

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

Location VIA ZOOM CONFERENCE

Date: September 16, 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, September 15, 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/81081199106?pwd=czlNUk1sdU5vNEVFRHJGalG4V1hmUT09>

or go to Zoom.us and input the following:

Meeting ID: 810 8119 9106

Passcode: 381347

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: 810 8119 9106

Passcode: 381347

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 August 5, 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 St (Split Bathroom Window in Half) Page 5
6. CORRESPONDENCE Page 12
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 08/05/2021 Agenda - 8:30am meeting**

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

Modifications to the Agenda: None.

Approval of Previous Minutes: **Motion:** to Approve the Minutes of the June 3, 2021, and June 24, 2021 meeting minutes. (Beltz/von Frausing-Borch) **Motion Passed**

Public Comments: No Comment

619 Main: Committee Members were presented with an application to remove unused, dilapidated gate posts.

ACTION:

Committee Members discussed the removal of the posts. Members asked staff to encourage applicant to keep the posts as they have become a feature of the town and have been in several movies that were filmed. Members also stated to possibly ask applicant to at least keep one post located behind telephone booth. Staff will make the request. **Motion:** to remove the gate posts at 619 Main Street. (Fralely/ von Frausing-Borch) **Motion passed.** Committee Member Beltz voted no on the project.

Correspondence: None.

Committee Member Comments: Committee Member Beltz discussed the landscaping at the Ferndale Library.

Meeting adjourned at 8:49 am

Respectfully submitted,

Kristene Hall
City Clerk

PUBLIC COMMENT

BUSINESS

Meeting Date:	August 12, 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 split current bathroom window in half 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 split current window in half 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.

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: 6-26-2021

<input type="checkbox"/>	Bed & Breakfast Inn
<input checked="" type="checkbox"/>	Design Review Use Permit
<input type="checkbox"/>	Exception to Development Standards
<input type="checkbox"/>	Home Occupation Permit
<input type="checkbox"/>	Lot Line Adjustment
<input type="checkbox"/>	Merger

<input type="checkbox"/>	Major Subdivision (5 parcels or more)
<input type="checkbox"/>	Minor Subdivision (4 parcels or less)
<input type="checkbox"/>	Second Dwelling Unit
<input type="checkbox"/>	Use Permit
<input type="checkbox"/>	Variance
<input type="checkbox"/>	Zoning & General Plan Amendment

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

3. Name of Applicant (if different): _____

Address: _____ Phone: 707-666-03004. 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: _____

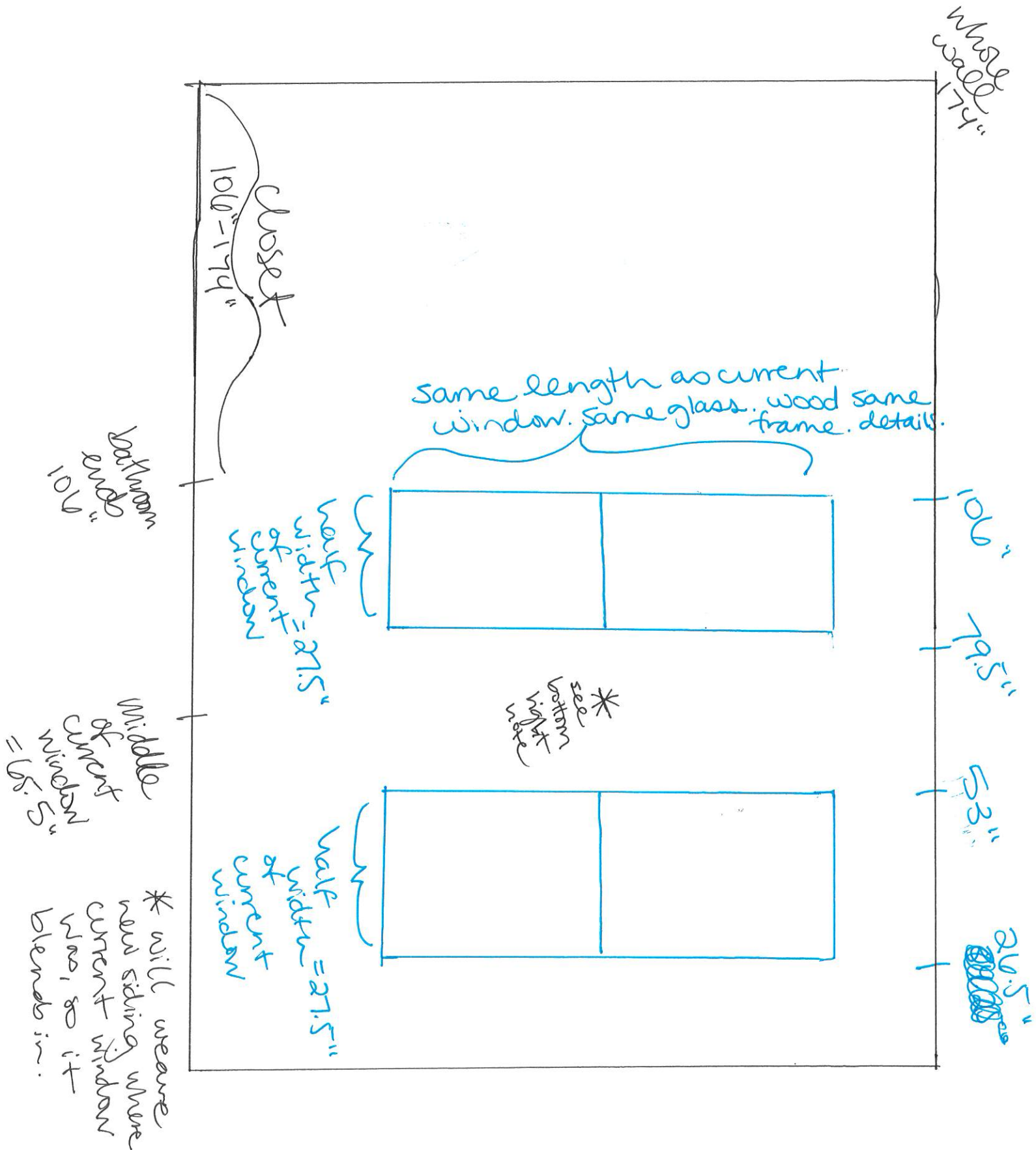
6. Description of Proposed Project: Split - current bathroom window in half, width wise and center on current bathroom wall.

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 6-26-2021
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	



From: [Dana Webb](#)
To: cityclerk@ci.ferndale.ca.us
Subject: Re: Design Committee Request
Date: Sunday, August 8, 2021 10:46:59 PM

I will try to get a picture and add in the windows, but you are welcome to submit as is. I am not planning on purchasing any windows. I am just planning on using the one that is already there. I will attend the meeting. Is it still over Zoom?

Thank you,
Dana A. Webb
Cell: (707) 616-0306
DanaAWebb@gmail.com

On Thu, Aug 5, 2021 at 8:10 AM <cityclerk@ci.ferndale.ca.us> wrote:

I can submit the application as submitted if that is what you request. I would recommend An outside picture with dimensions and placement of windows drawn in, as well as the picture of the windows you are planning on purchasing. I will include this email as it lists some of the materials you will be using. I will try to get this on the agenda for next Thursday, August 12th. I would highly recommend being present at the meeting to answer questions.

Thank you

From: Dana Webb <danaawebb@gmail.com>
Sent: Wednesday, August 4, 2021 9:36 PM
To: cityclerk@ci.ferndale.ca.us
Subject: Re: Design Committee Request

That was of the outside of the house. What other info would you like me to add?

On Wed, Aug 4, 2021, 9:11 AM <cityclerk@ci.ferndale.ca.us> wrote:

Dana,

Please include an outside "rendition" of what you are proposing. Since this project has been sensitive in the past, the committee will want to know what the outside dimensions and placement will look like and where it will be.

Thank you.

From: Dana Webb <danaawebb@gmail.com>
Sent: Sunday, August 1, 2021 9:23 PM
To: cityclerk@ci.ferndale.ca.us
Cc: Jay Parrish <citymanager@ci.ferndale.ca.us>
Subject: Design Committee Request

Hello!

I have another request for my bathroom window. I know the Historical Design Committee was not okay with the newer windows before, so I am asking to take the current window and turn it into two skinnier windows (same height, half the width). I would weave the siding where the current window is, so it blends in. The current window isn't centered to that whole wall, just the bathroom, which is why I note the closet in the drawing. All the framing would be the same as it is now. I can get more old growth redwood so it all matches and will paint it how it currently looks.

Please let me know when the next meeting is, so I may attend.

Also, I have a second question for that committee. I am looking into getting some sort of fence for the front yard, and I was wondering if the black iron fencing would be appropriate for my house from 1893. I wanted to see what the committee said before I started looking into specifics of fencing to present to them.

Thank you,
Dana A. Webb
Cell: (707) 616-0306

DanaAWebb@gmail.com

CORRESPONDENCE

CITY OF FERNDALE

POB 1095

FERNDALE, CA 95536

"A Historic Victorian Village"



August 5, 2021

Patrick Sparks

Via Email-torinsdad@yahoo.com

RE: Design Review Use Permit Application DR2104

Patrick,

This letter is to inform you that your application for a Design Review Use Permit for the removal of the gate posts at 619 Main Street has been approved. Although the committee has approved your request, they are asking for your reconsideration of the removal of the posts due to them becoming a "feature of the town". They have also stated the possibility of even just keeping the one post located behind the telephone booth. This of course is only a request for consideration by the committee. The removal, if you choose, has been approved.

If you have any questions regarding this letter, or your approval, please feel free to call me Mon-Thurs 9am-4pm at (707)786-4224.

Thank you,

Kristene Hall
City Clerk

COMMITTEE COMMENTS

ADJOURN