

“A”

## Code Enforcement Documents



A Tradition of Stewardship  
A Commitment to Service

Planning, Building & Environmental Services

1195 Third Street, Suite 210  
Napa, CA 94559  
www.countyofnapa.org

Brian Bordona  
Interim Director

May 1, 2023

## Inspection Request

Gregory & Heather Siewert  
2234 Sandra Dr  
Napa Ca 94559

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**Location:** 2234 Sandra Drive

**APN:** 042-081-012

**Subject:** Inspection Request

**Citation #:** CE23-00100

**Authority:** California Health and Safety Code Section 17970

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Dear Property Owner:

It has come to the attention of the Napa County Planning Building & Environmental Services Department, Code Compliance Unit ("Department") that the above referenced property may be in violation of the Napa County Code. We have received information that dry rot repair and roofing work were being conducted on a patio cover. This letter is to request an inspection that would determine if violations exist on your property.

Please contact me at (707) 253-4274 within seven (7) calendar days (by May 8, 2023) of the date of this letter to arrange for an inspection time.

It is the intention of this Department to provide all available means for your voluntary compliance, however, failure to respond as directed could result in further enforcement action by this Department. If you have any questions and/or do not fully understand any part of these proceedings, please do not hesitate to contact me at the number listed above.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Paniagua".

Andres Paniagua  
Code Compliance Officer

Ver: 2/7/17

U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

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7022 0410 0001 8686 1352

Certified Mail Fee \$ CEJ3-00100

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<input type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ <u>APT(B)</u>
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postmark  
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Postage \$ \_\_\_\_\_

Total Postage and \$ \_\_\_\_\_

Sent To \_\_\_\_\_

Street and Apt. No., \_\_\_\_\_

City, State, ZIP+4® \_\_\_\_\_



Gregory & Heather Siewert  
2234 Sandra Dr  
Napa, CA 94559



A Tradition of Stewardship  
A Commitment to Service

Form 1 – Information Sheet  
Planning, Building & Environmental Services

1195 Third Street, Suite 210  
Napa, CA 94559  
www.countyofnapa.org

Brian Bordona  
Interim Director

**INFORMATION AND NOTICE  
REGARDING APPARENT CODE VIOLATION**

May 31, 2023

Gregory & Heather Siewert  
2234 Sandra Drive  
Napa, CA 94558

**Via Certified and Regular USPS Mail**

**LOCATION: 2234 Sandra Dr. Napa, CA; APN [042-081-012-000] - CE23-00100**

Dear Property Owner(s):

The Napa County Department of Planning, Building, & Environmental Services received information and/or observed that a Code violation(s) exists or has occurred at the above-referenced Property including the construction of two detached accessory structures to the rear of the property.

County Staff conducted a site visit on May 10, 2023, during which zoning and building violations that require immediate attention were observed. Please refer to the attached notice and informational sheet that describes in more detail the reported or apparent Code violation(s) and the references to the provisions that appear to have been violated. Also included with the Apparent Notice of Violation is the Code Compliance Building Violation Correction Checklist. Please review the document and remember to bring the document with you to every meeting.

Please contact us within twelve (12) calendar days of the date of this Notice (by June 12, 2023) to acknowledge receipt of this notice. We look forward to discussing this situation with you and resolving the apparent violation promptly. You may reach me at (707) 259-8194 or at [Anthony.Encinas@CountyofNapa.org](mailto:Anthony.Encinas@CountyofNapa.org)

Sincerely,

A handwritten signature in blue ink, appearing to be "Anthony Encinas", with a horizontal line underneath.

Anthony Encinas  
Code Compliance Officer  
Planning, Building & Environmental Services

cc: Ryan Gregory -D2



May 31, 2023

# REPORTED OR APPARENT CODE VIOLATION

## IMPORTANT ENFORCEMENT INFORMATION

This letter is a courtesy notice to advise you that a code violation exists on the property identified below. The two, detached, roof covered structures to the rear of the property are non-compliant with the Napa County zoning and building codes. Building permits are required for these two structures and all zoning codes need to be complied with. The above violations, violate section 18.104.140 (A,C) of the Napa County Zoning Code and section R-105 of the California Building Code. Our department encourages voluntary compliance, and you are being given the opportunity to correct the violation identified in this notice before further enforcement action is taken.

NAME OF PERSON/ENTITY	ADDRESS OF VIOLATION:	MAILING ADDRESS:
Gregory & Heather Siewert	2234 Sandra Drive Napa, CA 94558	2234 Sandra Drive Napa, CA 94558

CODE SECTION(S) VIOLATED:	VIOLATION DESCRIPTION:
Napa County Code Section 18.104.140 (A,C): Detached garage, accessory building, or solar panel system not exceeding fifteen feet in height at the ridgeline may occupy not more than fifty percent of the area of a rear yard. If such a structure is situated not less than seventy feet from any street it may be located not closer than five feet from the side and/or rear lot lines.  California Residential Code Section R105: Permits Required	<ul style="list-style-type: none"><li>Erected two detached accessory structures in the rear yard of the property without a building permit.</li></ul>

### CORRECTION(S) REQUIRED AND DEADLINE TO CORRECT:

Permit all items listed above.

- Submit a complete building permit application within 30 days of the date of this Notice (by Friday, June 30, 2023). Please call and make an appointment with me so I may review your plans for completeness and assist you in the application process.
- Please note that the plans will need to comply with the 2022 California Residential Code.
- Obtain a building permit within 60 days of the application submittal date or your application may expire.
- Obtain a Permit Final from all divisions within 60 days from the date of issuance or your permit may expire.

I would like to thank you for all your cooperation. Please keep me informed of your progress and if you have any questions, please do not hesitate to contact me. You may reach me at (707) 259-8194; [Anthony.Encinas@countyofnapa.org](mailto:Anthony.Encinas@countyofnapa.org).

NAME OF CODE ENFORCEMENT OFFICER:	DEPT. PHONE NUMBER & EMAIL CONTACT:
Anthony Encinas	(707) 259-8194; <a href="mailto:Anthony.Encinas@countyofnapa.org">Anthony.Encinas@countyofnapa.org</a>
District Supervisor:	
Ryan Gregory	District #2

**YOU FACE THE MEASURES ON THE BACK OF THIS NOTICE UNLESS YOU PROMPTLY CONTACT AND WORK WITH COUNTY STAFF TO ADDRESS THE ABOVE DESCRIBED REPORTED OR APPARENT CODE VIOLATION(S)**

**Unless you promptly contact County staff and work with staff to address the above-described reported and/or apparent Code violations by the date specified above, one or more of the following code compliance measures will be implemented by the County:**

**1. Issuance of a Citation pursuant to Napa County Code Chapter 1.28.**

Under Chapter 1.28 of the Napa County Code, Code Enforcement staff may issue a Citation. The issuance of a Citation for a violation of the Code shall, unless the violation is corrected prior to the deadline stated in the Citation, result in the imposition of administrative penalties. Such penalties may vary with the type of violation, but currently the lowest penalties that may be levied are as follows:

- \$100 for the first violation
  - \$200 for the second violation of the same Code provision within 1 year
  - \$500 for the third violation and for each additional violation of the same Code provision within 1 year.
- For violations that pertain to real property, the Citation will be recorded with the Napa County Recorder's office and constitute a lien on the property if you fail to correct the violation by the deadline stated in the Citation.
  - You will be given an opportunity to request a hearing before a hearing officer to contest the Citation and/or to contest the administrative penalties or recordation of the Citation.
  - If you fail to pay an administrative penalty and/or fail to correct the Code violation after a Citation is issued, the matter will then be referred to County Counsel or the District Attorney for further enforcement through civil litigation proceedings.

**2. Issuance of Notice of Nuisance pursuant to Napa County Code Chapter 1.20**

- a. Alternatively, the Enforcement Officer shall (unless circumstances dictate otherwise) issue a Notice of Nuisance pursuant to Napa County Code Section 1.20.040, which will be copied to all lienholders of record of the property.
- b. This Notice will include an Order to abate the nuisance by a specified, reasonable time.
- c. If the violation is not corrected by the stated deadline, an abatement hearing may be held before the Napa County Board of Supervisors.
- d. The Board may, if it finds a nuisance exists, order the violator to pay all administrative costs incurred in the course of abatement proceedings and investigation.
- e. Recordation of the notice of nuisance and imposition of administrative penalties under Chapter 1.28 may also occur.
- f. Depending on the nature of the violation and whether it poses a threat to health and safety, County Code Enforcement may choose to engage in summary (immediate) abatement steps to eliminate the nuisance without an administrative hearing before the Board of Supervisors.

**3. Issuance, if applicable, of a Notice of Violation and Order to Repair or Abate Substandard Housing Conditions pursuant to Health and Safety Code Sections 17980 and 17980.6.**

- a. The Notice of Violation as to substandard housing conditions will include an order to remedy the violation(s) within a reasonable period of time.
- b. Administrative penalties under Chapter 1.28 may also be imposed if the conditions are not corrected by the deadline stated in the Notice.
- c. If the violations are not corrected by the deadline, the Notice of Violation will be recorded with the Napa County Recorder's office and constitute a lien on the property.
- d. Failure to correct substandard housing conditions may also result in appointment of a receiver for the property affected by the violation.

**4. Referral to County Counsel or the District Attorney for Filing of Enforcement Proceedings in Court**

Depending on the circumstances and severity of the violation, direct referral of a violation to County Counsel or to the District Attorney for filing of enforcement proceedings may occur at

the outset, without the issuance of a Citation or the other Notices described below. Pursuant to Napa County Code Section 1.20.155, in the course of such litigation, the County may seek civil penalties up to \$1,000.00 for each day that the violation continues to exist.

The County's remedies and procedural steps for enforcement of the County Code and other statutes and regulations enforced by the County, as described herein, are cumulative, alternative, and subject to the

County's discretion depending on the circumstances presented. The County, in enforcing the County Code and other statutes and regulations, has prosecutorial discretion to select -- based on the particular circumstances -- the appropriate enforcement measures to be taken, as permitted by the County Code and other laws.

Updated 10/20/22





