

STAFF REPORT

City Council Consent Item

DATE: February 20, 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 January 2024**

STAFF RECOMMENDATION:

Receive report as an informational item.

PLANNING DIVISION ACTIVITIES:

Planning Department Activity:

- Seven Planning Applications have been received and processed through the OpenGov portal including Conditional Use Permits, Subdivisions, Lot Line Adjustments, and Design Review.
- Ordinances to ensure compliance with CA State Assembly Bills AB 1236 and AB 970 EV Charging Station Permit Streamlining, and AB 2188 Solar Energy Permit Streamlining were adopted by the City Council on February 5, 2024.

Planning Commission Activity:

- **January 23rd meeting**
 - New commissioner Nick Burke welcomed
 - Planning consultants from Planwest Partners, Inc. provided an informational presentation on the Mill Site Specific Plan and future site development options.
- **January 9th meeting**
 - Approval of a Conditional Use Permit Application to allow residential land use in the Retail Commercial zoning district at 557 9th Street.
Applicants: Justin and Holly Nally.

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 three-acre remainder parcel. Applicants: Heidi Olsen and Dan Sisemore.
- Lot Line Adjustment at Kenmar Road/Jayce Court as part of in-process subdivision.

Applicants: Tina Christensen and Abe Fockaert.

- Conditional Use Permit Application to allow residential use in commercial zoning district at 514 12th Street.
Applicant: Jeana McClendon.
- Design Review Application for a new 105-room Hilton Hotel on Riverwalk Drive.
Applicants: Jai Jalaram Bapa Investment, LLC.

Ongoing Planning Activities:

- Mill District Specific Plan for infrastructure, design standards, and land use planning is in process, funded by the California Department of Housing and Community Development's (HCD) LEAP grant and Headwaters grant. Alternative land use scenarios are being designed for presentation at stakeholder and public meetings. Staff is coordinating with the new owner of the Mill Site to create a plan that matches the owner's development interests with General Plan policies, public interest, and economic development.

Grant Updates

- The Community Development Block Grant (CDBG) Program Income Barrier Removal Project; Awarded \$624,990.65 Targets seven sites requiring ADA improvements including sidewalk, ramp, and parking pad installations. Status: project expected to go to bid February 2024.
- Building Forward Library Infrastructure Grant; Awarded \$219,083
ADA Modifications, Solar PV and battery storage, emergency generator, window upgrades, electrical/communication wiring, and interior finishes. Humboldt County leading design work, which is in progress.
- 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 September 14, 2023.
Award to be announced early 2024.
- California Energy Commission CalAPP Grant; Awarded \$40,000
Funding to establish online, automated online solar permitting program SolarApp+ and supporting online platform. Status: OpenGov and SolarAPP+ launched on July 5, 2023.
OpenGov deployment and subscription fees have been reimbursed by the CalAPP grant.
- SB2 Planning Grant, Awarded \$160,000
Planning grant to facilitate adoption and implementation of zoning code updates including -Improvement Standards and Specifications Update, Multi-Family Design Standards, ADU Ordinance Update, Infrastructure Provision and Financing Analysis, Employee Housing Zoning Code Update, GIS Update Layers Update, SB9 Two-Unit and Urban Lot Split Ordinance. Status: Grant close-out November 2023.

- Headwaters Fund Planning Grant: Awarded \$75,000
Planning grant to facilitate adoption of the Mill District Specific Plan.
Status: Public Outreach to begin in early 2024, General Plan EIR updates underway, site design and design standards developed.

BUILDING DIVISION ACTIVITIES:

- The Building Division's permit summary for January 2024 is below.
- U.S. Census Bureau and California Department of Finance and Required annual reports submitted prior to deadline
- Building inspector is successfully using OpenGov to streamline inspection reports

RECOMMENDED COUNCIL ACTION:

Receive Community Development Monthly Report. Consent Agenda vote.

CITY OF FORTUNA

BUILDING PERMIT SUMMARY

**JANUARY
2024**

TYPE OF PERMIT ISSUED

RESIDENTIAL	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
SINGLE FAMILY RESIDENCES				
DUPLEX FAMILY RESIDENCES				
MULTI-FAMILY RESIDENCES				
ADU RESIDENCES (DETACHED)	1	1	\$160,000.00	\$2,407.38
ADU RESIDENCES (ATTACHED)				
MANUFACTURED RESIDENCES				
ADDITIONS	3	/	\$755,000.00	\$7,482.68
REMODELS	3	/	\$62,690.00	\$1,320.86
GARAGES / CARPORTS	1	/	\$70,000.00	\$1,260.94
ACCESSORY STRUCTURES		/		

COMMERCIAL

NEW STRUCTURES		/		
ON-SITE IMPROVEMENTS / GRADING		/		
ADDITIONS		/		
TENANT IMPROVEMENT / REMODEL		/		
REPAIRS		/		
SIGNS		/		

OTHER PERMITS

ELECTRICAL	4	/	\$5,699.00	\$585.28
PLUMBING	3	/	\$6,340.00	\$438.96
MECHANICAL		/		
ROOFING	10	/	\$148,150.46	\$2,503.39
GRADING - RESIDENTIAL		/		
SIDING / WINDOWS		/		
DECK		/		
SOLAR PHOTO-VOLTAIC SYSTEM	2	/	\$70,205.60	\$1,136.07
MISCELLANEOUS		/		

TOTAL THIS MONTH:	27	1	\$1,278,085.06	\$17,135.56
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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:	27	1	\$1,278,085.06	\$17,135.56
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NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
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