



## Planning & Building Department Planning Commission

Vacant, 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  
Mario Santacruz, 5<sup>th</sup> District

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

### ACTION MINUTES

#### DRAFT

MEETING NO. 1632  
Wednesday, June 14, 2017

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

Chair Ramirez called the meeting to order at 9:01

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

**Roll Call:** Commissioners Present: Santacruz, Hansson, Ramirez, Kersteen-Tucker  
Staff Present: Monowitz, Fox, Shu

Legal Notice published in the San Mateo County Times on June 3, 2017 and the Half Moon Bay Review on June 7, 2017.

**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 May 24, 2017.

Commissioner Hansson moved, and Commissioner Santacruz seconded, that the minutes be approved as submitted. **Motion carried 3-0-1-0 (Commissioner Kersteen-Tucker abstain)**

#### CONSENT AGENDA

Commissioner Hansson moved for approval of the Consent Agenda, and Commissioner Santacruz seconded the motion. Motion carried 4-0-0-0.

- Owner:** Darck Pearl Investments LLC  
**Applicant:** Ken Brogno  
File No.: PLN2015-00512  
Location: 3295 El Camino Real, North Fair Oaks  
Assessor's Parcel Nos.: 060-281-210 (undeveloped portion), 060-281-220 (developed portion)

Review of a draft report from the Planning Commission to the Board of Supervisors, pursuant to Zoning Regulations Section 6552, regarding a proposed General Plan Amendment and Zoning Map Amendment, File No. PLN 2015-00512, reflecting the Planning Commission's discussion and recommendation on the proposal from the May 24, 2017 hearing.

**COMMISSION ACTION**

Based on information provided by staff, the Planning Commission approved the attached report for submission to the Board of Supervisors, in accordance with the procedures established by Section 6552 of the Zoning Regulations.

**END OF THE CONSENT AGENDA**

**REGULAR AGENDA**

- 2. **Owner:** Peninsula Open Space Trust
- Applicant:** Lisa Grote
- File No.:** PLN 2016-00495 and PLN2016-00496
- Location:** 950 La Honda Road, unincorporated San Gregorio
- Assessor's Parcel Nos.:** 081-250-020

Consideration of an Coastal Development Permit and Planned Agricultural District Permit, pursuant to Sections 6328.4 and 6353 of the County Zoning Regulations, and certification of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act for the construction of four (4) new Farm Labor Housing units, associated septic system, a domestic well, construction of three (3) new non-soil dependent greenhouses, and the legalization of one (1) permanent farm stand. The property is located at 950 La Honda Road in the unincorporated San Gregorio area of San Mateo County. The project is appealable to the California Coastal Commission.

**SPEAKERS:**

- 1. Lisa Grote, Applicant

**COMMISSION ACTION:**

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

Commissioner Kersteen-Tucker moved and Commissioner Hansson seconded the motion. **Motion carried 4-0-0-0.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission adopted the Mitigated Negative Declaration and approve the Coastal Development Permit and Planned Agricultural District Permit County File Numbers PLN 2016-00495 and PLN 2016-00496, by making the required findings and adopting the conditions of approval as follows:

**FINDINGS**

For the Environmental Review, Found:

- 1. That the Initial Study and Mitigated Negative Declaration are complete, correct and adequate and prepared in accordance with the California Environmental Quality Act (CEQA) and applicable State and County Guidelines.

2. That, on the basis of the Initial Study, comments received hereto, and testimony presented and considered at the public hearing, there is no substantial evidence that the project, as mitigated by the mitigation measures contained in the Mitigated Negative Declaration, will have a significant effect on the environment.
3. That the mitigation measures identified in the Mitigated Negative Declaration, agreed to by the applicant, and identified as part of this public hearing, have been incorporated as conditions of project approval.
4. That the Initial Study and Mitigated Negative Declaration reflect the independent judgment of the County.

For 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 of the Zoning Regulations, conforms with the plans, policies, requirements and standards of the San Mateo County Local Coastal Program (LCP). The plans and materials have been reviewed against the application requirement in Section 6328.7 of the Zoning Regulations and the project has been conditioned to minimize impacts to land use, agriculture, sensitive habitats, and visual resources in accordance to the applicable components of the Local Coastal Program.
6. That the project conforms to the specific findings required by policies of the San Mateo County Local Coastal Program.

Regarding the PAD permit, Found:

7. That the proposed Farm Labor Housing units are consistent with the adopted policies and procedures for approved Farm Labor Housing.
8. That the establishment, maintenance, and conduct of the proposed use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in the neighborhood.
9. That the operation and location of the Farm Labor Housing units, non-soil dependent greenhouses, and farm stand are consistent with applicable requirements of the Planned Agricultural District regulations.
10. That the project, as described and conditioned, conforms to the Planned Agricultural District regulations in accordance with Section 6350 of the San Mateo County Zoning Regulations. The project will not impact the agricultural activity or lands on the property or the surrounding area. The FLH units, greenhouse, farm stand, and associated utilities are located in an already disturbed area on the property. Conversion of other Prime land not will result in significant impact to the ongoing agricultural uses on the property. If the elements of the project were required to be placed on non-Prime lands, it would directly impact the ongoing agricultural uses on the property. The overall area of disturbance is limited to just the area around the proposed units, greenhouses, farm stand, and utilities which keeps the remaining portion of the parcel available for agricultural usage.

**CONDITIONS OF APPROVAL**

Current Planning Section

1. This approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission at the June 14, 2017 meeting. The Community Development Director may approve minor revisions or modifications to the project if they are found to be consistent with the intent of and in substantial conformance with this approval.
2. PLN 2016-00495 shall be valid for a period of ten (10) years from the date of final approval, with one 5 year administrative review. The applicant shall submit documentation for the farm labor housing units, to the satisfaction of the Community Development Director, at the time of each administrative review, which demonstrates that the occupants have a minimum of 20 hours of employment per week on this project site, or other Planning and Building Department approved farm property. This documentation shall include signed statements from the occupants and any other relevant documentation, which the Community Development Director deems necessary. Farm labor housing is a housing unit that can only be occupied by farm laborers and their immediate family members. Failure to submit such documentation may result in a public hearing to consider revocation of this permit. Renewal of the farm labor housing permit shall be applied for six (6) months prior to expiration to the Planning and Building Department.
3. The Farm Labor Housing units shall be occupied by farm workers, as described in Condition No. 2, and their dependents only.
4. In the case of proposed changes to permitted Farm Labor Housing (FLH), the owner/applicant shall submit a written description of the proposed change to the Planning Department, and if the change is considered significant by the Community Development Director, submit a complete permit amendment application.
5. In the event that the farming operations justifying the FLH units cease, or if the FLH development is proposed to be enlarged or significantly changed, it shall be the owner's/applicant's responsibility to notify the County by letter of such change, and apply for the necessary permits to demolish the structure or use it for another permitted use. Accordingly, such notice shall identify the owner's/applicant's intention to either remove the FLH units (and associated infrastructure) or otherwise convert such improvements to that allowed by Zoning District Regulations. In either case, building permits and associated inspections by the Building Inspection Section and the Environmental Health Division shall be required to ensure that all structures have been removed, infrastructure properly abandoned or that such converted development complies with all applicable regulations.
6. PLN 2016-00496 shall be valid for one (1) year. Any extension of this permit shall require submittal of an application for permit extension and payment of applicable permit extension fees.
7. This permit does not allow for the removal of any trees. Removal of any tree with a circumference of 55 inches or greater, as measured 4.5 feet above the ground, shall require additional review by the Community Development Director prior to removal. Only the minimum vegetation necessary shall be removed to accommodate the Farm Labor Housing unit, driveway, and associated utilities.
8. Within four (4) business days of the final approval date for this project, the applicant shall submit an environmental filing fee of \$2,216.25, as required under Department of Fish and Game Code Section 711.4, plus a \$50.00 recording fee. Thus, the applicant shall submit a check in the total amount of \$2,266.25, made payable to "San Mateo County Clerk," to the project planner to file with the Notice of Determination. Please be aware that the Department of Fish and Game environmental filing fee increases starting the 1st day of each new calendar year (i.e., January 1, 2017). The fee amount due is based on the date of payment of the fees.
9. **Mitigation Measure 1:**

a. The Farm Labor Housing (FLH) units shall be painted a color that will match and blend with the existing vegetation on the site.

b. Native vegetation will be planted between the greenhouses and Highway 84 and the FLH units and Highway 84 to screen the structures. A vegetation planting plan shall be submitted to the San Mateo County Planning Department prior to Planning approval for the building permit for this project.

10. **Mitigation Measure 2:** Any exterior lights shall be designed and located so as to confine direct rays to the subject property and prevent glare in the surrounding area. Any proposed lighting shall be reviewed and approved by the Planning Department during the building permit process to verify compliance with this condition.

11. **Mitigation Measure 3:** The applicant shall require construction contractors to implement all the Bay Area Air Quality Management District's Basic Construction Mitigation Measures, listed below:

a. Water all active construction areas at least twice daily.

b. Water or cover stockpiles of debris, soil, sand, or other materials that can be blown by the wind.

c. Cover all trucks hauling soil, sand, and other loose materials or require all trucks to maintain at least 2 feet of freeboard.

d. Apply water two times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking, and staging areas at construction sites. Also, hydroseed or apply non-toxic soil stabilizers to inactive construction areas.

e. Sweep adjacent public streets daily (preferably with water sweepers) if visible soil material is carried onto them.

f. Enclose, cover, water twice daily, or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.).

g. Limit traffic speeds on unpaved roads within the project parcel to 15 miles per hour.

h. Install sandbags or other erosion control measures to prevent silt runoff to public roadways and water ways.

i. Replant vegetation in disturbed areas as quickly as possible.

12. **Mitigation Measure 4:** The following avoidance and minimization measures are recommended to avoid impacts to California red-legged frog (CRLF) and San Francisco garter snake (SFGS) and their habitat:

a. Maintain the fallowed fields via discing to keep the habitat within the farm center footprint from developing further complexity, which might attract various wildlife species and increase the probability of biological impacts during construction.

b. Install exclusion fencing along the drainage ditch/road berm prior to construction. This corridor is a potential movement between the pond and San Gregorio Creek. While the drainage ditch is generally dry and very densely vegetated, installing fencing that would keep any potential amphibians

and reptiles moving along that corridor out of the work area would reduce any potential for impacts to the CRLF and SFGS or other wildlife using the cover for movement or foraging.

c. Tightly woven fiber netting or similar material should be used for erosion control or other purposes at the Project to ensure that the CRLF and SFGS do not get trapped. This limitation should be communicated to the contractor. Plastic mono-filament netting (erosion control matting), rolled erosion control products or similar material should not be used because CRLF, SFGS, and other species may become entangled or trapped in it.

d. Have a qualified biological monitor on-site to inspect the work area prior to any construction activities and during any clearing or grubbing to reduce the potential for any impacts to wildlife species.

e. No work shall occur during rain events (defined as greater than 0.25-inch within a 24 hour period) when either species is most likely to disperse.

f. If a listed specific is encountered, the monitor or Peninsula Open Space Trust (POST) staff will submit the occurrence data to the California Natural Diversity Database. If a species is encountered and cannot be avoided, the biological monitor will contract both California Department of Fish and Game and U.S. Fish and Wildlife Service staff.

g. If work occurs outside of the dry season, a qualified biologist will conduct a preconstruction survey within 24 hours prior to initiation of ground disturbing activities and within 24 hours prior to re-starting work following a rain event. If vegetation within the work area is sufficiently dense such that absence of either species cannot be determined, a qualified biologist will monitor vegetation removal and initial ground disturbance for CRLF and SFGS. If either species is observed during preconstruction surveys or monitoring, work will be halted and the individual(s) will be allowed to leave the work area on its own.

13. **Mitigation Measure 5:** In the event that cultural, paleontological or archaeological resources should be encountered during site grading or other site work, such work shall immediately be halted in the area of discovery and the project sponsor shall immediately notify the Community Development Director of the discovery. The applicant shall be required to retain the services of a qualified archaeologist for the purpose of recording, protecting, or curating the discovery as appropriate. The cost of the qualified archaeologist and of any recording, protecting, or curating shall be borne solely by the project sponsor. The archaeologist shall be required to submit to the Community Development Director for review and approval a report of the findings and methods of curation or protection of the resources. No further grading or site work within the area of discovery shall be allowed until the preceding has occurred. Disposition of Native American remains shall comply with CEQA Guidelines Section 15064.5(e).

14. **Mitigation Measure 6:** Prior to the commencement of the project, the applicant shall submit to the Planning Department for review and approval an erosion and drainage control plan that shows how the transport and discharge of soil and pollutants from and within the project site shall be minimized. The plan shall be designed to minimize potential sources of sediment, control the amount of runoff and its ability to carry sediment by diverting incoming flows and impeding internally generated flows, and retain sediment that is picked up on the project site through the use of sediment-capturing devices. The plan shall also limit application, generation and migration of toxic substances, ensure the proper storage and disposal of toxic materials, and apply nutrients at rates necessary to establish and maintain vegetation without causing significant nutrient runoff to surface waters. Said plan shall adhere to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:

- a. Sequence construction to install sediment-capturing devices first, followed by runoff control measures and runoff conveyances. No construction activities shall begin until after all proposed measures are in place.
- b. Minimize the area of bare soil exposed at one time (phased grading).
- c. Clear only areas essential for construction.
- d. Within five (5) days of clearing or inactivity in construction, stabilize bare soils through either non-vegetative Best Management Practices (BMPs), such as mulching, or vegetative erosion control methods, such as seeding. Vegetative erosion control shall be established within two (2) weeks of seeding/planting.
- e. Construction entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and to control dust.
- f. Control wind-born dust through the installation of wind barriers such as hay bales and/or sprinkling.
- g. Soil and/or other construction-related material stockpiled on-site shall be placed a minimum of 200 feet from all wetlands and drain courses. Stockpiled soils shall be covered with tarps at all times of the year.
- h. Intercept runoff above disturbed slopes and convey it to a permanent channel or storm drains by using earth dikes, perimeter dikes or swales, or diversions. Use check dams where appropriate.
- i. Provide protection for runoff conveyance outlets by reducing flow velocity and dissipating flow energy.
- j. Use silt fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5-acre or less per 100 feet of fence. Silt fences shall be inspected regularly and sediment removed when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.
- k. Throughout the construction period, the applicant shall conduct regular inspections of the condition and operational status of all structural BMPs required by the approved erosion control plan.
- l. Use slit fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5-acre or less per 100 feet of fence. Slit fences shall be inspected regularly and sediment removed when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.
- m. No erosion or sediment control measures will be placed in vegetated areas.
- n. Environmentally sensitive areas shall be delineated and protected to prevent construction impacts.
- o. Control of fuels and other hazardous materials, spills, and litter during construction.
- p. Preserve existing vegetation whenever feasible.

15. **Mitigation Measure 7:** 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). Noise levels produced by construction activities shall not exceed the 80-dBA level at any one moment.

Building Inspection Section

16. A building permit is required and shall be applied for and obtained prior to the commencement of any construction or staging activities.

Department of Public Works

17. 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.

Environmental Health Division

18. The applicant shall meet all requirements from the San Mateo County Environmental Health Division.

19. The applicant shall obtain a well permit from the Environmental Health Division for the construction of the well. The subject well shall be tested to meet quantity and quality health standards.

Cal-Fire

20. The applicant shall meet all requirements from Cal-Fire at the building permit stage.

21. While fire sprinklers are not required for mobile homes, the Cal-Fire Fire Marshal recommends the installation of fire sprinklers in all new mobile and manufactured homes.

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3.	<b>Owner:</b>	<b>J.C. Menendez Barrera &amp; Diane Menendez</b>
	<b>Applicant:</b>	<b>Eric Cox</b>
	File No.:	PLN2016-00153
	Location:	Sevilla Avenue, El Granada
	Assessor's Parcel No.:	047-071-260

Consideration of a Design Review Permit and a Coastal Development Permit, pursuant to Sections 6565.3 and 6328.4 of the County Zoning Regulations, and a Certificate of Compliance (Type B) to legalize a 6,079 sq. ft. parcel, pursuant to Section 7134.2 of the County Subdivision Regulations, and to allow construction of a new 2,909 sq. ft. single-family residence, including a 728 sq. ft. two-car garage and shop area, on the subject property and an approximately 33-foot roadway extension of Sevilla Avenue (30 ft. wide) to serve the project. The project is located on Sevilla Avenue between Madrona Avenue and Sonora Avenue in the unincorporated El Granada area of San Mateo County. The project involves minor grading and no tree removal. The project is appealable to the California Coastal Commission.



**SPEAKERS:**

1. Eric Cox
2. Matt Sanders
3. Diane Menendez

**COMMISSION ACTION:**

Commissioner Kersteen-Tucker moved and Commissioner Santacruz seconded to close the public hearing. **Motion carried 4-0-0-0.**

Commissioner Hansson moved and Commissioner Kersteen-Tucker seconded the motion.

**Motion carried 3-0-1-0 (Commissioner Santacruz, abstain).**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the Design Review Permit, Coastal Development Permit, and Certificate of Compliance Type B (CoC Type B), County File Number PLN 2016-00153, by making the required findings and adopting the conditions of approval as follows:

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

1. That the proposed project is categorically exempt pursuant to Section 15303, Class 3, of the California Environmental Quality Act related to construction of a single-family residence in a residential zone and associated development including legalization of the parcel and the public road extension.

**Regarding the Certificate of Compliance, Found:**

2. That the processing of the Certificate of Compliance (CoC) (Type B) is in full conformance with the County Subdivision Regulations Section 7134 (*Legalization of Parcels; Certificate of Compliance*), particularly Sections 7134.2(a), (b), and (c). The subject property was initially part of the cited "El Granada Highlands Subdivision No. 8" recorded in 1909, however, it was conveyed together with other parcels until 1973. Only at that time was it conveyed separately from adjacent lots, therefore a CoC Type B is required to legalize the parcel. Section 7134.2.c allows for the approval and recordation of a CoC Type B subject to a public hearing and the imposition of conditions of approval to ensure that development on the parcel complies with public health and safety standards. While the project is not currently accessible by a roadway, a condition of approval is not needed, as a public road extension to the parcel is part of the development proposal and will be required by the Department of Public Works and built at the time of the construction of the proposed residence.
3. That the processing of the CoC Type B is in full conformance with Government Code Section 66499 et seq.

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

4. That the project, as described in the application and accompanying materials required by Section 6328.7 and as conditioned in accordance with Section 6328.14, conforms with the plans, policies, requirements, and standards of the San Mateo County Local Coastal Program. The plans and materials have been reviewed against the application requirements of Section 6328.7 of the Zoning Regulations, and the project has been conditioned to minimize impacts to the location of new development and visual resources in accordance with the components of the Local Coastal Program. The project was also recommended for approval by the Coastside Design Review Committee (CDRC) on April 13, 2017 in which the CDRC determined that it is in compliance with all applicable Design Review Standards.
5. Where the project is located between the nearest public road and the sea that the project is in conformity with the public access and public recreation policies of Chapter 3 of the Coastal Act of 1976 (commencing with Section 30200 of the Public Resources Code). The project is not located between a public road and the sea, and will not interfere with the public's right-of-access to the sea.
6. That the project conforms to specific findings required by policies of the San Mateo County Local Coastal Program. The project will not significantly impact coastal resources or sensitive habitats as it is located within an urban area zoned for single-family residential development, is not located near any creeks or coastal bluffs, and does not contain sensitive habitat or trees 12" or more in dbh.
7. That the number of building permits for construction of single-family residences other than for affordable housing issued in the calendar year does not exceed the limitations of Policies 1.22 and 1.23 as stated in Section 6328.19. Staff anticipates that the building permits to be issued for the 2017 calendar year will not exceed this limit, based on estimates of current applications for building permits for this calendar year and those received in 2016.

Regarding the Design Review, Found:

8. The project has been reviewed under and, as conditioned, has been found to be in compliance with the Design Review Standards for One-Family and Two-Family Residential Development in the Midcoast under Section 6565.20 of the San Mateo County Zoning Regulations, specifically elaborated as follows:
  - a. Regarding Section 6565.20 (C) SITE PLANNING AND STRUCTURE PLACEMENT which requires residences to integrate with the natural setting by minimizing filling or placement of earth materials, the Coastside Design Review Committee (CDRC) found that the project avoids raising the building pad for the new home above the existing grade, to the extent feasible.
  - b. Regarding Section 6565.20 (C) SITE PLANNING AND STRUCTURE PLACEMENT which requires residences to complement other structures in the neighborhood by substantially avoiding affecting neighbors' privacy, the CDRC found that the project locates, orients and designs windows, entrances, decks and balconies to minimize and mitigate direct views into neighboring houses and outdoor decks/patios.
  - c. Regarding Section 6565.20 (D) ELEMENTS OF DESIGN which requires residences to minimize the appearance of building mass through the use of shape and scale that are proportional with other buildings in the neighborhood, the CDRC found that the proposed design of the new house includes roof forms, shape and form, building dimensions, facade articulation, and architectural details, such as a rectangular bay and balconies, that are proportional and complementary to other homes in the neighborhood.

- d. Regarding Section 6565.20 (D) ELEMENTS OF DESIGN which requires the design of front entries to be on a scale compatible with other features of the house to maintain a residential appearance, the CDRC found the project to be consistent with this standard.

## **CONDITIONS OF APPROVAL**

### Current Planning Section

1. This approval applies only to the proposal as described in the plans, supporting materials, and reports as approved by the Planning Commission on June 14, 2017. 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 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 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 demonstrate compliance with the following requirements on plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:

#### Requirements:

- a. Replace bark with wild grass seed in landscape areas.
- b. Use permeable pavers in lieu of stamped concrete for all patios (at a minimum).
- c. Use a maximum of one exterior light per door except for the garage where two lights are acceptable per the proposed design.
- d. Add a belly band to the right-side elevation at the same height as the second level deck.

#### Recommendations:

- a. Choose a window color other than white.
  - b. Remove lattice.
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. Projects subject to Provision C.3.i (individual single-family home projects that create and/or replace 2,500 square feet or more of impervious surface, and other projects that create and/or replace at least 2,500 square feet 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.
6. The property owner shall adhere to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including, but not limited to, the following:
- a. Delineation with field markers of clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses within the vicinity of areas to be disturbed by construction and/or grading.

- b. Protection of adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
  - c. Performing clearing and earth-moving activities only during dry weather.
  - d. Stabilization of all denuded areas and maintenance of erosion control measures continuously between October 1 and April 30.
  - e. Storage, handling, and disposal of construction materials and wastes properly, so as to prevent their contact with stormwater.
  - f. Control and prevention of the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, wash water or sediments, and non-stormwater discharges to storm drains and watercourses.
  - g. Use of sediment controls or filtration to remove sediment when dewatering 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 applications of pesticides and fertilizers to prevent polluted runoff.
  - j. Limiting construction access routes and stabilization of designated access points.
  - k. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.
  - l. Training and providing instruction to all employees and subcontractors regarding the Watershed Protection Maintenance Standards and construction Best Management Practices.
  - m. Additional Best Management Practices in addition to those shown on the plans may be required by the Building Inspector to maintain effective stormwater management during construction activities. Any water leaving the site shall be clear and running slowly at all times.
  - n. Failure to install or maintain these measures will result in stoppage of construction until the corrections have been made and fees paid for staff enforcement time.
7. The applicant shall include an erosion and sediment control plan to comply with the County's Erosion Control Guidelines on the plans submitted for the building permit. This plan shall identify the type and location of erosion control measures to be installed upon the commencement of construction in order to maintain the stability of the site and prevent erosion and sedimentation off-site.
8. 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.
9. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works, and the Coastside Fire Protection District.

10. No site disturbance shall occur, including any grading, until a building permit has been issued.
11. 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 Sevilla 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 Sevilla Avenue. There shall be no storage of construction vehicles in the public right-of-way.
12. The exterior color samples submitted to the CDRC are approved. Color verification shall occur in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.
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. Installation of the approved landscape plan is required prior to final inspection.
15. At the building permit application stage, the project shall demonstrate compliance with the Water Efficient Landscape Ordinance (WELO) and provide required forms. WELO applies to new landscape projects equal to or greater than 500 sq. ft. A prescriptive checklist is available as a compliance option for projects under 2,500 sq. ft. WELO also applies to rehabilitated landscape projects equal to or greater than 2,500 sq. ft.

The following restrictions apply to projects using the prescriptive checklist:

- a. Compost: Project must incorporate compost at a rate of at least four (4) cubic yards per 1,000 sq. ft. to a depth of 6 inches into the landscape area (unless contra-indicated by a soil test).
- b. Plant Water Use (Residential): Install climate adapted plants that require occasional, little, or no summer water (average WUCOLS plant factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water.
- c. Mulch: A minimum 3-inch layer of mulch should be applied on all exposed soil surfaces of planting areas, except in areas of turf or creeping or rooting groundcovers.
- d. Turf: Total turf area shall not exceed 25% of the landscape area. Turf is not allowed in non-residential projects. Turf (if utilized) is limited to slopes not exceeding 25% and is not used in parkways less than 10 feet in width. Turf, if utilized in parkways, is irrigated by sub-surface irrigation or other technology that prevents overspray or runoff.

- e. Irrigation System: The property shall certify that Irrigation controllers use evapotranspiration or soil moisture data and utilize a rain sensor; Irrigation controller programming data will not be lost due to an interruption in the primary power source; and Areas less than 10 feet in any direction utilize sub-surface irrigation or other technology that prevents overspray or runoff.

#### Certificate of Compliance (Type B)

16. The subject Certificate of Compliance (Type B), which shall represent Lot 17, Block 87, as one single legal parcel, shall be recorded prior to the issuance of any other permits related to any development on this property.
17. The Certificate of Compliance (Type B) required to establish the legality of the existing parcel, APN 047-071-260, shall be recorded by the Project Planner.
18. The applicant is advised that, prior to recordation of the Certificate of Compliance description, the owner/applicant shall provide the Project Planner with a check to cover the fee now charged by the Recorder's Office. The Project Planner will confirm the amount "prior to" recordation.

#### Geotechnical Section

19. The applicant shall submit a soils report with the building permit application.

#### Coastside County Water District (CCWD)

20. The project is required to comply with CCWD's Indoor Water Use Efficiency Ordinance which includes regulations on water metering and water use efficiency specifications for plumbing fixtures and appliances. CCWD staff performs inspections to verify compliance with all district regulations during and after construction.
21. If fire sprinklers are required by the Coastside Fire Protection District, fire sprinklers are served from a separate fire service water connection with a separate fire meter. Please note that CCWD does not allow passive purge systems to be installed on fire protection services. Fire protection services are authorized for the sole purpose of fire protection. There shall be no cross connections, and approved backflow protection is required.
22. CCWD requires a full set of the most current building and fire plans for water service review and approval.
23. Before issuance of a building permit, the CCWD will need to evaluate a complete set of building plans to determine if the water service capacity available is adequate for this development and complies with all CCWD regulations.

#### Coastside Fire Protection District

24. Smoke Detectors which are hard wired: As per the California Building Code, State Fire Marshal regulations, and Coastside Fire District Ordinance 2013-03, the applicant is required to install State Fire Marshal approved and listed smoke detectors which are hard wired, 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. Smoke detectors shall be tested and approved prior to the building final.

25. Add note to plans: Smoke alarms/detectors are to be hard wired, interconnected, or with battery back-up. Smoke alarms are to be installed per the manufacturer's instruction and NFPA 72.
26. Add note: 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 not be 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 the plans.
28. Attached garage to meet occupancy separate requirements. Provide note/detail. CRC R302.5/R302.6
29. Address Numbers: As per Coastside Fire District Ordinance 2013-03, building identification shall be conspicuously posted and visible from the street. (TEMPORARY ADDRESS NUMBERS SHALL BE POSTED PRIOR TO COMBUSTIBLES BEING PLACED ON-SITE). The letters/numerals for permanent address signs shall be 4 inches in height with a minimum 3/4-inch stroke. Such letters/numerals shall be internally illuminated and facing the direction of access. Finished height of bottom of address light unit shall be greater than 6 feet from finished grade. When the building is served by a long driveway or is otherwise obscured, a 6-inch by 18-inch green reflective metal sign with 3-inch reflection 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. 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 six 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.
31. Roof Covering: As per Coastside Fire District Ordinance 2013-03, the roof covering of every new building or structure, and materials applied as part of a roof covering assembly, shall have a minimum fire rating of Class "B" or higher as defined in the current edition of the California Building Code.
32. Vegetation Management: The Coastside Fire District Ordinance 2013-03, the 2013 California Fire Code, and the 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.
33. Add the following note to the 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.
34. Add the following note to the plans: A fuel break or defensible space 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.
35. Add the following note to the plans: Tree located within defensible space shall be pruned to remove dead and dying portions, and limbed up to 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.
36. 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 trees adjacent to or overhanging a building free of dead or dying wood.
37. 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 District Ordinance 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 2013 CC, Section Appendix D, road width shall not be less than 20 feet. Fire access roads shall be installed and made serviceable prior to combustibles being placed on the project site and maintained during construction. Approved signs and painted curbs or lines shall be provided and maintained to identify fire access roads and state the prohibition of their obstruction. If the road width does not allow parking on the street (20-ft. road) and on-street parking is desired, an additional improved area shall be developed for that use. Existing turnaround needs to be improved.
38. "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 2 feet wide. CC D103.6.
39. Fire Hydrant: As per 2013 CFC, Appendices 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.
40. 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 San Mateo County Fire/CalFire 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.
41. Automatic Fire Sprinkler System: As per San Mateo County Building Standards and Coastside Fire 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 are small linen closets less than 24 square feet with full depth shelving. The plans for this system must be submitted to the San Mateo County Planning and Building Department or the City of Half Moon Bay. A building permit will not be issued until plans are received, reviewed, and approved. Upon submission of the plans, the County or City will forward a complete set to the Coastside Fire Protection District for review. The fee schedule for automatic fire sprinkler systems shall be in accordance with Half Moon Bay Ordinance No. 2006-01. Fees shall be paid prior to plan review.

42. Installation of underground sprinkler pipes shall be flushed and visually inspected by the Fire District prior to hook-up 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. Add note to the title page that the building will be protected by an automatic fire sprinkler system.
45. All fire conditions and requirements must be incorporated into your building plans (see attached conditions) prior to building permit issuance. It is your responsibility to notify your contractor, architect, and engineer of these requirements.

#### Department of Public Works

46. 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.
47. 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 from the nearest "publicly" maintained roadway 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.

All drainage and stormwater requirements apply to the roadway and shall be included in the design and reviewed by the Department of Public Works. The applicant shall coordinate these plans with the adjoining property owner's plans to ensure a smooth, continuous, and safe roadway.

48. 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.

- 49. 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.
- 50. Erosion and sediment control during the course of this grading work shall be according to a plan prepared and signed by the Engineer of Record, and approved by the Department of Public Works and the Planning Department. Revisions to the approved erosion and sediment control plan shall be prepared and signed by the Engineer.

Granada Community Services District

- 51. A sewer mainline facility to serve the project parcel is on Sevilla Avenue. The applicant must obtain a sewer connection permit.

4. **Owner:** State of California  
**Applicant:** State of California Department of Parks and Recreation  
 File No.: PLN2016-00306  
 Location: Cabrillo Highway, Montara State Beach  
 Assessor’s Parcel Nos.: 036-331-010

Consideration of a Coastal Development Permit, Planned Agricultural District Permit, and Grading Permit, pursuant to Sections 6328.4 and 6353 of the County Zoning Regulations and Section 9287 of the County Grading Ordinance, to improve an existing unpaved parking lot and trail at Montara State Beach. This project is appealable to the California Coastal Commission. Application deemed complete February 6, 2017. Contact Project Planner Angela Chavez at 650-599-7217 or [achavez@smcgov.org](mailto:achavez@smcgov.org).

**SPEAKERS:**

None

**COMMISSION ACTION:**

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

Commissioner Kersteen-Tucker moved and Commissioner Santacruz seconded the motion. **Motion carried 4-0-0-0.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the Coastal Development Permit, Planned Agricultural District Permit, and Grading Permit, County File Number PLN 2016-00306, by adopting the required findings and conditions of approval as follows:

**FINDINGS**

Regarding the Environmental Review, Found:

- 1. That the Planning Commission, acting as a responsible agency, has reviewed and considered the Notice of Exemption, prepared by the State Department of Parks and Recreation.

Regarding the Coastal Development Permit, Found:

2. That the project, as described in the application and accompanying materials required by Section 6328.7 of the San Mateo County Zoning Regulations and as conditioned in accordance with Section 6328.14 of the San Mateo County Zoning Regulations, conforms to the plans, policies, requirements and standards of the San Mateo County Local Coastal Program as described in Section A.2 of this staff report.
3. That the project is located between the nearest public road and the sea, and conforms to the Public Access and Public Recreation Policies of Chapter 3 of the Coastal Act of 1976 (commencing with Section 30200 of the Public Resources Code) in that the project will improve public access availability while protecting the existing recreational use of the oceanfront land.
4. That the project conforms to the specific findings required by policies of the San Mateo County Local Coastal Program relating to Agriculture, Sensitive Habitats, Visual Resources, Hazard, Shoreline Access, and Recreation/Visitor-Serving Facilities Components. The project, minimizes ground disturbance, provides increased accessibility to park visitors, and does not impact sensitive habitats.

Regarding the Planned Agricultural District Permit, Found:

General Criteria:

5. That the encroachment of all development upon land which is suitable for agricultural is minimized. The project area was previously disturbed for highway construction and is dominated by non-native plant species. The site has historically been used to provide coastal access and the project proposes to continue this use. The new areas proposed for development are immediately adjacent to previously disturbed areas. The project leaves the majority of the parcel undisturbed.
6. That all development permitted on a site is clustered. The proposed improvements are clustered amongst previously disturbed areas limiting the overall disturbance of the site.

Water Supply Criteria:

7. That the existing availability of an on-site adequate and potable well water source has been demonstrated. There are no known potable water sources on the project site. However, unlike other non-agricultural uses (such as residential uses), the proposed improvements do not require a potable water source as part of its plan of operation.

Criteria for the Conversion of Lands Suitable for Agricultural and Other Lands:

8. That all agriculturally unsuitable lands on the parcel have been developed or determined to be undevelopable. The proposed project does not introduce a new use to the project site and clusters development amongst previously disturbed areas. The majority of the parcel remains undeveloped and open to the possibility of agriculture. However, the project parcel suitability for active agricultural use is questionable due to the lack of a viable water supply, the nature of the coastal bluff, and the presence of sensitive habitat and cultural resources.
9. That clearly defined buffer areas are developed between agricultural and non-agricultural uses. There is no active agriculture on the project site. There are nearby lands being farmed which are separated from the project site by Highway 1 (Cabrillo Highway).

10. That the productivity of any adjacent agricultural lands is not diminished, including the ability of the land to sustain dry farming or animal grazing. There is no active agriculture occurring on the project site. No loss in productivity will occur.
11. That public service and facility expansions and permitted uses do not impair agricultural viability, either through increased assessment costs or degraded air and water quality. There is no active agriculture occurring in the project area. The majority of land on which the project is proposed is publicly owned by the State of California.

Regarding the Grading Permit, Found:

12. That the granting of the permit will not have a significant adverse effect on the environment. The project scope has been designed to minimize ground vegetation removal and avoid sensitive habitats.
13. That the project conforms to the criteria of this chapter, including the standards referenced in Section 8605, and has been conditioned to require dust control and erosion and sediment control measures.
14. That the project is consistent with the General Plan as discussed in Section A.1 of this staff report.

**CONDITIONS OF APPROVAL**

Current Planning Section

1. This approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission on June 14, 2017. The Community Development Director may approve minor revisions or modifications to the project if they are found to be consistent with the intent of and in substantial conformance with this approval.
2. This permit shall be valid for two (2) years from the date of approval in which time the project shall be completed. Any extension of the permits shall require submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. The conditional approval of this permit shall be valid for two (2) years from the date of approval. If the building permit (issued concurrently with the grading permit "hard card" with all necessary information filled out and signatures obtained) has not been issued within this time period, this approval will expire. An extension to this approval will be considered upon written request and payment of applicable fees sixty (60) days prior to expiration.
4. Prior to any construction or grading activities, the applicant shall implement an erosion and sediment control plan, as prepared and signed by the engineer of record, and approved by the Community Development Director. Revisions to the approved erosion control plan shall be prepared and signed by the engineer and submitted to the Community Development Director for review and approval.
5. A site inspection of the installed measures shall be completed by the Building Inspection Section prior to project commencement. Measures shall be installed prior to the issuance of the grading permit "hard card" and shall be maintained for the duration of the construction activities. Erosion control measure deficiencies, as they occur, shall be immediately corrected.
6. Grading activities shall not commence until the grading "hard card" and building permit have been issued.

7. 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. The submitted schedule shall include a schedule for winterizing the site. 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. All submitted schedules shall represent the work in detail and shall project the grading operations through to completion.
8. Unless approved in writing, by the Community Development Director, no grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion. If grading is proposed during this time, the applicant shall submit a written request to the Planning Department, a minimum of two (2) weeks prior to commencement of grading, stating the date when grading will begin, and describing the reasons why grading must begin and the measures that will be taken to prevent erosion, sedimentation, and water quality degradation.
9. Upon the start of excavation activities and through to the completion of the project, the applicant shall be responsible for ensuring dust control measures are implemented as needed. The intent of the plan shall be to mitigate excessive dust generation resulting from any and all excavation and earth-moving operations.
10. 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.
11. For the final approval of the grading permit, the property owner shall ensure the performance of the following activities within thirty (30) days of the completion of grading at the project site:
  - a. The engineer shall submit written certification that all grading has been completed in conformance with the approved plans, conditions of approval/mitigation measures, and the Grading Regulations, to the Department of Public Works and the Planning and Building Department's Geotechnical Engineer.
  - 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 Current Planning Section.
12. Vegetation removal or grading outside of the project scope shall require a separate Land Clearing Permit or amended Grading Permit subject to an application, payment of applicable fees, and consideration at a public hearing. If grading quantities (cut or fill) change or additional vegetation has been removed, the applicant shall cease construction and submit revised plans to the Planning Department for review.
13. An archaeological or historical monitor shall have the authority to temporarily halt any ground disturbing construction to identify and evaluate any archaeological, historical or cultural materials inadvertently exposed during construction. The exposure of significant resources may require the development and implementation of a treatment program, including scientific removal, analysis and reporting, subject to the review and approval of the Community Development Director. The exposure of any Native American burials shall be handled in accordance with State law.

14. In the event the project scope is significantly modified, the applicant shall submit to the Planning and Building Department a permit amendment application, accompanied by a revised historical and archaeological evaluation for review by the Planning Department.
15. This permit does not allow for the removal of any trees. Removal of any trees with a diameter greater than 12 inches as measured 4.5 feet above the ground shall require a separate tree removal permit.
16. The applicant is responsible for ensuring that all contractors minimize the transport and discharge of pollutants from the project site into water bodies by adhering 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.
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. Construction equipment shall comply with the County's Energy Efficiency Climate Action Plan (EECAP) for construction idling as applicable considering the sensitive nature of the project area. Specifically, Bay Area Air Quality Management District Best Management Practices for Mitigating Criteria Air Pollutants and Precursors:
- a. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be 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.
- d. All vehicle speeds on unpaved roads shall be limited to 15 miles per hour.
- 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). 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 check by a certified visible emissions evaluator.
- g. Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action with 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.
19. Applicant shall prepare a Stormwater Management Plan (SWMP) that includes, at a minimum, exhibit(s) showing drainage areas and location of Low Impact Development (LID) treatment measures; project watershed; total project site area and total area of land disturbed; total new and/or replaced impervious area; treatment measures and hydraulic sizing calculations; a listing of source control and site design measures to be implemented at the site; hydromodification management measures and calculations, if applicable; NRCS soil type; saturated hydraulic conductivity rate(s) at relevant locations or hydrologic soil type (A, B, C or D) and source of information; elevation of high seasonal groundwater table; a brief summary of how the project is complying with Provision C.3 of the MRP; and detailed Maintenance Plan(s) for each site design, source control and treatment measure requiring maintenance.
20. The project shall comply with all requirements of the Municipal Regional Stormwater NPDES Permit Provision C.3. Please refer to the San Mateo Countywide Water Pollution Prevention



Program's (SMCWPPP) C.3 Stormwater Technical Guidance Manual for assistance in implementing LID measures at the site: [http://www.flowstobay.org/bs\\_new\\_development.php](http://www.flowstobay.org/bs_new_development.php)

21. Treatment controls shall be designed and sized to treat runoff from the entire redevelopment project (including all existing, new, and/or replaced impervious areas) using flow or volume based sizing criteria specified in Provision C.3.d of the Municipal Regional Stormwater Permit.

#### Department of Public Works

22. Prior to the issuance of the building permit (for Provision C3 Regulated Projects), the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Department of Public Works for review and approval.

#### Cal-Fire

23. Fire Department Access shall be a minimum of 20 feet wide, all weather capability, and able to support a fire apparatus weighing 75,000 lbs. 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. Access shall be maintained during improvements.
24. Contact the Fire Marshal's Office to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum 72-hour notice to the Fire Department at 650/726-5213.

#### Geotechnical Section

25. The applicant's geotechnical consultant shall observe and approve all applicable work.

#### Caltrans

26. Please be advised that any work or traffic control that encroaches onto the State right-of-way (ROW) requires an Encroachment Permit that is issued by Caltrans. Traffic-related mitigation measures should be incorporated into the construction plans prior to the encroachment permit process. To apply, a completed Encroachment Permit application, environmental documentation, and five (5) sets of plans clearly indicating State ROW must be submitted to the following address:

David Salladay, District Office Chief  
Office of Permits, MS 5E  
California Department of Transportation, District 4  
P.O. Box 23660  
Oakland, CA 94623-0660

See the following website for more information:

<http://www.dot.ca.gov/trafficops/ep/index.html>

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5. **Correspondence and Other Matters**  
None
6. **Consideration of Study Session for Next Meeting**  
Review of the agenda for next Planning Commission meeting on June 28, 2017
7. **Director's Report**  
Board of Supervisors update of recent items
8. **Adjournment**  
The meeting adjourned at 11:10 a.m.