PLANNING APPLICATION FORM
Humboldt County Planning Department

Current Planning Division 3015 H Street Eureka, CA 95501-4484
Phone (707) 445-7541 Fax (707) 268-3792

INSTRUCTIONS:

1. Applicant/Agent complete Sections I, II and III below.
2. It is recommended that the Applicant/Agent schedule an Application Assistance meeting with the Assigned Planner. Meeting with the Assigned Planner will answer questions regarding application submittal requirements and help avoid processing delays. A small fee is required for this meeting.
3. Applicant/Agent needs to submit **all** items marked on the reverse side of this form.

SECTION I

APPLICANT (Project will be processed under Business name, if applicable.)

Business Name: McKinleyville CSD
Contact Person: Patrick Kaspari
Mailing Address: 1656 Sutter Rd.
City, St, Zip: McKinleyville CA 95519
Telephone: (707) 830-3251 Alt. Tel:
Email: pkaspari@mckinleyvillecsd.com

AGENT (Communications from Department will be directed to agent)

Business Name: LDA Partners
Contact Person: Eric Wohle/Christine Aguedan
Mailing Address: 222 Central Ct.
City, St, Zip: Stockton CA 95204
Telephone: (209) 943-0405 Alt. Tel:
Email: ewohle@ldapartners.com / caguedan@ldapartners.com

OWNER(S) OF RECORD (If different from applicant)

Owner's Name: McKinleyville CSD
Mailing Address: 1656 Sutter Rd.
City, St, Zip: McKinleyville CA 95519
Telephone: (707) 830-3251 Email:

Owner's Name: Patrick Kaspari
Mailing Address: 1656 Sutter Rd.
City, St, Zip: McKinleyville CA 95519
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LOCATION OF PROJECT

Site Address: 1656 Sutter Rd.
Community Area: McKinleyville
Assessor's Parcel No(s).: 509-191-031
Parcel Size (acres or sq. ft.): 2.62 Acres

Is the proposed building or structure designed to be used for designing, producing, launching, maintaining, or storing nuclear weapons or the components of nuclear weapons? ☐ YES ☑ NO

SECTION II

PROJECT DESCRIPTION

Describe the proposed project (attach additional sheets as necessary):

The project involves a remodel of an existing 3,465 SF administration building along with tenant improvements to accommodate new and existing tenants and the demolition of the entire existing 1,233 SF Prefabricated building beside the existing administration building. The expansion involves an additional 5,211 SF into the building. The remodel aims to modernize the building's infrastructure, enhance aesthetic appeal, and maximize space utilization.

SECTION III

OWNER'S AUTHORIZATION & ACKNOWLEDGEMENT

I hereby authorize the County of Humboldt to process this application for a development permit and further authorize the County of Humboldt and employees of the California Department of Fish and Wildlife to enter upon the property described above as reasonably necessary to evaluate the project. I also acknowledge that processing of applications that are **not** complete or do not contain truthful and accurate information will be delayed and may result in denial or revocation of approvals.

Patrick Kaspari — Applicant Signature
July 16, 2025 — Date

If the applicant is not the owner of record: I authorize the applicant/agent to file this application for a development permit and to represent me in all matters concerning the application.

Owner of Record Signature — Date

Owner of Record Signature — Date

rev March 2024

This side completed by Planning Staff

Checklist Completed by: _____ Date: _____

THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THIS APPLICATION

Item	Received
☐ Filing Fee of $ _____	☐
☐ Fee Schedule (see attached, please return completed fee schedule with application)	☐
☐ Plot Plan 12 copies (folded if > 8½" x 14")	☐
☐ Tentative Map 12 folded copies (Minor Subd)	☐
☐ Tentative Map 18 folded copies (Major Subd) [Note: Additional plot plans/maps may be required]	☐
☐ Tentative Map/Plot Plan Checklist (complete & return with application)	☐
☐ Floor Plan	☐
☐ Division of Environmental Health Questionnaire	☐
☐ On-site sewage testing (if applicable)	☐
☐ On-site water information (if applicable)	☐
☐ Solar design information	☐
☐ Chain of Title	☐
☐ Grant Deed ☐ Current ☐ Creation	☐
☐ Preliminary Title Report (two copies, prepared within the last six months prior to application)	☐

Item	Received
☐ Architectural Elevations	☐
☐ Design Review Committee Approval	☐
☐ CEQA Initial Study	☐
☐ Exception Request Justification	☐
☐ Joint Timber Management Plan	☐
☐ Lot Size Modification Request Justification	☐
☐ Military Training Route (see County GIS)	☐
☐ Parking Plan	☐
☐ Plan of Operation	☐
☐ Preliminary Hydraulic & Drainage Plan	☐
☐ R1 / R2 Report (Geologic/Soils Report, 3 copies with original signatures)	☐
☐ Reclamation Plan, including engineered cost estimate for completing reclamation	☐
☐ Accessory Dwelling Unit Fact Sheet	☐
☐ Variance Request Justification	☐
☐ Vested Right Documentation/Evidence	☐
☐ Other _____ _____	☐
☐ Other _____ _____	☐
☐ Other _____ _____	☐

FOR INTERNAL USE

- ☐ Ag. Preserve Contract
- ☐ Certificate of Compliance
- ☐ Coastal Development Permit
  - ☐ Administrative
  - ☐ Planning Commission
- ☐ Design Review
  - ☐ Inland
  - ☐ Coastal
- ☐ Determination of Legal Status
- ☐ Determination of Substantial Conformance
- ☐ Extension of _____
- ☐ Fire Safe Exception Request
- ☐ General Plan Amendment
- ☐ General Plan Petition
- ☐ Information Request
- ☐ Modification to_____
- ☐ Lot Line Adjustment
- ☐ Preliminary Project Review
- ☐ Special Permit
  - ☐ Administrative
  - ☐ Planning Commission
  - H.C.C. §_____
- ☐ Subdivision
  - ☐ Parcel Map
  - ☐ Final Map
- ☐ Exception to the Subdivision Requirements
- ☐ Reclamation Plan
- ☐ Surface Mining Permit
- ☐ Surface Mining Vested Right Determination
- ☐ Timber Harvest Plan Information Request
- ☐ Use Permit
  H.C.C. § _____
- ☐ Variance
  H.C.C. § _____
- ☐ Zone Reclassification
- ☐ Other _____
- ☐ Other _____

Application Received By: _____ Date: _____ Receipt Number: _____

General Plan Designation: _____

Plan Document: _____

Land Use Density: _____

Zone Designation: _____

Coastal Jurisdiction Appeal Status: ☐ Appealable ☐ Not Appealable

Preliminary CEQA Status:

- ☐ Environmental Review Required
- ☐ Categorically Exempt From Environmental Review: Class _____ Section _____
- ☐ Statutory Exemption: Class _____ Section _____
- ☐ Not a Project
- ☐ Other _____