

January 10, 2022

Andrea Costanzo
297 Alta Vista Drive
South San Francisco, CA 94080

Dear Ms. Costanzo:

SUBJECT: Coastal Development Permit, Coastside Design Review Permit, and Home Improvement Exception
120 Ellendale Street, Moss Beach
APN 037-117-140; County File No. PLN 2020-00205

Staff has reviewed your application for a Design Review Permit, Coastal Development Permit (CDP), and Home Improvement Exception (HIE) to allow the construction of a 532 sq. ft., two-story addition to an existing 1,564 sq. ft., two-story, single-family residence on a 5,000 sq. ft. legal parcel. An HIE is required as the proposed entry would encroach into the street side setback by 1-foot 6 inches providing a street side setback of 8-foot 6 inches where 10 feet is the minimum. A 569 sq. ft. attached Accessory Dwelling Unit (ADU) is associated with the project but is not included in the scope of the above listed permits as the ADU is a ministerial project. No significant tree removal and only minor grading is proposed. The project is not appealable to the California Coastal Commission.

Chapter 25, Section 6531 (Variances and Home Improvement Exceptions) of the County Zoning Regulations, allows for projects that require relief from the provisions of the Zoning Regulations for setbacks. The proposed entry would encroach into the street side setback by 1-foot 6 inches providing a street side setback of 1-foot 6 inches where 10 feet is the minimum. The project otherwise complies with all R-1/S-17/DR/CD (Single-Family Residential/5,000 sq. ft. minimum parcel size/Design Review/Coastal Development) zoning regulations. The HIE was noticed on July 28, 2021 and no comments were received.

A CDP is required for the addition as the property is not located in the Single-Family Residential Categorical Exclusion Zone and does not meet coastal permit exemption criteria, as the project will result in an increase of more than 10 percent of the existing internal floor area in an area that is between the sea and the first through, improved public road paralleling the sea. The project is not located in the Coastal Commission Appeals Jurisdiction, and, therefore, the CDP is not appealable to the Coastal Commission.

At its meeting of August 12, 2021, the San Mateo County Coastside Design Review Committee (CDRC) considered your application for design review. The CDRC recommended approval of your project, based on and subject to the findings and conditions provided in this letter. The CDRC accepted the renderings presented as an adequate demonstration of scale.



Based on the plans, application forms and accompanying materials submitted, staff has **approved** your project based on and subject to the following findings and conditions:

FINDINGS

Staff finds that:

1. For the Environmental Review

This project is categorically exempt under Section 15301, Class 1, of the California Environmental Quality Act related to a minor alteration to an existing residence that does not result in an increase of more than 50 percent of the floor area of the structure before the addition. The two-story addition of 532 sq. ft. is only a 34 percent increase in floor area relative to the existing floor area (1,564 sq. ft.) of the property.

The Coastside Design Review Committee finds that:

2. For the Design Review

The project has been reviewed under and found to be in compliance with the Design Review Standards for One-Family and Two-Family Residential Development in the Midcoast, Section 6565.20 of the San Mateo County Zoning Regulations, specifically elaborated as follows:

- a. *Section 6565.20 (D) ELEMENTS OF DESIGN; 1. Building Mass, Shape and Scale; b. Neighborhood Scale; Standards (1):* The design of the proposed addition to the home respects the scale and feel of the neighborhood through building dimensions, shape, scale, and form that are proportional and complementary to the existing structure and other homes in the neighborhood.
- b. *Section 6565.20 (D) ELEMENTS OF DESIGN; 1. Building Mass, Shape and Scale; d. Daylight Plane/Façade Articulation; Standards (2):* The design of the addition provides façade articulation on all sides. The building is well articulated and proportioned.
- c. *Section 6565.20 (D) ELEMENTS OF DESIGN; 3. Roof Design; a. Massing and Design of Roof Forms; Standards (1):* The design includes primary and secondary roof forms that are compatible with the existing roof form's slope and material and are integrated into existing roof forms.

Staff finds that:

3. For the Coastal Development Permit

- a. That the project, as described in the application and accompanying materials required by Section 6328.7 (Application Requirements for a Coastal Development Permit) and as conditioned in accordance with Section 6328.14 (Conditions for a Coastal Development Permit), conforms to the plans, policies, requirements and standards of the San Mateo County Local Coastal Program (LCP), including policies of the Locating and Planning New Development and Visual Resources components. The project is not located in a State or County Scenic Corridor. In addition, on August 12, 2021, the CDRC found that the project is in compliance with the Standards for Design for One-Family and Two-Family Residential Development in the Midcoast.

Locating and Planning New Development:

Policy 1.19 (*Ensure Adequate Public Services and Infrastructure for New Development in Urban Areas*) requires that no permit for development in the urban area shall be approved unless it can be demonstrated that it will be served with adequate water supplies and wastewater treatment facilities. Montara Water and Sanitary District has confirmed adequate supply and treatment capacity to serve the parcel.

Visual Resources:

Policy 8.12(a)(1) (*General Regulations*) applies the Design Review Zoning District to urbanized areas of the Coastal Zone, which includes Moss Beach. The project is, therefore, subject to Design Review criteria established by Section 6565.20 of the Zoning Regulations. The Coastside Design Review Committee (CDRC) considered this project at the regularly scheduled CDRC meeting on August 12, 2021, determined that the project is in compliance with applicable Design Review Standards, and recommended approval.

- b. That the project is not located between the nearest public road and the sea and is not subject to the public access and public recreation policies of Chapter 3 of the Coastal Act.

4. For the Home Improvement Exception

- a. **The existing structure has a design, or there are conditions applicable to the property such that the proposed project would result in only minor exterior changes.**

The proposed covered front porch presents minimal exterior changes, encroaching into the required 10-foot street facing side yard setback by 1-foot 6-inches. The design of the front porch area complements the proposed two-story home in style, material, design and color and reflects a change to the overall design of the primary residence that is minor in nature.

- b. **The Home Improvement Exception sustains the integrity or enhances an existing design concept or the neighborhood character.**

The proposed covered front porch area presents a minimal exterior change. In conjunction with the overall addition to the home, the roof of the front porch area adds an additional element that visually ties the primary residence with the garage and complements the existing design concept of the primary residence and the neighborhood as a whole.

- c. **The granting of the application will not be detrimental or injurious to the property or improvements in the vicinity and will not be detrimental to the public health, safety, general welfare, or convenience.**

This project was reviewed and approved by all applicable agencies including the Building Inspection Section and the Coastside Fire Protection District. Given the project's proposed location, minimal visual impacts, and its compliance with all other R-1/S-17/DR/CD development standards, the addition will not be detrimental or injurious to the public health, safety, general welfare or convenience. With implementation of the proposed Erosion Control Plan and required conditions of approval, potential for significant project-related erosion and impacts to and removal of significant trees would be minimized.

- d. **The Home Improvement Exception authorizes only uses or activities which are permitted by the Zoning District.**

The proposed project will not change the use of the existing single-family residence, and this use is allowed within the R-1/S-17/DR/CD Zoning District.

- e. **The Home Improvement Exception is consistent with the objectives of the General Plan and the Zoning Regulations.**

The project proposal will not result in any change in building use and is consistent with all applicable objectives of the General Plan. The project is also consistent with all zoning restrictions pursuant to the R-1/S-17/DR/CD Zoning District, with the exception of the street facing side yard setback, which is to be remedied with the approved Home Improvement Exception.

RECOMMENDATION

1. Clarify the relationship of the front entry roof to the balcony and coordinate the elevations with the plan at the line of the garage to the entry. Consider reducing eave overhang and/or drop height of roof approximately 6 inches to avoid conflict with the balcony.

CONDITIONS OF APPROVAL**Current Planning Section**

1. The project shall be constructed in compliance with the plans approved by the Community Development Director and as reviewed by the Coastside Design Review Committee on August 12, 2021. Any changes or revisions to the approved plans shall be submitted to the Community Development Director 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 final approval of the subject permits 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. Approval of permits may be extended by a 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 include a copy of this final approval letter on the top pages of the building plans.
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. 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 the 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.
6. 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.
 7. All new power and telephone utility lines shall be placed underground.
 8. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Drainage Section, the Coastside Fire Protection District, and the Montara Water and Sanitary District.

9. No site disturbance shall occur, including any tree/vegetation removal or grading, until a building permit has been issued.
10. To reduce the impact of construction activities on neighboring properties, comply with the following:
 - a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on site during construction to prevent debris from blowing onto adjacent properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.
 - b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.
 - c. The applicant shall ensure that no construction-related vehicles shall impede through traffic along the right-of-way on Nevada Avenue and Ellendale Street. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Nevada Avenue and Ellendale Street. There shall be no storage of construction vehicles in the public right-of-way.
11. The exterior colors and materials as conditioned by 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.
12. The applicant shall indicate the following on plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:
 - a. Provide a front door specification that indicates medium brown stained wood with divided lites to reflect proportions of garage door, with optional dentils as shown on the elevation.
 - b. Clarify that the existing garage door is to remain and be refinished in medium brown stained wood.
 - c. Replace the two (2) sconces at the garage door with two (2) recessed lights, one centered over each car bay.
 - d. Clarify that the side door at the garage is to be metal with no glass and painted to match siding.

13. Two trees of at least 24-inch box stock shall be planted. The selected tree species shall be California-native, non-invasive and drought tolerant.
14. 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).
15. Due to the site's location within the watershed of the James Fitzgerald Marine Reserve, an Area of Special Biological Significance, the applicant shall install adequate erosion control during the period(s) of land disturbance. The County will monitor compliance with this condition by conducting weekly construction inspections during the rainy season for the period(s) of land disturbance, as required by the State Water Board's Special Protections.

Building Inspection Section

16. The project requires a building permit.

Drainage Section

17. The following will be required at the time of building permit submittal:
 - Final Drainage Report stamped and signed by a registered Civil Engineer.
 - Final Grading and Drainage Plan stamped and signed by a registered Civil Engineer.
 - Updated C.3 and C.6 Checklist (if changes to the impervious areas have been made during the design phase).

Coastside Fire Protection District

18. Smoke Detectors which are hard wired: As per the California Building Code, State Fire Marshal regulations, and Coastside Fire District Ordinance 2019-03, 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. In existing sleeping rooms, areas may have battery powered smoke alarms. A minimum of one detector shall be placed on each floor. Smoke detectors shall be tested and approved prior to the building final. Date of installation must be added to the exterior of the smoke alarm and will be checked at final.

19. Escape or rescue windows shall have a minimum net clear openable area of 5.7 sq. ft., 5.0 sq. ft. allowed at grade. The minimum net clear openable height dimension shall be 24 inches. The net clear openable width dimension shall be 20 inches. Finished sill height shall be not more than 44 inches above the finished floor. (CFC 1030).
20. As per Coastside Fire District Standard CI-013, 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 1/2-inch stroke. Such letters/numerals shall be internally illuminated and facing the direction of access. 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 shall be placed at the entrance from the nearest public roadway.
21. As per Coastside Fire District Ordinance 2019-03, 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.
22. There shall be one hour separation between the ADU and Garage.
23. Vegetation Management (LRA) The Coastside Fire District Ordinance 2019-03, the 2019 California Fire Code 304.1.2

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. This is neither a requirement nor an authorization for the removal of living trees. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 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.

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 tree adjacent to or overhanging a building free of dead or dying wood.

24. As per 2019 CFC, Appendix B and C, a fire district approved fire hydrant (Clow 960) must be located within 500 feet of the proposed single-family dwelling unit measured by way of drivable access. As per 2019 CFC, Appendix B the hydrant must produce a

minimum fire flow of 500 gallons per minute at 20 pounds per square inch residual pressure for 2 hours. Contact the local water purveyor for water flow details.

Montara Water and Sanitary District (District)

25. Submit Existing Service Application and pay for the initial application fees based on the remodeling type determined by San Mateo County. The applicant shall follow the procedures specified in the Existing Service Application Packet.
26. Video CCTV lower lateral and submit to the District for review. Any defects or pipe that is not to current District code shall be replaced. Current code construction details and additional backflow protection requirements shall apply.
27. A water meter upgrade for the second unit is required. The condition of the existing water meter(s), BFP and water lateral connection shall be inspected by the District to determine if they are in good working condition. The District may require repair or replacement of the existing water meter(s), BFP and water lateral connection.
28. If connection to the District's fire protection system is required: Certified Fire Protection Contractor must certify adequate fire flow calculations. Connection fee for fire protection system is required. Connection charge must be paid prior to issuance of Private Fire Protection permit.
29. Applicants must first apply directly to District for permits and not their contractor.

The approval of the Coastal Development Permit, Design Review Permit, and Home Improvement Exception and any conditions of the approval may be appealed within ten (10) working days of the date of this letter. An appeal form accompanied by the applicable filing fee of \$616.35 must be submitted by **5:00 p.m., on January 25, 2022**. An appeal is made by completing and filing a Notice of Appeal, including a statement of grounds of appeal, with the Planning and Building Department, and paying the applicable appeal fee of \$616.35 prior to the end of the appeal period.

You will be notified if an appeal is made.

If you have any questions, please call the project planner, Ruemel Panglao, at 650/363-4582 or by email at rpanglao@smcgov.org.

To provide feedback, please visit the Department's Customer Survey at the following link: <http://planning.smcgov.org/survey>.

FOR STEVE MONOWITZ
COMMUNITY DEVELOPMENT DIRECTOR, By:



Camille Leung, Senior Planner

CML:RSP:cmc – RSPGG0005_WCN.DOCX

cc: Janet Chow and Paul Hoffman, Owners
Katie Kostiuk, Member Architect
Rebecca Katkin, Member Architect