



RIO DELL CITY COUNCIL AGENDA
REGULAR MEETING - 6:00 P.M.
TUESDAY, FEBRUARY 18, 2025
City Council Chambers
675 Wildwood Avenue, Rio Dell

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City Council meetings are held in City Hall Council Chambers for in-person attendance by the public. The public may also attend these meetings virtually through Zoom.

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In balancing the need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) **and email no later than one-hour prior to the start of the Council meeting**. Your comments will be read out loud, for up to three minutes.

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Zoom Public Comment:

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll-free number **1-888-475-4499**, enter meeting **ID 987 154 0944** and press star (*) 9 on your phone – this will raise your hand. You will continue to hear the meeting on the call. When it is time for public comment on the item you wish to speak on, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. Please state your name and begin your comment. You will have 3 minutes to comment.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CEREMONIAL MATTERS

E. PUBLIC PRESENTATIONS

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

F. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually following action on the remaining consent calendar items.

1. 2025/0218.01 - Approve Minutes of February 3, 2025 Special Meeting **(ACTION)** - Pg. #4

2. 2025/0218.02 - Approve Minutes of February 4, 2025 Regular Meeting **(ACTION)** - Pg. #12

3. 2025/0218.03 – Receive and File 2024 General Plan Annual Progress Report **(ACTION)** - Pg. #18

4. 2025/0218.04 – Receive & File FY 2025-26 Operating and Capital Budget Calendar **(ACTION)** - Pg. #35

5. 2025/0218.05 – Receive and File the Check Register for January 2025 **(ACTION)** - Pg. #38

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

1. 2025/0218.06 - City Manager/Staff Update **(RECEIVE & FILE)** - Pg. #44

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

1. 2025/0218.07 – Total Compensation Study Draft Report **(RECEIVE & FILE)** - Pg. #52

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS/PUBLIC HEARINGS

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

- [1.](#) 2025/0218.08 - Introduction and First Reading (by title only) of Ordinance No. 411-2025 and Resolution No. 1630-2025 Amending the Industrial Commercial (IC) Zoning Regulations and the General Plan Land Use Element (**DISCUSSION/POSSIBLE ACTION**) - Pg. #67
- [2.](#) 2025/0218.09 - Introduction and First Reading (by title only) of Ordinance No. 412-2025 Establishing Section 12.30 "Trails" of the Rio Dell Municipal Code (RDMC) Pertaining to Regulations for Trails (**DISCUSSION/POSSIBLE ACTION**) - Pg. #133

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, **March 4, 2025 at 6:00 p.m.***

**RIO DELL CITY COUNCIL
SPECIAL MEETING MINUTES
FEBRUARY 3, 2025**

Mayor Garnes called a special Rio Dell City Council meeting to order at 6:00 p.m.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Carter, Councilmembers Wilson,
and Woodall

Absent: Councilmembers Orr (excused)

Others Present: City Manager Knopp, Police Chief Phinney, Community Development Director Caldwell, Water/Roadways Superintendent Jensen, Senior Fiscal Assistant Maciel, and City Clerk Dunham

Absent: Finance Director Sanborn and Wastewater Superintendent Kelly (excused)

PUBLIC PRESENTATIONS

Mayor Garnes invited public comment on non-agenda matters. There was no public comment received.

SPECIAL MEETING MATTERS/STUDY SESSIONS

“Traffic Regulations” Related to Commercial Vehicle and Truck Parking

City Manager Knopp provided a staff Discuss and Consider Revisions to Chapter 10.05 of the Rio Dell Municipal Code (RDMC) report recommending the City Council receive a presentation from staff, open and receive public comment, close the public comment, deliberate, and give direction to staff on possible revisions to the Traffic Regulations related to Commercial Vehicle and Truck Parking.

He reviewed the recent meetings of the Nuisance Advisory Committee and the Traffic Committee where the issue was discussed before referring the matter to the City Council for consideration.

City Manager Knopp continued with a PowerPoint presentation on Commercial Truck Parking. In providing a background summary, he said that the last update of the Traffic Ordinance (Section 10.05.020 of the Rio Dell Municipal Code) was adopted in 1983 and the definition of what is a “commercial truck” is lacking. The current code disallows commercial truck parking in residential districts for longer than 5 hours, with some exceptions for loading and unloading.

Section 10.05.790 prohibits certain vehicles from parking in the Central Traffic District which is defined as Wildwood Avenue from the bridge to US 101. The prohibition is from

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7:00 a.m. to 6:00 p.m. on any day with certain prohibitions excluding garbage trucks and vehicles carrying building materials.

City Manager Knopp pointed out that the existing code has not been enforced by the Police Department for a long but unknown amount of time as the code pertaining to Commercial Trucks is unclear and unenforceable by staff.

He noted that at the last Traffic Committee meeting on January 23, 2025, when commercial Truck Parking was discussed, it was determined that the historical lack of enforcement and poor code language created a situation that exceeded the duties of the Traffic Committee. Because of fundamental policy decisions that are the domain of the City Council, the matter was referred to the City Council to develop broader language.

City Manager Knopp said that no formal written complaints were on record for truck parking over the last two years however, there were some verbal complaints from citizens. Legitimate issues related to truck parking were safety-related, including visual line of sight and roadway width, and infrastructure issues, including damage to infrastructure or roads. When a heavy truck parks on an unimproved shoulder, it can damage the road, the water line, or other utilities.

Next were comparisons of parking and truck regulations with other jurisdictions.

Three basic options were presented for City Council consideration which included the following:

- 1) Remove all or most commercial truck/trailer traffic regulations and allow parking.
- 2) Adopt a middle ground.
- 3) Ban all or most commercial truck/trailer traffic regulations and ban parking.

Staff recommended the following “middle ground” proposal:

- 1) Explicitly allow parking on Northwestern Avenue for up to 72 hours.
- 2) Explicitly ban parking on Wildwood Avenue for longer than 2 hours.
- 3) Allow parking in all other areas (including residential) by Police Department issued permit.
 - A. Permits to be signed by the Chief of Police and Water/Roadways Superintendent.
 - B. Considerations would be safety (road width and sightline impact), and Infrastructure (damage to a water line or other public property – damage billable to permittee or establish requirements for site improvements).
 - C. No fee for the permit.
 - D. Permit would be revocable based on complaint and/or emergent safety or Infrastructure considerations.

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The next steps included the following two options for potential City Council direction to staff:

Option 1: Refer the item to the Traffic Committee to work out language specifics for a new proposed Ordinance to be presented at a future date for Council consideration and potential adoption.

Option 2: Direct staff to work on the new proposed Ordinance and return to the Council at a future date for consideration of the language or for potential adoption.

City Manager Knopp explained that the Rio Dell Municipal Code (RDMC) requires at least two public meetings for adoption of an ordinance at a regularly scheduled meeting. Once adopted, the ordinance goes into effect after 30 days. The purpose of this meeting is to get general direction from the Council.

Mayor Garnes thanked everyone for coming and reviewed the process for public comment. She noted that anyone wishing to address the Council must complete a speaker card and limit their comments to 3 minutes. The total public comment period was limited to 40 minutes.

Bridget Vaile, said that at the last Traffic Committee meeting, the public was told that this meeting would be a brain-storming study session with inter-active discussion between the City Council, staff, and the public.

Mayor Garnes explained the protocol and said City Council meetings must be conducted under the provisions of the Ralph M. Brown Act.

Mayor Pro Tem Carter commented that because this is an official City Council meeting, there are rules that must be followed but encouraged the public to use their 3 minutes to voice their opinions. Having the proper seating arrangement doesn't change the public's ability to brainstorm with the Council.

Bridget Vaile addressed the Council and said that her husband is a truck driver who received a courtesy notice from the City that was not dated. She submitted a Public Records Act (PRA) request to the City for copies of all complaints with a total of six complaints submitted since June 2024. She commented that for this issue to blow up to this extent for 6 complaints is ridiculous. She said that truck parking on Painter Street is not an issue and there were no visibility obstructions or complaints by anyone. She pointed out that these truck drivers are all working taxpayers of the City and objected to the recommended "middle ground" option and with the parking on Northwestern Avenue due to no lighting or security.

She said that she asked Officer Landry if the City had 24-hour police coverage and was told there was no 24-hour coverage. Regarding the potential for damaged infrastructure, if

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a truck damages it they are responsible for repairing it. She said if that is the option the City is looking at, she would suggest that the City first look at the infrastructure to make sure there is no damage now. With six courtesy notices issued and five police reports that were recorded

In September 2024 but not written up until January 28, 2025, they were done because of the PRA request. She asked the City to not punish the truck drivers for the job they do.

Cliff Whitchurch said he moved to Rio Dell two years ago, purchased a house here, and has had problems from the beginning. He suggested that rather than issuing courtesy letters when a complaint is received, why not send an officer out to check and see if the truck is parked legally? He suggested getting rid of the parking regulations and if a truck or any vehicle is illegally parked, write them a ticket. He asked if the City would be responsible for trucks parked on Northwestern Avenue 24 hours/day, 365 days/year if something happens to them. He commented that trucks are already parking on City infrastructure and nothing has been damaged. He said there is a difference between parking a truck on the street or just dropping the trailer and if the truck or trailer damages the street, the owner is responsible for the repair. He said that truckers should be able to park at their residence so they can be in charge of their own vehicle.

Travis Wildgrube agreed that a lot of the truck parking issues started with Imperiale Trucking in the 80's. He said that they did take advantage of the City, had a shop on Wildwood Ave, and parked up and down Wildwood Ave. He said that if the City is trying to increase revenue, maybe it should work on nuisances and condemn and sell houses rather than chasing down truck drivers about a parking spot. He questioned the number of accidents resulting from truck parking. He expressed safety concerns with trucks being required to park off-site noting that there are valuable items kept in trucks not to mention the fuel. Chasing truck drivers out of town is a bad idea and the City should be fair to the working-class people here. He suggested the City pursue grant funding to fix the streets. He pointed out that Rio Dell is a lot smaller than Eureka where many of the trucks in Eureka are trucks making deliveries whereas the trucks in Rio Dell are working people.

Michael Vaile asked how long it was going to take to resolve this issue and commented that it's wasting a lot of time for people coming to these meetings; it's like "beating a dead horse."

Fati Griffith asked why some of the other comparator cities have no restrictions and if in fact there were no restrictions or staff didn't take the time to check.

City Manager Knopp said that in doing cursory checks of regulations in other jurisdictions, it wasn't always explicit which doesn't mean they didn't have restrictions but may have been implemented through resolutions or other means.

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Fati Griffith stated for clarification that she is not married or related to anyone who drives a truck but feels that the way the local truckers are treated is not right. These are people who pay taxes and are trying to make a living and we don't want them to get upset and leave.

Sharon Wolfe addressed the Council regarding the process and said that the Nuisance Advisory Committee meetings and the Traffic Committee meetings are all posted online for anyone to view and listen to the people who spoke. She said that the reason a study session

versus a special meeting was so important to them, was because at each of the prior meetings, the committee didn't make any decisions but referred the matter off to another committee or City Council. The purpose of the study session was to drill down on the issues and have a back-and-forth discussion. She said that the Council is taking public comment and will debate the issues, then decide on the policy. That policy decision is where the public would like to have the interaction before it is made.

She pointed out that the City needs these folks and said that there is no problem on Painter Street with truck parking. Mr. Diaz parks safely off the road where there is no visibility issue. There could be some more gravel there but the location is safe and he is off the road. Rio Dell should continue to be the bedroom community for the working class it has always been.

Jose Flores commented that he was fairly new to trucking noting that from what he sees, the parking ordinance should not be heavily regulated because Rio Dell is comparing itself to Eureka which is much larger with more lenient regulations. Rio Dell is a fairly industrial town and was founded on that. He commented that the truck drivers are tired of getting off work to attend these meetings to have them flopped back and forth between the committees and the City Council. He pointed out that parking in town is much safer than Northwestern Avenue.

There being no further public comment at this time, Mayor Garnes turned the discussion back to the City Council.

Mayor Pro Tem Carter said she understood why the truckers were frustrated, annoyed, and even angry at what's been going on for the past couple of months. She apologized for their frustration and thanked everybody for remaining respectful, civil, and level-headed through this process. She said that it was never the Council's intent to crack down hard on gainfully employed contributing members of society. There are definitely more important problems in the City but the City Council wants to make the community better for everybody.

She supported Option 2 to adopt a common ground regarding the regulations and said that it doesn't mean that people would be required to park trucks on Northwestern Avenue, only

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that it would be an option. She said that truck parking in residential districts needs to be handled on a case-by-case basis to be fair. She added that she was proud to have blue-collar workers in our town and that it was important for everybody to have a voice.

She commented that it may be a good idea for the group to select one or two people to attend the meetings and report back to other truckers so no one has to miss work. She clarified that the City would not create any additional revenue as there would be no fee for the parking permits. She commented that Option 1 or 3 would not be fair to anyone.

Mayor Pro Tem Carter commented that until the City Council gets it together and adopts new regulations, there doesn't need to be any enforcement.

Councilmember Woodall thanked Jose Flores for bringing it to light. She said that she attended the previous committee meetings and listened to what everyone had to say. She talked to several truckers regarding parking out of town and said that it is not the trucker's fault that the City Council doesn't have their "ducks in a row." She commented that she had no idea there were so many trucks in town and would like regulations that work for everyone.

Councilmember Wilson noted that the Traffic Ordinance is over 40 years old and there weren't any real problems with truck parking until someone put it in motion by parking a trailer in the wrong direction. He agreed with Mayor Pro Tem Carter with Option 2 to adopt common ground and that removing all regulations won't work as people would try and park on narrow streets. Also, Option 3 is absurd. He thought that trucks should be able to be parked in residential areas provided the street is wide enough. He said he supported the truckers and that regulations that work for everyone are needed using common sense.

Mayor Garnes called for a 5-minute recess at 7:03 p.m. The meeting reconvened at 7:08 p.m.

Mayor Garnes agreed with finding common ground and said that trucks moved from residential districts to Wildwood Avenue at the request of the police department which potentially created a safety issue. She commented that the Gateway into town was enhanced to improve the aesthetics of the City but with trucks parked up and down Wildwood Avenue it looks like a truck stop. She said that the middle ground is to allow trucks to continue parking in residential districts with inspection and sign-off by the Chief of Police and the Water/Roadways Superintendent, and parking on Wildwood Avenue restricted to no more than two hours. Parking on Northwestern Avenue is only an option.

She recommended the City Council refer the matter back to the Traffic Committee to come up with language for new traffic regulations, and direct staff to bring forward a draft ordinance for the Council to consider with the required public hearings prior to the adoption. She suggested one of the public members be appointed to serve on the Traffic

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Committee and noted that they should have a voice if they are direct recipients of the Ordinance.

The consensus of the Council was to have a public representative appointed to the Traffic Committee.

Travis Wildgrube asked how often the Traffic Committee meets. He said that the only problem he sees with Option 2 is that if you have a “Karen” running around looking at things to complain about because they don’t like trucks is not fair.

City Manager Knopp said that the committee meets on an as-needed basis, typically only once or twice a year.

Mayor Pro Tem Carter asked if it was faster to refer the matter back to the Traffic Committee or City staff.

City Manager Knopp said that it depends because ultimately if it goes to City staff, the draft ordinance would still need to return to the Council for consideration and potential adoption. The theory with the Traffic Committee is that the language would be spelled out and referred to the City Council as a first reading with a public hearing which could also be amended at that time.

Mayor Pro Tem Carter then reviewed the process for moving forward.

A motion was made by Carter/Woodall to approve Option 2 “middle ground” and refer the matter to the Traffic Committee for specific language of the Traffic Ordinance.

Councilmember Wilson asked for clarification that as it stands now, “middle ground” would force truckers to park on Wildwood Avenue until the issues are resolved.

Mayor Garnes explained that truckers would go back to parking where they were parked before (in residential districts) as long as it was safe.

Chief of Police Phinney clarified that until the new regulations are adopted, there would be no enforcement of the existing ban on truck parking in residential districts other than typical State parking laws.

The motion then carried 4-0.

Mayor Garnes encouraged the truckers to park where they parked before and to not park on Wildwood Ave. for more than 2 hours.

Councilmember Wilson thanked the group for coming together to get the parking issues resolved.

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ADJOURNMENT

A motion was made by Carter/Woodall to adjourn the meeting at 7:28 p.m. to the February 4, 2025, regular meeting. Motion carried 4-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
FEBRUARY 4, 2025**

Mayor Garnes called the regular meeting of the Rio Dell City Council to order at 6:00 p.m.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Carter, Councilmembers Orr, Wilson, and Woodall

Others Present: City Manager Knopp, Police Chief Phinney, Community Development Director Caldwell, Senior Fiscal Assistant Maciel, and City Clerk Dunham

Absent: Finance Director Sanborn, Water/Roadways Superintendent Jensen, and Wastewater Superintendent Kelly (excused)

CEREMONIAL MATTERS

Introduction of Rio Dell Police Chief Joshua Phinney

City Manager Knopp proudly announced the appointment of Joshua Phinney as the City's new Police Chief.

He provided background on Chief Phinney and said that he has more than 16 years of distinguished experience and a proven track record in leadership and community focus policing. He said that Chief Phinney is set to lead the department into an exciting new chapter here in Rio Dell. He began his career with the Fortuna Police Department in 2008 where he developed a deep understanding of the region and its unique challenges. Over the years he has served in leadership roles including serving as a Sergeant in both the Arcata and Fortuna police departments.

His career highlights included implementing community policing strategies and strengthening public trust utilizing data driven techniques to reduce crime and mentoring officers to foster a culture of professionalism and continued learning.

In addition to his experience in law enforcement, Chief Phinney served in the United States Navy as an E-5 Operations Specialist and during his service he played a pivotal role in Operation Enduring Freedom and earning the Navy/Marine Achievement Medal for his exemplary performance.

City Manager Knopp said that the City is excited to have Chief Phinney here, excited for the Rio Dell Police Department, and for the community.

Chief Phinney then received an introductory applause from the community.

Next was a formalized swearing-in ceremony by Mayor Garnes followed by the pinning of his badge by his wife Brittney and the collar pinning by Fortuna Chief of Police Casey Day.

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Chief Phinney thanked the City Council and the community for both the opportunity and the trust to become the leader of law enforcement in this community. He thanked his family for the ongoing support that has led him to this place in his career and without them, would not have come this far. He also thanked his mentors, Chief Day, and Sergeants that have guided him in his decision making. He said that he looked forward to building his relationship with the community and will strive every day to make this police department a stronger-better department for the City of Rio Dell.

Mayor Garnes thanked everyone for coming and said that the City is proud to have Chief Phinney here and proud to see the support of the community.

Supervisor Bushnell congratulated the City Council in finding such a qualified person, coming from Fortuna where he was obviously loved, to serve as Rio Dell's Police Chief. She said that Rio Dell is a great little City which she will always be ready to support.

Fortuna Police Chief Day expressed how much pride he has in Chief Phinney and said that he has played an integral part in the staff at Fortuna Police Department and over the last 2 years was a contributing factor in some of their successes. He assured the City Council and the community that what has pounded into his head is that "the buck stops with him" and that he practices extreme ownership and is very good at accepting accountability. He said that he has no doubt that he will own his successes as well as his pitfalls with equal enthusiasm and do a great job for the City. He will bring a level of sophistication with his creative ideas for programs and that he was a valued member of their department. He commented that "their loss is our gain" and they are certainly going to miss him. He and his entire department wished Chief Phinney and the community all the success in the world and that he has no doubt that the Rio Dell will be very happy with him as Chief.

PUBLIC PRESENTATIONS

Mayor Garnes invited public comment on non-agenda matters. No public comment was received.

CONSENT CALENDAR

Mayor Garnes asked if any council member, staff, or member of the public would like to remove any item from the consent calendar for a separate discussion. No items were removed.

A motion was made by Carter/Woodall to approve the consent calendar, including the following items:

- 1) Minutes of the January 21, 2025 Regular Meeting;
- 2) Minutes of the January 27, 2025 Special Meeting
- 3) Authorize the Submittal of the Measure Z Funding Application to the County of Humboldt;

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- 4) Authorize the Submittal of the City's Request for Proposal (RFP) for Auditing Services for FY 2024-25; and
- 5) Approve the Bid from Humboldt Fence and Authorize the City Manager to Facilitate and Execute the Contract for Phase II of the Dog Park for a Small Dog Run.

Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff update and referred to the Police Department update and asked the Council to take a look at it comment on any requested additions or changes.

He reported that the Eel River Trail paving was expected to begin on Thursday, January 30 however, the subcontractor doing the paving was called out on an emergency and was unable to start. He said staff would be monitoring the latest storm activity but didn't anticipate any significant damage to the trail.

Mayor Pro Tem Carter referred to the Animal Control section of the Police Department update and was excited to see that there were no cats transported to Miranda's for the month of January, contributing the success possibly to the spay and neuter program.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Second Reading (by title only) and Adoption of Ordinance No. 410-2025 Amending Section 8.35.040 of the Rio Dell Municipal Code (RDMC) Pertaining to Requirements for Commercial Edible Food Generators to Include Authority for the County of Humboldt Division of Environmental Health to Charge Fees for the Service

City Manager Knopp provided a staff report recommending approval of the second reading (by title only) and adoption of Ordinance No. 410-2025.

He explained that SB 1383, the California Short-Lived Climate Pollution Bill aims to reduce methane emissions from the landfill and rescue 20% of edible food waste. The mandate requires that cities adopt an ordinance to implement SB 1383 requirements locally.

The mandate requires edible food generators to be inspected by the responsible jurisdiction, however, the City lacks the staff and expertise to conduct such inspections. Staff is proposing to engage in an MOU with the County of Humboldt Division of Environmental Health to conduct these inspections on behalf of the City and the County has agreed to offer these services.

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He noted that edible food generators are defined as certain business types larger than 10,000 sq. ft. that handle food and are required to donate excess edible food fit for human consumption. There is only one edible food generator in the City that meets the current criteria which is the Rio Dell School District.

City Manager Knopp explained that the ordinance and future MOU with the County will allow them to conduct the inspections and charge a fee for those inspections. He noted that the City's Solid Waste fund could pick up the fee although the fee amount has not yet been established by the County.

Mayor Garnes opened a public hearing to receive public input on the proposed ordinance. There being no public comment, the public hearing was closed.

Councilmember Orr commented that he was not comfortable approving the Ordinance without knowing what the fee would be to the City, even if it is presumed to minimal.

Mayor Pro Tem Carter said that it would be nice if the City could pick up the fee for the Rio Dell School District and asked how fees would be calculated.

Supervisor Bushnell commented that she would know the fee amount tomorrow.

Mayor Garnes thought it would make sense for efficiency if the County billed the City for the fee.

Councilmember Wilson asked who would pay the fee if not the City.

City Manager Knopp explained that the school would have to pay the fee since they are the only qualified edible food generator in the City. He said that the City is the enforcement agency and that he didn't expect the fee to be significant with perhaps 2 or 3 hours of County staff time for the inspection and paperwork. He pointed out that the City could eventually have a major food edible food generator and was curious why schools were included in SB 1383 since they know approximately how many students they provide meals for and likely don't have much, if any edible food waste.

Mayor Garnes opened a public hearing to receive public input on the proposed ordinance.

A local resident (Albert), asked for clarification on what the program was all about.

City Manager Knopp explained the purpose of SB 1383 and said that a lot of businesses such as Safeway have been doing this all along but now there is a State mandate that requires certain business types larger than 10,000 sq. ft. to donate edible food waste.

Anna Gomez asked if the edible food would be disposed of in a specific container and asked how the school differed from businesses such as CC Market.

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City Manager Knopp explained that CC Market does not meet the threshold as an edible waste food generator. He reiterated that there is only one edible food generator in the City that meets the current criteria which is the Rio Dell School District. CC Market is under the 10,000 square foot requirement.

Councilmember Woodall asked if there was an urgency in adopting the ordinance and if it could be continued to the next regular meeting so the Council would know what the fee was going to be.

City Manager Knopp indicated that the Council could continue the item until there is an operable MOU with the County.

A motion was made by Woodall/Carter to continue the adoption of Ordinance 410-2025 to the February 18, 2025 regular meeting. Motion carried 5-0.

Supervisor Bushnell made a quick phone call and presented new information noting that the County would be seeking to enter into MOU's with the participating jurisdictions with no fee.

A motion was made by Woodall/Carter to reconsider the previous motion. Motion carried 5-0.

A motion was then made by Woodall/Carter to approve the second reading (by title only) and Adopt *Ordinance No. 410-2025 Amending Section 8.35.040 of the Rio Dell Municipal Code (RDMC) Pertaining to Requirements for Commercial Edible Food Generators to Include Authority for the County of Humboldt Division of Environmental Health to Provide the Service.* The motion carried 5-0.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Carter announced that she attended a Cal Cities Transportation, Communications, and Public Works Policy Committee meeting in Sacramento, would be attending the Chamber of Commerce meeting on Friday in Scotia, and announced that the Community Resource Center would be holding a Job Fair tomorrow from 4-7 p.m.

Councilmember Orr extended a warm welcome to Chief Phinney and looked forward to working with him.

Councilmember Wilson announced that he attended a Redwood Coast Energy Authority (RCEA) meeting and as a member of their budget committee, were emerged in the mid-term budget process.

Councilmember Woodall reported that it was a busy 2 weeks with meetings of the Nuisance Advisory Committee meeting, Traffic Committee, City Council, including the AdHoc for the Police Chief recruitment , and the Fire District.

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Mayor Garnes reported on the February 3rd Special meeting of the City Council related to Commercial Truck Parking and said the outcome of the meeting was to find middle ground and change the regulations to limit truck parking on Wildwood Ave. to 2 hours, allow trucks to park in residential areas with a permit, and provide an option for trucks to park on Northwestern Ave. for up to 72 hours. The matter was referred back to the Traffic Committee to come up with proposed language for the ordinance and return the item to the Council for consideration and potential adoption.

She said that she was also in Sacramento attending the Cal Cities Environmental Quality Policy Committee meeting where they reviewed proposed legislation for the new year. She said that one of the most interesting things was that they reviewed the new legislation for the year and new proposed legislation. She spoke to the past President of Cal Cities regarding the 2022 earthquake and FEMA's lack of response and the inequity of help for Rio Dell. She then talked to the Director of Cal Cities and they got together and talked to legislators and they have a legislator that will be proposing a bill that would allow the State to create a fund to help small rural cities during a disaster that don't meet FEMA's threshold for funding. She said that Rio Dell was used as an example and commented that this is a very positive movement to help underserved communities.

Mayor Garnes said that she would also be attending a Humboldt Transit Authority (HTA) meeting on February 12, 2025.

ADJOURNMENT

A motion was made by Carter/Wilson to adjourn the meeting at 6:35 p.m. to the February 18, 2025, regular meeting. Motion carried 5-0.

Debra Garnes, Mayor


Attest:

Karen Dunham, City Clerk

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



For Meeting of: February 18, 2025
 Consent Item; Public Hearing Item

To: City Council
From: Kevin Caldwell, Community Development Director 
Through: Kyle Knopp, City Manager
Date: February 11, 2025
Subject: 2024 General Plan Annual Progress Report

Recommendation:

That the City Council:

1. Receive and file the General Plan Annual Progress Report.

Discussion:

Every jurisdiction in the State is required to prepare an annual General Plan Progress Report. The report has been prepared pursuant to the requirements of Government Code Section 65400. Guidance for preparation of the report is provided by the Governor’s Office of Planning and Research (OPR).

The purpose of the document is to report on the City of Rio Dell’s progress in implementing its General Plan. The Report is scheduled to be presented to the Planning Commission at their meeting of February 25, 2025. The report will then be submitted to OPR as required by State law.

Attachment 1: General Plan Annual Progress Report

City of Rio Dell General Plan Annual Progress Report Year 2024



**Prepared by the
Community Development Department**

February 10, 2025

City of Rio Dell General Plan Annual Progress Report Year 2024

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I. Introduction

This report has been prepared pursuant to the requirements of Government Code Section 65400. Guidance for the preparation of the report is provided by the Governor’s Office of Planning and Research (OPR).

The purpose of the document is to report on the City of Rio Dell’s progress in implementing its General Plan. The document was provided to the City Council and Planning Commission for their review on February 18, 2025, and February 25, 2025, respectively, and will be submitted to OPR and the Department of Housing and Community Development following these reviews.

Background

The City adopted a comprehensive update to the General Plan in 2008. The Plan replaced, reformatted, and updated the previous General Plan in its entirety. As a result of many meetings, the General Plan was updated to include new land use designations and associated zoning text amendments.

The City’s Circulation, Open Space and Conservation Elements were updated in 2013. The Safety Element was updated and adopted in 2016 and amended in 2023. The Housing Element was updated in November of 2020 and again in 2022.

All of the City’s General Plan Elements and Zoning Regulations can be found at the City’s website: <https://cityofriodell.ca.gov/>

Informational Document

This document is a reporting document and does not create or alter policy. The content is provided for informational purposes only and is exempt from the requirements of the California Environmental Quality Act (CEQA) per Guidelines Section 15306, Information Collection.

Organization

After the previous introductory section, a summary of projects and issues addressed in the last year is provided, and then each General Plan element is addressed. Following these topics, the City’s continuing efforts to address minor implementation issues, compliance activities, and changes in state law requiring updates to the General Plan and Zoning Ordinance are addressed.

II. Plans, Projects, and Accomplishments

During 2024 the City processed numerous projects, including Building Permits, Use Permits, Lot Line Adjustments, Subdivisions(s) text amendments to both the City’s Zoning Regulations and General Plan. The following summaries provide a brief overview of these projects and

programs, and are not intended to be exhaustive.

Building Permits

The Building Division of the Community Development Department issued 149 Building Permits in 2024. Total valuation of these projects was \$3,504,687.00. There were no Building permits were issued for single-family homes or Accessory Dwelling Unit’s (ADU’s). Thirty-four (34) permits were issued for new roofs and four (4) permits for new solar systems. The City issued one-hundred-eleven (111) other permits for foundation repairs, interior improvements, electrical panel upgrades, HVAC systems, hot water heaters, and siding replacement among other things. The City received approximately \$92,095.00 in Building Permit Fees in 2024.

Planning Projects

The Planning Division processed a variety of planning projects during 2024, including Use Permits, Design Review, General Plan and Zoning Amendments, Phase II of the Dog Park project, updating the City’s CDBG Guidelines, and establishing a Rental Housing Inspection Program that was approved and adopted in January 2024. Of the projects heard by the Planning Commission, General Plan and Zoning Amendments are sent to the City Council with a recommendation of approval for the Council to consider the applications.

Projects Reviewed During 2024

The following projects were reviewed by the Planning Commission and/or the City Council in 2024.

1. Amendment of the Cannabis Tax Regulations. This item related to the City’s cannabis land use regulations. Staff presented an Ordinance to ensure that the City receives its cannabis taxes. Staff had significant concerns that there was a real possibility that a farmer can “grow and go” without paying their cultivation taxes. Due to the concern and the instability of the outdoor cannabis market, staff recommended that the City amend the City’s Cannabis Tax regulations to establish a tax guarantee.

The text amendment allows the City, at its sole discretion, to require either a **surety bond, a deposit in escrow, or a letter of credit** from a bank or other responsible financial institution authorized to do such business in the state.

Result: The City Council approved the recommended text amendment.

2. Housing Text Amendments. Staff processed text amendments to **(1)** define and allow for residential care homes with six or fewer persons by right in all residential zones subject only to the same restrictions in that zone.; **(2)** Update the definition of family to state the following. Family -- “one or more persons living together in a dwelling unit.”; and **(3)** provide for farm employee housing in zones that allow agriculture as a permitted use pursuant to the State

Employee Housing Act (Health and Safety Code Sections 17021.5 and 17021.6.

Result: The Planning Commission and City Council approved the recommended text amendments.

3. Housing Condition Survey. Assembly Bill (AB) 101 established the REAP 1.0 grant program to accelerate housing production and facilitate compliance in implementing Housing Elements throughout the State. The Humboldt County Association of Governments (HCOAG) is administering the funds. Funds are allocated to each jurisdiction based on population

The City's approved 2019 - 2027 Housing Element identifies several goals, policies, and implementation programs addressing housing production, rehabilitation, equal opportunity to housing, infrastructure needs, energy conservation, and information needs. One of the implementation programs, Program D-2, requires the City to complete a Housing Condition Survey.

Result: The City Council approved Resolution No. 1598-2024 authorizing the application for a Regional Early Action Planning (REAP) Grant for a Housing Condition Survey. Staff made application and the application was approved. Shortly thereafter, the City's GIS intern who was scheduled to complete the Survey left the City. HCAOG allowed the City to utilize the funds to facilitate housing related text amendments.

4. Petranoff Lot Line Adjustment. Staff processed a lot line adjustment between two parcels, Lots 13 and 14 of Block Sixteen as shown on the map of the First Addition to New Rio Dell Tract, recorded April 14, 1930, in Book 11 of Maps, pages 76-79. The proposed lot line adjustment adjusted approximately 500 square feet from one parcel to another resulting in two parcels of 5,500 square and 4,500 square feet. purpose of the lot line adjustment is to is to adjust the common property line from being built over. The parcels are provided with community water and sewer.

Result: The Planning Commission approved the lot line adjustment with findings and conditions of approval.

5. Roscoe Subdivision Extension. The Planning Commission considered approving a one (1) year extension. The Planning Commission originally approved the Roscoe minor subdivision of a 2.59-acre parcel into four parcels: Parcel 1 - 6918 sq. ft.; Parcel 2 - 7,606 sq. ft.; Parcel 3 - 16,667 sq. ft.; and Parcel 4 - 91,789 sq. ft on January 18, 2022.

Result: The Planning Commission approved the extension with findings and subject to the original conditions of approval.

6. Northwestern Flower Company Conditional Use Permit for Cannabis Cultivation Expansion & Design Review. Northwestern Flower Company (Applicant and Operator) made application for a Conditional Use Permit (CUP) for the indoor cannabis cultivation of an additional 12,200 square feet of canopy. The site is currently developed with an existing two-story 19,200 square-foot building accommodating 9,600 square feet of cannabis cultivation.

The expansion is proposed to occur in two phases. **Phase I** will include a 60' x 200' building (B2) accommodating approximately 6,480 square feet of cultivation. **Phase II** will include three additional buildings, B3, B4 and B5. Buildings B3 and B4 will be 60' x 100' (6,000 square feet each) and will accommodate approximately 3,240 square feet of cultivation each. Building B5 will be 60' x 60' and will be used for drying, processing and storage.

Result: The Planning Commission approved the proposed Conditional Use Permit with findings and conditions of approval.

7. Family Humboldt Motorcycle Club Conditional Use Permit. The club acquired 185 Wildwood Avenue, formerly the Pizza Factory in December of 2023. The club use is considered a civic use which is allowed in the Town Center zone with a Conditional Use Permit.

Result: The Planning Commission approved the proposed Conditional Use Permit with findings and conditions of approval.

8. Wendt-Studebaker Lot Line Adjustment. Staff processed an application for a lot line adjustment between two parcels. Approximately 1.47 acres will be adjusted from APN 205-111-075 and added to APN 205-111-068 resulting in two parcels of 6.2+/- acres and 11.7+/- acres. The purpose of the lot line adjustment is to utilize the north boundary of the road as the common property line. The parcels are provided with community water and on-site septic systems.

Result: The Planning Commission approved the lot line adjustment with findings and conditions of approval.

9. CDBG Guidelines Minor Text Amendment. Staff processed a minor text amendment requiring a minimum of three bids for Owner Occupied Rehabilitation and Investor Owned Rehabilitation projects.

Result: The City Council approved the minor modification.

10. Vacation Dwelling Unit Regulations Minor Text Amendment. Staff processed a minor text amendment so that the appeal period is consistent with the appeal provisions identified in Section 17.35.060 of the RDMC.

Result: The Planning Commission and City Council approved the recommended text amendments.

11. 2024 CDBG NOFA Grant Application. Staff prepared a grant application on response to the Department of Housing and Community Development (HCD) 2024 NOFA for CDBG funds. The application included funds for Phase II of the Eel River Trail and funds for drainage a drainage study and construction drawings and specification for shovel ready drainage, pedestrian and street improvements for Pacific Avenue and Second Avenue.

Result: The City is awaiting the results of the grant application submittals.

12. Pre-Application Submittal to the Wildlife Conservation Board for Phase II of the Eel River Trail. Staff prepared and the City Council authorized the submittal of a pre-application to the WCB for Phase II of the Eel River Trail project in November of 2024. The Eel River Trail project includes a 1,600+/- foot Class I shared-use path (pedestrian, bicycle) with associated trailhead improvements. Phase II includes a concrete accessible switch-back style ramp structure to transition from Davis Street down to the lower trail grade. The ramp also includes stairs as part of the design of the ramp.

Result: The WCB approved the pre-application and requested that the City make a complete formal application. Staff hopes to submit the application by the end of February 2025.

13. Text Amendments to the Industrial Commercial Zoning and Land Use designation. The Rio Dell Municipal Code (RDMC) Zoning Regulations for the principal zones often refer to other zoning designations to determine allowed uses. Case in point, the Industrial Commercial (IC) zone refers to the **Industrial (I)** zone which in turn refers to compatible commercial uses described in the **Community Commercial (CC)** land use designation, which also includes conditionally permitted uses in the **Neighborhood Commercial (NC)** zone without the need to obtain a use permit.

Staff and the Planning Commission worked a land use matrix years ago, identifying what we believed were appropriate land uses for the various zoning designations. This matrix was used to develop potential principally and conditionally permitted use types. Staff presented the recommended changes to the Planning Commission at their November 2024 meeting.

Result: The Planning Commission approved the recommended changes and is recommending that the City Council approve and adopt the changes. The City Council is scheduled to consider the recommended changes at their February 18, 2025 meeting.

14. 2023 Housing Element and General Plan Annual Progress Report: Every jurisdiction in the State is required to prepare a General Plan Annual Progress Report. The 2023 report was prepared pursuant to the requirements of Government Code Section 65400. Guidance for the preparation of the report is provided by the Governor’s Office of Planning and Research (OPR).

Result: The Planning Commission and City Council received and discussed the report.

Other Plans and Projects

The following discussion summarizes other projects that involved efforts from the Community Development Department, Planning Division staff in 202.

● **Parks Master Plan** – Staff presented an overview of the City’s parks and a possible Parks Master Plan. The City of Rio Dell is currently in the process of updating its Parks Master Plan. This plan will guide the future of the city's parks and recreation facilities.

- **Purpose:** The plan aims to outline the future of Rio Dell's parks. It will assess current park facilities, identify community needs, and propose improvements and developments for the coming years.
- **Community Input:** The city conducted a Parks Survey to gather input from residents. The survey is now closed, but the city thanks those who participated. This suggests that community engagement is a key part of the planning process.

● **Cannabis** - The City allows and taxes commercial cannabis activities. The Council recognized the state of the cannabis industry has changed dramatically over the past few years. The City has three outdoor farms located on the Dinsmore Plateau. In addition, there are two indoor cultivation facilities located at the Humboldt Rio Dell Business Park. There are also two cannabis retail facilities in the City. Staff continually monitors the activity of the cannabis operations within the City and changes at the State level.

● **Climate Action Plan Update**

The City has been collaborating with the County of Humboldt, the City of Eureka, the City of Arcata, the City of Blue Lake, the City of Trinidad, the City of Ferndale, the City of Fortuna to craft a regional approach for addressing the challenges of climate change through the development of a Regional Climate Action Plan (CAP).

This regional approach enables improved coordination and maximizes the effectiveness of Green House Gas (GHG) reduction measures. Throughout the development process of the draft CAP, all jurisdictions have been included in the conversations around decision-making.

The Draft Humboldt Regional Climate Action Plan was released on August 14, 2024 for its 30-day public review period. Planning Staff provided an update to the Planning Commission and City Council in October of 2024. The Draft EIR was released on February 14, 2025. Staff continues to monitor and provide input. The CAP is expected to be approved in the summer of 2025.

● **Dog Park**

The Planning Department assumed the lead role in the grant from the California Department of Parks and Recreation application for a proposed Dog Park. Construction of Phase I was completed in the summer 2024. Staff prepared and released a Request for Proposals (RFP) for Phase II, a small dog run in December of 2024. Construction is expected to occur in the summer of 2025.

● **Nuisance Committee**

The Community Development staff provides support to the City’s Nuisance Committee which meets monthly. The Nuisance Committee provides oversight and advice to the Code Compliance Manager and the Police Chief on priorities and courses of action.

● **Traffic Committee**

The Community Development staff provides support to the City’s Traffic Committee which meets on an “as-needed basis”. The Traffic Committee provides oversight and advice to the City Council, City Manager and the Police Chief on priorities and courses of action, including text amendments to the City’s traffic regulations.

● **CDBG Loan Committee**

The Community Development Director along with the City Manager and Finance Director make up the City’s CDBG Loan Committee. Committee members consider applications for low- to moderate-income family’s homebuyer and rehabilitation loans under CDBG grant programs. A number of loans were processed and made for repairs for earthquake damage in 2024.

III. General Plan Elements

California state law requires that every city adopt a General Plan to guide the physical development of both public and private lands within the city limits. The role of a community's general plan is to act as a "constitution;" a basis for rational decisions regarding a city's long-term physical development.

The General Plan details the City’s goals and guiding principles for a variety of planning topics and is the constitution for future development. California Government Code Section 65300 et seq. provides direction and specifications for the content of the General Plan. The following seven elements are required:

- Land Use
- Circulation
- Conservation
- Open Space

- Noise
- Safety
- Housing

The elements may be combined or renamed, but basic requirements must be included. An agency may adopt any type of optional element, such as an Economic Element, at its discretion. Only the Housing Element must be certified by another agency (i.e., HCD).

The General Plan is a snap shot of a certain period in time and is both an expression of Rio Dell's community values and a legal document. The General Plan must be comprehensive, long term, and internally consistent. All of the City's other land use regulations, including zoning, subdivisions, specific plans, and redevelopment plans must conform to the General Plan. The General Plan is a bridge between these physical regulations and Rio Dell's community values, visions, and goals.

Land Use Element

The City of Rio Dell is required to periodically update their General Plan. The City adopted the current Land Use element in 2008. The prior Land Use Element was revised in 1980.

There have been a number of amendments since the adoption of the current Land Use Element. The most significant amendment occurred in 2012 when the City redesignated approximately 37 acres in the "Avenues" neighborhood from Town Center to Urban Residential. The area was redesignated after residents complained about the ability to insure residences which were considered legal non-conforming uses.

In 2022, staff discovered that residential densities were not included in the Neighborhood Center and Community Commercial designations. In addition, the Town Center designation specified a density range of 10 – 22 units per net acre. The City approved Resolution No. 1542-2022 specifying a density of up to 20 units per net acre for all three commercial designations and amending the City's Residential Multifamily and commercial land use designations to include State mandated Supportive and Transitional Housing projects and Low Barrier Navigation Centers.

Circulation Element

The Circulation Element was adopted in 2013. The previous Circulation Element was adopted in 1977.

The Circulation Element identifies the guiding principles for moving people and goods within the City and identifies the infrastructure necessary to assure that the transportation network will serve the City at General Plan build-out.

A majority of trips are made by automobile. The Circulation Element identifies the roadway system necessary for automobile traffic by setting levels of service, hierarchy of roads, and

areas where road improvements are necessary.

The Circulation Element also identifies alternative travel modes, such as walking, bicycles, bus transit, and rail transit. The alternative transportation is important to reduce pressure on roads, conserve energy, and improve the public health through exercise.

The road system provides many functions in addition to carrying vehicle traffic. It provides open space separating dwelling units and commercial uses. If properly landscaped, street side landscaping provides location for trees to support the urban forest. If developed with safe pedestrian and bike ways, it serves as a non-motorized transportation corridor, a linear park, and an attractive network for healthy exercise. If properly designed, it provides the background for the community urban design and appearance. Finally, it provides the right of way for most of the City's public utilities infrastructure.

Conservation and Open Space Element

The previous Conservation Element was adopted in 2001 and the previous Open Space Element was adopted in 1972. The current Open Space and Conservation Element was adopted in 2013.

The Open Space and Conservation Element is concerned with the conservation of natural resources and the provision of open space within community. Open Space and Conservation are combined because the natural resources and open space provide the framework for the built areas of the City, and the overall appearance of the City integrates natural and man-made elements.

The primary vision of the Open Space and Conservation element is to maintain and encourage development that compliments the natural visual setting of Rio Dell. The City is located in a portion of the County with high quality aesthetic value due to its many natural and community resources. The bluffs on the east side of the City provide outstanding aesthetic value. In addition, Rio Dell is at a transition point where the Eel River Valley's redwood covered slopes open up to the broad Eel River delta. Sweeping vistas associated with the Eel River valley contribute to the City aesthetic setting.

The Conservation Element guides the conservation, development, and utilization of natural resources (water, forests, soils, rivers, mineral deposits, and others), while the Open Space Element guides the comprehensive and long-range preservation and conservation of open-space lands, including parks. Together, these elements present a framework of goals and policies for use and protection of all the natural resource and open space assets of the City.

Conservation goals include development, and utilization of natural resources such as water and its hydraulic force, forests, soils, rivers and other waters, fisheries, wildlife, minerals, and cultural resources. Open space goals include limiting hillside development, creek and river setback areas, biologically sensitive habitat, and natural forests.

The Open Space and Conservation elements address the conservation of open space lands, including issues related to working lands and park lands, the orderly development of residential land, and coordination with other agency programs related to conserving open space lands.

State planning law provides a detailed description of open space lands and the topics that must be addressed in the Open Space and Conservation Elements. These topics include Open Space for the Preservation of Natural Resources, Open Space for the Managed Production of Resources, Open Space for Outdoor Recreation and Open Space for Public Health and Safety:

State law (Government Code 65560 et seq.) requires a local open-space plan (element) for the comprehensive and long-range preservation and conservation of open-space land within its jurisdiction, and that the open space plan contain an action program that identifies how the plan or element is to be implemented.

The City continues to consult with tribal intergovernmental representatives to conserve and protect cultural and historical resources. Cooperation with the two incorporated cities, special districts, and State and Federal agencies continues to preserve the County's cultural heritage, historical and archaeological structures, sites, and landmarks.

Noise Element

The Noise Element is one of the City's older General Plan Elements. It was approved and adopted in August of 2001. Although noise standards have not dramatically changed since 2001, City staff hopes to update the Noise Element in 2024.

Government Code Section 65302(f) requires each California city and county to include within its general plan a noise element that analyzes and quantifies noise levels and the extent of noise exposure in their jurisdictions from the following sources:

- Highways and freeways;
- Primary arterial and major local streets;
- Passenger and freight online railroad operations and ground rapid transit systems;
- Commercial, general aviation, heliport, helistop, and military airport operations, aircraft overflights, jet engine test stands, and all other ground facilities and maintenance functions related to airport operation;
- Local industrial plants, including, but not limited to, railroad classification yards; and
- Other ground stationary noise sources identified by local agencies as contributing to the community noise environment.

The Noise Element is required to map noise level contours such that it may be used as a basis

for land use decisions. It must include implementation measures and possible solutions to existing and foreseeable noise problems. Furthermore, the policies and standards of the Noise Element must be sufficient to serve as a guideline for compliance with sound transmission control requirements.

The Noise Element aims to protect the City's residents and visitors from the harmful and annoying effects of exposure to excessive noise. The primary source of noise within the City is Highway 101.

Safety Element

The Safety Element was updated and adopted in 2016. The purpose of the safety element is to reduce the potential risk of death, injuries, property damage, and economic and social dislocation resulting from fires, floods, earthquakes, landslides, and other hazards. The safety element overlaps topics also mandated in the land use, conservation, and open-space elements. The components of this Element include:

- Geologic/Seismic Hazards
- Flood Hazards
- Fire Hazards
- Airport Safety
- Industrial Hazards
- Hazardous Materials
- Emergency Management

The safety element must identify hazards and hazard abatement provisions to guide local decisions related to zoning, subdivisions, and entitlement permits. The element contains general hazard and risk reduction strategies and policies supporting hazard mitigation measures. Policies address the identification of hazards and emergency response, as well as mitigation through avoidance of hazards by new projects and reduction of risk in developed areas.

Land development is subject to a number of hazards to life and property, including seismic and non-seismic land instability, flooding, fire, and dangers from airport operations.

The degree of risk associated with these hazards can only be measured in relative terms. What constitutes 'acceptable risk' varies with the type of development involved. For instance, a hospital should meet very strict earthquake standards in order to ensure that it is able to function in the event of a serious earthquake. A warehouse, on the other hand, would not need to be designed to the same rigorous standards because its functions during an earthquake would not be critical to the community's response to the emergency, nor would it pose serious risk to large numbers of people should it fail.

The General Plan manages risk through the use of land use designations to limit exposure to hazardous areas and through policies tailored to specific hazardous conditions. The goals,

policies and implementation measures of this Element are many of the same existing policies found in Chapter 5, the Open Space and Conservation Element. All of the goals, policies and implementation measures are designed to proactively improve overall safety conditions within the City.

As mentioned previously, the City Safety Element was updated in 2023 to include a brief discussion on the December 20, 2022 and January 1, 2023 earthquakes and to incorporate the County Local Hazard Mitigation Plan (LHMP) by reference and to include the Rio Dell element of the LHMP in the Safety Element.

Housing Element

The Housing Element identifies existing and projected housing needs and establishes goals, policies, standards, and implementation measures for the preservation, improvement, and development of housing in the City of Rio Dell (City). It meets detailed requirements of state Housing Element law, including requirements for a residential land inventory sufficient to meet the City's share of the state-prescribed regional housing need. The Housing Element is the component of the City's General Plan that provides an eight-year vision for housing.

The California housing element law, enacted in 1969, mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. This document presents an effective housing element that discusses the necessary conditions for preserving and producing an adequate supply of affordable housing. Among other things, the housing element provides an inventory of land adequately zoned or planned to be zoned for housing, certainty in permit processing procedures, and a commitment to assist in housing development through regulatory concessions and incentives.

The California state legislature has identified the attainment of a decent home and suitable living environment for every resident as the state's major housing goal. Recognizing the important role of local planning programs in pursuing this goal, the legislature has mandated that all cities and counties prepare a housing element as part of their comprehensive general plan. Section 65302(c) of the Government Code sets forth the specific components to be contained in a community's housing element.

The primary purpose of a housing element is to:

- Preserve and improve housing and neighborhoods,
- Provide adequate housing sites,
- Assist in the provision of affordable housing,
- Remove governmental constraints to housing investment, and
- Promote fair and equal housing opportunities.

This Housing Element consists of the following sections:

1. Housing Goals, Policies, and Programs
2. Review of the Previous Housing Element Programs
3. Housing Needs Assessment
4. Housing Resources
5. Housing Constraints
6. Quantified Objectives

California law requires that each city and county, when preparing its state-mandated housing element, develop local housing programs to meet its “fair share” of existing and future housing needs for all income groups. This fair-share concept seeks to ensure that each jurisdiction provides housing for its residents with a variety appropriate to their needs. The fair share is allocated to each city and the county by HCD. One of the major goals of the housing element is to develop policies and programs to meet the goals established through the fair-share allocation.

State law requires local governments to provide adequate sites for the construction of housing to meet the Regional Housing Needs Assessment (RHNA) plan. Table 26 presents the fair-share allocation for each city in Humboldt County as well as the unincorporated County area during the sixth-cycle Housing Element planning period, as published in the Humboldt County Association of Governments (HCAOG) Regional Housing Needs Plan (RHNP).

Meeting the housing needs of the City’s residents is an important goal for the City. The Housing Element works to provide housing for all of the community, and addresses the needs of specified populations based on income. The City is not obligated to ensure the units are built, the City only needs to ensure that sites are available for the units. At present, the City is responsible for accounting for potential development sites for both its fifth- and sixth cycle RHNA allocation in this Housing Element Update. Accordingly, the City will need to identify sites for a total of 82 units, as shown in Table 28 of the Housing Element.

Table 28
Comparison of the Regional Housing Need and Residential Sites Capacity

Income Group	Fifth and Sixth Cycle RHNA	Approved Project Capacity	Remaining RHNA	Site Inventory Capacity	Projected ADU Capacity	RHNA Surplus
Very Low	20	25	7	38	30	61
Low	12					
Moderate	13		13	28	10	25
Above Moderate	37	1	36	22	--	0*
Total	82	26	56	88	40	72

Source: City of Rio Dell 2020; HCAOG.

** It is assumed that surplus from other income categories would provide additional capacity for the above moderate-income group.*

Table 28 of the Housing Element compares the City of Rio Dell’s RHNA to the site inventory capacity. Based on the River Bluff Cottages, and the current sites capacity, the City has a surplus of 61 units available to lower-income households (including extremely low-, very low), 25 units available to moderate-income households. The City’s biggest need for housing is for Above Moderate housing sites.

In 2023, Calfire purchased what is locally known as the Todd property. The Todd property is an 18+/- acre parcel that was and still is designated Community Commercial. The acquisition by CalFire is truly a “game-changer” for the City. Not only was the City’s largest prime commercial site removed from potential commercial, visitor-serving, housing, all tax-generating uses, it also had a significant impact on our Housing Element. Approximately 100 units were identified on the Todd property. Staff hopes to initiate a comprehensive General Plan update to redesignate properties in the City in 2025-2026 to make up for the potential loss.

The City continues to work with service providers to provide for the needs of lower- income households, the disabled, and other special needs populations, per the direction provided in the Housing Element.

IV. General Plan and Zoning Code Updates

In 2023 City staff continued to identify and address minor implementation issues based on specific projects, compliance activities, and changes in state law that affect these land use documents. Amendments to the Zoning Code were completed addressing these issues. This update approach will be repeated on an as-needed basis.

V. Conclusion

The General Plan is the City’s constitution, development blue-print and guiding vision. Upkeep and maintenance of the General Plan is a continuous process. The City implements the General Plan’s vision on a day-to-day basis in its many planning projects, and strives to include the public in the decision-making process.

The City conducted many planning activities in 2024, as identified in this report, and continued its project review responsibilities to further the General Plan’s goals, policies, programs, and implementation measures. Updates to the remainder of the General Plan and the zoning ordinance are expected to continue to move forward in 2025.

**675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)**



February 18, 2025

TO: Mayor and Members of the City Council
FROM: Travis Sanborn, Finance Director
THROUGH: Kyle Knopp, City Manager
SUBJECT: Budget Calendar for Fiscal Year 2025-26

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive and file the Fiscal Year (FY) 2025-26 Operating and Capital Budget Calendar Item

BACKGROUND AND DISCUSSION

The City's annual Operating and Capital Budget should be adopted by June 30 of each fiscal year to allow for expenditures starting July 1 of the new fiscal year. The FY 2025-26 proposed budget calendar reflects this directive, beginning in March 2025, with the budget's anticipated adoption by the council on June 17, 2025.

ATTACHMENTS:

- FY 2025-26 Proposed Budget Calendar

FY 2025-26 Proposed Budget Calendar

February

- **Tuesday, February 18th City Council Proposed Budget Calendar on Consent Calendar**
 - Agendize budget calendar

MARCH

- **March 1-31**
 - Development of proposed staffing plan
 - Salary costs are calculated based on the proposed staffing plan
 - Revenue forecasting is completed
 - Budget worksheets are compiled
- **Friday, March 21st**
 - Budget Packets Distributed to Department Heads/Supervisors

APRIL

- **April - Priority Setting Meetings with City Council**
- **Monday, April 7th**
 - Department Heads/Supervisors turn in Budget Requests to Finance Director
- **April 14 – April 18**
 - Information compiled by Finance
- **April 21 – April 25**
 - City Manager reviews Budget and provides recommended changes to Finance
 - City Manager meets with Department Heads/Supervisors as needed
- **Tuesday, April 29th**
 - Finance finishes preparing the recommended budget for City Manager approval

FY 2025-26 Proposed Budget Calendar

MAY

- **May 5 - May 16**
 - Prepare Staff Report and Final Preparations for Recommended Budget
- **Tuesday, May 20th City Council Meeting**
 - The City Manager presents the Recommended Operating and Capital Budget
- **May 21– May 30**
 - *Special budget meetings, if necessary*

JUNE

- **Tuesday, June 3rd City Council Meeting**
 - City Public Hearing- City Manager presents the revised Recommended Operating and Capital Budget
- **June 4-June 16**
 - *Special budget meetings if necessary*
- **Tuesday, June 17th City Council Meeting**
 - Special Presentation - Finance Director Presents the Final Operating and Capital Budget for Adoption Resolution No. _____

**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
13799	1/08/2025	[4109] ACCESS HUMBOLDT	4th Quarter Fee Ending 12/31/2024	270.00
13800	1/08/2025	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR DEC 2024 - City Hall & COPIER CHARGES FOR DEC 2024 - PD	608.59
13801	1/08/2025	[7739] ANGEL ARMOR	Armor x2	2,287.23
13802	1/08/2025	[3975] AT&T - 5709	FAX LINE EXPENSES FOR DEC 2024 - PD AND DEC 2024 - City Hall	74.07
13803	1/08/2025	[6252] AXON ENTERPRISE, INC.	Body Camera Equipment	9,459.93
13804	1/08/2025	[5168] KRISTOFER BECKER	Refund Overpayment on RRHIP	30.00
13805	1/08/2025	[4603] CALIF. BUILDING STANDARDS COMMISSION	PERMIT ASSESSMENT FEES FOR OCTOBER THROUGH DECEMBER 2024	71.10
13806	1/08/2025	[2293] CITY OF FORTUNA	Police Dispatch January 2025, LAB TESTING -COLIFORM QUANTI-TRAY; BOD; TSS/MLSS; COLIFORM PA; COLIFORM 3X5	10,928.33
13807	1/08/2025	[2303] COAST CENTRAL CREDIT UNION	POA Dues & Final Pay Check P.D., POA Dues for PPE 12/27/2024	90.00
13808	1/08/2025	[4491] CODE PUBLISHING, INC	Municipal Code - Web Update and 4 New Pages	94.00
13809	1/08/2025	[2304] COLLEGE OF THE REDWOODS	PSP/Advanced Officer Classes	85.00
13810	1/08/2025	[7852] CSG CONSULTANTS	Professional Services Rendered from 10/26-11/29/2024: Rio Dell Franchise Agreement Negotiation	1,100.00
13811	1/08/2025	[2340] DEPT OF JUSTICE ACCOUNTING OFFICE	Blood Alcohol Analysis for November 2024	35.00
13812	1/08/2025	[2342] DEPT OF CONSERVATION DIVISION OF ADMIN.	STRONG MOTION INSTRUMENTATION & SEISMIC HAZARD MAPPING FEE FOR OCTOBER THROUGH DECEMBER	194.74
13813	1/08/2025	[5568] DIVISION OF THE STATE ARCHITECT	DISABILITY ACCESS & EDUCATION FEES FOR OCT THROUGH DEC 2024	6.30
13814	1/08/2025	[6879] ELWAY CONSTRUCTION	Extra for Rot Sheeting and Purchase Windows, Finished Framing and Sheeting of Entire House	12,650.00
13815	1/08/2025	[5871] FASTRAK	Richmond-San Rafael Bridge	7.00
13816	1/08/2025	[5765] GARNES, DEBRA	Reimbursement: Christmas Parade Lights	57.26
13817	1/08/2025	[5052] GHD, INC	Professional Services Rendered Through 12/14/2024: Rio Dell City - Engineer Services, Professional Services Rendered Through 12/14/2024: PW Rio Dell Eel River Trail	12,519.37
13818	1/08/2025	[6486] GREEN TO GOLD ENTERPRISES LLC	Marker Paint, Hose Clamps, Gloves, Couplings, Reducer Bushing, Corn Broom Handle, Adapter	47.75
13819	1/08/2025	[6410] HUMBOLDT LODGING ALLIANCE	HCTBID TOT Assessment Tax Fee Report Form October - December 2024	488.16
13820	1/08/2025	[7354] KOROB, KARALYN & SCHRUEFER, RON	DEPOSIT REFUND	132.80
13821	1/08/2025	[6653] CRYSTAL L LANDRY	Field Training Officer Update	206.25
13822	1/08/2025	[7475] LEAF CAPITAL FUNDING LLC	Lease of Kycocera TA 308ci Copier System	224.85
13823	1/08/2025	[2521] LEAGUE OF CALIF. CITIES	Redwood Empire Division General Membership Meeting & Officer Installation	50.00
13824	1/08/2025	[6998] MAD RIVER COMMUNITY HOSPITAL	EKG Stress Test	1,557.40
13825	1/08/2025	[7899] McCAMPBELL ANALYTICAL, INC.	Former Eel River Sawmills - City Well 01	1,957.40

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**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
13826	1/08/2025	[2569] MICROBAC LABORATORIES, INC.	BOD/NFR; ELAP Certification Fee, Ammonia Nitrogen - Un-ionized (calculation); Ammonia Nitrogen w/o distillation; Conductivity @ 25.0 @C; ELAP Certification fee; Hardness, Nitrate and/or Nitrite; THM by EPA 624; Total Dissolved Solids; Total Nitrogen; Total Phosphate Phosphorus; Turbidity, Aqueous Sample Digestion; Aqueous Sample Digestion; Dissolved Organic Carbon; ELAP Certification Fee; Haloacetic Acids; ICP-MS Metals; ICP-OES Metals; Organochlorine Pesticides and PCBs, Coliform Quanti-tray; ELAP Certification Fee, Coliform Quanti-tray; ELAP Certification Fee, Coliform Presence/Absence; Coliform Quanti-tray; ELAP Certification Fee; Total Coliform Bacteria 3x5	2,210.00
13827	1/08/2025	[2551] MIRANDA'S ANIMAL RESCUE	Animal Control for December 2024	1,900.00
13828	1/08/2025	[3006] MISSION LINEN SUPPLY, INC	Maintenance & Cleaning of PW Shirts, Clean Mop Head, Clean Mop Head, Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Clean Mop Head, Towels, Hand Towels, Maintenance & Cleaning of PW Shirts, Clean Mop Head, Toilet Paper	271.90
13829	1/08/2025	[7635] NAPA AUTO PARTS FORTUNA	V-Ribbed Belt, Belt Idler Pulley	118.18
13830	1/08/2025	[5934] NORTH COAST JOURNAL, INC	Advertisement for Bids - Small Dog Run Rio Dell Dog Park Phase II, Request for Qualifications	1,152.00
13831	1/08/2025	[6943] PACE SUPPLY CORP	Reducer Brasses, Adapters, Pex Ring, Ball Stop, Meter Gasket, Return - Brass Brushings	1,122.60
13832	1/08/2025	[4338] QUILL CORPORATION	2Ply Printer Rolls	173.59
13833	1/08/2025	[7728] RCAA - NATURAL RESOURCES SERVICES	Rio Dell Eel River Trail Outreach and Education	2,420.00
13834	1/08/2025	[7900] REWORLD WASTE, LLC	Gun Destruction	582.34
13835	1/08/2025	[2657] RIO DELL EMPLOYEES ASSOC	EMPLOYEE DUES FOR QUARTER ENDING 12/31/2024	110.00
13836	1/08/2025	[2659] RIO DELL PETTY CASH	Lysol Spray, Gas for PD, Water for PW	75.80
13837	1/08/2025	[3685] RURAL COMMUNITY ASSISTANCE CORP dba RCAC	Water CIP	373.74
13838	1/08/2025	[4570] SHRED AWARE	Shredding	76.48
13839	1/08/2025	[2715] STEWART TELECOMMUNICATION	Phone Lines PD - February 2025, Phone Lines City Hall - February 2025	556.57
13840	1/08/2025	[7585] SWEAT PANDA FORTUNA, LLC	Unlimited Month to Month Membership	159.00
13841	1/08/2025	[2714] SWRCB	Water System Annual Fees Billing Period 7/1/24-6/30/25	4,749.48
13842	1/08/2025	[3829] TELSTAR INSTRUMENTS, INC	Solenoid Valve, Level Switch	427.97
13843	1/08/2025	[6373] THATCHER COMPANY, INC.	Sodium Bisulfite 25% - 275 G Tote, Sierra Sani-Chlor - 330 G Tote, Return on Deposit	6,604.77
13844	1/08/2025	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR DEC 2024, LEGAL SERVICES FOR DEC 2024, LEGAL SERVICES FOR DEC 2024	4,240.00
13845	1/08/2025	[2730] THRIFTY SUPPLY CO.	Service Saddle	1,225.00
13846	1/08/2025	[2750] USA BLUEBOOK	Dispenser, 20Ft Wire, Float Switch, Pump Tubing, Replace Sample Cells for Hach Pocket Colorimeter; Hach DR300 Chlorine, Adjustable Pliers, Marking Whiskers, Locks	2,397.00

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**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
13847	1/08/2025	[3917] VERIZON WIRELESS	Safety Phones PD & PW (& Mayor): November 17- December 16	697.33
13848	1/08/2025	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR JANUARY 2025	391.07
13849	1/08/2025	[2772] WENDT CONSTRUCTION, INC	Vactor Truck for Sewer Lines	2,280.00
13850	1/08/2025	[2787] WYCKOFF'S	Coupling and Pipe Nipples	19.31
13851	1/15/2025	[6038] ACCURATE TERMITE & PEST SOLUTIONS	Commercial Pest & Rodent Control - 675 Wildwood	135.00
13852	1/15/2025	[5750] AERO-MOD	Cylinders	588.09
13853	1/15/2025	[7389] AP PROPERTY MANAGEMENT	Overpayment on RRHIP	105.00
13854	1/15/2025	[5708] ATKINS DRAFTING	Facade Improvement Program 132 Wildwood Ave	525.00
13855	1/15/2025	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 1/10/2025	60.00
13856	1/15/2025	[2386] EUREKA RUBBER STAMP CO.	Name Plates and Line Date Stamper	110.31
13857	1/15/2025	[6486] GREEN TO GOLD ENTERPRISES LLC	Power Strip Outlets, Wiring Devices, Connector, Thermoplastic, Simple Green	91.47
13858	1/15/2025	[7905] HUNTER AND SON CONSTRUCTION INC.	Materials and Labor (Deposit for Earthquake Repairs)	900.00
13859	1/15/2025	[2484] INDEPENDENT BUSINESS FORMS	Laser Water Bills	920.76
13860	1/15/2025	[6375] JORDAN CONSULTING & INVESTIGATIONS	Police Chief Background Investigation	3,179.46
13861	1/15/2025	[5613] KELLY-O'HERN ASSOCIATES	GHD Sewer Project	1,897.50
13862	1/15/2025	[7475] LEAF CAPITAL FUNDING LLC	Lease of Kyocera TA 308ci Copier System	244.85
13863	1/15/2025	[7784] LUCERO, BREANNA	CUSTOMER DEPOSIT REFUND	188.70
13864	1/15/2025	[2546] MERCER-FRASER CO. INC	Crack Repairs Blue Slide Rd (Earthquake)	11,352.00
13865	1/15/2025	[2569] MICROBAC LABORATORIES, INC.	Coliform Quanti-tray; ELAP Certification Fee, Ammonia Nitrogen w/o Distillation; ELAP Certification Fee, ELAP Certification Fee; Hexavalent Chromium, BOD/NFR; Dissolved Organic Carbon; ELAP Certification Fee, Metals Filtration, Coliform Presence/Absence; Coliform Quanti-tray; ELAP Certification Fee; Total Coliform Bacteria 3x5	1,084.00
13866	1/15/2025	[7635] NAPA AUTO PARTS FORTUNA	Belt Idler Pulley, Battery and Micro Cable	329.80
13867	1/15/2025	[6100] NORTHERN CALIFORNIA GLOVE	Gloves and Goggles, Boots and Jackets	472.56
13868	1/15/2025	[4393] NYLEX.net. Inc.	MONTHLY MAINTENANCE FOR FEBRUARY 2025	3,240.00
13869	1/15/2025	[6943] PACE SUPPLY CORP	Gaskets and Bolt Sets	74.86
13870	1/15/2025	[3343] PITNEY BOWES RESERVE ACCOUNT	Postage Purchased for Reserves on 1/13/2025	400.00
13871	1/15/2025	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR JANUARY 2025	156.00
13872	1/15/2025	[4570] SHRED AWARE	Shredding	78.77
13873	1/15/2025	[2724] STATE WATER RESOURCES CONTROL BOARD	Wastewater Treatment Plant Operator Grade 1 Exam Fee	163.00
13874	1/15/2025	[2750] USA BLUEBOOK	Desiccant Cartridge	402.66
13875	1/15/2025	[6993] VALLEY PACIFIC PETROLEUM SERVICES, INC.	Dyed Diesel Sales Tax Credit, Red Diesel	1,055.11
13876	1/15/2025	[2772] WENDT CONSTRUCTION, INC	Vactor Truck	2,280.00
13877	1/15/2025	[2787] WYCKOFF'S	Pipe Insulation	12.40
13878	1/23/2025	[0033] MIKE BARNETT	Refund Overpayment RRHIPR	30.00
13879	1/23/2025	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	Fingerprint APPS; Fingerprint - FBI; Child Abuse Index Check; Peace Officer-Billed;	115.00
40	1/23/2025	[2394] FEDEX	Shipping	56.80

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**City of Rio Dell
Check Listing for City Council Meeting**

Ref#	Date	Vendor	Description	Amount
13881	1/23/2025	[5052] GHD, INC	Professional Services Rendered Through 10/31/2024: Rio Dell - Sanitary Sewer Eval Study	2,518.25
13882	1/23/2025	[6486] GREEN TO GOLD ENTERPRISES LLC	Hose and Sump Pump for S. Cherry Lane Water Line	345.47
13883	1/23/2025	[2691] HUMBOLDT SENIOR RESOURCE CENTER/ADULT DAY HEALTH, INC	Senior Home Repair Grant Program	177.52
13884	1/23/2025	[4474] IIMC	ANNUAL MEMBERSHIP THROUGH 3/31/2026	220.00
13885	1/23/2025	[2484] INDEPENDENT BUSINESS FORMS	Laser 24 Hour Shutoff Notices	554.94
13886	1/23/2025	[6299] JJACPA. INC.	Professional Audit Services for Period Ended June 30, 2024; Fieldwork Dated Jan. 14-17, '25	8,900.00
13887	1/23/2025	[6008] SABRINA M LUMPKIN	Reimbursement for Bracket - Front Bumper	40.38
13888	1/23/2025	[7195] METER, VALVE & CONTROL, Inc	Water Meter Endpoint (Encoder)	2,781.86
13889	1/23/2025	[2569] MICROBAC LABORATORIES, INC.	Ammonia Nitrogen w/o Distillation; ELAP Certification Fee, Ammonia Nitrogen w/o Distillation; ELAP Certification Fee, Coliform Presence/Absence; Coliform Quantitative; ELAP Certification Fee; Total Coliform, Bacteria 3x5	766.00
13890	1/23/2025	[6943] PACE SUPPLY CORP	Snap Clamp and Dual Armor	1,108.87
13891	1/23/2025	[7547] SANCHEZ, EFRAIN/MARGURITA	Refund Overpayment RRHIPP	15.00
13892	1/23/2025	[2682] SMALL CITIES ORGANIZED RISK EFFORT (SCORE)	3rd Quarter Premium for Worker's Compensation Insurance	32,579.17
13893	1/23/2025	[6373] THATCHER COMPANY, INC.	Sierra Sani-Chlor - 330 G Tote, Sodium Bisulfite 25% - 275 G Tote, Return on Deposit	7,769.92
13894	1/23/2025	[2750] USA BLUEBOOK	Sampling Pump	802.90
13895	1/23/2025	[2772] WENDT CONSTRUCTION, INC	S. Cherry Ln Water Line, Vector Truck	12,255.00
13896	1/30/2025	[5750] AERO-MOD	Belt Press Drum, Bearings	19,832.34
13897	1/30/2025	[4949] ASAP Lock & Key	Re-Keyed to Chief's Key	115.56
13898	1/30/2025	[3975] AT&T - 5709	FAX LINE EXPENSES FOR JANUARY 2025 - City Hall	35.65
13899	1/30/2025	[2303] COAST CENTRAL CREDIT UNION	POA Dues for PPE 1/24/2025	60.00
13900	1/30/2025	[2283] COASTAL BUSINESS SYSTEMS	Contract Base Rate Charge for the 1/25/2025 to 1/24/2026 Billing Period	1,998.00
13901	1/30/2025	[2394] FEDEX	Shipping for Lab Testing	199.50
13902	1/30/2025	[5765] GARNES, DEBRA	Reimbursement: CalCities Policy Committee	905.02
13903	1/30/2025	[5052] GHD, INC	Professional Services Rendered Through 9/28/2024: Rio Dell City - Engineer Services, Professional Services Rendered Through 12/2/2024: PW Rio Dell Water Distribution System Improvement Project, Professional Services Rendered Through 12/14/2024: PW Rio Dell Water Distribution System Improvement Project, Professional Services Rendered Through 1/25/2025: PW - Rio Dell Pedestrian Connectivity Improvement, Professional Services Rendered Through 1/25/2025: PW Rio Dell Water Distribution System Improvement Project	62,722.96
13904	1/30/2025	[6486] GREEN TO GOLD ENTERPRISES LLC	Paint Roller	38.00
13906	1/30/2025	[2521] LEAGUE OF CALIF. CITIES	Membership Dues for Redwood Empire Division (2025)	85.00
41	1/30/2025	[2301] MARK A. CLEMENTI, Ph.D.	Pre-Employment Psychological Evaluation	844.00

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**City of Rio Dell
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Ref#	Date	Vendor	Description	Amount
13908	1/30/2025	[7195] METER, VALVE & CONTROL, Inc	Register for 1275 Northwestern	189.85
13909	1/30/2025	[2569] MICROBAC LABORATORIES, INC.	Drinking Water Digestion, ELAP Certification Fee, ICP-MS Metals BOD/NFR, ELAP Certification Fee	780.00
13910	1/30/2025	[2601] PETERSON	Water Treatment Transfer Switch	605.45
13911	1/30/2025	[2619] PITNEY BOWES, INC.	Red Ink	198.10
13912	1/30/2025	[3685] RURAL COMMUNITY ASSISTANCE CORPORATION dba RCAC	Water CIP	375.52
13913	1/30/2025	[7910] SAFETY BY GEORGE, LLC	Provide On-Site Review of Forklift Operating Rules & Regulations	350.00
13914	1/30/2025	[7662] NATHAN R SCHEINMAN	Reimbursement: Distribution 2 Water Retest	45.00
13915	1/30/2025	[2693] SHELTON'S AUTO LUBE	Oil Change '19 Ford F-150	105.40
13916	1/30/2025	[7185] STAPLES ADVANTAGE	Files, Folders, Whiteout Tape, Pens, Tape	163.09
13917	1/30/2025	[3917] VERIZON WIRELESS	Safety Phones PD & PW (& Mayor): December 17- January 16	1,394.66
13918	1/30/2025	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR FEBRUARY 2025	781.23
Total Checks/Deposits				282,476.15

Ref#	Date	Vendor	Description	Amount
9837397	1/01/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR GUARDIAN DENTAL ONLINE PAYMENT FOR JANUARY 2025.	-1,567.23
9837410	1/02/2025	WITHDRAWAL	INTELLIPAY: RETURN DEPOSITED ITEM	-800.00
9837400	1/03/2025	ELECTRONIC FUNDS TRANSFER	EFT: MISSIONSQUARE RETIREMENT PAYMENT FOR PPE 12/27/2024	-10,510.24
E-CHECK	1/06/2025	WITHDRAWAL	INTELLIPAY: RETURN DEPOSITED ITEM	-200.00
534-160	1/06/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 12/27/2024	-4,288.46
1430741	1/06/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 12/27/2024	-15,867.62
2100782	1/07/2025	ELECTRONIC FUNDS TRANSFER	EFT: WEXBANK/SHELL FUEL CO. PAYMENT FOR DEC 2024. SHELL STATION SOLD	-790.30
9837402	1/10/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR PG& E ONLINE PAYMENT FOR DECEMBER/JANUARY FY2024-2025.	-27,443.11
378-545	1/10/2025	ELECTRONIC FUNDS TRANSFER	CA Dept of Tax and Fee Admin for Annual Sales & Use Tax for 2024.	-16,461.00
E-CHECK	1/13/2025	WITHDRAWAL	INTELLIPAY: RETURN DEPOSITED ITEM	-199.00
1409402	1/14/2025	ELECTRONIC FUNDS TRANSFER	EFT: FIBER OPTIMUM PAYMENT FOR JAN 2025. SPLIT W/ P.D & ADMIN.	-877.00
9837401	1/14/2025	ELECTRONIC FUNDS TRANSFER	EFT ONLINE OPTIMUM PUBLIC WORKS PAYMENT FOR JANUARY 2025.	-272.71
6558859	1/14/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR MISSIONSQUARE RETIREMENT ONLINE PAYMENT FOR PPE 01/10/2025	-10,413.14
7005344	1/14/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC DENTAL INSURANCE FOR JANUARY 2025	-116.22
9837409	1/15/2025	WITHDRAWAL	ANALYSIS SERVICE CHARGE FOR JANUARY 2025.	-342.94
9837408	1/21/2025	ELECTRONIC FUNDS TRANSFER	EFT: BANK OF AMERICA CREDIT CARD PAYMENTS FOR DEC/JAN FY2024-2025	-7,437.59
9837403	1/21/2025	ELECTRONIC FUNDS TRANSFER	EFT: BENEFIT BRIDGE/PUBLIC AGENCY COALITION PAYMENT FOR FEB 2025.	-31,485.
9837407	1/21/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR DEARBORN LIFE INSURANCE ONLINE PAYMENT FOR FEBRUARY 2025.	-380.
319-056	1/21/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 01/10/2025	-4,443.
2838799	1/21/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 01/10/2025.	-17,159
2838795	1/21/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR VSP INSURANCE ONLINE PAYMENT FOR FEBRUARY 2025	-399.

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**City of Rio Dell
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Ref#	Date	Vendor	Description	Amount
9837406	1/24/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR GUARDIAN DENTAL ONLINE PAYMENT FOR FEBRUARY 2025.	-1,567.23
924281	1/24/2025	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE ONLINE PAYMENT FOR JANUARY 2025.	-1,100.72
2406264	1/27/2025	ELECTRONIC FUNDS TRANSFER	EFT: NEW WEX-ONLINE FUEL CARDS FOR DEC 2024/JAN 2025.	-2,499.64
9837404	1/27/2025	ELECTRONIC FUNDS TRANSFER	EFT: PG&E PAYMENT FOR JAN 2025 for Northwestern Street Lights	-50.89
E-CHECK	1/30/2025	WITHDRAWAL	INTELLIPAY: RETURN DEPOSITED ITEM	-168.00
Total EFT's/Bank Withdrawals				-156,841.91

Ref#	Date	Vendor	Description	Amount
TRX TO PR	1/02/2025	TRANSFER FROM CHECK TO PAYROLL ACCT	TRANSFER TO PAYROLL ACCT FOR PPE 12/27/2024	-42,668.07
TRX TO PR	1/16/2025	TRANSFER FROM CHECK TO PAYROLL ACCT	TRANSFER TO PAYROLL ACCT FOR PPE 01/10/2025	-44,268.67
TRX TO PR	1/30/2025	TRANSFER FROM CHECK TO PAYROLL ACCT	TRANSFER TO PAYROLL ACCT FOR PPE 01/24/2025	-44,147.28
Total Transfers Between Accounts				-131,084.02

Ref#	Date	Vendor	Description	Amount
18581	1/29/2025	WITHDRAWAL	DEBIT CARD FOR POSTAGE TO MAIL U/B BILLS FOR JANUARY 2025	-556.64
Total Debit Card Withdrawals				-556.64

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Staff Highlights – 2020-08-04

City Council

City Manager

Attended a meeting in Ferndale related to risk assessment for the Hazard Mitigation Plan update.

Coordination on the final stretch of the Eel River Trail project.

Nuisance Advisory Committee meeting at 3:00pm on Wednesday the 19th at City Hall.

Staff is still working on draft language for truck regulations and will schedule a Traffic Committee meeting when appropriate.

At this time there is no direct impact to the City government from funding freezes or other changes at the federal level. Two potential impacts staff are monitoring is (1) our FEMA HMGP water line project and (2) the Monument Road 2017 slip-out project being conducted by the County.

City Clerk

Processed Seven (7) Building Permit Applications:

132 Wildwood Ave. – Laundromat Remodel/Façade Improvement Program
1195 Eeloa Ave. – Re-Roof Residence
130 Cedar St. – Sewer Lateral, Cleanout and Backflow Device
1325 Northwestern Ave. – Revision to Interior Wall Plan
70 Wildwood Ave. – Remove Interior Wall
444 Davis St. – Sewer Lateral and 2 Cleanouts
270 Cherry Lane – Sewer Lateral (Relocate Sewer Line under house)

Process Two (2) Business License Applications:

Freedom Forever Northern California – Solar Contractor
Frito Lay – Wholesale Delivery

Processed One (2) Encroachment Permit Application:

Wyckoff's – Installed Cleanout in Sidewalk at 130 Cedar St.

Misc:



Submitted Employee Data for ERMA JPA in preparation for the FY 25/26 SCORE Budget

Submitted CHF/CIRB Building Permit Log for January

Submitted the 2025 Boundary & Annexation Survey (BAS) to the US Census Bureau

City Attorney

Human Resources, Risk & Training

Finance Department

Regulatory Compliance & Financial Oversight

- Working on the FY 2023-2024 audit in collaboration with JJA CPA, ensuring comprehensive financial accountability and adherence to regulatory standards. This rigorous process provides a clear and transparent view of the City's financial health.
- Proactively addressed staff inquiries regarding SB 998 compliance, clarifying the applicability of guidelines to Community Services Districts and ensuring consistent adherence to regulatory requirements.
- Diligently updated the City of Rio Dell's System for Award Management (SAM) entity registration, maintaining compliance with federal regulations and enabling continued access to critical funding opportunities.
- Successfully resolved previously encountered website integration issues with the DIR Public Works, enabling the seamless issuance of DIR numbers and ensuring compliance with prevailing wage requirements.

Grant Management & Infrastructure Development

- Submitted a comprehensive and meticulously prepared application for Measure Z funds through the County of Humboldt, a significant initiative poised to secure crucial resources for vital city services.
- Provided expert guidance to the City of Rio Dell Water Superintendent, furnishing critical information and documentation necessary for the City to qualify as a Disadvantaged Community. This involved a detailed analysis of Median Household Income (MHI) data, confirming Rio Dell's eligibility based on the established threshold of less than 80% of the statewide median.
- Managed the quarterly reporting requirements for the State Water Resource Control Board Distribution Project, working in close collaboration with contract engineers GHD to ensure accurate and timely submissions. This diligent oversight ensures continued progress on this critical infrastructure project.
- Collaborated with the California Department of Housing and Community Development to optimize the utilization of CDBG funds, employing strategic program income reporting and planning to maximize the impact of these vital resources within the community.



- Completed the required quarterly reporting for CDBG earthquake-related projects, meticulously documenting activity status and financial transactions in accordance with CDBG guidelines and standards. This ensures transparency and accountability in the utilization of disaster relief funds.
- Advanced the Water Infrastructure Improvement project by working with State Waterboards to compile required documentation and financial information. This proactive approach facilitates the efficient processing of funding requests and supports the timely implementation of this critical project.
- Successfully finalized invoice #6 for the Rio Dell Water Distribution Project with the State Water Resource Control Board, ensuring timely payment for completed work and maintaining positive momentum on this critical initiative.

Economic Development & Community Support

- Provided support to the Redwood Coast Energy Authority by responding to inquiries regarding the City's compensation study contractor, facilitating information sharing and collaboration within the region.
- Collaborated with staff at the Rio Dell Community Resource Center to analyze and update the Rio Dell spay and neuter program lists, ensuring efficient administration of the program and timely reimbursements to "Litters Without Critters" for services provided. This demonstrates a commitment to both fiscal prudence and animal welfare within the community.
- Engaged in strategic discussions with Caltrans regarding roadway damage resulting from the December 2022 earthquake, exploring potential avenues for repair and advocating for the City's interests.
- Actively supported earthquake recovery efforts by coordinating with the California Office of Emergency Services, expediting the processing of earthquake-related claims and projects to facilitate community recovery and resilience.
- Consulted with the Project Manager overseeing the Rio Dell Employee Compensation Study, providing data and insights to support the development of competitive and equitable compensation strategies.
- Worked diligently with Cannabis businesses to ensure tax compliance, contributing to the City's revenue stream and ensuring a level playing field for businesses operating within the regulatory framework.

Financial Operations & Revenue Management

- Completed and updated the budget calendar for the FY 2025-2026 budget process, laying the groundwork for a transparent and fiscally responsible budget development cycle.
- Finalized a comprehensive project and grant fund update for CalRecycle pertaining to SB 1383 integration, ensuring compliance with state mandates and maximizing opportunities for funding related to waste reduction and recycling initiatives.
- Issued a Request for Proposal (RFP) for the City's upcoming audit, disseminating the opportunity via the City of Rio Dell website to ensure broad outreach and attract qualified firms.
- Collaborated with RCAC to process invoices related to the construction component of the CIP Water Project, ensuring timely payment to contractors and maintaining project momentum.

Strategic Initiatives



- Participated in Clean CA / Eel River Trail strategy meetings with contractors GHD and RCAA, contributing to the development of a comprehensive plan for trail development and community enhancement.
- Completed quarterly reporting requirements for the Clean CA / Eel River Trail Project, ensuring transparency and accountability in the utilization of project funds.

Public Works Water

Water leak repairs on Upper Monument Rd

Water leak repairs on Ash St

Raise water meter boxes throughout town

Replaced failing ERTs prior to meter reading.

Read meters.

Complete Monthly Water Reporting to SWRCB

Water Training at Redding for Water Treatment Certification Grade 1

Waiting for water test results from labs on Rio Dell Metro Well site

General maintenance at Rio Dell Metro Wells

General analyzer maintenance at Rio Dell Surface Water Plant

Public Works Wastewater

WWTP Passed the Chronic Toxicity Testing on the Fathead Minnow.

CERS submitted and certified 2-12-25 due March 1st, 2025

Annual Report submitted and certified 2-12-25 due March 1st, 2025

Volumetric Annual Report submitted and certified 2-12-25 due, April 1st, 2025

Lateral Inspection on 444 Davis passed inspection, after die testing, homeowner had to camera the lateral to find it, once located an old section had to be replaced and two new cleanouts installed.

Lateral inspection on 130 Cedar Street passed inspection. All new lateral with two new cleanouts and a backflow device installed.



Sewer Plug after hours on Dixie near Davis, Collections crew responded and fixed the issue. A large amount of Fats, Oil and Grease (F.O.G) were responsible for the plug.

Public Works Streets, Buildings and Grounds

Finish mowing and edging North Gate.

Weedeat throughout town

Patch potholes throughout town

Garbage cleanup along EDWARDS Dr.

Garbage cleanup behind City Hall recycling site

Clear drains throughout town

Vehicle maintenance

Light duty Equipment maintenance

Hire PaPe' Equipment to do Annual service completed on Backhoe, forklift, mower and tractor.

Public Works City Engineer

Public Works Capital Projects

Police Department

Patrol Statistics:

During January 29th – February 13th 2025, the Rio Dell Police Department handled 115 incidents. This includes 52 calls for service, and 63 Officer Initiated Contacts. 3 arrests were made. A total of 0 citations were issued for traffic offenses or other miscellaneous criminal violations. 9 total cases requiring investigation were taken.

Staffing:

The Police Department is currently down one (1) sworn officer position.

- Police Officer Trainee Caden Rocha graduated from the academy and was sworn in December 2024. He is nearing the end of training mid-March and progressing well at this time.
- Lateral Police Officer Candidate Jordan Walstrom has entered backgrounds with RDPD. Started career in Rio Dell with experience in several agencies including time as a sergeant and a short time as acting Chief of Police.

Community Events / Notable Cases:



- On 1/29/25, there was a vehicle hit and run collision on Wildwood Ave. The vehicle was located and subsequent investigation led to the arrest of a 61 year old Rio Dell male resident for DUI (.23 BAC) & Hit and Run, the arrest of 25 year old Carlotta male resident who initially pretended to be the driver (.25 BAC).
- Search warrant executed on Bellview Ave stemming from reports at Fortuna High that an adult male was soliciting minors, exchanging pictures with minors, and had consensual intercourse with one. (1-3 year age gap between involved). No arrest made at this time, electronics seized pending more search warrants for contents. Disposition on this case not available at this time.
- Domestic Violence on Westbridge Dr results in the arrest of 43 year old female resident. Suspect had gotten into a physical fight with partner and then cut themselves in the mouth in an attempt to frame their partner.

Abatement Projects:

Residential Abatement:

- Total Active Cases 32
- 16 New open cases
- 13 of the new cases are for City Owned Property, 3 for new properties
- An abatement will be scheduled for a residence on First Avenue within the next 30 days if no compliance is received from the occupants to clear the excessive violations. Voluntary compliance is being received for a residence on Douglas Street and an inspection for the Property is scheduled for February 27, 2025.

Vehicular Abatement:

- Total Active Cases 3
- 2 New open cases, 1 closing vehicle moved.
- 1 vehicle towed

Animal Control

- 13 calls for animal related issues.
- 1 dogs transported to Miranda's
- 0 Cats transported to Miranda's
-

Community Development Department

Drywall inspection 174 First Ave

Porch (rebuild earthquake damage) framing inspection 4 Painter

Reach out to Huffman, McGuire, Rogers and Bushnell regarding Letters of Support Phase ii Eel River trail. Prepare draft templates (letters).



Attend PG&E meeting regarding Rule 20A undergrounding on wildwood Ave. Modify map, identify properties for notices, prepare draft resolution.

Attend Energy Code webinar on 2025 code changes.

Attend EOS LHMP zoom meeting.

Electrical panel inspection 420 Wildwood Ave

Complete staff report, Ordinance and Resolution for Industrial Commercial text amendments

Work on potential parking amendments

Review plans for modification to Marathon 102, now Humboldt 454 II

Attend PG&E virtual walk zoom meeting with PG&E, AT&T and Optimum.

Rough plumbing inspection 223 Belleview Ave

Sheathing, underlayment inspection 177 Belleview Ave

Work on potential parking regulations text amendments

Respond to Calfire inquiry regarding Open House meeting

Review City of Shasta Lake's new mixed-use project 49 residential units, retail commercial and restaurants on 2+/- acres.

Review potential options on memorial signs at Memorial Park

Review solar plans for 95 Davis Street, corrections required

Final Inspection 762 Rigby Avenue

Review and approve plans for modification 1325 Northwestern Ave

Prepare General Plan Annual Progress Report

Review RDMC, State law regarding drainage onto neighboring properties

Respond to Shari Meads, City of Fortuna, regarding General Plan updates

Review State cannabis regulations for "Inactive Status", respond to Rio's Diamond Farm, Brandon Rivas

Review City Attorney opinion regarding abatement options



Attend State Parks webinar on upcoming grant opportunities

Review Marathon 102 Construction drawings for sprinkler requirements

Final inspection foundation repairs 186 Ogle Ave

Review Humboldt Family CUP, for Conditions of Approval to Chief Phinney

Intergovernmental

Humboldt-Rio Dell Business Park

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)



February 18, 2025

TO: Mayor and Members of the City Council
FROM: Travis Sanborn, Finance Director
THROUGH: Kyle Knopp, City Manager
SUBJECT: Results of Total Compensation Study by Gallagher

IT IS RECOMMENDED THAT THE CITY COUNCIL:

- 1. Receive and file the Total Compensation Study completed by Gallagher
- 2. Direct staff to develop an implementation strategy for the recommended compensation adjustments

BACKGROUND AND DISCUSSION

In October 2024, the City engaged Gallagher to conduct a comprehensive Total Compensation Study. The study was initiated to ensure the City maintains competitive compensation that enables recruitment and retention of high-quality staff while remaining fiscally responsible. The study evaluated base salaries and total compensation packages across 32 City classifications, using 18 benchmark positions for market comparison against 13 comparable agencies.

FISCAL IMPACT:

The fiscal impact will vary depending on the implementation strategy selected. Staff requires additional time to analyze the various implementation scenarios and develop detailed cost projections for each option. This analysis, along with recommended funding sources, will be presented in a subsequent report.

ATTACHMENTS:

- Gallagher Total Compensation Study Report

February 10, 2025

TOTAL COMPENSATION STUDY DRAFT REPORT

City of Rio Dell



Gallagher

Insurance | Risk Management | Consulting

Formerly Koff & Associates

February 10, 2025

Kyle Knopp, City Manager
City of Rio Dell
675 Wildwood Avenue
Rio Dell, California 95562

Dear Mr. Knopp:

Gallagher/Koff & Associates is pleased to present the Total Compensation Study Draft Report to the City of Rio Dell. This report documents the market compensation survey methodology, findings, and recommendations for implementation.

We would like to thank you and Travis Sanborn for your assistance and cooperation without which this study could not have been brought to its successful completion.

We will be glad to answer any questions or clarify any points as you are implementing the findings and recommendations. It was a pleasure working with the City of Rio Dell and we look forward to future opportunities to provide you with professional assistance.

Very truly yours,



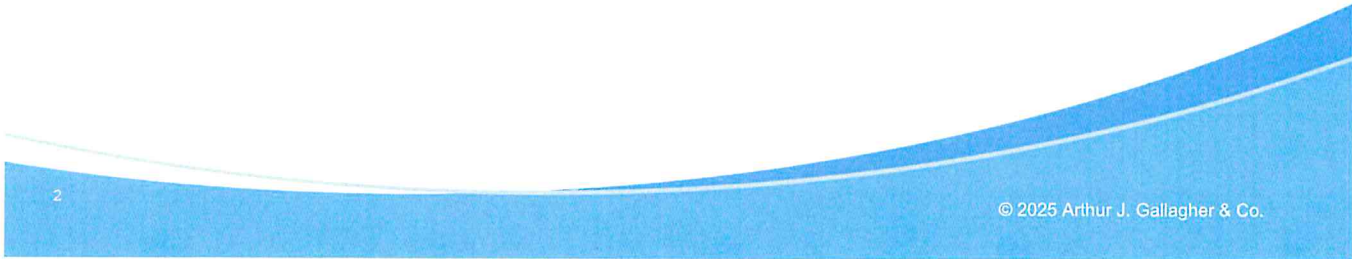
Georg S. Krammer
Managing Director

Gallagher
ajg.com/ps-class-comp



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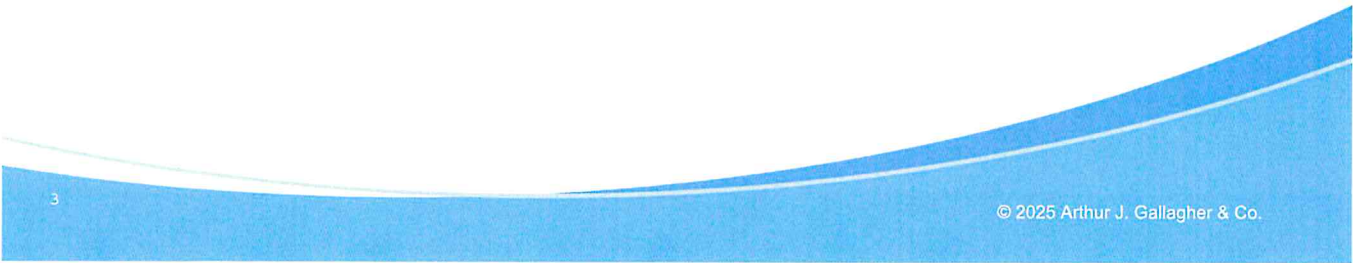


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- Appendix I: Results Summary
- Appendix II: Market Compensation Findings
- Appendix III: Proposed Salary Range Schedule
- Appendix IV: Salary Range Placement Recommendations
- Appendix V: Additional Benefits



Executive Summary

Background

In October through December 2024, Gallagher/Koff & Associates (“Gallagher”) conducted a comprehensive Total Compensation Study for the City of Rio Dell (“City”). All compensation findings and recommendations are presented in this report.

This compensation review process was precipitated by:

- The concern of the City Council and management that employees should be recognized for the level and scope of work performed and that they are paid on a fair and competitive basis that allows the City to recruit and retain a high-quality staff;
- The desire to have a compensation plan that can meet the needs of the City; and
- The desire to ensure that internal relationships of salaries are based upon objective, non-quantitative evaluation factors, resulting in equity across the City.

The goals of the compensation study are to assist the City in developing a competitive pay and benefit plan, which is based upon market data, and to ensure that the plan is fiscally responsible and meets the needs of the City with regards to recruitment and retention of qualified staff.

Summary of Findings

This report summarizes the study methodology, analytical tools, and the total compensation (salary and benefits) survey findings. The results of the total compensation study showed:

- The City’s base salaries, overall, in comparison to the market median are **10.5% below the market**.
- The City’s total compensation, overall, in comparison to the market median, **is directly at the market (0.0%)**.
- The City’s benefits package puts the City in a more competitive position compared to the market and, therefore, salary decisions should be based on total compensation versus base salary market results.
- Gallagher considers a classification falling within 5% of the median to be competitive.

Study Process

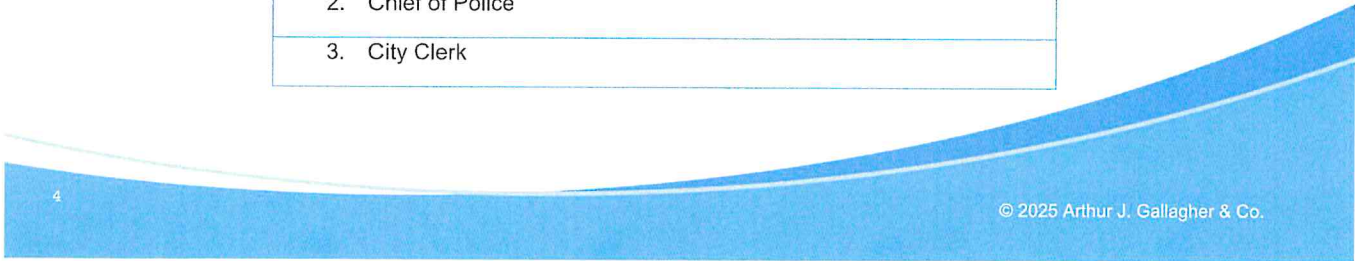
Benchmark Classifications

The study included 32 classifications, and of those 18 classifications were selected in order to collect salary and benefits data within the defined labor market. Classifications that we would expect to provide a sufficient sample for analysis were selected as “benchmarks” to use as the basis to build the compensation plan. Benchmark classifications are those classifications that are compared to the market, and these classifications are used as a means of anchoring the City’s overall compensation plan to the market. Other classifications not surveyed will be included in the compensation plan and aligned to the benchmark classifications using internal equity principles.

The benchmark classifications are listed in Table 1.

Table 1. Benchmark Classification

Classification Title
1. Accountant II
2. Chief of Police
3. City Clerk



Classification Title
4. City Manager
5. Community Development Director
6. Community Services Officer
7. Finance Director
8. Fiscal Assistant II
9. Management Analyst I
10. Management Analyst II
11. Police Officer
12. Records Technician
13. Sergeant
14. Utility Worker II
15. Water/Wastewater Plant Operator II
16. Water/Wastewater Plant Operator II
17. Wastewater Superintendent
18. Water/Streets Superintendent

Comparator Agencies

Another important step in conducting a market salary study is the determination of appropriate agencies for comparison. In developing the list of potential comparator agencies, consideration is given to the following factors.

- 1. **Organizational type and structure** – It is generally recommended that agencies of a similar size and providing similar services to that of the City be used as comparators.

When it comes to technical classes, the size of an organization is not as critical, as these classes perform fairly similar work. The difference in size of an organization becomes more important when comparing classes at the management level. The scope of work and responsibility for management becomes much larger as an organization grows. Factors such as management of a large staff, consequence of error, the political nature of the job, and its visibility all grow with larger organizations. When it is difficult to find agencies that are similarly sized, it is important to get a good balance of smaller and larger agencies.

- 2. **Similarity of population, staff, and operational budgets** – These elements provide guidelines in relation to resources required (staff and funding) and available for the provision of services.
- 3. **Scope of services provided** – For the majority of classifications, it is important to select agencies providing similar services. Organizations providing the same services are ideal for comparators and most comparator agencies surveyed provide similar services to the City.
- 4. **Labor market and geographic location** – Today's labor market reality is that many agencies are in competition for the same pool of qualified employees because large portions of the workforce do not live in the communities they serve, are accustomed to lengthy commutes, and are more likely to consider changing jobs in a larger geographic area than in the past. Furthermore, by selecting employers within a geographic proximity to the City, the resulting labor market data generally reflects the region's cost of living, housing

costs, growth rate, and other demographic characteristics to the same extent as competing employers to the City. Therefore, the geographic labor market area where the City may be recruiting from or losing employees to, was taken into consideration when selecting comparator organizations.

The study was conducting using the City's current established labor market agencies listed in Table 2.

Table 2. Comparator Agencies

Agency
1. City of Alturas
2. City of Colusa
3. City of Corning
4. City of Crescent City
5. City of Ferndale
6. City of Fortuna
7. City of Gridley
8. City of Mt. Shasta
9. City of Orland
10. City of Red Bluff
11. City of Weed
12. City of Willits
13. City of Yreka

Salary and Benefits Data

The last element requiring discussion prior to beginning a market survey is the specific benefit data that will be collected and analyzed. The following salary and benefits data was collected for each benchmark classification (the cost of these benefits to each agency was converted into dollar amounts and can be found in Appendix II [Benefit Detail] of this report; these amounts were added to base salaries for total compensation purposes).

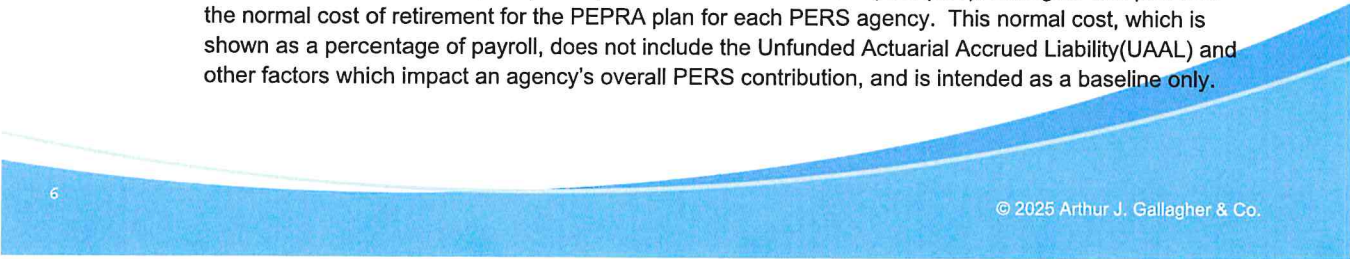
1. Monthly Base Salary

The top of the salary range and/or control point. All figures are presented on a monthly basis.

2. Employee Retirement

The retirement reflects the benefits offered to the majority of the employees:

- **PERS Formula:** Gallagher has reported the PEPR formula for the agencies which participate in CalPERS.
- **Employer Normal Cost:** The City does not participate in the PERS retirement system which would have significant impact on its fiscal sustainability, and instead contributes to a deferred compensation plan, with contributions ranging from 14% to 24%. While it is not possible to provide an actual comparison between a defined benefit plan (PERS) and a defined contribution plan (457), Gallagher has provided the normal cost of retirement for the PEPR plan for each PERS agency. This normal cost, which is shown as a percentage of payroll, does not include the Unfunded Actuarial Accrued Liability(UAAL) and other factors which impact an agency's overall PERS contribution, and is intended as a baseline only.



- **Employee Cost-Sharing:** This is the amount which employees are required pay as part of the agency's mandated contribution to PERS; this practice is less prevalent in PEPRAs plans, than in Classic plans; hence there were none to report.
- **Social Security:** If an employer participates in Social Security, then the employer contribution of 6.2% of the base salary up to the federally-determined maximum contribution of \$711.45 per month was reported.
- **Other:** Any other retirement contributions made by the employer.

3. Deferred Compensation

Deferred compensation contributions provided to all employees of a classification with or without requiring the employee to make a contribution is reported.

4. Insurances

The employer paid premiums for an employee with family coverage was reported. The employer paid insurances included:

- Cafeteria/Flexible Benefit Plan
- Medical
- Dental
- Vision
- Other

5. Leaves

Other than sick leave, which is usage-based, the number of hours off for which the employer is obligated. All hours have been translated into direct salary costs.

- **Vacation:** The number of paid time off (or vacation) hours available to all employees who have completed five years of employment.
- **Holidays:** The number of holiday hours (including floating hours) available to employees.
- **Administrative:** Administrative (or management) leave is normally the number of paid leave hours available to Fair Labor Standards Act ("FLSA") Exempt and/or management to reward for extraordinary effort (in lieu of overtime). This leave category may also include personal leave which may be available to augment vacation or other time off.

6. Auto Allowance

This category includes either the provision of an auto allowance or the provision of an auto for personal use only. If a vehicle is provided to any classification for commuting and other personal use, the average monthly rate is estimated at \$450. Mileage reimbursement is not included.

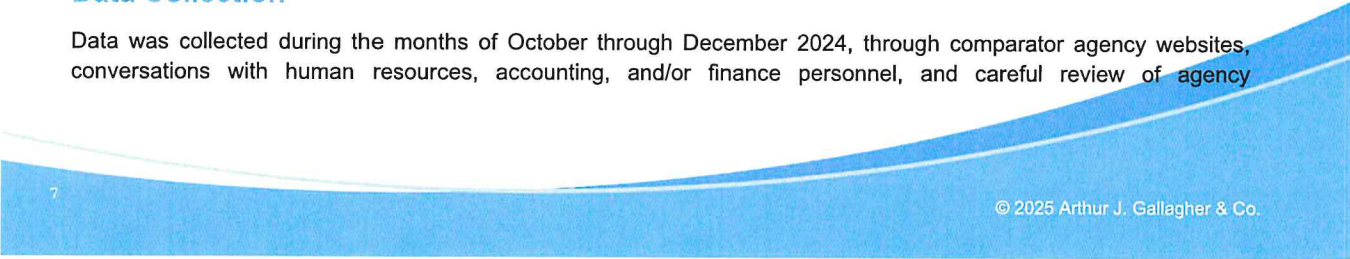
7. Other

This category includes any additional other benefits not captured above available to all in the class.

All of the benefit elements are negotiated benefits provided to all employees in the classification. As such, they represent an ongoing cost for which an agency must budget. Other benefit costs, such as sick leave, tuition reimbursement, and reimbursable mileage are usage-based and cannot be quantified on an individual employee basis.

Data Collection

Data was collected during the months of October through December 2024, through comparator agency websites, conversations with human resources, accounting, and/or finance personnel, and careful review of agency



documentation such as classification descriptions, memoranda of understanding, organization charts, and other documents.

Matching Methodology

Gallagher believes that the data collection step is the most critical for maintaining the overall credibility of any study and relied on the City's classification descriptions as the foundation for comparison.

When Gallagher researches and collects data from the comparator agencies to identify possible matches for each of the benchmark classifications, there is an assumption that comparable matches may not be made that are 100% equivalent to the classifications at the City. Therefore, Gallagher does not match based upon job titles, which can often be misleading, but rather analyze class descriptions before a comparable match is determined.

Gallagher's methodology is to analyze each class description and the whole position by evaluating factors such as:

- Decision Making/Judgment
- Difficulty and Complexity of Work
- Supervisory Responsibilities
- Non-Supervisory Responsibilities
- Minimum Qualifications
- Working Conditions/Risk Factors
- Contacts

In order for a match to be included, Gallagher requires that a classification's "likeness" be at approximately 70% of the matched classification.

When an appropriate match is not identified for one classification, Gallagher often uses "hybrids" which can be functional or represent a span in scope of responsibility. A functional hybrid means that the job of one classification at the City is performed by two or more classifications at a comparator agency. A "hybrid" representing a span in scope means that the comparator agency has one class that is "bigger" in scope and responsibility and one class that is "smaller," where the City's class falls in the middle.

If an appropriate match could not be found, then no match was reported as a non-comparable (N/C).

Data Spreadsheets

For each benchmark classification, there are three information pages:

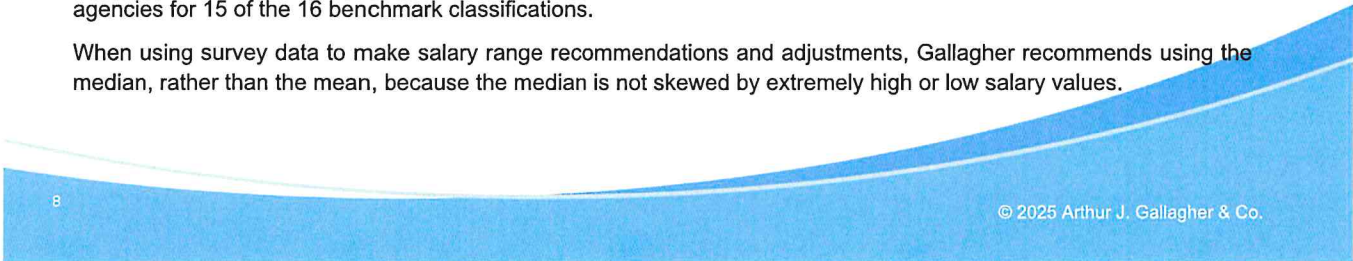
- Top Monthly Base Salary Data
- Benefit Detail (Monthly Equivalent Values)
- Total Compensation Data

The average (mean) and median (midpoint) of the comparator agencies are reported on the top monthly salary and total compensation data spreadsheets. The percentage above or below that the City is compared to the average and median is also reported.

The mean is the sum of the comparator agencies' salaries/total compensation divided by the number of matches. The median is the midpoint of all data with 50% of data points below and 50% of data points above.

In order to calculate the mean and median, Gallagher requires that there be a minimum of four (4) comparator agencies with matching classifications to the benchmark classification. The reason for requiring a minimum of four matches is so that no one classification has undue influence on the calculations. Sufficient data was collected from the comparator agencies for 15 of the 16 benchmark classifications.

When using survey data to make salary range recommendations and adjustments, Gallagher recommends using the median, rather than the mean, because the median is not skewed by extremely high or low salary values.

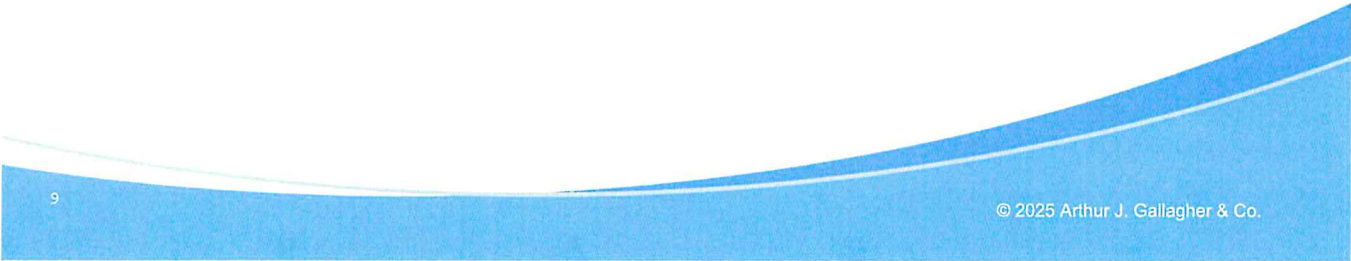


Market Compensation Findings

The following table represents a summary of the market top monthly (base) salary and total compensation (base salary plus benefits [retirement, insurance, leaves, and allowances]) findings. For each benchmark classification, the number of matches (agencies with a comparable position) and percent above or below the top monthly salary market median and total compensation market median is listed. The table is sorted in alphabetical order, consistent with the data sheets in Appendix B. Note that in some cases, for total compensation, there is one less match for total compensation because Gallagher was unable to obtain any total compensation data from the City of Weed. The number of matches identified are in order of base salary (base) and total compensation (TC).

Table 3. Market Compensation Results Summary

Classification Title	# of Matches Base/TC	Top Monthly % Above or Below	Total Compensation % Above or Below
1. Accountant II	5/4	1.5	6.4
2. Chief of Police	13/12	-10.1	-1.6
3. City Clerk	5/4	-24.6	0.9
4. City Manager	12/11	-19.9	-9.9
5. Community Development Director	6/6	-2.9	2.5
6. Community Services Officer	7/6	1.6	10.2
7. Finance Director	10/9	-21.5	-11.3
8. Fiscal Assistant II	11/10	-9.2	-1.7
9. Management Analyst I	0	Insufficient data	Insufficient data
10. Management Analyst II	1/1	Insufficient data	Insufficient data
11. Police Officer	13/12	-12.4	3.1
12. Records Technician	5/5	-13.2	-4.0
13. Sergeant	13/12	-13.6	4.4
14. Utility Worker II	10/10	-12.3	-4.3
15. Water/Wastewater Plant Operator II	9/8	-2.4	0.1
16. Water/Wastewater Plant Operator III	4/4	-15.3	-6.1
17. Wastewater Superintendent	7/7	-9.1	6.8
18. Water/Streets Superintendent	6/6	-4.5	5.0



Base Salary

Base salary market results show that fourteen (14) classifications are paid below the market median, two (2) classifications are above the market median; two (2) classifications had insufficient data

# of Classifications	<5%	5-10%	10-15%	15%+	Total
Below the Market Median	3	2	5	4	14
Above the Market Median	2	0	0	0	2

Total Compensation

Total compensation market results show that seven (7) classifications are paid below the market median and nine (9) classifications are paid above the market median; two classifications had insufficient data.

# of Classifications	<5%	5-10%	10-15%	15%+	Total
Below the Market Median	4	2	1	0	7
Above the Market Median	6	2	1	0	9

Overall, the differences between market base salaries and total compensation indicate that the Rio Dell's benefits package puts the City at a more competitive advantage. Further analysis indicates that, on average, classifications are 10.5% below the market median for base salaries, while that figure changes to directly at the market median (0.0%) for total compensation, which is a 10.5% difference (i.e., the City "gains" a 10.5% competitive advantage when taking benefits into consideration). We anticipate this gain is impacted by the City's contributions to the 457 plan intended to balance its lack of a defined benefit plan (PERS) offering, recognizing that direct comparisons between a defined benefits plan and a defined contribution plan cannot necessarily be made.

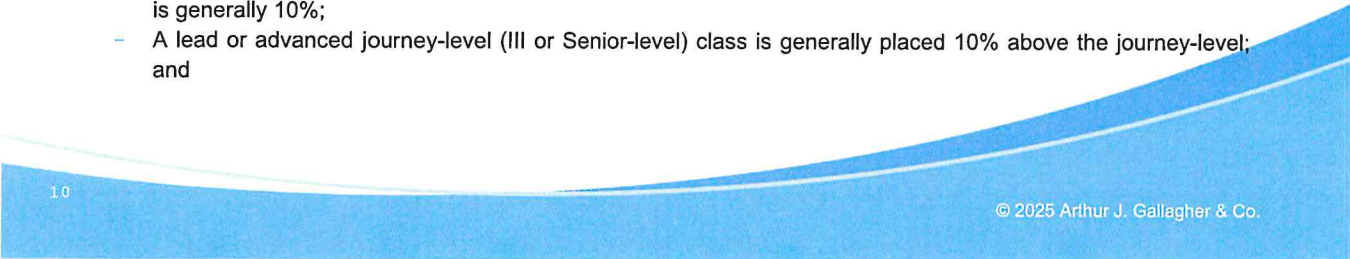
Internal Salary Relationships

Building from the salary levels established for identified benchmark classes, internal salary relationships were developed and consistently applied in order to develop specific salary recommendations for all non-benchmarked classifications.

In the future, the City may need to utilize internal alignment practices if the number of staff grows and additional classifications are added or classifications change. While analyzing internal relationships, the same factors analyzed when comparing the City's classifications to the labor market are used when making internal salary alignment recommendations.

In addition, the following are standard human resources practices that are commonly applied when making salary recommendations based upon internal relationships:

- A salary within 5% of the market average or median is considered to be competitive in the labor market for salary survey purposes because of the differences in compensation policy and actual scope of the position and its requirements. However, the City can adopt a closer standard.
- Certain internal percentages are often applied. Those that are the most common are:
 - The differential between a trainee and experienced (or journey) class in a series (I/II or Trainee/Experienced) is generally 10%;
 - A lead or advanced journey-level (III or Senior-level) class is generally placed 10% above the journey-level; and



- A full supervisory class is normally placed at least 10% to 20% above the highest level supervised, depending upon the breadth and scope of supervision.
- When a market or internal equity adjustment is granted to one class in a series, the other classes in the series are also adjusted accordingly to maintain internal equity.

Internal equity between certain levels of classifications is a fundamental factor to be considered when making salary decisions. When conducting a market compensation survey, results can often show that certain classifications that are aligned with each other are not the same in the outside labor market. However, as an organization, careful consideration should be given to these alignments because they represent internal value of classifications within job families, as well as across the organization.

For the purposes of this study, Gallagher utilized market data to develop the salary recommendations for all of the benchmarked classifications, and used internal equity principles to make the salary recommendations for sixteen (16) classifications that were not benchmarked and/or which yielded insufficient data in the market. For the non-benchmarked classifications, internal alignments with other classifications will need to be considered, either in the same class series or those classifications that have similar scope of work, level of responsibility, and “worth” to the City. Where it is difficult to ascertain internal relationships due to unique qualifications and responsibilities, reliance can be placed on past internal relationships. It is important for City management to carefully review these internal relationships and determine if they are still appropriate given the current market data.

It is also important to analyze market data and internal relationships within class series as well as across the organization, and make adjustments to salary range placements, as necessary, based on the needs of the organization.

The City may want to make internal equity adjustments or alignments, as it implements the compensation strategy. This market survey is only a tool to be used by the City to determine market indexing and salary determination.

Recommendations

Pay Philosophy

The City has many options regarding what type of compensation plan it wants to implement. This decision will be based on what the City’s pay philosophy is, at which level it desires to pay its employees compared to the market, whether it is going to consider additional alternative compensation programs, and how great the competition is with other agencies over recruitment of a highly-qualified workforce. For purposes of this study, all analyses have been conducted relative to the median of the market.

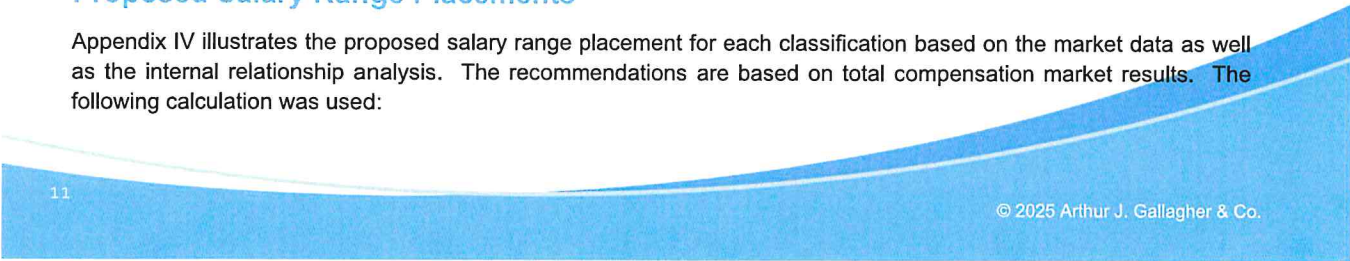
Proposed Salary Structure

It is recommended that the City continue to maintain its salary structure, representative of industry best practice, of a five step range with 5% between each step and 2.5% between ranges. Appendix III contains the salary range structure for this study.

It is important to note that the salary range structure connects all salary ranges, and their steps, by formula, thereby allowing for COLAs to be applied to only one-dollar figure in the table/matrix, which then automatically updates the entire table. Due to the formula that connects each range to the next (with 2.5% differentials between each range), there is a compounding effect when drawing relationships that span several ranges. For example, with 2.5% differentials between ranges, four ranges should represent a 10% differential. However, because the compounding effect of 2.5%, on top of 2.5%, on top of 2.5%, and so on, the differential between Range 1 and Range 5 is not exactly 10%, but it is slightly greater.

Proposed Salary Range Placements

Appendix IV illustrates the proposed salary range placement for each classification based on the market data as well as the internal relationship analysis. The recommendations are based on total compensation market results. The following calculation was used:



1. Multiplied the City's current top monthly salary by the percentage difference between the City's total compensation and the total compensation market median to calculate the Market Placement Salary.
2. The classification was then placed within the proposed salary range with a Step 5 salary closest to the Market Placement Salary.

Gallagher also maintained the City's current internal alignments, where it seemed warranted based on market-supported groupings and/or compaction issues.

For all classifications, this primary implementation procedure must be completed only at the initial time of implementation. In the future, if the City decides to implement annual across-the-board cost of living adjustment increases, only the salary schedule that was developed and included herein needs to be increased by the appropriate percentage, and each individual salary range will move up with this adjustment. This will ensure that the internal salary relationships are preserved and the salary schedule remains structured and easily administered.

Options for Implementation

While the City may be interested in bringing all salaries to the market median, in most cases this goal may not be reached with a single adjustment. In this case, one option is to use a phased implementation approach. Normally, if the compensation implementation program must be carried over months or years, the classes that are farthest from the market median should receive the greatest equity increase (separate from any cost of living increase). If a class falls within 5% of the market median, it would be logical to make no equity adjustment in the first round of changes. However, if a class is more than 5% below the market median, a higher percentage change may be initially warranted to reduce the disparity.

For context on the City's implementation options, classifications whose total compensation range placements have resulted in an increase (16 out of 32):

- Eleven (11) receive less than a 5% increase;
- Three (3) would receive an increase between 5% and 10%; and
- Two (2) would receive an increase between 10% and 15%;

For example, if the City decided to implement the recommendations over a three-year period, then the following guidelines could be applied for the initial increase of the three-year implementation plan:

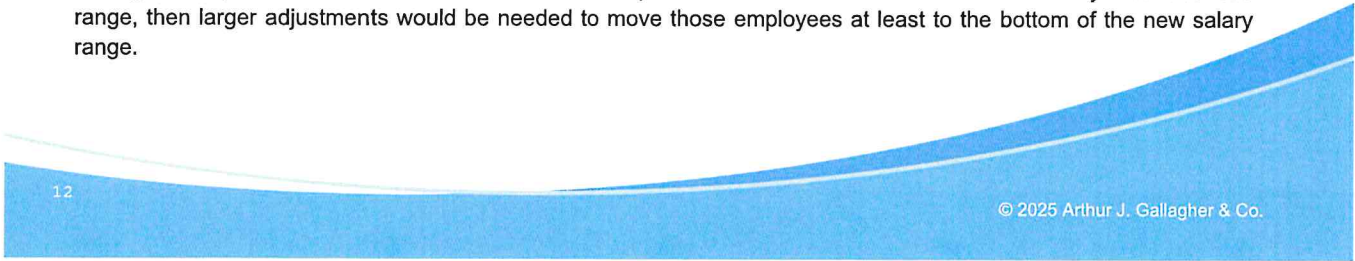
Table 4. Three-Year Implementation Proposal

Market Disparity	% Increase
0 to 4.99%	0 to 2.49%
5.0% to 9.99%	2.5% to 4.99%
10.0% to 14.99%	5.0% to 7.49%

The initial first year adjustment would provide a portion of the equity increase and place the class into the closest step (but not below) where they are now. Subsequent increases would be spaced on a similar schedule (at annual intervals) based upon the remaining disparity after each adjustment.

Please note that typically, for those classes that had a market disparity of 0 to 4.99%, we recommend a 0% increase in the first year and an adjustment in the second year. Depending upon the City's financial situation, which will have to be reviewed before each further adjustment is made, all market disparity adjustments are intended to be completed by the third year. The City may also consider a similar implementation plan over a longer period of time, like a five-year implementation plan.

Another option is to move employees into the salary range that is recommended for each class based on this market study and to the step within the new range that is closest to their current compensation. If employees' current salaries are significantly below market so that their current compensation falls below the bottom of the newly recommended range, then larger adjustments would be needed to move those employees at least to the bottom of the new salary range.



The City may spend additional time to go through a process of deliberation and decision-making as to what compensation philosophy it should implement to attract, motivate, and retain a high-quality workforce. However, the City may want to consider adjusting those classifications' salaries that are currently below the market median as soon as possible, assuming that incumbents' performance meets the City's level of expectation.

When classifications are over market, Gallagher typically recommends Y-rating employees whose current pay exceeds the maximum of the recommended range until the market numbers "catch up" with their current salary. To Y-rate an employee means to keep the employee's salary frozen and to provide no salary increases (including no cost of living adjustments) until the employee's current salary is within the recommended salary range. This will result in no immediate loss of income, but will delay any future increases until the incumbent's salary is within the salary range.

Other options to "freezing" a classification's salary in place until the market catches up are:

- **"Grandfathering" of salary ranges:** This means that the salary range for the classification is adjusted down to what the market numbers are. However, current incumbents would continue being paid at the current rate of pay (which would put them outside of the new and adjusted salary range for the class) until they separate from employment with the City. Any new-hires would be paid within the newly established salary range.
- **Single-incumbent classes:** If a class only has one incumbent, an option would be to wait until the person separates from employment with the City and then adjust the salary range for the class according to the market.
- **Recent hires:** Some employees who have recently been hired may still be at one of the lower steps within their current salary range. So, even if the top of their current salary range is above market, the incumbents are currently still paid below the market maximum because they are not at the top of their current salary range. In this case, an immediate salary range adjustment could be made to bring the salary range within the market. This would bring the affected incumbents either to the top of the market range or very close to it, but they would not technically be Y-rated or lose any pay.

Another option, of course, is to actually reduce salaries down to the market. However, from an employee relations perspective this may not be a viable option.

Using the Market Data as a Tool

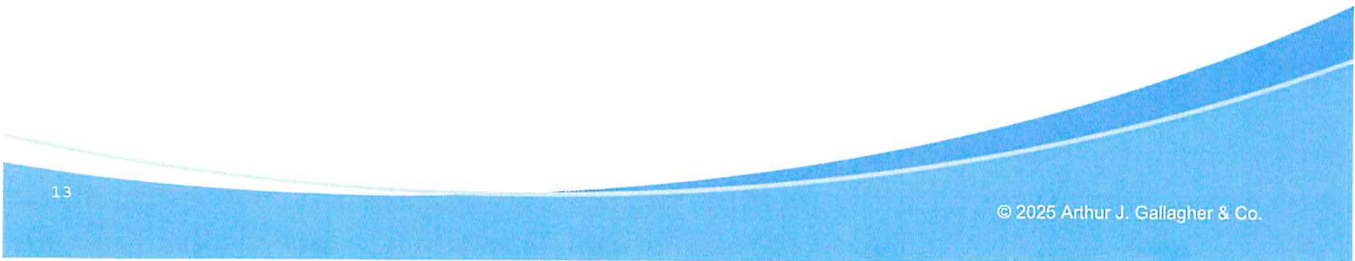
Gallagher would like to reiterate that this report and the findings are meant to be a tool for the City to create and implement an equitable compensation plan. Compensation strategies are designed to attract and retain excellent staff; however, financial realities and the City's expectations may also come into play when determining appropriate compensation philosophies and strategies. The collected data presented herein represents a market survey that will give the City an instrument to make future compensation decisions.

It has been a pleasure working with City on this critical project. Please do not hesitate to contact us if we can provide any additional information or clarification regarding this report.

Respectfully submitted by,
Gallagher, Formerly Koff & Associates



Georg S. Krammer
Managing Director





Community Development Department
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For the Meeting of February 18, 2025

Consent Item; Public Hearing Item

To: Planning Commission

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: February 4, 2025

Subject: Introduction of Ordinance No. 411-2025 and Resolution No. 1630-2025
amending the Industrial Commercial (IC) Zoning Regulations and the General
Plan Land Use Element.

Recommendation:

That the City Council:

1. Allow staff to introduce Ordinance No. 411-2025 and Resolution No. 1630-2025 amending the Industrial Commercial (IC) Zoning Regulations and the General Plan Land Use Element; and
2. Open the public hearing, receive public input, and deliberate, including amending the Planning Commission's recommendations; and
3. Continue the second reading and approval of the Ordinance and Resolution to the meeting of March 4, 2025.

Discussion

The Planning Commission recently met and discussed potential amendments to the Industrial Commercial zoning and General Plan land use designations. The Rio Dell Municipal Code (RDMC) Zoning Regulations for the principal zones often refer to other zoning designations to determine allowed uses. Case in point, the Industrial Commercial (IC) zone refers to the **Industrial (I)** zone which in turn refers to compatible commercial uses described in the **Community Commercial (CC)** land use designation, which also includes conditionally permitted uses in the **Neighborhood Commercial (NC)** zone without the need to obtain a use permit. See below:

17.20.110 Industrial commercial or IC zone.

The purpose of the industrial commercial zone is to provide for industrial and commercial uses.

(1) Principal permitted uses, including, but not limited to:

(a) Industrial uses as described in the industrial land use designation and compatible commercial uses described in the community commercial land use designation;

(b) Public facility needs such as a wastewater treatment plant;

(c) Motor vehicle repair, maintenance and fueling; and

(d) Telecommunications facilities and manufacturing.

Copies of the Industrial Commercial (IC), Industrial (I), Community Commercial (CC), and Neighborhood Commercial (NC) development standards are included in **Attachment 1**. It is not only cumbersome and confusing for staff but also to members of the public that have to refer to other designations to determine the allowed uses. Staff intends to amend the land use designations that refer to other land use designations so that one will not have to refer to other land use designations to determine allowed uses. We are starting with the Industrial Commercial (IC) designation.

Staff and the Planning Commission worked a land use matrix years ago, identifying what we believed were appropriate land uses for the various zoning designations. This matrix was used to develop the principally and conditionally permitted use types. A copy of the matrix is included in **Attachment 2**. The Planning Commission removed “Supermarkets” from both the Principally and Conditionally Permitted use types. They also are recommending that General Retail be removed from both the Principally and Conditionally Permitted use types, encouraging those use types in the Town Center, Neighborhood Commercial and Community Commercial designations.

Attachment 3 identifies those uses identified in the matrix for the Industrial Commercial designation. Those use types in **blue** and italicized are the current allowed uses in the Industrial Commercial designation. Attachment 3 also identifies the definitions for the various use types.

There are two areas in town that are designated Industrial Commercial, the former Eel River Sawmill site and a few parcels along Eeloa Ave. See Figure 1.

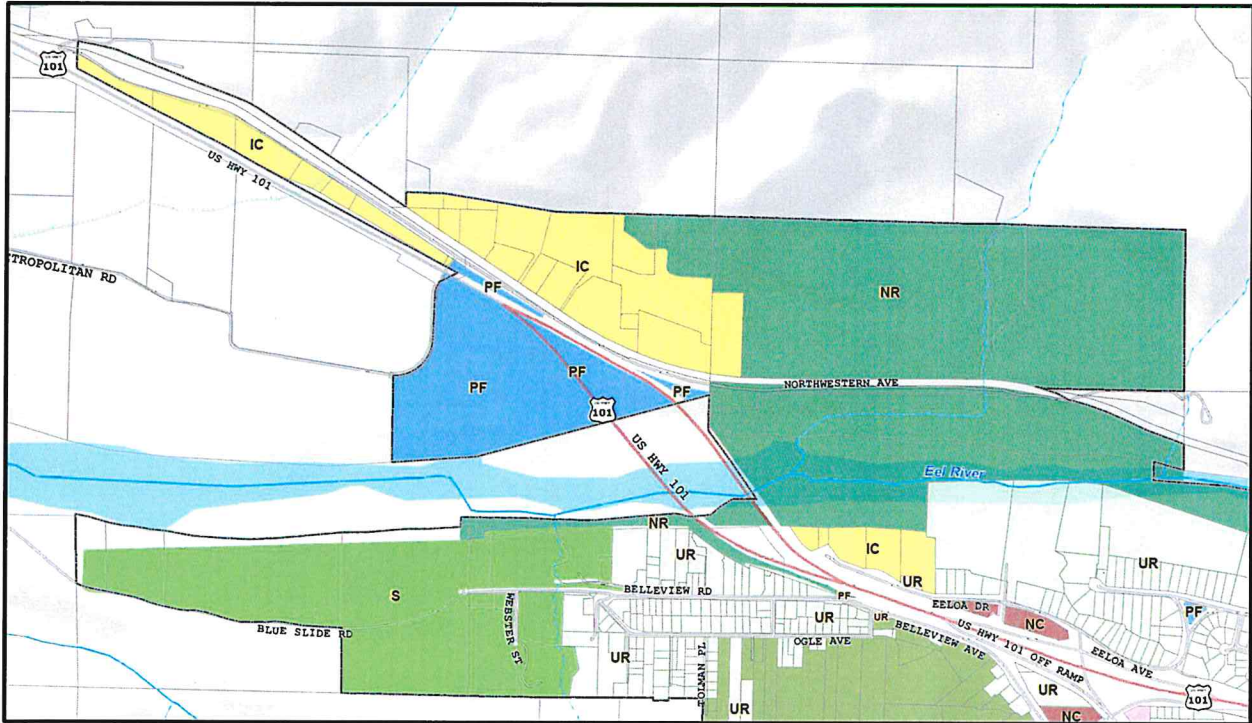


Figure 1

Zone Reclassification Required Finding:

1. The proposed amendment is consistent and compatible with the General Plan and any implementation programs that may be affected.

In order to be consistent with the Land Use Element of the General Plan, the Industrial Commercial designation must be amended to incorporate the changes to the zoning designation. Below is a copy of the existing Land Use Element language for the Industrial Commercial designation. Accordingly, Table 1-2, the “Permitted Uses” needs to be amended.

Designation	Permitted Uses	Minimum Lot Size
Industrial Commercial (IC)	<ul style="list-style-type: none"> ● Industrial Uses as described in the Industrial Land Use Designation and compatible commercial uses described in the Community Commercial Land Use Designation. ● Public Facility needs. ● Motor vehicle repair, maintenance and fueling. ● Telecommunications facilities and manufacturing. ● Limited lodging facilities. ● Limited childcare facilities. 	20,000 square feet
Open Space	Density/FAR*	Building Height
10%	FAR 1.5 on 20% and 0.35 on 80%.	Maximum 4 stories or 65 feet

Attachment 4 identifies the amended Table 1-2. With the recommended amendment to the Land Use Element of the General Plan, the recommended amendments are consistent and compatible with the General Plan.

2. The proposed amendments have been processed in accordance with the California Environmental Quality Act (CEQA).

CEQA:

There are two areas within the City that are designated Industrial Commercial, the Humboldt Rio Dell Business Park (former Eel River Sawmill site) and a few parcels on Eeloa Avenue. For the most part the Humboldt Rio Dell Business Park (former Eel River Sawmill site) is entirely paved. There is a seasonal watercourse at the south end of the Park, but any development is subject to the City’s Environmentally Sensitive Habitat Area (ESHA) regulations, Section 17.30.120 of the

Rio Del Municipal Code (RDMC). Of course, the conditionally permitted uses will be evaluated for CEQA compliance at the time an application is submitted.

Based on the proposed uses and the environmental setting of those lands designated Industrial Commercial, staff believes the text amendment is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), in that staff believes that the principally permitted uses on lands designated Industrial Commercial will not have a significant adverse effect to the environment.

Attachments:

Attachment 1: Copies of the Industrial Commercial (IC), Industrial (I), Community Commercial (CC), and Neighborhood Commercial development standards.

Attachment 2: Planning Commission approved Land Use Matrix for the various land use designations in the City.

Attachment 3: Recommended Industrial Commercial land use types and definitions.

Attachment 4: Proposed amendments to Table 1-2 of the Land Use Element of the General Plan.

Attachment 5: Ordinance No. 411-2025 amending the Industrial Commercial zoning regulations, Section 17.20.110 of the Rio Dell Municipal Code (RDMC).

Attachment 6: Resolution No. 1630-2025 amending Table 1-2 Industrial Commercial designation of the General Plan.

17.20.110 Industrial Commercial or IC zone.

The purpose of the industrial commercial zone is to provide for industrial and commercial uses.

(1) Principal Permitted Uses.

(a) Industrial uses as described in the industrial land use designation and compatible commercial uses described in the community commercial land use designation;

(b) Public facility needs such as a wastewater treatment plant;

(c) Motor vehicle repair, maintenance and fueling; and

(d) Telecommunications facilities and manufacturing.

(2) Uses Permitted with a Use Permit.

(a) Lodging; and

(b) Child care.

(3) Other Regulations. See Table 17.20.110 for development standards for the IC zone.

Table 17.20.110 Development Standards in the Industrial Commercial or IC Zone

Site Development Standard	Zone Requirement
Minimum Lot Area	20,000 square feet
Maximum Ground Coverage:	Not applicable
Floor Area Ratio (FAR):	Proportion of lot area: 1.5 on 20% and 0.35 on 80%
Minimum Lot Width:	Not applicable
Minimum Open Space	10%
Minimum Yard	
Front:	10 feet
Rear:	0 unless abutting residential, in which case 10 feet
Side:	0 unless abutting residential, in which case 10 feet.
Maximum Building Height:	4 stories or 65 feet

[Ord. 276 § 1, 2011; Ord. 256 § 1 (Att. B), 2008; Ord. 252 § 4.11, 2004.]

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Industrial Commercial Zone Development Standards
Section 17.20.120 Rio Dell Municipal Code

17.20.110 Industrial Commercial or IC zone.

The purpose of the industrial commercial zone is to provide for industrial and commercial uses.

(1) Principal Permitted Uses, including, but not limited to:

- (a) Industrial uses as described in the industrial land use designation and compatible commercial uses described in the community commercial land use designation;
- (b) Public facility needs such as a wastewater treatment plant;
- (c) Motor vehicle repair, maintenance and fueling; and
- (d) Telecommunications facilities and manufacturing.

(2) Uses Permitted with a Use Permit.

- (a) Lodging; and
- (b) Child care.
- (c) Uses not specifically identified, but similar to and compatible with the uses permitted in the zone.

(3) Other Regulations. See Table 17.20.110 for development standards for the IC zone.

Table 17.20.110 Development Standards in the Industrial Commercial or IC Zone

Site Development Standard	Zone Requirement
Minimum Lot Area	20,000 square feet
Maximum Ground Coverage:	Not applicable
Floor Area Ratio (FAR):	Proportion of lot area: 1.5 on 20% and 0.35 on 80%
Minimum Lot Width:	Not applicable
Minimum Open Space	10%
Minimum Yard	
Front:	10 feet
Rear:	0 unless abutting residential, in which case 10 feet
Side:	0 unless abutting residential, in which case 10 feet.
Maximum Building Height:	4 stories or 65 feet

17.20.100 Industrial or I zone.

The purpose of the industrial zone is to provide for large-scale industrial uses.

(1) Principal Permitted Uses.

(a) Wood products manufacturing;

(b) Power generation;

(c) Other industrial uses including stores and services such as carpentry and cabinet making, clothing manufacture, handicraft manufacture, lumber yards, metal working shops, wholesale outlet stores, painters' and decorators' yards, plumbing shops and printing and lithographing;

(d) Research and development;

(e) Research and light industrial;

(f) Telecommunications;

(g) Manufacturing; and

(h) Administrative, business and professional offices.

(2) Uses Permitted with a Use Permit.

(a) Ancillary and complementary (with a use permit); and

(b) Kennels and animal boarding and veterinary.

(3) Other Regulations. See Table 17.20.100 for development standards for the industrial (I) zone.

Table 17.20.100 Development Standards in the Industrial or I Zone

Site Development Standard	Zone Requirement
Minimum Lot Area:	1 acre
Maximum Ground Coverage:	Not applicable
Floor Area Ratio (FAR):	Proportion of lot area: 0.35
Minimum Lot Width:	Not applicable
Minimum Open Space:	10%
Minimum Yard	
Front:	10 feet
Rear:	0 unless abutting residential, in which case 10 feet
Side:	0 unless abutting residential, in which case 10 feet
Maximum Building Height:	4 stories or 45 feet

[Ord. 256 § 1 (Att. B), 2008; Ord. 252 § 4.10, 2004.]

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**City of Rio Dell Community Commercial Regulations
 Section 17.20.060 Rio Dell Municipal Code**

17.20.060 Community Commercial or CC zone.

The purpose of the community commercial or CC zone is to provide for large-scale commercial uses. The following regulations shall apply in all community commercial or CC zones:

(1) Principal Permitted Uses.

- (a) Large-scale retail stores and retail services, including supermarkets;
- (b) Automotive sales, automotive services contained entirely within a building, and gas stations;
- (c) Light manufacturing contained entirely within a building;
- (d) All uses permitted with a use permit in neighborhood center or NC zones, without regard to the securing of any use permit, except as provided in subsection (2) of this section.
- (e) Apartments on the upper floors of multistory buildings.

(2) Use Permitted with a Use Permit.

- (a) Motels in a lodging building or in a mixed use building, RV parks;
- (b) Small animal hospitals, completely enclosed within a building;
- (c) Stores, agencies and services such as carpentry and cabinet-making shops, clothing manufacture, contractors' yards, dry cleaning and laundry plants, handicraft manufacture, lumber yards, metalworking shops, wholesale outlet stores, painters' and decorators' yards, plumbing shops, printing and lithographic;
- (d) Civic and cultural uses including City offices and other government services and City parking facilities.
- (e) Uses not specifically identified, but similar to and compatible with the uses permitted in the zone.

(3) Other Regulations. See Table 17.20.060 for development standards for the community commercial (CC) zone.

- (a) Minimum lot area, width, and minimum yards shall be the same as those required in the neighborhood commercial or NC zones.
- (b) Maximum building height: 45 feet.

Table 17.20.060

Development Standards for the Community
Commercial or CC Zone

Site Development Standard	Zone Requirement
Minimum Lot Area:	5,000 sq. ft.
Maximum Ground Coverage:	100% [Floor Area Ratio = 1.5]
Minimum Lot Width:	50 ft.
Minimum Yard	
Front:	15 feet if abutting residential, otherwise none required
Rear:	15 feet if abutting residential, otherwise none required
Side:	15 feet if abutting residential, otherwise none required
Maximum Building Height:	3 stories or 45 feet

[Ord. 252 § 4.08, 2004.]

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17.20.050 Neighborhood Center or NC zone.

The neighborhood center or NC zone is intended to provide for small-scale shopping centers located within neighborhoods which will provide convenient sales and service facilities to residential areas, without detracting from the residential desirability of such areas. The following regulations shall apply in all neighborhood center or NC zones:

(1) Principal Permitted Uses.

(a) Social halls, fraternal and social organizations and clubs, plant nurseries and greenhouses;

(b) Professional and business offices and commercial instruction;

(c) Stores, agencies and services of a light commercial character, conducted entirely within an enclosed building, such as antique shops, art galleries, retail bakeries, banks, barber shops, beauty salons, bookstores, clothing and apparel stores, coin-operated dry cleaning and laundries, dry cleaning and laundry agencies, drug stores, florists, food markets, furniture stores, hardware and appliance stores, radio and television sales and services, restaurants and licensed premises appurtenant thereto, automobile service stations and repair, studios, tailor shops, enclosed theaters, and variety stores;

(d) Sales of used and secondhand goods, when appurtenant to any of the foregoing.

(e) Pet shops, public garages, sales of used or secondhand goods, and storage warehouses.

(f) Apartments on the upper floors of multistory buildings.

(2) Uses Permitted with a Use Permit.

(a) Boarding and rooming houses, and bed and breakfast inns in a mixed use building;

(b) Professional and business offices, health services, and commercial instruction when part of a mixed use building;

(c) Small animal hospitals completely enclosed within a building;

(d) Civic and cultural uses including City offices and day care centers.

(e) Uses not specifically identified, but similar to and compatible with the uses permitted in the zone.

(3) Other Regulations. See Table 17.20.050 for development standards for the neighborhood center (NC) zone.

Table 17.20.050

Development Standards for the Neighborhood
Center or NC Zone

Site Development Standard	Zone Requirement
Minimum Lot Area:	2,000 square feet
Maximum Ground Coverage:	100% [Floor Area Ratio = 1.5]
Minimum Lot Width:	25 feet
Minimum Yard*	
Front:	15 feet if abutting residential, otherwise none required*
Rear:	15 feet if abutting residential, otherwise none required*
Side:	15 feet if abutting residential, otherwise none required*
Maximum Building Height:	3 stories or 45 feet

*Note: Setbacks are required where NC abuts a residential zone to provide separations between these uses.

[Ord. 252 § 4.07, 2004.]

Land Use Matrix

N= Not Allowed; C = Conditionally Permitted; P = Principally Permitted

UR = Urban Residential; RM = Residential Multifamily; S = Suburban; SR = Suburban Residential; R = Rural
 TC = Town Center; CC = Community Commercial; NC = Neighborhood Center
 I = Industrial; IC = Industrial Commercial; NR = Natural Resources; PF = Public Facilities

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Adult Day Care Facility	C	C	C	C	C	N	N	N	N	N	N	N
<i>State-licensed facility that provides non-medical care and supervision for more than six adults for periods of less than 24 hours, with no overnight stays.</i>												
Adult Day Care Home	C	C	C	C	C	N	N	N	N	N	N	N
<i>Pursuant to definitions of state law, a home which provides supervision and non-medical care to six or fewer adults, including elderly persons, in the provider's own residence, on a less than 24-hour basis. Homes serving more than six adults are included in "Adult Day Care Facility".</i>												
Agricultural Products Processing	N	N	N	N	N	N	N	N	P	C	N	N
<i>The act of changing an agricultural crop, subsequent to harvest in order to prepare it and package it for market.</i>												
Aggregate Resources Processing	N	N	N	N	N	N	N	N	C	C	C	N
<i>Aggregate processing is the storing, crushing, washing, milling and screening, as well as the batching and blending of mineral aggregate into asphalt and concrete.</i>												
Amusement Arcades	N	N	N	N	N	P	P	P	N	N	N	N
<i>Establishments containing devices commonly known as pinball machines, video games, games of skill of whatever kind or nature, whether electronically activated or not.</i>												

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Animal Sales and Grooming (Pet Stores) <i>Retail sales of domestic and/or exotic animals, bathing, grooming and trimming services conducted entirely within an enclosed building with no outdoor use.</i>	N	N	N	N	N	P	P	P	N	N	N	N
Apartments on Upper Floors of Multistory Mixed-Use Buildings	N	N	N	N	N	P	P	P	N	N	N	N
Appliance, Furniture and Furnishings Stores <i>Stores engaged primarily in selling the following products and related services, including incidental repair services; draperies, floor coverings, furniture, glass and chinaware, home appliances, home furnishings, home sound systems, interior decorating materials and services, large musical instruments, including but not limited to pianos, cellos and harps, movable spas and hot tubs, office furniture, other household electrical and gas appliances, outdoor furniture refrigerators, etc.</i>	N	N	N	N	N	P	P	P	N	N	N	N
Art, Antique Collectable Sales <i>Antique shops, art galleries, curio, gift and souvenir shops and the sales of collectible items including sport cards, coins, stamps and comic books.</i> Note: The Planning Commission's recommendation is to encourage art galleries and antique/collectable shops in the Town Center.	N	N	N	N	N	P	C	C	N	N	N	N
Artisan Shops <i>Retail stores selling art, glass, ceramics, jewelry, weaving, quilts and other handcrafted items.</i> Note: The Planning Commission's recommendation is to encourage artisan shops in the Town Center.	N	N	N	N	N	P	C	C	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Artisan/Craft Product Manufacturing <i>Establishments manufacturing and/or assembling products primarily by hand, including jewelry, pottery and other ceramics, as well as glass and metal art and craft products.</i> Note: The Planning Commission's recommendation is to encourage artisan craft manufacturing in the Town Center.	N	N	N	N	N	P	C	C	C	C	N	N
Automobile Washing and Detailing <i>Permanent, drive-through, self service and/or attended car washing establishments, including fully mechanized facilities. May include detailing services.</i>	N	N	N	N	N	C	P	P	P	N	N	N
Automobile/Vehicle Detailing <i>Establishments providing automobiles, trucks (non-commercial), boats and recreational vehicle cleaning, waxing, polishing, interior cleaning/vacuuming etc. services.</i>	N	N	N	N	N	P	P	P	N	N	N	N
Automobile Gas Stations, including charging stations, without vehicle service <i>A retail business selling gasoline and/or other motor vehicle fuels and related parts, fluids and accessories.</i>	N	N	N	N	N	C	P	P	N	P	N	N
Automobile Gas Stations, including charging stations, with minor vehicle service <i>A retail business selling gasoline and/or other motor vehicle fuels and related parts, fluids and accessories and providing the adjustment, replacement or maintenance of parts, including tires, brakes, headlights, oil changes, alignments, tune-ups, etc. It shall not include complete engine or transmission replacement or rebuilding, body and frame repairs or painting.</i>	N	N	N	N	N	C	P	P	N	P	N	N
Automobile and Vehicle Sales/Rentals <i>Retail establishments selling and/or renting automobiles, trucks, vans, motorcycles, recreation vehicles and/or boats. May also include repair shops and the sales of parts and accessories incidental to the vehicle dealership.</i>	N	N	N	N	N	C	P	C	N	P	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Automobile and Vehicle Services, Major Repair/Body Work <i>Establishments providing general repair, rebuilding, reconditioning, removal and replacement of engines, transmissions, drive-trains, collision repair including body, frame or fender straightening of automobiles, trucks, boats, recreational vehicles, etc.</i>	N	N	N	N	N	N	N	N	P	P	N	N
Automobile and Vehicle Services, Maintenance and Minor Repair <i>Establishments providing the adjustment, replacement or maintenance of parts, including tires, brakes, headlights, oil changes, alignments, tune-ups, etc. It shall not include complete engine or transmission replacement or rebuilding, body and frame repairs or painting.</i>	N	N	N	N	N	C	C	C	N	P	N	N
Banks and Financial Services <i>Financial institutions including: banks, credit unions trust companies, lending and thrift institutions, other investment companies and securities/commodity contract brokers.</i>	N	N	N	N	N	P	P	P	N	N	N	N
Bars and Nightclubs <i>Any bar, cocktail lounge, discotheque, or similar establishment, which may also provide live entertainment (music and/or dancing, comedy, etc.) in conjunction with alcoholic beverage sales. These facilities do not include bars that are part of a larger restaurant. Includes bars, taverns, pubs, and similar establishments where any food service is subordinate to the sale of alcoholic beverages. May also include the brewing of beer as part of a brew pub or micro-brewery.</i>	N	N	N	N	N	P	P	C	N	N	N	N
Bed and Breakfast Inn <i>Residential structures with one family in permanent single-family residence with not more than four (4) bedrooms rented for overnight lodging, and may only serve food to its registered guests. The food service is restricted to breakfast or a similar early morning meal, and light food or snacks. The price of food must be included in the price of the overnight accommodation.</i>	C	N	C	P	P	C	N	N	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Boarding and Rooming Houses</p> <p><i>A dwelling or part thereof with one family in permanent residence, with not more than three rented bedrooms and where meals or meals and lodging are provided for compensation.</i></p>	P	N	P	P	P	N	N	N	N	N	N	N
<p>Building Materials Stores and Yards</p> <p><i>Retail establishments selling lumber and other large building materials, where most display and sales occur indoors. (Includes paint, wallpaper, glass and fixtures.) Includes stores selling to the general public, even if contractor sales account for a major proportion of total sales. Includes incidental retail ready-mix concrete operations, except where excluded by a specific zoning district. Establishments primarily selling electrical, plumbing, heating and air conditioning equipment and supplies are classified in "Wholesaling and Distribution." Hardware stores are listed in the definition of "General Retail Stores", even if they sell some building materials, as long as there is no outdoor lumberyard.</i></p>	N	N	N	N	N	N	P	C	N	P	N	N
<p>Business Support Services</p> <p><i>Establishments primarily within buildings, providing other businesses with services including maintenance, repair and service, testing, rental, etc., also includes: blueprinting business; equipment repair services (except vehicle repair, see "Vehicle Services"); commercial art and design (production); computer-related services (rental, repair); copying, quick printing, and blueprinting services (other than those defined as "Printing and Publishing"); equipment rental businesses within buildings (rental yards are "Storage Yards"); film processing laboratories; heavy equipment repair services where repair occurs on the client site; janitorial services; mail advertising services (reproduction and shipping); mail box services; other "heavy service" business services; outdoor advertising services; photocopying and photofinishing; protective services (other than office related); soils and materials testing laboratories; window cleaning.</i></p>	N	N	N	N	N	P	P	P	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Café/Specialty Shop <i>A retail business selling ready-to-eat food and/or beverages for on- or off-premise consumption as well as offering specialty food and beverage products in a distinct category of merchandise generally not prepared for immediate consumption, such as seafood or meat, imported ethnic products, wine, or other specialty foods. This use is distinct from other food or beverage stores in that the type or selection of products offered is not readily available at a convenience market, liquor store, or grocery store.</i>	N	N	N	N	N	P	P	P	N	N	N	N
Caretaker Housing <i>A residence that is accessory to a non-residential primary use of the site, where needed for security, 24-hour care or supervision, or monitoring of facility, equipment, or other conditions on the site.</i>	N	N	N	N	N	C	C	C	P	P	N	C
Caterers <i>Preparation and delivery of food and beverages for off-site consumption without provision for on-site pickup or consumption.</i>	N	N	N	N	N	P	P	P	N	P	N	N
Cemeteries, Mausoleums <i>Land used for the burial of the dead, and dedicated for cemetery purposes, including crematories, columbariums and mausoleums. Also see "Funeral Homes and Mortuaries".</i>	N	N	N	C	C	N	N	N	N	N	C	N
Civic Center <i>A prominent land area that allows for a government facility which may include a Police and/or Fire Station, City Hall, parking facilities and incidental community centers.</i>	N	N	N	N	N	N	N	N	N	N	N	P

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Clubs, Lodges and Meeting Halls <i>Permanent, head-quarters-type and meeting facility for organizations operating on a membership basis for the promotion of the interests of the members, including a facility for: business associations; civic, social and fraternal organizations; labor unions and similar organizations; political organizations; professional membership organizations, and/or other membership organizations.</i> Note: Use type was listed under Civic Uses and Cultural Organizations.	C	N	C	C	C	C	N	C	N	N	N	N
Coffee House <i>An establishment providing coffee, tea, smoothies, etc as well as light snacks, ranging from baked goods to soups and sandwiches, other casual meals and light desserts.</i>	N	N	N	N	N	P	P	P	N	P	N	N
Community Centers <i>Multi-purpose meeting and recreational facilities typically consisting of one or more meeting or multi-purpose rooms, kitchen and/or outdoor barbecue facilities, that are available for use by various groups for such activities as meetings, parties, receptions, dances, etc.</i>	C	C	C	C	C	C	C	C	N	N	N	P
Community Garden <i>A site used for growing plants for food, fiber, herbs, flowers, which is shared and maintained by nearby residents.</i>	P	P	P	P	P	N	N	N	N	N	P	P
Contractors Storage Yards <i>Storage yards for contractor's equipment and supplies.</i>	N	N	N	N	N	N	N	N	P	P	N	N
Convenience Stores <i>Easy access retail stores of 5,000 square feet or less in gross floor area, which carry a range of merchandise oriented to convenience and travelers' shopping needs. These stores may be a part of a service stations or an independent facility. Also see "Neighborhood Market" and "Grocery Store/Supermarket" for larger stores or stores oriented towards the daily shopping needs of residents.</i>	N	N	N	N	N	P	P	P	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Dog Park A dog park is a park for dogs to exercise and play off-leash in a controlled environment under the supervision of their owners. enclosure for small dogs.	C	C	C	C	C	C	C	C	C	C	C	C
Emergency Shelter Housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person, which does not deny emergency shelter because of an inability to pay.	N	P	N	N	N	N	N	N	N	P	N	N
Equestrian Facilities, Commercial A commercial horse, donkey pony and/or mule facility including horse ranches, boarding stables, riding schools and academies, hose exhibition facilities (for shows or other competitive events), pack stations and barns, corrals and paddocks accessory and incidental to these uses.	C	N	C	C	C	N	N	N	N	N	N	N
Equestrian Facility, Hobby Stables, corrals, paddocks used by the individual residents of related property and their animals.	P	P	P	P	P	N	N	N	N	N	N	N
Equipment Sales and Rental Service establishments with outdoor storage/rental yards, which may offer a wide variety of materials and equipment for rental, including construction equipment, party supplies (tents, tables, chairs, etc.)	N	N	N	N	N	N	P	P	N	P	N	N
Family Day Care Center Family Day Care Center refers to any facility which provides, to more than twelve (12) persons, non-medical care or personal services, supervisions or assistance essential for sustaining the activities of daily living or for the protection of the individual on a less than 24 hour basis. Such Day Care Centers are a residential use of the property. A Conditional Use Permit (CUP) shall be required for the establishment of such a center. See also "Community Care Facility" and "Family Day Care Home".	C	C	C	C	C	N	N	N	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Family Day Care Home</p> <p><i>Family Day Care Home refers to any facility which provides, to twelve (12) or fewer children (including children who reside at the home), non-medical care, personal services, supervision or assistance for sustaining the activities of daily living or for the protection of the individual on a less than 24 hour basis. See also "Community Care Facility" and "Family Day Care Center".</i></p>	P	P	P	P	P	N	N	N	N	N	N	N
<p>Feed Lot</p> <p><i>"Feed Lot" means any premises uses principally for the raising or keeping of animals in a confined feeding area. Confined feeding area shall mean any livestock feeding, handling, or holding operation or feed yard where animals are concentrated in an area:</i></p> <p><i>(a) Which is not normally used for pasture or for growing crops and in which animal wastes may accumulate; and</i></p> <p><i>(b) Where the space per animal is less than 600 square feet.</i></p> <p><i>(c) Feedlot is not intended to otherwise preclude the raising of animals as part of a general farming and/or livestock operation or as an FFA, 4-H, or other student project in an agricultural zone. General farming and/or livestock operation shall mean one in which the confined feeding of animals is an incidental part of the total livestock operation.</i></p>	N	N	N	N	N	N	N	N	P	N	N	N
<p>Fuel Storage and Distribution</p> <p><i>A facility where fuel (such as propane and gasoline) is stored and distributed without retail sales.</i></p>	N	N	N	N	N	N	N	N	C	C	N	N
<p>Funeral Homes and Mortuaries</p> <p><i>Funeral homes and parlors where the deceased are prepared for burial or cremation and in which funeral services may occur.</i></p>	N	N	N	N	N	N	N	C	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Furniture and Fixtures Manufacturing, Cabinet Shops	N	N	N	N	N	N	N	N	P	P	N	N
<i>Manufacturers producing household furniture, office furniture and partitions, shelving, store furniture, cabinets, drapery hardware, window blinds and shades, countertops.</i>												
Garden Center/Plant Nursery	N	N	N	N	N	N	P	P	N	P	N	N
<i>Establishments providing for the cultivation and sale of ornamental trees, shrubs and plants, including the sale of garden and landscape materials (packaged and/or bulk sale of unpackaged materials) and equipment, including but not limited to lawn mowers, tillers and edgers, shovels, hoes, rakes, hoses, wheelbarrows, etc.</i>												
Grocery Stores – Supermarkets	N	N	N	N	N	C	P	C	N	C	N	N
<i>A retail business where the majority of the floor area open to the public is occupied by food products packaged for the preparation and consumption away from the site of the store. These full service businesses do not typically have limited hours of operation. See separate but related listings for "Neighborhood Market" and Convenience Store".</i>												
Guest House	P	P	P	P	P	N	N	N	N	N	P	N
<i>An attached or detached habitable structure with only sleeping, living, and bathroom provisions, exclusive of kitchen or cooking facilities. Such structures shall be no more than 600 square feet and shall not be used or rented as a separate dwelling for permanent living quarters.</i>												
Hostel	N	N	N	N	N	C	N	N	N	N	N	N
<i>Hostels provide budget-oriented, sociable accommodation where guests can rent a bed, usually a bunk bed, in a dormitory and share a bathroom, lounge and sometimes a kitchen. Rooms can be mixed or single-sex, although private rooms may also be available</i>												

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Hotels and Motels <i>Facilities with guest rooms or suites provided with or without a kitchen facility, rented to the general public for transient lodging (less than 30 days). Generally, hotels provide access to most guest rooms from an interior hallway or hallway and typically include a variety of services in addition to lodging; for example restaurants, meeting facilities, personal services, etc. Generally motels provide access to most guest rooms from an exterior walkway</i>	N	N	N	N	N	C	P	N	N	N	N	N
Indoor Amusement/Entertainment Facility <i>Establishments providing indoor amusement and entertainment services for a fee or admission charge, including; dance halls and ballrooms, and electronic game arcades, as stand-alone uses. Four or more electronic games or coin-operated amusements in any establishment, or a premise where 50 percent or more of the floor area is occupied by amusement devices, are considered an electronic game arcade as described above.</i>	N	N	N	N	N	P	P	C	N	P	N	N
Indoor Sports and Recreation Facility <i>Predominantly participant sports and health activities conducted entirely within an enclosed building, with the exclusion of secondary uses such as an outdoor spa, pool, basketball court or tennis court. Typical uses include bowling alley, billiard parlor, ice/roller skating rinks, indoor racquetball courts, indoor climbing facilities, indoor soccer fields, indoor driving range, go-karts, athletic clubs and health clubs. Also see Outdoor Commercial Recreation for spectator venues and uses.</i>	N	N	N	N	N	P	P	C	N	P	N	N
Kennels, Commercial <i>Facility for the keeping, boarding and/or maintaining of 5 or more dogs, or 5 or more cats. This definition does not include animals for sale in pet shops, or patients in animal hospitals. This definition includes a kennel where the animals are kept for commercial purposes, including boarding, breeding, buying, selling, renting, exhibiting, or training. Does not</i>	N	N	N	N	C	N	N	N	C	P	N	N

include a veterinary facility, pet shop, or animal shelter.

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Kennels, Hobby</p> <p>Facility for the keeping, boarding and/or maintaining of 5 or more dogs (4 months of age or older), or 5 or more cats when the animals are owned or kept by an occupant for personal, non-commercial purposes including: hunting, tracking, exhibiting at shows, exhibitions, field trials or other competitions, enhancing or perpetuating a given breed. This definition does not apply to non-domestic animals used in conjunction with an agricultural operation.</p>	C	C	C	C	C	N	N	N	N	N	P	N
<p>Laundries and Dry Cleaning Plants</p> <p>Service establishments engaged primarily in high volume laundry and garment services, including: laundries; garment pressing and dry cleaning; linen supply; diaper service; industrial laundries; and on-site carpet and upholstery cleaners. Does not include coin-operated laundries or dry cleaning pick-up stores without dry cleaning equipment. (see "Personal Services").</p>	N	N	N	N	N	N	N	N	P	C	N	N
<p>Live-Work Units</p> <p>Means an integral working space and residential space occupied within a single unit or multi-unit structure that has been designed or structurally modified to accommodate joint residential occupancy and work activity and which:</p> <p>(a) Is regularly used for such purposes by one or more persons residing in the unit;</p> <p>(b) Includes complete kitchen space and sanitary facilities in compliance with the building code;</p> <p>(c) Allows employees with associated required amenities as consistent with the building code; and</p> <p>(d) Includes working space reserved and regularly used by one or more occupants of the unit.</p>	N	N	N	N	N	P	N	C	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Lumber and Wood Product Manufacturing <i>Manufacturing, processing, and sales uses involving the milling of new or used forest products to produce rough and finished lumber and other wood materials for use in other manufacturing, craft, or construction processes. Includes the following processes and products: containers, pallets and skids, milling operations, trusses and structural beams, turning and shaping of wood products, wholesaling of basic wood products, and wood product assembly. Craft-type shops are included in "Handcraft Industries and Small Scale Manufacturing." Other wood and cabinet shops are included under "Furniture and Fixture Manufacturing." The indoor retail sale of building materials, construction tools and equipment is included under cabinet shops under "Building Materials Stores and Yards."</i></p>	N	N	N	N	N	N	N	N	P	P	N	N
<p>Machinery Manufacturing <i>The manufacturing of machinery and equipment used for the manufacturing of other products; as parts in the assembly of other products; and for end-use purposes, including the following: construction equipment, conveyors, cranes, die casting, dies, dredging, engines and turbines, farming and gardening, food products manufacturing, gear cutting, heating, ventilation, air conditioning, industrial trucks and tractors, industrial furnaces and ovens, industrial molds, laundry and dry cleaning, materials handling, mining, oil field equipment, paper manufacturing, passenger and freight elevators, pistons, printing, pumps, refrigeration equipment, textile manufacturing.</i></p>	N	N	N	N	N	N	N	N	P	P	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<u>Maintenance and Repair, Large Equipment</u> <i>Establishments providing on-site repair and accessory sales of supplies for industrial and/or agricultural machines conducted entirely within an enclosed building. This classification includes maintenance, repair, and overhauling of light and heavy vehicles and equipment such as fire engines and pump systems, fire trucks including large trailer aerial ladder trucks, gang mowers, aerial work platforms, and construction equipment such as loaders, graders, dump trucks, back hoes, asphalt trucks, trailers, rollers, street sweepers, air compressors, and off road equipment.</i>	N	N	N	N	N	N	N	N	P	P	N	N
<u>Maintenance and Repair, Small Equipment</u> <i>Establishments providing on-site repair and accessory sales of supplies for appliances, office machines, home electronic/mechanical equipment, bicycles, tools, or garden equipment, conducted entirely within an enclosed building. This classification does not include maintenance and repair of vehicles.</i>	N	N	N	N	N	P	P	P	N	P	N	N
<u>Medical Services – Clinics, Offices, and Laboratories</u> <i>A facility primarily engaged in furnishing outpatient medical, mental health, surgical and other personal health services, but which are separate from hospitals, including: medical and dental laboratories, medical, dental and psychiatric offices, out-patient care facilities, and other allied health services. Counseling services by other than medical doctors or psychiatrists are included under "Offices."</i>	N	C	N	N	N	P	P	P	N	N	N	N
<u>Medical Services – Extended Care</u> <i>A residential facility providing nursing and health related care as a primary use with in-patient beds, such as: board and care homes; convalescent and rest homes; extended care facilities; skilled nursing facilities; and rehabilitation facilities. Long-term personal care facilities that do not emphasize medical treatment are included under "Residential Care Homes."</i>	C	C	C	C	C	N	C	C	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Medical Services – Hospitals</p> <p><i>Hospitals and similar facilities engaged primarily in providing diagnostic services, and extensive medical treatment, including surgical and other hospital services. These establishments have an organized medical staff, inpatient beds, and equipment and facilities to provide complete health care. May include on-site accessory clinics and laboratories, accessory retail uses and emergency heliports (see the separate definition of "Accessory Retail Uses"). Does not include "Ambulance Services", which are defined separately.</i></p>	N	N	N	N	N	N	C	N	N	N	N	N
<p>Metal Products Fabrication, Machine/Welding Shops</p> <p><i>Establishments engaged primarily in the assembly of metal parts, including the following uses that produce metal duct work, tanks, towers, cabinets and enclosures, metal doors and gates, and similar products, blacksmith and welding shops, sheet metal shops, machine shops and boiler shops.</i></p>	N	N	N	N	N	N	N	N	P	P	N	N
<p>Metal Products Manufacturing</p> <p><i>Manufacturing establishments engaged in the smelting and refining of ferrous and nonferrous metals from ore, pig, or scrap; in the rolling, drawing, and alloying of ferrous and nonferrous metals; in the manufacture of castings, forgings, stampings, extrusions and other basic products of ferrous and nonferrous metals; and in the manufacture of nails, spikes, and insulated wire and cable.</i></p>	N	N	N	N	N	N	N	N	P	C	N	N
<p>Miniature Golf Courses (Indoor & Outdoor)</p> <p><i>A facility that provides on-site commercial entertainment in the form of a novelty version of golf played with a putter and golf ball on a miniature course and featuring obstacles such as alleys, bridges, and tunnels.</i></p>	N	N	N	N	N	P	P	C	N	P	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Museums</p> <p><i>A public or quasi-public institution of a non-commercial nature that procures, cares for, studies and displays objects of lasting interest or value. Examples of museums include art and historical museums, aquariums, planetariums, botanical gardens. Arboretums and historical sites and exhibits.</i></p>	N	N	N	N	N	P	P	N	N	N	N	P
<p>Neighborhood Market</p> <p><i>A pedestrian oriented grocery/specialty market store offering food products packages for the preparation and consumption away from the site of the store and oriented to the daily shopping needs of surrounding residential areas. Neighborhood markets are less than 15,000 square feet in size and operate less than 18 hours per day. For larger stores, see "Grocery Store/Supermarket". Neighborhood markets may include deli or beverage tasting facilities that are ancillary to the market/grocery portion of the use.</i></p>	N	N	N	N	N	P	N	P	N	N	N	N
<p>Offices, Accessory</p> <p><i>Offices that are incidental and accessory to a primary business, allowed as part of an approved primary use.</i></p>	N	N	N	N	N	P	P	P	P	P	N	N
<p>Offices, Business and Professional</p> <p><i>Offices of finance businesses providing direct services to consumers (companies, utility companies, etc.), government agency and service facilities (post office, civic center, etc.), professional offices (accounting, legal, employment, public relations, insurance, real estate, etc.), and offices engaged in the production of intellectual property (advertising, architectural, computer programming, photography studios, etc.). These do not include: medical offices (see "Medical Services – Clinics, Offices and Laboratories"); temporary offices (see "Offices, Temporary"), or offices that are incidental and accessory to another business that is the primary use (see "Offices, Accessory").</i></p>	N	N	N	N	N	P	C	P	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Offices, Temporary <i>A mobilehome, recreation vehicle or modular unit used as a temporary office facility. Temporary Offices may include: construction supervision offices on a construction site or off-site construction yard; a temporary on-site real estate office for a development project; or a temporary business office in advance of permanent facility construction.</i>	P	P	P	P	P	P	P	P	P	P	P	P
Outdoor Commercial Recreation <i>Facility for various outdoor participant sports and types of recreation where a fee is charged for use, including: amphitheaters, amusement and theme parks, golf courses and driving ranges, health and athletic club outdoor facilities, BMX parks, motocross tracks, skateboard parks, stadiums and coliseums, swimming pools and water parks, tennis clubs, tennis courts and zoos.</i>	C	C	C	C	C	C	C	C	C	C	C	C
Paper Product Manufacturing <i>The manufacture of paper and paperboard, from both raw and recycled materials, and their conversion into products including paper bags, boxes, envelopes, wallpaper, etc.</i>	N	N	N	N	N	N	N	N	C	C	N	N
Parks and Playgrounds <i>Parks, play lots, playgrounds, amphitheaters, and athletic fields for noncommercial neighborhood or community active recreational use, including tot lots within apartment complexes. Does not include Dog Parks.</i>	P	P	P	P	P	P	P	P	N	C	P	P
Paving/Roofing Material Manufacturing <i>The manufacture of various common paving and petroleum-based roofing materials, including bulk asphalt, paving blocks made of asphalt, creosote wood and various compositions of asphalt and tar. The manufacture of wood roofing materials (shingles, shakes, etc.) is included under "Lumber and Wood Product Manufacturing."</i>	N	N	N	N	N	N	N	N	C	C	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Pawn Shops</p> <p><i>Means a building or portion thereof where personal property is received and for which money is advanced, with the right of privilege granted to the person to whom said money is advanced to reclaim such property upon repayment of said money, together with all legal charges incident thereto.</i></p>	N	N	N	N	N	C	C	N	N	N	N	N
<p>Personal Services</p> <p><i>A use that provides personal service that is non-medical and include accessory retail sales of products related to the services that are provided. Examples of personal services include, but are not limited to the following: barber and beauty shops, nail salons, massage establishments, day spas, tattoo and piercing shops, clothing and costume rental, dry cleaning pick-up stores, shoe repair shops and tailors.</i></p>	N	N	N	N	N	P	P	P	N	N	N	N
<p>Plastics, Synthetics, Rubber Products Manufacturing</p> <p><i>The manufacture of rubber products including: tires, rubber footwear including heels and soles, mechanical rubber goods, flooring, and other rubber products from natural, synthetic or reclaimed rubber, molding primary plastics for other manufacturers, manufacturing miscellaneous finished plastics products, and fiberglass manufacturing and fiberglass application services. Establishments engaged primarily in recapping and retreading automobile tires are classified in "Vehicle Services - Major Repair/Body Work."</i></p>	N	N	N	N	N	N	N	N	C	C	N	N
<p>Printing and Publishing</p> <p><i>Establishments engaged in printing by letterpress, lithography, gravure, screen, offset, or electrostatic (xerographic) copying; and other establishments serving the printing trade including bookbinding, typesetting, engraving, photoengraving, and electrotyping. This use also includes establishments that publish newspapers, books and periodicals; establishments manufacturing business forms and binding devices. Does not include "quick printing" services or desktop publishing which are included in Business Support Services.</i></p>	N	N	N	N	N	N	N	N	P	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Recreational Vehicle Parks <i>A site where one or more lots are used, or are intended to be used, by campers with recreational vehicles or tents on transient basis (30 days or less). Recreational vehicle parks may include public restrooms, water, sewer, and electric hookups to each lot and are intended as a higher density, more intensively developed use than campgrounds. May include accessory retail uses where they are clearly incidental and intended to serve RV park patrons only.</i>	N	N	C	N	C	N	N	N	N	C	C	N
Recycling Facility, Large Collection Facility <i>A recycling facility used for the acceptance by donation, redemption, or purchase of recyclable materials from the public that occupies more than 500 square feet and includes permanent structures, does not use power driven processing equipment except for compacting, baling, plastic shredding, and other activities necessary for efficient temporary storage and material shipment.</i>	N	N	N	N	N	N	N	N	C	C	N	N
Recycling Facility, Processing Facility <i>A recycling facility located in a building or enclosed space and used for the collection and processing of recyclable materials. Processing means the preparation of material for efficient shipment to an end-user's specifications by such means as baling, briquetting, compacting, flattening, grinding, crushing, mechanical sorting, shredding, cleaning and remanufacturing.</i>	N	N	N	N	N	N	N	N	C	C	N	N
Recycling Facility, Reverse Vending Machine <i>An automated mechanical device that accepts one or more types of empty beverage containers, including but not limited to, aluminum cans, glass bottles, plastic bottles, and uses a cash refund or redeemable credit clip with a value of not less than the container's redemption value as determined by the State.</i>	N	N	N	N	N	C ¹	C ¹	C ¹	P	C	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Recycling Facility, Scrap and Dismantling Facility <i>Uses engaged in the assembling, breaking up, sorting, temporary storage and distributions of recyclable or reusable scrap and waste materials, including the dismantling or wrecking of automobiles or other motor vehicles, or the storage or keeping for sale of parts and equipment resulting from such dismantling or wrecking. The presence on any lot or parcel of land of five or more inoperable vehicles from which parts have been or are to be removed for reuse or sale shall constitute prima facie evidence of an automobile wrecking yard. This use does not include landfills or other terminal waste disposal site.</i>	N	N	N	N	N	N	N	N	C	C	N	N
Recycling Facility, Small Collection Facility <i>A recycling facility used for the acceptance by donation, redemption or purchase of recyclable materials from the public that does not occupy more than 500 square feet. This classification may include a mobile unit, kiosk-type units that may include permanent structures and unattended containers placed for the donation of recyclable materials.</i>	N	N	N	N	N	N	C	C	P	C	N	P
Religious Institutions <i>Facility operated by religious organizations for worship, or the promotion of religious activities, including churches, mosques, synagogues, temples, etc. and accessory uses on the same site, such as living quarters for clergy and staff, and child day care facilities.</i>	C	C	C	C	C	N	N	N	N	N	N	N
Renewable Energy Development (i.e. commercial development, generation and sales of solar, wind energy.) <i>A system or network generating energy that is derived from resources that are regenerative or for all practical purposes cannot be depleted.</i>	N	N	N	N	N	N	N	N	P	P	C	P

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Research and Development</p> <p><i>Indoor facilities for scientific research, and the design, development and testing of electrical, electronic, magnetic, optical and mechanical components in advance of product manufacturing, that are not associated with a manufacturing facility on the same site. Includes chemical and biotechnology research and development. Does not include computer software companies (see "Offices – Business and Professional"), soils and other materials testing laboratories (see "Business Support Services"), or medical laboratories (see "Medical Services – Clinics, Offices, and Laboratories").</i></p>	N	N	N	N	N	C	C	C	P	P	N	N
<p>Residential Care Facility</p> <p><i>Consistent with the definitions of State law, a residential care facility is a facility that provides 24-hour non-medical care for more than six persons 18 years of age or older, or emancipated minors, with chronic, life-threatening illness in need of personal services, protection, supervision, assistance, guidance, or training essential for sustaining the activities of daily living, or for the protection of the individual. This classification includes group homes, residential care facilities for the elderly, adult residential facilities, juvenile court residential facilities, and other facilities licensed by the State of California. Convalescent homes, nursing homes and similar facilities providing medical care are included under the definition of "Medical Services - Extended Care."</i></p>	C	C	C	C	C	N	N	C	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Residential Care Home, Small</p> <p><i>Consistent with the definitions of State law, a residential care home is a home that provides 24-hour non-medical care for six or fewer persons 18 years of age or older, or emancipated minors, with chronic, life-threatening illness in need of personal services, protection, supervision, assistance, guidance, or training essential for sustaining the activities of daily living, or for the protection of the individual. This classification includes group homes, rest homes, residential care facilities for the elderly, adult residential, juvenile court residential facilities, and other facilities licensed by the State of California. Convalescent homes, nursing homes and similar facilities providing medical care are included under the definition of "Medical Services - Extended Care."</i></p>	P	P	P	P	P	N	N	N	N	N	N	N
<p>Restaurants</p> <p><i>A retail business selling food and beverages prepared on the site, for on- or off-premise consumption. These include eating establishments where customers are served from a walk-up ordering counter for either on- or off-premise consumption, and establishments where most customers are served food at tables for on-premise consumption, but may include providing food for take-out. Also includes coffee houses.</i></p>	N	N	N	N	N	P	P	P	N	N	N	N
<p>Restaurants, Fast Food/Drive-In</p> <p><i>A restaurant that provides both sit down and take out service and has at least 2 of the following characteristics:</i></p> <p>(A) <i>Food to be consumed on the premises is served with non-reusable tableware,</i></p> <p>(B) <i>Food is not delivered to the table,</i></p> <p>(C) <i>Orders are placed at a counter,</i></p> <p>(D) <i>Orders are placed at a drive through and/or walk up window.</i></p>	N	N	N	N	N	P	P	P	N	N	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Restaurants and Appurtenant Licensed Premises (Bars) <i>A restaurant with a valid Alcohol Beverage license that sells alcoholic drinks along with preparing and serving food. Also includes restaurants with breweries, subordinate to the restaurant use, that operate for the production of on-site consumption.</i>	N	N	N	N	N	P	P	P	N	N	N	N
Restaurants, with or without Appurtenant Licensed Premises (Bars) and Live Entertainment <i>A restaurant that includes live entertainment.</i>	N	N	N	N	N	P	P	C	N	N	N	N
Restaurants, With Outdoor Dining <i>A restaurant where tables and seating are provided and food and/or beverages are served in outdoor areas. (Also see Restaurants and Appurtenant Licensed Premises (Bars)).</i>	N	N	N	N	N	P ²	P ²	P ²	N	N	N	N
Restaurants, Take-Out <i>A restaurant where food is prepared on-site for off-site consumption, other than those deemed to be fast food restaurants.</i>	N	N	N	N	N	P	P	P	N	N	N	N
Retail, Accessory <i>The retail sales of various products (including food service) in a store or similar facility that is located within a health care facility, hotel, office, institutional or industrial complex. These uses include pharmacies, gift shops, and food service establishments within hospitals; convenience stores and food service establishments within hotel, office and industrial complexes.</i>	N	N	N	N	N	P	P	P	P	C	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<p>Retail, General</p> <p><i>Stores and shops selling multiple lines of merchandise including, but not limited to, artists' supplies, audio/video stores, bakeries (all production in support of on-site sales), bicycle sales, repairs and rentals, books, cameras and photographic supplies, clothing and accessories, collectibles (cards, coins, comics, stamps, etc.), department stores, drug and discount stores, dry goods, fabrics and sewing supplies, florist and houseplant stores (indoor sales only, outdoor sales are "Plant Nurseries"), furniture, home furnishings and equipment, general stores, gift and souvenir shops, hardware, hobby materials, jewelry, luggage and leather goods, musical instruments, newsstands, shoe stores and orthopedic supplies, pet supplies, religious goods, specialty shops, sporting goods, stationary, toys and games, variety stores and video rental stores.</i></p> <p>Note: The Planning Commission's recommendation is to encourage general retail in the commercial zones.</p>	N	N	N	N	N	P	P	P	N	C	N	N
<p>Service Stations, With Vehicle Service</p> <p><i>A retail business selling gasoline and/or other motor vehicle fuels, which may also provide services which are incidental to fuel services. These secondary services may include vehicle engine maintenance and repair, towing and trailer rental services and the sale of limited vehicle parts/fluids and accessories. Does not include the storage or repair of wrecked or abandoned vehicles, vehicle painting, body or fender work, or the rental of vehicle storage or parking spaces.</i></p>	N	N	N	N	N	C	C	C	N	P	N	N
<p>Service Stations, Without Vehicle Service</p> <p><i>A retail business selling gasoline and/or other motor vehicle fuels and related parts, fluids and/or accessories.</i></p>	N	N	N	N	N	P	P	P	N	P	N	N
<p>Storage Public Enclosed (Mini Storage)</p> <p><i>A building or group of buildings containing one or more rooms in which goods are stored or kept, normally unrelated or incidental to a business or commercial enterprise, and where access to the individual storage room or space is</i></p>	N	N	N	N	N	C ³	C ³	C ³	P	P	N	N

available to the tenant or lessee. Also known as mini-storage warehouses.

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Storage Warehouses – Private <i>A building or group of buildings containing one or more rooms in which merchandise or commodities are stored and kept, typically associated with retail sales and where access to the content of the storage room or space is restricted to the owner of the merchandise or commodities and/or their employees.</i>	N	N	N	N	N	N	N	N	C	P	N	N
Telecommunication Facilities <i>Facility designed and/or used for the purpose of transmitting, receiving, or relaying voice and/or data signals from various wireless communication devices, including transmission tower, antenna, and or other facility designed or used for that purpose. Amateur radio transmission facilities, facilities operated exclusively as part of a public safety network, and facilities used exclusively for the transmission of television and/or radio broadcasts are not "telecommunication facilities".</i>	N	N	N	N	N	N	N	N	C	C	C	C
Textile and Leather Product Manufacturing <i>Manufacturing establishments engaged in performing any of the following operations: coating, waterproofing, or otherwise treating fabric, dyeing and finishing fiber, yarn, fabric, and knit apparel, manufacture of knit apparel and other finished products from yarn, manufacture of felt goods, lace goods, non-woven fabrics and miscellaneous textiles, manufacturing of woven fabric, carpets and rugs from yarn, preparation of fiber and subsequent manufacturing of yarn, threads, braids, twine cordage, and upholstery manufacturing.</i>	N	N	N	N	N	N	N	N	P	P	N	N

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
Theaters and Auditoriums <i>Indoor facilities for public assembly and group entertainment, other than sporting events, including: civic theaters, and facilities for "live" theater and concerts, exhibition and convention halls, motion picture theaters, public and semi-public auditoriums, similar public assembly uses. Does not include outdoor theaters, concert and similar entertainment facilities, and indoor and outdoor facilities for sporting events; see "Outdoor Commercial Recreation."</i>	N	N	N	N	N	P	P	P	N	N	N	N
Utility Facility <i>Fixed-base structures and facilities serving as junction points for transferring utility services from one transmission voltage to another or to local distribution and service voltages. These uses include any of the following facilities that are not exempted from land use permit requirements by Government Code Section 53091: electrical substations and switching stations, natural gas regulating and distribution facilities, public water system wells, treatment plants and storage, telephone switching facilities, wastewater treatment plants, settling ponds and disposal fields. These uses do not include office or customer service centers (classified in "Offices"), or equipment and material storage yards.</i>	P	P	P	P	P	C	C	C	P	C	C	P
Utility Infrastructure <i>Pipelines for water, natural gas, and sewage collection and disposal; and facilities for the transmission of electrical energy for sale, including transmission lines for a public utility company. Also includes telephone, telegraph, cable television and other communications transmission facilities utilizing direct physical conduits. Does not include offices or service centers (see "Offices"), or distribution substations (see "Utility Facility").</i>	P	P	P	P	P	P	P	P	P	P	P	P

Use Type	UR	RM	S	SR	R	TC	CC	NC	I	IC	NR	PF
<u>Veterinary Facility</u> <i>Veterinary facility that is primarily enclosed, containing only enough cage arrangements as necessary to provide services for domestic and exotic animals requiring acute medical or surgical care with accessory outdoor use that provides long term medical care. Grooming and boarding of animals is allowed only if accessory to the facility primary use.</i>	N	N	N	N	N	N	C	C	N	C	C	N
<u>Warehousing</u> <i>Facility for the storage of commercial goods of any nature. Includes cold storage. Does not include: warehouse, storage or mini-storage facilities offered for rent or lease to the general public (see "Storage, Personal Storage Facility") or warehouse facilities in which the primary purpose of storage is for wholesaling and distribution (see "Wholesaling and Distribution").</i>	N	N	N	N	N	N	N	N	P	P	N	N
<u>Warehouse/Retail</u> <i>Retail stores that emphasize the packaging and sale of products in large quantities or volumes, some at discounted prices. Sites and buildings are usually large and industrial in character. Patrons may be required to pay membership fees.</i>	N	N	N	N	N	N	P	N	N	P	N	N
<u>Wholesaling and Distribution</u> <i>Establishments engaged in selling merchandise to retailers; to industrial, commercial, institutional, farm, or professional business users; or to other wholesalers; or acting as agents or brokers in buying merchandise for or selling merchandise to such persons or companies. Includes such establishments as: agents, merchandise or commodity brokers, and commission merchants, assemblers, buyers and associations engaged in the cooperative marketing of farm products, merchant wholesalers, and stores primarily selling electrical, plumbing, heating and air conditioning supplies and equipment.</i>	N	N	N	N	N	N	N	N	P	C	N	N

Notes:

1. Permitted only as an accessory use to the primary use of the property.
2. Outdoor dining on public sidewalks requires an Encroachment Permit and must maintain a three (3) foot travelway.
3. Use must sited on the rear half of the lot and so as not preclude principally permitted uses.

Industrial Commercial

The purpose of the industrial commercial zone is to provide for industrial and commercial uses.

(1) Principal permitted uses, including, but not limited to:

- *Automobile Gas Stations, including charging stations, without vehicle service*
- *Automobile Gas Stations, including charging stations, with minor vehicle service*
- *Automobile and Vehicle Sales/Rentals*
- *Automobile and Vehicle Services, Major Repair/Body Work*
- *Automobile and Vehicle Services, Maintenance and Minor Repair*
- *Building Materials Stores and Yards*
- Caretaker Housing
- Caterers
- Coffee House
- Contractors Storage Yards
- Emergency Shelters
- Equipment Sales and Rental
- Furniture and Fixtures Manufacturing, Cabinet Shops
- Garden Center/Plant Nursery
- ~~*Grocery Stores — Supermarkets*~~ **PC REMOVED**
- Indoor Amusement/Entertainment Facility
- Indoor Sports and Recreation Facility
- Kennels, Commercial
- *Light Manufacturing, including Assembly of Goods, Cabinet and Furniture Shops Conducted Entirely within a Building*
- *Lumber and Wood Product Manufacturing*
- Machinery Manufacturing
- Maintenance and Repair, Large Equipment
- Maintenance and Repair, Small Equipment, including Appliances Conducted Entirely within a Building
- Metal Products Fabrication, CNC, Plasma, Machine/Welding Shops
- Metal Products Manufacturing CNC, Plasma, Laser
- Miniature Golf Courses (Indoor & Outdoor)
- Offices, Accessory

- Offices, Temporary
- Renewable Energy Development (i.e. commercial development, generation and sales of solar, wind energy.)
- *Research and Development*
- Storage Public Enclosed (Mini Storage)
- Storage Warehouses – Private
- Textile and Leather Product Manufacturing
- Warehousing

(2) Uses Permitted with a Use Permit.

- Agricultural Products Processing
- Aggregate Resources Processing
- *Artisan/Craft Product Manufacturing* (Note: Planning Commission encourages the Town Center zone)
- Fuel Storage and Distribution
- Laundries and Dry Cleaning Plants
- Outdoor Commercial Recreation
- Paper Product Manufacturing
- Paving/Roofing Material Manufacturing
- Plastics, Synthetics, Rubber Products Manufacturing
- Recreational Vehicle Parks
- Recycling Facility, Large Collection Facility
- Recycling Facility, Processing Facility
- Recycling Facility, Reverse Vending Machine
- Recycling Facility, Scrap and Dismantling Facility
- Recycling Facility, Small Collection Facility
- Retail, Accessory
- ~~Retail, General~~ (Note: Planning Commission encourages the commercial zones) **PC REMOVED**
- Telecommunication Facilities
- Veterinary Facility
- Wholesaling and Distribution

Definitions

Agricultural Products Processing means the act of changing an agricultural crop, subsequent to harvest in order to prepare it and package it for market.

Aggregate Resources Processing means the storing, crushing, washing, milling and screening, as well as the batching and blending of mineral aggregate into asphalt and concrete.

Artisan/Craft Product Manufacturing means manufacturing and/or assembling products primarily by hand, including jewelry, pottery and other ceramics, as well as glass and metal art and craft products.

Automobile Gas Stations, including charging stations, without vehicle service means a retail business selling gasoline and/or other motor vehicle fuels and related parts, fluids and accessories.

Automobile Gas Stations, including charging stations, with minor vehicle service means a retail business selling gasoline and/or other motor vehicle fuels and related parts, fluids and accessories and providing the adjustment, replacement or maintenance of parts, including tires, brakes, headlights, oil changes, alignments, tune-ups, etc. It shall not include complete engine or transmission replacement or rebuilding, body and frame repairs or painting.

Automobile and Vehicle Sales/Rentals means retail establishments selling and/or renting automobiles, trucks, vans, motorcycles, recreation vehicles and/or boats. May also include repair shops and the sales of parts and accessories incidental to the vehicle dealership.

Automobile and Vehicle Services, Major Repair/Body Work means establishments providing general repair, rebuilding, reconditioning, removal and replacement of engines, transmissions, drive-trains, collision repair including body, frame or fender straightening of automobiles, trucks, boats, recreational vehicles, etc.

Automobile and Vehicle Services, Maintenance and Minor Repair means establishments providing the adjustment, replacement or maintenance of parts, including tires, brakes, headlights, oil changes, alignments, tune-ups, etc. It shall not include complete engine or transmission replacement or rebuilding, body and frame repairs or painting.

Building Materials Stores and Yards means retail establishments selling lumber and other large building materials, where most display and sales occur indoors. (Includes paint, wallpaper, glass and fixtures.) Includes stores selling to the general public, even if contractor sales account for a major proportion of total sales. Includes incidental retail ready-mix concrete operations, except where excluded by a specific zoning district. Establishments primarily selling electrical, plumbing, heating and air conditioning equipment and supplies are classified in "Wholesaling and Distribution." Hardware stores are listed in the definition of "General Retail Stores", even if they sell some building materials, as long as there is no outdoor lumberyard.

Caretaker Housing means a residence that is accessory to a non-residential primary use of the site, where needed for security, 24-hour care or supervision, or monitoring of facility, equipment, or other conditions on the site.

Caterers means the preparation and delivery of food and beverages for off-site consumption without provision for on-site pickup or consumption.

Coffee House means an establishment providing coffee, tea, smoothies, etc. as well as light snacks, ranging from baked goods to soups and sandwiches, other casual meals and light desserts.

Contractors Storage Yards means storage yards for contractor's equipment and supplies.

Equipment Sales and Rental means service establishments with outdoor storage/rental yards, which may offer a wide variety of materials and equipment for rental, including construction equipment, party supplies (tents, tables, chairs, etc.)

Fuel Storage and Distribution means a facility where fuel (such as propane and gasoline) is stored and distributed without retail sales.

Furniture and Fixtures Manufacturing, Cabinet Shops means manufacturers producing household furniture, office furniture and partitions, shelving, store furniture, cabinets, drapery hardware, window blinds and shades, countertops.

Garden Center/Plant Nursery means establishments providing for the cultivation and sale of ornamental trees, shrubs and plants, including the sale of garden and landscape materials (packaged and/or bulk sale of unpackaged materials) and equipment, including but not limited to lawn mowers, tillers and edgers, shovels, hoes, rakes, hoses, wheelbarrows, etc.

Grocery Stores – Supermarkets means a retail business where the majority of the floor area open to the public is occupied by food products packaged for the preparation and consumption away from the site of the store. These full service businesses do not typically have limited hours of operation. See separate but related listings for “Neighborhood Market” and “Convenience Store”.

Indoor Amusement/Entertainment Facility means establishments providing indoor amusement and entertainment services for a fee or admission charge, including; dance halls and ballrooms, and electronic game arcades, as stand-alone uses. Four or more electronic games or coin-operated amusements in any establishment, or a premise where 50 percent or more of the floor area is occupied by amusement devices, are considered an electronic game arcade as described above.

Indoor Sports and Recreation Facility means predominantly participant sports and health activities conducted entirely within an enclosed building, with the exclusion of secondary uses such as a outdoor spa, pool, basketball court or tennis court. Typical uses include bowling alley, billiard parlor, ice/roller skating rinks, indoor racquetball courts, indoor climbing facilities, indoor soccer fields, indoor driving range, go-karts, athletic clubs and health clubs. Also see Outdoor Commercial Recreation for spectator venues and uses.

Kennels, Commercial means a facility for the keeping, boarding and/or maintaining of 5 or more dogs, or 5 or more cats. This definition does not include animals for sale in pet shops, or patients in animal hospitals. This definition includes a kennel where the animals are kept for commercial purposes, including boarding, breeding, buying, selling, renting, exhibiting, or training. Does not include a veterinary facility, pet shop, or animal shelter.

Laundries and Dry Cleaning Plants means service establishments engaged primarily in high volume laundry and garment services, including: laundries; garment pressing and dry cleaning; linen supply; diaper service; industrial laundries; and on-site carpet and upholstery cleaners. Does not include coin-operated laundries or dry cleaning pick-up stores without dry cleaning equipment. (see "Personal Services").

Lumber and Wood Product Manufacturing means the manufacturing, processing, and sales uses involving the milling of new or used forest products to produce rough and finished lumber and other wood materials for use in other manufacturing, craft, or construction processes. Includes the following processes and products: containers, pallets and skids, milling operations, trusses and structural beams, turning and shaping of wood products, wholesaling of basic wood products, and wood product assembly. Craft-type shops are included in "Handcraft Industries and Small Scale Manufacturing." Other wood and cabinet shops are included under "Furniture and Fixture Manufacturing." The indoor retail sale of building materials, construction tools and equipment is included under cabinet shops under "Building Materials Stores and Yards."

Machinery Manufacturing means the manufacturing of machinery and equipment used: for the manufacturing of other products; as parts in the assembly of other products; and for end-use purposes, including the following: construction equipment, conveyors, cranes, die casting, dies, dredging, engines and turbines, farming and gardening, food products manufacturing, gear cutting, heating, ventilation, air conditioning, industrial trucks and tractors, industrial furnaces and ovens, industrial molds, laundry and dry cleaning, materials handling, mining, oil field equipment, paper manufacturing, passenger and freight elevators, pistons, printing, pumps, refrigeration equipment, textile manufacturing.

Maintenance and Repair, Large Equipment means establishments providing on-site repair and accessory sales of supplies for industrial and/or agricultural machines conducted entirely within an enclosed building. This classification includes maintenance, repair, and overhauling of light and heavy vehicles and equipment such as fire engines and pump systems, fire trucks including large trailer aerial ladder trucks, gang mowers, aerial work platforms, and construction equipment such as loaders, graders, dump trucks, back hoes, asphalt trucks, trailers, rollers, street sweepers, air compressors, and off road equipment.

Maintenance and Repair, Small Equipment means establishments providing on-site repair and accessory sales of supplies for appliances, office machines, home electronic/mechanical equipment, bicycles, tools, or garden equipment, conducted entirely within an enclosed building. This classification does not include maintenance and repair of vehicles.

Metal Products Fabrication, Machine/Welding Shops means establishments engaged primarily in the assembly of metal parts, including the following uses that produce metal duct work, tanks, towers, cabinets and enclosures, metal doors and gates, and similar products, blacksmith and welding shops, sheet metal shops, machine shops and boiler shops.

Metal Products Manufacturing means manufacturing establishments engaged in the smelting and refining of ferrous and nonferrous metals from ore, pig, or scrap; in the rolling, drawing, and alloying of ferrous and nonferrous metals; in the manufacture of castings, forgings, stampings, extrusions and other basic products of ferrous and nonferrous metals; and in the manufacture of nails, spikes, and insulated wire and cable.

Miniature Golf Courses (Indoor & Outdoor) means a facility that provides on-site commercial entertainment in the form of a novelty version of golf played with a putter and golf ball on a miniature course and featuring obstacles such as alleys, bridges, and tunnels.

Offices, Accessory means offices that are incidental and accessory to a primary business, allowed as part of an approved primary use.

Offices, Temporary means a mobilehome, recreation vehicle or modular unit used as a temporary office facility. Temporary Offices may include: construction supervision offices on a construction site or off-site construction yard; a temporary on-site real estate office for a development project; or a temporary business office in advance of permanent facility construction.

Outdoor Commercial Recreation means a facility for various outdoor participant sports and types of recreation where a fee is charged for use, including: amphitheatres, amusement and theme parks, golf courses and driving ranges, health and athletic club outdoor facilities, BMX parks, motocross tracks, skateboard parks, stadiums and coliseums, swimming pools and water parks, tennis clubs, tennis courts and zoos.

Paper Product Manufacturing means the manufacture of paper and paperboard, from both raw and recycled materials, and their conversion into products including paper bags, boxes, envelopes, wallpaper, etc.

Parks and Playgrounds means parks, play lots, playgrounds, amphitheaters, and athletic fields for noncommercial neighborhood or community active recreational use, including tot lots within apartment complexes. Does not include Dog Parks.

Paving/Roofing Material Manufacturing means the manufacture of various common paving and petroleum-based roofing materials, including bulk asphalt, paving blocks made of asphalt, creosote wood and various compositions of asphalt and tar. The manufacture of wood roofing materials (shingles, shakes, etc.) is included under "Lumber and Wood Product Manufacturing."

Plastics, Synthetics, Rubber Products Manufacturing means the manufacture of rubber products including: tires, rubber footwear including heels and soles, mechanical rubber goods, flooring, and other rubber products from natural, synthetic or reclaimed rubber, molding primary plastics for other manufacturers, manufacturing miscellaneous finished plastics products, and fiberglass manufacturing and fiberglass application services. Establishments engaged primarily in recapping and retreading automobile tires are classified in "Vehicle Services - Major Repair/Body Work."

Recreational Vehicle Parks means a site where one or more lots are used, or are intended to be used, by campers with recreational vehicles or tents on transient basis (30 days or less).

Recreational vehicle parks may include public restrooms, water, sewer, and electric hookups to each lot and are intended as a higher density, more intensively developed use than campgrounds. May include accessory retail uses where they are clearly incidental and intended, but not limited to serve RV park patrons only.

Recycling Facility, Large Collection Facility means a recycling facility used for the acceptance by donation, redemption, or purchase of recyclable materials from the public that occupies more than 500 square feet and includes permanent structures, does not use power driven processing equipment except for compacting, bailing, plastic shredding, and other activities necessary for efficient temporary storage and material shipment.

Recycling Facility, Processing Facility means a recycling facility located in a building or enclosed space and used for the collection and processing of recyclable materials. Processing means the preparation of material for efficient shipment to an end-user's specifications by such means as baling, briquetting, compacting, flattening, grinding, crushing, mechanical sorting, shredding, cleaning and remanufacturing.

Recycling Facility, Reverse Vending Machine means an automated mechanical device that accepts one or more types of empty beverage containers, including but not limited to, aluminum cans, glass bottles, plastic bottles, and uses a cash refund or redeemable credit clip with a value of not less than the container's redemption value as determined by the State.

Recycling Facility, Scrap and Dismantling Facility means uses engaged in the assembling, breaking up, sorting, temporary storage and distributions of recyclable or reusable scrap and waste materials, including the dismantling or wrecking of automobiles or other motor vehicles, or the storage or keeping for sale of parts and equipment resulting from such dismantling or wrecking. The presence on any lot or parcel of land of five or more inoperable vehicles from which parts have been or are to be removed for reuse or sale shall constitute prima facie evidence of an automobile wrecking yard. This use does not include landfills or other terminal waste disposal site.

Recycling Facility, Small Collection Facility means a recycling facility used for the acceptance by donation, redemption or purchase of recyclable materials from the public that does not occupy more than 500 square feet. This classification may include a mobile unit, kiosk-type units that may include permanent structures and unattended containers placed for the donation of recyclable materials.

Renewable Energy Development (i.e. commercial development, generation and sales of solar, wind energy.) means a system or network generating energy that is derived from resources that are regenerative or for all practical purposes cannot be depleted.

Research and Development means indoor facilities for scientific research, and the design, development and testing of electrical, electronic, magnetic, optical and mechanical components in advance of product manufacturing, that are not associated with a manufacturing facility on the same site. Includes chemical and biotechnology research and development. Does not include computer software companies (see "Offices – Business and Professional"), soils and other materials testing laboratories (see "Business Support Services"), or medical laboratories (see "Medical Services – Clinics, Offices, and Laboratories").

Retail, Accessory means the retail sales of various products (including food service) in a store or similar facility that is located within a health care facility, hotel, office, institutional or industrial complex. These uses include pharmacies, gift shops, and food service establishments within hospitals; convenience stores and food service establishments within hotel, office and industrial complexes.

Retail, General means stores and shops selling multiple lines of merchandise including, but not limited to, artists' supplies, audio/video stores, bakeries (all production in support of on-site sales), bicycle sales, repairs and rentals, books, cameras and photographic supplies, clothing and accessories, collectibles (cards, coins, comics, stamps, etc.), department stores, drug and discount stores, dry goods, fabrics and sewing supplies, florist and houseplant stores (indoor sales only, outdoor sales are "Plant Nurseries"), furniture, home furnishings and equipment, general stores, gift and souvenir shops, hardware, hobby materials, jewelry, luggage and leather goods, musical instruments, newsstands, shoe stores and orthopedic supplies, pet supplies, religious goods, specialty shops, sporting goods, stationary, toys and games, variety stores and video rental stores.

Service Stations, With Vehicle Service means a retail business selling gasoline and/or other motor vehicle fuels, which may also provide services which are incidental to fuel services. These secondary services may include vehicle engine maintenance and repair, towing and trailer rental services and the sale of limited vehicle parts/fluids and accessories. Does not include the storage or repair of wrecked or abandoned vehicles, vehicle painting, body or fender work, or the rental of vehicle storage or parking spaces.

Service Stations, Without Vehicle Service means a retail business selling gasoline and/or other motor vehicle fuels and related parts, fluids and/or accessories.

Storage Public Enclosed (Mini Storage) means a building or group of buildings containing one or more rooms in which goods are stored or kept, normally unrelated or incidental to a business or commercial enterprise, and where access to the individual storage room or space is available to the tenant or lessee. Also known as mini-storage warehouses.

Storage Warehouses – Private means a building or group of buildings containing one or more rooms in which merchandise or commodities are stored and kept, typically associated with retail sales and where access to the content of the storage room or space is restricted to the owner of the merchandise or commodities and/or their employees.

Telecommunication Facilities means a facility designed and/or used for the purpose of transmitting, receiving, or relaying voice and/or data signals from various wireless communication devices, including transmission tower, antenna, and or other facility designed or used for that purpose. Amateur radio transmission facilities, facilities operated exclusively as part of a public safety network, and facilities used exclusively for the transmission of television and/or radio broadcasts are not “telecommunication facilities”.

Textile and Leather Product Manufacturing Manufacturing means establishments engaged in performing any of the following operations: coating, waterproofing, or otherwise treating fabric, dyeing and finishing fiber, yarn, fabric, and knit apparel, manufacture of knit apparel and other finished products from yarn, manufacture of felt goods, lace goods, non-woven fabrics and miscellaneous textiles, manufacturing of woven fabric, carpets and rugs from yarn, preparation of fiber and subsequent manufacturing of yarn, threads, braids, twine cordage, and upholstery manufacturing.

Veterinary Facility means a facility that is primarily enclosed, containing only enough cage arrangements as necessary to provide services for domestic and exotic animals requiring acute medical or surgical care with accessory outdoor use that provides long term medical care. Grooming and boarding of animals is allowed only if accessory to the facility primary use

Warehousing means a facility for the storage of commercial goods of any nature. Includes cold storage. Does not include: warehouse, storage or mini-storage facilities offered for rent or lease to the general public (see "Storage, Personal Storage Facility") or warehouse facilities in which the primary purpose of storage is for wholesaling and distribution (see "Wholesaling and Distribution").

Warehouse/Retail means retail stores that emphasize the packaging and sale of products in large quantities or volumes, some at discounted prices. Sites and buildings are usually large and industrial in character. Patrons may be required to pay membership fees.

Wholesaling and Distribution means establishments engaged in selling merchandise to retailers; to industrial, commercial, institutional, farm, or professional business users; or to other wholesalers; or acting as agents or brokers in buying merchandise for or selling merchandise to such persons or companies. Includes such establishments as: agents, merchandise or commodity brokers, and commission merchants, assemblers, buyers and associations engaged in the cooperative marketing of farm products, merchant wholesalers, and stores primarily selling electrical, plumbing, heating and air conditioning supplies and equipment.

Recommended amended Table 1-2 of the Land Use Element of the General Plan.

Table 1-2

Designation	Permitted Uses	Minimum Lot Size
Industrial Commercial (IC)	<ul style="list-style-type: none"> ● Automobile Gas Stations, including charging stations, without vehicle service ● Automobile Gas Stations, including charging stations, with minor vehicle service ● Automobile and Vehicle Sales/Rentals ● Automobile and Vehicle Services, Major Repair/Body Work ● Automobile and Vehicle Services, Maintenance and Minor Repair ● Building Materials Stores and Yards ● Caretaker Housing ● Caterers ● Coffee House ● Contractors Storage Yards ● Emergency Shelters ● Equipment Sales and Rental ● Furniture and Fixtures Manufacturing, Cabinet Shops ● Garden Center/Plant Nursery ● Indoor Amusement/Entertainment Facility ● Indoor Sports and Recreation Facility ● Kennels, Commercial ● Light Manufacturing, including Assembly of Goods, Cabinet and Furniture Shops Conducted Entirely within a Building ● Machinery Manufacturing ● Maintenance and Repair, Large Equipment ● Maintenance and Repair, Small Equipment, including Appliances Conducted Entirely within a Building ● Metal Products Fabrication, CNC, Plasma, Machine/Welding Shops ● Metal Products Manufacturing CNC, Plasma, Laser ● Miniature Golf Courses (Indoor & Outdoor) ● Offices, Accessory 	20,000 square feet

	<ul style="list-style-type: none"> ● Offices, Temporary ● Renewable Energy Development (i.e. commercial development, generation and sales of solar, wind energy.) ● Research and Development ● Storage Public Enclosed (Mini Storage) ● Storage Warehouses – Private ● Textile and Leather Product Manufacturing ● Warehousing <p>Conditionally Permitted Uses</p> <ul style="list-style-type: none"> ● Agricultural Products Processing ● Aggregate Resources Processing ● Artisan/Craft Product Manufacturing ● Fuel Storage and Distribution ● Laundries and Dry-Cleaning Plants ● Lumber and Wood Product Manufacturing ● Outdoor Commercial Recreation ● Paper Product Manufacturing ● Paving/Roofing Material Manufacturing ● Plastics, Synthetics, Rubber Products Manufacturing ● Recreational Vehicle Parks ● Recycling Facility, Large Collection Facility ● Recycling Facility, Processing Facility ● Recycling Facility, Reverse Vending Machine ● Recycling Facility, Scrap and Dismantling Facility ● Recycling Facility, Small Collection Facility ● Retail, Accessory ● Retail, General (Note: Planning Commission encourages the commercial zones) ● Telecommunication Facilities ● Veterinary Facility ● Wholesaling and Distribution 	
Open Space	Density/FAR*	Building Height
10%	FAR 1.5 on 20% and 0.35 on 80%	Maximum 4 stories or 65 feet.

ORDINANCE NO. 411-2025



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AMENDING THE INDUSTRIAL COMMERCIAL REGULATIONS, SECTION 17.20.110
OF THE RIO DELL MUNICIPAL CODE (RDMC).**

THE CITY COUNCIL OF THE CITY OF RIO DELL ORDAINS AS FOLLOWS:

WHEREAS the Rio Dell Municipal Code (RDMC) Zoning Regulations for the principal zones often refer to other zoning designations to determine allowed uses; and

WHEREAS the **Industrial Commercial** (IC) zone refers to the **Industrial** (I) zone which in turn refers to compatible commercial uses described in the **Community Commercial** (CC) land use designation, which also includes conditionally permitted uses in the **Neighborhood Commercial** (NC) zone without the need to obtain a use permit; and

WHEREAS it is not only cumbersome and confusing for staff but also to members of the public that have to refer to other designations to determine the allowed uses; and

WHEREAS staff and the Planning Commission worked a land use matrix years ago, identifying what we believed were appropriate land uses for the various zoning designations. This matrix was used to develop principally and conditionally permitted use types; and

WHEREAS staff and the Planning Commission is recommending expanding the principally and conditionally permitted use types in the Industrial Commercial zone; and

WHEREAS there are two areas within the City that are designated Industrial Commercial, the Humboldt Rio Dell Business Park (former Eel River Sawmill site) and a few parcels on Eeloa Avenue. For the most part the Humboldt Rio Dell Business Park (former Eel River Sawmill site) is entirely paved. There is a seasonal watercourse at the south end of the Park, but any development is subject to the City's Environmentally Sensitive Habitat Area (ESHA) regulations, Section 17.30.120 of the Rio Del Municipal Code (RDMC). Of course, the conditionally permitted uses will be evaluated for CEQA compliance at the time an application is submitted; and

WHEREAS based on the proposed uses and the environmental setting of those lands designated Industrial Commercial, staff believes the text amendment is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), in that staff believes that the principally permitted uses on lands designated Industrial Commercial will not have a significant adverse effect to the environment.

NOW, BE IT RESOLVED that the City Council of the City of Rio Dell finds that the proposed amendments are consistent and compatible with the General Plan and any implementation programs that may be affected and have been processed in accordance with the California Environmental Quality Act (CEQA).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Rio Dell does hereby ordain as follows:

Section 1.

Section 17.10.010 Definitions

Automobile and Vehicle Sales/Rentals means a retail establishment selling and/or renting automobiles, trucks, vans, motorcycles, recreation vehicles and/or boats. May also include repair shops and the sales of parts and accessories incidental to the vehicle dealership.

Automobile and Vehicle Services, Major Repair/Body Work means establishments providing general repair, rebuilding, reconditioning, removal and replacement of engines, transmissions, drive-trains, collision repair including body, frame or fender straightening of automobiles, trucks, boats, recreational vehicles, etc.

Automobile and Vehicle Services, Maintenance and Minor Repair mean establishments providing the adjustment, replacement or maintenance of parts, including tires, brakes, headlights, oil changes, alignments, tune-ups, etc. It shall not include complete engine or transmission replacement or rebuilding, body and frame repairs or painting.

Building Materials Stores and Yards means retail establishments selling lumber and other large building materials, where most display and sales occur indoors. (Includes paint, wallpaper, glass and fixtures.) Includes stores selling to the general public, even if contractor sales account for a major proportion of total sales. Includes incidental retail ready-mix concrete operations, except where excluded by a specific zoning district. Establishments primarily selling electrical, plumbing, heating and air conditioning equipment and supplies are classified in "Wholesaling and Distribution." Hardware stores are listed in the definition of "General Retail Stores", even if they sell some building materials, as long as there is no outdoor lumberyard.

Coffee House means an establishment providing coffee, tea, smoothies, etc as well as light snacks, ranging from baked goods to soups and sandwiches, other casual meals and light desserts.

Equipment Sales and Rental means service establishments with outdoor storage/rental yards, which may offer a wide variety of materials and equipment for rental, including construction equipment, party supplies (tents, tables, chairs, etc.)

Parks and Playgrounds means parks, play lots, playgrounds, amphitheaters, and athletic fields for noncommercial neighborhood or community active recreational use, including tot lots within apartment complexes. Does not include Dog Parks.

Service Stations, With Vehicle Service means a retail business selling gasoline and/or other motor vehicle fuels, which may also provide services which are incidental to fuel services. These secondary services may include vehicle engine maintenance and repair, towing and trailer rental services and the sale of limited vehicle parts/fluids and accessories. Does not include the storage or repair of wrecked or abandoned vehicles, vehicle painting, body or fender work, or the rental of vehicle storage or parking spaces.

Service Stations, Without Vehicle Service means a retail business selling gasoline and/or other motor vehicle fuels and related parts, fluids and/or accessories.

Storage Public Enclosed (Mini Storage) means a building or group of buildings containing one or more rooms in which goods are stored or kept, normally unrelated or incidental to a business or commercial enterprise, and where access to the individual storage room or space is available to the tenant or lessee. Also known as mini-storage warehouses.

Section 17.20.110 of the Rio Dell Municipal Code is hereby amended as follows:

17.20.110 Industrial commercial or IC zone.

The purpose of the industrial commercial zone is to provide for industrial and commercial uses.

(1) Principal permitted uses, including, but not limited to:

~~(a) Industrial uses as described in the industrial land use designation and compatible commercial uses described in the community commercial land use designation;~~

~~(b) Public facility needs such as a wastewater treatment plant;~~

~~(c) Motor vehicle repair, maintenance and fueling; and~~
~~(d) Telecommunications facilities and manufacturing.~~

- (a) Automobile Gas Stations, including charging stations, without vehicle service
- (b) Automobile Gas Stations, including charging stations, with minor vehicle service
- (c) Automobile and Vehicle Sales/Rentals
- (d) Automobile and Vehicle Services, Major Repair/Body Work
- (e) Automobile and Vehicle Services, Maintenance and Minor Repair
- (f) Building Materials Stores and Yards
- (g) Caretaker Housing
- (h) Caterers
- (i) Coffee House
- (j) Contractors Storage Yards
- (k) Emergency Shelters
- (l) Equipment Sales and Rental
- (m) Furniture and Fixtures Manufacturing, Cabinet Shops
- (n) Garden Center/Plant Nursery
- (o) Indoor Amusement/Entertainment Facility
- (p) Indoor Sports and Recreation Facility
- (q) Kennels, Commercial
- (r) Light Manufacturing, including Assembly of Goods, Cabinet and Furniture Shops
 Conducted Entirely within a Building
- (s) Machinery Manufacturing
- (t) Maintenance and Repair, Large Equipment
- (u) Maintenance and Repair, Small Equipment, including Appliances Conducted Entirely
 within a Building
- (v) Metal Products Fabrication, CNC, Plasma, Machine/Welding Shops
- (w) Metal Products Manufacturing CNC, Plasma, Laser
- (x) Miniature Golf Courses (Indoor & Outdoor)

- (y) Offices, Accessory
- (z) Offices, Temporary
- (aa) Renewable Energy Development (i.e. commercial development, generation and sales of (bb)solar, wind energy.)
- (cc) Research and Development
- (dd) Storage Public Enclosed (Mini Storage)
- (ee) Storage Warehouses – Private
- (ff) Textile and Leather Product Manufacturing
- (gg) Warehousing

(2) Uses Permitted with a Use Permit.

- ~~(a) Lodging;~~
- ~~(b) Child care; and~~
- ~~(c) Uses not specifically identified, but similar to and compatible with the uses permitted in the zone.~~

- (a) Agricultural Products Processing
- (b) Aggregate Resources Processing
- (c) Artisan/Craft Product Manufacturing
- (d) Fuel Storage and Distribution
- (e) Laundries and Dry-Cleaning Plants
- (f) Lumber and Wood Product Manufacturing
- (g) Outdoor Commercial Recreation
- (h) Paper Product Manufacturing
- (i) Paving/Roofing Material Manufacturing
- (j) Plastics, Synthetics, Rubber Products Manufacturing
- (k) Recreational Vehicle Parks
- (l) Recycling Facility, Large Collection Facility
- (m) Recycling Facility, Processing Facility

- (n) Recycling Facility, Reverse Vending Machine
- (o) Recycling Facility, Scrap and Dismantling Facility
- (p) Recycling Facility, Small Collection Facility
- (q) Retail, Accessory
- (r) Telecommunication Facilities
- (s) Veterinary Facility
- (t) Wholesaling and Distribution
- (u) Uses not specifically identified, but similar to and compatible with the uses permitted in the zone.

Section 2. Severability

If any provision of the ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

Section 3. Limitation of Actions

Any action to challenge the validity or legality of any provision of this ordinance on any grounds shall be brought by court action commenced within ninety (90) days of the date of adoption of this ordinance.

Section 4. Effective Date

This ordinance becomes effective thirty (30) days after its approval and adoption.

I HEREBY CERTIFY that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on February 18, 2025, and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on March 4, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Garnes, Mayor

ATTEST:

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 Ordinance No. 411-2025 which was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on March 4, 2025.

Karen Dunham, City Clerk, City of Rio Dell

RESOLUTION NO. 1630-2025



A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL AMENDING THE INDUSTRIAL COMMERCIAL ALLOWED USES, TABLE 1-2 OF THE LAND USE ELEMENT OF THE GENERAL PLAN

WHEREAS the Rio Dell Municipal Code (RDMC) Zoning Regulations for the principal zones often refer to other zoning designations to determine allowed uses; and

WHEREAS as an example, the Industrial Commercial (IC) zone refers to the Industrial (I) zone which in turn refers to compatible commercial uses described in the community commercial land use designation, which also includes conditionally permitted uses in the Neighborhood Commercial zone without the need to obtain a use permit; and

WHEREAS it is not only cumbersome and confusing for staff but also members of the public to have to refer to other designations to determine the allowed uses; and

WHEREAS staff intends to amend the land use designations that refer to other land use designations so that one will not have to refer to other land use designations to determine allowed uses; and

WHEREAS the Planning Commission and staff developed a land use matrix some years ago identifying what are believed to be appropriate land uses for the various zoning designations; and

WHEREAS this matrix was used to develop the principally and conditionally permitted use type; and

WHEREAS In order to be consistent with the Land Use Element of the General Plan, the Industrial Commercial designation must be amended to incorporate the changes to the zoning designation; and

WHEREAS there are two areas within the City that are designated Industrial Commercial, the Humboldt Rio Dell Business Park (former Eel River Sawmill site) and a few parcels on Eeloa Avenue; and

WHEREAS for the most part the Humboldt Rio Dell Business Park (former Eel River Sawmill site) is entirely paved; and

WHEREAS there is a seasonal watercourse at the south end of the Park, but any development is subject to the City's Environmentally Sensitive Habitat Area (ESHA) regulations, Section 17.30.120 of the Rio Del Municipal Code (RDMC); and

WHEREAS the conditionally permitted uses will be evaluated for CEQA compliance at the time an application is submitted; and

WHEREAS, based on the proposed uses and the environmental setting of those lands designated Industrial Commercial, staff believes the text amendment is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), in that staff believes that the principally permitted uses on lands designated Industrial Commercial will not have a significant adverse effect to the environment.

NOW, BE IT RESOLVED that the City Council of the City of Rio Dell finds that the proposed amendments are consistent and compatible with the General Plan and any implementation

programs that may be affected and have been processed in accordance with the California Environmental Quality Act (CEQA).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Rio Dell hereby amends Table 1-2 of the Land Use Element of the General Plan.

APPROVED AND ADOPTED by the City Council of the City of Rio Dell at their meeting of March 4, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Garnes, Mayor

ATTEST:

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. 1630-2025 adopted by the City Council of the City of Rio Dell on March 4, 2025.

Karen Dunham, City Clerk, City of Rio Dell



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

February 18, 2025

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Introduction and First Reading (by title only) of Ordinance 412-2025 Establishing Section §12.30 of the Rio Dell Municipal Code (RDMC) Pertaining to Trails and Further Establishing Regulations for the Eel River Trail's Use.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

- 1.) Allow staff to introduce the Ordinance; and,
- 2.) Open and receive public comment; and,
- 3.) Close public comment; and,
- 4.) Direct staff to make any changes to the draft ordinance if necessary; and,
- 5.) Continue the item to the second reading and adoption of the Ordinance to the March 4, 2025 regularly scheduled City Council meeting.

BACKGROUND AND DISCUSSION

With the completion of the Eel River Trail coming near, staff is recommending the establishment of regulations for the use of the trail. Since this is Rio Dell's first official dedicated non-motorized path, the language as proposed only impacts the Eel River Trail.

The language specifically prohibits the use of motor driven vehicles from the trail, with exceptions for the disabled, baby carriages and vehicles in service of the City. Electric bicycles may use the trail so long as the electric motor is powered off.

///

ORDINANCE NO. 412-2025



**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIO DELL
ESTABLISHING SECTION 12.30 "TRAILS" OF THE RIO DELL MUNICIPAL CODE
PERTAINING TO REGULATIONS FOR TRAILS**

THE CITY COUNCIL OF THE CITY OF RIO DELL ORDAINS AS FOLLOWS:

WHEREAS the Eel River Trail is nearing completion; and

WHEREAS the Eel River Trail is funded through the Clean California program and intended and funded as a non-motorized trail; and

WHEREAS the trail could attract users of All Terrain Vehicles (ATV), motorcycles or other devices to operate on the trail; and

WHEREAS the motorized use of the trail is not safe and is in conflict with the intended use of the trail.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Rio Dell does hereby ordain as follows:

Section 1. Trails

Chapter 12.30

TRAILS

12.30.010 Definitions.

For the purposes of this chapter, the following terms, phrases, words, and their derivations shall have the meaning given in this section:

- A. "Caretaker" means the person or persons who are responsible for the care and maintenance of the trail.
- B. "Eel River Trail" means that paved area from the northern terminus of Edwards Street to the East Terminus of Davis Street and areas within five (5) feet of edge of the pavement.
- C. "Vehicle" means any wheeled conveyance, whether motor-powered, animal-drawn, or self-propelled. The term shall include any trailer in tow of any size or kind.
- D. "Motor-Driven" means any motor or moped powered by fuel, electricity or compressed gas. An electric bicycle shall not be considered motor-driven when the motor is not powered or otherwise engaged.
- E. "Personal Mobility Device for the Disabled" means an electric powered wheelchair or mobility scooter that is speed limited and in service of a physically impaired individual.

12.24.040 Operation of Vehicles.

No person in a park shall do the following:

- A. Fail to comply with all applicable provisions of the Vehicle Code of the state of California in regard to equipment and operation of vehicles together with such regulations as are contained in this code regulating traffic;
- B. Fail to obey all police officers and caretakers who are authorized and instructed to direct traffic whenever and wherever needed in the park in accordance with the provisions of these regulations and such supplementary regulations as may be issued subsequently by the city;
- C. Fail to observe carefully all traffic signs, parking, and all other signs posted for the proper control and to safeguard life and property;

E. Drive or ride any motor-driven vehicle on the Eel River Trail. Exceptions are for personal mobility devices for the disabled, electric powered baby carriage or vehicles in service of the City.

Section 2. Severability

If any provision of the ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

Section 3. Limitation of Actions

Any action to challenge the validity or legality of any provision of this ordinance on any grounds shall be brought by court action commenced within ninety (90) days of the date of adoption of this ordinance.

Section 4. Effective Date

This ordinance becomes effective thirty (30) days after its approval and adoption.

I HEREBY CERTIFY that the forgoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Rio Dell on February 18, 2025, and furthermore the forgoing Ordinance was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on March 4, 2025, by the following vote:

AYES:	None
NOES:	None
ABSENT:	None
ABSTAIN:	None

Debra Garnes, Mayor

ATTEST:

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 Ordinance No. 412-2025 which was passed, approved and adopted at a regular meeting of the City Council of the City of Rio Dell, held on March 4, 2025.

Karen Dunham, City Clerk, City of Rio Dell