

# STAFF REPORT

## *City Council Consent Item*

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**DATE:** January 17, 2023

**TO:** Honorable Mayor and Council Members

**FROM:** Liz Shorey, Deputy Director of Community Development

**THROUGH:** Merritt Perry, City Manager

**SUBJECT:** **Community Development Department Monthly Report for December 2022**

**STAFF RECOMMENDATION:** Receive report as an informational item.

**SIGNIFICANT ACTIVITIES:**

- The Building Department’s permit summary for December 2022 is attached. The annual building report for the year of 2022 is also attached. It shows that during 2022, the number of permits issued for the year by permit category includes: 19 permits were issued for 21 living units; one permit for commercial new construction (Rohnerville Road Fire Station); 39 permits for additions and alterations; and 234 miscellaneous permits (mechanical/plumbing/electrical). Compared to the previous year, building valuation was down by \$1,124,464, and building permit fees were up by \$7,833 (not including sewer and water connection fees).
- There were no planning projects scheduled for the Planning Commission in December.
- In-process long-range planning activities for Community Development include:
  - Mill District Specific Plan for infrastructure, design standards, and land use planning is underway, funded by HCD’s 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.
  - SB2 Planning Grant to implement housing element programs, including ADU, multifamily, design review standards, GIS mapping, improvement standards, and infrastructure. ADU standards were adopted by the City Council on November 1, 2021.
  - Climate Action Plan-coordinating with other Humboldt County agencies on a CAP that identifies baseline and policies to reduce greenhouse gas emissions, and to streamline development pursuant to CEQA. The Council received two staff presentations (5/16 and 5/25). In June, the County Board of Supervisors authorized County staff to prepare an EIR for the CAP.
  - A draft noise ordinance is being prepared to establish Municipal Code noise standards to make it easier for Fortuna police officers to respond to and enforce to noise complaints, and to facilitate implementation and enforcement of the existing General Plan noise standards.

- Planning Permits Under Review:
  - CLK Kenmar Phase 2 Subdivision for Eight Single Family Parcel and a Remainder; Applicant: Tina Christensen; Location: Kenmar Road.
  - Orchard Apartments Conditional Use Permit for 70 Multifamily Units; Applicant: Kramer Properties; Location: Smith Lane
  - Humboldt Veterinary Medical Group Conditional Use Permit and Design Review for a New Veterinary Clinic; Applicant: Humboldt Veterinary Medical Group; Location: Riverwalk Drive
  - Hambro Recycling CRV Buy-Back Center; Applicant: Hambro Recycling; Location: Main Street

**RECOMMENDED COUNCIL ACTION:**

Receive Community Development Department Monthly Report. Consent agenda vote.

**Subdivision Status Report**  
(Approved projects, not yet completed)  
*1/9/23*

Project:	Approved:	Expires:	Status:
Adams Major Subdivision (6 multifamily lots; 36 units)	12/16/19	Recorded	Final map has been recorded, drainage, maintenance and construction agreements recorded and in effect
Tanferani Minor Subdivision (2 lots Alamar Way)	11/12/19	11/11/2021 extension expires 5/11/23	Next step: Parcel Map review; Improvement plans being reviewed by RWQCB. 18 month Parcel Map extension approved 12/14/21.
Twin Creeks Planned Unit Development (59 Lots/Units; Redwood Way)	7/15/19	Phase 1 Recorded	Phase 1 Final Map has been recorded.
Fitze Minor Subdivision 12 <sup>th</sup> Street	11/9/2021	Recorded	Mylar recorded.
Mildbrandt Subdivision (2 lots; Angel Heights Drive)	10/23/2018	Mylar submitted; automatic extension.	Next step: Mylar signed, City working with applicant on requirements for recording.
Campbell Minor Subdivision (4 lots and a remainder; Berry Creek and Second Ave)	1/26/2021	7/25/2024	Improvement plans approved; applicant obtaining utility signatures. Map extension approved by the Planning Commission 10/25/22.
Luster Minor Subdivision (2 lots; Newburg Road)	6/25/19	Recorded	Parcel map has been recorded. One-year maintenance warranty period complete.
Cook Subdivision-Alder Drive/Avery Court-Ph. 2 8 residential lots	11/19/2018	Recorded	Parcel Map has been recorded. One-year maintenance warranty period in process.
White Circle Subdivision (Riverwalk; 2 lots)	3/27/2018	Recorded	Parcel map recorded. Subdivision Construction Agreement to be released. One-year maintenance warranty period in process.

The Subdivision Map Act and Fortuna Municipal Code places responsibility for tracking expiration dates with the applicant. Extension requests must be made by the applicant by written submittal to the City Community Development Department.

\*The Subdivision Map Act grants automatic extension upon timely submittal of a Final Map for imminent recordation.

**CITY OF FORTUNA**

**BUILDING PERMIT SUMMARY**

**DECEMBER  
2022**

TYPE OF PERMIT ISSUED

<u>RESIDENTIAL</u>	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
SINGLE FAMILY RESIDENCES				
DUPLEX FAMILY RESIDENCES				
MULTI-FAMILY RESIDENCES				
MANUFACTURED RESIDENCES				
(ADU) ACCESSORY DWELLING UNIT (ATTACHED)				
(ADU) ACCESSORY DWELLING UNIT (DETACHED)				
ADDITIONS				
REMODELS	1		\$6,525.00	\$185.92
GARAGES/CARPORTS	1		\$8,000.00	\$393.18
ACCESSORY STRUCTURES				

PUBLIC WORKS - SEWER & WATER FEES
\$0.00
\$0.00

<u>COMMERCIAL</u>	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
NEW STRUCTURES				
ON-SITE IMPROVEMENTS/GRADING				
ADDITIONS				
TENANT IMPROVEMENT / REMODEL	1		\$20,000.00	\$325.35
REPAIRS				
SIGNS				

\$0.00

<u>OTHER PERMITS</u>	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
ELECTRICAL	2		\$2,550.00	\$276.22
PLUMBING				
MECHANICAL	4		\$48,710.00	\$602.31
ROOFING	4		\$67,640.00	\$745.15
GRADING - RESIDENTIAL	1		\$5,000.00	138.26
SIDING / WINDOWS				
DECK				
SOLAR PHOTO-VOLTAIC SYSTEM	1		\$29,657.00	\$451.40
MISCELLANEOUS				

\$0.00
\$0.00
\$0.00
\$0.00
\$0.00

<b>TOTAL THIS MONTH:</b>	<b>15</b>	<b>0</b>	<b>\$188,082.00</b>	<b>\$3,117.79</b>
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<b>\$0.00</b>
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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*

PUBLIC WORKS - SEWER & WATER FEES
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*Water Connection Fee  
Water Capitol Conn Fee  
Sewer Capitol Conn Fee  
Storm Drainage Fee,  
Traffic Impact Fee*

<b>2022 - TOTAL YEAR TO DATE:</b>	<b>308</b>	<b>21</b>	<b>\$18,335,116.16</b>	<b>\$242,423.91</b>
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<b>\$265,556.64</b>
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# OF PERMITS	LIVING UNITS	VALUE/COST OF CONST	BUILDING PERMIT FEES
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PW - SEWER & WATER FEE
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## ANNUAL BUILDING DEPARTMENT REPORT FOR THE YEAR - 2022

2022 MONTH	COMMERCIAL				RESIDENTIAL				MISCELLANEOUS / OTHER			
	NEW STRUCTURE Permits Issued	Value / Cost of Construction	ADD/ALTER/OTHER Permits Issued	Value / Cost of Construction	SINGLE FAMILY Permits Issued	Living Units	MULTIFAMILY Permits Issued	Living Units	ADD/ALTER/OTHER Permits Issued	Value / Cost of Construction	PERMITS Value / Cost of Construction	
JAN			2	\$40,000.00					2	\$901,800.00	12	\$159,657.16
FEB					3	3			2	\$115,000.00	10	\$169,580.00
MAR			2	\$345,000.00	1	1			7	\$293,200.00	39	\$569,367.00
APRIL			1	\$18,000.00	4	5			6	\$93,000.00	26	\$471,628.00
MAY			2	\$115,000.00	1	1			4	\$119,550.00	11	\$249,208.00
JUNE					1	2			2	\$405,925.00	26	\$415,717.00
JULY					3	3			4	\$300,000.00	14	\$249,622.00
AUG			2	\$75,094.00					2	\$320,000.00	28	\$436,931.00
SEPT			3	\$114,500.00	3	3			4	\$339,278.00	25	\$458,245.00
OCT	1	\$2,760,000.00	2	\$456,000.00					3	\$415,000.00	13	\$127,709.00
NOV					3	3			1	\$50,000.00	18	\$364,826.00
DEC			1	\$20,000.00					2	\$14,525.00	12	\$153,557.00
<b>TOTALS</b>	1	\$2,760,000.00	15	\$1,183,594.00	19	21	0	0	39	\$3,367,278.00	234	\$3,826,047.16

<b>TOTAL YEAR OF 2022</b>	TOTAL - BUILDING PERMITS ISSUED.	308
	TOTAL - NEW SINGLE FAMILY RESIDENCE.	19
	TOTAL - NEW LIVING UNITS.	21
	TOTAL - CONSTRUCTION VALUE.	\$18,335,116.16
	FEE'S COLLECTED - BUILDING DEPARTMENT.	\$242,423.91
	FEE'S COLLECTED - PW'S SEWER & WATER.	\$265,556.64

I.E. RESIDENCE, ADU, MULTIFAMILY, MANUFACTURED