



CITY OF FORT BRAGG
COMMUNITY DEVELOPMENT DEPARTMENT
416 N. FRANKLIN, FORT BRAGG, CA 95437
PHONE 707/961-2827 FAX 707/961-2802

AGENDA ITEM SUMMARY REPORT

DATE: MARCH 30, 2022
TO: CITY OF FORT BRAGG PLANNING COMMISSION
FROM: DESIGN GUIDELINES AD-HOC
SUBJECT: REVISIONS TO CITYWIDE DESIGN GUIDELINES UPDATE

BACKGROUND

The City of Fort Bragg's current Design Guidelines were initially adopted by the City Council in 2004. The Guidelines are an integral part of city planning in Fort Bragg and help retain and enhance community character and maintain property values. While effective on many levels, the existing Guidelines have become outdated and do not effectively address current trends and many proposed projects. In 2019, the Planning Commission and City Council considered revisions to the Citywide Design Guidelines as part of a comprehensive community planning process to rezone the former mill site.

This planning effort did not result in a formal adoption of the draft 2019 Guidelines. In 2021 an ad hoc committee was appointed composed of two Councilmembers (Albin-Smith and Morsell-Haye) and two Planning Commissioners (Andreis and Rogers), to complete an update to the City's Design Guidelines. The Design Guideline Ad Hoc Committee met multiple times from February 2021 to February 2022 with the intent to refine and finalize the work completed in 2019, rather than to start "from scratch".

On March 16, 2022, the Planning Commission held a workshop to review the newest draft prepared by the ad hoc team, and suggested the following revisions, which staff incorporated into the final proposed document (Attachment 2 – Draft 2022 Design Guidelines):

- **Page 5:** Added a section discussing the relation of the Guidelines to the Mill Site reuse plan.
- **Page 16:** Revised certain material preferences.
- **Multiple Pages:** Spelling error corrections.

The public also provided input to the proposed draft, which are presented below for Planning Commission consideration:

- **Historic Resources:** The Guidelines point out preserving Fort Bragg’s historic character. How do we help applicant achieve preservation? Should the Guidelines direct applicants to the Office of Historic Preservation? Or Historic Building Code?
- **Cart Corrals:** Stricter guidelines should be in place for grocery cart corrals.
- **Preliminary Design Review:** Should the Guidelines recommend preliminary design review with Planning Commission?
- **Signs:** There should be stricter guidelines related to signs, sign materials, and sign types.

DISCUSSION & NEXT STEPS

At the conclusion of the public hearing, the following next steps could occur:

Action	Timeframe
Planning Commission to City Council	March 30
Public Hearing before City Council	April 25
Document becomes effective 30 days after adoption	

ENVIRONMENTAL DETERMINATION:

The proposed project is categorically exempt from environmental review in conformance with CEQA section 15061(b)(3). The proposed amendments will not allow for, or encourage any more development than is already anticipated under the City’s existing General Plan, or otherwise allow for or promote physical changes in the environment, and therefore, it can be seen with certainty that there is no possibility that the proposed amendments may have a significant impact on the environment.

RECOMMENDED ACTION:

Planning Commission review the draft Design Guidelines and provide a recommendation to City Council for consideration.

ATTACHMENTS:

1. Attachment 1: Resolution of Recommendation
2. Attachment 2: Draft Revised 2022 Design Guidelines
3. Link to Planning Commission Agenda Item 6A. on March 16, 2022
<https://cityfortbragg.legistar.com/LegislationDetail.aspx?ID=5523721&GUID=94E61548-C738-4EBC-B195-2A88F9C45DCD>