

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

DATE: August 20, 2026

TO: Zoning Hearing Officer

FROM: Planning Staff

SUBJECT: Consideration of a Use Permit Renewal, pursuant to Chapter 8.280 of the County Zoning Regulations, to allow the continued operation of a 22-bed elderly residential care facility, located at 201 Alta Vista Drive in the unincorporated County Club Park area of San Mateo County.

County File Number: PLN 1999-00517 (Peña)

PROPOSAL

The applicant is proposing to renew the Use Permit to allow the continued operation of a 22-bed elderly residential care facility. The use was first approved on the subject parcel on August 1, 1989. The current facility was constructed in 1996 and was a 15-bed facility until 2008 when it became a 22-bed facility. There are no changes proposed.

RECOMMENDATION

1. That the Zoning Hearing officer, County File Number PLN1999-00517, by making the required findings and adopting the conditions of approval contained in Attachment A.

BACKGROUND

Report Prepared By: Dylan Parker, Project Planner

Applicant/Owner: Liwayway Peña/Bougainvilleas Care, LLC

Public Notification: Ten-day advanced notification for the hearing was mailed to property owners within 300 feet of the project parcel and a notice for the hearing posted in a newspaper (San Mateo County Times and Half Moon Bay Review) of general public circulation.

Location: 201 Alta Vista Drive, Country Club Park

APN(s): 013-143-030

Parcel Size: 40,935 square feet

Existing Zoning: R-1/CCP (Single-Family Residential/Country Club Park District)

General Plan Designation: Low Density Residential

Sphere-of-Influence: City of South San Francisco

Existing Land Use: Residential Care Facility

Water Supply: California Water Service Company

Sewage Disposal: City of South San Francisco

Flood Zone: Zone X, Area of Minimal Flooding

Environmental Evaluation: Categorically exempt pursuant to Section 15301, Class 1 (related to continuation of an existing use where negligible or no expansion is proposed.)

Setting: The elderly residential care facility is located in the unincorporated community of Country Club Park, adjacent to the City of South San Francisco to the south, in a primarily single-family residential community.

Chronology:

<u>Date</u>	<u>Action</u>
August 1, 1989	- Use Permit approved
November 18, 1999	- Use Permit renewed
June 1, 2006	- Use Permit renewed
April 3, 2008	- Zoning Hearing Officer public hearing for amendment renewal, authorizing an increase from 15 to 22 beds
September 5, 2013	- Use Permit renewed
September 6, 2018	- Use Permit renewed
December 8, 2025	- Use Permit renewal application received
August 20, 2026	- Zoning Hearing Officer hearing date

DISCUSSION

A. KEY ISSUES

1. Conformance with the General Plan

Staff has determined that the project remains consistent with the applicable General Plan policies. The facility will continue operating under its existing approval, and no physical changes are proposed. Although the site is designated Low Density Residential, institutional uses, including residential care facilities for seniors, are permitted within the Country Club Park urban neighborhood and support General Plan Housing Element policies for special needs housing. The renewal allows the continued operation of the existing 22-bed residential care facility within the existing 6,892-square foot building on a 40,935-square foot parcel, consistent with the General Plan.

2. Conformance with Zoning Regulations

The project parcel is zoned R-1/CCP (Single-Family Residential/Country Club Park) and elderly residential care facilities are an allowed use with the issuance of a Use Permit, pursuant to Section 8.280 of The Zoning Regulations. The existing residential care facility is operating under a previously approved Use Permit, and the project was constructed in accordance with approved plans. No physical changes are proposed. No complaints regarding the facility have been received.

3. Conformance with Use Permit Findings

In order to approve the subject Use Permit Renewal, the Zoning Hearing Officer must make the following finding:

- a. *That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood.*

The residential care facility at 201 Alta Vista Drive, originally approved in 1989, has operated as a 22-bed senior care home on the site since 2008. The existing 6,892-square foot, single-story building contains 15 bedrooms, common living areas, administrative space, and support facilities, with up to seven double-occupancy rooms allowing a total capacity of 22 beds.

Staff reviewed the project history and found the facility has consistently complied with its Use Permit conditions since the 2018

renewal. No public complaints or community concerns have been received regarding its operation.

The site meets the required parking standard by providing five onsite spaces (one space per five beds).

The facility provides needed senior housing in San Mateo County, enabling residents to remain near family and community while reducing travel for visitors.

Given its long history of compliant operation, lack of neighborhood impacts, and conformance with zoning and parking requirements, staff finds the facility satisfies the required Use Permit findings.

4. Conformance with Previous Conditions of Approval

Staff has reviewed the previous Use Permit conditions of approval for this permit, last approved in 2018, and has determined that the project is in compliance with all previous conditions, see Attachment D. Previous conditions that remain relevant are included in Attachment A of this staff report.

B. ENVIRONMENTAL REVIEW

This project qualifies for a Class 1 Categorical Exemption under Section 15301 of the California Environmental Quality Act for the continued operation of existing public or private facilities involving no alterations or expansion of uses as no physical changes are proposed.

C. REVIEWING AGENCIES

County Fire
Environmental Health Services

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Location Map
- C. Applicant's Renewal Letter
- D. 2018 Letter of Decision
- E. Facility License



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ATTACHMENT A

County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN1999-00517

Hearing Date: August 20, 2026

Prepared By: Dylan Parker
Project Planner

For Adoption By: Zoning Hearing Officer

RECOMMENDED FINDINGS

Regarding Environmental Review, Find:

1. That this project is categorically exempt from the California Environmental Quality Act, pursuant to Section 15301, Class 1, (Continuation of an existing use/facility with negligible or no expansion proposed.)

Regarding the Use Permit, Find:

2. That the renewal of this Use Permit allowing a senior care residential care facility home of 22 beds will not adversely affect the health or safety of persons in the area and will not be detrimental to the public health or injurious to property or improvements to the neighborhood based on the following: (a) the facility has been serving seniors for over 20 years and has not been subject to any complaints by the surrounding neighborhood, and (b) the proposal complies with all applicable General Plan policies and Zoning Regulations.

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

1. This Use Permit shall be valid through August 21, 2031. If the applicant wishes to renew this Use Permit at that time, an application for the renewal must be submitted at least six months prior (by February 21, 2031) to the expiration date.
2. This permit renewal shall be for a maximum of 22 residential care seniors, ages 60 and over; any increase in the number of beds will require an amendment to the Use Permit.

3. The applicant shall notify the Planning Department of any changes in ownership or management and shall provide the Planning Department with a copy of the most recent license to operate the facility.
4. Visiting hours for the facility shall be limited to 10:00 a.m. to 8:00 p.m. daily.
5. The project shall maintain the permit from the California Department of Social Services Community Care Licensing Agency.



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ATTACHMENT B



0.14 0 0.07 0.14 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

1: 4,514



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COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ATTACHMENT C

Statement for Companion Page Item 3. Required Finding Response
(For Renewal User Permit No. PLN1999-00517)

Since 1996, the property has been licensed as a Residential Care Facility for the Elderly (RCFE) servicing/housing seniors in our community. Since it's opening, the property has not been subject to any complaints by the surrounding neighborhood and no structural changes have been made. Visiting Hours still remain from 10:00 a.m. to 8:00 p.m. daily, in accordance with the Use Permit Conditions.

In 2008, the User Permit was amended to change resident capacity from fifteen (15) residents to twenty-two (22) and so for the past 17 years, the property has been operating as a 22-bed RCFE and has remained in compliance with both Fire Department Inspections and with Department of Social Services, which licenses the property to operate as an RCFE. There have been no formal complaints from both agencies since the increase in capacity.

With our aging population, RCFE communities remain a much needed establishment, especially a facility of this size. Most RCFEs are on the larger scale of 40-beds and higher and small facilities are usually a 6-bed capacity. In a 22-bed facility we are able to offer a unique living environment where oversight and supervision of residents are not compromised yet we are able to have a more active community than in a 6-bed. Additionally, our RCFE License also allows us to retain residents with Dementia and residents receiving Hospice care, thus we are able to keep residents through end of life, which is for the betterment and welfare of our Residents.

Lastly, I wanted to address the Renewal Notice Expiration Date printed as "9/5/2018." Please note that I did submit User Permit renewal forms and the fee associated with this in May 2018 and received the "Letter of Decision" approving the extension in September 2018, extending it to 2023. I have attached a copy of that Notice. I do regret and apologize for not renewing in a timely manner but was expecting, as in the past, notices from the County to remind me. Going forward I will be more diligent in renewing despite the absence of a renewal reminder.



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ATTACHMENT D

September 6, 2018

Liwayway Pena
201 Alta Vista Drive
South San Francisco, CA 94080

Dear Ms. Pena:

Subject:	<u>LETTER OF DECISION</u>
Location:	201 Alta Vista, Country Club Park, unincorporated South San Francisco
APN:	013-143-030
File Number:	PLN1999-00517

On September 6, 2018, the Zoning Hearing Officer considered your request for a Use Permit Renewal to allow continued operation of a 22-bed elderly residential care facility.

The Zoning Hearing Officer made the findings and approved this project subject to the conditions of approval as attached.

Any interested party aggrieved by the determination of the Zoning Hearing Officer may appeal this decision to the Planning Commission within ten (10) business days from such date of determination. The appeal period for this project will end on **September 20, 2018 at 5:00 p.m.**

Please direct any questions to Project Planner at 650-363-1849 Mike Schallar or mschallar@smcgov.org.

Also, please take a few minutes and complete the online version of our Customer Survey to help us enhance our customer service. The survey is available at: <http://planning.smcgov.org/survey>.

Very truly yours,



Lisa Grote
Zoning Hearing Officer
zhd0906cc.2.dr

cc: Assessor's Office
Building Inspection Section
Public Works Department
SSF Community Development



County of San Mateo
Planning and Building Department

FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 1999-00517

Hearing Date: September 6, 2018

Prepared By: Helen Gannon, Project Planner

Adopted By: Zoning Hearing Officer

FINDINGS

Regarding Environmental Review, Found:

1. That this project is categorically exempt from the California Environmental Quality Act, pursuant to Section 15301, Class 1, (Continuation of an existing use/facility with negligible or no expansion proposed).

Regarding the Use Permit, Found:

2. That the renewal of this Use Permit allowing a senior care facility home of 22 beds will not adversely affect the health or safety of persons in the area and will not be detrimental to the public health or injurious to property or improvements to the neighborhood based on the following: (a) the facility has been serving seniors for over 20 years and has not been subject to any complaints by the surrounding neighborhood, and (b) the proposal complies with all General Plan policies and required zoning regulations.

CONDITIONS OF APPROVAL

Current Planning Section

1. This Use Permit shall be valid through September 6, 2023. If the applicant wishes to renew this Use Permit at that time, an application for the renewal must be submitted at least six months prior to the expiration date.
2. This permit renewal shall be for a maximum of 22 residential care seniors, ages 60 and over; any increase in the number of beds will require an amendment to the Use Permit.
3. The applicant shall notify the Planning Department of any changes in ownership or management and shall provide the Planning Department with a copy of the most recent license to operate the facility.
4. Visiting hours for the facility shall be limited to 10:00 a.m. to 8:00 p.m. daily.

Environmental Health Services

5. The project shall maintain the annual permit from the California Department of Health and Welfare Community Care Licensing Agency.



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ATTACHMENT E



State of California

Department of Social Services

Facility Number: 415600721

Effective Date: 02/14/2008

Total Capacity: 22

In accordance with applicable provisions of the Health and Safety Code of California, and its rules and regulations; the Department of Social Services hereby issues

this License to

BOUGAINVILLEAS CARE, LLC.

to operate and maintain a

RESIDENTIAL CARE ELDERLY

Name of Facility

BOUGAINVILLEAS CARE HOME

201 ALTA VISTA DRIVE

SOUTH SAN FRANCISCO, CA 94080

This License is not transferable and is granted solely upon the following:

AGE RANGE 60 AND OVER. ALL MAY BE BEDRIDDEN. LICENSE IS SUBJECT TO TERMS AND CONDITIONS OF HOSPICE WAIVER WITH TOTAL CARE COMPONENT APPROVED FOR FIVE (5) RESIDENTS.

Client Groups Served:

RCFE / HOSPICE

Complaints regarding services provided in this facility should be directed to:

CCLD Regional Office

(650) 266-8800

Pamela Dickfoss
Deputy Director,
Community Care Licensing Division

Authorized Representative of Licensing Agency