

# STAFF REPORT

## *City Council Consent Item*

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**DATE:** September 18, 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 August 2023**

### **STAFF RECOMMENDATION:**

Receive report as an informational item.

### **PLANNING DIVISION ACTIVITIES:**

#### **Upcoming Planning Activities**

- On September 26, 2023, the Planning Commission will consider a recommendation to the City Council regarding amendments to the City of Fortuna Municipal Code related to multifamily residential and mixed-use projects that comply with adopted multifamily design standards. In addition, there are proposed amendments to FMC Section 17.03.040 related to allowing agricultural employee housing consistent with State law.
- The Planning Division will be launching Planning Project Applications through the OpenGov online portal. This will streamline the workflow and review process and allow applicants to view their project's progress in real time.

#### **Planning Commission Activity:**

- On August 22, the Planning Commission approved the Johnson Rohnerville Road minor subdivision for two parcels developed with single-family residences and a conditional use permit to allow a modification of minimum lot width.  
Applicant: Ralph Johnson; Location: Rohnerville Road and Newburg Road.

#### **Planning Permits Under Review:**

- 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.
- Ramirez/Lopez Rohnerville Road minor subdivision of two parcels to be developed with single-family residences  
Applicants: Miguel Ramirez and Maria Lopez; Location: 5050 Rohnerville Road
- Olea Main Street Mixed-Use Conditional Use Permit and Design Review  
Applicant: Fernando Olea; Location: 619 Main Street
- Small Cell Wireless Stealth Facility Application

### **Ongoing Planning Activities:**

- 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 heard by the City Council on 8/21/23.
- 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 to create 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 CA State Assembly Bills AB 1236 and AB 970 EV Charging Station Permit Streamlining, and AB 2188 Solar Energy Permit Streamlining.

### **Grant Updates**

- CDBG Program Income Barrier Removal Project; Awarded \$624,990.65  
Targets 7 sites requiring numerous ADA improvements including sidewalk, ramp, and parking pad installations.  
Status: 90% Plans received from the design consultant, under staff review.
- Building Forward Library Infrastructure grant; Awarded \$219,083. Humboldt County is leading the project and the City is the grant recipient and managing the grant. The project includes ADA Modifications, Solar PV and battery storage, emergency generator, window upgrades, electrical/communication wiring, and interior finishes.  
Status: On 9/8/23 City and County Staff met onsite with the architect to go over project details.
- 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.
- 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 7/5/2023. OpenGov deployment and subscription fees are reimbursed by the CalAPP grant.

### **BUILDING DIVISION ACTIVITIES:**

The Building Division has launched OpenGov, an online building permit, and SolarApp+, a solar permit streamlining portal. As of September 8, 80 Building Permits have been issued through the online portal; most have been completed online with no City Hall trips required for the builders. Five Solar Permits have been issued instantly with the pre-screen tool SolarApp+.

The Building Division's permit summary for August 2023 is attached.

## CITY OF FORTUNA

## BUILDING PERMIT SUMMARY

AUGUST  
2023TYPE OF PERMIT ISSUEDRESIDENTIAL

|                                          | NUMBER<br>OF PERMITS | LIVING<br>UNITS | VALUE / COST<br>OF CONSTRUCTION | BUILDING<br>PERMIT FEES |
|------------------------------------------|----------------------|-----------------|---------------------------------|-------------------------|
| SINGLE FAMILY RESIDENCES                 | 2                    | 2               | \$685,693.00                    | \$12,376.64             |
| DUPLEX FAMILY RESIDENCES                 |                      |                 |                                 |                         |
| MULTI-FAMILY RESIDENCES                  |                      |                 |                                 |                         |
| MANUFACTURED RESIDENCES                  |                      |                 |                                 |                         |
| (ADU) ACCESSORY DWELLING UNIT (ATTACHED) |                      |                 |                                 |                         |
| (ADU) ACCESSORY DWELLING UNIT (DETACHED) | 1                    | 1               | \$102,000.00                    | \$3,125.85              |
| ADDITIONS                                | 3                    |                 | \$252,040.00                    | \$3,526.04              |
| REMODELS                                 | 5                    |                 | \$56,072.00                     | \$2,620.78              |
| GARAGES / CARPORTS                       |                      |                 |                                 |                         |
| ACCESSORY STRUCTURES                     | 1                    |                 | \$7,500.00                      | \$702.72                |

PUBLIC WORKS -  
SEWER & WATER FEES

|             |
|-------------|
| \$19,070.18 |
|             |
|             |
|             |
|             |
| \$0.00      |
| \$2,693.60  |
| \$0.00      |
|             |
| \$0.00      |

COMMERCIAL

|                                |   |  |              |            |
|--------------------------------|---|--|--------------|------------|
| NEW STRUCTURES                 |   |  |              |            |
| ON-SITE IMPROVEMENTS / GRADING |   |  |              |            |
| ADDITIONS                      |   |  |              |            |
| TENANT IMPROVEMENT / REMODEL   |   |  |              |            |
| REPAIRS                        | 2 |  | \$180,000.00 | \$6,233.96 |
| SIGNS                          |   |  |              |            |

|        |
|--------|
|        |
|        |
|        |
|        |
| \$0.00 |
|        |

OTHER PERMITS

|                            |    |  |              |            |
|----------------------------|----|--|--------------|------------|
| ELECTRICAL                 | 2  |  | \$7,000.00   | \$437.67   |
| PLUMBING                   |    |  |              |            |
| MECHANICAL                 |    |  |              |            |
| ROOFING                    | 11 |  | \$237,680.00 | \$2,469.69 |
| GRADING - RESIDENTIAL      |    |  |              |            |
| SIDING / WINDOWS           |    |  |              |            |
| DECK                       |    |  |              |            |
| SOLAR PHOTO-VOLTAIC SYSTEM | 4  |  | \$133,806.00 | \$1,813.05 |
| MISCELLANEOUS              |    |  |              |            |

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|--------|
| \$0.00 |
|        |
|        |
| \$0.00 |
|        |
|        |
|        |
| \$0.00 |
|        |

|                          |           |          |                       |                    |
|--------------------------|-----------|----------|-----------------------|--------------------|
| <b>TOTAL THIS MONTH:</b> | <b>31</b> | <b>3</b> | <b>\$1,661,791.00</b> | <b>\$33,306.40</b> |
|--------------------------|-----------|----------|-----------------------|--------------------|

|                    |
|--------------------|
| <b>\$21,763.78</b> |
|--------------------|

|                      |                 |
|----------------------|-----------------|
| NUMBER<br>OF PERMITS | LIVING<br>UNITS |
|----------------------|-----------------|

Building Permit Fees.  
CA State Seismic Fee  
CA State Housing Dev. Fee

Water Connection Fee  
Water Capitol Conn Fee  
Sewer Capitol Conn Fee  
Storm Drainage Fee,  
Traffic Impact Fee

|                                   |            |           |                        |                     |
|-----------------------------------|------------|-----------|------------------------|---------------------|
| <b>2023 - TOTAL YEAR TO DATE:</b> | <b>253</b> | <b>14</b> | <b>\$15,073,097.00</b> | <b>\$196,911.96</b> |
|-----------------------------------|------------|-----------|------------------------|---------------------|

|                    |
|--------------------|
| <b>\$95,780.28</b> |
|--------------------|

|              |              |                       |                      |
|--------------|--------------|-----------------------|----------------------|
| # OF PERMITS | LIVING UNITS | VALUE / COST OF CONST | BUILDING PERMIT FEES |
|--------------|--------------|-----------------------|----------------------|

|                        |
|------------------------|
| PW - SEWER & WATER FEE |
|------------------------|