



**DEVELOPMENT REVIEW  
COMMITTEE  
STAFF REPORT  
May 12, 2026**

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**Prepared by:** Amy Wolfson, City Planner

**DATA SUMMARY**

**Application Number:** 26PLN-0013  
**Subject:** Plan Revision to replace windows and siding on a Priority 2 structure  
**Location/APNs:** 367 Clark Street / APN 008-472-014  
**Applicant:** Ryan Woodard, property owner  
**Zoning/General Plan:** Neighborhood General (NG-2)/Urban Low Density (ULD)  
**Entitlement:** Plan Revision – DRC Review  
**Environmental Status:** Categorical Exemption

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**RECOMMENDATION:**

1. That the Development Review Committee approve the proposed exterior modification for window and siding replacement as may be modified at the public meeting, and which includes the following actions:
  - a. Determine the project Categorically Exempt pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines, as detailed in the Staff Report;
  - b. Adopt Findings of Fact for approval of the Window Replacement Plan Revision as presented in the Staff Report; and,
  - c. Approve the Window Replacement in accordance with the Conditions of Approval, as presented in this Staff Report.

**BACKGROUND:**

The property is located within the area characterized as the “South Residential District Character Area” as noted in the Historic Review Guidelines. Clark Street was developed in the late 1920s and 1930s with modest Craftsman and Revival style homes. Depression Era homes along Clark Street reflect more modest, but trendy, working class housing. The existing structure is a 1,970 square foot single-family residence built in 1938, according to the Nevada County Assessor’s Office records, and is a Priority 2 structure in the city’s historical inventory. Priority 2 structures are significant in contributing to the historic character of the area and have retained good integrity.

The assessment for the historical inventory recorded the following description for the structure:

*“The property consists of a two-story, wood-frame, Craftsman style residence. Character defining features of the residence include its cross-gable design, shallow sloping roof clad with asphalt shingles, inset front entry porch, **single 1 over 1 light wood-sash windows, and pairs of 1 over 1 light wood-sash windows, and horizontal v-groove exterior wood siding.** The front yard is landscaped with mature trees, lawn, shrubs, and a chain link fence. The parcel, which was identified as Lot 9 of the Rodda Tract, was subdivided into 22 lots by C.E. Clinch in 1927.”*

According to the Historic Design Guidelines, the South Residential District Character Area is characterized by the following attributes:

- More uniform style of houses
- Gable, cross-gable, clipped-gable and hip roof forms
- Raised porch entrances
- Wide variety of siding types
- Buildings heights vary from one to two-stories, but the predominant height is one-story in a rectangular or L-shaped design.
- Attic conversions for sleeping quarters
- Modest variations in yard sizes and building setbacks

The current façade of the building at 367 Clark Street is nearly identical to the image recorded at the time of the historical inventory in 2009.



*Image from historical inventory*

**PROJECT PROPOSAL:**

The applicant is requesting to replace all existing wood siding with fiber cement siding by James Hardie and all existing windows with Milguard vinyl windows. All original window replacements would incorporate a “marginal prairie grate” to match existing. No grate would be incorporated to the previously replaced aluminum windows.

*The front elevation:*

- Replace horizontal wood siding with horizontal fiber cement lap siding,
  - smooth texture profile,
  - slightly wider exposure at 6-inches.
- Replace the horizontal siding in the front gable with fiber cement shingle siding.
- Replace wood windows with Milguard vinyl windows, incorporating marginal prairie grates.

*Rear elevation:*

- The applicant is proposing to replace the vinyl shingle-style siding on the rear elevation with fiber cement, horizontal lap siding, smooth texture profile
- Replace wood windows with Milguard vinyl windows

*North side elevation:*

- Replace horizontal wood siding with horizontal fiber cement lap siding.
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*South side elevation:*

- Replace vinyl shingle siding with horizontal fiber cement lap siding.



*Proposed renovated front elevation*

Regulatory Authority: Pursuant to Section 17.52.040 of the Grass Valley Municipal Code (GVMC), one of the duties of the Grass Valley Historical Commission is to “provide interested property owners with advice and information on building design and materials that can maintain the historic character of a building.”

Section 17.52.070 of the GVMC establishes that minor projects to historic resources include “exterior modifications or alterations that maintain the historic integrity of the building and that comply with the Guidelines”, while major projects are defined as those that include “exterior modifications that alter the character defining features, such as its shape, elevation, massing, and scale and do not comply with the guidelines.” In this case, the proposed exterior modification include altering all the wood siding in a different profile from the original, and the wood windows with vinyl windows.

#### Historic Design Guidelines:

Section 5.4 of the Grass Valley Historic Design Review Guidelines provides design goals and policies for structural alterations of buildings within the South Residential District as follows:

- To emphasize the preservation and restoration of historic buildings and structures
- To preserve the full range of diverse properties in the Character Area
- To maintain the general historical alignment of buildings
- To maintain traditional building mass, scale and forms of properties
- To locate additions to the rear of the property
- To continue the use of traditional building materials
- To use cut slopes to conceal additional building mass Chapter 5
- To minimize the visual impacts of cut slopes by using natural landscaping, materials such as fieldstone, stepped retaining walls, stem walls, and similar construction methods
- To enhance the pedestrian experience
- To minimize the visual impacts of cars

Section 6.4.2 of the Grass Valley Historic Design Review Guidelines provides guidance for alterations of windows and doors on historic homes, noting that these features “give scale to a home and provide visual interest to the composition of the individual facades.” This section of the guidelines go on to make the following recommendation with respect to windows and the proposed window replacement:

- (8) Use the same material (wood) as that used historically. Vinyl clad and aluminum windows are generally inappropriate.

The design guidelines do not override municipal regulations but are intended to provide guidance to decision-makers in making decisions regarding additions, alterations, infill, and other similar types of changes to historically significant residential homes and business within the Grass Valley Historic Townsite. The project proposal is in line with the overall Design Guideline goals for the subject neighborhood character. The smooth wood profile of the horizontal siding, and the incorporation of the marginal prairie window grates provides visual continuity between the original structural elements in balance with the fire-wise and energy efficiency of the proposed siding and window material.

**HISTORICAL COMMISSION:**

The Historical Commission considered the project at their meeting on May 12, 2026 and recommended to approve the window and siding replacement as presented.

**GENERAL PLAN AND ZONING:**

**General Plan:** The Grass Valley 2020 General Plan identifies the site as Urban Low Density (ULD). ULD is intended primarily for single family detached houses, although higher density single family patio homes or Town houses could be accommodated, if offset with sufficient open space to maintain the gross density within the indicated range. ULD is most compatible with the following Zoning districts: Single Family Residential (R-1) and Two-Family Residence (R-2) districts.

**Zoning:** The intent of the Neighborhood General-2 (NG-2) zoning designation is intended to strengthen the character of existing historic neighborhoods within Grass Valley. It seeks to protect and enhance the unique character of existing neighborhoods, particularly in locations where this character may be most susceptible to change.

**ENVIRONMENTAL DETERMINATION:**

The proposed project qualifies for a Categorical Exemption pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines. A Class 1 Categorical Exemption consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alternation of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The proposed window replacement will not result in expansion of use of the residential property.

**FINDINGS:**

1. The Grass Valley Community Development Department received a complete application for Plan Revision 26PLN-0013.
2. The Grass Valley Historical Commission reviewed Plan Revision application 26PLN-0013 at their regular meeting on May 12, 2026.
3. The Grass Valley Development Review Committee reviewed Plan Revision application 26PLN-0013 at their regular meeting on \_\_\_\_\_.
4. The Development Review Committee reviewed the project in compliance with the California Environmental Quality Act and concluded that the project qualifies for a Class 1, Categorical Exemption in accordance with the California Environmental Quality Act and CEQA Guidelines.
5. This project is consistent with the City's General Plan and any specific plan.

6. The project, as conditioned and to the extent feasible, maintains the historic integrity of the structure and complies with the City of Grass Valley Community Design Guidelines and the Design Review Guidelines for the 1872 Historic Townsite.

**B. RECOMMENDED CONDITIONS:**

1. The final design shall be consistent with Plan Revision application and plans provided by the applicant and approved by the Development Review Committee (26PLN-0013). The project is approved subject to plans on file with the Community Development Department. The Community Development Director may approve minor changes as determined appropriate.
2. Prior to any work occurring, a building permit shall be obtained from the Community Development Department, Building Division.
3. The applicant agrees to defend, indemnify, and hold harmless the City of Grass Valley in any action or proceeding brought against the City of Grass Valley to void or annul this discretionary land use approval.

**ATTACHMENTS:**

1. Vicinity Map
2. Aerial Map
3. Comparison Images
4. Proposed Material
5. James Hardie Siding Catalog
6. Inventory Record