



Planning & Building Department Emerald Lake Hills Design Review Officer

Jonathan P. Bruns

County Office Building
455 County Center
Redwood City, California 94063
650/363-1825

Notice of Public Hearing

EMERALD LAKE HILLS DESIGN REVIEW OFFICER AGENDA

**Tuesday, November 4, 2025
2:00 p.m.
Room 201, Second Floor
455 County Center, Redwood City**

**In-person
Meeting
Only**

Emerald Lake Hills Design Review Officer (ELH DRO) meetings are in-person meetings that are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Design Review Officer at least five (5) working days before the meeting at the contact information provided below. Notification in advance of the meeting will enable the Design Review Officer to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Public Participation

All parties wishing to speak will have an opportunity to do so after filling out a speaker's form and handing it to the Design Review Officer. Time limits may be set by the Design Review Officer as necessary in order to accommodate all speakers. Audio recordings of previous Design Review meetings are available to the public upon request for a fee.

AGENDA

Oral Communications to allow the public to address the Design Review Officer, on any matter not on the agenda. If your subject is not on the agenda, the Review Officer will recognize you at this time. ***Speakers are customarily limited to five minutes.*** A speaker's slip is required.

1. APPRECIATION FOR ERICA ADAMS, DESIGN REVIEW OFFICER

REGULAR AGENDA

2:00 p.m.

2.

Owner:	Erin and Emily Conley
Applicant:	Omar Haque, Young and Borlick Architects
File No.:	PLN2025-00155
Location	962 Hillcrest Drive, Emerald Lake Hills
APN:	058-263-040

Consideration of a Design Review (DR) Permit recommendation to allow the construction of a new 3,514 sq. ft., two-story single-family residence with an attached 367 sq. ft., 2-car garage, on a 11,717 sq. ft. parcel. The project involves Protected Tree Removal Permits for the removal three trees and minor grading. The existing residence will be demolished. The Design Review Officer will not render a decision but will make a recommendation regarding the project's compliance with the design review standards and a decision on the Design Review Permit and Protected Tree Removal Permits will occur after November 4, 2025. Deemed Complete: October 16, 2025. Project Planner: Jonathan Bruns, jbruns@smcgov.org.

3. **Owner:** Gediminas Ramanuskas
Applicant: James Skelton
File No.: PLN2025-00169
Location: 379 Summit Drive, Emerald Lake Hills
APN: 057-162-460

Consideration of a Design Review (DR) Permit to allow the construction of an 826 sq. ft. single-story addition to an existing 2599 sq. ft. single-family residence with an attached 1033 sq. ft. garage, on a 14,866 sq. ft. corner parcel. Project includes a new retaining wall, no protected tree removal, and minor grading. Deemed Complete: October 6, 2025. Project Planner: Erica Adams, eadams@smcgov.org.

4. **Owner:** Paul Goswamy
Applicant: Gregg Kawahara
File No.: PLN2025-00255
Location: 890 Upland Road, Emerald Lake Hills
APN: 058-272-120

Consideration of a Design Review (DR) Permit recommendation to allow the construction of a new 2,786 sf two-story single-family residence with an attached 461 sf two-car garage, on a 19,023 sf (14,926 sf net) parcel B created by an approved Subdivision under PLN2022-000321. The project involves a staff-level grading permit for 845 cy of grading and the removal of seven significant trees that are separate from the tree removal approved under the subdivision permit. The existing residence will be demolished. The Design Review Officer will not render a decision but will make a recommendation regarding the project's compliance with the design review standards and a decision on the Design Review Permit and Grading Permit will occur after November 4. Deemed Complete: October 16, 2025.. Project Planner: Erica Adams, eadams@smcgov.org.

2:30 p.m.

5. **Owner:** Gary Ernst
Applicant: Steve Simpson
File No.: PLN2025-00201
Location: 3865 Jefferson Avenue, Emerald Lake Hills
APN: 057-270-110

Consideration of a Design Review (DR) Permit recommendation to allow the construction of a new 5,935 sq. ft. two-story single-family residence with an attached 744 sq. ft. three-car garage, on a 21,979 sq. ft. (19,882 sq. ft. net) Parcel A created by an approved Subdivision (PLN2021-00357). The project involves a staff-level grading permit for 420 cy of grading and Protected Tree Removal Permits for two trees. The existing residence will be demolished. The Design Review Officer will not render a decision but will make a recommendation regarding the project's compliance with the design review standards and a decision on the Design Review Permit, Grading Permit, and Protected Tree Removal Permits will occur after November 4, 2025. Deemed Complete: October 15, 2025. Project Planner: Erica Adams, eadams@smcgov.org.

6. **Owner:** Gary Ernst
Applicant: Steve Simpson

File No.: PLN2025-00202
Location 3865 Jefferson Avenue, Emerald Lake Hills
APN: 057-270-110

Consideration of a Design Review (DR) Permit recommendation to allow the construction of a new 4,800 sq. ft. two-story single-family residence with an attached 425 sq. ft. two-car garage, on a 16,002 sq. ft. Parcel B created by an approved Subdivision (PLN2021-00357). The project involves a staff-level grading permit for 475 cy of grading and Protected Tree Removal Permits for the removal of two trees. The existing residence will be demolished. The Design Review Officer will not render a decision but will make a recommendation regarding the project's compliance with the design review standards and a decision on the Design Review Permit, Grading Permit, and Protected Tree Removal Permits will occur after November 4, 2025. Deemed Complete: October 15, 2025. Project Planner: Erica Adams, eadams@smcgov.org.

Adjournment

Correspondence to the Emerald Lake Hills Review Officer

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Planning and Building Department
455 County Center, 2nd Floor, Redwood City
Phone: 650-363-1825
Website: <https://www.smcgov.org/planning>

Materials Presented for the Hearing

Applicants and members of the public are encouraged to submit materials to staff in advance of a hearing electronically via email. All materials (including but not limited to models, pictures, videos, etc.) presented by any person speaking on any item on the agenda are considered part of the administrative record for that item and must be retained by the Design Review Officer until such time as all administrative appeals are exhausted and the time for legal challenge to a decision on the item has passed.

Decisions and Appeals Process

The Emerald Lake Hills Design Review Officer will make a decision when design review is the only application being considered or make a recommendation to a different decision maker when additional planning applications are associated with the project (e.g., use permit, grading permit, etc.). Decision rulings for a project are appealable to the Planning Commission. Appeals must be filed no later than ten (10) business days following the decision at the San Mateo County Planning Counter (address listed above). Appeal application forms are available online and at the Planning Counter. The appeal fee is \$1,962.00 which includes public noticing.

Agendas

To view the agenda and maps for all items on this agenda, please visit our website at <https://www.smcgov.org/planning>. To subscribe to the Emerald Lake Hills Design Review Officer agenda mailing list, please send a blank email to: sanmateocounty@service.govdelivery.com.

Copies of the plans to be considered by the Emerald Lake Hills Design Review Officer are on file in the Planning Department and may be reviewed by the public. For further information on any item listed below, please contact the Design Review Officer.

Next Meeting

The next Emerald Lake Hills Design Review Officer meeting will be on **December 2, 2025**.

Agenda item published in the San Mateo County Times on October 25, 2025.