



COUNTY OF HUMBOLDT
PLANNING AND BUILDING DEPARTMENT

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Phone: (707)445-7541 Fax: (707) 268-3792

Hearing Date: March 21, 2019

To: Humboldt County Planning Commission

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

Subject: **Day Final Map Subdivision and Coastal Development Permit Extension**
Case Number PLN-2018-15010
Assessor Parcel Number (APN) 508-081-061
1092 Griffith Road, McKinleyville area

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Please contact Trevor Estlow at (707) 268-3740, or by email at trestlow@co.humboldt.ca.us if you have any questions about the scheduled public hearing item.

AGENDA ITEM TRANSMITTAL

Hearing Date	Subject	Contact
March 21, 2019	Final Map Subdivision and Coastal Development Permit Extension	Trevor Estlow

Project: A second two-year extension of a Major Subdivision and a Coastal Development Permit (FMS-07-004, CDP-07-016) originally approved on September 4, 2008. The project was extended once by the applicant and automatically extended by several Assembly Bills. The project consists of a subdivision of an approximately 1.5 acre parcel into 8 parcels of between 5,280 and 7,500 square feet. Phase 1 will consist of Lots 1-6 and Phase 2 will consist of Lots 7 and 8. A mobile home and garage will ultimately be removed as part of Phase 2. A Coastal Development will be required. The parcels are and will be served by the McKinleyville Community Services District. **No change to the original project is proposed. This is the second extension requested and if approved, the extension will expire on October 2, 2020.**

Project Location: The project is located in the McKinleyville area, on the south side of Griffith Road, approximately 250 feet west of the intersection of Griffith Road and Salmon Avenue, on the property known as 1092 Griffith Road.

Present Plan Designation: Residential, Low Density (RL). McKinleyville Area Plan (MCAP). Density: 3 – 7 units per acre. Slope Stability: Relatively Stable.

Present Zoning: Residential Single Family with a 5,000 square foot minimum parcel size and a combining zone for Alquist-Priolo Fault Hazard (RS-5/G).

Case Number: PLN-2018-15010

Assessor Parcel Number: 508-081-061

Applicant

Bo Day
4761 Dows Prairie Road
McKinleyville, CA 95519

Owner(s)

same as applicant

Agent

Environmental Review: Project requires environmental review.

Major Issues: None

State Appeal Status: Project is appealable to the California Coastal Commission.

DAY FINAL MAP SUBDIVISION AND COASTAL DEVELOPMENT PERMIT EXTENSION

Case Number PLN-2018-15010
Assessor Parcel Number 508-081-061-000

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 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, AB 208, AB 333) added sections to the Subdivision Map Act that granted automatic extensions to a tentative subdivision or parcel map which met certain criteria.

Recommendation:

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

Staff Analysis:

A second two-year extension, in addition to a previously approved two-year extension and three automatic two-year extensions as allowed by three State Assembly Bills (AB 116, AB 208 and AB 333) of a Final Map Subdivision and Coastal Development Permit (FMS-07-004, CDP-07-016) originally approved September 4, 2008. The project consists of a subdivision of an approximately 1.5 acre parcel into 8 parcels of between 5,280 and 7,500 square feet. Phase 1 will consist of Lots 1-6 and Phase 2 will consist of Lots 7 and 8. A mobile home and garage will ultimately be removed as part of Phase 2. A Coastal Development will be required. The parcels are and will be served by the McKinleyville Community Services District. **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 FMS-07-004, CDP-07-016. This is the first applicant requested extension and, if approved, the tentative map will expire on October 2, 2020.

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 October 2, 2008, 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 5,000 square foot minimum parcel size and a combining zone for Alquist-Priolo Fault Hazards (RS-5/G), 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 subject to environmental review and a Mitigated Negative Declaration (SCH# 2008052077) was adopted by the Planning Commission as required by Section 15074 (b) 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 19-**

**MAKING THE REQUIRED FINDINGS FOR CERTIFYING COMPLIANCE WITH THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT AND CONDITIONALLY APPROVING THE DAY FINAL MAP SUBDIVISION
AND COASTAL DEVELOPMENT PERMIT EXTENSION APPLICATION
CASE NUMBER: PLN-2018-15010; ASSESSOR PARCEL NUMBER: 508-081-061**

WHEREAS, Bo Day submitted an application and evidence in support of approving the Final Map Subdivision and Coastal Development 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 subject to environmental review pursuant to the California Environmental Quality Act (CEQA); and

WHEREAS, the County Planning Commission on September 4, 2008 adopted a Mitigated Negative Declaration; and

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

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

1. The Planning Commission did adopt a Mitigated Negative Declaration for the original project on September 4, 2008 pursuant to CEQA 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: PLN-2018-15010 based on the submitted evidence.
3. The Planning Commission approves the proposed Final Map Subdivision and Coastal Development Extension as recommended and conditioned in the Planning Division staff report for Case Number: PLN-2018-15010.

Adopted after review and consideration of all the evidence on March 21, 2019

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

AYES: Commissioners:

NOES: Commissioners:

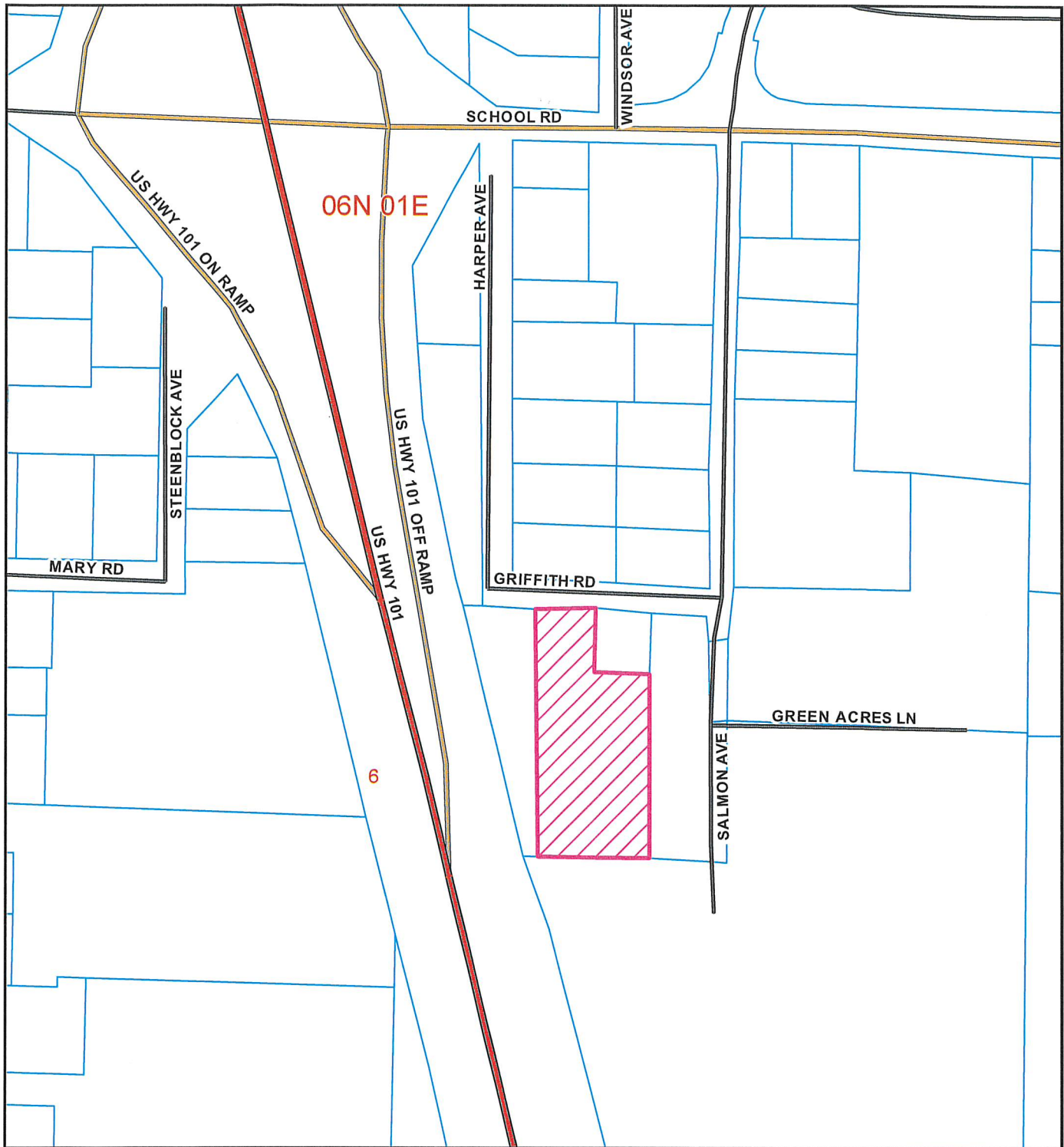
ABSTAIN: Commissioners:

ABSENT: Commissioners:

DECISION:

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



LOCATION MAP

PROPOSED DAY EXTENSION OF FINAL MAP SUBDIVISION & COASTAL DEVELOPMENT PERMIT MCKINLEYVILLE AREA

PLN-2018-15010

APN: 508-081-061

T06N R01E S06 HB&M (Arcata North)

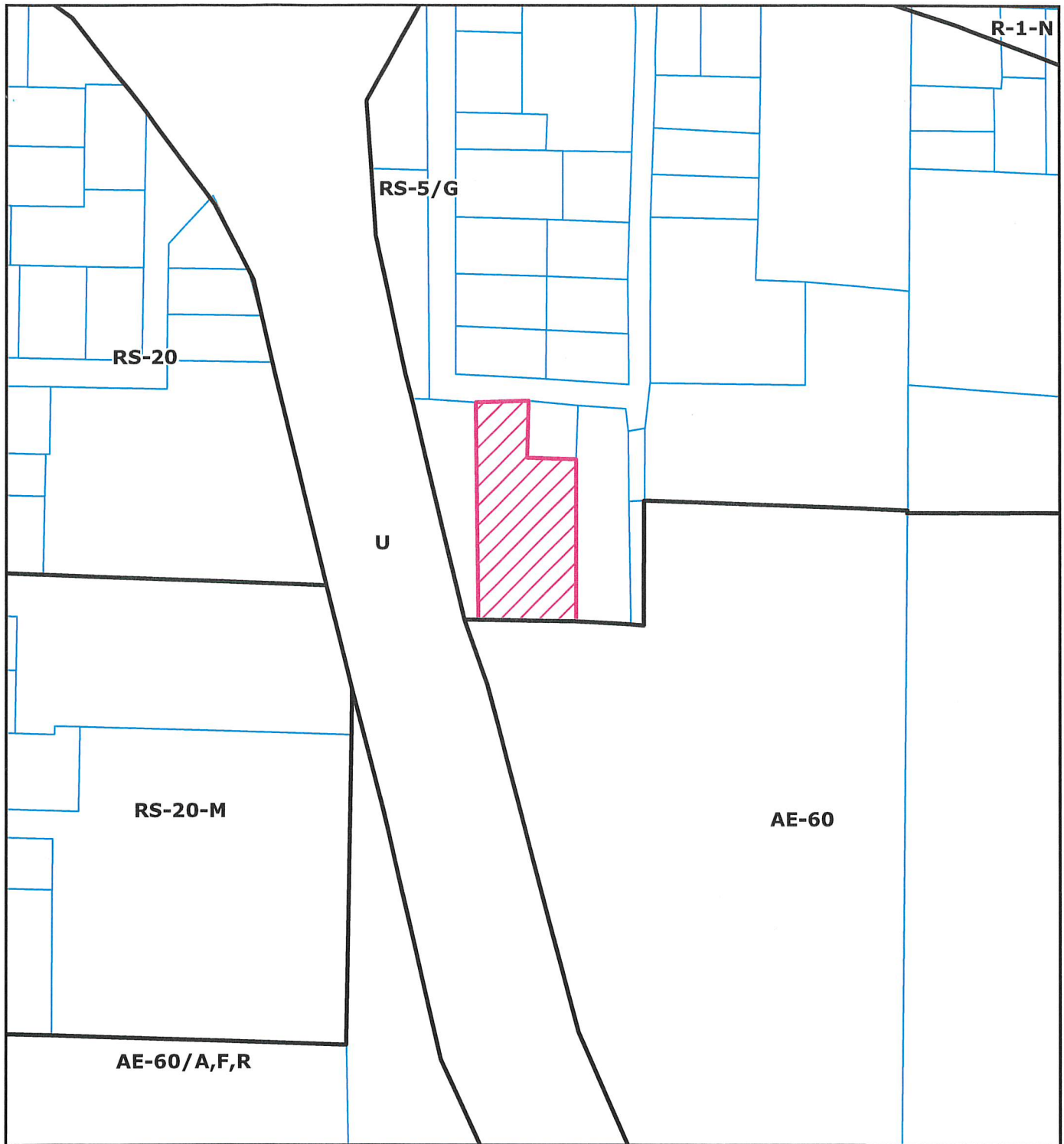
Project Area =



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 Feet



ZONING MAP

PROPOSED DAY EXTENSION OF FINAL MAP SUBDIVISION & COASTAL DEVELOPMENT PERMIT MCKINLEYVILLE AREA

PLN-2018-15010

APN: 508-081-061

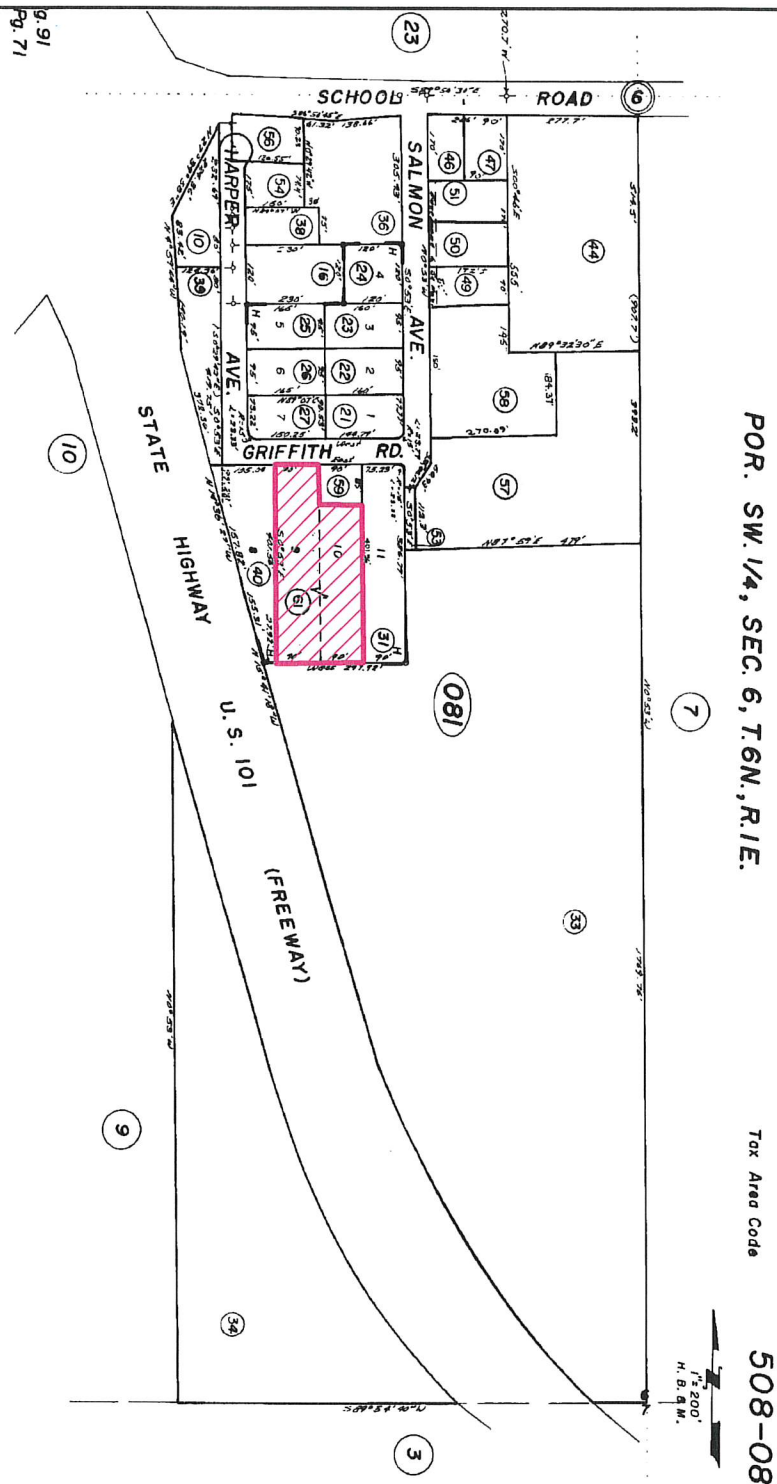
T06N R01E S06 HB&M (Arcata North)

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.



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 Feet



Harper Sub. Tract 40
R.S. Bk. 27, Pg. 80
R.S. Bk. 58, Pg. 95

NOTE - Assessor's Block Numbers Shown in Ellipses
Assessor's Parcel Numbers Shown in Circles
Assessor's Maps Bk. 508 - Pg. 08
County of Humboldt, Calif.

ASSESSOR PARCEL MAP

PROPOSED DAY
EXTENSION OF FINAL MAP SUBDIVISION &
COASTAL DEVELOPMENT PERMIT
MCKINLEYVILLE AREA

PLN-2018-15010

APN: 508-081-061

T06N R01E S06 HB&M (Arcata North)

Project Area = 

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for accuracy.



MAP NOT TO SCALE



AERIAL MAP

**PROPOSED DAY
EXTENSION OF FINAL MAP SUBDIVISION &
COASTAL DEVELOPMENT PERMIT
MCKINLEYVILLE AREA**

PLN-2018-15010

APN: 508-081-061

T06N R01E S06 HB&M (Arcata North)

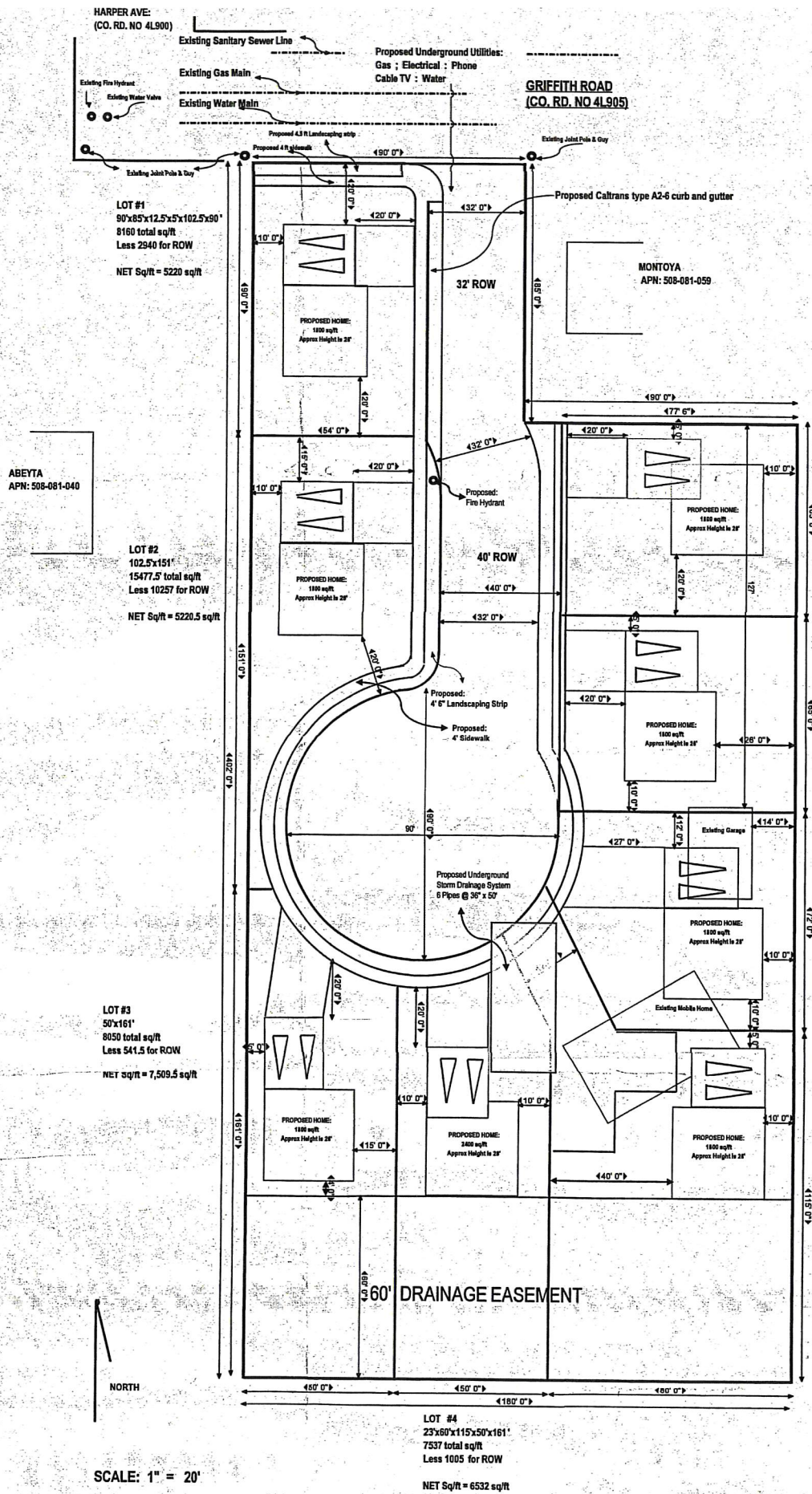
Project Area =



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0 100 200
Feet

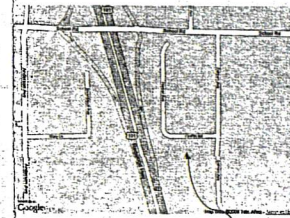


NOTES:

- All easements of record are shown or referenced on the Tentative Parcel Map and will appear on the recorded subdivision map.
- The property is currently zoned for residential single family use with a minimum parcel size of 5000 sq/ft
- A sound mitigation wall has been constructed along the highway 101 frontage of parcel #508-081-040 (Abeyta)
- The property is currently fenced with 6' cedar fencing along the Eastern and Western boundaries. Fully developed vegetation is also present along the Northern and Northeastern boundary.
- Proposed Parcels #1- #5 are currently undeveloped. Parcel #6 (which the second phase of this project will further divide) is currently developed with a mobile home and a permanent garage.
- Existing utilities servicing the mobile home are underground.

Notes on Phase Two of Project:

- This subdivision will be completed in two phases.
- Phase #1 creates 6 lots wherein lots #1-#5 are as shown on this map and Lot #6 includes lots 6A, 6B, & 6C as shown.
- During construction for Phase #1 all utilities will be installed, all sewer mains and laterals will be installed, all paving for the roadway will be completed, the storm water management system will be built, and all curbs and gutters will be installed.
- At completion of the above mentioned improvements a final map showing lots #1-#6 will be recorded and new APNs will be issued.
- Phase #2 will involve the removal of the existing mobile home and garage. After this work is completed an additional final map will be recorded showing Lots 6A, 6B, & 6C as separate parcels and new APNs will be issued.



PROJECT LOCATION

TENTATIVE MAP

PROPOSED SUBDIVISION OF PARCEL NUMBER 508-081-061-000

Owner/ Subdivider: Bo Day : Lucas Day

4761 Dow's Prairie Rd
McKinleyville, CA, 95519
707-496-3095

Original Submittal Date: December 28, 2007
Revision submitted on July 25th, 2008



Utilities:

SEWER: McKinleyville Community Services District
WATER: McKinleyville Community Services District
ELECTRICITY: PG&E
PHONE: AT&T
CABLE: Suddenlink

REVISED

ATTACHMENT 1

Conditions of Approval

The conditions of approval effective October 2, 2008, 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 1

Revised* Recommended Conditions of Approval for Day Final Map Subdivision and Coastal Development Permit

**Revised per Planning Commission Hearing September 4, 2008*

APPROVAL OF THE TENTATIVE MAP IS CONDITIONED ON THE FOLLOWING TERMS AND REQUIREMENTS WHICH MUST BE SATISFIED BEFORE THE FINAL 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 dated April 22, 2008 included herein as Exhibit A 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 Final Map be submitted for review and approval. Gross and net lot area shall be shown for each parcel.
4. Prior to recordation of the Final Map, the applicant shall submit a letter from the McKinleyville Community Services District stating that the project meets their requirements. This condition shall be administered by the Department of Public Works.
5. Prior to recordation of the Final Map, the applicant shall submit a letter from the Arcata Fire Protection District stating that the project meets their requirements. This condition shall be administered by the Department of Public Works.
6. 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 \$87.00 per parcel) 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.
7. 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 Humboldt 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.
8. Parkland dedication fees of \$12,271.68 shall be paid to the Humboldt County Planning and Building Department, 3015 "H" Street, Eureka. Alternately, a parkland dedication fee of \$6,135.84 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 Parcels 1 - 8. Release from the Conveyance and Agreement may be pursued upon payment of the

\$6,135.84 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 Department upon the election of this option by the applicant once the Final 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 \$156.00) will be required.

9. 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 6.1 through 6.6 of the Public Works Memorandum dated April 22, 2008, included herein as Exhibit A of Attachment 1, and the following site development details:

A. Mapping

- (1) Topography of the land in 1-foot contour intervals;
- (2) Proposed access, parking lanes and pedestrian ways;
- (3) The location of all drainage improvements and related easements;
- (4) Two (2) off-street parking spaces on lots 1-3 and four (4) off-street parking spaces on lots 4-8 consistent with Section 314-109.1 Humboldt County Code;
- (5) Location of hydrants as required by the Arcata Fire Protection District
- (6) Height limits, plan-, sectional-view and/or elevation details to demonstrate conformance with the Solar Access requirements of HCC Section 322.5. The Solar Shade Study dated November 13, 2007 (received) illustrates that adequate solar access can be provided by limiting the height of the residences to 26 feet (two story). Development, including second dwelling units, additions at a greater height or different footprint, other than that specified in the Solar Shade Study, requires a site-specific solar shading analysis to show conformance.
- (7)* Location of proposed solid board fencing (or equivalent) to mitigate noise along Highway 101, along the ~~northern~~ and southern property line.
- (8) Phasing Plan (if applicable).

B. Notes to be placed on the Development Plan:

- (1) "The project site 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 §7050.5, if human remains are encountered, all work must cease and the County Coroner contacted."
- (2) "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 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."
- (3) "Hours of construction for on- and off-site improvements shall be restricted to Monday thru Friday from 8:00 am to 6:00 pm, Saturday from 9:00 am to 5:00 pm, with no construction activity on Sunday".
- (4) (If applicable) "Development rights for secondary dwelling units have 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."
- (5) "One- and two-story residential structures up to a maximum height of 35 feet are normally permitted in the R-1 zone. However, State and local subdivision requirements require that, to the greatest extent feasible, adequate solar access be provided to new building sites. Specifically, sunlight must reach at least 80% of the south-facing wall of a primary building between the hours of 10:00 am and 2:00 pm on December 21st. A Solar Shading Plat dated November 13, 2007 (received) was submitted to illustrate solar exposure. The Solar Shade Study illustrates that adequate solar access consistent with HCC Section 322.5 is possible by limiting these residences to a ridge height of 26 feet. Development, including second dwelling units, detached accessory buildings and/or additions, at a height, different footprint or location other than that specified in the Solar Shade Plat, shall require a site-specific solar shading analysis to demonstrate conformance with this standard".
- (6)* "A solid board fence or other barrier a minimum of six (6) feet in height and adequate to mitigate noise from Highway 101 must be installed along the ~~northern~~ and southern property line. These fences shall be maintained for the life of the project."
- (7) "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 superseded 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."

10. The applicant shall cause to be recorded a "Notice of Development Plan" for all parcels 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 \$156.00 plus applicable recordation fees) will be required. The Development Plan shall also be noticed on the Final Map.
11. **Within five (5) working days of the approval date of this permit**, the applicant shall submit a check to the Planning Division payable to the Humboldt County Recorder in the amount of \$1,926.75. Pursuant to Section 711.4 of the Fish and Game Code, the amount includes the Department of Fish and Game (DFG) fee plus a \$50 document handling fee. This fee is effective through December 31, 2008 at such time the fee will be adjusted pursuant to Section 713 of the Fish and Game Code. Alternatively, the applicant may contact DFG by phone at (916) 651-0603 or through the DFG website at www.dfg.ca.gov for a determination stating the project will have *no effect* on fish and wildlife. If DFG concurs, a form will be provided exempting the project from the \$1,876.75 fee payment requirement. In this instance, only a copy of the DFG form and the \$50.00 handling fee is required.

Note: If a required filing fee is not paid for the project, the project will not be operative, vested or final and any local permits issued for the project will be invalid (Section 711.4(c)(3) of the State Fish and Game Code).
12. Prior to the Final Map recordation, the applicant shall submit a letter from the United States Postal Service stating that the project meets their requirements for mailbox units. This condition shall be administered by the Department of Public Works.
13. The applicant shall obtain a stormwater permit from the Regional Water Quality Control Board prior to construction of subdivision improvements.
- 14.* Fences shall be installed along the ~~northern~~ and southern property line in order to reduce the outdoor noise level to a tolerable level. These fences shall be maintained for the life of the project.
15. Phasing of the project and filing of multiple final maps is authorized. Completion of phase-specific conditions shall be to the satisfaction of the Planning Director and the Land Use Division of the Department of Public Works (see Condition 1.3 of Exhibit A). Where possible, all conditions shall be satisfied with Phase I.
- 16.* *The landscaping plan shall require street trees spaced approximately one every 20 feet where feasible. Planning staff shall review landscape plan submitted to the Department of Public Works.*

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) 3-16). 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). Copies of all required forms and written instructions are included in the final approval packet.

* Each item evidencing compliance should note in the upper right hand corner:

Assessor's Parcel No. _____, Exhibit "A", Condition _____.

*(Specify)**(Specify)*

2. The project site is not located within an area where known cultural resources have been located. However, as there exists the possibility that undiscovered cultural resources might 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 §7050.5, if human remains are encountered, all work must cease and the County Coroner contacted."

3. The Coastal Development Permit shall be effective for 24 months to coincide with the term of the approved Tentative Map. Extensions of this term may be requested in conformance with provisions of the Humboldt County Code.

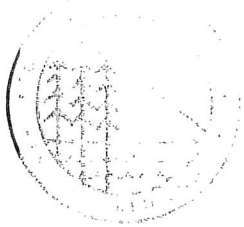


EXHIBIT A
DEPARTMENT OF PUBLIC WORKS
COUNTY OF HUMBOLDT

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

TO: Trevor Estlow, Senior Planner

FROM: Robert W. Bronkall, Associate Engineer *RB*

RE: SUBDIVISION REQUIREMENTS - IN THE MATTER OF THE
APPLICATION OF BO DAY, APN 508-081-061, FMS-07-04 FOR
APPROVAL OF A TENTATIVE MAP, CONSISTING OF 1.5 ACRES
INTO 8 LOTS IN 2 PHASES

DATE: April 22, 2008

- - - - -

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 Bo Day dated December 28, 2007, and dated as received by the Humboldt County Planning Commission on January 16, 2008.

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 Community Development Services 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 Community Development Services 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 final 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.

Applicant shall submit to this Department four (4) full-size copies of the subdivision map as filed by the County Recorder.

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 **PHASING:** Applicant may phase the project. Applicant has proposed Phase 1 to include 6 lots plus Lot 7 as the remainder; Phase 2 to include subdividing the remainder into 2 lots. All improvements are to be completed with Phase 1.
- 1.4 **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.
- 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 **DEDICATIONS:** The following shall be dedicated on the subdivision map, or other document as approved by this Department:
- (a) **GRIFFITH ROAD:** Applicant shall cause to be dedicated on the subdivision map to the County of Humboldt an easement for public road purposes lying within 25 feet of the

center line of Griffith Road. Applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision.

- (b) **GRIFFITH ROAD NON-VEHICULAR ACCESS:** Applicant shall cause to be dedicated to the County of Humboldt on the subdivision map a 1 foot wide non-vehicular access strip across Lot 1 adjacent to Griffith Road. Said easement shall be dedicated in manner and location as approved by this Department.
- (c) **GRIFFITH ROAD SIDEWALKS:** Applicant shall cause to be dedicated on the subdivision map to the County of Humboldt a 10 foot wide easement for public sidewalk purposes lying adjacent to the right of way of Griffith Road. Applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision. This easement may overlap a public utility easement.
- (d) **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 Griffith Road, or as otherwise approved by this Department. Additional PUEs shall be dedicated in a manner, width, and location approved by this Department.

Applicant shall cause to be dedicated on the subdivision map for the benefit of the lots within the subdivision, a 10 foot wide public utility easement (PUE) adjacent to the right of way of the Unnamed Access Road. Applicant is only responsible to cause to be dedicated lands that are included within the boundary of the proposed subdivision.

- (e) **UNNAMED ACCESS ROAD:** 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/lots within the subdivision in a manner approved by this Department. The easement shall be 32 feet in width.

A turnaround shall be provided at the end of the road.

- (f) **NEIGHBORHOOD BOX UNIT (NBU) MAILBOXES:** Prior to submittal of the final map, provide a sign-off from the post office on the location of the NBU. Applicant shall cause to be dedicated on the subdivision map additional sidewalk easements as necessary to accommodate the NBU.
- (g) **STORM WATER DETENTION BASIN.** Applicant shall cause to be dedicated on the subdivision map a non-exclusive easement for storm drain and storm water detention basin purposes for the benefit of the lots within the subdivision in a manner approved by this Department.

2.0 IMPROVEMENTS

- 2.1 **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. 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 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.

Applicant shall replace/retrofit to meet current standards any non-ADA compliant pedestrian improvements within the public right of way (or access easements that the subject property has a legal right to use) contiguous to the project.

The construction of curb ramps also requires the upgrade of non-ADA compliant companion curb ramps that may be off-site.

2.4 **TURNAROUND AREA:** A turnaround area as approved by this Department shall be constructed at the end of the access road serving the subdivision. It shall have the same structural section as the roadway serving the parcels/lots.

2.5 **ROAD NAMES:** The access road(s)/street(s) shall be named as approved by Community Development Services Department - Planning Division.

2.6 **TRAFFIC CONTROL DEVICES:** Street name and traffic control devices may need to be placed as required and approved by this Department.

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

- (a) Along the frontage of the subdivision, **GRIFFITH ROAD** shall be widened (from centerline) to have a 12 foot wide travel lane, 8 foot wide parking lane, a Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter, a 4.5 foot wide landscape strip, and 4 foot wide sidewalk.

At the request of the Planning Commission, applicant shall plant one (1) street tree per lot within the landscape strip.

The intersection of Griffith Road and the unnamed access road shall include 15 foot radius curb returns as measured to the curb face. The westerly curb return shall include a curb ramp.

The easterly curb return shall include depressions to accommodate a future curb return to be constructed by others. If the applicant is unable to secure right of way from APN 508-081-059, the applicant may shift the curb return 5 feet to the west to avoid encroaching on APN 508-081-059. (See attached sketch)

- (b) The widening of Griffith Road 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.
- (c) The **UNNAMED ACCESS ROAD** shall have a cross section (from east to west) as follows: two 12 foot wide travel lanes, 8 foot wide parking lane, a Caltrans Type A2-6 portland cement concrete (PCC) curb and gutter, 4.5 foot wide landscape strip, and 4 foot wide sidewalk.

Along APN 508-081-059, applicant shall construct a Caltrans Type A1-6 curb.

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

- (f) Applicant shall remove and replace any public curb, gutter, sidewalk, flowline drain, or pavement found by this Department to be broken, uplifted, or damaged that fronts or is within the subdivision.

2.8 **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 foot of Caltrans Type B asphalt concrete (AC) over 0.67 foot of Caltrans Class 2 aggregate base. If required by this Department, the structural sections 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, the Department may also require a geotextile fabric to be placed on top of the sub grade.

When widening asphalt concrete (AC) roads, the widened road shall be paved with AC. A sawcut is typically 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.

- (b) 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 the Department of Public Works.

2.9 **UNKNOWN IMPROVEMENTS:** 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.

2.10 **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. 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 the Department of Public Works.

- 2.11 **PERMITS:** An encroachment permit is required to be obtained prior to construction from the Department of Public Works for all work within the right of way of a County maintained road.
- 2.12 **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 Post Master. 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.
- 2.13 **GATES:** Gates across private access roads and driveways are not permitted without review and approval by the Department. Gates are not permitted on County right of way for public roads without authorization of the Board of Supervisors. Gates must not create a traffic hazard and must provide an appropriate turn around in front of the gate. Existing gates shall be evaluated for conformance.

3.0 DRAINAGE

- 3.1 **DRAINAGE ISSUES:** Applicant shall be responsible to correct any involved drainage problems associated with the subdivision to the satisfaction of this Department.
- 3.2 **DRAINAGE REPORT:** Applicant must submit a complete hydraulic report and drainage plan regarding the subdivision for review and approval by this Department. This may require the construction of drainage facilities on-site and/or off-site in a manner and location approved by this Department. In the preparation of drainage improvement plans, applicant shall comply with the Community of McKinleyville County Storm Water Management Program.
- 3.3 **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.
- 3.4 **DETENTION FACILITIES:** This project is required to construct detention facilities 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. (
- 3.5 **DRAINAGE FEES:** Applicant must conform to Humboldt County Code Section 328.1-16 regarding McKinleyville Drainage Area Fees.

4.0 GRADING

- 4.1 **GRADING PLAN:** Applicant shall submit an engineered preliminary (rough) grading plan addressing the entire project construction area to the Department for review and approval. The purpose of the grading plan is to establish building pads that will drain to the roads (or other approved drainage course) without creating lot drainage from one lot to flow across the buildable area of adjacent lots.

- 4.2 **GRADING CRITERIA:** Each lot shall have a building pad graded to a maximum of 2% per Section 331-12 (H)(3)(d) Humboldt County Code, unless waived by the Department. Building pads shall be of a sufficient size to accommodate anticipated future structures.

The elevation of the building pad shall be established so that a driveway from the building pad to the back of sidewalk will have a minimum slope of 1% and a maximum slope of 16%.

If sidewalk is not required, then the driveway slope will be measured to the back of driveway apron.

- 4.3 **CONSTRUCTION TIMING:** Grading within the subdivision or off-site rights of way shall **not** occur prior to approval of a grading plan by this Department. 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.

- 4.4 **DATUM:** Grading 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.

- 4.5 **SLOPES:** Benches/terraces when required by Section 331-12 (H)(3)(b) Humboldt County Code shall also include interceptor drains when required by the Department.

Interceptor drains when required by the Department or per Section 331-12 (H)(3)(e) Humboldt County Code shall be sized per the drainage study to pass a Q₁₀₀ storm event with at least 0.5 foot freeboard.

Proposed lot lines shall be situated at the top of slopes between lots, unless otherwise approved by this Department.

- 4.6 **EROSION CONTROL:** An erosion control plan (aka, sediment control plan, Storm Water Pollution Prevention Plan, etc.) addressing erosion from storm water runoff and wind shall accompany the grading plan.

For construction sites larger than one (1) acre, a Notice of Intent (NOI) may be required to be filed with the California Regional Water Quality Control Board. A copy of the NOI, if submitted, shall be provided to this Department **prior** to the start of construction.

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. 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.

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

- (a) 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.
- (b) A system to monitor the basins in a timely manner after significant rain fall events.
- (c) Monitoring shall be done by a qualified professional as approved by this Department.
- (d) Monitoring shall 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.
- (e) A financially secured procedure that will ensure that maintenance is identified and subsequently performed in a timely manner.

5.2 **MAINTENANCE AGREEMENTS:** Any agreements regarding the maintenance of the detention facilities between the applicant and a public entity or Homeowners Association may be required to be approved by County Counsel and the County Risk Manager.

6.0 DEVELOPMENT PLAN

The following are required for all development plans:

- 6.1 The development plan shall be legibly drawn to a convenient scale on 22"x34" (or 24"x36") mylar, in black ink, unless approved otherwise by this Department.
- 6.2 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. 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 _____."

6.3 The development plan shall include the following to the satisfaction of this Department:

- (a) When roads or drainage facilities are not to be maintained by the County, then clearly state next to the facility "NOT COUNTY MAINTAINED".
- (b) When minimum finished floor elevations must be adhered to, the plan shall state the minimum elevation and the referenced benchmark.
- (c) If prepared for the project, reference the soils report; 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."
- (d) A statement substantially similar to: "All pedestrian facilities must be ADA compliant."
- (e) When improvement plans have been prepared in conjunction with the 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".
- (f) For parcels that could be further subdivided: Provide information on the development to assist future owners in developing the parcels in a manner that preserves the maximum, future subdivision potential. This may include showing "potential" building setbacks for ultimate development. It is the intent of this condition that any "potential" setbacks are for information only and are not actual setback requirements to be adhered to.
- (g) 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.
- (h) Provide a note identifying the maximum finished floor elevations for garage slabs based upon holding minimum setback of 20 feet to the garage door from back of sidewalk. The slab elevation should be relative to the flowline of the street at the centerline of the driveway. The maximum elevation is typically around 2.5 feet.
- (i) A typical section showing the location of the curbs and sidewalks with respect to the right of way lines.
- (j) Place the following note when landscaping is required along the frontage of lots within street rights of way: "Landscaping within the street right of way along the frontage of a lot shall be the maintenance responsibility of the individual lot owner. The landscaping was required as a condition of the approval of the subdivision and must not be removed without approval of the Community Development Services Department of the County of Humboldt or their successor."

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

- 6.5 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

- 6.6 Typical precise grading/lot drainage details for the lots shall be shown or a reference shall be made to the approved grading plan on file with the Department of Public Works.

7.0 LANDSCAPING

- 7.1 **LANDSCAPING PLAN:** A landscape plan is required for all landscaping within the public right of way pursuant to Section 13 of the Appendix to Title III, Division 2, Humboldt County Code. The plans must show the proposed irrigation facilities. The plan shall be prepared by a landscape architect or other qualified professional as approved by this Department. Monument signs, if proposed, and landscaping shall be shown on the plan and shall conform with Humboldt County Code Section 341 regarding visibility. All work and materials shall be warranted for a minimum of 1 year from filing of the final map, unless otherwise approved by this Department. The landscape plan shall be approved by this Department. It must include a minimum of the following:

- (a) List of species to be planted (common name and scientific name)
 - (b) An irrigation system. All landscaping that is not drought tolerant shall be maintained by a permanent automatic irrigation system.
 - (c) Planting and fertilization method
 - (d) Maintenance manual
 - (e) Staking method for trees
 - (f) The plant types must be approved by this Department
 - (g) Landscaping within the right of way shall consider appropriate screening for utilities and structures such as gas meters, electrical meters, telephone pedestal-mounted terminal boxes, surface mounted electrical transformers, etc.
- 7.2 **SPECIES:** A list of approved trees and shrubs shall be shown on the development plan as the only trees and shrubs permitted in the parkway area, unless otherwise approved by this Department.
- 7.3 **MAINTENANCE:** Landscaping along the frontage of public streets is the responsibility of the adjacent lot owner. Landscaping along the frontage of private roads is the responsibility of the road maintenance association for the private road or is the responsibility of the adjacent lot owner.

The Department of Public Works may maintain landscaping along collector or arterial roads when permanent funding source is made available.

- 7.4 **LANDSCAPING GOALS:** When on-site landscaping is required, any unimproved county right of way contiguous with the property shall be incorporated into the landscaping plan. Any landscaping shown within the County right of way shall be in addition to any required landscaping areas and shall not be counted towards meeting a landscaping goal.

// END //