

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA**

**There will be a regular meeting held by the Garberville Sanitary District Board of Directors at the
GSD District Office
919 Redwood DR. Garberville, CA**

Date of Meeting: August 24th, 2021

5:00 p.m. – Open Public Session

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 919 Redwood Dr. during normal business hours.

I. REGULAR MEETING CALLED TO ORDER

II. ESTABLISHMENT OF QUORUM

Rio Anderson___, Linda Brodersen___, Doug Bryan___, Julie Lyon____, Dan Thomas_____

III. APPROVAL OF AGENDA - Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of the agenda.

IV. THE BOARD WILL ENTER CLOSED SESSION AT END OF MEETING IF NEEDED

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Up to fifteen minutes of this portion of the meeting are reserved for members of the public to address the Board on items not listed on the agenda and within the jurisdiction of the GSD Board. Speakers are limited to 3 minutes. The GSD Board is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the GSD Board does not respond to public comment at this time.

General Public / Community Groups

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS – Routine report of activities, operations, meetings / conferences held and/or attended by Board members, Staff, and General Manager

Operations Staff-

Office Staff-

Board Members-

Correspondence-

General Manager—Ralph Emerson Pg. 4

Government Code Section 54954.3 provides that the public will have an opportunity to address the Board on any item described on a regular or special meeting either before or during the consideration of that item. The Board reserves the right to limit the time of presentation by individuals and groups

C. POLICY REVISION / ADOPTION

C.1 Sec 14.5 Drought Contingency Plan Water Ordinance
(discussion-no action) 1st reading

pg. 28

IX. CLOSED SESSION

Pursuant to Government Code Section

X. RETURN TO OPEN SESSION

Report of any actions taken in Closed Session

XI. ITEMS FOR NEXT BOARD MEETING

1. River Level--Drought Conditions
2. Water Ordinance-Drought Water Storage Section 14.5
3. Grant-Projects Update
- 4.
- 5.

XII. ADJOURNMENT

Posting of Notice at the District Office no later than Date: Saturday, August 21st, 2021, Agenda is emailed to the local newspapers and those who have requested an agenda in writing or e-mail.

In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Garberville Sanitary District Office at (707)923-9566 at least 48 hours in advance.

Garberville Sanitary District

PO Box 211

Garberville, CA. 95542

(707)923-9566

remerson@garbervillesd.org

GENERAL MANAGER REPORT

Date: August 24th, 2021

There have multiple problems arise during this past month, including issues related to heat, leaks and continued problems with some of the old equipment throughout District. We have been addressing the problems and making repairs while developing plans for future projects which require more time and funding.

Customers are adjusting to new rates and the payment process identified in our Billing Ordinance. Many of the past dues customers have caught up their accounts or have been placed on a payment plan.

We had a rate committee meeting yesterday to address the tiers of our rate plan. I will give you a verbal update while allowing other members of the Rate Committee to comment as well. Thank You to all who participated and helping us do what is best for the District and our customers.

Staff & I have been looking at areas which need attention, including the office. We will have a completed list by next meeting to share with you while discussing the priorities.

Respectfully Submitted:

Ralph Emerson

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES**

Date of Meeting: July 27, 2021

5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

Doug called the meeting to order at 5:00 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Present

Doug Bryan-Present

Julie Lyon- Present

Dan Thomas- Present

III. APPROVAL OF AGENDA

Motion: Dan Thomas

Second: Julie Lyon

Vote: 4-0

IV. THE BOARD WILL ENTER CLOSED SESSION AT END OF MEETING IF NEEDED

(No Closed Session Items)

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS –

Operations Staff- No Comment

Office Staff- No Comment

Board Members- No Comment

Correspondence- No Correspondence

General Manager—Ralph Emerson Pg. 4

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date May 2021 - pg. 5-17

A.2 Approve Date: June 22, 2021 Regular Meeting Minutes - pg. 18-20

A.3 Operations Safety Report- No Meeting This Month

Motion: Julie Lyon

Second: Rio Anderson

Vote: 4-0

A.3 SDRMA will no longer be providing the District with safety meeting material.

B. GENERAL BUSINESS – Action items

- B.1 River Conditions and Drought Planning
 (discussion-possible action) Info at meeting
To determine which drought phase the District is in staff is monitoring the river level daily. The District has supplied customers with a drought flyer which states the drought phases. Also, on the Districts website is the same drought information.
- B.2 High Water Use Letter to Customers
 (discussion—possible action)
Motion: Dan Thomas Second: Rio Anderson Vote: 4-0
The Board gave staff the direction to hand out high water use letters to customers who meet the requirements.
- B.3 Delinquent Payment Notice to Customers
 (discussion-possible action)
The District did not receive funding for the COVID-19 pandemic. The District is handing out letters to those customers who need to catch up past due service charges. Payment plans are encouraged.
- B.4 Town Square Restroom Responsibility
 (discussion-possible action)
The District cannot take on the responsibility of the town square restroom.
- B.5 Update on SHCP Request for Potable Water pg. 26
 (discussion-possible action)

The Pre-Hearing Conference was held on May 11, 2021, at 9:30 am and the Public Hearing was held on June 15, 2021 from 9:00 am to 5:30 pm. The closing brief deadline was extended to July 9th and GSD, RCSD, Ed Voice, and Ms. Sutton submitted closing briefs.

- B.6 Cannabis Permits and Requests for Water Service
 (discussion—possible action) information at meeting
The Board wants to pursue writing a letter against a proposed project in the Districts sphere of influence. The Boards concern is the impact to the water source.
- B.7 Incorporation Process Investigation pg. 27-28
 (discussion-possible action)

District Staff will continue to look into what the requirements are for becoming a CSD. The Board will look into what services the District wants to offer the community.

- B.8 Projects and Operations-Call-Outs
 (discussion possible action) Report by Staff
Sunnybank is the current issue that needs to be replaced. The backhoe is needing new hydraulic hoses.

C. POLICY REVISION / ADOPTION

- C.1 Water Use Ordinance-Sec 15.9-Commercial Ag Water pg. 29-33
 (discussion-action requested) 3rd reading (resolution 21-007)

The Board adopted the water use ordinance change. The word commercial was removed from the first sentence.

Motion: Rio Anderson Second: Dan Thomas Roll Call Vote: 4-0

IX. CLOSED SESSION

X. RETURN TO OPEN SESSION

Report of any actions taken in Closed Session

XI. ITEMS FOR NEXT BOARD MEETING

1. Drought and River Conditions
2. Projects and Funding Update
3. Update on infrastructure Improvements
4. Board Member Vacancy
- 5.

XII. ADJOURNMENT

6:27 p.m.



GARBERVILLE SANITARY DISTRICT

P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566

BOARD OF DIRECTORS MEETING MEMORANDUM

Meeting Date: August 24, 2021
To: Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: SRF Planning Projects Update

GENERAL OVERVIEW

Robertson/Hurlbutt/Wallan Tank Replacement Project (SWRCB-SRF Planning Grant)

The consolidated Scope of Work for this project has been approved by the SWRCB DDW District Office and the Project Manager. The project has been approved to have a funding agreement prepared. It is in the que and as soon as legal staff at DFA complete the Funding Agreement, it should be forwarded to GSD for execution.

Upon execution we can authorize the design engineer to begin work on the various planning documents required for the project. This will include overall project evaluation, alternative analysis, topographical surveys of the Robertson and Wallan tank sites, geotechnical evaluation of the Wallan site, preparation of a Preliminary Engineering Report, environmental documents for all three sites, preparation of plans and specifications, a Technical, Managerial & Financial Assessment, and other reports/approvals as needed as part of the SRF process.

If the Funding Agreement is executed by the end of December 2021, I am hopeful that we will have biddable plans and specs by late fall 2022 with construction during the dry season in 2023.

Meadows Aerial Waterline Reroute Project

SWRCB-SRF Planning Grant

The grant application for planning project funding was submitted in November 2019. The application all four of four clearances completed. It is not being slated for funding. We do not currently know if the score for the project will land it high enough on the list to have it funded this year.

FINANCIAL IMPLICATIONS

Both of these projects are proposed to be funding by SRF through the state. I am anticipating that as a small severely disadvantaged community, we will be eligible for a 90% loan forgiveness (grant) and 10% loan. The loan can be financed for 30 years with a 0% interest rate.

RECOMMENDATIONS

None

ATTACHMENTS

None



GARBERVILLE SANITARY DISTRICT

P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566

BOARD OF DIRECTORS MEETING MEMORANDUM

Meeting Date: August 24, 2021
To: Board of Directors
From: Jennie Short, Consultant Project Manager
Subject: California Water and Wastewater Arrearage Payment Program

GENERAL OVERVIEW

According to the California State Water Resources Control Board:

“The COVID-19 pandemic has made it difficult for many Californians to pay their bills due to job loss and other hardships. As a result, systems that provide water services to customers have been financially impacted.

Through \$985 million in federal funding allocated by the state legislature, the State Water Board is creating a new program to provide relief to community water and wastewater systems for unpaid bills related to the pandemic. The funding will cover water debt from residential and commercial customers accrued between March 4, 2020 and June 15, 2021.

The Program will initially prioritize drinking water residential and commercial arrearages. Funding to community water systems will be disbursed through January 31, 2022. If the Program still has funding available, it will extend to wastewater residential and commercial arrearages by February 2022.”

Some of the key answers to frequently asked questions are as follows:

Who is eligible to receive assistance through this Program?

Currently only community water systems that have accrued residential and commercial drinking water arrearages between March 4, 2020 through June 15, 2021 are eligible to receive assistance through this Program. Residential and commercial debt relief for wastewater services may be available later if there is sufficient funding to address drinking water arrearages.

What is a small community water system?

A small community water system is a water system that serves no more than 3,300 service connections or a yearlong population of no more than 10,000 persons.

What time period will payments cover?

March 4, 2020 to June 15, 2021, which is the COVID-19 pandemic bill relief period. Community water systems will be asked to provide, via a new Electronic Annual Report portal survey, their residential and commercial arrearages that have accrued for their billing periods between and including these dates.

How long will the State Water Board's Program be available?

At this time, this is a one-time program. The Program will initially prioritize drinking water residential and commercial arrearages and revenue loss. If the Program still has funding available, it will extend to wastewater residential and commercial arrearages and revenue loss by February 2022.

What is considered a customer past-due bill or arrearage?

"Past-due bills" means customer water bills that are 60 days or more past due and includes both active and inactive accounts, and accounts that have payment plans or payment arrangements. (Health & Saf. Code, § 116773.2, subd. (c).)

What are residential customers?

Residential customers include customers who receive water services to single-family residences, multi-family residences, mobile homes, including, but not limited to, mobile homes in mobile home parks, or farmworker housing.

What are commercial customers?

Commercial customers include customers who receive water services to commercial/institutional customers e.g., hotels, motels, restaurants, office buildings, government and military facilities, gas stations, hospitals, educational institutions, retail establishments, dormitories, nursing homes, churches, jails, prisons, mental health facilities, addiction recovery centers, farmworker housing, and campgrounds.

Commercial customers do NOT include the following customers: industrial (manufacturing, chemical, refineries, cooling towers, animal & food processing, etc.); agriculture irrigation (crops, aquaculture, etc.); or landscape irrigation (parks, golf courses, etc.).

What is the time period eligible for accrued residential and/or commercial arrearages under this Program?

For the purposes of this program, the COVID-19 pandemic bill relief period is considered to be from March 4, 2020 through June 15, 2021.

If a community water system does not track residential and/or commercial drinking water arrearages or arrearages cannot be determined because of a combined billing system (i.e., customer bills include other services such as wastewater, stormwater, energy, trash, etc.), is the water system still eligible?

Yes, community water systems that do not track residential and/or commercial arrearages are able to report revenue loss during the COVID-19 pandemic bill relief period. The State Water Board will estimate customer arrearages using this revenue loss information using data collected in the Program survey.

Community water systems that have a combined billing system and are unable to distinguish between non-payment for drinking water services from non-payment for the other non-drinking water charges will be asked in the Program survey to calculate the

average annual (or fiscal year) percentage of drinking water charges on their annual average residential and/or commercial bill. The State Water Board will use this percentage to approximate estimate drinking water arrearages.

Are residential and/or commercial late fees eligible under this Program?

The State Water Board is collecting information about unpaid late fees in the Program survey to inform this decision. More information will be provided when the State Water Board adopts a resolution establishing guidelines for application requirements and reimbursement amounts for the Program.

What key information is being collected in the Program survey?

For community water systems that charge customers for water:

- Residential arrearages: The number of accounts and total accrued debt. Total amount of late fees. You will also be asked to identify the number of accounts and total accrued debt with \$600 in debt or more.
- Commercial arrearages: The number of accounts and total accrued debt. Total amount of late fees. You will also be asked to identify the number of accounts and total accrued debt with \$600 in debt or more.
- Revenue loss: 2019 total revenues; and 2019 total expenses for maintaining water system.
- Revenue loss that has occurred during the COVID-19 pandemic (within your billing cycles that include March 4, 2020 through June 15,

How soon after the survey deadline will community water systems be able to apply for Program funding?

After the survey deadline, the State Water Board will analyze the information collected to determine the allocation of the Program funds. The State Water Board will then adopt a resolution to provide guidance on Program eligibilities and requirements. Within 14 days of adopting the resolution, the State Water Board will begin accepting applications from community water systems for funds to assist customers who have past-due bills from the COVID-19 pandemic bill relief period.

The application requires “wet” or “physical” signatures from an authorized representative(s) or designee for the community water system. How should community water systems determine who their authorized representative or designee is?

Typically, the authorized representative or designee is a designated officer or employee of the community water system that has the authority to apply for and receive moneys from the State Water Resources Control Board for the Program. Authorized representatives or designees may be granted this authority due to the position held within the community water system or by receiving a delegation to act in this role. More information will be provided regarding authorized representatives as the State Water Board moves closer to opening the application window.

When will the State Water Board begin disbursing payments to community water systems?

The State Water Board is required to begin disbursing Program funds to approved community water system applicants no later than November 1, 2021. (Health & Saf. Code, § 116773.4, subd. (b)(7).)

Are there requirements for how community water systems must utilize the Program funding once received?

Community water systems will be required to “allocate payments as bill credits to customers to help address past-due bills incurred during the COVID-19 pandemic bill relief period and notify customers of the amounts credited to their accounts” within 60 days of receiving Program funds. (Health & Saf. Code, § 116773.4, subd. (b)(7).) More information will be provided when the State Water Board adopts a resolution establishing Program guidelines for community water systems.

Are there requirements for how community water systems must prioritize which customers with arrearages should receive assistance once they receive Program funding?

More information will be provided when the State Water Board adopts a resolution establishing Program guidelines for community water systems. The State Water Board is required to “establish guidelines for community water systems to prioritize residential water customers and customers with the largest arrearages.” (Health & Saf. Code, § 116773.4, subd. (b)(6)(B).)

What will the allocation formula be for distributing available funding to community water systems?

The State Water Board is required to distribute funding to community water systems proportionally based on reported need. Within this requirement the State Water Board will develop an allocation formula for distributing available funding to community water systems after the Program survey deadline. The development of the allocation formula is dependent on: (1) the total number of completed Program surveys from community water system state-wide; and (2) the total reported funding needs identified through the survey and subsequent survey data analysis. More information about the allocation formula will be provided when the State Water Board adopts a resolution establishing guidelines for application requirements and reimbursement amounts for community water systems.

Does the funding provided through this Program have to be used for water bill arrearages, or can it be used to cover other financial losses or costs?

Program funds may only be used to cover residential and/or commercial arrearages that have accrued during the COVID-19 pandemic bill relief period. Revenue loss or additional/unexpected costs that may be attributed to the COVID-19 pandemic are not eligible to be covered by Program funds.

Are all community water systems that receive funding through this program required to offer customers payment plans? What is the implementation deadline?

Community water systems that receive funding through this program are required to “provide customers with arrearages accrued during the COVID-19 pandemic bill relief period a notice that they may enter into a payment plan and that they have 30 days from the date of the notice to enroll in the payment plan.” (Health & Saf. Code, § 116773.4, subd. (e)(1).)

Can a community water system disconnect service for customers who have not signed up for a payment plan?

- Yes, with restrictions.
- A community water system receiving funds through this Program cannot discontinue water service due to nonpayment of past-due bills before either of the following dates, whichever date is later. (Health & Saf. Code, § 116773.4, subd. (e)(2).): September 30, 2021.
- For a customer that has been offered an opportunity to participate in a payment plan, the date the customer misses the enrollment deadline for, or defaults on, the payment plan.
- Note that community water systems are required to notify customers of the opportunity to enter into a payment plan and that they have at least 30 days from the date of the notice to enroll in the payment plan.
- In addition, all community water systems must adhere to the Water Shutoff Protection Act (Health & Saf. Code, § 116900 et. seq.) notice and shutoff rules for discontinuing residential service due to arrearages accrued during the COVID-19 pandemic bill relief period even if they are not applying for funds from this Program.

Can a community water system disconnect service for customers who are late on payments for their payment plan?

Community water systems may disconnect service for customers who default on their payment plan, but not before September 30, 2021. The payment plan should define what constitutes a default. The State Water Board may provide additional requirements when it adopts funding guidelines for the Program.

For customers that do default on payment plans with community water systems subject to the Water Shutoff Protection Act, the community water system must comply with the notice and shutoff requirements in the Water Shutoff Protection Act. (Health & Saf. Code, § 116900 et. seq.) for discontinuing residential service.

FINANCIAL IMPLICATIONS

The final outcome of the process should be that GSD is paid for all or part of the service charges that are over 60 days past due and were incurred between March 4, 2020 through June 15, 2021.

RECOMMENDATIONS

Review and adopt Resolution 21-008

ATTACHMENTS

Resolution 21-008 (Provided during Board Meeting)



REORGANIZATION TO A COMMUNITY SERVICES DISTRICT

The process to become a Community Services District includes the following jurisdictional changes:

Reorganization proposal:

1. Dissolution of the Garberville Sanitary District, organized under the Sanitary District Act of 1923, California Health and Safety Code §6400 et seq.
2. Formation of a new Community Services District, organized under the Community Services District Law, California Government Code §61000 et seq.

The new CSD would be designated “successor agency” for purposes of winding up the affairs of GSD, carrying out all authorized duties and responsibilities, and overseeing the extension or continuation of any previously authorized charges, fees, assessments or taxes that were lawfully enacted by GSD for the provision of services. This includes being subject to all of the rates, rules, regulations, and ordinances of the District.

Statutory Background: The formation of a Community Services District is a process guided largely by two laws: the Community Services District Law (“CSD Law”; Government Code §61000 et seq.) and the Cortese-Knox-Hertzberg Local Government Reorganization Act (“CKH Act”; Government Code §56000 et seq.). The Humboldt Local Agency Formation Commission (LAFCo) has authority to consider changes of organization or reorganization proposals in accordance with the CKH Act. Other agencies involved in the formation process include the County Elections Office that conducts the election that is required to form a CSD at the direction of the Board of Supervisors.

CSD Powers/Functions: CSDs are authorized to provide a broad array of local services. The actual services to be provided by a specific district are identified in the formation process. Thereafter, that district can provide additional types of services only by obtaining approval from LAFCo.

LAFCo Reorganization Process: The process to form a CSD requires LAFCo approval and majority voter approval as part of an election. This process is described in detail below.

A) Pre-Application Steps: *(prior to application being filed with LAFCo)*

1. GSD prepares a *Plan for Services*, which includes the following contents:
 - a. Background Summary and Reasons for Proposal
 - b. Proposed Terms and Conditions:
 - i Name – Propose a name for the district.
 - ii Boundaries – Describe the boundaries of the district, noting any differences (if any) from the existing GSD jurisdictional boundaries.

- iii Sphere of Influence – State whether the proposal is consistent with GSD's existing sphere of influence, noting any differences (if any).
 - iv Governing Body – Specify the method of selecting the initial board of directors, which may provide for the existing members of the GSD Board to serve as the initial Board of the CSD.
 - v Authorized Services – State which of the services listed in Section 61100 the district would be authorized to provide upon formation, noting any differences (if any) from what is currently provided by GSD.
 - vi Transfer of Assets and Liabilities – Set forth a plan for the transfer of assets and resources that will be operative on the effective date of formation.
 - vii Business and Transition Plan – Set forth a plan for transitioning staffing and personnel.
- c. Description of Services: (GC §56653)
- i An enumeration of the services currently provided or to be extended to the affected territory.
 - ii The level and range of services to be provided.
 - iii An indication of when those services can feasibly be extended to the affected territory, if new services are proposed.
 - iv An indication of any improvement or upgrading of sewer or water facilities, or other conditions the local agency would impose or require within its boundaries upon formation.
 - v Information with respect to how those services will be financed.
2. GSD Board adopts a Resolution of Application
- a. The formation process may be initiated by registered voter petition or by resolution of application from an affected agency. The resolution process makes GSD lead agency for purposes of CEQA compliance.
 - b. The resolution of application should include all the matters specified in Government Code Section 61011 and 56700, including the reasons for the proposal and any proposed terms and conditions.
3. GSD CEQA Compliance, which may qualify for exemption.
4. GSD submits LAFCo Application with associated \$10,000 deposit.

B) Public Hearing Steps: *(once application is filed with LAFCo)*

- 1. LAFCo sends referral to interested and affected agencies for comment.
- 2. LAFCo reviews application for completeness and within 30 days deems the application complete or incomplete.
- 3. Once the application is deemed complete, LAFCo issues a Certificate of Filing and sets the official hearing date.
- 4. LAFCo issues public hearing notices at least 21 days in advance of hearing:
 - a. Notice given by posting, publication and mailing to property owners and registered voters within proposed CSD boundaries and within 300 feet of the exterior boundary.
 - b. If total number of landowner and registered voter notices exceeds 1,000, then notice may instead be provided by publishing a display ad in newspaper rather than mailing.

5. LAFCo prepares staff reports, findings, and associated resolutions.
6. LAFCo conducts a public hearing:
 - a. After hearing public testimony, the Commission may approve, modify, or deny the proposed formation. If it is approved, the Commission also will adopt any terms and conditions for the formation, and establish a sphere of influence for the new district.
 - b. If LAFCo approves the proposal for the formation of a Community Services District, then the Commission shall proceed with conducting authority (protest) proceedings.

C) Protest Hearing Steps: *(following LAFCo approval)*

1. Complete 30-day reconsideration period
2. LAFCo issues protest hearing notices:
 - a. Notice given by posting, publication and mailing to property owners and registered voters within proposed CSD boundaries.
 - c. If total number of landowner and registered voter notices exceeds 1,000, then notice may instead be provided by publishing a display ad in newspaper rather than mailing.
3. LAFCo Executive Officer holds protest hearing and receives written protests.
4. At the next regular LAFCo meeting, the Commission accepts protest hearing results and takes one of the following actions pursuant to Government Code Section 61014(e):
 - (1) If a majority protest exists in accordance with Section 57078, the commission shall terminate proceedings.
 - (2) If no majority protest exists, the commission shall order the formation subject to the approval by the voters.

D) Election Steps: *(following Protest Hearing)*

1. After making the order, LAFCo requests the Board of Supervisors call and give notice of an election and direct county officials to conduct the necessary elections on behalf of the proposed CSD.
2. Commission prepares Impartial Analysis and addresses any concerns that may be raised by County Elections.
3. If after the election, a majority of all of the votes cast are in favor of the formation of the district, the territory shall be formed.

E) Final Steps

1. Determine all LAFCo conditions are satisfied
2. Finalize map and boundary description
3. Record Certificate of Completion
4. File with Board of Equalization

REVISED DATE

**NOTICE OF COMMUNITY MEETING
HUMBOLDT COUNTY PLANNING AND BUILDING DEPARTMENT**

On **August 25, 2021, at 6:00 p.m.**, the Humboldt County Planning and Building Department will host a community meeting to discuss the project described below.

NOTE: In accordance with Executive Order N-29-20, the County of Humboldt Planning and Building Department will conduct this meeting virtually.

HOW TO PARTICIPATE OR WATCH THE COMMUNITY MEETING:

You may access the live stream of the meeting in two ways:

1. You may access the live stream of the meeting by using the following link: <https://zoom.us/j/85304887972>
Password: 111005
2. Call in via telephone at 346-248-7799, enter meeting ID 853 0488 7972 Password: 111005

Participate in the community meeting in the following two ways:

1. **Via Computer as an attendee:** To raise your hand click the Raise Hand icon on the bottom of the Zoom window. When you click the Raise Hand icon, a hand icon will appear next to your name to notify the host that your hand is raised. You will also see the hand icon turn green. When you want to lower your hand, you can click the hand icon again and your hand will be lowered. When you are called upon to speak, the Zoom platform will ask you for permission to unmute your mic. **If you encounter any issues, please use the call-in option below.**
2. **Via phone call using cell phone or landline:** When the community meeting begins, call in to the conference line. When the meeting host begins the discussion, you may **Press *9 to raise your hand**. When you are called upon to speak, you will be prompted to unmute your mic. Press *6 to unmute.

PROJECT INFORMATION:

Humboldt Hempire Farms, LLC, Garberville area; Record Number PLN-2020-16602 (filed 08/18/2020); Assessor's Parcel Number 223-061-011. The applicant seeks a Special Permit to allow for 43,560 square feet of new mixed light cannabis cultivation. The applicant anticipates 3 harvest cycles annually. Cultivation will occur in twelve (12) 1,600 square foot greenhouses, four (4) 2,000-square-foot greenhouses, two (2) 1,950 square foot greenhouses, and two (2) 2,600-square-foot greenhouses. Water for irrigation will be provided by rainwater catchment. There is an approved land use permit on the subject parcel that allows for a business engaged in the collection, storage, delivery, and sale of non-potable water to residents in the Southern Humboldt area for primarily agricultural use (e.g., irrigation). The applicant will utilize water from this onsite business to support the cultivation. The applicant anticipates approximately 600,000 gallons of water will be required annually for irrigation. There is 3,360,000 gallons of water storage onsite. Processing such as drying and curing will occur on the second floor of a 5,060-square-foot shop. Drying and curing will also occur in a 2,530 square foot portion on the first floor of the existing 5,060-square-foot shop. Further processing will occur offsite at a licensed processing facility. The applicant is anticipating a maximum of three employees working onsite. Power of the project will be provided by PG&E.

This project is located in Humboldt County in the Garberville area, on the north side of Sprowel Creek Road, approximately 1,300 feet northwest from the intersection of Sprowel Creek Road and West River Lane, on the property known as 1575 Sprowel Creek Road.

It is anticipated that this project will be heard before the Planning Commission at a date to be determined. A separate legal notice of the public hearing will be sent prior to the hearing date.

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Bertain Andrew P & Charley H & Edward J
371 Old Briceland Rd
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545 Shelter Cove Rd
Whitethorn, CA 95589

California State Of Hwy
C/O Calif Dept Of Transportati
1656 Union St
Eureka, CA 95501

California State Of Hwy
Vacant Land

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Humboldt County Of
Moody Bridge Constru

Jeffries Jesse
1353 Sprowl Creek Rd
Garberville, CA 95542

Johnson James O & Anita M
601 Hillcrest Dr
Garberville, CA 95542

Jones William H & Brightman Barbara J
1880 Sprowel Creek Rd
Garberville, CA 95542

Khaosaard Piyaporn Tr
Po Box 174
Redway, CA 95560

Levin Lelah Uwjt Et Al
23 Rosewood Ct
San Rafael, CA 94901

Lewis Patrick B Tr
Po Box 371
Redway, CA 95560

Miller Christine A
1271 Evergreen Rd #722
Redway, CA 95560

Modic Paul J
Po Box 801
Garberville, CA 95542

Moore Tami
Po Box 457
Redway, CA 95560

Newbury Dirckum
P.O. Box 5575
Berkeley, CA 94705

Olsen Ronald L & Corby J
Po Box 339
Hydesville, CA 95547

Peek Louis
1508 Main St
Fortuna, CA 95540

Peek Louis & Bunting Rebecca
1271 Evergreen Rd #513
Redway, CA 95560

Richardson Robert & Melissa
15 Rivercrest Dr
Garberville, CA 95542

River Crest Mutual Water Co
15 River Crest Dr
Garberville, CA 95542

Sammel Karoline
170 Dutch Ln
Arcata, CA 95521

Santos Dion Tr
Po Box 1953
Redway, CA 95560

Schaible Marcus D
Po Box 816
Garberville, CA 95542

Sooter Jay D & Taylor Margaret M Tr
272 Sprowl Creek Rd
Garberville, CA 95542

S Humboldt Community Healthcare District
733 Cedar St
Garberville, CA 95542

Southern Humboldt Community Park
Po Box 185
Garberville, CA 95542

Studebaker Cathy L Uwse
Po Box 339
Garberville, CA 95542

Studebaker Cathy R
Po Box 339
Garberville, CA 95542

Studebaker Shawn T
4439 Briceland Rd
Redway, CA 95560

Trees Jason
972 Riverview Ln
Garberville, CA 95542

Trees Jason
984 Riverview Ln
Garberville, CA 95542

Webster William & Pancoast Barbara
34 River Crest Dr
Garberville, CA 95542

West River Lane Llc Co
Po Box 1020
Garberville, CA 95542

OCCUPANT
986 ALSFORD LN
GARBERVILLE, CA 95542

OCCUPANT
994 ALSFORD LN
GARBERVILLE, CA 95542

OCCUPANT
135 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
184 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
196 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
199 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
203 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
210 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
215 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
224 LEINO RD
GARBERVILLE, CA 95542

OCCUPANT
5 RIVERCREST DR
GARBERVILLE, CA 95542

OCCUPANT
18 RIVERCREST DR
GARBERVILLE, CA 95542

OCCUPANT
33 RIVERCREST DR
GARBERVILLE, CA 95542

OCCUPANT
43 RIVERCREST DR
GARBERVILLE, CA 95542

OCCUPANT
44 RIVERCREST DR
GARBERVILLE, CA 95542

OCCUPANT
3879 RIVERCREST DR
GARBERVILLE, CA 95542

OCCUPANT
936 RIVERVIEW LN
GARBERVILLE, CA 95542

OCCUPANT
940 RIVERVIEW LN
GARBERVILLE, CA 95542

OCCUPANT
951 RIVERVIEW LN
GARBERVILLE, CA 95542

OCCUPANT
954 RIVERVIEW LN
GARBERVILLE, CA 95542

OCCUPANT
965 RIVERVIEW LN
GARBERVILLE, CA 95542

OCCUPANT
973 RIVERVIEW LN
GARBERVILLE, CA 95542

OCCUPANT
979 RIVERVIEW LN
GARBERVILLE, CA 95542

OCCUPANT
253 SPROWEL CREEK RD
GARBERVILLE, CA 95542

OCCUPANT
259 SPROWEL CREEK RD
GARBERVILLE, CA 95542

OCCUPANT
264 SPROWEL CREEK RD
GARBERVILLE, CA 95542

OCCUPANT
286 SPROWEL CREEK RD
GARBERVILLE, CA 95542

OCCUPANT
1144 SPROWEL CREEK RD
GARBERVILLE, CA 95542

OCCUPANT
1575 SPROWEL CREEK RD
GARBERVILLE, CA 95542

OCCUPANT
1041 SPROWEL CREEK RD
GARBERVILLE, CA 95542

OCCUPANT
904 SUNNYBANK LN # B
GARBERVILLE, CA 95542

OCCUPANT
904 SUNNYBANK LN APTS A&B
GARBERVILLE, CA 95542

OCCUPANT
138 WEST RIVER LN
GARBERVILLE, CA 95542

OCCUPANT
176 WEST RIVER RD
GARBERVILLE, CA 95542

OCCUPANT
178 WEST RIVER RD
GARBERVILLE, CA 95542

OCCUPANT
214 WEST RIVER LN
GARBERVILLE, CA 95542



Welcome!

Phone:

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NOTICE: When searching Planning records below, it is recommended to use the wildcard % before and after your search, i.e. %12345% to search for record number 12345.

223-061-011-000

[Home](#) [Planning](#) [Building](#)

Search Cases

Record PLN-2021-17297: Planning Application Record Status: Application Submitted

Record Info Conditions 1 Custom Component

A notice was added to this record on 06/14/2021.
Condition: Parcel Status Severity: Notice
Total Conditions: 1 (Notice: 1)

[View Condition](#)

Application Location

1575 Sprowel Creek Rd
Garberville CA 95542

[View Additional Locations>>](#)

Record Details

Project Description:

AA Mtg. - Modification to CUP for water storage & sales business modification proposes development and use of off-site well as water source to fill existing bladder system on APN 223-061-011. Project includes development of system of pipes to convey water from well site to storage site.

[More Details](#)



Groundwater Well Project (222-092-003)



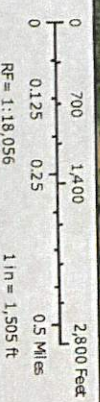
Humboldt County Planning and Building Department

Printed: April 16, 2021

Web AppBuilder 2.0 for ArcGIS

Map Disclaimer

- Highways and Roads
 - Private or Unclassified
 - Major Arterials
 - Major Collectors
 - Minor Collectors
- Blue Line Streams
 - Perennial 1-3
 - Perennial >4
- Intermittent
- Subsurface
- City Boundary
- City Boundary (750K)
- Counties



Sources: Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
 NRCS
 Humboldt County GIS
 Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community



HUMBOLDT COUNTY
PLANNING AND BUILDING DEPARTMENT ~ BUILDING DIVISION
3015 H STREET, EUREKA, CA 95501 ~ PHONE (707)445-7245

REFERRAL FORM

Date Sent

Generated By Taylor Perry

Assessor's Parcel Number 032-091-004-000

Application Number BLD-2021-53148

Application Name Alex Escudero

Owner Name Peek Louis

SITE INFORMATION

Street 979 Riverview Ln
City Garberville State CA
Zip

PROJECT INFORMATION

Project Residential
Project Type Building New Residential
Project Description Peek-ADU

We have reviewed the project and recommend the following

Program Manager Approval By:



HUMBOLDT COUNTY
PLANNING AND BUILDING DEPARTMENT ~ BUILDING DIVISION
3015 H STREET, EUREKA, CA 95501 ~ PHONE (707) 445-7245

PRE-SITE INVESTIGATION FORM

THIS IS NOT A PERMIT DOCUMENT

APPLICATION INFORMATION

Name Alex Escudero
Address 1 1705 Madrone Ave **Address 2**
City Eureka **State** CA **Zip** 95503

OWNERS NAME AND MAILING ADDRESS

Name Peek Louis **Email**
Address 1 **Address 2**
City Fortuna **State** CA **Zip** 95540

SITE INFORMATION

Parcel Number 032-091-004-000 **Application Number** BLD-2021-53148
Street Address 979 Riverview Ln **City** Garberville **State** CA **Zip**

PRESITE INVESTIGATION

Project is already started No	AOB Inspection No
Soil report is required due to	Project appears to be within wet area None
Project is in flood zone A per No	FIRM panel number
Flood elevation certificate required No	Is 2nd Flood Certificate Required? No
Plans stamped by a licensed person required Yes	SRA requirements apply Yes
SRA water storage requirements apply No	Lot created prior to 1992
Appr.SRA req. need to be shown on plot plan Yes	Plot plan incomplete, must be revised No
Driveway slope appears to be Under 16%	Submit engineered foundation for None
Grading permit required No	Applicant must locate property lines Yes
Incomplete submittal Construction Plan No	Other concerns exist No
Erosion and sediment control measures req.	

Inspector Notes

RE
1-27-21
BLD 53148

- Please submit complete set of construction plans
- Submit energy analysis

RE 5-10-21

- Construction plans received
- Energy analysis received
- Structural calculations, truss calculations received
- Plans appear complete at this time

QUESTIONS? Please contact the County of Humboldt Building Division



COUNTY OF HUMBOLDT
PLANNING AND BUILDING DEPARTMENT ~ BUILDING DIVISION
3015 H STREET, EUREKA, CA 95501 ~ PHONE (707) 445-7245

PRE-SITE APPLICATION AND PRELIMINARY REVIEW FORM

THIS IS NOT A PERMIT DOCUMENT

Applicants are responsible for notifying the Building Division regarding project status.
The Building Division retains project paperwork for 365 days. After 365 days, a new permit application and additional fee payment will be required.

OWNERS NAME AND MAILING ADDRESS			
Name	Peek Louis	Phone	
Address 1		Address 2	
City	Fortuna	State	CA Zip 95540

APPLICATION INFORMATION			
Name	Alex Escudero	Phone	(707)498-1527
Address 1	1705 Madrone Ave	Address 2	
City	Eureka	State	CA Zip 95503

APPLICATION INFO			
Application Number	BLD-2021-53148	Date	5/27/2021
Parcel Number	032-091-004-000	Lot No.	
Project Type	Building New Residential		
Project Location	979 Riverview Ln, Garberville, CA		
Project Description	Construct 2-story 1-bedroom ADU on parcel only		
Contractor	Contractor Phone		
Insp. District	Approx Sq Ft	Estimated Project Value \$0.00	
Public Water Yes	Public Sewer Yes		
Parking Spaces			
No. of Units 0.00	No. of Buildings 0.00		
Fire SRA Y	SRA Exempt	Qualifies for Alternative Owner Builder (AOB)	
Zoning R-1	Flood Zone N	Firm#	
Geo Hazard# 1	Improvement Level		

NOTES	
OSE Perennial Watercourses:	n
OSE Seasonal:	n
Design Review By:	

COASTAL ZONE		
Coastal Zone:	N	CDP Info:
Coastal Section:		

I attest to the above and hereby grant right of entry for inspections purposes:

Signature: _____ Date: _____

LEGAL

ADDRESS:
979 RIVERVIEW LN.
GARBERVILLE, CA. 95542

ASSESSOR'S PARCEL NUMBER:
032-091-004

OWNER: MR. LOUIE PEEK
PHONE: (310) 405-2699

SETBACK: 20' FRONT, REDUCED 4' SIDE,
AND REDUCED 4' REAR.

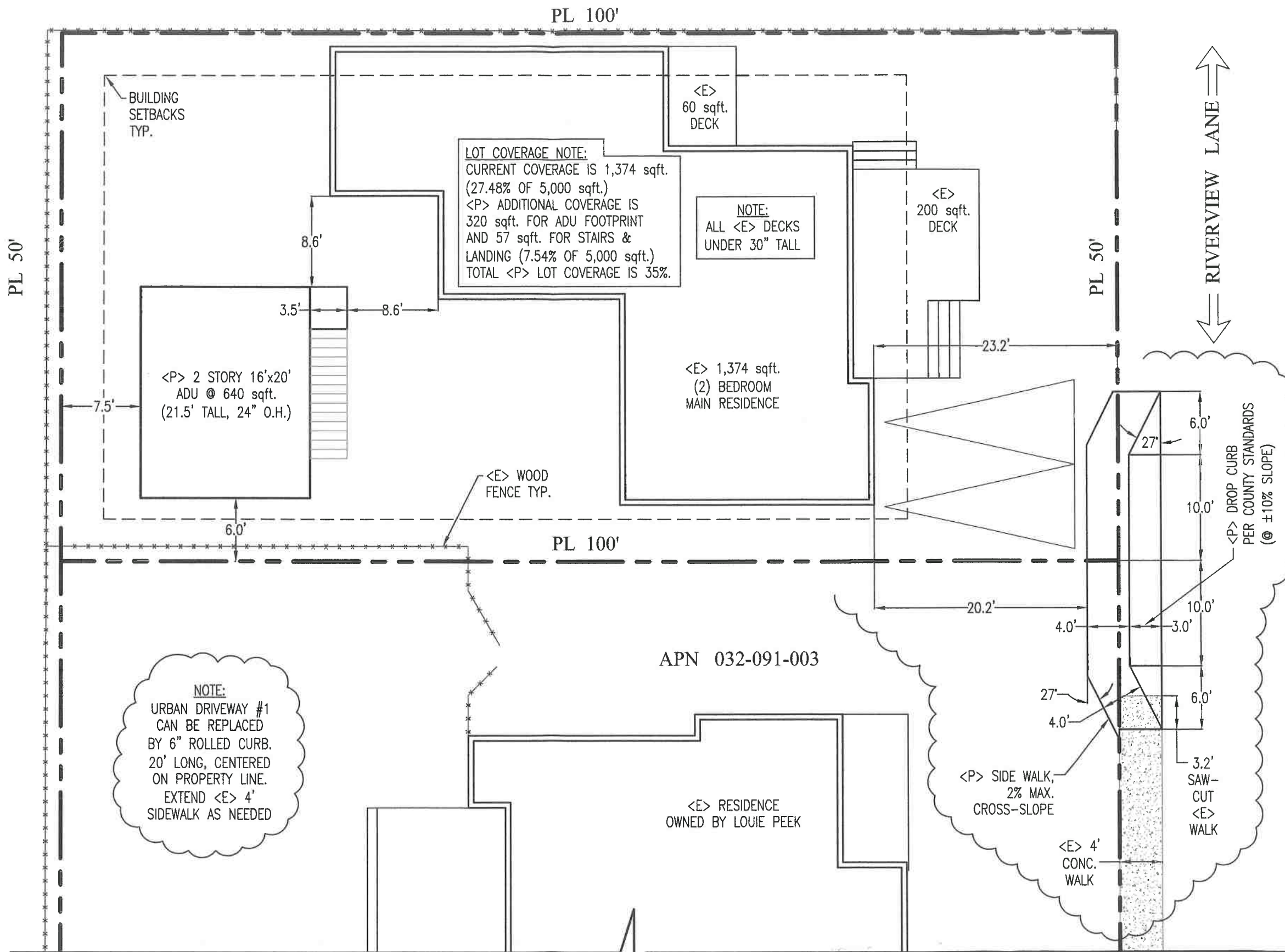
AREA ANALYSIS
LOT SIZE: 5,000 sqft.

NOTES

1. PUBLIC WATER & POWER SUPPLY
2. NO KNOWN EASEMENTS
3. NO GRADING OR FILL REQUIRED
4. NO TREES TO BE REMOVED
5. NO STREAMS, SPRINGS, OR WETLANDS
6. NO PROPANE TANK

PROJECT DESCRIPTION:

NEW 2 STORY ADU



NOTE:
URBAN DRIVEWAY #1
CAN BE REPLACED
BY 6" ROLLED CURB.
20' LONG, CENTERED
ON PROPERTY LINE.
EXTEND <E> 4'
SIDEWALK AS NEEDED

LOT COVERAGE NOTE:
CURRENT COVERAGE IS 1,374 sqft.
(27.48% OF 5,000 sqft.)
<P> ADDITIONAL COVERAGE IS
320 sqft. FOR ADU FOOTPRINT
AND 57 sqft. FOR STAIRS &
LANDING (7.54% OF 5,000 sqft.)
TOTAL <P> LOT COVERAGE IS 35%.

NOTE:
ALL <E> DECKS
UNDER 30" TALL

REVISED
6/17/2021

DISCLAIMER:

MAPPING INFORMATION PROVIDED IS FOR DESIGN PURPOSES ONLY.

THIS SITE PLAN REFLECTS MANY MAPPING DETAILS THAT ARE USEFUL TO ASSURE THAT THE BUILDING DESIGN IS LOCATED APPROPRIATE TO ITS SURROUNDINGS. HOWEVER, NONE OF THE INFORMATION SHOWN IS IMPLIED TO SUGGEST OR SUBSTITUTE FOR A CONTRACTED ACTUAL LAND SURVEY.

5			
4			
3			
2	6/17/21	DROP CURB ADDED	AEO
1	3/18/21	ADU LOCATION REVISED	AEO
	NO. DATE	DESCRIPTION	
R E V I S I O N S			

The Man With The Plan
Drafting & Design Eureka, Ca.
(707) 443-8565 (707) 498-1527
sonofabeachumboldt@yahoo.com

SCALE: AS NOTED
DRAWN BY: A.E.O.
DATE: 1/19/21

LOUIE PEEK
AP# 032-091-004
979 RIVERVIEW LN. GARBERVILLE, CA.
NEW 2 STORY ADU
SITE PLAN

Sec 14.5 Drought Contingency Plan.

During drought conditions as identified by the State of California, Humboldt County or Garberville Sanitary District, the Drought Contingency Plan will go into effect immediately.

This plan will be implemented by Garberville Sanitary District and the public will be made aware of this plan through the media and customer outreach.

Customers will be required to conserve water including but not limited to gallons per day water usage and if they don't comply, may be fined for gallons of water used above the maximum allowed.

Customers that require water for agricultural or outdoor use during Summer months will be required to have adequate water storage to meet their demands, in the event of a drought or repairs because on (Phase 2) of the Drought Contingency Plan, water will be disconnected or restricted for outdoor use.

Those Customers who choose not to have water storage may have water disconnected during drought events or repairs to distribution system.

1. 1st phase of drought conservation plan will require all customers to voluntarily reduce water consumption. (10cfs) in South Fork of Eel River
2nd phase will be to stop all outdoor watering for everything except animals, vegetables or fruit. (7cfs)
3rd phase will require only using water on specific days, designated by GSD (5cfs).
4th phase requires all customers to only use water for health and safety, with no outside watering (4cfs)
2. Continual updates to customers will educate and inform of conditions
3. Ongoing: develop alternative water sources including, wells, springs, shared water with neighboring water districts including water hauling.
4. Ongoing: gray water education for irrigation
5. Ongoing: educate customers on personal water storage opportunities and conservation measures
6. Ongoing: leak monitoring and repairs
7. Ongoing: build additional water storage tanks or ponds
8. Identify all diversions from the river or GSD distribution system and report to law enforcement.

Ongoing: Participate in all drought planning forums to share ideas and planning strategies while developing partnerships on collaborative water projects and funding opportunities