



# Planning & Building Department Planning Commission

Kumkum Gupta, 1<sup>st</sup> District  
Frederick Hansson, 2<sup>nd</sup> District  
Lisa Ketcham, 3<sup>rd</sup> District  
Manuel Ramirez, Jr., 4<sup>th</sup> District  
Mario Santacruz, 5<sup>th</sup> District

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

## ACTION MINUTES

*Draft*

MEETING NO. 1666  
Wednesday, June 12, 2019

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

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

**Pledge of Allegiance:** The Pledge of Allegiance was led by Chair Gupta

**Roll Call:**  
Commissioners Present: Hansson, Ketcham, Gupta, Santacruz, Ramirez  
Commissioner Absent: None  
Staff Present: Aozasa, Fox

Legal Notice published in the San Mateo County Times on June 1, 2019 and the Half Moon Bay Review on June 5, 2019.

**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 May 22, 2019.

Meeting minutes will be considered at the following Planning Commission Meeting to allow staff to make additional edits.

### **REGULAR AGENDA**

**9:00 a.m.**

- Owner:** Emily Humphreys  
**Applicant:** Pat Dalton  
File Number: PLN2018-00270  
Location: Vue de Mer Avenue, Moss Beach  
Assessor's Parcel No.: 037-155-080

Consideration of a Coastal Development Permit (CDP), Non-Conforming Use Permit, and Design Review Permit to allow construction of a new 1,257 sq. ft., two-story single-family residence, including a 260 sq. ft. attached one-car garage, located on a 3,363 sq. ft. undeveloped legal parcel (legality confirmed via Certificate of Compliance/Type A). A Non-Conforming Use Permit is required for the project, which involves non-conforming parcel size, setbacks, and parking. No tree removal and only minor grading is proposed. The CDP is not appealable to the California Coastal Commission.

Application deemed complete January 24, 2019. Please direct any questions to Project Planner Ruemel Panglao at 650/363-4582 or [rpanglao@smcgov.org](mailto:rpanglao@smcgov.org).

**SPEAKERS:**

1. Judy Taylor

**COMMISSION ACTION:**

Commissioner Ramirez moved and Commissioner Hansson seconded to close the public hearing.  
**Motion carried 5-0-0-0.**

Commissioner Ketcham moved to approve the project. Commissioner Hansson seconded the motion.  
**Motion carried 4-1-0-0.**

4= AYES Commissioners Hansson, Ketcham, Gupta, and Ramirez  
1= NOES Commissioner Santacruz  
0= ABSTAINS None  
0= ABSENT None

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the CDP, Non-Conforming Use Permit, and Design Review Permit, County File Number PLN 2018-00270, by making the required findings and adopting the conditions of approval listed in Attachment A as follows:

**FINDINGS**

**Regarding the Environmental Review, Found:**

1. This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303, Class 3(a), relating to the construction of one single-family residence in an urban, residential zone.

**For the Coastal Development Permit, Found:**

2. That the project, as described in the application and accompanying materials required by Section 6328.7 and as conditioned in accordance with Section 6328.14, conforms to the plans, policies, requirements and standards of the San Mateo County Local Coastal Program. Specifically, the project complies with policies regarding minimization of tree removal and design review standards.
3. That where the project is located between the nearest public road and the sea, or the shoreline of Pescadero Marsh, that the project is in conformity with the public access and public recreation policies of Chapter 3 of the Coastal Act of 1976 (commencing with Section 30200 of the Public Resources Code). The project is not located between the nearest public road and the sea, or the shoreline of Pescadero Marsh.
4. That the project conforms to the specific findings required by policies of the San Mateo County Local Coastal Program as discussed.
5. That the number of building permits for construction of single-family residences other than for affordable housing issued in the calendar year does not exceed the limitations of Policies 1.22 and 1.23 as stated in Section 6328.19. As of the printing of this report, no building permits for new dwelling units have been issued in 2019. This requested permit would be valid for 5 years; therefore, the project is likely to be, and would be required to be, within the building permit limit.

Regarding the Non-Conforming Use Permit, Found:

6. That the proposed development is proportioned to the size of the parcel on which it is being built. The project complies with the lot coverage, floor area ratio, and height requirements of the R-1/S-17/DR/CD Zoning District, which regulates the size of development. Therefore, the proposed development is proportioned to the size of the parcel on which it is being built.
7. 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 subject parcel borders a developed residential property to the north, an undeveloped property to the west, and Seton Medical Center to the east. Based on the 1,637 sq. ft. necessary to make the lot area conforming, the parcel to the north, due to the size of the current home and of the lot (6,400 sq. ft.), would not be a viable option for a lot line adjustment because the lot and the structure would be rendered non-conforming. Seton Medical Center to the east is located in a non-residential zoning district (Resource Management-Coastal Zone). The property owner of the subject parcel contacted the owners of the conforming size parcel to the west (Tanners) about purchasing of a portion of the property. Though selling a portion would still allow their lot to be a legal size, the Tanners were not open to selling or going through the lot line adjustment process. In addition, the estimated asking price would likely have been financially infeasible relative to the property owner's project budget.
8. That the proposed development is as nearly in conformance with the zoning regulations currently in effect as is reasonably possible. The project is in conformance with the lot coverage, floor area, and height limits of the S-17 Zoning District. The project does not conform to the required minimum side setbacks (including the 15-foot combined side yard setback) due to the narrow width of the parcel. Full compliance with this requirement would result in a narrow 10-foot wide building envelope that would significantly restrict development of the parcel. The project does not comply with County parking requirements for two covered parking spaces for all dwellings of two or more bedrooms. The project includes three bedrooms. As the parcel frontage is 23.86 feet in width, the building envelope at the front of the parcel is only 17-feet wide. Therefore, an 18-foot wide garage would not be feasible.
9. That the establishment, maintenance and/or conducting of the 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 design of the project, while proposing a non-conforming right side setback of 3 feet and left side setback of 3 feet, 7 inches, considers the future privacy needs of adjoining property owners. The larger side setback is provided on the west side, where the property abuts a vacant conforming size parcel. The smaller and non-conforming side setback is provided on the east side which abuts a forested portion of the Seton Medical Center. The project has received preliminary approval from review agencies, including the Building Inspection Section, the Drainage Section, the Geotechnical Section, and the Coastside Fire Protection District.
10. That the use permit approval does not constitute a granting of special privileges. For the reasons stated above, this project does not constitute a granting of special privileges, as the project is as nearly in conformance with the R-1/S-17/DR/CD Zoning District regulations as is reasonably possible, given the substandard size and with of the parcel.

Regarding the Design Review, Found:

11. That the project, as proposed and conditioned, has been reviewed and found to be in compliance with the Design Review Standards for One-Family and Two-Family Residential

Development in the Midcoast, Section 6565.20 of the San Mateo County Zoning Regulations, specifically elaborated as follows:

- a. Section 6565.20(C) SITE PLANNING AND STRUCTURE PLACEMENT. 1. Integrate Structures with the Natural Setting: The project integrates well with the natural setting of the site given the size of the lot.
- b. Section 6565.20(D) ELEMENTS OF DESIGN. 1. Building Mass, Shape and Scale. a. Relationship to Existing Topography: The project is compatible with the topography and neighborhood scale and is modest in size which is proportional to the lot size.
- c. Section 6565.20(D) ELEMENTS OF DESIGN. 2. Architectural Styles and Features. d. Garages: The proposed garage door is decorative and adds visual interest where it is unavoidably the prominent feature on the front facade of the house.
- d. Section 6565.20(D) ELEMENTS OF DESIGN. 4. Exterior Materials and Colors: The house uses natural cedar shingles which would blend well with the surrounding natural setting.

### **COASTSIDE DESIGN REVIEW COMMITTEE RECOMMENDATIONS (Not Required)**

1. Consider alternative support for the rear elevation balcony such as side braces or cantilever system in lieu of posts.
2. Replace the proposed Japanese maple (*Acer palmatum*) with a native tree variety more conducive to the coastal climate.
3. The proposed bay laurel (*Laurus nobilis*) would likely overgrow the path on the side of the house. A smaller native tree option is recommended.

### **CONDITIONS OF APPROVAL**

#### Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on June 12, 2019 and as reviewed by the Coastside Design Review Committee on February 14, 2019. Any changes or revisions to the approved plans shall be submitted to the Community Development Director for review and approval prior to implementation. Minor adjustments 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 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 Coastal Development Permit, Non-Conforming Use Permit, and Design Review approvals shall be valid for five (5) years from the date of final 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. An extension of these approvals will be considered upon written request and payment of the applicable fees sixty (60) days prior to the permits' expiration.
3. 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 the Planning Department 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) the 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 the Community Development Director.
4. The applicant shall indicate the following on plans submitted for a building permit, as stipulated by the Coastside Design Review Committee.
- a. Entry doors and garage shall be charcoal to complement the black deck railings and exterior lighting and to bring contrast to the natural shingle tone.
  - b. Light fixtures must be Dark Sky compliant and limited to one (1) fixture per opening. The garage may have a fixture on either side of the door. The placement for each fixture must be delineated on the revised plans.
  - c. Landscape lighting shall include only low level, downward directed path lighting to front door.
  - d. On the front (south) elevation, move the garage to the right to allow for formal front entry wayfinding to a covered entry/porch that is street facing rather than side facing.
  - e. Clearly delineate the height of the structure on the cross sections from existing grade to the highest point of the structure. Maximum roof height shall not exceed 28 feet.

5. The property owner shall adhere to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including, but not limited to, the following:
  - a. Delineation with field markers of clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses within the vicinity of areas to be disturbed by construction and/or grading.
  - b. Protection of adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
  - c. Performing clearing and earth-moving activities only during dry weather.
  - d. Stabilization of all denuded areas and maintenance of erosion control measures continuously between October 1 and April 30.
  - e. Storage, handling, and disposal of construction materials and wastes properly, so as to prevent their contact with stormwater.
  - f. Control and prevention of 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.
  - g. Use of sediment controls or filtration to remove sediment when dewatering site and obtain all necessary permits.
  - h. Avoiding cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.
  - i. Limiting and timing application of pesticides and fertilizers to prevent polluted runoff.
  - j. Limiting construction access routes and stabilization of designated access points.
  - k. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.
  - l. Training and providing instruction to all employees and subcontractors regarding the Watershed Protection Maintenance Standards and Construction Best Management Practices.
  - m. Additional Best Management Practices, in addition to those shown on the plans may be required by the Building Inspector to maintain effective stormwater management during construction activities. Any water leaving the site shall be clear and running slowly at all times.
  - n. Failure to install or maintain these measures will result in stoppage of construction until the corrections have been made and fees paid for staff enforcement time.
6. 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 application of pesticides and fertilizers to avoid polluting runoff.
7. The applicant shall include an erosion and sediment control plan to comply with the County's Erosion Control Guidelines on the plans submitted for the building permit. This plan shall identify the type and location of erosion control measures to be installed upon the commencement of construction in order to maintain the stability of the site and prevent erosion and sedimentation off-site.
  8. All new power and telephone utility lines from the street or nearest existing utility pole to the dwelling and/or any other structure on the property shall be placed underground.
  9. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Drainage Section, the Geotechnical Section, the Montara Water and Sanitary District, and the Coastside Fire Protection District.
  10. No site disturbance shall occur, including any vegetation removal or grading, until a building permit has been issued.
  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 on Vue de Mer Avenue. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Vue de Mer Avenue. There shall be no storage of construction vehicles in the public right-of-way.

12. The project site is located within the Fitzgerald Area of Special Biological Significance (ASBS) Watershed and is considered a Construction Stormwater Regulated Site. Approved erosion control measures and tree protection must be installed prior to issuance of building permit. Weekly construction inspections are required throughout the duration of land disturbance during the rainy season (October to through April 30) for sites within the ASBS Watershed, as required by the State Water Resources Control Board General Exceptions to the California Ocean Plan with Special Protections adopted on March 20, 2012.
13. The project site is located within the Fitzgerald Area of Special Biological Significance (ASBS) watershed. Runoff and other polluted discharges from the site are prohibited. Development shall minimize erosion, treat stormwater from new/replaced impervious surfaces, and prevent polluted discharges into the ASBS or a County storm drain (e.g., car washing in a driveway or street, pesticide application on lawn).
14. The exterior color samples submitted to the CDRC are conditionally 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.
15. Noise sources associated with demolition, construction, repair, remodeling, or grading of any real property shall be limited to the hours from 7:00 a.m. to 6:00 p.m. weekdays and 9:00 a.m. to 5:00 p.m. Saturdays. Said activities are prohibited on Sundays, Thanksgiving and Christmas (San Mateo Ordinance Code Section 4.88.360).
16. Installation of the approved landscape plan is required prior to final inspection.
17. At the building permit application stage, the project shall demonstrate compliance with the Water Efficient Landscape Ordinance (WELo) and provide required forms. WELo applies to new landscape projects equal to or greater than 500 square feet. A prescriptive checklist is available as a compliance option for projects under 2,500 square feet. WELo also applies to rehabilitated landscape projects equal to or greater than 2,500 square feet. The following restrictions apply to projects using the prescriptive checklist:
  - a. Compost: Project must incorporate compost at a rate of at least four (4) cubic yards per 1,000 sq. ft. to a depth of 6 inches into landscape area (unless contra-indicated by a soil test).
  - b. Plant Water Use (Residential): Install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water.
  - c. Mulch: A minimum 3-inch layer of mulch should be applied on all exposed soil surfaces of planting areas, except in areas of turf or creeping or rooting groundcovers.
  - d. Turf: Total turf area shall not exceed 25% of the landscape area. Turf is not allowed in non-residential projects. Turf (if utilized) is limited to slopes not exceeding 25% and is not used in parkways less than 10 feet in width. Turf, if utilized in parkways is irrigated by sub-surface irrigation or other technology that prevents overspray or runoff.
  - e. Irrigation System: The property shall certify that irrigation controllers use evapotranspiration or soil moisture data and utilize a rain sensor; Irrigation controller programming data will not be lost due to an interruption in the primary power source; and areas less than 10 feet in any direction utilize sub-surface irrigation or other technology that prevents overspray or runoff.

18. At the building permit application stage, the applicant shall submit a tree protection plan, including the following:
  - a. Identify, establish, and maintain tree protection zones throughout the entire duration of the project.
  - b. Isolate tree protection zones using 5-foot tall, orange plastic fencing supported by poles pounded into the ground, located at the driplines as described in the arborist's report.
  - c. Maintain tree protection zones free of equipment and materials storage; contractors shall not clean any tools, forms, or equipment within these areas.
  - d. If any large roots or large masses of roots need to be cut, the roots shall be inspected by a certified arborist or registered forester prior to cutting as required in the arborist's report. Any root cutting shall be undertaken by an arborist or forester and documented. Roots to be cut shall be severed cleanly with a saw or topers. A tree protection verification letter from the certified arborist shall be submitted to the Planning Department within five (5) business days from site inspection following root cutting.
  - e. Normal irrigation shall be maintained, but oaks shall not need summer irrigation, unless the arborist's report directs specific watering measures to protect trees.
  - f. Street tree trunks and other trees not protected by dripline fencing shall be wrapped with straw wattles, orange fence and 2 x 4 boards in concentric layers to a height of 8 feet.
  - g. Prior to Issuance of a building permit or demolition permit, the Planning and Building Department shall complete a pre-construction site inspection, as necessary, to verify that all required tree protection and erosion control measures are in place.

#### Building Inspection Section

19. A building permit shall be obtained for the proposed construction.
20. This property is located in a High Fire Hazard Severity Zone and the structure along with the site shall be designed and constructed according to the "Materials and Construction Methods for Exterior Wildfire Exposure," as found in the currently adopted and locally amended California Residential Code.
21. Roof eave overhangs beyond exterior walls that are less than or equal to 5 feet to property lines shall be protected on the underside of the projection by materials rated for 1-hour fire protection.

#### Drainage Section

22. Drainage report, drainage and grading plans, and C3/C6 Form are required at the building permit stage.
23. Site specific erosion control plans and County Best Management Practices plan sheet are required at the building permit stage.

#### Department of Public Works

24. Work in the public right of way shall comply with the County's standard details.

25. An encroachment permit is required for any work in the public right of way.

#### Geotechnical Section

26. A geotechnical report shall be required at the building permit stage.

#### Montara Water and Sanitary District (District)

27. The applicant is required to obtain a Sewer Permit prior to issuance of building permit. Sewer Connection Fees must be paid prior to issuance of connection permit.
28. The applicant is required to obtain a Domestic Water Connection Permit prior to issuance of building permit. Connection fee for domestic water must be paid prior to issuance of connection permit. Proof of well abandonment to San Mateo County Health Services may be required.
29. Connection to the District's fire protection system is required. Certified Fire Protection Contractor must certify adequate fire flow calculations. Connection fee for fire protection system is required. Connection charge must be paid prior to issuance of Private Fire Protection permit.
30. Applicant must first apply directly to District for permits and not their contractor.

#### Coastside Fire Protection District

31. Fire Department access shall be to within 150 feet of all exterior portions of the facility and all portions of the exterior walls of the first story of the buildings as measured by an approved access route around the exterior of the building or facility. Access shall be a minimum of 20 feet wide, all weather capability, and able to support a fire apparatus weighing 75,000 pounds. Where a fire hydrant is located in the access, a minimum of 26 feet is required for a minimum of 20 feet on each side of the hydrant. This access shall be provided from a publicly maintained road to the property. Grades over 15% shall be paved and no grade shall be over 20%. When gravel roads are used, it shall be class 2 base or equivalent compacted to 95%. Gravel road access shall be certified by an engineer as to the material thickness, compaction, all weather capability, and weight it will support.
32. All buildings that have a street address shall have the number of that address on the building, mailbox, or other type of sign at the driveway entrance, in such a manner that the number is easily and clearly visible from either direction of travel from the street. 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. An address sign shall be placed at each break of the road where deemed applicable by the San Mateo County Fire Department. Numerals shall be contrasting in color to their back-ground and shall be no less than four inches in height and have a minimum 1/2-inch stroke. Remote signage shall be a 6-inch by 19-inch green reflective metal sign.
33. Contact the Fire Marshal's Office to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum 72-hour notice to the Fire Department at 650/573-3846.
34. A fire flow of 1,000 gallons per minute (gpm) for 2 hours with a 20 pounds per square inch (psi) residual operating pressure must be available as specified by additional project conditions to the

project site. The applicant shall provide documentation including hydrant location, main size, and fire flow report at the building permit application stage. Inspection required prior to Fire’s final approval of the building permit or before combustibles are brought on site.

- 35. Any chimney or woodstove outlet shall have installed onto the opening thereof an approved (galvanized) spark arrester of a mesh with an opening no larger than 1/2-inch in size or an approved spark arresting device. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and cleaning away flammable vegetation for a distance of not less than 30 feet and up to 100 feet around the perimeter of all structures or to the property line, if the property line is less than 30 feet from any structure. This is not a requirement nor an authorization for the removal of live trees. Remove that flammable portion of any tree which extends within 10 feet of the outlet of any chimney or stovepipe, or within 5 feet of any portion of any building or structures. Remove that dead or dying portion of any tree which extends over the roof line of any structure.
- 36. The applicant shall install the proper occupancy separations, as per current California Building and Residential Codes. Plans at the building permit application stage shall include listing and construction details. Inspections will occur throughout construction and prior to Fire’s final approval of the building permit.
- 37. Smoke alarms and carbon monoxide detectors shall be installed in accordance with the California Building and Residential Codes. This includes the requirement for hardwired, interconnected detectors equipped with battery backup and placement in each sleeping room in addition to the corridors and on each level of the residence.
- 38. An approved Automatic Fire Sprinkler System meeting the requirements of NFPA-13D shall be required to be installed for your project. Plans shall be submitted to the San Mateo County Building Department for review and approval by the authority having jurisdiction.
- 39. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.
- 40. All dead-end roadways shall be terminated by a turnaround bulb of not less than 96 feet in diameter.
- 41. This project is located in a wildland urban interface area. Roofing, attic ventilation, exterior walls, windows, exterior doors, decking, floors, and underfloor protection to meet CRC R327 or CBC Chapter 7A requirements.

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<b>2.</b>	<p><b>Owner:</b> Zhifan Zhang</p> <p><b>Applicant:</b> John Livingston</p> <p>File Number: PLN 2018-00289</p> <p>Location: 229 Huckleberry Trail, unincorporated Woodside</p> <p>Assessor’s Parcel Nos.: 067-167-070 and 067-067-280</p>
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Consideration of a Grading Permit and Architectural Review Exemption, to allow 215 cubic yards (c.y.) of grading associated with the construction of a new single-family residence, second unit, and the removal of 6 significant and 5 non-significant sized trees. Application deemed complete April 10, 2019. Please direct any questions to Project Planner Laura Richstone at 650/363-1829 or [lrichstone@smcgov.org](mailto:lrichstone@smcgov.org).

**SPEAKERS:**

1. Jim Toby, Civil Engineer
2. Zhifan Zhang, Owner
3. Matthew Burriesci
4. Stephen Allen
5. Joe Webb

**COMMISSION ACTION:**

Commissioner Ramirez moved and Commissioner Santacruz seconded to close the public hearing.  
**Motion carried 5-0-0-0.**

Commissioner Ramirez moved to approve the project. Commissioner Hansson seconded the motion.  
**Motion carried 4-1-0-0:**

- 4= AYES Commissioners Hansson, Ketcham, Gupta, and Ramirez
- 1= NOES Commissioner Santacruz
- 0= ABSTAINS None
- 0= ABSENT None

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the Grading Permit and Architectural Review Exemption, County File Number PLN 2018-00289, by making the required findings and adopting the conditions of approval listed in Attachment A of this staff report.

**FINDINGS**

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**FINDINGS**

Regarding the Environmental Review, Found:

1. That the project is exempt pursuant to Section 15303, Class 3 of the California Environmental Quality Act Guidelines, consisting of the construction of a new single-family residence in a residentially zoned area.

Regarding the Grading Permit, Found:

2. That the granting of the permit will not have a significant adverse effect on the environment. As discussed in this staff report, the project has received preliminary approval from the Department of Public Works and the Geotechnical Section and site specific recommendations have been incorporated as conditions of approval to address any adverse environmental effects.
3. That the project conforms to the criteria of Chapter 5 of the San Mateo County Ordinance Code, including the standards referenced in Section 9280. Planning staff, the Geotechnical Section, and the Department of Public Works have reviewed the project and have determined it conforms to the criteria of Chapter 5 of the San Mateo County Ordinance Code, including the standards referenced in Section 9280 and the San Mateo County General Plan, including the timing of grading activities, and implementation of dust control and erosion and sediment control measures.
4. That the project is consistent with the General Plan. The subject site has a General Plan land use designation of Low Density Residential Urban. The proposed single-family residence

remains consistent with the allowed density and use of the designation. As proposed and conditioned, the project complies with General Plan Policy 2.23 (*Regulate Excavation, Grading, Filling, and Land Clearing Activities Against Accelerated Soil Erosion*) and Policy 2.17 (*Erosion and Sedimentation*) because the project includes measures and conditions to address each of these items.

5. The project is consistent with the provisions of the Significant Tree Removal Ordinance, the provisions of which must be considered and applied as part of the grading permit approval process (Significant Tree Removal Ordinance Section 12.020.1(e)). The proposed project has taken steps to minimize the removal of significant trees by reducing the length of the proposed light well and placing the proposed structure in an area of the parcel that is least impactful to the surrounding significant trees.

## **CONDITIONS OF APPROVAL**

### **Current Planning Section**

1. This approval applies only to the proposal as described in the plans, supporting materials, and reports submitted for review and approval by the Planning Commission on June 12, 2019. Minor revisions or modifications to the project shall be subject to review and approval of the Community Development Director, if they are consistent with the intent of, and in substantial conformance with, this approval.
2. This permit shall be valid for one (1) year from the date of approval in which time a building permit shall be issued. Any extension of this permit shall require a submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. Prior to the issuance of a building permit, the applicant shall submit color and material samples for review and approval by the Community Development Director.
4. Prior to scheduling a final inspection, color verification shall occur in the field after the applicant has applied the approved materials and colors. The applicant is required to maintain the approved materials and colors.
5. No grading shall be allowed during the winter season (October 1 to April 30) or during any rain event to avoid potential soil erosion unless a prior written request by the applicant is submitted to the Community Development Director in the form of a completed Application for an Exception to the Winter Grading Moratorium at least two (2) weeks prior to the projected commencement of grading activities stating the date when grading will begin for consideration, and approval is granted by the Community Development Director.

The site is considered a Construction Stormwater Regulated site. Any grading activities conducted during the wet weather season (October 1 to April 30) pursuant to prior authorization from the Community Development Director will also require monthly erosion and sediment control inspections by the Building Inspection Section.

6. Prior to the issuance of the grading permit "hard card," the applicant shall submit a dust control plan for review and approval by the Planning and Building Department. The plan, at a minimum shall include the following measures:
  - a. Water all construction and grading areas at least twice daily.

- b. Cover all trucks hauling soil, sand, and other loose material or require all trucks to maintain at least 2 feet of freeboard.
  - c. Enclose, cover, water twice daily or apply (non-toxic) soil binders to exposed stockpiles (dirt, sand, etc.).
7. Prior to the beginning of any construction, the applicant shall implement the approved erosion and sediment control plan and tree protection plan, which shall be maintained throughout the duration of the project. The goal of the Tree Protection Plan is to prevent significant trees, as defined by San Mateo County's Significant Tree Ordinance, Section 12.000, from injury or damage related to construction activities. The goal of the Erosion and Sediment Control Plan is also to prevent sediment and other pollutants from leaving the project site and to protect all exposed earth surfaces from erosive forces. Said plan shall adhere to the San Mateo County Wide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines." 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 by:
- a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30. Stabilizing shall include both proactive measures, such as the placement of hay bales or coir netting, and passive measures, such as revegetating disturbed areas with plants propagated from seed collected in the immediate area.
  - b. Storing, handling, and disposing of construction materials and wastes properly, so as to prevent their contact with stormwater.
  - c. Controlling and preventing the discharge of all pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, wash water or sediments, and non-stormwater discharges to storm drains and watercourses.
  - d. Using sediment controls or filtration to remove sediment when dewatering site and obtaining all necessary permits.
  - e. Avoiding cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.
  - f. Delineating with field markers, clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses.
  - g. Protecting adjacent properties and undisturbed areas from construction impacts using vegetative buffers, silt traps, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
  - h. Performing clearing and earth-moving activities only during dry weather.
  - i. Limiting and timing application of pesticides and fertilizers to prevent polluted runoff.
  - j. Limiting construction access routes and stabilizing designated access points.
  - k. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.

- I. The contractor shall train and provide instruction to all employees and subcontractors regarding the construction best management practices.
8. The approved erosion and sediment control plan shall be implemented prior to the beginning of construction.
9. Per Section 9280 of San Mateo County's Grading and Land Clearing Ordinance, all equipment used in grading operations shall meet spark arrester and firefighting tool requirements, as specified in the California Public Resources Code.
10. All grading and erosion and sediment control measures shall be in accordance to the plans prepared by ROMIG Engineering, Inc., dated November 2017, and approved by the Department of Public Works and the Current Planning Section. Revisions to the approved grading plan shall be prepared and signed by the engineer, and shall be submitted to the Department of Public Works and the Planning Department concurrently prior to commencing any work pursuant to the proposed revision.
11. The engineer who prepared the approved grading plan shall be responsible for the inspection and certification of the grading as required by Section 9297.1 of the Grading Ordinance. The engineer's responsibilities shall include those relating to non-compliance detailed in Section 9280 of the Grading Ordinance. Deficiencies shall be corrected immediately.
12. For the final approval of the Grading Permit, the applicant shall ensure the performance of the following activities within thirty (30) days of the completion of grading:
  - a. The engineer shall submit written certification to the Department of Public Works and the Geotechnical Section that all grading has been completed in conformance with the approved plans, conditions of approval, and the Grading Ordinance.
  - b. All applicable work during construction shall be subject to observation and approval by the geotechnical consultant. Section II of the Geotechnical Consultant Approval form must be submitted to the County's Geotechnical Engineer and Current Planning Section.
13. Erosion control and tree protection inspections are required prior to the issuance of a building permit for grading, construction, and demolition purposes, as the project requires the protection of significant trees. Prior to Building Permit issuance, the applicant will be notified that an approved job copy of the Erosion Control and Tree Protection Plans are ready for pick-up at the planning counter of the Planning and Building Department. Once the Erosion Control and Tree Protection measures have been installed per the approved plans, please contact Building Inspection Section, at 650/599-7311, to schedule a pre-site inspection. A \$144.00 inspection fee will be added to the building permit for the inspection. If this initial pre-site inspection is not approved, an additional inspection fee will be assessed for each required re-inspection until the erosion control and tree protection measures are deemed adequate by the Building Inspection Section.
14. Noise sources associated with demolition, construction, repair, remodeling, or grading of any real property shall be limited to the hours from 7:00 a.m. to 6:00 p.m., weekdays and 9:00 a.m. to 5:00 p.m., Saturdays. Said activities are prohibited on Sundays, Thanksgiving, and Christmas (San Mateo Ordinance Code Section 4.88.360).
15. All new power, water, and telephone utility lines from the street or nearest existing utility pole to the main dwelling, second unit, and proposed garage shall be installed underground.

16. All exterior lights shall be dark sky compliant and designed and located as to confine direct rays to the subject property and prevent glare in the surrounding area. A spec sheet of the proposed exterior lighting shall be included upon submittal of the building permit.
17. Upon building permit submittal a revised arborist report documenting Trees A and B shall be submitted on the Planning and Building Department. The trees on the Tree Protection Plan, Erosion Control Plan, Site Plan, and Grading Plan shall be numbered according to the assigned number listed in the revised arborist report.
18. Prior to the required Pre-Site Inspection, the project arborist shall number the trees onsite and clearly mark the significant and non-significant trees proposed for removal. Numbering of the trees shall match the building plans.
19. Prior to the issuance of the building permit the project arborist shall submit a letter to the Planning and Building Department verifying that the tree protection fencing has been installed per the recommendations and standards enumerated in the arborist report.
20. Any grading or excavation within a Tree Protection Zone shall be done by hand or utilizing air digging tools.
21. The project arborist shall be on-site during the drilling of the piers for the proposed house and second unit. The project arborist shall observe, document (photo, video, and written, where best prescribed) the digging of the pier holes for the foundation and report to the County that the procedures and processes outlined in the arborist reports are conducted properly. Cutting of any tree roots over 1-inch in diameter shall be overseen and documented by the project arborist. After the drilling of the piers and prior to Building Permit Final Inspection, the project arborist shall submit a letter to the Planning and Building Department verifying that they were present during this time and that the processes outlined in the arborist report(s) were conducted properly.
22. Stairway and landing for the viewing room/second unit located in the left side yard setback shall be uncovered. Prior to Building Permit submittal, the applicant shall amend sheet A5 to remove the overhead covering for the landing that encroaches into the left side yard setback.
23. The railings for the landing and stair case to the viewing room/second unit that shall be no higher than 42 inches tall, unless necessary to satisfy Building Code requirements.
24. Upon building permit submittal the applicant shall have prepared by the project arborist a tree replanting plan that identifies the location, size, and species of the trees required for replanting. The trees proposed for planting shall be located in an area that best promotes their establishment and long term viability. This plan shall be reviewed by the County Arborist upon submittal.
25. Trees 15-18, 21-25 and A and B, as identified in the staff report are approved for removal. All debris associated with tree removal activities shall be removed prior to building permit final inspection. The applicant shall be required to replant a total of six (6) trees consisting of an even mix of coast redwood, Douglas fir, and coast live oak using at least 15-gallon size stock for the trees removed. Replacement planting shall occur prior to the final building inspection approval for the proposed development.
26. No tree removal activity shall occur prior to the issuance of the associated building permit and grading "hard card." The applicant may be subject to the fines and fees as outlined in Section

12,032 of the Significant Tree Removal Ordinance if trees are removed prior to building permit issuance. A separate Tree Removal Permit shall be required to removal any additional trees.

#### Building Inspection Section

27. This project requires a building permit.
28. The project shall be designed and constructed according to the currently adopted and locally amended California Building Standards Code, which at the time of this review is the 2016 version.
29. The project is located in an State Responsibility Area (SRA) Moderate Fire Hazard Severity Zone and shall be designed to that criteria found in the California Residential Code.

#### Geotechnical Section

30. Geotechnical report required at building permit stage. Drainage design is required to be reviewed by the geotechnical engineer of record at building permit stage due to slope stability concern.

#### Department of Public Works

31. Prior to the issuance of the Building permit or Planning permit (for Provision C3 Regulated Projects), 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.
32. 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.
33. 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.
34. The applicant shall submit a Corner Record Survey Map (based on a field survey) to the project planner for forwarding to the Department of Public Works for review, approval, and recording.

#### Cal-Fire

35. Fire Department access shall be to within 150 feet of all exterior portions of the facility and all portions of the exterior walls of the first story of the buildings as measured by an approved access route around the exterior of the building or facility. Unless otherwise approved by Cal-Fire, access shall be a minimum of 20 feet wide, all weather capability, and able to support a fire apparatus weighing 75,000 pounds. Where a fire hydrant is located in the access, a minimum of 26 feet is required for a minimum of 20 feet on each side of the hydrant. This access shall be provided from a publicly maintained road to the property. Grades over 15% shall be paved and no grade shall be over 20 percent. When gravel roads are used, it shall be Class 2 base or equivalent compacted to 95 percent. Gravel road access shall be certified by an engineer as to the material thickness, compaction, all weather capability, and weight it will support.
36. All buildings that have a street address shall have the number of that address on the building, mailbox, or other type of sign at the driveway entrance in such a manner that the number is easily and clearly visible from either direction of travel from the street. 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. An address sign shall be placed at each break of the road where deemed applicable by the San Mateo County Fire Department. Numerals shall be contrasting in color to their background and shall be no less than 4 inches in height, and have a minimum 1/2-inch stroke. Remote signage shall be a 6-inch by 18-inch green reflective metal sign.
37. Contact the Fire Marshal's Office to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum 72-hours' notice to the Fire Department at 650/573-3846.
38. A fire flow of 1,000 gallons per minute (gpm) for 2 hours with a 20 pounds per square inch (psi) residual operating pressure must be available as specified by additional project conditions to the project site. The applicant shall provide documentation including hydrant location, main size, and fire flow report at the building permit application stage. Inspection required prior to Fire's final approval of the building permit or before combustibles are brought on-site.
39. Any chimney or woodstove outlet shall have installed onto the opening thereof an approved (galvanized) spark arrester of a mesh with an opening no larger than 1/2-inch in size or an approved spark arresting device. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and cleaning away flammable vegetation for a distance of not less than 30 feet and up to 100 feet around the perimeter of all structures or to the property line, if the property line is less than 30 feet from any structure. This is not a requirement nor an authorization for the removal of live trees. Remove that flammable portion of any tree which extends within 10 feet of the outlet of any chimney or stovepipe, or within 5 feet of any portion of any building or structures. Remove that dead or dying portion of any tree which extends over the roof line of any structure.
40. Smoke alarms and carbon monoxide detectors shall be installed in accordance with the California Building and Residential Codes. This includes the requirement for hardwired, interconnected detectors equipped with battery backup and placement in each sleeping room in addition to the corridors and on each level of the residence.
41. An approved Automatic Fire Sprinkler System meeting the requirements of NFPA-13D shall be required to be installed for your project. Plans shall be submitted to the San Mateo County Building Inspection Section for review and approval by the authority having jurisdiction.

- 42. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.
- 43. This project is located in a wildland urban interface area. Roofing, attic ventilation, exterior walls, windows, exterior doors, decking, floors, and underfloor protection to meet CRC R327 or CBC Chapter 7A requirements.

California Water Company Bear Gulch

- 44. The developer shall contact Cal-Water to fill out the appropriate paperwork to determine what size facilities are needed. This paper work shall determine what size facilities are needed, the design and size of the water main, services, and fire hydrants shall be determined from the information provided to Cal-Water.
- 45. The materials used for Cal-Water facilities shall be per the Cal-Water Engineering Department requirements.
- 46. Any water line extensions shall be trenched and not bored.
- 47. Domestic service shall be provided by CWS at Cal-Water's expense with the appropriately engineered size facilities as determined by the required paperwork. Anything larger than the facilities identified by the required paperwork will be paid by the developer. Any required fire services, public fire hydrants, water main extensions or upgrades will be at the developer's expense also.
- 48. All services will be required to have backflow devices with the exception of the public fire hydrant.

Environmental Health Services

- 49. At building application stage, the applicant will need to complete a geotechnical slope stability analysis required by the Onsite Wastewater Treatment Systems (OWTS) Ordinance and Section 2 of the Onsite Systems Manual (OSM) for the proposed dispersal systems on >35% slopes.
- 50. As required by Section 2 and 4 of the OSM, dispersal systems located on ground slopes of >35% will require the use of pressure dose distribution systems.

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<b>3.</b>	<b>Owner:</b>	<b>Erin Bixler</b>
	<b>Applicant:</b>	<b>Amanda Lee</b>
	File Number:	PLN 2018-00284
	Location:	145 Henrik Ibsen Park Road, unincorporated Woodside
	Assessor's Parcel No.:	067-140-090

Consideration a Grading Permit and Architectural Review Exemption, to allow 724 cubic yards (c.y.) of grading associated with the construction of a new second unit, two-car detached garage, foundation repair and renovations to an existing single-family residence, driveway repairs, and the removal of 8 significant and 2 non-significant sized trees. Application deemed complete April 3, 2019. Please direct any questions to Project Planner Laura Richstone at 650/363-1829 or [lrichstone@smcgov.org](mailto:lrichstone@smcgov.org).

**SPEAKERS:**

None

**COMMISSION ACTION:**

Commissioner Santacruz moved to approve the project and Commissioner Hansson seconded the motion.  
**Motion carried 5-0-0-0.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the Grading Permit and Architectural Review Exemption, County File Number PLN 2018-00284, by making the required findings and adopting the conditions of approval listed in Attachment A as follows:

**FINDINGS****Regarding the Environmental Review, Found:**

1. That the project is exempt pursuant to Section 15303, Class 3 of the California Environmental Quality Act Guidelines, relating to the construction of small structures, such as a second unit, two-car garage, and associated utilities in a residential zone.

**Regarding the Grading Permit, Found:**

2. That the granting of the permit will not have a significant adverse effect on the environment. As discussed in this staff report, the project has received preliminary approval from the Department of Public Works, the County's Civil Section, and the Geotechnical Section and site-specific recommendations have been incorporated as conditions of approval to address any adverse environmental effects.
3. That the project conforms to the criteria of Chapter 5 of the San Mateo County Ordinance Code, including the standards referenced in Section 9280. Planning Staff, the Geotechnical Section, Civil Section, and the Department of Public Works have reviewed the project and have determined it conforms to the criteria of Chapter 5 of the San Mateo County Ordinance Code, including the standards referenced in Section 9280 and the San Mateo County General Plan, including the timing of grading activities, and implementation of dust control and erosion and sediment control measures.
4. That the project is consistent with the General Plan. The subject site has a General Plan land use designation of Low Density Residential Urban. The proposed single-family residence remains consistent with the allowed density and use of the designation. As proposed and conditioned, the project complies with General Plan Policy 2.23 (*Regulate Excavation, Grading, Filling, and Land Clearing Activities Against Accelerated Soil Erosion*) and Policy 2.17 (*Erosion and Sedimentation*) because the project includes measures and conditions to address each of these items.
5. The project is consistent with the provisions of the Significant Tree Removal Ordinance, the provisions of which must be considered and applied as part of the grading permit approval process (Significant Tree Removal Ordinance Section 12.020.1(e)). The proposed project has taken steps to minimize the removal of significant trees by locating the project in a previously developed area of the parcel that is least impactful to the surrounding significant trees.

**CONDITIONS OF APPROVAL****Current Planning Section**

1. This approval applies only to the proposal as described in the plans, supporting materials, and reports submitted for review and approval by the Planning Commission on June 12, 2019. Minor revisions or modifications to the project shall be subject to review and approval of the Community Development Director, if they are consistent with the intent of, and in substantial conformance with, this approval.
2. This permit shall be valid for one (1) year from the date of approval in which time a valid building permit shall be issued. Any extension of this permit shall require the submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. Prior to the issuance of a building permit, the applicant shall submit color and material samples for review and approval by the Community Development Director.
4. Prior to scheduling a final inspection, color verification shall occur in the field after the applicant has applied the approved materials and colors. The applicant shall be required to maintain the approved materials and colors.
5. No grading shall be allowed during the winter season (October 1 to April 30) or during any rain event to avoid potential soil erosion unless a prior written request by the applicant is submitted to the Community Development Director in the form of a completed Application for an Exception to the Winter Grading Moratorium at least two (2) weeks prior to the projected commencement of grading activities stating the date when grading will begin for consideration, and approval is granted by the Community Development Director.

The site is considered a Construction Stormwater Regulated site. Any grading activities conducted during the wet weather season (October 1 to April 30) pursuant to prior authorization from the Community Development Director will also require monthly erosion and sediment control inspections by the Building Inspection Section.

6. Prior to the issuance of the grading permit "hard card," the applicant shall submit a dust control plan for review and approval by the Planning and Building Department. The plan, at a minimum shall include the following measures:
  - a. Water all construction and grading areas at least twice daily.
  - b. Cover all trucks hauling soil, sand, and other loose material or require all trucks to maintain at least 2 feet of freeboard.
  - c. Enclose, cover, water twice daily or apply (non-toxic) soil binders to exposed stockpiles (dirt, sand, etc.).
7. Prior to the beginning of any construction, the applicant shall implement the approved erosion and sediment control plan and tree protection plan, which shall be maintained throughout the duration of the project. The goal of the Tree Protection Plan is to prevent significant trees, as defined by San Mateo County's Significant Tree Ordinance, Section 12,000, from injury or damage related to construction activities. The goal of the Erosion and Sediment Control Plan is also to prevent sediment and other pollutants from leaving the project site and to protect all exposed earth surfaces from erosive forces. Said plan shall adhere to the San Mateo County Wide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including: 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 by:

- a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30. Stabilizing shall include both proactive measures, such as the placement of hay bales or coir netting, and passive measures, such as revegetating disturbed areas with plants propagated from seed collected in the immediate area.
  - b. Storing, handling, and disposing of construction materials and wastes properly, so as to prevent their contact with stormwater.
  - c. Controlling and preventing the discharge of all pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, wash water or sediments, and non-stormwater discharges to storm drains and watercourses.
  - d. Using sediment controls or filtration to remove sediment when dewatering site and obtaining all necessary permits.
  - e. Avoiding cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.
  - f. Delineating with field markers, clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses.
  - g. Protecting adjacent properties and undisturbed areas from construction impacts using vegetative buffers trips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
  - h. Performing clearing and earth-moving activities only during dry weather.
  - i. Limiting and timing application of pesticides and fertilizers to prevent polluted runoff.
  - j. Limiting construction access routes and stabilizing designated access points.
  - k. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.
  - l. The contractor shall train and provide instruction to all employees and subcontractors regarding the construction best management practices.
  - m. The approved erosion and sediment control plan shall be implemented prior to the beginning of construction.
8. Per Section 9280 of San Mateo County's Grading and Land Clearing Ordinance, all equipment used in grading operations shall meet spark arrester and firefighting tool requirements, as specified in the California Public Resources Code.
  9. All grading and erosion and sediment control measures shall be in accordance to the plans prepared by GeoForensics Inc., dated November 2018, and approved by the Department of Public Works and the Current Planning Section. Revisions to the approved grading plan shall be prepared and signed by the engineer and shall be submitted to the Department of Public Works and the Planning Department concurrently prior to commencing any work pursuant to the proposed revision.

10. The engineer who prepared the approved grading plan shall be responsible for the inspection and certification of the grading as required by Section 9297 of the Grading Ordinance. The engineer's responsibilities shall include those relating to non-compliance detailed in Section 9280 of the Grading Ordinance. Deficiencies shall be corrected immediately.
11. For the final approval of the Grading Permit, the applicant shall ensure the performance of the following activities within thirty (30) days of the completion of grading:
  - a. The engineer shall submit written certification to the Department of Public Works and the Geotechnical Section that all grading has been completed in conformance with the approved plans, conditions of approval, and the Grading Ordinance.
  - b. All applicable work during construction shall be subject to observation and approval by the geotechnical consultant. Section II of the Geotechnical Consultant Approval form must be submitted to the County's Geotechnical Engineer and Current Planning Section.
12. Erosion control and tree protection inspections are required prior to the issuance of a building permit for grading, construction, and demolition purposes, as the project requires the protection of significant trees. Once all review agencies have approved the building permit, the applicant will be notified that an approved job copy of the Erosion Control and Tree Protection Plans are ready for pick-up at the planning counter of the Planning and Building Department. Once the Erosion Control and Tree Protection measures have been installed per the approved plans, please contact the Building Inspection Section, at 650/599-7311, to schedule a pre-site inspection. A \$144.00 inspection fee will be added to the building permit for the inspection. If this initial pre-site inspection is not approved, an additional inspection fee will be assessed for each required re-inspection until the erosion control and tree protection measures are deemed adequate by the Building Inspection Section.
13. Noise sources associated with demolition, construction, repair, remodeling, or grading of any real property shall be limited to the hours from 7:00 a.m. to 6:00 p.m., weekdays and 9:00 a.m. to 5:00 p.m., Saturdays. Said activities are prohibited on Sundays, Thanksgiving, and Christmas (San Mateo Ordinance Code Section 4.88.360).
14. All trees depicted on the architectural and civil sheet sets shall be numbered according to the arborist report and tree schedule.
15. At the building permit phase, the Erosion Control Plan shall identify construction paths of travel and corresponding appropriate erosion control measures.
16. All hardscape proposed for removal located within the dripline of protected trees shall occur by hand. Tree protection fencing shall be installed around trees 87-90, 96, 98, and 99 once hardscape is removed. A note to such an effect shall occur on the building plan set.
17. At the building permit phase, the applicant shall expand the tree protection zone for Tree No. 85 to be reflective of its dripline. The applicant shall leave the existing walkway near Tree No. 85 intact until construction of the new deck/walkway commences in an effort to reduce root compaction and damage to Tree No. 85. Modified tree protection zones shall extend to the dripline while allowing for access through the existing walkway and should terminate at the residence and existing driveway.
18. Upon building permit submittal, an updated arborist shall be required. The report shall evaluate the foundation plan for the walkway/deck area around Tree No. 85, identify possible impacts

and provide recommendations and appropriate protection measures to reduce impacts to the tree.

19. Prior to the required Pre-Site Inspection, the project arborist shall number the trees onsite and clearly mark the significant and non-significant trees proposed for removal. Numbering of the trees shall match the building plans and any submitted arborist report.
20. The applicant shall accurately depict the stem diameter size of the trees on the architectural and civil sheets consistent with the arborist submitted tree schedule.
21. All exterior lights shall be dark sky compliant and designed and located as to confine direct rays to the subject property and prevent glare in the surrounding area. A spec sheet of the proposed exterior lighting shall be included upon submittal of the building permit.
22. All new power, water, and telephone utility lines from the street or nearest existing utility pole to the main dwelling, second unit, and proposed garage shall be placed underground.
23. Removal of Tree No. 38, 39, 40, 41, 86, 103, 104, 105, 106, and 107 as identified on sheet A-1.00 of the project plans shall not occur until the associated building permit plans for the proposed project are issued. Removal of these trees before the building plans are issued shall be prohibited. If these trees are removed prior to the issuance of the building permit the applicant shall be subject to the fees and fines contained within the County's Significant Tree Ordinance.
24. The applicant shall plant on-site a total of eight (8) redwood tree using at least 15-gallon size stock for the trees removed. Tree replanting shall be required prior to the final building inspection approval. A final inspection by the Planning Department will be added to the building permit.

#### Building Inspection Section

25. This project requires a building permit.
26. The proposed project requires fire sprinkler protection of the structures.

#### Geotechnical Section

27. The geotechnical report is required and shall be reviewed at the building permit stage.
28. Prior to the issuance of the building permit the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Planning and Building Department 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 Planning and Building Department for review and approval.

#### Department of Public Works

29. 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.
30. The contractor is advised that any damage to the existing roadway as a result of the contractor's equipment etc., is to be repaired in kind or better. Contractor is advised to keep pre and post construction videos of the road.

#### Environmental Health Services

31. Topographic features for civil and septic plans must be extended, identifying relevant setbacks to the existing septic system (primary and reserve dispersal trenches) serving the main house. The letter dated November 27, 2018 by GeoForensics, Inc. needs to address the reserve dispersal trenches for the main house and the guest house located on slopes >20% meeting the requirements of the OWTS Ordinance and OSM. This will be reviewed at the time of building application stage.

#### California Water Company Bear Gulch

32. Any required fire protection shall be provided by the homeowner at their expense. Further coordination with Cal-Water shall be required at the building stage if fire hydrants etc. are required.

#### Cal-Fire

33. Fire Department access shall be to within 150 feet of all exterior portions of the facility and all portions of the exterior walls of the first story of the buildings as measured by an approved access route around the exterior of the building or facility. Access shall be a minimum of 20 feet wide, all weather capability, and able to support a fire apparatus weighing 75,000 lbs. Where a fire hydrant is located in the access, a minimum of 26 feet is required for a minimum of 20 feet on each side of the hydrant. This access shall be provided from a publicly maintained road to the property. Grades over 15% shall be paved and no grade shall be over 20 percent. When gravel roads are used, it shall be Class 2 base or equivalent compacted to 95 percent. Gravel road access shall be certified by an engineer as to the material thickness, compaction, all weather capability, and weight it will support.
34. All buildings that have a street address shall have the number of that address on the building, mailbox, or other type of sign at the driveway entrance in such a manner that the number is easily and clearly visible from either direction of travel from the street. 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. An address sign shall be placed at each break of the road where deemed applicable by the San Mateo County Fire Department. Numerals shall be contrasting in color to their back-ground and shall be no less than 4 inches in height and have a minimum 1/2-inch stroke. Remote signage shall be a 6-inch by 18-inch green reflective metal sign.
35. An Alternate Methods or Materials Request has been approved by the Fire Marshal for this project. All items on the approved request are to be met prior to fire final inspection for the project.

36. Contact the Fire Marshal's Office to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum of 72 hours' notice to the Fire Department at (650) 573-3846.
37. A fire flow of 1,000 gallons per minute (gpm) for 2 hours with a 20 pounds per square inch (psi) residual operating pressure must be available as specified by additional project conditions to the project site. The applicant shall provide documentation including hydrant location, main size, and fire flow report at the building permit application stage. Inspection required prior to Fire's final approval of the building permit or before combustibles are brought on site.
38. Any chimney or woodstove outlet shall have installed onto the opening thereof an approved (galvanized) spark arrester of a mesh with an opening no larger than 1/2-inch in size or an approved spark arresting device. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and cleaning away flammable vegetation for a distance of not less than 30 feet and up to 100 feet around the perimeter of all structures or to the property line, if the property line is less than 30 feet from any structure. This is not a requirement nor an authorization for the removal of live trees. Remove that flammable portion of any tree which extends within 10 feet of the outlet of any chimney or stovepipe, or within 5 feet of any portion of any building or structures. Remove that dead or dying portion of any tree which extends over the roof line of any structure.
39. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and clearing away flammable vegetation for a distance of not less than 30 feet and up to 100 feet around the perimeter of all structures, or to the property line, if the property line is less than 30 feet from any structure.
40. All roof assemblies in Very High Fire Hazard Severity Zones shall have a minimum CLASS-A fire resistive rating and be installed in accordance with the manufacturer's specifications and current California Building and Residential Codes.
41. Smoke alarms and carbon monoxide detectors shall be installed in accordance with the California Building and Residential Codes. This includes the requirement for hardwired, interconnected detectors equipped with battery backup and placement in each sleeping room in addition to the corridors and on each level of the residence.
42. An approved Automatic Fire Sprinkler System meeting the requirements of NFPA-13D shall be required to be installed for your project. Plans shall be submitted to the San Mateo County Building Inspection Section for review and approval by the authority having jurisdiction.
43. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.
44. All dead-end roadways shall be terminated by a turnaround bulb of not less than 96 feet in diameter.
45. This project is located in a wildland urban interface area. Roofing, attic ventilation, exterior walls, windows, exterior doors, decking, floors, and underfloor protection shall meet CRC R327 or CBC Chapter 7A requirements.

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4. **Correspondence and Other Matters**  
None

**5. Consideration of Study Session for Next Meeting**

Lisa Aozasa shared that the letter regarding Scenic Corridors is currently being drafted by the Code Compliance department and will be shared to the Commission shortly.

**6. Director's Report**

An overview of the next Planning Commission for June 26, 2019 was shared reflecting 2 consent items and 2 regular agenda items.

**7. Commissioner Updates and Questions**

The Commission agreed that it would be helpful to have active links embedded in the staff reports when it pertains to regulations.

**8. Adjournment**

Meeting adjourned at 11:44 pm.