOUNT OF TIME TO COMPLETE TASK OR SUBMIT APPLICATION TO LEGALIZE
Garage being used for storage - must be available for parking	60 Days
Remove unusable items from the site of the garage and the rear deck.	60 Days
Move household items on rear deck inside or store off-site	60 Days
Remove salvaged enclosure material from the sides of the rear deck	60 Days
Remove the items being stored beneath the rear deck and remove enclosure siding that was not built as a part of the deck.	60 Days

Remove the plumbing from both the kitchen and the bathroom in the accessory structure, all the kitchen and bath improvements and the partition walls.	60 Days
Remove the second kitchen from the lower level of the residence	90 Days
Remove the bathroom from the lower level of the residence, or reinstall the internal stairway connecting the two living levels of the home	90 Days
Remove the two damaged/disabled electrical panels from the north side of the house (one on the rear deck enclosure and one on the north side shed attached to the home)	30 Days
Remove the wood stove from the family room.	30 Days

All of the items listed must be brought into compliance, within the time allowed. Failure to comply will result in the Town issuing an administrative citation in the amount of \$100.00. Continued failure to comply will result in fines increasing to \$200.00 and then to \$500.00. Once the fine reaches \$500.00 the fines will remain at the rate of \$500.00 per day until compliance is achieved.

If you have any questions regarding this matter, please contact the Department of Planning and Building Services.

Sincerely,



Mark Lockaby
Building Official