

## Amy Ow

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**From:** Kristen Outten <koutten@swca.com>  
**Sent:** Friday, May 20, 2022 11:33 AM  
**To:** Camille Leung  
**Cc:** Amy Ow; Jessica Henderson-McBean  
**Subject:** RE: Highland Estates - Final Site Inspections

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I think that should be all we need for now; thanks Camille!

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**From:** Camille Leung <cleung@smcgov.org>  
**Sent:** Friday, May 20, 2022 11:33 AM  
**To:** Kristen Outten <koutten@swca.com>  
**Cc:** Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>  
**Subject:** RE: Highland Estates - Final Site Inspections

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No prob! Sent them both (Lot 9 and 10 plans) over to you and Jessie...let me know if you need anything else

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**From:** Kristen Outten <koutten@swca.com>  
**Sent:** Friday, May 20, 2022 11:29 AM  
**To:** Camille Leung <cleung@smcgov.org>  
**Cc:** Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>  
**Subject:** RE: Highland Estates - Final Site Inspections

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Great; thank you so much, Camille. We didn't have the Nov 2019 plans so thank you for sending over the file sharing link.

Have a good weekend,  
Kristen

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**From:** Camille Leung <cleung@smcgov.org>  
**Sent:** Friday, May 20, 2022 10:59 AM  
**To:** Kristen Outten <koutten@swca.com>  
**Cc:** Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>  
**Subject:** RE: Highland Estates - Final Site Inspections

Hi Kristen,

In preparation for the final site walk, can you please confirm the most current landscaping plans are those dated 3/17/2017? --- Do you have the Nov 2019 issued plans for Lots 9 and 10. Those were the latest plans for landscaping, lighting, etc. If not, I can re-send via a file sharing link.

Also, I believe the lighting requirements are shown on the Exterior Elevation Plans; is that correct? If so, can you please send us the most current copy. All I have to confirm the lighting requirements are illegible photographs of the Exterior Elevation Plans stamped with SM Co. Building Inspection Approval on 11/13/2019. --- The fixtures don't have to match perfectly to the plan just has to comply with lighting-related conditions of approval. "Condition 4k: The lighting plan shall require that all lighting be directed and shielded as to minimize light spillage into nearby willow scrub habitat, as well as adjacent oak woodland habitats." And 6a: "Exterior lighting shall be minimized and earth-tone colors of lights used" (no more fixtures than that on issued BLD planset).

Lastly, can you please confirm that County staff (not SWCA) will be confirming approved colors and materials during the site walk? Yes I will confirm colors.

Please let us know if there is anything else beyond lighting, landscaping, tree replacement, and final erosion that Jessie should be inspecting on next week. --- Re: erosion, there should be no bare dirt and site is stabilized. I reviewed all conditions and identified the following that needs to be checked at Final (excludes conditions verified by other Agencies):

*4.u: Mitigation Measures HAZMAT-2: As required by the San Mateo County Fire Protection Ordinance, Section 3.84.100, individual property owners for Lots 1-4 and 9, 10, and 11 shall be responsible for maintaining a fuel break by removing all hazardous flammable materials or growth from the ground around each home for a distance of up to 100 feet from its exterior circumference, for the life of the project. Property owners of lots listed above shall arrange with the property owner of the open space parcel to obtain legal access to the open space parcel for the purpose of vegetation clearance. This would not include the authorization of tree removal for trees protected by the RM zoning regulations or "major removal" of vegetation requiring an RM Permit. For the twelve parcels that constitute the project site, the removal of trees or other vegetation providing screening of the eleven residences such that the residences are made significantly more visible from public viewing location(s) shall constitute a "major removal" requiring an RM Permit. This requirement shall be recorded as a deed restriction on Lots 1 through 4, and 9, 10, and 11 when the lots are sold.*

*21. This permit does not authorize the removal of any additional trees with trunk circumference of more than 55 inches beyond those approved by the Board of Supervisors. Such activity would require application for and issuance of a separate Resource Management (RM) Permit. All trees not approved for removal under this permit shall be protected during grading operations. Prior to the issuance of the Grading Permit hard card, the applicant shall implement the following tree protection plan... (Need to confirm that trees that should have been protected were not damaged/removed)*

*30. The color and materials of the bio-retention planters for all homes shall match the surrounding native landscaping, such that planters will blend with the surrounding environment.*

Thanks!! See you Tuesday!

**From:** Kristen Outten <[koutten@swca.com](mailto:koutten@swca.com)>

**Sent:** Thursday, May 19, 2022 3:18 PM

**To:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>  
**Cc:** Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>; Jessica Henderson-McBean <[JHenderson-McBean@swca.com](mailto:JHenderson-McBean@swca.com)>  
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Please let us know if there is anything else beyond lighting, landscaping, tree replacement, and final erosion that Jessie should be inspecting on next week.

Thanks,  
Kristen

**From:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>  
**Sent:** Monday, May 16, 2022 10:09 AM  
**To:** Jessica Henderson-McBean <[JHenderson-McBean@swca.com](mailto:JHenderson-McBean@swca.com)>; Kristen Outten <[koutten@swca.com](mailto:koutten@swca.com)>  
**Cc:** Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
**Subject:** RE: SWCA - Highland Estates - Amendment #3

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---

Ok I'll set up an appointment with Bob. Which day are you already in area?

**From:** Jessica Henderson-McBean <[JHenderson-McBean@swca.com](mailto:JHenderson-McBean@swca.com)>  
**Sent:** Monday, May 16, 2022 8:55 AM  
**To:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>; Kristen Outten <[koutten@swca.com](mailto:koutten@swca.com)>  
**Cc:** Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
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Hi Camille,

I just wanted to let you know that my schedule next week is already quite full. The only days that I could be available for the final inspection would be Tuesday (5/24) or Wednesday (5/25).

Thanks so much!

**Jessie Henderson-McBean** | she, her, hers  
Project Wildlife Biologist

**SWCA Environmental Consultants**  
60 Stone Pine Road, Suite 100  
Half Moon Bay, CA, 94019  
O 650.440.4291 | C 805.712.8794



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**Subject:** FW: SWCA - Highland Estates - Amendment #3  
**Importance:** High

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Hi Kristen and Jessie,

Please see attached amendment for your signature. Please send it back for our counter-signature.

FYI, Bob is lining up SWCA final inspection for week of 5/23

Thanks

**From:** Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
**Sent:** Friday, May 13, 2022 11:12 AM  
**To:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>  
**Cc:** Sophie Mintier <[smintier@smcgov.org](mailto:smintier@smcgov.org)>  
**Subject:** SWCA - Highland Estates - Amendment #3  
**Importance:** High

Good Morning Camille,

Can you please forward the attached amendment to SWCA for their signature and have them send it back asap for the counter-signature.

Thank you,  
Amy

Amy Ow  
Administrative Secretary II  
Planning and Building Department

455 County Center, 2nd Floor  
Redwood City, CA 94063  
(650) 363-1836



**COUNTY OF SA**

**Please forward all invoices and any other fiscal inquires to:**  
[Planning\\_Fiscal@smcgov.org](mailto:Planning_Fiscal@smcgov.org)

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Project Wildlife Biologist

**SWCA Environmental Consultants**  
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Redwood City, CA 94063  
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