

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

Location:	City Hall	Date:	February 18, 2015
	834 Main Street	Time:	7:00 pm
	Ferndale CA 95536	Posted:	February 12, 2015

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 Call meeting to order / Flag salute / Roll call
- 2.0 Ceremonial
- 3.0 Modifications to the Agenda
- 4.0 Approval of previous minutes
 - 4.1 Minutes of January 21, 2015 Regular Meeting Page 3
- 5.0 Public Comment
- 6.0 Business (Note: This is the time for commissioners to report any Ex Parte communications on this agenda item.)
 - 6.1 Interview Planning Commission Applicants and Recommend
Appointments to the City Council..... Page 8
 - 6.2 Planning Commission Meeting Date Change..... Page 18
 - 6.3 Planning Commission Next Meet Date Page 19
 - 6.4 Appointment of Planning Commissioner to Design Review..... Page 20
 - 6.5 Building and Land Use Permits Jan 10. 2015– Feb 09, 2015 Page 21
 - 6.6 Design Review Committee Report & Minutes Page 22
- 7.0 Correspondence None
- 8.0 Commissioner Comments
- 9.0 City Planners and Deputy City Clerk’s Staff Reports
- 10.0 Adjournment

**The next regular meeting of the Ferndale Planning Commission will be on
TBA at 7:00 pm.**

Section 1: CALL MEETING TO ORDER

Section 2: CEREMONIAL

Section 3: UPDATE AGENDA

Proposed changes, modifications to agenda items
Commissioners' comments

Section 4: APPROVAL OF PREVIOUS MINUTES

City of Ferndale, Humboldt County, California USA
Minutes for Planning Commission Meeting of January 21, 2015

Call to Order — Chair Jorgen von Frausing-Borch called the Planning Commission Meeting to order at 7:06 pm. Commissioners Dean Nielsen and Michael Warner were present along with staff Planner George Williamson and Deputy City Clerk Kristene Tavares. Commissioner Lino Mogni had an unexcused absence and Chai von Frausing-Borch also noted there is still one open vacancy. Those in attendance pledged allegiance to the flag.

2.0 Ceremonial - None.

3.0 Modifications to the Agenda – None.

4.0 Approval of previous minutes – **Motion:** To approve the minutes of the October 15, 2014 Regular Meeting **(Nielsen/Warner) Unanimous** On the December 17, 2014 minutes there was a spelling error on Commissioner Nielsen's name. Staff will correct this error. **Motion:** to approve the minutes of the December 17, 2014 Regular Meeting with spelling correction **(Warner/Nielsen) Unanimous**

5.0 Public Comment –

None 6.0 Business

6.1 Interview Planning Commission Applicant and Recommend Appointment of Applicant to the City Council. Staff introduced the only applicant, Paul Gregson, to the Commissioners. Commissioner Warner thanked Mr. Gregson for his application and presenting his qualifications. Commissioner Warner asked Gregson if there may be any conflicts coming out of his professional career and Planning Commission Projects. Mr. Gregson commented that he could not foresee any conflicts because his company does not do any engineering in Ferndale. Commissioner Warner also asked Gregson about the time commitment. Gregson stated that Design Review was more difficult as he takes time off from work to attend those meetings. Gregson also commented that he regularly attends City Council meetings and he does not see any problems in making Planning Commission Meetings. Commissioner Warner's final question to Gregson was why he was interested in doing this. Gregson stated that he loved living here and there is a need and a service. Gregson also stated that when he moved here he started attending City Council Meetings and Water Department Board Meetings because he wanted to get a better understanding of what was going on. Gregson stated he saw people working hard to make the community a better place and decided that he needed to do that also. Commissioner Nielsen asked Mr. Gregson if he had ever worked on a General or Master Plan for a community. Gregson stated that he had not worked on them but had used them to do estimates as to growth and impacts on water, wastewater and swamp systems for both long and short term. Commissioner Nielsen stated to Gregson that if you have used them then you are familiar with structure and compliance. Gregson agreed. Chair von Frausing-Borch thanked Mr. Gregson for attending City Council Meetings and also wanted to make sure that Gregson understood the discussion at the December meeting to postpone his application until the current meeting. Gregson stated he understood and

remembered a situation in the past. Commissioners discussed Mr. Gregson's application.

Motion: Recommend to the City Council the appointment of Paul Gregson to the Planning Commission. **(Nielsen/Warner) Unanimous**

6.2 Commissioner Initiated Response to Design Concepts for the Northeast Entry into the City on Highway 211: Staff Planner Williamson presented the background and explained the different concepts. Williamson also explained that even though this is a non-action item, the Planning Commission has the option to recommend that staff put together a proposal and present it to City Council for budgeting funds. Williamson stated that when entering Ferndale, there is not much indication that you are entering the city limits. Williamson used Willow Creek as an example of how Cal-Trans used landscaping, and different improvements to dramatically reduce speeds through the town. Chair von Frausing-Borch encouraged other members of the Planning Commission to see what we can do to make people more aware that you are entering city limits. Commissioner Warner stated that he would like to be involved in any committees, putting grants together, or whatever is needed. Warner would like the gateway to be more holistically integrated into the plan. Commissioner Nielsen suggested a two phase process. Phase I should consist of asking Cal Trans to purchase four (4) 25mph signs and post one of them in front of 1362 Main Street, one on each side of the street at the city limits, and one where Market Street comes out onto highway. Nielsen stated the 35mph deceleration strip beyond city limits would not have to be changed and that by posting these new signs citizens in the affected area would be very appreciative. Nielsen then stated that Phase II would be a great opportunity to involve community and enhance the entrance into Ferndale. Nielsen asked if a resolution was needed by City Council or Planning Commission to resolve the city limits in town and what the process is in asking Cal Trans to put up four (4) speed limit signs to resolve the safety issues. Planner Williamson stated that the City Engineers would have to contact Cal Trans and initiate the process and we would have to go through the proper channels to carry out any requests. City Council will have to approve any Engineers and Planners time for any project. Williamson also stated that he has made note of the Phase I recommendation and will make some inquiries about carrying it out. Chair von Frausing-Borch stated for the purpose of clarity, we need to make a recommendation to the City Council with Planning Commission support and request that we pursue both Phase I and Phase II of this proposed project. Commissioner Warner stated that he likes the 2 Phase idea; He also stated that what was presented tonight was a good starting point and would like to know what the process is for Cal Trans to make the adjustments right away for the speed limit signs, and what the short term goals are. Warner said that he has contacts with Cal Trans and he could see what he can find out. Chair von-Frausing-Borch stated the Commissioners should ask Planner Williamson to present this to City Council and let them know the Planning Commission is willing to participate even if it means we have to form a committee that way there is community involvement. Getting the Chamber of Commerce would be especially beneficial as they are an important role in this community. Planner Williamson also encouraged Commissioners to direct him to put what he has and what was directed tonight together in a staff report and present it to the City Council. Williamson also encouraged Planning Commissioners to come to the City Council Meeting and show their support for this project. Commissioners stated they would like a chance to see the staff report before the City

Council meeting so they are better prepared for supporting this project. Staff stated it would be part of the packet and agenda. Commissioner Nielsen questioned whether we should have a work session regarding this project before the City Council Meeting. Chair von Frausing-Borch and Commissioner Warner stated that it was best to present the idea before asking for a work session. Commissioner Nielsen asked Planner Williamson how much time he thought was needed and how does he see this proceeding. Williamson stated that we have a good start, we need to find out what programs and funding are available and use any contacts at Cal Trans. Nielsen stated that he would like to see the Phase I (speed limit signs) as soon as possible. Planner Williamson will work on a proposal for the City Council for funding on both Phase I and Phase II of the proposed project as recommended by the Planning Commissioners.

6.3 Planning Commissioner Terms: Commissioners were presented with a list of Commissioners and their term dates. Chair von Frausing-Borch commented that both his and Commissioner Mogni's terms will be up in March. Staff commented that the upcoming vacancies will be posted the beginning of February.

6.4 Upcoming Orientation: Staff explained that there will be an orientation that will be attended by Planning Commissioners, Design Review Committee and City Council. The orientation will review the roles and responsibilities of each governing body.

6.5 Possible Planning Commission Meeting Date Change: Staff explained that the City Council is currently looking to move their meetings to the third Tuesday or Thursday of the month and would like Planning Commission meetings to be the first Wednesday of the month. Planning Commissioners were unanimous in changing as long as it stayed on a Wednesday evening.

6.6 Planning Commission Alternate for Design Review: Staff explained to Commissioners that due to the vacancy of the Planning Commissioner that was also appointed to Design Review, it is leaving the Design Review Committee barely making a quorum at the meetings. Staff asked commissioners to appoint an alternative until the vacancy was filled. Commissioner Warner volunteered. **MOTION:** Appoint Commissioner Warner to temporarily fill in the Design Review vacancy **(Warner/Nielsen) Unanimous**

6.7 Building and Land Use Permits: No Comments

6.8 Design Review Committee Report & Minutes: No Comments

7.0 Correspondence- None

8.0 Commissioner Comments-No Comments

9.0 City Planner's and City Clerk's Staff Report-Planner Williamson announced that he has hired a new Planner, Stephen Avis. He will introduce Mr. Avis to the commissioners at the February Meeting.

Meeting was adjourned at 8:23 pm.

Respectfully Submitted

Kristene Tavares
Deputy City Clerk

DRAFT

Section 5: 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 6: BUSINESS

Meeting Date:	February 18, 2015	Agenda Item Number	6.1
Agenda Item Title	Interview Planning Commission Applicants and Recommend Appointment of Applicants to the City Council		
Presented By:	Kristene Tavares, Deputy City Clerk		
Type of Item:	x	Action	Discussion
Action Required:		No Action	Voice Vote
			x
			Information
			Roll Call Vote

RECOMMENDATION:

Interview applicants for the Planning Commission expiring terms and make recommendations to the City Council.

BACKGROUND:

There are currently two terms that are expiring on the Planning Commission. Both Jorgen von Frausing-Borch and Lino Mogni's terms expire on March 1, 2015.

The Deputy City Clerk advertised the vacancy in the newspaper and posted the notices on three public bulletin boards in Ferndale. The deadline for application submittal was February 12, 2015. A total of four (4) applications and/or letters of interest in serving on the Commission were received.

Per the Planning Commission Ordinance 05-05, the Planning Commission will interview applicants for the position of Planning Commissioner and may make recommendations for appointment to the City Council.

§5.04 Appointments

- 5.04.1 A new commissioner shall be appointed to fill a vacancy within ninety (90) days from the next regularly scheduled City Council meeting. The City Clerk shall advertise the vacancy (via notice in newspaper, public posting) and notify Ferndale residents to contact the City Clerk for an application, which can be picked up at City Hall or mailed to the applicant.
- 5.04.2 Applications must be received by the City Clerk by ten (10) calendar days from the date of posting of the vacancy. Applications must be forwarded to the remaining members of the Planning Commission the next business day after the closing date of the announcement. The Planning Commission will interview applicants at their next regular or special meeting. A priority ranking of the Commission's recommendations as well as reasons supporting the ranking will be forwarded the following business day to the City Council via the City Clerk.
- 5.04.3 The City Clerk shall include the recommendation list and reasons to support the ranking of candidates as an action agenda item for the next regular City Council meeting. The Council may interview the applicants, or rely on the Planning Commission recommendations. A member of the Commission will be present to summarize the qualifications and merits that support their ranking, and to answer questions posed by the City Council. The Council will vote, in open session, for the new Commissioner in the order of ranking by the Commission. The first person that

receives a majority will be selected to fill the vacancy. If a majority is not obtained, or if there are no applicants, the vacancy will be re-advertised and the ninety- (90) day clock resets.

§5.05 Vacancies - Vacancies shall be filled by appointment for the remaining portion of the term, or for four (4) years, starting March 1st, for expired terms.

ATTACHMENTS:

1. Copy of the Notice of Planning Commission Vacancy
2. Copy of Notice of Planning Commission Vacancy from newspaper
3. Lino Mogni, Application
4. Jorgen von Frausing-Borch, Application and Resume
5. Stephen Schwartz, Letter of Interest
6. Ellin Beltz, Letter of Interest

CITY OF FERNDALE PUBLIC NOTICE

Planning Commission Vacancy

Notice is hereby given that the Ferndale Planning Commission has a vacancy. Please contact city hall for an application or write a letter of interest and submit by 12:00pm on 02/12/2015 to City Hall (Mon-Fri 9-4pm) or email adminasst@ci.ferndale.ca.us. Applicants should plan to attend the 02/18/2015 Planning Commission meeting for an interview. Call 786-4224 for more information.

Kristene Tavares, Deputy City Clerk
February 2, 2015

CITY OF FERNDALE PUBLIC NOTICE

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Kristene Tavares, Deputy City Clerk
February 2, 2015

niels began building a traditional Aleut kayak with local Boy Scouts Jan. 26. He will be presenter at the international sea kayak symposium Storm Gathering in Trinidad March 6-

8. Mind's Eye Manufactory will conduct another kayak building workshop the week before the event for those who will be in the area for the symposium. The meeting was adjourned at 6:31 pm.

— Contacted subject walking on Hwy 211. Subject stated was walking to residence on Coffee Creek road.

February 1: Incurable juvenile counseled and advised on 1000 block of Rose Ave.

— Report of suspicious activity on 300 block Main.

— Driver warned on traffic stop of 800 block of h.

— Driver cited for lighting, moving and equipment violations at Van Ness and California.

Feb. 2: Driver warned on traffic stop at Main and Arlington.

— Vehicle investigation at Sub Station/River Bar parking area.

— Traffic stop on a bicycle at Fernbridge and Eel River.

11358 and 11359 of the Health and Safety Code of California. The seized property is described as: 7,800.00 Control Number 15-F-01 has been assigned to this case. Use this number to identify the property in any correspondence with the Office of the Humboldt County District Attorney.

On 11/05/2014, at 1892 South Gwin Road, McKinleyville, California, Agents from the Humboldt County Drug Task Force seized property for forfeiture in connection with controlled substance violations, to wit, Sections 11358 and 11359 of the Health and Safety Code of California. The seized property is described as: \$3,330.00 Control Number 15-F-02 has been assigned to this case. Use this number to identify the property in any correspondence with the Office of the Humboldt County District Attorney.

14-F-55 has been assigned to this case. Use this number to identify the property in any correspondence with the Office of the Humboldt County District Attorney.

On 09/15/2014, on APN# 221-011-021-000, Salmon Creek, California, Agents from the Humboldt County Drug Task Force seized property for forfeiture in connection with controlled substance violations, to wit, Sections 11358 and 11359 of the Health and Safety Code of California. The seized property is described as: \$39,830.67 in U.S. Currency. Control Number 14-F-57 has been assigned to this case. Use this number to identify the property in any correspondence with the Office of the Humboldt County District Attorney.

On 01/31/2014, on 2440 Lee Lane, Eureka, California, Agents from the Humboldt County Drug

Enterprise Classifieds
 \$5.60 for 20 words or less
 Call 786-3068 for information on how to place your ad today or check out our website at ferndaleenterprise.us

Public Notice
**Notice of Vacancy
 Ferndale Planning Commission**

Notice is hereby given that the Ferndale Planning Commission has a vacancy. If interested, please submit a letter indicating why you are interested and your relevant experience or qualifications by 12:00 pm Thursday, 02/12/2015. Please deliver to City Hall (Mon-Fri 9-4pm), mail to City of Ferndale, POB 1095, Ferndale 95536 or email to adminasst@ci.ferndale.ca.us. Applicants should plan to attend the 02/18/2015 Planning Commission meeting for an interview. Call 786-4224 for further information.

Kristene Tavares,
 Deputy City Clerk

Legal Notices
Fictitious Business Name Statement
 14-00754
 The following person is doing business as Life Natural
 1500 Matthews Ranch Road
 Petrolia, CA 95556
 PO Box 966, Ferndale, CA 95536
 Kristyn Foxworth
 1500 Matthews Ranch Rd.
 Petrolia, CA 95556
 This business is conducted by an individual. S/Kristyn Foxworth. This statement filed with the County Clerk of Humboldt on December 30, 2014. Carolyn Crnich, Humboldt County Clerk
 1/22, 1/29, 2/5, 2/12/2015

For Sale
KOMFORT TRAVEL TRAILER, 23', very clean, no leaks, no rust - \$9,400
ALSO Whirlpool Commercial model FREEZER, exc.cond. for \$385, & beautiful solid oak **DINING SET** w/ table, 6 chairs and storage hutch for \$445, & U.S. Cellular **SAMSUNG GALAXY 111** mint cond. smartphone w/ accessories & w/ back-up flip top phone for \$150.
Fran, 831.288-0913.

Legal Notices
Fictitious Business Name Statement
 15-00011
 The following person is doing business as Burr Creek Angus Cattle Co.
 Chalk Mt. Ranch Road
 Bridgeville, CA 95536
 PO Box 944, Ferndale, CA 95536
 Steven R. O'Connell
 Mary E. O'Connell
 769 Van Ness Ave.,
 Ferndale, CA 95536
 This business is conducted by a married couple. S/Mary E. O'Connell. This statement filed with the County Clerk of Humboldt on January 6, 2015. Kelly Sanders, Humboldt County Clerk
 1/29, 2/5, 2/12, 2/19/15

Fictitious Business Name Statement
 15-00014
 The following person is doing business as Verdant Sales
 1622 Sunny Ave
 PO Box 604
 Eureka, CA 95501
 Keith L. Foley
 1622 Sunny Ave
 Eureka, CA 95501
 This business is conducted by an individual. S/Keith Foley. This statement filed with the County Clerk of Humboldt on January 7, 2015. Kelly Sanders, Humboldt County Clerk
 1/29, 2/5, 2/12, 2/19/15

Eel River Valley Real Estate

Vacation Rentals
 Jeannette's Cottage
 "Your home away from home"
 Sleeps up to six; daily and weekly rates available.
Jeannettescottage.com
 Hosts: Tom & Lorie Ford
 (707)786-4298



House Sitter
 Local college student looking for odd jobs, Looking to run errands, babysit, house/pet sitting, part-time retail and more. Great Ferndale references.
 Call Gillian:
 707-407-5972

For Rent

City of Ferndale
PLANNING COMMISSION APPLICATION

NAME: Lino Magni
ADDRESS: 980 Arlington PO Box 1453
PHONE: 786-4164 EMAIL: Lmagnu@gmail.com

Please list education and/or experience which you feel relates to or would be beneficial to the role of Planning Commissioner (this may include serving on a board, commission or council, past or present government or civic experience, completed courses in land use planning, etc.)

Ferndale Planning Commission 6 to 8 yrs
Fire Dept. 28 years Fire Chief 8 yrs
Design Review 8 yrs?
Business Owner & operator on main St
50 yrs.
Graduate Ferndale Hs.
Replying as present council member

Please describe your knowledge or familiarity with Ferndale's General Plan and Zoning Ordinance:

on the planning commission

Please list any planning or zoning issues with which you may find yourself in conflict:

see Commission meeting need
to be run in a professional
manner

Lino Magni
Applicant's Signature

2-9-15
Date

City of Ferndale
PLANNING COMMISSION APPLICATION

NAME: JORGEN VON FRAUSING-BORCH

ADDRESS: 837 HERBERT ST FERNDALE 95536-0115

PHONE: 496-5580 EMAIL: JVONBORCH@YAHOO.COM

Please list education and/or experience which you feel relates to or would be beneficial to the role of Planning Commissioner (this may include serving on a board, commission or council, past or present government or civic experience, completed courses in land use planning, etc.)

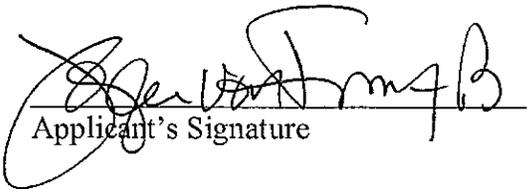
OVER THE LAST 19 YRS ON THE PLANNING COM. I HAVE GAINED THE KNOWLEDGE OF PROPER PLANNING THAT BENEFITS THE CITY & CITIZENS, AS CHAIR KEEPING A NEUTRAL POSITION.
COLLEGE OF THE REDWOODS - HISTORICAL PRESERVATION ART CENTER - ARCH DESIGN / GRAPHIC DESIGN
ATTACHED IS A COPY OF MY RESUME FROM 2001 AT WHICH TIME I RETIRED - DIDN'T FEEL I NEEDED TO REWRITE IT.

Please describe your knowledge or familiarity with Ferndale's General Plan and Zoning Ordinance:

THIS WILL BE MY 2ND GENERAL PLAN AND THE MOST COMPLETE. IT WILL BE ONE THAT WILL BENEFIT FERNDALE FOR YEARS AND SOMETHING WE ALL WILL BE PROUD OF.
DURING MY TENURE AS CHAIR - WE HAVE PASSED MANY NEW ORDINANCES & PROJECTS. IE; THE NIELSEN BLDG AND THE OLD CREAMER COMPLEX.

Please list any planning or zoning issues with which you may find yourself in conflict:

None


Applicant's Signature

2/10/15
Date

Jorgen von Frausing-Borch

837 Herbert, P.O. Box 115 Ferndale, California 95536

(707) 786-4465 e-mail: stargate@humboldt1.com

496-5580

JVONBORCH@YAHOO.COM

EMPLOYMENT

Humboldt Beacon, Fortuna, CA 1996-present 1998
Account Representative. Develop new client contacts, analyze client needs, negotiate budgets, and design weekly advertising promotions.

Pinkerton Security, Eureka, CA / *SECURITAS SECURITY* 1995-present 2013
Security Officer, rank of sargent, at Eel River Sawmills. Oversee Officers, staff training, implement security and safety procedures. *PROVIDED SECURITY @ REDWOOD MEMORIAL HOSPITAL*

Cox Communications, Eureka, CA 1990-1996
Account Executive. Designed custom advertising and promotions for broadcast. Contract negotiations. Sales staff training. Awards for Team and Superior Sales Revenue. Produced and directed "Ferndale Earthquake '92" video.

Tri-City Weekly, Eureka, CA 1985-1990
Production Artist. Designed weekly and special promotional advertising. Trained production staff.

Allpoints Advertising, Eureka, CA 1981-1985
Freelance production artist on many local accounts.

Moore Industries, Sepulveda, CA 1978-1980
Art Director/Advertising Manager. Managed advertising department. Supervised and trained employees. Designed product promotion campaigns, national and international trade show displays and sales demonstrations.

Seineger & Associates, Los Angeles, CA 1976-1978
Production artist. Motion picture and recording advertising agency.

Woolf Advertising, Los Angeles, CA 1972-1975
Production Manager. Advertising, catalogs, brochures, and related promotional material.

OTHER SKILLS

Proficient with ~~Mac~~^{PC} and related graphics and photo programs. *AUTO CAD / TURBO CAD DESIGN PROGRAMS*
Proficient in silk screening and four color separation for print production.

EDUCATIONAL BACKGROUND

College of the Redwoods, Eureka, CA: Fine Arts & *GRAPHIC DESIGN, ARCHITECTURAL DESIGN & HISTORICAL PRESERVATION & DESIGN*
Art Center College of Design, Los Angeles, CA: Graphic Design
UCLA, Westwood, CA: Fine Arts and Promotions
Pierce College of Los Angeles, Woodland Hills, CA: Graphic and Fine Arts

OTHER EXPERIENCE

Ferndale Planning Commission, Commissioner - *CHAIRMAN FOR LAST 13 YRS* 1996-present
Ferndale Chamber of Commerce 1989-present 1996
Chamber Board member, 1994-1996, Advertising Committee, 1990-1991
Fortuna Chamber of Commerce 1998-present 1998
Humboldt Arts Council 1991-1996
Advisory Board Member, 1995-1996, Board Member, 1991-1995,
Exhibition Committee, 1993-1995, Publicity & Advertising Coordinator, 1991-1995

REFERENCES

Jeff Farley, Mayor of Ferndale, 786-9805
Stuart Titus, General Manager, Humboldt County Fairgrounds, Ferndale, 786-9511
Gary Holder, Chief of Police, City of Ferndale, 786-9909

STEPHEN A. SCHWARTZ
Landscape Architecture
Park & Site Planning
835 Main Street - Box 1208
Ferndale CA 95536
(714) 488-1494
stefen.aaron@yahoo.com

9 February 2015

Kristene Taveres, Deputy Clerk
CITY OF FERNDALE
Box 1095
Ferndale CA 95536

SUBJECT: LETTER OF INTEREST
REFERENCE: PLANNING COMMISSION

Pursuant to a recent Notice of Vacancy for the Ferndale Planning Commission, I hereby submit my Letter of Interest and Qualifications.

My professional career has been providing design services to City, County and DOD governmental agencies as a Design Manager of the following A & E firms:

- JHH Consultants, Civil Engineers & Surveyors
- Wildan Engineering, Civil Engineers & Surveyors
- Daniel Mann Johnson & Mendenhall, Architects / Engineers
- Stephen Schwartz Associates, Landscape Architects / Site Planners
- Mikkelsen Schwartz LTD, Landscape Architects / Site Planners
- Sverdrup Facilities, Architects & Engineers (Civil Engineering Manager)
- Richard Fisher Associates, Landscape Architects / Site Planners
- Stephen A. Schwartz, Landscape Architects, Park & Site Planners

Projects include the following:

- Golf Course Design & Grading
- Hillside Development
- Road & Highways
- Equestrian, Hiking & Biking Trails
- Equestrian Centers
- Street Medians
- Airport Facilities, Runways, etc.
- FAA CERAP SITES & Control Towers

- IRS Facilities
- Army Tank Corp Facilities
- Navy (Marine) Housing & Base Facilities
- Air Force Military Family Housing
- Air Force Base Hanger & Launch Facilities
- Istanbul Wet & Dry Infrastructure
- Saudi Arabia (Abaq & Dahran) Public Works Facilities
- Public Parks

Education.

Bachelor of Science, California State Polytechnic University, Pomona CA - 1972

- Major - Landscape Architecture
- Minor - Civil Engineering

Licenses.

Landscape Architecture

- California No.1390 (Active)
- Arizona, Nevada & Texas (Inactive)

Grant Publications.

- Community Resources, The Rehabilitation of Sand & Gravel Lands
- A desk-top guide for restoration of gravel excavation sites

City of Orange, CA

- Ordinance Committee for Design Review Board
- Ordinance Committee for Sign Ordinance
- City Beautification Board Member
- Design Review Board Member

State Board of Landscape Architecture

- State License Review Member

American Institute of Landscape Architects (AILA)

- President, Los Angeles Chapter
- Secretary, National Institute Board

Should the City of Ferndale require any additional information, please feel free to contact me direct.

Respectfully,

Stephen Schwartz

February 12, 2015

Greetings:

Please consider my application for a seat on the Ferndale Planning Commission.

My background includes a Master's Degree from NEIU in Environmental Geology and eighteen years of teaching adults at college, university and continuing education programs. Publish or perish, of course, and I have - all the way up to and including a mass market book on Frogs.

Earlier, from high school (1972) until I went back to school in 1990, I worked for construction companies doing old house restoration, new house construction and energy retrofits on highrises as well as a brief stint as a real-estate loan officer at a bank.

I saved my home in Chicago from City-ordered demolition and it is still standing despite the surrounding area being massively changed by gentrification.

Besides teaching and maintaining my own homes, I am interested in old house preservation and the history of Ferndale and surrounding area.

I have lived in Ferndale for almost 14 years in a 1903 Victorian home on Rose Avenue. For the past ten years I have been very aware of Ferndale issues since my husband, Ken Mierzwa, has served both on Planning (~2 years) and City Council of Ferndale.

I realize that I need to be at the February 18 meeting and at whatever regularly scheduled meetings occur thereafter.

I hope you accept my application for the Planning Commission.

Sincerely yours

Ellin Beltz



1221 Rose Avenue, Ferndale, CA 95536

ebeltz@ebeltz.net

Meeting Date:	February 18, 2015	Agenda Item Number	6.2
Agenda Item Title:	Planning Commission Meetings moved to the 1 st Wednesday of the Month		
Presented By:	Kristene Tavares, Deputy City Clerk		
Type of Item:	<input type="checkbox"/>	Action	<input type="checkbox"/>
		Discussion	<input checked="" type="checkbox"/> Information
Type of Action:	<input checked="" type="checkbox"/>	No Action	<input type="checkbox"/>
		Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION

Receive and File.

BACKGROUND:

The Planning Commission at the January meeting was presented with the possibility of changing its meeting date from the 3rd Wednesday of the month to the 1st Wednesday of the month due to the pending decision of the City Council to change their meeting dates. At the February 5, 2015 City Council Meeting the City Council approved the motion to move their meetings to the 3rd Thursday of the month and move Planning Commission Meetings to the 1st Wednesday of the month.

Meeting Date:	February 18, 2015	Agenda Item Number	6.3
Agenda Item Title:	Planning Commission Next Meet Date		
Presented By:	Kristene Tavares, Deputy City Clerk		
Type of Item:	X	Action	Discussion
Type of Action:		No Action	X
			Information
			Voice Vote
			Roll Call Vote

RECOMMENDATION

Discuss and Vote on whether the next Planning Commission Meeting should be held March 4, 2015 or April 1, 2015.

BACKGROUND:

The Planning Commission will now start meeting on the first Wednesday of the month. If Planning Commission decides to meet on March 4, 2015, this will mean putting out another packet in just one week. Planning Commission can decide to fore go the March meeting and have the next Regular Planning Commission Meeting on April 1, 2015.

Meeting Date:	February 18, 2015	Agenda Item Number	6.4
Agenda Item Title	Appointment of Planning Commissioner to Design Review		
Presented By:	Kristene Tavares, Deputy City Clerk		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Discuss and Appoint Planning Commissioner for Design Review Meetings.

BACKGROUND:

Per Zoning Ordinance 02-02, the Planning Commission appoints two member of the Commission to sit on the Design Review Committee. When Commissioner Brower resigned and moved to City Council, it left the Design Review Committee with only one member. Commissioner Warner stepped in as an alternate, but the Design Review Committee is in need of a permanent Commissioner.

Business Item 6.5 - Building and Land Use Permits

<i>BUSINESS ITEM</i>	<i>January 10, 2015 –February 9, 2015</i>	
<i>Building Permits</i>		
446	Eugene	Solar Install
937	Main	Re-Roof
712	Main	Wall Heater Install
1057	5 th St	Garage Remodel/Addition

NOTE: Staff will bring the Building Permit Book to the Planning Commission meetings so that any of the commissioners, or public, can view any permits that have been issued.

Meeting Date:	February 18, 2015	Agenda Item Number	6.6
Agenda Item Title	Design Review Committee Report & Minutes		
Presented By:	Kristene Tavares, Deputy City Clerk		
Type of Item:	<input type="checkbox"/> Action	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input checked="" type="checkbox"/> No Action	<input type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

RECOMMENDATION:

Receive and file report from Design Review Committee members.

BACKGROUND:

Chairman Von Frausing-Borch and staff have discussed having the two Design Review Committee members report on items of interest. This will be an on-going item on the agenda.

ATTACHMENTS:

1. Minutes of Design Review Committee Meeting on 01/08/15.
2. Minutes of Design Review Committee Meeting on 01/22/15.

City of Ferndale, Humboldt County, California USA

Design Review Minutes for the 1/08/15 - 8:30am meeting

Chairman Mark Giacomini opened the meeting at 8:34 a.m. Committee Members Paul Gregson and Marc Daniels were present along with Deputy City Clerk Kristene Tavares. Committee Member Lino Mogni was not present. Committee Member Doug Brower is no longer on the Committee due to being elected to City Council.

Approval of Previous Minutes: **MOTION** to **APPROVE** October 23, 2014 meeting minutes.
(Gregson/Daniels) Unanimous

There were no Modifications to the Agenda.

There were no Public Comments.

446 Eugene Street: The Design Review Committee was presented with and application to install twenty (20) solar panels on the roof for the purpose of generating electricity. The Committee was also presented with a picture of the building, drawings, and information on the proposed solar panels. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to install twenty (20) Solar World 275W solar panels, on the roof, for the purpose of generating electricity.
(Giacomini/Gregson) 2-0-1 (Daniels recused due to being the Contractor)

Design Review Approval Sign-Offs: DR1322 was scrapped. DR 1417, DR1421, DR1422, DR1424, and DR1425 were signed off. DR1426 was removed.

There was no Correspondence.

Committee Member Comments: Committee Member Gregson discussed that the Design Review was an arm of the Planning Commission and the Design Review Committees job is much more than deciding on colors. The committee is allowed to have say in keeping Victorian appearance of the community by design, materials, and colors.

Meeting adjourned at 8:59 a.m.

Respectfully submitted,

Kristene Tavares, Deputy City Clerk
City of Ferndale

City of Ferndale, Humboldt County, California USA

Design Review Minutes for the 1/22/15 - 8:30am meeting

Committee members Marc Daniels and Paul Gregson were present along with Deputy City Clerk Kristene Tavares. Newly appointed alternate Planning Commissioner Michael Warner was also present. Chairman Mark Giacomini had an excused absence and Committee Member Lino Moggi was not present (unexcused).

Before Calling the Meeting to Order, a nomination was made by Committee Member Warner for Committee Member Daniels to be the temporary Chairman of this meeting since Chairman Giacomini had an excused absence and there is no Vice Chair selected. Committee Member Gregson seconded the nomination. Committee Member Daniels accepted.

Meeting was Called to Order at 8:32am

Approval of Previous Minutes: Committee Member Gregson brought to staff attention that Marc Daniels was the contractor on 446 Eugene, not the Engineer. Staff will make that change.

MOTION to APPROVE January 8, 2015 meeting minutes with the change. **(Gregson/Warner) Unanimous**

There were no Modifications to the Agenda.

There were no Public Comments.

450 Berding Street: The Design Review Committee was presented with an application to install a pre-fabricated Carport at the end of the driveway, near the garage. Committee Member Warner was not sure the overall look is conducive with the Victorian setting in this particular area. Warner also stated that the Design of the carport is very close and just maybe adding some Victorian flare to the Structural beams could help. Committee Member Daniels also commented that the carport is incongruent with the overall setting. Committee Member Gregson agreed with the Committee Members and made a motion to table the application so the applicants could come to the next meeting and discuss the options. **MOTION** to table the application until the next available meeting, January 29, 2015, and ask the applicants to come to the meeting to discuss options. **(Gregson/Warner) Unanimous**

541 Berding Street: The Design Review Committee was presented with an application to convert a two-panel window into a Three-Sided Slant Bay Window with a roof designed to match existing architecture and color of the house. Committee members agreed it would be a nice addition. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design Review Use Permit, subject to the conditions of approval listed in Attachment B, to convert a two panel window into a three-sided slant bay window with roof that will match the existing architecture and color of the house. **(Gregson/Warner) Unanimous**

607 Main Street: The Design Review Committee was presented with an application to replace the front entry door to the restaurant for ADA compliance. Door will be painted same color as existing door. Staff explained that the new door will also be similar to the side door. Committee Member Warner stated he was glad that they were keeping it consistent with the same architecture. **MOTION** to make the required findings of fact listed in Attachment A to **APPROVE** the Design

Review Use Permit, subject to the conditions of approval listed in Attachment B, to replace the front entry door to the restaurant for ADA compliance and paint the door to match existing color.
(Gregson/Warner) Unanimous

Design Review Approval Sign-Offs: None

There was no Correspondence.

Committee Member Comments: Committee Member Gregson mentioned that an email list of community members that may like to receive meeting packets may be something to look into. It may help citizens and business owners become more aware of potential changes around them. Staff commented that it could potentially have an effect on staff time.

Meeting adjourned at 9:01 a.m.

Respectfully submitted,

Kristene Tavares, Deputy City Clerk
City of Ferndale

Section 7: CORRESPONDENCE

Section 8: COMMISSIONER COMMENTS

Section 9: STAFF REPORTS

Section 10: ADJOURNMENT