

**RESOLUTION OF THE PLANNING COMMISSION
OF THE COUNTY OF HUMBOLDT**

Resolution Number: 25-059

**Holliday Parcel Map Subdivision
Record Number PLN-2025-19221
Assessor Parcel Number 511-361-028**

Resolution by the Planning Commission of the County of Humboldt certifying compliance with the California Environmental Quality Act and conditionally approving the Holliday Parcel Map Subdivision and Special Permits.

WHEREAS, Nicholas Holliday submitted an application and evidence in support of approving the Parcel Map Subdivision and Special Permits; 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 of the Humboldt County Board of Supervisors, has determined that impacts from projects of this sort were analyzed and addressed during preparation of Environmental Impact Reports (EIR's) for the McKinleyville Community Plan (SCH# 1998082024) and 2017 Humboldt County General Plan (SCH#2007012089), in keeping with the criteria outlined within section 15183 of the Guidelines; and

WHEREAS, a public notice was sent via mail to all owners and occupants of property within 300 feet of the boundaries of the project; 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 and Special Permits (Record Number PLN-2025-19221); and

WHEREAS, the Humboldt County Planning Commission held a duly-noticed public hearing on October 2, 2025, and reviewed, considered, and discussed the application for the Parcel Map Subdivision and Special Permits, and reviewed and considered all evidence and testimony presented at the hearing.

Now, THEREFORE BE IT RESOLVED, that the Planning Commission makes all the following findings:

1. FINDING:

Project Description: A Parcel Map Subdivision of an approximately 22,230 square foot parcel into two parcels of approximately 8,890 square feet (Parcel A) and 13,340 square feet (Parcel B). The parcel is currently developed with two residences and an accessory structure that has been converted to a third residence without the benefit of County review. One, an approximate 1,232 square foot residence will remain on proposed Parcel A and the other approximately 2,720 square foot residence and the approximately 1,864 unpermitted Accessory Dwelling Unit (ADU) will remain on proposed Parcel B. A Special Permit is requested pursuant to Section 314-99.1.3.5 of Humboldt County Code to allow the residence on proposed Parcel A to encroach into the rear yard setback and for the building to be permitted as an ADU that exceeds 1,200 square feet. Once the subdivision is complete, the unpermitted residence will be permitted or removed. The parcel is served with community water and sewer provided by McKinleyville Community Services District.

EVIDENCE: a) Project File: PLN-2025-19221

CALIFORNIA ENVIRONMENTAL QUALITY ACT

2. FINDING:

The requirements of the California Environmental Quality Act (CEQA) have been met. The Humboldt County Planning Commission has considered the project and finds the proposed subdivision requires no further environmental review per Section 15183 (Projects Consistent with a Community Plan or Zoning) of Article 12 (Special Situations) of the CEQA Guidelines.

EVIDENCE: a) Section 15183 of the CEQA Guidelines acknowledges CEQA's mandate that projects require no additional environmental review when consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified, noting that subsequent environmental review is only necessary where the Lead Agency determines any of the following circumstances apply:

Project-specific environmental effects:

- are peculiar to the project or the parcel on which it is located
- are significant and were not analyzed as such in a prior EIR

- are off-site and/or cumulative and were not discussed in the prior EIR
- were identified in a prior EIR as significant but due to substantial new information (not known at the time the EIR was certified) are determined to have a more severe adverse impact than what was disclosed.

The residential density specified in the McKinleyville Community Plan was utilized for analysis conducted during development of the Environmental Impact Report prepared for the current Humboldt County General Plan, which includes all the required elements specified in Section 65302 of the Government Code. The EIR for the General Plan was certified during adoption of the plan in 2017.

- b) There are no environmental effects that are peculiar to the project or the parcel on which the project is located. Neighboring development on adjacent parcels is composed of the same, or greater density as the subject parcel. The proposal is consistent with the planned density and is currently developed with low-density residential uses. The development pattern and design included in the concept provided by the applicant has been found to be acceptable by the Land Use Division of Public Works and Planning Division.
- c) Potential Impacts such as those common to projects of this sort were analyzed and addressed during preparation of Environmental Impact Reports (EIR's) for the McKinleyville Community Plan (SCH# 1998082024) and 2017 Humboldt County General Plan (SCH#2007012089).
- d) There are no potentially significant environmental effects which were not analyzed in the above referenced EIR's. The proposed subdivision would enable future build-out to the currently planned density for the area, which was re-confirmed during adoption of the 2017 General Plan. The project is also consistent with the applicable policies and standards of the General Plan, which are further discussed below.
- e) There are no potentially significant off-site impacts and cumulative impacts which were not discussed in the above referenced EIR's (SCH# 1998082024 & SCH# 2007012089). The

proposed subdivision will facilitate build-out consistent with planned densities and applicable policies and standards found in the recently adopted General Plan.

- f) There is no substantial new information that would cause the project to result in a more severe adverse impact than what was known and disclosed at the time the General Plan EIR was certified.
- g) There is no substantial evidence, given the whole record before the agency, that the project may have a significant effect on the environment, as proposed.
- h) The project site is not located within a scenic vista area and will not impact visual resources within the County. The proposed minor subdivision will create a total of two parcels that can accommodate future residential development consistent with the assortment of uses and structures on surrounding parcels. The project will result in a less than significant impact to aesthetics.
- i) The project was referred to the Northwest Information Center (NWIC), Bear River Band of the Rohnerville Rancheria, Blue Lake Rancheria, and Wiyot Tribe in April of 2025. Based on comments received from NWIC on April 21, 2025, the project area has a low possibility of containing unrecorded archaeological site(s) and request Humboldt County contact the local tribes. The Bear River Band of Rohnerville Rancheria responded on April 24, 2025, that they had no knowledge of cultural resources within the project area and had no concerns about the project. The Bear River Band did request the standard Inadvertent Discovery Protocol be incorporated as a condition approval. No response was received from the Bear River Band or Wiyot Tribe.
- j) According to the Humboldt County Fire Hazard Severity map, the parcel is not located within a fire hazard severity area. The site is located within the Arcata Fire Protection District. Future development of the site will require compliance with the Uniform Fire Code and Uniform Building Code. The Department finds no evidence that the project will create, or expose people or property to, hazardous materials, or impair implementation

of or physically interfere with, an adopted emergency response plan.

- k) The project is consistent with the development density of 1-7 units per acre of the Residential Low Density (RL1-7) land use designation established during adoption of the McKinleyville Community Plan and upheld in 2017 following adoption of the General Plan update.
- l) The California Natural Diversity Database does not indicate that any species of concern have been identified on the subject parcel. The project was referred to the California Department of Fish and Wildlife who did not respond with any specific concerns.

H.C.C 312-1.1.2 LEGAL LOT REQUIREMENT

- 3. FINDING:** Development permits shall only be issued for a lot that was created in compliance with all applicable state and local subdivision regulations.

- EVIDENCE:** a) The subject parcel qualifies for a Certificate of Compliance pursuant to Section 66499.35 of the Subdivision Map Act due to approval of Building Permit BLD-8574-97-0972B7 and PLN- 355-SP.

SUBDIVISION FINDINGS - Section 66474 of the State Subdivision Map Act and Title III Division 2 of the Humboldt County Code

- 4. FINDING:** All lots shall be suitable for their intended uses.

- EVIDENCE:** a) The project will result in a total of two (2) parcels of 8,890 square feet (Parcel A) and 13,340 square feet (Parcel B) respectively. Both parcels will comply with the minimum parcel size of the zone [Residential One-Family (R-1*)], which is 5,000 square feet. Additionally, both parcels will be suitable for single-family residential use and an approved accessory dwelling. Parcel A is currently developed with a 1,232 square foot residence. Proposed Parcel B currently has an approximately 2,720 square foot residence and the approximately 1,864 unpermitted ADU which would be permitted or removed after the subdivision.

5. FINDING: Improvements shall be required for the safe and orderly movement of people and vehicles.

EVIDENCE: a) Access to the parcel being divided is currently provided by Perini Road and a private driveway. The Department of Public Works Land Use Division (DPW) has reviewed the proposed lot split and will require that Perini Road be widened by eight feet along the frontage of the property to provide for a parking lane and include a Caltrans Type A dike. This is enumerated in a memo dated 7/3/2025 and are recommended as conditions of approval. DPW has also supported exception requests as specified by Code Section 324-1(b); 1) relief from the requirement to install a Caltrans Type A2-6 Portland cement concrete (PCC) curb and gutter; a five (5) foot wide (4.5 foot useable) landscape strip, and a five (5) foot wide PCC sidewalk along the property frontage and 2) The requirement that a 40 foot wide right of way serve the proposed subdivision. There is only a 32 foot right of way to the parcel in question and the area has limited traffic and the existing road surface with an 8-foot wide additional parking lane will safely accommodate the movement of people and vehicles.

6. FINDING: Flood control and drainage facilities affording positive storm water disposal shall be designed and provided by the subdivider.

EVIDENCE: a) Satisfaction of the requirements found in the memorandum from the DPW, dated July 3, 2025, is required by the project Conditions of Approval. Section 3.0 of the DPW memo informs the applicant of their responsibility to correct any drainage problems associated with subdivision to the satisfaction of DPW and requires that a hydraulic report and drainage plan for the subdivision be submitted to DPW for review and approval.

7. FINDING: Sewer and water systems shall be constructed to appropriate standards.

EVIDENCE: a) Current and proposed residential are provided by water and sewer services provided by the McKinleyville Community Services District (MCSD). All building currently on the parcel are serviced with water and sewer by the MCSD.

8. FINDING: The size and shape of lots shall be such as is proper for the locality in which the subdivision is situated, and in conformance with the requirements of the current zoning regulations and the Humboldt County General Plan.

EVIDENCE: a) The size and configuration of the proposed parcels complies with width, depth, and minimum lot size requirements of the Residential One-Family (R-1*) zone with a Special Permit to reduce the rear setback requirement on proposed parcel A.

FINDINGS FOR EXCEPTIONS – Title III Division 2 Chapter 5 of the Humboldt County Code

9. FINDING: Conditions exist that allow an exception to the required 40' way width, the requirement for curb, gutter and sidewalk and for a landscape strip.

EVIDENCE: a) Perini Road has a traveled width of 20 feet and is designated as a "private local road" and is not County maintained. A 40-foot easement is typically required for all County maintained roads however the right of way that exists to the subject parcel on Perini is only 32 feet in width. The exception to the right of way is necessary in order to permit subdivision of the parcel. Based upon limited development potential and previously approved exception requests on Perini Road for a reduced right of way width, the Public Works Department supports a reduced right of way exception.

b) Per Humboldt County Code, the frontage of the property along Perini Road would need to be widened to include an 8-foot asphalt concrete parking lane with Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter; a 5-foot wide (4.5 foot useable) landscape strip; and a 5-foot-wide PCC sidewalk. Perini Road is a private road with a very rural feel, and is not paved in its entirety. There are no sidewalks or gutters in the vicinity.

c) A previous subdivision adjacent to the property was granted the same exceptions as requested by the planning Commission in 2013 and the granting of the exception will not be detrimental to the public welfare or injurious to other property in the vicinity. The exception granted will allow development to match existing features in the vicinity.

FINDINGS APPLICABLE TO ALL PERMITS

10. FINDING: The proposed development is in is in conformance with all applicable policies and standards in the Humboldt County General Plan and McKinleyville Community Plan (MCCP).

EVIDENCE: a) The proposed development is consistent with the Residential Low Density (RL1-7) land use designation. The project will allow for the creation of an additional parcel for single-family residential development within the 0.51-acre parcel. The RL1- 7 designation specifies a density of 1-7 units for every one (1) acre.

b) McKinleyville Community Plan – Stormwater
Satisfaction of the requirements found in the 7/3/2023 memo from the Land Use Division of Public Works (PW) is required by the project Conditions of Approval. Sections 3.1 and 3.2 of their memo informs the applicant of their responsibility to correct any drainage problems associated with subdivision to the satisfaction of PW and requires that a hydraulic report and drainage plan for the subdivision be submitted to PW for review and approval.

Parkland §4420 (MCCP)

c) *Parkland Dedication Fee Calculations*

	130.00	McKinleyville Community Plan requires 130 square feet of parkland dedication per person for new subdivisions
X	2.578	Persons per average McKinleyville household (Source: 2020 U.S. Census)
	\$335.14	Parkland dedication per average household in square feet
/	43,560	Square feet per acre
	0.00769	Parkland dedication per average household in acres
X	2	Number of new units being created by the subdivision and Planned Unit Development,
X	100% (1.0)	Percentage of these parcels within the McKinleyville Community Planning Area

	0.015	Acres of parkland for subdivision
X	\$160,000	Value of one acre of land in the vicinity of the subdivision project
	\$2,400.00	Parkland Dedication In-lieu Fee for the Holiday Minor Subdivision

11. FINDING:

The proposed development is consistent with the Residential Low Density (RL1-7) land use designation. The project will allow for the creation of an additional parcel for single-family residential development within the 0.51-acre parcel. The RL1- 7 designation specifies a density of 1-7 units for every one (1) acre.

EVIDENCE:

- a) The property zoning designation of R-1 allows for residential uses as Principally Permitted on lots greater than 5,000 square feet in size.
- b) One existing accessory structure will remain on proposed Parcel A which is allowable with the Special Permit that is being requested. Parcel B will house two structures with one being permitted once the Parcel map Subdivision is completed.
- c) (T) A manufactured home is not proposed as part of the project.
- d) (AP) The purpose of the Airport safety Review is to maintain compatibility between proposed land uses and development and Humboldt County airports. The parcel is approximately 2,300 hundred feet from the airport terminal and is situated in Safety Zone 6. The airport has no significant impact on the project.

12. FINDING:

The proposed subdivision will not be detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity.

EVIDENCE:

- a) The proposed subdivision will divide a 0.51-acre parcel into two parcels with a build out total of two units and one Accessory Dwelling Units. The proposed parcel sizes are permitted with

the zoning and the resulting density is consistent with that planned for the area.

- b) The parcel being divided will result in a total of two (2) parcels of 8,890 square feet (Parcel A) and 13,340 square feet (Parcel B) respectively. Both parcels will comply with the minimum parcel size of the zone [Residential One-Family (R-1*)], which is 5,000 square feet. Additionally, both parcels will be suitable for single-family residential use and an approved accessory dwelling. Parcel A is currently developed with a 1,232 square foot residence. Proposed Parcel B currently has an approximately 2,720 square foot residence and the approximately 1,864 unpermitted ADU which would be permitted after the subdivision. Public water and sewer service is available through the McKinleyville Community Services District. Single-family residential development is principally permitted under the parcel's current zoning. None of the referral agencies oppose the project and there is no information to suggest that approval of the project would potentially be detrimental to the public health, safety, and welfare or materially injurious to properties or improvements in the vicinity.

13. FINDING:

The proposed subdivision with possible future 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.

EVIDENCE:

- a) The parcel's General Plan land use designation (RL) and zoning (R-1) allow single-family residential development. The project will positively impact compliance with Housing Element law. The project will increase the available separately owned housing in the McKinleyville Community Plan area and will comply with the density range of the RL1-7 land use designation, which includes a maximum density of seven units per acre. The parcel is not included within the 2019 Housing Element inventory so there is no risk of the density falling short of the target required.

DECISION

NOW, THEREFORE, based on the above findings and evidence, the Humboldt County Planning Commission does hereby.

- Adopt the findings set forth in this resolution; and
- Approve the Holliday Parcel Map Subdivision and Special Permits subject to the conditions of approval attached hereto as Attachment 1A and Attachment 1B.

Adopted after review and consideration of all the evidence on **October 2, 2025**.

The motion was made by COMMISSIONER THOMAS MULDER and seconded by COMMISSIONER LORNA MCFARLANE and the following vote:

AYES: Commissioners: Thomas Mulder, Lorna McFarlane, Iver Skavdal, Peggy O'Neill

NOES: Commissioners:

ABSTAIN: Commissioners:

ABSENT: Commissioners: Jerome Qiriazzi, Sarah West, Noah Levy

DECISION: Motion carried 4/0

I, John H. Ford, Secretary 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.



John H. Ford, Director
Planning and Building Department

CONDITIONS OF APPROVAL
PLN-2025-19221

APPROVAL OF THE TENTATIVE PARCEL MAP IS CONDITIONED ON THE FOLLOWING TERMS AND REQUIREMENTS WHICH MUST BE SATISFIED BEFORE THE PARCEL MAP MAY BE FILED WITH THE COUNTY RECORDER.

Conditions of Approval:

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 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, if applicable.
3. Prior to filing of the Parcel Map, the applicant shall submit a letter from the McKinleyville Community Services District (MCSD) stating that the project meets their requirements. This condition shall be administered by the Department of Public Works.
4. Prior to filing of the Parcel Map, the applicant shall submit a letter from Humboldt Bay Fire stating that the project meets their requirements. This condition shall be administered by the Department of Public Works.
5. Prior to filing the Parcel Map, the applicant shall submit a letter from Pacific Gas and Electric Company (PG&E) stating that the project meets their requirements. This condition shall be administered by the Department of Public Works.
6. Prior to filing of the Parcel Map, the applicant shall submit a letter from the United States Postal Service (USPS) stating that the project meets their requirements for mailbox units. This condition shall be administered by the Department of Public Works.

7. 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 \$129.00 per lot) as required by the County Assessor's Office shall be paid to the County Planning Division, 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.
8. Parkland dedication fees of \$2,400.00 shall be paid to the Humboldt County Planning and Building Department, 3015 "H" Street, Eureka. Alternately, a parkland dedication fee of \$1,200.00 may be paid, provided the applicant enters into a Conveyance and Agreement of development rights with the County of Humboldt for a second or secondary dwelling unit on Parcel A. Release from the Conveyance and Agreement may be pursued upon payment of the \$1,200.00 parkland dedication fee balance. A copy of the Conveyance and Agreement form with the pro-rata dedication payment amount for the lot will be provided by the Planning Department upon the election of this option by the applicant once the Parcel Map is prepared and approved for recordation. This fee may be paid for by an individual lot owner on a pro-rata basis at the time the lot owner applies for a permit to construct a second or secondary dwelling unit. Should the applicant elect to enter into a Conveyance and Agreement, legal document review fees as set forth in the schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors will be required.
9. 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 shall be paid to the Humboldt County Community Development Services—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 minimize the cost for this review.
10. The applicant shall reimburse the Planning Division for any processing costs that exceed the application deposit.
11. The applicant is required to pay for permit processing on a time and material basis as set forth in the latest schedule of fees and charges as adopted by ordinance of the Humboldt County Board of Supervisors. The Department will provide a bill to the applicant after the decision and upon file close out. 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.

Informational Notes:

1. To reduce costs the applicant is encouraged to bring in written evidence* of compliance with all the items listed as conditions of approval in this Attachment that are administered by the Planning Division (Namely: Conditions 1-9). The applicant should submit the listed item(s) for review as a package as soon as possible before the desired date for Parcel 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. Copies of all required forms and written instructions are included in the final approval packet.

* Each item evidencing compliance except legal documents to be recorded should note in the upper right-hand corner:

Assessor's Parcel No. _____, 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 Parcel Map 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) are to 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, ground stone 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.

5. As a reminder, before any digging or excavation occurs, please contact Underground Service Alert (USA) by dialing 811 a minimum of two (2) working days prior to commencing any work. This free and independent service will ensure that all existing underground utilities are identified and marked on-site.

EXHIBIT A



DEPARTMENT OF PUBLIC WORKS
COUNTY OF HUMBOLDT
MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579
AREA CODE 707

ON-LINE
WEB: CO.HUMBOLDT.CA.US

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

ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741
BUSINESS	445-7652	NATURAL RESOURCES PLANNING	267-9540
ENGINEERING	445-7377	PARKS	445-7651
FACILITY MANAGEMENT	445-7493	ROADS	445-7421

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

LAND USE	445-7205
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LAND USE DIVISION INTEROFFICE MEMORANDUM

TO: Michael Kein, Senior Planner

FROM: Kenneth Freed, Assistant Engineer

RE: **SUBDIVISION REQUIREMENTS - IN THE MATTER OF THE HOLIDAY
PMS, APN 511-361-028, FOR APPROVAL OF A TENTATIVE MAP,
CONSISTING OF 0.51 ACRES INTO 2 PARCELS**

07/03/2025

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 Edward J. Gorge dated March 2025 and dated as received by the Humboldt County Planning Division on March 18, 2025.

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

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

1.0 MAPPING

1.1 EXPIRATION OF TENTATIVE MAP

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



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

1.2 MAP TYPE

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

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

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

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

1.3 DEPOSIT

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

1.4 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.

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 EASEMENT COORDINATION AND SIGN-OFF

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

1.7 FURTHER SUBDIVISION

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

1.8 PRIVATE ROADS

Pursuant to County Code §324-2(c)(3), the subdivision map shall show the lanes clearly labeled "Non-County Maintained Lane" or "Non-County Maintained Road". Pursuant to County Code §324-2(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 lot 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 lot owner or owners, so as to comply with the specification as contained in the then applicable subdivision regulations relating to public streets."

1.9 DEDICATIONS

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

(a) PERINI ROAD: (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 within the subdivision in a manner approved by this Department. The easement shall be 40 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) CLUSTER BOX UNIT (NBU) MAILBOXES

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

Note: The Post Office may not require an CBU for this project.

1.10 LINES OF OCCUPATION

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

2.0 IMPROVEMENTS

2.1 CONSTRUCTION PLANS

Pursuant to County Code §326-3, construction plans shall be submitted for any required road, drainage, landscaping, and pedestrian improvements. Construction plans must be prepared by a Civil Engineer registered by the State of California. Construction plans shall be on a sheet size of 22" x 34", unless approved otherwise by this Department. Construction of the improvements shall not commence until authorized by this Department. This Department will require the

submittal of 1 full size (22" x 34") set and 1 reduced (11" x 17") set of the approved construction plans prior to start of work. (See County code §326-3)

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

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

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

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

2.2 CONSTRUCTION PERIOD

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

2.3 ADA FACILITIES

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

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

2.4 TRAFFIC CONTROL DEVICES & SIGNS

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

- (a) Pursuant to County Code §324-2(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 access road(s) serving the subdivision shall be constructed to the satisfaction of this Department as follows:

- (a) **PERINI ROAD** shall be widened to include an 8 foot asphalt concrete parking lane with Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter; a 5 foot wide (4.5 foot useable) landscape strip; and a 5 foot wide PCC sidewalk. Driveways shall be Urban Driveway No. 1. Within the landscape strip, install one (1) street tree per lot.
- (b) Within the landscape strip, install one (1) street tree per lot. This requirement is based upon the recommendation of the Planning Commission.
- (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.
- (e) All road intersections shall conform to Humboldt County Code § 341 regarding visibility.
- (f) The surface of the access road(s) shall conform to the *Structural Section* requirements within this document.

2.6 DRIVEWAYS

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

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

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

When concrete curb is not present, the maximum grade within the right of way shall be 2%.
Outside of the right of way, maximum grade shall be 16%

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

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

of 25 feet. For uphill driveways where the grade of the driveway exceeds 16%, the driveway shall be paved to a grade break as determined by this Department.

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

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

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

- (f) **DRAINAGE:** A paved swale shall be constructed when required by this Department.
- (g) **SETBACK TO GARAGES:** That portion of a structure used for the parking of vehicles must be setback a minimum of 20 feet from easements created as a condition of tentative map approval for the purpose of moving automotive vehicles, bicycles, pedestrians, or animals. A development plan must be created as a condition of approval of the tentative map. The development plan must 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 feet of Caltrans Type A 1/2" hot mix ("asphalt") over 0.67 foot of Caltrans Class 2 aggregate base. If required by this Department, the structural section of all roads shall be determined by Caltrans R-Value method using a Traffic Index (T.I.) approved by this Department. Based upon soil conditions, this Department may also require a geotextile fabric to be placed on top of the sub grade.
- (b) When widening hot mix ("asphalt") roads, the widened road shall be paved with hot mix. A sawcut is required to ensure a uniform joint between the existing and new pavements. The location of the sawcut shall be approved by this Department based upon the condition of the existing road surface.

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

2.8 UNKNOWN IMPROVEMENTS

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

2.9 UTILITIES

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

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

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

2.10 CLUSTER BOX UNIT (CBU) MAILBOXES

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

Note: The Post Office may not require an CBU for this project. (Use this note when it is questionable whether or not an CBU will be required by the post office.)

2.11 GATES

Gates across private access roads and driveways are permitted without review and approval by this Department. Gates must not create a traffic hazard and must provide an appropriate turnaround in front of the gate. Existing gates shall be evaluated for conformance.

2.12 COMPLETION OF IMPROVEMENTS ON PARCEL MAP SUBDIVISION

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

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

to this notice, or (3) prior to any other grant of approval for any property subject to this notice, whichever occurs first:

Road improvements – Items 2.5(a) & (b)

Sign – Item 2.4

Driveways – Item 2.6

CBU – Item 2.10

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

<NONE>

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

<NONE>

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

<NONE>

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

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

3.0 DRAINAGE

3.1 PRELIMINARY DRAINAGE REPORTS

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

3.2 DRAINAGE ISSUES

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

3.3 DRAINAGE REPORT

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

3.4 STORM WATER QUALITY

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

3.5 DETENTION FACILITIES

<NONE>

3.6 DRAINAGE FEES

<NONE>

3.7 LOW IMPACT DEVELOPMENT (LID)

<NONE>

4.0 GRADING

<NONE>

5.0 MAINTENANCE

5.1 MAINTENANCE OF IMPROVEMENTS

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

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 Perini Road.

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

<NONE>

7.0 LANDSCAPING

<NONE>

8.0 MITIGATION MEASURES

<NONE>

// END //



DEPARTMENT OF PUBLIC WORKS
COUNTY OF HUMBOLDT
MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579
AREA CODE 707

ON-LINE
WEB: CO.HUMBOLDT.CA.US

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

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

ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741
BUSINESS	445-7652	NATURAL RESOURCES PLANNING	267-9540
ENGINEERING	445-7377	PARKS	445-7651
FACILITY MANAGEMENT	445-7493	ROADS	445-7421

LAND USE 445-7205

LAND USE DIVISION INTEROFFICE MEMORANDUM

TO: Michael Kein, Associate Planner

FROM: Kenneth Freed, Assistant Engineer

DATE: 07-03-2025

RE: HOLIDAY, APN 511-361-028, PLN-2025-19221 PMS

PRELIMINARY SUBDIVISION REPORT: A *preliminary report* was submitted in lieu of a *preliminary subdivision report* as specified in County Code § 323-6(c).

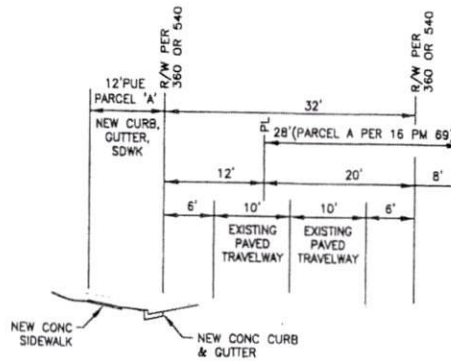
DRAINAGE FACILITIES: All existing structures were built prior to the McKinleyville drainage report requiring detention facilities.

LOW IMPACT DEVELOPMENT: All structures were constructed prior to the LID adoption.

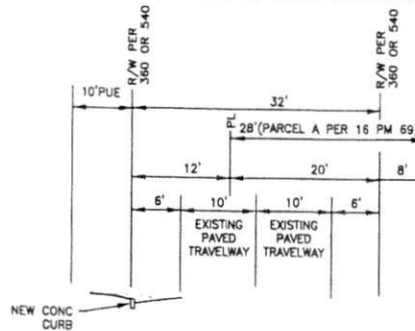
PERINI ROAD: The applicant has submitted an exception request, pursuant to County Code Section 325-9, to provide no pedestrian facilities. In 2014 the Planning Commission approved a subdivision adjacent to the subject parcel removing the sidewalk walk requirement with the condition to construct a 8 foot wide asphalt concrete parking lane with Caltrans Type A dike.



Photo: Road widening constructed to west property line of subject parcel for PMS 13-010.



Above: DPW cross section for Perini Road
(This is shown as Alternative #1 on the Tentative Map.)



Above: Applicant's alternative cross section for Perini Road
(This is shown as Alternative #2 on the Tentative Map.)

Diagram: Alternative section approved in 2014 for PMS 13-010.

EXCEPTION REQUEST FOR NO PEDESTRIAN FACILITIES: Based upon the previous Planning Commission decision on the neighboring parcel, the Department can support the proposed exception request.

If the applicant's request for an alternative typical section is approved, then Item 2.5(a) would be replaced with following:

2.5 (a) PERINI ROAD shall be widened to include an 8 foot asphalt concrete parking lane with Caltrans Type A dike.

In addition, if the applicant's request for an alternative typical section is approved, then Item 2.5 (b) and a portion of 2.6 (d) will be removed.

~~2.5 (b) Within the landscape strip, install one (1) street tree per lot. This requirement is based upon the recommendation of the Planning Commission.~~

2.6 (d) DRIVEWAY SURFACE:

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

PROOF OF LEGAL ACCESS:

The Department recommends that the project not be presented to the Planning Commission until proof of legal access has been provided.

The preliminary report indicates that there is a 20 wide access easement benefiting the subject property. The width of the easement is not consistent with the right of way widths for roads specified in Appendix A to the Subdivision Ordinance.

A copy of the access easement was not available; therefore, it is not known if this access easement connects to a County maintained road.

EXCEPTION REQUEST FOR RIGHT OF WAY:

If the applicant wishes to reduce the road right of way, fronting the parcel, as previously approved by the adjacent parcels to the west on previous subdivision, applicant should file an exception request pursuant to County Code Section 325-9, to reduce the right of way width. If approved by the Planning Commission, the minimum width of the right of way will be reduced from 40 to 32 feet.

