



CITY OF
FOLSOM
DISTINCTIVE BY NATURE

HISTORIC DISTRICT COMMISSION AGENDA

September 7, 2022

5:00 p.m.

50 Natoma Street

Folsom, California 95630

Effective July 7, 2022, the City of Folsom is returning to all in-person City Council, Commission, and Committee meetings. Remote participation for the public will no longer be offered. Everyone is invited and encouraged to attend and participate in City meetings in person.

CALL TO ORDER HISTORIC DISTRICT COMMISSION: John Lane, Mickey Ankhelyi, Justin Raithel, John Felts, Mark Dascallos, Daniel West, Kathy Cole

Any documents produced by the City and distributed to the Historic District Commission regarding any item on this agenda will be made available at the Community Development Counter at City Hall located at 50 Natoma Street, Folsom, California and at the table to the left as you enter the Council Chambers.

PLEDGE OF ALLEGIANCE

CITIZEN COMMUNICATION: The Historic District Commission welcomes and encourages participation in City Historic District Commission meetings, and will allow up to five minutes for expression on a non-agenda item. Matters under the jurisdiction of the Commission, and not on the posted agenda, may be addressed by the general public; however, California law prohibits the Commission from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Commission.

MINUTES

The minutes of the August 17, 2022 meeting will be presented for approval.

NEW BUSINESS

1. DRCL22-00205, 405 Sutter Street Window Trim Requirement Removal and Determination that the Project is Exempt from CEQA

A Public Meeting to consider a request from Michelle Langill for approval of a Design Review Application to remove the requirement for window trim on an 862-square-foot detached garage located at 405 Sutter Street. The zoning classification for the site is FIG/R-1-M, while the General Plan land-use designation is SFHD. The project is exempt from the California Environmental Quality Act in accordance with Section 15301 of the CEQA Guidelines. **(Project Planner: Josh Kinkade/Applicant: Michelle Langill)**

2. DRCL22-00116, 198 Persifer Street Garage Design Review and Determination that the Project is Exempt from CEQA

A Public Meeting to consider a request from Bart Edwards for approval of a Design Review Application to construct a 370-square-foot detached garage located at 198 Persifer Street. The zoning classification for the site is PER/R-1-M, while the General Plan land-use designation is SFHD. The project is exempt from the California Environmental Quality Act in accordance with Section 15303 of the CEQA Guidelines. **(Project Planner: Josh Kinkade/Applicant: Bart Edwards)**

3. Historic District Commission Rules of Conduct and Meeting Frequency

Folsom Municipal Code Section 17.52.100 requires the Historic District Commission to adopt rules for the transaction of its business, including rules for the election of officers. Rules of Conduct for Business before the City of Folsom Historic District Commission have been prepared for review and adoption, including a regular meeting schedule of one monthly meeting on the first Wednesday of each month starting at 5:30 p.m. **(Principal Planner: Steve Banks)**

PRINCIPAL PLANNER REPORT

HISTORIC DISTRICT COMMISSION COMMENTS

ADJOURNMENT

The next regularly scheduled meeting is **September 21, 2022**. Additional non-public hearing items may be added to the agenda; any such additions will be posted on the bulletin board in the foyer at City Hall at least 72 hours prior to the meeting. Persons having questions on any of these items can visit the Community Development Department during normal business hours (8:00 a.m. to 5:00 p.m.) at City Hall, 2nd Floor, 50 Natoma Street, Folsom, California, prior to the meeting. The phone number is (916) 461-6200 and fax number is (916) 355-7274.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in the meeting, please contact the Community Development Department at (916) 461-6203, (916) 355-7274 (fax) or ksanabria@folsom.ca.us. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

NOTICE REGARDING CHALLENGES TO DECISIONS

The appeal period for Historic District Commission Action: Pursuant to all applicable laws and regulations, including without limitation, California Government Code, Section 65009 and/or California Public Resources Code, Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning, and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the City at, or prior to, this public hearing. Any appeal of a Historic District Commission action must be filed, in writing with the City Clerk's Office no later than ten (10) days from the date of the action pursuant to Resolution No. 8081.



CITY OF
FOLSOM
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HISTORIC DISTRICT COMMISSION MINUTES

August 17, 2022

5:00 p.m.

50 Natoma Street

Folsom, California 95630

CALL TO ORDER HISTORIC DISTRICT COMMISSION:

The regular Historic District Commission Meeting was called to order at 5:00 pm with Chair Kathy Cole presiding.

ROLL CALL

Commissioners Present: Justin Raithel, Commissioner
Mark Dascallos, Commissioner
Daniel West, Commissioner
John Lane, Commissioner
Kathy Cole, Chair

Commissioners Absent: Mickey Ankhelyi, Vice Chair
John Felts, Commissioner

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

CITIZEN COMMUNICATION:

NONE

MINUTES:

The minutes of the August 3, 2022 meeting were approved.

NEW BUSINESS

1. DRCL22-00139, 1011 River Way Remodel Design Review and Determination that the Project is Exempt from CEQA

A Public Meeting to consider a request from Rachel Moore for approval of a Residential Design Review Application for an exterior remodel of an existing residence at 1011 River Way. The zoning classification for the site is R-4/RIV, while the General Plan land-use designation is HF. The project is exempt from the California Environmental Quality Act in accordance with Section 15301 of the CEQA Guidelines. **(Project Planner: Josh Kinkade/Applicant: Rachel Moore)**

COMMISSIONER WEST MOVED TO APPROVE THE APPLICATION (DRCL22-00139) FOR DESIGN REVIEW OF AN EXTERIOR REMODEL OF AN EXISTING RESIDENCE AT 1011 RIVER WAY, AS ILLUSTRATED ON ATTACHMENTS 5 AND 6 FOR THE 1011 RIVER WAY PROJECT, BASED ON THE FINDINGS BELOW (FINDINGS A-H) AND SUBJECT TO THE ATTACHED CONDITIONS OF APPROVAL (CONDITIONS 1-11) INCLUDED AS ATTACHMENT 3 WITH THE CHANGE TO CONDITION 1 AS NOTED ON THE GREEN SHEET.

COMMISSIONER DASCALLOS SECONDED THE MOTION.

The Motion carried the following roll call vote:

AYES: Commissioner(s):	RAITHEL, DASCALLOS, WEST, COLE
NOES: Commissioner(s):	NONE
RECUSED: Commissioner(s):	LANE
ABSENT: Commissioner(s):	ANKHELYI, FELTS

MOTION PASSED

2. DRCL22-00186, 1002 Persifer Street Design Review Modifications and Determination that the Project is Exempt from CEQA

A Public Meeting to consider a request from Allison Konwinski for approval of a Design Review application for modifications to a remodel of an existing single-family residence located at 1002 Persifer Street. The zoning classification for the site is R-1-M/CEN, while the General Plan land-use designation is SFHD. The project is exempt from the California Environmental Quality Act in accordance with Section 15301 of the CEQA Guidelines. **(Project Planner: Josh Kinkade/Applicant: Allison Konwinski)**

COMMISSIONER RAITHEL MOVED TO APPROVE THE APPLICATION (DRCL 22-00186) FOR DESIGN REVIEW MODIFICATIONS FOR AN EXISTING APPROVAL OF A REMODEL OF A SINGLE-FAMILY RESIDENCE LOCATED AT 1002 PERSIFER STREET, AS ILLUSTRATED ON ATTACHMENT 5 FOR THE 1002 PERSIFER STREET DESIGN REVIEW MODIFICATIONS PROJECT, BASED ON THE FINDINGS BELOW (FINDINGS A-H) AND SUBJECT TO THE ATTACHED CONDITIONS OF APPROVAL (CONDITIONS 1-11) INCLUDED AS ATTACHMENT 3 WITH THE CHANGE TO CONDITION 1 AS NOTED ON THE GREEN SHEET.

COMMISSIONER DASCALLOS SECONDED THE MOTION.

The Motion carried the following roll call vote:

AYES: Commissioner(s):	RAITHEL, DASCALLOS, WEST, LANE, COLE
NOES: Commissioner(s):	NONE
RECUSED: Commissioner(s):	NONE
ABSENT: Commissioner(s):	ANKHELYI, FELTS

MOTION PASSED

3. DRCL22-00192, 809 Figueroa Street Garage Demolition and Determination that the Project is Exempt from CEQA

A Public Meeting to consider a request from DC Custom Framing for approval of a Demolition Application for a 580-square-foot detached garage located at 809 Figueroa Street. The zoning classification for the site is R-1-M/FIG, while the General Plan land-use designation is SFHD. The project is exempt from the California Environmental Quality Act in accordance with Section 15301 of the CEQA Guidelines. **(Project Planner: Josh Kinkade/Applicant: DC Custom Framing)**

COMMISSIONER DASCALLOS MOVED TO APPROVE THE APPLICATION (DRCL22-00192) FOR DEMOLITION OF A 580-SQUARE-FOOT DETACHED GARAGE LOCATED AT 809 FIGUEROA STREET, BASED ON THE FINDINGS BELOW (FINDINGS A-G) AND SUBJECT TO THE ATTACHED CONDITIONS OF APPROVAL (CONDITIONS 1-7) INCLUDED IN ATTACHMENT 3 WITH THE CHANGE TO CONDITION 1 AS NOTED ON THE GREEN SHEET.

COMMISSIONER WEST SECONDED THE MOTION.

The Motion carried the following roll call vote:

AYES: Commissioner(s):	RAITHEL, DASCALLOS, WEST, LANE, COLE
NOES: Commissioner(s):	NONE
RECUSED: Commissioner(s):	NONE
ABSENT: Commissioner(s):	ANKHELYI, FELTS

MOTION PASSED

Technical difficulties with the webcast during deliberations of item No. 3 resulted in recording ending before item No. 3 vote was taken.

PRINCIPAL PLANNER REPORT

Principal Planner Steve Banks reported that the next Historic District Commission meeting is tentatively scheduled for September 7, 2022.

ADJOURNMENT

There being no further business to come before the Folsom Historic District Commission, Chair Kathy Cole adjourned the meeting at 5:53 p.m.

RESPECTFULLY SUBMITTED,

Karen Sanabria, ADMINISTRATIVE ASSISTANT

APPROVED:

Kathy Cole, CHAIR



CITY OF
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AGENDA ITEM NO. 1
Type: Public Meeting
Date: September 7, 2022

Historic District Commission Staff Report

50 Natoma Street, Council Chambers
Folsom, CA 95630

Project: 405 Sutter Window Trim Requirement Removal
File #: DRCL22-00205
Request: Design Review
Location: 405 Sutter Street
Parcel(s): 070-0115-006
Staff Contact: Josh Kinkade, Associate Planner, 916-461-6209
jkinkade@folsom.ca.us

Property Owner/Applicant

Name: Michelle Langill
Address: 405 Sutter St.
Folsom, CA 95630

Recommendation Conduct a public meeting, and upon conclusion recommend denial of an application for Design Review to remove the requirement for window trim on an 862-square-foot detached garage located at 405 Sutter Street (DRCL22-00205) subject to the findings included in this report (Findings A-D).

Project Summary: The proposed project consists of a request for the Historic District Commission to remove staff's requirement that a recently constructed 862-square-foot detached garage located at 405 Sutter Street include window trim or comparable detailing on all windows. The property is located within the Figueroa Subarea of the Historic Residential Primary Area of the Historic District.

Table of Contents:

1. Description/Analysis
2. Background
3. Vicinity Map
4. Site Plan and Floor Plans dated 4-29-21, Elevations dated 5-3-21
5. Site Photos
6. Applicant's Justification to Not Include Window Trim



CITY OF
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AGENDA ITEM NO. 1
Type: Public Meeting
Date: September 7, 2022

Submitted,

PAM JOHNS
Community Development Director

ATTACHMENT 1 DESCRIPTION/ANALYSIS

APPLICANT'S PROPOSAL

The applicant, Michelle Langill, is requesting that the Historic District Commission remove staff's requirement that a recently constructed 862-square-foot detached garage located at 405 Sutter Street include window trim or comparable detailing on all windows. The project site is located in the Figueroa Subarea of the Historic Residential Primary Area with an underlying zoning of R-1-M.

The Historic District Commission approved a Design Review Application for construction of a new 862-square-foot detached garage on June 16, 2021 (PN 21-102). As part of the project description in that staff report, staff stated, based on the elevations provided in Attachment 4, that the applicant proposed white stucco siding with teal doors and trim and white composition shingle roofing, all to match the colors of the existing residence.

At the time the applicant submitted for final Certificate of Occupancy for the project after completing construction, staff noted that the windows did not include trim (see Attachment 6 for photographs taken of the completed garage). The applicant stated that they had never intended to utilize window trim and that the reference to trim in the submitted plans was instead referring to the siding under the roof eaves. The applicant also stated that window trim was not one of the conditions of approval in the staff report for the garage and that the vinyl window frames provides adequate architectural detailing for the window. Furthermore, the applicant stated that the windows would be shielded from surrounding properties due to an existing fence and that no windows face the alley.

The applicant also pointed out technical reasons why trim should not be placed on the window. They stated that manufacturing specifications of the windows require that trim does not block the weepholes that drain water to avoid pooling water and that wood window trim would lead to rot. Staff offered a solution that the applicant provide an alternate trim material to wood that would not rot or shutters or a similar feature on the sides of the windows to be substantially compliant with Commission's approval. However, the applicant stated that due to budgetary concerns regarding hiring a contractor to sand down the stucco and install additional window features, they would not be able to afford further modifications, and are requesting that the Commission approve the project as completed. The applicant provided a request for Certificate of Occupancy to the City that has been included in Attachment 5.

POLICY/RULE

Section 17.52.300 of the Folsom Municipal Code (FMC) states that the Historic District Commission shall have final authority relating to the design and architecture of all exterior renovations, remodeling, modification, addition or demolition of existing structures within the Historic District. Section 17.52.330 states that, in reviewing projects, the Commission shall consider the following criteria:

- a) Project compliance with the General Plan and any applicable zoning ordinances;
- b) Conformance with any city-wide design guidelines and historic district design and development guidelines adopted by the city council;
- c) Conformance with any project-specific design standards approved through the planned development permit process or similar review process; and
- d) Compatibility of building materials, textures and colors with surrounding development and consistency with the general design theme of the neighborhood.

ANALYSIS

General Plan and Zoning Consistency

The General Plan land use designation for the project site is SFHD (Single-Family High-Density), and the zoning designation for the project site is R-1-M (Single-Family Residential, Small Lot District), within the Figueroa Subarea of the Historic Residential Primary Area of the Historic District. Single-family residences are allowed by right in the Figueroa Subarea and accessory structures such as garages and sheds are allowed by right if they are auxiliary to a primary structure.

Building Design/Architecture

The property is located within the Figueroa Subarea of the Historic Residential Primary Area of the Historic District. Chapter 5.04.03a of the DDGs, which addresses the design concepts for the Figueroa Subarea, states that the design concept for the Figueroa Subarea is to maintain existing pre-1910 structures and encourage restoration, reconstruction and new construction of pre-1910 styles, especially those previously existing in Folsom. Property owners are encouraged to maintain historic authenticity within the private areas of their property but are not required to do so except as may be necessary to maintain a National Register or similar listing.

The DDGs state that exterior materials and finishes for residential properties should be of residential grade, durable and of high quality and should include details appropriate for design period of the Subarea and building style. The DDGs also state that large, uninterrupted and unarticulated monochromatic expanses of wall should be avoided and can be broken up with the use of color, texture and architectural elements such as windows and trim.

Since the creation of the Historic District Commission, staff has consistently required that residences include detailing of some description on all windows. Examples of such detailing include trim, sills, recess, shutters, or thick window frames that contrast in color with the siding and serve the same architectural purpose as trim. Because the windows shown on the approved elevations show a border around them and because the color chart on the elevations makes a reference to trim, staff assumed that the house would include trim that would meet this standard practice. Staff also notes that alternatives such

as shutters that resemble wood or dark thick window frames that emulate trim would meet the window detailing requirement consistent with previous approvals. While the applicant states that the existing window frames serve the same purpose as trim, staff notes that the thickness and white color of the frames do not resemble trim in this instance. Finally, regarding the claim that the windows would not be visible due to an existing fence, staff notes that the fence shown in the photographs provided in Attachment 5 only partially obscures the windows from adjacent properties. As such, staff does not believe that there is justification to support the removal of the requirement that all windows utilize trim or similar detailing.

Staff has determined that the garage as proposed without window trim or similar detailing is not consistent with the Design and Development Guidelines for the Figueroa Subarea and the building materials and textures not consistent with surrounding development or with the general design theme of the neighborhood. Staff has concluded that the applicant has not met the design standards identified in the Folsom Municipal Code or the guidelines contained in the DDG's.

PUBLIC NOTICING COMMENTS

A notice was posted on the project site five days prior to the Historic District Commission meeting of September 7, 2022 that met the requirements of FMC Section 17.52.320. Furthermore, staff routed the project to the Folsom Heritage Preservation League and Historic Folsom Residents Association. Staff did not receive any public comments relative to the proposed project as of the publication of this staff report.

ENVIRONMENTAL REVIEW

The project is categorically exempt under Section 15301 (Existing Facilities) of the California Environmental Quality Act (CEQA) Guidelines. Based on staff's analysis of this project, none of the exceptions in Section 15300.2 of the CEQA Guidelines apply to the use of the categorical exemption in this case.

RECOMMENDED HISTORIC DISTRICT COMMISSION ACTION

Move to deny the application (DRCL22-00205) for Design Review to remove the requirement for window trim on an 862-square-foot detached garage located at 405 Sutter Street based on the findings below (Findings A-D).

GENERAL FINDINGS

- A. NOTICE OF PUBLIC MEETING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.
- B. THE PROJECT IS NOT CONSISTENT WITH THE GENERAL PLAN AND ZONING CODE OF THE CITY.

DESIGN REVIEW FINDINGS

- C. THE BUILDING MATERIALS, TEXTURES AND COLORS USED IN THE PROPOSED PROJECT ARE NOT COMPATIBLE WITH SURROUNDING DEVELOPMENT AND ARE NOT CONSISTENT WITH THE GENERAL DESIGN THEME OF THE NEIGHBORHOOD.

- D. THE PROPOSED PROJECT IS NOT IN CONFORMANCE WITH THE HISTORIC DISTRICT DESIGN AND DEVELOPMENT GUIDELINES ADOPTED BY CITY COUNCIL.

ATTACHMENT 2 BACKGROUND

BACKGROUND

Sacramento County records indicate that the existing 912-square-foot residence located at 405 Sutter Street was first constructed in 1937. The building features white stucco siding with teal doors and trim and white composition shingle roofing. Photographs of the existing residence and detached garage are included here as Attachment 5. The property does not appear on the City of Folsom’s Cultural Resources Inventory.

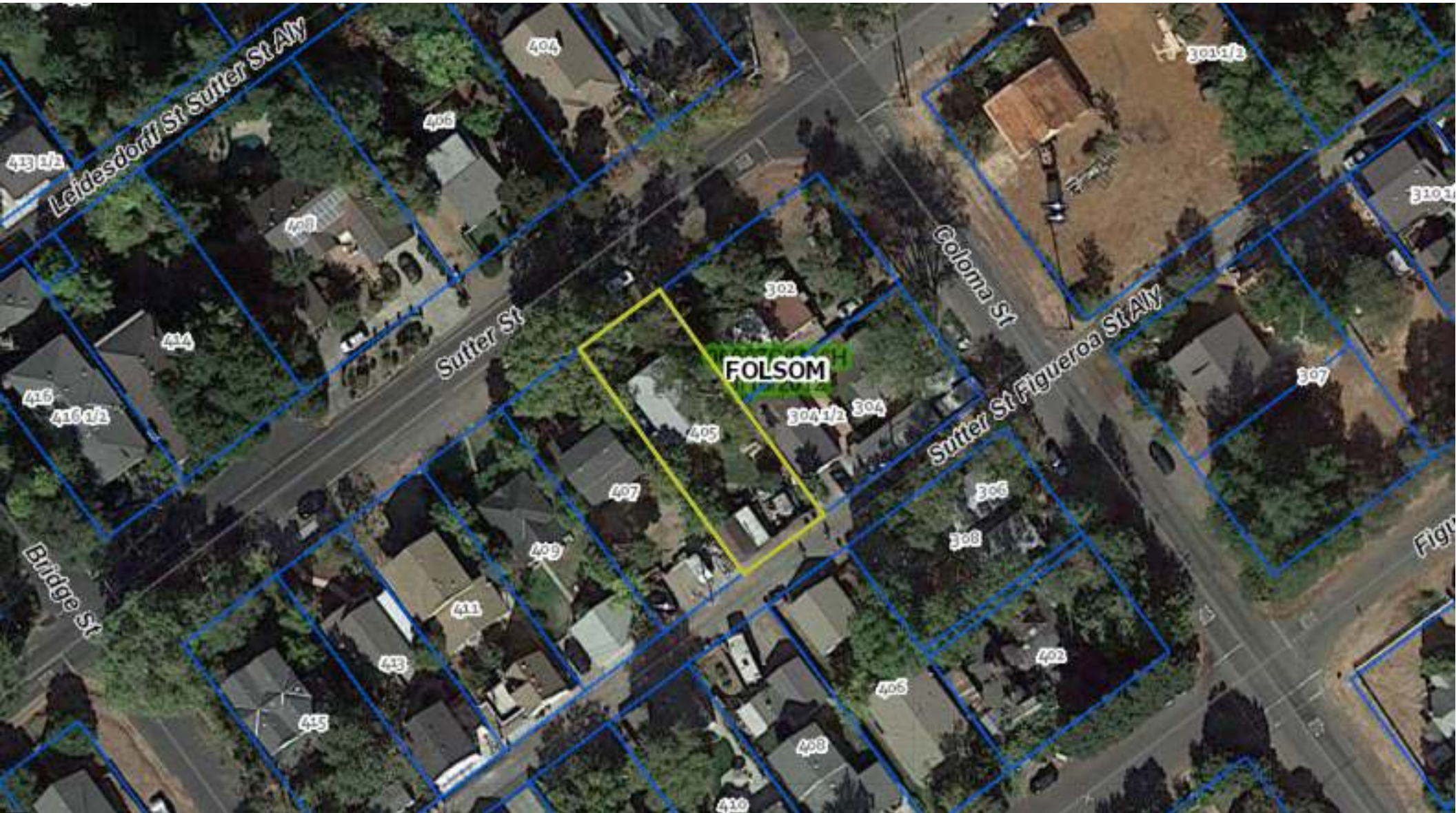
The Historic District Commission approved a Design Review Application for construction of a new 862-square-foot detached garage on June 16, 2021 (PN 21-102). During the building permit plan check process for the project, the applicant submitted plans that replaced the proposed bay window on the yard elevation with a standard double window flush with the garage wall. Staff determined that the proposed modified window was substantially compliant with the Commission’s approval in that it added adequate detailing to that wall in the same location as the bay window and did not require further Commission review.

GENERAL PLAN DESIGNATION	SFHD, Single-Family High-Density
ZONING	FIG, Figueroa Subarea of the Historic Residential Primary Area, with an underlying zoning of R-1-M (Single-Family Residential, Small Lot District)
ADJACENT LAND USES/ZONING	North: Sutter Street with residences beyond (FIG) South: Sutter/Figueroa Street Alley with residences beyond (FIG) East: Existing residences (FIG) with Coloma Street beyond West: Existing residences (FIG)
SITE CHARACTERISTICS	The 7,000-square-foot project site contains an existing residence, detached garage, paving and landscaping.
APPLICABLE CODES	<u>FMC</u> Section 17.52, HD, Historic District <u>FMC</u> Section 17.52.300, Design Review <u>FMC</u> Section 17.52.330, Plan Evaluation <u>FMC</u> Section 17.52.340, Approval Process

Historic District Commission
405 Sutter Window Trim Requirement Removal (DRCL22-00205)
September 7, 2022

FMC Section 17.52.540, Historic Residential
Primary Area Special Use and Design
Standards
Historic District Design and Development
Guidelines

Attachment 3 Vicinity Map



Attachment 4
Originally Approved Site Plan and Floor Plans
dated 4-29-21, Elevations dated 5-3-21

NEW DETACHED GARAGE

405 Sutter St
Folsom, CA 95630

PARCEL INFORMATION

Jurisdiction: City of Folsom
Parcel: APN 070011500600000
Zoning: R-1-M - Single Family Residential - Small Lot
1-Story with Raised Floor
Wood Framing
Year Built: 1937
Existing Building Living Area: 912 SF

PROJECT INFORMATION

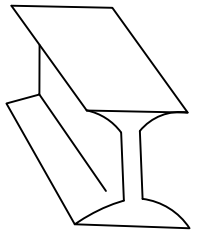
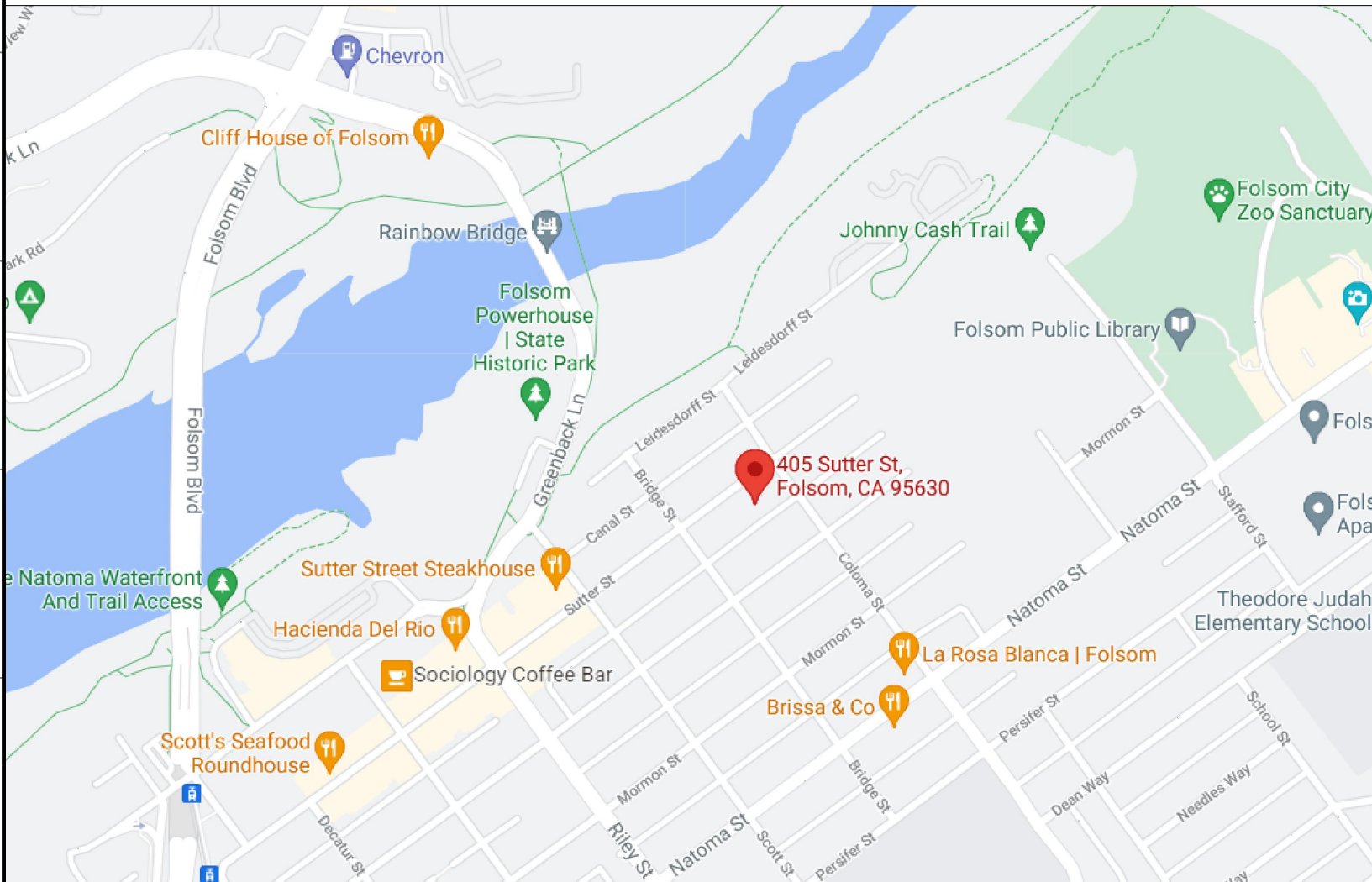
- Scope of Work
1. Demolish Old Shed and Foundation
 2. Install Water, Sewer and Electric Utility Lines
 3. Cast Concrete Parking Driveway and New Garage Slab Foundation
 4. Frame New Garage Walls and Roof
 5. Finish Garage Interior
 6. Install New Sidewalk and Fences
 7. Plumb Irrigation and Plant Sod.

APPLICABLE CODES:

2019 California Building Code

SHEET INDEX

- T-1 Title Sheet
- C-1 Site Plan
- A-1 Floor Plan
- A-2 Elevations



INFRASTRUCTURE IMPROVEMENT

P.O. BOX 746
FOLSOM, CA 95763
1-916-747-6694
www.InfrastructureImprovement.com
Curt.Taras@gmail.com

CLIENT:
Michelle Langill
405 Sutter St.
Folsom, CA 95630
1-916-261-3315
Shel1007M87@MSN.COM



Revisions

No.	Date	By	Description

Plans Approved By:

Title: _____

Project
NEW DETACHED GARAGE

Location
405 SUTTER ST
FOLSOM, CA 95630

Designed
C. Taras

Drawn
C. Taras

Checked

Check Date

Sheet Title

TITLE SHEET

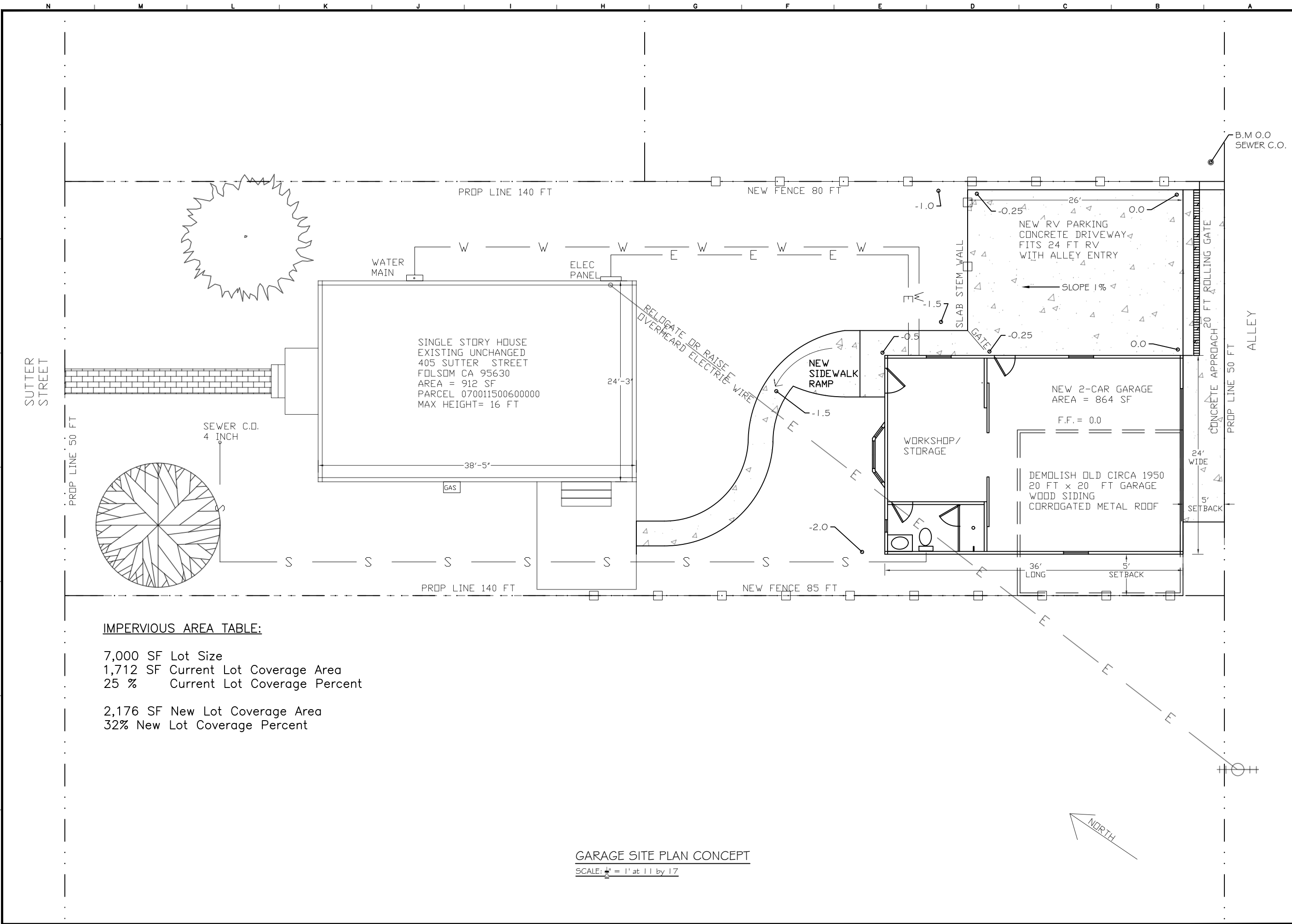
Date
4-28-2021

File Number
XXX

Sheet Scale

T-1
Sheet Number

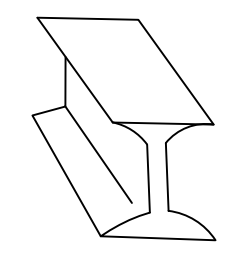
of



IMPERVIOUS AREA TABLE:

7,000 SF	Lot Size
1,712 SF	Current Lot Coverage Area
25 %	Current Lot Coverage Percent
2,176 SF	New Lot Coverage Area
32% New	Lot Coverage Percent

GARAGE SITE PLAN CONCEPT
 SCALE: 1/4" = 1' at 11 by 17



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 Curt.Taras@gmail.com

CLIENT:
 Michelle Langill
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 Shell007M87@MSN.COM



Revisions

No.	Date	By	Description

Plans Approved By:

 Title:

Project
 NEW DETACHED GARAGE

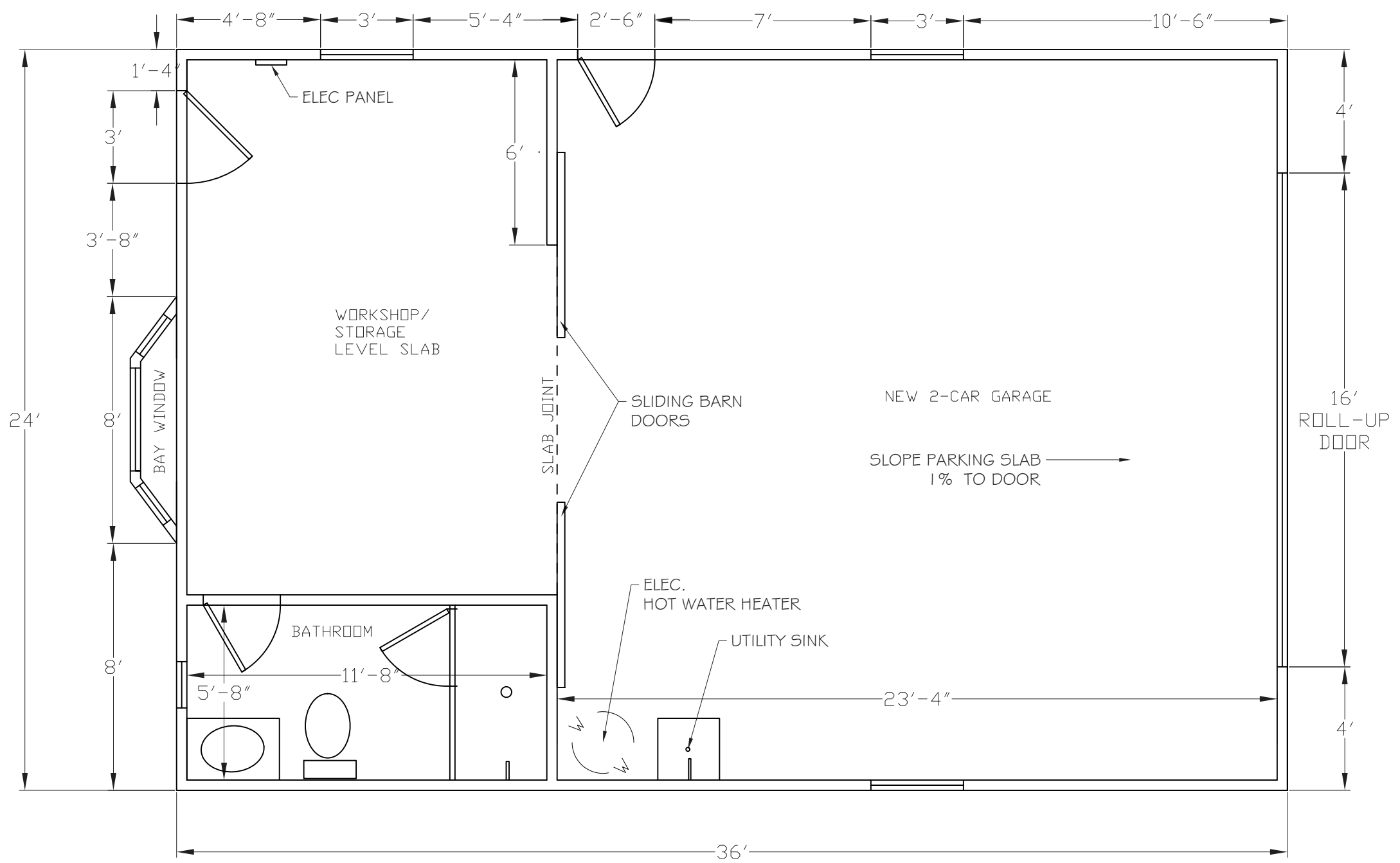
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 405 SUTTER ST
 FOLSOM, CA 95630

Designed C. Taras	Drawn C. Taras
Checked	Check Date

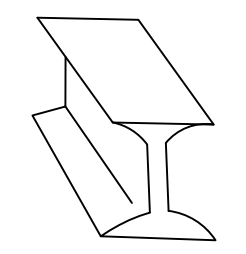
Sheet Title
 SITE PLAN

Date 4-29-2021	File Number XXX
Sheet Scale	
Sheet Number C-1	
of	

N M L K J I H G F E D C B A



GARAGE FLOOR PLAN
SCALE: 1/4" = 1' at 11 by 17



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Revisions

No.	Date	By	Description

Plans Approved By: _____
Title: _____

Project
**NEW DETACHED
GARAGE**

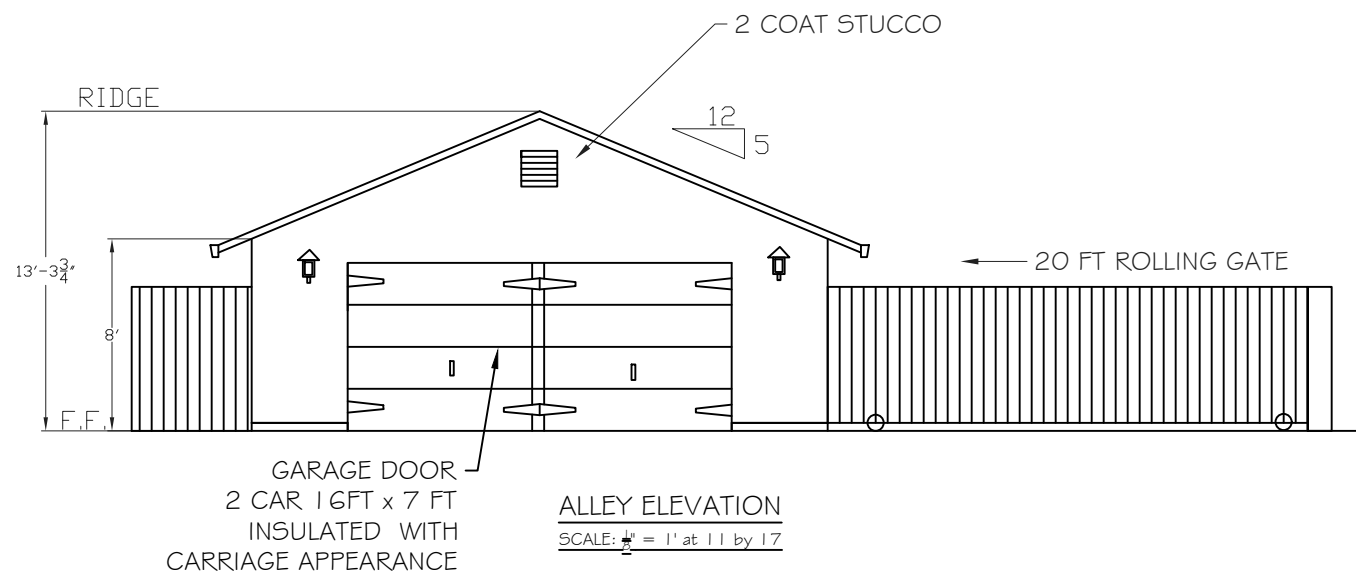
Location
405 SUTTER ST
FOLSOM, CA 95630

Designed C.Taras	Drawn C. Taras
Checked	Check Date

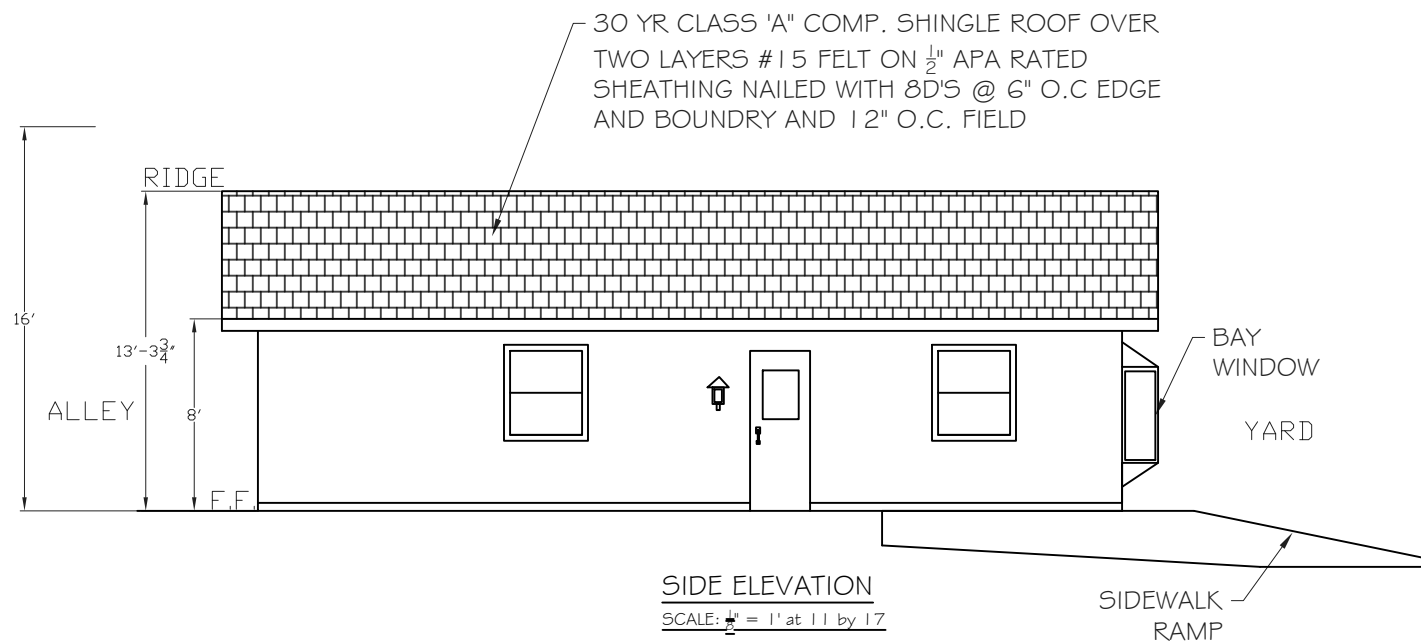
Sheet Title
FLOOR PLAN

Date 4-29-2021	File Number XXX
Sheet Scale	
Sheet Number C-1	
of	

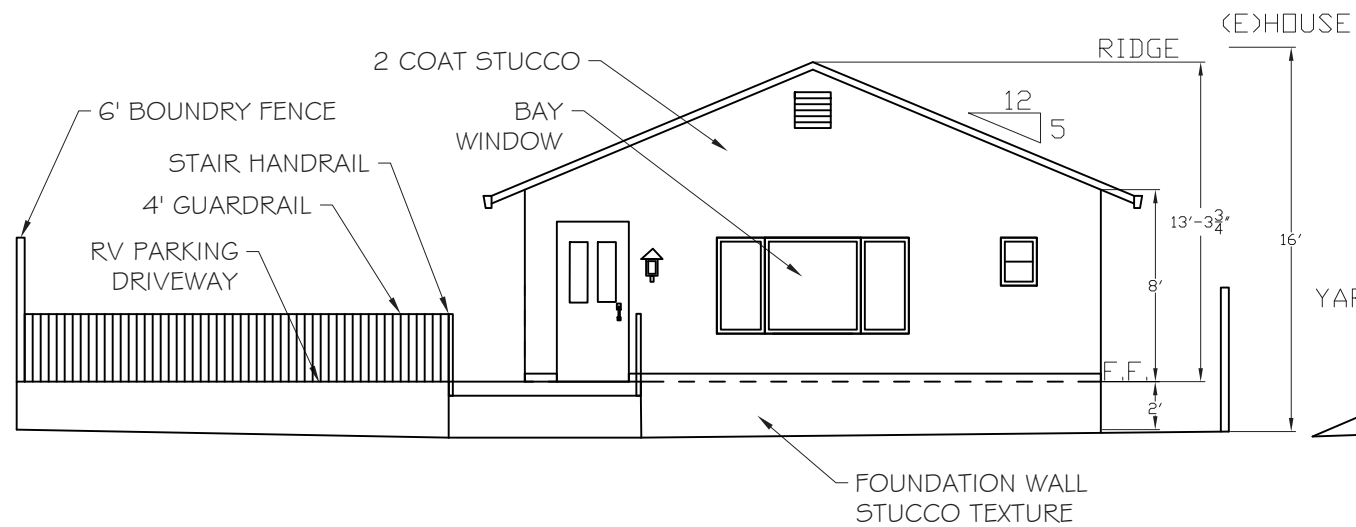
COLOR CHART
 GARAGE WALLS WHITE STUCCO TO MATCH HOUSE
 DOORS & TRIM TEAL BLUE TO MATCH HOUSE
 ROOF SHINGLES WHITE GRANULAR TO MATCH HOUSE



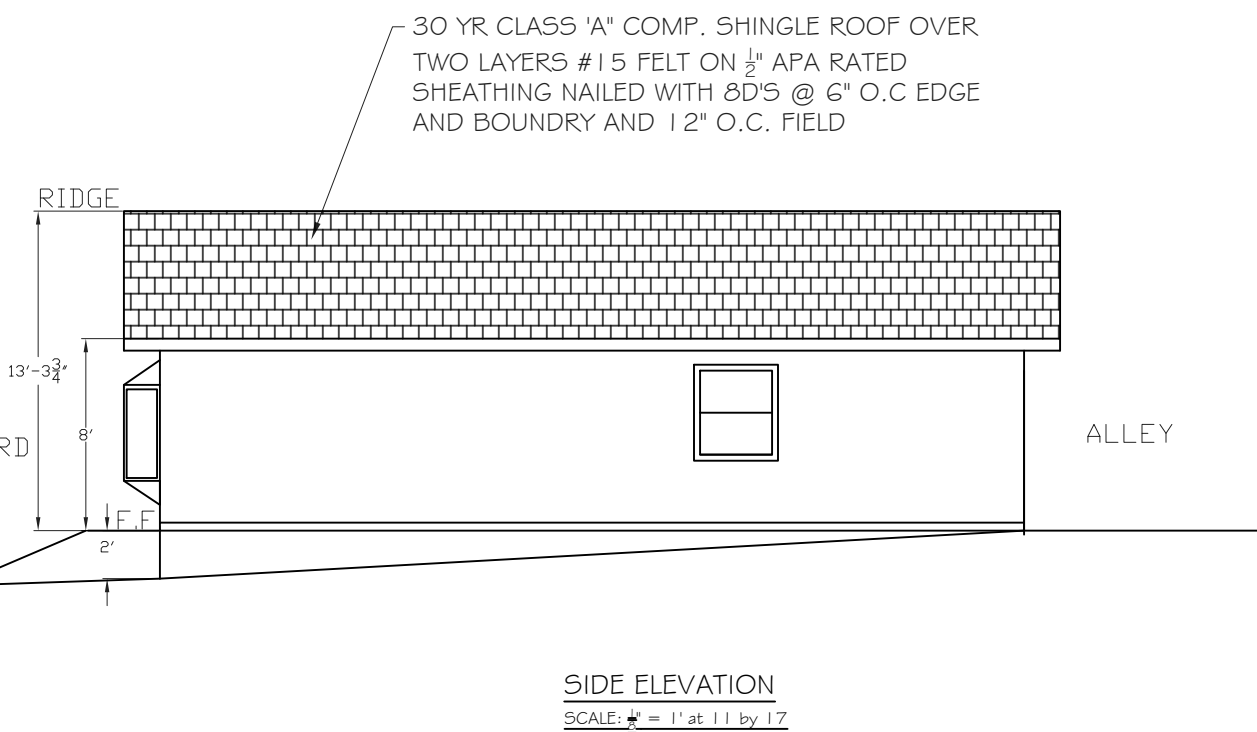
ALLEY ELEVATION
 SCALE: 1/8" = 1' at 11 by 17



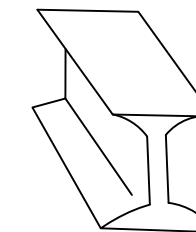
SIDE ELEVATION
 SCALE: 1/8" = 1' at 11 by 17



YARD ELEVATION
 SCALE: 1/8" = 1' at 11 by 17



SIDE ELEVATION
 SCALE: 1/8" = 1' at 11 by 17



INFRASTRUCTURE IMPROVEMENT

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CLIENT:
 Michelle Langill
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 1-916-261-3315
 Shell007M87@MSN.COM



Revisions

No.	Date	By	Description

Plans Approved By:

Title:

Project
 ACCESSORY GARAGE BUILDING

Location
 405 SUTTER ST
 FOLSOM, CA 95630

Designed C. Taras Draw C. Taras

Checked Check Date

Sheet Title
 GARAGE ELEVATIONS

Date 5-3-2021 File Number XXX

Sheet Scale

A-1 Sheet Number

of

Attachment 5 Site Photos



PRIMARY RESIDENCE



GARAGE ALLEY VIEW 1



GARAGE ALLEY VIEW 2



SIDE VIEW 1



SIDE VIEW 2

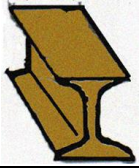


INTERIOR VIEW



WINDOW CLOSE-UP

Attachment 6
Applicant's Justification to Not Include
Window Trim



Infrastructure Improvement
P.O. Box 746
Folsom, CA 95763-0746
(916) 747-6694
curt.taras@infrastructureimprovement.com

**Certificate of Occupancy
Garage Certified by Engineer**

Jurisdiction City of Folsom
Executive Management Team
50 Natoma St
Folsom, CA 95630
Community Development Department
pjohns@johns.c.us

For the Client: Michelle Langill
Shell007m87@msn.com
1-916-261-3315

By the Engineer: Curt Taras, PE, California C58272
Infrastructure Improvement, Inc.
California Licensed Contractor 930156A
curt.taras@infrastructureimprovement.com

For the Property: Folsom Permit: GARAGE 21-4826
Replacement Garage
Window Weephole Certification
405 Sutter St
Folsom, CA 95630



Certificate of Occupancy
Replacement Garage 405 Sutter St, Folsom

1. Property Description
 - a. Replacement Residential Garage
 - b. City of Folsom Permit: NGAR 21-4826
 - c. Built: 2022
 - d. Passed all Inspections
 - e. Planning Department Certification Withheld
 - f. Planning Department is Requiring Window Trim around Windows
2. Windows Require Clear Weepholes - The replacement garage windows have weepholes that drain water and moisture. The windows are required by the manufacturer to be installed flush with the walls without trim that could block or pool draining water. The windows are installed in accordance with 2022 window installation codes and standards.
3. The City of Folsom Planning department staff is withholding its approval of a certificate of occupancy for the garage because planning staff claims window trim is required around the windows. Window trim was not one of the 6 conditions of the planning commission approval. The New Garage has passed all inspections and meets the 6 conditions of planning approval.
4. 2022 Window Engineering: The new windows are manufactured with a vinyl energy efficient frame that also is the architectural border for the window. The windows are sealed flush into the stucco walls for a watertight, rot-proof installation. Adding wood trim around the windows is a known construction problem prone to rotting and water blockage.



WINDOW WEEPHOLE



WINDOW INTERIOR

Certificate of Occupancy
Replacement Garage 405 Sutter St, Folsom

- 5. Certification: The Replacement Garage at 405 Sutter St Folsom is certified to be constructed in accordance with Folsom Permit 21-4826, engineered plans, and the planning Commission conditions. The window weepholes are required to not be surrounded by window trim to drain freely. A City of Folsom Certificate of Occupancy is requested without requiring the owner to obtain a new approval from the Planning Commission.



Curt Taras

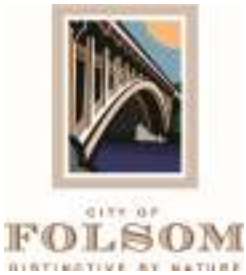
BY CURT TARAS,
CALIFORNIA PROFESSIONAL CIVIL ENGINEER

CITY OF FOLSOM APPROVAL:

SIGNATURE

NAME AND TITLE

DATE



Historic District Commission Staff Report

50 Natoma Street, Council Chambers
Folsom, CA 95630

Project: 198 Persifer Street Garage
File #: DRCL22-00116
Request: Design Review
Location: 198 Persifer Street
Parcel(s): APN 070-0172-047-0000
Staff Contact: Josh Kinkade, Associate Planner, 916-461-6209
jkinkade@folsom.ca.us

Property Owner

Name: Irving & Barbara Dickson
Address: 198 Persifer Street
Folsom, CA 95630

Applicant

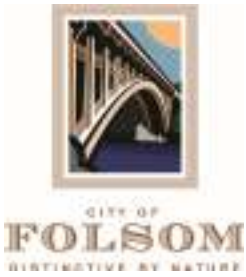
Name: Bart Edwards
Address: 1489 Buckeye Ct.
Auburn, CA 95603

Recommendation Conduct a public meeting, and upon conclusion recommend approval of a Residential Design Review Application to construct a 370-square-foot detached garage located at 198 Persifer Street, as illustrated on Attachment 5 for the 198 Persifer Street Garage project (DRCL22-00116) based on the findings included in this report (Findings A-H) and subject to the attached conditions of approval (Conditions 1-18).

Project Summary: The proposed project consists of construction of a new structure that includes a 370-square-foot garage located at 198 Persifer Street. The property is located within the Persifer-Dean Subarea of the Historic Residential Primary Area of the Historic District.

Table of Contents:

1. Description/Analysis
2. Background
3. Proposed Conditions of Approval
4. Vicinity Map
5. Site Plan, Floor Plans and Elevations, dated 3-1-22
6. Site Photos



AGENDA ITEM NO. 2
Type: Public Meeting
Date: September 7, 2022

Submitted,

A handwritten signature in blue ink, appearing to read "Pam Johns", with a long horizontal flourish extending to the right.

PAM JOHNS
Community Development Director

ATTACHMENT 1 DESCRIPTION/ANALYSIS

APPLICANT'S PROPOSAL

The applicant, Bart Edwards, is proposing construction of a new structure that includes a 370-square-foot garage located at 198 Persifer Street. Staff notes that the structure is also proposed to include an accessory dwelling unit (ADU). However, based on the proposed height of the ADU, that portion of the structure is exempt from design review by the Historic District Commission, as described in the Policy/Rule section below. The proposed structure will be 16 feet in height and will contain horizontal siding in the front with shingle siding under the front roof eaves and brick accents on the porch columns, stucco siding in the rear, trim on all windows and asphalt shingle roofing. The project site is zoned R-1-M (Single-Family Residential, Small Lot District) and is within the Persifer-Dean Subarea of the Historic Residential Primary Area of the Historic District. The General Plan designation is SFHD (Single-Family High Density).

POLICY/RULE

Section 17.52.300 of the Folsom Municipal Code (FMC) states that the Historic District Commission shall have final authority relating to the design and architecture of all exterior renovations, remodeling, modification, addition or demolition of existing structures within the Historic District. Section 17.52.330 states that, in reviewing projects for design review, the Commission shall consider the following criteria:

- a) Project compliance with the General Plan and any applicable zoning ordinances;
- b) Conformance with any city-wide design guidelines and historic district design and development guidelines adopted by the city council;
- c) Conformance with any project-specific design standards approved through the planned development permit process or similar review process; and
- d) Compatibility of building materials, textures and colors with surrounding development and consistency with the general design theme of the neighborhood.

Section 17.105.070(A) of the FMC states that one ADU detached from the primary dwelling is allowed with a maximum square footage of 850 square feet for a one-bedroom unit and that does not exceed 16 feet in height and is located at least 4 feet from side and rear property lines. Section 17.105.070(B) of the FMC states that only ADUs that exceed a height of 16 feet are subject to review by the Historic District Commission.

ANALYSIS

General Plan and Zoning Consistency

The General Plan land use designation for the project site is SFHD (Single-Family High-Density), and the zoning designation for the project site is R-1-M (Single-Family Residential, Small Lot District) and is within the Persifer-Dean Subarea of the Historic Residential Primary Area of the Historic District. Single-family residences are allowed by right in the Persifer-Dean Subarea and accessory structures such as garages and sheds are allowed by right if they are auxiliary to a primary structure.

Section 17.52.480 of the Folsom Municipal Code institutes setback and height requirements for accessory structures in the Historic District and Section 17.52.540 institutes requirements for pervious surface and building height in the Historic Residential Primary Area. The following table shows how the proposed project relates to the FMC zoning requirements (note that this table only reflects the characteristics of the garage, as the ADU is subject to separate standards that will be reviewed at a staff level as part of the building permit process):

	REQUIRED	PROPOSED
Accessory Structure Front Setback	20 feet, behind front plane of residence	88 feet, behind front plane of residence
Accessory Structure Side Setbacks	5 feet	5 feet
Accessory Structure Rear Setback	5 feet	7 feet
Minimum Pervious Surface	45%	57% (proposed)
Maximum Accessory Structure Height	19.25 feet (height of the primary structure)	16 feet
Separation from Other Structures on Property	6 feet	16.5 feet
Parking	2 spaces for primary residence	2 spaces for primary residence

As shown in the above table, the proposed project will meet all applicable development standards.

Building Design/Architecture

The design guidelines within the Historic District Design and Development Guidelines (DDGs) also apply to this project. The property is located within the Persifer-Dean Subarea of the Historic Residential Primary Area of the Historic District. Chapter 5.04.03(c) of the DDG's, which addresses the design concepts for the Persifer-Dean Subarea, states that design in the subarea reflects national trends of the 1950s, and that while a pre-1950s style of building is not necessarily inappropriate, it is important to

consider both the individual design and impacts on the neighborhood development pattern. No structures on the 198 Persifer Street property are included on the City of Folsom Cultural Resources Inventory.

The DDG's state that exterior materials and finishes for residential properties should be of residential grade, durable and of high quality and should include details appropriate for design period of the Subarea and building style.

The proposed project consists of a 370-square-foot garage. The proposed garage will be 16 feet in height with horizontal lap siding on the front and stucco siding on the side and rear. Staff has worked with the applicant to ensure that all exterior colors (siding, window trim, brick accents and roofing) will match that of the primary residence and has provided Condition No. 3(b) to mandate this. As such, while they are not matching the vertical siding of the existing residence, the applicant would be providing compatibility through the use of matching colors. Based on the quality of the proposed siding and the location of the garage in the rear of the lot, staff determined that the proposed garage is compatible with the colors and materials of the primary residence.

The DDGs state that wood frame double-hung or casement windows are preferred, and that vinyl clad windows may be used for less significant structures. In general, window proportions should be vertical rather than horizontal; however, appropriate proportions and number of panes will vary depending upon the style of the individual building and the context. The applicant proposes one horizontally oriented vinyl window on the left elevation of the garage. However, all other windows on the ADU are proposed to be vertically oriented. Because the window proportions on the building as a whole will be vertical, staff supports the horizontal window on the left elevation.

The garage includes residentially scaled doors, consistent with the DDGs. The proposed project's architecture is consistent with residential appearance through the use of the proposed building materials and design. The proposed structure will be 16 feet in height and 370 square feet in size, both of which do not exceed the square footage or height of the primary residence, as mandated by Section 17.52.480 of the FMC.

Vehicular access to the proposed garage will be via the existing driveway off Persifer Street. Section 5.04.03(c) of the DDGs state that driveway access is typically from the street rather than the alley in the Persifer-Dean Subarea. According to the DDGs, Appendix D, Section C.4 (e), if a roll-up or metal garage door is used, it should be plain and not paneled and windows are discouraged. The proposed garage features a single roll-up unpanelled door with no windows, consistent with this guideline.

Staff has determined that the overall design, colors, materials, and layout of the proposed garage structure are consistent with the design and development guidelines for the Persifer-Dean Subarea and the building materials, textures and colors are consistent with surrounding development and with the general design theme of the neighborhood. Staff

has concluded that the applicant has met the design standards identified in the Folsom Municipal Code and the guidelines contained in the DDG's.

Accessory Dwelling Unit

As part of the overall project, the applicant is proposing to build a one-bedroom 798-square-foot ADU that would be attached to the proposed garage and would be 16 feet in height and located 4 feet from the property line.

Section 17.105.070(A) of the FMC states that one ADU detached from the primary dwelling is allowed with a maximum of 850 square feet for a one-bedroom unit, that does not exceed 16 feet in height and is located at least 4 feet from side and rear property lines. Section 17.105.070(B) of the FMC states that only ADUs that exceed a height of 16 feet are subject to review by the Historic District Commission. As such, the proposed ADU is not subject to Historic District Commission review.

The ADU portion of the structure will not be subject to the design standards of FMC Sections 17.105.150 and 17.105.160, as the ADU is not larger than 800 square feet or taller than 16 feet in height. As such, the Historic District Commission will only be reviewing the garage portion of the structure. The design and footprint of the rest of the structure has been included in the plans for informational purposes only to give a sense of context for the rest of the building. The Historic District Commission may not review that portion of the structure.

Consistent with State law and the Folsom Municipal Code, staff will evaluate the proposed ADU to ensure that it complies with the applicable requirements in Chapter 17.105. If applicable requirements are met, ministerial approval is required. However, due to the size (less than 800 square feet), peak height above grade (at most 16 feet), and setbacks (side and rear yard setbacks at least four feet) staff's review will be limited and the design standards in Section 17.105.160 cannot be used to deny the proposed ADU. While the Commission or staff cannot mandate design standards on the ADU, staff has worked with the applicant to achieve an ADU design consistent with the general design theme of the neighborhood and compatible with the design of the main house and the garage.

Protected Trees

The City Arborist noted that a 24-inch Blue Oak tree is located at the northwest corner of the project site, adjacent to the alley behind the proposed garage. The City Arborist has investigated the tree and found that based on the trunk diameter, it is classified as a heritage tree in the FMC. To minimize the impacts to the tree's roots, staff has provided Condition No. 16, which states that a tree work permit and tree protection plan shall be required to protect the tree and account for impacts from the proposed development activities, subject to review and approval by the CDD and that the applicant retain the services of a project arborist for the duration of the development project to monitor the health of protected trees to be preserved and carry out the City-approved tree protection plan. The condition also requires that all regulated activity conducted within the Critical

Root Zone of protected trees be performed under the direct supervision of the project arborist. With this condition in place, staff determined that project impacts to the tree roots would be minimized.

PUBLIC NOTICING

A notice was posted on the project site five days prior to the Historic District Commission meeting of September 7, 2022, that met the requirements of FMC Section 17.52.320. The initial set of plans were also routed to the Folsom Heritage Preservation League and Historic Folsom Residents Association.

ENVIRONMENTAL REVIEW

The project is categorically exempt under Section 15303 (New Construction or Conversion of Small Structures) of the California Environmental Quality Act (CEQA) Guidelines. Based on staff's analysis of this project, none of the exceptions in Section 15300.2 of the CEQA Guidelines apply to the use of the categorical exemption in this case.

RECOMMENDED HISTORIC DISTRICT COMMISSION ACTION

Move to approve the application (DRCL22-00116) for Design Review of a 370-square-foot garage located at 198 Persifer Street, as illustrated on Attachment 5 for the 198 Persifer Street Garage project, based on the findings included in this report (Findings A-H) and subject to the attached conditions of approval (Conditions 1-18).

GENERAL FINDINGS

- A. NOTICE OF PUBLIC MEETING HAS BEEN GIVEN AT THE TIME AND IN THE MANNER REQUIRED BY STATE LAW AND CITY CODE.
- B. THE PROJECT IS CONSISTENT WITH THE GENERAL PLAN AND ZONING CODE OF THE CITY.

CEQA FINDINGS

- C. THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER SECTION 15303 (NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES.
- D. THE CUMULATIVE IMPACT OF SUCCESSIVE PROJECTS OF THE SAME TYPE IN THE SAME PLACE, OVER TIME IS NOT SIGNIFICANT IN THIS CASE.
- E. NO UNUSUAL CIRCUMSTANCES EXIST TO DISTINGUISH THE PROPOSED PROJECT FROM OTHERS IN THE EXEMPT CLASS.

- F. THE PROPOSED PROJECT WILL NOT CAUSE A SUBSTANTIAL ADVERSE CHANGE IN THE SIGNIFICANCE OF A HISTORICAL RESOURCE.

DESIGN REVIEW FINDINGS

- G. THE BUILDING MATERIALS, TEXTURES AND COLORS USED IN THE PROPOSED PROJECT ARE COMPATIBLE WITH SURROUNDING DEVELOPMENT AND ARE CONSISTENT WITH THE GENERAL DESIGN THEME OF THE NEIGHBORHOOD.
- H. THE PROPOSED PROJECT IS IN CONFORMANCE WITH THE HISTORIC DISTRICT DESIGN AND DEVELOPMENT GUIDELINES ADOPTED BY CITY COUNCIL.

ATTACHMENT 2 BACKGROUND

Sacramento County records indicate that the existing residence located at 198 Persifer Street was first constructed in 1977. Photographs of the existing residence are included here in Attachment 6. The property does not appear on the City of Folsom’s Cultural Resources Inventory.

GENERAL PLAN DESIGNATION

SFHD, Single-Family High Density

ZONING

PER, Persifer-Dean Subarea of the Historic Residential Primary Area, with an underlying zoning of R-1-M (Single-Family Residential, Small Lot District)

ADJACENT LAND USES/ZONING

North: Existing commercial/office properties (BP/NRB) with Natoma Street beyond

South: Persifer Street with existing residences (R-1-M/PER) beyond

East: Existing residences (R-1-M/PER)

West: Existing residences (R-1-M/PER)

SITE CHARACTERISTICS

The 7,459-square-foot project site consists of a single-family residence, a driveway, and landscaping.

APPLICABLE CODES

FMC Chapter 17.52 HD, Historic District
FMC Section 17.52.300, Design Review
FMC Section 17.52.330, Plan Evaluation
FMC Section 17.52.340, Approval Process
FMC Section 17.52.480, Accessory Structures
FMC Section 17.52.540, Historic Residential Primary Area Special Use and Design Standards

FMC
Chapter 17.105, Accessory Dwelling Units
FMC Section 17.105.070 Single-unit zones:
Detached accessory dwelling unit.
Historic District Design and Development Guidelines

ATTACHMENT 3

Proposed Conditions of Approval

**CONDITIONS OF APPROVAL FOR
 198 PERSIFER STREET GARAGE
 (DRCL22-00116)**

Cond. No.	Mitigation Measure	GENERAL REQUIREMENTS	When Required	Responsible Department
1.		Issuance of a Building Permit and Encroachment Permit is required. The applicant shall submit final site and building plans to the Community Development Department that substantially conform to the Site Plan, Floor Plans and Elevations dated 3-1-22, included in Attachment 5. Implementation of this project shall be consistent with the above referenced items as modified by these conditions of approval.	B	CD (B)
2.		Compliance with all local, state and federal regulations pertaining to building construction is required.	OG	CD (B)
3.		The project shall comply with the following architecture and design requirements: <ul style="list-style-type: none"> a. This approval is for a new structure that includes a 370-square-foot garage located at 198 Persifer Street. The applicant shall submit building plans that comply with this approval and the Site Plan, Floor Plans and Elevations dated 3-1-22 included in Attachment 5. b. The exterior siding, brick, trim and roof shingle colors shall substantially match those of the existing primary residence to the satisfaction of the Community Development Department. 	B	CD (P)
4.		The ADU portion of the proposed structure shall be subject to a separate staff-level review to determine compliance with <u>FMC</u> Chapter 17.105.	B, OG	CD (P,B)
5.		The project approval granted under this staff report shall remain in effect for one year from final date of approval (September 7, 2023). Failure to obtain the relevant building, demolition, or other permits within this time period, without the timely extension of this approval, shall result in the termination of this approval.	B	CD (P,B)

6.		<p>The owner/applicant shall defend, indemnify, and hold harmless the City and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void, or annul any approval by the City or any of its agencies, departments, commissions, agents, officers, employees, or legislative body concerning the project. The City will promptly notify the owner/applicant of any such claim, action or proceeding, and will cooperate fully in the defense. The City may, within its unlimited discretion, participate in the defense of any such claim, action or proceeding if both of the following occur:</p> <ul style="list-style-type: none"> • The City bears its own attorney’s fees and costs; and • The City defends the claim, action or proceeding in good faith <p>The owner/applicant shall not be required to pay or perform any settlement of such claim, action or proceeding unless the settlement is approved by the owner/applicant.</p>	G	(E)(B) PW, PR, FD, PD
DEVELOPMENT COSTS AND FEE REQUIREMENTS				
7.		The owner/applicant shall pay all applicable taxes, fees and charges at the rate and amount in effect at the time such taxes, fees and charges become due and payable.	B	CD (P)(E)
8.		If applicable, the owner/applicant shall pay off any existing assessments against the property, or file necessary segregation request and pay applicable fees.	B	CD (E)
9.		The City, at its sole discretion, may utilize the services of outside legal counsel to assist in the implementation of this project, including, but not limited to, drafting, reviewing and/or revising agreements and/or other documentation for the project. If the City utilizes the services of such outside legal counsel, the applicant shall reimburse the City for all outside legal fees and costs incurred by the City for such services. The applicant may be required, at the sole discretion of the City Attorney, to submit a deposit to the City for these services prior to initiation of the services. The applicant shall be responsible for reimbursement to the City for the services regardless of whether a deposit is required.	B	CD (P)(E)
10.		If the City utilizes the services of consultants to prepare special studies or provide specialized design review or inspection services for the project, the applicant shall reimburse the City for actual costs it incurs in utilizing these services, including administrative costs for City personnel. A deposit for these services shall be provided prior to initiating review of the Final Map, improvement plans, or beginning inspection, whichever is applicable.	B	CD (P)(E)

CULTURAL RESOURCE REQUIREMENTS

11.		If any archaeological, cultural, or historical resources or artifacts, or other features are discovered during the course of construction anywhere on the project site, work shall be suspended in that location until a qualified professional archaeologist assesses the significance of the discovery and provides recommendations to the City. The City shall determine and require implementation of the appropriate mitigation as recommended by the consulting archaeologist. The City may also consult with individuals that meet the Secretary of the Interior’s Professional Qualifications Standards before implementation of any recommendation. If agreement cannot be reached between the project applicant and the City, the Historic District Commission shall determine the appropriate implementation method.	G, I, B	CD (P)(E)(B)
12.		In the event human remains are discovered, California Health and Safety Code Section 7050.5 states that no further disturbance shall occur until the county coroner has made the necessary findings as to the origin and disposition pursuant to Public Resources Code 5097.98. If the coroner determines that no investigation of the cause of death is required and if the remains are of Native American Origin, the coroner will notify the Native American Heritage Commission, which in turn will inform a most likely decedent. The decedent will then recommend to the landowner or landowner’s representative appropriate disposition of the remains and any grave goods.	G, I, B	CD (P)(E)(B)
SOILS REQUIREMENT				
13.		If during construction, currently unknown contaminated soils are discovered (i.e., discolored soils, odorous, other indications), construction within the area shall be halted, the extent and type of contamination shall be characterized, and a clean-up plan shall be prepared and executed. The plan shall require remediation of contaminated soils. The plan shall be subject to the review and approval of SCEMD, RWQCB, the City of Folsom, or other agencies, as appropriate. Remediation can include in-situ treatment, disposal at an approved landfill, or other disposal methods, as approved. Construction can proceed within the subject area upon approval of and in accordance with the plan.	G, I, B	CD (P)(E)(B)
NOISE REQUIREMENT				
14.		Compliance with Noise Control Ordinance and General Plan Noise Element shall be required. Hours of construction operation shall be limited from 7:00 a.m. to 6:00 p.m. on weekdays and 8:00 a.m. to 5:00 p.m. on Saturdays. No construction is permitted on Sundays or holidays. In addition, construction equipment shall be muffled and shrouded to minimize noise levels.	I, B	CD (P)(E)

15.		During construction, the owner/applicant shall be responsible for litter control and sweeping of all paved surfaces in accordance with City standards. All on-site storm drains shall be cleaned immediately before the commencement of the rainy season (October 15).	G, I, B	CD (E)
SITE DEVELOPMENT REQUIREMENTS				
16.		<p>A tree work permit and tree protection plan shall be required to protect the existing onsite oak tree and account for tree impacts from the proposed development activities. The tree protection plan shall be prepared in collaboration with a qualified arborist and shall be subject to review and approval by the CDD. The tree protection plan shall contain the contact information of the project arborist and shall be included in all associated plan sets for the project.</p> <p>The applicant shall retain the services of a project arborist for the duration of the development project to monitor the health of protected trees to be preserved and carry out the City-approved tree protection plan. All regulated activity conducted within the Critical Root Zone of protected trees, as that term is defined in Folsom Municipal Code (FMC) 12.16.020, shall be performed under the direct supervision of the project arborist. A copy of the executed contract for these arboricultural services shall be submitted to the CDD prior to the issuance of any tree or grading permits.</p> <p>A certification letter by the project arborist attesting compliance with these conditions shall be submitted to the CDD at the time of the final inspection, prior to the Certificate of Occupancy.</p>	B, I	CD (E)
17.		The improvement plans for the required private improvements shall be reviewed and approved by the Community Development Department prior to issuance of the Building Permit.	B	CD (E)
18.		The owner/applicant shall coordinate the planning, development and completion of this project with the various utility agencies (i.e., SMUD, PG&E, etc.).	I	CD (P)(E)

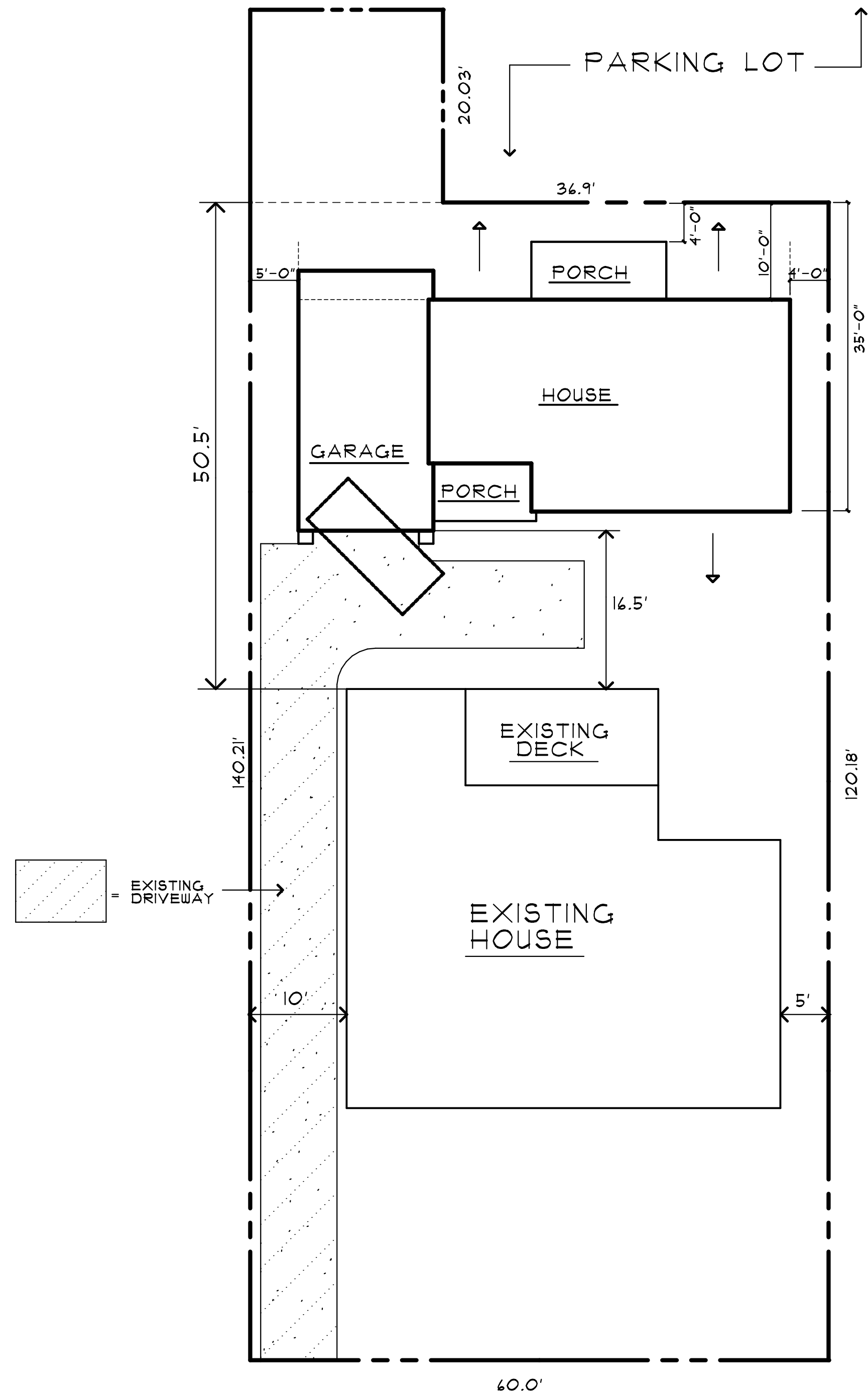
RESPONSIBLE DEPARTMENT		WHEN REQUIRED	
CD	Community Development Department (P) Planning Division (E) Engineering Division (B) Building Division (F) Fire Division	I	Prior to approval of Improvement Plans
(P)		M	Prior to approval of Final Map
(E)		B	Prior to issuance of first Building Permit
(B)		O	Prior to approval of Occupancy Permit
(F)		G	Prior to issuance of Grading Permit
PW	Public Works Department	DC	During construction
PR	Park and Recreation Department	OG	On-going requirement
PD	Police Department		

Attachment 4 Vicinity Map



Historic District Commission
1010 Persifer Street Garage (DRCL22-00116)
September 7, 2022

Attachment 5
Site Plan, Floor Plan and Elevations, dated 3-1-22



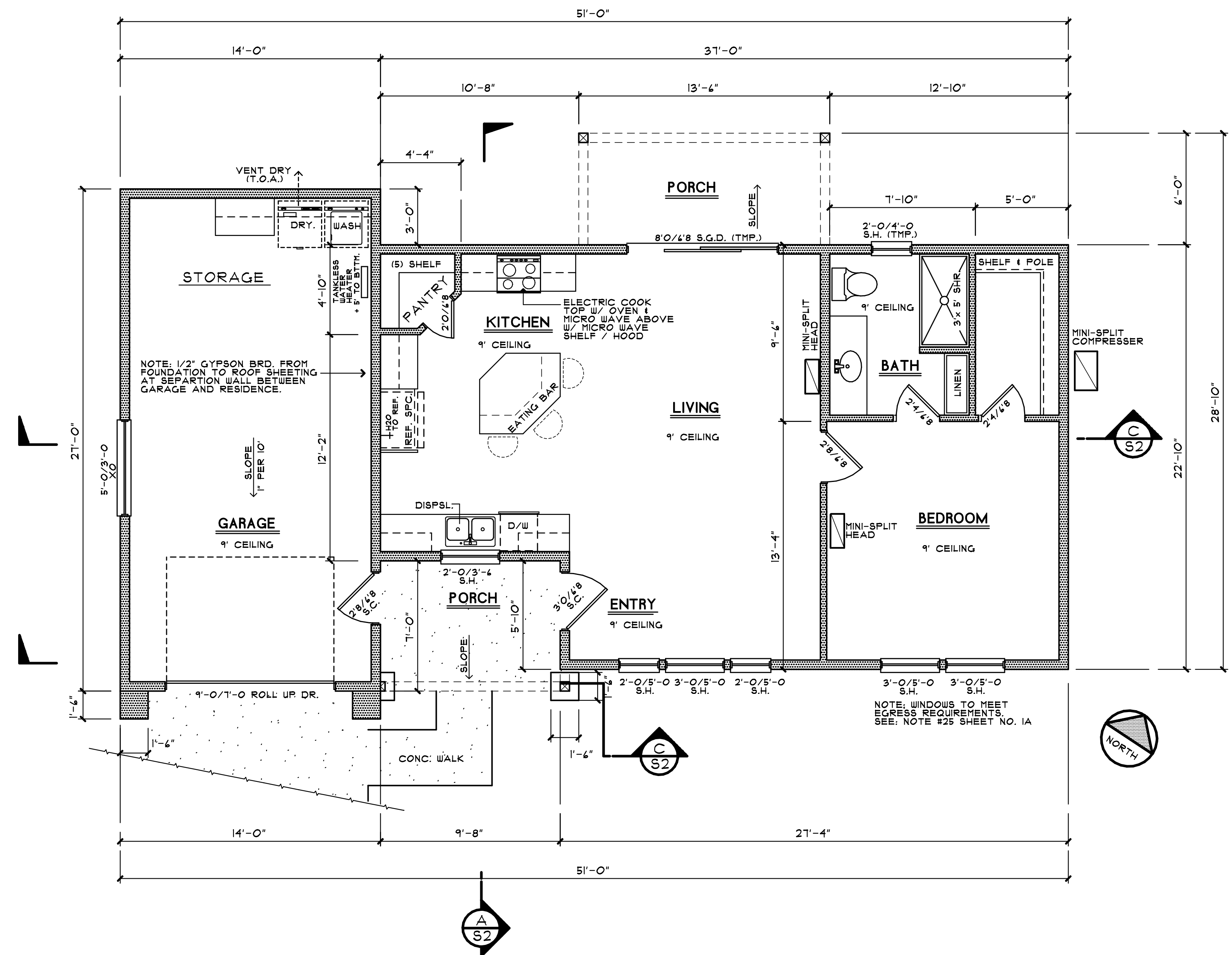
← PERSIFER ST. →

PLOT PLAN

SCALE: 1" = 10'-0"

ADDRESS: 198 PERSIFER WAY
FOLSOM, CA.

REAR YARD AREA = 3526 SQ. FT.
HOUSE, GARAGE & PORCHES = 1294 SQ. FT.
PERCENT OF LOT COVERAGE = 31%



TOTAL FLOOR AREA = 798 SQ. FT.
GARAGE FLOOR AREA = 370 SQ. FT.
PORCH AREAS =149 SQ. FT.

**CALGREEN 2019
FIXTURE FLOW RATE**

FIXTURE TYPE:	FLOW RATE
SHOWER HEADS	2 GPM @ 80 PSI
LAVATORY FAUCETS RESIDENTIAL	1.2 GPM @ 40 PSI .8 GPM @ 20 PSI
KITCHEN FAUCETS	1.8 GPM @ 40 PSI
GRAVITY TANK TYPE WATER CLOSETS	1.28 GALLONS / FLUSH
URINALS	.5 GALLONS / FLUSH

ADU PLANS FOR:
KEN DICKSON
EMAIL: ken@cdmlending.com
ADDRESS: 198 PERSIFER WAY
FOLSOM, CA.

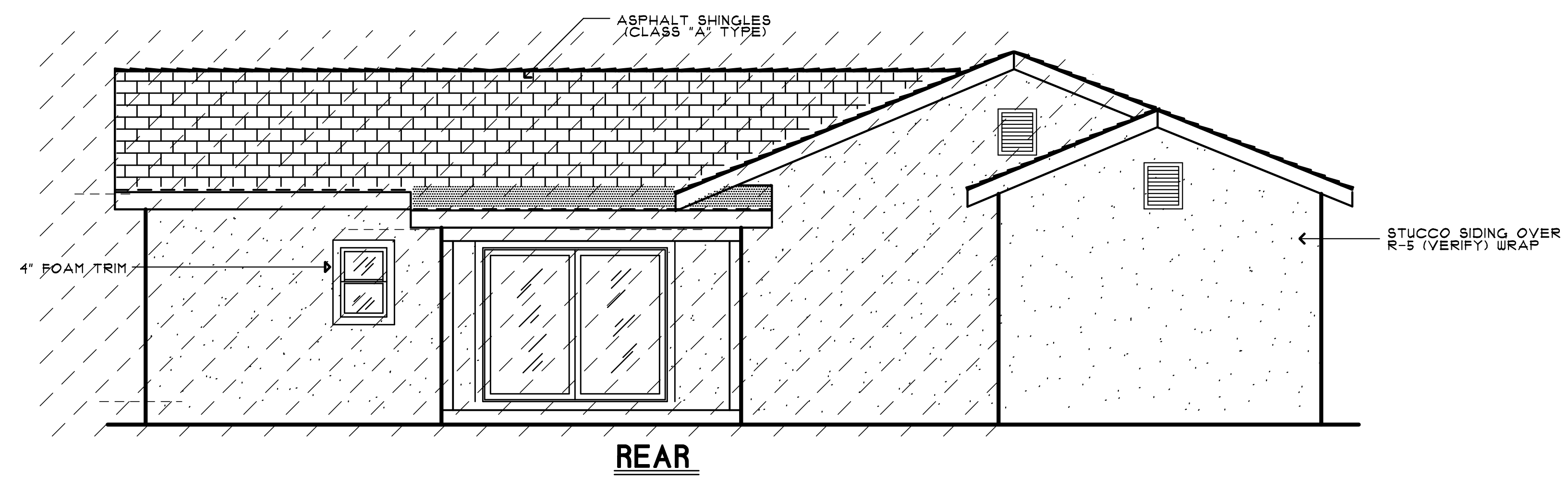
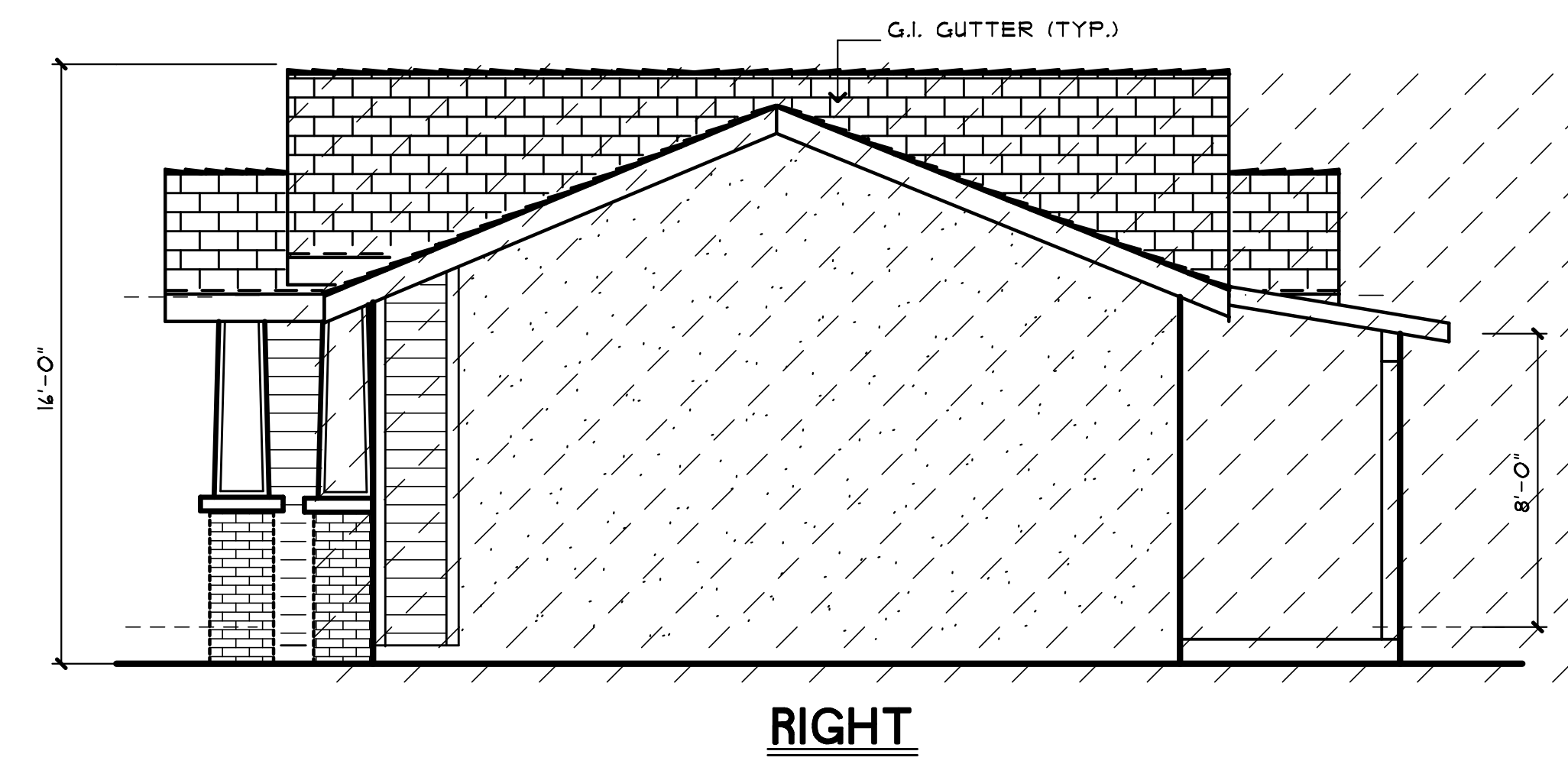
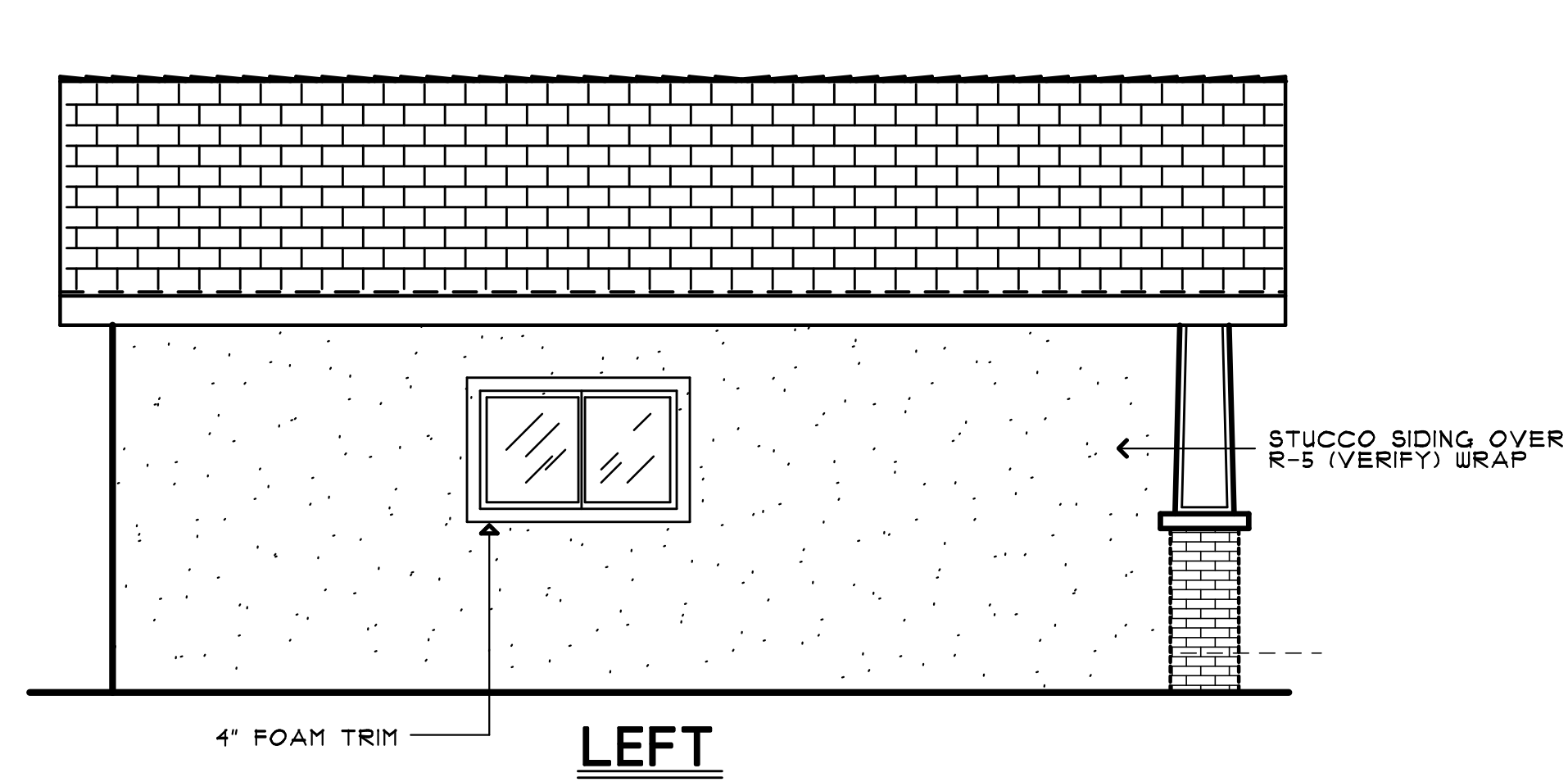
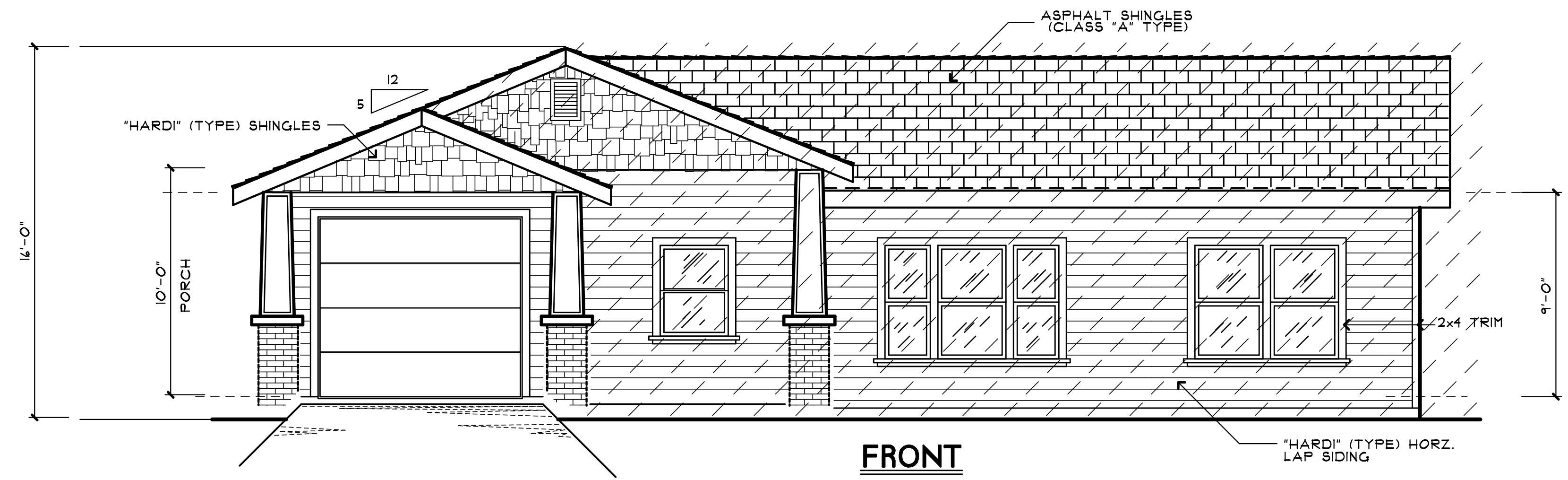
PLANS DESIGNED BY:
AUBURN HOME DESIGN
BART EDWARDS
1489 BUCKEYE COURT
AUBURN, CALIF. 95603
PHONE: 530-823-1212
EMAIL: auburnhomedesign@gmail.com

PLOT PLAN & FLOOR PLAN

SCALE: 1/4"=1'-0" APPR. BY: DRAWN BY B.E.
DATE: 3-1-22 REVISED

SHEET A1

ALL CONSTRUCTION SHALL COMPLY WITH THE CURRENTLY APPROVED EDITIONS OF THE 2019 CBC, CHC, GFC, CRC, CEC, & THE 2019 CAL GREEN CODE & 2019 CALIFORNIA ENERGY CODE
DRAWING NO. I-489-ID



ELEVATIONS & ROOF PLAN			
SCALE: 1/4"=1'-0"	APPR. BY:	DRAWN BY: B.E.	
DATE: 3-1-22		REVISED	
SHEET A2			
ALL CONSTRUCTION SHALL COMPLY WITH THE CURRENTLY APPROVED EDITIONS OF THE 2019 CBC, CMC, CPC, CRC, CEC, & THE 2019 CALIFORNIA GREEN CODE & 2019 CALIFORNIA ENERGY CODE			DRAWING NO. 1-489-ID

Historic District Commission
1010 Persifer Street Garage (DRCL22-00116)
September 7, 2022

Attachment 6 Site Photos







CITY OF
FOLSOM
DISTINCTIVE BY NATURE

AGENDA ITEM NO. 3
Type: New Business
Date: September 7, 2022

Historic District Commission Staff Report

50 Natoma Street, Council Chambers
Folsom, CA 95630

Subject: Historic District Commission Rules of Conduct and Meeting Frequency

From: Pam Johns, Community Development Director

Recommendation: Staff recommends that the Historic District Commission consider and adopt the Rules of Conduct for Business Before the City of Folsom Historic District Commission.

Background: The Historic District Commission was established by City Council Ordinance 890 in 1998. Folsom Municipal Code Chapter 17.52 H-D, Historic District established the following provisions:

1. Historic District Commission membership.
2. Eligibility for office.
3. Term.
4. Vacancies.
5. Removal.
6. Meetings.
7. Appointment of officers.
8. Quorum.
9. Rules.
10. Record of Proceedings.
11. Duties of the Historic District Commission.
12. Administrative support.

Generally, these provisions establish that the Commission has seven members with specific qualifications who serve a two-year term in conjunction with the City Council appointment. The Commission must meet at least once each month on a regularly scheduled time and day to perform duties as assigned. The Ordinance (FMC Section 17.52.100) states that the Commission shall adopt rules for the transaction of its business, including rules for the election of officers. While the Planning Commission adopted rules of conduct in 2015, the Historic District Commission has not yet adopted similar rules. As such, staff has updated the Planning Commission Rules of Conduct for applicability to the Historic District Commission for consideration and adoption.

Proposed Rules of Conduct for business before the Historic District Commission include 22 rules for Commission procedures listed below (see Attachment 1 for full details).

- Rule 1. Meetings.
- Rule 2. Election of Officers.
- Rule 3. Duties of the Chair and Vice-Chair.
- Rule 4. Resolutions.
- Rule 5. City Attorney.
- Rule 6. Agenda.
- Rule 7. Record of Proceedings.
- Rule 8. Quorum.
- Rule 9. Order of Business.
- Rule 10. Public Hearings.
- Rule 11. Conduct of Hearings.
- Rule 12. Documentary Evidence.
- Rule 13. Meeting Decorum.
- Rule 14. Findings.
- Rule 15. Minutes.
- Rule 16. Application, Adoption, Amendment, and Repeal of Rules.
- Rule 17. Adjournment.
- Rule 18. Emergency or Special Meetings.
- Rule 19. Voting.
- Rule 20. Representation of Commission Views.
- Rule 21. Conflicts of Interest.
- Rule 22. New Commissioner Swear-In.

Additionally, Staff is recommending modification to the current Commission meeting schedule to establish one meeting each month (rather than two), and to separate the meetings from the Planning Commission meeting schedule. The Historic District Commission would meet on the first Wednesday of each month starting at 5:30 p.m. with no end time. Staff will be recommending that the Planning Commission meet once monthly on the third Wednesday of each month starting at 5:30 p.m.. Given challenges with back-back-meetings and frequent cancellations due to lack of items, Staff does not expect any significant delays in project review or scheduling. Special meetings can be scheduled if the application workload increases substantially. Finally, we expect this modification to meeting schedule will provide more certainty for Commissioners.

Motion:

Move to adopt the Rules of Conduct for Business Before the City of Folsom Historic District Commission with a once monthly meeting schedule as shown in Attachment 1.

ATTACHMENT 1

**RULES OF CONDUCT FOR BUSINESS BEFORE THE CITY OF FOLSOM
HISTORIC DISTRICT COMMISSION**

**THE RULES OF CONDUCT FOR BUSINESS
BEFORE THE CITY OF FOLSOM
HISTORIC DISTRICT COMMISSION**

The City of Folsom Historic District Commission, hereinafter called "Commission" hereby adopts these Rules of Procedure for the conduct of its business

Rule 1. MEETINGS. Regular meetings of the Commission shall be held the first Wednesday of each month throughout the year commencing at 5:30p.m., except that if the regular meeting day is a holiday, no meeting shall be held. Regular meetings may also be held on other days and times, as the business of the Commission required upon approval of a majority of the Commission. Unless otherwise provided, meetings shall be held in the Council Chambers, City Hall, 50 Natoma Street, Folsom, California

Rule 2. ELECTION OF OFFICERS. The Commission shall elect a Chair and a Vice-Chair at the first regular meeting in February of each calendar year to serve until the first regular meeting in February of the next succeeding calendar year. If either position is vacated at any time, an election for the vacated position shall be held at the next regularly scheduled meeting.

Rule 3. DUTIES OF CHAIR AND VICE CHAIR. The Chair shall preside at all Commission meetings. The Chair shall preserve order and decorum and shall decide all questions of order not otherwise provided for in these rules in accordance with Roberts Rules of Order. The Chair shall be entitled to make or second any motion, discuss and present any matter as a member of the Commission without having to step down from the Chair. The Chair may appoint committees from time to time for any purpose he or she deems proper for the conduct of Commission business. The Vice-Chair shall assume and perform all duties of the Chair in the latter's absence from any meeting.

Rule 4. RESOLUTIONS. Resolutions of the Commission may be adopted conditionally and referred to the Community Development Department for drafting in the proper form. Resolutions shall be numbered consecutively and annually, and copies thereof shall be maintained by the Community Development Director (hereinafter "Director") and made available to the public. A copy of each resolution shall be delivered to each Commissioner.

Rule 5. CITY ATTORNEY. The City Attorney shall be legal counsel for the Commission. All questions of law shall be referred to the City Attorney for an opinion.

Rule 6. AGENDA. The agenda for each meeting of the Commission shall be prepared by the Director in consultation with the Historic District Commission Chair.

Rule 7. RECORD OF PROCEEDINGS. The Director shall take and maintain an audio record of the proceedings of the Commission to ensure that a record of the hearing and any continuance thereof shall be made and duly preserved. The audio record shall be the official record of the Commission. Any person wishing to listen to make a copy of the audio record of the hearing may do so by contacting the Community Development Department. Nothing herein shall preclude the Commission or any person interested in the hearing from

using the services of a court reporter in any public hearing. The party desiring the services of a court reporter shall be responsible for making arrangements and for payment for such services.

Rule 8. QUORUM. NO action of the Commission shall be taken unless a quorum thereof is present. A majority of the entire membership of the Commission shall constitute a quorum.

Rule 9. ORDER OF BUSINESS. The regular order of business of the Commission shall be:

1. Roll Call
2. Approval of Minutes of Previous Meetings
3. Opportunity of Public to Address Commission
4. Public Hearings and Other Scheduled Matters
5. Director's Report Adjournment
6. Commissioner Comments
7. Adjournment

Rule 10. PUBLIC HEARINGS

1. Re-ordering the agenda. The Chair, in his or her discretion, may rearrange the order of public hearings.
2. Continuance. The Chair shall, at the opening of the Commission meeting, entertain written or oral requests for continuances. If a continuance is requested by a proponent, it shall be honored only if the proponent consents in writing to an equal extension of time to process any required environmental documentation, tentative map or other documents with fixed processing periods. It is the Commission's policy to continue for a period of thirty (30) days any matter which the Director or his staff have not had adequate time to review or any matter which is amended, supplemented, revised or mundified within three (3) business days of the meeting at which the matter is scheduled to be heard.

Rule 11. CONDUCT OF THE HEARING. It is the desire of the Commission to have a fair and impartial hearing on all matters. To do so requires the imposition of and compliance with the following rules of conduct:

1. Sequence of Hearings. The sequence of each hearing shall be:
 - a. Staff Report;
 - b. Applicant's Statement;
 - c. Open the public hearing;
 - d. Statements from the public;
 - e. Close the public hearing;
 - f. If determined by the Chair to be necessary, invite the applicant to address questions and/or issues raised during public hearing;
 - g. Commission discussion;
 - h. Commission action on the matter or continue the matter to another date or time certain or indefinitely.

2. Testimony. The Chair may limit public testimony to three (3) minutes per speaker in order to facilitate the business of the Commission. The Chair may grant the applicant additional time for testimony as required.
3. Speaker Forms. The Chair may ask that person intending to speak advise the Chair of their intent in advance by filling out a form. The Commission will provide forms in a convenient location for such notice.
4. Close of Public Testimony. The Chair shall close the hearing to public testimony before the Commission members discuss the matter. The matter shall not be reopened without the approval of a majority of the quorum of the Commission. Commissioners may seek clarification of testimony from staff or speakers without reopening the public hearing.
5. Spokesperson for Group. Whenever a group of persons wishes to address the Commission on the same subject matter, the Chair may request that a spokesperson be chosen by the group, with the spokesperson being allowed 5 minutes to address the Commission, and in case additional information and testimony is to be presented by any other member of said group, to limit the time of their remarks to (3) minutes per speaker in order to avoid unnecessary repetitions before the Commission.
6. Hearing on Appeal. The sequence of the hearing on matters appealed to the Commission shall be as follows:
 - a. Staff Report
 - b. Appellant's Presentation (Time limit – 10 minutes)
 - c. Open the public hearing
 - d. Statements from the public (Time limit – 3 minutes per speaker)
 - e. Close public hearing
 - f. Appellants make closing remarks to the Commission (Time limit – 5 minutes)
 - g. Appellant and City staff may respond to questions from Commissioners
 - h. Commission discussion
 - i. Commission action on the matter of continue the matter to another date or time certain

The sequence of the hearing on matters appealed to the Commission may be adjusted by the Chair upon recommendation from the City Attorney.

Rule 12. DOCUMENTARY EVIDENCE. Any documents, writings, pictures, exhibits or other forms of tangible expression once submitted to the Commission shall become the property of the Commission and part of the public record.

Persons desiring to submit documentary evidence are requested to contact the Community Development Department prior to the meeting to facilitate the introduction of such evidence. Failure to do so may cause the matter to be continued to the end of the agenda or to a later date.

Any documentary evidence offered by the project applicant or any other person at the hearing of the matter and which requires review and evaluation by City staff, may cause the matter to be continued to a later date.

Rule 13. MEETING DECORUM. The Commission desires to conduct its meetings in a manner that:

- a. Is open to all viewpoints
- b. Ensures that members of the public who attend meetings of the Commission can be heard in a fair and respectful manner
- c. Is supportive of civil, respectful, and courteous discourse and free from abusive, distracting, or intimidating behavior, and
- d. Allows the business of the City to be effectively accomplished

If any meeting is willfully interrupted by any person(s) so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by removal of such person(s), the Chair may order the meeting room cleared and continue in session.

Only matters appearing on the agenda may be considered in such a session. Representatives of the press or other news media shall be allowed to attend such session, except for those representatives participating in the disturbance. The Chair may readmit any person(s) not responsible for the disturbance.

Rule 14. FINDINGS. The Commission shall make findings in support of its actions as required by law. All findings shall be based strictly upon evidence presented during the public hearing. The Commission shall not rely upon any communications, reports, staff memoranda, or other materials which are not presented during the public hearing. The Chair may seek the assistance of the City Attorney in preparing or approving the findings.

Rule 15. MINUTES. All official actions or decisions of the Commission shall be entered in the minutes of the Commission by the Director.

Rule 16. APPLICATION, ADOPTION, AMENDMENT AND REPEAL OF RULES. These rules shall be applicable to all business before the Commission. Any rule may be suspended by a majority vote of the Commissioners present and able to vote on the matter being heard. A new rule may be adopted, or an existing rule may be amended or repealed by affirmative vote of a majority of the Commission at any regularly scheduled meeting.

Rule 17. ADJOURNMENT. The Commission may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the order of adjournment. A copy of the order or notice of adjournment shall be posted on or near the door of the place where the meeting was held within twenty-four (24) hours after the time of adjournment.

Rule 18. EMERGENCY OR SPECIAL MEETINGS. The Commission may call special meetings as permitted by California law.

- Rule 19. VOTING.** Commission voting shall be conducted as follows:
1. Calling the Roll. The roll shall be called in voting upon a motion.
 2. Majority. Except as may otherwise be required by state law, no action or recommendation of the Commission shall be valid unless a majority of a quorum of the Commission concurs therein.
 3. Abstaining Vote. A vote to abstain is not to be construed as a vote for or against a motion but shall be counted for purposes of establishing a quorum.
 4. Tie Vote. In case of a tie vote on any motion, the motion fails.

Rule 20. REPRESENTATION OF COMMISSION VIEWS. Upon the vote of a majority of the entire Commission, the Commission may designate any of its members to represent its views with respect to a particular issue. Without such express authorization, no member of the Commission has the authority to represent the Commission.

Rule 21. CONFLICTS OF INTEREST. A Commission member who is unable to participate in an item due to a conflict of interest shall, when the item is called: 1) declare that a conflict of interest exists; 2) state what the conflict of interest is, and 3) shall remove himself or herself from the dais during the discussion. The Commission member's removal and reason therefore shall be noted on the record by the Chair, who shall also note the members return when the item is concluded.

Rule 22. NEW COMMISSIONER SWEAR-IN. New members of the Commission newly appointed by the City Council shall be sworn in by the Clerk of the Commission prior to assumption of office.