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

Location:	City Hall 834 Main Street Ferndale CA 95536	Date:	August 14, 2019
		Time:	7:00 pm
		Posted:	August 8, 2019

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-None
3.0 Modifications to the Agenda
4.0 Approval of previous minutes
  4.1 Minutes of the June 5, 2019 Regular Meeting ..... Page 3
5.0 Public Comment
6.0 Public Hearing (Note: This is the time for commissioners to report any Ex Parte communications on this agenda item.
  6.1 Resolution 2019-16 Approving Tentative Map for the Budwig Subdivision (APN 030-091-024) ..... Page 6
7.0 Business (Note: This is the time for commissioners to report any Ex Parte communications on this agenda item.)
  7.1 Draft Housing Element Update..... Page 27
  7.2 Design Review Ordinance Update ..... Page 29
  7.3 Building and Land Use May 30, 2019-August 07, 2019 ..... Page 33
  7.4 Design Review Minutes..... Page 34
8.0 Correspondence ..... None
9.0 Commissioner Comments
10.0 City Planners and City Clerk's Staff Reports
11.0 Adjournment

The next regular meeting of the Ferndale Planning Commission will be on September 4, 2019 at 7:00 pm.

Section 1: CALL MEETING TO ORDER

Section 2: CEREMONIAL

Section 3: MODIFICATION TO THE AGENDA

Section 4: APPROVAL OF PREVIOUS MINUTES

City of Ferndale, Humboldt County, California USA
Minutes for Planning Commission Meeting of June 5, 2019

Call to Order —Chair von Frausing-Borch called the Planning Commission Meeting to order at 7:00 pm. Commissioners Jerry Rocha, Paul Gregson, Kathleen Bullard, and Laura Olsen were present along with City Planner Delo Freitas and City Clerk Kristene Hall. 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 May 1, 2019 Regular Planning Commission Meeting. **(Bullard/Rocha) Unanimous**

5.0 Public Comment-A member of the public spoke on an easement issue and questioned the approval of a subdivision map by the Commission.

6.0 Public Hearing

6.1 Recommend to City Council Adoption of Draft Ordinance 2019-02 Amending Zoning Ordinance 02-02 Section 7.21 Secondary/Accessory Dwelling Units- City Planner Delo Freitas was present to answer any question from the commission. Freitas made the suggested changes from the commission at the last meeting. Commissioner Gregson questioned the use of R3 zone in the Ordinance as there are currently no R3 zones in the city. Freitas stated that it is defined in the zoning ordinance so it would be a good idea to include it. Gregson also questioned the conversion of a barn to ADU. Staff stated this was defined under the "conversions" definition. Chair von Frausing-Borch asked for clarification on the section regarding windows facing neighboring properties. **MOTION:** To Recommend to the City Council Adoption of Draft Ordinance 2019-02. **(Bullard/Gregson) Unanimous**

7.0 Business

7.1 Date Change for the July Planning Commission Meeting- City Clerk Kristene Hall stated that the July Planning Commission Meeting falls the evening before the Fourth of July holiday in which people may be traveling or have family in town. Hall asked if the commissioners would like to keep the date or change it to the following Wednesday, July 10th. **MOTION:** to change the July Regular Meeting from Wednesday July 3, 2019 to Wednesday July 10, 2019. **(Bullard/Gregson) Unanimous**

7.2 Building and Land Use April 24, 2019-May 29, 2019: Commissioners commented on the ADU Conversion.

7.4 Design Review Minutes: No Comments

DRAFT

8.0 Correspondence- None

9.0 Commissioner Comments- None

10.0 Staff Comments- Planner Freitas stated that Ordinance 2019-02 will be headed to the council for approval.

Meeting Adjourned at 7:24 pm

Respectfully Submitted

Kristene Hall
City Clerk

DRAFT

Section 5: PUBLIC COMMENT

Section 6: PUBLIC HEARING

Meeting Date: August 14, 2019				**Agenda Item Number: 6.1**		
Agenda Item Title: Budwig Minor Subdivision						
Presented By: George Williamson AICP, City Planner						
Type of Item:	X	Action		Discussion		Information
Action Required:		No Action		Voice Vote	X	Roll Call Vote

PROJECT DESCRIPTION
The project is the subdivision of parcel APN 030-091-024 (Attachment A) located along 5th Street into four (4) lots. There will be no remainder parcel. This qualifies as a minor subdivision.

STAFF RECOMMENDATION
Receive Report; Adopt Resolution 2019-16 (Attachment F), approving the Original Tentative Map, and 1st Alternative Map, subject to conditions of approval. Deny the 2nd Alternative Map.

STAFF CONTACT
City Planner George Williamson georgew@planwestpartners.com or City Hall at (707) 786-4224.

BACKGROUND
The project site is a vacant 1.2 -acre (~52,272 sq. ft) parcel fronting on 5th Street and located directly south of the Cream City Subdivision approved in 2018. Both the project site and the 2018 Cream City Subdivision were part of a larger "Cream City" parcel. Per the Ferndale Subdivision Ordinance, Section 1.04.3, the proposed project to create four lots qualifies as a minor subdivision. All new lots will have access to 5th Street, some with direct access and some with flag lots.

The applicant's representative has submitted potential subdivision scenarios and requests approval for all. The intent would be to keep options open until such time as the applicants were ready to finalize a parcel map, at which time, a preferred scenario would be selected, based on conditions of surrounding properties at that time. Justification includes possible coordination with development of the adjacent Navy Housing Development, which would allow applicants of both projects to coordinate on site improvements, particularly shared access for both projects.

Planning Commission map approval allows the applicant to record a final parcel map within specified time limits, contingent upon improvement plans acceptable to the City Engineer and submitted to the City Council for final review and approval. If the applicant seeks approval for multiple scenarios, they must all be in compliance with Ferndale Zoning and Subdivision Ordinance provisions.

DISCUSSION
The project site is just outside the coastal zone and within City limits. The parcel is zoned Residential One-Family (R-1) applied to areas of the City where topography, access, utilities, public services and general conditions are suitable and desirable for single-family home development. Additionally, the site is located approximately 0.25 miles west of Main Street (State Route 211) and 0.5 miles south of the Humboldt County Fairgrounds. The Cream City Investments

project approved in 2018 is located in close proximity to this project site, at 1140 5th Street. See Attachment B (Vicinity Map) for more information.

The proposed minor subdivision will subdivide the 1.2 -acre site into four residential lots. The site's southern portion contains a 60-foot wide access easement for construction of future access. The site has access to water from Del Oro Water Company) and sewer service from City of Ferndale. At time of development, these services would be extended to serve the individual lots. The proposed lots range from 6,600 - 10,500 square feet in size.

There is a 60' wide right-of way (ROW) access easement on the parcel. ROW improvement and use has been discussed by the applicant's representative, City Planner and Engineer, regarding how it could be improved to serve proposed parcels. Currently, no single access design is proposed. Design alternatives are being proposed because the adjacent property owner, potently served by the ROW has expressed intent to move forward with access improvements. The applicant seeks City approval now and wants to accommodate the interests of both the City of Ferndale and adjacent Cream City property.

The applicant proposes three lot configurations for City approval. One would result in two parcels fronting on 5th Street, and two flag lots from 5th Street serving rear parcels. The original configuration proposes access from the northern portion of the parcel; the two alternative configurations propose to use the 60' easement to the south for access (Attachment D) but in one scenario a partial road has been proposed and in the other a temporary driveway has been proposed. The City Engineer has informed the applicants that a driveway is insufficient and street improvement are required and justified for access. The tentative map approval will include general conditions for both configurations, and conditions specific to each alternative. The final map must reflect a single option, discussed separately below.

Tentative Parcel Map (Original Submittal-Northern Alley/Driveway)

The original submitted map would create four parcels. Parcels 1 and 2 would be accessed from 5th Street and are proposed to be 6,600 square feet and 7,770 square feet, respectively. Parcels 3 and 4 are proposed to share a common driveway for ingress/egress from 5th Street. The driveway would meet the required 20' width by combining the two 10' wide accesses from the two lots. A 20' wide private access easement to serve the flag lots would be recorded over this area. The 60' (ROW) to the south of the lots (Parcel "A") would not be used and fee title would be offered for dedication to the City. Therefore, no Parcel "A" improvements would be made at this time and it would remain unchanged and available for a future roadway. The applicant notes on the Tentative Map that future subdivision may entail one of three scenarios; *a condition of approval is that the approval shall only be for the number of lots shown on the submitted tentative map.* This scenario would require that the Tentative Map show a 5' non-access strip along the southern property line, such that no subdivision parcels would access off the future street.

Tentative Parcel Map (1st Alternative-Southern Street Construction)

The applicant's first alternative would create four parcels. Parcel 1 would be accessed from 5th Street directly and parcels 3 and 4 would be accessed over Parcel "A". Parcel 2 will either be accessed off of 5th Street or Parcel "A". Parcel 2, 3, and 4 frontages along Parcel "A" will be improved with a concrete sidewalk, curb and gutter, and an AC-overlay 8-foot parking lane and 12-foot travel lane with base rock and shoulder. The future street's 'intersection' on 5th Street will be improved with a concrete sidewalk and radius curb return on the north side, and an AC temporary curb return with a pedestrian walkway on the south side. Parcel 1 will be filled and

graded to drain to 5th Street; Parcels 2, 3, and 4 will be filled and graded to drain to Parcel "A" and the future street; street improvements will be engineered and sloped to drain to 5th Street. *A condition of approval has been added that street improvements must be shown on the tentative map, including utilities and drainage.* Del Oro Water is requiring a water main extension which should be shown on the Tentative Map. Additionally, the Drainage Report submitted by Applicant indicates that some offsite improvements be constructed and this should be shown on the Tentative Map. The applicant notes on the Tentative Map that future subdivision may entail one of three scenarios*; a condition of approval is that the approval shall only be for the number of lots shown on the submitted tentative map.*

Tentative Parcel Map (2nd Alternative-Southern Temporary Driveway Construction)
The applicant's second alternative would create four parcels. Parcel 1 would be accessed from 5th Street directly and parcels 3 and 4 would be accessed over the 60' wide ROW and public utilities easement (Parcel "A"). Parcel 2 will either be accessed off of 5th Street or Parcel "A". The "2nd Alternative" is a proposal that is offered with the concern that the required improvements to the "future street" might not be completed within a time frame suitable for the Budwigs, thereby adding costs in expenses and delays. Parcel 2, 3 and 4 frontages along Parcel "A" are proposed to be improved with a common driveway as necessary for temporary access to the parcels, pending completion of the future street. The future street intersection on 5th Street would be improved with a temporary AC driveway entrance, pending improvement of the street intersection. Parcel 1 will be filled and graded to drain to 5th Street, parcels 2, 3, and 4 will be filled and graded to drain to Parcel "A" and the future street, and the temporary common driveway will be engineered and sloped to drain to 5th Street. *Staff has determined a temporary driveway to be constructed for improvement and construction of a roadway at a future time is not an acceptable improvement approach for the subdivision; therefore, staff recommends denial of the 2nd Alternative map.*

GENERAL PLAN CONFORMANCE

Development of residential structures in this area is consistent with the goals and objective of the Ferndale Housing Element and General Plan Land Use Diagram for development. The project does not propose any changes to land use inconsistent with existing General Plan Goals and Policies.

Ferndale General Plan Policy that supports this subdivision of land.	
Land Use **Policy 2010 (1)**	To phase residential development so that it is adequately supported by City and community services.
Land Use **Policy 2510 (2)**	To provide for residential development which will not interfere with the preservation and maintenance of agriculturally zoned lands.
Land Use **Policy 2520 (1)**	The infilling and completion of residential neighborhoods should be encouraged to achieve the efficient use of public services.
Housing **Policy A-4**	Encourage the development of presently available vacant and under-utilized parcels served by sewer and water to full potential under the Zoning Ordinance.
Housing **Policy B-5**	Encourage infill development.

ZONING CONFORMANCE

The property is zoned Residential One-Family or R-1. The Residential One-Family or R1 Zone is intended to be applied in areas of the City where topography, access, utilities, public services and general conditions make the area suitable and desirable for single-family home development. Both proposals are consistent with the City's Zoning Regulations (Section 5.03) for the R-1 District in minimum lot size, setbacks, and use. The minimum lot area is 6,000 square feet and 6,600-10,500 square foot lots exceed that size. Setbacks to existing structures from the adjusted property lines and existing easements conform to the minimum yard setbacks in the R1 district. The applicants are proposing to single-family homes, which adheres to the intent of the zone.

SUBDIVISION LAW CONFORMANCE

Subdivisions of land are governed by the California Map Act (SMA) and the City of Ferndale Subdivision Ordinance, 99-04. A minor subdivision results in the creation of not more than four parcels using a Parcel Map and may be approved by the Planning Commission. The original tentative map and 1st alternative meet the requirements of the SMA and Ferndale's subdivision ordinance with the inclusion of the recommended conditions of approval.

ENVIRONMENTAL CONFORMANCE

A Soils Report and Drainage Analysis for the property were prepared by Whitchurch Engineering and Omsberg and Preston, respectively. Results indicate the proposed subdivision and subsequent development at the project site will not create undue risk or direct or indirect harm to either humans or biological resources. The reports are summarized below:

<u>Geologic Soils Report – Whitchurch Engineering (March 15, 2005)</u>

A Soils report was prepared for the project site as part of the larger "Cream City Investments" parcel in 2005. According to the Humboldt County General Plan Geologic Map, the parcel is classified as zone 1/0, low instability. There is no indication in the immediate surrounding area of any geologic instability, noticeable earthquake faults, or exceptionally high groundwater that would be detrimental to the subdivision. According to the Humboldt County General Plan Geologic Map, in regards to earthquake ground shaking, soil at the site is classified as zone "B", deep alluvium with older deposits at the surface. The expected character of earthquake shaking includes moderate to lower accelerations, but predominately of longer periods (i.e. high energy content with longer duration of shaking).

In the opinion of the consulting geologist, soils at the site are capable of providing adequate support for proposed development. However, the developer is still responsible to ensure that this development conforms to all city, state and local requirements. The proposed residential subdivision can be safely built at this site, provided development is in compliance with the conditions of approval, which include best practices as specified by the consulting geologists.

<u>Preliminary Grading and Drainage Report-Omsberg and Preston (April 25, 2019)</u>

A preliminary drainage analysis was conducted by applicant representative Omsberg and Preston in April 2019 to provide an overview of the current stormwater drainage at the proposed project site, as well as the site's conceptual drainage plan and drainage infrastructure proposed under the project. Currently, no drainage infrastructure exists at the site. The parcel is nearly flat with drainage generally flowing north to south. The parcel is currently used as a pasture with the drainage flowing to the southern portion of the parcel into a depressed area. Drainage that doesn't

pond overflows onto 5th Street at the southside of the 60’ right-of-way. Drainage in 5th Street flows southward to two adjacent grated drainage inlets (DIs) on the east side of 5th Street. Each DI is connected to a 14” by 23” reinforced concrete pipe (RCP). Two RCPs cross 5th Street and outlet into a ditch on the west side of 5th Street. The drainage ditch flows west for roughly 900 feet and then discharges into another ditch that flows north and ultimately outlets to Salt River.

The two existing DIs are prone to backing up during large storm events, with ponding above the sidewalk. To determine the location of flow restriction and cause of ponding, the flow capacity of the outlet channel, the two 14" x 23" RCPs (inlet control) and the two grated DIs were assessed. The analysis showed the two DI grates and two RCPs are not capable of accommodating the drainage from the entire drainage basin, with the grates being most restrictive. Almost all the drainage that arrives to the double DIs is from the south. For the northern DI and RCP to be fully utilized, the runoff from the south must fill the southern DI until it ponds above the top of the grate to flow into the northern DI and RCP. The proposed development would increase runoff, which further justifies drainage improvement conditions.

Proposed Drainage System

Drainage from 3 of the 4 proposed parcels (Parcels 2, 3 and 4) will be directed to the 60' right-of-way (see attached Grading/Drainage Plan-Attachment E). Future drainage from Parcel 1 will be directed directly to 5th Street to prevent cross parcel drainage. Presently, the 60' right-of-way acts as a detention basin that meters drainage to 5th Street. This moderates peak run off to 5th Street. This minor increase in drainage will make the ponding at the two D's on 5th Street slightly worse. To mitigate this impact, a third drainage inlet will be installed on the south side of the existing DIs and interconnect to the (3) three DIs by boring and grouting holes in the DI walls. This will increase the flow capacity at the DIs to 12.78 CFS, which is nearly the capacity of the existing two cross street drainage pipes (14 CFS). Although not eliminating the ponding, the third DI will reduce ponding levels and reduce the length of ponding duration.

In addition, every development project affecting drainage is being assessed an impact fee to cover its fair-share of improvement costs.

a) The subdivision is conditioned with a $1,500 per lot drainage assessment for the drainage fund account to be paid prior to Parcel Map recording.
b) In addition, each lot, as part of each initial building permit, will be assessed a $1,500 drainage fee.

Proposed Grading

Since Parcels 2, 3 and 4 are to follow the existing drainage pattern of draining to the 60' right-of-way, minimum grading will be required for these three parcels. However, Parcel 1 will require fill of up to 0.2-1.5 feet to allow the future residence to drain directly to 5th Street.

Presence of Wetlands

The United State Army Corps of Engineers (USACE) has created a National Wetlands Inventory to map surface waters and wetlands. The project area, along with surrounding parcels, has been mapped as “Freshwater Emergent Wetland Habitat”. The neighboring Adams subdivision area was also included. A wetland delineation was undertaken for the project area in 2003 and updated in 2005. At that time the contract Biologists did not find signs that would suggest the project site was suitable habitat to be considered wetland, as it has been used as grassy pastureland, and lacked the

requisite wetland vegetation. The applicant has coordinated with USACE and staff has informed the applicant that the existing survey will be adequate to determine that the site does not contain wetlands or other environmentally sensitive habitat. The applicant informed staff by email that: 'Keith Hess of the USACE conveyed that a "Jurisdictional Determination" has been made that the property is not wetlands under the Corps' jurisdiction. He is following up with a letter.' Similar to other subdivision projects in the City, a condition of approval has been added to ensure the USACE confirms this in writing prior to final parcel map approval.

The California Environmental Quality Act (CEQA)

The proposed subdivision qualifies as a "project" under CEQA and an Initial Study (IS) was prepared for the project. After review of the submitted IS and Special Studies, staff determined the project to be categorically exempt per CEQA Guidelines Section 15315- *Minor Land Divisions (Class 15)*. A Class 15 exemption consists of the division of property in urbanized areas zoned for residential, commercial, or industrial use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years, and the parcel does not have an average slope greater than 20 percent. *Cited: Section 21083, Public Resources Code – Reference: Section 21084, Public Resources Code.*

The proposed project does not contain any known features that would result in significant adverse environmental impacts that may disqualify it for the Class 15 exemption. The project does not contain any sensitive or important habitat and will not impact any fish or wildlife population. The project will not have impacts that are cumulatively considerable, nor consequences above a recognized threshold of significance. The four new homes are consistent with the Ferndale General Plan and is allowable within current zoning. Uniform building codes will be followed, and no hazardous materials will be created or utilized as a result of this project. Traffic impacts will be minimal compared to existing levels. No hazardous emissions or significant increases in light, noise, traffic, wastewater or solid waste will result from this project.

FISCAL IMPACT

This project has minimal fiscal impact. Fees are collected to offset the cost of staff time. Development of the vacant lot will require building permits with associated fees. Drainage, water and sewer connection fees will be collected at the time of development.

RECOMMENDED ACTION

Staff finds that the Original Tentative map and the 1st Alternative Tentative Map can be approved, contingent upon attached conditions, which require the applicant to provide more detail regarding street improvements and drainage as directed by the City Engineer. Staff finds the 2nd proposed alternative to not be adequate, as it relies on future improvements and does not include the construction of a partial street. Therefore, it is recommended that the Commission deny the 2nd proposed Alternative.

Based on interpretation of the Ferndale Zoning and Subdivision Ordinance, Staff recommends that the Planning Commission Adopt Resolution PC-2019-16 (Attachment F), approving the Original Tentative Parcel Map and 1st Alternative Tentative Map for a subdivision of APN 030-091-024 into four lots subject to the included conditions of approval.

If you believe that this project is consistent with the Ferndale General Plan and Zoning and Subdivision Regulations; is exempt from CEQA; and is in the public interest, a motion can be made recommending approval subject to conditions.

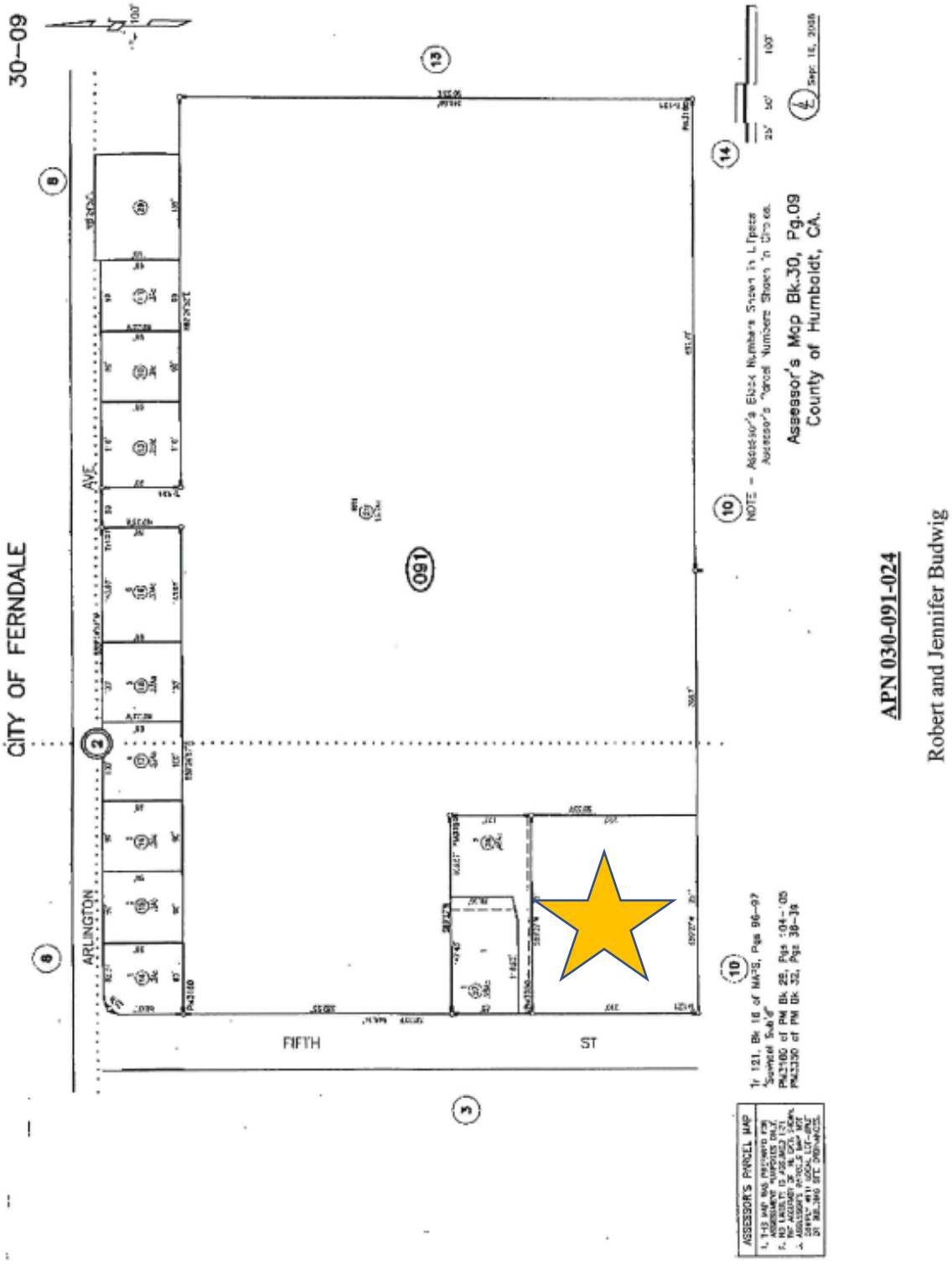
RECOMMENDED MOTION
"Motion to approve the Budwig Original Tentative Parcel Map and 1st Alternative Parcel Map dated June 17, 2019, subject to Conditions of Approval; and deny the 2nd Alterative Tentative Map."

ATTACHMENTS:

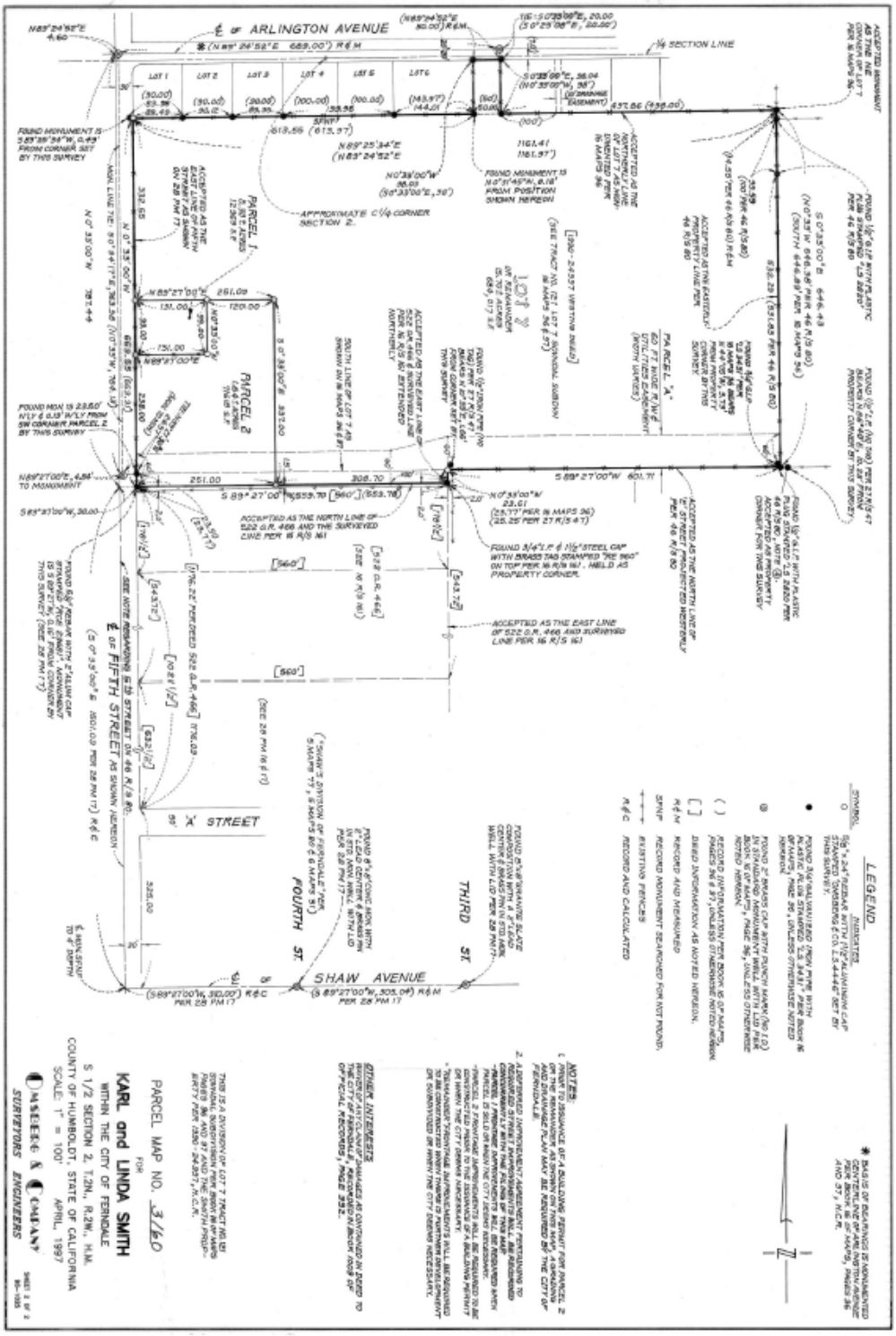
A. Assessor Parcel Map and Survey Map (PM 3160)
B. Vicinity Map
C. Submitted Plans-Tentative Map and 1st and 2nd Alternative
D. Wetland Map
E. Drainage Map
F. Resolution PC-2019-16

Attachment A

ASSESSOR PARCEL MAP

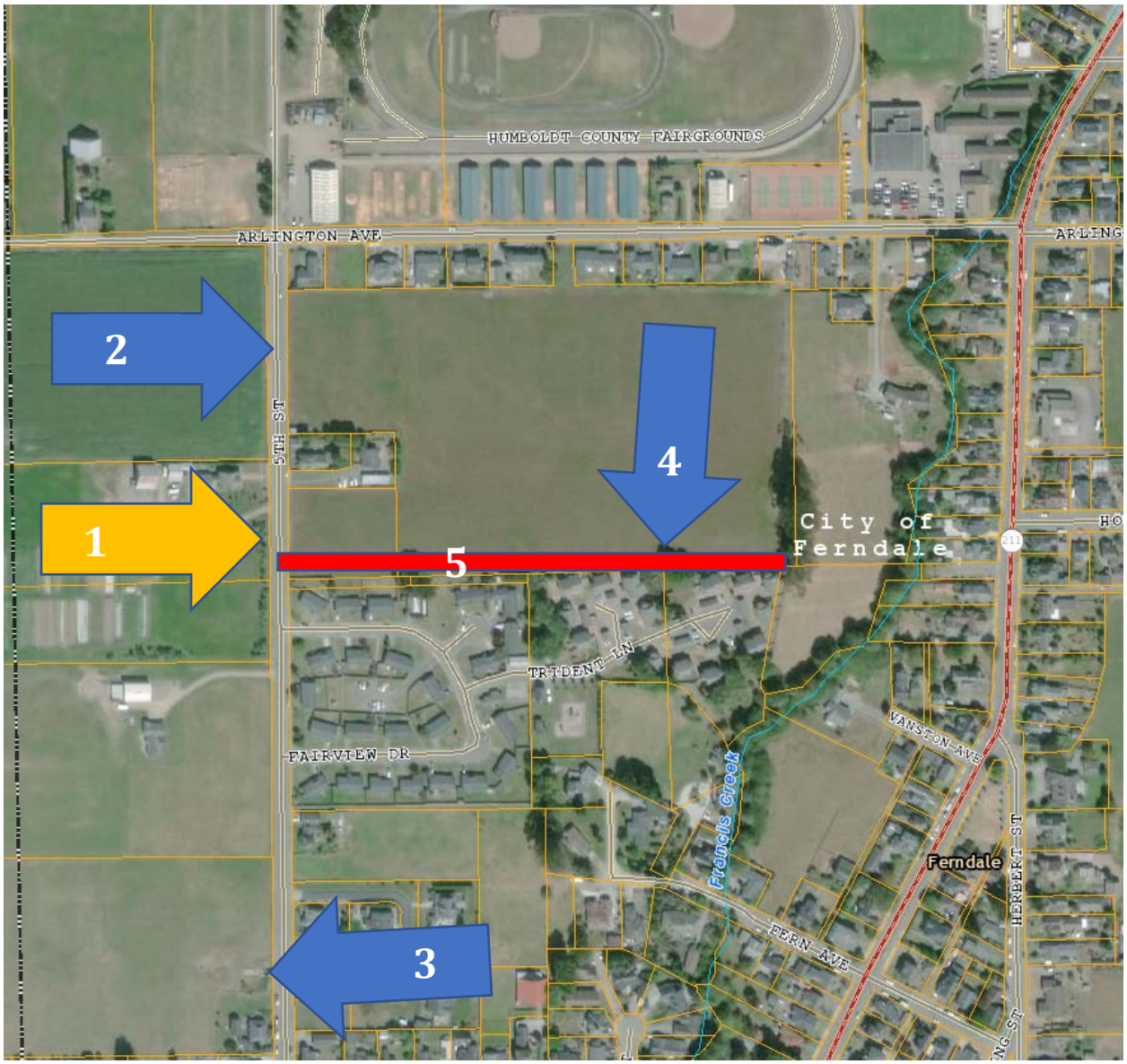


SURVEY PARCEL MAP 3160



Attachment B

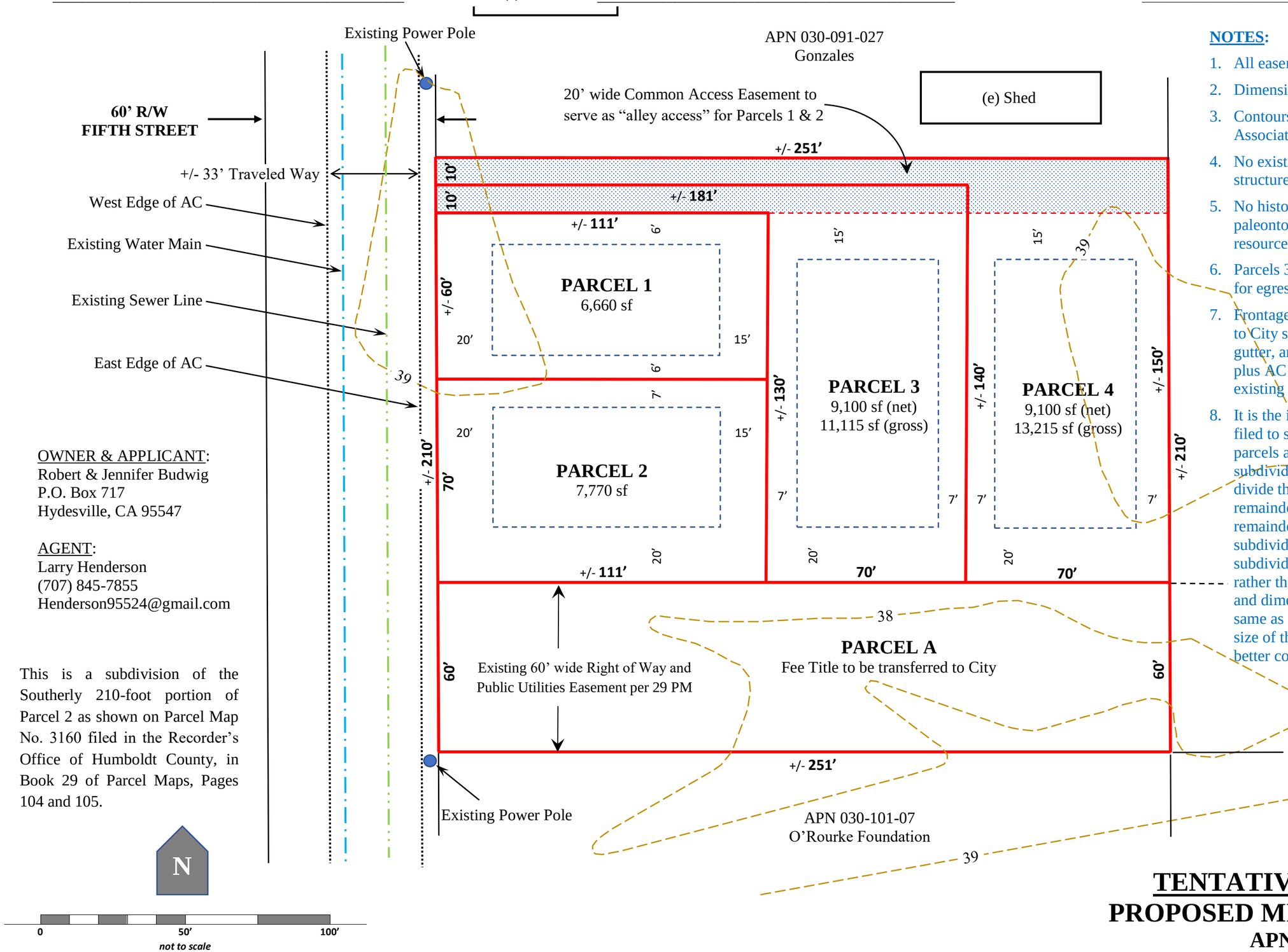
VICINITY MAP



1. Budwig proposed subdivision
2. Cream City Subdivision-approved July 11, 2018
3. Adams Subdivision-approved November 7, 2018
4. Existing Navy Housing-considering addition of new duplexes
5. 60’ right-of-way for future road

Attachment C

SUBMITTED PLANS
TENTATIVE MAP, 1ST AND 2ND ALTERNATIVES



OWNER & APPLICANT:
Robert & Jennifer Budwig
P.O. Box 717
Hydesville, CA 95547

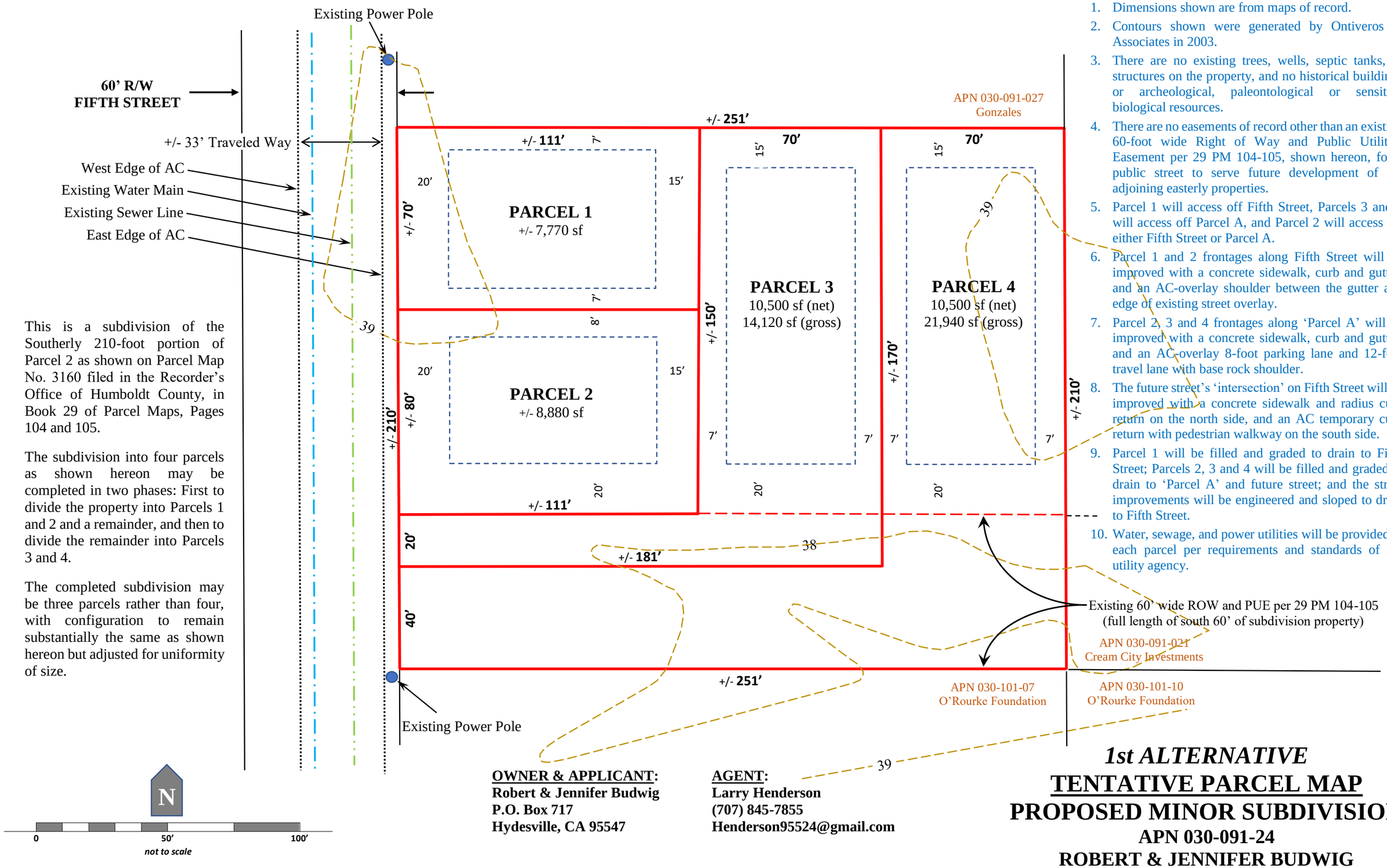
AGENT:
Larry Henderson
(707) 845-7855
Henderson95524@gmail.com

This is a subdivision of the Southerly 210-foot portion of Parcel 2 as shown on Parcel Map No. 3160 filed in the Recorder's Office of Humboldt County, in Book 29 of Parcel Maps, Pages 104 and 105.

NOTES:

1. All easements of Record are Shown.
2. Dimensions shown are from maps of record.
3. Contours generated by Ontiveros & Associates in 2003.
4. No existing trees, wells, septic tanks, or structures.
5. No historical buildings or archeological, paleontological or sensitive biological resources.
6. Parcels 3 & 4 will share a common driveway for egress to and ingress from Fifth Street.
7. Frontage along Fifth Street will be improved to City standards with concrete sidewalk, curb, gutter, and ADA compliant driveway drops, plus AC overlay between gutter and edge of existing street overlay.
8. It is the intention that one parcel map will be filed to subdivide the property into the four parcels as shown hereon. However, the subdivider may file two parcel maps…one to divide the property into Parcels 1 and 2 and a remainder, and a second to divide the remainder into Parcels 3 and 4. Or, the subdivider may file one parcel map to subdivide the property into three parcels—rather than four parcels—with configuration and dimensions to remain substantially the same as shown hereon, with the exception the size of the three parcels would be adjusted to better conform with average density.

TENTATIVE PARCEL MAP
PROPOSED MINOR SUBDIVISION
APN 030-091-24
ROBERT & JENNIFER BUDWIG



This is a subdivision of the Southerly 210-foot portion of Parcel 2 as shown on Parcel Map No. 3160 filed in the Recorder's Office of Humboldt County, in Book 29 of Parcel Maps, Pages 104 and 105.

The subdivision into four parcels as shown hereon may be completed in two phases: First to divide the property into Parcels 1 and 2 and a remainder, and then to divide the remainder into Parcels 3 and 4.

The completed subdivision may be three parcels rather than four, with configuration to remain substantially the same as shown hereon but adjusted for uniformity of size.

NOTES:

1. Dimensions shown are from maps of record.
2. Contours shown were generated by Ontiveros & Associates in 2003.
3. There are no existing trees, wells, septic tanks, or structures on the property, and no historical buildings or archeological, paleontological or sensitive biological resources.
4. There are no easements of record other than an existing 60-foot wide Right of Way and Public Utilities Easement per 29 PM 104-105, shown hereon, for a public street to serve future development of the adjoining easterly properties.
5. Parcel 1 will access off Fifth Street, Parcels 3 and 4 will access off Parcel A, and Parcel 2 will access off either Fifth Street or Parcel A.
6. Parcel 1 and 2 frontages along Fifth Street will be improved with a concrete sidewalk, curb and gutter, and an AC-overlay shoulder between the gutter and edge of existing street overlay.
7. Parcel 2, 3 and 4 frontages along 'Parcel A' will be improved with a concrete sidewalk, curb and gutter, and an AC-overlay 8-foot parking lane and 12-foot travel lane with base rock shoulder.
8. The future street's 'intersection' on Fifth Street will be improved with a concrete sidewalk and radius curb return on the north side, and an AC temporary curb return with pedestrian walkway on the south side.
9. Parcel 1 will be filled and graded to drain to Fifth Street; Parcels 2, 3 and 4 will be filled and graded to drain to 'Parcel A' and future street; and the street improvements will be engineered and sloped to drain to Fifth Street.
10. Water, sewage, and power utilities will be provided to each parcel per requirements and standards of the utility agency.

OWNER & APPLICANT:
Robert & Jennifer Budwig
P.O. Box 717
Hydesville, CA 95547

AGENT:
Larry Henderson
(707) 845-7855
Henderson95524@gmail.com

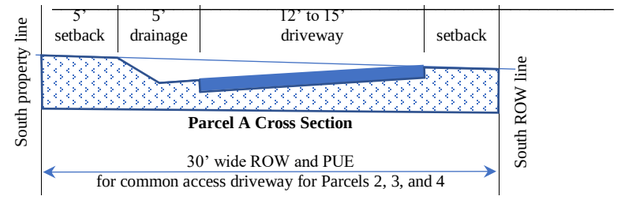
1st ALTERNATIVE

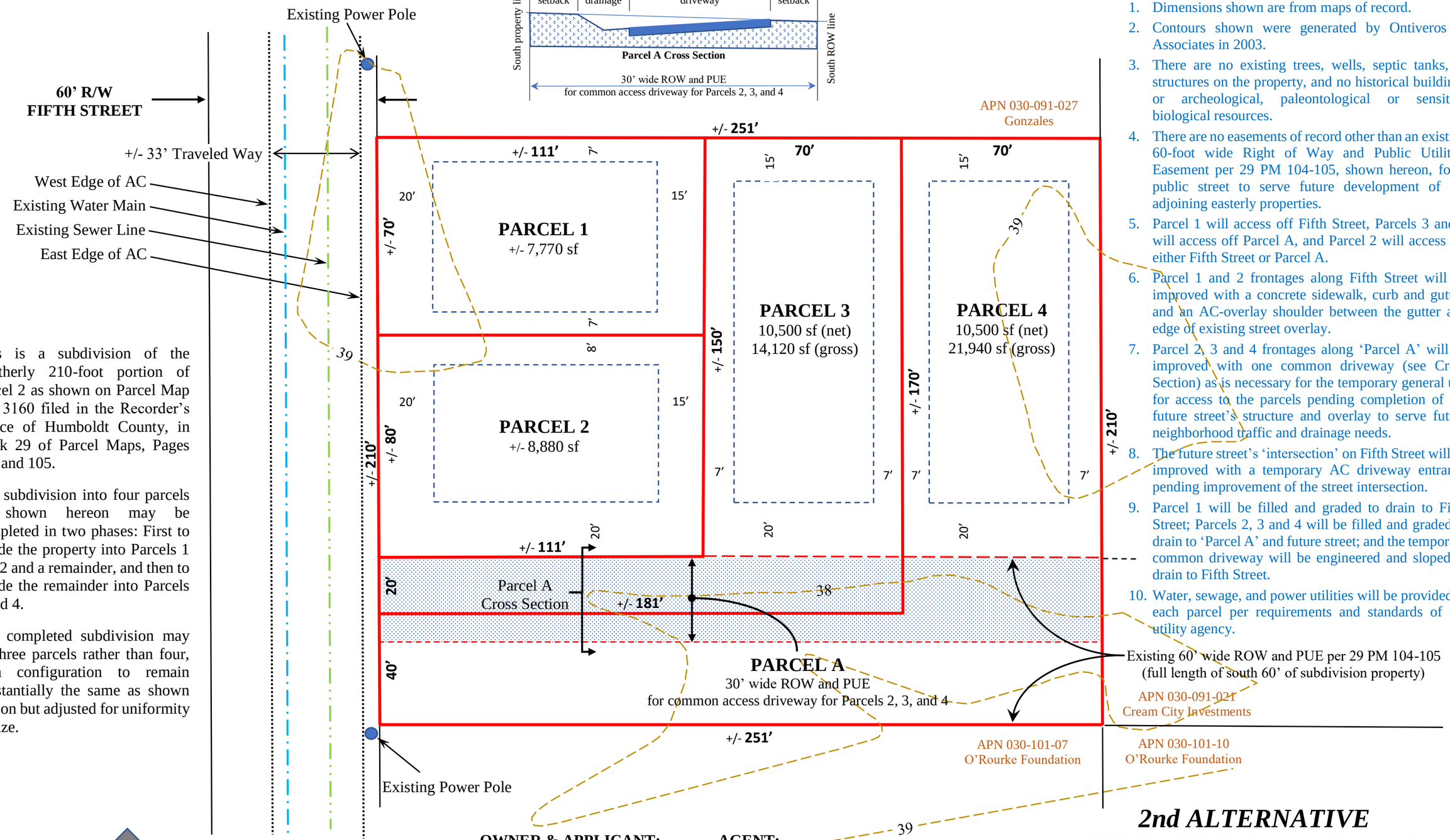
TENTATIVE PARCEL MAP

PROPOSED MINOR SUBDIVISION

APN 030-091-24

ROBERT & JENNIFER BUDWIG





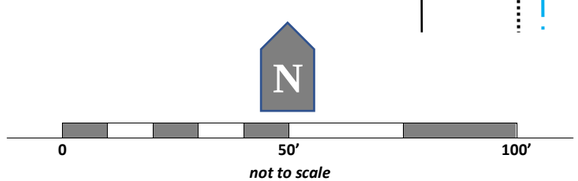
This is a subdivision of the Southerly 210-foot portion of Parcel 2 as shown on Parcel Map No. 3160 filed in the Recorder's Office of Humboldt County, in Book 29 of Parcel Maps, Pages 104 and 105.

The subdivision into four parcels as shown hereon may be completed in two phases: First to divide the property into Parcels 1 and 2 and a remainder, and then to divide the remainder into Parcels 3 and 4.

The completed subdivision may be three parcels rather than four, with configuration to remain substantially the same as shown hereon but adjusted for uniformity of size.

NOTES:

1. Dimensions shown are from maps of record.
2. Contours shown were generated by Ontiveros & Associates in 2003.
3. There are no existing trees, wells, septic tanks, or structures on the property, and no historical buildings or archeological, paleontological or sensitive biological resources.
4. There are no easements of record other than an existing 60-foot wide Right of Way and Public Utilities Easement per 29 PM 104-105, shown hereon, for a public street to serve future development of the adjoining easterly properties.
5. Parcel 1 will access off Fifth Street, Parcels 3 and 4 will access off Parcel A, and Parcel 2 will access off either Fifth Street or Parcel A.
6. Parcel 1 and 2 frontages along Fifth Street will be improved with a concrete sidewalk, curb and gutter, and an AC-overlay shoulder between the gutter and edge of existing street overlay.
7. Parcel 2, 3 and 4 frontages along 'Parcel A' will be improved with one common driveway (see Cross Section) as is necessary for the temporary general use for access to the parcels pending completion of the future street's structure and overlay to serve future neighborhood traffic and drainage needs.
8. The future street's 'intersection' on Fifth Street will be improved with a temporary AC driveway entrance pending improvement of the street intersection.
9. Parcel 1 will be filled and graded to drain to Fifth Street; Parcels 2, 3 and 4 will be filled and graded to drain to 'Parcel A' and future street; and the temporary common driveway will be engineered and sloped to drain to Fifth Street.
10. Water, sewage, and power utilities will be provided to each parcel per requirements and standards of the utility agency.



OWNER & APPLICANT:
Robert & Jennifer Budwig
P.O. Box 717
Hydesville, CA 95547

AGENT:
Larry Henderson
(707) 845-7855
Henderson95524@gmail.com

2nd ALTERNATIVE
TENTATIVE PARCEL MAP
PROPOSED MINOR SUBDIVISION
APN 030-091-24
ROBERT & JENNIFER BUDWIG

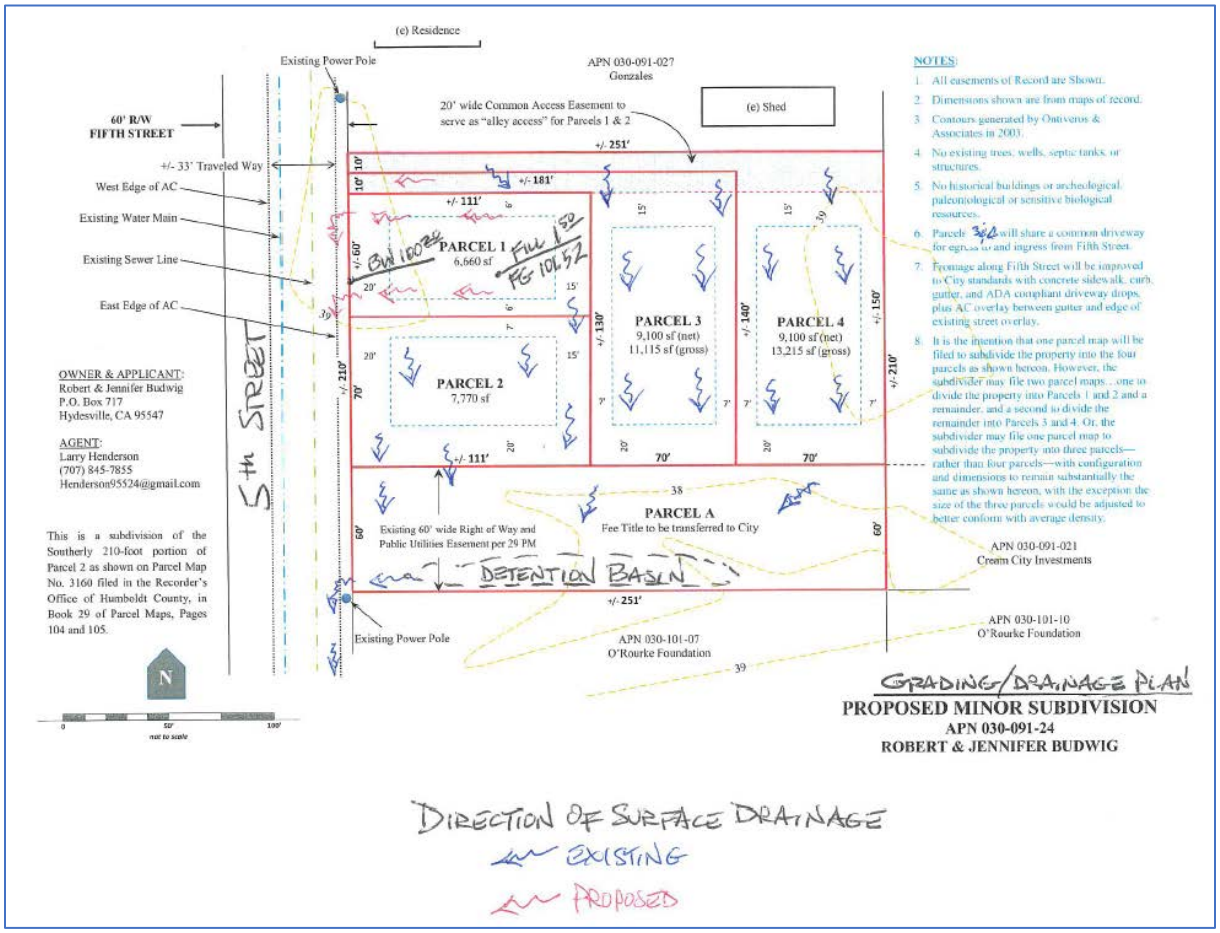
Attachment D

USACE WETLAND MAPPING

https://www.fws.gov/wetlands/data/mapper.html

Attachment E

Drainage Map



Attachment F

RESOLUTION NO. 2019-16

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF FERNDALE APPROVING TENTATIVE MAP SD-1826: BUDWIG MINOR SUBDIVISION LOCATED AT APN 030-091-024, FERNDALE, CALIFORNIA

WHEREAS, an application, submitted by property owners Robert and Jennifer Budwig and on file in the Office of the City Clerk, requests approval of three tentative maps, dated June 17, 2019, for a Minor Subdivision of APN 030-091-024; and

WHEREAS, said subdivision complies with the requirements of the Subdivision Ordinance of the City of Ferndale, (Ordinance No. 99-04) and the Subdivision Map Act (CA Govt. Code § 66410); and

WHEREAS, the public hearing of the Planning Commission was set for August 14 2019; and

THEREFORE, BE IT NOW RESOLVED that the Planning Commission does hereby determine that said subdivision of one parcel into four (4) lots as described in the Original Tentative Map and the 1st Alternative Tentative Map is in compliance with the requirements of the Subdivision Ordinance of the City of Ferndale, (Ordinance No. 99-04), and the Subdivision Map Act (Government Code Section 66410, et seq.) based upon the following findings:

1. That the proposed map is consistent with the General Plan as specified in Government Code Sections 65451 and 66474.5.

2. That the proposed subdivision meets City housing needs and that the public service needs of the subdivision's residents are within the City's available fiscal and environmental resources.

3. That the proposed subdivision, as conditioned, would not further exacerbate the City's existing drainage issues; and

4. That the proposed subdivision is categorically exempt (Class 15 Exemption) from CEQA; and

5. That the City Engineer confirms compliance with both Ferndale Subdivision Ordinance (99-04) and California Subdivision Map Act (Government Code Section 66410, et seq.) as conditioned.

6. That the drainage and offsite circulation improvements required by the City and made conditions of approval stated below, directly and proportionally mitigate the additional circulation and runoff impacts imposed on the public by the development. Thus, there is a clear nexus between the required improvements and the burden created by the improvement or development.

FURTHER, that the Planning Commission of the City of Ferndale approves the Budwig Tentative Parcel Maps dated August 14, 2019, conditioned on the following terms and requirements:

General Project Conditions

1. The applicant shall be responsible for all development conditions and applicable fees including, but not limited to those listed in the City Engineers Application Review, deposits or charges associated with subdivision processing and finalizing, and/or otherwise owed to the City of Ferndale including a $1,500 drainage fee per lot. A separate $1,500 drainage fee shall be paid with a building permit issued for each parcel ($3,000 total per parcel drainage fee). All required fees shall be paid to the satisfaction of the City of Ferndale prior to the Certificate of Subdivision Compliance and Final Parcel Map being submitted to the County Recorder.
2. Existing overhead utility pole conflicts (if any) shall be relocated at Applicant expense. All proposed dry utility services (PG&E, phone, cable) shall be undergrounded for each lot.
3. A 1' non-access easement shall be shown along the south property line, such that those lots will not be able to legally access off the existing future street 60' easement. The 15' flag lot front setbacks shall be increased to 20'.
4. The Applicant shall construct A2-6 curb, gutter and 5' ADA sidewalk along the entire street frontage of the project to City standards. The sidewalk shall be wide enough to provide five feet clear width where conflicts occur. The proposed sidewalk shall conform to existing ground at the project boundaries with asphalt concrete ramp at 5% maximum slope. The project side half street shall be paved and any utility trenches beyond centerline shall be surface restored with 3" AC over AB.
5. The Applicant shall show on the Improvement Plans the location of driveway cuts, ADA sidewalk and utility services.
6. Proposed new water and sewer trenches shall be 3" of Asphalt Concrete over full depth Aggregate Base at 95% compaction.
7. All concrete (curb, gutter & sidewalk) shall be tinted and textured to match existing and per City standard.
8. Separate sewer and water services shall be constructed to serve the lots. Combined sewer or water services shall not be allowed. The water service shall be sized to provide the required sprinkled building fire protection system. Water and sewer services shall be located out of the driveway area within the sidewalk.
9. Water services 2" or greater require a water service shutoff valve at the main.
10. Two-way cleanouts within the sidewalk area shall be installed on the sewer services.
11. Private brass water shutoff valves in concrete boxes behind sidewalk shall be installed on each lot.
12. The Applicant shall provide documentation that Del Oro Water Company has adequate residential building fire sprinkler protection flow and pressure and adequate shutoff valves.
13. The Applicant shall provide documentation that the Fire Department and Del Oro Water have reviewed and approved the Tentative Map, including fire hydrant locations (if any), prior to issuance of building permits.
14. Any lot fill and grading shall conform to the California Building Code.
15. Proof of US Army Corps of Engineers approval of the prepared wetland delineation must be submitted to the City Planner and Engineer prior to submittal of the parcel map.

Original Tentative Map Submittal (Northerly "Flag Lot Configuration") Conditions

1. The Tentative Map shall be drawn to scale and include date.
2. Change Note 6 to include 16' paved common driveway in 20' private easement.
3. Change Tentative Map plan note to delete " alley access" and replace with "20' private driveway easement (16' paved width) in favor of Parcels 3 & 4".
4. Parcels 3 & 4 shall have 20' front yard setback (not 15') outside the 20' driveway easement (for parking).
5. The Tentative Map shall show the preliminary grading and onsite and offsite drainage.
6. The approved Tentative Map shall show the correct number of parcels that cannot be changed and be in substantial Tentative Map conformance (ie: each Tentative Map shall show the true number of proposed lots. If the number of lots changes then a separate Tentative Map shall be filed for each configuration). Delete Note 8. This does not apply.
7. The Tentative Map shall show a 5' non-access strip along the southerly property line of Lots 2, 3 & 4.

Alternatives 1 & 2 Submittal (Southerly "Access Road Configuration") Conditions

1. The existing 60' southerly access and utility easement was provided for a future street to serve Cream City APN 030-091-021. As such, any access to serve the proposed Budwig subdivision shall be designed to work with this future development as outlined in the City letter dated January 22, 2019.
2. The typical street cross section shown on Alternative 2 is rejected. The Tentative Map shall show a typical 60' existing easement street cross section, which works for the future Cream City street extension and drainage. Parcel A shall be improved per City letter dated January 22, 2019. These improvements shall include partial street construction curb, gutter, sidewalk and utility. The Tentative Map shall show the interim and final improvements on Parcel A as well as at the Parcel A / 5th street intersection (ie: the staged interim construction sequence).
3. The Tentative Map shall conform to the Drainage Report and indicate offsite drainage improvements.
4. The Tentative Map shall be drawn to scale and include date.
5. The Tentative Map shall show the proposed grading, drainage and sewer and water services to serve each parcel as well as the driveway locations and Parcels 1 & 2 under sidewalk drains and drop inlet structures.
6. The Tentative Map shall show the water main extension and services to serve Parcels 3 & 4 as required by Del Oro Water Company.
7. The approved Tentative Map shall show the correct number of parcels that cannot be changed and be in substantial Tentative Map conformance (ie: each Tentative Map shall show the true number of proposed lots. If the number of lots changes then a separate Tentative Map shall be filed for each configuration).

PASSED this 14th Day of August 2019, by the following vote of the Planning Commission for the City of Ferndale:

This motion was made by Commissioner _____.

The motion was seconded by Commissioner _____.

YES:
NO:
ABSTAIN:
ABSENT:

_____
Jorgen Von Frausing-Borch, Chairman

Attest:

_____
Kristene Hall, City Clerk

Section 7: BUSINESS

Meeting Date: August 14, 2019				**Agenda Item Number: 7.1**		
Agenda Item Title: Housing Element Update						
Presented By: City Planner						
Type of Item:		Action		Discussion	X	Information
Action Required:	X	No Action		Voice Vote		Roll Call Vote

DISCUSSION:
The Ferndale 6th cycle (2019 – 2027) Housing Element is underway. Housing Element maps, tables, and graphs with new data have been updated; progress on 2014 Housing Element implementation programs is documented; Housing Element goals and policies have been reviewed; and implementation programs modified as necessary. The Council and Planning Commission undertook a Joint Study session to review the Goals and Programs of the 6th Cycle Element June 5th. As a result of this meeting's feedback, staff prepared a Draft Housing Element Update. This draft was reviewed by Council in June and sent to HCD for review and comment. HCD has provided initial comments that are being incorporated into a revised draft.

Tonight's desired outcomes are:

1. To receive feedback on Draft Housing Element
2. Promote public participation and comment on the Housing Element

The 6th Cycle draft Housing Element is presented in two parts: The Housing Plan and the Technical Appendix, which includes all the data required by State Law. The Housing Element Technical Appendix includes needs assessment, sites inventory, site analysis, previous program evaluation, and community engagement summary. The Housing Plan document includes the following sections:

Part One: Purpose and Statutory Requirements
Part Two: Context and Strategies ("Framing the Challenge")
Part Three: Goals and Policies
- GOAL 1: Designate sufficient land at appropriate densities with development standards to support appropriate housing creation for all income groups and household types.
- GOAL 2: Maintain and Improve Public Infrastructure
- GOAL 3: Promote Housing Equity for All Ferndale Residents
- GOAL 4: Preserve and Improve Affordable and Market Rate Housing

Part Four: Implementation Programs
Part Five: Quantified Objectives

Updating the element ensures there's sufficient housing affordability, diversity and density to meet Ferndale's RHNA, and that land to accommodate a range of housing types are located in

appropriate areas. Successful housing development planning involves understanding where residential uses are allocated and related factors. Housing Goals reflect the City's vision and guide future actions. Policies further refine goals and Implementation Programs are the specific and actionable tasks for the designated planning period. Housing Element law requires each program to include: 1) objectives, 2) timing of implementation, 3) beneficial impacts, and 4) responsible entities. This format varies by Housing Element, but the intent is to ensure all programs are realistic, effective, and actionable. The next Housing Element's Programs should be planned to be implemented within the 8-year Element Cycle (2019-2027).

The Housing Element requires public participation and education. The Planning Commission is encouraged to engage in community outreach, consider comments, and provide feedback on the Housing Element. Asking the community for input on Housing issues leads to more thoughtful, forward-looking planning and therefore a more cohesive plan for the future. HCD comments will be incorporated into the revised draft Housing Element and it will be available for public review; notice will be posted at City Hall, on the City's website, and in the Enterprise. The draft Housing Element is available for review on the City's website: https://ci.ferndale.ca.us/ferndale-draft-housing-element/

Staff also intends to apply for SB2 funding to further offset the costs associated with the Land Use Element Update and potentially the associated Zoning Code, as well as the environmental review associated with certifying those Elements (Safety, Air Quality & Noise) awaiting CEQA compliance for adoption. Staff developed a project list for SB2 funding and submit this for Council authorization at the June meeting. Staff is working with HCD technical assistance to review application materials and file by August 30, 2019.

The Housing Element requires environmental review, which must be completed prior to City Council adoption. An Initial Study is being prepared to comply with the California Environmental Quality Act (CEQA).

Meeting Date:	August 14, 2019			Agenda Item Number		7.2
Agenda Item Title	Design Review Ordinance Update					
Presented By:	Kristene Hall, City Clerk					
Type of Item:		Action	x	Discussion		Information
Action Required:	x	No Action		Voice Vote		Roll Call Vote

RECOMMENDATION:

Discuss changes to the Design Review Section of the Zoning Ordinance.

BACKGROUND:

The Planning Commissioners have discussed at previous meetings to change the current Design Review Ordinance that currently requires two members from the Planning Commission be appointed to the Design Review Committee down to only one member. This would allow the appointment of four at large members from the public to be a part of the Design Review Committee.

Staff has also added a penalties section for discussion. Any penalties suggested will need to be vetted by the City Attorney for approval.

ATTACHMENTS:

1. Current Design Review Ordinance with Proposed Changes

§6.05 Design Control Combining or -D Zone

(Begin section changed by Ordinance 09-01 on 8/6/09 and Ordinance 2013-04 on 2/6/2013)

The Design Control Combining or -D Zone is intended to be combined with any principal zone in which the appearance and design of buildings and structures form a substantial contribution to the desirability of the zone for the uses permitted therein, and in which it is desired to protect the over-all Historical appearance of the zone by regulating the design of proposed buildings and structures in the zone. The following regulations shall apply in any zone with which a Design Control Combining or –D Zone is combined, or as specified in Ordinance 2013-02 Sign Ordinance:

6.05.1 The procedures and authority for Design Review are established by this section to achieve the following purposes and objectives:

a. To ensure that new buildings and structures and/or the modification, alteration and/or enlargement of existing buildings or structures occurs in a manner which is consistent with the policies of the general plan;

b. To preserve the natural beauty of the town's site and setting;

c. To ensure that the architectural design of buildings and structures and their materials and colors are visually harmonious with and are conceptually consistent in character and scale with surrounding area; and

d. To ensure that the design and location of signs and their material and colors are consistent with the character and scale of the buildings to which they are attached or which are located on the same site, and to ensure that signs are visually harmonious with surrounding development.

6.05.2 Before any sign, structure or building may be erected, structurally altered, or in any way remodeled or improved so as to change the outward appearance of the sign, structure or building, a Design Review Permit shall be obtained unless exempted by Ordinance 2013-02.

6.05.3 Each application for such Design Review Permit shall be accompanied by drawings, plans and such written matter as may be necessary to show the front, side and rear elevations and the colors and materials to be used, and to show any other information that may be required by City staff, the Design Review Committee or the Planning Commission in order that it may adequately evaluate the proposed structure or building.

6.05.4 Design Review Permits shall be subject to the following procedures:

a. The Planning Commission shall appoint ~~two~~ one of its members as Primary and one member as Alternate Design Review Committee Members.

b. The Planning Commission shall interview and recommend to the City Council appointment of ~~three~~ four members residing in the 95536-zip code, preferably with design background in planning, architecture, landscape architecture, historical restoration, or other similar experience related to the design of physical improvements and buildings in the following manner:

i. City staff shall advertise the vacancy(ies) (via notice in newspaper, public posting) and notify Ferndale residents to contact City staff for application procedures.

ii. Applications must be received by City staff by ten (10) calendar days from the date of posting of the vacancy. Applications must be forwarded to the members of the Planning Commission by the next regular or special meeting.

iii. The Planning Commission shall interview applicants at their next regular or special meeting or direct City staff to re-advertise. After consideration of the applicants and application materials, the Commission shall select an applicant(s) to recommend for appointment. The first person(s) that receives a majority shall be selected. The Commission's recommendation(s) shall be forwarded to the City Council for their next regular or special meeting.

iv. The City Council shall consider the applicants and the Planning Commission's recommendation and shall appoint an applicant(s) to the Design Review Committee.

c. The Design Review Committee is a sub-committee of, and reports to, the Planning Commission.

d. Design Review Permit applications shall be forwarded to and reviewed by the Design Review Committee. No discussion between committee members shall take place, unless in a duly noticed meeting of the Committee.

i. (Begin section amended by Ord 2011-04 12/31/11) If a majority of the members present approve, City staff shall issue a Design Review Permit.

ii. If a majority of the members present deny, the applicant can change the design, or can appeal the decision to the Planning Commission at a fee as set by the Fees and Fines Schedule. (End section amended by Ord 2011-04 12/31/11)

6.05.5 The reviewing body shall consider the proposed structure or building in conjunction with the appearance and design of other structures and/or buildings in the zone in an endeavor to provide that the proposed structure or building 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, limit the opportunity to attain optimum use and value of the land and improvements or otherwise adversely affect the general property and welfare. The reviewing body shall suggest any changes or alterations in the proposed structure or building as it may deem necessary to accomplish the purposes of this Section.

6.05.6 Emergency / minor / routine repairs in Design Control Combining Zone.

a. Any of said repairs as defined in Sections 3.29 and 3.48 having value of less than $1000.00 requires no Design Review Permit.

6.05.7 Time Limits:

a. Applicants for projects that do not require a building permit shall have six months after the date of Design Review Permit issuance to complete their project.

b. Applicants for projects that do require a building permit shall be subject to the conditions and time limits of the building permit. If a building permit is not obtained within six (6) months of Design Review Permit issuance, the Design Review Permit shall be nullified.

c. City staff may grant a one-time Design Review Permit extension of 6 months upon applicant's request (End of section amended by Ordinance 09-01 on 8/6/09 and Ordinance 2013-04 on 2/6/2013).

6.05.8 Penalties:

a. Where work commences prior to obtaining a Design Review Use Permit it shall be considered a public nuisance and shall follow the severity of the nuisance abatement process described in Ferndale Nuisance Ordinance 06-04 Article 5. Nuisance violations fees set forth in the current Ferndale Fees and Fines schedule shall be applied.

Business Item 7.3- Building and Land Use Permits

BUSINESS ITEM		*May 30, 2019-August 7, 2019*
Building Permits		
B1930	543 Ocean	Sewer Lateral
B1931	357 Shaw	Re-Roof
B1932	36 Berding	Solar Install
B1933	909 Rose	Re-Roof Garage
B1934	888 Howard	Convert Carport to ADU
B1935	740 Berding	Re-Roof
B1936	625 McKinley	Re-roof
B1937	503 Shamsi	Replace Siding
B1938	1679 Market	Woodstove & Pipe Install
B1939	191 Shaw	Install Picture Window
B1940	740 Herbert	Re-Roof
B1941	910 Van Ness	Remodel
B1942	710 Jacobsen	New SFR
B1943	1148 Main	Veteran ADA Access
B1944	1077 Rose	Re-Roof

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:	August 14, 2019			Agenda Item Number		7.4
Agenda Item Title	Design Review Committee Report & Minutes					
Presented By:	Commissioner Representatives					
Type of Item:		Action	x	Discussion		Information
Action Required:	x	No Action		Voice Vote		Roll Call Vote

RECOMMENDATION:

Receive and file

BACKGROUND:

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

ATTACHMENTS:

1. Minutes of the 5/2/2019 Design Review Committee
2. Minutes of the 6/6/2019 Design Review Committee

City of Ferndale, Humboldt County, California USA

Design Review Minutes for the 05/02/2019 Agenda - 8:30am meeting

Vice-Chair Marc Daniels opened the meeting at 8:33 a.m. Committee Members Ellin Beltz, Kathleen Bullard, and Jorgen von Frausing-Borch were present along with and City Clerk Kristene Hall.

Modifications to the Agenda: None

Approval of Previous Minutes: **MOTION:** to Approve the minutes of the April 18, 2019 Design Review Meeting. **(Beltz/Bullard) Unanimous**

Public Comments: No Comment

447 Main Street: The Design Review Committee was presented with an application to place an awning on the building over the sidewalk at 447 Main Street, which is the Ferndale Reparatory Theatre. Staff stated the awning would be green in color and would include the business name across the front. Committee Member Daniels it was a nice addition and questioned the use of a horizontal frame vs a vertical frame. Committee Member Beltz stated the letters on the awning for the business name would be smoother using the current design (horizontal). Committee Member Bullard stated it looked very nice. **MOTION** to **APPROVE** the Design Review Use Permit Application, subject to the conditions of approval listed in Attachment B, to approve the installation of an awning on the front of the building at 447 Main Street. **(Bullard/Beltz) Unanimous**

614 Main Street: The Design Review Committee was presented with an application to place previously approved signage on the side of the building at 614 Main Street. Committee Member Daniels questioned is the addition of the signage would still be within the limits. Staff stated the signage would still be in the limits. **MOTION:** to **APPROVE** the Design Review Use Permit Application, subject to the conditions of approval listed in Attachment B, to place a previously approved business sign on the side of the building at 614 Main Street. **(Beltz/Bullard) Unanimous**

Correspondence: None

Committee Member Comments: None.

Meeting adjourned at 8:46

Respectfully submitted,

Kristene Hall
City Clerk

City of Ferndale, Humboldt County, California USA

Design Review Minutes for the 6/6/2019 Agenda - 8:30am meeting

Vice-Chair Marc Daniels opened the meeting at 8:31 a.m. Committee Members Ellin Beltz, Jerry Rocha, and Jorgen von Frausing-Borch were present along with and City Clerk Kristene Hall.

Modifications to the Agenda: None

Approval of Previous Minutes: **MOTION:** to Approve the minutes of the May 2, 2019 Design Review Meeting. **(von Frausing-Borch/Beltz) Unanimous**

Public Comments: No Comment

361 Berding Street: The Design Review Committee was presented with an application to15 solar panels on the roof of the residence. Commissioner von Frausing-Borch questioned if the panels were flat against roof. Applicants were present and stated they were. Committee Member Beltz thanked the applicant and company for the extensive information and plans. **MOTION** to **APPROVE** the Design Review Use Permit Application, subject to the conditions of approval listed in Attachment B, to approve the installation of solar panels on the roof of the residence. **(Beltz/Rocha) Unanimous**

476 Main Street: The Design Review Committee was presented with an application to paint the previously approved siding on the building. Staff went over the previously approved siding with the committee. **MOTION:** to **APPROVE** the Design Review Use Permit Application, subject to the conditions of approval listed in Attachment B, to paint only previously approved siding on the building (front to remain untouched) at 476 Main Street. **(Beltz/von Frausing-Borch) Unanimous**

Correspondence: None

Committee Member Comments: None.

Meeting adjourned at 8:40

Respectfully submitted,

Kristene Hall
City Clerk

Section 8: COMMISSIONER COMMENTS

Section 9: STAFF REPORTS

Section 10: ADJOURNMENT