

## ATTACHMENT 6

### REFERRAL AGENCY COMMENTS AND RECOMMENDATIONS

The project was referred to the following referral agencies for review and comment. Those agencies that provided written comments are checked off.

<b>Referral Agency</b>	<b>Response</b>	<b>Recommendation</b>	<b>Location</b>
Building Inspection Division	✓	Approval	On file
Division Environmental Health	✓	Conditional Approval	On file
Public Works, Land Use Division	✓	Conditional Approval	Attached
Humboldt County Sheriff		n/a	
CalFire	✓	Conditional Approval	On file
California Department of Fish & Wildlife	✓	Approval with Recommendations	Attached
Blue Lake Rancheria	✓	Conditional Approval	
Wiyot Tribe	✓	Conditional Approval	
Bear River Band	✓	Conditional Approval	
NWIC	✓	Further study	On file
PG&E		n/a	
North Coast Regional Water Quality Control Board		n/a	
US Fish and Wildlife Service		n/a	
McKinleyville CSD	✓	Approval	On file
McKinleyville School District	✓	No recommendation	On file
Arcata Fire Department		n/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

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

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**LAND USE DIVISION INTEROFFICE MEMORANDUM**

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**TO:** Desmond Johnston, Senior Planner, Planning & Building Department

**FROM:** Brenda Howell, Associate Civil Engineer *BH 03/16/2023*

**DATE:** 01/06/2023  
03/16/2023 Updated

**RE:** **WE ARE UP, APN 509-181-057, APPS# PLN-2022-18047-CUP-SP**

**ROAD:** This project is located on Weirup Lane, a non-county maintained road. Therefore, the Department does not have roadway improvement requirements. However, it is in an urban area. The Department recommends that the property frontage be improved to urban level standards (parking lane, curb, gutter, landscape strip and sidewalk).

**PARCEL BOUNDARIES:** The Department recently responded to a lot line adjustment PLN-2022-17974. To date the Department has not seen a Notice of Lot Line Adjustment. The Planning and Building Department should ensure that the Record of Survey has been completed prior to allowing the construction of the northerly entrance and parking area.

**PARKING LOT:** Pursuant to County Code section 314-109.1.2.2.5 and 314-109.1.5.1, the Department cannot review the parking area(s) for design or maneuverability until a dimensioned site plan is submitted. The submitted conceptual site plan did not provide any dimensions on the parking stalls, parking aisles, or road widths between parking areas. The parking lot shall be paved.

The quantity of parking proposed, as described in an email from the applicant's representative dated March 15, 2023 (attached), is sufficient to allow parking for special events with a maximum of 215 people in attendance. The applicant has also provided correspondence (attached) from McKinleyville Community Services District (MCSD) stating that they are willing to authorize the project to utilize MCSD's 22-lot parking lot outside of regular business hours. Based on this information, adequate parking for the events described appears to be available.

Additional temporary traffic control measures may be required by Public Works to address parking impacts to surrounding roads should the applicant fail to provide adequate parking as required by County Code Section 314-109.1.1.2.

It is standard procedure for Public Works to investigate all complaints received to establish the validity of the complaint prior to requiring mitigation or correction.

**TRAFFIC:** The project has the potential to cause traffic congestion on Weirup during the periodic events that are proposed on-site. Particularly from event traffic leaving the site and queueing at the stop sign at the Sutter/Weirup intersection. This can be reduced to a less-than-significant level with appropriate mitigation measures.

Mitigation Measures: If Public Works determines that there is a congestion problem associated with the periodic events hosted at the project site the applicant shall complete one or more of the following mitigation measures to reduce congestion to acceptable levels:

- Apply for and obtain an Annual Encroachment permit from the County Department of Public Works that authorizes the use of temporary traffic control measures (including, but not limited to, flaggers) at the Sutter/Weirup intersection. All temporary traffic control shall be installed and staffed by qualified traffic control personnel. All temporary traffic control measures are to be put in place by the applicant at applicant's expense.
- Reduce the size of events held onsite to reduce congestion to acceptable levels.
- Manage events to prevent all event visitors from attempting to exit the site simultaneously or within a short period of time.

It is standard procedure for Public Works to investigate all complaints received to establish the validity of the complaint prior to requiring mitigation or correction.

**DRAINAGE:** This project is not a subdivision therefore the Public Works Department is not reviewing the projects drainage. It is up to the Planning and Building Department to ensure that the project meets the requirements of McKinleyville Community Plan in regards to mitigating storm water runoff to predevelopment levels. For projects in McKinleyville this includes stormwater detention as called out in the McKinleyville Community Plan Policy 3310 (5). This is in addition to MS4 requirements and is to be calculated as if no MS4 improvements are present.

Informational Notes:

1. The subject property is located within the State Responsibility Area and is subject to the County's Fire Safe Regulations (FSR) as set forth in County Code. Development of the subject property must comply with the FSR. The Department is involved with ensuring that roads meet minimum FSR. The most common issues with roads not conforming to the FSR are: the maximum length of dead-end road is exceeded; the width of road is not wide enough; the grade of the road is too steep; and curve radii are too small. Development of the subject property may require extensive on-site and off-site road improvements in order to meet minimum standards.
2. Future development (including subdivision(s)) of the parcel are required to comply with McKinleyville Community Plan Policy 3310 (5) in regard to development in such a manner that downstream peak flows will not be increased.
3. Development of the parcels will require the payment of drainage fees pursuant to Section 328.1-13, Humboldt County Code.
4. Low Impact Development (LID): The subject property is located within the municipal separate storm sewer system (MS4) boundary area. Development of the property will be required to comply with the MS4 permit requirements. [Reference: National Pollutant Discharge Elimination System (NPDES) General Permit For Waste Discharge Requirements (WDRS) for Storm Water Discharges From Small Municipal Separate Storm

Sewer Systems (MS4S), Order No. 2013-0001-DWQ, NPDES No. CAS000004 adopted 02/05/2013, MS4 permit section E.12.b; Humboldt Low Impact Development Stormwater Manual v3.0 (08/18/2021) Part A (Table 1), Part 2, and Part 3 (Section 1.4)

// END //

## Howell, Brenda

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**From:** Johnston, Desmond  
**Sent:** Thursday, March 16, 2023 11:56 AM  
**To:** Howell, Brenda  
**Subject:** FW: We Are Up Parking  
**Attachments:** We Are Up\_Extra Parking.pdf

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**From:** Christian Hernandez <Christian.Hernandez@ghd.com>  
**Sent:** Wednesday, March 15, 2023 3:03 PM  
**To:** Johnston, Desmond <djohnston@co.humboldt.ca.us>  
**Cc:** Misha Schwarz <Misha.Schwarz@ghd.com>; K Boodjeh <kboodjeh@gmail.com>; marykeehncg@gmail.com  
**Subject:** We Are Up Parking

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Hello Des,

Here is our justification for onsite parking. These assumptions are conservative and do not factor in residents that may be gone at the time of the events.

- The Project would create 73 paved spaces. In addition to the 73 created spaces, approximately 3 street spaces along Weirup Lane exist on We Are Up owned property for 76 permanent spaces.
- We Are Up would have approximately 69 residents, with 24 of those having cars (76-24=52 spaces available).
- We Are Up and residents would have additional employees of approximately: 1 live-in full time, 6 non-live in full time, 5 part time, for a total of 12 (52-12=40 spaces available).
- Residents may would have visitors with approximately 5 visiting per day (40-5=35 spaces available).

In total, 41 spaces would be needed for residents and associated. This leaves 35 open paved spaces.

We Are Up would also utilize temporary non-paved spaces onsite with:

- 10 along gravel road to barn before storm drain piping
- 15 along gravel road east of barn
- 5 on north side of barn
- 13 along road west of barn
- 8 past barn hammerhead

This results in 51 extra temporary spaces. 35+51=86 available spots for event parking onsite. Assuming an occupancy rate of 2.5 per car, which is a commonly used reference for special events, the max available onsite would be 215 people per event.

I've included a very rough figure that shows these spaces within the conceptual map. The figure is old and does not include the recent wetland impact changes.

Thanks,

**Christian Hernandez**  
Environmental Scientist

**GHD**

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Physical Office Address – 718 3<sup>rd</sup> Street, Eureka, CA 95501 USA

## Howell, Brenda

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**From:** K Boodjeh <kboodjeh@gmail.com>  
**Sent:** Thursday, March 16, 2023 9:38 AM  
**To:** Johnston, Desmond; Johnson, Cliff; Howell, Brenda; Bronkall, Bob  
**Cc:** Mary Keehn; Misha Schwarz; Christian Hernandez  
**Subject:** Fwd: Use of MCSD Parking Lot for overflow parking on week-ends or Holidays

**Caution:** This email was sent from an EXTERNAL source. Please take care when clicking links or opening attachments.

hi Des

please see the attached email from MCSD's GM Pat Kaspari, and let us know if you need a more formal letter

thank you  
kash

Kash Boodjeh, A.I.A.,  
K. Boodjeh Architects  
P.O. Box 398  
Blue Lake CA 95525  
w/ 33+ YEARS OF PRACTICE IN HUMBOLDT  
<http://www.kboodjeh.com>

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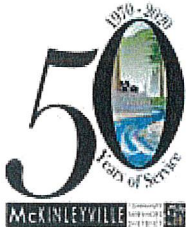
Begin forwarded message:

**From:** Pat Kaspari <[pkaspari@mckinleyvillecsd.com](mailto:pkaspari@mckinleyvillecsd.com)>  
**Subject:** Use of MCSD Parking Lot for overflow parking on week-ends or Holidays  
**Date:** March 16, 2023 at 8:51:57 AM PDT  
**To:** Mary Keehn <[marykeehncg@gmail.com](mailto:marykeehncg@gmail.com)>  
**Cc:** Nicole Alvarado <[nalvarado@mckinleyvillecsd.com](mailto:nalvarado@mckinleyvillecsd.com)>, Greg Orsini <[gorsini@mckinleyvillecsd.com](mailto:gorsini@mckinleyvillecsd.com)>, Kash Boodjeh <[kboodjeh@gmail.com](mailto:kboodjeh@gmail.com)>, Misha Schwarz <[Misha.Schwarz@ghd.com](mailto:Misha.Schwarz@ghd.com)>

Mary,  
Per our discussion, yes, MCSD would be willing to authorize We-Are-Up's usage of our business parking lot (22 spaces) during off hours and week-end for overflow parking for your events. Let me know if you/the County needs a more formal approval on our Letter Head or anything. Good Luck!

Patrick Kaspari, P.E.

General Manager  
McKinleyville Community Services District  
1656 Sutter Road/P.O. Box 2037  
McKinleyville, CA 95519  
Office: 707.839.3251  
Cell 707.599.5123  
[pkaspari@mckinleyvillecsd.com](mailto:pkaspari@mckinleyvillecsd.com)



**From:** [Rian, Kathryn\(Katie\)@Wildlife](mailto:Rian_Kathryn(Katie)_@Wildlife)  
**To:** [Johnston, Desmond](mailto:Johnston_Desmond)  
**Cc:** [Van Hattem, Michael@Wildlife](mailto:Van_Hattem_Michael@Wildlife)  
**Subject:** We Are Up site visit notes  
**Date:** Tuesday, January 24, 2023 7:59:43 AM

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Hi Des,

My apologies for the belated synopsis of our site visit for the We Are Up project in McKinleyville. It was nice to meet in person and get a full run-down of the project from both the project proponent and her consultant. Overall, we are pleased with the level of analysis presented in the biological reports and appreciate the effort to concentrate development on the westernmost edge of the parcel, thereby minimizing impacts to wetlands and other sensitive habitats. We discussed several recommendations and proposed a few ideas or minor alterations for the applicant's consideration:

- To be consistent with the theme of concentrating development and associated impacts, consider moving the barn westward toward the apple orchard and greenhouse. If crossing the swale is still necessary, consider installing an open-bottom culvert, bridge, or similar feature that maintains habitat connectivity (rather than storm drain piping).
- CDFW would like to review design plans for wetland creation and LID bioswales to ensure features provide good habitat for northern red-legged frog (*Rana aurora*; California Species of Special Concern) and other amphibians.
- In similar situations, some project proponents have proposed a conservation easement for a portion of their parcel, which provides long-term protection of the resources while reassuring the public of that intent.
- In addition to the eucalyptus tree near the proposed barn site, we noticed Scotch broom (*Cytissus scoparius*) along the southern edge of the parcel, as well as another mature eucalyptus that may be on the adjoining parcel. It would be nice to incorporate Scotch broom removal into the invasive species management component of the project and explore the possibility of removing that second eucalyptus tree.
- Several bumble bee species are currently candidates for listing pursuant to CESA and are therefore afforded the full consideration of listed species under CEQA. While we wait for the Fish and Game Commission's decision, we would like to proceed with caution. Not all projects warrant targeted surveys or even habitat assessments, but CDFW encourages a thorough evaluation of the presence and potential impacts to sensitive bumble bees, with reference to CNDDDB occurrences, range maps, survey data (e.g., [Bumble Bee Watch](#)). I had caught a couple of minor inconsistencies in table 3.4-1, which I pointed out to GHD.

Mike, please free to elaborate or add to this list.

Des, we look forward to working with you as this project progresses through environmental review. Don't hesitate to reach out with any questions.

Thanks,  
Katie



**Kathryn M. Rian**

Environmental Scientist

Coastal Conservation Humboldt/Del Norte

California Department of Fish and Wildlife

619 2<sup>nd</sup> St, Eureka, CA 95501

[Kathryn.Rian@Wildlife.ca.gov](mailto:Kathryn.Rian@Wildlife.ca.gov)