



HUMBOLDT COUNTY  
PLANNING AND BUILDING DEPARTMENT  
CURRENT PLANNING DIVISION  
3015 H STREET, EUREKA, CA 95501 ~ PHONE (707) 445-7541



RECEIVED

8/28/2017

AUG 30 2017

**PROJECT REFERRAL TO: Public Works Land Use Division**

HUMBOLDT CO. PUBLIC WORKS  
LAND USE DIVISION

**Project Referred To The Following Agencies:**

Building Inspection Division, Public Works Land Use Division, Health and Human Services Environmental Health Division, County Counsel, CalFire, California Department of Fish And Wildlife, Northwest Information Center, Bear River Band Rohnerville Rancheria, Regional Water Quality Control Board, Humboldt County District Attorney, Humboldt County Agriculture Commissioner, California Division of Water Resources, Bridgeville School District, Humboldt County Sheriff

**Applicant Name** Macras Land Co., Inc. **Key Parcel Number** 317-033-008-000

**Application (APPS#)** 11099 **Assigned Planner** () - **Case Number(s)** CUP16-147

Please review the above project and provide comments with any recommended conditions of approval. To help us log your response accurately, please include a copy of this form with your correspondence.

Questions concerning this project may be directed to the assigned planner for this project between 8:30am and 5:30pm Monday through Friday.

County Zoning Ordinance allows up to 15 calendar days for a response. If no response or extension request is received by the response date, processing will proceed as proposed.

☐ If this box is checked, please return large format maps with your response.

**Return Response No Later Than 9/12/2017**

Planning Commission Clerk  
County of Humboldt Planning and Building Department  
3015 H Street  
Eureka, CA 95501  
**E-mail:** PlanningClerk@co.humboldt.ca.us **Fax:** (707) 268-3792

**We have reviewed the above application and recommend the following (please check one):**

☐ Recommend Approval. The Department has no comment at this time.

☐ Recommend Conditional Approval. Suggested Conditions Attached.

☐ Applicant needs to submit additional information. List of items attached.

☐ Recommend Denial. Attach reasons for recommended denial.

☐ Other Comments: \_\_\_\_\_

DATE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_



DEPARTMENT OF PUBLIC WORKS  
**C O U N T Y   O F   H U M B O L D T**

MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579  
AREA CODE 707

ARCATA-EUREKA AIRPORT TERMINAL  
MCKINLEYVILLE  
FAX 839-3596

AVIATION

839-5401

PUBLIC WORKS BUILDING  
SECOND & L ST., EUREKA  
FAX 445-7409

ADMINISTRATION

445-7491

BUSINESS

445-7652

ENGINEERING

445-7377

FACILITY MAINTENANCE

445-7493

NATURAL RESOURCES

445-7741

NATURAL RESOURCES PLANNING

267-9540

PARKS

445-7651

ROADS & EQUIPMENT MAINTENANCE

445-7421

CLARK COMPLEX  
HARRIS & H ST., EUREKA  
FAX 445-7388

LAND USE

445-7205

**LAND USE DIVISION INTEROFFICE MEMORANDUM**

TO: Michelle Nielsen, Senior Planner, Planning & Building Department

FROM: Kenneth M. Freed, Assistant Engineer *KF*

DATE: 2-20-2018

RE:

|                |                      |
|----------------|----------------------|
| Applicant Name | MACRAS LAND CO., INC |
| APN            | 317-033-008          |
| APPS#          | 11099                |

The Department has reviewed the above project and has the following comments:

- ☒ The Department's recommended conditions of approval are attached as **Exhibit "A"**.
- ☒ Additional information identified on **Exhibit "B"** is required before the Department can review the project. **Please re-refer the project to the Department when all of the requested information has been provided.**
- ☐ Additional review is required by Planning & Building staff for the items on **Exhibit "C"**.  
**No re-refer is required.**
- ☒ **Road Evaluation Reports(s)** are required; See **Exhibit "D"**.  
**No re-refer is required.**

\*Note: Exhibits are attached as necessary.

Additional comments/notes:

// END //

## Exhibit "A"

### Public Works Recommended Conditions of Approval

(All checked boxes apply)

APPS # 11099

☐ **COUNTY ROADS- FENCES & ENCROACHMENTS:**

All fences and gates shall be relocated out of the County right of way. All gates shall be setback sufficiently from the County road so that vehicles will not block traffic when staging to open/close the gate. In addition, no materials shall be stored or placed in the County right of way.

This condition shall be completed to the satisfaction of the Department of Public Works prior to commencing operations, final sign-off for a building permit, or Public Works approval for a business license.

☐ **COUNTY ROADS- DRIVEWAY (PART 1):**

The submitted site plan is unclear and/or shows improvements that are inconsistent with County Code and/or Department of Public Works policies. The applicant is advised that these discrepancies will be addressed at the time that the applicant applies to the Department of Public Works for an Encroachment Permit. If the applicant wishes to resolve these issues prior to approval of the Planning & Building permit for this project, the applicant should contact the Department to discuss how to modify the site plan for conformance with County Code and or Department of Public Works policies. Notes:

☐ **COUNTY ROADS- DRIVEWAY (PART 2):**

Any existing or proposed driveways that will serve as access for the proposed project that connect to a county maintained road shall be improved to current standards for a commercial driveway. An encroachment permit shall be issued by the Department of Public Works prior to commencement of any work in the County maintained right of way. This also includes installing or replacing driveway culverts; minimum size is typically 18 inches.

- If the County road has a paved surface at the location of the driveway, the driveway apron shall be paved for a minimum width of 18 feet and a length of 50 feet.
- If the County road has a gravel surface at the location of the driveway, the driveway apron shall be rocked for a minimum width of 18 feet and a length of 50 feet.
- If the County road is an urban road, frontage improvements (curb, gutter, and sidewalk) shall also be constructed to the satisfaction of the Department. Any existing curb, gutter or sidewalk that is damaged shall be replaced.

The exact location and quantity of driveways shall be approved by the Department at the time the applicant applies to the Department of Public Works for an Encroachment Permit.

This condition shall be completed to the satisfaction of the Department of Public Works prior to commencing operations, final sign-off for a building permit, or Public Works approval for a business license.

☐ **COUNTY ROADS- DRIVEWAY (PART 3):**

The existing driveway will require substantial modification in order to comply with County Code. The applicant may wish to consider relocating the driveway apron if a more suitable location is available.

☐ **COUNTY ROADS-PARKING LOT- STORM WATER RUNOFF:**

Surfaced parking lots shall have an oil-water filtration system prior to discharge into any County maintained facility.

This condition shall be completed to the satisfaction of the Department of Public Works prior to commencing operations, final sign-off for a building permit, or Public Works approval for a business license.

☒ **COUNTY ROADS- DRIVEWAY & PRIVATE ROAD INTERSECTION VISIBILITY:**

All driveways and private road intersections onto the County Road shall be maintained in accordance with County Code Section 341-1 (Sight Visibility Ordinance).

This condition shall be completed to the satisfaction of the Department of Public Works prior to commencing operations, final sign-off for a building permit, or Public Works approval for a business license.

☒ **COUNTY ROADS- PRIVATE ROAD INTERSECTION:**

Any existing or proposed non-county maintained access roads that will serve as access for the proposed project that connect to a county maintained road shall be improved to current standards for a commercial driveway. An encroachment permit shall be issued by the Department of Public Works prior to commencement of any work in the County maintained right of way.

- If the County road has a paved surface at the location of the access road, the access road shall be paved for a minimum width of 20 feet and a length of 50 feet where it intersects the County road.
- If the County road has a gravel surface at the location of the access road, the access road shall be rocked for a minimum width of 20 feet and a length of 50 feet where it intersects the County road.

This condition shall be completed to the satisfaction of the Department of Public Works prior to commencing operations, final sign-off for a building permit, or Public Works approval for a business license.

☐ **COUNTY ROADS- ROAD EVALUATION REPORT(S):**

All recommendations in the Road Evaluation Report(s) for County maintained road(s) shall be constructed/implemented to the satisfaction of the Public Works Department prior to commencing operations, final sign-off for a building permit, or approval for a business license. An encroachment permit shall be issued by the Department of Public Works prior to commencement of any work in the County maintained right of way.

// END //

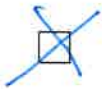
Exhibit "B"

Additional Information is Requested

(All checked boxes apply)

APPS # 11099

Please re-refer the project to the Department when all of the requested information has been provided.



COUNTY ROADS- MISSING/INCOMPLETE ROAD EVALUATION REPORT(S)

Road Evaluation Report(s) for the following County maintained road(s) were not provided:

| Road Name          | Part B Road Evaluation Report Required? |
|--------------------|-----------------------------------------|
| STAPP ROAD (7H010) | <input checked="" type="checkbox"/> YES |
|                    | <input type="checkbox"/> YES            |
|                    | <input type="checkbox"/> YES            |
|                    | <input type="checkbox"/> YES            |
|                    | <input type="checkbox"/> YES            |

The Department cannot recommend approval of the project until the Road Evaluation Report(s) adequately address the County road(s).



COUNTY ROADS- INADEQUATE ROAD EVALUATION REPORTS:

The Department cannot support the proposed recommendations within the Road Evaluation Reports for the following County maintained roads:

The Department cannot recommend approval of the project until the Road Evaluation Reports adequately addresses the County road. The applicant's civil engineer is advised to contact the Department for details.



COUNTY ROADS- ON-SITE PARKING & INTERNAL TRAFFIC CIRCULATION PLAN:

The Department has reviewed the proposed on-site parking area(s) and internal traffic circulation plan(s) pursuant to County Code Section 313-109.1.3.2.5 (Coastal) and 314-109.1.2.2.5 (inland). The Department cannot support the proposed parking area and traffic circulation plan. The applicant must submit a realistic parking plan to the Department for review.

// END //

Exhibit "D"

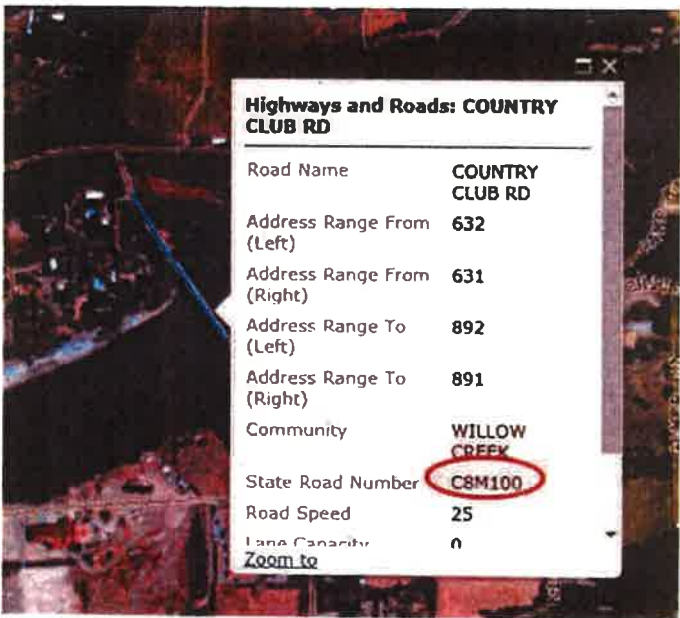
Road Evaluation Reports

1. **ROADS – Road Evaluation Reports.** Planning and Building Department staff shall request that the applicant provide Road Evaluation Reports for the project. The particular roads that require a Road Evaluation Report is to be determined by following the guidance shown below.

The Department has developed a Road Evaluation Report form so that an applicant can address the adequacy of the various roads used by their project. Most projects will require that a Road Evaluation Report form be completed.

When viewing the project site on google earth, if the County maintained road (or other publicly maintained road) has a centerline stripe, the road is adequate. If there is no centerline stripe, then the roads leading from the nearest publicly maintained road with a paved centerline stripe (or a known category 4 road) must be evaluated. A separate Road Evaluation Report form is needed for each road. This applies to all roads regardless if they are publicly or privately maintained. The Department has prepared a "approved list" of known County maintained roads that are category 4 (or are equivalent to category 4) standards for cannabis projects. The Department has also prepared a list of roads that are known to not meet road category 4 of equivalent. Both of these lists will be updated as the County information regarding the County maintained roads becomes available.

The Road Evaluation Report form needs to be provided to applicants to complete. It is important that Planning and Building Department staff provide the applicant with a map that has the roads to be evaluated highlighted. This will most likely include a combination of County maintained roads and non-County maintained roads. This will give the applicant clear direction on which roads need to be evaluated.



Above: screenshot from the WebGIS showing County Road Number circled in RED.

A County maintained road will have a 5 or 6 character identifier. The general format is ABCDDD where:

- A is an optional identifier for the functionality of the road (A=Arterial, C=Collector, F=Federal Aid)
- B is a grid identifier number for the X-axis of a "battleship" style grid that was drawn on a county map to divide the county into a series of squares.
- C is a grid identifier letter for the Y-axis for the grid.
- DDD is a three digit road identification number within a particular grid. Each grid can have up to 999 roads in them

Examples:

ABCDDD

A 3 M 0 2 0 Murray Road

F 6 B 1 6 5 Alderpoint Road

6 C 0 4 0 Thomas Road

Exhibit "D"

Road Evaluation Reports

The Department is working towards identifying which County maintained roads meet (or are equivalent to) Road Category 4 standards for cannabis projects. Two lists are being prepared: the first list with the green heading shows which roads (or portions thereof) meet or are equivalent to Road Category 4 standard (AKA "Approved List"); and the second list with the red heading shows which roads (or portions thereof) that do not meet or are not equivalent to Road Category 4 standards. These lists will be updated as information becomes available. **This list will be updated frequently. Make sure you are using the most up to date list.**

On occasion there may be more than one road that has the same name; in these instances check the road number to ensure that you are referencing the correct road. Until such time as the GIS roads layer has been proofed by the Department, the GIS is not to be used for this task. Use the paper road maps to check road numbers.

If the subject property takes direct access from a road on the "approved list", no further road evaluation needs to be done.

| "APPROVED LIST"                                                                                                  |             |                                                                                                    |
|------------------------------------------------------------------------------------------------------------------|-------------|----------------------------------------------------------------------------------------------------|
| List of County Maintained Roads that meet (or are equivalent to) Road Category 4 standards for Cannabis Projects |             |                                                                                                    |
| Road Name                                                                                                        | Road Number | Range meeting (or equivalent to) Road Category 4 standard                                          |
| Alderpoint Road                                                                                                  | F6B165      | All                                                                                                |
| Bair Road                                                                                                        | C6L300      | All                                                                                                |
| Bair Road                                                                                                        | 6L300       | All                                                                                                |
| Bald Hills Road                                                                                                  | F4R300      | All                                                                                                |
| Benbow Drive                                                                                                     | 6B180       | Oakcrest Drive to State Hwy 101                                                                    |
| Blue Slide Road                                                                                                  | F2G100      | All [Grizzley Bluff Rd to City limits of Rio Dell]                                                 |
| Brannon Mountain Road                                                                                            | 7M100       | State Hwy 96 to Creekside Lane                                                                     |
| Briceland Thorne Road                                                                                            | F5A010      | All                                                                                                |
| Burrell Road                                                                                                     | 3D030       | From Mattole Rod to P.M. 067                                                                       |
| Cathey Road                                                                                                      | 6D050       | State Park to P.M. 0.87 [End of County maintained]                                                 |
| Fickle Hill Road                                                                                                 | C5J040      | PM 1.55 [end of centerline stripe] to P.M. 8.00                                                    |
| Fieldbrook Road                                                                                                  | C4L760      | All                                                                                                |
| Freshwater Road                                                                                                  | F6F060      | All                                                                                                |
| Friday Ridge Road                                                                                                | 8L100       | State Hwy 299 to PM 3.37[End of County maintained] then becomes USFS Road                          |
| Greenwood Heights Drive                                                                                          | C4K160      | All                                                                                                |
| Grizzley Bluff Road                                                                                              | F2G100      | All [City limits of Ferndale to Blue Slide Rd]                                                     |
| Jacoby Creek Road                                                                                                | C4K230      | Old Arcata Road to P.M. 2.50                                                                       |
| Jacoby Creek Road                                                                                                | 4K230       | From P.M. 2.5 to P.M. 2.69                                                                         |
| Kneeland Road                                                                                                    | F6F060      | Freshwater Road to Mountain View Road                                                              |
| Maple Creek Road                                                                                                 | 5L100       | All                                                                                                |
| Mattole Road                                                                                                     | F3D010      | All                                                                                                |
| Mattole Road                                                                                                     | F3C010      | All                                                                                                |
| McCann Road                                                                                                      | 6D090       | Dyerville Loop Road to P.M. 1.0                                                                    |
| McCellan Mtn Road                                                                                                | 7F010       | State Hwy 36 to P.M. 3.57[End of County maintained]                                                |
| Mountain View Road                                                                                               | 6H010       | All                                                                                                |
| Murray Road                                                                                                      | C3M020      | All                                                                                                |
| Old Three Creeks Road                                                                                            | 6L250       | State Hwy 299 to P.M. 2.8 [End of County maintained]                                               |
| Panther Gap Road                                                                                                 | 4D010       | Mattole Road to P.M. 1.83[End of County maintained] continues as a non- County maintained road     |
| Patterson Road                                                                                                   | C3M130      | All                                                                                                |
| Salmon Creek Road                                                                                                | 6C030       | Hwy 101 to P.M. 5.39 [End of County maintained]                                                    |
| Shelter Cove Road                                                                                                | C4A010      | All                                                                                                |
| Sprowel Creek Road                                                                                               | C6B095      | PM 0.0 to PM 2.11                                                                                  |
| Sprowel Creek Road                                                                                               | 6B095       | PM 2.11 to PM 4.00                                                                                 |
| Thomas Road                                                                                                      | 6C040       | Salmon Creek Road to P.M. 4.03 [End of County maintained] continues as a non- County maintained rd |
| Titlow Hill Road                                                                                                 | 7K100       | Hwy 299 to PM 4.7[End of County maintained] then becomes USFS Road                                 |
| West End Road                                                                                                    | 5L010       | PM 0.0 at Arcata City Limits to Warren Creek Road                                                  |
| Wilder Ridge Road                                                                                                | C5B010      | All                                                                                                |

Exhibit "D"

Road Evaluation Reports

| List of County Maintained Roads that do not meet (or are not equivalent to) Road Category 4 standards for Cannabis Projects |             |                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------|-------------|----------------------------------------------------------------------------|
| Road Name                                                                                                                   | Road Number | Range not meeting (or not equivalent to) Road Category 4 standard          |
| Bark Shanty Road                                                                                                            | 9R105       | All                                                                        |
| Benbow Drive                                                                                                                | 6B180       | Oakcrest Dr to end                                                         |
| Brannon Mountain Road                                                                                                       | 7M100       | Creekside Lane to PM 5.0 [End of County maintained] then becomes USFS Road |
| Burrell Road                                                                                                                | 3D030       | P.M. 067 to P.M. 2.22 [End of County maintained]                           |
| Essex Lane                                                                                                                  | C4L780      | P.M. 0.2 to P.M. 0.9 [End of County maintained]                            |
| Fickle Hill Road                                                                                                            | C5J040      | P.M. 8.0 to P.M. 11.72                                                     |
| McCann Road                                                                                                                 | 6D090       | P.M. 1.0 to P.M.2.6 [End of County maintained]                             |
| Warren Creek Road                                                                                                           | 5L740       | P.M 0.0 to PM 0.95 [End of County maintained]                              |
| Sprowel Creek Road                                                                                                          | 6B095       | P.M 4.00 to PM 7.22 [End of County maintained]                             |
| Stapp Road                                                                                                                  | 7H010       | P.M 0.00 to 3.25[End of County maintained]                                 |
|                                                                                                                             |             |                                                                            |
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// END //