



Planning & Building Department Planning Commission

Laurie Simonson, 1st District
Frederick Hansson, 2nd District
Zoe Kersteen-Tucker, 3rd District
Manuel Ramirez, Jr., 4th District
Steve Dworetzky, 5th District

County Office Building
455 County Center
Redwood City, California 94063
(650) 363-1859

Action Minutes

DRAFT

MEETING NO. 1592

Wednesday, February 11, 2015

In the Board of Supervisors Chambers, Hall of Justice and Records, located at 400 County Center, Redwood City.

Chair Dworetzky called the meeting to order at 9:00 a.m.

Pledge of Allegiance: The Pledge of Allegiance was led by Chair Dworetzky.

Roll Call:

Commissioners Present:	Dworetzky, Hansson, Ramirez, Simonson
Commissioners Absent:	Kersteen-Tucker
Staff Present:	Aozasa, Fox, Shu

Legal notice published in the San Mateo County Times on January 31, 2015 and in the Half Moon Bay Review on February 4, 2015.

Oral Communications to allow the public to address the Commission on any matter not on the agenda.

None.

Consideration of the Minutes of the Planning Commission meeting of January 28, 2015.

Commissioner Simonson moved, and Commissioner Hansson seconded, that the minutes be approved as submitted. Motion carried 4-0-0-1.

CONSENT AGENDA

Commissioner Hansson moved for approval of the Consent Agenda, and Commissioner Ramirez seconded the motion. Motion carried 4-0-0-1, approving one item as follows:

- Owner:** Fred Johansen
Applicant: Fred Johansen
File No.: PLN2014-00291
Location: 13620 Skyline Boulevard in unincorporated Woodside
APN: 067-060-420

Consideration of an Architectural Review Permit pursuant to the State Streets and Highways Code and a Fence Height Exception, pursuant to Section 6412.2 of the San Mateo County Ordinance Code, for a new six-foot masonry wall and iron gate with electrical operation in the front yard area on a lot developed with an existing single-family house.

FINDINGS:

Regarding the Categorical Exemption, Found:

1. That this project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), Section 15303, Class 3, relating to new construction of small structures.

Regarding the Architectural Review, Found:

2. That the proposal is in compliance with the development and architectural design standards for the Skyline State Scenic Corridor. While the proposed architectural design of the new wall is more formal than is typically found in this area, the proposed materials and colors blend well with the surrounding natural environment. Therefore, the natural colors, materials and landscaping will help to better integrate the proposed wall with its natural surroundings.

Regarding the Fence Height Exception, Found:

3. That written notification of the exception request was sent to all owners of property located within 300 feet of the parcel where the fence or hedge is proposed to be placed, and to any member of the public requesting such notification.
4. That written notification of the exception request was sent to all recognized organizations or associations that have been established to represent the property owners in the neighborhood surrounding the parcel where the fence or hedge is proposed to be placed, and to any organization or association requesting such notification. An organization or association shall be considered recognized if it has been in existence for at least six months, and has scheduled meetings.
5. That no member of public nor organization or association has submitted to the Planning Director written objection to the exception request.
6. That approving the exception will not jeopardize public safety in that the Department of Public Works reviewed this project and determined it would not affect the safety of motorists on public roads and the Fire Marshal reviewed the project and determined it would not impede emergency access.
7. That approving the exception will be compatible with the neighborhood surrounding that parcel, and will not be detrimental to the public welfare in that the wall would be compatible with the neighborhood's natural forest setting because it would have a natural stone exterior, and that it would not be detrimental to the area because the wall would not emit any noise or vibration nor block a scenic vista.
8. That the proposed fence or hedge promotes or enhances good design, site relationships and other aesthetic considerations, in accordance with San Mateo County General Plan Policy 4.14, in that the wall would prevent northbound motorists on Skyline Boulevard from seeing the residence and vehicles parked on the parcel while still being appropriate to a residential area, in that the quality of the materials used, stone and mortar, is superior and will weather better and require less maintenance than wood, and in that it would not block any view across the site of a scenic vista.

CONDITIONS OF APPROVAL:Current Planning Section

1. This approval applies only to the proposal, documents and plans described in this report and submitted to and approved by the Planning Commission on February 11, 2015. Minor revisions or modifications may be approved by the Community Development Director if they are consistent with the intent of and in substantial conformance with this approval.
2. This approval shall be valid for two (2) years from the date of approval by which time a valid building permit shall have been issued. Any extension of this permit shall require written request and payment of applicable permit extension fees sixty (60) days prior to expiration.
3. The applicant shall submit a Construction Erosion and Sediment Control Plan during the building permit phase of the project. The plan shall incorporate measures adequate to prevent erosion and sedimentation during the construction of the project and the tree protection measures required by Condition of Approval No. 5. The plan shall be included in the plan set for a building permit. Include the following instructions on the plan:
 - Erosion Control Point of Contact: This person will be responsible for erosion control at the site and will be the County's main point of contact if corrections are required.
Name: Frederick Johansen
Title/Qualification: Owner
Phone: 415-596-8503
E-Mail: redfred47@gmail.com
 - Perform clearing and earth-moving activities only during dry weather. Measures to ensure adequate erosion and sediment control shall be installed prior to earth-moving activities and construction.
 - Measures to ensure adequate erosion and sediment control are required year-round. Stabilize all denuded areas and maintain erosion control measures continuously between October 1 and April 30.
 - Store, handle, and dispose of construction materials and wastes properly, so as to prevent their contact with stormwater.
 - Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, wash water or sediments, and non-stormwater discharges to storm drains and watercourses.
 - Avoid tracking dirt or other materials off-site; clean off-site paved areas and sidewalks using dry sweeping methods.
 - Train and provide instruction to all employees and subcontractors regarding the Watershed Protection Maintenance Standards and construction Best Management Practices.
 - Placement of all erosion materials is required on weekends and during rain events.
 - The areas delineated on the plans for parking, grubbing, storage etc., shall not be enlarged or "run over."
 - Construction sites are required to have erosion control materials on-site during the "off-season."

- Dust control is required year-round.
 - Erosion control materials shall be stored on-site.
 - Use of plastic sheeting between October 1 and April 30 is not acceptable, unless for use on stockpiles where the stockpile is also protected with fiber rolls containing the base of the stockpile.
 - Tree protection shall be in place before any grading, excavating or grubbing is started.
4. If any work in the public right-of-way is required, the applicant shall obtain an encroachment permit from the Department of Public Works or CalTrans, depending on jurisdiction. A copy of the encroachment permit shall be required prior to the issuance of the building permit.
 5. This permit does not allow the removal of any significant trees—trees over 12 inches in diameter. Removal is defined not only as the direct removal of trees, but also injuring trees such that the injury leads to the death of the tree. All significant trees adjacent to construction areas shall be protected. The applicant shall establish and maintain tree protection zones which shall be delineated using 4-foot tall orange plastic fencing, supported by poles, pounded into the ground, located as close to the tree driplines as possible, while still allowing room for construction to safely continue. This shall occur prior to the occurrence of any grading and/or construction activities. The applicant shall maintain tree protection zones free of equipment and material storage and shall not clean any equipment within these areas. Should any large roots or large masses of roots need to be cut, the roots shall be inspected by a certified arborist prior to cutting. Any root cutting shall be monitored by an arborist and documented. These tree protection measures and instructions shall be shown on the Construction Erosion and Sediment Control Plan required by Condition of Approval No. 3.
 6. Noise levels produced by construction shall not exceed the 80-dBA level at any one moment. Construction activity shall be limited to the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction operations shall be prohibited on Sunday and any national holiday.
 7. The applicant shall use exterior colors and materials that blend in with and complement the surrounding natural environment. The exterior colors and materials discussed in this report shall be followed. The applicant shall submit samples of and more information on the proposed colors and materials along with the building permit plan sets to the Current Planning Section for review and final approval prior to the issuance of a building permit. Prior to final Planning approval of the building permit for this project, the applicant shall submit photos of the completed wall to the Current Planning Section to verify that the approved colors and materials have been implemented.
 8. All new power and telephone utility lines from the street or nearest existing utility pole to the main dwelling and/or any other structure on the property shall be placed underground.
 9. All light fixtures shall be designed and located so as to confine direct rays to the subject property and prevent glare in the surrounding area. Only motion-sensitive lighting that defaults to off is allowed. During the building permit phase of the project, the applicant shall submit lighting plans and specs to Planning for review and approval prior to the issuance of a building permit. Prior to final Planning approval of the building permit, the applicant shall verify that the approved lighting has been implemented.
 10. The applicant shall ensure that, during development, noise, light, dust, odors and other interference with persons and property off the development site be minimized.

11. No proposed construction work within the CalTrans right-of-way shall begin until CalTrans requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. Applicant shall contact a CalTrans Inspector 48 hours prior to commencing work in the right-of-way.

California Department of Forestry and Fire Protection

12. Because of limited access into your property, the San Mateo County Fire Department is requiring the installation of a Knox Box, Knox Key Switch, or Knox Padlock to allow rapid response of emergency vehicles onto your property in case of a fire or medical emergency. For an application or further information, please contact the San Mateo County Fire Marshal's Office at 650/573-3842.

END OF THE CONSENT AGENDA

**REGULAR AGENDA
9:00 a.m.**

2. **Owner:** Shahram Zomorodi
Applicant: Shahram Zomorodi
 File No.: PLN2012-00361
 Location: 2099 Sharon Road, West Menlo Park
 APN: 074-091-540

Consideration of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act, and a Minor Subdivision and exception to the lot design standards, pursuant to Section 7010 of the County Subdivision Regulations, to subdivide a 12,902 sq. ft. parcel into two new parcels, 5,123 sq. ft. and 7,325 sq. ft. in size.

SPEAKERS:

1. Carin Pacifico
2. J.R. Rodine
3. Leah Rogers
4. Gilbert Workman

COMMISSION ACTION:

Commissioner Hansson moved and Commissioner Simonson seconded to close the public hearing. **Motion carried 4-0-0-1.**

Commissioner Simonson moved to approve the project with a correction of "Zoning Hearing Officer" to "Planning Commission" on Finding #1, with an update to Mitigation Measure #2 and a new condition regarding debris, construction equipment, and storage of construction vehicles. Commissioner Hansson seconded the motion. **Motion carried 4-0-0-1.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the request, making the findings and adopting conditions of approval as follows:

FINDINGS:

For the Environmental Review, Found:

1. That the Planning Commission does hereby find that this Mitigated Negative Declaration reflects the independent judgment of San Mateo County.
2. That the Mitigated Negative Declaration is complete, correct, and adequate and prepared in accordance with the California Environmental Quality Act (CEQA) and applicable State and County Guidelines.
3. That, on the basis of the Initial Study, comments received hereto, and testimony presented and considered at the public hearing, there is no substantial evidence that the project, as mitigated, will have a significant effect on the environment.
4. That the mitigation measures identified in the Mitigated Negative Declaration and agreed to by the owner and placed as conditions on the project is in conformance with the California Public Resources Code Section 21081.6.

For the Minor Subdivision, Found:

5. That, in accordance with Section 66473.5 of the Subdivision Map Act, this tentative map, together with the provisions for its design and improvement, is consistent with the San Mateo County General Plan in that it conforms to the Land Use Map and the policies of the General Plan.
6. That the site is physically suitable for the proposed type and density of development because: (1) the proposed parcels conform to the minimum parcel size requirements of the R-1/S-72 Zoning District; (2) both proposed parcels include ample building envelopes within which a residence could be constructed; (3) the County has received documentation that the new parcel can be served by water and sewer facilities; and (4) access to both parcels can be easily provided.
7. That the design of the subdivision and proposed improvements are not likely to cause serious public health problems, to cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat in that there is no evidence to suggest that the project, as conditioned, will create a public health problem or cause substantial environmental damage. The project is infill development in an urban area where no impact to natural resources would occur. A mitigation measure requires the replacement of significant trees.
8. That the design of the subdivision or the type of the improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision. There are no other easements located on either of the proposed parcels. Individual driveway access to each parcel will be from Sharon Road, an existing County-maintained roadway. All necessary utilities, required for development, exist within the roadway right-of-way. Thus, no utility easements are required.
9. That the design of the subdivision provides, to the extent feasible, for future passive natural heating or cooling opportunities. The proposed subdivision, as designed, can make use of passive heating and cooling. The two building locations are located on a northeast-southwest line, meaning that they will not shade each other in winter or summer. This will allow the homeowners to choose whether or not to use passive solar heating methods.
10. That the discharge of waste from the proposed subdivision into an existing community sewer system would not result in violation of existing requirements prescribed by the State Regional Water Quality Control Board (RWQCB) pursuant to Division 7 (commencing with Section 1300) of the State Water Code as their discharge would be typical of residential homes and not violate requirements of the RWQCB in that the West Bay Sanitary District has confirmed that adequate sewer capacity and hookups are available to serve the additional parcel created by this subdivision, so the discharge of waste into the existing community sewer system will not result in any violations of existing RWQCB requirements.

For the Exception to the Minimum Lot Depth Standard, Found:

11. That the exception is necessary for the preservation and enjoyment of substantial property rights of the owner/subdivider in that the site is located in a neighborhood that allows 5,000 sq. ft. lots and is developed with 37 other lots within a quarter mile with a lot depth of less than 100 feet.
12. That the exception is appropriate for the proper design and/or function of the subdivision in that the subdivision provides adequate space for buildings and yards, adequate street frontage for vehicular access, and the lot on the corner provides adequate width to allow a driveway far enough from the street corner to meet the Department of Public Works' minimum distance requirements.
13. That the granting of the exception will not be detrimental to the public health, safety or welfare or injurious to other property or uses in the area in which the property is situated in that there is no evidence to suggest that the subdivision will be detrimental to the public health, safety, or welfare or injurious to other property or uses in the area, and in that the use and intensity of development proposed is similar to the surrounding neighborhood.

CONDITIONS OF APPROVAL:Current Planning Section

1. This subdivision approval is valid for two years, during which time a parcel map shall be recorded. An extension to the time period, pursuant to Section 7013.5 of the County Subdivision Regulations, may be issued by the Planning Department upon written request and payment of any applicable extension fees.
2. A building permit shall be applied for and obtained from the Building Inspection Section prior to demolishing the existing houses and sheds. These structures shall be demolished prior to recordation of the parcel map.
3. Prior to recordation of the parcel map, the applicant shall pay to the San Mateo County Planning and Building Department in-lieu park fees based upon the assessed value of the project parcel at the time of recordation of the parcel map as required by County Subdivision Regulations, Section 7055.3.
4. Prior to the issuance of a building permit for any future construction, the applicant shall provide an erosion and sediment control plan, which demonstrates how erosion will be mitigated during the construction period. This mitigation will be in place at all times during construction.
5. During any future project construction, the applicant shall, pursuant to Chapter 4.100 of the San Mateo County Ordinance Code, minimize the transport and discharge of stormwater runoff from the construction site into storm drain systems and water bodies by:
 - a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - b. Removing spoils promptly, and avoiding stockpiling of fill materials, when rain is forecast. If rain threatens, stockpiled spoils and other materials shall be covered with a tarp or other waterproof material.
 - c. Storing, handling, and disposing of construction materials and wastes so as to avoid their entry to the storm drain system or water body.
 - d. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.

- e. Limiting and timing application of pesticides and fertilizers to avoid polluting runoff.
6. **Mitigation Measure 1:** The applicant shall require construction contractors to implement all the Bay Area Air Quality Management District's Basic Construction Mitigation Measures, listed below:
- a. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.
 - b. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
 - c. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
 - d. All vehicle speeds on unpaved roads shall be limited to 15 mph.
 - e. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
 - f. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
 - g. All construction equipment shall be maintained and properly tuned in accordance with the manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
 - h. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.
7. **Mitigation Measure 2:** Prior to issuance of a building permit for any building to be constructed on the parcels resulting from this proposed subdivision, the applicant shall submit a tree replacement plan for the affected parcel. Said plan shall utilize drought tolerant, non-invasive, native species and use minimum 5-gallon size stock. The approved tree replacement plan shall be implemented before the issuance of Certificates of Occupancy for any buildings constructed on the parcels.
8. **Mitigation Measure 3:** Noise levels produced by construction shall not exceed the 80-dBA level at any one moment. Construction activity shall be limited to the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction operation shall be prohibited on Sunday and any national holiday.
9. No trees other than the six (6) authorized for removal by this condition, named in the tree survey received by the Planning Department on November 10, 2014, and as shown on the tentative map to be within the improvement areas, shall be removed as part of this subdivision approval. Any additional tree removal related to this subdivision shall require that the applicant submit a separate tree removal permit application. Unless such removal is specifically required to complete improvements conditioned by this approval, any such tree removal shall be delayed until such time as a building permit has been issued for a single-family residence. A tree protection plan shall be shown on the development plans in conjunction with the construction erosion and sediment control plan. The applicant shall establish and maintain tree protection zones throughout the entire length of the project. Tree protection zones shall be delineated using 4-foot tall orange plastic fencing supported by poles pounded into the ground,

located as close to the driplines as possible while still allowing room for construction to safely continue. The trees shall be replaced with six trees of a drought-tolerant species appropriate to the climate and soil of this part of urban San Mateo County.

10. The applicant shall ensure that if, during demolition or construction, any evidence of archaeological traces (human remains, artifacts, concentration of shale, bone, rock, ash) is uncovered, then all construction and grading within a 30-foot radius shall be halted, the Planning Department shall be notified, and the applicant shall hire a qualified archaeologist to assess the situation and recommend appropriate measures. Upon review of the archaeologist's report, the Community Development Director, in consultation with the applicant and archaeologist, will determine steps to be taken before demolition or construction may continue.
11. To reduce the impact of construction activities on neighboring properties, comply with the following:
 - a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on-site during construction to prevent debris from blowing onto adjacent properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.
 - b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.
 - c. The applicant shall ensure that no construction-related vehicles shall impede through traffic along the right-of-way. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access. There shall be no storage of construction vehicles in the public right-of-way.

Department of Public Works

12. The applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed subdivision and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property being subdivided shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the street improvement plans and submitted to the Department of Public Works for review and approval.
13. Prior to the issuance of the building permit or planning permit (if applicable), the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20%) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by the Department of Public Works, this plan and profile shall be prepared from elevations and alignment shown on the roadway improvement plans. The driveway plan shall also include and show specific provisions and details for both the existing and the proposed drainage patterns and drainage facilities.
14. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. The applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
15. Prior to the issuance of the building permit, the applicant will be required to provide payment of "roadway mitigation fees" based on the square footage (assessable space) of the proposed building per Ordinance #3277.

16. The applicant shall submit to the Project Planner, for recordation, legal descriptions of the reconfigured parcels and street dedication. The Project Planner will review these descriptions and forward them to the Department of Public Works for approval.
17. Prior to recording the final map, the applicant will be required to submit to the Department of Public Works a complete set of improvement plans including all provisions for roadways, driveways, utilities, storm drainage, and stormwater treatment, all in accordance with the County Subdivision Regulations, County Standard Details, County Drainage Policy and National Pollutant Discharge Elimination System (NPDES) permit. Improvement plans must be accompanied by a plan review deposit in the amount of \$1,000 made payable to the County of San Mateo Department of Public Works.

Upon the Department of Public Works' approval of the improvement plans, the applicant will be required to execute a Subdivision Improvement Agreement and post securities with the Department of Public Works as follows:

- a. Faithful Performance - 100% on the estimated cost of constructing the improvements;
 - b. Labor and Materials - 50% of the estimated cost of constructing the improvements.
18. The applicant shall submit a Parcel Map to the Department of Public Works County Surveyor for review, to satisfy the State of California Subdivision Map Act. The final map will be recorded only after all Inter-Department conditions have been met.
 19. The applicant shall dedicate or make an irrevocable offer of dedication of land along the Alameda de las Pulgas needed for sidewalks and other public uses as shown on the approved tentative map.
 20. The applicant shall submit written certification from the appropriate utilities to the Department of Public Works and the Planning and Building Department stating that they will provide utility (e.g., sewer, water, energy, communication, etc.) services to the proposed parcels of this subdivision.

West Bay Sanitary District

21. A conforming property line cleanout within 5 feet of the property line on Sharon Road will be required for both parcels. A Class 1A permit will be required for any work done from the property line to the main sewer connection including the installation of a property line cleanout.
22. If the existing lateral(s) is/are to be reused, then the existing lateral(s) must be televised and the tape submitted to the District for review and approval prior to any reuse. A Class 1A permit will be required for the installation of the cleanout and the review of the television tape.
23. If the existing building is to be demolished, then the developer must obtain a Class 4 permit(s) to disconnect the lateral(s) from the District's system at the property line.
24. Both laterals must be 4-inch in diameter and must maintain a minimum 2% slope from the conforming cleanout to the sewer main.
25. The building laterals from the residence to the property line cleanout must meet the requirements of the San Mateo County Building Inspection Section.
26. No pool drains, roof gutters, surface drainage, and groundwater sump pumps are allowed to connect to the sanitary sewer.
27. The developer/contractor must comply with all current District regulations and standards.

- 28. The developer must submit a copy of the final recorded map to the District with associated assessor parcel numbers and maps.
- 29. Note that the developer/contractor must obtain a Class 4 permit for each lateral prior to demolition (permit fee of \$145.00 each) and two Class 1A permits (\$250.00 each per application fee) prior to any work done to the lateral from the property line to the main sewer connection. The District’s record for this parcel currently shows one residential unit, so an additional connection fee (\$7,336.20 connection fee) will be required for the second parcel. Please note that there are annual sewer service charges. The Class 1A Sewer Permits are applied for at the District’s office at 500 Laurel Street in Menlo Park, Monday through Friday between 8:00 a.m. to 4:00 p.m.

California Water Service Company

- 30. If new water service lines are required, the applicant will bear the cost of installation. The configuration will be subject to review and approval by Cal Water.
- 31. New water service lines shall be separated from storm sewer facilities and sanitary sewer laterals by 10 feet or more. Water service lines shall be separated from electric, gas, and other underground utilities by 5 feet or more.
- 32. If new fire hydrants are required, the applicant will bear the cost of installation.

- 3. **Owner: Dianne Borsini-Burr Trust**
Applicant: Jawen Hernandez
 File No.: PLN2014-00151
 Location: 7th Street, Montara
 APN: 036-053-110

Consideration of a Non-Conforming Use Permit, Coastal Development Permit, Design Review Permit and Certificate of Compliance (Type B), pursuant to Sections 6133.3b, 6328.4, 6565.3 of the San Mateo County Zoning Regulations, and Section 7134.2 of the San Mateo County Subdivision Regulations, respectively, to allow construction of a 797 sq. ft. new 1-story, single-family residence, plus a 357 sq. ft. attached 1-car garage and a 135 sq. ft. rear storage shed, on an existing 3,000 sq. ft. non-conforming parcel, where 50 ft. is the minimum lot width and 5,000 sq. ft. is the minimum lot size. The Non-Conforming Use Permit is required for the development of the parcel as it is less than 35 feet in width and less than 3,500 sq. ft. in size. No trees are proposed for removal. The project is appealable to the California Coastal Commission.

SPEAKERS:

- 1. Marcia Moriarty

COMMISSION ACTION:

Commissioner Ramirez moved and Commissioner Hansson seconded to close the public hearing. **Motion carried 4-0-0-1.**

Commissioner Ramirez moved approval of the item, with the addition of two Conditions of Approval recommended by the Coastside Design Review Committee. Commissioner Hansson seconded the motion. **Motion carried 3-1-0-1.**

Ayes: Commissioners Dworetzky, Hansson, Ramirez
 Noes: Commissioner Simonson
 Absent: Kersteen-Tucker

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the request, making the findings and adopting conditions of approval as follows:

FINDINGS:

Regarding the Environmental Review, Found:

1. That the proposed project is categorically exempt pursuant to Section 15303, Class 3, of the California Environmental Quality Act related to new construction of small structures, including single-family residences in a residential zone.

Regarding the Coastal Development Permit, Found:

2. That the project, as described in the application and accompanying materials required by the Zoning Regulations, Section 6328.4, and as conditioned in accordance with Section 6328.14, conforms with the applicable policies and required findings of the San Mateo County Local Coastal Program (LCP). Specifically, the project complies with policies requiring infill development and compliance with design review standards and findings.
3. That the number of building permits for the construction of single-family residences issued in the calendar year does not exceed the limitation of LCP Policy 1.23.

Regarding the Design Review, Found:

4. That, with the conditions of approval recommended by the Coastside Design Review Committee at its meeting of October 9, 2014, the project is in compliance with the Design Review Standards for the Coastside. The project, as designed and conditioned, complements the predominant style of the neighborhood homes. The project's one-story proposal adequately protects neighbors' privacy and views; is well articulated; uses colors and materials that appear natural and uses downward-directed exterior lighting fixtures.

Regarding the Use Permit, Found:

5. Pursuant to Section 6133.3.b(3) of the San Mateo County Zoning Regulations:
 - a. That the proposed development is proportioned to the size of the parcel on which it is being built. The lot coverage and floor areas remain compliant with the S-17 development standards. The total lot coverage of 43% (1,289 sq. ft.) is less than the maximum allowed of 50% (1,500 sq. ft.), while the total floor area proposed of 43% (1,289 sq. ft.), is also less than the maximum allowed of 48% (1,440 sq. ft.). The project is adequately proportioned to the parcel size based on the proposal to limit the structure to only a single-story.
 - b. That all opportunities to acquire additional contiguous land in order to achieve conformity with the zoning regulations currently in effect have been investigated and proven to be infeasible. The property owner submitted a letter to staff indicating that there are no empty parcels adjacent to the project site. Acquiring any developed property would involve demolition of existing structures on-site and adjustment of lot boundaries that would prove financially infeasible for the owner.
 - c. That the proposed development is as nearly in conformance with the zoning regulations currently in effect as is reasonably possible. The proposed development conforms with the existing zoning regulations in as many ways as possible for the development of such a small parcel as indicated in Section 4 in this staff report.

- d. That the establishment, maintenance, and/or conducting of the proposed use will not, under the circumstances of the particular case, result in a significant adverse impact to coastal resources, or be detrimental to the public welfare or injurious to property or improvements in said neighborhood. The proposed height of 16 feet for the one-story home, the well-articulated facades, low profile roof mass and proposed adequate setbacks bring the structure into scale with the established neighborhood. The side setbacks accommodate the wall articulation of the building to mitigate the blank wall plane along the two side facades. Although the side setbacks are partially reduced to 3 ft. (where 5 ft. is the required minimum), along spans that provide façade articulation, neighbors' privacies are maintained since no windows are proposed at the right side elevation, while only clerestory kitchen windows are proposed at the left side elevation.
- e. That the use permit approval does not constitute a granting of special privileges. The use permit would allow the use of this parcel for residential development in keeping with the rest of the parcels in this residential neighborhood. Two 2,500 sq. ft. developed parcels with single-story residences on-site are located at 1521 Main Street and 200 Ninth Street, while the third is undeveloped (3,000 sq. ft.) located one parcel away eastward from the subject site on Seventh Street.

CONDITIONS OF APPROVAL:

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on February 11, 2015. Any changes or revisions to the approved plans shall be submitted to the Design Review Officer for review and approval prior to implementation. Minor adjustments to the project may be approved by the Design Review Officer if they are consistent with the intent of and are in substantial conformance with this approval. Alternatively, the Design Review Officer may refer consideration of the revisions to the Coastside Design Review Committee, with applicable fees to be paid.
2. The Use Permit, Coastal Development Permit and Design Review final approvals shall be valid for five (5) years from the date of approval, in which time a building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspector) shall have occurred within 180 days of its issuance. The Use Permit, Coastal Development Permit and Design Review approval may be extended by one 1-year increment with submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. The applicant shall include the approval letter on the top pages of the building plans to ensure that the conditions of approval are included with the on-site plans.
4. The applicant shall provide "finished floor elevation verification" to certify that the structure is actually constructed at the height shown on the submitted plans. The applicant shall have a licensed land surveyor or engineer establish a baseline elevation datum point in the vicinity of the construction site.
 - a. The applicant shall maintain the datum point so that it will not be disturbed by the proposed construction activities until final approval of the building permit.
 - b. This datum point and its elevation shall be shown on the submitted site plan. This datum point shall be used during construction to verify the elevation of the finished floors relative to the existing natural or to the grade of the site (finished grade).
 - c. Prior to Planning approval of the building permit application, the applicant shall also have the licensed land surveyor or engineer indicate on the construction plans: (1) the natural grade elevations at the significant corners (at least four) of the footprint of the proposed structure on the submitted site plan, and (2) the elevations of proposed finished grades.

- d. In addition, (1) the natural grade elevations at the significant corners of the proposed structure, (2) the finished floor elevations, (3) the topmost elevation of the roof and (4) garage slab elevation must be shown on the plan, elevations, and cross-section (if one is provided).
 - e. Once the building is under construction, prior to the below floor framing inspection or the pouring of the concrete slab (as the case may be) for the lowest floor(s), the applicant shall provide to the Building Inspection Section a letter from the licensed land surveyor or engineer certifying that the lowest floor height--as constructed--is equal to the elevation specified for that floor in the approved plans. Similarly, certifications on the garage slab and the topmost elevation of the roof are required.
 - f. If the actual floor height, garage slab, or roof height--as constructed--is different than the elevation specified in the plans, then the applicant shall cease all construction and no additional inspections shall be approved until a revised set of plans is submitted to and subsequently approved by both the Building Official and Community Development Director.
5. The site is located in the watershed of the Fitzgerald Area of Special Biological Significance. Runoff and other pollution from the site are prohibited. Development shall minimize erosion, treat stormwater from new/replaced impervious surfaces, and prevent pollution during project operation (e.g., car washing in driveway or street, pesticide application on lawn).
 6. Weekly erosion and sediment control inspections during period of land disturbance are required during the rainy season, as required by the Special Protections of the State Ocean Plan.
 7. During project construction, the applicant shall, pursuant to Chapter 4.100 of the San Mateo County Ordinance Code, minimize the transport and discharge of stormwater runoff from the construction site into storm drain systems and water bodies by:
 - a. Using filtration materials on storm drain covers to remove sediment from dewatering effluent.
 - b. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - c. Removing spoils promptly, and avoiding stockpiling of fill materials, when rain is forecast. If rain threatens, stockpiled soils and other materials shall be covered with a tarp or other waterproof material.
 - d. Storing, handling, and disposing of construction materials and wastes so as to avoid their entry to the storm drain system or water body.
 - e. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.
 - f. Limiting and timing applications of pesticides and fertilizers to avoid polluting runoff.
 8. The applicant shall include an erosion and sediment control plan on the plans submitted for the building permit. This plan shall identify the type and location of erosion control devices to be installed upon the commencement of construction in order to maintain the stability of the site and prevent erosion and sedimentation off-site.
 9. All new power and telephone utility lines from the street or nearest existing utility pole to the main dwelling and/or any other structure on the property shall be placed underground.

10. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works and the Coastside Fire Protection District.
11. No site disturbance shall occur, including any grading or tree removal, until a building permit has been issued, and then only those trees approved for removal shall be removed.
12. To reduce the impact of construction activities on neighboring properties, comply with the following:
 - a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on-site during construction to prevent debris from blowing onto adjacent properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.
 - b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.
 - c. The applicant shall ensure that no construction-related vehicles shall impede through traffic along the right-of-way on Seventh Street. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Seventh Street. There shall be no storage of construction vehicles in the public right-of-way.
13. The exterior color samples submitted to the Coastside Design Review Committee are approved. Color verification shall occur in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.
14. Noise levels produced by the proposed construction activity shall not exceed the 80-dBA level at any one moment. Construction activities shall be limited to the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction operations shall be prohibited on Sunday and any national holiday.
15. Installation of the approved landscape plan is required prior to final inspection.
16. Prior to finalization of the building permit, the applicant shall provide evidence, to the satisfaction of the Community Development Director, that the existing on-site well has been abandoned in a manner consistent with Environmental Health requirements and connect to the public water system (Montara Water and Sanitary District).

Building Inspection Section

17. The applicant shall apply for a building permit.

Department of Public Works

18. Prior to the issuance of the Building permit or Planning permit, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Department of Public Works for review and approval.
19. Prior to the issuance of the building permit or planning permit (if applicable), the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the

parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20%) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by the Department of Public Works, this plan and profile shall be prepared from elevations and alignment shown on the roadway improvement plans. The driveway plan shall also include and show specific provisions and details for both the existing and the proposed drainage patterns and drainage facilities.

20. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. The applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
21. Prior to the issuance of the Building Permit, the applicant will be required to provide payment of "roadway mitigation fees" based on the square footage (assessable space) of the proposed building per Ordinance No. 3277.

Montara Water and Sewer District

22. Prior to the issuance of a building permit, the applicant shall obtain Domestic Water/Fire Protection Connection and Sewer Permits, including the submittal of adequate fire flow calculations from a Certified Fire Protection Contractor.

Coastside Fire Protection District

23. Smoke detectors which are hardwired: As per the California Building Code, State Fire Marshal Regulations, and Coastside Fire District Ordinance 2013-03, the applicant is required to install State Fire Marshal approved and listed smoke detectors which are hardwired, interconnected, and have battery backup. These detectors are required to be placed in each new and recondition sleeping room and at a point centrally located in the corridor or area giving access to each separate sleeping area. In existing sleeping rooms, areas may have battery powered smoke alarms. A minimum of one detector shall be placed on each floor. Smoke detectors shall be tested and approved prior to the building final.
24. Add note to plans: Smoke alarms/detectors are to be hardwired, interconnected, or with battery backup. Smoke alarms are to be installed per manufacturer's instruction and National Fire Protection Association (NFPA) 72.
25. Add note: Escape or rescue windows shall have a minimum net clear openable area of 5.7 square feet, 5.0 square feet allowed at grade. The minimum net clear openable height dimension shall be 24 inches. The net clear openable width dimension shall be 20 inches. Finished sill height shall be not more than 44 inches above the finished floor.
26. Identify rescue windows in each bedroom and verify that they meet all requirements. Add this to the plans.
27. Occupancy Separation: As per the 2010 California Building Code (CBC), Section 406.1.4, a 1-hour occupancy separation wall shall be installed with a solid core, 20-minute fire rated, self-closing door assembly with smoke gasket between the garage and the residence. All electrical boxes installed in rated walls shall be metal or protected.
28. Address Numbers: As per Coastside Fire District Ordinance 2013-03, building identification shall be conspicuously posted and visible from the street. (TEMPORARY ADDRESS NUMBERS SHALL BE POSTED PRIOR TO COMBUSTIBLES BEING PLACED ON-SITE.) The letters/numerals for permanent address signs shall be 4 inches in height with a minimum 3/4-inch stroke. Such letters/numerals shall be internally illuminated and facing the direction of access. Finished height of bottom of address light unit shall be greater than or equal to 6 feet from finished grade. When the

building is served by a long driveway or is otherwise obscured, a 6-inch by 18-inch green reflective metal sign with 3-inch reflective numbers/letters similar to Hy-Ko 911 or equivalent shall be placed at the entrance from the nearest public roadway. See Fire Ordinance for standard sign.

29. Add the following note to the plans: New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. Residential address numbers shall be at least 6 feet above the finished surface of the driveway. Where buildings are located remotely to the public roadway, additional signage at the driveway/road-way entrance leading to the building and/or on each individual building shall be required by the Coastside Fire Protection District. This remote signage shall consist of a 6-inch by 18-inch green reflective metal sign with 3-inch reflective numbers/letters similar to Hy-Ko 911 or equivalent.
30. Roof Covering: As per Coastside Fire District Ordinance 2013-01, the roof covering of every new building or structure, and materials applied as part of a roof covering assembly, shall have a minimum fire rating of Class "B" or higher as defined in the current edition of the California Building Code.
31. Vegetation Management: The Coastside Fire District Ordinance 2010-03, the 2013 California Fire Code and Public Resources Code 4291.
 - a. A fuel break of defensible space is required around the perimeter of all structures to a distance of not less than 30 feet and may be required to a distance of 100 feet or to the property line. In State Responsible Area (SRA) the fuel break is 100 feet or to the property line.
 - b. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 to 10 feet above the ground. New trees planted in the defensible space shall be located no closer than 10 feet to adjacent trees when fully grown or at maturity.
 - c. Remove that portion of any existing tree, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure.
32. Add the following note to the plans: The installation of an approved spark arrester is required on all chimneys, existing and new. Spark arresters shall be constructed of woven or welded wire screening of 12-gauge USA standard wire having openings not exceeding 1/2-inch.
33. Add the following note to the plans: A fuel break of defensible space is required around the perimeter of all structures, existing and new, to a distance of not less than 30 feet and may be required to a distance of 100 feet or to the property line. This is neither a requirement nor an authorization for the removal of living trees.
34. Add the following note to the plans: Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 feet above the ground. New trees planted in the defensible space shall be located no closer than 10 feet to adjacent trees when fully grown or at maturity.
35. Add the following note to the plans: Remove that portion of any existing trees, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure. Maintain any tree adjacent to or overhanging a building free of dead or dying wood.
36. Show location of fire hydrant on a site plan. A fire hydrant is required within 250 feet of the building and flow a minimum of 1,000 gpm at 20 psi. This information is to be verified by the water purveyor in a letter initiated by the applicant and sent to San Mateo County Fire/Cal-Fire or the Coastside Fire Protection District. If there is not a hydrant within 250 feet with the required flow, one will have to be installed at the applicant's expense.

- 37. Automatic Fire Sprinkler System: As per San Mateo County Building Standards and Coastside Fire Protection District Ordinance 2010-01, the applicant is required to install an automatic fire sprinkler system throughout the proposed or improved dwelling and garage. All attic access locations will be provided with a pilot head on a metal upright. All areas that are accessible for storage purposes shall be equipped with fire sprinklers including closets and bathrooms. The only exception is small linen closets less than 24 square feet with full depth shelving. The plans for this system must be submitted to the San Mateo County Planning and Building Department or The City of Half Moon Bay. A building permit will not be issued until plans are received, reviewed and approved. Upon submission of plans, the County or City will forward a complete set to the Coastside Fire Protection District for review. The fee schedule for automatic fire sprinkler systems shall be in accordance with Half Moon Bay Ordinance No. 2006-01. Fees shall be paid prior to plan review.
- 38. Installation of underground sprinkler pipe shall be flushed and visually inspected by the Fire District prior to hookup to riser. Any soldered fittings must be pressure tested with trench open.
- 39. Exterior bell and interior horn/strobe are required to be wired into the required flow switch on your fire sprinkler system. The bell, horn/strobe and flow switch, along with the garage door opener, are to be wired into a separate circuit breaker at the main electrical panel and labeled.
- 40. Add note to the title page that the building will be protected by an automatic fire sprinkler system.
- 41. All fire conditions and requirements must be incorporated into your building plans prior to building permit issuance. It is your responsibility to notify your contractor, architect and engineer of these requirements.

- 4. **Owner:** Malek Reza
Applicant: Benjamin McGriff
 File No.: PLN2014-00133
 Location: 115 West Point Avenue, Princeton
 APN: 047-032-160

Consideration of the certification of an Initial Study/Mitigated Negative Declaration, pursuant to the California Environmental Quality Act, a Non-Conforming Use Permit, Coastal Development Permit, and Design Review Permit, pursuant to sections 6134.6, 6328.4 and 6565.3 of the San Mateo County Zoning Regulations, respectively, to allow construction of a 3,973 sq. ft. 2-story addition that includes a 660 sq. ft. attached 2-car garage, to an existing 1,888 sq. ft. 2-story single-family residence, on an existing 10,500 sq. ft. legal parcel, including removal of two (2) trees. The Non-Conforming Use Permit is required to allow enlargement of a non-conforming residential use in a non-residential (Waterfront) zoning district. The project is appealable to the California Coastal Commission.

COMMISSION ACTION:

Planning staff, with the applicant’s concurrence, requested continuance to the March 11, 2015 Planning Commission Meeting, to allow additional time for staff to address comments from the California Coastal Commission and Midcoast Community Council in a supplemental staff report. The Planning Commission continued the item as requested.

- 5. **Correspondence and Other Matters**
 None
- 6. **Consideration of Study Session for Next Meeting**

Commissioner Hansson requested information about the County's Sign Regulations, and requested that staff consider incorporating regulations regarding drought resistant native plants into the upcoming Tree Ordinance. Commissioner Hansson also requested that staff consider organizing field visits for the Commission to previously approved project sites.

7. **Director's Report**

None

8. **Adjournment**

The meeting adjourned at 10:37 a.m.