



Planning & Building Department Planning Commission

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

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

Action Minutes

DRAFT

MEETING NO. 1610
Wednesday, March 9, 2016

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

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

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

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

Legal Notice published in the San Mateo County Times on February 27, 2016 and the Half Moon Bay Review on February 24, 2016.

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 10, 2016.

Commissioner Kersteen-Tucker moved, and Commissioner Ramirez seconded, that the minutes be approved as submitted. Motion carried 4-0-0-1. Abstained: Dworetzky

CONSENT AGENDA 9:00 a.m.

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

- Owner:** Lawrence Baker
Applicant: Chris Ridgeway
File No.: PLN2015-00157
Location: 185 Orval Avenue, Moss Beach
Assessor's Parcel No.: 037-223-110

Consideration of a Non-Conforming Use Permit, Coastal Development Permit and Design Review Permit, pursuant to Sections 6133.3b, 6328.4 and 6565.3 of the San Mateo County Zoning Regulations respectively, to allow construction of a 992 sq. ft. first and second floor addition to an existing 1,926 sq. ft. one-story single-family residence, located on an existing 6,400 sq. ft. legal parcel. The Non-Conforming Use Permit is required to construct the second story addition to match the existing first floor non-conforming 18.78-ft. rear setback, where 20 ft. is the minimum required. No trees are proposed for removal. The project is not appealable to the California Coastal Commission.

FINDINGS

Regarding the Environmental Review, Found:

1. That the project is Categorically exempt, pursuant to California Environmental Quality Act (CEQA) Section 15301 (Class 1e), for additions to existing structures provided that: (1) the addition will not result in an increase of more than 50% of the floor area of the structure before the addition, or 2,500 square feet, whichever is less, or, additions to existing structures provided that, (2) the addition will not result in an increase of more than 10,000 sq. ft. if the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive. The 992 sq. ft. second floor addition to the 1,926 sq. ft. structure, while 29 sq. ft. over the 50% floor area threshold, is substantially less than the 10,000 sq. ft. limit. The site is within a developed residential area of Moss Beach where all public services are available. While the site is located in the Geologic Hazard (GH) Zoning District, the site is developed with existing residential uses that will be maintained under the project. Based on the geotechnical report submitted by the applicant and comments for the County geologist, the site is suitable for the proposed addition to the existing single-family residence. No hazardous soil or geologic conditions were encountered during the investigation of the site.

Regarding the Design Review, Found:

2. That, with the conditions of approval recommended by the Coastside Design Review Committee at its meeting of September 10, 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.

Regarding the Use Permit for the Proposed Addition, Found:

3. That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood, based on project's substantial compliance with the R-1/S-17 development standards and design review standards. The use permit would allow the use of this parcel for residential development in keeping with the rest of the parcels in this residential neighborhood that include other two-story residences. The maintenance of the non-conforming rear setback of 18.74 feet is necessary to achieve a single-plane wall facade, in keeping with the proposed Spanish Colonial Revival style of architecture.

CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on March 9, 2016. 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 by the applicant.
2. The Non-Conforming Use Permit and Design Review approvals shall be valid for five (5) years from the date of final approval in which time a building permit shall be issued and a completed inspection (to the satisfaction of the building Inspector) shall have occurred within 180 days of its issuance. 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 approval letter on the top pages of the building plans.
4. The applicant shall submit the following items and/or indicate the following on the landscape plans to be submitted in conjunction with the application for a building permit, as stipulated by the Coastside Design Review Committee:
 - a. Replace Pride of Madeira with a native or non-invasive plant.
 - b. Replace Cotoneaster (invasive near open space land) with native plants.
 - c. Replace invasive "ornamental grass, Stipa" (*Nasella tenuissima*) with a non-invasive ornamental grass.
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 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.
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 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).

Building Inspection Section

14. The applicant shall apply for a building permit.

Montara Water and Sanitary District

15. Prior to the issuance of a building permit, the applicant shall obtain a Sewer Remodel Permit.
16. Prior to the issuance of a connection permit, payment for fixture unit upgrades and other fees are required.
17. Sewer lateral TV inspection and potential repairs or upgrades to current Montara Water and Sanitary District (MWSD) standards shall be required.

Department of Public Works

18. Prior to the issuance of the building permit, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Department of Public Works for review and approval.
19. 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.
20. 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

21. Smoke detectors which are hardwired: As per the California Building Code, 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.
22. Add note to plans: Smoke alarms/detectors are to be hardwired, interconnected, or with battery backup. Smoke alarms to be installed per manufacturer's instruction and NFPA 72.
23. Add note to plans: Escape or rescue windows shall have a minimum net clear openable area of 5.7 sq. ft.; 5.0 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.
24. Identify rescue windows in each bedroom and verify that they meet all requirements. Add this to plans.
25. Occupancy Separation: As per the 2010 CBC, Section 406.1.4, a 1-hour occupancy separation wall shall be installed with a solid core, 20-minute fire rated, self-closing door assembly with a smoke gasket between the garage and the residence. All electrical boxes installed in rated walls shall be metal or protected.
26. 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.
27. Add the following note to the plans: New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. Residential address numbers shall be at least 6 feet above the finished surface of the driveway. Where buildings are located remotely to the public roadway, additional signage at the driveway/
roadway entrance leading to the building and/or on each individual building shall be required by the Coastside Fire Protection District. This remote signage shall consist of a 6-inch by 18-inch green reflective metal sign with 3-inch reflective numbers/letters similar to Hy-Ko 911 or equivalent.
28. Roof Covering: As per Coastside Fire Protection 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.

29. Chimney Present: The installation of an approved spark arrester is required on all chimneys. Spark arresters shall be made of 12-gage woven or welded wire screening having openings not exceeding 1/2-inch.
30. Vegetation Management: The CFPD Ordinance 2013-03, the 2013 California Fire Code and Public Resources Code 4291.
 - a. A fuel break of defensible space is required around the perimeter of all structures to a distance of not less than 30 feet and may be required to a distance of 100 feet or to the property line. In SRA (State Responsible Area), the fuel break is 100 feet or to the property line.
 - b. 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.
 - c. 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.
31. Fire Access Roads: The applicant must have a maintained asphalt surface road for ingress and egress of fire apparatus. The San Mateo County Department of Public Works, the Coastside Fire Protection District Ordinance No. 2013-03, and the California Fire Code shall set road standards. As per the 2013 CFC, dead-end roads exceeding 150 feet shall be provided with a turnaround in accordance with Half Moon Bay Fire District specifications. As per the 2007 CFC, Section Appendix D, the road width shall not be less than 20 feet. Fire access roads shall be installed and made serviceable prior to combustibles being placed on the project site and maintained during construction. Approved signs and painted curbs or lines shall be provided and maintained to identify fire access roads and state the prohibition of their obstruction. If the road width does not allow parking on the street (20-foot road) and on-street parking is desired, an additional improved area shall be developed for that use.
32. Fire apparatus roads to be a minimum of 20 feet wide with minimum of 35 feet center line radius and a vertical clearance of 15 feet, CFC 503, D103, T-14 1273.
33. Fire apparatus access roads shall be an approved all weather surface. Grades 15% or greater to be surfaced with asphalt, or brushed concrete. Grades 15% or greater shall be limited to 150 feet in length with a minimum of 500 feet between the next section. For roads approved less than 20 feet, 20-foot wide turnouts shall be on each side of 15% or greater section. No grades over 20% (plan and profile required), CFC 503.
34. "No Parking - Fire Lane" signs shall be provided on both sides of roads 20 to 26 feet wide and on one side of roads 26 to 32 feet wide, CFC D103.6.
35. 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 (gpm) at 20 pounds per square inch (psi) residual pressure for 2 hours. Contact the local water purveyor for water flow details.
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 gpm at 20 psi. This information is to be verified by the water purveyor in a letter initiated by the applicant and sent to the Coastside Fire Protection District. If

there is no hydrant within 250 feet with the required flow, one will have to be installed at the applicant's expense.

- 37. Automatic Fire Sprinkler System: As per San Mateo County Building Standards and Coastside Fire Protection District Ordinance Number 2013-03, 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 plans are received, reviewed and approved. Upon submission of plans, the County will forward a complete set to the Coastside Fire Protection District for review. Fees shall be paid prior to plan review. Installation of underground sprinkler pipe shall be flushed and visually inspected by Coastside Fire Protection District prior to hook-up to riser. Any soldered fittings must be pressure tested with trench open.
- 38. 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.
- 39. Add note to the title page that the building will be protected by an automatic fire sprinkler system.
- 40. All fire conditions and requirements must be incorporated into building plans, prior to building permit issuance. The applicant/owner shall notify their contractor, architect and engineer of these requirements.

Geotechnical Section

- 41. The applicant shall submit an updated geotechnical report at the building application stage.
- 42. The applicant shall record the following deed restriction with the San Mateo County Recorder's Office stated as follows, prior to the issuance of the building permit: "This property is located in Zone 3 of the Seal Cove Geologic Hazards District established by Section 6296 of the San Mateo County Ordinance Code, Zoning Annex. Maps of this district are on file with the San Mateo County Planning and Building Department."

Half Moon Bay Airport Influence Area

- 43. Compliance with the real estate disclosure specified in Chapter 496, California Statutes of 2002 shall be required upon transfer of this real property.

REGULAR AGENDA

9:00 a.m.

- 2. **Owner:** San Mateo County
Applicant: San Mateo County Department of Public Works
File No.: PLN2015-00506
Location: Bean Hollow Road
Assessor's Parcel No.: 086-180-060

Consideration of a Coastal Development Permit, Resource Management-Coastal Zone Permit and a Use Permit, pursuant to Sections 6328.4, 6903 and 6500 respectively, of the County Zoning Regulations for the construction of a new water storage tank and municipal water well for the purpose of extending the life of the County Service Areas No. 11 water supply system. This project is appealable to the California Coastal Commission.

SPEAKERS:

1. Julie Casagrande, Biologist

COMMISSION ACTION:

Commissioner Dworetzky moved and Commissioner Kersteen-Tucker seconded to close the public hearing. **Motion carried 5-0-0-0.**

Commissioner Dworetzky moved and Commissioner Hansson seconded the motion. **Motion carried 5-0-0-0.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission certified the Initial Study and Mitigated Negative Declaration, and approved the Resource Management Permit and Grading Permit, County File Number PLN 2015-00236, by making the required findings, as modified, and adopting the conditions of approval as listed as follows:

FINDINGS

Regarding the Mitigated Negative Declaration, 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, comments received thereto, and testimony presented and considered at the public hearing, that there is no substantial evidence that the project, if subject to the mitigation measures contained in the 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 Negative Declaration, agreed to by the applicant, placed as conditions on the project, and identified as part of this public hearing, have been incorporated into the Mitigation Monitoring and Reporting Plan in conformance with 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 Zoning Regulations 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 with regard to the protection of biotic and visual resources.
6. That the project conforms to the specific findings required by policies of the San Mateo County Local Coastal Program as discussed in Section B(2) of the Staff Report dated March 9, 2016.

Protection measures will be implemented to prevent any impact to biological resources, including San Francisco Garter Snake and California Red-legged Frog.

Regarding the Resource Management-Coastal Zone Permit, Found:

7. That the proposed well and water tank are in conformance with the Development Review criteria for the Resource Management-Coastal Zone District indicated in Section 6912 of the Zoning Regulations.

Regarding the Use Permit, Find:

8. That the construction of the proposed well and water tank at this location are necessary for the public health, safety, convenience or welfare. The project is a public utility/service use and thus qualifies for this overarching Use Permit category. The new well and water tank are necessary to continue providing the residents of Pescadero with water for domestic consumption and fire suppression.

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 March 9, 2016. 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.

Mitigation Measures identified in the Mitigated Negative Declaration

2. **BIO-1 - California Red-legged Frog Protection Measures**

The County will implement the following measures to avoid and minimize impacts on California Red-legged Frogs:

- a. Prior to Project implementation, the County shall submit to the United States Fish and Wildlife Service (USFWS) and California Department of Fish and Wildlife (CDFW) for its review the qualifications of proposed wildlife biologist(s) who will perform pre-activity surveys and on-site monitoring.
- b. A USFWS- and CDFW-approved biologist (qualified biologist) will be present during initial ground-disturbing activities (i.e., clearing and grubbing) to monitor for individual California Red-legged Frogs. The biologist will also be present during any other Project activities that, in the biologist's opinion, could potentially result in take. The biologist(s) shall have the authority to stop any work that may result in the take of this species. The on-site biologist will be the contact for any employee or contractor who might inadvertently kill or injure a red-legged frog or anyone who finds a dead, injured, or entrapped California Red-legged Frog.
- c. No more than twenty-four (24) hours prior to the date of initial ground disturbance, a pre-activity survey for the California Red-legged Frog will be conducted by a qualified biologist at the Project site. The survey will consist of walking the Project limits and within the Project site to ascertain the possible presence of the species. The qualified biologist will investigate all potential areas that could be used by the California Red-legged Frog for feeding, breeding, sheltering, movement, and other essential behaviors. This includes an adequate examination of mammal burrows, such as those of California ground squirrels or gophers. If

- any adults, subadults, or juveniles are found, all work will cease and the qualified biologist will contact the USFWS and CDFW immediately for guidance.
- d. The qualified biologist will conduct employee education training for employees working on earthmoving and/or other Project activities. Personnel will be required to attend the presentation which will describe the California Red-legged-Frog, avoidance, minimization, and conservation measures, legal protection of the animal, and other related issues. All attendees will sign an attendance sheet along with their printed name, company or agency, email address, and telephone number.
 - e. Project-related vehicles will observe a 15-mile per hour speed limit while in the Project work area.
 - f. The County will minimize adverse impacts to the California Red-legged Frog by limiting, to the maximum extent possible, the number of access routes, equipment staging, storage, parking, and stockpile areas. Prior to the date of initial ground disturbance at the Project site, equipment staging areas, site access routes, and transportation equipment and personnel parking areas, debris storage areas, and any other areas that may be disturbed will be identified, surveyed by the qualified biologist, and clearly marked with 5-foot tall bright orange plastic fencing or other highly visible material. The fencing will be inspected by the qualified biologist and maintained daily until the last day that Project equipment is at the Project site.
 - g. Ground-disturbing activities will be avoided between November 1 and March 31 because that is the time period when California Red-legged Frogs are most likely to be moving through upland areas.
 - h. To minimize harassment, injury death, and harm in the form of temporary habitat disturbances, all Project-related vehicle traffic will be restricted to established roads and access areas, equipment staging, storage, parking, and stockpile areas. These areas will be included in pre-activity surveys and, to the maximum extent possible, established in locations disturbed by previous activities to prevent further adverse impacts. Project-related vehicles will observe a 15-mile per hour speed limit while in the Project work area. Off-road traffic outside of designated and fenced Project work areas will be prohibited.
 - i. When a California Red-legged Frog is encountered in the Project area, all activities which have the potential to result in the harassment, injury, or death of the individual will be immediately halted. The qualified biologist will then assess the situation in order to select a course of action that will avoid or minimize adverse impacts to the animal.
 - j. The County will not apply insecticides or herbicides at the Project site during Project implementation or long-term operational maintenance where there is the potential for these chemical agents to enter creeks, streams, waterbodies, or uplands that contain potential habitat for the California Red-legged Frog.
 - k. California Red-legged Frog may be attracted to structures that provide cavities such as pipes; therefore, all pipes, culverts, or similar structures that are stored at the site for one or more overnight periods will be either securely capped prior to storage or thoroughly inspected by the on-site biologist and/or the Project foreman/manager before the pipe is buried, capped, or otherwise used or moved. If a California Red-legged Frog is discovered inside a pipe, the biologist (or a member of the Project crew, if the biologist is not on-site) will watch the individual until it has moved out of the Project work area.

- i. To the maximum extent practicable, no Project activities will occur during rain events or within 24-hours following a rain event. Prior to Project activities resuming, a qualified biologist will inspect the Project area and all equipment/materials for the presence of California Red-legged Frogs. The animals will be allowed to move away from the Project site of their own volition.
- m. To the maximum extent practicable, night-time Project activities will be minimized or avoided by the County. Because dusk and dawn are often the times when the California Red-legged Frog is most actively moving and foraging, to the maximum extent practicable, earthmoving and other Project activities will cease no less than 30 minutes before sunset and will not begin again prior to no less than 30 minutes after sunrise. Artificial lighting at a Project site will be prohibited during the hours of darkness.
- n. Plastic monofilament netting (erosion control matting), loosely woven netting, or similar material in any form will not be used at the Project site because California Red-legged Frogs can become entangled and trapped in them. Any such material found on-site will be immediately removed by the qualified biologist, Project personnel, or County contractors. Materials utilizing fixed weaves (strands cannot move), polypropylene, polymer or other synthetic materials will not be used.
- o. Prior to pre-activity surveys, the Project shall enclose the construction and staging areas with a 3-foot-high silt fence or similar material, of which approximately 6 inches is buried underground, that will remain in place during well and tank construction and site restoration in order to prevent red-legged frogs from entering the impact area. Escape ramps, funnels, or other features that allow animals to exit the construction area, but which will prohibit the entry of such animals, shall be provided in the exclusion fencing. A qualified biologist shall conduct a pre-activity survey of the fence installation area immediately prior to (i.e., the day of) the commencement of installation and shall be on-hand to monitor fence installation. Undercut fences and split, torn, slumping, or weathered fabric shall be repaired by the contractor immediately. Dirt and materials shall not be allowed to accumulate more than 1/2 the height of the fence. The exclusion fencing shall be inspected daily by Project personnel and maintained for the duration of Project implementation.

3. **BIO-2 San Francisco Garter Snake Protection Measures**

The County will implement the following measures to avoid and minimize impacts on San Francisco Garter Snakes:

- a. Prior to Project implementation, the County shall submit to the USFWS and CDFW for its review the qualifications of proposed wildlife biologist(s) who will perform pre-activity surveys and on-site monitoring.
- b. A qualified biologist will be present during initial ground disturbing activities (i.e., clearing and grubbing) to monitor for individual garter snakes. The biologist will also be present during any other Project activities that, in the biologist's opinion, could potentially result in take. The biologist(s) shall have the authority to stop any work that may result in the take of this species. The on-site biologist will be the contact for any employee or contractor who might inadvertently kill or injure a garter snake or anyone who finds a dead, injured, or entrapped San Francisco Garter Snake.
- c. Immediately prior to the initiation of Project activities on any day in which activities are performed that have potential for take of the San Francisco Garter Snake, a qualified biologist will conduct daytime surveys throughout the Project site. If a San Francisco Garter

Snake is observed within the Project work area, either during this survey or at any time, Project activities that could potentially harm the individual shall be stopped immediately. The biologist (or a member of the Project crew, if the biologist is not on-site) will watch the individual until it has moved out of the work area. No individuals of this species will be relocated without explicit USFWS approval; however, if the snake will not leave the area on its own, the biologist will contact the USFWS to determine if moving any of the individuals is appropriate. If the USFWS approves moving animals, the biologist and USFWS will identify a suitable relocation site, and the County will ensure the qualified biologist is given sufficient time to move the animals from the work site before ground disturbance is initiated.

- d. Project-related vehicles will observe a 15-mile per hour speed limit while in the Project work area.
- e. San Francisco Garter Snakes may be attracted to structures that provide cavities such as pipes; therefore, all pipes, culverts, or similar structures that are stored at the site for one or more overnight periods will be either securely capped prior to storage or thoroughly inspected by the on-site biologist and/or the Project foreman/manager before the pipe is buried, capped, or otherwise used or moved. If a San Francisco Garter Snake is discovered inside a pipe, the biologist (or a member of the Project crew, if the biologist is not on-site) will watch the individual until it has moved out of the Project work area.
- f. Prior to pre-activity surveys and consistent with exclusion fencing for California Red-legged Frog, the Project shall enclose the construction and staging areas and proposed mitigation site with a 3-foot-high silt fence or similar material, of which approximately 6 inches is buried underground, that will remain in place during Project implementation in order to prevent San Francisco Garter Snakes from entering the construction and staging areas. Escape ramps, funnels, or other features that allow animals to exit the construction area, but which will prohibit the entry of such animals, shall be provided in the exclusion fencing. A qualified biologist shall conduct a pre-activity survey of the fence installation area immediately prior to (i.e., the day of) the commencement of installation and shall be on-hand to monitor fence installation. The vegetation on the non-construction side of the fence shall be maintained at a height of 4 inches or less to prevent snakes from maneuvering over the fence. Undercut fences and split, torn, slumping, or weathered fabric shall be repaired by the contractor immediately. Dirt and materials shall not be allowed to accumulate more than half the height of the fence. The exclusion fencing shall be inspected daily by Project personnel and maintained for the duration of Project implementation.

4. **BIO-3a Conduct Pre-construction Survey for Dusky-footed Woodrat Houses**

No less than seven (7) days and no more than thirty (30) days prior to the beginning of ground disturbance and/or construction activities, a qualified biologist will survey the work areas scheduled for construction. The survey shall cover the access roads, work area, and a 50-foot buffer around the work area. Any dusky-footed woodrat houses found shall be marked in the field with flagging tape and their locations will be recorded with GPS. If a dusky-footed woodrat house is identified in a work area, Mitigation Measure BIO-3b will be implemented by the County.

5. **BIO-3b Avoid or Minimize Disturbance to Dusky-footed Woodrat Houses**

If a dusky-footed woodrat house is identified in a work area, the County shall attempt to preserve the house and maintain an intact dispersal corridor between the house and undisturbed habitat. An adequate dispersal corridor would be considered to be a minimum of 50 feet wide and have greater than 70% vegetative cover. Even if such a corridor is infeasible, the County will avoid physical disturbance of the nest.

6. **BIO-4 Measures to Protect White-tailed Kite and Other Nesting Migratory Birds**

For activities occurring between February 15 and August 31, a qualified biologist will survey the Project area for nesting birds. This survey will occur no less than 5 days prior to starting work. If a lapse in Project related work of 2 weeks or longer occurs, another focused survey will be conducted before Project work can be reinitiated. If nesting birds are found, a no-work buffer will be established around the nest and maintained until the young have fledged (generally 300 feet for raptors and 100 feet for other nesting birds). A qualified biologist will identify an appropriate buffer based on a site specific-evaluation. Work will not commence within the buffer until fledglings are fully mobile and no longer reliant upon the nest or parental care for survival.

7. **CUL-1 Unexpected Discovery of Cultural Resources**

Not all cultural resources are visible on the ground surface. Prior to the start of construction or ground-disturbing activities, the County shall ensure all field personnel are educated of the possibility of encountering buried prehistoric or historic cultural resources. Personnel will be trained that upon discovery of buried cultural resources, work within fifty (50) feet of the find must cease and the County will contact a qualified archaeologist immediately to evaluate the find. Once the find has been identified and found eligible for listing on the National Register of Historic Places or the California Register of Historical Resources, plans for treatment, evaluation, and mitigation of impacts to the find shall be developed and implemented according to the qualified archaeologist's recommendations. This measure will ensure that prehistoric and historic cultural resources are appropriately protected. Prehistoric or historic cultural materials that may be encountered include the following: unusual amounts of bone or shell, flaked or ground stone artifacts, historic-era artifacts, human remains, or architectural remains.

8. **CUL-2 Inadvertent Discovery of Human Remains**

If human remains are accidentally discovered during project construction activities, the County will implement the requirements of California Health and Human Safety Code section 7050.5. Potentially damaging excavation will cease in the area of the remains, with a minimum radius of 50 feet, and the San Mateo County Coroner will be notified. The Coroner is required to examine all discoveries of human remains within 48 hours of receiving notice of a discovery on private or state lands (Health and Safety Code section 7050.5[b]). If the Coroner determines the remains are those of a Native American, he or she will contact the Native American Heritage Commission (NAHC) by phone within 24 hours of making that determination (Health and Safety Code Section 7050[c]). Pursuant to the provisions of Public Resources Code Section 5097.98, the NAHC shall identify a Most Likely Descendent (MLD). The MLD designated by the NAHC shall have at least 48 hours to inspect the site and propose treatment and disposition of the remains and any associated grave goods.

Best Management Practices (BMPs) to be Implemented for the Proposed Project

9. **Non-Hazardous Materials**

- a. Berm and cover stockpiles of sand, dirt or other construction material with tarps when rain is forecast or if not actively being used within 14 days.
- b. Use (but do not overuse) reclaimed water for dust control.

10. **Hazardous Materials**

- a. Label all hazardous materials and hazardous wastes (such as pesticides, paints, thinners, solvents, fuel, oil, and antifreeze) in accordance with city, county, state and federal regulations.
- b. Store hazardous materials and wastes in water tight containers, store in appropriate secondary containment, and cover them at the end of every work day or during wet weather or when rain is forecast.
- c. Follow manufacturer's application instructions for hazardous materials and be careful not to use more than necessary. Do not apply chemicals outdoors when rain is forecast within 24 hours.
- d. Arrange for appropriate disposal of all hazardous wastes.

11. **Waste Management**

- a. Cover waste disposal containers securely with tarps at the end of every work day and during wet weather.

- b. Check waste disposal containers frequently for leaks and to make sure they are not overfilled. Never hose down a dumpster on the construction site.
- c. Clean or replace portable toilets, and inspect them frequently for leaks and spills.
- d. Dispose of all wastes and debris properly. Recycle materials and wastes that can be recycled (such as asphalt, concrete, aggregate base materials, wood, gyp board, pipe, etc.)
- e. Dispose of liquid residues from paints, thinners, solvents, glues, and cleaning fluids as hazardous waste.

12. Construction Entrances and Perimeter

- a. Establish and maintain effective perimeter controls and stabilize all construction entrances and exits to sufficiently control erosion and sediment discharges from site and tracking off-site.
- b. Sweep or vacuum any street tracking immediately and secure sediment source to prevent further tracking. Never hose down streets to clean up tracking.

13. Maintenance and Parking

- a. Designate an area, fitted with appropriate BMPs, for vehicle and equipment parking and storage.
- b. Perform major maintenance, repair jobs, and vehicle and equipment washing off site.
- c. If refueling or vehicle maintenance must be done on-site, work in a bermed area away from storm drains and over a drip pan big enough to collect fluids.
- d. Recycle or dispose of fluids as hazardous waste.
- e. If vehicle or equipment cleaning must be done on-site, clean with water only in a bermed area that will not allow rinse water to run into gutters, streets, storm drains, or surface waters.
- f. Do not clean vehicle or equipment on-site using soaps, solvents, degreasers, steam cleaning equipment, etc.

14. Spill Prevention and Control

- a. Keep spill cleanup materials (rags, absorbents, etc.) available at the construction site at all times.
- b. Inspect vehicles and equipment frequently for and repair leaks promptly. Use drip pans to catch leaks until repairs are made.
- c. Clean up spills or leaks immediately and dispose of cleanup materials properly.
- d. Do not hose down surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags).

- e. Sweep up spilled dry materials immediately. Do not try to wash them away with water, or bury them.
- f. Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- g. Report significant spills immediately. You are required by law to report all significant releases of hazardous materials, including oil. To report a spill: (1) Dial 911 or your local emergency response number, and (2) call the Governor's Office of Emergency Services Warning Center, 800/852-7550 (24 hours).

15. Sediment Control

- a. Protect storm drain inlets, gutters, ditches, and drainage courses with appropriate BMPs, such as gravel bags, fiber rolls, berms, etc.
- b. Prevent sediment from migrating off-site by installing and maintaining sediment controls, such as fiber rolls, silt fences, or sediment basins.
- c. Keep excavated soil on the site where it will not collect into the street.
- d. Transfer excavated materials to dump trucks on the site, not in the street.

16. Containment

- a. Fluid spills shall not be hosed down. The contractor shall use dry cleanup methods (absorbent materials, cat litter, and/or rags) whenever possible. If water must be used, the contractor will be required to collect the water and spilled fluids and dispose of it as hazardous waste. Spilled fluids shall not be allowed to soak into the ground or enter into any watercourse.
- b. Spilled dry materials shall be swept up immediately. Dry spills shall not be washed down or buried. Spills on dirt areas should be removed by digging up and properly disposing of contaminated soil.
- c. Significant spills shall be reported to San Mateo County Environmental Health Services Division, or other emergency office as warranted, immediately and documented using the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) Construction Site Inspection Report form.

17. Equipment Maintenance and Fueling

- a. A separate area shall be designated for equipment maintenance and fueling, away from any slopes, watercourses or drainage facilities.
- b. Where equipment is expected to be stored for more than a few days, cleanup materials and tools shall be kept nearby and available for immediate use (refer to Condition No. 16, "Containment").
- c. Equipment shall not be stored in areas that will potentially drain to watercourses or drainage facilities.
- d. If equipment must be stored in areas with the potential to generate runoff, drip pans, berms, sandbags or absorbent booms shall be employed to contain any leaks or spills.

- e. Equipment shall be inspected daily for leaks or damage and promptly repaired.

18. Timing of Work

- a. Construction activities that remove vegetative soil cover and/or potentially release sediment into stormwater will be conducted during the dry season (June 1 and October 15). Activities that are subject to permit requirements will be conducted during the period authorized by the permits.

19. Dust Management Controls

- a. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.
- b. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
- c. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- d. All vehicle speeds on unpaved roads shall be limited to 15 miles per hour (mph).
- e. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
- f. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator.
- g. Post a publicly visible sign with the telephone number and person to contact at the County regarding dust complaints. Following the review of any dust complaints, the County project manager shall respond and take corrective action within 48 hours.

20. Staging and Access

Staging, access, and parking areas will be located outside of sensitive habitats.

21. Area of Disturbance

Areas of disturbance will be limited to the smallest footprint necessary. The designated work area will be clearly identified in the field using highly visible material, and work will not be conducted outside this area.

22. Traffic Control

Warning signs will be installed along Pescadero Creek Road and Bean Hollow Road. Flaggers will be utilized if necessary to avoid vehicle, bicycle, or pedestrian traffic safety hazards.

23. Equipment Maintenance and Inspection

All equipment will be maintained free of petroleum leaks. All vehicles operated within 250 feet of Butano Creek will be inspected daily for leaks and, if necessary, repaired before leaving the staging area. Inspections will be documented in a record that is available for review on request.

24. Stockpiling

Any weed-free topsoil displaced by Project activities will be stockpiled for use during site restoration. Native vegetation displaced by Project activities will be stockpiled if it is deemed to be useful during site restoration.

25. Site Stabilization

Earthwork will be completed as quickly as possible, and site restoration will occur immediately following use. Bare soil surfaces resulting from maintenance and/or construction activities shall be covered with suitable erosion controls (fabrics, hydroseeding, mulch, etc.);

- a. Within twelve (12) hours of any break in work unless Project activities will resume within seven (7) days.
- b. No later than three (3) days following the disturbance during the rainy season (approximately November through March).
- c. No later than seven (7) days following the disturbance during the dry season (approximately April through October).
- d. Every effort shall be made to immediately cover bare soil surfaces resulting from maintenance and/or construction activities prior to storms.

26. Environmental Awareness Training

For each activity, all Project personnel will participate in a worker environmental awareness program. Under this program, Project personnel will be informed about the presence of listed species and habitats associated with the species and that unlawful take of the animal or destruction of its habitat is a violation of the Federal Endangered Species Act. Prior to Project activities, a qualified biologist approved by USFWS and National Marine Fisheries Service (NMFS) will instruct all Project personnel about: (1) the description and status of the species; (2) the importance of their associated habitats; and (3) a list of measures being taken to reduce impacts on these species during Project implementation. A fact sheet conveying this information will be prepared for distribution to the Project crew and anyone else who enters the Project site. A member of the Project crew will be appointed and identified during the environmental awareness program whom will be the point of contact for any employee or contractor who might encounter a listed species. The representative's name and telephone number will be provided to USFWS and NMFS prior to the initiation of any activities.

27. Firearms

No firearms (except for federal, State, or local law enforcement officers and security personnel) will be permitted at the Project site to avoid harassment, killing or injuring of wildlife.

28. Domestic Animals

No animals (e.g., dogs or cats) can be brought to the Project site to avoid harassment, killing or injuring of wildlife.

29. Invasive Plant Control

In order to minimize the spread of invasive plants, all equipment (including personal gear) will be cleaned of soil, seeds, and plant material prior to arriving on the Project site to prevent introduction of undesirable plant species.

Environmental Health Division

30. The applicant must submit an application for a well permit to the Environmental Health Division. The application should include three copies of the site plan showing the proposed location of the well and all buildings, structures, easements, and if applicable septic systems. As part of the application process, a site exam will be required by the Environmental Health Division to ensure the proposed well location meets all set back requirements.

Cal-Fire

31. Fire Department access shall be to within 150 feet of all exterior portions of the facility and all portions of the exterior walls of the first story of the buildings as measured by an approved access route around the exterior of the building or facility. Access shall be a minimum of 20 feet wide, all weather capability, and able to support a fire apparatus weighing 75,000 pounds. Where a fire hydrant is located in the access, a minimum of 26 feet is required for a minimum of 20 feet on each side of the hydrant. This access shall be provided from a publicly maintained road to the property. Grades over 15% shall be paved and no grade shall be over 20%. When gravel roads are used, it shall be Class 2 base or equivalent compacted to 95%. Gravel road access shall be certified by an engineer as to the material thickness, compaction, all weather capability, and weight it will support.
32. All buildings that have a street address shall have the number of that address on the building, mailbox, or other type of sign at the driveway entrance in such a manner that the number is easily and clearly visible from either direction of travel from the street. New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. Residential address numbers shall be at least 6 feet above the finished surface of the driveway. An address sign shall be placed at each break of the road where deemed applicable by the San Mateo County Fire Department. Numerals shall be contrasting in color to their background and shall be no less than 4 inches in height, and have a minimum 1/2-inch stroke. Remote signage shall be a 6-inch by 18-inch green reflective metal sign.
33. Contact the San Mateo County Fire Marshal to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Please allow for a minimum 48-hour notice to the Fire Department at 650/573-3846.
34. A Wet Draft Hydrant with a 4 1/2" 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.
35. Because of limited access into your property, the authority having jurisdiction is requiring the installation of a Knox Box, Knox Key Switch, or Knox Padlock to allow rapid response of emergency vehicles onto your property in case of a fire or medical emergency. For an application or further information please contact the San Mateo County Fire Marshal's Office at 650/573-3846.

36. 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 Inspection Section 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.
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3. **INFORMATIONAL ITEM: Highway 1 Turn lanes and Pedestrian Crossings**
Presented by: County of San Mateo Department of Planning & Building

Status update on the turn lanes, acceleration lanes and pedestrian crossings at specified locations along Highway 1 on the San Mateo County Midcoast.

4. **Correspondence and Other Matters**
None.

5. **Consideration of Study Session for Next Meeting**
Not recommending a Study Session at this time.

6. **Director's Report**
At the Midcoast Community Council meeting on 3/8/16 the Council spoke about the Vacation Home Rental ordinance where County Council introduced the first draft of the ordinance regulations.

The North Fairs Oaks Community Council approved a sequent of the Middlefield rezoning and have now moved on working on the El Camino Real corridor.

Staffing:

The department is now back up to speed by hiring a new Accela Specialist and our final Code Compliance Office.

7. **Adjournment**
The meeting was adjourned at 10:23 a.m.