



**COUNTY OF HUMBOLDT**  
**PLANNING AND BUILDING DEPARTMENT**  
**CURRENT PLANNING DIVISION**

---

3015 H Street Eureka CA 9550  
Phone (707) 445-7541 Fax (707) 268-3792  
<http://www.co.humboldt.ca.us/planning>

Hearing Date: February 2, 2017

To: Humboldt County Planning Commission

From: John H. Ford, Director of Planning and Building Department

Subject: **Mike Williamson Parcel Map Subdivision, Variance and Coastal Development Permit**  
Application Number 9567  
Case Numbers PMS-14-013, VAR-16-001, CDP-14-078  
Assessor's Parcel Number 306-291-024-000  
7275 Summit Ridge Road, Humboldt Hill Area

<b>Table of Contents</b>	<b>Page</b>
Agenda Item Transmittal	2
Recommended Action and Executive Summary	3
Draft Resolution	5
Maps	
Location Map	6
Zoning Map	7
Assessor Parcel Map	8
Aerial Map	9
Tentative Parcel Map	Insert
Attachments	
Attachment 1: Recommended Conditions of Approval	10
Exhibit A – Department of Public Works Conditions	14
Attachment 2: Staff Analysis of the Evidence Supporting the Required Findings	21
Attachment 3: Applicant's Evidence in Support of the Required Findings	33
Attachment 4: Referral Agency Comments and Recommendations	38

Please contact Trevor Estlow, Senior Planner, at (707) 268-3740, or by email at [testlow@co.humboldt.ca.us](mailto:testlow@co.humboldt.ca.us), if you have any questions about the scheduled public hearing item.

## AGENDA ITEM TRANSMITTAL

<b>Hearing Date</b> February 2, 2017	<b>Subject</b> Parcel Map Subdivision, Variance and Coastal Development Permit	<b>Contact</b> Trevor Estlow
---	---	---------------------------------

**Project:** The applicant is proposing a Minor Subdivision of an 11,365 square foot parcel to create two parcels of 5,093 square feet (net) and 4,767 square feet (net). The parcel is currently developed with a single family residence and a detached secondary dwelling unit which will be sited on proposed Parcel 1 and Parcel 2, respectively. The applicant is also applying for a Variance to allow proposed Parcel 1 to be created below the minimum parcel size due to the dedication of an easement for right-of-way purposes and to exceed the maximum lot coverage. The project complies with the General Plan density standard. An exception is also requested to allow access served by a right of way which is less than the 40 foot standard under the subdivision regulations. The parcel is located within the Coastal Zone and requires a Coastal Development Permit for the subdivision. Both resultant parcels will be served with community water and sewer by the Humboldt Community Services District.

**Project Location:** The project site is located in the Humboldt Hill area, on the east side of a private road (Summit Ridge Road), approximately 90 feet south of the intersection of this road and Summit Ridge Drive, on the property known as 7275 Summit Ridge Road.

**Present Plan Designation:** Residential/Low Density (RL). Humboldt Bay Area Plan (HBAP). Density: three to seven dwelling units per acre. Slope Stability: Low Instability.

**Present Zoning:** Residential Single Family with a 5,000 square foot minimum parcel size (RS-5).

**Case Numbers:** PMS-14-013, VAR-16-001, CDP-14-078

**Application Number:** 9567

**Assessor Parcel Numbers:** 306-291-024-000

**Applicant**  
Mike Williamson  
PO Box 384  
Cuttan, CA 95534

**Owner**  
same as applicant

**Agent**

**Environmental Review:** Environmental review is required.

As Lead Agency, the Humboldt County Planning Division has determined that the project is exempt from environmental review pursuant to Sections 15061(b)(3) and 15315.

**Major issues:** Lot Size, Lot Coverage

**State Appeal Status:** Project is appealable to the California Coastal Commission.

**WILLIAMSON PARCEL MAP SUBDIVISION, VARIANCE, COASTAL DEVELOPMENT PERMIT AND SPECIAL PERMIT**

Case Numbers PMS-14-013, VAR-16-001, CDP-14-078  
Assessor's Parcel Number 306-291-024-000

**Recommended Planning Commission Action**

1. Describe the application as a Public Hearing;
2. Request that staff present the project;
3. Open the public hearing and receive testimony; and
4. Close the hearing and take the following action:

*Adopt the exemption and make all of the required findings for approval of the Parcel Map Subdivision, Variance and Coastal Development Permit based on evidence in the staff report and public testimony, and adopt the Resolution approving the Williamson project subject to the recommended conditions.*

**Executive Summary:** The applicant is proposing a Minor Subdivision of an 11,365 square foot parcel to create two parcels of 5,093 square feet (net) and 4,767 square feet (net). The parcel is currently developed with a single family residence and a detached secondary dwelling unit which will be sited on proposed Parcel 1 and Parcel 2, respectively. The applicant is also applying for a Variance to allow proposed Parcel 1 to be created below the minimum parcel size due to the dedication of an easement for right-of-way purposes and to allow both parcels to exceed the maximum lot coverage. The required dedication will remove 13% of the total lot area. An exception is also requested to allow access from a right of way which is less than the 40 foot standard under the subdivision regulations. The portion of Summit Ridge Road right of way serving the subdivision parcel ranges from 15 feet to 25 feet in width. The parcel is located within the Coastal Zone and requires a Coastal Development Permit for the subdivision. Both resultant parcels will be served with community water and sewer by the Humboldt Community Services District.

The parcel is located in the Humboldt Hill area and accessed via a private road (Summit Ridge Road) off of Summit Ridge Drive (a County maintained road). This portion of Summit Ridge Road is within a 15-foot right-of-way. Typically, subdivisions are required to be served by a minimum 40-foot right-of-way. Pursuant to Section 325-9, the applicant has requested an exception to this standard due to the few parcels served by the road (see Attachment 3, Exhibit A) . The Department of Public Works has indicated that they can support the request. The applicant has also requested an exception to eliminate the requirement for curb, gutter and sidewalk (see Attachment 3, Exhibit B). Public Works has stated that they do not support the subdivision of parcels which use County or private roads to access their parcels until the road is improved to the County's minimum standards. The Planning Commission can choose to grant or deny the above exceptions on the basis of the submitted evidence and whether the required findings can be made.

The parcel is zoned Residential Single Family (RS) with a 5,000 square foot minimum parcel size and maximum lot coverage of 35%. A Variance has been requested to allow proposed Parcel 1 to be created below the minimum parcel size and to allow both parcels to exceed the maximum lot coverage. Given the 11,365 square foot parcel size, it qualifies for subdivision in the RS zone. Under Section 312-3.2 of the Humboldt County Code, variances to a development standard such as lot size and lot coverage may be granted to provide a measure of flexibility from the uniform regulations where certain physical constraints or conditions specific to a property exist, such as size, shape and location or surroundings. The Code requires that any relief provided through an exception to standards not constitute a "grant of special privilege" and allows the Commission to

impose such conditions as it finds necessary to maintain parity with other property owners under like zoning. In this case, if granted the variance will result in Parcel 2 with a net parcel size of 4,767 square feet, a decrease of 5% below the zone standard and also result in Parcel 1 and Parcel 2 with lot coverages of 37% and 38%, respectively.

The variance is necessitated by circumstances specific to the property. A field survey was conducted and determined that the existing roadway was not constructed within the right-of-way and is located almost entirely on the subject parcel (see Attachment 3, Exhibit D). In order to account for the location of the existing roadway and allow for the construction of a parking lane, the Department of Public Works has recommended the dedication of a 15-foot easement along the parcel frontage. Because of this dedication, the net parcel size is reduced below the 5,000 square foot minimum required in the RS zone and maximum lot coverage is exceeded for both parcels. The residences, including the attached two-car garages, on proposed Parcels 1 and 2 are 1,924 square feet and 1,854 square feet, respectively, which is not out of character with other development in the neighborhood. However, while the parcel qualifies for subdivision, there is no way to create two parcels that both meet the minimum 5,000 sq. ft. minimum parcel size and not exceed the maximum 35% lot coverage with the dedication of additional right-of-way. Because subdivision triggers the nonconformity, the applicant believes this presents a practical difficulty and creates the unusual circumstance posed by the existing narrow right-of-way and the inability to acquire additional right of way from the neighboring property owner. Although the parcel is approximately 11,365 square feet in size, 13% of the land (1,500 square feet) is required to be dedicated to the private road easement (Summit Ridge Drive) which serves five other parcels in addition to the subject property. This easement is an artifact of a time when parcels were created by deed and not required to provide sufficient easement widths. County Code requires that "net" parcel area be used for determining minimum parcel size for lots under one acre in area. Because the 1,500 square feet is not allowed to be used in the calculation of lot coverage, the effect on the project is substantial. As such, allowing the existing development to remain and creating a more conforming access situation does not appear to be contrary to the variance finding of special privilege. Accordingly, staff believes that the findings can be made to support the Variance. Further discussion can be found in Attachment 2, Section C, Variance Findings.

All reviewing agencies have recommended approval or conditional approval of the proposed subdivision. Based upon the on-site inspection, a review of Planning Division reference sources, and comments from all involved referral agencies, Planning staff has found that the project will not result in a significant impact on the environment as proposed, and that the applicant has submitted evidence in support of making all of the required findings for approving the proposed subdivision.

**Alternative 1:** The Planning Commission could approve the two exception requests submitted by the applicant to provide a reduced right of way width for Summit Ridge Road and remove the requirements for curb, gutter and sidewalks along the parcel frontage.

**Alternative 2:** The Planning Commission could deny the proposed subdivision if the Commission finds that the submitted evidence does not support making all of the required findings. However, based on this staff report, planning staff believes the submitted evidence does support making all of the required findings and does not recommend further consideration of this alternative.

**RESOLUTION OF THE PLANNING COMMISSION  
OF THE COUNTY OF HUMBOLDT  
Resolution Number 17-**

**Case Numbers PMS-14-013, VAR-16-001, CDP-14-078  
Assessor's Parcel Number 306-291-024-000**

**Makes the required findings for certifying compliance with the California Environmental Quality Act and conditionally approves the Williamson Parcel Map Subdivision, Variance and Coastal Development Permit.**

**WHEREAS**, Mike Williamson submitted an application and evidence in support of approving the Parcel Map Subdivision, Variance and Coastal Development Permit; and

**WHEREAS**, the County Planning Division has reviewed the submitted application and evidence and has referred the application and evidence to involved reviewing agencies for site inspections, comments and recommendations; and

**WHEREAS**, the Planning Division, the Lead Department pursuant to Section 202 of Resolution No. 77-29, has determined that the project is exempt from environmental review pursuant to Sections 15061(b)3 and 15315 of the California Environmental Quality Act (CEQA); and

**WHEREAS**, Attachment 2 in the Planning Division staff report includes evidence in support of making all of the required findings for approving the proposed Parcel Map Subdivision, Variance and Coastal Development Permit (Case Nos. PMS-14-013, VAR-16-001, CDP-14-078); and

**WHEREAS**, a public hearing was held on the matter before the Humboldt County Planning Commission on February 2, 2017.

**NOW, THEREFORE**, be it resolved, determined, and ordered by the Planning Commission that:

1. The Planning Commission finds the project is exempt from environmental review pursuant to Sections 15061(b)(3) and 15315 of the CEQA guidelines, and finds that there is no substantial evidence that the proposed project will have a significant effect on the environment; and
2. The Planning Commission makes the findings in Attachment 2 of the Planning Division staff report for Case Nos. PMS-14-013, VAR-16-001, CDP-14-078 based on the submitted evidence; and
3. The Planning Commission approves the proposed project applied for as recommended and conditioned in Attachment 1 for Case Nos. PMS-14-013, VAR-16-001, CDP-14-078.

Adopted after review and consideration of all the evidence on February 2, 2017.

The motion was made by Commissioner \_\_\_\_ and seconded by Commissioner \_\_\_\_.

AYES: Commissioners:

NOES: Commissioners:

ABSTAIN: Commissioners:

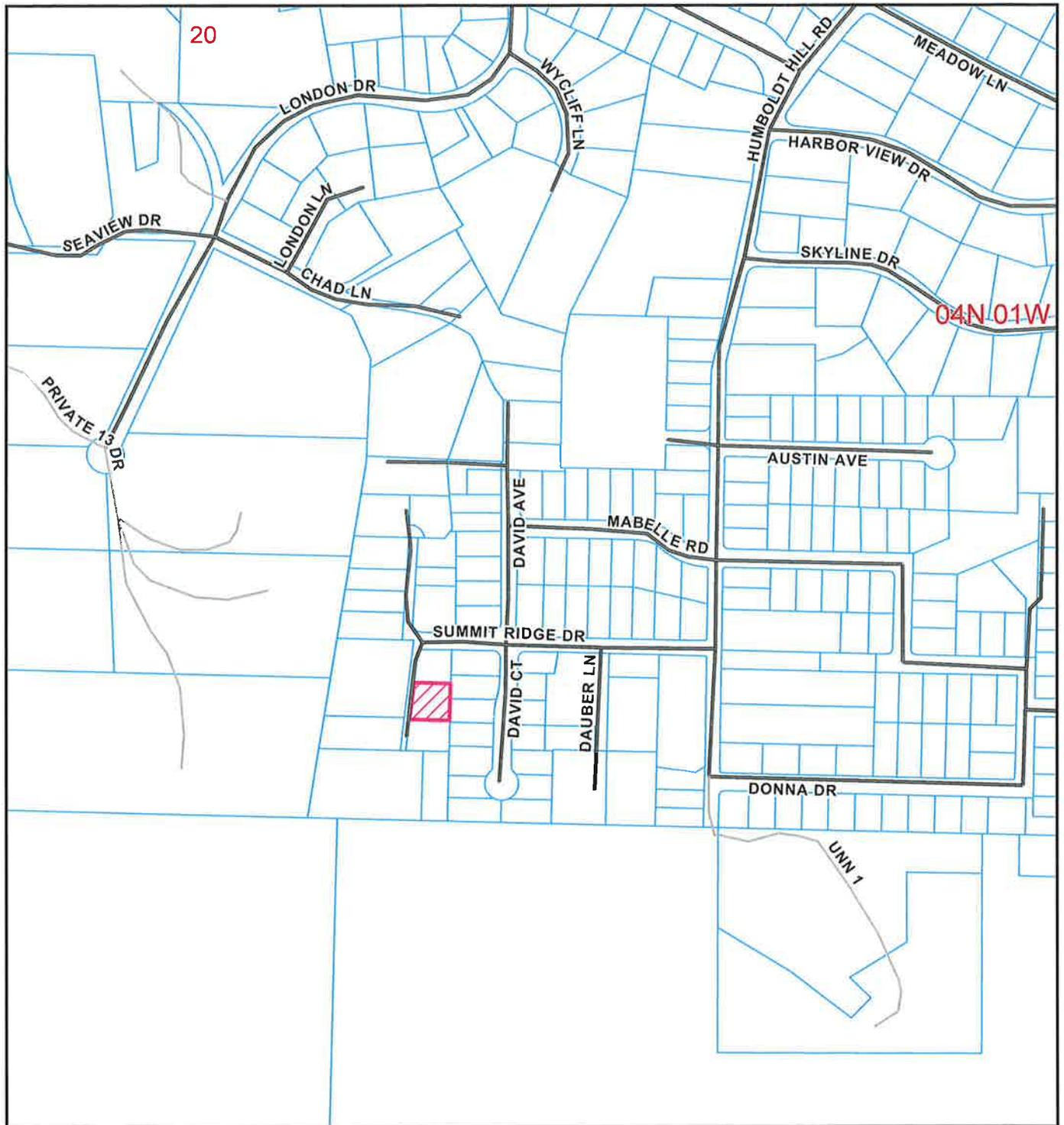
ABSENT: Commissioners:

DECISION:

\_\_\_\_\_  
Robert Morris, Chair

I, Suzanne Lippre, Clerk to the Planning Commission of the County of Humboldt, do hereby certify the foregoing to be a true and correct record of the action taken on the above entitled matter by said Commission at a meeting held on the date noted above

\_\_\_\_\_  
Suzanne Lippre, Clerk



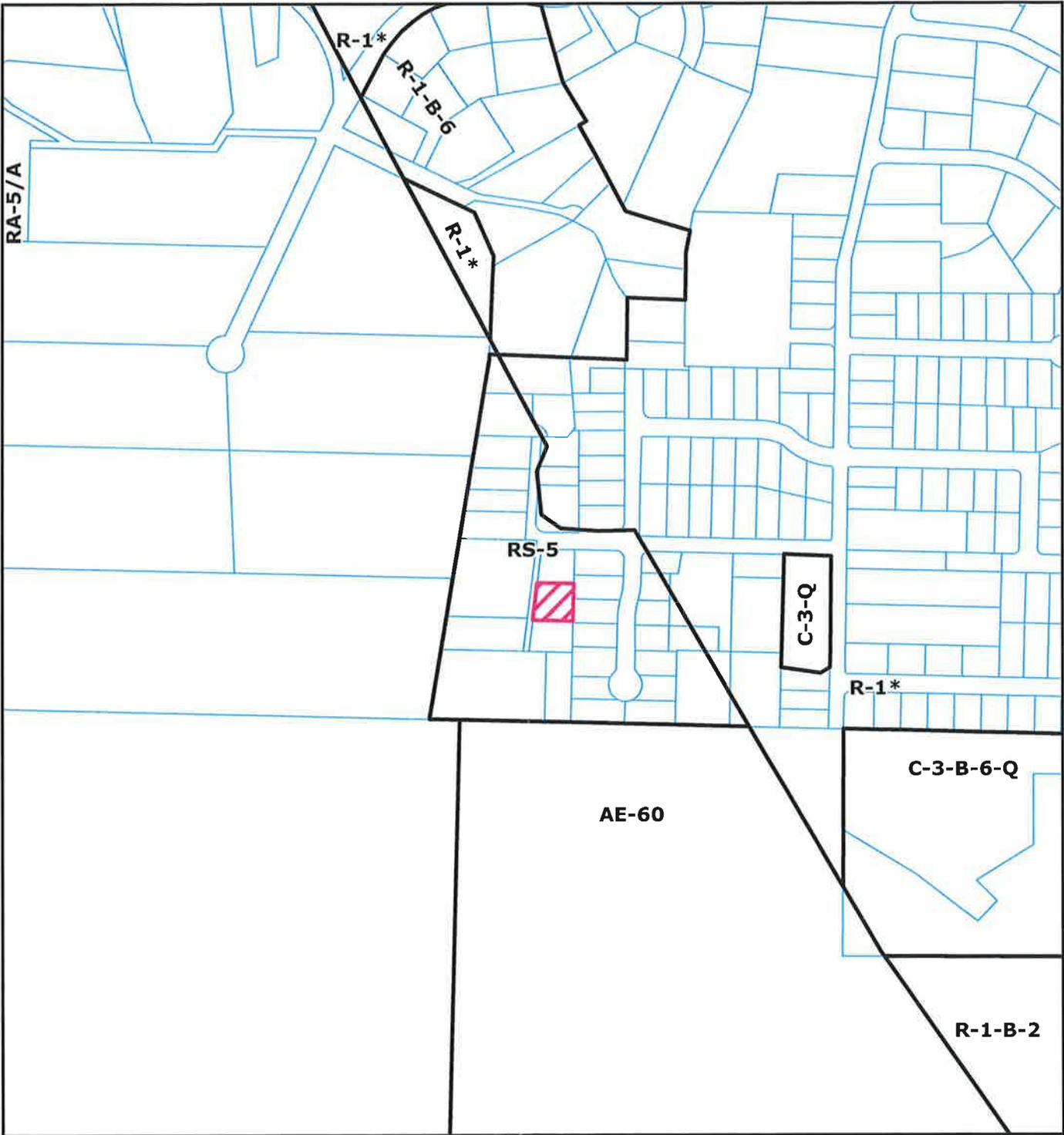
**LOCATION MAP**

**PROPOSED WILLIAMSON  
 PARCEL MAP SUBDIVISION, VARIANCE &  
 COASTAL DEVELOPMENT PERMIT  
 HUMBOLDT HILL AREA  
 PMS-14-013/VAR-16-001/CDP-14-078  
 APN: 306-291-024  
 T04N R01W S20 HB&M (Fields Landing)**

**Project Area =** 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.





**ZONING MAP**

**PROPOSED WILLIAMSON  
 PARCEL MAP SUBDIVISION, VARIANCE &  
 COASTAL DEVELOPMENT PERMIT  
 HUMBOLDT HILL AREA  
 PMS-14-013/VAR-16-001/CDP-14-078  
 APN: 306-291-024  
 T04N R01W S20 HB&M (Fields Landing)**

**Project Area =** 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.

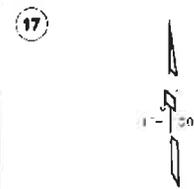
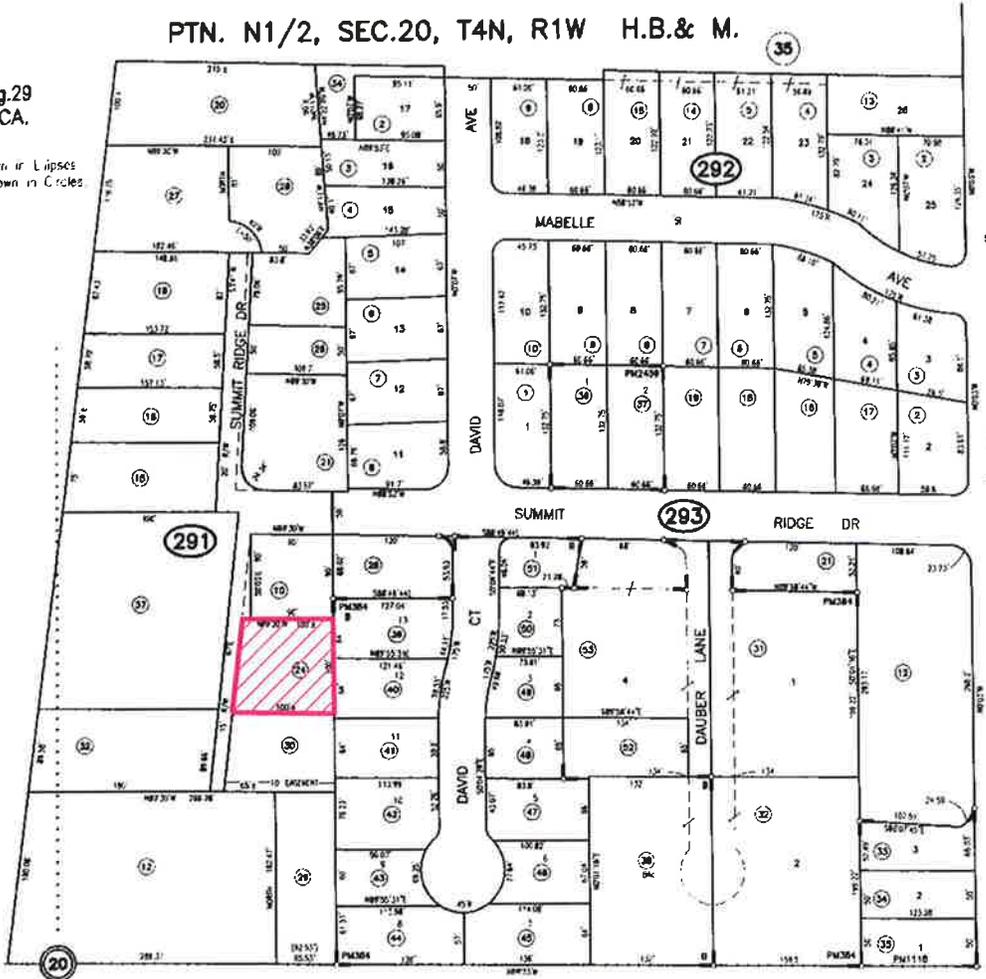


PTN. N1/2, SEC.20, T4N, R1W H.B.& M.

AUSTIN AVE 306-29

Map Bk. 306, Pg.29  
of Humboldt, CA.

Tr's Block Numbers Shown in Ellipses  
or's Parcel Numbers Shown in Circles



17  
DONNA DR  
17  
HUMBOLDT HILL RD  
18  
DONNA DR  
18  
May 24, 2020

RM Bk.13, Pg.117  
"Humboldt Hill Sub'd 2"  
Tr.346, RM Bk.20, Pgs.3-4  
"Brown Sub'd"  
RS, Bk.29 of surveys, Pg.15  
RS, Bk.56 of surveys, Pg.81  
PM384 of PM Bk.3, Pg.144  
PM1118 of PM Bk.10, Pg.7  
PM2459 of PM Bk.22, Pg.8  
RS, Bk.63 of surveys, Pg.4

PARCEL MAP  
PREPARED FOR  
USES ONLY  
DESIGNED FOR  
THE DATA SHOWN  
FIELDS MAY NOT  
BE 100% SURE  
OF ACCURACY

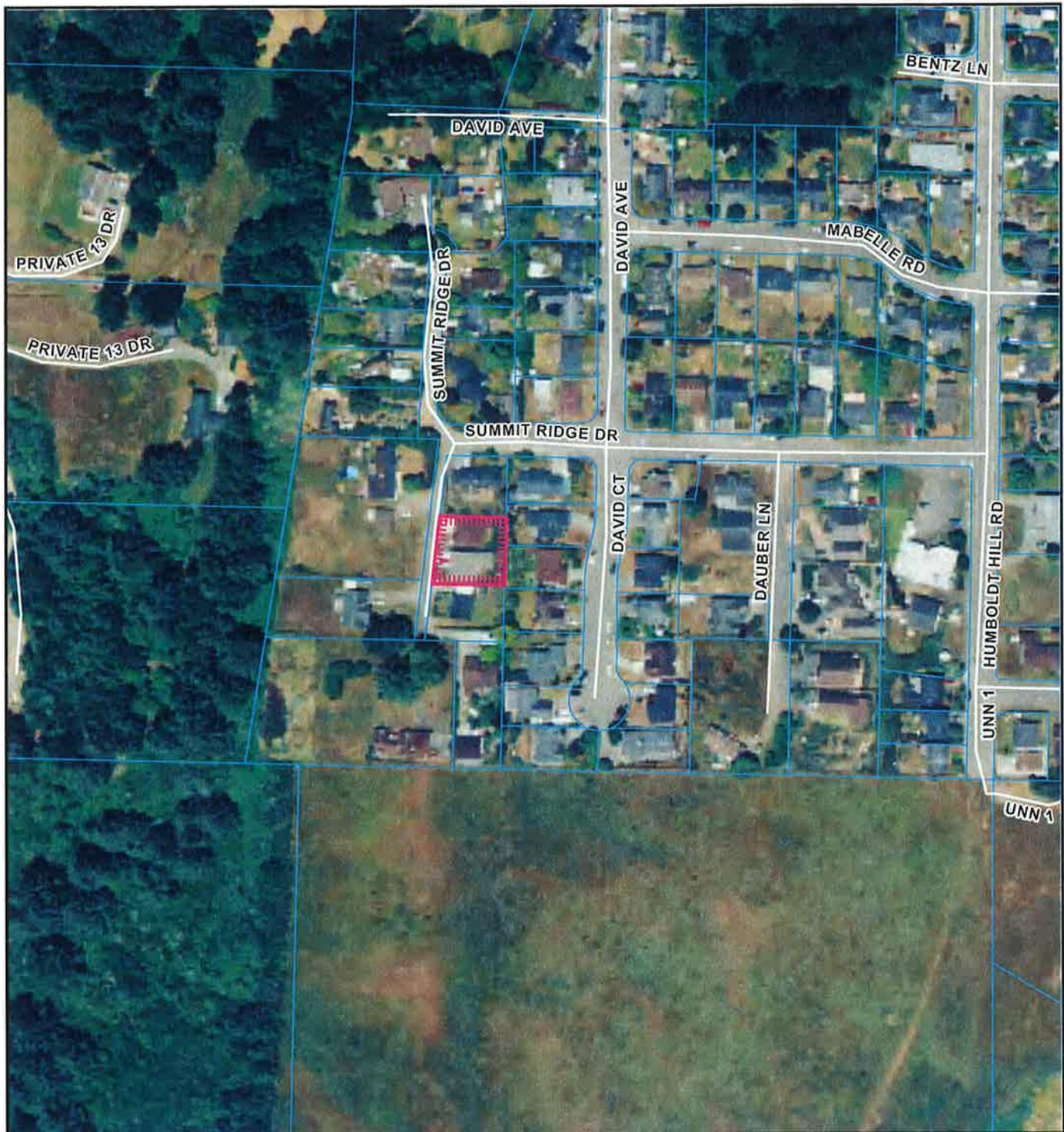
**ASSESSOR PARCEL MAP**  
**PROPOSED WILLIAMSON**  
**PARCEL MAP SUBDIVISION, VARIANCE &**  
**COASTAL DEVELOPMENT PERMIT**  
**HUMBOLDT HILL AREA**  
**PMS-14-013/VAR-16-001/CDP-14-078**  
**APN: 306-291-024**  
**T04N R01W S20 HB&M (Fields Landing)**

Project Area = 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.



MAP NOT TO SCALE



**AERIAL MAP**

**PROPOSED WILLIAMSON  
 PARCEL MAP SUBDIVISION, VARIANCE &  
 COASTAL DEVELOPMENT PERMIT  
 HUMBOLDT HILL AREA  
 PMS-14-013/VAR-16-001/CDP-14-078  
 APN: 306-291-024  
 T04N R01W S20 HB&M (Fields Landing)**

Project Area = 

This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.



## ATTACHMENT 1

### CONDITIONS OF APPROVAL

Approval of the tentative map and conditional use permit is conditioned on the following terms and requirements which must be satisfied before completion of the project.

1. All taxes to which the property is subject shall be paid in full if payable, or secured if not yet payable, to the satisfaction of the County Tax Collector's Office and all special assessments on the property must be paid or reapportioned to the satisfaction of the affected assessment district. Please contact the Tax Collector's Office approximately three to four weeks prior to filing the parcel or final map to satisfy this condition. This requirement will be administered by the Department of Public Works.
2. The conditions on the Department of Public Works referral included herein as Exhibit A dated **June 29, 2015 revised**, shall be completed or secured to the satisfaction of that department. Prior to performing any work on the improvements, contact the Land Use Division of the Department of Public Works.

#### **Modified Condition 2 if Alternative 1 is approved**

2. The conditions on the Department of Public Works referral included herein as Exhibit A dated **June 29, 2015 revised, excepting the requirement in Section 2.5(a) for the construction of a concrete curb, gutter and sidewalk**, shall be completed or secured to the satisfaction of that department. Prior to performing any work on the improvements, contact the Land Use Division of the Department of Public Works.
3. The Planning Division requires that two (2) copies of the Parcel Map be submitted for review and approval. Gross and net lot area shall be shown for each parcel.
4. A map revision fee as set forth in the schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors (currently \$102.00 per parcel) as required by the County Assessor shall be paid to the Planning and Building Department, 3015 "H" Street, Eureka. The check shall be made payable to the "Humboldt County Planning Division". The fee is required to cover the Assessor's cost in updating the parcel boundaries.
5. A review fee for Conformance with Conditions as set forth in the schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors (currently \$125.00) shall be paid to the County Planning Division, 3015 "H" Street, Eureka. This fee is a deposit, and if actual review costs exceed this amount, additional fees will be billed at the County's current burdened hourly rate. Please see Informational Note 1. below for suggestions to reduce the cost for this review.

6. The applicant shall submit at least three (3) copies of a Development Plan to the Planning Division for review and approval. The map shall be drawn to scale and give detailed specifications as to the development and improvement of the site and shall include the following site development details:

Mapping

- (1) Topography of the land in 1-foot contours.
- (2) Proposed access, parking lanes and pedestrian ways.
- (3) Two (2) off-street parking spaces on both lots consistent with Section 313-109.1 Humboldt County Code.
- (4) Building locations and easements.

B. Notes to be placed on the Development Plan:

- (1) "The project site is not located within an area where known cultural resources have been located. However, as there exists the possibility that undiscovered cultural resources may be encountered during construction activities, the following mitigation measures are required under state and federal law:
  - If cultural resources are encountered, all work must cease and a qualified cultural resources specialist contacted to analyze the significance of the find and formulate further mitigation (e.g., project relocation, excavation plan, protective cover).
  - Pursuant to California Health and Safety Code §7050.5, if human remains are encountered, all work must cease and the County Coroner contacted.

The applicant and successors in interest are ultimately responsible for ensuring compliance with this condition."

- (2) "Hours of construction for on-site improvements shall be restricted to Monday thru Friday from 7:00 am to 6:00 pm, Saturday from 9:00 am to 5:00 pm, with no construction activity on Sunday."
- (3) "Utilities associated with the subdivision shall be placed underground, where feasible."
- (4) "Development rights for secondary dwelling units have been conveyed by the subdivider to the County of Humboldt. The terms and conditions of the Conveyance and Agreement must be satisfied in order for the County to accept an application for a secondary dwelling unit on any of the involved parcels. Please refer to the recorded Conveyance and Agreement for the specific requirements. Questions regarding this note should be directed to the Humboldt County Planning Division."
- (5) "Pursuant to Government Code Section 66411.1(b) the frontage improvements on Parcels 1 and 2 shall be completed within twenty-four (24) months from the date the subdivision map is filed with the County Recorder. This is based on the need for orderly development of the surrounding area."

- (6) "Please note that the information and requirements described and/or depicted on this Development Plan are current at the time of preparation but may be superceded or modified by changes to the laws and regulations governing development activities. Before commencing a development project, please contact the Planning Division to verify if any standards or requirements have changed."
7. The applicant shall cause to be recorded a "Notice of Development Plan" on forms provided by the Humboldt County Planning Division. Document review fees as set forth in the schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors (currently \$322.00 plus applicable recordation fees) will be required. The Development Plan shall also be noticed on the Parcel Map.
  8. Within five (5) days of the effective date, the applicant shall submit a check to the Planning Division payable to the Humboldt County Recorder in the amount of \$50.00. This check is to cover the County Clerk's costs for filing the Notice of Exemption pursuant to Section 15061 of the CEQA Guidelines.  
  
Note: If a required filing fee is not paid for the project, the project will not be operative, vested or final and any local permits issued for the project will be invalid (Section 711.4(c)(3) of the State Fish and Wildlife Code).
  9. The applicant is required to pay for permit processing on a time and material basis as set forth in the schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors. Any and all outstanding Planning fees to cover the processing of the application to decision by the Hearing Officer shall be paid to the Humboldt County Planning Division, 3015 "H" Street, Eureka. The Department will provide a bill to the applicant upon file close out after the Planning Commission decision.
  10. The applicant shall convey future development rights to the County of Humboldt for a secondary dwelling unit on both parcels. Release from this conveyance may be pursued upon the completion of a Fault Evaluation Report pursuant to the Alquist-Priolo Act. The applicant shall initiate action on a "Conveyance and Agreement" on forms provided by the Humboldt County Planning Division. Document review fees as set forth in the schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors (currently \$322.00) will be required.
  11. The applicant shall comply with the requirements set forth in the Tentative Map Conditions provided by Humboldt Community Services District dated January 8, 2015 to the satisfaction of that agency.

## Informational Notes

1. To reduce costs the applicant is encouraged to bring in written evidence of compliance with all of the items listed as conditions of approval in this Exhibit that are administered by the Planning Division (Namely: Conditions 3-11). The applicant should submit the listed item(s) for review as a package as soon as possible before the desired date for final map checking and recordation. Post application assistance by the Planner on Duty, or by the Assigned Planner, with prior appointment, will be subject to a review fee for Conformance with Conditions billed at the County's current burdened hourly rate with an initial deposit as set forth in the Planning Division's schedule of fees and charges (currently \$95.00). Please contact the Planning Division for copies of all required forms and instructions.

Each item evidencing compliance should note in the upper right hand corner:

Assessor's Parcel No. \_\_\_\_\_, Exhibit "A", Condition \_\_\_\_\_.  
(Specify) (Specify)

2. Under state planning and zoning law (CGC §66000 *et seq.*), a development project applicant who believes that a fee or other exaction imposed as a condition of project approval is excessive or inappropriately assessed may, within 90 days of the applicable date of the project's approval, file a written statement with the local agency stating the factual basis of their payment dispute. The applicant may then, within 180 days of the effective date of the fee's imposition, file an action against the local agency to set aside or adjust the challenged fee or exaction.
3. The term of the approved Tentative Map, Variance and Coastal Development Permit shall be 24 months from the effective date of the action except where otherwise provided by law. An extension may be requested prior to the date in accordance with Section 326-21 and 326-31 of the Humboldt County Code.
4. If cultural resources are encountered during construction activities the contractor on site shall cease all work in the immediate area and within a 50 foot buffer of the discovery location. A qualified archaeologist as well as the appropriate Tribal Historic Preservation Officer(s) will be contacted to evaluate the discovery and, in consultation with the applicant and lead agency, develop a treatment plan in any instance where significant impacts cannot be avoided.

The Native American Heritage Commission (NAHC) can provide information regarding the appropriate Tribal point(s) of contact for a specific area; the NAHC can be reached at 916-653-4082. Prehistoric materials may include obsidian or chert flakes, tools, locally darkened midden soils, groundstone artifacts, shellfish or faunal remains, and human burials. If human remains are found, California Health and Safety Code 7050.5 requires that the County Coroner be contacted immediately at 707-445-7242. If the Coroner determines the remains to be Native American, the NAHC will then be contacted by the Coroner to determine appropriate treatment of the remains pursuant to PRC 5097.98. Violators shall be prosecuted in accordance with PRC Section 5097.99

The applicant is ultimately responsible for ensuring compliance with this condition.

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

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  
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

LAND USE 445-7205

**LAND USE DIVISION INTEROFFICE MEMORANDUM**

**TO: Steve Lazar, Senior Planner**

**VIA: Robert W. Bronkall, Deputy Director** 

**FROM: Kenneth Freed, Senior Engineering Technician**



**RE: SUBDIVISION REQUIREMENTS - IN THE MATTER OF THE APPLICATION OF WILLIAMSON, APN 306-291-024, PMS 14-013 FOR APPROVAL OF A TENTATIVE MAP, CONSISTING OF 0.26 ACRES INTO 2 LOTS**

**DATE: 06/22/2015  
06/29/2015 revised**

-----

*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 Ontiveros, Cesaretti, & Prebor Engineers and Surveyors dated 11/19/2014, revised 12/23/2014, and dated as received by the Humboldt County Planning Division on 12/12/2014.**

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 Humboldt County Code Section 326-15. 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 four (4) full-size copies of the subdivision map as filed by the County Recorder.

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 Humboldt County Code Section 326-13 prior to review of the improvement plans, review of the subdivision map, or the construction of improvements, whichever occurs first.
- 1.4 **PROOF OF LEGAL ACCESS:** Applicant shall provide, to the satisfaction of this Department, proof of recorded access from a publicly maintained road to the subject property. The width of the access shall be a minimum of 40 feet and shall be shown on the subdivision map. [Reference: Roadway design standards/classification plats in Section 4.2 of Appendix A of the County Subdivision Ordinance]
- 1.5 **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.
- 1.6 **DEDICATIONS:** The following shall be dedicated on the subdivision map, or other document as approved by this Department:

(a) **SUMMIT RIDGE DRIVE (NOT COUNTY MAINTAINED):**

Access: Applicant shall cause to be dedicated on the subdivision map a non-exclusive easement for ingress, egress, and public utilities for the benefit of the parcels/lots within the subdivision in a manner approved by this Department. The easement shall be 15 feet in width.

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 applicant shall cause to be dedicated to the County of Humboldt a PUE over the entire area of the access easement for the road.

- (b) **DEVELOPMENT RIGHTS:** Applicant shall cause to be conveyed to the County of Humboldt the rights to construct a secondary dwelling unit(s) on Parcels 1 and 2 until such time as Summit Ridge Drive is improved to a minimum Category 4 road standard. This shall be noted on the development plan to be filed with the Planning & Building Department. A notice of the development plan must be recorded. The content of the notice must be in a manner approved by this Department.
- (c) **NEIGHBORHOOD BOX UNIT (NBU) 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 NBU.

Note: The Post Office may not require a NBU for this project.

- 1.7 **PRIVATE ROAD:** Pursuant to County Code Section 323-2(c)(3), the subdivision map shall show the lanes clearly labeled "Non-County Maintained Lane" or "Non-County Maintained Road".

Pursuant to County Code Section 323-2(c)(5), the following note shall appear on the map or instrument of waiver, which shall read substantially as follows:

"If the private lane or lanes shown on this plan of subdivision, or any part thereof, are to be accepted by the County for the benefit of the parcel owners on such lane rather than the benefits of the County generally, such private lane or lanes or parts thereof shall first be improved at the sole cost of the affected parcel owner or owners, so as to comply with the specification as contained in the then applicable subdivision regulations relating to public streets."

## 2.0 IMPROVEMENTS

- 2.1 **CONSTRUCTION PLANS:** 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.

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.

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), street lights, or other obstructions will not be allowed in sidewalks unless approved by this Department.

- 2.4 **TRAFFIC CONTROL DEVICES:** Street name and traffic control devices may need to be placed as required and approved by this Department.

In addition, pursuant to County Code Section 323-2(c)(4), non-county maintained roads shall be posted with a sign of at least 2 square feet in size containing substantially the following words in 2" high black letters on a yellow background: "Not a County Maintained Road" or "Not a County Maintained Street". The sign shall be approved by the Department prior to installation.

- 2.5 **ACCESS ROADS:** The surface of the access road(s) shall conform to the *Structural Section* requirements within this document. The access road(s) serving the subdivision shall be constructed to the satisfaction of this Department as follows:

- (a) Along the frontage of the subject property, **SUMMIT RIDGE DRIVE** (Not County Maintained) shall be constructed having a typical section (from west to east) comprised of a 16 foot wide travel lane, a 8 foot wide parking lane, and a 5 foot wide sidewalk with Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter. Due to site constraints, the driveway aprons may be Urban Driveway No. 3 in lieu of Urban Driveway No. 1. Tapers shall be provided at the ends of the improvement.

- (b) The widening of Summit Ridge Drive 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.
- (c) Nothing is intended to prevent the applicant from constructing the improvements to a greater standard.
- (d) 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.

2.6 **DRIVEWAYS:** All access openings (existing and proposed) shall conform to Humboldt County Code Section 341 regarding visibility. All access openings (existing and proposed) shall intersect the road at a 90° angle, unless otherwise approved by this Department.

That portion of a structure used for the parking of vehicles must be setback a minimum of 24 feet from the curb face. If a development plan is prepared for this project, the development plan shall note this minimum setback condition and indicate graphically the location of the setback line on the lots.

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 foot of Caltrans Type B 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.

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.

- (b) 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 **NEIGHBORHOOD BOX UNIT (NBU) 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 Post Master. 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.

Note: The Post Office may not require a NBU for this project.

- 2.11 **COMPLETION OF SIDEWALK IMPROVEMENTS:** Sidewalk improvements 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.

### 3.0 DRAINAGE

- 3.1 **DRAINAGE ISSUES:** Applicant shall be responsible to correct any involved drainage problems associated with the subdivision to the satisfaction of this Department.
- 3.2 **DRAINAGE REPORT:** Applicant must submit a complete hydraulic report and drainage plan regarding the subdivision for review and approval by this Department. This may require the construction of drainage facilities on-site and/or off-site in a manner and location approved by this Department.

3.3 **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.

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 Section 323-2 (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.

Based upon the tentative map, it appears that the following will need to be maintained by a maintenance plan:

- A maintenance plan for the non-county maintained road known as Summit Ridge Drive.

If a maintenance association currently exists for the access road, applicant shall attempt to the satisfaction of this Department to annex the subdivision into the existing road maintenance association. That portion of this condition regarding road maintenance may be waived if the applicant provides evidence satisfactory to this Department that the subject property already belongs to a maintenance association for the access road(s).

A maintenance plan is not required for driveways; as driveways serve only one parcel. A maintenance plan is *optional* for roads that serve only two parcels. A maintenance plan is required for roads serving three or more parcels.

6.0 **DEVELOPMENT PLAN**

6.1 **NOTE:** A note is required to be shown on the development plan that a storm water infiltration facility is required to be constructed on Parcel 2 at the time that Parcel 2 is developed.

7.0 **LANDSCAPING**  
<NONE>

// END //

## ATTACHMENT 2

### STAFF ANALYSIS OF THE EVIDENCE SUPPORTING THE REQUIRED FINDINGS

**Required Findings** To approve this project, the Planning Commission must determine that the applicants have submitted evidence in support of making **all** of the following required findings.

A. Subdivision Required Findings:

1. That the proposed subdivision together with the provisions for its design and improvements is consistent with the County's General Plan.
2. That the tentative subdivision map conforms with the requirements and standards of the County's subdivision regulations.
3. That the proposed subdivision conforms to all requirements of the County's zoning regulations.
4. The proposed subdivision is not likely to cause substantial environmental damage.
5. The proposed development does not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law, unless the following written findings are made supported by substantial evidence: 1) the reduction is consistent with the adopted general plan including the housing element; and 2) the remaining sites identified in the housing element are adequate to accommodate the County share of the regional housing need; and 3) the property contains insurmountable physical or environmental limitations and clustering of residential units on the developable portions of the site has been maximized.

B. Coastal Development Permit Findings: Section 312-17.1 of the Zoning Regulations of the Humboldt County Code (Required Findings for All Permits) specifies the findings that are required to grant a Coastal Development Permit:

1. The proposed development is in conformance with the County's General Plan;
2. The proposed development is consistent with the purposes of the existing zone in which the site is located;
3. The proposed development conforms with all applicable standards and requirements of these regulations; and
4. The proposed development and the conditions under which it may be operated or maintained, will not be detrimental to the public health, safety and welfare or materially injurious to properties or improvements in the vicinity; and
5. The proposed development does not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law (the mid-point of the density range specified in the plan designation), unless the following written findings are made supported by substantial evidence: 1) the reduction is consistent with the adopted general plan including the housing element; and 2) the remaining sites identified in the housing element are adequate to accommodate the County share of the regional housing

need; and 3) the property contains insurmountable physical or environmental limitations and clustering of residential units on the developable portions of the site has been maximized.

C. Variance Findings: Section 312-17.1 of the Zoning Regulations of the Humboldt County Code (Required Findings for All Variances) specifies the findings that are required to grant a Variance:

1. That there are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to the property or class of use in the same zone in the vicinity;
2. The strict or literal interpretation and enforcement of the specified regulation would result in practical difficulty or unnecessary physical hardship and would deprive the applicant of privileges enjoyed by the owners of other properties classified in the same zoning district;
3. That the granting of the variance will not constitute a grant of special privilege inconsistent with the limitations on other properties classified in the same zoning district; and
4. That granting the variance or its modification will not be materially detrimental to the public health, safety or welfare.
5. The development for which the variance is proposed will be in conformity with the Coastal Land Use Plan.

D. CEQA: In addition, the California Environmental Quality Act (CEQA) states that one of the following findings must be made prior to approval of any development which is subject to the regulations of CEQA. The project either:

- a) is categorically or statutorily exempt; or
- b) has no substantial evidence that the project will have a significant effect on the environment and a negative declaration has been prepared; or
- c) has had an environmental impact report (EIR) prepared and all significant environmental effects have been eliminated or substantially lessened, or the required findings in Section 15091 of the CEQA Guidelines have been made.

**Other Applicable Regulations:** Among other provisions of law, this project is subject to the following statutes, codes and regulations:

- California Subdivision Map Act (CGC §66410 et seq.)
- Humboldt County Subdivision Regulations (HCC Section 321-1 et seq.)
- California Planning and Zoning Law (CGC §65000 et seq.)
- Humboldt County General Plan (Framework)
- Humboldt Bay Area Plan (HBAP)
- California Coastal Act (PRC §30000 et seq.)
- Humboldt County Zoning Regulations (HCC Section 311-1 et seq.)
- California Environmental Quality Act (CEQA) (PRC §21000 et seq.)

**Staff Analysis**

**A.1./B.1. General Plan Consistency.** The following table identifies the evidence which supports finding that the proposed development is in conformance with all applicable policies and standards in Chapters 2-4 of the Framework Plan (FP) and Humboldt Bay Area Plan (HBAP).

Plan Section	Summary of Applicable Goal, Policy or Standard	Evidence Which Supports Making the General Plan Conformance Finding
<p><b>Land Use</b> Residential/Low Density (RL); §4.10.A. (HBAP)</p>	<p>Principal uses include residential single-family development. Density: three to seven dwelling units per acre.</p>	<p>The project proposes to divide an 11,365 square foot (gross) parcel into two parcels of 5,093 square feet (net) and 4,767 square feet (net). The parcel is developed with two single family residences with attached garages that will each be sited on individual parcels. In order to dedicate additional easement required for the subdivision and to allow the existing development to remain, a Variance is requested to allow proposed Parcel 2 to be created with less than the 5,000 square feet required by the RS zone and to allow the lot coverage to exceed the maximum allowed (35%) by 2% (Parcel 1) and 3% (Parcel 2). This will allow subdivision consistent with the general plan density without requiring demolition of either the garage or residence. Both parcels will be served by community water and sewer provided by the Humboldt Community Services District.</p>
<p><b>Water Supply</b> §3340, 3360.2, 3361.1, 3362.3 (FP)</p>	<p><b>Goal:</b> To maintain a dependable water supply, sufficient to meet existing and future domestic, agricultural, industrial needs and to assure that new development is consistent with the limitations of the local water supply. <b>Policy:</b> Ensure that land use decisions are consistent with long term value of water resources in Humboldt County. <b>Standard:</b> Development proposed within Critical Water Supply Areas shall demonstrate that no risk of contamination to the water supply area would occur due to the development activity proposed.</p>	<p>The Humboldt Community Services District has provided evidence that they have the capacity to serve the proposed project (see Attachment 4). This area is not within a Critical Water Supply Area.</p>

<p><b>Sewage Disposal</b> §4530, 4531.5, 4531.6, 3361.2 (FP)</p>	<p><b>Goal:</b> To ensure a safe means for waste disposal and protect the County's water resources for the public's health and safety. <b>Policy:</b> Septic systems shall not be permitted where the slope exceeds 30% or within 50 feet from an unstable land form. <b>Policy:</b> Sewage disposal systems placed on an existing lot must meet all of the requirements of the Humboldt County Department of Public Health and the North Coast Regional Water Quality Control Board. <b>Policy:</b> Regulate development that would pollute watershed areas.</p>	<p>The Humboldt Community Services District has provided evidence that they have the capacity to serve the proposed project (see Attachment 4).</p>
<p><b>Access</b> §4220, 4237.7 (FP)</p>	<p><b>Goal:</b> To develop, operate, and maintain a well-coordinated, balanced, circulation system that is safe, efficient and provides good access to all cities, communities, neighborhoods, recreational facilities and adjoining areas. <b>Policy:</b> New Development shall only be approved which will not significantly create or aggravate safety, capacity or parking problems on County roads.</p>	<p>The parcel is currently accessed via a private 15-foot road (Summit Ridge Drive). Improvements are required per LUD's conditions (see Exhibit A dated June 29, 2015 revised).</p>
<p><b>Geologic</b> §3290, 3291.1 3291.2A, 3292.1 (FP) 3.17 (HBAP)</p>	<p><b>Goals:</b> To reduce public exposure to natural and manmade hazards. To ensure the continuity of vital services and functions. To educate the community. <b>Policy:</b> Regulate land use to ensure that development in potentially hazardous areas will not preclude preserving and promoting public safety and eliminating structural hazards. <b>Standards:</b> Require geologic reports according to the Geologic Hazards Land Use Matrix as denoted in the Framework Plan.</p>	<p>According to the Humboldt County Geologic Hazard maps, the property is located in a zone of low instability. Therefore, no soils report was required. The parcel is located within the Alquist-Priolo Special Studies Zone, however, the AP Act requires a Fault Evaluation Report for subdivisions when future development is contemplated. In this case, the development has already occurred within the Special Studies Zone as it was exempt from the "Act". Therefore, a Fault Evaluation Report was not required because there is no area contemplated for future development.</p>

<p><b>Flood Safety</b>  §3290, 3291.3  3292.2 (FP)  3.17 (HBAP)</p>	<p><b>Goals:</b> To reduce public exposure to natural and manmade hazards. To ensure the continuity of vital services and functions. To educate the community.</p> <p><b>Policy:</b> The County shall participate in the Federal Flood Insurance Program to regulate land uses in flood hazard areas in order to minimize loss of life and property, and in order to minimize public flood-related expense.</p>	<p>The parcel is located in a residentially developed area of Humboldt Hill and outside of any flood hazard areas.</p>
<p><b>Biological Resources</b>  §3430, 3431, 3432 (FP)  3.30 (HBAP)</p>	<p><b>Goal:</b> To maximize where feasible, the long term public and economic benefits from the biological resources within the County by maintaining and restoring fish and wildlife habitats.</p> <p><b>Policies:</b> Maintain values of significantly important habitat areas by assuring compatible adjacent land uses, where feasible.</p> <p><b>Standards:</b> §3.30 Humboldt Bay Area Plan</p>	<p>Based on the California Natural Diversity Database, the site has the potential to contain Oregon coast paintbrush (<i>Castilleja litoralis</i>), western lily (<i>Lilium occidentale</i>) and bristle-stalked sedge (<i>Carex leptalea</i>). The site was previously host to a single family residence that was recently demolished and two new residences were constructed. The lot is relatively flat and has been considerably disturbed with the recent development. It contains typical residential landscaping (i.e. lawn and non-native ornamental shrubs) and no sensitive habitat. In addition, it is surrounded by similar residential development with similarly landscaped sites. Finally, a referral was sent to the California Department of Fish and Wildlife and they did not respond with any concerns.</p>
<p><b>Cultural Resource Protection</b>  §3500 (FP)  3.18 (HBAP)</p>	<p>New development shall protect cultural, archeological and paleontological resources.</p>	<p>The project was referred to the Northwest Information Center (NWIC), the Blue Lake Rancheria, the Bear River Band of the Rohnerville Rancheria and the Wiyot Tribe. Only the Bear River Band of the Rohnerville Rancheria responded and recommended approval with no further study provided a note regarding inadvertent discovery is included in the project (see informational note 4 in Attachment 1).</p>

**A.2. Subdivision Regulations.** The following table identifies the evidence which supports finding that the proposed subdivision is in conformance with all applicable policies and standards in Section 66474 of the State Subdivision Map Act and Title III Division 2 of the Humboldt County Code (H.C.C.).

<b>Section(s)</b>	<b>Summary of Applicable Subdivision Requirements</b>	<b>Evidence Which Supports Making The Subdivision Requirement Finding</b>
Lot Suitability 322-3	All lots shall be suitable for their intended uses.	The site is already developed. The subdivision will site each residence on a separate lot.
Access and Drainage 324-1	Improvements shall be required for the safe and orderly movement of people and vehicles.	The property is accessed via Summit Ridge Road, a private road with a 15-foot right-of-way. Additional right of way will be dedicated and improvements along the street frontage will be constructed consistent with the Public Works Department requirements found in Attachment 1, Exhibit A. The proposed subdivision will drain to the private road. A drainage report is required to be submitted to the Department of Public Works and any involved drainage problems associated with the subdivision shall be corrected to satisfaction of that department.
Sewer & Water 324-1 (d)	The subdivider shall construct the sewer and water systems to the standards of the governmental entities, which will accept and maintain those systems.	Humboldt Community Services District has indicated that they have the capacity to serve the proposed subdivision with community water and sewer.
Access Road App. 4-1	Roadway design must incorporate a 40-foot right of way or an exception must be granted.	Summit Ridge Road is currently serves the property with a 15-foot right of way. The actual road was constructed mainly on the subject property outside of the right-of-way. Pursuant to Section 325-9 of the Subdivision Regulations, the applicant has requested an exception to the right-of-way width. The right-of-way for Summit Ridge Road is proposed to be increased to 30 feet. Public Works has stated that they can support the exception request. Subdivision improvements contained in the Department of Public Works Subdivision Requirements require improvements to the existing roads to meet current standards.

Parking App. 4-2	If the subdivision does not provide for on-street parking, room for four vehicles must be provided for each parcel.	The subdivision is conditioned with a requirement that each lot provide the required off-street parking.
Government Code § 66411.1 Improvement Timing	Unless the subdivider voluntarily enters into an agreement with the County establishing the timing of the work, fulfillment of reasonable on- and off-site construction requirements are deferred until issuance of a permit or other grant for development of the created lot, except where found to be necessary for the public health and safety or for orderly development of the surrounding area. If not completed prior to parcel map recordation or under agreement with the County, a Notice of deferred construction of subdivision improvements shall be filed concurrently with the parcel map.	Because both parcels created by this division are currently developed, and no Subdivision Agreement yet exists, the Public Works Department is recommending that the construction of the subdivision frontage improvements for Parcel 1 and 2 set forth in Exhibit A of Attachment 1 be completed prior to filing of the parcel map in order to assure the orderly development of the surrounding area. (Refer to Attachment 4).

Pursuant to H.C.C. Section 325-9, to grant the exception to the Subdivision Regulations the Planning Commission must find the following:

Summary of Applicable Requirement	Evidence That Supports the Zoning Finding
That there are special circumstances or conditions affecting said property.	The parcel currently has a 15 foot right-of-way for Summit Ridge Drive. Adding 25 feet to the easement would create a nonconforming situation with respect to the front yard setback. In addition, attempts to acquire additional right-of-way from the neighbor on the western side of the right-of-way were unsuccessful. The proposal would add 15 feet to the existing right-of-way across the parcel frontage and allow a 15-foot right way and a 25-foot right-of-way to gain access to the County maintained portion of Summit Ridge Drive.
That the exception is necessary for the preservation and enjoyment of a substantial property right of the petitioner.	The proposed subdivision will result in two (2) parcels consistent with the current general plan designation. The lots will be similar to other lots within the neighborhood, and the subdivision is in keeping with the configuration of the site, existing pattern of development, and the character of the immediate area.
That the granting of the exception will not be detrimental to the public welfare or injurious to other property in the territory in which the subject property is located.	The parcel is currently developed with two single family residences and no further development is proposed and cannot be proposed until such time a fault evaluation report is completed. There is no indication that the development of the surrounding lands will be adversely impacted by this exception. All referral agencies have recommended approval of the subdivision.

**A.3/B.2./B.3. Zoning Compliance.** The following table identifies the evidence which supports finding that the proposed subdivision is in conformance with all applicable policies and standards in the Humboldt County Zoning Regulations (HCC).

Zoning	Summary of Applicable Requirement	Evidence
<p><b>§313-6.1 Residential Single Family</b> with a 5,000 square foot minimum parcel size (RS-5)</p>	<p>Permitted Uses: Single family residential is principally permitted.</p>	<p>The project proposes to divide an 11,365 square foot (gross) parcel into two parcels of 5,093 square feet (net) and 4,767 square feet (net). The parcel is developed with two single family residences with attached garages that will each be sited on individual parcels. In order to dedicate additional easement required for the subdivision and to allow the existing development to remain, a Variance is requested to allow proposed Parcel 2 to be created with less than the 5,000 square feet required by the RS zone and to allow the lot coverage to exceed the maximum allowed (35%) by 2% (Parcel 1) and 3% (Parcel 2). This will allow subdivision consistent with the general plan density without requiring demolition of either the garage or residence. Both parcels will be served by community water and sewer provided by the Humboldt Community Services District.</p>
<p>Min. Parcel Size</p>	<p>5,000 square feet</p>	<p>Parcel 1: 5,093 square feet Parcel 2: 4,767 square feet (see Variance findings below)</p>
<p>Min. Lot Width</p>	<p>50 feet at front yard setback line</p>	<p>Both lots comply</p>
<p>Min. Lot Depth</p>	<p>Three (3) times the lot width</p>	<p>None of the lots will exceed three times the lot width.</p>
<p>Max. Lot Coverage</p>	<p>35%</p>	<p>Parcel 1: 37% (see Variance findings) Parcel 2: 38% (see Variance findings)</p>
<p>Setbacks</p>	<p>Front: 20 feet Rear: 10 feet Side: 5 feet</p>	<p>Both parcels will comply with all setback requirements.</p>
<p>Max. Bldg. Height</p>	<p>35 feet</p>	<p>Parcel 1: 20 feet Parcel 2: 20 feet</p>

**A.5/B.5. Impact on Residential Density Target.** The following table identifies the evidence which supports finding that the proposed project will not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law.

<b>Code Section</b>	<b>Summary of Applicable Requirement</b>	<b>Evidence that Supports the Required Finding</b>
312-17.1.5 and 322-3.1 Housing Element Densities	The proposed subdivision/ development does not reduce the residential density for any parcel below that utilized by the Department of Housing and Community Development in determining compliance with housing element law, except where: 1) the reduction is consistent with the adopted general plan including the housing element; and 2) the remaining sites identified in the housing element are adequate to accommodate the County share of the regional housing need; and 3) the property contains insurmountable physical or environmental limitations and clustering of residential units on the developable portions of the site has been maximized.	The project proposes to divide an 11,365 square foot (gross) parcel into two parcels of 5,093 square feet (net) and 4,767 square feet (net). This results in an overall density of seven units per acre, which is on the upper end of the density allowed under the RL plan designation. The parcel was not utilized by the Department of Housing and Community Development in determining compliance with housing element law. Therefore, the proposal complies with this requirement.

**C. Variance Findings:** The following table identifies evidence which supports finding that the proposed variance may be granted.

Finding	Summary of Applicant's Evidence	Staff's Response
1. Practical Difficulty or Hardship	The applicant initially pursued a subdivision of the property with the assumption that the existing road was within the existing right-of-way. A subsequent field survey indicated that the majority of the roadway was constructed on the applicant's parcel outside of the right-of-way. Much of the adjoining portion of Humboldt Hill has been subdivided to nearly the minimum parcel size. Single family residential lots in non-coastal portions of Humboldt County can be granted exceptions to lot coverage.	The 11,365 square foot parcel was developed with two residences with the intention to subdivide the parcel such that each residence is sited on a separate lot. The actual location of the roadway created a hardship that otherwise would not pose a problem. Typically, each adjacent landowner would provide an equal amount of additional right-of-way. In this case, the location of the road and inability to acquire additional right-of-way from the neighboring property owner creates a practical difficulty specific to this situation. The minimum parcel size for the zone is 5,000 square feet (net). Although the parcel qualifies for subdivision, the existing development is such that with the additional dedication of road easement, the minimum parcel size for Parcel 2 will be less than required and the lot coverage will be exceeded. The applicant feels that compliance with net parcel size is an undue hardship due to the location of the road. In addition, compliance with the lot coverage would be an unreasonable burden as this would involve demolishing a portion of the newly constructed residences. Furthermore, nearby parcels on Humboldt Hill outside of the Coastal Zone can exceed the lot coverage standard with the issuance of a Special Permit.
2. Exceptional or Extraordinary Circumstances	The location of the existing road outside of the existing right-of-way creates an extraordinary circumstance.	While the dedication of additional right-of-way is normal for a subdivision, the location of the road and dedication of additional right-of-way to reflect the as-built condition creates the need for relief to the minimum parcel size and lot coverage requirements.

Finding	Summary of Applicant's Evidence	Staff's Response
3. Special Privilege	The decrease in net parcel size created by the dedication of an easement of 5% below the minimum parcel size does not grant a special privilege. In addition, the lot coverage of Parcel 1 and Parcel 2 of 2% and 3%, respectively, does not grant a special privilege as one can identify many lots within the County with a similar situation.	Given that the parcel qualifies for subdivision as it is over 10,000 square feet (11,365 square feet), the creation of a parcel below the minimum parcel size due to the dedication of additional right-of-way based on the field survey of the road does not grant a special privilege. The lot coverage exceedance is also due to the dedication of additional right-of-way. In addition, proposed changes to the Coastal Zoning Ordinance would allow the lot coverage to exceed the maximum allowed with a Special Permit. These changes are currently in effect to residential lots in the Inland portion of the County (150 feet away) but have yet to be approved in the Coastal Zone. Staff believes that this Variance would not constitute a special privilege that others are not enjoying. Furthermore, if the parcel was at least 20,000 square feet in size, a Planned Development Permit could be utilized to address the unusual site condition and no Variance would be required.
4. Public Health, Safety, and Welfare	The granting of this variance will not be detrimental to public health, safety or welfare because it will not change the existing use of the property.	<p>The use of the property will remain residential. Currently, the parcel is developed with a main residence and a secondary dwelling unit. No new development could be proposed on either parcel until such time a Fault Evaluation Report is completed and additional road improvements are completed.</p> <p>All referral agencies have been able to recommend approval or conditional approval of the proposed project.</p> <p>There is no evidence that this project, in this location will be detrimental to public health, safety and welfare.</p>
5. The development will be in conformity with the Coastal Land Use Plan	The proposed project is consistent with the Humboldt Bay Area Plan.	See Section A.1 above.

**A4/B4/D, Environmental Impact.** The following table identifies the evidence which supports finding that the proposed project will not adversely impact the environment.

Code Section	Summary of Applicable Requirement	Evidence that Supports the Required Finding
CEQA Guidelines	Categorically exempt from State environmental review.	<p>This project is essentially in fill within a developed residential area. The project would be exempt from CEQA under Section 15315 (see below) but for the substandard access leading to the property and the variance dictated by the subdivision right of way dedication condition. The 15' to 25' wide access is part of the existing baseline condition and will not change. The variance addresses the unusual circumstances dictated by the right of way dedication and in turn its effect on net lot area and lot coverage. For this reason, the project has been found exempt pursuant to Section 15061(b)(3) of the State CEQA Guidelines; A project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.</p> <p>Class 15, Section 15315; Minor Land Divisions. CEQA section 15315 categorically exempts the division of property in <b>urbanized areas zoned for residential</b>, commercial or industrial use <b>into four or fewer parcels</b> when the <b>division is in conformance with the General Plan and zoning, <u>no variances or exceptions are required</u>, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years, and the parcel does not have a slope greater than 20 percent.</b> As noted, only the exception for existing right of way width and the variance rule out use of this exception. The other provisions are met as follows: the site exhibits characteristics of urban development common to Humboldt County because the parcel is served by both public water and sewer, it is residentially planned and zoned, and is within the mapped Urban Limit Line per the Humboldt Bay Area Plan (HBAP). The project is a minor lot split into two parcels which already contain developed residences. The land has not been recently subdivided. Additionally, the parcel is relatively flat, with a slope of approximately 5% to the west. Per the submitted evidence and agency responses, none of the exceptions to the Categorical Exemption per Section 15300.2 of the State CEQA Guidelines apply to this project. The use of this class of exemption for minor subdivision projects within urban areas, as the term is used in the County General Plan and Local Coastal Program, is consistent with previous County practice and the provisions of Section 21083.3 of CEQA.</p>

**ATTACHMENT 3**

**APPLICANTS' EVIDENCE IN SUPPORT OF THE REQUIRED FINDINGS**

<b>Document</b>	<b>Location</b>
Exception Request for right-of-way width dated June 29, 2015	Attached as Exhibit A
Exception Request for curb, gutter and sidewalk dated June 29, 2015	Attached as Exhibit B
Cross Section Drawing dated September 12, 2014	Attached as Exhibit C
Roadway/Right-of-Way Exhibit	Attached as Exhibit D
Tentative Subdivision Map	Attached
Preliminary Title Report	On file with Planning
Application Form	On file with Planning

## Exhibit A

June 29, 2015

Steve Lazar, Senior Planner  
Planning & Building Department  
3015 H Street  
Eureka, CA 95501

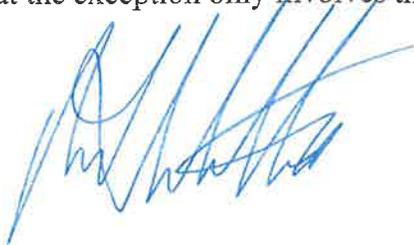
**RE: 325-9 EXCEPTION REQUEST  
WILLIAMSON, APN 306-291-024, PMS 14-013  
RIGHT OF WAY WIDTH**

The proposed subdivisions seeks to utilize an existing non County maintained Road known as Summit Ridge Drive for access. The existing right of way of record for the subject property is less than 40 feet in width; and the proposed width of the right of way along the frontage of the subdivision will also be less than 40 feet in width. Pursuant to roadway design standards/ classification plats in Section 4.2 of Appendix A of the County Subdivision Ordinance, a minimum right of way width of 40 feet is required. I am requesting that the 15, 25 and 30 foot wide right of way widths be approved for the proposed subdivision

The following facts justify this request:

1. That the right of way will serve only one additional residence; and that those lots do not have the potential for further subdivision. That the access road is narrow and does not require a 40 foot wide right of way.
2. That the exception request will maximize the land available for development and reduce the encumbrances on the property for a right of way that is larger than what is necessary.
3. That the exception only involves the subject property.

Sincerely,



June 29, 2015

Exhibit B

Steve Lazar, Senior Planner  
Planning & Building Department  
3015 H Street  
Eureka, CA 95501

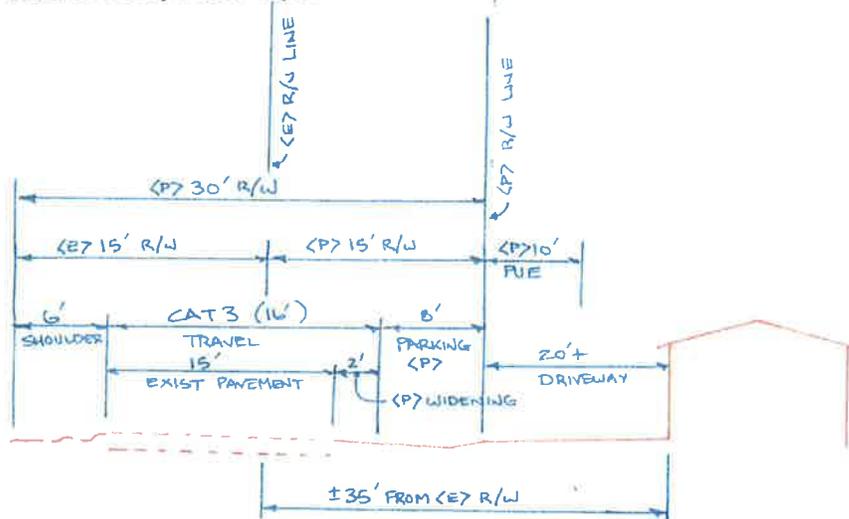
RE: 325-9 EXCEPTION REQUEST  
WILLIAMSON, APN 306-291-024, PMS 14-013  
IMPROVEMENTS

The subject property is located on a dead-end, local, non-county maintained road known as Summit Ridge Drive. Item 2.5(a) of the Department of Public Works conditions of approval dated 06/29/2015 is requiring sidewalk improvements:

- (a) Along the frontage of the subject property, **SUMMIT RIDGE DRIVE** (Not County Maintained) shall be constructed having a typical section (from west to east) comprised of a 16 foot wide travel lane, a 8 foot wide parking lane, and a 5 foot wide sidewalk with Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter. Due to site constraints, the driveway aprons may be Urban Driveway No. 3 in lieu of Urban Driveway No. 1. Tapers shall be provided at the ends of the improvement.

I am requesting that the requirement for sidewalks, curb and driveway aprons be removed.

- (a) Along the frontage of the subject property, **SUMMIT RIDGE DRIVE** (Not County Maintained) shall be constructed having a typical section (from west to east) comprised of a 16 foot wide travel lane, a 8 foot wide parking lane, and a 5 foot wide sidewalk with Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter. Due to site constraints, the driveway aprons may be Urban Driveway No. 3 in lieu of Urban Driveway No. 1. Tapers shall be provided at the ends of the improvement.



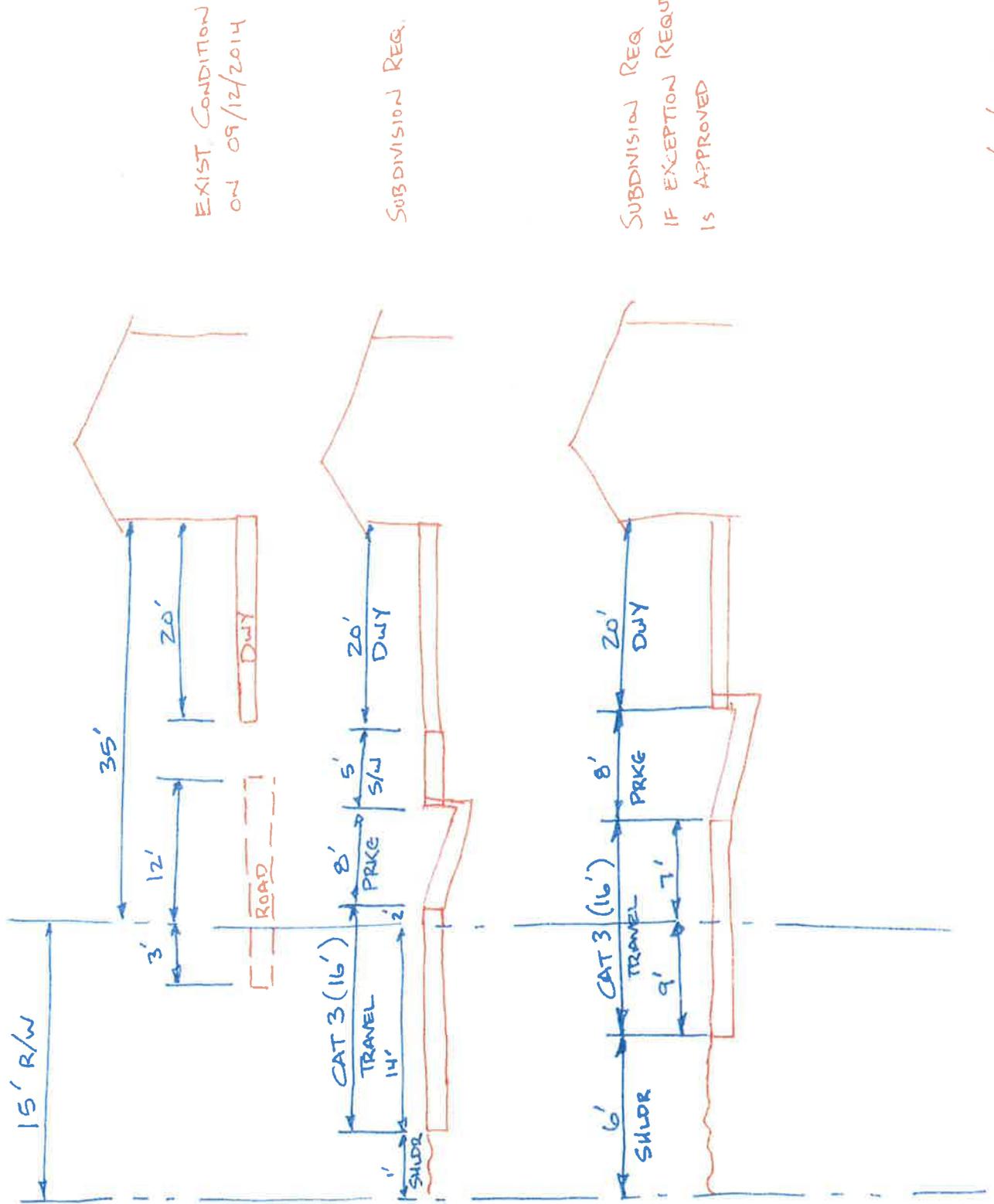
The following facts justify this request:

1. That the road will serve only one additional residence; that both lots in the subdivision do not have the potential for further subdivision; that the subject property is located near the end of the road; and that there is no other sidewalk in the vicinity.
2. That the exception request will maximize the land available for development due to a narrow lot depth.
3. That the exception only involves the subject property.

Sincerely, *[Signature]*



Exhibit C



EXIST. CONDITION  
ON 09/12/2014

SUBDIVISION REQ.

SUBDIVISION REQ.  
IF EXCEPTION REQUEST  
IS APPROVED

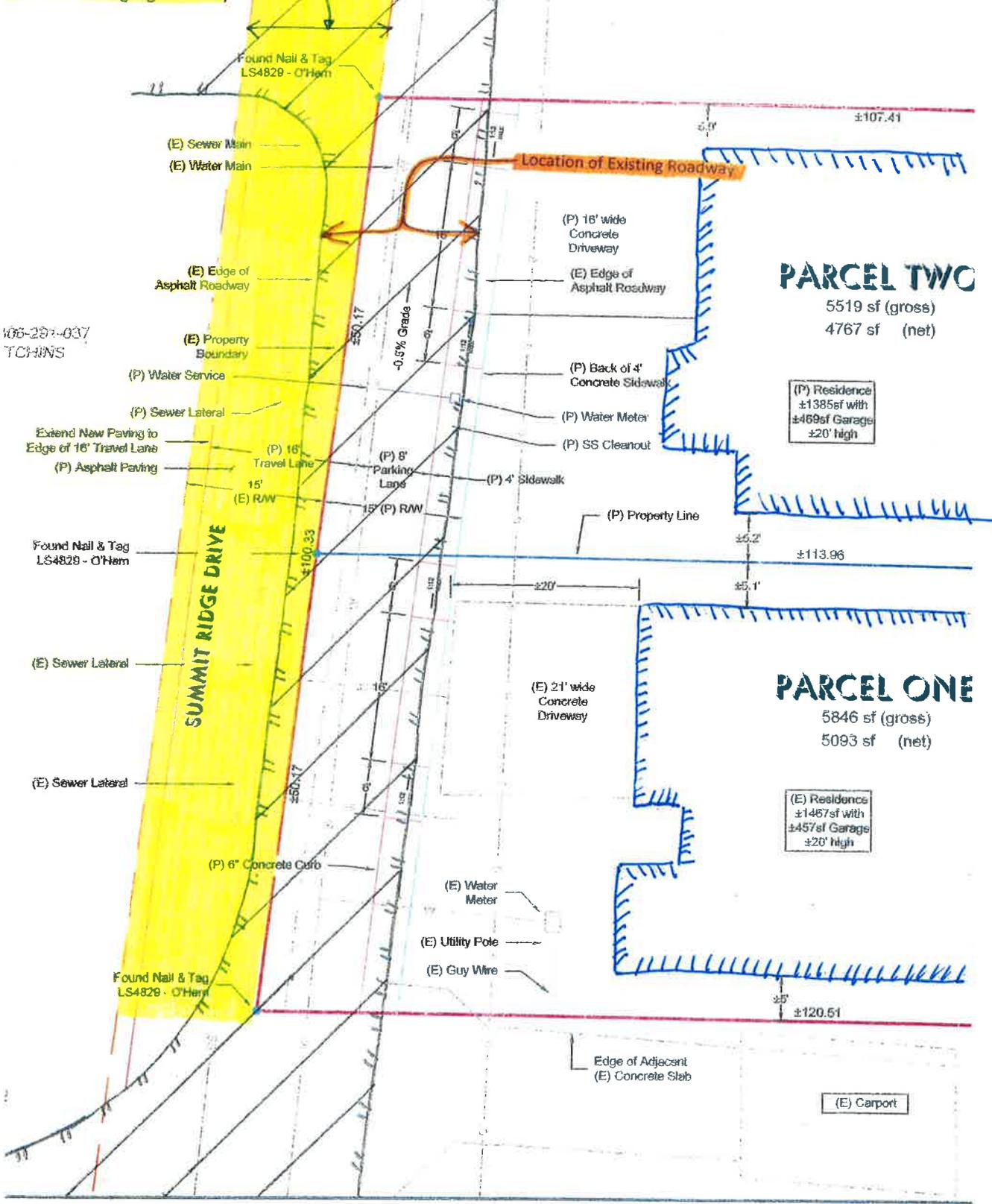
09/12/2014 RWB

Exhibit D

Roadway/Right-of-Way Exhibit

APN 306-291  
GREGG

Location of Existing Right-of-Way



006-291-037  
TCHINS

ATIVE MAP

## ATTACHMENT 4

### REFERRAL AGENCY COMMENTS AND RECOMMENDATIONS

All referral agencies that the proposed project was sent to for review and comment are listed below. Those agencies that provided written comments are checked off.

<b>Referral Agency</b>	<b>Response</b>	<b>Recommendation</b>	<b>Attached</b>	<b>On File</b>
County Building Inspection	X	Approval		X
County Public Works, the Land Use Division	X	(Exhibit A of Attachment 1)  Memo dated June 30, 2015 revised	X	
County Division of Environmental Health	X	Approval		X
Humboldt Community Services District	X	Conditional Approval	X	
Humboldt Bay Fire District	X	Approval	X	
California Coastal Commission				
Bear River Band of the Rohnerville Rancheria	X	Conditional Approval		X
NWIC				
Blue Lake Rancheria				
Ca. Dept. of Fish & Wildlife				
Wiyot Tribe				
PG&E				



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

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  
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

LAND USE 445-7205

---

---

**LAND USE DIVISION INTEROFFICE MEMORANDUM**

---

---

TO: Steven Lazar, Senior Planner

VIA: Robert W. Bronkall, Deputy Director 

FROM: Kenneth Freed, Senior Engineering Technician

DATE: 06/22/2015  
06/29/2015 revised  
06/30/2015 revised

RE: WILLIAMSON, APN 306-291-024, PMS 14-013

**REVISED**

**ROAD IMPROVEMENTS:** The Department of Public Works does not support the subdivision of parcels which use County or private roads to access their parcels until the road is improved to the County's minimum standards.

From the end of the county maintained portion of Summit Ridge Drive to the T intersection of Summit Ridge Drive/Summit Ridge Drive/Summit Ridge Drive, the road is developed as 20+ foot wide paved road. From the T intersection of Summit Ridge Drive/Summit Ridge Drive/Summit Ridge Drive to the south end of the subject property, Summit Ridge Drive is developed as paved Category 2+ road.

**SUMMIT RIDGE DRIVE:** The subject property is located on a Non-County Maintained portion of Summit Ridge Drive. The County maintained portion of Summit Ridge Road (County Road No. 3J022), is developed to urban standards with curb, gutter, and sidewalk. The tentative map incorrectly states the road fronting the subject property is a County maintained road. Summit Ridge Road is developed as a paved Category 2 road. In addition, along the frontage of the subject property, approximately ¾ of the road is built outside of the easement and on the subject property. **All documents prepared for the project must clearly indicate that the road is not County maintained.**

**PRELIMINARY SUBDIVISION REPORT:** A preliminary report was submitted in lieu of a preliminary subdivision report as specified in County Code Section 323-6(c). A note on the tentative map indicates that all easements of record are shown on the tentative map. Item 3 of the preliminary report is a PG&E utility easement. It does not appear that Item 3 has been shown on the tentative map. A revised tentative map should be submitted prior to the project being presented to the Planning Commission.

**RIGHT OF WAY WIDTH:** The subject property appears to have a 15 foot wide and a 25 foot wide access easement connecting the subject property to the County maintained portion of Summit Ridge Drive. The subject property is not served by an easement that is 40 feet in width. An exception request has not been submitted to address this issue.

In addition, across the frontage of the subject property, the width of Summit Ridge Drive is proposed to be 30 feet (15 feet existing with 15 additional feet being established). An exception request has not been submitted to address this issue.

Pursuant to County Code, access easements must be acquired (or an agreement is in place to acquire the easement) prior to the project being presented to the Planning Commission; or an exception must be provided to demonstrate why the 15 foot, 25 foot and 30 foot wide easements are being proposed rather than a 40 foot wide easement as specified in the subdivision ordinance.

Based upon the development potential of Summit Ridge Drive, and the physical constraints that prohibit a wider right of way from being established, the Department can support an exception request should one be submitted.

**PARCEL MAP IMPROVEMENT NOTE:** Parcels 1 and 2 are currently being developed. Frontage improvements to Parcels 1 and 2 (developed parcels) are required per the Department's subdivision requirements. Pursuant to Government Code Section 66411.1 (b), the Department recommends that the frontage improvements on Parcels 1 and 2 be completed within twenty-four (24) months from the date that the subdivision map is filed with the County Recorder. This is based upon the need for orderly development of the surrounding area.

**NON-COUNTY MAINTAINED ROAD NOTE:** The project will be taking access from an existing non-county maintained road. If a road maintenance association currently exists, this Department recommends that the applicant secure an agreement for annexation prior to the project being presented to the Planning Commission. If an agreement for annexation cannot be reached, then the issue of road maintenance should be discussed/addressed at the Planning Commission meeting.

// END //



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



**12/23/2014**

**PROJECT REFERRAL TO: Humboldt Community Services District**

**Project Referred To The Following Agencies:**

Building Inspection Division, Public Works Land Use Division, Health and Human Services Environmental Health Division, Assessor's Office, Supervising Planner, Current Planning Division, County Counsel, California Coastal Commission, California Department of Fish And Wildlife, Northwest Information Center, Bear River Band Rohnerville Rancheria, Wiyot Tribe, City of Eureka, Regional Water Quality Control Board, Humboldt Community Services District, Humboldt #1 Fire Protection District

**Applicant Name** Mike Williamson **Key Parcel Number** 306-291-024-000

**Application (APPS#)** 9567 **Assigned Planner** Steven Lazar (707) 268-3741 **Case Number(s)** PMS14-013  
SP14-059  
CDP14-078

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 1/7/2015**

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: See attached comments dated 1/8/15



HUMBOLDT COMMUNITY SERVICES DISTRICT

DATE: 1/8/15

PRINT NAME: Mickey Hulstrom, District Planner

January 8, 2015

## HUMBOLDT COMMUNITY SERVICES DISTRICT

Tentative Map Conditions  
(Referral dated December 23, 2014)  
Williamson Minor Subdivision  
APN 306-291-024

APPLICANT: Mike Williamson  
PO Box 384  
Cuttan, CA 95534

### I. GENERAL:

1. Water and sewer service is available upon payment of applicable fees.
2. The District's water and sewer facilities locations are not properly located/shown on the tentative map.
3. The project description states that: the property is currently developed with two single family residences. Upon a site inspection by District staff there is only one living unit.
4. Existing as well as new water meters and sewer lateral clean-outs shall be installed in the new proposed sidewalk area. This shall be accomplished at applicant's expense.
5. No water or sewer services shall be located in a driveway area.
6. The new proposed sidewalk shall not be installed over the existing water main.
7. All existing as well as new water and sewer facilities shall be located in an easement dedicated to the District.



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

**RECEIVED**  
DEC 2 2014  
HFD #1

**RECEIVED**  
DEC 29 2014  
Humboldt County  
Planning Division

**12/23/2014**

**PROJECT REFERRAL TO: Humboldt #1 Fire Protection District**

**Project Referred To The Following Agencies:**

Building Inspection Division, Public Works Land Use Division, Health and Human Services Environmental Health Division, Assessor's Office, Supervising Planner, Current Planning Division, County Counsel, California Coastal Commission, California Department of Fish And Wildlife, Northwest Information Center, Bear River Band Rohnerville Rancheria, Wiyot Tribe, City of Eureka, Regional Water Quality Control Board, Humboldt Community Services District, Humboldt #1 Fire Protection District

**Applicant Name** Mike Williamson **Key Parcel Number** 306-291-024-000

**Application (APPS#)** 9567 **Assigned Planner** Steven Lazar (707) 268-3741 **Case Number(s)** PMS14-013  
SP14-059  
CDP14-078

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 1/7/2015**

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: Dec 29, 2014

PRINT NAME: Ed Laidlaw

# WILLIAMSON SUBDIVISION TENTATIVE MAP

LYING WITHIN IN THE UNINCORPORATED AREA OF,  
HUMBOLDT COUNTY, CALIFORNIA  
IN THE SW 1/4 OF THE NE 1/4 OF SECTION 20,  
TOWNSHIP 4 NORTH, RANGE 1 WEST, H.B.M.

## PROJECT INFORMATION

**OWNERS** MIKE & HEATHER WILLIAMSON

**APPLICANT** MIKE WILLIAMSON  
P.O. Box 384  
CUTTEN, CA 95534

**PROJECT ADDRESS** 7275 SUMMIT RIDGE DRIVE, EUREKA, CA  
**APN #** 306-291-024

**ZONING** RS-5

**WATER** HUMBOLDT COMMUNITY SERVICES DISTRICT  
NEW SERVICE TO PARCEL 2

**SEWER** HUMBOLDT COMMUNITY SERVICES DISTRICT  
NEW SERVICE TO PARCEL 2

**GAS & ELECTRICAL** PG&E  
NEW SERVICE TO PARCEL 2

**TELEPHONE** AT&T  
NEW SERVICE TO PARCEL 2

**CATV:** SUDENLINK  
NEW SERVICE TO PARCEL 2

NO TREES TO BE REMOVED

NO MAJOR GRADING TO BE DONE

NO KNOWN HISTORICAL BUILDINGS LOCATED ON SITE

NO KNOWN HAZARDOUS AREAS LOCATED WITHIN 400 FT OF SUBJECT SITE

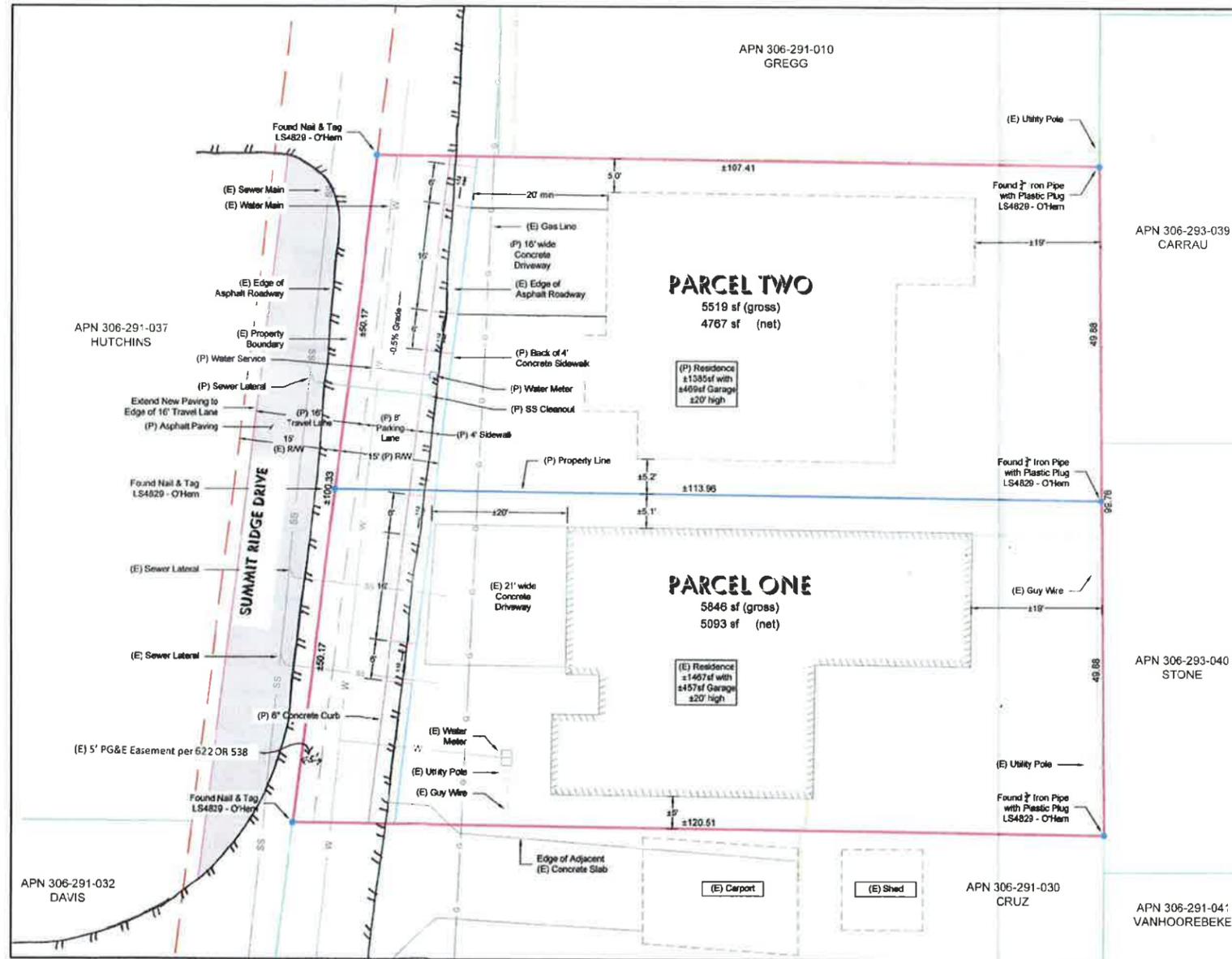
SITE IS FLAT - NO CONTOURS SHOWN

ALL EASEMENTS OF RECORD ARE SHOWN ON THE TENTATIVE MAP AND WILL APPEAR ON THE RECORDED SUBDIVISION MAP.



VICINITY MAP

NTS



TENTATIVE MAP

NTS

### PROJECT DESCRIPTION

THIS PROJECT PROPOSES TO SUBDIVIDE APN 306-291-024 INTO TWO PARCELS. THERE IS AN EXISTING RESIDENCE LOCATED ON PARCEL ONE AND A BUILDING PERMIT HAS ALREADY BEEN ISSUED FOR A NEW RESIDENCE ON PARCEL TWO.

IT IS PROPOSED TO DEDICATE A 15' RIGHT-OF-WAY TO THE COUNTY WHICH IS TO INCLUDE AN 8' PARKING LANE AND A 4' WIDE CURB AND SIDEWALK.



167 S. Fortuna Blvd. • P.O. Box 892  
Fortuna, CA 95540  
Phone (707) 725-7410  
Fax (707) 725-7411  
Ontiveros.Assoc@att.net



CONTRACTOR

PROJECT NAME

WILLIAMSON SUBDIVISION  
7275 SUMMIT RIDGE DRIVE  
EUREKA, CA  
APN 306-291-024

SHEET TITLE

TENTATIVE MAP

PLOT INFORMATION

CAD DWG FILE: P114-02 WILLIAMSON - LOT SPLIT TENTATIVE  
MAP.DWG  
PLOT DATE: 12/23/2014 10:18 AM  
SAVE DATE: 12/23/2014 10:18 AM

REVISIONS

MARK	DATE	DESCRIPTION

PROJECT NO: 14-092

DATE: 11/18/14

DRAWN BY: BKO

CHKD BY: BKO

SUBMITTAL STATUS

Planning Submittal

T1.1

SHEET 1 OF 1