



**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: Willow Creek Community Services District  
Contact Person: Susan O'Gorman, GM  
Mailing Address: PO Box 314  
City, St, Zip: Willow Creek, CA 95573  
Telephone: (530) 629-3327 Alt. Tel: \_\_\_\_\_  
Email: susan@willowcreekcsd.com

**AGENT** (Communications from Department will be directed to agent)

Business Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, St, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Alt. Tel: \_\_\_\_\_  
Email: \_\_\_\_\_

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

Owner's Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, St, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**LOCATION OF PROJECT**

Site Address: ~701 Brannan Mt. Road & 15 Kimtu Rd, Willow Creek Assessor's Parcel No(s): 522-492-011 & 522-321-037  
Community Area: Willow Creek Parcel Size (acres or sq. ft.): 0.52 acres & 16.12 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):

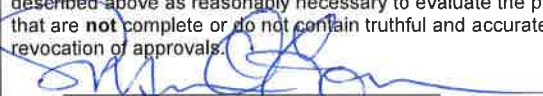
The Willow Creek CSD is proposing to construct a new 650,000 gallon water storage tank on a parcel owned by the District. The parcel was granted to the District in 1979 for the purpose of a water storage tank, as part of the Clover Flat Subdivision, by the Brizard Company. The deed was not properly recorded however, and was corrected in 2020.

The Willow Creek CSD is also proposing to construct, using a California Prop 68 Rural Recreation and Tourism grant, upgrades to Veteran's Park, including a skate park, upgrades to playground, ADA, parking, upgrades to baseball diamond, and upgrades to tennis court into multi-use court. The property is owned by the District.

**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.

  
Applicant Signature

4-21-25  
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

**This side completed by Planning Staff**

Checklist Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THIS APPLICATION**

Item	Received	Item	Received
<input type="checkbox"/> Filing Fee of \$ _____	<input type="checkbox"/>	<input type="checkbox"/> Architectural Elevations	<input type="checkbox"/>
<input type="checkbox"/> Fee Schedule (see attached, please return completed fee schedule with application)	<input type="checkbox"/>	<input type="checkbox"/> Biological Assessment	<input type="checkbox"/>
<input checked="" type="checkbox"/> Plot Plan	<input type="checkbox"/>	<input type="checkbox"/> Campaign Disclosure Form	<input type="checkbox"/>
<input type="checkbox"/> Tentative Map	<input type="checkbox"/>	<input type="checkbox"/> Exception Request Justification	<input type="checkbox"/>
<input checked="" type="checkbox"/> CEQA Initial Study	<input type="checkbox"/>	<input type="checkbox"/> Hazardous Waste Statement per 65962.5	<input type="checkbox"/>
<input type="checkbox"/> Tentative Map/Plot Plan Checklist (complete & return with application)	<input type="checkbox"/>	<input type="checkbox"/> Lot Size Modification Request Justification	<input type="checkbox"/>
<input type="checkbox"/> Floor Plan	<input type="checkbox"/>	<input type="checkbox"/> Military Training Route (see County GIS)	<input type="checkbox"/>
<input type="checkbox"/> Division of Environmental Health Questionnaire	<input type="checkbox"/>	<input type="checkbox"/> Parking Plan	<input type="checkbox"/>
<input type="checkbox"/> On-site sewage testing (if applicable)	<input type="checkbox"/>	<input type="checkbox"/> Plan of Operation	<input type="checkbox"/>
<input type="checkbox"/> On-site water information (if applicable)	<input type="checkbox"/>	<input type="checkbox"/> Preliminary Hydraulic & Drainage Plan	<input type="checkbox"/>
<input type="checkbox"/> Solar design information	<input type="checkbox"/>	<input type="checkbox"/> R1 / R2 Report (Geologic/Soils Report - signed by preparer)	<input type="checkbox"/>
<input type="checkbox"/> Chain of Title	<input type="checkbox"/>	<input type="checkbox"/> Reclamation Plan, including engineered cost estimate for completing reclamation	<input type="checkbox"/>
<input checked="" type="checkbox"/> Grant Deed	<input type="checkbox"/>	<input type="checkbox"/> Accessory Dwelling Unit Fact Sheet	<input type="checkbox"/>
<input type="checkbox"/> Current <input type="checkbox"/> Creation	<input type="checkbox"/>	<input type="checkbox"/> Variance Request Justification	<input type="checkbox"/>
<input type="checkbox"/> Preliminary Title Report ( <u>two copies</u> , prepared within the last six months prior to application)	<input type="checkbox"/>	<input type="checkbox"/> Vested Right Documentation/Evidence	<input type="checkbox"/>
		<input type="checkbox"/> Other _____	<input type="checkbox"/>
		<input type="checkbox"/> Other _____	<input type="checkbox"/>
		<input type="checkbox"/> Other _____	<input type="checkbox"/>

**FOR INTERNAL USE**

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

Application Received By: _____		Date: _____		Receipt Number: _____	
General Plan Designation: _____					
Plan Document: _____					
Land Use Density: _____					
Zone Designation: _____					
Coastal Jurisdiction Appeal Status:		<input type="checkbox"/> Appealable	<input type="checkbox"/> Not Appealable		
Preliminary CEQA Status:					
<input type="checkbox"/> Environmental Review Required					
<input type="checkbox"/> Categorically Exempt From Environmental Review:		Class _____	Section _____		
<input type="checkbox"/> Statutory Exemption:		Class _____	Section _____		
<input type="checkbox"/> Not a Project					
<input type="checkbox"/> Other _____					