



County of San Mateo

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COASTSIDE DESIGN REVIEW

- **DEMONSTRATION OF PROJECT SCALE;**
- **MAJOR/MINOR MODIFICATIONS; and**
- **HEIGHT ADJUSTMENTS DURING CONSTRUCTION**

Revised: May 28, 2020

The following applies to projects submitted for consideration by the CDRC, in all areas zoned "Design Review" (DR) within the urban Midcoast communities of El Granada, Miramar, Moss Beach and Montara:

Policy 1: Demonstration of Project Scale (Pre-Approval)

Failure to demonstrate that the proposed project meets the design standards set forth in the Zoning Regulations, including project scale, may result in denial of a project. An applicant has the discretion to choose their preferred method to demonstrate that the standards are satisfied.

The construction of story poles, including netting, is the standard way to demonstrate compliance with design review standards related to project scale. If story poles are not constructed, other visual methods may be used to demonstrate project scale, such as the use of digital imaging simulations, computer modeling, and/or other visual techniques. In using these other methods, the following standards apply:

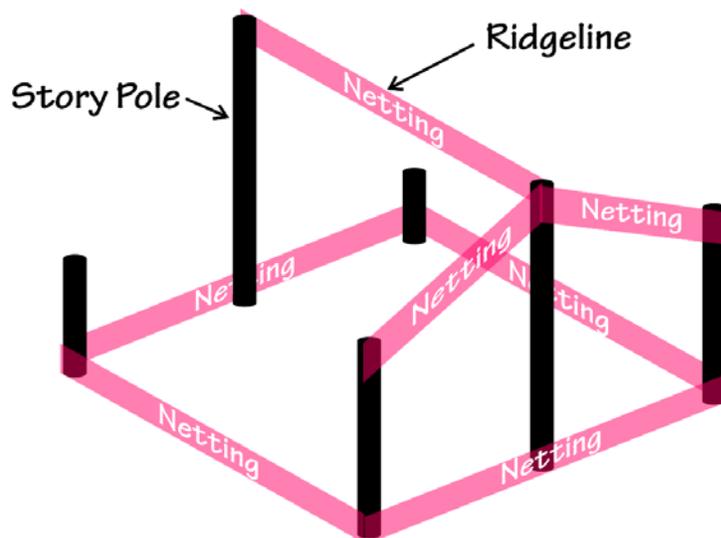
- Images should be displayed "to scale" in poster format at the project site, at least ten days prior to the scheduled hearing date. The poster shall be durable (wind- and weather-proofed as necessary) and securely posted at the site.
- Images should represent all sides of the project along with immediately adjacent structures.
- Images posted at the site do not have to be modified to reflect changes to the design of the project that are required by the CDRC for continued review of the project.
- Images posted at the site should be clearly visible from the public right-of-way and remain in place until expiration of the appeal period, with removal to be completed

POLICIES ON DEMONSTRATION OF PROJECT SCALE, MAJOR/MINOR MODIFICATIONS, & HEIGHT ADJUSTMENTS DURING CONSTRUCTION

within one week thereafter. For projects requiring a CDRC recommendation, images posted may be removed after a recommendation has been made.

Standards for Story Poles:

- Applicants should complete the installation of story poles at least ten days prior to the scheduled hearing date.
- Story poles should be placed at all outside building corners and along the highest roof ridgeline. The lowest finished floor and highest ridge should be visibly marked on the pole. In order to identify the building envelope and the ridgeline, netting should be extended on grade, from one corner pole to the other and atop one pole to another along the direction of the ridgeline, respectively.
- The story pole material should be constructed of 2"x4" lumber or other sturdy material and should be properly braced and supported to ensure the health, safety and general welfare of the public. Story poles should be independently supported; however, when the poles are supported by jointly-owned fences or off-site improvements, owner permission is encouraged. The netting should be orange snow fencing material, or anything comparable, measuring at least twenty-four (24) inches in width.
- Story poles do not have to be modified to reflect changes to the design of the project made as a result of the CDRC public hearings.
- For a project requiring a CDRC decision, the story poles should remain in place until expiration of the appeal period, with removal to be completed within one week thereafter. For projects requiring a CDRC recommendation, story poles may be removed after a recommendation has been made.



POLICIES ON DEMONSTRATION OF PROJECT SCALE, MAJOR/MINOR MODIFICATIONS, & HEIGHT ADJUSTMENTS DURING CONSTRUCTION

Major/Minor Modifications (Post-Approval)

After project approval, minor modifications to project design may be approved by the Design Review Officer if they are consistent with the intent of and are in substantial conformance with the approval. Alternatively, based on the policies below, the Design Review Officer may refer consideration of major modifications to the project to the Coastside Design Review Committee.

Policy 2: The following are deemed major modifications to approved projects that require review by the CDRC for approval:

- a) Modification that conflicts with a specific condition of approval added by the CDRC.
- b) Modification that involves an increase from the approved finished floor height by at least three (3) inches.
- c) Modification to an approved roof pitch greater than 1:12.
- d) Modification that involves an increase by more than three (3) inches from the approved building envelope.
- e) Significant changes to the approved design or color scheme.
- f) Significant changes or reductions in approved landscaping.
- g) Significant increases in grading.

Policy 3: Any changes to accommodate the deviations in the floor height should be adjusted within the building prior to consideration of any roof height adjustments.