



## Planning & Building Department Planning Commission

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

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

### Action Minutes

# DRAFT

MEETING NO. 1602  
Wednesday, August 26, 2015

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

Vice Chair Simonson called the meeting to order at 9:10 a.m.

**Pledge of Allegiance:** The Pledge of Allegiance was led by Vice Chair Simonson.

**Roll Call:** Commissioners Present: Hansson, Ramirez, Simonson  
Commissioner Absent: Kersteen-Tucker, Dworetzky  
Staff Present: Monowitz, Fox, Shu

Legal notice published in the San Mateo County Times on August 15, 2015 and in the Half Moon Bay Review on August 12, 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 August 12, 2015

Commissioner Hansson moved, and Commissioner Ramirez seconded, that the minutes be approved as revised and submitted. Motion carried 4-0-0-2.

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### AGENDA

- Owner:** Wocketfone LLC  
**Applicant:** Joanna Livadas  
File No.: PLN2014-00251  
Location: California Avenue, Moss Beach  
Assessor's Parcel No.: 037-131-110

Consideration of a Coastal Development Permit and Design Review Permit, pursuant to Sections 6328.4 and 6565.3 of the San Mateo County Zoning Regulations, respectively, to allow construction of a 2,200 sq. ft. new two-story, single-family residence, plus a 380 sq. ft. detached two-car garage on an existing 5,024 sq. ft. legal parcel. Four (4) trees are proposed for removal. The project is appealable to the California Coastal Commission. Application deemed complete June 12, 2015. Please direct any questions to Project Planner, Dennis Aguirre at 650-363-1867 or [daquirre@smcgov.org](mailto:daquirre@smcgov.org).

**SPEAKERS:**

None

**COMMISSION ACTION:**

Commissioner Hansson moved and Commissioner Ramirez seconded to close the public hearing.

**Motion carried 3-0-0-2.**

Commissioner Hansson moved and Commissioner Ramirez seconded the motion to approve the project

**Motion carried 3-0-0-2.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the project by adopting the required findings and 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 (CEQA), related to new construction of small structures, including single-family residences in a residential zone.

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

2. That the project, as described in the application and accompanying materials required by the Zoning Regulations, Section 6328.4, and as conditioned in accordance with Section 6328.14, conforms with the applicable policies and required findings of the San Mateo County Local Coastal Program (LCP). Specifically, the project complies with policies requiring infill development, minimization of tree removal and compliance with design review standards and findings.
3. That the number of building permits for the construction of single-family residences issued in the calendar year will not exceed the limitations of LCP Policies 1.23 and 1.24.
4. That the project is consistent with the coastal access and recreation policies of the Coastal Act and LCP, based on the existing vertical access provided by California Avenue and Ellendale Avenue to the shoreline area southward and westward, respectively. Scenic vistas to the Pacific Ocean are available at the end of these access thoroughfares.

**Regarding the Design Review, Found:**

5. That, with the conditions of approval recommended by the Coastside Design Review Committee at its meeting of July 9, 2015, the project is in compliance with the Design Review Standards for the Coastside. The project, as designed and conditioned, complements the dominant style of the neighborhood residences. The project adequately protects neighbors' privacy and views; is well articulated; uses colors and materials that appear natural; incorporates drought tolerant, native and non-invasive plant species; and uses downward-directed exterior lighting fixtures.

**CONDITIONS OF APPROVAL:**Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on August 26, 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 Coastal Development 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. One (1) one-year extension of these permits will be considered upon written request and payment of the applicable fees sixty (60) days prior to the permits' expiration.
3. The applicant shall include the permit approval letter on the top pages of the building plans.
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. The number of trees to be planted shall not exceed the number of trees to be removed (no more than four), to maintain consistency with the other properties in the neighborhood.
  - b. Call out the location of the deer fencing on the landscape plan.
  - c. Retain the existing Catalina Ironwood tree, if feasible.
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) 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.
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 meeting County 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 to prevent erosion and sedimentation off-site.
8. The applicant shall apply for a building permit and shall adhere to all requirements of the Building Inspection Section, the Department of Public Works and the Coastside Fire Protection District.
9. No site disturbances shall occur, including any grading or tree removal, until a building permit has been issued.
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 California and Ellendale Avenues. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on California and Ellendale Avenues. 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. Installation of the approved landscape plan, which shall consist of drought tolerant, non-invasive species of plants and trees, is required prior to final inspection.
  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. The project site is located within the Fitzgerald Area of Special Biological Significance (ASBS) Watershed and is considered a Construction Stormwater Regulated Site. Weekly construction inspections are required throughout the duration of land disturbance during the rainy season (October 1 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.
  15. Polluted 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).
  16. Prior to issuance of a building permit for the residence, the applicant shall submit a Tree Protection Plan, subject to review and approval by Current Planning Section. The Tree Protection Plan shall include the following notes, where trees to remain and protection measures shall be shown on the plan:
    - a. The property owner shall establish and maintain tree protection zones throughout the entire length of the project.
    - b. Tree protection zones shall be delineated using 4-foot tall orange plastic fencing supported by poles pounded into the ground, located as close to the driplines as possible while still allowing room for construction/grading to safely continue.
    - c. The property owner shall maintain tree protection zones free of equipment and materials storage and shall not clean any equipment within these areas.
    - d. Should 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.
    - e. Any root cutting shall be monitored by an arborist or forester and document.

- f. Roots to be cut should be severed cleanly with a saw or toppers.
- g. Normal irrigation shall be maintained, but oaks should not need summer irrigation.

The above information shall be on-site at all times.

- 17. Covered parking must meet the minimum interior dimensions of 18 feet in width and 19 feet in length.

#### Building Inspection Section

- 18. The applicant shall apply for a building permit.

#### Montara Water and Sanitary District

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

#### Department of Public Works

- 20. Prior to the issuance of the building permit or planning permit, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Department of Public Works for review and approval. In addition, since this project has the potential to discharge to the Area of Special Biological Significance (ASBS), all stormwater shall be treated prior to disposal.
- 21. 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.
- 22. 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.
- 23. 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.

#### Coastside Fire Protection District

24. Smoke detectors which are hardwired: As per the California Building Code (CBC), State Fire Marshal Regulations, and Coastside Fire Protection District (CFPD) 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 reconditioned sleeping room and at a point centrally located in the corridor or area giving access to each separate sleeping area. In existing sleeping rooms, areas may have battery powered smoke alarms. A minimum of one detector shall be placed on each floor. Smoke detectors shall be tested and approved prior to the building final.
25. 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 NFPA 72.
26. Add note to plans: 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.
27. Identify rescue windows in each bedroom and verify that they meet all requirements. Add this to plans.
28. 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 with smoke gasket between the garage and the residence. All electrical boxes installed in rated walls shall be metal protected.
29. Address numbers: As per CFPD Ordinance No. 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 the 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.
30. Roof covering: As per CFPD Ordinance No. 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.
31. Chimney present: The installation of an approved spark arrester is required on all chimneys. The spark arrester shall be made of 12-gauge woven or welded wire screening having openings not exceeding 1/2-inch.
32. Vegetation management: As per CFPD Ordinance No. 2013 03, the 2013 California Fire Code (CFC) and Public Resources Code 4291, a fuelbreak 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 SRA (State Responsible Area), the fuelbreak is 100 feet or to the property line.
33. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 to 10 feet above the ground. New trees planted in the defensible space shall be located no closer than 10 feet to adjacent trees when fully grown or at maturity.

34. Remove that portion of any existing tree, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure.
  35. 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.
  36. Show location of fire hydrant on a site plan. A fire hydrant is required within 250 feet of the building and flow a minimum of 1,000 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 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.
  37. Add note to the title page that the building will be protected by an automatic fire sprinkler system.
  38. A Knox padlock or key switch will be required if there is limited access to property (CFC 506.1). For application or further assistance, contact the Coastside Fire Protection District.
  39. 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.
  40. 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 gallons per minute at 20 pounds per square inch residual pressure for 2 hours. Contact the local water purveyor for water flow details. Only current fire flow will be accepted.
  41. Automatic Fire Sprinkler System: As per San Mateo County Building Standards and CFPD Ordinance No. 2103-03, the applicant is required to install an automatic fire sprinkler system throughout the proposed or improved dwelling and garage. All attic access locations will be provided with a pilot head on a metal upright. All areas that are accessible for storage purposes shall be equipped with fire sprinklers including closets and bathrooms. The only exception is small linen closets less than 24 sq. ft. with full depth shelving. The plans for this system must be submitted to the San Mateo County Planning and Building Department. A building permit will not be issued until the plans are received, reviewed and approved. Upon submission of plans, the County will forward a complete set to CFPD 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.
  42. Installation of underground sprinkler pipes shall be flushed and visually inspected by CFPD prior to hookup to riser. Any soldered fittings must be pressure tested with trench open.
  43. Exterior bell and interior horn/strobe: are required to be wired into the required flow switch on your fire sprinkler system. The bell horn/strobe and flow switch, along with the garage door opener, are to be wired into a separate circuit breaker at the main electrical panel and labeled.
  44. 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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2. **Applicant:** **Nicholas Zmay**  
 Appellants: Peter C. Ingram and Seth Thompson  
 File No.: PLN2014-00409  
 Location: 2029 Cordilleras Road, Emerald Lake Hills  
 Assessor's Parcel No.: 057-031-210

Consideration of a Design Review and a Grading Permit, pursuant to Section 6565.3 of the San Mateo County Zoning Regulations and Section 8602 of the County Ordinance Code, respectively, to allow construction of a new 2,394 sq. ft. single-family residence (1,932 sq. ft. with an attached 441 sq. ft. garage) on a 7,623 sq. ft. legal parcel. Four (4) significant trees are proposed to be removed. The project involves a grading permit for the amount of 668 cubic yards of grading. Application deemed complete March 24, 2015 (Appeal of the approval by the Bayside Design Review Officer). Please direct any questions to Project Planner, Erica Adams at 650-363-1828 or [eadams@smcgov.org](mailto:eadams@smcgov.org).

**SPEAKERS:**

1. Ryan Karcick
2. Nicholas Zmay
3. Peter C. Ingram
4. Terri Anderlini
5. Lennie Roberts
6. Steve Zmay
7. Seth Thompson
8. Van Thein

**COMMISSION ACTION:**

Commissioner Simonson moved and Commissioner Ramirez seconded to close the public hearing.  
**Motion carried 3-0-0-2.**

Commissioner Ramirez moved and Commissioner Hansson seconded the motion to deny the appeal.  
**Motion carried 3-0-0-2.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission denied the appeal and upheld the approval by the Community Development Director by adopting the required finding and conditions of approval as follows:

**FINDINGS**

Regarding the Environmental Review, Found:

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

Regarding the Design Review, Found:

2. This project, as proposed and conditioned, has been reviewed under and found to be in compliance with the Design Review Standards as stipulated in Chapter 28, Section 6565.15, of the San Mateo County Zoning Regulations. The proposal was reviewed by the Emerald Lake Hills Design Review Officer (DRO) on April 7, 2015.

3. After consideration of public testimony, the DRO found that the project, as proposed and conditioned, is in compliance with the Design Review Standards because the project: (a) has a site design which minimizes tree removal and respects privacy, (b) is architecturally compatible with the neighborhood, (c) has a well-articulated facade and other elevations, and (d) uses colors and materials that comply with the Design Review Standards.

Regarding the Grading Permit, Found:

4. That the granting of the permit will not have a significant adverse effect on the environment due to the fact that the proposed grading will be subject to conditions of approval that include pre-construction, during-construction, and post-construction measures to ensure that the project is in compliance with the San Mateo County Grading Ordinance.
5. That the project conforms to the criteria of the Grading Ordinance, Chapter 8, including the standards referenced in Section 8605.

These standards are addressed through the erosion and sediment control measures that have been required, must remain in place, and will be monitored throughout construction. A dust control plan must be submitted for approval and implemented on the site. The proposed grading was prepared by a licensed civil engineer and reviewed by the San Mateo County Department of Public Works, and grading is only allowed from April 15 to October 15. In addition, the project is required to obtain a National Pollutant Discharge Elimination System (NPDES) Permit.

6. That the project is consistent with the General Plan with respect to grading.
7. That the granting of the permit will not have a significant adverse effect on the environment due to the fact that the proposed grading will be subject to conditions of approval that include pre-construction, during, and post-construction measures to ensure that the project is in compliance with the San Mateo County Grading Ordinance.
8. That the project is consistent with the General Plan with respect to grading allowed on land designated as "Low Density Residential" and located within a Design Review District.

The granting of the permit will not have a significant adverse effect on the environment. The proposed grading is required to construct a new single-family residence. This project has been reviewed by the Department of Public Works and the Building Inspection Section's Geotechnical Engineer.

9. The project conforms to the criteria of Chapter 8, Division VII, San Mateo County Ordinance Code, including the standards referenced in Section 8605. The project, as proposed and conditioned, conforms to the standards in the Grading Regulations, specifically in the areas of erosion and sediment control, dust control, and the timing of grading activity.
10. The project is consistent with the General Plan. As proposed and conditioned, the project complies with General Plan Policies 2.23 (*Regulate Excavation, Grading, Filling, and Land Clearing Activities Against Accelerated Soil Erosion*) and 2.17 (*Erosion and Sedimentation*) because the project includes measures to maintain the existing slope and minimizes the removal of significant trees.

**CONDITIONS OF APPROVAL**

Current Planning Section

1. The project shall be constructed in compliance with the approved plans and conditions of approval. Any changes or revisions to the approved plans shall be submitted for review by the Community Development Director to determine if they are compatible with Design Review Standards and in substantial compliance with the approved plans prior to being incorporated into the building plans. 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. Adjustments to the design during the building plan stage may result in the assessment of additional plan resubmittal or revision fees. Alternatively, the Design Review Officer may refer consideration of the adjustments, if they are deemed to be major, to a new Emerald Lake Hills Design Review public hearing which requires payment of an additional \$1,500 fee.
2. The design review and grading permit final approval shall be valid for five (5) years from the date of approval, in which time a building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspector) shall have occurred within 180 days of its issuance. The design review and grading approval may be extended one time by one (1) year with submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. Tree Protection Measures:
  - a. Four trees, (trees 1, 2, 3, 7, as identified in the arborist's report from Kielty Arborist Services, LLC, dated August 11, 2015) are approved for removal.
  - b. Trees designated to trimmed and remain shall be protected from damage during construction according to measures outlined in the arborist report dated August 11, 2015. Any additional tree removal or trimming of tree branches greater than 6 inches in diameter is subject to the San Mateo County Tree Ordinance and will require a separate permit for removal or trimming.
  - c. A retaining wall shall be no closer than 1) 48 inches away from Tree #6, 2) 34 inches from Tree #8, and 3) 14 inches from Tree #10. The retaining wall shown near trees #4 and #5 shall be eliminated from the project and removed from the building plans. Excavation for all retaining walls near trees shall not exceed the minimum required for construction.
  - d. If Tree # 6, Tree # 8, or Tree #10, becomes damaged and needs to be removed, or dies due installation of retaining walls within two years from the commencement of construction, the tree(s) shall be replaced to provide screening. A tree replanting plan shall be submitted for review and approval by the Community Development Director, and implement within 30 days of approval.
4. The tree protection measures contained in the Tree Protection Plan developed by Kielty Arborist Services, LLC, dated August 11, 2015, shall be detailed on construction plans submitted for a building permit and implemented during construction.
5. Implementation of the tree protection measures, including any cutting of large tree roots greater than 2 inches in diameter, shall be supervised by a certified arborist. If field inspections by County officials indicate that the tree protection plan is not being properly implemented, work on the site will cease until the necessary measures are taken to ensure that the tree protection adheres to the approved protection plan.
6. A tree replanting plan, showing ten (10) replacement trees, of which three (3) trees shall be planted within the side yard setback. All indigenous trees shall be replaced with indigenous trees.

7. Ten, 15-gallon, drought-tolerant trees shall be planted prior to Planning final approval of the building permit for the residence. Photographs of the planted trees shall be provided to the Current Planning Section as proof of compliance with this condition.
8. The grading plan shall be revised to remove grading in the rear portion of the parcel behind the proposed residence, except to create a swale to assist with on-site water retention, near the rear retaining wall.
9. The stacked stone proposed for the garage shall be modified to a rock veneer. The rock veneer shall also be applied to the retaining wall elevations which face Cordilleras Road. The selected rock shall be approved by the Design Review Officer prior to the installation.
10.
  - a. The plans shall be modified to show a one (1) foot reduction in elevation height. (The garage plate height shall be 9 feet, finished floor of first floor shall be no greater than 191' and finished floor of the second floor shall be no greater than 202'.
  - b. Prior to Planning approval of the building permit application, the applicant shall 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. 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).
11.
  - a. 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. The first floor elevation shall not exceed 191 feet. Similarly, certifications on the garage slab and the topmost elevation of the roof are required.
  - b. 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.
12. The approved exterior colors and materials shall be verified prior to final approval on the building permit. The applicant shall provide photographs to the Design Review Officer to verify adherence to this condition prior to a final sign off by the Current Planning Section.
13. The applicant shall include an erosion and sediment control plan that complies with County guidance 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 to prevent erosion and sedimentation off-site.
14. 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 Cal-Fire.
15. No site disturbance shall occur, including any grading or tree removal, until a building permit has been issued.
16. 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 impede through traffic along the right-of-way on Cordilleras 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 Cordilleras Road. There shall be no storage of construction vehicles in the public right-of-way.
17. 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).
18. All utilities shall be installed underground.

#### Grading Conditions

19. No grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion. An applicant-completed and County-issued grading permit "hard card" is required prior to the start of any land disturbance/grading operations. The "hard card" shall only be issued at the same time or after the issuance of the building permit for the new residence.
20. Prior to the issuance of the grading permit "hard card," the applicant shall submit a dust control plan for review and approval by the Current Planning Section. 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 materials or require all trucks to maintain at least 2 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.).
21. 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 six 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.
22. 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, the anticipated end date of grading operations, including dates of revegetation, and the 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.
23. 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.
24. 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.
25. For the final approval of the grading permit, the property owner shall ensure that the performance of the following activities shall be performed 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.

### Cal-Fire

26. 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 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%. 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 the weight it will support.
27. 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 6" x 18" green reflective metal sign.

28. Contact the San Mateo County Fire Marshal to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum of 72-hour notice to the Fire Department at 650/573-3846.
29. A fire flow of 1,000 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.
30. 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 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.
31. The required fire flow shall be available from a County Standard 6" Wet Barrel Fire Hydrant. The configuration of the hydrant shall have a minimum of one each 4 1/2" outlet and one each 2 1/2" outlet located not more than 250 feet from the building measured by way of approved drivable access to the project site.
32. 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 the current California Building and Residential Codes.
33. 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.
34. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.
35. 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 San Mateo County Fire Department.
36. 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.



37. Prior to the issuance of the building permit or planning permit, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Department of Public Works for review and approval.
  38. 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.
  39. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. The applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
  40. 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.
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### 3 **Correspondence and Other Matters**

Director Monowitz informed the Commission that the Department has received an inquiry regarding the need for a Coastal Development Permit for the Mavericks surf contest. In the past, the Department has not processed a permit for this event. Director Monowitz is currently in active discussions with the California Coastal Commission and will update the Commission regarding the outcome.

### 4. **Consideration of Study Session for Next Meeting**

- The September 9 meeting will potentially be cancelled due to the lack of items. There are currently two items on the agenda for the September 23 meeting date.
- Ascension Heights is being targeted for October 14<sup>th</sup> as this is when we anticipate all Commissioners to be present.
- Another project that may be considered on October 14 is the St. Leos's apartment from the St. Francis Center in the North Fair Oaks area.

### 5. **Director's Report**

The Midcoast Community Council will discuss the Short Term Vacation Rentals Ordinance tonight and once the outreach has concluded we will be back to the Commission to present an ordinance.

### 6. **Adjournment**

The meeting adjourned at 11:19 a.m.