

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

**Location** VIA ZOOM CONFERENCE

**Date:** August 5, 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](mailto:cityclerk@ci.ferndale.ca.us) by 4:00pm on Wednesday, August 4, 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/83259803089?pwd=Z2pXOUUoOYjE2NFR1V1doMIISODk0UT09>

or go to Zoom.us and input the following:

Meeting ID: 832 5980 3089

Passcode: 818192

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: 832 5980 3089

Passcode: 818192

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 June 3, 2021 and June 24, 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. 619 Main St (Removal of Gate Posts)..... Page 6
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 06/03/2021 Agenda - 8:30am meeting**

Chair Jeff Farley opened the Zoom meeting at 8:32 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 April 15, 2021 Meeting Minutes. **(Beltz/von Frausing-Borch)** All in favor.

Public Comments: No Comment

1101 Main: Committee Members were presented with an application to change the roof pitch on existing garage; paint the exterior; change vertical slatting on north side of garage; and enlarge the front porch.

ACTION:

The Committee requested the applicants bring back more details on roof pitch, elevations, and materials.

**NO MOTION**

154 Francis Street- Committee Members were presented with an application to paint the exterior of the residence and install new porch brackets.

ACTION:

The committee requested clarification on bracket materials before approval. Committee Member Beltz made a Motion to Approve the Design Review Use Permit for repainting the residence using the submitted colors. The Motion was seconded by Committee Member von Frausing-Borch. **Motion passed.** All in favor.

Correspondence: None.

Committee Member Comments: None

Meeting adjourned at 8:52 am

Respectfully submitted,

Kristene Hall  
City Clerk

**City of Ferndale, Humboldt County, California USA****Design Review Action Minutes for the 06/24/2021 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: None

Public Comments: No Comment

1101 Main: Committee Members were presented with a revised application to change the roof pitch on existing garage; paint the exterior; change vertical slatting on north side of garage; and enlarge the front porch.

**ACTION:**

Committee Member von Frausing-Borch made a motion to approve the project with the modification to use wood instead of hardi-board and the roof line be modified to not cut into the existing roof on residence. Chair Farley seconded the motion. **Motion passed.** Committee Member Beltz voted no on the project.

Correspondence: None.

Committee Member Comments: None

Meeting adjourned at 9:16 am

Respectfully submitted,

Kristene Hall  
City Clerk

**PUBLIC COMMENT**

**BUSINESS**

Meeting Date:	August 5, 2021			Agenda Item Number		5.a	
Agenda Item Title	619 Main Street						
Presented By:	Patrick Sparks 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 remove unused, dilapidated gate posts at 619 Main Street (APN 031-132-002).

**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 remove dilapidated gate posts no longer in use.”

**ATTACHMENTS:** Findings of Fact, Conditions of Approval, application, 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.

torinsdad@yahoo.com

DR 2104

Aug 5th

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:

7-14-2021

<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:

Madison Trust Company Custodian + b.o  
Patrick Leon Sparks Mtc Account M21037432

Address:

PO Box 1344 Ferndale, CA 95536-1344

## 3.

Name of Applicant (if different):

Patrick Leon Sparks

Address:

PO Box 1344 Ferndale, CA 95536

Phone:

707-845-4988

## 4.

Property Location:

619 Main St. Ferndale, CA 95536

Assessor Parcel Number(s):

031-132-002

Description:

Lot 2 in block 13 of Shaws division of Ferndale

Lot Area:

## 5.

Present Use of Property:

Rentals

Present Zoning:

C-2-D

## 6.

Description of Proposed Project:

Removal of unused, deteriorated  
gate posts. Gate and fence were removed years  
ago. Gate posts built in 1977.

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 of 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

7-14-2021

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







**CORRESPONDENCE**

**COMMITTEE COMMENTS**

**ADJOURN**