

STAFF REPORT

City Council Consent Item

DATE: August 7, 2023

TO: Honorable Mayor and Council Members

FROM: Katey Schmidt, Community Development Department

THROUGH: Merritt Perry, City Manager

SUBJECT: **Community Development Department Monthly Report for June 2023**

STAFF RECOMMENDATION:

Receive report as an informational item.

SIGNIFICANT ACTIVITIES:

- The Building Division has launched OpenGov, an online building permit portal that will streamline the application and issuance of building permits. The division has also launched SolarApp+, an online solar permit pre-screening app that will expedite solar permit issuance for eligible systems.
- The Building Division's permit summary for June 2023 is attached.
- Recent Planning Commission activity includes:
 - CLK Kenmar Major Subdivision to the Planning Commission on July 11, 2023.
 - Applicant: Tina Christensen
 - Location: 3120 Kenmar Road
 - Multi-Family Design Standards approved by the Planning Commission on June 27, 2023.
- In-process long-range planning activities for Community Development include:
 - Mill District Specific Plan for infrastructure, design standards, and land use planning is in process, 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. The Multi-family Design Standards were approved by the Planning Commission on June 27, 2023 and will go to the City Council at a later date.
 - Staff is developing a competitive solicitation process by which it can proceed with the negotiation for the sale of the lots at Drake and Penn for the purposes of creating low-income housing. The lots are held by the City as an asset with the specific purpose of creating low income under its Recognized Obligation Payment Schedule as a part of the City's Redevelopment Agency. The draft solicitation will be placed on a future Council agenda for approval prior to publication.

- Staff has prepared draft ordinances to comply with SB 1383 CalRecycle requirements to adopt Water Efficient Landscaping and Construction and Demolition reduction and reporting. Council adopted the WELO ordinance on May 1, 2023; C&D Waste ordinance to Council at a later date.
- Planning Permits Under Review:
 - Johnson Rohnerville Road minor subdivision for two parcels developed with single-family residences. Applicant: Ralph Johnson; Location: Rohnerville Road and Newburg Road.
 - DeMille/King Atteberry Lane minor subdivision of one 9.83-acre parcel into four parcels. Applicants: Taryn DeMille and Cody King; Location: Atteberry Lane and Ross Hill Road.

RECOMMENDED COUNCIL ACTION:

Receive Community Development Department Monthly Report. Consent agenda vote.

Subdivision Status Report
(Approved projects, not yet completed)

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 being tracked.
Tanferani Minor Subdivision (2 lots Alamar Way)	11/12/19	11/11/2021 2 nd extension expires 11/11/2024	Improvement plans being reviewed by RWQCB. 18 month Parcel Map extension approved by the Planning Commission on 5/9/23.
Twin Creeks Planned Unit Development (59 Lots/Units; Redwood Way)	7/15/19	Phase 1 Recorded	Phase 1 Final Map has been 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.
White Circle Subdivision (Riverwalk; 2 lots)	3/27/2018	Recorded	Parcel map recorded. Subdivision Construction Agreement and maintenance bond tracked.

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

**JUNE
2023**

TYPE OF PERMIT ISSUED

RESIDENTIAL

SINGLE FAMILY RESIDENCES	2	2	\$721,176.00	\$14,160.61
DUPLEX FAMILY RESIDENCES				
MULTI-FAMILY RESIDENCES				
MANUFACTURED RESIDENCES				
ACCESSORY DWELLING UNIT (ATTACHED)				
ACCESSORY DWELLING UNIT (DETACHED)	1	1	\$92,080.00	\$6,016.94
ADDITIONS	1		\$81,000.00	\$677.80
REMODELS				
GARAGES/CARPORTS	1		\$10,000.00	\$433.90
ACCESSORY STRUCTURES				

\$14,888.24
\$0.00
\$0.00
\$0.00

COMMERCIAL

NEW STRUCTURES				
ON-SITE IMPROVEMENTS/GRADING				
ADDITIONS				
TENANT IMPROVEMENT / REMODEL				
REPAIRS				
SIGNS	1		\$2,500.00	\$183.15

\$0.00

OTHER PERMITS

ELECTRICAL	3		\$23,588.00	\$645.35
PLUMBING	3		\$5,500.00	\$368.80
MECHANICAL				
ROOFING	10		\$152,795.00	\$1,907.62
GRADING - RESIDENTIAL				
SIDING / WINDOWS	1		\$18,000.00	\$186.43
DECK				
SOLAR PHOTO-VOLTAIC SYSTEM	11		\$343,512.00	\$5,473.17
MIS. OR OUT OF CITY WATER HOOKUP	2		\$20,000.00	\$460.71

TOTAL THIS MONTH:	36	3	\$1,470,151.00	\$30,514.48
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\$14,888.24

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

*Water Connection Fee
Water Capital Conn Fee
Sewer Capital Conn Fee
Storm Drainage Fee,
Traffic Impact Fee*

2023 - TOTAL YEAR TO DATE:	180	9	\$9,783,549.00	\$122,780.53
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\$69,568.98
