

STAFF REPORT

Consent Agenda Item

DATE: August 17, 2026

TO: Honorable Mayor and Council Members

FROM: Brendan Byrd, Community Development Director/City Engineer

THROUGH: Amy Nilsen, City Manager

SUBJECT: Community Development Department Monthly Report for July 2026

STAFF RECOMMENDATION:

Receive report as an informational item.

EXECUTIVE SUMMARY:

Planning Division Activity:

- The Planning Division processed 5 business licenses in July.
- Community Development staff processed the first application for a Consumer Price Index (CPI) Rent Increase under Fortuna Municipal Code Section 11.02: Mobile Home Space Rent Stabilization Ordinance.
- Planning Staff reviewed submitted statements of qualification for On-Call Administrative Hearing Officer to preside over public hearings related to the Mobile Home Rent Stabilization Ordinance and other applicable administrative hearings resulting from violations of the municipal code. Staff will bring the award and Professional Service Agreement to City Council for approval on August 17, 2026.
- Planning staff made comprehensive updates to the online OpenGov Building and Planning applications to improve workflows and capture changes to the Fiscal Year 26-27 fee schedule.
- The Community Development Director/City Engineer and the Senior Planner attended the Rural Economic Development Exchange Conference in Winters, California. The event brought together economic developers, rural community leaders, and statewide partners to share resources, network, and discuss policies impacting California's rural regions. Staff will review conference takeaways and identify opportunities to apply relevant strategies and best practices.
- The Community Development Director/City Engineer applied for Opportunity Zone 2.0 Local Authority Recommendation for three Census Tract areas within the City. Opportunity Zone 2.0 drives long-term private investment into distressed communities through enhanced tax incentives and stricter transparency rules. One Census Tract Area representing the majority of the Mill District, the Redwood Village Shopping Center and the Northeastern portion of the City was chosen for recommendation to the Governor for formal federal nomination. The formal public comment period runs from August 3 to

August 28, 2026, allowing residents, businesses, and organizations to formally support, oppose, or suggest substitutions for specific tracts.

- Planning and Building Staff are developing a program to implement Assembly Bill 1332 allowing for pre-approved Accessory Dwelling Unit (ADU) building plans. Under AB 1332 the City is required to accept ADU plan submissions for pre-approval and may not limit who is eligible to submit plans. Under the law, pre-approved plans must be reviewed ministerially based on the standards authorized by state ADU law.
- CDD Staff are developing an Economic Development section of the City's website to provide potential and existing business with information and resources to help start, operate, expand, and grow their businesses within the community. The webpage will house Economic Development programs implemented by the City and partner agencies.
- Planning Staff attended a Housing Element Technical Assistance Session presented by California Housing and Community Development (HCD). The session included guidance on Cycle 7 Housing Element updates and resources provided by HCD.
- The Fortuna General Plan 2060 website (www.fortunageneralplan2060.com) is live. Community members can access information and find several ways to participate in the General Plan and Housing Element Update process including taking a Housing Survey and applying for the General Plan Update Technical Advisory Group.

Planning Commission Activity:

- July 14, 2026
 - The July 14th Planning Commission meeting was cancelled
- July 28, 2026
 - The Planning Commission provided direction for staff to develop a program to implement Assembly Bill 1332 allowing for pre-approved Accessory Dwelling Unit (ADU) building plans.
 - The Planning Commission received a presentation on the adopted Strategic Plan and General Plan Update recommendations from staff.

Active Planning Projects:

Proposed Project	Project Description	Location
Minor Subdivision	A minor subdivision of an existing developed parcel dividing the property into four individual parcels and one remainder parcel	701 S. Fortuna Blvd
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
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 2025 NOFA Planning Activity: General Plan Update; Application for \$279,307**
Status: Application is under review by CA Dept of Housing and Community Development Staff
- Community Development Block Grant Program Income (PI) ; PI on hand~\$970,000**
Status: Staff will bring next steps to utilize the Program Income on hand to Council in September.
- Northcoast Resource Partnership Technical Assistance; Awarded \$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. Staff are working with technical advisor on scope of plan. Opportunities for community input to follow.
- California Department of Housing and Community Development Permanent Local Housing Allocation (PLHA) 2026 NOFA; NEW FUNDS ALLOCATED: \$136,762 for CY 202425**
Status: City to request delegation of funds to be implemented by County of Humboldt Housing Program to benefit Fortuna residents.
- Rohner Community Recreation and Park District; Funding Request: \$16,000**
 Requested \$13,500 for Vancil Acquisition to cover Lot Line Adjustment, State Historic Preservation Office requirements including Cultural Survey, and Yellow Book Appraisal; \$12,500 for Lower Eel River Acquisition to cover Lot Line Adjustment and County LLA application fees.
- 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; Awarded \$144,500**
 Partial match funds for Vancil Forest Acquisition.
Status: City Staff to work with State Parks staff to complete Federal requirements. Staff are 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, signatures obtained. Staff are seeking incidental funding for land lot line adjustment to separate city and tribal portion of parcel.

Building Division Activities:

- The Building Division issued 23 permits in July 2026; permit detail summaries are attached.

RECOMMENDED COUNCIL ACTION:

Receive Community Development Department Monthly Report. Consent Agenda vote.

CITY OF FORTUNA

BUILDING PERMIT SUMMARY

JULY
2026TYPE OF PERMIT ISSUEDRESIDENTIAL

	NUMBER OF PERMITS	LIVING UNITS	VALUE / COST OF CONSTRUCTION	BUILDING PERMIT FEES
SINGLE FAMILY RESIDENCES				
DUPLEX FAMILY RESIDENCES				
MULTI-FAMILY RESIDENCES				
ADU RESIDENCES (DETACHED)				
ADU RESIDENCES (ATTACHED)				
MANUFACTURED RESIDENCES				
ADDITIONS				
REMODELS	1		\$9,800.00	\$252.50
GARAGES / CARPORTS				
ACCESSORY STRUCTURES	1		\$50,000.00	\$576.67

COMMERCIAL

NEW STRUCTURES				
ON-SITE IMPROVEMENTS / GRADING				
ADDITIONS				
TENANT IMPROVEMENT / REMODEL	2		\$413,544.26	\$3,961.14
REPAIRS	2		\$37,576.00	\$2,191.80
SIGNS	1		\$9,000.00	\$568.58

OTHER PERMITS

ELECTRICAL	3		\$29,208.00	\$1,171.02
PLUMBING	3		\$16,376.75	\$626.13
MECHANICAL	1		\$15,560.00	\$254.38
ROOFING	9		\$171,857.00	\$2,246.64
GRADING - RESIDENTIAL				
SIDING / WINDOWS				
DECK				
SOLAR PHOTO-VOLTAIC SYSTEM				
MISCELLANEOUS				

TOTAL THIS MONTH:	23	0	\$752,922.01	\$11,848.86
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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 Con. Conn. Fee
 Sewer Con. Conn. Fee
 Storm Drainage Fee
 Traffic Improvement Fee
 Fortuna Flemintrv School Fee.

2026 - TOTAL YEAR TO DATE:	163	29	\$10,786,579.60	\$328,881.21
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# OF PERMITS	LIVING UNITS	VALUE / COST OF CONST	BUILDING PERMIT FEES
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