



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. 1595

Wednesday, April 8, 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, Kersteen-Tucker, Ramirez, Simonson
Commissioners Absent: None
Staff Present: Monowitz, Fox, Shu

Legal notice published in the San Mateo County Times on March 28, 2015 and in the Half Moon Bay Review on April 1, 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 February 25, 2015.

Commissioner Ramirez moved, and Commissioner Kersteen-Tucker seconded, that the minutes be approved as submitted with minor edits proposed by Commissioner Simonson. Motion carried 5-0-0-0.

Consideration of the Minutes of the Planning Commission meeting of March 11, 2015.

Commissioner Simonson moved, and Commissioner Ramirez seconded, that the minutes be approved as submitted with one minor edit. Motion carried 4-0-1-0, with Commissioner

Kersteen-Tucker abstaining.

CONSENT AGENDA

Commissioner Kersteen-Tucker moved for approval of the Consent Agenda, and Commissioner Hanson seconded the motion. Motion carried 5-0-0-0, approving one item as follows:

1. **Owner: Peninsula Open Space Trust**
Applicant: San Mateo County Real Property Services Division
 File No.: PLN2015-00096
 Location: Pillar Point Bluff at Fitzgerald Marine Reserve, adjacent to Pillar Point Ridge Mobile Home Park, Moss Beach
 APN: 047-300-120

Consideration of a request by the County’s Real Property Services Division to determine if County acquisition of 21.27 acres of undeveloped land, for addition to the County’s existing open space areas at Pillar Point Bluff, conforms to the County General Plan. Application deemed complete March 12, 2015.

COMMISSION ACTION:

Based on information provided by staff and evidence presented at the hearing, the Planning Commission made one finding as follows:

FINDING:

1. Find and report that the proposed acquisition by the County of APN 047-300-120 for use as natural resource and habitat protection, open space, and low-intensity recreation conforms to the General Plan Vegetative, Water, Fish and Wildlife Resources Policies, Soil Resources Policies, Visual Quality Policies, and Park and Recreation Resource Policies, and is consistent with the County’s General Plan.

END OF THE CONSENT AGENDA

REGULAR AGENDA

9:00 a.m.

2. **Owners/Applicants: Robert Padway and Kathy Kuza**
Appellants: Robert Padway and Kathy Kuza
 File No.: PLN2014-00419
 Location: 466 El Granada Boulevard, El Granada
 APN: 047-182-420

Consideration of an appeal of the Community Development Director’s decision to approve removal of 10 trees and deny removal of 4 trees, pursuant to Section 12.000 of the San Mateo

County Ordinance Code and Policy 8.9 of the Local Coastal Program. Application deemed complete December 10, 2014.

SPEAKERS:

1. Robert Padway
2. Lennie Roberts, Committee for Green Foothills

COMMISSION ACTION:

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

Commissioner Kersteen-Tucker moved and Commissioner Hanson seconded the motion to approve the request. **Motion carried 5-0-0-0.**

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

FINDING:

Regarding the Environmental Review: Found

1. That the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15304 (*Minor Alterations to Land*). This class exempts minor public or private alterations in the condition of land, water and/or vegetation, such as the removal of a tree.

CONDITIONS OF APPROVAL:

Current Planning Section

1. The trees indicated on the application form dated November 27, 2014, may be removed after the end of the appeal period, assuming no appeal is timely filed.
2. This Tree Removal Permit approval letter shall be on the site and available at all times during the tree removal operation and shall be available to any person for inspection. The issued permit shall be posted in a conspicuous place at eye level at a point nearest the street.
3. The applicant shall submit a landscape plan, prepared by a qualified professional, for review and approval by the Community Development Director, within 60 days of the end of the appeal period. The plan shall include at least 4-6 trees and under plantings which are native, not-invasive, and drought tolerant. The plan shall be executed, and all plants installed within 6 months of the approval by the Community Development Director.
4. The applicant shall submit photo verification to the Planning Department that the approved landscape plan required by Condition of Approval No. 3, has been implemented. Photos shall either be submitted in person to the Planning Department, or via email to plngbldg@smcgov.org with reference to the Planning Application PLN Number, as identified in the subject line of this letter.

5. If work authorized by an approved permit is not commenced within the period of one year from the date of approval, the permit shall be considered void.
6. During the tree removal phase, 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 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 soils 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. Using filtration or other measures to remove sediment from dewatering effluent.
 - 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. Prior to the removal of any trees located within the public right-of-way, the applicant shall obtain an encroachment permit from the Department of Public Works. Additionally, prior to planting any trees within the public right-of-way, the applicant shall obtain a landscaping/encroachment permit from the Department of Public Works.
8. The applicant shall clear all debris from the public right-of-way.
9. To ensure compliance with the above conditions, a "Parcel Tag" will be placed on this parcel which shall restrict future development until these conditions are met, particularly with regard to the planting and photo verification of the replacement plantings. Upon fulfillment of these conditions, as determined by the Community Development Director, the subsequent parcel tag shall be lifted.

3. **Owner/Applicant:** Patrick Power
 File No.: PLN2014-00350
 Location: 224 Del Monte Road, El Granada
 APN: 047-143-190

Consideration of a Design Review Permit and a Grading Permit to allow construction of a new 2,561 sq. ft. new single-family residence, plus a 506 sq. ft. attached two-car garage on an existing 6,132 sq. ft. legal parcel, including 1,320 cubic yards of grading. One 48-inch Pine tree is proposed for removal. Application deemed complete December 10, 2014.

SPEAKERS:

1. Jeff Boone, Architect for Property Owner
2. Lennie Roberts, Portola Valley, representing the Committee for Green Foothills

COMMISSION ACTION:

Commissioner Simonson moved and Commissioner Hanson seconded to close the public hearing.
Motion carried 5-0-0-0.

Commissioner Ramirez moved approval and Commissioner Kersteen-Tucker 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 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 Exemption, Found:

2. That the proposed residence conforms to Section 6328.5(e) of the County Zoning Regulations and is located within the area designated as a Categorical Exclusion Area.

Regarding the Design Review, Found:

3. That, with the conditions of approval recommended by the Coastside Design Review Committee at its meeting of December 18, 2014, the project is in compliance with applicable Design Review Standards for the Coastside. The project, as designed and conditioned, complements the predominant style of the neighborhood homes. The project adequately protects neighbors' privacy and views; is well articulated and adequately set back and into the topography; uses colors and materials that appear natural; incorporates drought tolerant, native and non-invasive plant species; and uses downward-directed exterior lighting fixtures.

Regarding the Grading Permit, Found:

4. That the granting of the permit will not have a significant adverse action on the environment. The primary permitted use of the property is single-family residential and the proposed grading that sets a portion of the home into the slope mitigates potential mass, bulk and height impacts of the new home and preserves views from neighbors' homes. The project has been reviewed by the Department of Public Works and the Geotechnical Section, and as conditioned, ensures compliance with their respective standards to mitigate any potential negative environmental impacts.

5. That the project conforms to the criteria of Chapter 8, Division VII, San Mateo Ordinance Code, including the standards referenced in Section 8605. The project, as proposed and conditioned, conforms to the standards of the Grading Regulations, specifically including erosion, sediment, and dust control measures and limiting the timing of grading activity to the dry season.
6. That the project is consistent with a General Plan. As proposed and conditioned, the project complies with applicable General Plan Policies related to Visual Quality, Urban Design Concept, Urban Land Use, Water Supply and Wastewater.

CONDITIONS OF APPROVAL:

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on April 8, 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 applicant shall include the approval letter including all conditions of approval on the top pages of the building plans.
3. The Grading 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. This 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.
4. The applicant shall submit the following items and/or indicate the following on plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:
 - a. Manufacturer's specification sheets for Hinkley "Atlantis Bronze" (1648BZ) downward directed exterior lighting fixtures.
5. 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.
6. 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.
 7. 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.
 8. 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.
 9. 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.
 10. 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 Del Monte Road. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Del Monte Road. There shall be no storage of construction vehicles in the public right-of-way.
11. 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.
12. 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.
13. Installation of the approved landscape plan is required prior to final inspection.
14. Prior to the issuance of the grading permit "hard card," the applicant shall submit a dust control plan to 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 materials or require all trucks to maintain at least two feet of freeboard.
 - c. Pave, apply water two times daily, or (non-toxic) soil on all unpaved access roads, parking areas and staging areas at the project site.
 - d. Sweep streets daily (with water sweepers) if visible soil material is carried onto adjacent public streets.
 - e. Enclose, cover, water twice daily or apply (non-toxic) soil binders to exposed stockpiles (dirt, sand, etc.).
15. Projects subject to Provision C.3.i (individual single-family home projects that create and/or replace 2,500 sq. ft. or more of impervious surface, and other projects that create and/or replace at least 2,500 sq. ft. of impervious surface but are not C.3 Regulated Projects) shall implement at least one of the nine site design measures listed below:
 - a. Direct roof runoff into cisterns or rain barrels and use rainwater for irrigation or other non-potable use.
 - b. Direct roof runoff onto vegetated areas.
 - c. Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.
 - d. Direct runoff from driveways and/or uncovered parking lots onto vegetated areas.

- e. Construct sidewalks, walkways, and/or patios with permeable surfaces.
 - f. Construct bike lanes, driveways, and/or uncovered parking lots with permeable surfaces.
 - g. Discharge the rinse water to landscaping. Ensure that the rinse water does not flow to the street or storm drain. Block off storm drain inlet if needed.
 - h. Collect rinse water in a tank and pump to the sanitary sewer. Contact your local sanitary sewer agency before discharging to the sanitary sewer.
 - i. Collect the rinse water in a tank and haul off-site for proper disposal.
16. Unless otherwise authorized by the Community Development Director, no grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion. Prior to issuance of the grading permit "hard card," the property owner shall submit a schedule of all grading operations to the Current Planning Section, subject to review and approval by the Current Planning Section. Along with the "hard card" application, the applicant shall submit a letter to the Current Planning Section, at least two (2) weeks prior to commencement of grading, stating the date when grading operations will begin, anticipated end date of grading operations, including dates of revegetation and estimated date of establishment of newly planted vegetation. If the schedule of grading operations calls for the grading to be completed in one grading season, then the winterizing plan shall be considered a contingent plan to be implemented if work falls behind schedule.
17. 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.
18. It shall be the responsibility of the engineer of record to regularly inspect the erosion control measures for the duration of all grading remediation activities, especially after major storm events, and determine that they are functioning as designed and that proper maintenance is being performed. Deficiencies shall be immediately corrected, as determined by and implemented under the observation of the engineer of record.
19. The project engineers will also be responsible for the inspection and certification of the grading upon completion of the work and will be required to certify that the work is in conformity with the approved plans, and the Grading Regulations.
20. For the final approval of the grading permit, the property owner shall ensure the performance of the following activities within thirty (30) days of the completion of grading at the project site:
(a) the engineer shall submit written certification that all grading has been completed in conformance with the approved plans, conditions of approval/mitigation measures, and the Grading Regulations, to the Department of Public Works and the Planning and Building Department's Geotechnical Engineer; and (b) the geotechnical consultant shall observe and approve all applicable work during construction and sign Section II of the Geotechnical Consultant Approval form, for submittal to the Planning and Building Department's Geotechnical Engineer and the Current Planning Section.

Building Inspection Section

21. At the time of application for a building permit, the applicant shall submit plans meeting the requirements of the Building Inspection Section.

Granada Community Services District

22. Prior to the issuance of a building permit, the applicant shall obtain a sewer connection.

Coastside County Water District

23. Prior to the issuance of a building permit, the applicant shall obtain a water service connection to include fire suppression plans for review and approval.

Department of Public Works

24. 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 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.
25. Prior to the issuance of the BLD permit, 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.
26. 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. Applicant shall contact a Department of Public Works inspector 48 hours prior to commencing work in the right-of-way.
27. 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.
28. The applicant shall submit a permanent stormwater management plan in compliance with the County's Drainage Policy and National Pollutant Discharge Elimination System (NPDES) requirements for review and approval by the Department of Public Works.

Coastside Fire Protection District

29. Smoke detectors which are hardwired: As per the California Building Code (CBC), State Fire Marshal Regulations, and Coastside Fire Protection District Ordinance No. 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 finalization.
30. 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.
31. Add note: Escape or rescue windows shall have a minimum net clear openable area of 5.7 square feet. Five (5) sq. ft. 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.
32. Add this to plans: Identify rescue windows in each bedroom and verify that they meet all requirements.
33. Occupancy Separation: As per the 2013 CBC, Section 406.3.4, a one-hour occupancy separation wall shall be installed with a solid core, 20-minute fire rated, self-closing door assembly w/ smoke gasket between the garage and the residence. All electrical boxes installed in rated walls shall be metal protected.
34. New attached garage to meet occupancy separation requirements. Provide note/detail (California Residential Code [CRC R302.6]).
35. 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.
36. Add the following note to 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/ roadway 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.

37. Roof Covering: As per Coastside Fire District Ordinance 2013-03, 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.
38. Vegetation Management: As per the Coastside Fire District Ordinance No. 2013-03, the 2013 California Fire Code (CFC) and Public Resources Code 4291, 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 a State Responsible Area (SRA), the fuel break is 100 feet or to the property line.
39. 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.
40. 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.
41. Add the following note to 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.
42. Fire Access Roads: The applicant must have a maintained all-weather surface road for ingress and egress of fire apparatus. The San Mateo County Department of Public Works, the Coastside Fire District Ordinance No. 2013-03, and the California Fire Code shall set road standards. As per the 2013 CFC, dead-end roads exceeding 150 feet shall be provided with a turnaround in accordance with Half Moon Bay Fire District specifications. As per the 2007 CFC, Section Appendix D, road width shall not be less than 20 feet. Fire access roads shall be installed and made serviceable prior to combustibles being placed on the project site and maintained during construction. Approved signs and painted curbs or lines shall be provided and maintained to identify fire access roads and state the prohibition of their obstruction. If the road width does not allow parking on the street (20-foot road) and on-street parking is desired, an additional improved area shall be developed for that use.
43. Fire apparatus roads to be a minimum of 20 feet wide with minimum of 35-foot centerline radius and a vertical clearance of 15 feet (CFC503, D103, T-14 1273).
44. 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 gallons per minute (gpm) at 20 pounds per square inch (psi). This information is to be verified by the water purveyor in a letter initiated by the applicant and sent to the San Mateo County Fire/Cal-Fire or 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.
45. Add note to the title page that the building will be protected by an automatic fire sprinkler system.

46. Provide eave and gutter details that meet R327, include all materials. All exterior doors, including garage door must meet R327.
 47. Copy R327 Worksheet to a plan sized sheet and check appropriate boxes.
 48. CRC 2013 Section R327: This project is located in a State Responsibility Area for wildfire protection. Roofing, attic ventilation, exterior walls, windows, exterior doors, decking, floors and underfloor protection shall comply with CRC 2013, Section R327 requirements. Visit the Office of the State Fire Marshal's website at http://www.fire.ca.gov/fire_prevention/fire_fireprevention_wildland.php and click the new products link to view the "Wildland Urban Interface (WUI) Products Handbook."
 49. Add the following note to plans: A fuel or defensible break 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.
 50. Fire Hydrant: As per 2013 CFC, Appendix B and C, a fire district approved fire hydrant (Clow 960) must be located within 250 feet of the proposed single-family dwelling unit measured by way of drivable access. As per 2013 CFC, Appendix B, the hydrant must produce a minimum fire flow of 1,000 gpm at 20 psi residual pressure for 2 hours. Contact the local water purveyor or water flow details.
 51. Automatic Fire Sprinkler System: As per San Mateo County Building Standards and Coastside Fire Protection District Ordinance Number 2103-03, the applicant is required to install an automatic fire sprinkler system throughout the proposed of 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 sq. ft. 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 of 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.
 52. Installation of underground sprinkler pipes shall be flushed and visually inspected by the Coastside Fire Protection District prior to hook-up to riser. Any soldered fittings must be pressure tested with trench open.
 53. Exterior Bell and Interior Horn/Strobe: These are required to be wired into the required flows 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.
 54. 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.
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4. Correspondence and Other Matters

Acting Director Monowitz thanked Jean Brook for filling in for Heather Hardy in her absence. In addition, Mr. Monowitz updated the Commission on the Innovative Public Schools Rocketship School. An Environmental Review Process will be led by the City of Redwood City. The school is within the City of Redwood City but the parking lot to support the school site is located in the unincorporated County. The Planning Department will evaluate the project's compliance with County regulations.

Two other pieces of correspondence were received from the Baywood Parks Homeowners Association; their attorneys provided recommended findings for denial for the proposed Ascension Heights subdivision. The Department will take a close look and consider their opinion. Any recommended findings or conditions will be evaluated by the Planning and Building Department. The hearing date has not yet been determined.

5. Consideration of Study Session for Next Meeting

Acting Director Monowitz previously proposed a study session on the upcoming Vacation Rental Regulations and anticipates that the Commission will review the proposed regulations in May.

6. Director's Report

- 1) Appeals have been filed for approvals of the Big Wave proposal and the 7th Street Fence
- 2) The 2014-22 Housing Element will be considered by the Board of Supervisors on April 28, 2015

7. Adjournment

Commissioner Simonson left the meeting at 10:47 a.m.

The meeting adjourned at 10:50 a.m.