

STAFF REPORT

Consent Agenda Item

DATE: April 20, 2026

TO: Honorable Mayor and Council Members

FROM: Katey Schmidt, Senior Planner

THROUGH: Amy Nilsen, City Manager

SUBJECT: Community Development Department Monthly Report for March 2026

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

Planning Division Activity:

- The Planning Division processed 8 business licenses, and 3 home occupation permits in March.
- Staff held kick-off meetings with North Coast Resource Partnership and technical advisor Mark Andre to begin drafting the City's Community Forest Plan.
- Planning and Administrative staff participated in the first Future Fortuna workshop on March 18 alongside other City staff, gathering valuable community input to inform the City's Strategic Plan and guide General Plan development.
- Repeal of the City's existing non-compliant Accessory Dwelling Unit ordinance was adopted by City Council on March 16, 2026.
- The Senior Planner continues to interview local Developers and Builders to further the Development Streamlining Project implementing City Council Planning priorities, streamline and clarify development project processes, encourage appropriate development, and generate revenue. Final report expected in April.
- Staff held a public hearing for approval of three (3) CDBG applications under the 2025 NOFA on March 16. Applications were submitted April 3, 2026.
- Planning staff continued to attend Regional Climate Action Plan meetings. The RCAP has been adopted by the County of Humboldt and the City of Eureka; staff will bring the plan to Council in May.
- City Staff met with representatives of the McLean Foundation to discuss the construction and permitting process for the Community Pool.

Planning Commission Activity:

- March 10, 2026
 - The Planning Commission received a presentation on the 2025 General Plan and Housing Element Annual Progress Reports and directed staff to submit both reports to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) as required by state law.
- March 24, 2026
 - The Planning Commission approved a Conditional Use Permit allowing "Ambulance Service" as a permitted use with conditions for Assessor's Parcel Number 040-172-009.

Active Planning Projects:

Proposed Project	Project Description	Location
Design Review	Design Review of an exterior refresh for a change in business consisting of new paint colors, lighting, and landscaping.	432 Fortuna Blvd.
Conditional Use Permit	CUP to bring 7 th Day Adventist Church and associated activities into conformance.	2331 Main Street
Design Review	Design review of a pre-engineered metal building to be used as a contractor's shop on the M1 zoned portion of the subject parcel.	359 Main Street
Subdivision-Major	Subdivision of one parcel into six multi-family residential parcels to allow for 28 total condominium units.	1569 Newburg Road
Design Review	Design Review of a 5-Unit multi-family development.	121 12 th Street
Conditional Use Permit	CUP to allow multi-family use in Commercial Thoroughfare Zone.	121 12 th Street
Lot Line Adjustment	Lot line adjustment between two commercial parcels.	Mill Site Area
Lot Line Adjustment	Lot line adjustment to accommodate new residential development for the Humboldt Senior Resource Center.	3000 Newburg Road
Subdivision-Major	Phase 2 of the Twin Creeks subdivision to create 21 residential parcels.	Redwood Way
Subdivision-Major	Completion of the final phases of the Gulliksen subdivision to create 35 residential parcels.	Gulliksen Avenue
Subdivision-Minor	Minor subdivision of one parcel into three residential parcels.	Berry Creek Avenue
Subdivision-Minor	Minor subdivision of one parcel into three residential parcels.	Berry Creek Avenue
Subdivision-Minor	Minor subdivision of one parcel into two residential parcels.	1125 Angel Heights Drive

Subdivision-Minor	Subdivision of one parcel into three residential parcels.	3495 Rohnerville Road
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Grant Funding Updates:

- Community Development Block Grant Program Income and 2025 NOFA \$3,910,469**
Status: Staff has submitted applications for Economic Development, ADA Barrier Removal, and Planning to utilize \$910,469 in Program Income and \$1,473,092 in new CDBG funding. Awards to be announced in September 2026.
- Northcoast Resource Partnership \$10,000**
Status: Awarded technical assistance grant to provide consultant assistance to develop a comprehensive Community Forest Plan as a guiding document to manage, protect, and sustainably use city owned forests. Kick-off meetings held in March. Community meetings to follow.
- California Department of Housing and Community Development Permanent Local Housing Allocation; \$149,769**
Status: City to delegate allocated funds to the County of Humboldt to provide services for Fortuna citizens through their First-time Home Buyers Program. Delegation approved by City Council. Agreement to County Board of Supervisors in May 2026.
- 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.
Status: Construction completed in March.
 Staff are determining additional funding sources to complete energy-efficiency upgrades.
- Habitat Conservation Fund Vancil Forest Acquisition; Awarded \$175,750**
 Acquisition of a 6.25-acre forest adjacent to Rohner Park for community forest expansion, trails, and recreation areas.
Status: Staff seeking compatible grants to fulfill 50% match requirement.
- Land and Water Conservation Fund Vancil Forest Acquisition; \$126,000**
 Match funds for Vancil Forest Acquisition.
Status: Application completed. City staff met with LWCF staff on 11/12/25 for a site visit to the project area. Awards to be announced April 2026.
- California Natural Resources Agency California River Parkway Grant; Awarded \$620,194**
California State Coastal Conservancy; Awarded \$250,000
National Coastal Wetlands Conservation Grants Program; Awarded \$972,250
 Lower Eel River Wetlands Acquisition Project. In partnership with the Wiyot Tribe, acquisition of approximately 250-acres to be utilized as a recreation area and preservation of open space. The city will assume ownership of 7.2 acres along Riverwalk Drive to develop a public park and access to the Eel River. The Wiyot Tribe will assume ownership of the remainder for habitat restoration, preservation of open space, and cultural activities.
Status: City Council has approved purchase agreement with property owners.

Building Division Activities:

- The Building Inspector obtained his Residential Inspection certification in March.
- The Building Division issued 32 permits in March 2026; permit detail summaries are attached.

RECOMMENDED COUNCIL ACTION:

Receive Community Development Department Monthly Report. Consent Agenda vote.

CITY OF FORTUNA

BUILDING PERMIT SUMMARY

MARCH
2026TYPE OF PERMIT ISSUED

<u>RESIDENTIAL</u>	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
SINGLE FAMILY RESIDENCES	2	4	\$843,000.00	\$50,379.81
DUPLEX FAMILY RESIDENCES				
MULTI-FAMILY RESIDENCES				
ADU RESIDENCES (DETACHED)				
ADU RESIDENCES (ATTACHED)				
MANUFACTURED RESIDENCES				
ADDITIONS				
REMODELS	3		\$137,816.10	\$2,166.52
GARAGES/CARPORTS	2		\$7,000.00	\$430.50
ACCESSORY STRUCTURES				

COMMERCIAL

NEW STRUCTURES				
ON-SITE IMPROVEMENTS/GRADING				
ADDITIONS	1		\$126,500.00	\$3,160.86
TENANT IMPROVEMENT / REMODEL				
REPAIRS				
SIGNS				

OTHER PERMITS

ELECTRICAL	5		\$14,809.23	\$1,288.89
PLUMBING				
MECHANICAL	2		\$34,517.25	\$495.17
ROOFING	16		\$310,378.68	\$4,339.95
GRADING - RESIDENTIAL				
SIDING / WINDOWS				
DECK				
SOLAR PHOTO-VOLTAIC SYSTEM	1		\$40,000.00	\$1,015.51
MISCELLANEOUS				

TOTAL THIS MONTH:	32	4	\$1,514,021.26	\$63,277.21
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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.

2026 - TOTAL YEAR TO DATE:	64	14	\$4,141,108.17	\$161,788.62
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# OF PERMITS	LIVING UNITS	VALUE/COST OF CONST	BUILDING PERMIT FEES
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