



County of Lassen  
Department of Planning and Building Services

• Planning • Building Permits • Code Enforcement • Surveyor • Surface Mining

November 30, 2018

Maurice L. Anderson, Director  
707 Nevada Street, Suite 5  
Susanville, CA 96130-3912  
Phone: 530 251-8269  
Fax: 530 251-8373  
email: landuse@co.lassen.ca.us  
website: www.co.lassen.ca.us

TO: Board of Supervisors  
Agenda Date: December 11, 2018

Zoning & Building  
Inspection Requests  
Phone: 530 257-5263

FROM: Maurice L. Anderson, Director, *M. Anderson*  
Acting Building Official

SUBJECT: Appeal, filed by Randal J. Ritchie, of a \$333.75 penalty for initiating construction for the enclosure of an existing carport prior to securing the required building permit. Located at 470-645 Wingfield Road, Susanville, CA 96130; Assessor Parcel Number 116-270-09.

ACTION REQUESTED:

1. Consider the appeal; and
2. Approve or deny the appeal.

SUMMARY:

An appeal (attached) of a penalty assigned pursuant to section 12.24.070 of the Lassen County Code (attached) has been filed in accordance with said section. The penalty was applicable because the property owner initiated construction for the enclosure of an existing carport prior to securing the required building permit. Specifically, framing to enclose the existing carport had been constructed without a permit (see attached photographs). Lassen County Code Section 12.24.070 states that the penalty is two times the normal building permit fee. Therefore, the penalty assigned was \$333.75, and, in accordance with subsection "c" of the above section, an appeal may be filed "...in accordance with Chapter 12.22 of the Lassen County Code."

Chapter 12.22 authorizes the filing of an appeal within ten days of "...an order, decision or determination..." being made by the building official. As detailed in the attached letter from the Department dated October 16, 2018, the applicant was informed by certified mail of the violation. The applicant received a subsequent letter dated November 15, 2018, which informed the applicant of the ten-day appeal period (for BP2018-102). As such, said letter provided ten days to file an appeal. In turn, an appeal was properly filed on November 26, 2018.

The Board of Supervisors has established a Board of Appeals (at Chapter 12.22 of County Code) to consider appeals such as this one. However, recruitment for members of the Board of Appeals has recently resulted in no applicants. Therefore, in accordance with section 1.8.8.1 of the California Building Code (Title 24 of the California Code of Regulations Part 2, Volume 1) the governing body is required to serve as the Board of Appeals.

As stated above, the penalty was assigned as a result of the initiation of construction for the enclosure of an existing carport without a building permit. The following is a summary of some of the pertinent dates for this project:

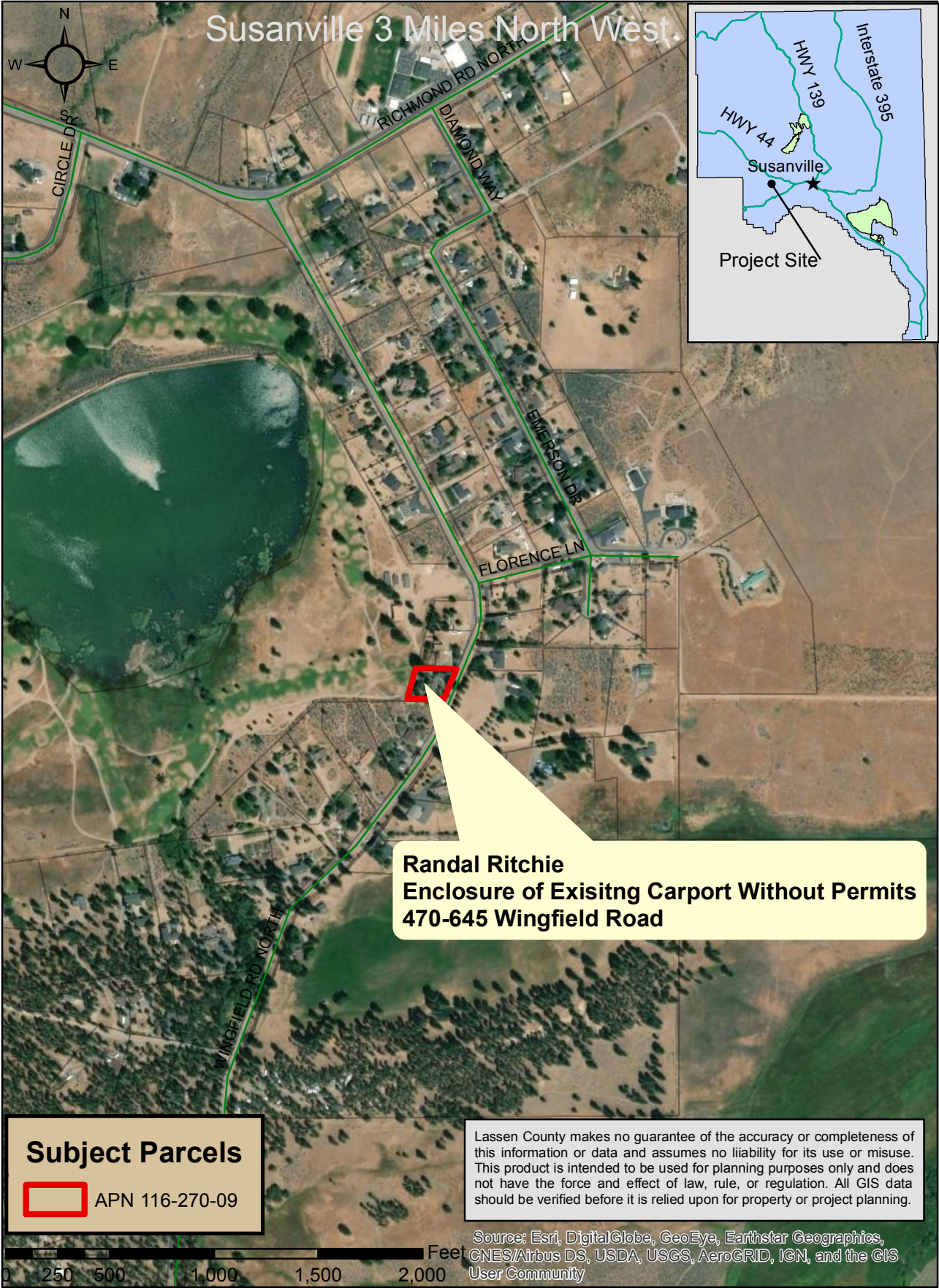
- The property owner was provided notice to stop work on the enclosure on October 1, 2018 (see attached letter dated October 16, 2018).
- On October 18, 2018, the applicant submitted a building permit (attached).
- On October 31, 2018, the building permit was issued (it was at this point that the penalty was collected).
- On November 15, 2018, the applicant was informed of their rights to file and appeal within 10 days of said letter.
- An appeal was filed on November 26, 2018. In said appeal letter, the appellant provides their justification for waiving the penalty (see attached appeal letter).

MLA:gfn  
Enclosure

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# Appeal Fine for Construction Without Permits, Randal Ritchie



**Randy Ritchie**  
**470-645 Wingfield Road**  
**Susanville, CA 96130**  
**530-310-3730**

November 26, 2018

County of Lassen  
Department of Planning and Building Services  
707 Nevada Street  
Suite 5  
Susanville, CA 96130

**Re: Randal J. Ritchie**  
Penalty for BP2018-102  
APN 116-270-09  
470-645 Wingfield Road, Susanville, CA

Gentlemen:

I am writing this letter as an appeal to the penalty assigned for BP2018-102.

This penalty was assessed because I was attempting to enclose the carport currently on my property. It was my belief that since the carport itself was permitted, any subsequent additions would fall under the purview of the original permit. It was never my intent to defraud the County. I was simply a misunderstanding on my part.

I have owned various properties in the past in Southern California, to which I have made significant renovations/additions, and I have always secured permits for the work that was performed.

Again, this was only a misunderstanding on my part. I respectfully request that the Board of Appeals reconsider the penalty assigned for the enclosure to my carport.

I thank you for your consideration.

Sincerely,



Randy Ritchie

**RECEIVED**  
NOV 26 2018  
Lassen County Department of  
Planning and Building Services



Lassen County Code							
<a href="#">Up</a>	<a href="#">Previous</a>	<a href="#">Next</a>	<a href="#">Main</a>		<a href="#">Search</a>	<a href="#">Print</a>	<a href="#">No Frames</a>
<a href="#">Title 12 BUILDINGS AND CONSTRUCTION</a>							
<a href="#">Article I. Building Code</a>							
<a href="#">Chapter 12.24 BUILDINGS PERMITS</a>							

**12.24.070 Work commenced without permit.**

(a) When work that requires a building permit pursuant to this article or the California Building Standards Code (Title 24 of the California Code of Regulations) is initiated prior to securing the required building permit, the fee specified at Lassen County Code Section 3.18.090 shall be two times the normal fee. If the work that requires a building permit includes construction of a structure of any type, the fee specified at Section 3.18.090 shall remain two times the normal fee for structures between one hundred twenty and two hundred square feet. For structures between two hundred and one thousand square feet, the fee shall be four times the normal fee, and for structures over one thousand square feet, the fee specified in Section 3.18.090 shall be six times the normal fee.

(b) Work performed without a permit by or under the control of a prior owner is not subject to the penalty described herein but any subsequent owner is required to secure a permit for any unpermitted work in a timely manner when ordered to do so by the building official.

(c) The determination regarding the request to waive or reduce the penalty may be appealed in accordance with Chapter 12.22 of the Lassen County Code. (Ord. 2018-006 § 2; Ord. 427 § 6(G), 1977; Ord. 416 § 6(G), 1974; Ord. 369 § 6(G), 1965).

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View the [mobile version](#).

Lassen County Code							
<a href="#">Up</a>	<a href="#">Previous</a>	<a href="#">Next</a>	<a href="#">Main</a>	<a href="#">Collapse</a>	<a href="#">Search</a>	<a href="#">Print</a>	<a href="#">No Frames</a>
Title 12 BUILDINGS AND CONSTRUCTION							
Article I. Building Code							

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## Chapter 12.22 BOARD OF APPEALS

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### 12.22.010 Establishment.

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A board of appeals is hereby established pursuant to Section 113.3 and Section 1.8.8 of the California Building Code, with additions and modifications as set forth in this chapter. The board shall be appointed by the board of supervisors and meet on an as-needed basis, to serve for the duration of the appeal under consideration. Each board member shall be paid a stipend set by the board of supervisors. (Ord. 2017-007 § 2).

### 12.22.020 Board composition.

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The board of appeals shall consist of three members who shall be knowledgeable in the applicable building codes, regulations and ordinances, such as a civil engineer, general contractor, plumbing contractor, electrical contractor, disabled person and a lay person, as determined by the board of supervisors. Appeal board members shall not be employees of Lassen County.

The building official shall be an ex officio member of and shall act as secretary to said board but shall have no vote on any matter before the board. (Ord. 2017-007 § 2).

### 12.22.030 Duties.

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The duties of the board of appeals shall be to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of the uniform codes. (Ord. 2017-007 § 2).

### 12.22.040 Procedure for appeal.

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Any person wishing to appeal an order, decision or determination made by the building official may file with the secretary of the board of appeals within ten days of such order, decision or determination, a written appeal specifically setting forth the grounds for appeal. The secretary of the board of appeals shall set a hearing date and convene the board of appeals within thirty days of receiving an appeal request. The secretary of the board of appeals shall give notice to the appellant at least ten days prior to the hearing. Said board shall render its decision and a copy of the decision shall be mailed to the appellant within thirty days after the hearing is closed. The board of appeal decision is final. (Ord. 2017-007 § 2).

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View the [mobile version](#).



County of Lassen  
Department of Planning and Building Services

• Planning • Building Permits • Code Enforcement • Surveyor • Surface Mining

November 15, 2018

Randal Ritchie  
470-645 Wingfield Road  
Susanville, CA 96130

Maurice L. Anderson, *Director*  
707 Nevada Street, Suite 5  
Susanville, CA 96130-3912  
Phone: 530 251-8269  
Fax: 530 251-8373  
email: [landuse@co.lassen.ca.us](mailto:landuse@co.lassen.ca.us)  
website: [www.co.lassen.ca.us](http://www.co.lassen.ca.us)

Zoning & Building  
Inspection Requests  
Phone: 530 257-5263

Re: Penalty for BP2018-102;  
Assessor Parcel Number 116-270-09;  
470-645 Wingfield Road

Dear Mr. Ritchie:

This letter is in regard to the above referenced building permit, for the enclosure of a carport. Said work was initiated prior to securing a building permit. Section 12.24.070 of Lassen County Code establishes a penalty because said work was initiated prior to securing a building permit. In accordance with said section, a \$333.75 penalty was assigned and has been paid by you with your submittal of BP2018-102.

APPEAL RIGHTS:

Subsection "c" of Lassen County Code section 12.24.070 states: "The determination regarding the request to waive or reduce the penalty may be appealed in accordance with Chapter 12.22 of Lassen County Code." Lassen County Code section 12.22.040 states in part: "Any person wishing to appeal an order, decision or determination made by the building official may file with the secretary of the board of appeals within ten days of such order, decision or determination, a written appeal specifically setting forth the grounds for appeal."

You have until November 26, 2018, to file an appeal of the penalty assigned for BP2018-102. Section 12.22.040 requires submittal of a written appeal to the Building Official specifically setting forth the grounds for the appeal. Said appeal must be filed with the Secretary of the Board of Appeals (e.g. the Building Official) in this Office. Our Office hours are 7:00 a.m. through noon and 1:00 p.m. through 4:00 p.m. Monday through Friday (excluding County holidays), and our address is indicated on this letterhead. Lassen County Code Section 12.24.070 and Chapter 12.22 are attached for reference.

Please contact Assistant Director Gaylon Norwood at (530) 251-8269 if you have any questions.

Sincerely,

Maurice L. Anderson, Director  
Acting Building Official

MLA:gfn  
Enclosure

s/pla/admin/files/1400/01/2018/116-270-09 Ritchie 11-14-18



# LASSEN COUNTY DEPARTMENT OF PLANNING AND BUILDING SERVICES

707 Nevada Street, Suite 5 Susanville, CA 96130  
(530) 251-8269 - www.co.lassen.ca.us

PERMIT No.: BP2018-102

INSPECTION REQUESTS:  
(530) 257-LAND (257-5263)

ASSESSOR PARCEL NUMBER: 116-270-09-11	OLD ASSESSOR PARCEL NUMBER:	PARCEL SIZE: 0.57
JOB ADDRESS: 470-645 WINGFIELD RD, SUSANVILLE		
OWNER: RITCHIE, RANDAL J		TELEPHONE No:
MAILING ADDRESS: 470-645 WINGFIELD RD SUSANVILLE, CA 96130		
CONTRACTOR: OWNER / BUILDER		LICENSE No: OWNER/BUILDER
MAILING ADDRESS: See Owner's address, X CA 00000		TELEPHONE No: 530-310-5559

OCCUPANCY	SQ. FEET	BUILDING VALUE
TOTAL VALUATION		\$4,500.00
Plan Check Fee		\$72.31
Building Permit Fee		\$445.00
CA Building Standards Fee		\$1.00
Document Scanning Fee		\$25.00
CASp Fee		\$4.00
SMIP Residential		\$0.59
<b>TOTAL BUILDING FEES</b>		<b>\$547.90</b>

DEED REFERENCE: BOOK: \_\_\_\_\_ PAGE: \_\_\_\_\_ YEAR: 2012 DOC #: 01576 INIT: Q

ZONING: R-1-A-A-B FLOOD ZONE "X" 06035C2200D

SETBACKS: FRONT: 20 REAR: 20 SIDE: 5 INIT: KM

TYPE OF WORK: (County Use Only)  
(Specify Building, if necessary) ENCLOSE CARPORT

SPECIAL REQUIREMENTS:

EXISTING HOMES	TOTAL	SITE BUILT	MANUFACTURED	TAX RATE #
	1	1		075002

ATTACH COPY OF	DATE RECEIVED	FILE NUMBER	N/A	INITIALS
OTHER				

EXPLAIN:  
Date: 10/31/2018 Signature: Kelly Munger

OTHER APPROVALS	REQUIRED	DATE RECEIVED	N/A	INITIALS
BUILDING DEPARTMENT	X	10/30/2018		KH
PLANNING DEPARTMENT	X	10/18/2018		KM

<b>ANTENNA RECEPTION</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	SUPERVISORIAL DIST. No. <div style="text-align: center;">1</div>
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PLAN CHECK DEPOSIT: \$72.31 RECEIPT NO.: BU18-00573

AMOUNT DUE: \$0.00 DATE PAID: 10/31/2018 DATE ISSUED: 10/31/2018

PAYMENT TYPE: CHECK REF. NUMBER: 835 RECEIPT NUMBER: BU18-00603

Staff Signature: Kelly Munger

PLUMBING	#	FEE	TOTAL FEE(s)
<b>TOTAL PLUMBING PERMIT FEES</b>			

ELECTRICAL	FEE	TOTAL FEE(s)
<b>TOTAL ELECTRICAL PERMIT FEES</b>		

MECHANICAL	FEE	TOTAL FEE(s)
<b>TOTAL MECHANICAL PERMIT FEES</b>		

<b>MANUFACTURED HOMES</b>		
MANUFACTURER:	MODEL:	
YEAR:	SIZE:	SNOW LOAD:
VALUE: <input type="checkbox"/> WUI		
<b>MANUFACTURED HOME PERMIT FEE</b>		
<b>HCD 433A FILING FEE</b>		

**TOTAL PERMIT FEES \$547.90**

APPLICANT COMPLETES

OFFICIAL USE ONLY

OFFICIAL USE ONLY





County of Lassen  
Department of Planning and Building Services

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Maurice L. Anderson, *Director*  
707 Nevada Street, Suite 5  
Susanville, CA 96130-3912  
Phone: 530 251-8269  
Fax: 530 251-8373  
email: landuse@co.lassen.ca.us  
website: www.co.lassen.ca.us

NOTICE OF POSTING "STOP WORK"

CERTIFIED MAIL/RETURN RECEIPT  
7017 1070 0000 7544 8276

October 16, 2018

Zoning & Building  
Inspection Requests  
Phone: 530 257-5263

Randall J. Ritchie  
470-645 Wingfield Road  
Susanville, CA 96130

RE: Stop Work (red tag)  
470-645 Wingfield Road  
Susanville, CA 96130  
Assessor Parcel Number 116-270-09

This letter is in regard to the above referenced property which is currently in violation of Lassen County Code and the California Building Code. The above mentioned property is zoned R-1-AA-B (Single Family Residential, Accessory Animal and Building Site Combining Districts). On October 1, 2018, it was observed that a you have initiated enclosure of a carport prior to the issuance of the required building permit. Be advised, California Building Code §105 and Lassen County Code §12.24.010 require that a building permit be secured prior to commencement of such work.

Consequently, on October 1, 2018, a "STOP WORK NOTICE" was duly posted onsite ordering the halt of said construction and directing you to obtain the appropriate permit. You must stop work immediately and remedy this violation by securing the proper permits from this Department. You must secure said building permit within 30 days of this letter.

If you fail to act, code enforcement actions will be initiated.

If you have any questions regarding the application for a building permit, please contact Kelley Hinman at (530) 251-8269.

Sincerely,

Maurice L. Anderson, Director,  
Acting Building Official

MLA:gfn

s/pla/building/code/Red Tag/001 RED TAG LETTERS/116-270-09 stop work October 16-2018

## RED TAG REPORT

DATE: 10-1-18

TIME: 2:55 P.M.

NAME: RANDAL J. RITCHIE

ADDRESS: 420-645 WINGFIELD

CITY: SUSANVILLE STATE: CA.

ZIP CODE: 96130

PERSON CONTACTED: N/A

RELATION TO PROPERTY: N/A

PHOTOS TAKEN: ☒ YES ☐ NO

APN: 16-270-09

REASON FOR RED TAG:

ENCLOSING CARPORT; INSTALLING

GARAGE DOORS

SIGNED: 





410 - 645



**Property Detail**

Lassen, CA DAN SCHLUETER, ASSESSOR

Parcel # (APN): **116-270-09-11**Use Description: **RESID. SINGLE FAMILY**Parcel Status: **ACTIVE**Owner Name: **RITCHIE RANDAL J**Mailing Address: **470645 WINGFIELD RD SUSANVILLE CA 96130**Situs Address: **470645 WINGFIELD RD SUSANVILLE CA 96130-5786 C002**

Legal

Description:

**ASSESSMENT**Total Value: **\$297,568**Use Code: **N1XX**

Zoning:

Land Value: **\$99,189**Tax Rate Area: **075002**Census Tract: **403.02/2**Impr Value: **\$198,379**Year Assd: **2018**

Improve Type:

Other Value:

Property Tax:

Price/SqFt:

% Improved **66%**

Delinquent Yr

Exempt Amt: **\$7,000**HO Exempt?: **Y****SALES HISTORY**

	<u>Sale 1</u>	<u>Sale 2</u>	<u>Sale 3</u>	<u>Transfer</u>
Recording Date:	<b>03/27/2012</b>	<b>03/23/2006</b>	<b>01/26/2004</b>	<b>03/27/2012</b>
Recorded Doc #:	<b>2012-01576</b>	<b>2006-02636</b>	<b>2004-00741</b>	<b>2012-01576</b>

Recorded Doc Type:

Transfer Amount:

Sale 1 Seller (Grantor):

1st Trst Dd Amt:	Code1:	2nd Trst Dd Amt:	Code2:

**PROPERTY CHARACTERISTICS**Lot Acres: **0.570**

Year Built:

Fireplace:

Lot SqFt: **24,829**Effective Yr: **1967**

A/C:

Bldg/Liv Area: **2,205**

Heating:

Units: **1**

Total Rooms:

Pool:

Buildings:

Bedrooms: **3**Stories: **1.0**Baths (Full): **2**

Park Type:

Style:

Baths (Half):

Spaces:

Construct:

Site Inflnce:

Quality: **7.0**

Garage SqFt:

Building Class: **D**

Timber Preserve:

Condition:

Ag Preserve:

Other Rooms:

\*\*\* The information provided here is deemed reliable, but is not guaranteed.



116-27



Assessor's Map Bk. 116 Pg. 27  
County of Lassen, Calif.