

**SPECIAL AGENDA
CITY OF FERNDALE - HUMBOLDT COUNTY U.S.A.
DESIGN REVIEW COMMITTEE MEETING**

Location VIA ZOOM CONFERENCE

Date: March 11, 2021
Time: 8:30 am

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the Committees, City staff, and the public by teleconference, videoconference, or both.

We are strongly recommending that public comments for this meeting be submitted prior to the meeting. Public comments should be submitted to cityclerk@ci.ferndale.ca.us by 4:00pm on Wednesday, March 10, 2021, please be sure to put "Public Comment" in the subject line, and include the agenda item if applicable. All public comments received by 4pm will be read into the record (limit to 5 minutes) during the regular meeting.

To provide public comment during the meeting, you will need to join the Teleconference meeting.

To Join Zoom Meeting use the link:

<https://us02web.zoom.us/j/82898155243?pwd=MDhGWFFubzFFb2lRTTVxeEtidFdOdz09>

or go to Zoom.us and input the following:

Meeting ID: 828 9815 5243

Passcode: 761964

Dial in using your telephone: (Use *6 to mute and unmute)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 828 9815 5243

Passcode: 761964

1. CALL MEETING TO ORDER – CITY CLERK WILL DO ROLL CALL
2. MODIFICATIONS TO THE AGENDA
3. APPROVAL OF PREVIOUS MINUTES
 - A. Minutes of the January 7, 2021 Meeting Page 3
4. PUBLIC COMMENT. (This time is for persons who wish to address the Committee on any matter not on this agenda and over which the Committee has jurisdiction).
5. BUSINESS
 - A. 746 Main (Window Replacement) Page 5
 - B. 476 Main Street (Alter Front Façade)..... Page 27
6. CORRESPONDENCE None
7. COMMITTEE MEMBER COMMENTS
8. ADJOURN

**This notice is posted in compliance with Government Code §54954.2.
The next Regular Meeting of the Ferndale City Design Review Committee
will be AS NEEDED DURING COVID-19 PANDEMIC**

CALL MEETING TO ORDER

MODIFICATION TO THE AGENDA

APPROVAL OF PREVIOUS MINUTES

City of Ferndale, Humboldt County, California USA**Design Review Minutes for the 01/07/2021 Agenda - 8:30am meeting**

Chair Jeff Farley opened the teleconference meeting at 8:35 a.m. Committee Members Marc Daniels, Ellin Beltz and Jorgen von Frausing-Borch were present along with City Clerk Kristene Hall.

Modifications to the Agenda: None.

Approval of Previous Minutes: Approval of the December 10, 2021 Meeting Minutes. **(von Frausing-Borch/Beltz) Unanimous**

Public Comments: No Comment

989 Milton: Committee Members were presented with an application from last meetings agenda. The applicant was present with the updated plans. Committee Member von Frausing-Borch questioned if the placement of the generator had been moved so it was now within the property line. The applicant stated that the updated plans show the generator within the property line. Chair Farley questioned the decimal levels of the generator. It was determined that the generator was well within the decimal range. Committee Member Daniels questioned the use of the generator. The applicant stated it would only be used in emergency and tested twice a year. Committee Member Beltz stated concerns on the quality of the plans sent. Beltz stated they were doubled printed and extremely hard to read. **MOTION:** approve the installation of a diesel generator on newly constructed concrete slab. **(von Frausing-Borch/Beltz) Unanimous**

746 Main: Committee Members were presented with an application to replace a bathroom window with small decorative windows on the east side of the building. Committee Member Daniels stated concerns on vinyl windows and placement. Committee Member Beltz also stated concerns on both the vinyl windows and placement of the windows. Committee Member von Frausing-Borch agreed with both Daniels and Beltz. Daniels also added concerns of the decorative cornices not lining up properly if the window is replaced. Beltz also stated the drawings and information is incomplete and more precise drawings are needed. Committee Members agreed. City Clerk Hall asked for clarification on what the committee is requesting from the applicant to move the project further. The committee stated they needed 1. More concise drawings. 2. Trim detail and material use. 3. Remedy for removing the window and changing the design features with the cornices.

Correspondence: None

Committee Member Comments: None

Meeting adjourned at 9:03 am

Respectfully submitted,

Kristene Hall
City Clerk

PUBLIC COMMENT

BUSINESS

CITY OF FERNDALE
PLANNING DEPARTMENT

STANDARD APPLICATION FORM

Please provide the following information as it applies to your application. For questions, call 786-4224.

1. Type of Application

Date: 12-3-2020

☐	Bed & Breakfast Inn
☒	Design Review Use Permit
☐	Exception to Development Standards
☐	Home Occupation Permit
☐	Lot Line Adjustment
☐	Merger

☐	Major Subdivision (5 parcels or more)
☐	Minor Subdivision (4 parcels or less)
☐	Second Dwelling Unit
☐	Use Permit
☐	Variance
☐	Zoning & General Plan Amendment

2. Name of Property Owner: Dana A. WebbAddress: 7416 Main Street

3. Name of Applicant (if different): _____

Address: _____ Phone: 707-616-03064. Property Location: Two buildings from White Church on main st.

Assessor Parcel Number(s): _____

Description: two story, light blue victorianLot Area: city lot5. Present Use of Property: single home use

Present Zoning: _____

6. Description of Proposed Project: Remove current bathroom window & replace with 2 octagon & smaller detailed window.

Filing Fee: A filing fee of \$_____ has been paid as part of the application. (Refer to Resolution 00-21 for fees and charges for review and processing of development permits.) I hereby certify that to the best of my knowledge the information in this application and all attached exhibits is full, complete and correct, and I understand that any misstatement or omission of the requested information or of any information subsequently requested shall be grounds for denying the application, or suspending or revoking a permit issued on the basis of these of subsequent representations, or for the seeking of such other and further relief as may seem proper to the City.

Dana Webb 12-3-2020
Signature of Applicant or Agent Date

Authorization of Agent: I hereby authorize _____ to act as my representative and bind me in all matters concerning this application. (Form 121106)

FOR STAFF USE ONLY						
Full Ap Rec'd		Sent to Comm.		Returned		Ap notified
						Project Final

Meeting Date:	March 11, 2021			Agenda Item Number		5.a	
Agenda Item Title	746 Main Street						
Presented By:	Dana Webb and/or Staff						
Type of Item:	x	Action		Discussion		Information	
Action Required:		No Action	x	Voice Vote		Roll Call Vote	

PROJECT DESCRIPTION: Request for a Design Review Use Permit to replace a bathroom window with two octagon (22.25" x 22.25") and one rectangular (47.5" x 11.5") detail window at 746 Main Street (APN 031-141-003).

RECOMMENDATION: Staff has included findings of fact (Attachment A) necessary to take an action on the Design Review Use Permit. If the Design Review Committee accepts the findings of fact or makes comparable findings, then staff recommends the Committee approve the Design Review Use Permit, subject to the conditions of approval listed in Attachment B.

RECOMMENDED MOTION: "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 current bathroom window with two octagon and one rectangular detail window as shown in the application."

ATTACHMENTS: Findings of Fact, Conditions of Approval, project description, and photos.

Attachment A
FINDINGS OF FACT

The following findings of fact are required for approving the Design Review Use Permit.

1. The proposed design, materials, and colors are visually harmonious with and conceptually consistent in character and scale with surrounding area.
2. The existing project, as outlined and with conditions:
 - Conforms to and is consistent with the Ferndale General Plan;
 - Does not impair the natural beauty of the town's site and setting; and
 - Will not be unsightly, obnoxious or undesirable in appearance to the extent that it will hinder the harmonious development of the zone, impair the desirability of the zone for the uses permitted therein, or limit the opportunity to attain optimum use and value of the land and improvements or otherwise adversely affect the general property and welfare.

Attachment B
CONDITIONS OF APPROVAL

Staff recommends Design Review Use Permit approval be subject to the following conditions. The violation of any term or requirement of this conditional approval may result in the revocation of the permit.

1. The applicant shall be responsible to pay all applicable fees, deposits or charges associated with processing and finalizing the Design Review Use Permit, 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 before the Permit and uses allowed are considered final and approved.
2. All proposed work shall be in conformance with the approved permit application and with the information and analysis contained in the associated staff report and conditions of approval on file with the City. Should the work deviate from that as allowed by this approval, then the applicant may be required to first receive Design Review Committee approval for such changes.
3. Should the applicant or any other future owner of the subject property not conform to the requirements of these conditions, then said non-conformance shall constitute a violation of this Design Review Use Permit and shall become null and void until either all the issues have been addressed to the satisfaction of the City, or the permit is revoked.
4. All proposed and/or future development, improvements, and construction authorized hereunder shall be in conformance with all applicable City ordinances, regulations and codes, including but not limited to Zoning Ordinance 02-02, including the Design Review requirements, the Uniform Building Code, any Fire Codes and/or Public Health & Safety Code, applicable to the nature and type of proposed use and/or construction. A City building permit is required for any construction associated with the proposed project with the burden on the applicant to comply.

Dear Design Review Committee:

In regards to the email from Kristine the city clerk on Jan 7, 2021 (pg 3):

1. More concise drawing: Please see attached – page 12
2. Window Trim: The same wood trim would be used for the new windows that are currently there. I would use the current trim around the current window for the new window that has the same height, but is half of the width. I spoke with Troy at the Valley Lumber, and he said he would be able to recreate any of the detailed trim that I need for the octagon shaped windows, like the rosettes above the window and the detailed window treatment under the window sill.
3. Cornice Work Lining Up with Current Window: The corbels would be moved over to line up with the new window. They would not be left where they currently are not lining up with the new windows. Troy and I felt that we would not need corbels above both of the octagon windows; however, I am open to getting corbels above the 2 octagon windows, if the design review committee feels that they need to be there. I did attach four windows on my house currently that do not have corbels on them, even though, they are either on the second story, or they are the first story with a roof directly over them. (pg 11) If the design committee feels that the extra four corbels need to be there, Troy said he would be able to create those as well. I have all the exterior paint still from when my home got repainted last year, so I would paint them to match all of the current corbels.
4. Building Permit: I would be happy to apply for this once the windows are approved.

I have also attached photos of six other homes in Ferndale, five that are considered a R1 Residential One-Family in the Design Control Zone per the City of Ferndale: Design Control Zone and Historical District from Historical Brochure, 2015. (pg 4) The sixth one is also considered a R1 Residential One-Family right outside of the Design Control Zone off of Rose Ave. Two of them currently have octagon windows, two have multiple designed windows, how I would like the Octagons to be, and the other two are oval windows. (pg 5-7) I know the window right next door to me (pg 7) was completed within the last decade when the add-on was built. If there is any sort of specific trim that the design committee would like me to be having around any of these windows, I am flexible to having that done in order to make my home appear historically accurate.

I also attached images of my house from all various angles: the front, back, both sides, down the driveway and up the driveway. (pg 8-10) Only two of the images are able to view the current window of the upstairs bathroom, one where only half of the window is able to be viewed. That view is from the very end of my driveway. This window is not able to be viewed by the public except for during about a 75 foot period; where the majority of the time the window is so far away most people cannot see the details of the trim.

Lastly, this meeting is held when I am at work, so I am unlikely going to be able to attend this meeting in person (or via Zoom) the next time the design committee meeting is held. However, I would be happy to answer any other questions you may have via my cell phone: 707-616-0306. I work at the local Skilled Nursing Facilities working two full time positions right now during Covid-19, taking care of the regional financials and contracted staff as well as running one of the facilities as a Licensed Nursing Home Administrator. If I don't answer, it is due to me being in a meeting; however, I will do my best to be available by phone during the Design Review Committee Meeting in early March.

Thank you for considering my request. I moved to Ferndale (From Shively and Fortuna) 4 years ago, because I love the Victorian style homes that Ferndale has. I have no desire to make my home look poorly taken care of or not accurate to its historical style, so if the Design Review Committee has a specific recommendation or requirement for the trim in order for me to install these windows, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dana A. Webb', with a stylized, cursive script.

Dana A. Webb



Dana Webb <danaawebb@gmail.com>

Design Request: 746 Main Street

cityclerk@ci.ferndale.ca.us <cityclerk@ci.ferndale.ca.us>

Thu, Jan 7, 2021 at 9:39 AM

To: Dana Webb <danaawebb@gmail.com>

Dana,

We missed you at the meeting today. Unfortunately the Design Review Committee did not approve your application. The committee requested the following information:

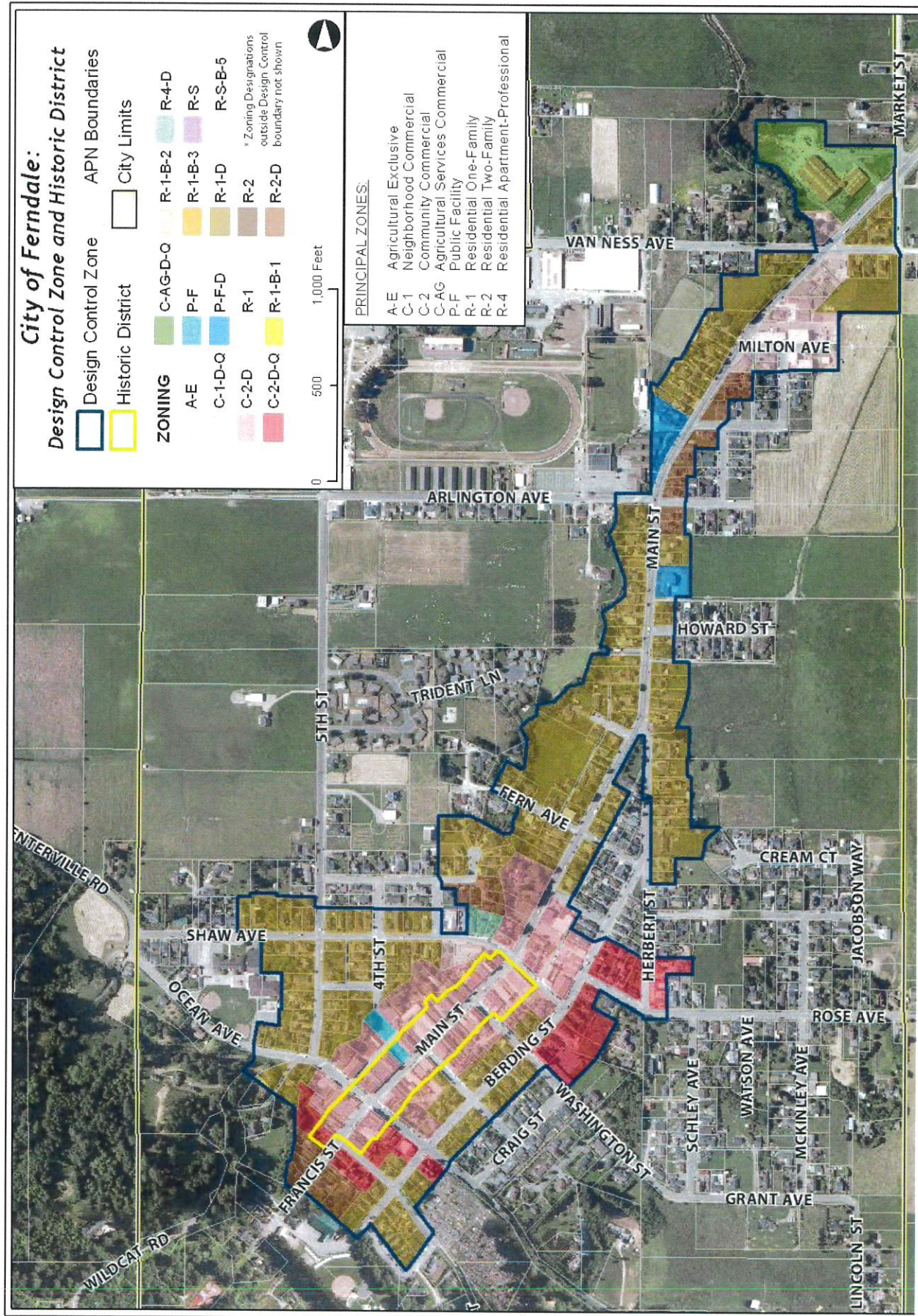
1. More concise drawings of where the window placement will be.
2. Window Trim (Vinyl windows are not usually approved in the Design Review area.)
3. The committee was extremely concerned about removing the existing window due to it changing the original feature of the house. (The cornice work lining up with the current window).
4. Just as a note, a building permit will also be required if and when this project is approved by Design Review. Building Plans will need to be submitted to the city with a building permit application.

The other option is to appeal to the Planning Commission. You have 10day to request an appeal. I would suggest still submitting mote detailed plans either way. A building permit will still need to be obtained if the planning commission decides to approve the project.

Sorry for any inconvenience. I can also give you a copy of the zoom video to more accurately hear what the committee would like.

Thank you

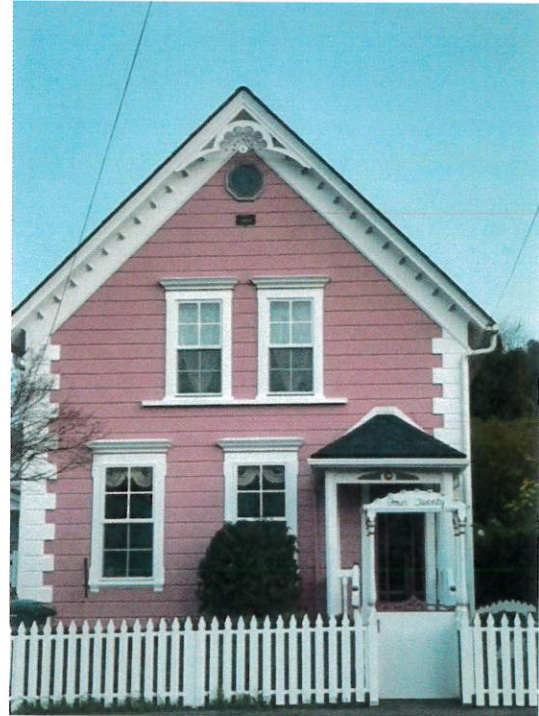
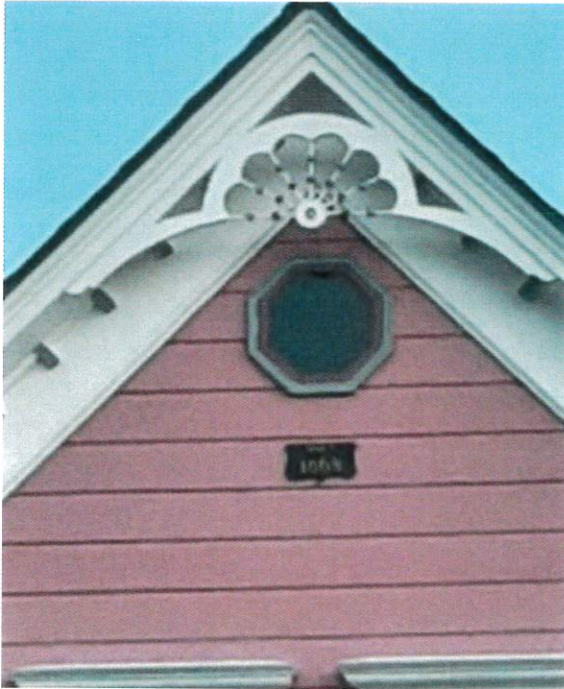
*Kristene Hall**City Clerk**City of Ferndale**PO Box 1095**834 Main Street**Ferndale, CA 95536**(707)786-4224*



Homes with octagon windows:

420 Berding Street, Ferndale, CA 95536

R1 Residential One-Family in the Design Control Zone*



580 Schley Avenue, Ferndale, CA 95536

Residential One-Family outside of the Design Control Zone*



Homes with multiple detailed windows:

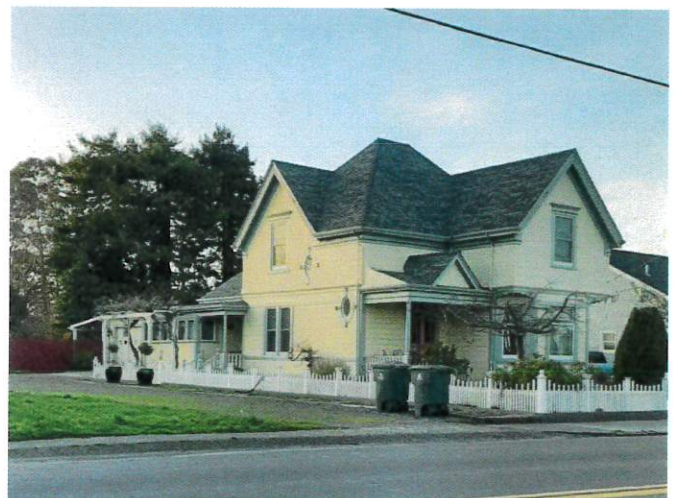
440 5th Avenue, Ferndale, CA 95536

R1 Residential One-Family in the Design Control Zone*



1009 Main Street, Ferndale, CA 95536

R1 Residential One-Family in the Design Control Zone*



Homes with oval windows:

Berding Street, Ferndale, CA 95536

R1 Residential One-Family in the Design Control Zone*



724 Main Street, Ferndale, CA 95536

R1 Residential One-Family in the Design Control Zone*

Next door to property to 746 Main Street. Add on completed in last decade.



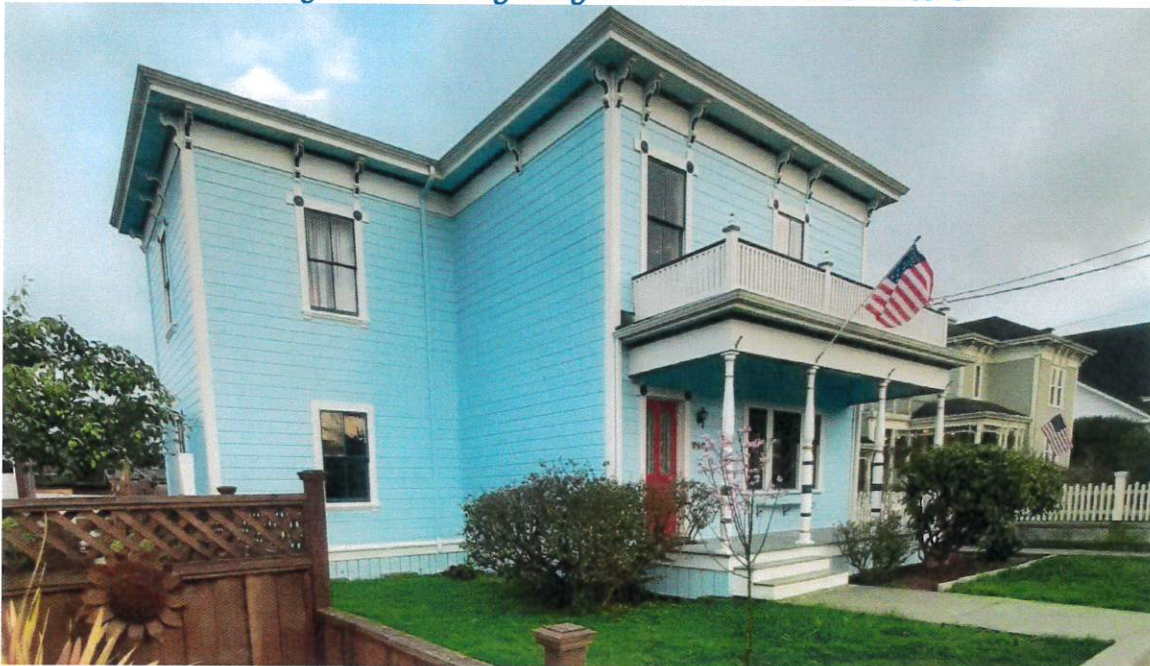
**City of Ferndale: Design Control Zone and Historical District from Historical Brochure, 2015*

746 Main Street Images:

Front view of the home



Viewing the home going towards the businesses:



View of: The home going towards city hall; Side of the home down the driveway where the windows would be placed:



Back view of the home:



From the alley

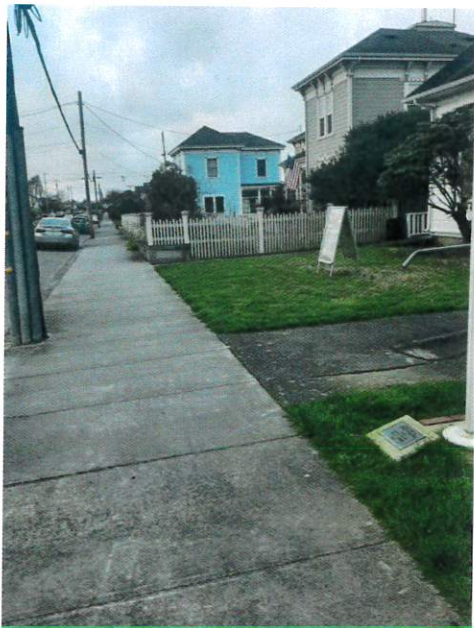


From the back yard

View of the side of the home from the back of the driveway: (You can see half of the current window from this view.)



View of the windows from Main Street: (You can see that section for about 75 feet. Details of the window are hard to see from here.)



Other windows on the second level that don't have corbels above the windows:

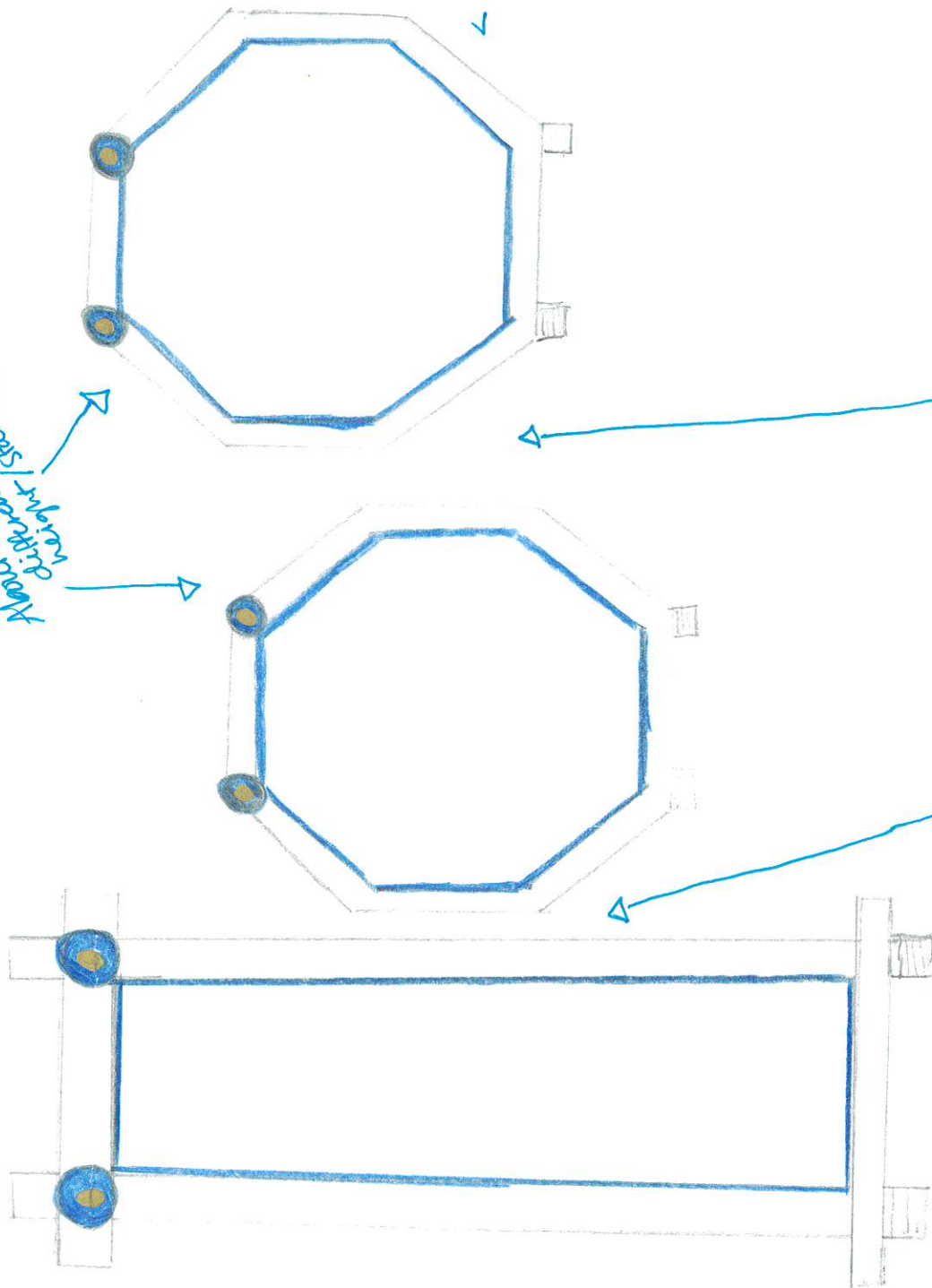


Windows on the 1st story (that doesn't have a second story above it) without corbels.



current corbels
will line up w/ new window, similar to old window

Height 12"
difference in
stairing park



24" gap

22" feet gap

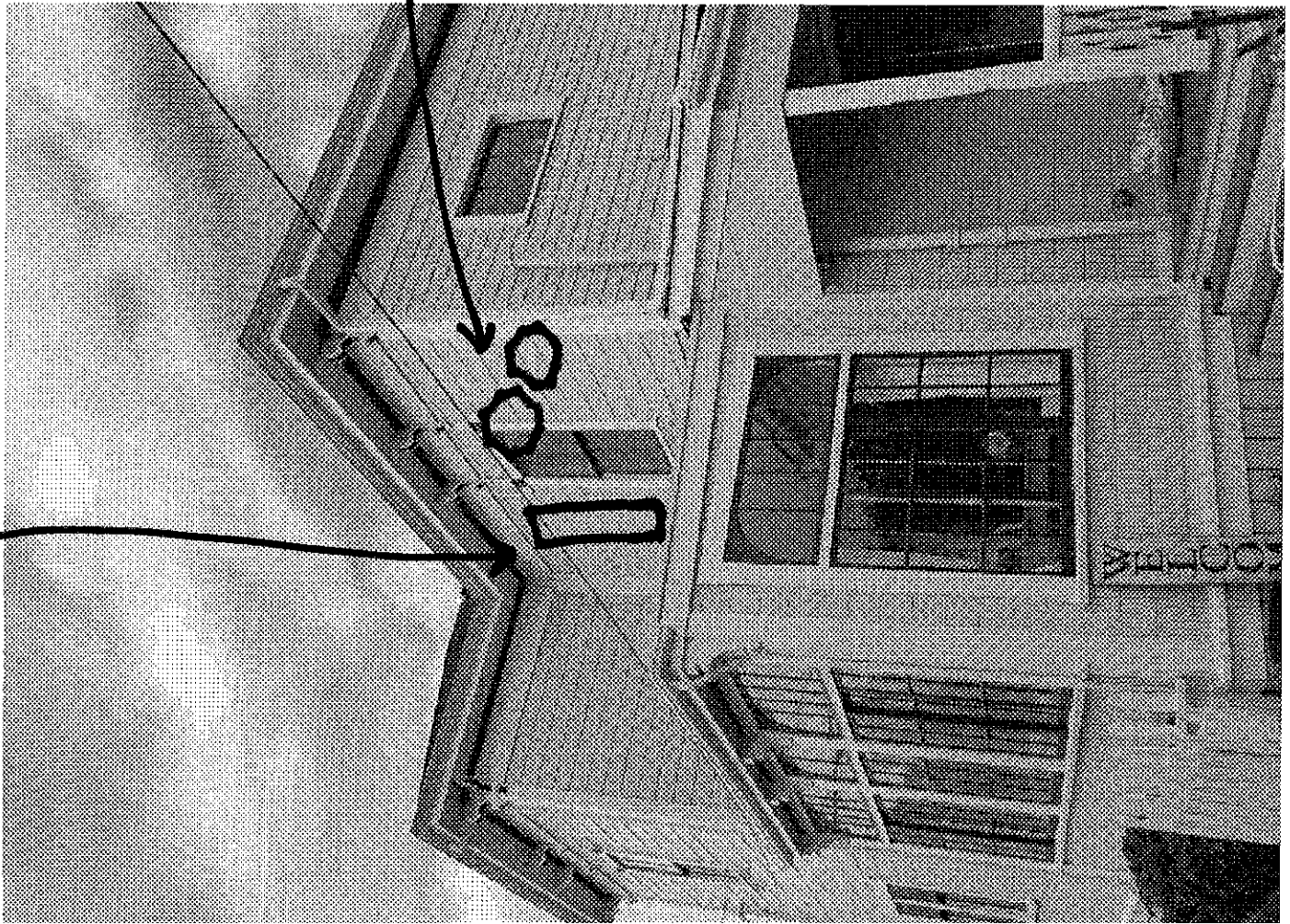
Application Submitted from Last Meeting

746 Main Street



Similar to current window, but closer to corner of house and skinnier in width.

might be diagonal; might be side by side. Will be above a bathtub, so I want high enough for privacy.





You're shopping
Redding

OPEN until 9 pm

Delivering to
9600

Search

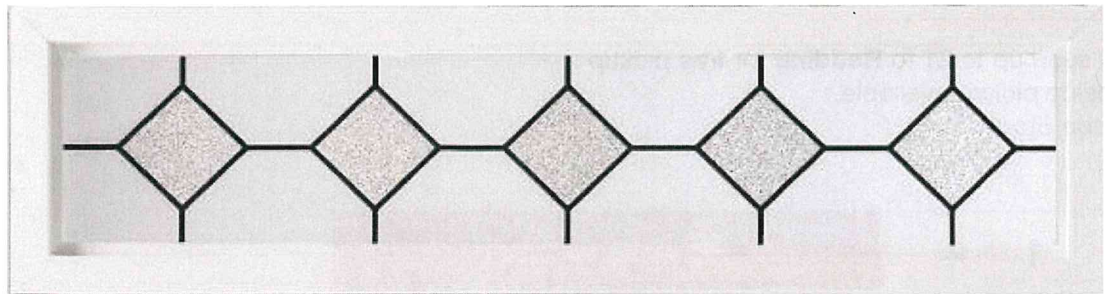
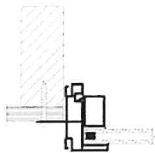
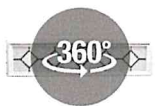


Cart | 0 items



[Home](#) / [Doors & Windows](#) / [Windows](#) / [Picture Windows](#)

Internet #206967343 Model #DF4711MISSV1500WH



Hover Image to Zoom

47.5 in. x 11.5 in. Mission Decorative Glass Picture Vinyl Window - White
by **Hy-Lite** >

243

★★★★★ (36) [Write A Review](#) [Questions & Answers \(12\)](#)



You're shopping
Redding

OPEN until 9 pm

Delivering to
9600

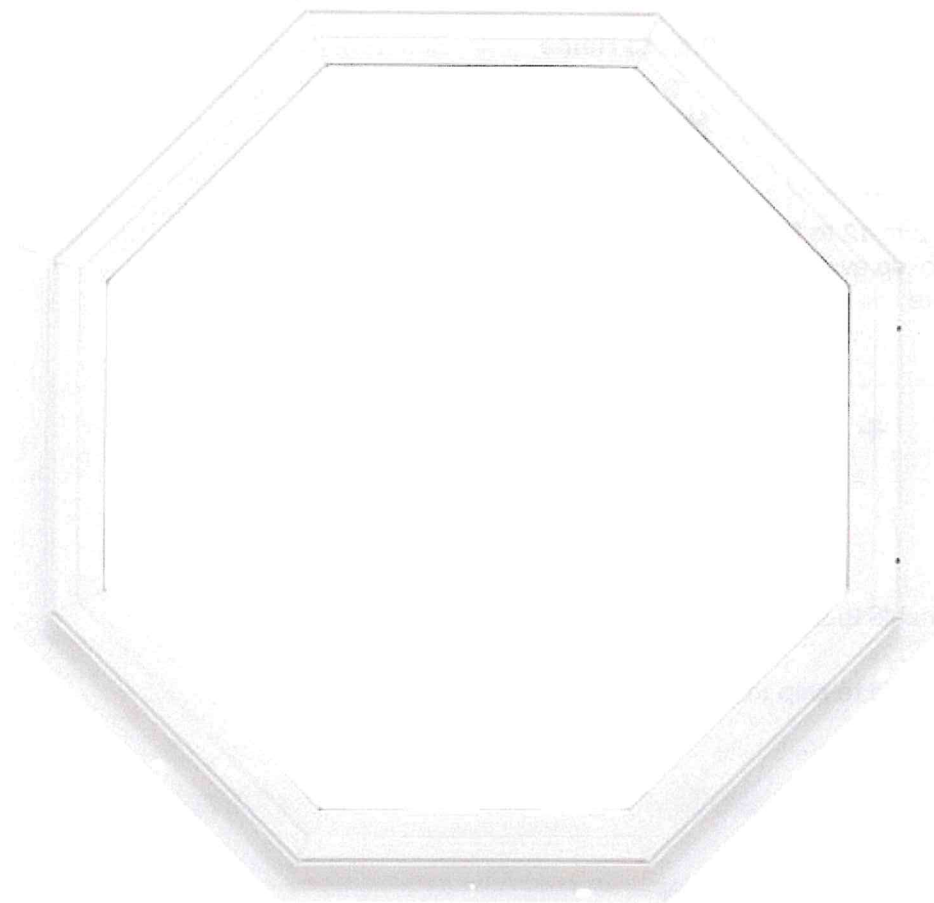
Search



Cart | 0 items

[Home](#) / [Doors & Windows](#) / [Windows](#) / [Shaped Windows](#)

Internet #202104412 Model #OCT2222-D



Live Chat

Feedback

Hover Image to Zoom

Best Seller

22.25 in. x 22.25 in. Fixed Octagon Geometric Vinyl Window - White

by **TAFCO WINDOWS** >



(120)



[Write A Review](#)

[Questions & Answers \(26\)](#)



289

might side of 746 main street if facing it

this is a bathroom w/ tub to side of the window.



flat sun roof

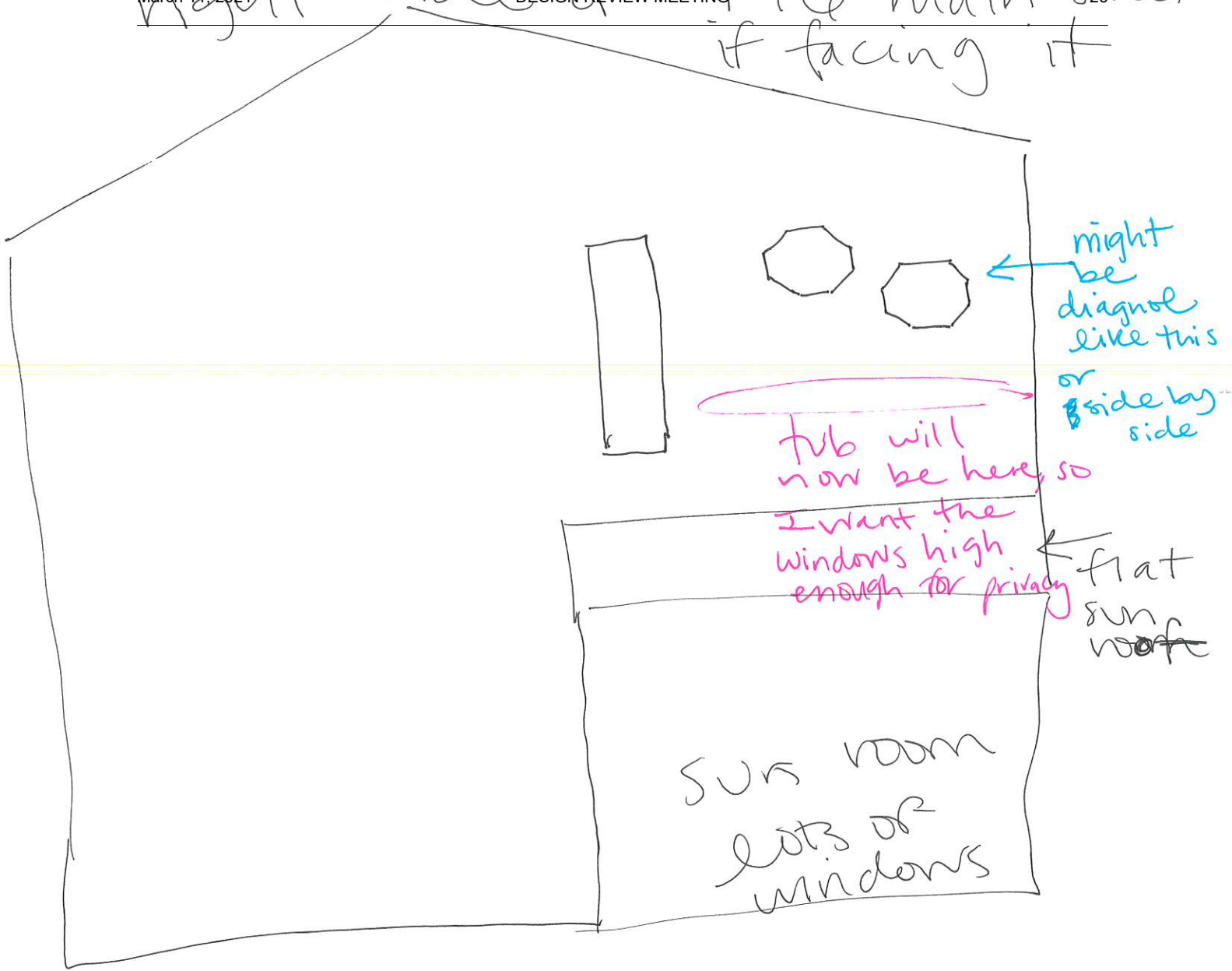
Sun room
lots of windows

drive way

current

main Street

right side of 746 main Street
if facing it



drive way

main Street

future plans

Meeting Date:	March 11, 2021	Agenda Item Number	5.b
Agenda Item Title	476 Main Street		
Presented By:	Gilbert Vuagniaux and/or Staff		
Type of Item:	x	Action	Discussion Information
Action Required:		No Action	x Voice Vote Roll Call Vote

PROJECT DESCRIPTION: Request for a Design Review Use Permit to alter the front façade of the building to restore historical façade from 1910 at 476 Main Street (APN 031-091-016).

ENVIRONMENTAL REVIEW: The proposed project has been reviewed for compliance with the California Environmental Quality Act (CEQA). The proposed project qualifies for a Class 31, Section 15331 Categorical Exemption from preparation of environmental documents. This exemption consists of projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards.

STAFF RECOMMENDATION: Staff has included findings of fact (Attachment A) necessary to take an action on the Design Review Use Permit. If the Design Review Committee accepts the findings of fact or makes comparable findings, then staff recommends the Committee approve the Design Review Use Permit, subject to the conditions of approval listed in Attachment B.

Recommended Motion: "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, restore historical front façade to circa 1910."

PROJECT SUMMARY: The applicant plans on altering the front façade on the building to restore the front façade to circa 1910. Please see attached photos and drawings.

ATTACHMENTS: Findings of Fact, Conditions of Approval, photos and drawings.

Attachment A
FINDINGS OF FACT

The following findings of fact are required for approving the Design Review Use Permit.

1. Because the Design Review Use Permit for the project is a discretionary action of the City, this project is subject to environmental review in accordance with the California Environmental Quality Act (CEQA), and qualifies for Class 31, Section 15331 Categorical Exemption from preparation of environmental documents. This exemption consists of consists of projects limited to maintenance, repair, stabilization, rehabilitation, restoration, preservation, conservation or reconstruction of historical resources in a manner consistent with the Secretary of the Interior's Standards
2. The proposed design, materials, and colors are visually harmonious with and conceptually consistent in character and scale with surrounding area.
3. The existing project, as outlined and with conditions:
 - Conforms to and is consistent with the Ferndale General Plan;
 - Does not impair the natural beauty of the town's site and setting; and
 - Will not be unsightly, obnoxious or undesirable in appearance to the extent that it will hinder the harmonious development of the zone, impair the desirability of the zone for the uses permitted therein, or limit the opportunity to attain optimum use and value of the land and improvements or otherwise adversely affect the general property and welfare.

Attachment B
CONDITIONS OF APPROVAL

Staff recommends Design Review Use Permit approval be subject to the following conditions. The violation of any term or requirement of this conditional approval may result in the revocation of the permit.

1. The applicant shall be responsible to pay all applicable fees, deposits or charges associated with processing and finalizing the Design Review Use Permit, 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 before the Permit and uses allowed are considered final and approved.
2. All proposed work shall be in conformance with the approved permit application and with the information and analysis contained in the associated staff report and conditions of approval on file with the City. Should the work deviate from that as allowed by this approval, then the applicant may be required to first receive Design Review Committee approval for such changes.
3. Should the applicant or any other future owner of the subject property not conform to the requirements of these conditions, then said non-conformance shall constitute a violation of this Design Review Use Permit and shall become null and void until either all the issues have been addressed to the satisfaction of the City, or the permit is revoked.
4. All proposed and/or future development, improvements, and construction authorized hereunder shall be in conformance with all applicable City ordinances, regulations and codes, including but not limited to Zoning Ordinance 02-02, including the Design Review requirements, the Uniform Building Code, any Fire Codes and/or Public Health & Safety Code, applicable to the nature and type of proposed use and/or construction. A City building permit is required for any construction associated with the proposed project with the burden on the applicant to comply.

CITY OF FERNDALE
PLANNING DEPARTMENT

STANDARD APPLICATION FORM

Please provide the following information as it applies to your application. For questions, call 786-4224.

1. Type of Application

Date:

2/19/21

☐	Bed & Breakfast Inn
☐	Design Review Use Permit
☐	Exception to Development Standards
☐	Home Occupation Permit
☐	Lot Line Adjustment
☐	Merger

☐	Major Subdivision (5 parcels or more)
☐	Minor Subdivision (4 parcels or less)
☐	Second Dwelling Unit
☒	Use Permit
☐	Variance
☐	Zoning & General Plan Amendment

2. Name of Property Owner: GILBERT VAGNIAUXAddress: 461 BERDING ST PO Box 336

3. Name of Applicant (if different): _____

Address: _____ Phone: (626) 625-71224. Property Location: 476 MAIN STAssessor Parcel Number(s): 031-091-016-000Description: COMMERCIAL

Lot Area: _____

5. Present Use of Property: N/APresent Zoning: COMMERCIAL6. Description of Proposed Project: ALTER THE EXISTING FACADEAS PER NEW PROPOSED DESIGN/PLAN WITH THE INTENTION
TO MATCH THE HISTORICAL MAIN ST PICTURE CIRCA 1910

Filing Fee: A filing fee of \$_____ has been paid as part of the application. (Refer to Resolution 00-21 for fees and charges for review and processing of development permits.) I hereby certify that to the best of my knowledge the information in this application and all attached exhibits is full, complete and correct, and I understand that any misstatement or omission of the requested information or of any information subsequently requested shall be grounds for denying the application, or suspending or revoking a permit issued on the basis of these or subsequent representations, or for the seeking of such other and further relief as may seem proper to the City.

[Signature] 2/19/21
Signature of Applicant or Agent Date

Authorization of Agent: I hereby authorize _____ to act as my representative and bind me in all matters concerning this application. (Form 121106)

FOR STAFF USE ONLY					
☐	☐	☐	☐	☐	☐
Full Ap Rec'd	Sent to Comm.	Returned	Ap notified	Project Final	



10:01



Done

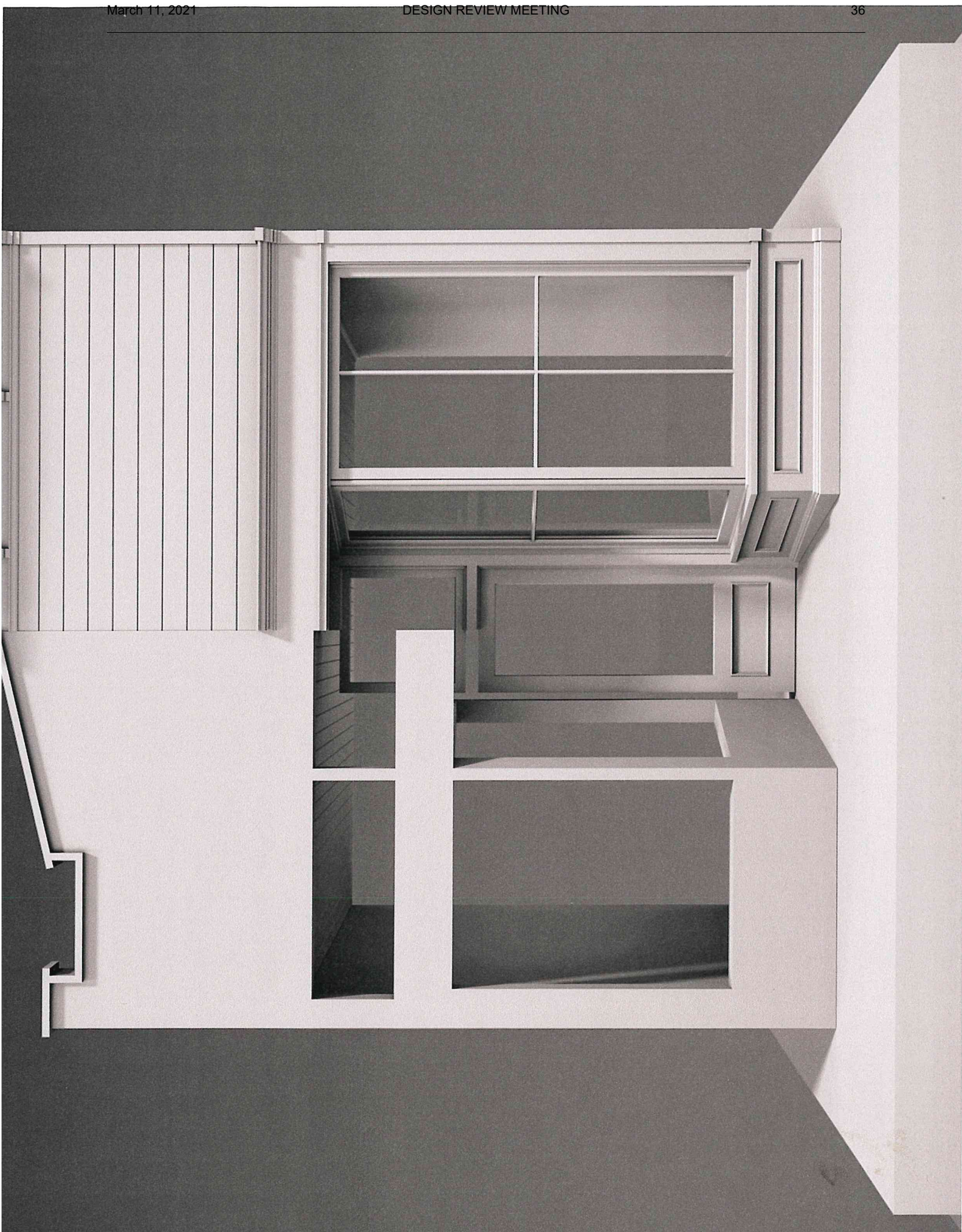
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CORRESPONDENCE

COMMITTEE COMMENTS

ADJOURN