

**DRAFT**

May XX, 2021

The Honorable Alex Padilla  
112 Hart Senate Office Building  
Washington, DC 20510

**RE: Humboldt County One Stop Permitting Center Project**

Dear Senator Padilla:

On behalf of the Humboldt County Board of Supervisors, I'm writing to urge you to support our County's request for \$4,320,000 in Congressionally Directed Funding for the One Stop Permitting Center Project.

Humboldt County has been in the process of planning the One Stop Permitting Center since 2018 and has identified a viable leased property that will be an ideal location for the new facility. The building will be used to streamline the permitting of County projects by housing Planning & Building, Public Works/Land Use, and Environmental Health under one roof.

After a multi-year facility master planning effort, Humboldt County has identified the One Stop Permitting Center as a project of the highest need. Serving two primary purposes, this initiative will allow the County to demolish one of its oldest and unsuitable buildings while providing a modernized and expanded platform to deliver services to the public. This first project under the master plan will allow the renovation of other existing County facilities, paving the way for future investment and enhancement of County services.

The One Stop Permitting Center will provide an immediate and important impact to the community it serves, greatly streamlining the process of applying for and receiving permits from Planning, Building, Land Use and Environmental Health. Current facilities serving these purposes are spread out, crowded, largely inaccessible, and extremely outdated. The public has strongly supported the One Stop Permitting project for years and it will be warmly received as a community resource.

Requested federal funding will be used for construction costs applicable to the project. The County will provide design fees, staff time to manage and administer the work, and ongoing rental and maintenance costs. Again, Humboldt County strongly supports this project and we urge you to seek fiscal year 2022 appropriations to help fund this important work.

Sincerely,

Virginia Bass, Chair  
Humboldt County Board of Supervisors

**Requesting Entity Staff Contact Information – Phone Number and Email:**

County of Humboldt  
County Administrative Office- ADA Compliance Team  
Travis I Smith, CAO Project Manager  
825 5<sup>th</sup> Street, Room 112  
Eureka, CA 95501  
707-445-7266  
ada@co.humboldt.ca.us

**Title of Project:**

Humboldt County One Stop Permitting Center

**Departmental Priority:**

Very High

**1. Project Name**

Humboldt County One Stop Permitting Center

**2. Amount of Federal Funding Requested for the Project**

Four million three hundred twenty thousand dollars (\$4,320,000).

**3. Total Cost of Project and breakdown of funding sources (Detail all local, state and/or private funds. Are these funds secured, expected, or you are still seeking?).**

**Budget Breakdown:**

<b>Revenue Source</b>		<b>Project Budget</b>
Fed	\$810,000	ADA Barrier Removal & Accessibility Features
Fed	\$3,510,000	Tenant Improvements
Fed	\$810,000	Design & Permit Fees
Local	\$270,000	Administration & Project Management
	\$5,400,000	
	-1,080,000	County match
	<b>\$4,320,000</b>	<b>Federal aid needed</b>

**4. Possible Congressional Subcommittee**

XXXXXXXXXX

**5. General Project Description**

The County has been planning the One Stop Permitting Center since 2018. County staff has identified a viable leased property that will be an ideal home for the facility, which is intended to streamline the permitting of County projects by housing Planning & Building, Public Works Land Use, and Environmental Health under one roof.

**6. Project Justification (Need for the project).**

After a multi-year facility master planning effort, Humboldt County has identified the One Stop Permitting Center as our highest priority project. This project is a vital need and represents the first of many projects proposed under the master plan. Serving two primary purposes, One Stop Permitting will allow the County to demolish one of its oldest and unsuitable buildings while providing a modernized and expanded platform to deliver services to the public. This first project under the master plan will allow the renovation of other existing County facilities, paving the way for future investment and enhancement of County facilities.

**7. Justification for why the project is an appropriate use of taxpayer funds and is a public benefit.**

The One Stop Permitting Center will provide an immediate and important impact to the community it serves, greatly streamlining the process of applying for and receiving permits from Planning, Building, Land Use and Environmental Health. Current facilities serving these purposes are spread out, crowded, largely inaccessible, and extremely outdated. The public has strongly supported the One Stop Permitting project for years and it will be warmly received as a community resource.

**8. Explanation of how federal funds will be spent (for example on equipment, construction, labor, etc.)**

Requested federal funding will be used for construction costs applicable to the project. The County will provide design fees, staff time to manage and administer the work, and ongoing rental and maintenance costs.

**9. List of Any Stakeholder Groups or Elected Officials Who Support the Request**

Per CAO

**Agency:** Humboldt County ADA Compliance Team  
**Project:** Humboldt County One Stop Permitting Center

**Budget Breakdown:**

<b>Revenue Source</b>		<b>Project Budget</b>
Fed	\$810,000	ADA Barrier Removal & Accessibility Features
Fed	\$3,510,000	Tenant Improvements
Fed	\$810,000	Design & Permit Fees
Local	\$270,000	Administration & Project Management
local	(\$1,080,000)	County Match
<b>Total</b>	<b>\$5,400,000</b>	
Requested Fed Contribution	<b>\$4,320,000</b>	