



DEPARTMENT OF PUBLIC WORKS
C O U N T Y O F H U M B O L D T

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LAND USE 445-7205

LAND USE DIVISION INTEROFFICE MEMORANDUM

TO: Tricia Shortridge, Planner, Planning & Building Department

FROM: Kenneth Freed, Assistant Engineering 

DATE: 01/07/2020

RE: MCGUIRE; APN 306-024-004, APPS# PLN-2019-15773-CDP

ROAD: West Road (3J720) is a fully developed 40 foot wide paved road with five foot (5') sidewalks within a 60 foot wide public right of way along the front frontage of the lot.

SITE PLAN: The project is located on the corner of two County maintained roadways. Both roadways West Avenue (3J720) and Central Avenue (3J730) are paved county maintained roads with pedestrian facilities. The Department has received a site plot plan that does not show the location of the existing pedestrian facilities within the road right way. This is important because of the requirement to retrofit the driveway entrances, remove fencing, and correct placement of the structure outside the right of way. The edge of the 60 foot wide County road right of way is approximately five feet (5') behind the existing sidewalk.

The parcel is a lot shown in the subdivision map entitled "Second Addition to Fields Landing". The lot shown on the subdivision map is 110 by 60 feet in size. When the County constructed the streets and sidewalks on West Avenue, the back of the sidewalk was constructed approximately 5 feet from the edge of the 60 foot right of way for West Avenue. The sidewalk cannot be used for measuring building setbacks.



Picture 1) West Avenue – structures in R/W



Picture 2) Central Avenue – structures in R/W

Because the existing improvements are not shown and dimensioned within the road right of way, the site plan must be revised to correctly show and dimension the road right of way lines, the curb line, existing pedestrian improvements, future driveway improvements, and setback for the residential structure.

FENCE: It appears that fencing has been constructed within the County road right of way. All fencing shall be removed from the County road right of way. In addition, all fencing shall meet the visibility ordinance as stated in County code.

DRAINAGE: Fields Landing is noted for having drainage issues. It is not uncommon for the ground level of lots to be lower than the streets. Additional development of impervious surfaces may need to be addressed. There is not enough information submitted for this Department to provide specific comments.

The following conditions are recommended: Our review of this project is limited to what is shown on the submitted plot plan. If other facilities not shown on the plot plan will be constructed, contact this Department immediately for approval before construction. This Department has regulations regarding facilities such as retaining walls, fence site visibility, drainage culverts, and parking lanes within the County right of way. This Department has included general statements for facilities that may not be included on the plot plan.

- (1) Submit an accurate site plan to the Department of Public Works for Approval prior to project approval.
- (2) Applicant must apply for and obtain an encroachment permit for the construction of a residential driveway(s) on West Road and Central Avenue. [reference: County Code section 411-11 (a)(b)]
- (3) The permit will require the existing driveway aprons to be constructed to Urban Driveway No. 1 standards to meet ADA compliance. This may require the removal and/ or retrofit of the non-compliant aprons to meet ADA compliance. [reference: County Code sections 313-109.1.3.2.5 and 411-51 (b)(3)]. [reference: County Code section 411-1].
- (4) All parking required by Code must be constructed prior to occupancy of building or “final” issued for building permit. [reference: County Code section 313-109.1 et seq.]
- (5) Site visibility must be maintained at the driveway entrance(s) and at the intersection of the two County maintained roads. This will require the residential structure to meet County Code. [reference: County Code section 341-1 et seq.]
- (6) Applicant shall be responsible to correct any involved drainage problems within the County road right of way to the satisfaction of this Department.
- (7) **FENCES/GATES:** Pursuant to County Code Section 411-11 (j) and California Streets & Highways Code Sections 1481 & 1482, fences are not allowed within the public right of way of County maintained roads. Prior to constructing any fences along (or near) the right of way line, the applicant is advised to consult with the Department of Public Works Encroachment Permit Office at 707.445.7205.

It is important to note that fences constructed outside of the public right of way are still subject to the County's visibility Ordinance (County Code Section 341-1). Fences and gates on private property may need to be setback further to comply with the County Visibility Ordinance.

Fences and gates taller than 6 feet may require a building permit. The applicant is advised to consult with the Planning and Building Department – Building Division at 707.445.7245 prior to constructing any fences or gates.

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