

EXHIBIT A



DEPARTMENT OF PUBLIC WORKS  
**C O U N T Y O F H U M B O L D T**  
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ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741
BUSINESS	445-7652	NATURAL RESOURCES PLANNING	267-9540
ENGINEERING	445-7377	PARKS	445-7651
FACILITY MANAGEMENT	445-7493	ROADS	445-7421

CLARK COMPLEX HARRIS & H ST., EUREKA FAX 445-7388	
LAND USE	445-7205

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**LAND USE DIVISION INTEROFFICE MEMORANDUM**

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TO: Michael Holtermann, Associate Planner

FROM: Erin Cearley, Senior Engineering Technician

**RE: SUBDIVISION REQUIREMENTS - IN THE MATTER OF THE LIFE PLAN HUMBOLDT SUBDIVISION, APPLICATION # PLN-2025-19246 PMS, APN 508-251-060 and 510-133-013, FOR APPROVAL OF A TENTATIVE MAP, CONSISTING OF 14.59 ACRES INTO 2 PARCELS**

DATE: 08/11/2025  
02/23/2026 REVISION  
03/05/2026 REVISION

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The following requirements and standards are applicable to this project and must be completed to the specifications and satisfaction of the Department of Public Works (Department) before the subdivision map may be filed with the County Recorder. If there has been a substantial change in the project since the last date shown above, an amended report must be obtained and used in lieu of this report. Prior to commencing the improvements indicated below, please contact the Subdivision Inspector at 445-7205 to schedule a pre-construction conference.

**These recommendations are based on the tentative map prepared by Kelly-O’Hern dated April 2025 and dated as received by the Humboldt County Planning Division on May 2, 2025.**

NOTE: All correspondence (letters, memos, faxes, construction drawings, reports, studies, etc.) with this Department must include the Assessor Parcel Number (APN) shown above.

**READ THE ENTIRE REPORT BEFORE COMMENCING WORK ON THE PROJECT**

**1.0 MAPPING**

**1.1 EXPIRATION OF TENTATIVE MAP**

Applicant is advised to contact the Planning & Building Department to determine the expiration date of the tentative map and what time extension(s), if any, are applicable to the project.

Applicant is responsible for the timely filing of time extension requests to the Planning & Building Department.

Applicant is responsible for completing all of the subdivision requirements prior to expiration of the tentative map. Applicant is advised to promptly address all of the subdivision requirements in order to avoid the tentative map expiring prior to completion of the subdivision requirements. Applicants are encouraged to contact a land development professional for advice on developing a realistic schedule for the processing of the project.

## **1.2 MAP TYPE**

Applicant must cause to be filed a subdivision map showing monumentation of all property corners to the satisfaction of this Department in compliance with County Code §326-31. Subdivision map checking fees shall be paid in full at the time the subdivision map is submitted for checking. County Recorder fees shall be paid prior to submittal of the map to the County Recorder for filing. The subdivision map must be prepared by a Land Surveyor licensed by the State of California -or- by a Civil Engineer registered by the State of California who is authorized to practice land surveying.

All Department charges associated with this project must be paid in full prior to the subdivision map being submitted to the County Recorder for filing.

Applicant shall submit to this Department an electronic copy of the subdivision map, in pdf format, as filed by the County Recorder. [Reference: Government Code §66466(f)]

Prior to submitting the subdivision map to the County Surveyor for map check, applicant shall submit the subdivision map to the utility providers to provide input on necessary public utility easements. Copies of the responses from the utility providers shall be included with the first submittal of the subdivision map to the County Surveyor.

## **1.3 DEPOSIT**

Applicant shall be required to place a security deposit with this Department for inspection and administration fees as per County Code §326-13 prior to review of the improvement plans, review of the subdivision map, or the construction of improvements, whichever occurs first.

## **1.4 EASEMENTS**

All easements that encumber or are appurtenant to the subdivision shall be shown graphically on the subdivision map. Those easements that do not have a metes and bounds description shall be noted on the subdivision map and shown as to their approximate location.

## **1.5 EASEMENT COORDINATION AND SIGN-OFF**

Provide sign-off from all utility companies that existing and proposed public utility easements shown on the subdivision map are adequate for their needs.

## **1.6 FURTHER SUBDIVISION**

At least some of the parcels may be further divided; therefore, the applicant shall conform to Humboldt County Code §323-6(a)(5), Statements to Accompany a Tentative Subdivision Map.

## **1.7 DEDICATIONS**

The following shall be dedicated on the subdivision map, or other document as approved by this Department:

**(a) PUBLIC ROAD: HILLER ROAD (COUNTY ROAD #3L080)**

Public Road: Applicant shall cause to be dedicated on the subdivision map to the County of Humboldt an easement for public road purposes lying within 40 feet of the center line of the County road. The applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision.

Sidewalks: Applicant shall cause to be dedicated on the subdivision map to the County of Humboldt a 10 foot wide easement for public sidewalk purposes lying adjacent to the right of way of the County road. The applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision. This easement may overlap a public utility easement.

PUE: Applicant shall cause to be dedicated to the County of Humboldt on the subdivision map a 10 foot wide public utility easement (PUE) adjacent to the right of way for the road or as otherwise approved by this Department. Additional PUEs shall be dedicated in a manner, width, and location approved by this Department. **The need for a PUE as well as its limits will be determined by Public Works when the improvement plans are finalized. (Rev 2/23/26)**

**(b) PUBLIC ROAD: NURSERY WAY**

Public Road: Applicant shall cause to be dedicated on the subdivision map to the County of Humboldt an easement for public road purposes lying within 25 feet of the center line of the County road. The applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision.

Sidewalks: Applicant shall cause to be dedicated on the subdivision map to the County of Humboldt a 10 foot wide easement for public sidewalk purposes lying adjacent to the right of way of the County road. The applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision. This easement may overlap a public utility easement.

PUE: Applicant shall cause to be dedicated to the County of Humboldt on the subdivision map a 10 foot wide public utility easement (PUE) adjacent to the right of way for the road or as otherwise approved by this Department. Additional PUEs shall be dedicated in a manner, width, and location approved by this Department.

**(c) NON-VEHICULAR ACCESS (HILLER)**

Applicant shall cause to be dedicated to the County of Humboldt on the subdivision map a 1-foot wide non-vehicular access strip adjacent to Parcel 1 on Hiller Road. Said easement shall be dedicated in manner and location as approved by this Department.

**(d) NON-VEHICULAR ACCESS (NURSERY)**

Applicant shall cause to be dedicated to the County of Humboldt on the subdivision map a 1-foot wide non-vehicular access strip adjacent to Parcel 1 on the northerly 50 feet of Nursery Way. Said easement shall be dedicated in manner and location as approved by this Department.

**(e) MIDTOWN TRAIL**

Either on the subdivision map (or by separate document prior to issuance of a building permit) a 20 foot wide easement for the Midtown Trail shall be dedicated to the County of Humboldt. The location of the easement shall connect between the existing stub **on** the south to an appropriate end point at Hiller Road that will allow the trail to continue across Hiller Road and through APN 510-132-031. The alignment of trail is flexible within the subdivision; it does not have to be a straight projection of the trail on the south.

**(f) CLUSTER BOX UNIT (CBU) MAILBOXES**

Prior to submittal of the subdivision map, provide a sign-off from the Post Office on the location of the neighborhood box unit. Applicant shall cause to be dedicated on the subdivision map additional sidewalk easements as necessary to accommodate the CBU.

**1.8 LINES OF OCCUPATION**

Applicant shall provide prospective buyers with notice of any fences that are not on the property lines.

**2.0 IMPROVEMENTS**

**2.1 CONSTRUCTION PLANS**

Pursuant to County Code §326-3, construction plans shall be submitted for any required road, drainage, landscaping, and pedestrian improvements. Construction plans must be prepared by a Civil Engineer registered by the State of California. Construction plans shall be on a sheet size of 22" x 34", unless approved otherwise by this Department. Construction of the improvements shall not commence until authorized by this Department. This Department will require the submittal of 1 full size (22" x 34") set and 1 reduced (11" x 17") set of the approved construction plans prior to start of work. (See County code §326-3)

The construction plans shall show the location of all sensitive areas and required mitigation measures.

The construction plans shall show the location of all proposed new utilities and any existing utilities within 10 feet of the improvements. The plans shall be signed as approved by the local fire response agency and public utility companies having any facilities within the subdivision prior to construction authorization by this Department.

Construction plans shall be tied into elevation datum approved by this Department. Projects located within McKinleyville Community Services District (MCSD) area shall be tied to MCSD elevation datum unless waived by this Department.

Unless otherwise waived by this Department, record drawing ("As-Built") plans shall be submitted for any road, drainage, landscaping, and pedestrian improvements that are constructed as part of this project. Record drawing plans must be prepared by a Civil Engineer registered by the State of California. Once approved by this Department, one (1) set of "wet stamped" record drawings on 22" x 34" mylar sheets shall be filed with this Department.

## 2.2 CONSTRUCTION PERIOD

Construction of improvements for this project will not be allowed to occur between October 15 and April 15 without permission of this Department.

## 2.3 ADA FACILITIES

All pedestrian facilities shall be ADA compliant. This includes, but is not limited to, providing curb ramps at intersections and sidewalks behind driveway aprons (or ADA compliant driveway aprons).

Fire hydrants, neighborhood box units for mail, utility poles (including down guys), streetlights, or other obstructions will not be allowed in sidewalks unless approved by this Department.

Applicant shall replace/retrofit to meet current standards any non-ADA compliant pedestrian improvements within the public right of way (or access easements that the subject property has a legal right to use) contiguous to the project.

## 2.4 TRAFFIC CONTROL DEVICES & SIGNS

Traffic control devices and signs may need to be placed as required and approved by this Department. All signs and striping on County maintained roads shall be installed by the County at the expense of the developer, unless otherwise approved by the Department.

- (a) A stop sign shall be installed on Hiller Road at its intersection with Nursery Way. When the road is paved and has sufficient width, a "stop" pavement marking and limit line shall be installed.
- (b) No parking signs shall be installed along both sides of Nursery Way from Heartwood Drive to Hiller Road.
- (c) Street name signs shall be provided at all road intersections.
- (d) Fire hydrants shall be identified with a retroreflective blue colored raised pavement marker.
- (e) Additional signing and striping may be required by the Department upon review of the improvement plans. This includes, but is not limited to, centerline striping, two way left turn lane striping, bicycle lane striping, edge lines, dead end road signs, no outlet signs, speed limit signs, warning signs, etc....

## 2.5 ACCESS ROADS

The access road(s) serving the subdivision shall be constructed to the satisfaction of this Department as follows:

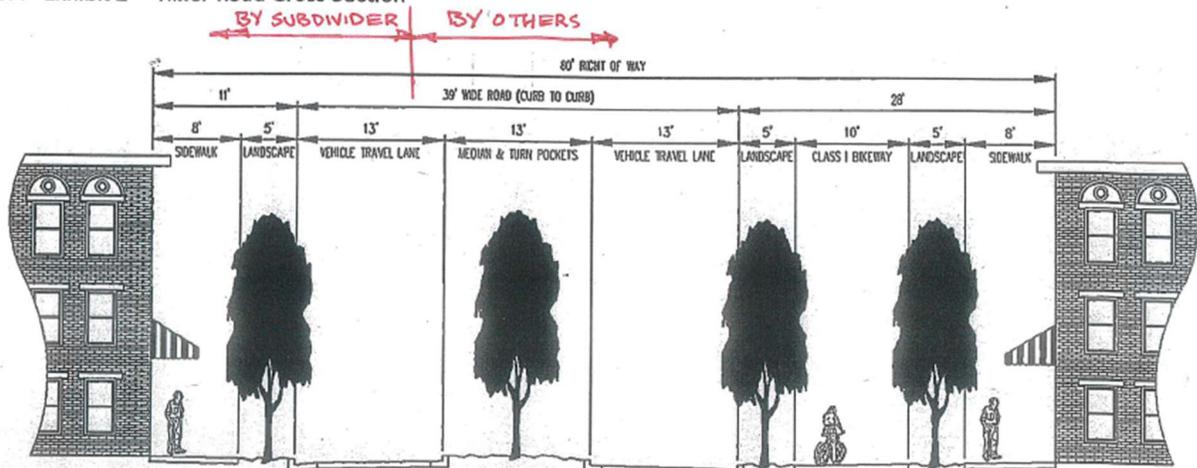
- (a) **NURSERY WAY** shall have a curb to curb distance of 34 feet. The road shall be striped with bike lanes and a centerline stripe. The road shall have Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter, 4.5 foot wide landscape strip, and 5 foot sidewalk on each side.

Within the landscape strip, install street trees spaced every 25 feet.

- (b) ~~**HILLER ROAD** shall have a curb to curb distance of 64 feet. road shall be striped with bike lanes and a centerline stripe. The road shall have Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter, and 8 foot wide curb adjacent sidewalk with tree wells. The existing pavement shall be sawcut and in fill paving constructed from the sawcut to the edge of the new gutter. (REV 02/23/2026)~~

**HILLER ROAD** shall be widened as shown in the Town Center Ordinance, 4.3.4 Exhibit 2-- Hiller Road Cross Section, shown below. The 8' wide sidewalk, 5' wide landscape strip and Caltrans Type A2-6 curb and gutter shall be constructed from the edge of the right of way. The existing pavement shall be sawcut and in-fill paving constructed from the sawcut to the edge of the new gutter. Note that construction of the medians and other improvements will be done in the future by others. (REV 03/06/2026)

4.3.4 Exhibit 2 — Hiller Road Cross Section



HILLER ROAD PROPOSED TYPICAL SECTION

-NOT TO SCALE-

ON STREET PARKING (PARALLEL OR ANGLED) TO BE ADDED AS REQUIRED; ADDITIONAL RIGHT OF WAY REQUIRED  
LANDSCAPING IS DEPENDENT UPON A PERMANENT FUNDING SOURCE BEING PROVIDED TO FUND FOR ONGOING MAINTENANCE

Above: Hiller Road Cross Section from Town Center Ordinance (Ordinance No. 2772).

From Central Avenue to the westerly edge of the subdivision, the road shall be striped with bike lanes on both sides and a continuous two way left turn lane. Left turn pockets shall be provided at Nursery Way/Shopping Center Driveway intersection. A left turn pocket shall also be provided for the easterly driveway to the shopping center on the north side of Hiller Avenue.

Note that the location of the curb line is to be tied to the McKinleyville Town Center plan; minor adjustments to these conditions may be needed to comply with the street layout for Hiller Road.

- (c) **MIDTOWN TRAIL** shall be constructed as a paved trail 10 feet in width with 5 foot wide landscape strips on each side within a 20 foot wide corridor. The trail shall be constructed prior to issuance of an occupancy permit on Parcel 1.

- (d) All intersections (including driveways) must conform to Humboldt County Code §341 regarding visibility.
- (e) Within the landscape strip, install street trees spaced 25 feet on center.
- (f) The access road shall be signed and striped for no parking.
- (g) Intersection corner radii at the curb face shall be provided at the intersection of roads based upon the following, unless otherwise approved by this Department:

<b>Intersection Corner Radii AASHTO, Chapter 9, “Corner Radii into Local Urban Streets”</b>				
Road Classification Road “B”	<b>Road Classification – Road “A”</b>			
		local roads	collector roads & arterial roads	Collector roads & arterial roads
	local roads	15'	20'	N/A
	collector roads & arterial roads	20'	25'	40'
	industrial use areas & truck routes	N/A	40'	40'

- (h) The widening of Hiller Road may require the reconstruction of the existing road to provide a uniform centerline grade compatible with the proposed curb grade. This is necessary in order to provide an adequate cross slope to the proposed gutter. Engineering plans showing existing and proposed conditions for both the centerline grade and roadway cross sections will be necessary to ensure proper drainage. In addition, existing utilities may need to be adjusted and/or relocated at the expense of the applicant.
- (i) Nothing is intended to prevent the applicant from constructing the improvements to a greater standard.
- (j) Nothing is intended to prevent this Department from approving alternate typical sections, structural sections, drainage systems, and road geometrics based upon sound engineering principals as contained in, but not limited to, the Humboldt County Roadway Design Manual, Caltrans Highway Design Manual, Caltrans Local Programs Manual, Caltrans Traffic Manual, California Manual on Uniform Traffic Control Devices (MUTCD), and AASHTO’s A Policy of Geometric Design of Highways and Streets (AKA “The Green Book”). Engineering must not be in conflict with Humboldt County Code or County adopted guidelines and policies.
- (k) Applicant shall remove and replace any public curb, gutter, sidewalk, flowline drain, or pavement found by this Department to be broken, uplifted, or damaged that fronts or is within the subdivision.
- (l) The surface of the access road(s) shall conform to the *Structural Section* requirements within this document.

## 2.6 DRIVEWAYS

The location of existing and proposed driveway aprons (access openings) shall be shown on the construction plans. Existing driveways shall be relocated/ retrofitted/ improved as necessary to meet the following:

- (a) **GEOMETRY:** Existing and proposed driveways shall intersect the road at a 90° angle, unless otherwise approved by this Department.
- (b) **GRADE:** Driveway grades shall conform to the following:

When concrete curb is present, the maximum grade of the driveway shall be 16%.

- (c) **VISIBILITY:** All driveways shall conform to Humboldt County Code § 341 regarding visibility.
- (d) **DRIVEWAY SURFACE:** The surface of the driveway shall conform to the *Structural Section* requirements within this document.

***Driveways connecting to paved roads:*** Existing and proposed driveways shall be paved for the entire width of the driveway. The driveway shall be paved for a minimum length of 25 feet.

When a concrete curb is present, a portland cement concrete driveway apron (Urban Driveway No. 1 Standard Plan) shall be constructed.

- (e) **DRIVEWAY WIDTHS:** The width of the driveway shall be as approved by this Department.

Driveway Widths (W)			
Type	Minimum	Recommended	Maximum
Residential	10'	18'	20'
Non-Residential	12'	24'	29'

- (f) **DRAINAGE:** A parkway drain shall be provided so that parking lot drainage does not cross the sidewalk.
- (g) **ENCROACHMENT PERMIT:** Any new driveways (access openings) from the County road will require encroachment permit from this Department.

## 2.7 STRUCTURAL SECTION

The access road(s) shall be constructed to a structural section recommended in the soils report and as approved by this Department.

- (a) **For paved road surfaces,** the structural section shall include a minimum of 0.2 feet of Caltrans Type A 1/2" hot mix ("asphalt") over 0.67 foot of Caltrans Class 2 aggregate base. If required by this Department, the structural section of all roads shall be determined by Caltrans R-Value method using a Traffic Index (T.I.) approved by this Department. Based upon soil conditions, this Department may also require a geotextile fabric to be placed on top of the sub grade.

- (b) When widening hot mix ("asphalt") roads, the widened road shall be paved with hot mix. A sawcut is required to ensure a uniform joint between the existing and new pavements. The location of the sawcut shall be approved by this Department based upon the condition of the existing road surface.

Access roads and driveways may include decorative accent treatments such as, but not limited to, stamped concrete or decorative brick pavers. Decorative accent treatments must provide appropriate traction for pedestrians, bicycles, and vehicles. **Decorative access treatments are not permitted within the public right of way**, unless approved in writing by this Department.

## 2.8 UNKNOWN IMPROVEMENTS

Other on-site and/or off-site improvements may be required which cannot be determined from the tentative map and/or preliminary improvement plans at this time. These improvements will be determined after more complete improvement plans and profiles have been submitted to the County for review.

## 2.9 UTILITIES

The proposed improvements may require the undergrounding or relocation of existing facilities at the expense of the applicant. Undergrounding of existing facilities, relocation of existing facilities, or construction of new facilities shall be completed prior to constructing the structural section for the roadway.

If any utilities are required to be installed as a condition of tentative map, the utility work shall be completed prior to constructing the structural section for the road. All laterals shall be extended onto each lot and marked in a manner that they will be easily located at the time of individual hookups. A letter of completion of all work from each involved utility company shall be submitted prior to constructing the roadway structural section. Any utilities that need to be relocated shall be done solely at the subdivider's expense.

Applicant shall remove any abandoned utilities (natural gas, electrical, cable tv, etc.) within the public right of way fronting the subdivision or within the subdivision as directed by this Department.

## 2.10 PERMITS

Pursuant to County Code §411-11 (a)&(b), an encroachment permit is required to be obtained prior to construction from this Department for all work within the right of way of a County maintained road.

## 2.11 CLUSTER BOX UNIT (CBU) MAILBOXES

When clustered mailboxes (neighborhood box units) are required by the Post Office, applicant shall obtain approval for the location of the mailbox unit from the Postmaster. The pad for the mailbox unit shall be constructed as part of the subdivision and shall be encompassed by a sidewalk easement or other easement, as approved by this Department. If the CBUs will not be installed by the Post Office, the subdivider shall install the CBUs as part of the subdivision.

## 2.12 GATES

Gates are not permitted on County right of way for public roads without authorization of the Board of Supervisors. Gates must not create a traffic hazard and must provide an appropriate turnaround in front of the gate. Existing gates shall be evaluated for conformance.

## 2.13 COMPLETION OF IMPROVEMENTS ON PARCEL MAP SUBDIVISION

When improvements are not constructed before the subdivision map is filed with the County Recorder, the following apply:

- (a) ***Deferment tied to Parcel Map filing:*** Pursuant to Government Code § 66411.1 (improvement timing), fulfillment of reasonable on-site and off-site construction requirements may be imposed prior to Parcel Map filing with the County Recorder if found necessary for (1) public health and safety, or (2) orderly development of the area. The following improvements are necessary for the public health and safety, or orderly development of the area and shall be completed: (1) within two (2) years after the filing date of the Parcel Map, or (2) prior to issuance of a building permit on any property subject to this notice, or (3) prior to any other grant of approval for any property subject to this notice, whichever occurs first:

<NONE>

- (b) ***Deferment tied to issuance of building permit:*** The following improvements shall be completed: (1) prior to issuance of a building permit on any property subject to this notice, or (2) prior to any other grant of approval for any property subject to this notice, whichever occurs first:

<NONE>

- (c) ***Deferment tied to building final or occupancy:*** The following improvements shall be completed: (1) within two (2) years after the issuance of a Building Permit on any property subject to this notice, or (2) prior to issuance of an Occupancy Permit for any property subject to this notice, whichever occurs first:

Items 2.3 ADA, 2.4 traffic signs, 2.5 (a) Hiller Road, 2.5 (b) Nursery Way,  
2.5(c) Midtown Trail; 2.11 CBU,  
Items 3.5 detention; 3.7 LID

- (d) ***Deferment of sidewalk:*** Sidewalk improvements on vacant lots may be deferred until such time as a building permit is pulled. Each building permit pulled will require that an ADA accessible sidewalk be constructed to connect the subject lot to the existing pedestrian network outside of the subdivision. Depending on the lot being built upon, this may include constructing sidewalk in front of numerous vacant lots within the subdivision. Sidewalk improvements must be completed prior to the “final” of the building permit. Any sidewalk damaged during construction will need to be replaced prior to the “final” of the building permit.

Sidewalks on lots with multiple road frontages can only defer the sidewalk on the frontage where the driveway is proposed.

- (e) **Notice of Deferment:** When improvements are deferred, the Department shall cause to be recorded at the time of filing of the parcel map with the County Recorder a *Notice of Construction Requirements*. In addition, the following note shall be placed on the development plan submitted to the Planning & Building Department:

"This subdivision was approved with requirements to construct improvements. At the time the parcel map was filed, the improvements were not completed. The subdivision improvements must be completed within the timelines specified in the *Notice of Construction Requirements*. Building permits or other development permits cannot be obtained until the required improvements are constructed to the satisfaction of the County. The improvements required in the *Notice of Construction Requirements* are shown on the improvement plans prepared by \_\_\_\_\_, dated \_\_\_\_\_, and are signed as approved by the County on \_\_\_\_\_. Contact the Land Use Division of the Department of Public Works for details."

### **3.0 DRAINAGE**

#### **3.1 PRELIMINARY DRAINAGE REPORTS**

Any submitted reports have not been through a thorough engineering review. Detailed review and approval will be provided after the tentative map has been approved. This also applies to low impact development submittals.

#### **3.2 DRAINAGE ISSUES**

Applicant shall be responsible to correct any involved drainage problems associated with the subdivision to the satisfaction of this Department.

#### **3.3 DRAINAGE REPORT**

Applicant must submit a complete hydraulic report and drainage plan regarding the subdivision for review and approval by this Department. The report and plan must be prepared by a Civil Engineer registered by the State of California. This may require the construction of drainage facilities on-site and/or off-site in a manner and location approved by this Department.

#### **3.4 STORM WATER QUALITY**

Applicant shall include within the project site the implementation of Best Management Practices (BMPs) to prevent storm water pollution. BMPs include, but are not limited to, stenciling drainage inlets.

A storm water filtration system shall be constructed to the satisfaction of this Department. A note shall be placed on the development plan indicating this.

#### **3.5 DETENTION FACILITIES**

Pursuant to McKinleyville Community Plan Policy 3310 (5) and Humboldt county General Plan Policy WR-P37, the applicant shall construct detention facilities in a manner and location approved by this Department. In general, storm flows from the 100-year ( $Q_{100}$ ) storm shall be detained so as to release water from the site at a rate no greater than the predevelopment 2-year ( $Q_2$ ) storm flows. Contact this Department regarding any questions.

In McKinleyville, the drainage report shall address increased runoff from all development that occurred after 12/10/2002.

If the site conditions do not allow for detention, then infiltration may be considered by the Department as an alternative.

### **3.6 DRAINAGE FEES**

Applicant must conform to Humboldt County Code § 328.1-16 regarding McKinleyville Drainage Area Fees.

### **3.7 LOW IMPACT DEVELOPMENT (LID)**

The subdivision is required to comply with County Code § 337-13. The applicant shall submit a Storm Water Information Sheet for review and approval by the County. The improvement plans must incorporate LID strategies for the entire subdivision, including roads, lots, and other areas.

At the time that the subdivision improvements are constructed, the LID elements related to an individual lot may be deferred until such time as the lot is developed. It is intended that any deferred LID strategies shown on the improvement plans for a lot are conceptual in nature and subject to adjustment/refinement at the time that the building permit is applied for. Any deferred LID improvements must be shown and identified on the Development Plan.

When there will be deferred LID improvements, a separate sheet in the improvement plans shall be provided for the LID concepts proposed for the individual lots. It is intended that this sheet will be attached to the development plan to facilitate issuance of a building permit at a later time.

Each lot in the subdivision is considered a regulated project.

### **4.0 GRADING**

<NONE>

### **5.0 MAINTENANCE**

#### **5.1 MAINTENANCE OF IMPROVEMENTS**

The improvements to be constructed as part of this subdivision will not be maintained by the County. Pursuant to Humboldt County Code § 324-2 (b) regarding Private Lanes, the Applicant must provide a permanent maintenance plan acceptable to this Department for all improvements including, but not limited to, the following: roads, drainage systems (pipes, drainage inlets, detention basins), pedestrian facilities, and landscape areas. An engineer's estimate for the cost of yearly maintenance must be approved by this Department. Maintenance shall be provided by a maintenance association, district, or other means as approved by this Department. More than one maintenance plan may be required.

A maintenance plan for projects that contain consolidated detention facilities shall include, but is not limited to, the following:

- (a) A schedule for the periodic monitoring of the detention facilities. At a minimum, the detention facilities shall be monitored at least once each year between April 15 and October 15.
- (b) A system to monitor the basins in a timely manner after significant rain fall events.

- (c) Monitoring shall be done by a qualified professional as approved by this Department.
- (d) Monitoring shall include an annual written report identifying (1) the condition of the facilities; (2) the recommended maintenance needed for the facilities to function as originally constructed or as required by subsequent regulation; and (3) certification that the maintenance was completed to the satisfaction of a qualified professional. The report shall be submitted no later than October 31 of each year to this Department.
- (e) A financially secured procedure that will ensure that maintenance is identified and subsequently performed in a timely manner.
- (f) For infiltration basins, wet weather testing of the percolation rate of the basin consistent with Department of Environmental Health standards for determining the percolation rates for septic systems. Percolation rate testing shall be done every five (5) years.

## **5.2 MAINTENANCE AGREEMENTS**

Any agreements regarding the maintenance of the detention facilities between the applicant and a public entity or Homeowners Association may be required to be approved by County Counsel and the County Risk Manager.

## **6.0 PUBLIC WORKS SPECIAL REQUIREMENTS FOR DEVELOPMENT PLANS**

<NONE>

## **7.0 LANDSCAPING**

### **7.1 LANDSCAPING PLAN**

A landscape plan is required for all landscaping within the public right of way pursuant to Section 13 of the Appendix to Title III, Division 2, Humboldt County Code. The plans must show the proposed irrigation facilities. The plan shall be prepared by a landscape architect or other qualified professional as approved by this Department. Monument signs, if proposed, and landscaping shall be shown on the plan and shall conform with Humboldt County Code Section 341 regarding visibility. All work and materials shall be warranted for a minimum of 1 year from filing of the subdivision map, unless otherwise approved by this Department. The landscape plan shall be approved by this Department. It must include a minimum of the following:

- (a) List of species to be planted (common name and scientific name).
- (b) An irrigation system. All landscaping that is not drought tolerant shall be maintained by a permanent automatic irrigation system.
- (c) Planting and fertilization method
- (d) Maintenance Manual
- (e) Staking Method for trees
- (f) The plant types must be approved by this Department
- (g) Landscaping within the right of way shall consider appropriate screening for utilities and structures such as gas meters, electrical meters, telephone pedestal-mounted terminal boxes, surface mounted electrical transformers, etc.

## **7.2 SPECIES**

A list of approved trees and shrubs shall be shown on the development plan as the only trees and shrubs permitted in the parkway area, unless otherwise approved by this Department. Utilize native species when appropriate.

## **7.3 MAINTENANCE**

Landscaping along the frontage of public streets is the responsibility of the adjacent lot owner. Landscaping along the frontage of private roads is the responsibility of the road maintenance association for the private road or is the responsibility of the adjacent lot owner.

This Department **may** maintain landscaping along collector or arterial roads when permanent funding source is made available.

## **7.4 LANDSCAPING GOALS**

When on-site landscaping is required, any unimproved county right of way contiguous with the property shall be incorporated into the landscaping plan. Any landscaping shown within the County right of way shall be in addition to any required landscaping areas and shall not be counted towards meeting a landscaping goal.

## **7.5 WATER EFFICIENT LANDSCAPE GOALS**

For projects with an aggregate landscape area equal to or greater than 500 square feet, landscaping design and documentation shall be completed in accordance with County Code §331-11(o).

After approval, the applicant shall submit a copy of the Water Efficient Landscape Worksheet to the local water purveyor.

## **8.0 MITIGATION MEASURES**

<NONE>

// END //

EXHIBIT A



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

ON-LINE  
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	PUBLIC WORKS BUILDING SECOND & L ST., EUREKA FAX 445-7409		
ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741
BUSINESS	445-7652	NATURAL RESOURCES PLANNING	267-9540
ENGINEERING	445-7377	PARKS	445-7651
FACILITY MANAGEMENT	445-7493	ROADS	445-7421

CLARK COMPLEX HARRIS & H ST., EUREKA FAX 445-7388	
LAND USE	445-7205

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**LAND USE DIVISION INTEROFFICE MEMORANDUM**

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TO: Michael Holtermann, Associate Planner

FROM: Erin Cearley, Senior Engineering Technician

DATE: 02/23/2026

RE: **LIFE PLAN HUMBOLDT PLN-2025-19246 Petition for Exception Request**

This Memo is in response to the following items presented in the Humboldt Commons Petition for Exception Request dated January 30, 2026. Public Works' responses are in red.

1. Clarification that Humboldt Commons is responsible only for curb, gutter, and sidewalk improvements along Hiller Road, and that roadway widening, paving, or other improvements that do not meet nexus and proportionality requirements are not the responsibility of the developer.

Shoulder and in-fill paving is required per Condition of Approval Item 1.7 (a). See revised Condition of Approval Item 2.5 (b) for clarification.

2. Exception to the Public Utility Easement (PUE) requirement under Section 1.7(a) of the Public Works memorandum, as the stormwater drainage system can be placed within the existing right-of-way.

Public Works is agreeable to minimizing and/or eliminating the PUE once the final improvement plans are prepared and the utility companies have identified on-site PUE needs. See Revised Condition of Approval Item 1.7 (a, PUE).

3. Exception to the McKinleyville Town Center Q-Zone Ordinance Section 5.2.4.1 bicycle storage requirement to allow 0.5:1 ratio (CalGreen minimum) instead of 1:1 ratio per residential unit.

Public Works has no comment.

// END //