



COUNTY OF HUMBOLDT
PLANNING AND BUILDING DEPARTMENT
CURRENT PLANNING DIVISION

3015 H Street Eureka CA 95501
Phone: (707)445-7541 Fax: (707) 268-3792

Hearing Date: December 1, 2016

To: Humboldt County Planning Commission

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

Subject: **Parker Parcel Map Subdivision and Special Permit Extension**
Application Number 10054
Case Number PMS-06-008X, SP-06-024X
Assessor Parcel Number (APN) 306-111-006-000
2386 Meadow Lane, Eureka area

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Please contact Cliff Johnson at (707) 268-3721, or by email at cjohnson@co.humboldt.ca.us if you have any questions about the scheduled public hearing item.

AGENDA ITEM TRANSMITTAL

Hearing Date	Subject	Contact
December 1, 2016	Parcel Map Subdivision and Special Permit Extension	Cliff Johnson

Project: A two-year extension, in addition to the automatic one and two year extensions as allowed by State Senate Bill 1185, Assembly Bill 333, Assembly Bill 208 and Assembly Bill 116, of a Parcel Map Subdivision (PMS-06-009) originally approved on November 16, 2006. The project consisted of a minor subdivision of a $\pm$ 23,826 sf parcel into two (2) parcels of 18,430 sf and 6,104 sf (net) each. The larger of the proposed parcels, Parcel 1, is currently developed with a $\pm$ 1,620 sf residence and a $\pm$ 900 sf Secondary Dwelling Unit (SDU). The Special Permit (SP) is needed to legitimize the SDU which was built without permits. Proposed Parcel 2 is vacant expect for a small garage that will be removed. The site is subject to the findings of the Fault Evaluation Report (FER) prepared by SHN (April 2006) which identified a significant majority of Parcel 2 as appropriate for residential development. The subdivision is served by community water and sewer and requires no exceptions. **No change to the original project is proposed. This is the first extension requested and if approved, the extension will expire on November 28, 2017.**

Project Location: The project is located in Humboldt County, in the Humboldt Hill area, on the east side of Humboldt Hill Road, approximately 25 feet east from the intersection of Humboldt Hill Road and Meadow Lane, on the property known as 2386 Meadow Lane.

Present Plan Designation: Residential, Low Density (RL) Eureka Community Plan (ECP). Density: 1-6 dwelling unit per acre. Slope: Low Instability (1)

Present Zoning: Residential One-Family (R-1*)

Case Number: PMS-06-008X, SP-06-024X

Application Number: 10054

Assessor Parcel Number: 306-111-006

Applicant

Virgie Parker
2386 Meadow Lane
Eureka, CA 95503

Owner

Same as applicant

Agent

Environmental Review: The project is exempt from environmental review per Section 15315 and 15301 of the CEQA Guidelines.

Major Issues:

Alquist-Priolo Fault Hazard area

State Appeal Status:

Project is not appealable to the California Coastal Commission.

PARKER PARCEL MAP SUBDIVISION EXTENSION

Case Number PMS-06-008X, SP-06-024X

Assessor Parcel Number 306-111-006

RECOMMENDED COMMISSION ACTION:

1. Describe the application as part of the Consent Agenda;
2. Survey the audience for any person who would like to discuss the application;
3. If no one requests discussion, make the following motion to approve the application as a part of the consent agenda:

"I move to make all of the required findings, based on evidence in the staff report, and approve the application(s) on the Consent Agenda subject to the recommended conditions of approval."

Staff Analysis of the Evidence Supporting the Required Findings

Sections 66452.6(e) and 66463.5(c) of the California Government Code (Subdivision Map Act) and Sections 326-21 and 326-31 (Filing of Final and Parcel Maps) of the Humboldt County Code Zoning Regulations establishes the authority to grant time extensions for approved or conditionally approved tentative maps when it can be found that the findings and conditions of the original project have not changed significantly. In addition, recent legislation (AB 116) added §66452.24 to the Subdivision Map Act which grants an automatic two-year extension to a tentative subdivision or parcel map which had not expired as of July 11, 2013 (the effective date of the Urgency Legislation).

Recommendation:

The findings and conditions of the original project have not changed significantly based on the following analysis.

Staff Analysis:

A two-year extension, in addition to the automatic one and two year extensions as allowed by State Senate Bill 1185, Assembly Bill 333, Assembly Bill 208, and Assembly Bill No. 116, of a Parcel Map Subdivision (PMS-06-009) originally approved November 16, 2006. The project consisted of a minor subdivision of a $\pm$ 23,826 sf parcel into two (2) parcels of 18,430 sf and 6,104 sf (net) each. The larger of the proposed parcels, Parcel 1, is currently developed with a $\pm$ 1,620 sf residence and a $\pm$ 900 sf Secondary Dwelling Unit (SDU). The SP is needed to legitimize the SDU which was built without permits. Proposed Parcel 2 is vacant but for a small garage that will be removed. The site is subject to the findings of the Fault Evaluation Report (FER) prepared by SHN (April 2006) which identified a significant majority of Parcel 2 as appropriate for residential development. The subdivision is served by community water and sewer and requires no exceptions. **No change to the original project is proposed.**

The applicant states that the conditions of the property have not changed since the original application/approval of PMS-06-008. This is the first applicant requested extension and, if approved, the tentative map will expire on November 28, 2017.

The Planning Department has circulated requests for input relative to the extension petition and has received no comments against the petition being granted. It is staff's opinion that **the findings and conditions of the original project, effective November 28, 2006, have not changed significantly based on the following staff analysis, and are applicable to the proposed extension because:**

1. The parcel's zoning, Residential One-Family with a 6,000 square foot minimum parcel size (R-1*), for which a conformance finding was made, has not changed.
2. The General Plan Land Use designation, Residential Low Density (RL), for which a consistency finding was made, has not changed.
3. The applicable development standards, for which the original project was evaluated, have not changed.
4. The applicable design standards, for which the project was evaluated, have not changed.
5. All other standards and requirements to which the project is subject and as administered by other departments or agencies have not changed.
6. The original project was determined to be exempt from environmental review pursuant to Section 15315 and 15301 of the CEQA Guidelines. The County has received no evidence indicating that additional review under CEQA is necessary.

Referral agencies have recommended approval of the extension.

ALTERNATIVES: The Planning Commission could elect not to approve the extension. This alternative should be implemented if your Commission is unable to make all of the required findings per H.C.C. Sections 326-21 or 326-31. Planning Division staff has found that the required findings can be made. Consequently, planning staff does not recommend further consideration of this alternative.

Note: If the extension is denied, a fifteen calendar day appeal begins the next business day. Appeals must be filed with both the Planning Division and the Clerk of the Board of Supervisors. There is no appeal period for approved map extensions.

**RESOLUTION OF THE PLANNING COMMISSION
OF THE COUNTY OF HUMBOLDT
Resolution Number 16-**

**Case numbers PMS-06-008X, SP-06-024X
Assessor Parcel Number 306-111-006**

Making the required findings for certifying compliance with the California Environmental Quality Act and conditionally approving the Parker Parcel Map Subdivision and Special Permit Extension application.

WHEREAS, Virgie Parker submitted an application and evidence in support of approving the two-year Parcel Map Subdivision Extension; 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 project is exempt from environmental review pursuant to Class 15, Section 15315 and Class 1, Section 15301 of the CEQA Guidelines; and

WHEREAS, the County Planning Commission adopted a finding that the parcel map subdivision was exempt from environmental review pursuant to Class 15, Section 15315 and Class 1, Section 15301 of the CEQA Guidelines; and

WHEREAS, the Planning Division staff report includes evidence in support of making all of the required findings for approving the proposed Parcel Map Subdivision Extension request;

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

1. The Planning Commission adopted a finding that the original project was exempt from environmental review on November 16, 2006 pursuant to Class 15, Section 15315 and Class 1, Section 15301 of the CEQA Guidelines and finds that there is no substantial evidence that the proposed project extension will have a significant effect on the environment;
2. The Planning Commission makes the findings in H.C.C. [§ 326-21] in the Planning Division staff report for Case Number: PMS-06-008X and SP-06-024X based on the submitted evidence.
3. The Planning Commission approves the proposed Parcel Map Subdivision Extension as recommended and conditioned in the Planning Division staff report for Case Number: PMS-06-008X and SP-06-024X.

Adopted after review and consideration of all the evidence on December 1, 2016.

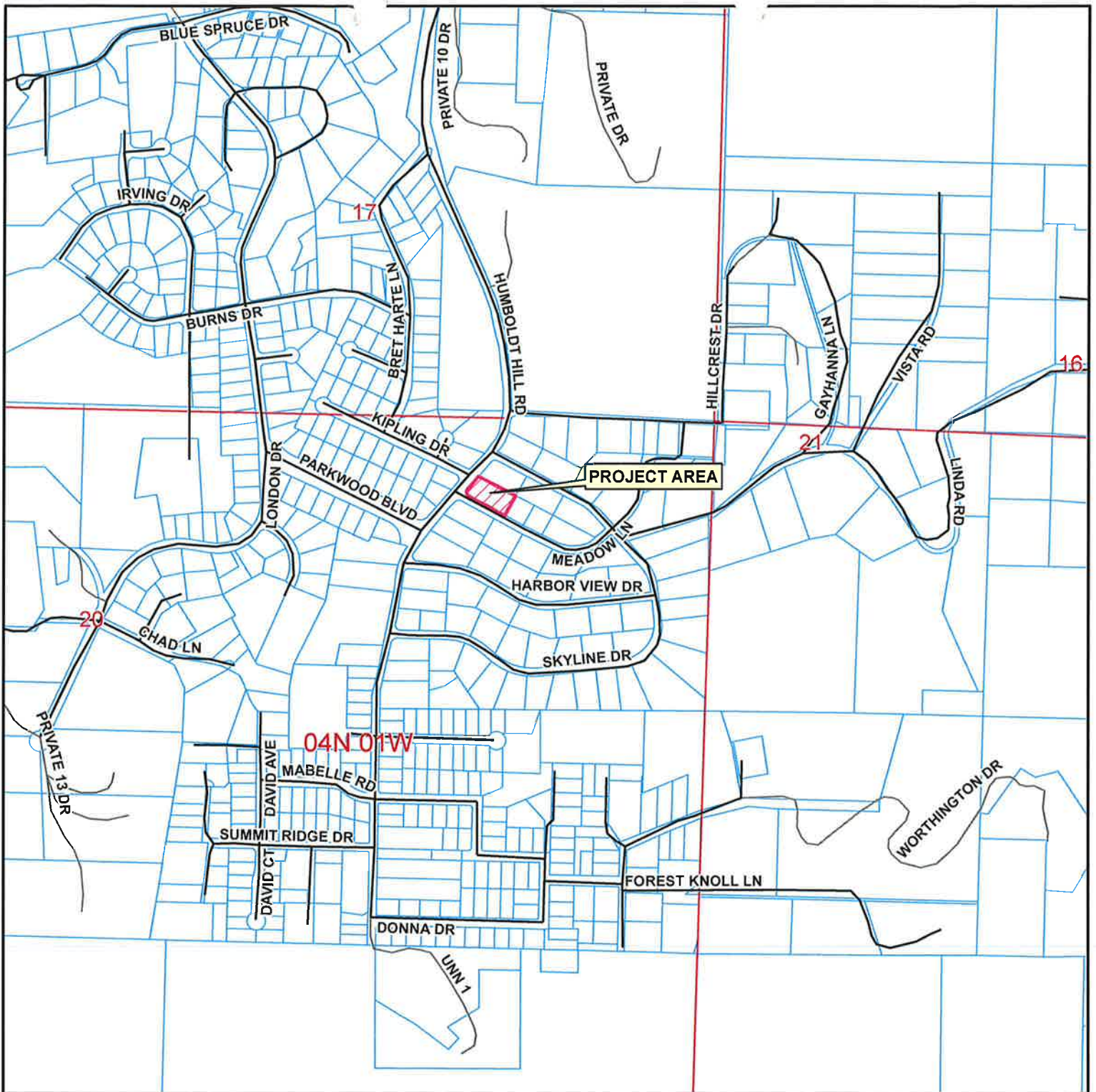
The motion was made by Commissioner XXX and seconded by Commissioner XXX.

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 PARKER PARCEL MAP SUBDIVISION & SPECIAL PERMIT EXTENSION

HUMBOLDT HILL AREA

PMS-06-008X/SP-06-024X

APN:306-111-006

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.

0 250 500 750 1,000 Feet





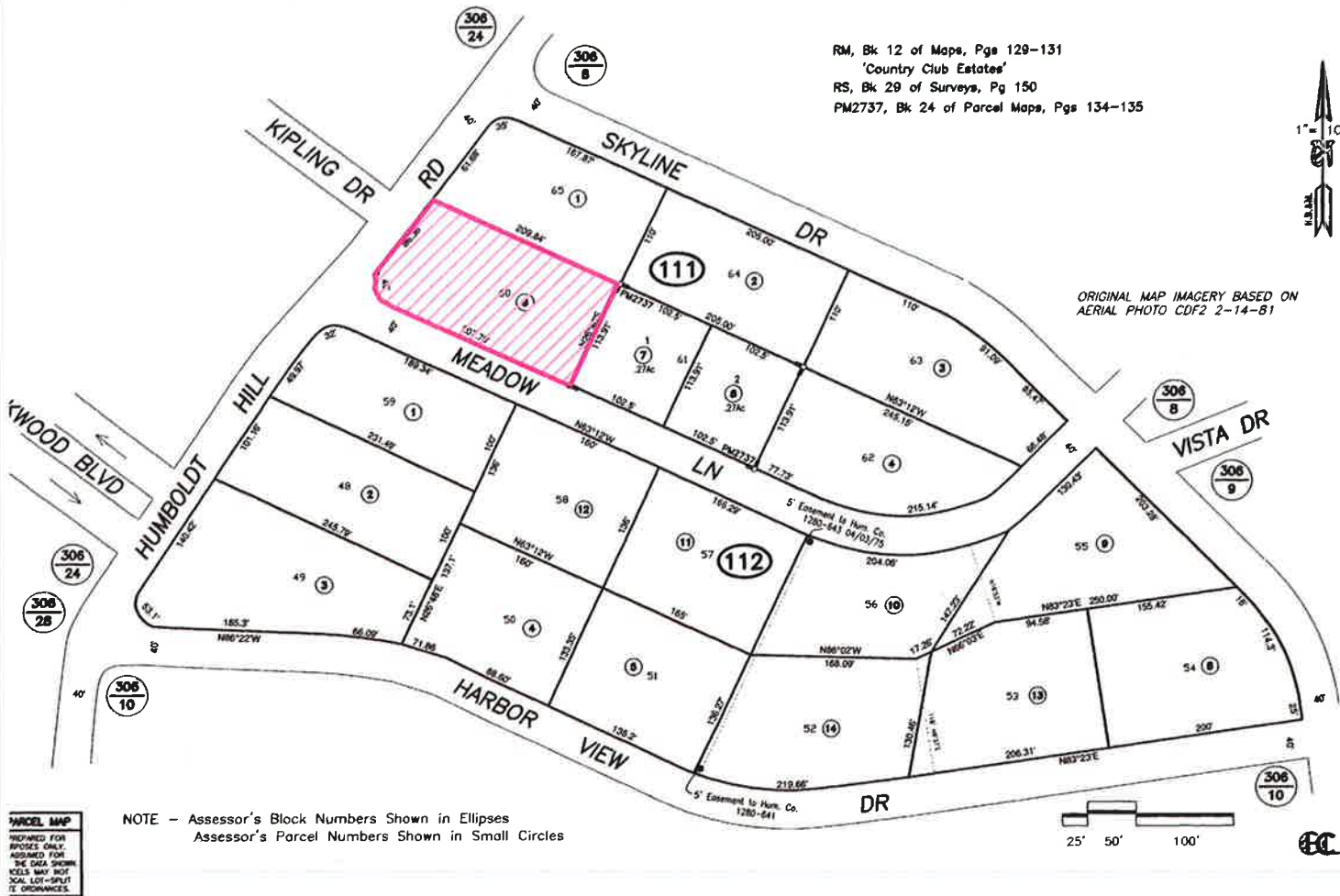
**PROPOSED PARKER
PARCEL MAP SUBDIVISION &
SPECIAL PERMIT EXTENSION
HUMBOLDT HILL AREA
PMS-06-008X/SP-06-024X
APN:306-111-006**

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Assessor's Map Bk. 306, Pg. 11
County of Humboldt, CA.

PTN NE 1/4 SEC 20, T4N R1W, H.B. & M.

306-11



ASSESSOR PARCEL MAP
PROPOSED PARKER
PARCEL MAP SUBDIVISION &
SPECIAL PERMIT EXTENSION
HUMBOLDT HILL AREA
PMS-06-008X/SP-06-024X
APN:306-111-006
T04N R01W S20 HB&M (Fields Landing)

MAP NOT TO SCALE



AERIAL MAP

PROPOSED PARKER PARCEL MAP SUBDIVISION & SPECIAL PERMIT EXTENSION

HUMBOLDT HILL AREA
PMS-06-008X/SP-06-024X

APN:306-111-006

T04N R01W S20 HB&M (Fields Landing)

Project Area =

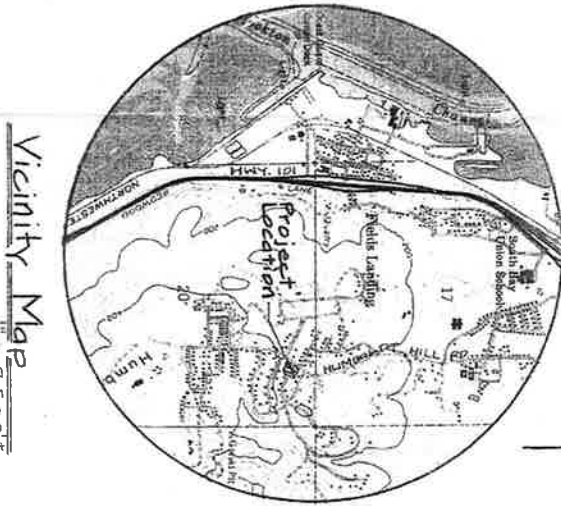
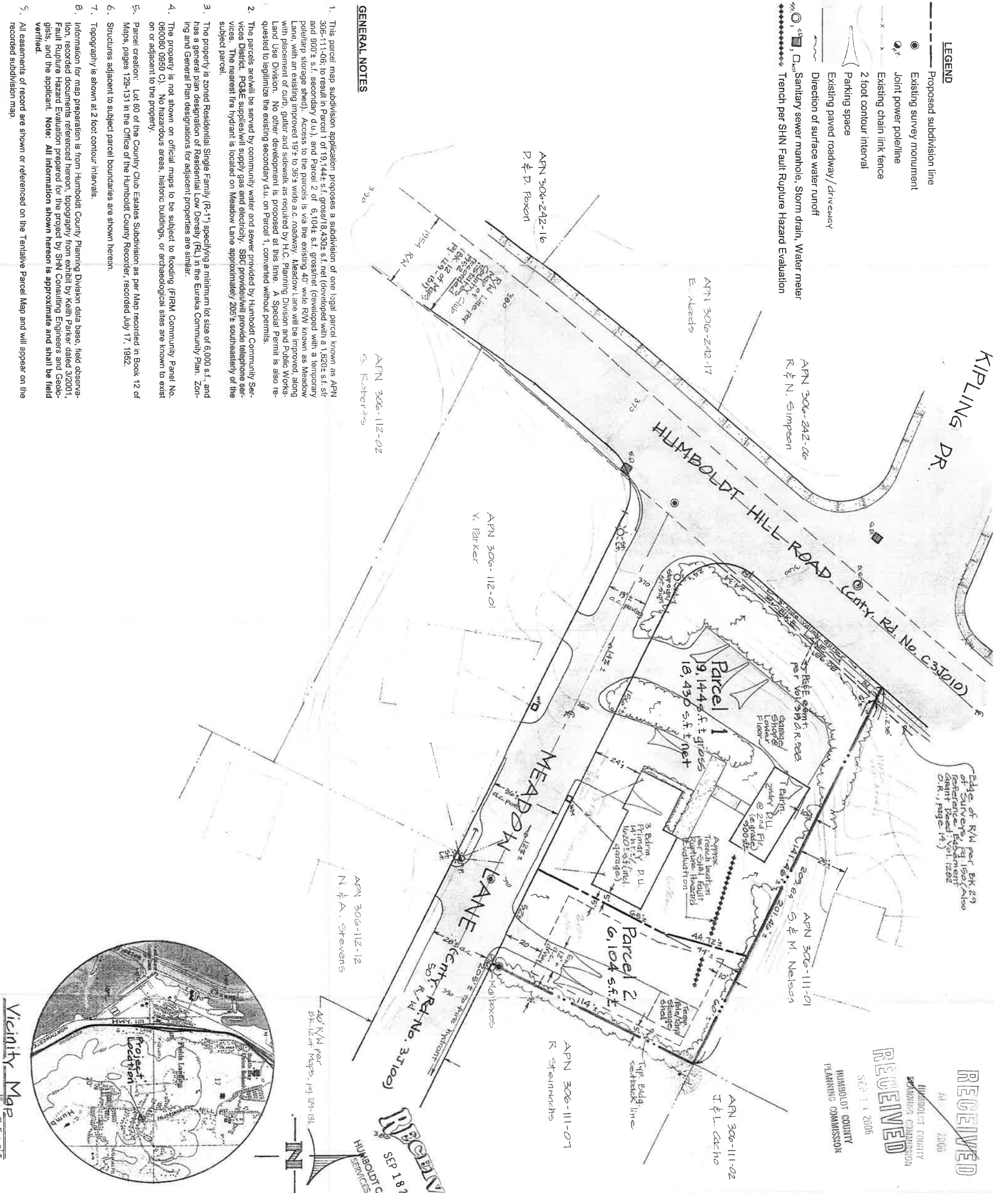


This map is intended for display purposes and should not be used for precise measurement or navigation. Data has not been completely checked for accuracy.



0 100 200
Feet

1. This parcel map subdivision application proposes a subdivision of one legal parcel known as APN 306-111-06, to result in Parcel 1 of 19,144 ± s.f. gross/18,430 ± s.f. net (developed with a 1,620 ± s.f. sit and 900 ± s.f. secondary du.) and Parcel 2 of 6,104 ± s.f. gross/net (developed with a temporary polelamp storage shed). Access to the parcels is via the existing 40' wide RWL known as Meadow Lane, with an existing improved 19' ± to 36' ± wide a.c. roadway. Meadow Lane will be improved, along with placement of curb, gutter and sidewalk as required by H.C. Planning Division and Public Works-Land Use Division. No other development is proposed at this time. A Special Permit is also requested to legitimize the existing secondary du. on Parcel 1, converted without permits.
2. The parcels are/will be served by community water and sewer provided by Humboldt Community Services District. PG&E supplies/will supply gas and electricity. SBC provides/will provide telephone services. The nearest fire hydrant is located on Meadow Lane approximately 205' ± southeasterly of the subject parcel.
3. The property is zoned Residential Single Family (R-1*) specifying a minimum lot size of 6,000 s.f., and has a general plan designation of Residential Low Density (RL) in the Eureka Community Plan. Zoning and General Plan designations for adjacent properties are similar.
4. The property is not shown on official maps to be subject to flooding (FIRM Community Panel No. 080060 0950 C). No hazardous areas, historic buildings, or archaeological sites are known to exist on or adjacent to the property.
5. Parcel creation: Lot 60 of the County Club Estates Subdivision as per Map recorded in Book 12 of Maps, pages 129-131 in the Office of the Humboldt County Recorder, recorded July 17, 1952.
6. Structures adjacent to subject parcel boundaries are shown hereon.
7. Topography is shown at 2 foot contour intervals.
8. Information for map preparation is from Humboldt County Planning Division data base, field observation, recorded documents referenced hereon, topography from exhibit by Keith Parker dated 3/2001, Fault Rupture Hazard Evaluation prepared for the project by SHN Consulting Engineers and Geologists, and the applicant. **Note: All information shown hereon is approximate and shall be field verified.**
9. All easements of record are shown or referenced on the Tentative Parcel Map and will appear on the recorded subdivision map.



TENTATIVE PARCEL MAP for APN 306-111-06 Situation Address: 2386 Meadow Lane, Eureka, CA Location: Ptn. NE 1/4 Sec. 20, T. 4N., R. 1W., H.B. #M.		Applicant/owner: Virgie Parker 2386 Meadow Lane Eureka, CA 95503 (707) 442-3454	
DATE: June 2006	SCALE: 1"=30'	DRAWN: M.J. Ashton Hum. Co. Planning Div.	JOB: PF-05-35
SHEET		OF 1 SHEETS	

ATTACHMENT 1

Conditions of Approval

The conditions of approval effective November 28, 2006, shall remain in full force and effect and are not affected by this extension.

NOTE: THE ORIGINAL STAFF REPORT AND SUPPORTING DOCUMENTATION IS ON FILE WITH THE PLANNING DIVISION AND AVAILABLE FOR PUBLIC INSPECTION.

ATTACHMENT 2

Original Conditions of Approval

ATTACHMENT 1A
RECOMMENDED CONDITIONS OF APPROVAL

APPROVAL OF THE TENTATIVE MAP IS CONDITIONED ON THE FOLLOWING TERMS AND REQUIREMENTS WHICH MUST BE SATISFIED BEFORE THE PARCEL MAP MAY BE RECORDED

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 conditions on the Department of Public Works referral included herein as Exhibit A dated October 13, 2006, 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 \$85.00 per parcel = \$170.00) as required by the County Assessor shall be paid to the County Community Development Services, 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 \$95.00) 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 Items 6(a) through 6(g) of the Public Works Memorandum dated October 13, 2006, included herein as Exhibit A of Attachment 1, and the following site development details:

A. Mapping

- (1) Topography of the land in 2-foot contour intervals;
- (2) Proposed access, parking lanes and pedestrian ways;
- (3) Building envelopes and easements;
- (4) The location of all drainage improvements and related easements;
- (5) ³SIX (6) off-street parking spaces on Lots 1 and ²FOUR (4) off-street parking spaces on Parcel 2 (one space may be tandem and all parking must be outside the front yard setback);

*ok per
Bob Cronin*

- (6) The location of Areas of Building Exclusion (per SHN FER), where applicable;

B. Notations

- (1) "All flammable vegetation and fuels caused by site development and construction, road and driveway construction, and fuel modification shall be disposed of by chipping, burying, burning or removal to a landfill site approved by the County."
- (2) "The site of the residential subdivision 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 Section 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.
- (3) "The project is located in a designated non-attainment area for the state's health-based particulate matter (PM10) air quality standard. As such, additional emission from the project (construction potential of six (6) single family residences) could exacerbate air quality problems, including non-attainment of ambient air quality standards. In order to address potential effects to air quality the District recommends:
- Prohibition of open fireplaces.
 - Heating should be provided using clean fuels (electricity or natural gas), when feasible.
- If wood heating must be used, only US Environmental Protection Agency (EPA) certified heating appliances should be permitted in new construction."
- (4) "Construction of site improvements are subject to the recommendations of the approved geotechnical and soils geologic engineering report for the subdivision and subsequent site development proposals. Contact the Planning Division for specific information."
- (5) "Construction activities shall be restricted to hours between 7:00 a.m. and 6:00 p.m. Monday through Friday. All proposed uses must comply with the noise standards identified in Figure 3-2 of the General Plan."
- (6) "Demolition of - or additions to - the existing house shall comply with current zoning development standards including front yard and exterior side setbacks."
- (7) (If applicable) "Development rights for secondary dwelling units on Parcel 2 has 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."

- (8) "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 and Geologic Report" 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 \$151.00 plus applicable recordation fees) will be required. The Development Plan shall also be noticed on the Parcel Map.
8. Parkland dedication fees of \$2,924.68 shall be paid to the Humboldt County Planning Division, 3015 "H" Street, Eureka. Alternately, a parkland dedication fee of \$2,560.56 may be paid, provided the applicant enters into a Conveyance and Agreement of development rights with the County of Humboldt for second or secondary dwelling units on Parcel 2. Release from the Conveyance and Agreement may be pursued upon payment of the \$364.12 parkland dedication fee balance. A copy of the Conveyance and Agreement form with *pro-rata* dedication payments amounts for each lot calculated will be provided by the Planning Division upon the election of this option by the applicant once the Parcel Map is prepared and approved for recordation. These fees may be paid for by individual lot owners on a *pro-rata* basis at the time individual lot owners apply 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 (currently \$151.00) will be required. (Either \$2,924.68 OR \$2,560.56)
9. The applicant shall obtain an As-Built Building Permit for the existing Secondary Dwelling Unit to ensure that its conversion from non-habitable to habitable space was done correctly.

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: Condition(s) 3-9). 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 Special Permit shall run concurrent with the tentative map (i.e., 24 months). If necessary, an extension of the tentative map and Special Permit may be requested in accordance with the provisions of Section 312-11.3 of the Humboldt County Code.

ATTACHMENT 1B
RECOMMENDED CONDITIONS OF APPROVAL

APPROVAL OF THE SPECIAL PERMIT IS CONDITIONED UPON THE FOLLOWING TERMS AND REQUIREMENTS:

Conditions of Approval:

1. The applicant shall obtain an As-Built Building Permit for the existing Secondary Dwelling Unit on Parcel 1 constructed without benefit of permits.

On-going Requirements/Development Restrictions Which Must Continue to be Satisfied for the Life of the Project:

1. All new and existing outdoor lighting shall be compatible with the existing setting and directed within the property boundaries.
2. Applicant shall comply with the provisions, development and design standards of §314-87.1, Second Residential Unit (HCC) for the life of the project.
3. Both the primary residence and the second dwelling unit shall remain under the same ownership; the second dwelling unit shall not constitute a subdivision of the parcel.

Informational Notes:

1. The applicant is responsible for receiving all necessary permits and/or approvals from other state and local agencies.
2. The term of the Special Permit shall run concurrent with the tentative map (i.e., 24 months). If necessary, an extension of the Special Permit may be requested in accordance with the provisions of Section 312-11.3 of the Humboldt County Code. This permit shall expire and become null except where an As-Built Building Permit has been issued prior to such anniversary date.

EXHIBIT A



DEPARTMENT OF PUBLIC WORKS COUNTY OF HUMBOLDT

MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579
AREA CODE 707/FAX 445-7409

ARCATA-EUREKA AIRPORT TERMINAL
McKINLEYVILLE

AVIATION 839-5401

PUBLIC WORKS BUILDING
SECOND & L ST., EUREKA

ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741
BUSINESS	445-7652	PARKS	445-7651
ENGINEERING	445-7377	ROADS & EQUIPMENT MAINT.	445-7421
ARCHITECT	445-7493		

CLARK COMPLEX
HARRIS & H ST., EUREKA

LAND USE 445-7205

RECEIVED

TO: Alyson Hunter, Senior Planner

FROM: Robert W. Bronkall, Associate Engineer

OCT 13 2006

HUMBOLDT COUNTY
PLANNING DIVISION

RE: SUBDIVISION REQUIREMENTS - IN THE MATTER OF THE
APPLICATION OF PARKER, APN 306-111-06 (2386 MEADOW LANE),
PMS-06-08, FOR APPROVAL OF A TENTATIVE MAP, CONSISTING OF
0.5+ ACRE INTO 2 LOTS

DATE: 10/13/06

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 Mary-Jane Ashton dated June, 2006 and dated as received by the Humboldt County Planning Commission on September 11, 2006.

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. MAPPING

(a) Applicant must cause to be filed a Parcel Map showing monumentation of all property corners to the satisfaction of this Department in compliance with Section 326-15 of the Humboldt County Code. 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.

The applicant shall submit to this Department four (4) copies of the subdivision map as filed by the County Recorder.

(b) DEPOSIT: Applicant shall be required to place a security deposit with this Department for inspection and administration fees as per Section 326-13, Improvement Review and Inspection Fees, of the Humboldt County Code prior to review of the construction plan, review of the subdivision map, or the construction of improvements, whichever occurs first.

(c) 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.

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

(1) ROADS: Applicant shall cause to be dedicated on the subdivision map to the County of Humboldt an easement 5 feet in width for ^{ok per 3/26/06} ~~public road~~ ^{sidewalk} purposes lying adjacent to the right of way for Meadow Lane. Applicant shall cause to be dedicated to the County of Humboldt an easement for public road purposes to accommodate a curb return and ADA facilities at the intersection of Meadow Lane and Humboldt Hill Road as directed by this Department. The applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision. ^{4/12/07}

(2) 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 rights of way for public road purposes along the frontage of the subdivision, or as otherwise approved by this Department.

(3) NON-VEHICULAR ACCESS: Applicant shall cause to be dedicated to the County of Humboldt on the Parcel Map a 1 foot wide non-vehicular access strip adjacent to Humboldt Hill Road. Said easement shall be dedicated in manner and location as approved by this Department.

2. IMPROVEMENTS

(a) 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.

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

(c) ADA: Pedestrian facilities shall be constructed along the frontage of the subdivision on Meadow Lane and at the intersection of Meadow Lane and Humboldt Hill Road. All pedestrian facilities shall be ADA complaint. 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.

(d) ACCESS ROADS: The access road(s) serving the subdivision shall be constructed to the satisfaction of this Department as follows:

(1) **Meadow Lane:** Applicant shall be required to construct a 5 foot wide portland cement sidewalk with Caltrans type A2-6 portland cement curb and gutter and an asphalt concrete parking lane along the frontage of the subdivision on Meadow Lane in a manner satisfactory to this Department. The structural section of the parking lane shall be a minimum of 0.2 foot of Caltrans Type B asphalt concrete (AC) over a minimum of 0.67 foot of Caltrans Class 2 aggregate base. This includes a curb return and pedestrian facilities at the intersection.

(2) The widening of Meadow Lane 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.

(3) Nothing is intended to prevent the applicant from constructing the improvements to a greater standard.

(4) 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 Road Design Manual, Caltrans Highway Design Manual, Caltrans Local Programs Manual, Caltrans Traffic Manual, Manual on Uniform Traffic Control Devices, 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.

(5) **DRIVEWAYS:** Any new accesses from the County road will require encroachment permits from this Department. The location of existing and proposed driveway aprons (access openings) shall be shown on the construction plans. The proposed accesses will be evaluated after application is received.

All access openings shall conform to Humboldt County Code Section 341 regarding visibility. Any existing accesses that do not conform shall be paved with asphalt concrete or portland cement concrete for the width of the driveway and a distance of 20 feet from the back edge of the sidewalk along the County road prior to filing of the map.

(e) **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 approval by the Community Development Services Department - Planning Division, 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.

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

(g) An encroachment permit is required for all work within the right of way of a County maintained road.

3. DRAINAGE

(a) Applicant shall be responsible to correct any involved drainage problems to the satisfaction of this Department.

(b) This project is required to construct a detention facility for the undeveloped parcel in a manner and location approved by this Department. In general, storm flows from the 100-year (Q_{100}) storm shall be detained so as to release water from the site at a rate no greater than the predevelopment 2-year (Q_2) storm flows. Contact this Department regarding any questions.

4. GRADING

(a) Applicant shall submit an engineered grading plan addressing the entire project construction area to this Department for review and approval. The purpose of the grading plan is to address construction of the improvements and to assure all lot drainage can be detained on-site

and/or transmitted to an approved drainage facility without affecting the buildable areas of each of the proposed parcels/lots, the adjacent streets, and the adjacent property owners.

Project plans shall be tied into elevation datum approved by this Department.

(b) An erosion control plan (aka, sediment control plan, Storm Water Pollution Plan, etc.) addressing erosion from storm water runoff and wind shall accompany the grading plan.

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

5. MAINTENANCE

A maintenance plan for projects that contain detention facilities shall include, but is not limited to, the following:

- A schedule for the periodic monitoring of the detention facilities. At a minimum, the detention facilities shall be monitored at least once each year between April 15 and October 15.
- A system to monitor the basins in a timely manner after significant rain fall events.
- Monitoring shall be done by a qualified professional as approved by this Department.
- Monitoring may include an annual written report identifying (1) the condition of the facilities; (2) the recommended maintenance needed for the facilities to function as originally constructed or as required by subsequent regulation; and (3) certification that the maintenance was completed to the satisfaction of a qualified professional. The report shall be submitted no later than October 31 of each year to this Department.

6. DEVELOPMENT PLAN

It is unknown at this time if a development plan shall be required as a condition of approval of this subdivision. The following is required for all development plans:

(a) The development plan shall be legibly drawn to a convenient scale on 24"x36" mylar, in black ink, unless approved otherwise by this Department.

(b) The development plan shall include all encumbrances of record as shown on a current title report as well as those created on the subdivision map.

(c) The development plan shall include the following to the satisfaction of this Department:

- When roads or drainage facilities are not to be maintained by the County, then clearly state next to the facility "NOT COUNTY MAINTAINED".
- When minimum finished floor elevations must be adhered to, the plan shall state the minimum elevation and the referenced benchmark.

- Reference the soils report prepared for the project; including a statement substantially similar to: "See soils report prepared by _____, Project No. _____, dated _____, for recommendations, inspections, and special requirements required for development of this subdivision."
- A statement substantially similar to: "All pedestrian facilities must be ADA compliant."
- When improvement plans have been prepared in conjunction with proposed subdivision, include a statement substantially similar to: "Improvement plans for roads, driveways, and drainage, etc. are on file with the Department of Public Works".
- Building setbacks to allow for the ultimate development of parcels that could be further subdivided and to show a minimum setback of 20 feet from garage entrances for vehicles from easements created as a condition of tentative map approval or existing for the purpose of moving automotive vehicles, bicycles, pedestrians, or animals.
- A typical section showing the location of the curbs and sidewalks with respect to the right of way lines.

(d) The development plan shall include a statement signed by the Surveyor (or Civil Engineer) who signed the subdivision map. The statement shall be substantially similar to the following: "All encumbrances of record as of the date of the referenced title report are correctly shown on this plan; that all encumbrances created on the filed subdivision map are correctly shown on this plan; that approximate distances from existing fence corners to the actual property corners, if not the same, are shown on this plan. Title report prepared by _____, Order No. _____, dated _____."

(e) Applicant shall cause a "Notice of Development Plan" to be recorded in the Office of the County Recorder.

(f) The development plan shall be signed off by this Department prior to official filing with the Planning Division. The plan shall include a signoff block for this Department to sign substantially similar to:

Reviewed by:

Department of Public Works

Date

(g) Typical precise grading/lot drainage details for the lots shall be shown.

// END //