

EXHIBIT A



DEPARTMENT OF PUBLIC WORKS  
**C O U N T Y O F H U M B O L D T**  
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LAND USE	445-7205

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**LAND USE DIVISION INTEROFFICE MEMORANDUM**

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TO: Rodney Yandell, Senior Planner

FROM: Kennth Freed, Assistant Engineer

DATE: February 14, 2024

**RE: SUBDIVISION REQUIREMENTS - IN THE MATTER OF THE SUTTER, APPLICATION #PLN-2023-18146 PMS, APN 509-321-018, FOR APPROVAL OF A TENTATIVE MAP, CONSISTING OF 2.3 ACRES INTO 4 PARCELS AND A REMAINDER**

**PRELIMINARY SUBDIVISION REPORT:** A *preliminary report* was submitted in lieu of a *preliminary subdivision report* as specified in County Code § 323-6(c).

**EXCEPTION REQUEST FOR REDUCED RIGHT OF WAY WIDTH FROM 40 FEET TO 20 FEET:** Based upon the development potential of the Unnamed Access Roads, the Department can support the proposed exception request. If the Planning Commission approves the exception requires, Item No. 1.7(b) in the Public Works Conditions of Approval will be replaced with the following:

Access: Applicant shall cause to be dedicated on the subdivision map two non-exclusive easements for ingress, egress, and public utilities for the benefit of the parcels within the subdivision in a manner approved by this Department. The easement shall be 20 feet in width and shall be for Unnamed Access Road #1 and Unnamed Access Road #2).

**EXCEPTION REQUEST FOR CURB, GUTTER, AND SIDEWALK:** It is unclear where the applicant is requesting an exception to sidewalks, curb, and gutter, so the request has been broken into two parts for the Department response.

- 1. Azalea Avenue (North of Sutter Road):** The exception request states that the project site has no connection to an existing sidewalk network, however, there is existing sidewalk along the project frontage on Sutter Road. Based upon these facts, the Department cannot support the proposed exception request at this location. Additionally, the exception request does not provide adequate justification to support the proposed exception. If the Planning Commission approves the exception request, Item No. 2.6(e) in the Public Works Conditions of Approval will be replaced with the following:

The Azalea Avenue, north of Sutter Road, shall be constructed having a typical section comprised of one 18-foot-wide travel lane.

The access road shall be signed and/or striped for no parking.

2. **Unnamed Access Roads #1 and #2:** Based upon the limited number of parcels served and the lack of future connectivity for the access roads the Department can support the proposed exception request at these locations.

**Azalea Avenue, north of Sutter Road:** McKinleyville Community Plan Policy #4230.10 states that sidewalks separated from roadways shall be incorporated into the design of subdivisions when warranted. However, a curb adjacent sidewalk on Azalea Avenue at the project location is acceptable to the Department due to constraints imposed by existing terrain.

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