

STUDY SESSION

Location:	City Hall	Date:	July 18, 2012
	834 Main Street	Time:	6:30 PM
	Ferndale CA 95536	Posted: 7/11/11	

1. CALL STUDY SESSION TO ORDER – Chairman Jorgen Von Frausing Borch
 - a. General Plan Update 6:30 pm
2. ADJOURN STUDY SESSION

AGENDA

**CITY OF FERNDALE – HUMBOLDT COUNTY CALIFORNIA – U.S.A.
REGULAR PLANNING COMMISSION MEETING**

Location:	City Hall	Date:	July 18, 2012
	834 Main Street	Time:	7:00 p.m. Regular Meeting
	Ferndale CA 95536	Posted: 7/11/12	

The City endeavors to be ADA compliant. Should you require assistance with written information or access to the facility please call 786-4224 24 hours prior to the meeting.

- 1.0 Open meeting / flag salute / roll call
- 2.0 Update Agenda
 - 2.1 Proposed changes, modifications to agenda items
 - 2.2 Commissioners comments
- 3.0 Approval of previous minutes –June 20, 2012 Page 2
- 4.0 Public Comment Page 3
- 5.0 Public Hearing
 - 5.1 Jimmie Fay Beal-LLA-1101 Main St Page 4
- 6.0 Business
 - 6.1 General Plan Update Page 12
- 7.0 Correspondence and Oral Communications None
- 8.0 City Planner’s and Deputy City Clerk’s Staff Reports Page 25
- 9.0 Design Review Minutes Page 29
- 10.0 Sign Committee Minutes Page 30
- 11.0 Adjournment – Next regular meeting August 15, 2012 Page 32

City of Ferndale, Humboldt County, California USA
Minutes for Planning Commission Meeting of June 20, 2012

Chair Jorgen Von Frausing Borch called the study session at 6:32PM. Present were Commissioners Lino Mogni, Dan Brown, Uffe Christiansen and Trevor Harper along with staff Deputy City Clerk Brianna Smith and City Planner Melanie Rheaume. City Planner Rheaume gave an update on the Safety Element. She explained that the Council had agreed with the Planning Commission and supported the Scope of Work. She also went through the proposed schedule which identifies the tasks, deliverables, and coordination required to prepare sections of the Safety Element.

Call to Order: Chair Jorgen Von Frausing-Borch called the Planning Commission meeting to order at 7:00pm. Commissioners Dan Brown, Uffe Christiansen, Trevor Harper, and Lino Mogni as well as staff Deputy City Clerk Brianna Smith, City Planner Melanie Rheaume were present. Those in attendance pledged allegiance to the flag. MOTION: (Brown/Christiansen). The May 16, 2012 minutes were unanimously approved.

No Public Comment.

General Plan Update: There was a study session held regarding the Safety Element prior to the regular scheduled meeting. MOTION: (Harper/Brown) Approve proposed schedule to go to the City Council for approval. Unanimous.

Home Occupation Permit (HOP) Process- Deputy City Clerk gave an update on the Home Occupation Permitting Process and reminded the Planning Commission that HOP is administratively administered.

The next regular meeting will be July 18, 2012. The meeting was adjourned at 7:27pm.

Respectfully submitted,

Brianna Smith
Deputy City Clerk

Section 4: PUBLIC COMMENT

This time is for persons who wish to address the Commission on any matter not on this agenda and over which the Commission has jurisdiction.

Items requiring Commission action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rd of the Commission (three of the five members) that the item came up after the agenda was posted and is of an urgent nature requiring immediate action.

This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes.

Please state your name and address for the record. (This is optional.)

Section 5: Public Hearing

- Open Public Hearing
 - Staff reviews Project to the Commission and Public
 - Ask for public comment
- Close Public Hearing
 - Ask for Commission Comment
 - Ask questions of applicant
 - Ask questions of Staff
- Receive and File OR Approve or not by MOTION

PC Meeting:	July 18, 2012	Case No.: LLA 1209
Applicant:	Jimmie-Fay Beal	Agenda Items:
Property Address:	1101 Main Street	APN's 30-131-06, and 30-131-07
Zoning:	Residential One Family-Design Review (R-1-D)	

PROJECT DESCRIPTION: The proposed lot line adjustment (LLA) located at 1101 Main Street covers two adjacent parcels, held under common ownership. The LLA would transfer 1,294 sq ft of land from Parcel 1 to Parcel 2, resulting in two reconfigured parcels that meet the required minimum parcel size for the zone. Proposed Parcel 1 is undeveloped. Proposed Parcel 2 is developed with an existing residence, attached garage, and an existing propane tank.

Parcel/APN	Existing Size	Proposed Size	Zoning	Min Parcel Size
#1/ 30-131-06	10,766 ft ²	9,472 ft ²	R-1-D	6,000 ft ²
#2/ 30-131-07	6,566 ft ²	7,860 ft ²	R-1-D	6,000 ft ²

ENVIRONMENTAL REVIEW: The proposed LLA is subject to environmental review in accordance with the California Environmental Quality Act (CEQA), and qualifies for a Class 5 Categorical Exemption per CEQA Guidelines Section 15305. Class 5 exempts minor alterations to land use limitations, such as lot line adjustments, variances, and encroachment permits on land with a slope of less than 20% that do not result in changes in land use or density.

STAFF CONTACT: Planwest Partners, Contract City Planner. Phone: 707.825.8260, Fax, 707.825.9181 and Email: melanier@planwestpartners.com

STAFF RECOMMENDATION:

Assuming that there are no changes to the project, and that there are no new issues brought forward before or during the public hearing, City Staff intends to approve the lot line adjustment as proposed, subject to the conditions of approval included in this staff report.

The City Planner is holding the Public Hearing on behalf of the City Engineer during a Planning Commission meeting prior to project approval. **The Planning Commission does not act on, or approve the Application and is only involved as the first body of appeal.**

APPLICABLE REGULATIONS:

Ferndale's Subdivision Ordinance 99-04 Section 1.7 on Lot Line Adjustments states: Lot lines between two or more adjacent parcels may be adjusted pursuant to the provisions of this Section and the Subdivision Map Act. The Planning Department shall limit its review and approval to the following determinations:

- (1) The proposed Lot Line Adjustment occurs between two or more existing and adjacent parcels, as defined by the Subdivision Map Act.
- (2) No new parcels are created.
- (3) Parcels involved in the Lot Line Adjustment conform to the City's building and zoning ordinances.

Ferndale Zoning Ordinance, Section 5.03 defines the Residential One-Family or R-1 Zone as intended to be applied in areas of the City where topography, access, utilities, public services and general conditions make the area suitable and desirable for single-family home development. The following regulations shall apply in all Residential One-Family of R-1 Zones:

5.03.3 Other regulations:

- a. Minimum lot area: 6,000 square feet.
- b. Minimum lot width: 60 feet.
- c. Maximum lot depth: 3 times lot width.
- d. Minimum yards: front, 20 feet; rear, 15 feet; side, 10% of lot width on each side except that no side yard may be less than 5 feet, or need be more than 12 feet.
- e. Maximum ground coverage: 35%.
- f. Maximum building height: 35 feet.

Ferndale Zoning Ordinance, Section 6.05 defines the Design Control Combining or -D Zone as intended to be combined with any principal zone in which the appearance and design of buildings and structures form a substantial contribution to the desirability of the zone for the uses permitted therein, and in which it is desired to protect the over-all Victorian appearance of the zone by regulating the design of proposed buildings and structures in the zone. The following regulations shall apply in any zone with which a Design Control Combining or -D Zone is combined:

6.05.2 Before any structure or building may be erected, structurally altered, or in any way remodeled or improved so as to change the outward appearance of the structure or building, a Design Review Use Permit shall be obtained.

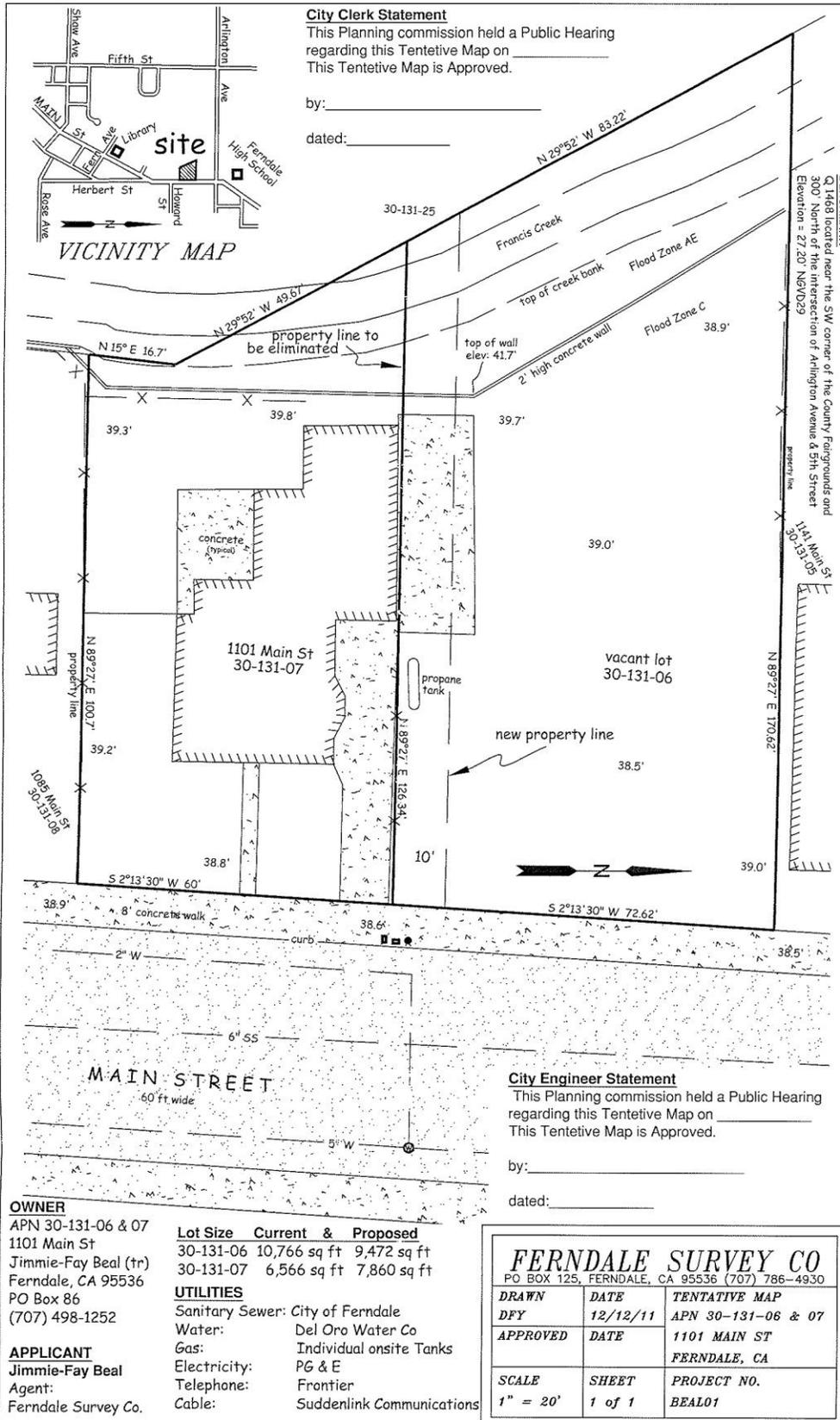
ANALYSIS:

The proposed LLA has been reviewed for conformance with the City's Zoning Ordinance. Based on the submitted lot line adjustment map and application materials the proposed lot line adjustment results in

two conforming parcels meeting applicable Zoning Ordinance standards for the R-1-D zone; no new parcels are created and there will only be one APN for each proposed parcel. As this Lot Line Adjustment does not alter the external appearance of any structures, it does not require a Design Review Use Permit.

See attached June 8, 2012 Memo from the City Engineer which contains additional analysis and recommended conditions of approval, which are also included below.

Note: The following APN map shows the approximate location of proposed new property line and the existing property line to be removed. The full size lot line adjustment map is available for review at City Hall and will be available at the July 18th public hearing.



FINDINGS OF FACT

1. This project is subject to environmental review in accordance with the California Environmental Quality Act (CEQA), and qualifies for a Class 5 Categorical Exemption per Section 15305 of CEQA Guidelines. Class 5 exempts “minor alterations to land use limitations, such as lot line adjustments, variances, and encroachment permits on land with a slope of less than 20% that do not result in changes in land use or density.”
2. The lot line adjustment is between two adjoining parcels and will not result in the creation of a greater number of parcels than originally existed prior to the lot line adjustment.
3. The proposed project as outlined and conditioned conforms to and is consistent with the Ferndale General Plan and conforms to the Ferndale Zoning Ordinance and the requirements associated with the R-1-D zone.
4. The existing project, as outlined and with conditions,
 - Maintains the integrity and character of the zone (or neighborhood),
 - Is not detrimental to the public health, safety, or welfare,
 - Is compatible with the maintenance of a healthful residential living environment and the predominantly residential character of the area,
 - Does not significantly impact the general peace, safety, comfort, health and welfare of the zone/residential communities, and,
 - Is compatible with and does not detract from the character and aesthetics of the adjacent zones.

CONDITIONS OF APPROVAL

Assuming that there are no changes to the project, and that there are no new issues brought forward before or during the public hearing, City Staff intends to approve the lot line adjustment as proposed, subject to the following conditions:

1. The applicant shall be responsible to pay all applicable fees, deposits or charges associated with the processing and finalizing of the lot line adjustment, and/or otherwise owed to the City of Ferndale. All applicable or other required fees shall be paid to the satisfaction of the City of Ferndale prior to the Notice of Lot Line Adjustment being submitted to the County Recorder for filing.
2. The Lot Line Adjustment shall be reflected in a Record of Survey (if required by §8762 Business & Professions Code) OR the Lot Line Adjustment Plot Plan, one of which will be recorded. If the Lot Line Adjustment Plot Plan will be recorded, the existing plan will need to be reduced to 8.5” x 11” and should be recorded with Notice of Lot Line Adjustment & Certificate of Subdivision Compliance cover sheet (Ferndale Subdivision Ordinance 1.701).



Office of the City Engineer
City of Ferndale, CA

MEMORANDUM

Date: June 8, 2012
To: Melanie Rheaume, City Planner
From: Annjanette Dodd, PE
 Praj White, PE, City Engineer
Subject: LLA 1209 Beal Application Review/Staff Report/Conditions of Approval

This office has reviewed the subject application and offers the following comments and/or conditions:

LLA1209 Beal – Lot Line Adjustment Application

The request is for a Lot Line Adjustment located at 1101 Main Street covering two adjacent parcels, held under common ownership. Parcel 1 (APN 30-131-06) is 10,766 sq ft in size. Parcel 2 (APN 30-131-07) is 6,566 sq ft in size. The Lot Line Adjustment (LLA) would transfer 1,294 sq ft of land from Parcel 1 to Parcel 2, resulting in two reconfigured parcels of 9,472 sq ft (Parcel 1) and 7,860 sq ft (Parcel 2). Proposed Parcel 1 is undeveloped. Proposed Parcel 2 is developed with an existing residence, attached garage, and an existing propane tank.

Referrals

The project was circulated to the following local utilities for comments:

Utility	Recommendation/Comments
Ferndale Sewer Operator	No conflicts.
Ferndale Fire Dept.	No response received by the date of this Memo.
Ferndale Police Dept.	No response received by the date of this Memo.
Del Oro Water Co.	Meter for the existing residence will still be on the property and continue to serve. The vacant lot can be provided with water service from the water main on the east side of Main Street at owners' expense if desired.
PG&E	No conflicts.
Frontier Communications	No response received by the date of this Memo.

LLA1209 – Beal Lot Line Adjustment
City Engineer Report

June 8, 2012
Page 2 of 2

Staff Analysis

1. **Application Completeness Check:** The table below identifies the evidence which supports the finding that the applicant has submitted the information required by the City of Ferndale Subdivision Ordinance Section 1.7.

Application Requirements	Submitted	Not Submitted
Completed Signed Standard Application Form	√	
Consent & Certification signed by all owners	√	
Copies of Present Owners Deeds	√	
Title Report	√	
Lot Line Adjustment Plot Plan	√	
Written Statement Explaining Reasons for LLA	√	

2. **Consistency with Subdivision Map Act:** The table below identifies the evidence which supports the finding that the parcels to be adjusted are found to be in compliance with the Subdivision Map Act.

30-131-06; PARCEL ONE

Feb. 10, 1939 from Dahlquist to Dahlquist

July 2, 1951: from Dahlquist to Beal family by Volume 175 of Official Records, Page 90

30-131-07; PARCEL TWO

Mar 5, 1952 from Dahlquist to Beal family by Volume 200 of Official Records, Page 52

These properties were exempted from subdivision regulation at the time period they were created, and are recognized as two existing legal parcels. (*Ferndale Subdivision Ordinance 1.701*)

Informational Notes

1. Due to common ownership of the parcels, new deeds are not required, though are highly recommended.
2. Approval of the Lot Line Adjustment does not guarantee that developable parcels will result. Final approval for any development will depend on demonstration of conformance with site suitability requirements in effect at the time development is proposed.

Recommended Conditions of Approval

1. The applicant shall be responsible to pay all applicable fees, deposits or charges associated with the processing and finalizing of the lot line adjustment, and/or otherwise owed to the City of Ferndale. All applicable or other required fees shall be paid to the satisfaction of the City of Ferndale prior to the Notice of Lot Line Adjustment being submitted to the County Recorder for filing.
2. The Lot Line Adjustment shall be reflected in a Record of Survey (if required by §8762 Business & Professions Code) OR the Lot Line Adjustment Plot Plan, one of which will be recorded. If the Lot Line Adjustment Plot Plan will be recorded, the existing plan will need to be reduced to 8.5" x 11" and should be recorded with Notice of Lot Line Adjustment & Certificate of Subdivision Compliance cover sheet. (*Ferndale Subdivision Ordinance 1.701*)

Section 6: BUSINESS

Meeting Date:	July 18, 2012	Agenda Item Number	6.1
Agenda Item Title:	Ferndale General Plan Safety Element Update – Initial Chapter Review		
Presented By:	Melanie Rheaume, Contract City Planner		
Type of Item:	<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Information
Action Required:	Review and file		

RECOMMENDATION: Review the attached initial draft Chapters and overall format for the General Plan Safety Element Update; provide input, and direct staff to proceed with next Chapters.

BACKGROUND:

At the June 7th meeting, City Council concurred with the Planning Commission and approved the General Plan Safety Element Update Scope. At the June 20 meeting the Planning Commission reviewed and approved the overall schedule outlining the tasks, meetings, deliverables, and coordination to accomplish the approved Scope. This will be the second of the seven required elements to be updated since 2011.

DISCUSSION:

The attached initial draft of the Safety Element Update presents the overall element format, Table of Contents, Introduction, and Definitions as outlined in the approved Scope of Work. The rest of the Element Chapters will be prepared per the schedule and are listed in this attachment with scoping language. Note that since the draft is currently in progress future tense is used in regards to anticipated coordination, subsequent to Element adoption this will be changed to past tense.

The draft Introduction provides the purpose and importance of the Safety Element as well as outlines how the City will coordinate with other agencies. The relationship to the rest of the General Plan is also discussed. This element is important because the Town of Ferndale is susceptible to natural hazards, such as earthquakes, floods and fires, and man-made hazards such as the handling and transport of hazardous materials. The City and its residents can prepare by understanding the risks associated with these hazards and devising a plan for an acceptable level of community safety. Although risks and threats cannot be eliminated, damage levels can be reduced through community preparedness, individual and community action to reduce or eliminate long-term risks (mitigation efforts), and sound development practices.

The basis for many of the Safety Element Definitions is the Office of Planning and Research General Plan Guidelines. Agency representatives will be invited to present at Planning Commission study sessions starting in September, and will have the opportunity to comment on element drafts for their respective topics. In addition to other agencies which are identified specifically for this element, the City is obligated to consult with local Native American Governments in the General Plan update process.

NEXT STEPS:

The Setting & Context and Geologic & Seismic Hazards chapters will be prepared for a Study Session and speaker at the September meeting.

City of Ferndale

DRAFT

Safety Element

Illustrations to be added



City of Ferndale

SAFETY ELEMENT

Adopted by Resolution No. 2013-XX

XXXXXXXX, 2013

City Council:

Jeffrey Farley, Mayor
Stuart Titus, Vice Mayor
Niels Lorenzen
Ken Mierzwa
John Maxwell

Planning Commission:

Jorgen Von Frausing-Borch, Chair
Daniel Brown
Uffe Christiansen
Trevor Harper
Lino Mogni

City Staff:

Jay Parrish, City Manager
Nancy Kaytis-Slocum, City Clerk

Prepared by:



**City of Ferndale
Safety Element**

Table of Contents

1.0 Introduction.....1

2.0 Definitions.....2

3.0 Setting and Context5

4.0 Geologic & Seismic Hazards.....

5.0 Flooding & Drainage Hazards.....

6.0 Fire Hazards.....

7.0 Hazardous Materials

8.0 Acceptable Risk.....

9.0 Emergency Preparedness.....

10.0 Goals, Policies, & Implementation Programs.....

List of Tables

Table 1.

List of Figures

Figure 1.

Figure 2.

Figure 3.

Appendices

Appendix A -

Appendix B -

Appendix C -

1.0 Introduction

The purpose of the Safety Element is to provide a policy basis for measures Ferndale can take to reduce the potential risk of death, injuries, property damage, and economic and social dislocation resulting from fires, floods, earthquakes, landslides, and other natural and man-made hazards.

The Element summarizes potential hazards including: seismically induced surface rupture, ground shaking, and ground failure; slope instability leading to landslides; subsidence, liquefaction and other seismic hazards; flooding; and wildland and urban fires. The Safety Element also addresses evacuation routes, peak load water supply requirements, and minimum road widths and clearances around structures as those items relate to fire and geologic hazards. The Safety Element is one of the seven mandated general plan elements listed in California Government Code §65302.

This element is important because the Town of Ferndale is susceptible to natural hazards, such as earthquakes, floods and fires, and man-made hazards such as the handling and transport of hazardous materials. The City and its residents must understand the risks associated with these hazards and devise a plan for an acceptable level of community safety. Although risks and threats cannot be eliminated, damage levels can be reduced through community preparedness, individual and community action to reduce or eliminate long-term risks (mitigation efforts), and sound development practices.

Given that the community is fairly isolated, Ferndale's challenge is to improve safety through a variety of systematic, ongoing, and well planned actions. These actions to reduce risk are based on sound analysis of hazardous conditions and include economically realistic interventions and incentives.

Ferndale's police and public works departments are first responders in the event of many natural and/or man-made disasters. Coordination with other agencies, such as the Ferndale Volunteer Fire Department, Humboldt County Office of Emergency Services, and even local service organizations, is critical. The ability of the City of Ferndale to prepare for, and respond to disaster events in a coordinated manner is essential to community health and safety.

Coordinating with other agencies for responding to fires, seismic events, hazardous materials releases and floods in and around Ferndale are critical. For example wildfires can ignite in adjacent forested and rangeland areas and threaten Ferndale structures, making CALFIRE and Ferndale Volunteer Fire Department coordination critical. Also flooding on the Eel River can affect Ferndale residents, making coordinated notification and evacuation efforts with County, State and Federal agencies critical as well. The regional interdependence of medical, transportation, communications, emergency response, and other systems necessitates these types of coordination as well as constant preparedness.

The Safety Element defines and maps the different types of potential public safety hazards, including known faults, steep slopes, areas subject to erosion, flood zones, high fire hazard areas, and locations of known hazardous materials. The Safety Element contributes to developing land use standards and policies to guide local decisions related to zoning, subdivisions, and entitlement permits. These will relate type and intensity of use to the level of risk from fire,

geologic, and other hazards, to the effect of development upon that risk, and to the availability of services and facilities to combat them. The Element contains general hazard and risk reduction strategies and policies.

During Element preparation, the city will collaborate with agencies, districts, and organizations including but not limited to: Ferndale Volunteer Fire Department, Humboldt County Office of Emergency Services, CALFIRE, FEMA, and California Geological Survey. The Element will be reviewed for consistency with other relevant plans such as the County Hazard Mitigation Plan and Master Fire Protection Plan.

Lastly, but most importantly, the community must be prepared if the City is to reduce the risks to safety. Neighborhood and business groups need to be trained on how to prepare for and respond to all types of disaster. If the citizens of Ferndale are prepared, the risk to life and property will be significantly reduced. A major focus of the City's mitigation efforts articulated in this element must be the preparation and training of the community, to help itself.

Relationship to the Rest of the General Plan

All general plan elements goals and policies must be internally consistent and are interdependent and related to each other. No single element of the plan should be used in isolation without consideration of all other component elements as an integrated general plan. The Safety Element goals and policies were reviewed for consistency with other general plan elements including but not limited to the Land Use and Unique Resources Element and the Transportation and Public Facilities Element.

2.0 Definitions

This section provides definitions of terms used throughout the Element.

Acceptable Risk: The level of risk that the majority of citizens will accept without asking for governmental action to provide protection.

Critical Facility: Facilities that either (1) provide emergency services or (2) house or serve many people who would be injured or killed in case of disaster damage to the facility. Examples include hospitals, fire stations, police and emergency services facilities, utility facilities, and communications facilities.

Debris Flow: Rapidly moving mass of water-saturated debris (suspended earth materials.)

Design Earthquake Ground Motion: The earthquake ground motion that buildings and structures are specifically designed to resist in the adopted California Building Code Section 1613.

Erosion: The gradual wearing away of rock or soil by the action of water, wind, or ice.

Expansive Soils/Bedrock: Soils or bedrock that contains minerals that expand when they absorb water and shrink when they dry out. This change in volume can exert enough force to damage buildings and other structures.

Fault: A fracture in the earth's crust resulting from the displacement of one side with respect to the other.

Faulting: A fracture in bedrock caused by displacement resulting from the action of tectonic forces.

Fault, Active: A fault that has had surface displacement within Holocene time (about the last 11,000 years).

Fault, Potentially Active: A fault which shows evidence of surface displacement during Quaternary time (the last 2 million years).

Fault Trace: The line formed by the intersection between a fault plane and the ground surface; it is graphically portrayed as a line plotted on geological maps.

Fault Zone: An area of faulting or an area of related faults that may have some width which commonly are braided, but may which may be branching.

Flood or Flooding: A rise in the level of a water body or the rapid accumulation of runoff, including related mudslides and land subsidence, that results in the temporary inundation of land that is usually dry. Riverine flooding, coastal flooding, mud flows, lake flooding, alluvial fan flooding, flash flooding, levee failures, tsunamis, and fluvial stream flooding are among the many forms that flooding takes.

Floodway: The Channel of a river or other watercourse through which flood waters flow.

Ground Failure: Ground destabilization, by mudslide, landslide, rockslide, soil liquefaction, earth subsidence, cracking, surface faulting, differential settlement and lateral spreading.

Ground Settlement: The sinking of an area of land is caused by the withdrawal of water from the ground or the gradual settlement of unconsolidated alluvial deposits or artificial fill.

Ground Shaking: Surface ground movement caused by an earthquake. The intensity of ground shaking is affected by the tectonic structure framework and near-surface geology in the location of the earthquake. Ground shaking can be measured by a seismometer. Measurements include seismic acceleration, which can be further broken down into vertical measurements (up-down shaking) and two horizontal measurements (east-west and north-south shaking).

Hazard: A source of danger, peril, or jeopardy.

Hazardous Material: An injurious substance, including pesticides, herbicides, toxic metals and chemicals, liquefied natural gas, explosives, volatile chemicals, and nuclear fuels.

Landslide: The downslope movement of masses of earth material; a general term for a falling, sliding, or flowing mass of soil, rocks, water, and debris. Includes mudslides, debris flows, and debris torrents.

Landslide Deposit: Earthen materials deposited through the landsliding process.

Landslide, by Age: The age/activity of landslides is generally based on the relative “freshness” of the geomorphology (landform) of the landslide (scarp, margins, internal features, etc) and movement. If the landslide is moving or is known to have moved in historic times (last approximately 50 years is reasonable) it is considered to be active. Landslides that have not moved within the last approximately 50 years, but retain relatively “fresh” geomorphic features and likely last moved under climatic conditions similar to the present, are considered to be dormant because they are more likely to be reactivated. The relative age of dormant landslides is greater than approximately 50 years to several thousand years. Old landslides have very eroded and sometimes indistinct geomorphology and are considered to have been active under different climatic conditions in the past, and are generally considered to be stable under present climatic conditions. The relative age of old landslides is several thousand to several tens of thousands of years.

Liquefaction: The phenomenon in which water saturated soil temporarily loses strength when subjected to seismic shaking, and then flows as a fluid, in a manner similar to quicksand.

Peakload Water Supply: The supply of water available to meet both domestic water and fire fighting needs during the particular season and time of day when domestic water demand on a water system is at its peak.

Risk: Exposure to hazard with possibility of loss or injury.

Risk -High: High probability of damage being inflicted; strong likelihood of property loss or personal injury.

Sedimentation: The process by which soil particles are suspended in water and redeposited further downstream.

Seiches: An earthquake-induced wave from oscillation in an enclosed body of water.

Seismic Induced Landslides: Slope failure caused by an earthquake.

Subsidence: The gradual, local settling or sinking of the earth’s surface with little or no horizontal motion (subsidence is usually the result of gas, oil, or water extraction, hydrocompaction, or peat oxidation, and not the result of a landslide or slope failure).

Wildland Fire: A fire occurring in a suburban or rural area which contains uncultivated lands, timber, range, watershed, brush or grasslands. This includes areas where there is a mingling of developed and undeveloped lands.

3.0 Setting and Context

NOTE: To be developed per schedule.

SCOPE: This Element section will include identification and overview of geologic, storm, flood, fire, and other potential hazards in the Ferndale Planning Area. Ferndale's location in and relationship to the greater Eel River Valley will also be discussed.

The 1975 Public Safety Element included a definition of the Ferndale Planning Area, which extends approximately one half mile to the east and west of the city boundary, north to the Salt River, and includes the immediate steep slope areas to the south of town. This remains the Planning Area for the purposes of this Element update.

4.0 Geologic & Seismic Hazards

NOTE: To be developed per schedule.

SCOPE: This section will discuss topography and geology of Ferndale and the surrounding Planning Area, and will include a map showing the location and extent of known geologic hazards. The section will address seismically induced surface rupture; ground shaking; ground failure; tsunamis; seiche; slope instability leading to mudslides and landslides; subsidence; liquefaction; and other seismic or geologic hazards known to potentially occur within the Planning Area.

5.0 Flooding & Drainage Hazards

NOTE: To be developed per schedule.

SCOPE: This section will address the potential for flooding within the Planning Area, including a flooding and floodplain management overview, flooding conditions, historical conditions, and existing improvements. The Element will identify flood hazard areas and establish policies to avoid unreasonable flood risks. A comprehensive approach will include preparing a floodplain map from FEMA data or other sources; establishing general policies to keep new development out of floodplains or to mitigate and protect against flood impacts if development is to be located in such areas; minimizing impacts on existing development where possible; establishing policies regarding capital improvements or acquisitions necessary to ensure flood protection; and establishing flood management policies which may include both structural and non-structural approaches to flood control using a multi-objective watershed approach.

6.0 Fire Hazards

NOTE: To be developed per schedule.

SCOPE: This section and related policies and implementation strategies will be prepared in coordination with the Ferndale Volunteer Fire Department. Levels of service, including minimum road widths and clearances around structures will be addressed as well as fire safety of

building construction and defensible space and its benefits balanced with City conservation goals.

7.0 Hazardous Materials

NOTE: To be developed per schedule.

SCOPE : This section will address those establishments identified within and near the Planning Area which store these materials and the potential for hazardous material spills.

8.0 Acceptable Risk

NOTE: To be developed per schedule.

SCOPE : This section will define the term ‘acceptable risk’ as the level of risk that a majority of citizens and insurance companies will accept without asking for governmental action to provide protection. Various structures and land uses will be classified according to how the population of Ferndale would be affected in the event of loss or failure of each facility, and a level of acceptable damage will be established for each facility type. This information will be used to identify best locations for the various land uses in relation to Ferndale’s hazard areas.

9.0 Emergency Preparedness

NOTE: To be developed per schedule.

SCOPE : This section will consider the steps that can be taken to cope with major emergencies such as a major earthquake, extensive flooding, or large scale threats to the public health and safety. It will be consistent with the County Hazard Mitigation Plan and will discuss collaboration with the Regional Training Institute (RTI) - Community Disaster Preparedness. The Institute’s mission is to offer a centralized system for conducting Community Emergency Response Team (CERT) training in addition to other preparedness classes.

10.0 Goals, Policies and Implementation Programs

NOTE: To be developed per schedule.

SCOPE: Goals, policies, and implementation programs will be developed to provide a policy basis for measures Ferndale can take to prevent loss of life, reduce injuries and property damage, and minimize economic and social dislocations which could result from earthquake, fire, or other natural and man-made disasters. The contract planner and City staff will work with the Planning Commission and City Council to craft policies and implementation strategies for reduction of risk and mitigation or abatement of those hazards and for emergency preparedness and disaster response through land use planning. Policies may address the intensity of development in hazardous areas, clearly define the scope of hazard mitigation measures by type of land use, requirements (if any) for geotechnical and geologic investigations to mitigate geologic hazards and clear procedures for geotechnical and geologic report review.

Section 7: CORRESPONDENCE

**Correspondence Files are available for review at City Hall during regular business hours,
Monday through Thursday, 9am to 4pm.**

Section 8: REPORTS

CITY PLANNER:

Meetings, Planning & Coordination

- Coordinated with City Manager, City Clerk, and Deputy City Clerk on planning and development projects.
- Coordinated with HCAOG on Regional Housing Needs Allocation Process.
- Researched variance conditions and requirements to determine applicability to VI signage.
- Revised the Historic District and Design Review Use Permit application processes. Prepared staff report to present to Design Review Committee at June 28 meeting.
- Coordinated with City Engineer on Lot Line Adjustment application for 1101 Main Street. Initiated staff report and Public Hearing noticing for July 18 Planning Commission meeting.
- Reviewed Variance application for the Victorian Inn. Initiated staff report and correspondence with applicant.
- Reviewed Building Permit for renovation at 724 Main Street.
- Coordinated with City Engineer to help Ferndale Resident with questions regarding a past Lot Line Adjustment at 727 Rose Ave.
- Coordinated with City Manager and City Clerk on 5th and Arlington Tentative Map expiration in light of Regional Water Board's Cease and Desist Order.
- Attended 6/7 City Council meeting to present staff report outlining the scope of the General Plan Safety Element Update. The Council authorized preparation of the element update.
- Attended 6/20 Planning Commission Meeting and presented Schedule for Ferndale General Plan Safety Element Update.

Projects

- General Plan Update—Prepared General Plan Safety Element Scope of Work and staff report recommending Council authorize the General Plan Safety Element Update and presented at 6/7 City Council meeting. Council unanimously approved. Prepared schedule for update process, including tasks, meetings, study sessions, and agency consultations and presented at 6/20 Planning Commission meeting.

DEPUTY CITY CLERK:***Meetings:***

- Daily meetings with City Manager to discuss various office issues
- Coordinated with City Manager and City Planner on planning and developmental projects.
- Regular Design Review Meeting- May 24, 2012
- Special Design Review Meeting- May 31, 2012
- Regular City Council Meeting- June 7, 2012
- Planning Commission Meeting- June 20, 2012

Projects:

- Find/Sort and made copies of all DR applications for Design Review Meeting.- 5/24/12
- Assembled Regular Design Review Agenda/Packet for May 24, 2012 Meeting.
- Assembled Special Design Review Agenda/Packet for May 31, 2012 Meeting.
- Assembled City Council Agenda/Packet for June 7,, 2012 Meeting.
- Posted Regular Design Review Agenda; uptown/at city hall.
- Posted Special Design Review Agenda; uptown/at city Hall.
- Posted City Council Agenda; uptown/at city hall/online.
- Typed Minutes for the Regular Design Review Meeting- May 24, 2012.
- Typed Minutes for the Special Design Review Meeting May 31, 2012.
- Typed Minutes for City Council Meeting- June 7 2012.
- Sign and File Resolution 2012-16.
- Sign and File Resolution 2012-17.
- Sign and File Resolution- 2012-18.
- Sign and File Resolution- 2012-19.
- Sign and File Resolution- 2012-21
- Upload City Council Video.
- Assembled Planning Commission Agenda/Packet- June 20, 2012 Meeting.
- Assembled Sign Committee Agenda/Packet for the June 21, 2012 Meeting.
- Assembled Special Design Review Agenda/Packet for the June, 21, 2012 Meeting.
- Assembled Special City Council Agenda/Packet for the June 21, 2012 Meeting
- Posted Planning Commission Agenda; uptown/ city hall/online.
- Posted Sign Committee Agenda-uptown/city hall.
- Posted Special DR Agenda-uptown/city hall
- Posted Special City Council Agenda-uptown/city hall/website.
- Coordinated with Building Inspector on Building Permits.
- Coordinated with the City Manager and City Clerk on the Design Review Process.
- Business Licenses.
- Dog Licenses.
- City Hall Rental.
- Electronic Deposits.
- Parade Permit.
- Research information on property taxes for a citizen.

- Field Observation Reports
- Faxed List of Building Permits for the month of May to the Assessor's office.

Land Use, Building and Encroachment Permits Issued

<i>B1227</i>	<i>724 Main</i>	<i>Remodel Kitchen & Bathroom</i>
<i>B1228</i>	<i>515 Shaw</i>	<i>Replace Sewer Lat, two cleanouts</i>
<i>DR1213</i>	<i>1289 Madison</i>	<i>Windows/Steps/Paint</i>
<i>DR1214</i>	<i>207 Francis</i>	<i>Gutters</i>
<i>DR1215</i>	<i>724 Main</i>	<i>Garage</i>

Section 9: Design Review

City of Ferndale, Humboldt County, California USA
Design Review Minutes for the 06/21/12 8:30am meeting

Chairman Dan Brown opened the meeting at 8:40 a.m. Committee Members Michael Sweeney, Lino Mogni, Michael Bailey and Dane Cowan along with staff Deputy City Clerk Brianna Smith were present along with members of the public Dennis DelBiaggio and applicants Michael and Gina Warner.

Modifications to agenda- Move 5c before 5a

724 Main Street- The Committee all agreed that they would like to see more details before the approve Phase 2 of the application. MOTION: (Cowan/Sweeney) Approve Phase 1 of the application. Unanimous.

1289 Main Street- MOTION: (Sweeney/Bailey) Approve application as presented. Unanimous.

207 Francis St- Tabled until paint colors for gutters are decided.

The meeting adjourned at 9:19AM. The next meeting regular meeting will be June 28, 2012

Respectfully submitted:

Brianna Smith
Deputy City Clerk

Section 10: Sign Committee

City of Ferndale, Humboldt County, California USA

Sign Ordinance Committee Minutes for the 6/21/12 2:32 pm meeting

Chairman Michael Bailey opened the meeting at 2:32 pm. Committee members Michael Sweeney, Trevor Harper, Phil Ostler and Karen Pingitore were present.

No modifications to agenda

May 17, 2012 Minutes: MOTION: Approve minutes as presented. (Pingatore/Harper). All in favor.

No public comment.

BUSINESS

A. Review, Add and Revise the following: 10004.1 Sign Standards, Maintenance and Design Control

The Committee reviewed edits completed at the May 17, 2012 meeting. Additional discussion focused on draft sub-section 1004.1.1 Design and Construction, specifically language related to sign size and what size would trigger the need for sign design by an engineer or professional designer. Under current ordinance and practice all signs are reviewed by Arnie Kemp, the City's building inspector, during the permitting process. Chairman Bailey asked if this language suggests that all signs would be reviewed by the building inspector or just some signs? What about window signs that only include writing and no structure? The Committee amended current language to include "...free-standing or hanging signs to be inspected by the building inspector that could create a public hazard."

At the May 17, 2012 meeting, the Committee amended Subsection 1004.1.5 Copy Design and Typeface Guidelines language states: These principles are provided in a separate brochure provided by the Ferndale Design Review Committee. Michael Sweeney disclosed that the Handbook for Building & Business Owners in the Historic District (assuming this is the brochure referred to above) does not include any principles related to Copy Design and Typeface. The Committee decided to strike the above language related to "...principles provided in a separate brochure..." Chairman Bailey clarified this statement to refer to a yet-to-be-determined "sign brochure" not the historic handbook already produced and distributed by the Design Review Committee. The above language pertaining to a separate brochure was amended accordingly.

At the May 17, 2012 meeting the Committee struck the language in Subsection 1004.1.6 Lighting as follows: "No sign should be lighted before sunset or after sunrise." After further discussion, the Committee sustained this action in that the restriction was not practical and decided to strike the language from this section.

B. Review Committee Inputs on Section 1004.2 Miscellaneous Business Signs

The Committee continued the discussion from the May meeting addressing 1004.2.Miscellaneous Business Signs and draft language proposed by Michael Bailey. In review of sub-section 1004.2.1 Directional (On & Off-Site) Signs, draft language stated: Directional signs may not exceed six (6) square feet in area and forty six (46) inches in height. At the May meeting, the Committee amended these dimensions to three square feet in area. After further discussion, the Committee returned to the original language of six square feet and forty six inches in height as follows:

Directional signs may not exceed six (6) ~~three (3)~~ square feet in area and forty six (46) inches in height.

At the May 17, 2012 meeting, the Committee added language under subsection 1004.2.1.3 Off-site temporary direction signs to require annual permit application and renewal. At this meeting, the Committee added additional language as follows:

An application for these signs must be submitted and removed annually along with business license renewal on July 1 (fiscal year).

At the May 17, 2012 meeting, the Committee felt that existing sign ordinance language adequately addressed sub-section 1004.2.3 Exterior and Interior signs and substituted the draft language in this section with the language from current sign ordinance language Section 7.23.3.a. (i - iv).

During further discussion, it was revealed that the height of the building was a factor that was missing in the existing language. The building height issue was especially pertinent when multiple occupants would require multiple signs (like a directory). The Committee added the language "twenty-five percent (25%) of surface area of the first floor of a building would equal totally signage allowed" to address this issue. According to Chairman Bailey, all of the material that was added from Section 7.23.3.a was already located in Section 1004.1.10.9 (Sign Area) of the new ordinance, which included the height adjustment.

The Committee continued discussions of the language pertaining to sub-section 1004.2.4 Freestanding Sign, sub-section 1004.2.5 Ground Sign, and sub-section 1004.2.6 Monument Signs. In essence, the distinction among these types of signs was the distance from the ground. In conclusion, the Committee recommended that the three sign types be combined into one type to read Free-standing, Ground, and Monument Signs. The discussion implied that the language would be adjusted to fit and combine as well as restrict the maximum height to eight (8) feet.

Committee discussion concluded with three subsections:

1004.2.7 Wall or Fascia
1004.2.8 Wall Murals and Graphic Designs, and
1004.2.9 Window and Door

The Committee concluded that existing language for sub-sections 1004.2.7 and 1004.2.8 were acceptable as presented in the draft document prepared by Michael Bailey. There was a distinction added to 1004.2.8 in the second line to include the design control combining zone as a permissible area for murals. The Committee also agreed that a statement defining the maintenance requirements for these signs should be included.

For sub-section 1004.2.9, Karen Pingatore suggested that items be added to proposed language from the 2012 International Zoning Code, specifically section 1008.3.6 Windows, item 1 and 2 as follows:

1. The aggregate area of all such signs shall not exceed 25 percent of the window area on which such signs are displayed. Window panels separated by muntins or mullions shall be considered as one continuous window area.
2. Window signs shall not be assessed against the sign area permitted for other sign types.

Karen Pingatore stated that she believed that the permits should still go through Design Review.

The next regular meeting will be July 19, 2012 at 2:30 pm. The meeting was adjourned at 5:00 pm.

Respectfully submitted by:

Michael Sweeney

Section 11: Adjourn