

Planning, Building & Environmental Services



# Code Compliance: Annual Update

Akenya Robinson-Webb, Code Compliance Manager





Provide an overview of the  
Code Compliance Division  
(Division)



Present current challenges  
the community and the  
Division are facing



Discuss future compliance  
goals



# Introduction

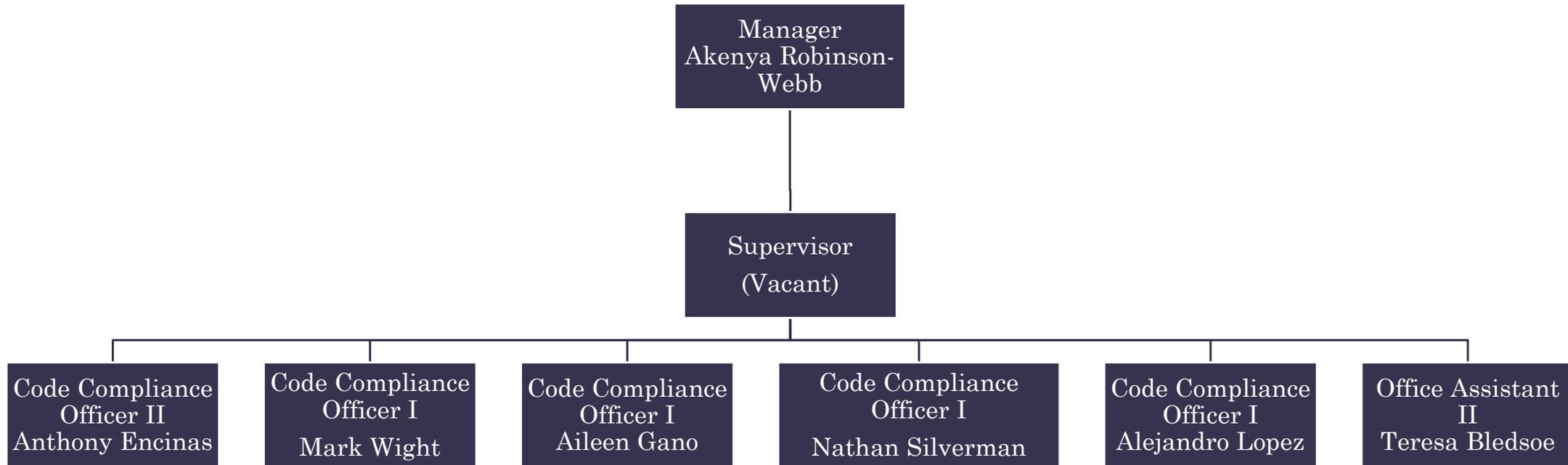


# Overview of Code Compliance

The County is committed to maintaining the quality of life in Napa County and the Code Compliance Division (Division) assists in that effort through obtaining compliance.



# Division Organizational Structure



# Team Approach – County Wide Collaboration

- Sheriff's Problem-Oriented Policing Team. (POP)
- Environmental Health
- Engineering
- Conservation
- Public Works
- Fire
- County Counsel
- District Attorney
- Building and Planning
- Department of Fish and Wildlife



# What We Do:

- **Property Nuisance**
  - Trash and Debris
  - Overgrown Vegetation
  - Trailer/RV occupancy
- **Engineering**
  - Earth movement
  - Grading
  - Roads
- **Conservation Regulations**
  - Vineyards
  - Stream regulations
  - Canopy retention



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# More of What We Do:

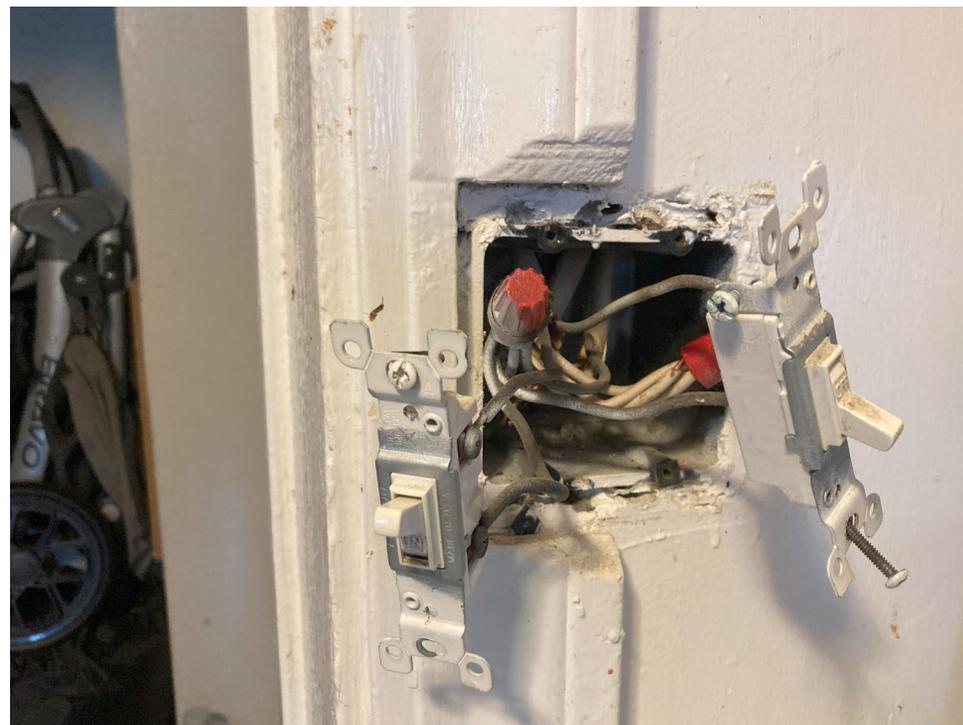
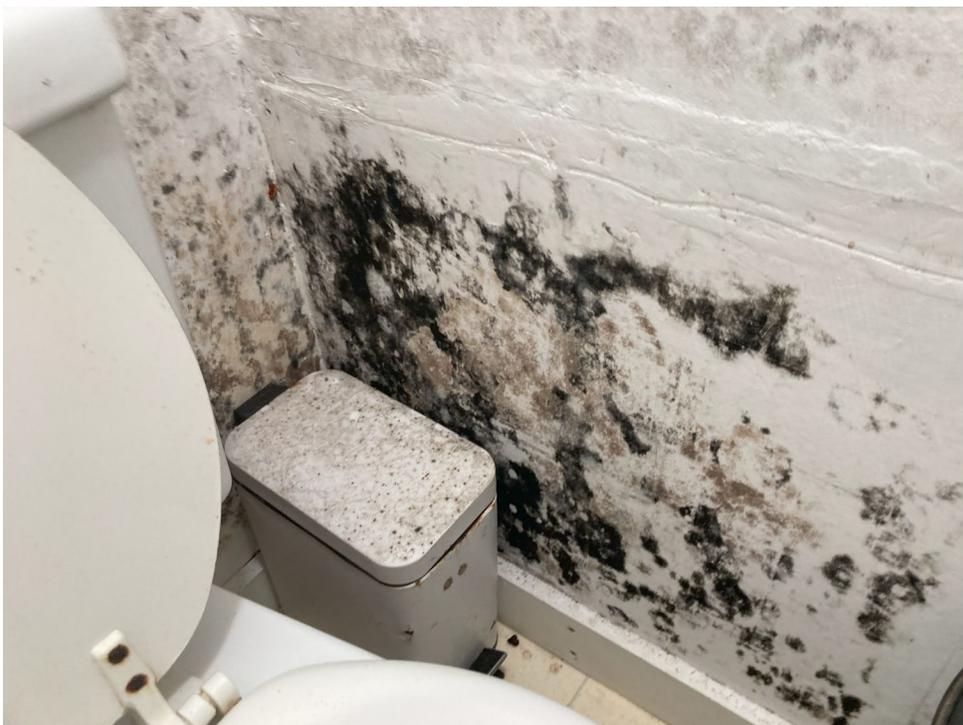
- **Building Compliance**
  - Illegal Construction
  - Substandard Housing
  - Dangerous Buildings
- **Zoning Compliance**
  - Use Permits
  - Farm Labor Dwellings
  - Short Term Rentals





# Unpermitted Construction





# Substandard Housing





# Substandard Property Maintenance

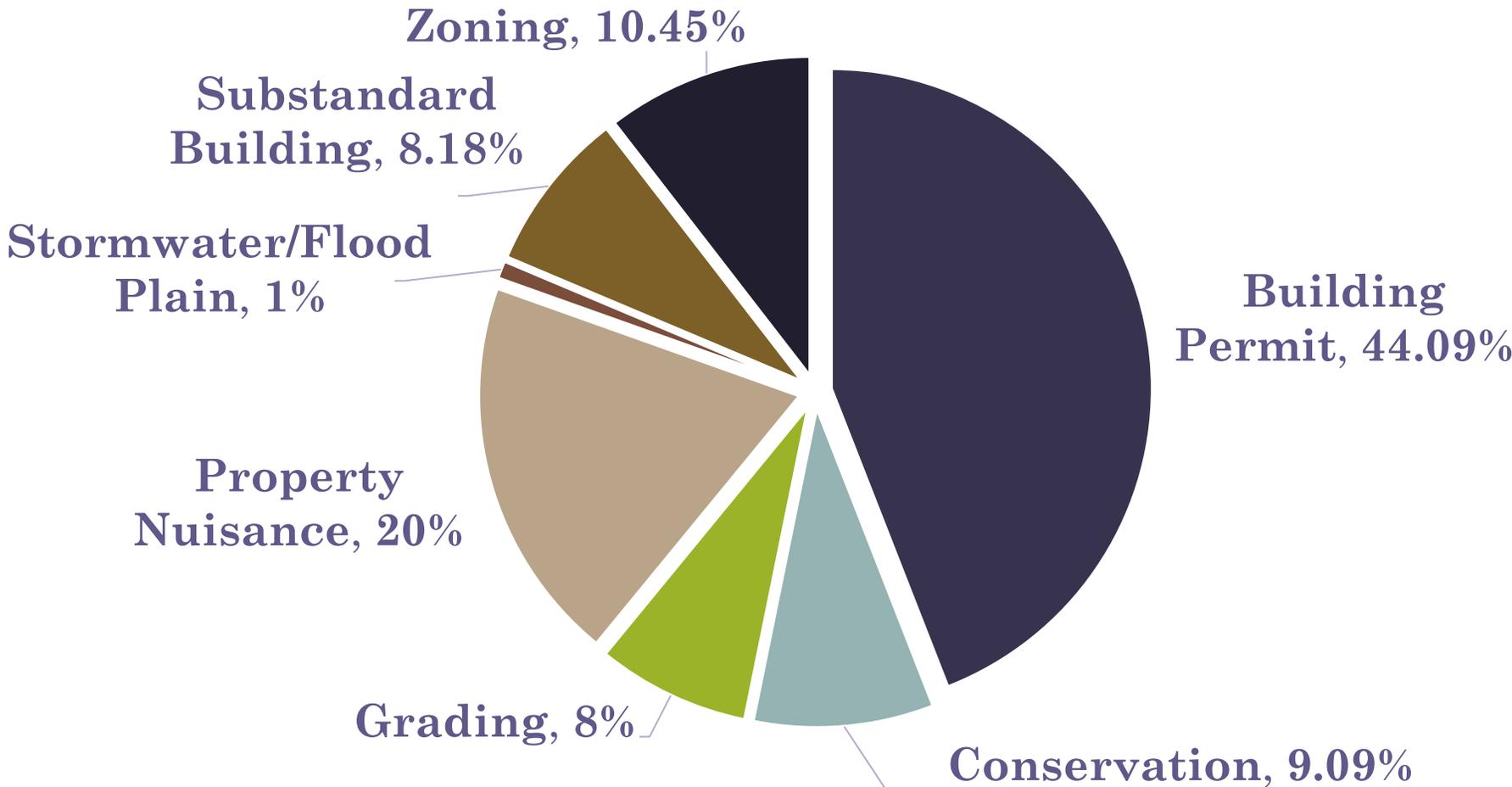




# Engineering/Conservation



# Case Distribution FY 24/25



- Building Permit
- Conservation
- Grading
- Property Nuisance
- Stormwater/Flood Plain
- Substandard Building
- Zoning



**Valuation of  
unpermitted  
Construction**

**\$4,729,789**

**Permit fees captured**

**\$616,745**

**Code violation  
investigation fees**

**\$407,654**

# Permit Enforcement Statistics

## FY 24/25



# Complaint Intake

- Most cases are initiated by complaints within the community.
- Complainant information is kept confidential.
- Community members or visitors may submit complaints by phone, email, in-person, or online.
- Pro-active Enforcement – Building, Life Safety, Environmental



# Complaint Priority:

- Priority 1 – Safety related complaint with high level of danger, instability, or risk to life, health and safety.
- Priority 2 - Violations that have a high impact on the environment where swift action is necessary for public safety and/or would reduce or eliminate the impact.
- Priority 3 - All other violations that do not meet the criteria for Priority 1 or Priority 2 classifications.



# Compliance Process

- Encourages Voluntary Compliance
- Initial Letter - Informational
  - Identifies violation with a correction date
  - Outlines further action if voluntary compliance is not achieved
- Policy and Procedures Manual
- Standardized Forms



Dilapidated structure demolished.





# Achievements

The Division continues to find ways to improve our processes.



# Achievements

- Closed a long-term short-term rental case.
- Continue to tackle the backlog of over 1,000 active code cases.
- Updated the Division's Policy and Procedure manual, implemented a safety plan, launched new FAQs and created additional educational documents for community resources.
- Implemented new technology solutions to enhance operations and efficiency.





# Challenges

New property owners, non-jurisdictional complaints, compliance program, and roosters.



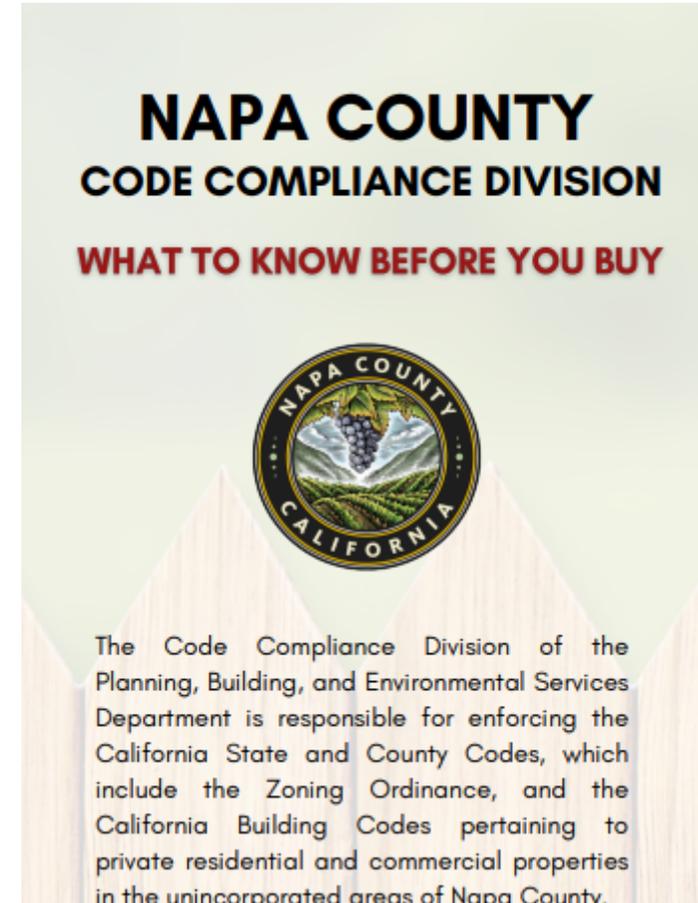
# New Property Owners

New owners purchase property without knowledge of code violations.

California Civil Code Section 3483

Corrective actions may be cost or zoning prohibitive.

Guide to Correcting Code Violations for New Owners, Know Before You Buy Brochure



# Non-Jurisdictional Complaints

- Increase in complaints outside the scope of enforceable municipal codes. These issues often involve external agency jurisdiction, civil disputes, or private property concern.
- Complainants expect action despite legal limitations. Research, partnership with external agencies, and communications about possible alternative pathways towards resolution are our only avenues to offer support.
- Staff workload increases without positive outcomes.
- Addressing non-jurisdictional complaints requires a balance of transparency, education, collaboration, and communication.



# Use Permit Compliance Program

- **Program Launch:** Established in 2018 to help non-compliant use permit holders work toward compliance while continuing operations.
- **Application Status:** 47 applications received; 38 completed, 9 still incomplete.
- **Challenges Faced:** Applicants dealt with wildfires, COVID-19, and droughts — slowing progress.
- **Ongoing Issues:** Some still operate without required approvals despite continued staff support and resource needs.



# Roosters

- Resurgence of rooster complaints related to Roosters and cockfighting.
- Napa County Code Section 6.18.030 - passed March 12, 2013, 25 roosters per acre
- Zoning and criminal violations





- Roosters are often kept in tiny kennels made from scrap materials.





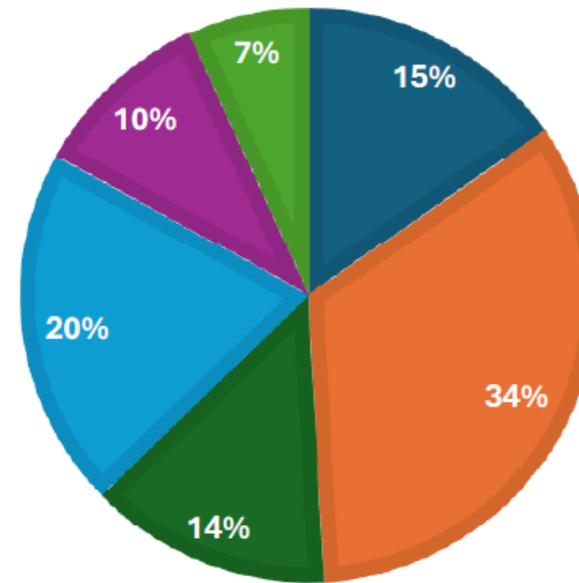
- Substandard Property Maintenance
- Quality of life concerns
- Safety concerns
- Zoning violations
- Criminal Violations

# Collaborative Enforcement Efforts Sherriff's Office

- **34%** of Rooster Calls since January 2020 involved cockfighting
- Most animal service calls are resolved in 1–3 visits; cockfighting cases often require **5+ visits**
- Cockfighting investigations tap **significant County resources** from the Sherriff's Office, Animal Control, and Code Compliance

**CALLS FOR SERVICE INVOLVING ROOSTERS  
2020-2025 YTD**

■ Crowing ■ Fighting ■ Found ■ Other ■ Ownership ■ Welfare





- Heightened officer safety concerns during cockfighting investigations
- Often linked to additional criminal activity



# Looking Ahead FY 25/26





# Trailers

- Trailers in areas impacted by the 2020 fires are being used for residential occupancy.
- Education via Information Letters prior to August 1, 2025.
- Enforcement beginning October 1, 2025.

# Reusable Foodware Ordinance

- Napa County Code Chapter 5.80
- Requires food providers to provide reusable foodware for on-premise food and beverage consumption and compostable-disposable foodware for off-premise consumption.
- Enforcement beginning January 1, 2026.





# Summary

The County is committed to maintaining the quality of life in Napa County and the Code Compliance Division assists in that effort through obtaining compliance through enforcing multiple State and local laws and regulations. Through education and enforcement, the Code Compliance Division achieves the abatement of violations that may constitute threats to public health and safety or cause significant environmental damage.



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# Thank you

**Akenya Robinson-Webb**

Code Compliance Manager

[akenya.robinson-webb@countyofnapa.org](mailto:akenya.robinson-webb@countyofnapa.org)

707-253-4336

[countyofnapa.org](http://countyofnapa.org)



@countyofnapa

