



## 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. 1594

Wednesday, March 11, 2015

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

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

**Pledge of Allegiance:** The Pledge of Allegiance was led by Chair Dworetzky.

**Roll Call:** Commissioners Present: Dworetzky, Hansson, Ramirez (arrived 9:05 AM),  
Simonson  
Commissioners Absent: Kersteen-Tucker  
Staff Present: Monowitz, Fox, Shu

Legal notice published in the San Mateo County Times on February 28, 2015 and in the Half Moon Bay Review on March 4, 2015.

**Oral Communications** to allow the public to address the Commission on any matter not on the agenda.

None.

**Consideration of the Minutes** of the Planning Commission meeting of February 25, 2015.

The Minutes dated February 25, 2015 will be considered at the meeting scheduled for April 8, 2015, in order to allow time for staff to answer Commission questions.

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### REGULAR AGENDA 9:00 a.m.

1. **Owner:** Malek Reza  
**Applicant:** Benjamin McGriff

File No.: PLN2014-00133  
Location: 115 West Point Avenue, Princeton  
APN: 047-032-160

Consideration of the certification of an Initial Study/Mitigated Negative Declaration, pursuant to CEQA, a Non-Conforming Use Permit, Coastal Development Permit, and Design Review Permit, pursuant to sections 6134.6, 6328.4 and 6565.3 of the San Mateo County Zoning Regulations, respectively, to allow construction of a 3,973 sq. ft. 2-story addition that includes a 660 sq. ft. attached 2-car garage, to an existing 1,888 sq. ft. 2-story single-family residence, on an existing 10,500 sq. ft. legal parcel, including removal of two (2) trees. The Non-Conforming Use Permit is required to allow enlargement of a non-conforming residential use in a non-residential (Waterfront) zoning district. The project is appealable to the California Coastal Commission.

Planning staff, with the applicant's concurrence, requests continuance to a date uncertain, to allow additional time for the applicant to address comments regarding geological, tsunami and biological concerns from the California Coastal Commission.

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2. **Owner: Michi Garrison**  
**Applicant: Randy Ralston**  
File No.: PLN2014-00222  
Location: Miramar Drive, Miramar  
APN: 048-054-130

Consideration of certification of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act (CEQA), and 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 1,766 sq. ft. new two-story, single-family residence, plus a 368 sq. ft. attached two-car garage, on an existing 4,600 sq. ft. non-conforming parcel, where 5,000 sq. ft. is the required minimum. No trees are proposed for removal. Arroyo de en Medio Creek runs through the rear portion of the property. The project is appealable to the California Coastal Commission.

### **SPEAKERS:**

1. Chris Ridgway, Architect

### **COMMISSION ACTION:**

Commissioner Ramirez moved and Commissioner Hansson seconded to close the public hearing.  
**Motion carried 4-0-0-1.**

Commissioner Simonson moved approval of the project. Commissioner Hansson seconded the motion. **Motion carried 4-0-0-1.**

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

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

1. That the Mitigated Negative Declaration is complete, correct and adequate, and prepared in accordance with the California Environmental Quality Act and applicable State and County Guidelines.
2. That, on the basis of the Initial Study and comments hereto, there is no evidence that the project, subject to the mitigation measures contained in the Mitigated Negative Declaration, will have a significant effect on the environment.
3. That the Mitigated Negative Declaration reflects the independent judgment of San Mateo County.
4. That the mitigation measures identified in the Mitigated Negative Declaration, agreed to by the applicant, placed as conditions on the project, and identified as part of this public hearing, satisfy the requirements for a Mitigation and Reporting Plan in conformance with the California Public Resources Code, Section 21081.6.

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

5. 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 regarding location of new development, sensitive habitats, shoreline access, and design review standards and findings. The project also conforms to Coastal Act Access and Recreation Policies.
6. That the number of building permits for the construction of single-family residences issued in the calendar year does not exceed the limitation of LCP Policy 1.23.

**Regarding the Design Review, Found:**

7. That, with the findings made by the Coastside Design Review Committee at its meeting of September 11, 2014, the project is in compliance with applicable Design Review Standards for the Coastside. The project, as designed and conditioned, complements the predominant style of the neighborhood homes. The project adequately protects neighbors' privacy and views; is well articulated; 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 March 11, 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 final approvals shall be valid for five (5) years from the date of approval, in which time a building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspector) shall have occurred within 180 days of its issuance. This approval may be extended by one 1-year increment with submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. The applicant shall include the project approval letter on the top pages of the building plans.
4. 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.

5. 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.
6. The applicant shall include an erosion and sediment control plan on the plans submitted for the building permit. This plan shall identify the type and location of erosion control devices to be installed upon the commencement of construction in order to maintain the stability of the site and to prevent erosion and sedimentation off-site.
7. All new power and telephone utility lines from the street or nearest existing utility pole to the main dwelling and/or any other structure on the property shall be placed underground.
8. The applicant shall apply for a building permit and shall adhere to all requirements 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 Miramar Drive. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Miramar Drive. There shall be no storage of construction vehicles in the public right-of-way.
11. The exterior color samples submitted to the Coastside Design Review Committee are approved. Color verification shall occur in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.
12. Noise levels produced by the proposed construction activity shall not exceed the 80-dBA level at any one moment. Construction activities shall be limited to the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction operations shall be prohibited on Sunday and any national holiday.
13. Installation of the approved landscape plan is required prior to final inspection.
14. **Mitigation Measure 1:** The proposed site improvements shall be constructed as shown on the proposed plans.
15. **Mitigation Measure 2:** The 30-foot creek setback shall be staked, fenced and approved by an ecologist or biologist prior to any disturbance or construction to assure no infringement into sensitive environmental areas.
16. **Mitigation Measure 3:** The 30-foot creek setback, as staked according to Mitigation Measure 2, shall be fenced with 4-foot tall orange marker fencing firmly attached to steel posts driven at least 1 foot into the ground. The fencing shall be in place during the entire construction period. It shall be installed prior to any grading activities.
17. **Mitigation Measure 4:** Silt fencing shall be attached to and installed on the inside of the orange marker fencing. This fencing shall be maintained during the entire construction period. The silt fencing shall be trenched into existing grade as specified by the manufacturer prior to any grading activities.
18. **Mitigation Measure 5:** The fencing shall be inspected and approved by an ecologist or biologist.
19. **Mitigation Measure 6:** No fueling or oil changing is allowed within the 30-foot creek setback in riparian areas, or in any undisturbed areas.
20. **Mitigation Measure 7:** Monitoring of construction activities and of the integrity of the fencing shall be completed on a weekly basis by an ecologist or biologist during the grading and construction activities.
21. **Mitigation Measure 8:** A 32-inch diameter Monterey pine (*Pinus radiata*) is located adjacent to the front corner of the parcel. This tree should be wrapped with 2x4x8' tall protection on the project side. The 2x4 shall be secured with orange fencing. No fasteners shall be attached to the tree. Should pruning of overhead branches be required, pruning shall be completed by a licensed tree contractor, in a manner best designed to prolong the life of the tree.

22. **Mitigation Measure 9:** The property owner, applicant, and contractors must be prepared to carry out the requirements of California State law with regard to the discovery of human remains during construction, whether historic or prehistoric. In the event that any human remains are encountered during site disturbance, all ground-disturbing work shall cease immediately and the County coroner shall be notified immediately. If the coroner determines the remains to be Native American, the Native American Heritage Commission shall be contacted within 24 hours. A qualified archaeologist, in consultation with the Native American Heritage Commission, shall recommend subsequent measures for disposition of the remains.
23. **Mitigation Measure 10:** If archaeological and/or cultural resources are encountered during grading or construction activities, work shall be temporarily halted in the vicinity within 30 feet of the discovered materials and workers shall avoid altering the materials and their context until a qualified professional archaeologist has evaluated the situation and provided appropriate recommendations. The project applicant or archaeologist shall immediately notify the Current Planning Section of any discoveries made and shall provide the Current Planning Section with a copy of the archaeologist's report and recommendations prior to any further grading or construction activity in the vicinity.
24. **Mitigation Measure 11:** A discovery of a paleontological specimen during any phase of the project shall result in a work stoppage in the vicinity of the find until it can be evaluated by a professional paleontologist. Should loss or damage be detected, additional protective measures or further action (e.g., resource removal), as determined by a professional paleontologist, shall be implemented to mitigate the impact.

#### Building Inspection Section

25. The applicant shall apply for a building permit.

#### Granada Community Services District

26. Prior to the issuance of a building permit, the applicant shall obtain a sewer permit for a sewer connection via the required approval of a sewer permit variance.

#### Coastside County Water District

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

#### Department of Public Works

28. Prior to the issuance of the building permit, the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20%) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by the Department of Public Works, this plan and profile shall be prepared from elevations and alignment shown on the roadway improvement plans. The driveway plan shall also include and show specific provisions and details for both the existing and the proposed drainage patterns and drainage facilities.

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. The 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 a permanent stormwater management plan in compliance with the County's Drainage Policy and National Pollutant Discharge Elimination System (NPDES) requirements for review and approval by the Department of Public Works.

#### Coastside Fire Protection District

32. Smoke detectors which are hardwired: As per the California Building Code (CBC), State Fire Marshal Regulations, and Coastside Fire District Ordinance No. 2013-03, the applicant is required to install State Fire Marshal approved and listed smoke detectors which are hardwired, interconnected, and have battery backup. These detectors are required to be placed in each new and 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.
33. Add note to plans: Smoke alarms/detectors are to be hardwired, interconnected, or with battery backup. Smoke alarms are to be installed per manufacturer's instruction and National Fire Protection Association (NFPA) 72.
34. Add note to plans: Escape or rescue windows shall have a minimum net clear openable area of 5.7 sq. ft. 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.
35. Add this to plans: Identify rescue windows in each bedroom and verify that they meet all requirements.
36. Occupancy separation: As per the 2010 CBC, Section 406.1.4, 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.
37. Address numbers: As per Coastside Fire District 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.

38. Add the following note to plans: New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. Residential address numbers shall be at least 6 feet above the finished surface of the driveway. Where buildings are located remotely to the public roadway, additional signage at the driveway/roadway entrance leading to the building and/or on each individual building shall be required by the Coastside Fire District. This remote signage shall consist of a 6-inch by 18-inch green reflective metal sign with 3-inch reflective numbers/letters similar to Hy-Ko 911 or equivalent.
39. Roof covering: As per Coastside Fire District 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.
40. Vegetation management: As per the Coastside Fire District 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 State Responsible Area (SRA) the fuelbreak is 100 feet or to the property line.
41. 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.
42. Add the following note to the plans: Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 feet above the ground. New trees planted in the defensible space shall be located no closer than 10 feet to adjacent trees when fully grown or at maturity.
43. Add the following note to the plans: Remove that portion of any existing trees, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure. Maintain any tree adjacent to or overhanging a building, free of dead or dying wood.
44. 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.
45. 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.
46. 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.

- 47. Automatic Fire Sprinkler System: As per San Mateo County Building Standards and Coastside Fire District 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 or the City of Half Moon Bay. A building permit will not be issued until the plans are received, reviewed and approved. Upon submission of plans, the County or City will forward a complete set to the Coastside Fire District for review. The fee schedule for automatic fire sprinkler systems shall be in accordance with Half Moon Bay Ordinance No. 2006-01. Fees shall be paid prior to plan review.
- 48. Add note to the title page that the building will be protected by an automatic fire sprinkler system.
- 49. Exterior Bell and Interior Horn/Strobe: These are required to be wired into the required flows switch on your fire sprinkler system. The bell horn/strobe and flow switch, along with the garage door opener, are to be wired into a separate circuit breaker at the main electrical panel and labeled.
- 50. 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.
- 51. Solar Photovoltaic Systems: These systems shall meet the requirements of the Coastside Fire Protection District as outlined in Standard Detail DI-007 Solar Photovoltaic Systems.

3. **Correspondence and Other Matters**

Director Monowitz explained the continuation of Item #1, and also notified the Commission of the Affordable Housing Study Session scheduled for March 17, 2015.

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

The March 25 meeting is canceled. Several items are tentatively scheduled for the April 8 meeting including a General Plan Conformity, a Coastal Development Permit for a single family home in El Granada. On April 22, the Department intends to prevent a Study Session regarding vacation rentals on the Coastsides.

5. **Director's Report**

None

6. **Adjournment**

The meeting adjourned at 9:22 a.m.