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*A Municipal Advisory Council to the  
 San Mateo County Board of Supervisors*



Everardo Rodriguez, Chair  
 Beatriz Cerrillo, Vice-Chair  
 Melinda Dubroff  
 Rosario Gonzalez  
 Linda Lopez  
 Rosaura Lopez  
 Mary Martinez  
 Emily Cordoza, Youth Member  
 Diane Zermeno Youth Member

## North Fair Oaks Community Council

### Meeting Minutes

Thursday, May 25, 2017

7:00 p.m.

Fair Oaks Community Center, Multipurpose Room, 2600 Middlefield Road, Redwood City

Issue	Discussion	Decision/ Next Step/Action
<b>Roll Call</b>	Present: Everardo Rodriguez, Beatriz Cerrillo, Melinda Dubroff, Rosario Gonzalez, Linda Lopez, Rosaura Lopez, Mary Martinez, Emily Cordova  Absent: Rosaura Lopez, Emily Cordova, Diane Zermeno	
<b>Public Comment</b>	<ul style="list-style-type: none"> <li>Jannet Davis, member of the North Fair Oaks Zoning Phase 2 workgroup, reminded the public on the Zoning meeting Wednesday the 31<sup>st</sup> rezoning of el Camino Real and 5<sup>th</sup> Avenue. Reminded the public on plans for 5 stories building. Also, she announced the Board of Supervisors meeting June 3<sup>rd</sup> that would discuss sewer increase, for 30% increases.</li> <li>Oscar Venegas is a home owner in North Fair Oaks in 3<sup>rd</sup> Avenue, he bought his home with 3 parking garage that the previous owner embedded to the unit. Code enforcement went to check it out an asked to tear those walls, so he did. He brought down the walls inside. Zone 3 does not allow to have extended units, but Zone 1 and 2 does allow it.</li> </ul>	

	<p>He is wondering why the regulations are not the same. He would like to make that huge garage into living unit. It would cost him between 22-30k to take it down and he is retired and low income, he can't afford to take it down. Asks the council to review the regulations of Zone 1 and 2.</p> <ul style="list-style-type: none"> <li>• Question to Mike from the Chair, Everardo. Would Oscar have to contact Planning and building?</li> </ul>	<p>Oscar shared contact information with Mike Callagy to further discuss the information.</p>
<p><b>Sheriff's Report</b></p>	<p>Presentation by Lt. Corpus</p> <ul style="list-style-type: none"> <li>• Lt. Corpus reported on the Sheriff's report.</li> <li>• First quarter of 2017 vs. 2016 increase in rape from 2 to 5. One of the rape cases occurred in a different County, but is a NFO resident. Robberies decreased from 6 to 4. Assaults decreased from 10 to 6. Thefts decreased from 25 to 14, burglaries from 17 to 16. Large decrease for auto theft from 24 to 4. Residential burglaries increased from 13 to 14 and commercial burglaries decreased from 4 to 2. They will continue to work harder to make NFO a safer community to live, work, and go to school.</li> <li>• 182 arrest in North Fair Oaks</li> <li>• Thefts are down from 25 to 14</li> <li>• Increase in traffic citation 157-217</li> <li>• Increase in parking citation from 512-580</li> <li>• CSO continues to do their best to provide warnings</li> <li>• Deputy's working closely with SMC Probation on conducting probation searches for those who are on probation, efforts led to 8 arrest in North Fair Oaks</li> <li>• Every Tuesday the deputy's read to the children at the Fair Oaks Library. The deputy's have lunch with the students at Fair Oaks Elementary and are looking forward to expanding the program to other schools in North Fair Oaks. Also, they participated in community discussions regarding immigration held at Fair Oaks School February 28<sup>th</sup> they gave a presentation on hate crime and immigration at the community center. Sheriff Bolanos spoke to the community mass at St. Anthony's.</li> </ul>	<p>Lt. Corpus suggested next steps: hosting a dialog of community member and do it in different areas. Educating the residents on parking like street sweeping.</p> <p>Social media outreach, CSO have several conversations with residents in North Fair Oaks.</p> <p>CSO Carlos Ramirez, a North Fair Oaks resident, begun doing Street sweeping in Middlefield. For one month and ...a half we issued warnings to prepare the community letting people know they will be citing soon. Left paper citing on Middlefield, talked to business owners.</p>

	<ul style="list-style-type: none"> <li>• CARON Projects was held at VERBO with a graduation on 18 parents on parent skills.</li> <li>• May 22<sup>nd</sup> they started the Click it to Ticket Event</li> <li>• June 3<sup>rd</sup> they will participate in the Annual Clean Up, and Wed June 21<sup>st</sup> they will host a Domestic Violence workshop at the Siena Youth Center.</li> </ul> <p>Mary Martinez, Councilmember and Fair Oaks Elementary School Coordinator: It makes a big difference having the sheriffs at Fair Oaks. Having Deputy Jen, has been great it builds relationships with the kids, and parents. It is very important for that relationship to be there with the sheriffs and the community.</p> <p>Linda Lopez, can we get a breakdown if any were committed by juveniles? At one point our youth member, Diana, requested that in the past. It would be a good to pull that statistic out of your general report so we can see the state of youth from the law enforcement perspective.</p> <p>Second thing, in regard to the parking citation increase, we need some ideas on how to build the education piece on that because that number is always high. It usually stays up. What can we do to get a better understanding to put out there so people can understand that? Those are hefty tickets, thinking on the street sweeping date, Kind of a contradiction because it provided revenue, specifically the street sweeping tickets. Is it because lack of knowledge, laziness, does it vary per diff neighborhoods. Can we get ideas on what we can do to work on that?</p> <p>Lt. Corpus announces Star Camp, a youth camp, where Deputies are the youth counselors.</p>	<p>Thursday on the right and Friday on the left. Talked to Middlefield on parking. Since we started citing we've had less cars when street sweeping passes. Warrington and MacArthur, street sweeping passes 4<sup>th</sup> Thursday in the month. There's confusion on the date, they have driven during street sweeping days and announces to the people on Middlefield.</p>
<p><b>Public Comment on the Sheriff Report</b></p>	<p>Janet Davis, public comment</p> <ul style="list-style-type: none"> <li>• When I checked on the crime update cite there was a huge increase on domestic assault.</li> <li>• A lot of problems with drugs and substance abuse, are there any kind of statistic available concerning</li> </ul>	

	<p>the incidents of problems involving drugs around phases revolving alcohol license.</p> <ul style="list-style-type: none"> <li>• July 4<sup>th</sup> is coming up, in the past we have had issues with fireworks I want to make sure we make sure there are no fire works</li> <li>• Curfews are not being enforced</li> </ul>	
<p><b>Council Members questions on Sheriff Report</b></p>	<p>Melinda Dubroff : Askes Lt. Corpus, what is the curfew, who is it for, and what time is it?</p> <p>Lt. Corpus: I would need to look at the county ordinance. If kids are out late at night the sheriff will talk to them and ask them to play on the side walk or contact their parents. For smaller children it will be more of a danger but if they are 16 it would be more of a patrol.</p> <p>Everardo Rodriguez: Comment on one of the questions Jannet Davis had, announced the Domestic Violence CARON event in the Siena Youth Center, June 21<sup>st</sup>.</p> <p>Everardo commended the department for their work. Asked Lt. Corpus a question related to national state affairs. Crime has the tendency to be underreported by people who are undocumented.</p> <ul style="list-style-type: none"> <li>• Lt. Corpus reassures the community they are state and local law enforcement their goal is keep the community safe. They have dialogues in the community.</li> </ul>	<p>Mike Callagy, I would like to bring back next month a breakdown of where the money goes from the citation. How the money is split between Where its goes to the DMV, federal, state wise.</p>
<p><b>Code Compliance on the "Help Move North Fair Oaks Forward"</b></p>	<p>Everardo: Presents on the Help Move North Fair Oaks Forward which purpose is to achieve voluntary compliance in removal of inoperable vehicles. Presentation will be given by Joan Kling and Nick Gottuso, Code Compliance</p> <p>Nick Gottuso: Good evening Council Members, Mike</p>	

**project.**

Callagy, members of the public my name is Nick I am with Code Compliance with the County of San Mateo under the Building and Planning Department. We call ourselves Code Compliance rather than Code Enforcement because our goal is to seek voluntary compliance through our various ordinances, codes and laws that have to do with property.

We came up with an idea to assist the residents of NFO with issues that they are facing in terms of cleaning up their properties. Often includes, vehicles that don't operate, weeds, trash, debris, etc.

Code Compliance has developed a pilot program. NFO residents continually say parking is their main concerns. Code Compliance is encouraging people to get rid of the cars that do not run and are on people driveways by doing so freeing up parking on the street. By getting rid of these cars residents will have more room for parking. Code Compliance has selected a small area in NFO to test the program and if it's successful the program will be expanded to all of NFO and other unincorporated area in SMC with similar issues. Other similar programs have shown they have 80% success rate. Freeing up parking in the street.

Area selected was based on several studies, we took some google photographs from 2016 that over looked NFO. We saw a lot of debris trash, cars problem. We also drove through every street of NFO so we selected an area based of that.

Nick Gottuso shows an NFO map with the selected location.

People do not know what to do with inoperable vehicles, how do they get rid of it without costing money or DMV paper work.

Nick Gottuso shows a paper with resources where residents can call to get rid of their vehicle free of cost.

Code Compliance will knock on doors to hand out a small packet of flyers with resources on how to get rid of

	<p>inoperable vehicles, trash, bulky items etc. arrange bulky item pick up with Recology</p> <p>Every resident will get a magnet clip with resource items. Hoping to start the project by the end of June, and after two weeks for people to address their issues. Code Compliance will make a visit to the area and take notes on who still hasn't removed their vehicles.</p> <p>Code Compliance have asked NFO residents in meetings what are their main concerns and many have said parking.</p>	
<p><b>Questions from the Council on "Help Move North Fair Oaks Forward" project.</b></p>	<p>Melinda Dubroff : with a situation like weeds in front of the house will that be a part of the administrative citation six weeks out, like that? Who will get that citation, tenant or property owner? Who's responsible to pay the fine?</p> <p>Nick Gottuso: There is an ordinance section that deals with overgrown weeds. The citations use to be send to the property owners, but changed it because the property owner may not live in the area. Now we send it to both property owner and tenant, but the property owner is responsible for paying that fine.</p> <p>Mike Callagy: through the chair, code compliance is sensitive to the fact that there may be seniors who are not able to take care of their yard or pay to have someone take care of their yard. They will be looking into groups that can come out an help out with that.</p> <p>Melinda Dubroff : How do you know some of the inoperable vehicles are not just for storage that is not used very often?</p> <p>Code Compliance only deals with vehicles that are on private property because this is a question that is often asked; what about the cars that are parked on the street? The sheriff's department deals with that.</p> <p>If code compliance goes out and the resident proves the car works, then their vehicle is fine to keep.</p> <p>Linda Lopez: In this particular area do you already have active cases?</p>	

	Nick Gottuso: Yes	
<p><b>Public Comment regarding “Help Move North Fair Oaks Forward” project.</b></p>	<p>Janet Davis: I am not clear on where the trial project is going to be. Voluntary compliance is the way things has been done for years and years and people have complained for years and years. Code Compliance has proved to be ineffective, the problems with inoperable vehicle should be transferred to the sheriff department. Also, there are a bunch of ordinances that need to be re written and re drafted and apartment managers should be notified that they have the option of toeing the cars that are inoperable in their lawn. In an area not connected to NFO reported a car that had been abandon since 2008 and it had several complains about it and nothing was done until Wayne got rid of the car. You can’t deal with these cares by Code Enforcement, I can drive around NFO and pin point ½ dozen places the cars that are inoperable. Something much more than voluntary compliance has to be done, this shows what the people in NFO have to deal with. I can’t even get my husband to recycle paint. People dot have the ability to contact all these places, they are not home some of the time when people will come do the pickup. And talking about a tax deduction is fatuous when you’re talking about someone that lives in NFO.</p> <p>Nick Gottuso: Regarding the vehicle donation program I have learn in my research that most of these companies will pick up the vehicle if you are not home. So if you do call and have a vehicle to donate they will tell you to leave the keys in the car somewhere and they will be able to pick it up.</p>	
<p><b>Presentation by Planning &amp; Building on 855 Barron Avenue</b></p>	<p>Everardo Rodriguez: Introduces the next item on the agenda consideration of a use permit to convert an office into a managers residential unit within an existing building and a request for a parking exception to allow one undercover parking space where one covered parking space is required for the residential unit in a mobile home park located at 855 Barron Avenue. The presentation will</p>	

be by Carmelisa J. Morales from Planning & Building.

Carmenlisa J. Morales: Good evening everyone the project proposal consist of converting a 417 sq. ft. of office space within an existing 651 sq. ft. building into a manager's residential unit. The existing building is currently used as an office and laundry room. The laundry room will remain the same and be available to tenants during the renovation of this change of use. The residential unit will include a bedroom, bathroom, kitchen, living room, and office. The proposal will also include a parking exception as part of the use permits currently our zoning regulations required a covered parking space for a one-bedroom residential unit and they are proposing an uncovered parking space which is right along the northern side of the existing building and lastly there are no exterior changed to the building.

History of the Property: It was owned M1 which is light industrial and the surrounding properties are also stills own M1 but sometime in the 1950s it was re zoned to C2 which is general commercial and now it requires a use permit if you would like to put a mobile home park there but since it was established and approved in 1948 it is not required and this is considered in a legal non-conforming use. The permit was deemed complete on May 10<sup>th</sup> its being presented today and were hopefully going to get it to the zoning hearing officer for a public hearing in July.

Vicinity map showing where the property is in the North Fair Oaks area. A Site Plan was shown that the applicant submitted. You can see the amount of the existing building that is three spaced away from Barron Avenue, it is centrally located.

After doing a cite visit with the applicant I took some pictures of the property: photograph from Mobile Home Park from Barron Avenue, picture from the street but can see the location of the building in respect to the other mobile home park. The tall one on the right will be converted into a rental space. Trash enclosure that is currently there.

The existing and proposed plans were shown. Nothing is changing from the layout, installing a shower and a full bathroom. The layout will be the same from what the owner and the applicant have told me it is generally been

	<p>used as a managers unit but has not been up to code and they want to bring it up to code which is what is triggering the use permit. Pictures of elevations of the existing building were shown. Is at 14 feet which is within compliance with the zoning regulations. More pictures from the North and East elevation as well as the South elevation and the proposed uncovered parking space, which is next to the managers unit.</p> <p>Project Compliance: It was looked at through the general plan policies and North Fair Oaks Community Plan specifically the Urban Land use and housing policies. It complies with the c2 zoning district in which a proposed residential requires a use permit to be in allowed used and it's also consistent with industrial mixed-used land designation for the North Fair Oaks Community Plan. It is considered a multi-family residential use and by being allowed by the county it's a conditional use.</p> <p>As for housing policies address the mobile home park policies. The proposed residents will improve the operation of the mobile home park, which will allow the manager to be readily available and assist the tenants when it's needed.</p> <p>The zoning regulations are in the C-2 1 zoning district and it is an allowed use subject to the issue of the use permit, which is the proposal today, and it complies with all development standards except for lock coverage. That is an issue that the County is working on collectively with all the mobile home parks in the County. We acknowledge is a non-existent form of coverage. The proposal includes ne uncovered parking space, one covered parking space is required for a 1-bedroom residential unit. Planning staff generated a Lot Coverage Map (see video.)</p>	
<p><b>Questions from the Council on "855 Barron Ave" Managers Unit project.</b></p>	<p>Where was the manager living before? He lived one block away from the mobile home park.</p> <p>Was this a County agreements dealing with code violations, to have someone on cite to supervise violations? No, this is separate</p> <p>Is the office also a common area for the tenants, is there a</p>	

	<p>common use of that area?</p> <p>More washers or dryers on the laundry room?</p> <p>How many people use the laundry room? All the residents use it. 50 rental spaces and 1 model home</p> <p>The parking spaces are available to first come first serve but the new parking lot can have the parking spaces designated to managers.</p> <p>Will management unit be built up to code? Yes</p> <p>How many washers do they currently have and how many are they planning on adding? 6 washers and 6 dryers</p> <p>The office will not be common use.</p> <p>On site management will be on the property.</p>	
<p><b>Public Comment on “855 Barron Ave” Managers Unit Project</b></p>	<ul style="list-style-type: none"> <li>• In case the management project gets approved how much space we will have for the washers and dryers because now we only have 3 washers and 3 dryers. There is not enough room</li> <li>• One manager is currently living on cite, I am okay with having another manager living on cite. We have electricity problems. The laundry room is too small. Revise the proposal.</li> <li>• Janet Davis- The proposal will benefit the people living there and not the property owner. Does the Barron park have flooding issues</li> <li>• Lacy Ade-Project coordinator for Legal Aid in San Mateo County. How will the reconsideration of the lot line be affected by this project?</li> <li>• Irving Torres- District 4 Legislative Aid. The project planner presentation is in compliance with the projects general plan</li> <li>• Mike Callagy- The lot lines will not be affected by the project. The county is working towards a resolution that will be satisfactory to all the lot lines. The laundry will be upgraded from 4 to 6.</li> <li>• The residents are responsible for their code</li> </ul>	

	<p>violations- the trailers have to be a certain distance from the pedestal. Mobile homes have to be moved.</p> <ul style="list-style-type: none"> <li>• The county is working with the residents from 855 Barron to best solve the code violations</li> <li>• Is there anything that can be done with the electricity problem? People can stop using their own washers and dryers.</li> <li>• Irving Torres (District 4 Legislative Aid) - Emma Gonzalez from HSA is currently working with the Barron tenants on mitigating the code violations.</li> <li>• Ever (Council Chair) suggested to educate the tenants on their options so everyone can have sufficient power.</li> <li>• Irving Torres- Suggested to have Emma Gonzalez attend a NFOCC meeting to update the council on her work with the Barron tenants.</li> <li>• Planning and Building- The main concern is the proposal being presented “Managers Unit”</li> <li>• Mike Callagy- a comprehensive team is working on the [Barron] project</li> </ul>	
<p><b>Council Action</b></p>	<p>Council ready to make a motion</p> <p>Melinda Dubroff to make a motion: I move that the NFOCC recommends to the zoning hearing officer youths permit 2017-triple zero 61 for a manager’s residential unit within the mobile home park with a parking exception to allow one uncovered parking space where one covered parking space is required.</p> <p>Linda Lopez: Second the motion</p> <p>Motion carried with five council members support.</p> <p>Linda Lopez: Requested a report from Emma Gonzalez on the status on 855 Barron Ave</p> <p>Mike Callagy: Suggested Peggy Jensen give a</p>	<p>Recommendation:</p> <p>NFOCC provide a recommendation to the Zoning Hearing Officer on the proposed use permit, Planning File Number PLN 2017-00061.</p>

	comprehensive report on all parts of the 855 Barron project.	
<b>Supervisor's Report</b>	<p>Report given by Irving Torres, Legislative Aid for District 4:</p> <ul style="list-style-type: none"> <li>• Electrification of Cal train: May 22<sup>nd</sup> the federal transportation officials approved a 647 million dollar grant to modernize and electrify the commuter railroad delaying San Francisco and San Jose.</li> <li>• Measure K: May 16<sup>th</sup> Board of Supervisors approved Measure K allocation plan that included 43.7 million dollars in funding over a two year cycle to address San Mateo County's need for affordable housing.</li> <li>• June 3<sup>rd</sup>, 2017 will be the annual "Be Seen Keeping It Clean" Clean-up event in NFO</li> <li>• June 1<sup>st</sup> from 4pm-7pm it will be the opening of the County's LGBTQ Community Center in San Mateo</li> <li>• HSA will have an open house from 10-3pm</li> <li>• June 6<sup>th</sup> 2017 the Board of Supervisor will address legal services</li> </ul>	Linda Lopez requested a report on El Camino Corridor project with Atherton.
<b>Deputy County Manager's Report</b>	<p>Mike Callagy:</p> <ul style="list-style-type: none"> <li>• The Board approved the department of Community Affairs. This unit is meant to coordinates services throughout the County.</li> <li>• Middlefield Road parking lot construction should begin mid to late June.</li> <li>• SFPUC parking lot is still under discussion</li> </ul>	
<b>Councilmember Reports</b>	<p>Beatriz Cerrillo: Attended the OYE Conference and the Sheriff basketball game at Fair Oaks School. Proposed to make the basketball game an annual activity.</p> <p>Melinda Jackson: Synapse School</p> <p>Ever Rodriguez: NFOF on Synapse School meeting</p>	NFOF will follow up with a Synapse update with an email to the Council members.
<b>Adjournment</b>	Chair Everardo Rodriguez adjourned the meeting at	

	9:00p.m.	
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Next Meeting
<p><b>North Fair Oaks Community Council Study Session</b> Thursday, April 27, 2016 at 6:00 p.m. Fair Oaks Community Center Classroom 1</p> <p><b>North Fair Oaks Community Council Regular Meeting</b> Thursday April 27, 2017 at 7:00pm Fair Oaks Community Center, Multipurpose Room</p>