



DEPARTMENT OF PUBLIC WORKS  
**COUNTY OF HUMBOLDT**  
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 AREA CODE 707



ARCATA-EUREKA AIRPORT TERMINAL  
 MCKINLEYVILLE  
 FAX 839-3596

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

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

AVIATION	839-5401	ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741	LAND USE	445-7205
		BUSINESS	445-7652	NATURAL RESOURCES PLANNING	267-9540		
		ENGINEERING	445-7377	PARKS	445-7651		
		FACILITY MAINTENANCE	445-7493	ROADS & EQUIPMENT MAINTENANCE	445-7421		

**LAND USE DIVISION INTEROFFICE MEMORANDUM**

TO: Cannabis Planner, Planning & Building Department  
 FROM: Ken Freed, Assistant Engineer  
 DATE: 8-11-2017  
 RE: **NOTICE OF INCOMPLETE APPLICATION**  
 APPLICATION No. 11167; APN 522-026-007

The Department has received a greater number of projects than can be processed in the time frame provided. The Department is providing the following abbreviated review of the project. **Once the requested information has been provided, please re-refer the project to the Department.**

All boxes that are checked apply.

- (1) Prior to the project being presented to the Planning Commission or the Zoning Administrator, it is recommended that the project should be referred to:
  - Caltrans;  Bureau of Land Mgmt.;  US Forest Service;  City of \_\_\_\_\_

**Prior to the project being presented to the Planning Commission of the Zoning Administrator, the following must be done:**

- (2) Applicant shall submit a completed Public Works Road Evaluation Report form for each road that is used to access the subject property. The applicant shall provide a "google earth" type map showing the locations of the road being evaluated that is indexed to each Road Evaluation Form. Road evaluations are needed for all roads that access off of OLD THREE CREEKS RD.
  - Including OLD THREE CREEKS RD (FROM ST HWY 299 TO THE NON COUNTY MAINTAIN PORTION OF OLD THREE CREEK RD)
 A Road Evaluation Report form is available from the Land Use Division. The Department recommends that the applicant make an appointment with staff to go over the road evaluation process.
- The submitted Road Evaluation Form(s) is(are) inadequate. See attached road evaluation report response for comments.
- (3) Applicant shall submit Airspace Clearance Form. The subject property is located within the area covered by County Code section 333-1 et seq., the applicant shall submit evidence that the project complies or will comply with County Code.
  - The submitted Airspace Clearance Form is inadequate. See below for comments.
- (4) The subject property has deferred subdivision improvements that must be completed. Prior to the project being presented to the Planning Commission or the Zoning Administrator for approval or prior to the issuance of any building permits, whichever occurs first.