



Planning & Building Department Planning Commission

Kumkum Gupta, 1st District
Frederick Hansson, 2nd District
Lisa Ketcham, 3rd District
Manuel Ramirez, Jr., 4th District
Mario Santacruz, 5th District

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

ACTION MINUTES- DRAFT

DRAFT

MEETING NO. 1709
Wednesday, August 25, 2021
BY VIDEO CONFERENCE ONLY

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

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

Roll Call: Commissioners Present: Ketcham, Hansson, Gupta, Ramirez,
Commissioners Absent: Santacruz
Staff Present: Monowitz, Fox, Montes

Legal notice published in the San Mateo County Times on August 14, 2021 and the Half Moon Bay Review on August 18, 2021.

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

1. Ron Snow

CONSENT AGENDA

Consideration of the Minutes of the Planning Commission meeting of August 11, 2021.

Commissioner Ramirez moved, and Commissioner Gupta seconded, that the minutes be approved as revised. **Motion carried 4-0-0-1 (Commissioner Santacruz absent).**

END OF THE CONSENT AGENDA

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

- 1. **Owner:** Rebecca Castonguay
Applicants: Paul Dawson
 File Number: PLN2018-00489
 Location: Heacox Road, East of Skyline Boulevard (District 3)
 Assessor’s Parcel No’s: 080-110-210

Consideration of a Resource Management Permit and Fence Height Exception, a Grading Permit, an Architectural Review Permit, and adoption of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act, to allow the construction of a new 8,109 sq. ft. single-family residence with an attached 1,200 sq. ft. three-car garage, a 466 sq. ft. pool, an 1,152 sq. ft. detached accessory dwelling unit (ADU) over a 1,796 sq. ft. four-car garage/carport/storage building, and a 2,160 sq. ft. horse stable on a 4.79-acre legal parcel located on Heacox Road in the unincorporated South Skyline area of San Mateo County. The project includes 4,580 cubic yards of grading, a 6-ft. tall wall/fence along Heacox Road, where 4 ft. is the maximum height allowed in a front yard setback, and the removal of 4 trees. The project is located within the Skyline State Scenic Corridor. Heacox Road west of Skyline Boulevard.

SPEAKERS:

- 1. Paul Dawson, Applicant
- 2. Ron Snow
- 3. Lennie Roberts

COMMISSION ACTION:

Commissioners unanimously agreed to close the public hearing.

Commissioner Ramirez moved and Commissioner Gupta seconded the motion. **Motion carried 4-0-0-1- (Commissioner Santacruz absent).**

Based on information provided by staff and evidence presented at the hearing that the Planning Commission approve the request, make the findings and adopt conditions of approval as follows:

FINDINGS:

Regarding the Environmental Review, Found:

- 1. That the Planning Commission does hereby find that the Initial Study and Mitigated Negative Declaration reflect the independent judgment of San Mateo County.
- 2. 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.

3. That, on the basis of the Initial Study, comments received, and testimony presented and considered at the public hearing, there is no substantial evidence that the project will have a significant effect on the environment. The mitigation measures contained in the Mitigated Negative Declaration have been imposed as conditions of approval in this attachment. As proposed and mitigated, the project will not result in any significant environmental impacts.
4. That the mitigation measures in the Mitigated Negative Declaration have been agreed to by the owner and imposed as conditions of project approval.

Regarding the Resource Management Permit, Found:

5. That the project conforms to the Development Review Criteria contained in Chapter 20A.2 of the San Mateo County Zoning Regulations. The project complies with Section 6324.1 and Section 6324.4, which respectively address the potential for environmental impacts and water resources, as the project will not introduce noxious odors, chemical agents, or long-term noise levels. The project also complies with Sections 6324.2 through 6325.1, which address site design criteria, utilities, cultural resources, hazards and primary scenic resource areas, as the project is not located near any sensitive habitats or waterways. The project, as designed and conditioned, preserves the majority of mature trees and dominant vegetation. While the project is located within the scenic corridor, its design, existing topography and vegetation ensure that the impact from scenic public viewpoints is minimal.

Regarding the Grading Permit, Found:

6. That this project, as conditioned, will not have a significant adverse effect on the environment. The project will have a less than significant impact on the environment with the implementation of the mitigation measures proposed in the Mitigated Negative Declaration on elements identified as having a potential significant impact without mitigation. These potentially significant impacts include aesthetics, air quality, cultural resources, geology and soils, climate change, and noise.
7. That this project, as conditioned, conforms to the criteria of the San Mateo County Grading Ordinance and is consistent with the General Plan. Planning staff, the Geotechnical Section, and the Department of Public Works have reviewed the project and have determined its conformance to the criteria of Chapter 8, Division VII, San Mateo County Ordinance Code, including the standards referenced in Section 9296 and the San Mateo County General Plan.

Regarding the Fence Height Exception, Found:

8. Written notification of the exception request is sent to all owners of property located within 300-feet of the parcel, and to any member of the public requesting such notification.

Written notification for the August 25th, 2021 hearing has been sent to all property owners within 300 feet of the subject property.

9. Written notification of the exception request is sent to all recognized organizations or associations that have been established to represent the property owners in the neighborhood surrounding the parcel where the fence or hedge is proposed to be placed, and to any organization or association requesting such notification. An organization or association shall be considered recognized if it has been in existence for at least six months and has scheduled meetings.

No organization or associations have been established to represent the property owners of this parcel.

10. No member of the public or organization or association has submitted to the Community Development Director written objection to the exception request.

No written comments objecting to the fence has been received as of the writing of this report.

11. After consultation with the Department of Public Works, the Community Development Director finds that approving the exception will not jeopardize public safety.

The project has been referred to the department of public works (DPW). DPW has no objections to the design or height of the proposed fence adjacent to Heacox Road. The fence is set back appropriately from the road and will not jeopardize public safety.

12. After reviewing the parcel where the fence height exception is proposed, the Community Development Director finds that approving the exception will be compatible with the neighborhood surrounding that parcel and will not be detrimental to the public welfare. The community development director has determined that the design and placement of the fence, as conditioned, will be compatible with the surrounding neighborhood.

The proposed 6-foot high fence will be set back a minimum of 25 feet from the front property line. The Public Works Department has reviewed and conditionally approved the location of the fence and access points to ensure public safety in relation to neighboring developed parcels when exiting and entering Heacox Road.

13. The Community Development Director finds that the proposed fences promote or enhances good design, site relationships and other aesthetic considerations, in accordance with San Mateo County General Plan Policy 4.14.

The fence will be made compatible in design with the single-family home. The single-family home has been designed to blend in with the natural environment and all accessory structures will follow the same standards as required by mitigation measure 1.

For the Architectural Review, Found:

6. That the project is consistent with the General Plan Policies for Architectural Design Standards for Rural Scenic Corridors and Standards for Architectural and Site Control within the Skyline Scenic Corridor. The architectural character, earth-tone colors and the use of natural materials, are consistent with the standards for the skyline area. The project will not be visible from the Scenic Corridor and will not extend beyond the existing tree canopy further obscuring it from view and allowing the home to blend in with the natural environment.

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 August 25, 2021. 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. The permits shall be valid for two (2) years from the date of approval by the Planning Commission if no appeal is filed, in which time a building permit shall be issued. Any extension of these 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 Department of Fish and Game has determined that this project is subject to the Department of Fish and Game California Environmental Quality Act filing fees per Fish and Game Section 711.4. The applicant shall pay to the San Mateo County Recorder's Office an amount of \$2,480.25 plus the applicable \$50 recording fee at the time of filing of the Notice of Determination by the County Planning and Building Department staff within four (4) business days of the approval.
4. No site disturbance shall occur, including any vegetation removal or grading, until a building permit and grading permit "hard card" have been issued for the project. The grading permit "hard card" shall only be issued concurrently with the building permit.
5. All new power and telephone utility lines shall be placed underground.
6. Prior to the issuance of a building permit, the applicant shall pay all applicable Affordable Housing Impact Fees, pursuant to San Mateo County Ordinance No. 4758. The impact fees shall be assessed at \$5.00 per sq. ft. over 2,500 sq. ft. of residential floor area.
7. The Applicant shall implement best practices to minimize the spread of tree pathogens including disinfecting tools and removing soil from heavy equipment before entering and when leaving the project site. The best practices shall be shown on the approved plans.
8. The applicant shall plant on site 3 native coast live oak trees with planted acorns from the

same watershed to protect the genetic integrity of native oak trees. The replacement trees shall be shown on the building plans.

All fencing shall be designed in consultation with a biologist to facilitate the safe passage of wildlife through the subject site. The final design of all fencing on site shall be reviewed and approved by the community development director prior to issuance of a building permit.

Mitigation Measures

7. **Mitigation Measure 1:** The development shall employ colors and materials which blend in with, rather than contrast with, the surrounding soil and vegetative cover of the site. Color and material verification shall occur in the field prior to final building inspection.
6. **Mitigation Measure 2:** All proposed lighting shall be designed and located so as to confine direct rays to the subject property and prevent glare in the surrounding area. Manufacturer cut sheets for any exterior light fixtures shall be submitted for review and approval prior to the issuance of a building permit. All exterior fixtures shall be rated dark-sky compliant and designed to minimize light pollution beyond the confines of the subject premises.
6. **Mitigation Measure 3:** Final finishes of all exterior materials and/or colors, including glass windows and/or panels, shall be non-reflective.
6. **Mitigation Measure 4:** The applicant shall submit a plan to the Planning and Building Department prior to the issuance of any grading “hard card” that, at a minimum, includes the “Basic Construction Mitigation Measures” as listed in Table 8-2 of the BAAQMD CEQA Guidelines (May 2017). These measures shall be implemented prior to beginning any ground disturbance and shall be maintained for the duration of the project activities.
 6. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access road) 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 paved 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.
 - e. Idling times shall be minimized either by shutting equipment or vehicles 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 mechanic and determined to be running in proper condition prior to operation.
 - g. Post a publicly visible sign with the telephone number and person to contact at the County regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Bay Area Air Quality Management District's phone number shall also be visible to ensure compliance with applicable regulations.
11. **Mitigation Measure 5:** All regulated trees proposed for removal shall be replaced at a 1:1 ratio, minimum 15-gallon size stock. All proposed replacement trees shall be shown on a Tree Replanting Plan or Landscape Plan and shall include species, size, and location. Any regulated oak tree species removed shall be replaced with the same species. The Plan shall be submitted to the County Planning and Building Department for review and approval as part of the building permit plan sets.
12. **Mitigation Measure 6:** To ensure tree protection recommendations are effectively maintained throughout the duration of project construction, the following tree inspections shall be conducted and reported (in written report form) by a licensed arborist to the Current Planning Section:
- 6. Quarterly (i.e., every three months post installation) inspections, timeline to be determined upon issuance of a building permit. Quarterly inspections shall focus on the following:
 - 1) Whether tree protection recommendations are being followed.
 - 2) Whether Tree Protection Zones (TPZs) are being maintained intact and are not being encroached upon without prior authorization.
 - 3) Whether there are any unforeseen impacts or tree conflicts encountered above and beyond the assumptions made in the Tree Protection Plan (TPP).
 - 4) Whether any recommended changes to the existing TPP to improve efficacy of the plan or to provide the contractor more flexibility based on site observations and how such observations may impact the landscaping phase of the project.
 - b. Special inspections shall occur and be reported to the Current Planning Section by the licensed arborist during the following stages of construction:
 - 1) Post installation of tree protection measures. A letter shall be submitted that confirms tree protection zones have been installed to plan.
 - 2) Post grading/excavation. A letter shall be submitted that confirms tree protection remains intact, extent of damage to trees along equipment haul route and within proximity of grading/excavation limits. If damage incurred to

trees requires mitigation (e.g. pruning, removal, or compaction remediation), an explanation of the proposed mitigation is required.

- 3) Post utility installation. A letter shall be submitted that confirms the extent of activity was administered to plan and activities remained outside of identified TPZs.
- 4) Post framing/exterior finishing. A letter shall be submitted that confirms framing of structures occurred without damage to tree canopies. If pruning of heritage trees is required during the framing/exterior finishes stage, a Heritage Tree pruning permit is required. Pruning of heritage trees without a permit is subject to penalties detailed in Section 11,100 of the Heritage Tree Ordinance.
- 5) Paving/landscaping. A letter shall be submitted that confirms activities are remaining outside of identified TPZs. Alteration to the TPZ plan may require amendment and confirmation that any updates to the landscaping plan were reviewed and approved by the project arborist. Special attention shall be placed on installation of appropriate species and irrigation systems within driplines of California native oaks.
- 6) Prior to obtaining Certificate of Occupancy. A post-project arborist report shall be submitted stating the cumulative impact incurred to trees during the construction process. The report shall include a summary of previous inspections with particular emphasis on TPP/TPZ amendments made throughout the process, unauthorized violation to the TPP/TPZs and necessary remediation measures related to violations to the TPP/TPZ.

All special inspection reports above shall be completed and submitted to the Current Planning Section within five (5) business days of the listed construction stages above.

Failure to submit a required report by the pre-determined deadline may be subject to penalties consistent with Section 12,032.2 (Violations) of the Significant Tree Ordinance or Section 11,103 (Violations) of the Heritage Tree Ordinance. Violations of the TPP, including unauthorized encroachment to the TPZs, will at a minimum incur a stop work notice and may be subject to fiscal penalties consistent with Chapter 4 of the Significant Tree Ordinance (Section 12,030 – 12,032.5) or Chapter 3 of the Heritage Tree Ordinance (Section 11,100 – 11,104) where applicable. Changes in development plans which require pruning of heritage trees' canopy (regardless of relation to the TPZ boundary) or roots (within the identified TPZ) will be subject to approval of a Heritage Tree pruning permit.

13. **Mitigation Measure 7:** In the event that archaeological resources are discovered during construction, work in the immediate vicinity (within 50 feet) of the find must stop until a qualified archaeologist can evaluate the significance of the find. Construction activities may continue in other areas beyond the 50-foot stop work area. A qualified archaeologist is defined as someone who meets the Secretary of the Interior's Professional Qualifications Standards in archaeology. The Current Planning Section shall be notified of

such findings, and no additional work shall be done in the stop work area until the archaeologist has recommended appropriate measures, and those measures have been approved by the Current Planning Section and implemented.

14. **Mitigation Measure 8:** Should any human remains be discovered during construction, all ground disturbing work shall cease and the County Coroner shall be immediately notified, pursuant to Section 7050.5 of the State of California Health and Safety Code. Work must stop until the County Coroner can make a determination of origin and disposition of the remains pursuant to California Public Resources Code Section 5097.98 for the naming of a Most Likely Descendant and the recommendations for disposition.
15. **Mitigation Measure 9:** The applicant shall submit an erosion control plan in compliance with the County's General Erosion and Sediment Control Plan Guidelines Checklist for review and approval as part of the building permit plans submittal.
16. **Mitigation Measure 10:** No grading shall be allowed during the wet weather season (October 1 through April 30) to avoid increased potential soil erosion, unless the applicant applies for an Exception to the Winter Grading Moratorium and the Community Development Director grants the exception. Exceptions will only be granted if dry weather is forecasted during scheduled grading operations, and the erosion control plan includes adequate winterization measures (amongst other determining factors).
17. **Mitigation Measure 11:** An Erosion Control and Tree Protection Pre-Site Inspection shall be conducted prior to the issuance of a grading permit "hard card" and building permit to ensure the approved erosion control.
18. **Mitigation Measure 12:** The applicant shall implement the following basic construction measures at all times:
 - a) 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 Toxic Control Measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
 - b) 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.
 - c) Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. This person, or his/her designee, shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.
19. **Mitigation Measure 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).
20. **Mitigation Measure 14:** Should any traditionally or culturally affiliated Native American tribe respond to the County's issued notification for consultation, such process shall be completed and

any resulting agreed upon measures for avoidance and preservation of identified resources be taken prior to implementation of the project.

21. **Mitigation Measure 15:** In the event that tribal cultural resources are inadvertently discovered during project implementation, all work shall stop until a qualified professional can evaluate the find and recommend appropriate measures to avoid and preserve the resource in place, or minimize adverse impacts to the resource, and those measures shall be approved by the Current Planning Section prior to implementation and continuing any work associated with the project.
22. **Mitigation Measure 16:** Any inadvertently discovered tribal cultural resources shall be treated with culturally appropriate dignity taking into account the tribal cultural values and meaning of the resource, including, but not limited to, protecting the cultural character and integrity of the resource, protecting the traditional use of the resource, and protecting the confidentiality of the resource.

Building Inspection Section

23. Building permits are required for the proposed project.
24. The property is located within a State Responsibility Area High Fire Hazard Severity Zone and the project shall be designed and constructed according to the minimum code requirements for development located within this zone.

Geotechnical Section

25. A geotechnical report shall be submitted at the building permit stage, the report shall be updated to the current adopted code. As applicable, significant grading profiles, grading proposals, foundation design recommendations, retaining wall design recommendations, and basement design recommendations shall be provided in the geotechnical report at building permit stage.

Department of Public Works

26. Prior to the issuance of the building permit, the applicant shall submit a driveway and road "Plan and Profile," to the Department of Public Works, showing the road access from the nearest maintained road and driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20 percent) 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.
27. 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 #3277.

28. Heacox Road is a privately maintained roadway. The contractor shall be responsible for any damage to this roadway caused by the contractor's construction equipment. Pre and post video of the roadway shall be submitted to the Department of Public Works before issuance of a building permit and before building permit final sign off, respectively.

Drainage Section

29. The following will be required at the time of building permit submittal:
 6. A final Drainage Report stamped and signed by a registered Civil Engineer.
 - b. A final Grading and Drainage Plan stamped and signed by a registered Civil Engineer.
 - c. An updated C.3 and C.6 Checklist (if changes to the impervious areas have been made during the design phase).
 - d. A copy of the NOI/SWPPP for the project under the CA Construction General Permit.

San Mateo County Environmental Health Services

30. The following must be completed during the building permit phase:
 6. The applicant shall submit an application and pay appropriate fees directly to Environmental Health for a "permit to operate" for the certified domestic well meeting State drinking water standards. Note: inspection of filtration unit, water storage, and completion of satisfactory qualitative water test must be completed prior to building permit final sign-off.
 - b. Remove note on plans: "Proposed Percolation Testing Locations To Be Performed After Receiving Planning Approval" and "Well To Be Upgraded To San Mateo Standards" on sheets A-1.1, A-1.2, C-3.1, and all other relevant plan sheets. Additional testing may be required in the area of the proposed dispersal area.

San Mateo County Fire Department

31. The residence will require an NFPA 13D automatic fire sprinkler system. Add this note to the plans.
32. Add note to the title page that the building will be protected by an automatic fire sprinkler system.

33. Show locations of propane tanks, and any fuel tanks.
34. Provide fire apparatus access to your structure on plans. Fire apparatus access shall be to within 150 ft. of all exterior portions of the facility and all portions of the exterior walls of the first story of the buildings as measured by an approved access route around the exterior of the building or facility. Access shall be 20 feet wide, all weather surface, and able to support a fire apparatus weighing 75,000 lbs. Where a fire hydrant is located in the access, a minimum of 26 ft. 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 percent shall be paved and limited to 150 feet in length. No grade shall be over 20 percent. When gravel roads are used, it shall be class 2 base, or equivalent, compacted to 95 percent. Gravel road access shall be certified by an engineer as to the compaction and weight it will support. Include an engineered section detail with thickness of and type of base and compaction.
35. Provide cubic footage of the building. This is to be used with NFPA 1142 to determine the amount of fire protection water supply required for your project.
36. The San Mateo County Fire Department has determined that a minimum of 7,500 gallons of fire protection water in water storage tanks will be required, in addition to the required domestic water storage. Plans showing the tank(s) type, size, location and elevation are to be submitted for review and approval. The water storage tank(s) shall be so located as to provide gravity flow to a standpipe/hydrant.
37. 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 Department, for review and approval by the San Mateo County Fire Department. Plans shall show the location, elevation and size of the required water storage tanks, the associated piping layout from the tank(s) to the building/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.
38. The fire engine turnaround and road leading to it shall be designated as fire lanes. Red curbs, and "No Parking, Fire Lane" signs are required throughout the turnaround and access road. Show this on the site plan.
39. The building is in a High Fire Hazard Severity Zone and will require a Class A roof. Add this to the plans.
40. The full open width of the gate needs to be a minimum of 14 ft. Sheet 19 entry gates and posts detail show 14 feet 8 inches from the center of the outside post to side of the inside post. Please correct on plans.
41. This project is located in a State Responsibility Area for wildfire protection. Roofing, attic ventilation, exterior walls, windows, exterior doors, decking, floors and underfloor protection shall meet CRC R327 requirements. Add this note to plans.

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2. **Owner:** Z Enterprises LP
Applicants: Steve and Nicholas Zmay
File Number: PLN2014-00410
 Location: 1 551 Crystal Springs, San Mateo (District 1)
 Assessor's Parcel No's: 038-131-110

Consideration of Minor Subdivision, a Resource Management Permit, and a Grading Permit, and adoption of the Revised Recirculated Initial Study/Mitigated Negative Declaration, pursuant to the California Environmental Quality Act, to subdivide a 60.3-acre parcel into 3 parcels, each approximately 0.7-acre in size, for future residential development, creating a 58.153±-acre remainder parcel (with approximately 48.88 acres of land to be protected by a conservation easement, and 9.27 acres of developable area including an existing single-family dwelling). The project involves an upgrade of a 203 linear feet portion of the Billy Goat Hill sewer line that is required to off-set system capacity for the project increase in service, grading including 455 cubic yards (cy) of earthwork (290 cy of cut and 165 cy of fill) for landslide repair and 30 cy of cut and 30 cy of fill for the sewer line upgrade, and no removal of protected trees. This item was continued from the July 28, 2021 meeting.

SPEAKERS:

1. Lennie Roberts
2. Liesje Nicolas
3. Shlomit Holtzman
4. Tanya Leung
5. Gary Trott

COMMISSION ACTION:

Commissioners unanimously agreed to close the public hearing.

Commissioner Ketcham moved and Commissioner Hansson seconded the motion. **Motion carried 4-0-0-1 (Commissioner Santacruz absent).**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission adopted findings of denial for the Minor Subdivision, Resource Management Permit, and Grading Permit, County File Number PLN 2014-00410, as **revised** as follows:

FINDINGS:

Regarding the Resource Management Permit, the Planning Commission Found:

1. That the design of the proposed subdivision is inconsistent with Section 6324.6 of the Resource Management District Zoning Regulations because the proposed lots:
 - a. Would not provide reasonable and appropriate setbacks from hazardous areas within hazardous areas defined within the Conservation, Open Space, Safety, and Seismic

Safety Elements of the San Mateo County General Plan, in violation of Section 6324.6(a) of the Zoning Regulations;

- b. Would, notwithstanding the permitted development density under the Zoning Regulations, use areas for placement of structures which are severely hazardous to life and property due to soils, geological, or fire factors, in violation of Section 6324.6© of the Zoning Regulations;

- c. Would, in violation of Section 6324.6(f) of the Zoning Regulations, develop land area of the parent parcel unsuitable for its proposed use for reason of its exposure to fire and susceptibility to mudslides or earthslides and severe erosion potential, having considered (1) the danger to life and property due to the designated hazards caused by excavation, fill, roads, and intended uses, (2) the danger that structures or other improvements may slide or be swept onto other lands or downstream to the injury of others, (3) the susceptibility of the proposed facility and its contents to potential damage, and the effect of such damage to the property; (4) the importance of the services provided by the proposed facility to the community; and (6) the availability of a sufficient amount of water, as defined by the fire protection agency, for fire suppression purposes.

Regarding the Minor Subdivision, Found:

- 6. That the site is not physically suitable for the proposed type of development due to landslide activity on the parcel, in violation of Subdivision Regulations section 7013(3)(b)(3);

- 6. That the site is not physically suitable for the proposed density of development due to landslide activity on the parcel, in violation of Subdivision Regulations section 7013(3)(b)(4);

- 6. That the subdivision is on land located in a state responsibility area or a very high fire hazard severity zone as both are defined in Section 51177 of the California Government Code, and that the design and location of each lot in the subdivision, and the subdivision as a whole, are not consistent with applicable regulations adopted by the State Board of Forestry and Fire Protection pursuant to Sections 4290 and 4291 of the Public Resources Code; due to the fact that proposed minor subdivision would be inconsistent with the protection responsibilities found in section 4291(a)(1)(A) by (a) allowing lot configurations and a pattern of private ownership of land that renders it impossible to hold future owners accountable for maintaining fuel loads such that a wildfire burning under average weather conditions would be unlikely to ignite a structure; and (2) allowing the installation of buildings or structures incapable of meeting regulations of defensible space, thereby making the area less safe from possible

wildfires.

PUBLIC RESOURCES CODE – PRC

DIVISION 4. FORESTS, FORESTRY AND RANGE AND FORAGE LANDS [4001 – 4958]

(Division 4 repealed and added by Stats. 1965, Ch. 1144.)

PART 2. PROTECTION OF FOREST, RANGE AND FORAGE LANDS [4101 – 4789.7]

(Part 2 added by Stats. 1965, Ch. 1144.)

CHAPTER 3. Mountainous, Forest-, Brush- and Grass-Covered Lands [4291 – 4299]

(Chapter 3 added by Stats. 1965, Ch. 1144.)

Section 4291 (a) A person who owns, leases, controls, operates, or maintains a building or structure in, upon, or adjoining a mountainous area, forest-covered lands, brush-covered lands, grass-covered lands, or land that is covered with flammable material, shall at all times do all of the following:

- (6) (A) Maintain defensible space of 100 feet from each side and from the front and rear of the structure, but not beyond the property line, except as provided in subparagraph (B). The amount of fuel modification necessary shall consider the flammability of the structure as affected by building material, building standards, location, and type of vegetation. Fuels shall be maintained in a condition so that a wildfire burning under average weather conditions would be unlikely to ignite the structure. This subparagraph does not apply to single specimens of trees or other vegetation that are well-pruned and maintained so as to effectively manage fuels and not form a means of rapidly transmitting fire from other nearby vegetation to a structure or from a structure to other nearby vegetation. The intensity of fuels management may vary within the 100-foot perimeter of the structure, with more intense fuel reductions being utilized between 5 and 30 feet around the structure, and an ember-resistant zone being required within 5 feet of the structure, based on regulations promulgated by the board, in consultation with the department, to consider the elimination of materials in the ember-resistant zone that would likely be ignited by embers. The promulgation of these regulations by the board is contingent upon an appropriation by the Legislature in the annual Budget Act or another statute for this purpose. Consistent with fuels management objectives, steps should be taken to minimize erosion. For the purposes of this subparagraph, "fuel" means any combustible material, including petroleum-based products and wildland fuels.*

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- 3. Owner/Applicants: Vida Verde Nature Education, Inc**
 File Number: PLN2019-00429
 Location: 3540 La Honda Road, San Gregorio (District 3)
 Assessor's Parcel No's: 081-320-060

Consideration of a Coastal Development Permit, a Planned Agricultural District Permit, a Farm Labor Housing Permit, and adoption of an Initial Study and Mitigated Negative Declaration, to establish a camp for 4th-6th grade students. Proposed development associated with the camp includes a new 2,890 sq. ft. 2-story barn, three 400 sq. ft. and one 320 sq. ft. outdoor camping structures, a new 100 sq. ft. detached student restroom, a new 735 sq. ft. equipment storage building, and minor remodel of the existing house on a legal 23.08-acre parcel. This project is appealable to the California Coastal Commission.

SPEAKERS:

1. Sean Sears
2. Sandy Sommer
3. Mike Williams
4. Lennie Roberts
5. Zoe Kersteen-Tucker
6. Andrew Shapiro

COMMISSION ACTION:

Commissioners unanimously agreed to close the public hearing.

Commissioner Ramirez moved and Commissioner Hansson seconded the motion. **Motion carried 4-0-0-1- (Commissioner Santacruz absent).**

Based on information provided by staff and evidence presented at the hearing that the Planning Commission adopted the Mitigated Negative Declaration and approved the Coastal Development Permit, Planned Agricultural District Permit, and Farm Labor Housing Permit, County File Number PLN 2019-00429, 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 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.

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 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 with 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 as discussed in Section A.2 of this Staff Report.

Regarding the Planned Agricultural District Permit. Found:

7. That the proposed development and use are consistent with the adopted policies and procedures for approved Farm Labor Housing as discussed in Section 4 of this Staff Report.
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 camp and its associated development 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 use and development are located on or adjacent to previously disturbed area on the property. Conversion of prime farm land not will result in significant impact to the ongoing agricultural uses on the property. The project development area is constrained due to the presence of sensitive habitats and flood zone boundaries.

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 August 25, 2021 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. The Farm Labor Housing portion of this permit 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 unit, 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 unit shall be occupied by farm workers, as described in Condition No. 2, and their immediate family members.
4. In the case of proposed alterations to either the structure or number of occupants to the permitted 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 unit 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 Current Planning Section 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 unit (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 Environmental Health Services 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. The Planned Agricultural District and Coastal Development Permits portion of the project shall be valid for one (1) year by which time a building permit must be issued. Any extension of this permit shall require submittal of an application for permit extension and payment of applicable permit extension fees.
7. Within four (4) business days of the final approval date for this project, the applicant shall submit an environmental filing fee of \$2,480.25, 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 \$2,530.25, made payable to "San Mateo County Clerk," to the project planner to file with the Notice of Determination.
8. No building permits shall be issued in association with this approval until the applicant provides proof of approval by the California Division of Drinking Water for the transient non-community water system.

9. **Mitigation Measure 1:** The applicant shall submit a plan to the Planning and Building Department prior to the issuance of any grading “hard card” that, at a minimum, includes the “Basic Construction Mitigations Measures” as listed in Table 8-2 of the BAAQMD CEQA Guidelines (May 2017). These measures shall be implemented prior to beginning any ground disturbance and shall be maintained for the duration of the project activities:
- a. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access road) 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 paved 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 mph.
 - e. Idling times shall be minimized either by shutting equipment or vehicles 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 mechanic and determined to be running in proper condition prior to operation.
 - g. Post a publicly visible sign with the telephone number and person to contact at the County regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Bay Area Air Quality Management District’s phone number shall also be visible to ensure compliance with applicable regulations.
10. **Mitigation Measure 2:** San Francisco Dusky-Footed Woodrat- A survey for San Francisco dusky-footed wood rat lodges within the development areas shall be conducted prior to any construction activities. California Department of Fish and Wildlife requires disturbance-free buffers of 50 feet around each lodge. Wood rat lodges that cannot be avoided shall be dismantled by a qualified biologist during the time of year that would least impact breeding wood rats (November-January). Dismantling shall be conducted slowly to avoid impacting neonate wood rats. If neonates are detected in the lodge, dismantling shall cease, and the lodge will be checked every 48 hours to determine if the neonates are still present. Dismantling can continue once the neonates are no longer present and have either been weaned from their mothers, or the mothers have moved them from the nest.
11. **Mitigation Measure 3:** Day Roosting Bats- Day roosting bats may occur in crevices of the barn roof. The roof and trim should be carefully removed with hand tools. Removal

should be conducted towards the end of the day, when bats naturally emerge from their day roosts.

12. **Mitigation Measure 4:** Non-Native Plant Species Avoidance- All construction vehicles that may have been exposed to non-native, invasive plant species and may carry seeds shall be washed (tires and undercarriage) before entering the property. In the event that imported fill is needed, native soil shall be used. All rock, aggregate, fiber rolls, or other construction materials, if needed, shall be certified weed-free.
13. **Mitigation Measure 5:** Exclusion fencing shall be installed at the perimeter of the riparian buffer to delineate the area of work and protect sensitive habitats.
14. **Mitigation Measure 6:** Watershed Protection and Maintenance- Best Management Practices according to San Mateo County's Watershed Protection and Maintenance Standards shall be incorporated into the project design to protect the water quality of nearby San Gregorio Creek (<https://publicworks.smcgov.org/watershed-protection-and-maintenance-standards>).
15. **Mitigation Measure 7:** If possible, barn demolition, vegetation trimming/removal, and initial earth work should be conducted outside the bird breeding season (September 1- January 31). If these activities occur during the breeding season, a qualified biologist will need to conduct a survey for nesting birds within five days prior to the proposed start of construction. If an active nest is detected in the construction area, work will be delayed until the young fledge, and/or a disturbance-free buffer will need to be established around the nest. California Department of Fish and Wildlife usually accepts a 50-foot buffer for passerine nests, and a 250-foot buffer for most raptor nests. A qualified biologist shall monitor the behavior of the birds at the nest site to ensure that they are not disturbed by project related activities. Nest avoidance and/or monitoring shall continue during project-related construction work until the young have fledged, are no longer being fed by the parents, and have left the nest site. At that time the nest buffer may be removed, and work may commence.
16. **Mitigation Measure 8:** In the event that prehistoric traces (human remains, artifacts, concentrations of shell/bone/rock/ash, etc.) are encountered, all construction activities within a fifty-meter radius of the find shall be stopped, the County Planning Department notified, and an archaeologist retained to examine the find and make appropriate recommendations. All contractors and sub-contractors shall be made aware of these requirements and shall adhere to all applicable laws including State Cultural Preservation laws.
17. **Mitigation Measure 9:** In the event that human skeletal remains are encountered, all work at the immediate location of the find must temporarily stop. Public Resource Code 5097 and local Health and Safety codes establish a procedure for notifying the County Coroner's Office and possibly the State Native American Heritage Commission to seek recommendations from a Most Likely Descendant (Tribal Contact) before any further action at the location of the find can proceed. All contractors and sub-contractors shall be made aware of these requirements and shall adhere to all applicable laws including State Cultural Preservation laws.

18. **Mitigation Measure 10:** Prior to 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 County Wide 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 project activities.
 - d. Within five days of clearing or inactivity, stabilize bare soils through either non-vegetative BMPs, such as mulching, or vegetative erosion control methods such as seeding. Vegetative erosion control shall be established within two weeks of seeding/planting.
 - e. Project site entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and 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. Install storm drain inlet protection that traps sediment before it enters any adjacent storm sewer systems. This barrier shall consist of filter fabric, straw bales, gravel, or sand bags.

- k. Install sediment traps/basins at outlets of diversions, channels, slope drains, or other runoff conveyances that discharge sediment-laden water. Sediment traps/ basins shall be cleaned out when 50 percent full (by volume).
 - l. 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.
 - m. Utilize coir fabric/netting on sloped graded areas to provide a reduction in water velocity, erosive areas, habitat protection, and topsoil stabilization.
 - n. 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.
19. **Mitigation Measure 11**: The applicant shall implement the following basic construction measures at all times:
- a. 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 Toxic Control Measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
 - b. 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.
 - c. Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. This person, or his/her designee, shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.

Cal-Fire

20. 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 six 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.

21. Remove that portion of any tree which extends within 10 feet of the outlet of any chimney or stovepipe or any portion of the tree which overhangs the roof assembly or is within 5 feet of any portion of the structure.
22. Approved automatic fire extinguishing systems shall be provided for the protection of commercial type cooking equipment and associated hood and duct systems as required by the California Fire Code. Plans for required hood and duct commercial cooking operations are to be submitted to the San Mateo County Building Department for review and approval by the San Mateo County Fire Department.
23. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and clearing away flammable vegetation for a distance of not less than 30 feet and up to 100 feet around the perimeter of all structures, or to the property line, if the property line is less than 30 feet from any structure.
24. A Wet Draft Hydrant with a 4 1/2-inch 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.
25. All roof assemblies in Very high Fire Hazard Severity Zones shall have a minimum CLASS-A fire resistive rating and be installed in accordance with the manufacturer's specifications and current California Building and Residential Codes.
26. Smoke alarms and carbon monoxide detectors shall be installed in accordance with the California Building and Residential Codes. This includes the requirement for hardwired, interconnected detectors equipped with battery backup and placement in each sleeping room in addition to the corridors and on each level of the residence.
27. An approved Automatic Fire System meeting the requirements of NFPA-13 shall be required to be installed for your project. Plans shall be submitted to the San Mateo County Building Department for review and approval by the San Mateo County Fire Department.
28. An interior and exterior audible alarm activated by automatic fire sprinkler system water flow shall be required to be installed in all residential systems. All hardware must be included on the submitted sprinkler plans.
29. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.
30. All tent and awning structures shall carry the California Office of the State Fire Marshal's label and comply with all California Fire Code, California Code of Regulations Title 19, and the California Health and Safety Code requirements.
31. Because of the fire flow and automatic sprinkler requirements for the project, an on-site water storage tank is required. Based upon the building plans submitted, the authority having jurisdiction will determine the minimum gallons of fire protection water that will be

required in addition to the required domestic water storage. Plans showing the tank(s) type, size, location and elevation must be submitted to the San Mateo County Fire Department for review and approval.

32. 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.
33. This project is located in a wildland urban interface area. Roofing, attic ventilation, exterior walls, windows, exterior doors, decking, floors, and underfloor protection to meet CRC R327 or CBC Chapter 7A requirements.

Environmental Health Services

34. At the building permit stage, a full onsite wastewater treatment system (OWTS) design will be required to include material specifications, pump curves, cross section details, operations/maintenance manual, grading/drainage plans, etc.
35. Well drilling must be under permit through Environmental Health Services. The end-use of the well will need to be permitted by the State Water Resource Control Board, Division of Drinking Water (DDW) at minimum as groundwater under the direct influence of surface water (see comments under PRE 2015-00027 and PLN 2018-00457).
36. At the building permit stage, obtain approval of the commercial kitchen with Environmental Health Services Food Plan Check. For the commercial kitchen design, if a high temperature dishwasher is specified a chiller should be installed downstream of the floor sink before the grease trap to allow appropriate separation of the fats, oils, and grease.

Building Inspection Section

37. The applicant shall comply with all Building Inspection Section requirements at the building permit stage.
38. Multiple building permits will be required for this project.
39. Development on this property involve areas of FEMA Flood Hazard Severity Zone A and shall be designed and constructed accordingly.
40. Plans shall be submitted for the construction of the "House and Office" residence to understand the scope of work.
41. Based on the description, fire sprinklers are required in the "House and Office" residence.

42. All required paths of travel shall be made accessible.

Drainage Section

43. The following will be required at the time of building permit submittal:

- a. Final Drainage Report stamped and signed by a registered Civil Engineer.
- b. Final Grading and Drainage Plan stamped and signed by a registered Civil Engineer including all relevant details for the drainage features.
- c. An updated C.3 and C.6 Checklist (if changes to the impervious areas have been made during the design phase).

Geotechnical Section

44. A soils report shall be submitted for the applicable development at the time of the building permit application.

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4. **Correspondence and Other Matters**

No additional correspondence

Commissioner Hansson was appreciative of the handwritten notes for item #3.

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

Commissioner Ketcham received copy of email on removal of additional oaks at Ascension Heights erosion repair site and requested follow-up on that issue.

6. **Director's Report**

We are looking at bringing back in-person meetings in November.

7. **Adjournment**

The meeting adjourned at 11:42 p.m.