

**COUNTY OF SAN MATEO
PLANNING AND BUILDING DEPARTMENT**

DATE: January 17, 2019

TO: Zoning Hearing Officer

FROM: Planning Staff

SUBJECT: Consideration of a Use Permit Renewal, pursuant to Section 6500 of the San Mateo County Zoning Regulations, to allow the continued operation of a pre-school in a residential district (R-1) with a maximum enrollment of 36 students located at 2145 Bunker Hill Drive in the unincorporated San Mateo Highlands area of San Mateo County.

County File Number: PLN 1999-00466 (Ward)

PROPOSAL

The applicant is proposing to renew their use permit for the continued operation of a pre-school program with a maximum enrollment of 36 students.

RECOMMENDATION

Approve the Use Permit Renewal, County File Number PLN 1999-00466, by making the required findings and adopting the conditions of approval listed in Attachment A.

BACKGROUND

Report Prepared By: Tiare Peña, Project Planner, Telephone 650/363-1850

Owner/Applicant: Ward and Associates Mgmt/Makinya Ward

Location: 2145 Bunker Hill Drive, San Mateo

APN: 041-072-040

Size: 4.57 acres

Existing Zoning: R-1/S-8 (Single-Family Residential/5,000 sq. ft. minimum parcel size)

General Plan Designation: Medium Low Density Urban Residential

Sphere-of-Influence: City of San Mateo

Existing Land Use: Church building, playground, open space, one other pre-school, and one day care co-op

Water Supply: Existing water connection with California Water Service Company

Sewage Disposal: Existing sewer connection with Crystal Springs County Sanitation District

Flood Zone: Flood Zone X, area of minimal flooding; Community Panel No. 06081 C0165E. Effective date: October 16, 2012.

Environmental Evaluation: The project is categorically exempt pursuant to Section 15301, Class 1 of the California Environmental Quality Act related to the continued operation of existing facilities.

Setting: The pre-school is located within the facilities of the Crystal Springs United Methodist Church. The center currently serves 36 children, ages 2-6 years, and operates Monday through Friday, 7:00 a.m. to 6:00 p.m.

Adjacent church facilities on the parcel are also used by the Bunker Hill Parent Participation Nursery School (a church-related day care center; operating under a County use-permit permitting the church and church-related activities).

The adjacent land uses within a 1-mile circumference are predominantly single-family residential. The subject site is, however, almost entirely surrounded by a narrow belt of steeply sloped undeveloped lands, which have been designated for open space uses. These open space lands serve as an effective buffer between the surrounding community and the day care and pre-school uses at the Crystal Springs United Methodist Church.

Chronology:

<u>Date</u>	<u>Action</u>
August 9, 1961	- Use permit 1458 granted to allow for a church and "related facilities" in a residential area.
June 20, 1985	- Use permit granted for a 3-year period, to allow a pre-school and extended care facilities for 30 children for Early Childhood Education Center.
October 29, 1986	- Use permit administrative review requires improvements to meet compliance with Environmental Health Division standards.

- October 2, 1989 - Use permit renewal and amendment applied for to allow 36 children where 30 had been approved for prior.
- November 15, 1990 - Zoning Hearing Officer approved the use permit renewal and amendment to allow the continued operation of the pre-school and increase the number of students from 30 to 36.
- November 1992 - Administrative review and inspection conducted. The pre-school was found to be in compliance with all conditions of approval.
- November 1994 - Administrative review and inspection conducted. The pre-school was found to be in compliance with all conditions of approval.
- October 17, 1996 - Zoning Hearing Officer approved the use permit renewal for the continued operation of the pre-school program.
- September 8, 1999 - Administrative review and inspection conducted. The pre-school was found to be in compliance with all conditions of approval.
- January 30, 2002 - Staff site inspection to check for compliance with all conditions of approval.
- March 7, 2002 - Zoning Hearing Officer public hearing to consider the use permit renewal for the continued operation of the pre-school program. Zoning Hearing Officer approved the permit renewal.
- November 8, 2006 - Administrative review and inspection conducted. The pre-school was found to be in compliance with all conditions of approval.
- March 1, 2007 - Zoning Hearing Officer public hearing to consider the use permit renewal of the pre-school program.
- June 27, 2012 - Administrative review and inspection conducted. The pre-school was found to be in compliance with all conditions of approval.
- January 17, 2019 - Zoning Hearing Officer public hearing to consider the use permit renewal of the pre-school program.

DISCUSSION

A. COMPLIANCE WITH THE CONDITIONS OF THE LAST APPROVAL

Current Planning Section

- 1. The hours of operation shall be from 7:00 a.m. to 6:00 p.m., Monday through Friday, with a maximum enrollment of 36 children.**

Compliance with Condition? Yes.

Recommend to Retain Condition? Yes.

- 2. This permit shall be valid for a 7-year period until March 7, 2014. An administrative review shall be conducted on the fourth anniversary from the date of this approval to ensure compliance with these conditions of approval. The applicant shall apply for administrative review by March 7, 2011. The applicant shall apply for a use permit renewal six months prior to expiration (October 7, 2013) or discontinue operations by March 7, 2014.**

Compliance with Condition? Yes. An administrative review was conducted on June 27, 2012. The facility was found to be in compliance with all conditions of approval.

Recommend to Retain Condition? Yes, but modified to reflect the current dates for renewal and administrative reviews.

This permit shall be valid for a 7-year period until January 3, 2016. An administrative review shall be conducted on the fourth anniversary from the date of this approval to ensure compliance with these conditions of approval. The applicant shall apply for administrative review by January 3, 2023. The applicant shall apply for a use permit renewal six months prior to expiration (July 3, 2025) or discontinue operations. The applicant shall inform the county if the school operation ceases or changes in anyway.

Environmental Health Services

- 3. The applicant shall ensure that all State Community Care Licensing requirements be met and maintained (Title 22, Division 6, Sections 81000 through 81187 and Sections 80000 through 80088).**

Compliance with Condition? Yes.

Recommend to Retain Condition? Yes.

B. REQUIRED FINDING

In order to grant the use permit renewal, the Zoning Hearing Officer must find that the use, under the circumstances of the particular case and as conditioned, will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood. The Early Childhood Education Center has been in operation since 1985, and has operated relatively free of complaints since that time. The center has complied with all requirements for administrative reviews and has been in compliance with all conditions of approval. The pre-school provides a service to the community and staff believes it will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood.

C. ENVIRONMENTAL REVIEW

The project is categorically exempt pursuant to Section 15301, Class 1 of the California Environmental Quality Act related to the continued operation of existing facilities.

D. REVIEWING AGENCIES

REVIEWING AGENCY	RECOMMENDATION	CONDITIONS
Building Inspection Section	Approval	None
Department of Public Works	Approval	None
California Department of Forestry	Approval	None
Environmental Health Services	Approval	Yes

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Location Map
- C. Site Plan of Yard Area
- D. Floor Plan of Classroom Space



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ATTACHMENT A

County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 1999-00466 Hearing Date: January 17, 2019

Prepared By: Tiare Peña, Project Planner For Adoption By: Zoning Hearing Officer
Project Planner

RECOMMENDED FINDINGS

Regarding the Environmental Review, Find:

1. That the project is categorically exempt pursuant to Section 15301, Class 1 of the California Environmental Quality Act related to the continued operation of existing facilities.

Regarding the Use Permit, Find:

2. That the use, under the circumstances of the particular case and as conditioned, will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood, as the Early Childhood Education Center has been in operation since 1985, and has operated relatively free of complaints since that time. The center has complied with all requirements for administrative reviews and has been in compliance with all conditions of approval. The pre-school provides a service to the community.

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

1. The hours of operation shall be from 7:00 a.m. to 6:00 p.m., Monday through Friday, with a maximum enrollment of 36 children. Minor adjustments or modifications may be approved by the Community Development Director if they are consistent with the intent of and in substantial conformance with this approval.
2. This permit shall be valid for a 7-year period until December 20, 2025. An administrative review shall be conducted on the fourth anniversary from the date of this approval to ensure compliance with these conditions of approval. The applicant shall apply for administrative review by December 20, 2022.

The applicant shall apply for a use permit renewal six months prior to expiration (December 20, 2025) or discontinue operations by December 20, 2025.

Environmental Health Services

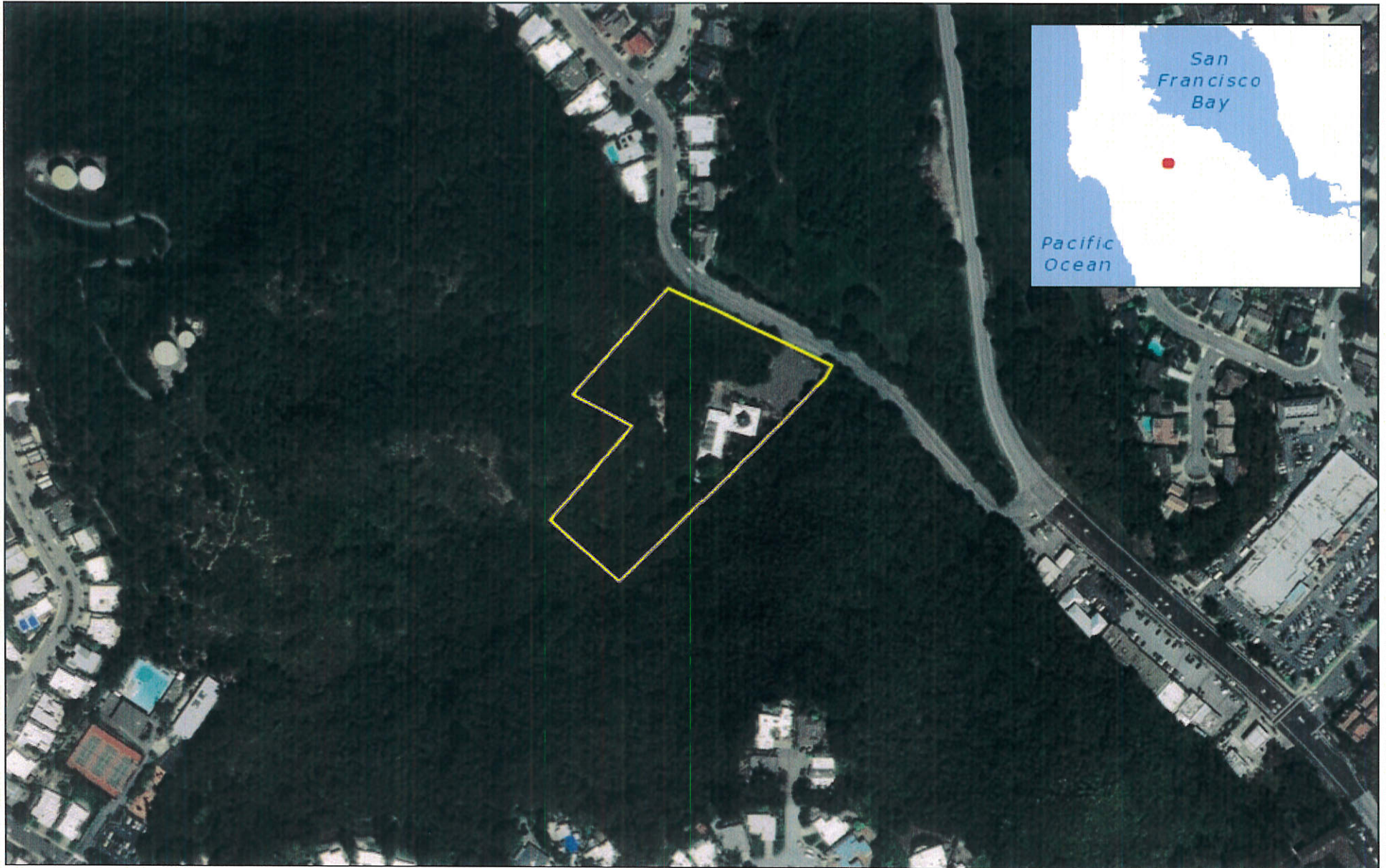
3. The applicant shall ensure that all State Community Care Licensing requirements be met and maintained (Title 22, Division 6, Sections 81000 through 81187 and Sections 80000 through 80088). A copy of the community care license shall be on-site at all times. A copy of the current license shall be submitted to the Current Planning Section.

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ATTACHMENT B



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1: 4,513



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ATTACHMENT C



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ATTACHMENT D