

STAFF REPORT

City Council Consent Item

DATE: March 18, 2024

TO: Honorable Mayor and Council Members

FROM: Shari Meads, Community Development Director

THROUGH: Merritt Perry, City Manager

SUBJECT: **Community Development Department Monthly Report for February 2024**

STAFF RECOMMENDATION:

Receive report as an informational item.

Planning Department Activities:

- Two new planning applications were received and processed through the OpenGov portal including one Conditional Use Permit application and one Design Review application.
- Mill District Specific Plan efforts continued including City planning, building, and public works staff hosting an in-person and virtual meeting with the owner of the former PALCO mill site to review progress and discuss circulation impacts and design. Continued weekly meetings with the project consultants and staff completed review of the Draft Environmental Impact Report Project Description and provided suggested edits.
- Letter opposing AT&T California's request for relief from Carrier of Last Resort obligation drafted, approved by Council, and submitted to the California Public Utilities Commission.
- Participation in regional climate action plan efforts including meetings and document review.
- The Community Development Director joined City Administration at the Eel River Brewing Company ribbon cutting ceremony.
- The Community Development Director participated in a regional Advanced California Environmental Quality Act workshop with staff from the California Department of Transportation, cities of Arcata and Eureka, County of Humboldt, and others.

Planning Commission Activity:

- **February 27th meeting**
 - New commissioner Neleen Nichols was welcomed after having taken the Oath of Office on February 23rd.
 - Approval of a Conditional Use Permit Application to allow a residential land use in the Retail Commercial zoning district at 514 12th Street. This approval includes a Condition of Approval requiring applicant to obtain an approved Variance to

exempt the residence from providing the one on-site covered parking space required.

Planning Permits Under Review:

- Olsen Sisemore Minor Subdivision located at 939 Fernwood Drive. The application seeks to subdivide a four-acre parcel into a one-acre parcel and a three-acre remainder parcel. Applicants: Heidi Olsen and Dan Sisemore.
- Lot Line Adjustment at Kenmar Road/Jayce Court as part of an in-process subdivision. Applicants: Tina Christensen and Abe Fockaert.
- Design Review Application for a new 105-room Hilton Hotel on Riverwalk Drive. Applicants: Jai Jalaram Bapa Investment, LLC.
- Design Review Application for Crivello Motors for a new 18x40 foot carport. Applicant: Gary Crivello
- Conditional Use Permit Application to allow residential land use in the Retail Commercial zoning district at 619 Main Street. Applicant: Fernando Olea

Grant Statuses

- CDBG Program Income Barrier Removal Project; Awarded \$624,990.65 for: Seven sites requiring numerous ADA improvements including sidewalk, ramp, and parking pad installations.
Status: Bid process opened on February 22, 2024; bids are due March 15, 2024.
- Building Forward Library Infrastructure grant; Awarded \$219,083 for: ADA Modifications, Solar PV and battery storage, emergency generator, window upgrades, electrical/communication wiring, and interior finishes.
Status: Construction anticipated to begin Spring 2024.
- Habitat Conservation Fund Vancil Forest Acquisition; Application for \$175,750 Acquisition of a 6.25-acre forest adjacent to Rohner Park.
Status: Site visit with California State Parks Grants Project Staff on 9/14/23. Award to be announced early 2024.
- Headwaters Fund Planning Grant: Awarded \$75,000
Planning grant to facilitate adoption of the Mill District Specific Plan.
Status: Public Outreach began January 2024; General Plan EIR updates underway, site design and design standards developed.
- Local Early Action Planning (LEAP) Grant: Awarded \$65,000
Planning grant to facilitate adoption of the Mill District Specific Plan.
Status: Public Outreach began January 2024; General Plan EIR updates underway, site design and design standards developed.

BUILDING DIVISION ACTIVITIES:

- The Building Division's permit summary for February 2024 is attached.

CITY OF FORTUNA

BUILDING PERMIT SUMMARY

**FEBRUARY
2024**

TYPE OF PERMIT ISSUED

RESIDENTIAL	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
SINGLE FAMILY RESIDENCES	1	1	\$235,350.00	\$7,183.01
DUPLEX FAMILY RESIDENCES				
MULTI-FAMILY RESIDENCES				
ADU RESIDENCES (DETACHED)				
ADU RESIDENCES (ATTACHED)				
MANUFACTURED RESIDENCES	1	1	\$150,000.00	\$1,943.68
ADDITIONS				
REMODELS	6		\$261,425.32	\$3,720.82
GARAGES/CARPORTS				
ACCESSORY STRUCTURES				

COMMERCIAL

NEW STRUCTURES				
ON-SITE IMPROVEMENTS/GRADING	3		\$72,000.00	\$2,621.67
ADDITIONS				
TENANT IMPROVEMENT / REMODEL				
REPAIRS				
SIGNS				

OTHER PERMITS

ELECTRICAL	7		\$34,160.00	\$1,364.15
PLUMBING	1		\$3,000.00	\$532.48
MECHANICAL	2		\$29,985.00	\$442.62
ROOFING	6		\$109,250.00	\$1,421.10
GRADING - RESIDENTIAL				
SIDING / WINDOWS				
DECK				
SOLAR PHOTO-VOLTAIC SYSTEM	2		\$50,845.00	\$650.98
MISCELLANEOUS				

TOTAL THIS MONTH:	29	2	\$946,015.32	\$19,880.51
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NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
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*Building Permit Fees,
CA State Seismic Fee
CA State Housing Dev. Fee
Water Connection,
Water Cap. Conn. Fee,
Sewer Cap. Conn. Fee,
Storm Drainage Fee,
Traffic Improvement Fee,
Fortuna Elementary School Fee.*

2024 - TOTAL YEAR TO DATE:	56	3	\$2,224,100.38	\$37,016.07
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# OF PERMITS	LIVING UNITS	VALUE/COST OF CONST	BUILDING PERMIT FEES
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RECOMMENDED COUNCIL ACTION:

Receive Community Development Department Monthly Report. Consent Agenda vote.