

**STAFF REPORT TO THE ADMINISTRATIVE REVIEW PANEL
FOR CONSIDERATION AT THE HEARING ON JANUARY 4, 2024**

PREPARED BY: Amanda Lunsford, Code Enforcement Officer

PREPARED FOR: Administrative Board of Appeals

APPROVED BY: Curt Michael, Code Enforcement Manager

DATE: November 16, 2023

SUBJECT: Case No. CE2305-0195
[REDACTED] William Reed Dr. Antioch, CA 94509
Violation of Antioch Municipal Codes:
5-2.202(A)(2); 7-2.623(A)(2)

REQUEST:

[REDACTED] has requested a hearing to appeal Citation #400221, issued September 11, 2023, for the following violations of the Antioch Municipal Code:

§ 5-1.202 SPECIFIC NUISANCES PROHIBITED.

It is unlawful and a public nuisance for any property owner or any person leasing, occupying or having possession or control or dominion of any premises in this city to maintain such premises or to permit, suffer or allow such premises to be maintained in such a manner that any one or more of the conditions or activities described in the following divisions are found to exist, with such list not intended to be exclusive:

(A) *Property inadequately maintained.*

(2) Premises on which overgrown, dead or decayed trees, weeds or other vegetation pose a risk of harm to the public, or constitute visual blight or reduce the aesthetic appearance of the neighborhood, or are offensive to the senses, or are detrimental to the use and enjoyment of nearby properties, or reduce nearby property values due to its visibility from the public right-of-way;

§7-2.623 NO ENCROACHMENT OF PUBLIC RIGHT OF WAY

(A) Planting or erection

(2) No tree, hedge, shrub, or other planting whatever, fence, or similar structure shall be maintained across any existing walkway in a sidewalk area or shoulder. No encroachment of any nature which impedes/obstructs the public right-of-way or which impedes adequate sight distance.

(See "Attachment #1A" for Reference")

BACKGROUND INFORMATION:

On 05/15/2023, I performed an initial inspection of the property located at [REDACTED] William Reed Dr. Upon my inspection I noted a massively overgrown tree and shrubs in the front landscape strip. The tree was hanging too low over the street and sidewalk, and the shrubs were encroaching upon the street and sidewalk. There were weeds in the front landscape and dry debris piled upon the driveway, leaves and dry weeds. I took and uploaded photographs. I issued a notice of violation via mail. I set a follow up inspection date for 5/31 as noted on the notice and order. True and accurate copies of the notice of violation and photographs from May 15, 2023, are attached as "Attachment 1".

On 08/25/2023, I performed a reinspection of the property, I noted old violations remained and new violations existed. The entire front landscape was overgrown and encroaching upon the public right of way. There were overgrown weeds and shrubs and a tree, located in the front landscape strip, hanging too low over the street and sidewalk. There were two garbage cans sitting in the front landscape. I took and uploaded photographs. Due to the time lapse of the last notice and the additional violations, I issued an additional notice of violation. I contacted the owner [REDACTED] via phone number extracted from INCODE, and advised of all violations currently upon the property. I explained how to bring the property into compliance. She understood all violations. I agreed to reinspect on or after 9/11/2023, as noted on the notice of violation mailed to the property. The property must be in compliance by September 11, 2023, to avoid a citation unless the property owner requests additional time by contacting me. True and accurate copies of the notice of violation and photographs from August 25, 2023 are attached as "Attachment 2".

On 09/11/2023, Upon reinspection of the property, I noted violations remained. The tree in the front landscape strip had been trimmed but continued to hang too low over the sidewalk encroaching upon the public right of way. There was overgrown vegetation throughout the front and side landscape and growing up through the cracks of the driveway. The garbage cans were in the street; however, it was a garbage service day. I will check for compliance of the garbage cans upon my next inspection. I took and uploaded photographs. I attempted contact via knock and talk and via phone number extracted from INCODE, [REDACTED] with negative results. No additional contact was initiated by the property owner prior to this inspection. I issued a citation, citation #400221, in the amount of \$440.00. I will reinspect on or after 10/05/2023.

Citation #400221

\$100.00 5-1.202(A)(2) Overgrown vegetation

\$100.00 7-2.623(A)(2) Encroachment

\$240.00 Reinspection fee

\$440.00 Total

True and accurate copies of the citation and photographs from September 11, 2023 are attached as "Attachment 3".

On 09/20/2023, I received a call from the property owner, identifying himself as [REDACTED]. He was issued a citation due to the overgrown shrubs in the front yard and his garbage cans and he wanted the citation removed. The citation was issued on a Monday and Monday is garbage service day. I advised [REDACTED] that I had spoken with [REDACTED] co-owner, via phone, and provided education on how to bring the property into compliance. I advised that the citation was issued due to all the overgrown vegetation, weeds, shrubs, and the tree hanging too low over the street and sidewalk encroaching upon the public right of way. I did not issue the citation for the garbage cans because it was garbage day. I advised [REDACTED] if the property is in compliance by 10/05/2023 no other fines or fees will be issued. I never received a call from [REDACTED] regarding the conditions of the property, prior to issuing the citation.

On 10/04/2023, I was performing reinspection's on other cases on William Reed Dr and noted the property at [REDACTED] William Reed Dr. appeared to be in compliance one day prior to my scheduled inspection date. I reinspected the property thoroughly for complete compliance. I noted all violations had been corrected. The overgrown, dry, dead, vegetation, weeds and shrubs, were cut, trimmed, and disposed of. The tree hanging too low over the street and sidewalk was cut to the appropriate lengths. The garbage cans were stored out of public view on a non-service day. I took and uploaded photographs. No other violations were identified. The case was closed. I took and attached true and accurate photographs from the inspection. The photographs are attached as "Attachment 4".

On 11/15/2023, Upon a monthly inspection of the property, I noted the property was in compliance. All vegetation, trees, shrubs, and weeds remained cut and trimmed to the appropriate lengths. The garbage cans remained out of view on a non-service day. Garbage service days are Monday, and my inspection was performed on a Wednesday. I will continue to monitor the property monthly, as long as, the citation issued to the property on 9/11/2023, is in the appeals process. My next monthly inspection is scheduled for Thursday December 14, 2023. The property remains in compliance. I took and attached true and accurate photographs from the inspection. The photographs are attached as "Attachment 5".

On 12/20/2023, Upon a monthly inspection of the property, I noted the shrubs were cut and trimmed and well maintained. The driveway was cleared of all vegetation growing up through the cracks and the tree in the front landscape strip was cut and trimmed to the appropriate heights. There were no weeds or dead decaying vegetation in the front landscape. There was an abundance of leaves covering the front lawn and encroaching upon the sidewalk. The leaves appear to be from the recent storm and as long as the encroachment is cleared within an appropriate amount of time, no notice of violation will be issued. I took and uploaded photographs. I will reinspect for continued compliance one day prior to the BOAA hearing scheduled for January 4, 2024. I took and attached true and accurate photographs from the inspection. The photographs are attached as "Attachment 6".

RECOMMENDATION:

Recommendation to uphold Citation #400221, in the amount of \$440.00, issued to [REDACTED] and [REDACTED] on September 11, 2023, for violation of Antioch Municipal Code sections 5-1.202(A)(2) and 7-2.623(A)(2). Upon issuance of the citation on September 11, 2023, the property was in violation and the Property Owner was educated on how to bring the property into compliance prior to the citation being issued.

§ 5-1.202 SPECIFIC NUISANCES PROHIBITED.

It is unlawful and a public nuisance for any property owner or any person leasing, occupying or having possession or control or dominion of any premises in this city to maintain such premises or to permit, suffer or allow such premises to be maintained in such a manner that any one or more of the conditions or activities described in the following divisions are found to exist, with such list not intended to be exclusive:

(A) *Property inadequately maintained.*

(1) (a) The keeping, storage, depositing or accumulation on the premises of any personal property, including, but not limited to, abandoned, wrecked, dismantled, discarded or inoperable equipment, appliances, furniture, containers, packing materials, scrap metal, wood, building materials, junk, solid waste, rubbish, trash and debris, dirt, sand, gravel, concrete or similar materials that is visible from the public right-of-way and:

1. Poses a risk of harm to the public; or
2. Constitutes visual blight or reduces the aesthetic appearance of the neighborhood; or
3. Is offensive to the senses; or
4. Is detrimental to the use and enjoyment of nearby properties; or
5. Reduces nearby property values due to the visibility from the public right-of-way.

(b) However, wood and building materials being used or to be used for a project of repair or renovation for which a valid and current building permit has been obtained may be stored for such period of time as is necessary expeditiously to complete the project not to exceed one year;

(2) Premises on which overgrown, dead or decayed trees, weeds or other vegetation pose a risk of harm to the public, or constitute visual blight or reduce the aesthetic appearance of the neighborhood, or are offensive to the senses, or are detrimental to the use and enjoyment of nearby properties, or reduce nearby property values due to its visibility from the public right-of-way;

(3) Any swimming pool, pond or other body of water which is abandoned, unattended, unfiltered or otherwise not maintained, resulting in the water becoming polluted by excess bacterial growth or by the presence of garbage, refuse, debris, papers or any other foreign matter or material which creates an unhealthy or unsafe condition;

(4) Maintenance of premises in such a manner that matter, including, but not limited to, smoke, odors, dust, dirt, paint spray, or debris, is permitted to be transported by wind or water or otherwise upon any street, course, alley, sidewalk or other public property or onto neighboring or adjacent properties so as to pose a risk of harm to the public, or to create a condition which is offensive to the senses, or detrimental to the use and enjoyment of nearby properties, or reduces nearby property values;

(5) Failure to install or to maintain landscaping required by this Code or other requirements of the city or Antioch Development Agency. Required landscape maintenance under this section includes, but is not limited to, providing adequate watering to maintain and prevent dead and dying lawns or other landscaping plantings in all residential districts when any residential lawn or landscaping planting has been installed and is visible from the public right-of-way, except in the event that water rationing measures have been imposed;

(6) Storage of solid waste, green waste or recyclable containers, receptacles or bins in front or side yards that are visible from the public right-of-way in excess of 48 hours, unless the City Manager grants an exception because the layout or configuration of the premises would impose a substantial

§ 7-2.623 TREES, HEDGES, FENCES, AND SHRUBBERY.

(A) *Planting or erection.*

(1) No tree, hedge, fence, shrub, or similar structure shall be planted, erected, or maintained in a watercourse or right-of-way without a permit.

(2) No tree, hedge, shrub, or other planting whatever, fence, or similar structure shall be maintained across any existing walkway in a sidewalk area or shoulder. The intent of this restriction is to keep free a walkway for pedestrian or other lawful public travel without interference by or with vehicular travel. No encroachment of any nature shall be permitted or maintained which impedes, obstructs, or denies such pedestrian or other lawful travel within the limits of the right-of-way of a public street or which impairs adequate sight distance for safe pedestrian or vehicular traffic.

(B) *Acceptable trees for street planting.* All trees and shrubs planted in any public planting strip or other place on public streets shall conform as to specie, spacing, and location to the Schedule of Acceptable Trees for Street Planting issued by and approved by the City Engineer.

(C) *Care and removal of trees and shrubs by city.* The City Engineer or his duly authorized representative may cause to be trimmed, pruned, or removed any tree, hedge, shrub, plant, or vegetation in any public street, planting strip, or other public space or public easement when not in conformity with the provisions of this chapter or when endangering the use of public facilities.

(D) *Abuse of trees and shrubs.* It shall be a violation of the provisions of this chapter to abuse, destroy, or mutilate any tree, hedge, shrub, or plant in a public planting strip or in any public street, public easement, or public place, or to attach or place any rope or wire (other than one used to support a young or broken tree), sign, poster, handbill, or other thing to or on any tree growing in a public place or planting strip, or to cause, permit, or allow any gaseous, liquid, or solid substance which is harmful to such tree to come in contact with its roots or leaves.

(E) *Maintenance.* The permittee, or the owner of the adjacent property, shall maintain the trees, hedges, shrubs, walls, fences, or similar structures erected for landscaping purposes in a neat and orderly condition at all times. If the encroachment is not maintained as specified in this chapter, the City Engineer may direct the permittee or property owner to remove the encroachment and restore the right-of-way or watercourse to its former condition at the expense of the permittee or property owner.

(F) *Lawns.*

(1) Notwithstanding anything contained in this chapter to the contrary, any person may plant and maintain a lawn of any grass, or type not prohibited by other law, within the right-of-way of a public street without a written permit; provided, however, the lawn shall not extend into the traveled way of the public street nor into the drainage ditches, gutters, or other drainage facilities.

(2) The general public may not be denied the use of the planted area for pedestrian or other lawful travel. The city may use the planted area for any purpose whatever and may issue a permit to any applicant to go thereon to perform work or otherwise encroach pursuant to the provisions of this chapter. If the lawn is damaged or disturbed in the course of an authorized encroachment, the lawn will be removed and replaced by the permittee unless the permit specifically states otherwise.

('66 Code, § 7-2.623) (Ord. 41-C-S, passed 2-7-68) Penalty, see §§ 1-2.01 et seq.



**NOTICE OF VIOLATION OF ANTIOCH MUNICIPAL CODE AND
MAINTAINING A PUBLIC NUISANCE IN THE CITY OF ANTIOCH**

To: PROPERTY OWNER
 Location of property: WILLIAM REED DR
 APN: [REDACTED] Date of Inspection: 5-15-23 Case # CE 2305-0195

The property listed above has been found to be in violation of the City of Antioch's Municipal Code. The violation(s) marked below require immediate action by the property owner/resident. Failure to correct these violation(s) by the date indicated will result in further actions being taken by the City.

Antioch Municipal Code Section:

<input type="checkbox"/>	4-16.03 - Major automotive repairs in public view in a residential district.
<input type="checkbox"/>	5-1.202(A)(1)(a) - Property inadequately maintained. Inoperable equipment, junk, rubbish, building materials, and/or containers in public view.
<input checked="" type="checkbox"/>	5-1.202(A)(2) - Overgrown, dead or decayed trees, weeds or other vegetation posing a risk of harm to the public and/or create visual blight.
<input type="checkbox"/>	5-1.202(B) - Building or structures which are broken, deteriorated, or in a state of disrepair including: walls, fences, signs, retaining walls.
<input type="checkbox"/>	5-1.202(C)(1) - Vacant building, structure or other property that is unsecured.
<input type="checkbox"/>	6-3.02 - Solid waste and recycling; mandatory service.
<input checked="" type="checkbox"/>	7-2.623(A)(2) - No encroachment of any nature which impedes/obstructs the public right-of-way or which impairs adequate sight distance.
<input type="checkbox"/>	8-1.02 - Building permits required to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish any building.
<input type="checkbox"/>	9-5.1101 - Sight obstructions at intersections (and driveways).
<input type="checkbox"/>	9-5.1210 - Tree branches shall be trimmed at least 7 feet over the sidewalk and 14 feet over the street.
<input type="checkbox"/>	9-5.3830(A)(2) - It shall be unlawful to keep or maintain any recreational vehicle as a temporary or permanent residence upon any lot or parcel.
<input type="checkbox"/>	9-5.3830(B)(2)(a) - Parking on an unpaved surface on the front of the property
<input type="checkbox"/>	9-5.3830(B)(3) - Outdoor parking or storage of inoperable, wrecked vehicle or parts thereof, including watercraft.
<input type="checkbox"/>	9-5.3830(B)(9) - Parking or storing recreational vehicle on the front of the property, including the driveway, without a permit
<input type="checkbox"/>	9-5.3830(C)(2) - Parking on an unpaved surface on the rear of the property
<input type="checkbox"/>	Other:

Required Corrections: You must correct the violation(s) noted above by the deadline on this notice.

A re-inspection will be performed on or shortly after the deadline. If you fail to correct the violation(s) by the deadline on this notice, the City may issue Administrative Citations which carry fines ranging from \$100 to \$1,000 per violation for every day the violation(s) are permitted to remain. A re-inspection fee of \$240 will be added to each citation. In addition to citations, the City may take any other legal action(s) necessary to bring the property into compliance.

If you have questions regarding this notice, you may contact me at the number indicated below.

Notes: CUT, TRIM, AND DISPOSE OF ALL OVERGROWN
VEGETATION ENCRoACHING UPON THE PUBLIC
RIGHT OF WAY. BRING THE PROPERTY INTO
COMPLIANCE BY THE DATE LISTED BELOW
TO AVOID ADDITIONAL FINES & FEES.

The property owner is responsible for all costs involved with the City's investigation of this nuisance including citations, inspection fees, hearing costs, and any other cost incurred by the City if forced to abate this nuisance.

Correct violation(s) by: 5-31-23 Officer: AL

Request building permit(s) by: _____ Phone: 925-779-6156 Date: 5-15-23

Community Development Department - Code Enforcement

P.O. Box 5007 • 200 H Street • Antioch, CA 94531-5007 • Tel: 925-779-7042 • Fax: 925-779-7034 • www.ci.antioch.ca.us

WHITE - FILE / YELLOW - OWNER / PINK - POST









CASE CLOSED

OCT 05 2023



CITY OF ANTIOCH
CODE ENFORCEMENT

**NOTICE OF VIOLATION OF ANTIOCH MUNICIPAL CODE AND
MAINTAINING A PUBLIC NUISANCE IN THE CITY OF ANTIOCH**

To: PROPERTY OWNER
Location of property: WILLIAM REED DR
APN: [REDACTED] Date of Inspection: 8-25-23 Case #: CE2305-0195

The property listed above has been found to be in violation of the City of Antioch's Municipal Code. The violation(s) marked below require immediate action by the property owner/resident. Failure to correct these violation(s) by the date indicated will result in further actions being taken by the City.

Antioch Municipal Code Section:

<input type="checkbox"/>	4-16.03 - Major automotive repairs in public view in a residential district.
<input type="checkbox"/>	5-1.202(A)(1)(a) - Property inadequately maintained. Inoperable equipment, junk, rubbish, building materials, and/or containers in public view.
<input checked="" type="checkbox"/>	5-1.202(A)(2) - Overgrown, dead or decayed trees, weeds or other vegetation posing a risk of harm to the public and/or create visual blight.
<input type="checkbox"/>	5-1.202(B) - Building or structures which are broken, deteriorated, or in a state of disrepair including: walls, fences, signs, retaining walls.
<input type="checkbox"/>	5-1.202(C)(1) - Vacant building, structure or other property that is unsecured.
<input type="checkbox"/>	6-3.02 - Solid waste and recycling; mandatory service.
<input checked="" type="checkbox"/>	7-2.623(A)(2) - No encroachment of any nature which impedes/obstructs the public right-of-way or which impairs adequate sight distance.
<input type="checkbox"/>	8-1.02 - Building permits required to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish any building.
<input type="checkbox"/>	9-5.1101 - Sight obstructions at intersections (and driveways).
<input checked="" type="checkbox"/>	9-5.1210 - Tree branches shall be trimmed at least 7 feet over the sidewalk and 14 feet over the street.
<input type="checkbox"/>	9-5.3830(A)(2) - It shall be unlawful to keep or maintain any recreational vehicle as a temporary or permanent residence upon any lot or parcel.
<input type="checkbox"/>	9-5.3830(B)(2)(a) - Parking on an unpaved surface on the front of the property
<input type="checkbox"/>	9-5.3830(B)(3) - Outdoor parking or storage of inoperable, wrecked vehicle or parts thereof, including watercraft.
<input type="checkbox"/>	9-5.3830(B)(9) - Parking or storing recreational vehicle on the front of the property, including the driveway, without a permit
<input type="checkbox"/>	9-5.3830(C)(2) - Parking on an unpaved surface on the rear of the property
<input checked="" type="checkbox"/>	Other: <u>5-1.202(A)(6) CAUSING PUBLIC VIEW</u>

Required Corrections: You must correct the violation(s) noted above by the deadline on this notice.

A re-inspection will be performed on or shortly after the deadline. If you fail to correct the violation(s) by the deadline on this notice, the City may issue Administrative Citations which carry fines ranging from \$100 to \$1,000 per violation for every day the violation(s) are permitted to remain. A re-inspection fee of \$240 will be added to each citation. In addition to citations, the City may take any other legal action(s) necessary to bring the property into compliance.

If you have questions regarding this notice, you may contact me at the number indicated below.

Notes: CUT, TRIM, AND DISPOSE OF ALL OVERGROWN
VEGETATION INCLUDING WEEDS, TREES, AND
SHRUBS ENCROACHING UPON THE PUBLIC RIGHT
OF WAY. REMOVE CAUS FROM FRONT LANDSCAPE
AND PLACE OUT OF VIEW BY DATE LISTED BELOW
TO AVOID A CITATION

The property owner is responsible for all costs involved with the City's investigation of this nuisance including citations, inspection fees, hearing costs, and any other cost incurred by the City if forced to abate this nuisance.

Correct violation(s) by: 9-11-23 Officer: A.L.

Request building permit(s) by: _____ Phone: 925-779-6156 Date: 8-25-23

Community Development Department - Code Enforcement

P.O. Box 5007 • 200 H Street • Antioch, CA 94531-5007 • Tel: 925-779-7042 • Fax: 925-779-7034 • www.ci.antioch.ca.us

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Aug 24, 2023



Aug 24, 2023



Aug 24, 2023





Aug 24, 2023

**ADMINISTRATIVE
CITATION**

Citation # **400221**
Case #: **CE2305-0195**

City of Antioch

- ☒ Code Enforcement -- (925) 779-7042
☐ Police Department -- (925) 779-6900
☐ Animal Control -- (925) 779-6989

CITATION PROCESSING CENTER -- (800) 969-6158

Date of Violation **9-11-23** Time **1200** ☐ AM ☐ PM Day of Week **MONDAY**

Location of Violation

WILLIAMS REED DR

Citation Issued To (owner/resident/business)

Address (if different than violation)

WILLIAMS REED DR

City

ANTIOCH

State

CA

Zip

94509

You are being issued an Administrative Citation for the violation(s) listed below. Continued violation may result in additional Administrative Citations and/or legal action.

- ☒ 1st Violation -- \$100.00/\$130.00
☐ 2nd Violation -- \$500.00/\$700.00
☐ 3rd Violation -- \$1,000.00/\$1,300.00

Refer to the back of this citation for information on paying the amount indicated.

Code Section	Description of Violation	Fine Amount
5-1.202(A)(2)	VEGETATION	\$ 100.00
7-2.623(A)(2)	ENCROACHMENT	\$ 100.00
		\$
		\$
		\$
		\$

REINSPECTION FEE: \$ 240.00 TOTAL DUE: \$ 440.00

Notes:

CUT, TRIM, AND REMOVE ALL OVERGROWN ENCROACHING VEGETATION INCLUDING TREE HANGING TOO LOW OVER THE STREET AND SIDEWALK, PLACE GARBAGE CANS OUT OF VIEW ON NON-SERVICE DAYS.

Issuing Officer

A.L.

ID number

E6158

Date Issued

9-11-23

TO AVOID ADDITIONAL CITATIONS, CORRECT THE VIOLATION(S) BEFORE:

10-05-23

Pay online at: www.CitationProcessingCenter.com

Mail check or money order payment to:

925

779-6156

City of Antioch

C/O Citation Processing Center

P.O. Box 7275

Newport Beach, CA 92658-7275

CITATION PROCESSING CENTER -- (800) 969-6158

SEE REVERSE SIDE FOR IMPORTANT INFORMATION

WHITE -- FILE COPY / YELLOW -- VIOLATION COPY / PINK -- MAIL COPY









Sep 11, 2023



Sep 11, 2023



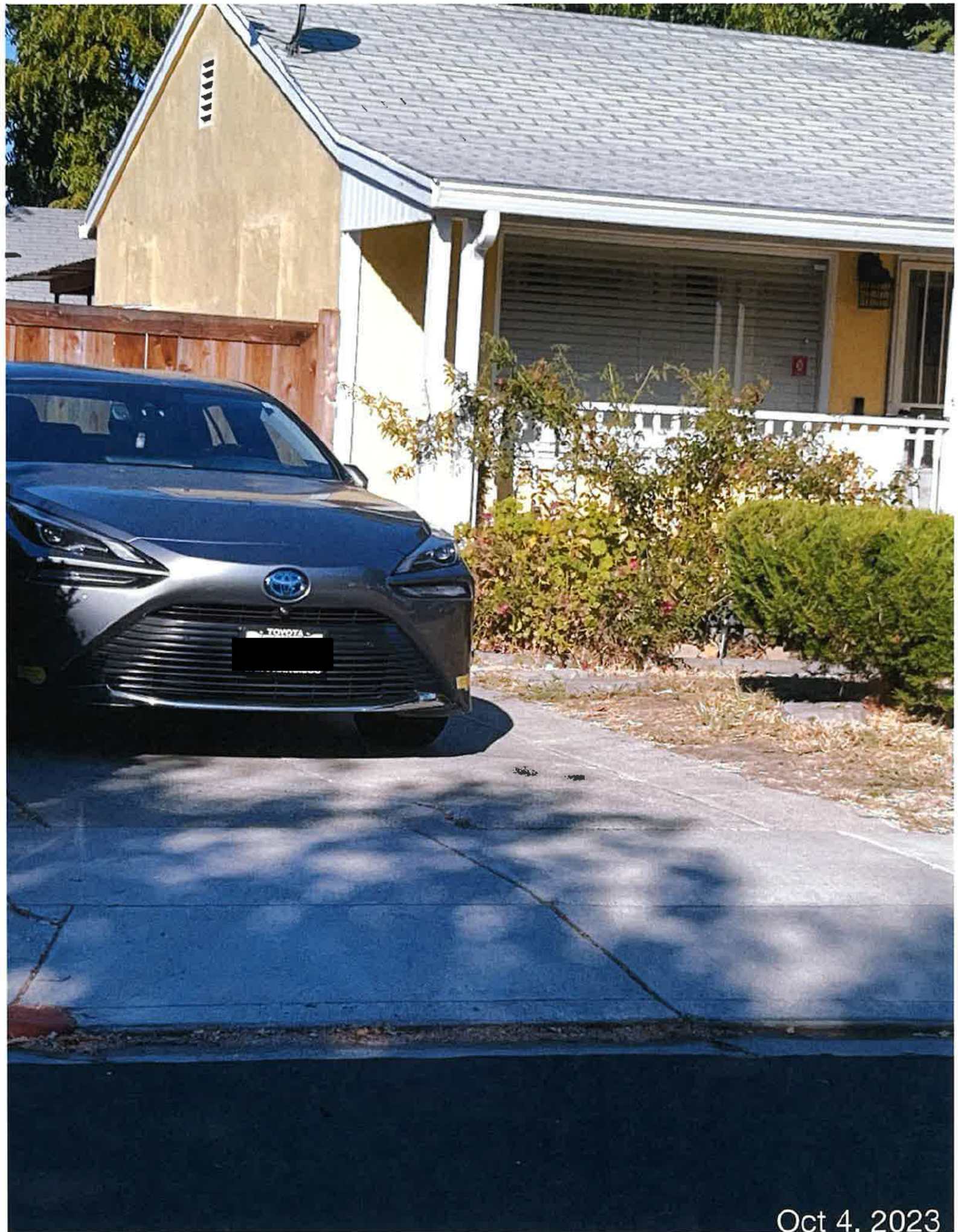
Sep 11, 2023







Oct 4, 2023



Oct 4, 2023



Oct 4, 2023

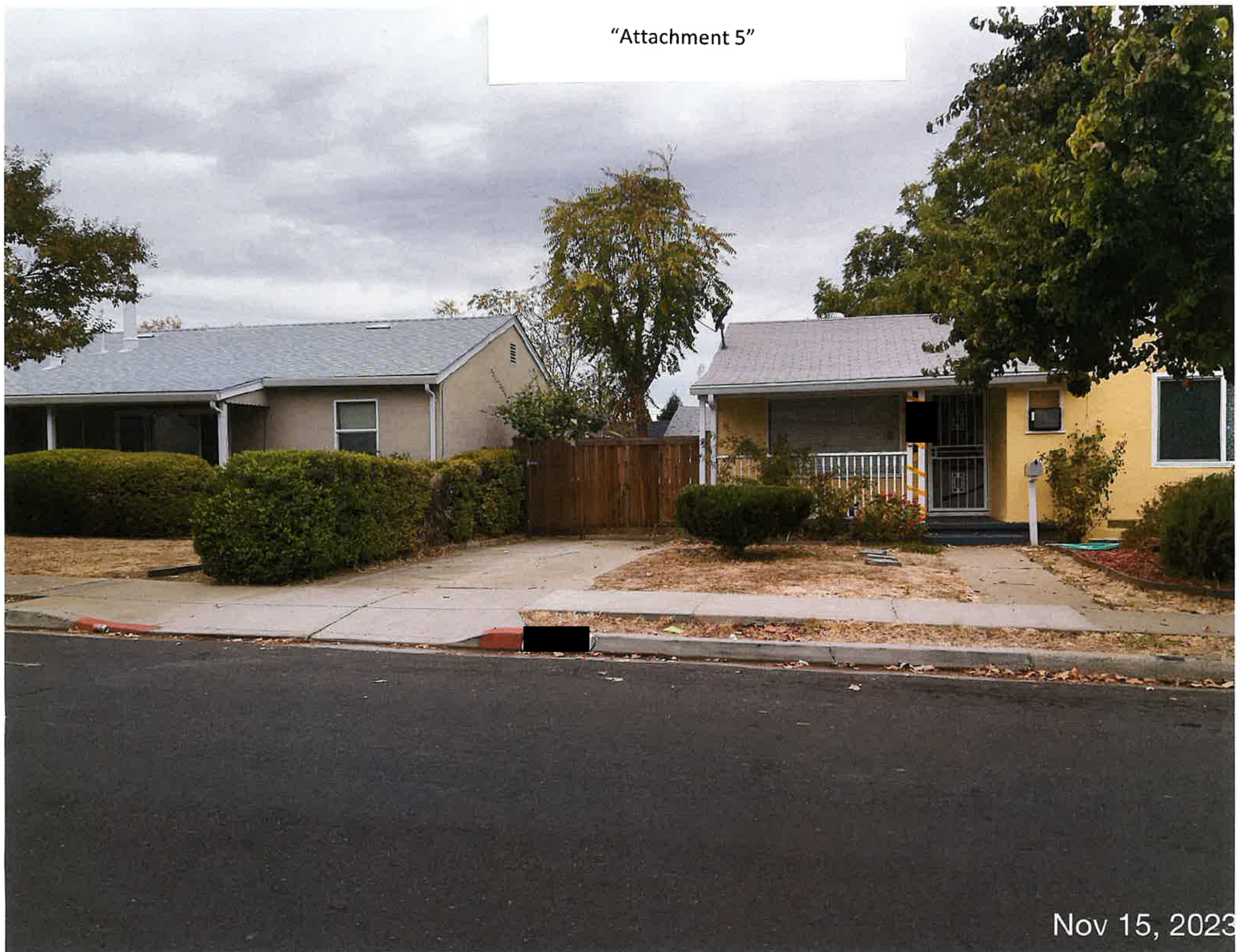


Oct 4, 2023



Oct 4, 2023

"Attachment 5"



Nov 15, 2023



Nov 15, 2023



Nov 15, 2023



Nov 15 2023





Nov 15, 2023



Nov 15, 2023



Nov 15, 2023

"Attachment 6"



Dec 20, 2023



Dec 20, 2023



Dec 20, 2023



Dec 20, 2023



Dec 20, 2023



Dec 20, 2023



Dec 20, 2023

SEP 19 2023

RECEIVED

Citation Appeal Application

CITY OF ANTIOCH
ATTN: CITY CLERK
P.O. BOX 5007
ANTIOCH, CA 94531-5007
(925) 779-7009

Date of Citation:

Citation #: 400221

Name:

Property Address: William Reed Drive

Mailing Address:

Home Phone: ()

Work Phone: (925)

Cell Phone:

Email:

REASON FOR APPEAL

is for cut, trim that being issue that seem unfair when
my isn't blocking the public way vs other people are and
is no different done. my roses are in my front porch.

Signature

Date 9/19/23

***PLEASE NOTE:** A \$50.00 Board of Administrative Appeals Fee is also due when filing your appeal as per our City of Antioch's Master Fee Schedule located on our City's Website under the following link: [Master Fee Schedules – City of Antioch, California \(antiochca.gov\)](https://www.antiochca.gov/master-fee-schedules).

ADMINISTRATIVE
CITATION

Citation # 400221

City of Antioch

Case #: 11-215-000

- ☐ Code Enforcement - (925) 779-7042
☐ Police Department - (925) 779-6900
☐ Animal Control - (925) 779-6989

CITATION PROCESSING CENTER -- (800) 969-6158

Date of Violation Time ☐ AM ☐ PM Day of Week

Location of Violation

Citation Issued To (owner/resident/business)

Address (if different than violation)

City State Zip

You are being issued an Administrative Citation for the violation(s) listed below. Continued violation may result in additional Administrative Citations and/or legal action.

- ☐ 1st Violation - \$100.00/\$130.00
☐ 2nd Violation - \$500.00/\$700.00
☐ 3rd Violation - \$1,000.00/\$1,300.00

Refer to the back of this citation for information on paying the amount indicated.

Code Section	Description of Violation	Fine Amount
		\$
		\$
		\$
		\$
		\$
		\$

REINSPECTION FEE: \$ TOTAL DUE: \$

Notes:

Issuing Officer ID number Date Issued

TO AVOID ADDITIONAL CITATIONS, CORRECT THE VIOLATION(S) BEFORE:

Pay online at: www.CitationProcessingCenter.com

Mail check or money order payment to:

City of Antioch
C/O Citation Processing Center
P.O. Box 7275
Newport Beach, CA 92658-7275

CITATION PROCESSING CENTER -- (800) 969-6158

SEE REVERSE SIDE FOR IMPORTANT INFORMATION

WHITE - FILE COPY / YELLOW - VIOLATION COPY / PINK - MAIL COPY

CITY C
(925) 779-7055
www.antiochca.gov

DATE : 9/19/2023 3:36 PM
OPER : AMB
TKBY : Adrianna Balestrieri
TERM : 3
REC# : R01941581

171.0000 CODE ENFORCEMENT 200.00
CITATION

9/19/23 200.00
Citation - NIS 200.00
100-514046020 -200.00

171.0000 CODE ENFORCEMENT 240.00
CITATION

240.00
Citation - NIS 240.00
100-514046020 -240.00

900.0000 TRUE MISC RECEIPTS 50.00
9/19/23 50.00
Miscellaneous Revenue 50.00
100-114047010 -50.00

Paid By: 9/19/23
4-CC 490.00AUTH:037804

APPLIED 490.00
TENDERED 490.00

CHANGE 0.00

Cardmember acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth by the cardmember's agreement with the user.

XXXXXXXXXXXX0528
Entry Mode: CHIP READ
CVM













From: [City Clerk](#)
To: [REDACTED]
Cc: [City Clerk](#)
Subject: City of Antioch Board of Administrative Appeals Meeting scheduled on November 2, 2023
Date: Friday, September 22, 2023 12:44:20 PM
Attachments: [image001.png](#)
[REDACTED] [Carlos CE Filed 2023.09.19 Conf Ltr Appeal.pdf](#)
[General Info.Citations-2021.pdf](#)

Good afternoon, [REDACTED]:

Please find attached the confirmation letter an 'General Information for Persons Appealing Decisions', regarding your appeal. A copy of the letter with attachments will be mailed today as well.

All people who wish to speak at the hearing, including you, will be required to take an Oath. This case will be heard, and a decision rendered by the Board of Administrative Appeals.

I kindly ask that you please confirm receipt of this email.

Thank you,

Vanessa Rosales, CMC, CPMC
Administrative Analyst I | City Clerk Department

☎: (925) 779-7009

📠: (925) 779-7007

🌐: www.antiochca.gov | www.antiochisopportunity.com

City of Antioch | 200 H Street/P.O. Box 5007, Antioch, CA 94531-5007

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PROOF OF SERVICE BY MAIL

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA) ss

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years and not a party to the within entitled action; my business address is Office of the City Clerk for the City of Antioch, 200 "H" Street, P.O. Box 5007, Antioch, California 94531-5007. On September 22, 2023, I served the within Notice, by placing a true copy thereof enclosed in a sealed envelope with postage thereon fully prepaid, in the United States mail at Antioch, California addressed as follows:

████████████████████
████████████████████ William Reed Drive
Antioch, CA 94509

I, Vanessa Rosales, certify (or declare), under penalty of perjury, that the foregoing is true and correct. Executed on September 22, 2023, at Antioch, California.

A handwritten signature in blue ink, appearing to read "V Rosales", is written over a horizontal line.





ADMINISTRATIVE BOARD OF APPEALS

GENERAL INFORMATION FOR PERSONS APPEALING CITATIONS

The Administrative Board of Appeals is comprised of five Antioch residents, who are appointed by the Mayor and have volunteered their time to hear your appeal. The Board Members do not receive monetary compensation for their time and they are not employees of the City. They do not make or control the law. They are hearing officers who will review your appeal because you have requested the City do so. As the person making the appeal (the appellant) please keep in mind the following:

Schedule of Hearing:

- When an appeal is requested, it is typically scheduled for the first Thursday of every month.
- You will receive written notice of the date and time of the appeal hearing from the City Clerk's office.
- The Agenda and Staff Reports will be posted onto our City's Website 72 hours before the Board of Administrative Appeals Hearing date. To view the Board of Administrative Appeals Agenda information, click on the following link: <https://www.antiochca.gov/government/agendas-and-minutes/board-of-administrative-appeals/>.

When You Don't Show For Your Hearing:

- If you do not appear at the hearing time and date you have been notified of, and unless you have provided the City Clerk seventy-two (72) hour notice before the hearing that you are requesting a postponement, your appeal will be heard without your participation.

How You Will Act At Your Appeal Hearing:

- You, and anyone else who is participating the appeal at your request, will maintain a respectful attitude at all time.
- If you or anyone else does not maintain a respectful attitude, you may be asked to "leave" the hearing by the Board Chairperson.
- Your appeal is not an opportunity to debate or argue with City staff or Board Members. Any questions should be directed to the Board Chairperson.
- When you speak, you should talk about the reasons why you feel the citation was wrongfully issued.

How The Appeal Hearing Will Go:

- The Board will read your item of appeal from its Agenda.
- The Board will then ask City staff to present an oral report with regard to your citation. The Board may ask questions of City staff after the oral report. This oral report will be for **five (5) minutes**.
- After staff has provided its report, and the Board is finished with its questions of staff, you will then be called upon to speak.
- You will have **five (5) minutes** to present the reasons why you are appealing the citation.
- Any other additional persons who may oppose or support your appeal will have **three (3) minutes** to speak.
- The Board may then ask City staff for a rebuttal to the statements you or others made in support or opposition of your appeal. This rebuttal is only for **three (3) minutes**.
- Then the hearing is completed and the Board will then issue its ruling on your appeal.

Your Burden:

- It is your appeal and therefore you bear the burden to prove that the citation was wrongfully issued.
- To win your appeal, you must have a majority of the Board uphold your appeal (3 of 5, or 2 of 3).
- If the Board determines there was in fact good reason to issue the citation, your appeal will be denied and the citation amount that you deposited to have your appeal will not be refunded.

How The Board Will Rule:

The Board can only rule one of two ways:

- To uphold your appeal and dismiss the citation.
- To deny your appeal and uphold the citation.

Written Findings and Order:

- The Board will render their findings and recommendations after the hearing is concluded or as soon as possible.
- You will be mailed the written decision of hearing within ten (10) days of the hearing.

From: [REDACTED]
To: [City Clerk](#)
Subject: Re: City of Antioch Board of Administrative Appeals Meeting scheduled on December 7, 2023
Date: Monday, October 16, 2023 7:40:04 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Received, thank you.

On Mon, Oct 16, 2023 at 11:03 AM City Clerk <cityclerk@ci.antioch.ca.us> wrote:

Good morning, [REDACTED]

As a follow up to our phone conversation on Friday, please see the attached confirmation letter regarding your appeal which is being rescheduled to December 7, 2023. A copy of the letter with attachments will be mailed today as well.

I kindly ask that you please confirm receipt of this email.

Thank you,

Vanessa Rosales, CMC, CPMC
Administrative Analyst I | City Clerk Department

☎: (925) 779-7009

📠: (925) 779-7007

💻: www.antiochca.gov | www.antiochisopportunity.com

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200 H Street/P.O. Box 5007
Antioch, CA. 94531-5007
AntiochIsOpportunity.com



PROOF OF SERVICE BY MAIL

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA) ss

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years and not a party to the within entitled action; my business address is Office of the City Clerk for the City of Antioch, 200 "H" Street, P.O. Box 5007, Antioch, California 94531-5007. On October 16, 2023, I served the within Notice, by placing a true copy thereof enclosed in a sealed envelope with postage thereon fully prepaid, in the United States mail at Antioch, California addressed as follows:

[REDACTED]
[REDACTED] William Reed Drive
Antioch, CA 94509

I, Vanessa Rosales, certify (or declare), under penalty of perjury, that the foregoing is true and correct. Executed on October 16, 2023, at Antioch, California.

A handwritten signature in blue ink, appearing to be "V. Rosales", written over a horizontal line.



From: [REDACTED]
To: [City Clerk](#)
Subject: Re: City of Antioch Board of Administrative Appeals Meeting rescheduled for January 4, 2024
Date: Tuesday, December 5, 2023 3:13:48 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Thank you for the update.

On Tue, Dec 5, 2023 at 3:06 PM City Clerk <cityclerk@ci.antioch.ca.us> wrote:

Hello:

As a follow up to my voicemail this morning, please be advised that your filed appeal scheduled to be heard on December 7, 2023, has been rescheduled, due to no quorum. Your appeal has been rescheduled to be heard on Thursday, January 4, 2024, at 3:00 p.m. A copy of the attached letter with attachments will be mailed today as well.

We kindly ask that you please confirm receipt of this email.

Thank you,

Vanessa Rosales, CMC, CPMC
Administrative Analyst I | City Clerk Department

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City of Antioch | 200 H Street/P.O. Box 5007, Antioch, CA 94531-5007

ANTIOCH CALIFORNIA

December 5, 2023

[REDACTED]
[REDACTED] William Reed Drive
Antioch, CA 94509

Email: [REDACTED]

RE: Board of Administrative Appeals Hearing
Property Address: [REDACTED] William Reed Drive
Citation Date/No.: 09/11/2023 / 400221

Dear [REDACTED]

Please be advised that your filed appeal scheduled to be heard on December 7, 2023, has been rescheduled, due to no quorum. Your appeal has been rescheduled to be heard on Thursday, January 4, 2024, at 3:00 p.m., in-person, in the Antioch City Council Chambers at City Hall. The address is 200 'H' Street, Antioch, CA.

The Agenda with Staff Reports will be posted onto our City's Website 72 hours before the Board of Administrative Appeals Hearing date listed above. To view the Board of Administrative Appeals Agenda information and Speaker Rules, simply click on the following link: <https://www.antiochca.gov/government/agendas-and-minutes/board-of-administrative-appeals/>.

All people who wish to speak at the hearing, including you, will be required to take an Oath. This case will be heard, and a decision rendered by the Board of Administrative Appeals.

Thank you.

Sincerely,



VANESSA ROSALES, CMC, CPMC
Administrative Analyst I
cityclerk@antiochca.gov

cc: Code Enforcement

Phone: (925) 779-7009
Fax: (925) 779-7007
Antiochca.gov

OFFICE OF THE CITY CLERK



200 H Street/P.O. Box 5007
Antioch, CA. 94531-5007
AntiochIsOpportunity.com



PROOF OF SERVICE BY MAIL

STATE OF CALIFORNIA)
COUNTY OF CONTRA COSTA) ss

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years and not a party to the within entitled action; my business address is Office of the City Clerk for the City of Antioch, 200 "H" Street, P.O. Box 5007, Antioch, California 94531-5007. On December 5, 2023, I served the within Notice, by placing a true copy thereof enclosed in a sealed envelope with postage thereon fully prepaid, in the United States mail at Antioch, California addressed as follows:

[REDACTED]
[REDACTED] William Reed Drive
Antioch, CA 94509

I, Vanessa Rosales, certify (or declare), under penalty of perjury, that the foregoing is true and correct. Executed on December 5, 2023, at Antioch, California.

A handwritten signature in blue ink, appearing to be "VR", written over a horizontal line.

