

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

Location VIA ZOOM CONFERENCE

Date: December 2, 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, December 1, 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:

Join Zoom Meeting

<https://us02web.zoom.us/j/84027621763?pwd=MnNDYzJ6UEFINTEvcU40bTR1dE5Wdz09>

or go to Zoom.us and input the following:

Meeting ID: 840 2762 1763

Passcode: 258787

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: 840 2762 1763

Passcode: 258787

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 September 23, 2021 and October 28, 2021 Meetings.... 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. 470 4th Street (Convert tower structure to residence)..... Page 7
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 Action Minutes for the 09/23/2021 Agenda - 8:30am meeting**

Chair Jeff Farley opened the Zoom meeting at 8:32 a.m. Committee Members Ellin Beltz, Jorgen von Frausing-Borch, and Marc Daniels were present along with City Clerk Kristene Hall.

Modifications to the Agenda: None.

Approval of Previous Minutes: **Motion:** to Approve the Minutes of the September 16, 2021. (Beltz/von Frausing-Borch) **Motion Passed**

Public Comments: No Comment

394 Main Street: Committee Members were presented with an application to install a full-service ATM in the northwest corner of the building.

ACTION:

Committee Members discussed the installation of the ATM. The Applicant was present to answer questions. Committee Member Beltz and Committee Member Daniels both questioned the bank using the current atm placement on the building located on Brown Street instead of cutting another hole in the building. The applicant stated the bank stipulation on placing the full-service ATM in town was that it be located on Main Street due to the ease of use and the green limited parking zone already being in place. Chair Farley disagreed stating the plans were well engineered and that placement would be fine. Committee Member von Frausing-Borch stated he see both sides. Committee Member Beltz stated concerns on the blinking lights on the ATM's and the effects on people with epilepsy. **Motion:** to Approve the installation of the ATM on the northwest corner of the building with the stipulation the bank look into not using blinking lights. **(von Frausing-Borch/Farley) 2-2 Motion failed.** Committee Member Farley questioned the applicant on placing the ATM on Brown Street. The applicant also questioned the blinking lights and stated that if the blinking lights were an issue with epilepsy, the ADA would not allow them to be used nationwide. The applicant questioned what was needed for approval on Brown Street. **Motion:** to approve the placement of the ATM on Brown Street, where former ATM was positioned, with the stipulation the bank look into minimize the lighting of the ATM. **(Beltz/Daniels) Unanimous**

620 Main Street: Committee Members were presented with an application to reroof the residence using Cobblestone gray roofing.

ACTION:

No Committee or Public Comments

Motion: to approve the reroof using Cobblestone gray roofing. **(von Frausing-Borch/Beltz) Unanimous**

857 Main Street: Committee Members were presented with an application to repaint the residence using the proposed color swatches, replace hazard stairs on front porch, and place wood shutters on windows.

ACTION:

Committee Members asked for applicant to bring back information on shutters. Committee Member Daniels questioned the materials for the stairs.

Motion: to approve the paint on the residence and ask the applicant to bring back information on the shutters and material use of the stairs.

Discuss Proposed Checklist: Committee Members discussed a proposed checklist presented by Committee Member Beltz.

No Action was Taken

Correspondence: None.

Committee Member Comments: None

Meeting adjourned at 9:33 am

Respectfully submitted,

Kristene Hall
City Clerk

DRAFT

City of Ferndale, Humboldt County, California USA**Design Review Action Minutes for the 10/28/2021 Agenda - 8:30am meeting**

Chair Jeff Farley opened the Zoom meeting at 8:30 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: None

Public Comments: No Comment

600 Main Street: Committee Members were presented with an application to install new business signage.

ACTION:

There were no questions or comments. **Motion:** to approve the signage using the materials and design stated in the application. **(Beltz/von Frausing-Borch)** Unanimous

Correspondence: None.

Committee Member Comments: None

Meeting adjourned at 8:36 am

Respectfully submitted,

Kristene Hall
City Clerk

PUBLIC COMMENT

BUSINESS

Meeting Date:	December 2, 2021	Agenda Item Number	5.a
Agenda Item Title	470 4 th Street		
Presented By:	Daniel Lawrence and/or Staff		
Type of Item:	☒ Action	☐ Discussion	☐ Information
Action Required:	☐ No Action	☐ Voice Vote	☒ Roll Call Vote

PROJECT DESCRIPTION: Request for a Design Review Use Permit to convert a tower structure into a residential structure at 470 4th Street (APN 031-083-004).

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 convert an existing tower structure into a residential structure using materials and dimensions provided on the application.”

ATTACHMENTS: Findings of Fact, Conditions of Approval, Design plans.

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.

CITY OF FERNDALE
PLANNING DEPARTMENT
STANDARD APPLICATION FORM

NOTE: Design Review Application will expire 180 days/6 months after Design Review Committee approve application. Applicant can ask for an extension (another 180 days/6 months) then if project not started or completed you must reapply with the Design Review Committee.

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

1. Type of Application

Date: November 15, 2021

	Bed & Breakfast Inn		Major Subdivision (5 parcels or more)
X	Design Review Use Permit		Minor Subdivision (4 parcels or less)
	Exception to Development Standards		Second Dwelling Unit
	Home Occupation Permit		Use Permit
	Lot Line Adjustment		Variance
	Merger		Zoning & General Plan Amendment

2. Name of Property Owner: **Daniel Lawrence** _____

Address: _____

3. Name of Applicant (if different): _____

Address: _____ Phone: _____

Email Address _____

4. Property Location: **470 4th Street, Ferndale** _____

Assessor Parcel Number(s): **031-083-004** _____

5. Present Use of Property: Commercial _____

Present Zoning: **C-2-D-Q** _____

6. Description of Proposed Project: **to convert tower structure into small 2-story house.**

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.

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



This project, the conversion of the existing tower structure, is pretty straight forward and simple.

The Tower was a permitted build in 2012 for the specific purpose of protecting the Willis Hadley Playhouse while I remodeled it for him. The Playhouse has since been moved to its permanent location on Main St. This Tower is extremely engineered for earthquake resistance. The addition of the exterior wall framing and shear walls installed within the beam and posts of the tower will only add to that resistance to earthquakes.

This will be a 2 floor small house of 512sq/ft total. 256sq/ft per floor. The finished house will be dressed in a Victorian mode consistent with our town. All the doors and windows are being hand made by me from reclaimed redwood water tank stock.

There are a couple of unusual issues that were easily resolved.

One being the sewer. Due to the elevation change between the Tower location and the nearest access to city sewer is on the other side of the 4th street bridge it is necessary to install a sewer/sump pump system to pump the wastewater over the elevation change of the bridge. That issue is being dealt with by Del Biaggio Construction.

The second issue was first floor joist clearance for plumbing drains. Since the joist are being hung off the main beam of the Tower there is only 8in. of space between the pavement level and the bottom of the main beams. I solved that issue by keeping all plumbing fixtures on the back wall and routing the drains out through the wall just above floor level to allow sufficient drop to the sewer sump. Once installed they will be covered for protection.

We are installing a 200amp service box as we are using a 220v 116amp tankless water heater.

We will be using industry standard building practices. There is nothing exotic or "new" in this build.

This is an unusual Project.
The existing tower structure was permitted and built in 2012 for the protection of The Willis Hadley Playhouse remodel. The structure itself is extremely engineered for earthquake resistance.

The structure is 16' wide on all four sides, 16'7" to the top of the top beam. The foundation piers are 2'4"sq and sunk 3' from ground level.

The house consists of two(2) floors. Each floor is approximately 256sq/ft for a total of 512sq/ft

The Main Electrical Service Box is a 200amp 24 slot unit mounted on the exterior back edge of the left wall post.

The wall framing is set inside the beams adding to the structural integrity of the tower itself. The 1st Floor subflooring ties into the main bottom beams thereby increasing rigidity of the frame itself.

Due to minimal clearence from ground level to 1st floor joists presents an unusual situation resulting in the need to exit all drain lines through the back wall at 1st floor level with a 15deg drop to the sewer/sump pump system. This is straight forward as all plumbed fixtures are located on the back wall.

A Sewer pump/sump system will be installed to push waste water over the 4th Street bridge to the city sewer system on 4th street. The sump/pump unit is a Liberty Pump Pro 380 P38LE51 1/2HP 110V. Pump is installed in a hole approx. 41"dia and 36" deep. Sump is located at the rear of the structure on the right side of the building. System installation is by subcontractor, Del Biaggio Construction.

Hot water is supplied by a 220v 116amp tankless water heater. Mounted on the back wall on the right side next to the city water inlet line.

A.O. Smith Signature 240-Volt 28-kW
2.4-GPM Tankless Electric Water Heater
Item #1055544Model #R4LR-280E

Property has existing municipal water supply.

Entire property is paved in asphalt 4in thick.

Property slopes only about 12" south west to north east to the Francis Creek.

Spiral Stair case will be installed per manufacturer's specs

The Tower House 470 4th Street Ferndale, CA	Description	Date: 9/20/2021
Design by: Daniel L. Lawrence		Pg 2 of 25

CORRESPONDENCE

COMMITTEE COMMENTS

ADJOURN