

AGENDA

RIO DELL PLANNING COMMISSION SPECIAL MEETING TUESDAY, APRIL 29, 2025–5:00 P.M. CITY HALL COUNCIL CHAMBERS 675 WILDWOOD AVENUE, RIO DELL

WELCOME....Copies of this agenda, staff reports, and other materials available to the Commission are available at the City Clerk's office in City Hall, 675 Wildwood Avenue, and on the City's website at www.cityofriodell.ca.gov. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell Planning Commission meetings often.

City Council and Planning Commission meetings held in City Hall Council Chambers are open to in-person attendance by the public.

Public Comment by Email:

In balancing the health risks associated with COVID-19 and the need to conduct government openly and transparently, public comments on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note which item the comment is directed to, and email your comments to the above email address. The City Clerk will read comments out loud for up to three minutes.

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. CEREMONIAL MATTERS
- E. CONSENT CALENDAR
 - 1) 2025/0429.01 Approve Minutes of the January 28, 2025, Regular Meeting (ACTION)

F. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Commission on any matter not on this agenda and over which the Commission has jurisdiction. As such, a dialogue with the Commission or staff is not allowed under the Ralph M. Brown Act. Items requiring Commission action not listed on this agenda may be placed on the next regular agenda for consideration if the Commission directs, unless at least 2/3 of the Commission make a finding that the item came up after the agenda was posted and is urgent, requiring immediate action.

Written public comment must be submitted via email no later than 1 hour before the meeting at publiccomment@cityofriodell.ca.gov. Your comments will be read out loud for up to three minutes.

- G. SCHEDULED MATTERS/PUBLIC HEARINGS/STUDY SESSIONS
 - 1) 2025/0429.02 Review and Consideration of the Margro Building Façade Improvement Program (FIP) Grant Application (ACTION)
 - 2) 2025/0429.03 Adopt Resolution No. PC 182-2025 Approving the RH Construction Design Review and Conditional Use Permit (CUP) File No. 053-151-002; Case No. DR-CUP 01-2025 (ACTION)
- H. STAFF COMMUNICATIONS/UPDATES
- I. ADJOURNMENT

The next Regular Planning Commission meeting is scheduled for May 27, 2025, at 6:00 p.m.

RIO DELL PLANNING COMMISSION REGULAR MEETING MINUTES JANUARY 28, 2025

CALL TO ORDER

Commissioner Angeloff called the regular meeting of the Rio Dell Planning Commission to order at 6:05 p.m.

Present were Commissioners Angeloff, Knight, Arsenault, and Millington. Absent was Commissioner Gurney (excused).

Others present were Community Development Director Caldwell and City Clerk Dunham.

CONSENT CALENDAR

Approve Minutes of the November 26, 2024 Regular Meeting

Millington/Arsenault made a motion to approve the Consent Calendar including approval of the November 26, 2024 regular meeting minutes. Motion carried 4-0.

PUBLIC PRESENTATIONS

Commissioner Angeloff called for public comment on any matter not on the agenda. No public comment was received.

SCHEDULED MATTERS/PUBLIC HEARINGS/STUDY SESSIONS

Review and Consideration of the Rio Dell Laundromat Façade Improvement Program (FIP) Grant Application

Community Development Director Caldwell provided a staff report and said that the City received a Façade Improvement Program grant application from John and Davina Gray for the Rio Dell Laundromat building. The Façade Improvement Program is a reimbursement grant provided to businesses and/or property owners to improve existing commercial buildings.

He referred to photos of the building in Attachment 3 of the staff report and said that the proposed improvements include replacing the siding on the front of the building, new windows and doors, the awning, new signage, and paint, which are all eligible activities under the program.

RIO DELL PLANNING COMMISSION JANUARY 28, 2025 MINUTES Page 2

Community Development Director Caldwell explained that the Planning Commission must make a finding that the project would result in significant aesthetic improvements to the commercial area in which the property is located.

He noted that the City retained the services of Sarah Atkins to provide renderings of various design options for the building along with eight options by city staff. The owner's preferred option was circled in red under Attachment 4 of the staff report.

Community Development Director Caldwell provided the Commissioners with supplemental information including a detailed cost estimate for the proposed improvements totaling \$48,794.

He commented that the applicant must provide copies of receipts and checks for the purchase of materials and labor costs and submit them to the City for reimbursement. The program provides a matching grant of 50% of the façade improvement costs up to a maximum amount of \$15,000.

Commissioner Arsenault referred to the signage on the building, which was shown in one of the pictures.

Community Development Director Caldwell clarified that the sign would be a flat sign with acrylic letters rather than a blade sign he was referring to.

Commissioner Angeloff called for questions or comments from the applicants. No further questions or comments were made.

Arsenault/Millington made a motion to approve the Rio Dell Laundromat Façade Improvement Program grant application for John and Davina Gray. Motion carried 4-0.

STAFF COMMUNICATIONS/UPDATES

Community Development Director Caldwell said he had hoped to have the Annual Progress Report on this agenda but had been extremely busy with grant applications. He reported that he met with a member of the Wildlife Conservation Board who supports the City's proposed project for an ADA ramp at Davis Street for the Eel River Trail. He said the City also submitted a grant application through Redwood Region Rise for feasibility and technical studies for a regional food collaborative including a meat processing facility at

RIO DELL PLANNING COMMISSION JANUARY 28, 2025 MINUTES Page 3

the Humboldt Rio Dell Business Park. He said that with the recent closure of Redwood Meat Co. in Eureka, the project would help to fill that void. He explained that the City would design the facility and have the project shovel-ready for the next round of funding. A NOFA grant was also submitted for improvements to Second Ave. and Pacific Ave.

The next agenda would include the Annual Progress Report, an update on the Housing Element, and possibly a modification to a cannabis permit.

ADJOURNMENT

Arsenault/Knight made a	motion to	adjourn	the	meeting	at 6:3.	5 p.m.	to th	ıe Febr	uary	25,
2025, regular meeting.		•				•			,	

Attest:	Nick Angeloff, Chair	
Karen Dunham, City Clerk		

675 Wildwood Avenue Rio Dell, CA 95562 (707) 764-3532



For Meeting of: April 29, 2025

☐ Consent Item; ☐ Public Hearing Item

To:

Planning Commission

From:

Kevin Caldwell, Community Development Director



Through:

Kyle Knopp, City Manager

Date:

April 21, 2025

Subject:

Margro Building Façade Improvement Program (FIP) Submittal

Recommendation:

That the Planning Commission:

- 1. Review the Margro Building proposal submitted as part of the City's Façade Improvement Program (FIP); and
- 2. If the Commission finds the proposed improvements are significant aesthetic improvements, approve the proposed project.

Discussion:

The Facade Improvement Program (FIP) is a reimbursement grant program provided to a business and/or property owner for the improvement of existing commercial buildings throughout the City of Rio Dell. The program provides a matching grant of 50% of the facade improvement cost to the business and/or owner up to a maximum dollar amount \$15,000 per approved project.

The purpose of the FIP is to induce private investment that results in quality improvements and enhancements to business-use properties. It is the City's intention that the FIP serve public-private incentive for significant aesthetic improvements to the commercial area in which the property is located. Funded projects must result in significant aesthetic improvements to the commercial area in which the property is located.

A copy of the Façade Improvement Program Guidelines is included as Attachment 1.

The City received an application for the Margro Building. As the Commission is aware the applicant received a grant a few years ago for a mural and the painting of the building. A copy of the recent application is included as Attachment 2.

The application includes fencing between the applicant's building and the building next door on the Wildwood Avenue side and some fencing on the Monument Drive side of the building. Solar light caps are proposed on the fence posts. In addition, solar lighting of the mural on the Monument side of the building is also proposed. Also proposed is decorative security screen doors, a planter with flowers and a bench. Please refer to the application for a complete description, including photos and a rendering.

Attachments

Attachment 1: Façade Improvement Program (FIP) Guidelines.

Attachment 2: FIP application with cost estimates, photos, etc.



Facade Improvement Program Round No. 2 Fiscal Year 2024-2025

Program Description

The Facade Improvement Program (FIP) is a reimbursement grant program provided to a business and/or property owner for the improvement of existing commercial buildings throughout the City of Rio Dell. The program provides a matching grant of 50% of the facade improvement cost to the business and/or owner up to a maximum dollar amount \$15,000 per approved project.

The purpose of the FIP is to induce private investment that results in quality improvements and enhancements to business-use properties. The City's intention is that the FIP serve public-private incentive for significant aesthetic improvements to the commercial area in which the property is located.

The private investment will need to be equal to or greater than the grant funds awarded.

The Community Development Department will administer the grant program (Project Administrator) in conjunction with the City's Planning Commission and Department of Finance. The Community Development Department will handle project approval, processing and permitting. No commitment of funds will be made until the Planning Division has evaluated the project for code compliance, received a complete project application and received approval from the City's Planning Commission / Design Review that the project is appropriate to proceed.



Page 1 of 6

Project applications must be complete and collateral information must be provided to the Program Administrator before a grant will be processed for funding; no advances will be made of grant funds.

Projects must make an exterior improvement easily visible from public view. Grants will be given only for improvements done in a professional manner and approved through the City's Design Review process. A final inspection will be conducted by the City to confirm the work has been completed and conforms to the approved plans, colors and/or materials.

As part of the approval process, a Letter of Commitment will be issued by the Program Administrator.

Applicants are expected to complete projects in the timeframe outlined in the Letter of Commitment. The City aims to fund as many projects as possible and will not tie up funds with applicants who are not completing their projects. The City will hold stringently to the time frame specified in the Letter of Commitment.

Round No. 2 of the program will focus on commercial areas. Further areas of focus may be added or refined in future rounds if the program is successful.

Definition of Significant Facade Improvements or Renovations

"Improvements or renovations of existing buildings that are ten years of age or older, when a combination of two or more of the following are included: structural facade improvements, paint, awnings, signs, addition of architectural detail to facade, facade tile or stone accents, decorative entry walkway area, outside dining with decorative fencing, outside decorative lighting and new windows. Mural art projects can be considered as a significant façade improvement with or without other improvements."

Eligibility & Processing

The property must meet the following criteria:

- Be located within Rio Dell city limits.
- Be a retail or commercial project (except for those listed under the section titled "Ineligible for Grants.").



- Proposed project must be in conformance with all applicable City codes and design standards.
- Must submit a completed grant application, with all requested collateral materials, to the Program Administrator.
- Must be a permitted or conditionally permitted use; legal non-conforming uses are not eligible (example: improvements to a legal non-conforming sign, structure, or a structure housing a non-conforming use will not be eligible).
- Must receive all necessary approvals before any work is started for which grant funds are being requested.
- Must submit original invoices stamped paid or accompanied by copies of cancelled checks, or proof of payment for materials, or for work performed by others before receiving the grant.

Grants

All grants are up to 50% of the cost of the approved improvements up to a maximum reimbursement of \$15,000.

At this time, properties having a building with multiple businesses/suites qualify for one grant only. Unoccupied commercial buildings are also eligible for the grant.

Work must be completed within a specified time period stated in the Letter of Commitment; if work is not completed in the time frame, the applicant can still receive a grant only if funds are available when they complete the work.

Applicants will not be compensated for labor they perform themselves. Only materials used, and/or the work of a contractor will be eligible and the work must be done in a professional manner. The property owner assumes all risk. All work must be in conformance with applicable building codes.

Proof of property owner acknowledgement is required as part of the application process.

Design Standards and Requirements

 Applicants requesting grants must propose and complete projects that meet the standards set through the design review process and the Planning



- commission. Projects must meet or exceed design standards (where applicable).
- Formulation of color pallets, renderings and building plans will, in most cases, require professional design assistance that may be provided by the City.
- If repainting is involved, the entirety of the building, including portions of the building not visible from the street frontage, must be painted in the same color scheme.
- High quality "before" photos of the property must accompany the application. "After" photos will be required to be submitted with receipts or paid invoices before receiving the grant when the project is complete.

Process

- 1. Applicant contacts the Program Administrator to arrange a pre-application concept meeting. No drawings or plans are required, but the applicant must be able to describe the plan in detail.
- 2. Upon tentative approval of the project, the Program Administrator will assign the applicant a licensed architect to work with on the development of a cost estimate and visual representation of the design, at no cost to the applicant. The cost of the licensed architect's work is not to exceed \$2,000.00.
- 3. The applicant completes and submits the formal application with appropriate permits, architect-developed cost estimates, architect-developed visual representation of the final design and if necessary owner approval of the project.
- 4. Project will be submitted to the Planning Commission for Design Review and approval.
- 5. Once the application has been approved, a Letter of Commitment & Project Agreement will be sent to the applicant from the Program Administrator. This material will specify the amount of the grant funds to be set aside and a time frame in which the work must be completed to receive a grant. The Program Administrator will hold funds within FIP budget.
- 6. Once the Project Agreement is signed by the applicant and Program Administrator, the applicant may then begin work on the proposed project. The project **must be completed** by the deadline listed in the Project Agreement to receive funds. Extensions can be approved by the Program Administrator on a case-by-case basis.



- 7. Upon completion of work on the proposed project, final inspection of the project is performed by the City.
- 8. The Building Inspector and/or Program Administrator will review the work for compliance with the Planning Commission approved application. If approved by the Program Administrator, the applicant will submit invoices to the City's Department of Finance to receive payment in accordance to the grant agreement within 30 days of submittal. If the Building Inspector and/or Program Administrator deems the final work to be in non-compliance with the approved design, or not in compliance with applicable building code, the matter will be automatically referred to the Planning Commission for review and ratification, within 60 days, at no cost to the applicant. Work performed, or modifications made that do not conform to the approved project plans, will not receive funds.

Projects Eligible for Grants

- Areas of eligibility: Must be commercially zoned. Must be on or visible from the following streets: Wildwood, Eeloa & Northwestern.
- Significant facade improvements and renovations (see above, "Definition of Significant Facade Improvements or Renovations").
- Building additions, when the entire building is improved, that is, the addition does not appear to be an add-on but integrates with the building (ex: building addition of compatible architecture and repainting of entire building to match the addition).
- Security features integrated with a façade improvement (example: shatter resistant windows, door locks, lighting) only if part of an approved façade improvement or renovation and adds a visible improvement.
- New roof material only if part of a significant facade improvement or renovation and adds a visible improvement.
- Upgraded and uniform facade improvements in older commercial buildings
 with multiple spaces that enhance the entire building (if the facility has more
 than one individual property ownership, there must be a comprehensive
 signage plan, color pallet and/or architectural facade plan in place;
 improvements made must conform to the plans or color pallet).
- Front facing landscaping.
- Block walls and fencing only if part of a comprehensive landscaping project and approved by the Planning Commission.
- Signs, awnings and painting of structures if they meet City design requirements.



- Murals, if they have the appropriate approvals (Design Review).
- Screening of roof-top equipment only in conjunction with other exterior property improvements.
- Creation of fixed outdoor patio areas (non-fixed assets are not eligible. Example: removable patio furniture, mobile heaters, etc.).
- Creation of customer entrances from the alley, especially when parking is available in the rear of a building or the alley side is visible from a public street; this must be done in conjunction with an approved facade improvement.
- Other improvements can be considered on a case-by-case basis, but must make a significant improvement to the property appearance and not be one of the excluded items.

Ineligible for Grants:

- New buildings. Buildings ten (10) years of age or more recently constructed.
- Motion detected lighting.
- Internally illuminated "can" signs or otherwise non-permitted signs.
- · Land clearing or tree removal costs.
- · Parking area paving, resurfacing, repair or striping.
- · Chain link fencing with or without slats.
- City permits or processing fees.
- Residential projects, apartments, day care facilities located in residential neighborhoods.
- Religious facilities (ex: churches), unless they have street frontage in a business area.
- Non-profit facilities, unless they have street frontage in a business area.
- · Projects that are receiving any other public funds.



675 Wildwood Avenue Rio Dell, CA 95562 (707) 764-3532 cityofriodell.ca.gov

CITY OF RIO DELL

HUMBOLDT COUNTY



Rio Dell Bluffs **FACADE IMPROVEMENT PROGRAM GRANT APPLICATION**

CITY OF RIO DELL MAR 25 2025 RECEIVED

			A	PPLICANT I	NFORM	ATION		
Applicant:	Suzar	ne Mae	ne Maese, Margro Advisors LLC x Building Owner 🛘 Tenant					
Property Address: 105 Wilwood Ave / 30) Monum	ent	Mailing	Address: 11	7 Wildwood Ave
Name of Bu	siness:	Margro Advisors LLC Daytime Phone Number: 707.500.2420					707.500.2420	
Email Addre	ess:	info@margroadvisors.com						
				DWNER IN	ORMAT	ION		
Property Ov	vner:	Margro Advisors LLC			Mailing Address: 117 Wildwood Ave			
			Col	STRACTOR	INFORM	ATION		
Contractor:		Gri	Griffith Fencing					
Mailing Add	ress:	PO Box 6, Rio Dell, CA 95562						
Daytime Phone Number: 707.834.79		707.834.799	94	Email Address: Kyler23kg@gmail.		g@gmail.com		
License Num	icense Number: 1103773		License	Class:		Exp. Date:		

Facade Improvement Grant Application FY 24/25

TYPE OF IMPROVEMENTS	BEING PROPOSED				
☑ Building Addition/Alteration ☑ Creation of Outdoor Patio Area ☑ Painting/Mural Lighting					
☐ Awnings ☐ New Entrance ☐ Landscaping ☐ Signage ☐ Other:					
Briefly Describe the Improvements: Fencing around property line with new entrance on Wildwood with keyed/secured entry. Fencing will have solar powered fencepost lighing. Security screen doors with keypad entry on (2) double doors and (3) single doors for all entrances/exits facing Wildwood Avenue and Monument Road facing (all visible from Wildwood Avenue). (4) 47" solar wall downward lighing fixtures to install above "Under My Wing" mural, on Monument Road. The South wall of 129 Wildwood in the shared allyway between 115 Wildwood and 129 Wildwood is proposed to					
be power washed and painted. Approval from owner					
APPLICATION SUBMITTA					
1. Photographs clearly showing existing conditions of the building/facilities to be improved; and					
2. A complete written description of the proposed work; and					
Drawings/renderings (with color scheme) that adequately and comprehensively show the proposed project; and					
4. List of proposed materials, including material specifications; and					
A detailed cost estimate for all aspects of the proposed improvements prepared by the Contractor or Design Professional; and					
6. A project construction timeframe, including start date, milestones and completion date.					
PROJECT COSTS					
1. MATERIALS \$ \$					
2. LABOR	\$ 5,615.00				
	TOTAL COST	\$ 18,308.77			
	GRANT AMOUNT REQUESTED:	\$ 9,156.38			

Grants up to 50% of the project cost, not to exceed \$15,000.

I/we have read the description of the Facade Improvement Program (pages 1-6) and commit to following the procedures/guidelines set forth if I/we choose to participate in the Program. I/we understand that I/we cannot start work on any improvement until the application is approved and I/we have signed a Letter of Commitment from the City of Rio Dell.

Applicant/Owner March 19, 2025

Date

Facade Improvement Grant Application FY 24/25

Facade & Beautification Grant Budget 115 Wlldwood Ave

	Labor	Materials	
Griffith Fencing	256	376	62
J Brickely Paint 129 Wildwd	200	00 120	00
Solar Light Caps	20	00 38	30
Mural Solar Lights	35	50 1263	.1
Security Screen Doors	45	50 5019.7	73
Red Planter box	5	50 30	00
Small tree and plants, soil	10	00 30	00
Bench	40	00 468.9	94
Sub totals	561	5 12693.7	77 18308.77
		Grant reque	st 9,154.38

Griffith Fencing Lic#1103773

Remit to: P.O Box 6 Rio Deli Ca, 95562 707-834-7994 Kyler23kg@gmail.com

12-28-2024

Suzanne

Redwood Fence With Lattice

Updated 3/19/25

Labor costs: \$2,565.00

Materials: \$3762.00

I propose to furnish materials and perform all labor necessary to complete installation of approximately 50' of 6' Redwood board fence with 2' of redwood lattice above. Redwood fence fastened to three rails of 2"x4" with a 2"x4" base board. Framing fastened to 4"x4" post set in concrete and approximately 15' of fence will be post set using metal bolt down post brackets. One 4' steel framed walk through gate in new 50' of fence. Griffith Fencing will be removing 35' of brush in new fence line. Before project start Griffith Fencing will call USA for concern of under ground utilities in 35' fence line. Depending on utilities 35' fence line may have to be reevaluated.

Materials

4"x4"x8' Pressure Treated
2"x4"x16' Pressure Treated
Con Heart Redwood Boards
2'x8' Redwood Lattice
Metal Post Brackets
4'x6' Galvanized Steel Framed Gate

Total materials/ labor estimated to be:\$5,700.00

Acceptance of proposal

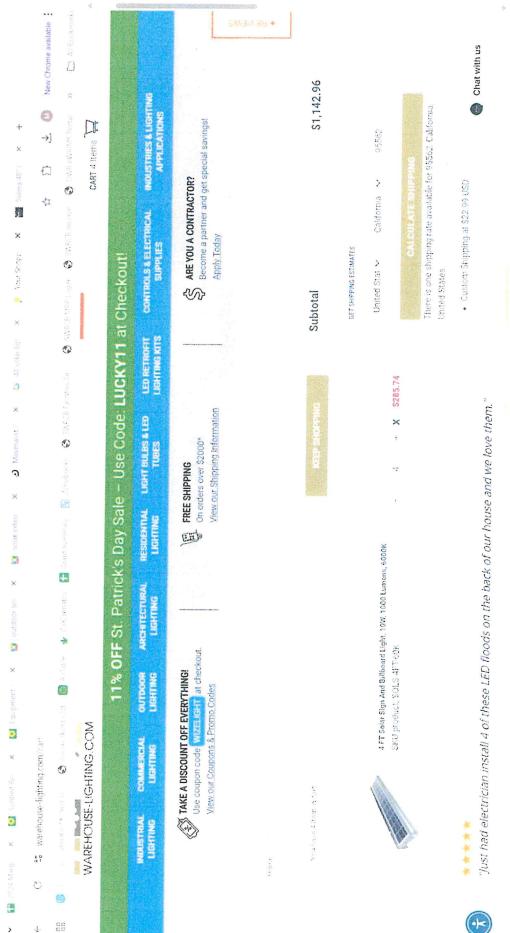
The specifications described above are satisfactory and are hereby accepted. By signing below it is understood that I accept all material costs to proceed with the proposal. Due to the instability of wood products, Griffith fencing is not liable for any problems caused by shrinkage, expansion, or warping. Griffith fencing is not liable for any damage/problem due to anything other than workmanship. Payment in full is to be made at completion of job, upon invoice, in cash or check only.

Sign & Print	
Date	ar y an-lithing on any gyarishtediy. Ayronyon a anaan ayyan yayan ayyan ya
Amount of deposit:	and the strength of the streng

*This proposal may be withdrawn if not accepted within 30 days.

(4) 48" solar billboard light 10Q, 1000 lumens WAREHOUSE LIGHTING.COM

0 -->] CART 4 Items Includes: lighting, shipping & taxes Solera 4811 0 Delivered price: \$1,263.10 VI. × 🦸 Your Shopp 0 G SVRCB MED × 0 J. Manmalist 0 solar extern 💟 outdoor sol. Control of the contro Equipment warehouse-lighting.com/cart O Sunthelf Re-10



Home Depot: Security screen doors with keypad locks

\$5,019.73





Modern Steel Planter Box

- 🤗 Attractive Suitable for many different plants and decor.
- 🧇 No Assembly Required Ships fully welded and ready for use.
- 🧠 Effective Design Drainage slots instead of conventional drain holes prevent escaping roots.

\$267 + free shipping

4 Inferent free fastallments, or from \$24.16 me with shop 📆 (Heck your purchasing puasa)

14-in W x 30-in H x 32-in L

14-in W x 14-in H x 46-in L

18-in W x 18-in H x 18-in L

Harvell

COR-TEN Black Berry Red

Army Green

Taffy Pink

Coastal Blue

White

Navy Blue

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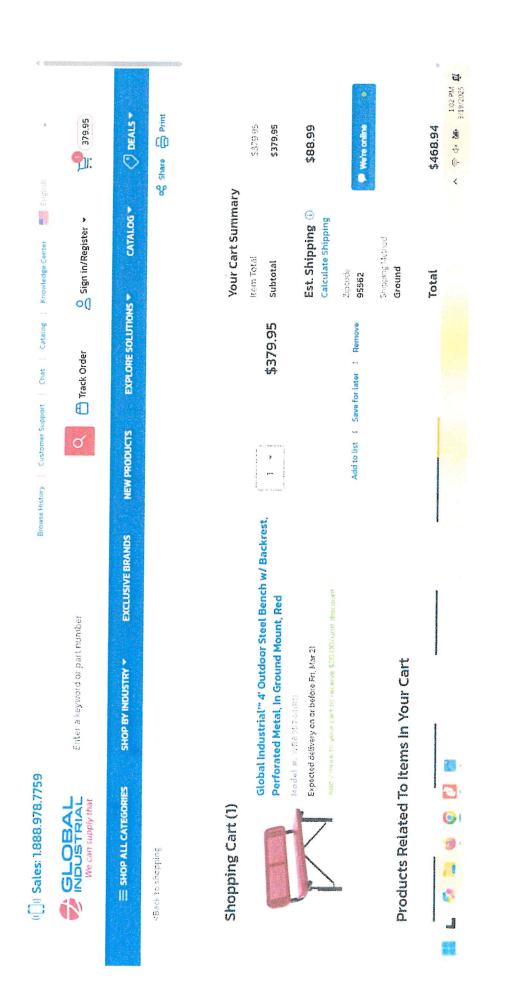


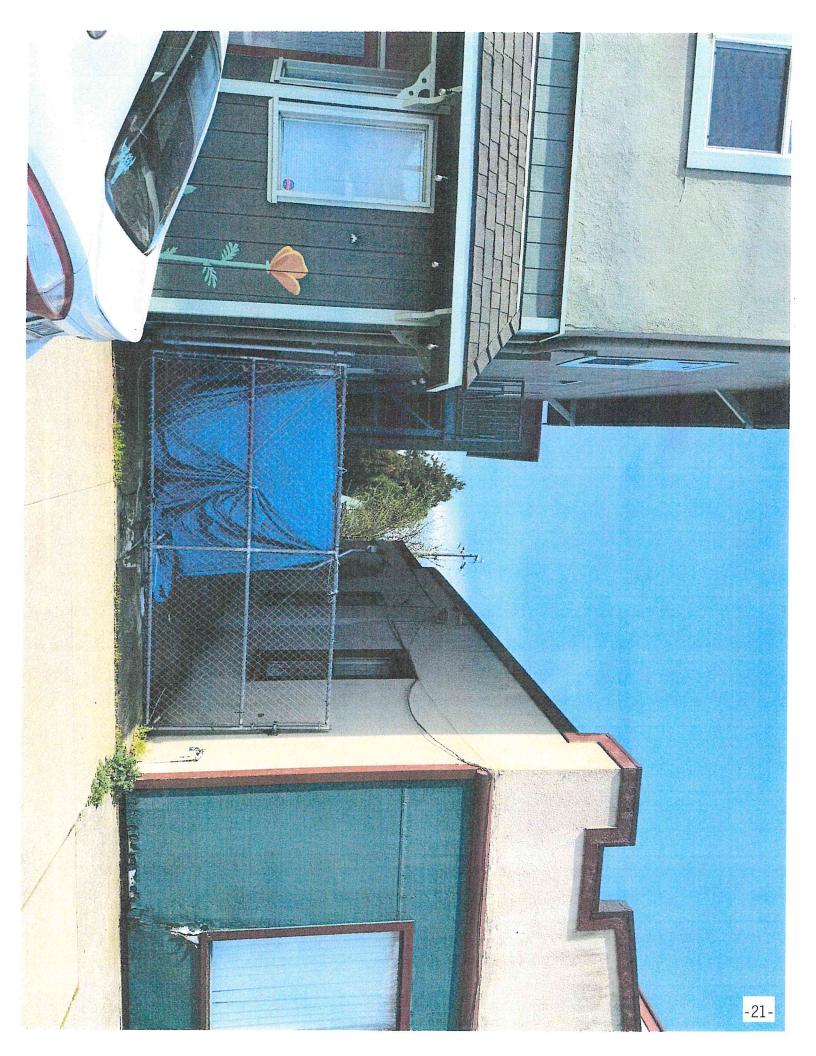




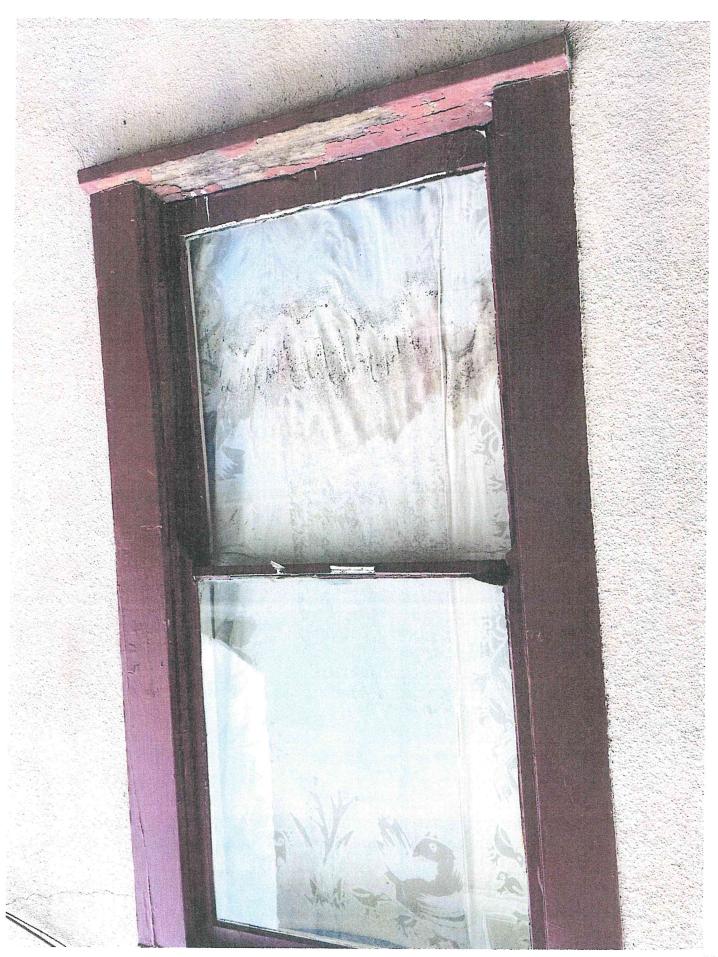




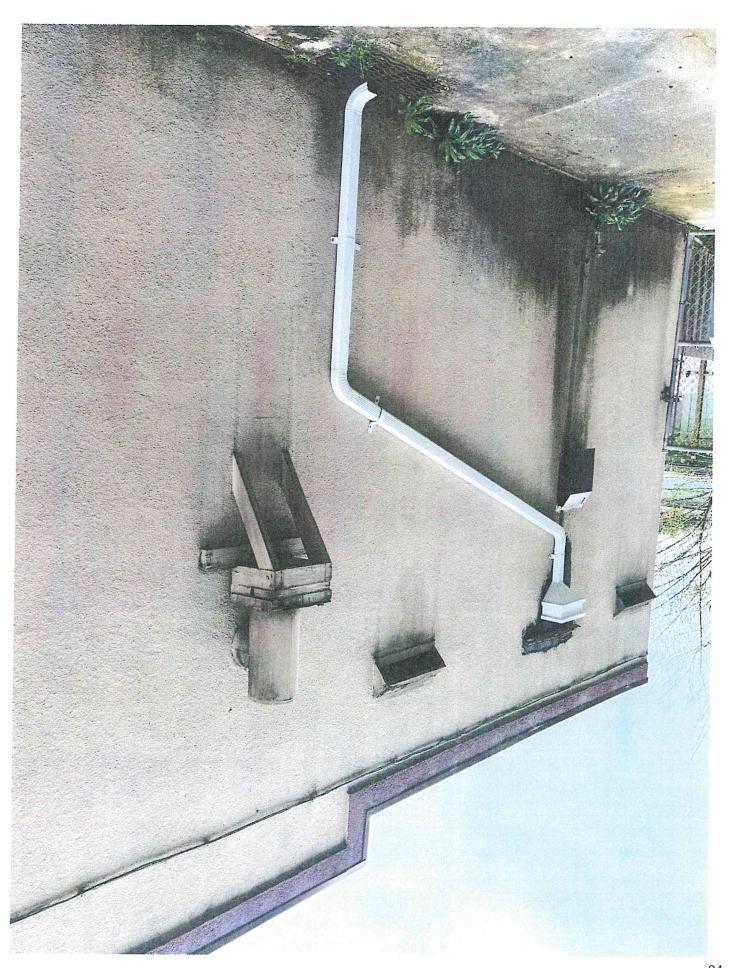








129 Wildwood / South Wall

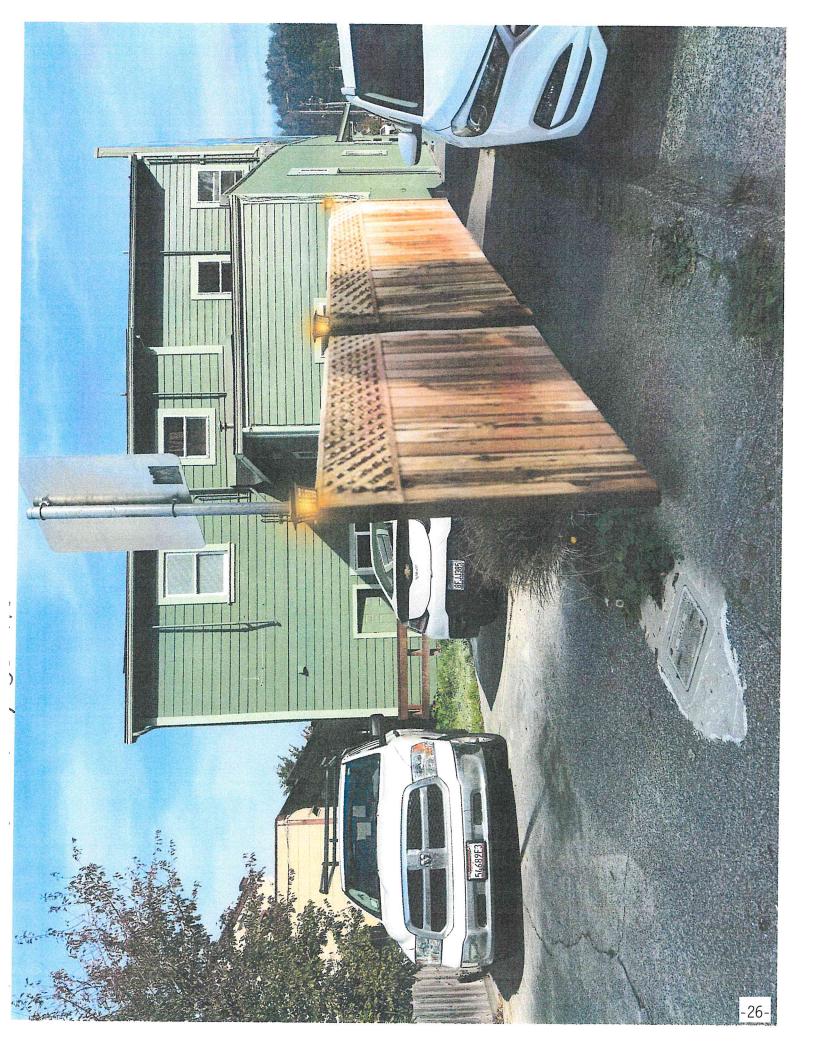


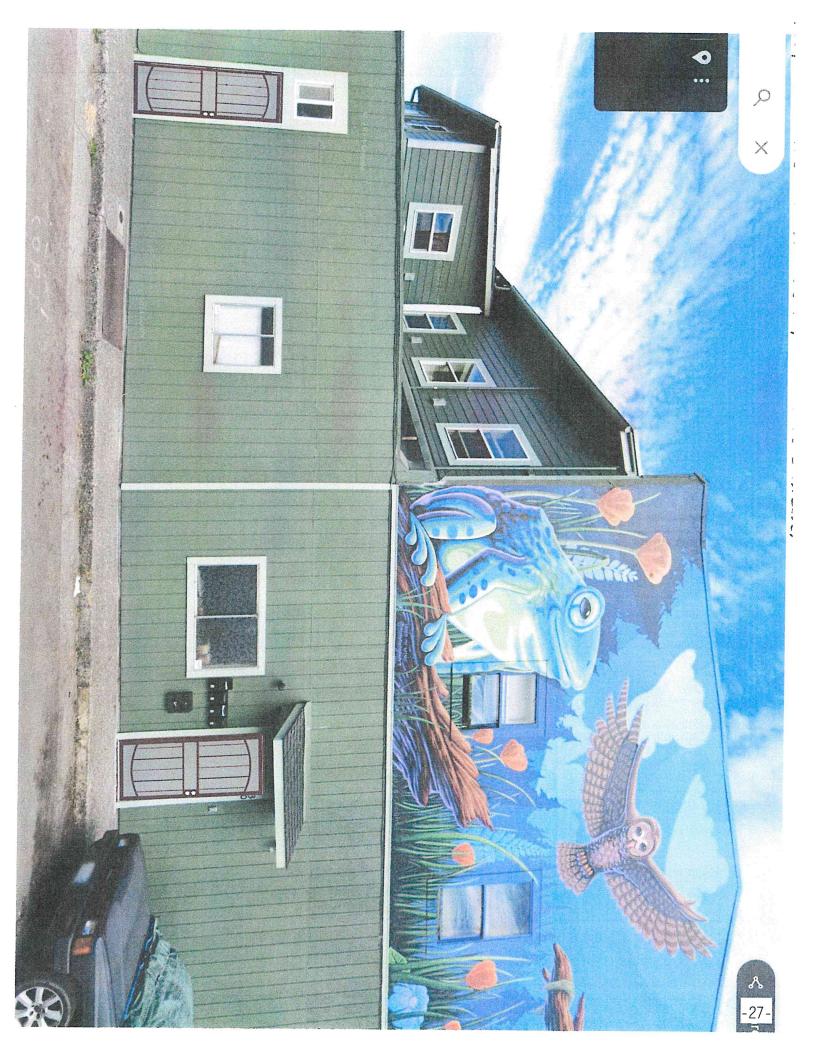
Cherrent: 129 Wildwood / South Wall



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Community Development Department 675 Wildwood Avenue Rio Dell, CA 95562 (707) 764-3532

For Meeting of April 29, 2025

To:

Planning Commission

From:

Kevin Caldwell, Community Development Director



Through:

Kyle Knopp, City Manager

Date:

April 21, 2025

Subject:

RH Construction Design Review - Conditional Use Permit

File No. 053-151-002; Case No. DR-CUP 01-2025

Recommendation:

That the Planning Commission:

- 1. Receive staff's report regarding the proposed project; and
- 2. Open the public hearing, receive public input, close the public hearing, and deliberate; and
- 3. Assuming that public testimony is substantially in support of the proposal, find that:
 - (a) The proposed use is allowed within the applicable zoning district and complies with all other applicable provisions of this title and all other City ordinances.
 - (b) The proposed design, location, size, landscaping and operating characteristics of the proposed activity are compatible with and will enhance the character of the neighborhood and community and future land uses in the vicinity; and
 - (c) The architecture, including the character, scale and quality of the design, relationship with the site and other buildings, building materials, screening of exterior

appurtenances, exterior lighting and signing and similar elements establishes a clear design concept and is compatible with the character of existing or anticipated buildings on adjoining and nearby properties; and

- (d) The site is physically suitable for the type, density and intensity of use being proposed, including access, utilities, and the absence of physical constraints;
- (e) The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation; and
- (f) Granting the permit would not be detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zoning district in which the property is located; and
- (g)The Conditional Use Permit has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA);
- 4. Adopt Resolution No. PC 182-2025 approving the Conditional Use Permit, subject to the Conditions of Approval, Exhibit A.

Background

RH Construction has made application for a 2-story 4-plex containing four (4) 3-bedroom, 2-1/2 bathroom units, with attached 1-car garages and 1 additional off-street parking space for each unit. A total of eight (8) spaces are being provided.

Each unit features its own separate covered entrance, a covered back porch, and a private covered balcony at the second floor. The project to include new CMU trash enclosure, 6' high solid wood fencing along west and south property lines, and new landscaping throughout. The project will also include the minimum roof top solar required by the building code. Project will not include any pole mounted lighting. All exterior lighting will be mounted to the building and shall be shielded, directed on site, and shall be dark sky compliant. Landscaping will not include any lawn or turf areas, nor any built-in irrigation. Plants specified are non-invasive, drought tolerant, and will be hand watered until established. The parcel is provided with community water sewer.

Required Findings/Staff Analysis

1. Zoning Consistency

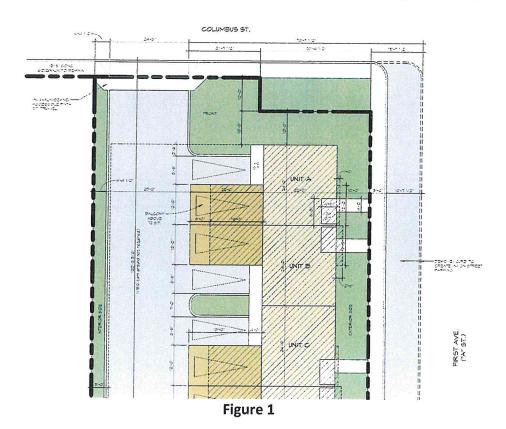
(a) The proposed use is allowed within the applicable zoning district and complies with all other applicable provisions of this title and all other City ordinances;

Land Use: The property is zoned Urban Residential (UR). Attached dwellings/apartments are conditionally permitted uses in the Urban Residential zone.

Setbacks, Lot Coverage and Building Height: The Urban Residential zone requires a twenty (20) foot front yard setback, a ten (10) foot rear yard setback, a five (5) foot interior side yard setback.

The parcel is at the corner of Columbus Avenue and First Avenue. For corner lots, the RDMC definition of "front" is the "...shorter street frontage shall be the front lot line." In this case that would be Columbus Avenue. The proposed building does meet the prescriptive front yard setback. However, most would agree that the front yard would be First Avenue.

Currently there is an existing asphalt-concrete (a/c) curb in front of the parcel along First Avenue. See Figure 1 below. For unknown reasons, the property line is actually about fifteen (15) feet inside the a/c curb. In order to provide on-street parking, the applicant has offered to remove the a/c curb, construct the required sidewalk and provide a 10'+/- parking land along the frontage of the parcel. The proposed setback in front of the building is ten (10) feet.

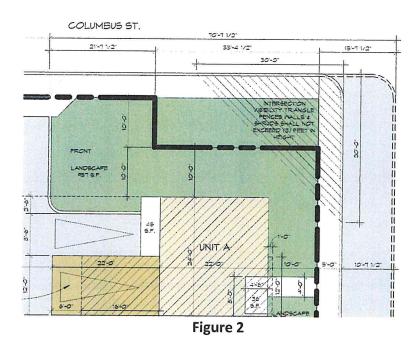


Section 17.30.340(5) allows averaging of the improved parcels to determine the required setbacks. First Avenue has a number of front-yard setbacks of less than five (5) feet. It appears that the average setbacks of those parcels that do not meet the twenty (20) foot setback requirements is less than ten (10) feet. Staff supports the proposed ten (10) foot setback along

First Avenue. In addition, Section 17.30.210(1) allows covered porches to extend two and a half (2 %) feet into the front yard setback. The proposed front-yard setback is ten (10) feet to the building and eight (8) feet to the covered porches.

For corner lots, Section 17.30.140 requires that a "visibility triangle" be maintained to ensure minimum visibility. See below:

Corner Lots – Sight Distance. In any residential district on a corner lot, there shall be no fence, wall, or hedge higher than three feet, nor any obstruction to vision other than a post, column, or tree not exceeding one foot in diameter, between a height of three feet and a height of 10 feet above the established grade of either street, within an area 30 feet from the intersection of the street lot lines.



The proposed project complies with the "visibility triangle" provisions.

The Urban Residential zone allows up to fifty percent (50%) lot coverage and buildings up to thirty-five (35) feet in height. The proposed lot coverage is approximately thirty percent (30%) and the building is approximately twenty-five (25) feet in height. The proposed project complies with the required lot coverage and building height requirements of the Urban Residential zone.

Parking: Section 17.30.180 of the Rio Dell Municipal Code (RDMC) identifies Parking and Loading requirements, including the required number of spaces, landscaping, lighting, surface requirements, curbing, striping, wheel stops, number of spaces, handicap spaces, bicycle and motorcycle parking and loading spaces.

The applicant is required to provide eight (8) parking spaces, each 8 ½ feet wide by 19 feet deep. Perpendicular spaces require a minimum of 25 feet of maneuvering space behind the parking spaces. The site plan as submitted requires with this provision. Because one of the units is ADA accessible, one of the required spaces must be designated as a handicap space. The space must be handicap accessible, permanently signed and painted with the international symbol of accessibility. The submitted site plan identifies the required handicap parking space. However, if the ADA accessible unit is not occupied by a person with disabilities the space may be used for the tenants without a disability

The applicant is also required to provide bicycle and motorcycle parking. Section 17.30.180(19) of the RDMC identifies the bicycle parking requirements. The number of required bicycle spaces required is based on the number of required parking spaces. As such, the applicant is required to provide 3 bicycle parking spaces or racks. Staff has conditioned the project to require 3 bicycle parking spaces or racks. Please see Exhibit A. Based on the City motorcycle parking requirements, the applicant is not required to any motorcycle parking spaces.

Section 17.30.180(7)(a) of the RDMC requires all parking spaces, access drives and maneuvering areas to be improved with and permanently maintained with an all-weather durable asphalt, concrete of comparable surface as required by the Director of Public Works. The submitted site plan indicates that the access drive, parking areas and maneuvering area will be improved with asphalt. Staff has included as an operational condition that the paving be permanently maintained in good condition. Please see Exhibit A.

Section 17.30.180(8) of the RDMC requires that the parking spaces be clearly delineated with white 4-inch-wide lines and that the stripping be continuously maintained in a clear and visible manner. The project has been conditioned accordingly. **Please refer to Exhibit A.**

Section 17.30.180(9) of the RDMC requires concrete curbing at least 6 inches in height and 6 inches wide around the perimeter of the parking and landscaped areas. The submitted site does identify the required curbing. The project has been conditioned to require the curbing. **Please refer to Exhibit A**.

The applicant is not proposing wheel stops. If wheel stops are incorporated into the project, they must firmly be attached to ground and placed to allow approximately 2 feet of front vehicle overhang. The project has been conditioned accordingly. Please refer to Exhibit A

Section 17.30.180 (11)(b)(i) requires that driveways for multifamily project be a minimum of 25 feet wide. The driveway as shown is 25-feet-wide, with a 24-foot-wide approach apron.

Sections 17.30.180(12), (13) and (14) of the RDMC identifies parking area landscape requirements. Landscaping has to be provided throughout the parking lot as a combination of ground cover, shrubs and trees. The landscaping plan does incorporate the use of ground cover (rock/gravel), shrubs and trees. The proposed landscaping is drought tolerant. As such no

irrigation is proposed. However, the landscaping must be maintained in a healthy condition. The project has been conditioned accordingly. **Please refer to Exhibit A**

Drainage: Section 17.30.180(12)(a)(iii) of the RDMC encourages on-site stormwater detention/retention, pollutant cleansing and groundwater recharge. The incorporation of detention/retention facilities and bio swales is consistent with the City's Open Space and Conservation Element, Policies CO 5.2-7 and CO 5.6-2.

The City's municipal separate storm sewer system (MS4) is not permitted under the National Pollutant Discharge Elimination System (NPDES) MS4 Phase II General Permit because it does not meet the minimum population threshold (10,000 people) and it does not discharge into an Area of Special Biological Significance (ASBS). In addition, the City's system does not fall into the County of Humboldt (County) MS4 boundary.

Therefore, new development and redevelopment projects in the City of Rio Dell are not required to follow the low impact development requirements presented in the Humboldt Low Impact Development (LID) Stormwater Manual. However, because the City does not have an adopted standard at this point, the City Engineer (GHD) has recommended that the City impose the standards presented in the Humboldt Low Impact Development (LID) Stormwater Manual. The project has been conditioned accordingly. **Please refer to Exhibit A.**

Outdoor lighting fixtures are limited to a maximum height of fifteen (15) feet and the fixtures must be directed downward and away from adjoin properties and public rights-of-way, so that no on-site lighting directly illuminates adjacent properties. The project has been conditioned accordingly. Please refer to Exhibit A

Design Review: Section 17.25.050 *et. seq.* for the RDMC contains the Design Review Regulations. The Design Review Regulations apply to new buildings and/or structures. The Planning Commission is required to review and approve, conditionally approve, or deny Design Review applications using the guiding principles and design concepts, application review process, and findings identified in Section 17.25.050(8) of the RDMC. Below are the Guiding Principles and Design Concepts:

- To encourage high quality land/site planning, architecture and landscape design;
- To ensure physical, visual, and functional compatibility between uses: and
- To ensure proper attention is paid to site and architectural design, thereby protecting land values.

As indicated above the project is also subject to the required Design Review findings found in Section 17.25.050(8) of the RDMC. The required findings are as follows:

(1) The proposed project is consistent with the objectives of the General Plan, complies with applicable Zoning regulations, Specific Plan provisions, Special Planning Area provisions, and is consistent with the applicable "Guiding Principles" and "Design Concepts" in **Section 17.250.050(5)** Rio Dell Municipal Code (RDMC).

Staff will address General Plan consistency in Section 2 of this staff report. This section of the staff report is addressing the zoning consistency finding, including land use, parking, landscaping and design review.

(2) The proposed architecture, site design, and landscape are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and community.

Based on the submitted plans, staff believes that the design of the building and associated landscaping does enhance the character of the neighborhood and community.

(3) The architecture, including the character, scale and quality of the design, relationship with the site and other buildings, building materials, screening of exterior appurtenances, exterior lighting and signing and similar elements establishes a clear design concept and is compatible with the character of existing or anticipated buildings on adjoining and nearby properties.

As indicated above staff believes the proposed design of the building is compatible with the character of the properties in the area. The applicant is proposing a concrete block wall with metal siding for the gate element. The siding is proposed to be painted to match the building. Staff has previously addressed the proposed exterior lighting associated with the parking area.

(4) The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.

Staff is recommending that the first 15 feet from the intersection of First Avenue and Columbus Avenue in both directions be designated as no parking. This will require that the applicant paint the curbs red in these areas. The project has been conditioned accordingly. **Please refer to Exhibit A**. Based on comments and/or lack of comments or recommendations from other referral agencies, there is no evidence to suggest that the project will create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.

Based on the information submitted, comments received from referral agencies, the use is allowed in the Urban Residential zone and complies with all other applicable provisions of Zoning Regulations, including parking and Design Review.

2. General Plan Consistency

The proposed use is consistent with the General Plan and any applicable specific plan;

The General Plan designation is also Urban Residential. Multifamily uses are considered conditionally permitted uses. The General Plan does contain policies for multifamily development in the Urban Residential designation. Below is a copy of Policy LU-14: The standards for attached dwelling units shall be designed to maintain Rio Dell's small-town atmosphere. These standards shall include:

- A dwelling group may not contain more than four attached units; and
- Each dwelling unit must have a ground floor front door that faces a public street; and
- Each dwelling unit must have a sidewalk from the public street to the front door that is separate from any driveway; and
- Parking for the dwelling unit group should be located at the rear of the building; and
- Each dwelling unit should have a covered stoop or porch at the front door.

The project as proposed is consistent with Policy LU-14.

The General Plan also encourages landscaping to minimize visual impacts and ensure compatibility with adjacent and surrounding properties. The project has incorporated landscaping elements that will enhance the appearance of the project and the surrounding properties.

In addition, the proposed project is consistent with the General Plan and Housing Element goal to provide multifamily housing.

There are no other goals or policies which would preclude the proposed use. Therefore, the proposed use is consistent with the General Plan.

3. California Environmental Quality Act

The primary purpose of the California Environmental Quality Act (CEQA) is to inform the decision makers and the public of potential environmental effects of a proposed project. The project is Categorically Exempt pursuant to Section 15303(b) of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

4. Referral Comments

The project was referred to a number of local agencies for review and comments. A copy of the Referral is included as Attachment 2.

The Rio Dell Volunteer Fire Department (RDVFD) has recommended that the fire hydrant across First Avenue be replaced by the applicant, if not replaced by the City as part of our hydrant replacement project. The project has been conditioned accordingly. Please refer to Exhibit A.

The California Department of Fish and Wildlife (CDFW) has recommended that the existing small ornamental trees be removed before March 15 or after August 15, when most baby birds have fledged. The project has been conditioned accordingly. **Please refer to Exhibit A**.

The Wiyot Tribe has recommended conditioning the project to include inadvertent discovery protocol. The project has been conditioned accordingly. **Please refer to Exhibit A**.

The City Engineer (GHD) has recommended that the City impose the standards presented in the Humboldt Low Impact Development (LID) Stormwater Manual be incorporated into the project design. The project has been conditioned accordingly. **Please refer to Exhibit A.**

Attachments:

Attachment 1: Exhibit A: Recommended Conditions of Approval.

Attachment 2: Referral Package.

Attachment 3: Proposed Building Elevations, site plan and landscaping plan.

Attachment 4: Resolution No. PC 182-2025 approving the Conditional Use Permit for construction and Design Review of the proposed project subject to the recommended Conditions of Approval in Exhibit A.

EXHIBIT A

Conditions of Approval

RH Construction Design Review and Conditional Use Permit

File No. 053-151-002; Case No. DR-CUP 01-2025

Conditions of Approval

- 1. The applicant shall revise the site plan and install 3 bicycle parking spaces/racks.
- 2. The applicant shall submit a hydraulics/drainage consistent with the requirements of the Humboldt Low Impact Development (LID) Stormwater Manual. The plan shall incorporate Low Impact Development (LID) stormwater techniques, including the use of detention/retention facilities and bio-swales if feasible.
- 3. All parking spaces, access drives, and maneuvering areas to be improved with and permanently maintained with an all-weather durable asphalt, concrete of comparable surface as required by the Director of Public Works. The structural section of all new asphalt shall include a minimum of 0.2 foot of Caltrans Type B hot mix (asphalt) over 0.67 foot of Caltrans Class 2 aggregate base. Based on soil conditions, the City Engineer may also require a geotextile fabric to be placed on top of the subgrade. The applicant shall submit Improvement Plans identifying the required improvements.
- 4. The parking spaces shall be clearly delineated with white 4-inch-wide lines and the stripping be continuously maintained in a clear and visible manner.
- 5. Concrete curbing at least 6 inches in height and 6 inches wide shall be installed around the perimeter of the parking and landscaped areas, including curbing identified in **Figure 2**. The curbing shall have breaks in it to allow stormwater to pass and infiltrate the landscaped areas. The curbs shall be a PCC Caltrans Type A1-6. The applicant shall submit Improvement Plans identifying the required curbing.
- 6. The accessible parking space shall comply with the provisions of Chapter 11 of the California Building Code, including width, stripping and signage. The applicant shall submit Improvement Plans identifying the required improvements.
- 7. The first 15 feet from the intersection of First Avenue and Columbus Avenue adjacent to the parcel in both directions are designated as no parking. The applicant shall paint the curbs red in these areas.
- 8. All utilities shall be placed underground.

- 9. The applicant shall install an ADA accessible ramp at the southwest corner of First Avenue and Columbus Avenue.
- 10. The applicant shall remove the existing fire hydrant on the east side of First Avenue and install a Clowe Model 960 hydrant or other as required by the Fire District and the City. The new hydrant shall be installed so as not to impede the required 36' path of travel on the sidewalk.
- 11. The applicant shall submit Improvement Plans for review and approval. The requirement of the Improvement Plans may be waived by the Public Works Director and the Streets Superintendent.
- 12. The applicant shall install a postal neighborhood box unit at the project site to the satisfaction of the Rio Dell Postmaster.
- 13. The existing small ornamental trees shall be removed before March 15 or after August 15, when most baby birds have fledged. If the trees are to be removed between March 15th and August 15th a qualified biologist shall survey the area for active nests beforehand.

Operational Conditions

- 1. All outdoor storage materials and equipment shall be screened from public view.
- 2. The building, parking lot, stripping, fencing and landscaping shall be maintained in good condition. The stripping shall be permanently maintained in a clear and visible manner.
- 3. The storm drain system, including the detention/retention basin shall be maintained to ensure it works properly.

Informational Notes

1. If potential archaeological resources, paleontological resources or human remains are unearthed during grading activities, all work ground disturbing activities shall be stopped and a qualified archaeologist funded by the applicant and approved by the City of Rio Dell and the Bear River Band of the Wiyot Nation, shall be contracted to evaluate the find, determine its significance, and identify any required mitigation (e.g., data recovery, resource recovery, in-situ preservation/capping, etc.). Any such mitigation shall be implemented by the developer prior to resumption of any ground disturbing activities.

2. In accordance with California Health and Safety Code §7050.5 and California Public Resources Code §5097.94 and 5097.98, if human remains are uncovered during project subsurface construction activities, all work shall be suspended immediately and the City of Rio Dell, Humboldt County Coroner, the Wiyot Tribe and Bear River Band of the Wiyot Nation shall be immediately notified. If the remains are determined by the Coroner to be Native American in origin, the Native American Heritage Commission (NAHC) shall be notified within 24 hours of the determination, and the guidelines of the NAHC shall be adhered to in the treatment and disposition of the remains.

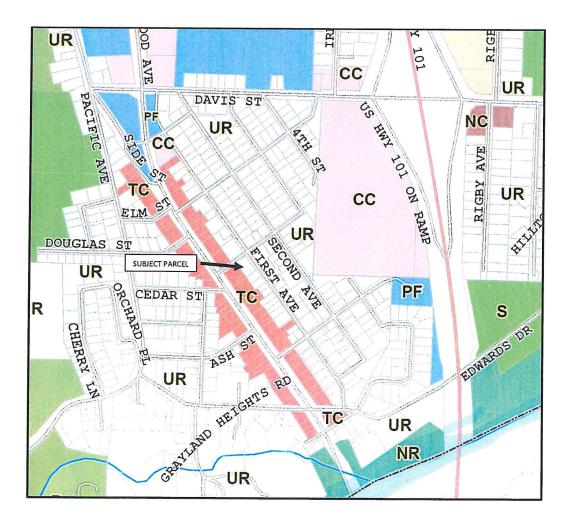


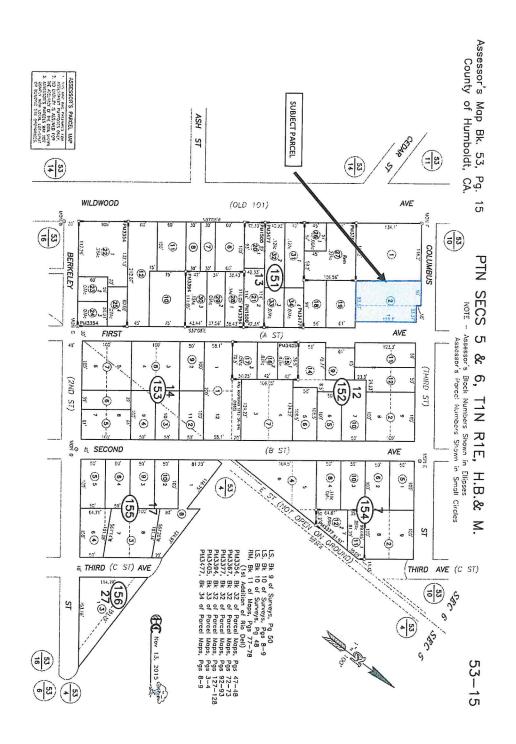
PROJECT REFERRAL

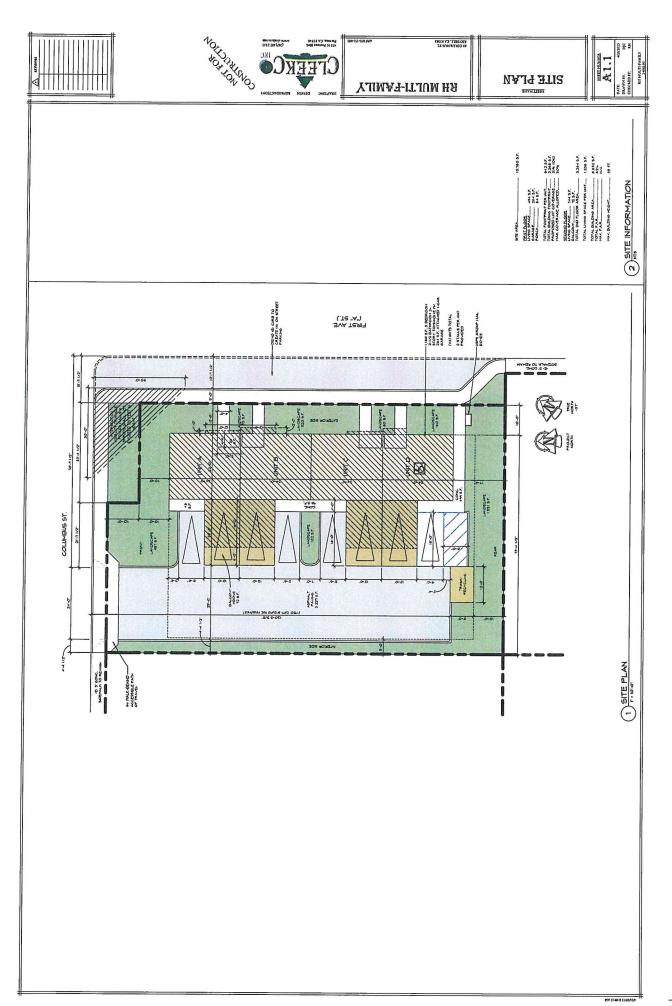
RH Construction Design Review CUP File No. 053-151-002; Case No. DR-CUP 01-2025

	Date: February 24, 2025
To: 🗹 Public Works	☑ Rio Dell City Manager
☑ Rio Dell Fire District	☑ City Engineer (GHD)
☑ Rio Dell Police Department	☐ Caltrans District #1
☐ County Environmental Health	Fish and Wildlife
☐ Bear River/Wiyot Tribes	☑ PG&E
☑ Regional Water Quality Control Board	☑ Applicant/Agent
Applicant/Owner: RH Construction	Agent:CleekCo-Donald Cleek
Address: P.O. Box 201	Address: 455 N. Fortuna Blvd.
City/State/Zip: Rio Dell, CA. 95562	City/State/Zip: Fortuna, CA. 95640
Telephone: <u>(707) 834-5358</u>	Telephone: (707) 617-2535
Email: rhconstruction@gmail.com	Email:dj@cleekco.com
Assessor Parcel Number(s): <u>053-151-002</u>	General Plan/Zoning Designation: <u>Urban</u> Residential.
Project Description: Construction of new 2-story 4-	-plex to contain (4) 3-bedroom, 2-1/2 bathroom units,
with attached 1-car garage and 1 additional off stre	eet parking space. Each unit features its own separate
covered entrance, a covered back porch, and a priv	rate covered balcony at the second floor. Project to
include new CMU trash enclosure, 6' high solid woo	od fencing along west and south property lines, and
new landscaping throughout. Project will also inclu	de the minimum roof top solar required by the building
code. Project will not include any pole mounted lig building and shall be shielded, directed on site, and	shall be dark sky compliant. Landscaping will not
include any lawn or turf areas, nor any built-in irrig	ration. Plants specified are non-invasive, drought
tolerant, and will be hand watered until established	d The parcel is provided with community water sewer.
Project Location: The project site is located at 89 Colum	
la cada ta cada a la cada da c	
In order to ensure compliance with the <i>Permit Stream</i> review the attached information regarding the above-recommended conditions of approval within 15 worki a request for an extension is not received within 15 wo your agency has no comments or concerns regarding the stream of the	referenced project and provide your comments with any ing days of the above date. If no response is received or orking days of the above date, it will be assumed that
If you have any questions concerning the project, please between 8:00 a.m. and 5:00 p.m. Monday through Thurs	contact Kevin Caldwell, Community Development Director day at (707) 764-3532.
We have reviewed the above referenced application and	500 500
Recommend approval. The Department has no comm	
☐ Recommend conditional approval. Suggested condition	ons attached.
☐ Other comments:	
Signature:	Data
	Date:
Phone No.	Email:

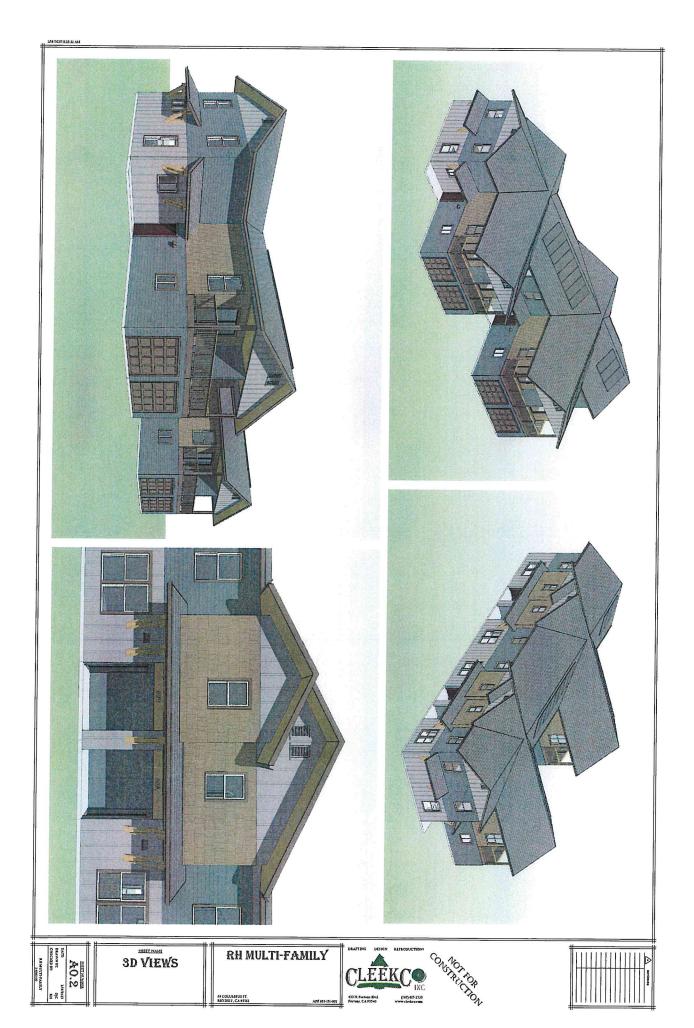


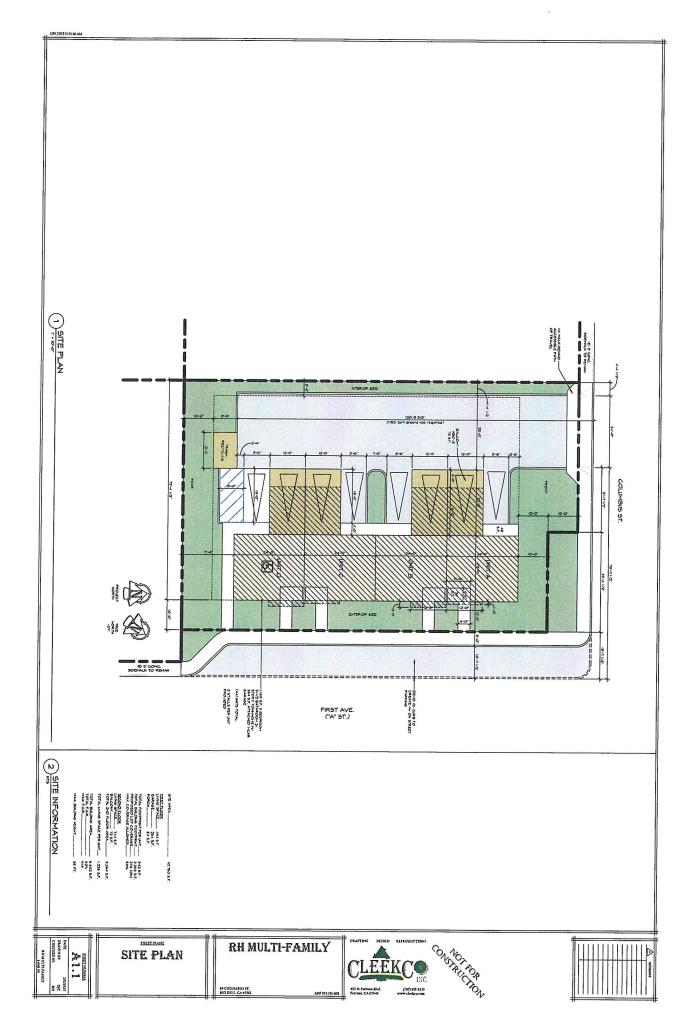


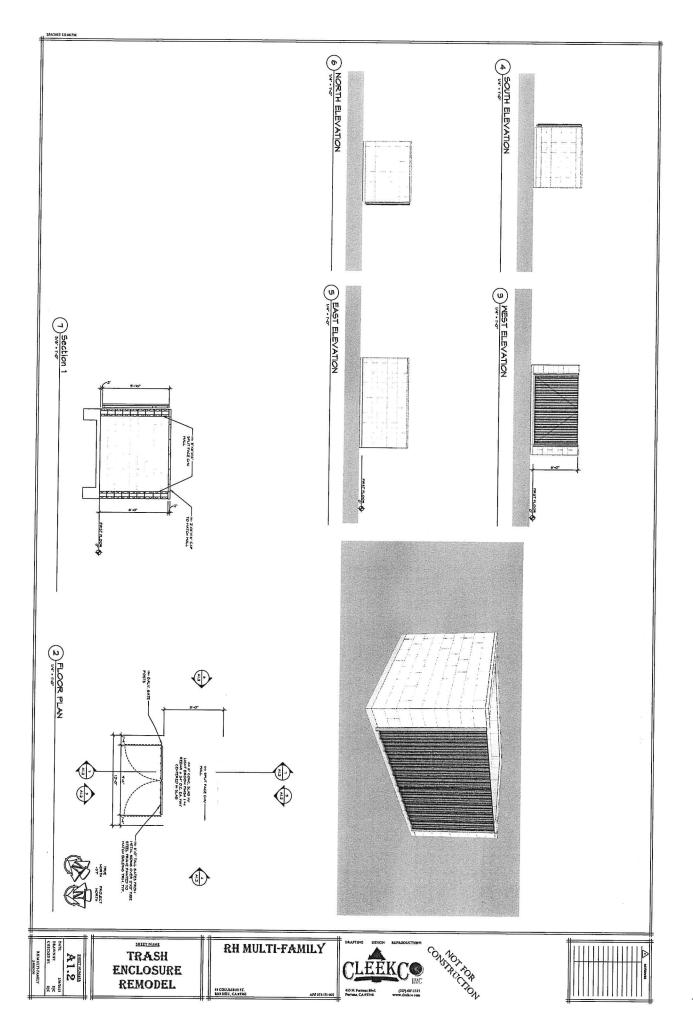


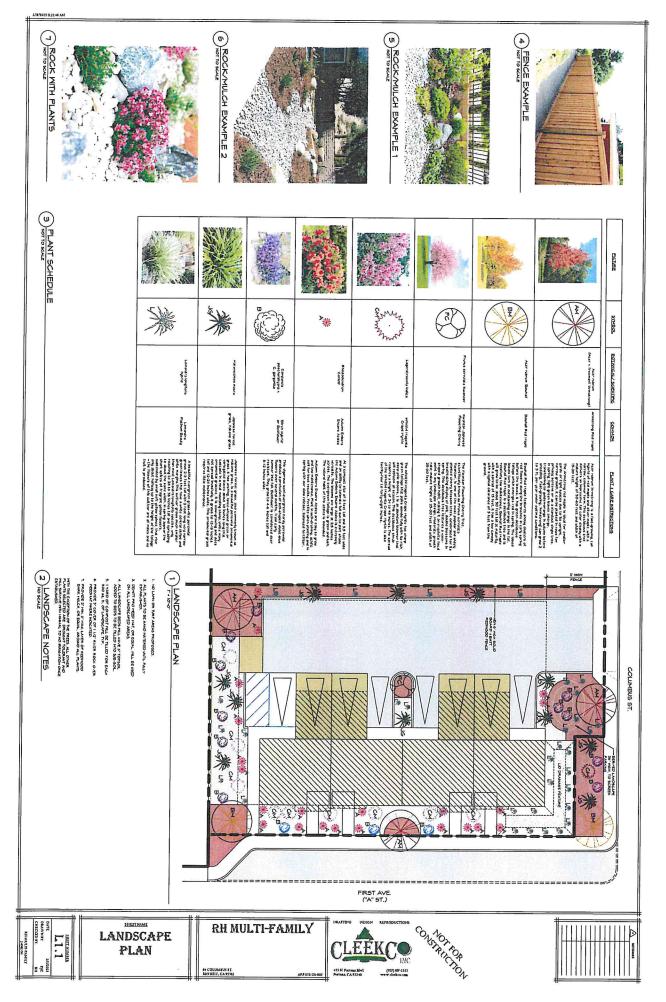


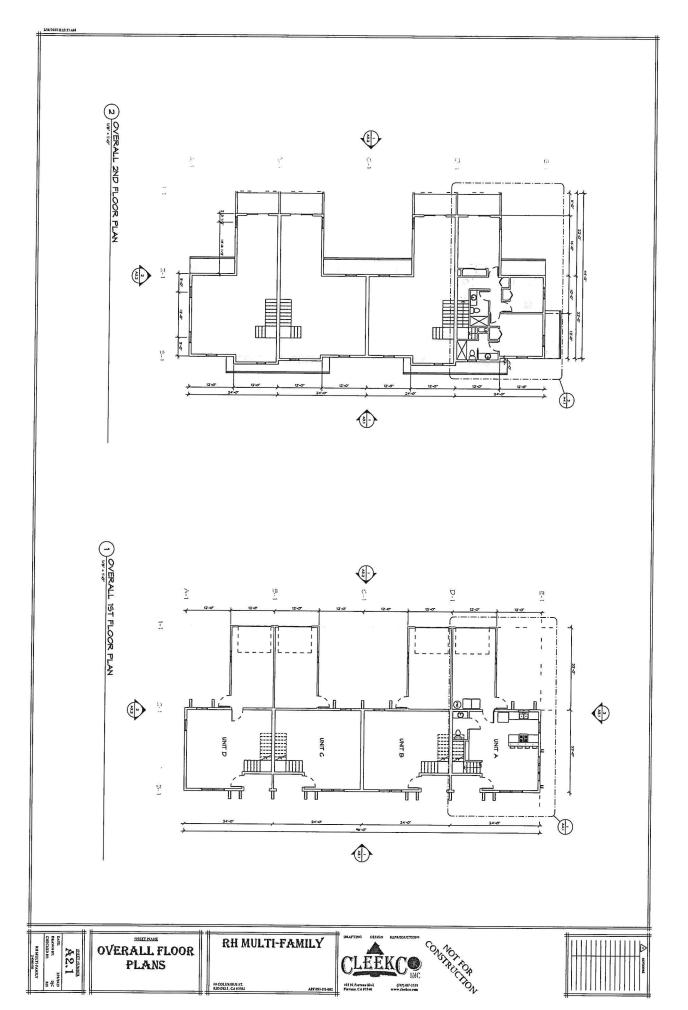


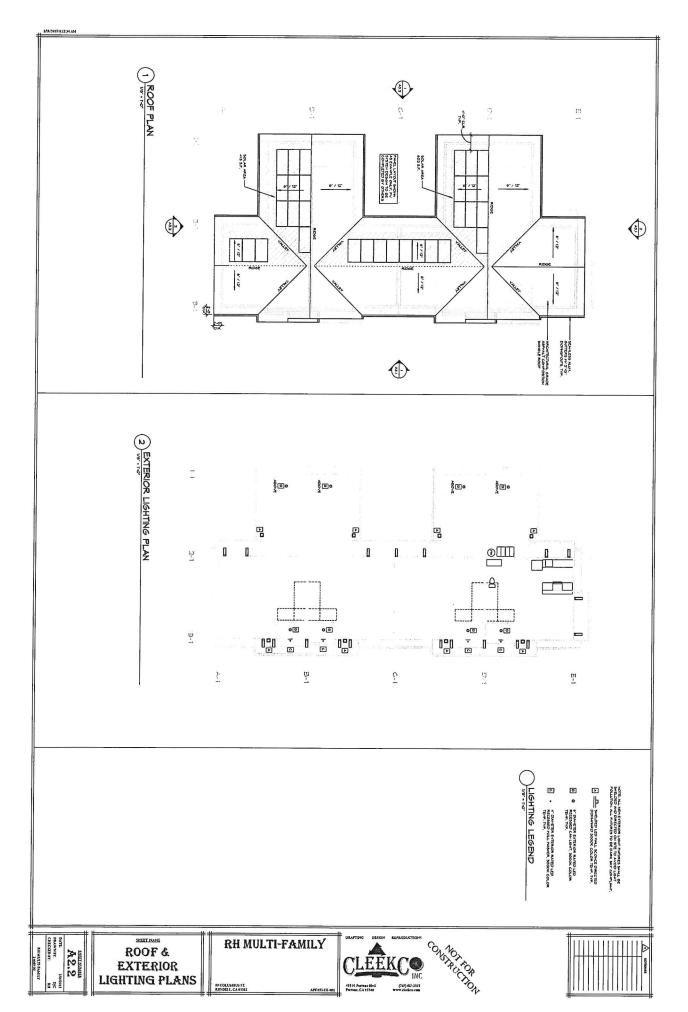






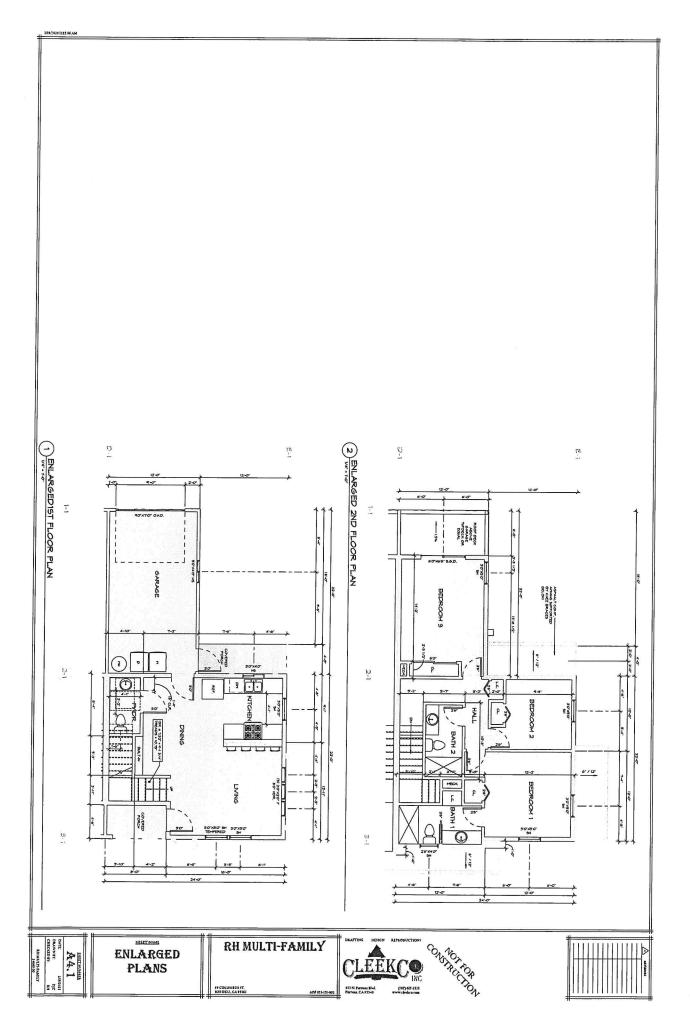












RESOLUTION NO. PC 182-2025



RESOLUTION APPROVING THE RH CONSTRUCTION CONDITIONAL USE PERMIT FOR CONSTRUCTION AND DESIGN REVIEW OF A PROPOSED 4 UNIT MULTIFAMILY DWELLING ON A VACANT PARCEL LOCATED AT THE CORNER OF FIRST AVENUE AND COLUMBUS AVENUE SUBJECT TO THE RECOMMENDED CONDITIONS OF APPROVAL IN EXHIBIT A.

WHEREAS the City has received an application for a Conditional Use Permit for construction and Design Review of a proposed 4-unit multifamily dwelling on a vacant parcel located at the corner of First Avenue and Columbus Avenue; and

WHEREAS the proposed fourplex will contain four (4) 3-bedroom, 2-1/2 bathroom units, with attached 1-car garages and 1 additional off-street parking space for each unit; and

WHEREAS a total of eight (8) spaces are being provided onsite and the applicant is constructing a parking lane on First Avenue; and

WHEREAS each unit features its own separate covered entrance, a covered back porch, and a private covered balcony at the second floor; and

WHEREAS the project includes a new CMU trash enclosure, 6' high solid wood fencing along west and south property lines, and new landscaping throughout; and

WHEREAS the project will also include the minimum roof top solar required by the building code; and

WHEREAS all exterior lighting will be mounted to the building and shall be shielded, directed on site, and shall be dark sky compliant; and

WHEREAS landscaping will not include any lawn or turf areas, nor any built-in irrigation. Plants specified are non-invasive, drought tolerant, and will be hand watered until established; and

WHEREAS the parcel is provided with community water sewer.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Rio Dell finds that *as conditioned*:

WHEREAS the project as conditioned is consistent with the Rio Dell Municipal Code and General Plan regulations and policies; and

WHEREAS the design, location, size, and operating characteristics of the proposed activity are compatible with the existing and future land uses in the vicinity; and

WHEREAS the site is physically suitable for the type, density and intensity of use being proposed, including access, utilities, and the absence of physical constraints

WHEREAS granting the permit would not be detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zoning district in which the property is located; and

WHEREAS the proposed project has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act (CEQA);

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Rio Dell approves the application for a Conditional Use Permit for construction and Design Review of a proposed 4-unit multifamily dwelling located at the corner of First Avenue and Columbus Avenue.

I HEREBY CERTIFY that the forgoing Resolution was PASSED and ADOPTED at a regular meeting of the Planning Commission of the City of Rio Dell on April 29, 2025 by the following vote:

AYES: NOES: ABSENT:		
ABSTAIN:		
ATTEST:	Nick Angeloff, Chairperson	

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. PC 182-2025 adopted by the Planning Commission of the City of Rio Dell on April 29, 2025.

Karen Dunham, City Clerk, City of Rio Dell