



## 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

MEETING NO. 1698

Wednesday November 18, 2020

9:00 a.m.

\* BY VIDEOCONFERENCE ONLY\*

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

**Pledge of Allegiance:** The Pledge of Allegiance was led by Janneth Lujan, Planning Commission Secretary.

**Roll Call:** Commissioners Present: Gupta, Ketcham, Hansson, Santacruz, Ramirez  
Staff Present: Monowitz, Fox, Montes

Legal notice published in the San Mateo County Times on November 7, 2020 and Half Moon Bay Review on November 11, 2020.

**Oral Communications** via written comment only via email:  
None

**Consideration of the Minutes** of the Planning Commission meetings for October 28, 2020.  
The set of minutes for October 28, 2020 in order to revise and incorporate edits. **Motion 5-0-0-0.**

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1. **Owner/Applicant:** Anamaria Deac  
**File Number:** PLN2019-00229  
**Location:** 112 Orval Avenue, Moss Beach (District 3)  
**Assessor's Parcel No:** 037-224-020

Consideration of a Coastal Development and Coastsides Design Review Permit for new 2763 sq. ft. two-story single-family residence with attached 474 sq. ft. garage on a legal 6210 sq. ft. parcel, and right-of-way improvements to Orval Avenue for emergency vehicle access. No tree removal has been proposed. Grading includes 117 cu/yds of cut and 3 cu/yds of fill for a total of 120 cu/yds. The project is appealable to the California Coastal Commission. Application deemed complete May 6, 2020. Please direct any questions to Project Planner Bryan Albini at [balbini@smcgov.org](mailto:balbini@smcgov.org).

**SPEAKERS:**

1. Lennie Roberts

**ACTION:**

Commissioner Santacruz moved and Commissioner Ketcham seconded the motion to approve the project.

**Motion carried 5-0-0-0.**

Based on information provided by staff and evidence presented at the hearing the Planning Commission approved the Coastal Development and Design Review Permits, County File Number PLN 2019-00229, based on and subject to the required findings and conditions of approval with the revision to include the correct square footage:

**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 (CEQA), related to new construction of small structures, including single-family residences in a residential zone.

**Regarding the Design Review, Found:**

2. That, with the conditions of approval recommended by the Coastside Design Review Committee at its meeting of June 11, 2020, the project is in compliance with the Design Review Standards for the Coastside as previously elaborated in Section 3.b of this staff report.

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

3. 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 with the plans, policies, requirements and standards of the San Mateo County Local Coastal Program by conforming to the standards and policies outlined in this staff report.
4. 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). Specifically, vertical access to the shoreline from Beach Way with the right-of-way improvements to Orval Avenue, and lateral visual access from Beach Way .
5. That the project conforms to specific findings required by policies of the San Mateo County Local Coastal Program. Specifically, the policies of the Housing, Visual Resources, Hazards, and Shoreline Access Components.
6. 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 October 7, 2020, eleven building permits have been issued for the construction of single-family residences, and two building permits have been issued for the construction of Accessory Dwelling Units.

**CONDITIONS OF APPROVAL**

Current Planning Section

1. The project shall be constructed in compliance with the plans once approved by the Planning Commission and as reviewed by the Coastside Design Review Committee on June 11, 2020. 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 the design of 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 Coastal Development Permit and the Coastside 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 one hundred-eighty (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.
3. The applicant shall include a copy of the final approval letter on the top pages of the building plans. This would provide the Planning approval date and required conditions of approval on the on-site plans.
4. The applicant shall indicate the following on plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:
  - a. Per combined setback requirements, show correct setback dimensions on plans and project data.
  - b. Eliminate retaining wall and steps on right side of house. Framed, freestanding landing and steps shall be located on the right side, rear descending to the back yard.
  - c. Proposed earth berm on right side of house shall be deleted.
  - d. Fence panels shall be shown as 6 feet high maximum, with wood framing and galvanized wire grid. Fence shall be planted with Star Jasmine per owner's proposal.
  - e. On the left side of the driveway, there shall be no parking space. This area shall be furnished with planting consistent with the plant palette proposed.
  - f. Modify roof over Master Suite to replace gable end with hip roof. Reduce height of chimney.
  - g. Lower roof pitch from 6:12 to 5:12 on all roofs to reduce maximum height below 28 feet.
  - h. North elevation:

- (1) Windows at stairwell on second floor: reduce width of right window by approximately 12 inches from the right, and left window by approximately 12 inches from the left. Reduce sill height of all three (3) windows to align with windows in living room.
    - (2) Window at stairwell on First Floor: Reduce width of window to align with reduced width window, above.
    - (3) Windows in living room: Reduce width of both windows by approximately 12 inches on each side of both windows.
  - i. East Elevation:
    - (1) Extend vertical trim elements from second floor down to wall of garage.
    - (2) Add single hinged door at rear of garage to position door between vertical trim elements, close to center of wall.
    - (3) Add two (2) windows in garage. Align head with head height of added garage door. Position left window left-side jamb with left-side jamb of window, above. Position right window symmetrically in the space created by the corner vertical trim and added vertical trim extended from above.
  - j. Provide dark sky compliant exterior lights. Limited to one (1) light per exterior door, except at garage door on North elevation and living room door where two (2) lights will be permitted for both doors.
5. No grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion, unless as authorized by the Community Development Director.
  6. Prior to any land disturbance and throughout the grading operation, the property owner shall implement the Erosion Control Plan, as prepared and signed by the engineer of record and approved by the decision maker. Revisions to the approved erosion control plan shall be prepared and signed by the engineer and submitted to the Community Development Director for review and approval.
  7. 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.
  8. 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.
  - g. Limiting construction access routes and stabilization of designated access points.
  - h. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.
9. 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) 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 are submitted to and subsequently approved by both the Building Official and the Community Development Director.
10. 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.
  11. 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.
  12. No site disturbance shall occur, including any grading or tree/vegetation removal, until a building permit has been issued.
  13. 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.
  14. 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 Orval 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 Orval Avenue. There shall be no storage of construction vehicles in the public right-of-way
  15. The exterior color samples submitted to the CDRC 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.
  16. 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).

17. An Erosion Control Pre-Site Inspection shall be conducted prior to the issuance of a building permit to ensure that the approved tree protection measures are installed adequately prior to the start of vegetation removal, grading or construction activities.
18. At the building permit application stage, the project shall demonstrate compliance with the Water Efficient Landscape Ordinance (WELO) and provide the required forms. WELO applies to new landscape projects equal to or greater than 500 sq. ft. and rehabilitated landscape projects equal to or greater than 2,500 sq. ft. A prescriptive checklist is available as a compliance option for projects under 2,500 sq. ft. The Performance approach is applicable to new and/or rehabilitated landscape projects over 2,500 square feet.

#### Building Inspection Section

19. The proposed project requires a building permit.
20. The project shall be designed and constructed according to the currently adopted and locally amended California Building Standards Code.

#### Geotechnical Section

21. An in-depth peer review of the soils report will occur at the building permit application phase.

#### Drainage Inspection

22. The following items will be required at the time of building permit submittal:
  - a. A Drainage Report prepared and stamped by a Registered Civil Engineer.
  - b. A final Grading and Drainage Plan prepared and stamped by a Registered Civil Engineer including required retention measures onsite and all appropriate measures to prevent additional water from concentrating at retaining walls and flowing to neighboring parcels.
  - c. A completed C3 C6 Checklist.

#### Montara Water and Sanitary District

23. Applicant required to obtain Sewer Permits prior to issuance of building permit. Sewer mainline extension may be required. Sewer grinder pump and pressurized lateral may be required. Sewer Connection Fees must be paid prior to issuance of connection permit.
24. Applicant 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. Water mainline extension may be required. Well abandonment may be required by San Mateo County Department of Public Health (SMC DPH).
25. 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.

26. Applicants must first apply directly to District for permits and not their contractor.

#### Department of Public Works

27. 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.
28. 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 percent) 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.
29. 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.
30. 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.
31. The applicant shall submit, for review by the Department of Public Works and the appropriate Fire District, a Plan and Profile of both the existing and the proposed access from the nearest "publicly" maintained roadway to the proposed building site. The applicant will enter into an agreement with the Department of Public Works to repair, replace, remove the proposed barrier gate. The gate shall have access for emergency service vehicles only.

#### Coastside Fire Protection District

32. 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 percent 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.

33. 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 six 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.
34. 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.
35. A fire flow of \_\_\_500\_\_\_ gpm for 2 hours with a 20-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. It appears that there is NO hydrant within 500 feet of this project.
36. 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.
37. 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.
38. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.
39. All dead-end roadways shall be terminated by a turnaround bulb of not less than 96 feet in diameter. Option 1 and 2 may be considered providing applicant be the requirements in Coastside Fire Protection District 2016 Ordinance No. 03 and Standard No. R-001. This also will require an Alternate Means and Methods Request.

- 2. **Owner:** Giusti Farms
- Applicant:** Joanne Giusti
- File Number: PLN2019-00488
- Location: 1800 Higgins Canyon Road, Half Moon Bay (District 3)
- Assessor’s Parcel No: 064-370-210

Consideration of a Coastal Development Permit and a Planned Agricultural Permit for four new farm labor housing units, fire turnaround, a new septic system, and three new 5,000-gallon water tanks. There is minimal grading proposed, no tree removal and minimal vegetation removal. The project is appealable to the California Coastal Commission. Application deemed complete August 7, 2020. Please direct any questions to Project Planner Olivia Boo at [oboo@smcgov.org](mailto:oboo@smcgov.org).

**SPEAKERS:**

- 1. Joanne Giusti, Applicant
- 2. Lennie Roberts, Green Foothills

**ACTION:**

Commissioner Santacruz moved and Commissioner Ramirez seconded the motion to approve the project.

**Motion carried 5-0-0-0.**

Based on information provided by staff and evidence presented at the hearing the Planning Commission approve the Coastal Development Permit and Planned Agricultural Permit, County File Number PLN 2019-00488, by making the required findings and adopting the conditions of approval as follows:

**FINDINGS**

**FINDINGS**

Regarding the Environmental Review, Found:

- 1. The project is categorically exempt from the California Environmental Quality act pursuant to Section 15193, (d)(1), which consist of the construction, conversion, or use of residential housing for agricultural employees.

Regarding the Coastal Development Permit, Found:

- 2. That the project, as described in the application and accompanying materials required by Sections 6328.7 and as conditioned in accordance with Section 6328.14, conforms with the plans, requirements, and standards of the San Mateo County Local Coastal Program. The project complies with the Land Use, Agricultural, Visual Resources and Sensitive Habitat Components of the Local coastal Program.
- 3. The project is not subject to 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) since 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 specific findings required by policies of the San Mateo County LCP with regard to Agricultural, Sensitive Habitats and Visual Resources Components. Specifically, the project involves four new farm labor housing units and associated development to support the existing farming operation and farm center of which the new development will be clustered.

For the Planned Agricultural District Permit, Found:

5. That the project meets the General Criteria for issuance of a PAD permit because the development will minimize the encroachment upon land suitable for agricultural uses will be clustered and conforms to the Development Review Criteria in outlined Chapter 20A.2., as conditioned.
6. That the project meets the Water Supply Criteria for ensuring adequate and sufficient water supplies for agricultural production and sensitive habitat protection in the watershed are not diminished. The property shall secure domestic water service through CCWD or be approved through another domestic water source prior to building permit issuance. Should a surface water source be obtained, connection ensuring a water source for the development and watershed resources for sensitive habitats shall not be diminished.
7. That the project meets the Criteria for the Conversion of Prime Agricultural Lands because no alternative site exists on the parcel for the use, clearly defined buffer areas are provided between agricultural and non-agricultural uses, and the productivity of an adjacent agricultural land will not be diminished. The property will continue to be used for growing row crop Brussel sprouts and the development will provide for additional farm labor housing units within the County.

**CONDITIONS OF APPROVAL**

Current Planning Section

1. The approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission on November 18, 2020. The Community Development Director may approve minor revisions or modifications to the project if they are found to be consistent with the intent of, and in substantial conformance with this approval.
2. These permits shall be valid for one (1) year 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 365 days of its issuance. Any extension of these permits shall require submittal of a written request for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. Prior to the issuance of building permits for the four farm labor housing units, three water tanks, fire turnaround and expanded septic system, the applicant shall pay all applicable Affordable Housing Impact Fees, pursuant to San Mateo County Ordinance No. 4758. The impact fee shall be assessed at \$5.00 per square foot over 2,500 sq. ft. of net new gross floor area per individual unit. Or the owner shall record a deed restriction for the property to establish the farm labor housing units as permanently affordable units.

4. The water tanks shall have an exterior finish that is non-reflective. The farm labor housing units shall be constructed as proposed, of hardy panel with an Old Redwood finish, composite roof, and the decks will be dark brown color. Verification by the Current Planning Section that the exterior finish of the water tank is non-reflective shall occur prior to the building inspection section. Photos shall be emailed to the project planner by referencing the County File Number, PLN 2019-00488.
5. The following Best Management Practices (BMPs) outline by the San Mateo Resource Conservation District shall be implemented.
  - a. The project shall include standard Best Management Practices (BMPS) around erosion control measures and construction timing to minimize indirect impacts. The project engineer shall include standard BMPSs for erosion control during and after construction.
  - b. To prevent sediment run-off, do not work during rain, implement erosion control measures (wattles, jute, coir, energy dissipators, etc.) for any possible drainage areas towards the creek. To prevent disturbing nesting birds, restrict loudest construction operations to September 1 through January 31. Construction be scheduled at times when impacts will be minimized.
6. 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 the 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.
7. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Drainage Section, the Coastside Fire Protection District, the Environmental Health Division, and the Coastside County Water District.
  8. No site disturbance shall occur, including any grading or vegetation removal, until a building permit has been issued.
  9. This permit does not allow for the removal of any trees. Removal of any tree with a diameter equal to, or greater than, 12 inches as measured 4.5 feet above the ground shall require a separate tree removal permit.
  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 El Granada Boulevard. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on El Granada Boulevard. There shall be no storage of construction vehicles in the public right-of-way.

11. 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. Photos shall be emailed to the project planner by referencing the County File Number, PLN 2019-00488.
12. 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 County Ordinance Code Section 4.88.360).
13. 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.
14. The applicant shall receive approval from Coastside County Water District or approval of a domestic water source from Environmental Health prior to building permit issuance.

#### Building Inspection Section

15. Each structure approved under these CDP and PAD permits shall require a building permit and shall comply with all applicable building codes and regulations.
16. A valid building permit shall be obtained prior to the commencement of any work.

#### San Mateo County Fire Department.

17. 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 percent 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.
18. 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 six 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.

19. Portable fire extinguishers with a minimum rating of 2A-10BC are required to be placed throughout your project. Contact a licensed/certified fire extinguisher company for proper placement of the required extinguishers. Documentation is required on building plans at the building permit application stage. Proper installation is required prior to Fire's final approval of the building permit.
20. Any chimney or woodstove outlet shall have installed onto the opening thereof an approved (galvanized) spark arrestor 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 fuel break/firebreak made by removing and cleaning away flammable vegetation for 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.
21. A Wet Draft Hydrant with a 4 1/2-inch National Hose Thread outlet with a valve shall be mounted 30 to 36 inches above ground level and within 5 feet of the main access road or driveway, and not less than 50 feet from any portion of any building nor more than 150 feet from the main residence or building.
22. LP-gas equipment shall be installed in accordance with the California Fire and Mechanical Codes and NFPA 58.
23. 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.
24. All dead-end roadways shall be terminated by a turnaround bulb of not less than 96 feet in diameter.
25. The water storage tank(s) shall be so located as to provide gravity flow to a standpipe/hydrant. Plans and specifications shall be submitted to the San Mateo County Building Department for review and approval by the authority having jurisdiction.
26. Because of the fire flow and automatic sprinkler requirements for the project, an on-site water storage tank is required. Based upon the building plans submitted, the authority having jurisdiction has determined that a minimum of 10,000 gallons of fire protection water will be required in addition to the required domestic water storage. Plans showing the tank(s) type, size, location and elevation must be submitted to the San Mateo County Fire Department for review and approval.
27. A Site Plan showing all required components of the water system is required to be submitted with the building plans to the San Mateo County Building Dept. for review and approval by the authority having jurisdiction for verification and approval. Plans shall show the location, elevation and size of required water storage tanks, the associated piping layout from the tank(s) to the structures, the size of and type of pipe, the depth of cover for the pipe, technical data sheets for all

pipe/joints/valves/valve indicators, thrust block calculations/joint restraint, the location of the standpipe/hydrant and the location of any required pumps and their size and specifications.

Drainage Section

- 28. 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 Building Inspection Section drainage staff 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 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 Building Inspection Section for review and approval.

Public Works

- 29. 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.
- 30. Prior to the issuance of the Building Permit, the applicant will be required to provide payment of "roadway mitigation fees" based on the square footage (assessable space) of the proposed building per Ordinance #3277.

Environmental Health

- 31. At the building permit phase, the reserve dispersal trench to serve the existing farm house as shown on the OWTS plans (dated November 6, 2019) shall be delineated onto all relevant plan sheets (e.g., civil and site plans).

Coastside County Water District

- 32. The applicant shall comply with Coastside County Water District requirements prior to building permit issuance.

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*Item #3 has been postponed to a date uncertain*

- 3. **Owner:** Z Enterprises  
**Applicant:** Nicholas Zmay  
**File Number:** PLN2014-00410  
**Location:** 1551 Crystal Springs, unincorporated San Mateo (District 1)  
**Assessor’s Parcel No:** 038-131-110



Consideration of the certification of a Revised Re-Circulated Initial Study/Mitigated Negative Declaration, associated with a Minor Subdivision, a Resource Management Permit, and a Grading Permit, to subdivide a 60.3-acre parcel into 3 parcels, each approximately 0.7-acre, for future residential development, creating a 58.153±-acre remainder parcel (with approximately 48.88 acres of land to be protected by a conservation easement, and 9.27 acres of developable area including an existing single-family dwelling), and performing 455 cubic yards (cy) of earthwork (290 cy of cut and 165 cy of fill) for landslide repair. Application deemed complete October 14, 2020. Please direct any questions to Project Planner Erica Adams at [eadams@smcgov.org](mailto:eadams@smcgov.org).

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- 4. **Owner/Applicant:** Bel Aire Heights LLC
- File Number: PLN2002-00517
- Location: Corner of Ascension Drive and Bel Aire Drive, unincorporated San Mateo Highlands (District 1)
- Assessor’s Parcel No’s: 041-111-130, -160, -270, -280, -320 and -360

Consideration of a revised grading schedule and wet season grading operations for the Ascension Heights Subdivision. Please direct any questions to Planning Services Manager Joe LaClair at [jlaclair@smcgov.org](mailto:jlaclair@smcgov.org).

**SPEAKERS:**

- 1. Donald Nagle
- 2. Kim Rickett
- 3. Phone Caller, Alex Henson
- 4. Tanya Leung

**ACTION:**

Commissioner Ketcham moved and Commissioner Ramirez seconded the motion to close the public comment. **Motion carried 5-0-0-0.**

Based on information provided by staff and evidence presented at the hearing the Planning Commission continued the item to a date uncertain. **Motion 5-0-0-0.**

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- 3. **Correspondence and Other Matters**  
None
  - 4. **Consideration of Study Session for Next Meeting**  
4 items scheduled for next meeting on 12/9, not recommending a Study Session in December but hoping to conduct a Study Session for Connect the Coastside.
  - 5. **Director’s Report**  
Election for the Chair for January will be added to the December agenda. Director Monowitz list items were heard by the Board and what is upcoming.
  - 6. **Commissioner Updates and Question**  
None
  - 7. **Adjournment**  
Meeting was adjourned at 1:42 P.M.
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