



Planning & Building Department Planning Commission

Kumkum Gupta, 1st District
Frederick Hansson, 2nd District
Lisa Ketcham, 3rd District
Manuel Ramirez, Jr., 4th District
Mario Santacruz, 5th District

County Office Building
455 County Center
Redwood City, California 94063
650/363-1859

ACTION MINUTES

Draft

MEETING NO. 1661
Wednesday, March 27, 2019

In the Board of Supervisors Chambers, Hall of Justice and Records, located at 400 County Center, Redwood City.

Chair Gupta called the meeting to order at 9:05 a.m.

Pledge of Allegiance: The Pledge of Allegiance was led by Chair Gupta

Roll Call: Commissioners Present: Hansson, Ketcham, Gupta, Santacruz, Ramirez
Staff Present: Monowitz, Fox

Legal Notice published in the San Mateo County Times on March 16, 2019 and the Half Moon Bay Review on March 20, 2019.

Oral Communications to allow the public to address the Commission on any matter not on the agenda.

None

Consideration of the Minutes of the Planning Commission meetings of February 13, 2019 and February 27, 2019.

Commissioner Ramirez moved to approve both sets of meeting minutes as submitted and Commissioner Hansson seconded the motion. **Motion carried 5-0-0-0.**

CONSENT AGENDA

Commissioner Ramirez moved for approval of the Consent Agenda, and Commissioner Santacruz seconded the motion. Motion carried 5-0-0-0, approving items as follows:

- Owner:** Sanjiv Singh
Applicant: Apri Ghuman
File Number: PLN2018-00260
Location: 2147 Edgewood Rd., Emerald Lake Hills
Assessor's Parcel No.: 057-011-090

Consideration of a Design Review Permit and a Non-Conforming Use Permit to allow construction of a major

remodel and non-conforming addition to a non-conforming 2,095 sq. ft. single-family residence, on a 20,320 sq. ft. parcel at 2147 Edgewood Road in Emerald Lake Hills. The project includes an addition of a new 361 sq. ft. attached, one-car garage, conversion of an understory area to approximately 1,000 sq. ft. of living area, replacement of a 286 sq. ft. deck, and exterior siding, windows and color changes. A Use Permit is required to allow converted understory area to maintain a 4.6-foot front yard setback where a twenty-foot setback is required, additional remodel work exceeding 50% value of the existing structure, and to maintain an existing 173 sq. ft. accessory structure (storage shed) located at the rear of the property, where location at the center of the property is required as the property abuts two streets. The existing two-car garage will remain and one accessory structure will be demolished. No significant trees are proposed to be removed. Application deemed complete August 27, 2018. Please direct any questions to Project Planner Erica Adams at 650/363-1828 or eadams@smcgov.org.

FINDINGS

For the Environmental Review, Found:

1. This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15301, Class 1, relating to additions to structures of less than 10,000 sq. ft. in an urbanized area where all public services and facilities are available and the project area is not environmentally sensitive. The existing residence is served by water and sewer districts, and the project site has been previously disturbed and is located in an established residential community.

For the Design Review, Found:

2. This project, as designed and conditioned, has been reviewed under and found to be in compliance with the Design Review Standards as stipulated in Chapter 28, Section 6565.15, of the San Mateo County Zoning Regulations. The proposal was reviewed and recommended for approval by the Emerald Lake Hills Design Review Officer (DRO) on September 11, 2018.

3. After consideration of project plans and public testimony, the DRO found that the proposed house design, as proposed and conditioned, is in compliance with the Design Review Standards because the project: (a) incorporates materials which comply with the Design Review Standards, (b) facades are well-articulated and proportional, (c) and the project use of materials and colors is compatible with the natural setting and the immediate area.

For the Non-Conforming Use Permit, Found:

4. That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, result in a significant adverse impact to coastal resources, or be detrimental to the public welfare or injurious to property or improvements in said neighborhood.

The proposed addition and remodel will not have a detrimental impact to the public welfare or be injurious to the neighborhood. The proposed construction is for an existing residence where the majority of the work is to be within the existing footprint of the structure. The garage addition is relatively small, meets required setbacks, and in an area which has already been disturbed. The project was reviewed by the Emerald Lake Hills Design Review Officer who found that the project complies with the design review standards and the recommended approval of the design. Aside from the new living area on the lower level which would have a 4.6-foot front yard setback, the remainder of the residence complies with the RH Zoning District.

The 173 sq. ft. storage shed has existed on site for numerous years. The structure will be painted a color

scheme which is compatible to both the detached garage and the single-family residence. In addition a new fence, which will provide screening from the public right of way, is proposed along Edgewood Road.

Conditions of Approval

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on March 27, 2019. Any changes or revisions to the approved plans shall be submitted for review by the Community Development Director to determine if they are compatible with the Design Review Standards and in substantial compliance with the approved plans prior to being incorporated into the building plans. Adjustments to the design of the project may be approved by the Emerald Lake Hills Design Review Officer if they are consistent with the intent of and are in substantial conformance with this approval. Adjustments to the design during the building plan stage may result in the assessment of additional plan resubmittal or revision fees. Alternatively, the Design Review Officer may refer consideration of the adjustments, if they are deemed to be major, to a new Emerald Lake Hills Design Review Officer public hearing which requires payment of an additional fee of \$1,500, and surcharges.
2. The applicant shall indicate the following on plans submitted for a building permit, as stipulated by the Emerald Lake Hills Design Review Officer:
 - a. The roof on the staircase addition shall be lowered to be lower than, and not conflict with, the main roofline.
 - b. The applicant shall change the color of both the existing garage and the storage shed to be compatible with the main residence.
3. Prior to any construction activity on the project site, the property owner shall implement the following tree protection plan for trees that have not been approved for removal:
 - a. The property owner shall establish and maintain tree protection zones throughout the entire length of the project.
 - b. Tree protection zones shall be delineated using four-foot tall orange plastic fencing supported by poles pounded into the ground, located as close to the driplines as possible while still allowing room for construction/grading to safely continue.
 - c. The property owner shall maintain tree protection zones free of equipment and materials storage and shall not clean any equipment within these areas.
 - d. Should any large roots or large masses of roots need to be cut, the roots shall be inspected by a certified arborist or registered forester prior to cutting.
 - e. Any root cutting shall be monitored by an arborist or forester and documented.
 - f. Roots to be cut should be severed cleanly with a saw or toppers.
 - g. Normal irrigation shall be maintained, but oaks should not need summer irrigation.
4. The approved exterior colors and materials of all structures shall be verified prior to final approval of the

building permit. The applicant shall provide photographs to the Design Review Officer to verify adherence to this condition prior to a final building permit sign-off by the Current Planning Section.

5. 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.

6. Prior to the Current Planning Section 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. 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).

7. 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.

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.

8. The applicant shall adhere to all requirements of the Building Inspection Section, the Department of Public Works, and Cal-Fire.

9. No site disturbance shall occur, including any grading or vegetation removal, 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 impede through traffic along the right-of-way on Lakeview Way and Edgewood Road. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Lakeview Way and Edgewood Road. There shall be no storage of construction vehicles in the public right-of-way.

11. 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).

12. 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 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.

13. It shall be the responsibility of the engineer of record to regularly inspect the erosion control measures for the duration of all grading remediation activities, especially after major storm events, and determine that they are functioning as designed and that proper maintenance is being performed. Deficiencies shall be

immediately corrected, as determined by and implemented under the observation of the engineer of record.

Building Inspection Section

14. A building permit is required.

15. Due to the project location in a Very High Fire Hazard Severity Zone, the Fire Department requirement for possible installation of a new fire hydrant meeting the maximum distance is an optional one in that the house is not new.

16. Prior to the issuance of the building permit, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Building Inspection Section for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Building Inspection Section for review and approval.

County Fire (Cal-Fire)

17. Fire Department access shall be to within 150 ft. of all exterior portions of the facility and all portions of the exterior walls of the first-story of the buildings as measured by an approved access route around the exterior of the building or facility. Access shall be a minimum of 20 ft. wide, all weather capability, and able to support a fire apparatus weighing 75,000 lbs. Where a fire hydrant is located in the access, a minimum of 26 ft. is required for a minimum of 20 ft. on each side of the hydrant. This access shall be provided from a publicly maintained road to the property. Grades over 15% shall be paved and no grade shall be over 20%. When gravel roads are used, it shall be class two (2) base or equivalent compacted to 95%. Gravel road access shall be certified by an engineer as to the material thickness, compaction, all weather capability, and weight it will support.

18. All buildings that have a street address shall have the number of that address on the building, mailbox, or other type of sign at the driveway entrance in such a manner that the number is easily and clearly visible from either direction of travel from the street. New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. Residential address numbers shall be at least six (6) feet above the finished surface of the driveway. An address sign shall be placed at each break of the road where deemed applicable by the San Mateo County Fire Department. Numerals shall be contrasting in color to their back-ground and shall be no less than four (4) inches in height, and have a minimum 1/2-inch stroke. Remote signage shall be a 6" x 18" green reflective metal sign.

19. Contact the Fire Marshal's Office to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum of 72 hours' notice to the Fire Department at (650) 573-3846.

20. A fire flow of 1000 gpm for two hours with a 20-psi residual operating pressure must be available as specified by additional project conditions to the project site. The applicant shall provide documentation including hydrant location, main size, and fire flow report at the building permit application stage. Inspection required prior to Fire's final approval of the building permit or before combustibles are brought on site.

21. Any chimney or woodstove outlet shall have installed onto the opening thereof an approved

(galvanized) spark arrestor of a mesh with an opening no larger than 1/2-inch in size or an approved spark arresting device. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and cleaning away flammable vegetation for a distance of not less than thirty (30) feet and up to hundred (100) feet around the perimeter of all structures or to the property line, if the property line is less than thirty (30) feet from any structure. This is not a requirement nor an authorization for the removal of live trees. Remove that flammable portion of any tree which extends within ten (10) feet of the outlet of any chimney or stovepipe, or within five (5) feet of any portion of any building or structures. Remove that dead or dying portion of any tree which extends over the roof line of any structure.

22. All roof assemblies in Very high Fire Hazard Severity Zones shall have a minimum CLASS-A fire resistive rating and be installed in accordance with the manufacturer's specifications and current California Building and Residential Codes.

23. Smoke alarms and carbon monoxide detectors shall be installed in accordance with the California Building and Residential Codes. This includes the requirement for hardwired, interconnected detectors equipped with battery backup and placement in each sleeping room in addition to the corridors and on each level of the residence.

24. An approved Automatic Fire Sprinkler System meeting the requirements of NFPA-13D shall be required to be installed for your project. Plans shall be submitted to the San Mateo County Building Division for review and approval.

25. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.

26. This project is located in a wildland urban interface area. Roofing, attic ventilation, exterior walls, windows, exterior doors, decking, floors, and underfloor protection to meet CRC R327 or CBC Chapter 7A requirements.

Department of Public Works

27. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. The applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right of-way.

28. Prior to the issuance of the building permit, the applicant will be required to provide payment of "roadway mitigation fees" based on the square footage (assessable space) of the proposed building per Ordinance No. 3277.

REGULAR AGENDA

2. Owner/Applicant:	Peninsula Open Space Trust
File Number:	PLN2015-00245
Location:	3500 Frenchman's Creek Road, El Granada
Assessor's Parcel No.:	047-350-020

Consideration of a Coastal Development Permit Amendment, and adoption of a Subsequent Mitigated Negative Declaration, pursuant to the California Environmental Quality Act (CEQA), for voluntary soil remediation and land restoration at the former Half Moon Bay Gun Club. The project is appealable to the

California Coastal Commission. Application deemed complete June 8, 2018. Please direct any questions to Project Planner Summer Burlison at 650/363-1815 or sburlison@smcgov.org.

SPEAKERS:

1. Tiffany Edwards, POST Project Manager

COMMISSION ACTION:

Commissioner Ketcham moved to close public comment, Commissioner Santacruz seconded the motion.

Motion carried 5-0-0-0.

Commissioner Hansson moved to approve the project and Commissioner Santacruz seconded the motion.

Motion carried 5-0-0-0.

Based on information provided by staff and evidence presented at the hearing the Planning Commission approved the request, make the findings and adopt conditions of approval as follows:

FINDINGS:

For the Environmental Review, Found:

1. That the Subsequent Initial Study and Mitigated Negative Declaration are complete, correct and adequate, and prepared in accordance with the California Environmental Quality Act (CEQA) and the applicable State and County Guidelines. A Subsequent Initial Study and a Mitigated Negative Declaration were prepared and issued for the amended project, with a public review period from December 14, 2018 to January 14, 2019.
2. That, on the basis of the Subsequent Initial Study, comments received hereto, and testimony presented and considered at the public hearing, there is no substantial evidence that the project, if subject to the mitigation measures contained in the Subsequent Mitigated Negative Declaration, will have a significant effect on the environment. The Subsequent Initial Study and Mitigated Negative Declaration identify potentially significant impacts to air quality, biological resources, cultural resources, geology and soils, transportation/traffic, and tribal cultural resources. The mitigation measures contained in the Subsequent Mitigated Negative Declaration have been included as conditions of approval in this attachment. As proposed and mitigated, the project will not result in any significant environmental impacts.
3. That the mitigation measures identified in the Subsequent Mitigated Negative Declaration, agreed to by the applicant, and identified as part of this public hearing, have been incorporated as conditions of project approval.
4. That the Subsequent Initial Study and Mitigated Negative Declaration reflect the independent judgment of the County.

For the Coastal Development Permit Amendment, Found:

5. That the project, as described in the application and accompanying materials required by Section 6328.7 and as conditioned in accordance with Section 6328.14, conforms to the plans, policies, requirements, and standards of the San Mateo County Local Coastal Program (LCP), specifically in regard to the Locating and Planning New Development and Sensitive Habitats Components of the LCP. Staff has

reviewed the plans and materials and determined that the project, as proposed and conditioned, will not pose any adverse significant impacts on coastal resources or sensitive habitats in the area.

6. That the project is not subject to the public access and public recreation policies of Chapter 3 of the Coastal Act of 1976 (commencing with Section 30200 of the Public Resources Code) since the project is not located between the nearest public road and the sea, or the shoreline of the Pescadero Marsh.
7. That the project conforms to specific findings required by policies of the San Mateo County LCP with regard to Locating and Planning New Development and Sensitive Habitats Components, as discussed in detail in the Staff Report dated March 27, 2019.

CONDITIONS OF APPROVAL

Current Planning Section

1. This approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission at the March 27, 2019 meeting. Minor revisions or modifications may be approved by the Community Development Director if they are consistent with the intent of and in substantial conformance with this approval.
2. The Coastal Development Permit Amendment and Grading Permit shall be valid for one (1) year from the date of this final approval in which time a valid building permit and grading "hard card" shall be issued and a completed inspection (to the satisfaction of the Building Inspection Section) shall have occurred within 180 days of its issuance. Any extension of the permits shall require submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. Within four (4) business days of the final approval date for this project, the applicant shall submit an environmental filing fee of \$2,354.75, as required under Fish and Game Code Section 711.4, plus a \$50.00 recording fee. Thus, the applicant shall submit a check in the **total amount of \$2,404.75**, made payable to "San Mateo County Clerk", to the project planner to file with the Notice of Determination. Please be aware that the Department of Fish and Game environmental filing fee increases starting the 1st day of each new calendar year (i.e., January 1, 2020). The fee amount due is based on the date of payment of the fees.
4. No grading activities shall commence until the applicant has been issued a Grading Permit (issued as the "hard card") by the Current Planning Section.
5. The provision of the San Mateo County Grading Ordinance shall govern all grading on and adjacent to this site. Per San Mateo County Grading Ordinance Section 9296.5, all equipment used in grading operations shall meet spark arrester and firefighting tool requirements, as specified in the California Public Resources Code.
6. The engineer who prepared the approved grading plan shall be responsible for the inspection and certification of the grading as required by Section 9297.2 of the Grading Ordinance. The engineer's responsibilities shall include those relating to non-compliance detailed in Section 9297.4 of the Grading Ordinance.
7. Erosion and sediment control during the course of grading work shall be installed and maintained according to a plan prepared and signed by the engineer of record, and approved by the Current

Planning Section. Revisions to the approved erosion and sediment control plan shall be prepared and signed by the engineer, and must be reviewed and approved by the Current Planning Section.

8. An Erosion Control Pre-Site Inspection shall be conducted prior to the issuance of a grading permit “hard card” and/or building permit to ensure that the approved erosion control and any tree protection measures are installed adequately prior to the start of ground disturbing activities.
9. 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 p.m. Saturdays. Said activities are prohibited on Sundays, Thanksgiving, and Christmas (San Mateo Ordinance Code Section 4.88.360).
10. All motorized machinery used to implement the project shall be kept to less than 45-dBA at any wetlands boundary.
11. All work shall be performed during daylight hours (between sunrise to sunset).

Mitigation Measures from the Subsequent Mitigated Negative Declaration are below. Changes to the mitigation measures based on comments received during the public comment period are shown in underline and strikethrough:

12. **Mitigation Measure 1:** The applicant shall submit a plan to the Planning and Building Department prior to the issuance of any grading “hard card” that, at a minimum, includes the “Basic Construction Mitigation Measures” as listed in Table 8-2 of the BAAQMD CEQA Guidelines (May 2017). These measures shall be implemented prior to beginning any ground disturbance and shall be maintained for the duration of the project activities:
 - a. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access road) shall be watered two times per day.
 - b. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
 - c. All visible mud or dirt track-out onto adjacent paved roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
 - d. All vehicle speeds on unpaved roads shall be limited to 15 mph.
 - e. Idling times shall be minimized either by shutting equipment or vehicles off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
 - f. All construction equipment shall be maintained and properly tuned in accordance with manufacturer’s specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
 - g. Post a publicly visible sign with the telephone number and person to contact at the County regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Bay Area Air Quality Management District’s phone number shall also be visible to ensure compliance with applicable regulations.

13. **Mitigation Measure 2:** To reduce the potential for impacts to sensitive communities and special-status species, the following general best management practices (BMPs) are recommended for implementation:

Appropriate perimeter erosion and sediment control measures (i.e. silt fencing, straw wattles) shall be installed around any stockpiles of soil or other materials which could be transported by rainfall or other flows in order to reduce the possibility of soil erosion and sediments flowing into natural habitats.

- a. All access, staging, and work areas shall be delineated with orange construction fencing, or similar, and all work activities shall be limited to these areas.
- b. All access, staging, and work areas shall be the minimum size necessary to conduct the work.
- c. All staging, maintenance, and storage of construction equipment shall be performed in a manner to preclude any direct or indirect discharge of fuel, oil, or other petroleum products into the Study Area. No other debris, rubbish, soil, silt, sand, or other construction-related materials or wastes shall be allowed to enter into or be placed where they may be washed by rainfall or runoff into wetland areas. All such debris and waste shall be picked-up daily and shall be properly disposed of at an appropriate facility. If a spill of fluid materials occurs, the area shall be cleaned and contaminated materials disposed of properly. The affected spill area shall be restored to its natural condition.
- d. Disturbance or removal of vegetation shall not exceed the minimum necessary to conduct the work.
- e. Given that the Project proposes to allow excavated areas to revegetate naturally, certified weed-free erosion control natural fiber blankets shall be used to stabilize disturbed soils.
- f. Stockpiles of soil or other materials that can be blown by wind shall be covered when not in active use.
- g. All trucks hauling soil, sand, and other loose materials shall be covered.

14. **Mitigation Measure 3:** The following measures shall be implemented to minimize impacts to San Mateo tree lupine:

- a. A temporary protective barrier or sheeting shall be placed on the ground in the location of the stockpiling area to minimize disturbance of the existing substrates and seedbank during temporary stockpiling efforts to avoid contamination from the stockpiled materials.
- b. The extent of the stockpiling area and construction access routes in areas with known populations of San Mateo tree lupine should be delineated with orange construction flagging to avoid incidental, direct impacts from construction equipment access and stockpiling.
- c. The size, limit, and duration of the stockpiling area shall be minimized to the extent possible to reduce temporary disturbance to San Mateo tree lupine individuals.
- d. Post-construction monitoring of any project-related impacted habitat shall ensure that San Mateo tree lupine recolonizes into areas where it currently occurs. Monitoring shall occur for up

to three years following the completion of project work or until the area demonstrates a trajectory of San Mateo tree lupine re-establishment of similar density to pre-construction conditions.

- e. The applicant shall make an effort to relocate the one shrubby lupine (presumed to be *Lupinus arboreus* var. *eximius*) identified by Kramer Botanical (Kramer Botanical Assessment, May 15, 2015), located near the eastern edge of "Decision Unit-10," should there be a unforeseen impact to the individual during project implementation.

15. **Mitigation Measure 4:** A pre-construction survey for woodrat houses shall be conducted by a qualified biologist within 30 days prior to the start of work. If woodrat houses are found to be present in the work area, the following additional measures shall be implemented:

- a. Any woodrat houses present in the work area, shall be dismantled by and under the supervision of a qualified biologist.
- b. If young are encountered during the dismantling process, the material shall be placed back on the house, and the house will remain undisturbed for 14 days. After 14 days has passed, nest dismantling shall begin again. Once fully deconstructed, any materials removed shall be moved to suitable adjacent areas that will not be impacted by project activities and the materials shall be scattered.

16. **Mitigation Measure 5:** In compliance with the Migratory Bird Treaty Act, a survey for active bird nests shall be conducted by a qualified biologist no more than 14 days prior to the start of project activities (vegetation removal, grading, or other ground-disturbing activities) during the nesting season (February 1 through August 31). The survey shall be conducted in a sufficient area around the work site to identify the location and status of any nests that could potentially be directly or indirectly affected by project activities. If active nests or protected species are found within the project area or close enough to these areas to affect nesting success, the following shall be implemented:

- a. A work exclusion zone shall be established around each nest by a qualified biologist that will remain in place until all young in the nest have fledged or the nest otherwise becomes inactive. As exclusion zones vary in size depending on the species, the size will be determined by a qualified biologist.

17. **Mitigation Measure 6:** In order to mitigate impacts to the CRLF, consultation with the United States Fish and Wildlife Services (USFWS) shall be initiated in order to obtain coverage for harassment during remediation and road drainage improvement work. The qualification of designated biologists shall be submitted to the USFWS for review and written approval at least 30 calendar days prior to the start of work. The following measures from the Programmatic Biological Opinion for CRLF shall be implemented, unless superseded by mitigation measures as a result of consultation, and then the superseding measures shall be implemented:

- a. Within 24 hours prior to initial ground disturbance, a preconstruction survey for CRLF shall be conducted. If any life stage of the species is found, the approved biologist will capture and move any individuals to an appropriate relocation site.
- b. The approved biologist shall conduct an education training for employees working on the project. Personnel will be required to attend the training that would cover topics such as identification

and legal protection of the species, as well as project specific avoidance and minimization measures.

- c. The approved biologist shall be onsite during all activities that may result in take of CRLF including vegetation removal, initial ground disturbance, and spoils hauling.
- d. The number of access routes, construction areas, equipment staging, storage, parking, and stockpile areas will be minimized to the extent possible.
- e. To minimize temporary habitat disturbances, project-related vehicle traffic shall be restricted to established roads, and construction areas. Project-related vehicles shall observe a 20-mile per hour speed limit within construction areas.
- f. All construction equipment shall be maintained to prevent leaks of fuels, lubricants, or other toxic fluids.
- g. In order to avoid attracting predators of the CRLF, all trash shall be deposited in covered or closed trash containers that are removed from the project site regularly.
- h. Any restoration and re-vegetation work for temporary effects shall be implemented using native California plant species.
- i. Plastic monofilament netting (erosion control matting, or wrapping around wattles) or similar materials shall not be used on the project in order to avoid entangling, strangling, or trapping CRLF.
- j. Construction shall be limited to the dry season (April 30 to October 1) to avoid impacting CRLF when they are most likely to use the study area as a migration corridor.
- k. No construction activities shall occur during rain events or within 24-hours following a rain event.
- l. Construction activities shall cease no less than thirty minutes before sunset and shall not begin again prior to no less than thirty minutes after sunrise.

18. **Mitigation Measure 7:** Any discharges of dredged or fill material into jurisdictional waters of the United States shall be in conformance with a permit issued by the U.S. Army Corps of Engineers (Corps) pursuant to Section 404 of the Clean Water Act and Water Quality Certification by the Regional Water Quality Control Board (RWQCB) pursuant to Section 401 of the Clean Water Act, prior to any grading or construction activities that may impact jurisdictional areas. Additionally, U.S. Fish and Wildlife Services Compliance with the federal and state “no net loss of wetlands” policy is required for the proposed project. The avoidance, minimization, and mitigation measures required by such permits shall be implemented.

Impacts to wetlands shall require the creation or restoration of wetlands at a minimum of a 1:1 ratio for the impacted area, creation and/or restoration of wetlands that would provide equivalent biological function, purchase of wetland credits at a mitigation bank, or some combination of these actions. Furthermore, during the application process, the project proponent shall coordinate with the Corps and RWQCB to confirm that all proposed mitigation ratios and planned restoration activities are adequate to achieve a no net loss of wetland functions and services determination. Monitoring shall be required for impacted wetlands to ensure no weed infestations occur as a result of the project activities.

19. **Mitigation Measure 8:** In the event that archaeological resources are inadvertently discovered, work in the immediate vicinity (within 25 feet) of the find must stop until a qualified archaeologist can evaluate the significance of the find. Construction activities may continue in other areas beyond the 25-foot stop work area. A qualified archaeologist is defined as someone who meets the Secretary of the Interior's Professional Qualifications Standards in archaeology. The Current Planning Section shall be notified of such findings, and no additional work shall be done in the stop work area until the archaeologist has recommended appropriate measures, and those measures have been approved by the Current Planning Section and implemented.
20. **Mitigation Measure 9:** In the event that paleontological resources are inadvertently discovered, work in the immediate vicinity (within 25 feet) of the find must stop until a qualified paleontologist can evaluate the significant of the find. The Current Planning Section shall be notified of such findings, and no additional work shall be done in the stop work area until the paleontologist has recommended appropriate measures, and those measures have been approved by the Current Planning Section and implemented.
21. **Mitigation Measure 10:** Should any human remains be discovered during construction, all ground disturbing work shall cease and the County Coroner be immediately notified, pursuant to Section 7050.5 of the State of California Health and Safety Code. Work must stop until the County Coroner can make a determination of origin and disposition of the remains pursuant to California Public Resources Code Section 5097.98 for the naming of a Most Likely Descendant and the recommendations for disposition. ~~If the County Coroner determines the remains to be Native American, the Native American Heritage Commission shall be contacted within 24 hours. A qualified archaeologist, in consultation with the Native American Heritage Commission, shall recommend subsequent measures for disposition of the remains.~~
22. **Mitigation Measure 11:** The applicant shall adhere to the San Mateo County Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including, but not limited to, the following:
 - a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - b. Storing, handling, and disposing of construction materials and wastes properly, so as to prevent their contact with stormwater.
 - c. Controlling and preventing 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.
 - d. Using sediment controls or filtration to remove sediment when dewatering the site and obtaining all necessary permits.
 - e. Avoiding cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.
 - f. Delineating with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees and drainage courses within the vicinity of areas to be disturbed by grading.

- g. Protecting adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
 - h. Performing clearing and earth-moving activities only during dry weather.
 - i. Limiting and timing application of pesticides and fertilizers to prevent polluted runoff.
 - j. Limiting construction access routes and stabilizing 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.
23. **Mitigation Measure 12:** No grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion, unless the applicant applies for an Exception to the Winter Grading Moratorium and the Community Development Director grants the exception. Exceptions will only be granted if dry weather is forecasted during scheduled grading operations, and the erosion control plan includes adequate winterization measures (amongst other determining factors).
- An applicant-completed and County-issued grading permit “hard card” is required prior to the start of any land disturbance/grading operations. Along with the “hard card,” the applicant shall submit a letter to the Current Planning Section, at least two (2) weeks prior to commencement of grading, stating the date when grading operations will begin, anticipated end date of grading operations, including dates of revegetation and estimated date of establishment of newly planted vegetation.
24. **Mitigation Measure 13:** It shall be the responsibility of the engineer of record to regularly inspect the erosion control measures for the duration of all grading activities, especially after major storm events, and determine that they are functioning as designed and that proper maintenance is being performed. Deficiencies shall be immediately corrected, as determined by and implemented under the observation of the engineer of record.
25. **Mitigation Measure 14:** The site is considered a Construction Stormwater Regulated Site (SWRS). Any grading activities conducted during the wet weather season (October 1 to April 30) will require monthly erosion and sediment control inspections by the Building Inspection Section, as well as prior authorization from the Community Development Director to conduct grading during the wet weather season.
26. **Mitigation Measure 15:** Off-site hauling of excavated soil shall be limited to the hours of 9:00 a.m. to 3:00 p.m. on weekdays, or as otherwise authorized by the Department of Public Works as part of an approved traffic control plan. Trucks or vehicles associated with the project shall not be parked on residential streets.

- 27. **Mitigation Measure 16:** The applicant shall obtain an encroachment permit for hauling of heavy loads on a public roadway. The applicant will be directed to submit traffic control plans which will notify the public of potential delays, and will have restricted hours for hauling operations. Any damage caused by the hauling operations or contractors equipment shall be repaired as directed by the County inspector.
- 28. **Mitigation Measure 17:** The applicant shall notify the public of hauling activities ten days in advance of such work.
- 29. **Mitigation Measure 18:** In the event that tribal cultural resources are inadvertently discovered during project implementation, all work shall stop until a qualified professional can evaluate the find and recommend appropriate measures to avoid and preserve the resource in place, or minimize adverse impacts to the resource, and those measures shall be approved by the Current Planning Section prior to implementation and continuing any work associated with the project.
- 30. **Mitigation Measure 19:** Any inadvertently discovered tribal cultural resources shall be treated with culturally appropriate dignity taking into account the tribal cultural values and meaning of the resource, including, but not limited to, protecting the cultural character and integrity of the resource, protecting the traditional use of the resource, and protecting the confidentiality of the resource.

Building Inspection Section

- 31. A demolition permit shall be obtained prior to the removal of any structure.

Geotechnical Section

- 32. Any development, including the construction of trails or roads, will require review by the Geotechnical Section.

Environmental Health Division (Ground Protection Program)

- 33. The applicant shall comply with the San Mateo County Groundwater Protection Program’s December 8, 2015 conditional approval letter for the proposed remediation and reporting.
- 34. A final approval letter from the Environmental Health Division is required to verify the approved work has been fully implemented. A copy of the letter shall be submitted to the Current Planning Section.

Caltrans

- 35. The applicant shall obtain a transportation permit from Caltrans for project work that requires movement of oversized or excessive load vehicles on State roadways. To apply, a completed transportation permit application with the determined specific route(s) for the shipper to follow from origin to destination must be submitted to: Caltrans Transportation Permits Office, 1823 14th Street, Sacramento, CA 95811-7119 (<http://www.dot.ca.gov/hq/traffops/permits>).

3. Owner/Applicant:	County of San Mateo Planning and Building Department
Location:	Countywide, unincorporated
Assessor’s Parcel Nos.:	Countywide, unincorporated

Informational Item: Briefing on San Mateo County Green Infrastructure Plan Preparation. Please direct any questions to Camille Leung, Senior Planner 650/363-1826 or cleung@smcgov.org and Planning Services Manager Joe LaClair 650/363-1865 or llaclair@smcgov.org.

Speakers:

1. Jill Bickman
 2. Gary Trott
-

4. Correspondence and Other Matters

The only piece of correspondence was from Gary Trott regarding the Informational Item, this was handed out to the Planning Commission at the meeting.

5. Consideration of Study Session for Next Meeting

The agenda for next meeting was discussed along with the CEQA Informational Item.

6. Director's Report

Update on items that were approved by the Board of Supervisors which include the Second Unit Regulations, BKF amendment and Avocette amendment.

7. Commissioner Updates and Questions

A questions was brought up by the Planning Commissioner Hansson regarding if the Planning Commission was given an opportunity to give feedback on the new County Building. Commissioner Gupta also inquired about a budget for training, Steve will look into it and report back.

8. Adjournment

Meeting adjourned at 11:13 A.M.
