

STAFF REPORT

Consent Agenda Item

DATE: June 15, 2026

TO: Honorable Mayor and Council Members

FROM: Katey Schmidt, Senior Planner

THROUGH: Amy Nilsen, City Manager

SUBJECT: Community Development Department Monthly Report for May 2026

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

Planning Division Activity:

- The Planning Division processed 4 business licenses, and 1 home occupation permits in May.
- Community Development staff participated in General Plan Update kick-off meetings with consulting teams to begin the update process.
- Staff began recruitment outreach for the General Plan Update Technical Advisory Group. Community members that live or work within the greater Fortuna area are eligible to apply to serve on the advisory group.
- On May 4, the City Council provided direction to support designating the Redwood Transit System (RTS) stop at 11th & N Streets as a "major transit stop" in Humboldt County Association of Government's (HCAOG) Regional Transportation Plan RTP) and directed staff to prepare parking standards and objective design standards applicable within a ½ mile of the stop. Planning staff is developing the parking plan and design standards and will be presenting to Council in the near future.
- Planning Staff are developing a request for proposals for a Hearing Officer to preside over public hearings related to the Mobile Home Rent Stabilization Ordinance and other applicable hearings resulting from violations of the municipal code.
- Council approved the Regional Climate Action Plan on May 18. Planning staff continues to meet with other jurisdictions to determine next steps in implementation of the RCAP. The RCAP has also been adopted by the County of Humboldt, the City of Rio Dell, the City of Eureka, and the City of Arcata.
- The City Manager and Senior Planner met with staff from the Governor's Office of Business and Economic Development (GO-Biz) to discuss resources and opportunities to develop economic development programs for the city.

- The Senior Planner is attending weekly webinars presented by GO-Biz covering economic development topics such as “Opportunity Zones 2.0” and the “Permit Streamlining Academy”. Staff will be pursuing opportunities to bring these resources and programs to the city.

Planning Commission Activity:

- May 12, 2026
 - The Planning Commission approved a Conditional Use Permit and Design Review to construct five (5) attached multifamily units on Assessor’s Parcel Number (APN) 040-341-007.
- May 26, 2026
 - The Planning Commission reviewed the City of Fortuna 2026-2027 Five-Year Capital Improvement Program and made a finding that the proposed plan is consistent with the General Plan and recommended adoption by the City Council.
 - The Planning Commission approved Design Review for exterior modifications including new paint colors, signage, and additional landscaping for Raliberto’s Taco Shop.

Active Planning Projects:

Proposed Project	Project Description	Location
Conditional Use Permit	A Conditional Use Permit to allow a 21-foot accessory structure to exceed the maximum allowable height of 15 feet	500 Penny Lane
Lot Line Adjustment	A Lot Line Adjustment between residential APNs 202-112-042 and 202-112-044	2608 Pine View Drive
Subdivision- Major	Subdivision of one parcel into six multi-family residential parcels to allow for 28 total condominium units.	1569 Newburg Road
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

Grant Funding Updates:

- **Community Development Block Grant Program Income and 2025 NOFA**
Status: Staff received notice that the Economic Development Program Income and ADA Barrier Removal CDBG applications do not meet the thresholds for approval. Staff will bring next steps to utilize the Program Income on hand to Council in the near future.
- **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 were 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 agreement approved by City Council and County Board of Supervisors. Application submitted in May 2026.
- **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; \$144,500**
Partial match funds for Vancil Forest Acquisition.
Status: Awarded. City Staff to work with State Parks staff to complete Federal requirements. Staff is seeking final funds for closing and incidental costs.
- **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 Division issued 27 permits in May 2026; permit detail summaries are attached.

RECOMMENDED COUNCIL ACTION:

Receive Community Development Department Monthly Report. Consent Agenda vote.

CITY OF FORTUNA

BUILDING PERMIT SUMMARY

MAY

2026

TYPE OF PERMIT ISSUED

<u>RESIDENTIAL</u>	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
SINGLE FAMILY RESIDENCES	3	5	\$2,667,450.00	\$53,748.11
DUPLEX FAMILY RESIDENCES				
MULTI-FAMILY RESIDENCES	1	8	\$592,200.00	\$37,348.42
ADU RESIDENCES (DETACHED)				
ADU RESIDENCES (ATTACHED)				
MANUFACTURED RESIDENCES				
ADDITIONS				
REMODELS	3		\$115,100.66	\$1,731.04
GARAGES/CARPORTS				
ACCESSORY STRUCTURES				

COMMERCIAL

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

OTHER PERMITS

ELECTRICAL	3		\$10,307.50	\$736.94
PLUMBING				
MECHANICAL	4		\$82,552.00	\$1,029.38
ROOFING	10		\$253,554.95	\$2,615.75
GRADING - RESIDENTIAL				
SIDING / WINDOWS	1		\$1,200.00	\$245.57
DECK				
SOLAR PHOTO-VOLTAIC SYSTEM	2		\$154,302.91	\$1,244.08
MISCELLANEOUS				

TOTAL THIS MONTH:	27	13	\$3,876,668.02	\$98,699.29
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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:	121	28	\$8,985,724.59	\$289,055.83
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# OF PERMITS	LIVING UNITS	VALUE/COST OF CONST	BUILDING PERMIT FEES
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