COUNTY OF SAN MATEO PLANNING AND BUILDING DEPARTMENT

DATE: August 23, 2017

TO: Planning Commission

FROM: Planning Staff

SUBJECT: EXECUTIVE SUMMARY: Consideration of a Grading Permit to allow

1,350 cubic yards of excavation and 380 cubic yards of fill for a total of 1,730 cubic yards to accommodate the construction of two modular classroom buildings and reconfiguration and improvement of the parking

lot at the La Honda Elementary School.

County File Number: PLN 2017-00243

(La Honda-Pescadero Unified School District)

PROPOSAL

La Honda-Pescadero Unified School District has requested a grading permit, consisting of 1,350 cubic yards of excavation and 380 cubic yards of fill, to accommodate the construction of two modular classroom buildings and to reconfigure and improve (but not enlarge) the 25-space parking lot at the La Honda Elementary School. The two new classroom buildings will not accommodate additional students at the school (currently at 60), but will replace substandard classrooms in the existing buildings.

RECOMMENDATION

That the Planning Commission approve the Grading Permit, County File Number PLN 2017-00243, by adopting the required findings conditions of approval.

SUMMARY

The site is relatively flat in an east/west direction and slopes at approximately a 3.5% rate from north to south. The area proposed for the new structures is currently an undeveloped field adjacent to the parking lot and north of the playground area. The two new classrooms will be located in this area after the grading process is complete.

The project complies with all applicable elements of the General Plan (via the conditions of approval) to regulate and minimize the impacts from excavation, grading, filling and land clearing activities as they effect soil erosion and vegetation removal.

The school district has exempted this project from the RM zoning requirements and Development Review criteria. Moreover, the existing school use predates the RM zoning, and would be an allowable use pursuant to the Use Permit Regulations in any case. The project complies with the Grading Ordinance regulations; the project plans have been reviewed for all applicable engineering, erosion control and drainage criteria by the Department of Public Works. Thus it has been determined, upon compliance with the recommended conditions of approval (to ensure that all aspects of the work are done according to the approved plans and that adequate erosion control measures are maintained during construction and permanent drainage measures are implemented as part of the completed project), the project will not have a significant or adverse effect on the environment.

Finally, the project qualifies for a California Environmental Quality Act (CEQA) Exemption, pursuant to Section 15302 (Replacement or Reconstruction) and Section 15314 (Minor Additions to Schools), where the two new modular classrooms merely replace two similar rooms within the existing school building, where there is no increase in student capacity or at an existing school site.

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COUNTY OF SAN MATEO PLANNING AND BUILDING DEPARTMENT

DATE: August 23, 2017

TO: Planning Commission

FROM: Planning Staff

SUBJECT: Consideration of a Grading Permit, pursuant to Section 9280 of

the County of San Mateo Ordinance Code, to allow 1,350 cubic yards of excavation and 380 cubic yards of fill for a total of 1,730 cubic yards to: (1) for the construction of two modular classroom buildings, and (2) reconfiguration and improvement of an existing parking lot, located at the La Honda Elementary School, located at 450 Sears Ranch Road in

the unincorporated La Honda area of San Mateo County.

County File Number: PLN 2017-00243

(La Honda-Pescadero Unified School District)

PROPOSAL

The applicant (La Honda-Pescadero Unified School District Facilities Manager) has requested new development and improvements at the La Honda Elementary School, requiring a grading permit, consisting of 1,350 cubic yards of excavation and 380 cubic yards of fill to accommodate the construction of two modular classroom buildings. The classroom sizes will be 30' x 90' (2,700 sq. ft.; for use as a kindergarten and Pre-K classrooms, principal's office and reading area) and 30' x 60' (1,800 sq. ft.; for use as two classrooms). The two new classroom buildings will not accommodate additional students at the school (currently at 60), but will replace substandard classrooms in the existing buildings.

The project also includes the reconfiguration and improvement (within the same area; no repaving) of the school's 25-space parking lot. The parking lot will be reconfigured for improved circulation and emergency access; the surface will be slurry-sealed and restriped with an identified size-compliant Americans with Disabilities Act (ADA) parking space.

Since the school district (both applicant and property owner) represents a public agency, the project can be exempted by the school district pursuant to California Government Code Section 53094 from the Resource Management (RM) District regulations and associated Development Review Criteria requirements.

RECOMMENDATION

That the Planning Commission approve the Grading Permit, County File Number PLN 2017-00243, by making the required findings and subject to the conditions of approval listed in Attachment A.

BACKGROUND

Report Prepared By: Dave Holbrook, Senior Planner, Telephone 650/363-1837

Applicant: Andy Lagow

Director of Facilities at La Honda-Pescadero Unified School District

Owner: La Honda-Pescadero Unified School District

Location: La Honda Elementary School; 450 Sears Ranch Road, La Honda

APN: 083-360-010

Parcel Size: 8.59 acres

Existing Zoning: Resource Management

General Plan Designation: Institutional

Existing Land Use: School

Water Supply: On-site well

Sewage Disposal: On-site septic and leach fields

Flood Zone: Zone "X" (Area of 0.2% Annual Chance Flood), Map Number

06081C0384E; effective date: October 16, 2012.

Environmental Evaluation: The project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), Section 15302 (Replacement or Reconstruction), Class 2: replacement or reconstruction of existing structures and facilities where the new structures will be located on the same site as the structures replaced and will have substantially the same purpose and capacity as the structures replaced, including but not limited to: (a) replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structures which do not increase capacity more than 50 percent; and Section 15314 (Minor Additions to Existing Schools).

Setting: La Honda Elementary School is located on Sears Ranch Road, west of State Highway Route 84 in La Honda. The school site is relatively flat in an East/West

direction and slopes at approximately a 3.5% rate from North to South. It consists of the existing and primary school building, a 25-space parking lot and several ancillary school structures. The area for the new modular classrooms is currently an undeveloped field adjacent to the parking lot and northerly of the playground area. The two new classrooms will be located in this area after the grading process is complete.

DISCUSSION

A. KEY ISSUES

1. Compliance with the General Plan

The proposal complies with the following components of the General Plan.

- a. Policy 2.17 (Regulate Development to Minimize Soil Erosion and Sedimentation). Regulate development to minimize soil erosion and sedimentation; including, but not limited to, measures which consider the effects of slope, minimize removal of vegetative cover, ensure stabilization of disturbed areas and protect and enhance natural plant communities.
- b. Policy 2.23 (Regulate Excavation, Grading, Filling, and Land Clearing Activities Against Accelerated Soil Erosion). Regulate excavation, grading, filling, and land clearing activities to protect against accelerated soil erosion and sedimentation.
- c. Policy 4.3 (*Protection of Vegetation*) seeks to minimize the removal of visually significant trees and vegetation to accommodate structural development. The subject grading associated with the construction of new classrooms includes the removal of one 6-inch pine tree.

As proposed and conditioned, the project complies with this policy as the project includes measures and conditions to control and address the proposed development.

2. Compliance with Zoning Regulations

The existing zoning for the parcel is RM (Resource Management). The current site already contains existing school buildings and related facilities, two of which are "substandard" structures. These will be demolished and replaced by two new classroom buildings. The current enrollment will not increase but will now be relocated to the new structures.

As the School District owns the site and no increase in student enrollment is proposed, the project may be exempted from all zoning criteria for the

RM District by the school district pursuant to California Government Code Section 53094.

3. Compliance with the Grading Ordinance

The project conforms to the criteria of Chapter 8, Division VII, San Mateo County Ordinance Code, including the standards referenced in Section 8605. The project, as proposed and conditioned, conforms to the standards in the Grading Ordinance, including an erosion and sediment control plan, dust control plan, and timing of grading activity.

The project will also not have a significant adverse effect on the environment. This project has been reviewed by the Current Planning Section, the Department of Public Works and the Building Inspection Section. All departments have determined that the project, as proposed and conditioned, can be completed without significant harm to the environment.

Staff has included in Attachment A conditions for permanent stormwater controls and a permanent drainage plan in compliance with the County's Drainage Policy and National Pollutant Discharge Elimination System (NPDES) requirements prior to issuance of this permit.

The project is consistent with the General Plan as discussed above in Section A.1. As proposed and conditioned, the project complies with General plan Policies 2.23 (*Regulate Excavation, Grading, Filling, and Land Clearing Activities Against Accelerated Soil Erosion*) and 2.17 (*Erosion and Sedimentation*) because the project includes measures and conditions to control and address each of these policies (see Attachment A).

B. ENVIRONMENTAL REVIEW

This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), Section 15302 (Replacement or Reconstruction), Class 2: replacement or reconstruction of existing structures and facilities where the new structures will be located on the same site as the structures replaced and will have substantially the same purpose and capacity as the structures replaced, including but not limited to: (a) replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structures which do not increase capacity more than 50 percent, and Section 15314 (Minor Additions to Existing Schools).

C. <u>REVIEWING AGENCIES</u>

Department of Public Works Building Inspection Section

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Vicinity Zoning Map
- C. Site Plan
- D. Survey of Project Site
- E. Survey of Existing Parking Lot
- F. Demolition and Rough Grading Plan
- G. Grading and Utility Plan
- H. Revised Parking Lot Design
- I. Americans with Disabilities Act Signage for Parking
- J. Full Erosion Control Plan and Erosion Plan Details

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County of San Mateo Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2017-00243 Hearing Date: August 23, 2017

Prepared By: Dave Holbrook For Adoption By: Planning Commission

Senior Planner

RECOMMENDED FINDINGS

For the Environmental Review, Find:

1. That this project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), Section 15302 (Replacement or Reconstruction), Class 2: replacement or reconstruction of existing structures and facilities where the new structures will be located on the same site as the structures replaced and will have substantially the same purpose and capacity as the structures replaced, including but not limited to: (a) replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structures which do not increase capacity more than 50 percent.

For the Grading Permit, Find:

- 2. That the granting of the permit will not have a significant adverse effect on the environment. This project has been reviewed by the Current Planning Section, Building Inspection Section, and the Department of Public Works. These departments have determined that the project, as proposed and conditioned, can be completed without significant harm to the environment.
- 3. That the project conforms to the criteria of Chapter 8, Division VII, San Mateo County Ordinance Code, including the standards referenced in Section 8605. The project, as proposed and conditioned, conforms to the standards in the Grading Ordinance, including an erosion and sediment control plan, dust control plan, and timing of grading activity.
- 4. That the project is consistent with the General Plan as discussed in the staff report. As proposed and conditioned, the project complies with General Plan Policies 2.23 (*Regulate Excavation, Grading, Filling, and Land Clearing Activities Against Accelerated Soil Erosion*) and 2.17 (*Erosion and Sedimentation*) because

the project includes measures and conditions to control and address each of these policies.

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

- 1. This approval is for the project as described on preliminary plans and documents submitted to the Planning Department on July 5, 2017. Any revisions to the approved plans must be submitted to the Current Planning Section for review and approval prior to implementation. Minor adjustments to the project may be approved by the Community Development Director if they are consistent with the intent of, and are in substantial conformance with this approval. Any other development on the properties will be subject to a separate permitting process.
- 2. This grading permit shall be valid for one year from the date of this Planning Commission approval. If the grading permit has not been issued within this time period, it will expire. An extension to the permit will be considered upon written request and payment of the applicable permit extension fee 60 days prior to expiration.
- 3. Prior to the issuance of the Grading Permit "hard card," the applicant shall submit to the Current Planning Section for review and approval, a Stormwater Management Plan, which shows how transport and discharge of pollutants and soil sediment erosion from the project site will be minimized. The plan shall emphasize the use of pervious materials and minimize water runoff from the site. The goal is to prevent soil sediment and other pollutants from entering local drainage systems and water bodies, and protect all exposed earth surfaces from erosive forces. The plan shall clearly delineate the types of measures to be used, the location of where the measures will be placed as well as a sectional drawing showing how the measures shall be installed. All erosion control devices shall be installed on site prior to any grading activities on site. Said plan shall adhere to the San Mateo County Wide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:
 - a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - b. Removing spoils promptly, and avoiding stockpiling of fill materials when rain is forecast. If rain threatens, stockpiled soils and other materials shall be covered with a tarp or other waterproof material.
 - c. Storing, handling, and disposing of construction materials and wastes to avoid their entry to a local storm drain system or water body.

- d. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designed to contain and treat runoff.
- e. The approved Stormwater Management Plan shall be implemented prior to the issuance of a Grading Permit Hard Card.
- 4. 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).
- 5. The applicant shall prepare and submit a dust control plan to be submitted with the building permit for the office building, adequate to control all dust generated due to grading activities. The plan shall be incorporated as part of the applicant's building permits. The plan shall include the following control measures:
 - a. Water all active construction areas at least twice daily.
 - b. Water or cover stockpiles of debris, soil, sand or other materials that can be blown by the wind.
 - c. Cover all trucks hauling soil, sand and other loose materials or require all trucks to maintain at least 2 feet of freeboard.
 - d. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.
 - e. Replant vegetation in disturbed areas as quickly as possible.

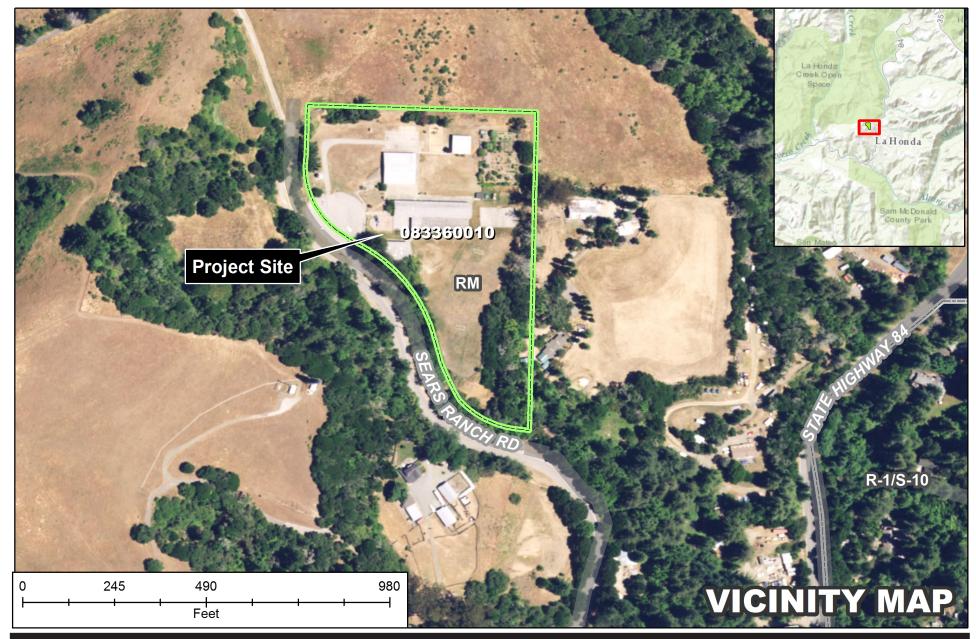
The approved plan shall be implemented for the duration of any grading and construction activities that generate dust and other airborne particles.

- 6. The applicant shall ensure that if during construction or grading any evidence of archaeological traces (human remains, artifacts, concentration of shale, bone, rock, ash) is uncovered, then all construction and grading within a 30-foot radius shall be halted, the Current Planning Section notified, and the applicant shall hire a qualified archaeologist to assess the situation and recommend appropriate measures. Upon review of the archaeologist's report, the Community Development Director, in consultation with the applicant and the archaeologist, will determine steps to be taken before construction or grading may continue.
- 7. The provision of San Mateo County Grading Ordinance shall govern all grading on and adjacent to this site.

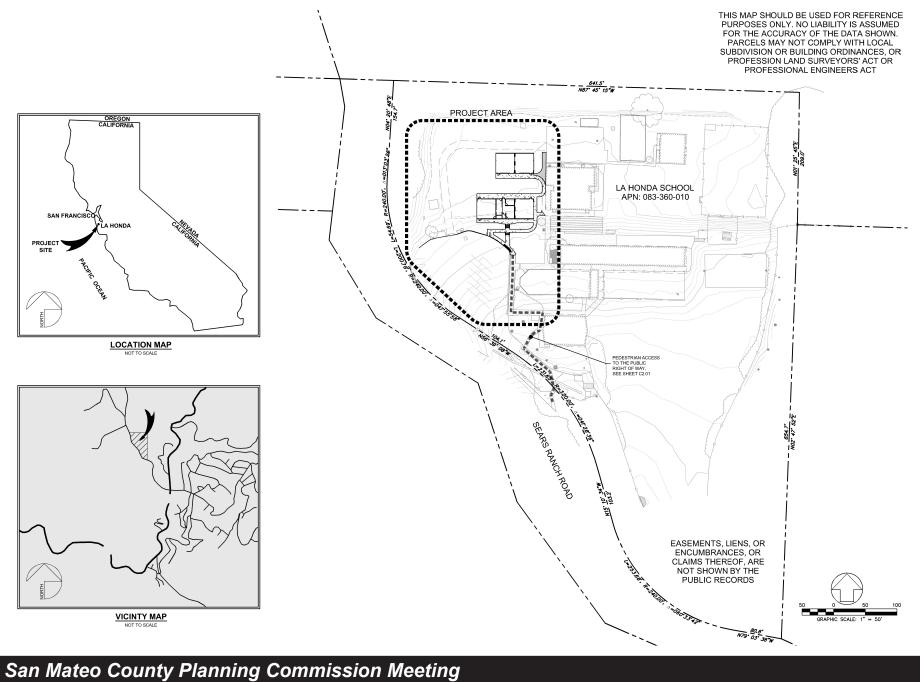
- 8. No proposed construction work within the County right-of-way shall begin until the Department of Public Works' requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued.
- The applicant shall submit a permanent stormwater plan in compliance with the County's Drainage Policy and National Pollutant Discharge Elimination System (NPDES) requirements for review and approval by the Department of Public Works.
- 10. No grading shall commence until the applicant has been issued a Grading Permit Hard Card by the Planning Department of the County of San Mateo.
- 11. Erosion and sediment control during the course of this grading work shall be according to a plan prepared and signed by the engineer of record, and approved by the Department of Public Works and the Planning Department. Revisions to the approved erosion and sediment control plan shall be prepared and signed by the engineer.
- 12. It shall be the responsibility of the applicant's engineer to regularly inspect the erosion control measures and determine that they are functioning as designed and that proper maintenance is being performed. Deficiencies shall be immediately corrected.
- 13. The engineer who prepared the approved grading plan shall be responsible for the inspection and certification of the grading as required by Section 8606.2 of the Grading Ordinance. The engineer's responsibilities shall include those relating to non-compliance detailed in Section 8606.5 of the Grading Ordinance.
- 14. No grading shall commence until a schedule of all grading operations has been submitted to and reviewed and approved by the Department of Public Works and the Planning Department. The submitted schedule shall include a schedule for winterizing the site. If the schedule of grading operations calls for the grading to be completed in one grading season, then the winterizing plan shall be considered a contingent plan to be implemented if work falls behind schedule.
- 15. No grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion <u>unless</u> approved, in writing, by the Community Development Director. The applicant shall submit a letter to the Planning Department, at least, two (2) weeks prior to commencement of grading stating the date when grading will begin.
- 16. Prior to the issuance of the grading permit, the applicant shall submit, to the Department of Public Works for review and approval, a Plan for any off-site hauling operations. This plan shall include, but not be limited to, the following information: size of trucks, haul route, disposal site, dust and debris control

measures, and time and frequency of haul trips. As part of the review of the submitted plan, the County may place such restrictions on the hauling operation as it deems necessary.

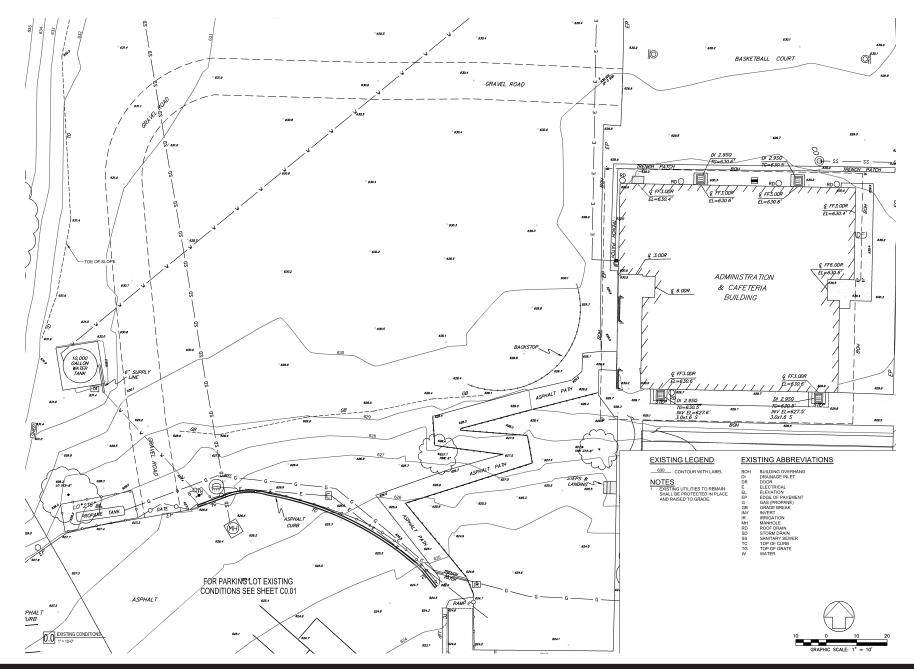
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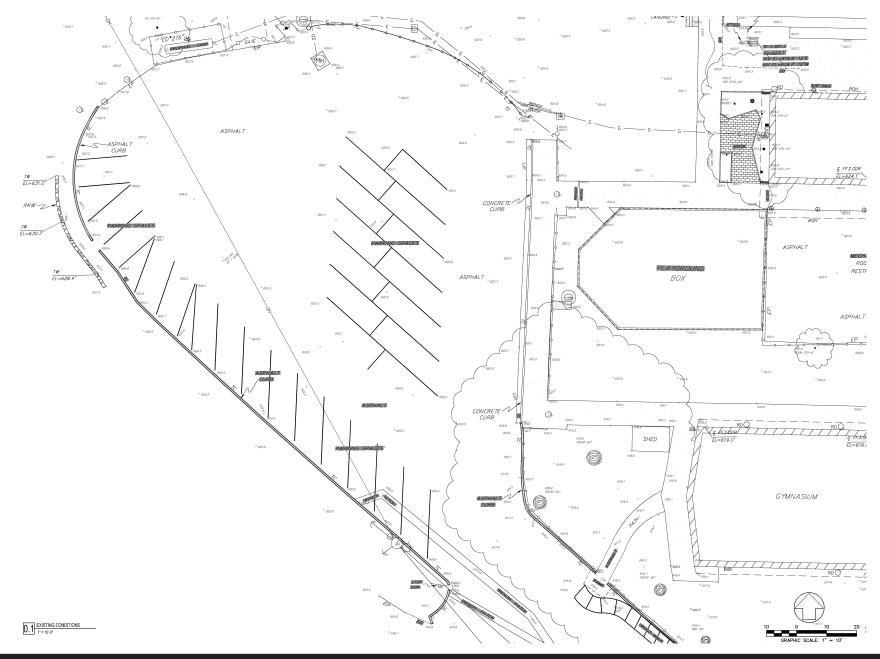
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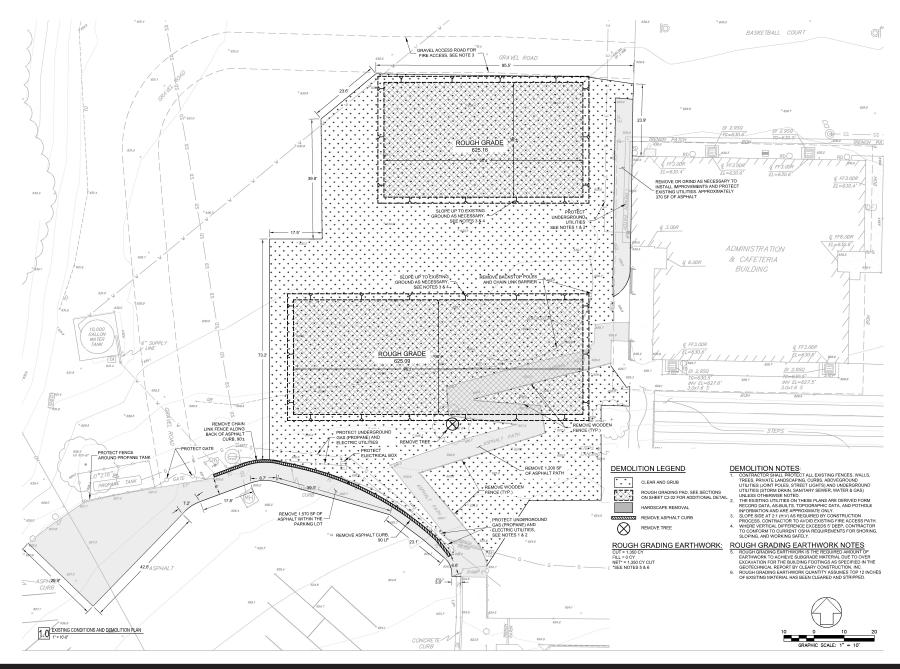
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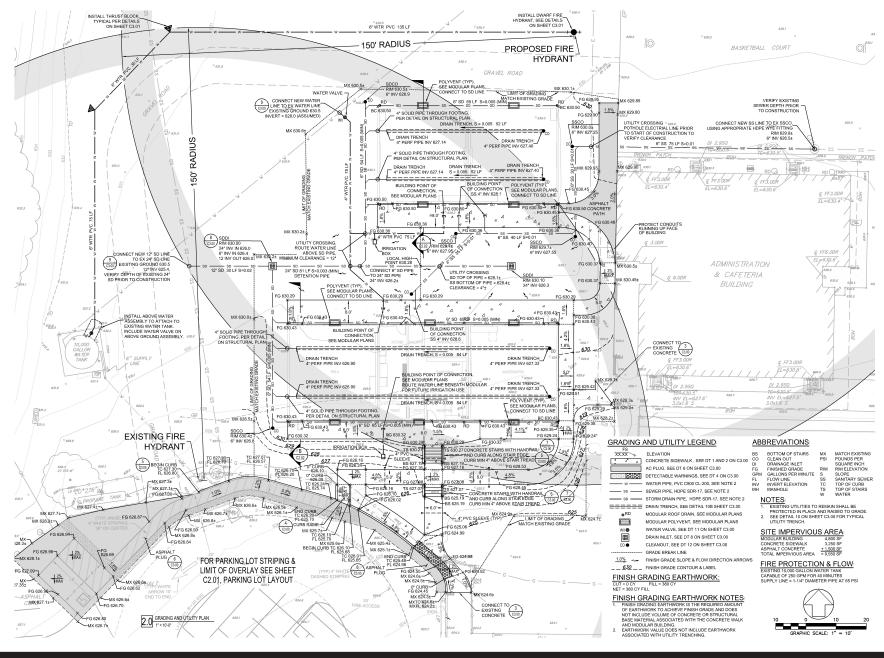
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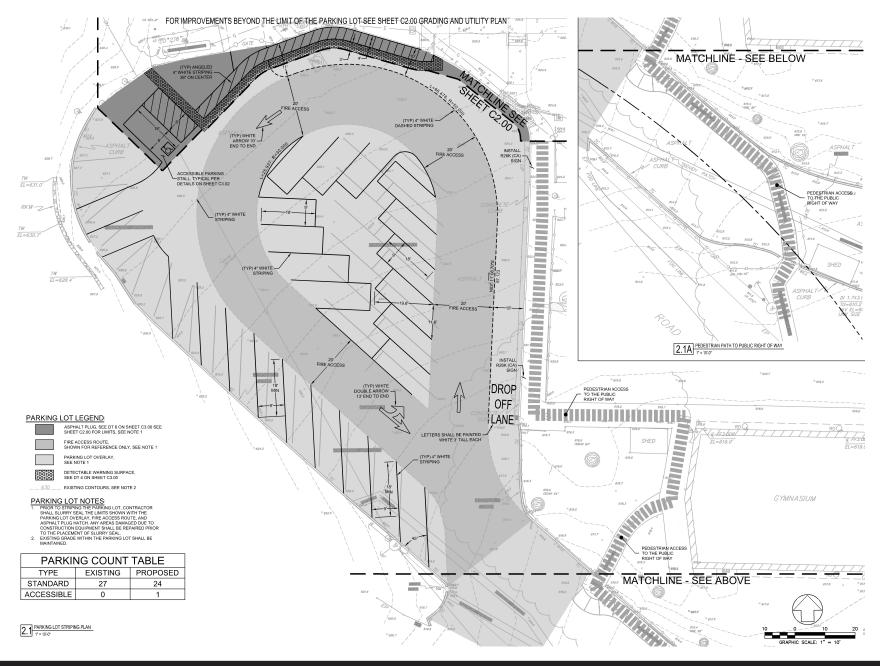
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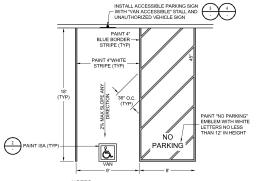
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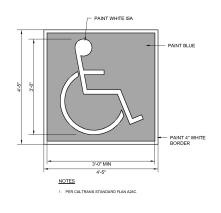


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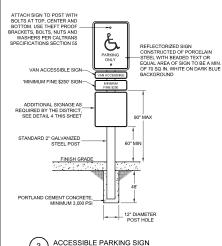


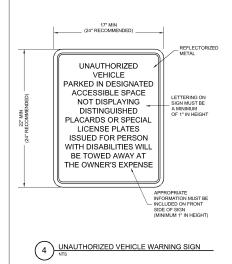
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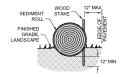


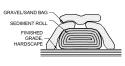


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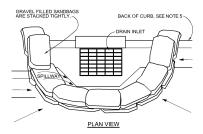




ENTRENCHMENT DETAIL IN FLAT AREA

NOTES:

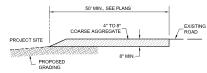
- 1. FIBER ROLLS ARE TUBES MADE FROM POROUS BIODEGRADABLE FIBER STUFFED IN A PHOTO-DEGRADABLE OPEN WEAVE NETTING, THEY ARE APPROXIMATELY 8" DIAMETER
- 2. FIBER ROLLS SHALL BE SECURED IN PLACE EITHER BY GRAVEL BAGS ON HARDSCAPE OR BY STAKING THE ROLL IN A TRENCH, 2"-4" DEEP, DUG ON CONTOUR IN LANDSCAPE.
 RUNOFF MUST NOT BE ALLOWED TO RUN UNDER OR AROUND ROLL. ROLLS SHOULD BE
 ABUTTED SECURELY TO PROVIDE A TIGHT JOINT, NOT OVERLAPPED.
- 3. TURN ENDS OF FIBER ROLLS UPSLOPE.
- 4. SILT BUILD-UP AT THE UPSLOPE SIDE OF FIBER ROLLS SHALL BIE REMOVED WHEN THE DEPRESSION BECOMES 50% FULL.
- 5. ANY PLACE WHERE WATER HAS ERODED UNDER THE FIBER ROLL SHALL BE IMMEDIATELY FILLED AS NECESSARY TO PREVENT RECURRENCE.
 - FIBER ROLL



NOTES:

- PLACE CURB TYPE SEDIMENT BARRIERS ON GENTLY SLOPING STREET SEGMENTS, WHERE WATER CAN POND AND ALLOW SEDIMENT TO SEPARATE FROM RUNOFF
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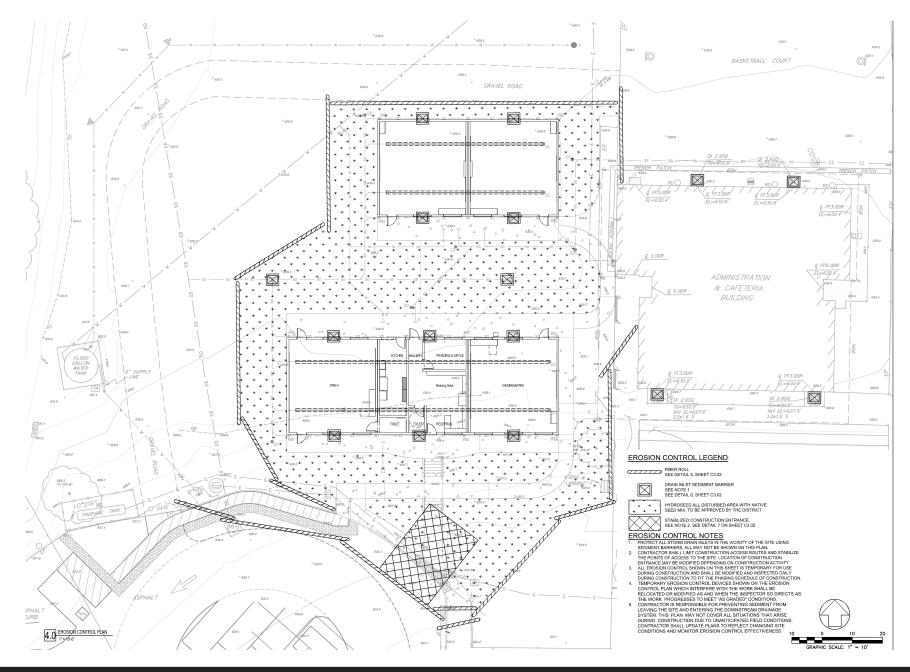
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- 2. WHEN NECESSARY, WHELES SHALL BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHTSOF-WAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STRAULZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT THAP OR SEDIMENT BASIN. ALL SEDIMENT SHALL BE PREVENTED FROM ENTERING WAY STORM DRAIN, DITCH OR WATERCOURSE THROUGH USE OF INLET PROTECTION (E.G. SAND) ASO OR OTHER APPROVED METHODS).
- 3. THE MATERIAL FOR CONSTRUCTION OF THE PAD SHALL BE 4" TO: 8" COARSE
- 4. THE THICKNESS OF THE PAD SHALL NOT BE LESS THAN 8".
- THE WIDTH OF THE PAD \$HALL NOT BE LESS THAN THE FULL WIDITH OF ALL POINTS OF INGRESS OR EGRESS (12' MIN).
- 6. THE LENGTH OF THE PAD SHALL BE AS REQUIRED, BUT NOT LESS THAN 50°

(7)	CONSTRUCTION ENTRANCE
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San Mateo County Planning Commission Meeting

Attachment: Owner/Applicant:



Owner/Applicant:	Attachment:
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