



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 DIVISION INTEROFFICE MEMORANDUM

TO: Portia Saucedo, Associate Planner, Planning & Building Department

FROM: Kenneth Freed, Assistant Engineer 

DATE: 03/25/2025

RE: **PISARSKI; APN 111-161-068, APPS# PLN-2025-19200 CDP**

Project is the construction of a two-bedroom house with attached carport.

ROAD: The public traveled way on Cove Point East (4A120), a paved County maintained road, fronting this parcel is approximately 20 feet wide within a 40 foot public road right of way. The topography of the right of way will require grading to allow for the development of an asphalt concrete parking lane. An encroachment permit will be required for the construction of the residential driveway and parking lane.

SITE PLAN: Submitted site plan does not show the utility easement along the northeasterly property line as shown on the subdivision map Sheet 22 of Shelter Cove Subdivision Map (Book 14 of Maps, Page 94). Submitted site plan does not dimension or show the County road right of way. Although the site plan shows the paved County roadway, it does not provide grades at the intersection with driveway. Profile 2 does not show the edge of paved roadway or driveway grade to garage slab. Rough calculations provide an unrealistic driveway grade exceeding County Code. A driveway profile shall be submitted to the Department and uploaded into Accela.

Applicant shall provide a revised site plan to the Department for approval prior to being presented to the Planning Commission, showing the appropriate amount of parking required by County Code and all items mentioned above.

MS4 AREA: The subject property is located within the municipal separate storm sewer system (MS4) boundary area. Development of the property is required to comply with MS4 permit requirements. The Applicant is advised to ensure that MS4 requirements for the proposed project can be achieved prior to the project being heard by the Planning Commission (or Zoning Administrator). [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, Section E.12; Humboldt Low Impact Development Stormwater Manual version 3.0 (08/18/2021), Part A, Table 1]

Development of property is also required to comply with provisions for point source discharges of stormwater and non-point source waste discharges as specified in the General Exception to the California Ocean Plan for select Discharges into Areas of Special Biological Significance (ASBS), Including Special Protections for Beneficial Uses, Sections I.A and I.B (State Water Resources Control Board Resolution 2012-0031 as amended 6/19/2012).

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) Applicant must apply for and obtain an encroachment permit for the construction of a residential driveway and parking lane on Beach Road. [reference: County Code section 411-11 (a)(b)]

(2) The permit will require the driveway entrance to be surfaced with asphalt concrete or portland cement concrete. The paved area shall extend a minimum of 20 feet back from the edge of the existing roadway pavement and be flared a minimum of 30 feet at the intersection with the County road. The driveway shall intersect the County road at a 90° angle. The driveway grade shall not exceed 2% in the first 20 feet. [reference: County Code sections 313-109.1.3.2.5 and 411-51 (b)(3)]

(3) The County road is not constructed to allow on-street parking. All parking must be developed on-site or applicant must construct a parking lane along the County road in a manner approved by this Department. 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.]

An asphalt concrete parking lane on Beach Road may be constructed along the entire frontage of the lot in lieu of additional on-site parking requirements. The parking lane shall be graded at 2% from the existing edge of pavement. The structural section of the parking lane shall be a minimum of 0.2 foot of HMA asphalt concrete surfacing over 0.5 foot of Class 2 aggregate base. The edge of the road shall be sawcut in a uniform manner.

(4) Site visibility must be maintained at the driveway entrance. [reference: County Code section 341-1 et seq.]

(5) All retaining walls shall be constructed on the property. **NO retaining walls shall be constructed in the County right of way.**

(6) After the building pad and driveway have been rough graded, the applicant shall contact the Public Works inspector to ensure that the proposed driveway grades are in conformance with County Code, prior to construction of the building foundation and/or driveway. [reference: County Code section 411-15]

(7) Applicant shall be responsible to correct any involved drainage problems within the County road right of way to the satisfaction of this Department.

(8) Low Impact Development (LID): The subject property is located within the municipal separate storm sewer system (MS4) boundary area. Development of the property is required to comply with MS4 permit requirements. The Applicant is advised to ensure that MS4 requirements for the proposed project can be achieved prior to the project being heard by the Planning Commission (or Zoning Administrator). [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, Section E.12; Humboldt Low Impact Development Stormwater Manual version 3.0 (08/18/2021), Part A, Table 1]

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