



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. 1667
Wednesday, June 26, 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 9:01 a.m.

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

Roll Call:

Commissioners Present:	Hansson, Ketcham, Gupta, Ramirez
Commissioner Absent:	Santacruz
Staff Present:	Monowitz, Fox

Legal Notice published in the San Mateo County Times on June 15, 2019 and the Half Moon Bay Review on June 19, 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 meeting of May 22, 2019.

Meeting minutes will be considered at the following Planning Commission Meeting to allow staff to make additional edits.

Consideration of the Minutes of the Planning Commission meeting of June 12, 2019.

Commissioner Ramirez moved, and Commissioner Hansson seconded, that the minutes be approved as submitted. Motion carried 4-0-0-1 (Commissioner Santacruz was absent).

CONSENT AGENDA

Commissioner Ramirez moved for approval of the Consent Agenda, and Commissioner Ketcham seconded the motion. Motion carried 4-0-0-1, approving two items as follows:

- Owner:** David Welch
Applicant: Dan Biermann
File Number: PLN2018-00359

Location: Francisco Street, El Granada
Assessor's Parcel No.: 047-222-290

Consideration of a Coastal Development Permit (CDP), Design Review Permit, and Certificate of Compliance (Type B) to allow construction of a new 2,748 sq. ft. one-story single-family residence, including a 499 sq. ft. attached two car garage, on a 8,530 sq. ft. parcel. Eleven (11) significant trees are proposed for removal and only minor grading is proposed. The applicant has applied for the removal of 9 of the 11 trees under a separate permit (PLN2019-00030) due to their condition and potential need to be removed prior to the decision on the CDP. The project is appealable to the California Coastal Commission. Application deemed complete February 6, 2019. Please direct any questions to Project Planner Ruemel Panglao at 650/363-4582 or rpanglao@smcgov.org.

FINDINGS

Regarding the Environmental Review, Found:

1. This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15303, Class 3(a), relating to the construction of one single-family residence in an urban, residential zone.

Regarding the Coastal Development Permit, Found:

2. 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. Specifically, the project complies with policies regarding infill development, minimization of tree removal, and design review standards.
3. That where the project is located between the nearest public road and the sea, or the shoreline of Pescadero Marsh, the project is in conformity with 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). The project is not located between the nearest public road and the sea, or the shoreline of Pescadero Marsh.
4. That the project conforms to the specific findings required by policies of the San Mateo County Local Coastal Program as discussed.
5. That the number of building permits for construction of single-family residences other than for affordable housing issued in the calendar year does not exceed the limitations of Policies 1.22 and 1.23 as stated in Section 6328.19. As of the printing of this report, four building permits for new dwelling units have been issued in 2019. This requested permit would be valid for 5 years; therefore, the project is likely to be, and would be required to be, within the building permit limit.

Regarding the Design Review, Found:

6. The project, as proposed and conditioned, has been reviewed and found to be in compliance with the Design Review Standards for One-Family and Two-Family Residential Development in the Midcoast, Section 6565.20 of the San Mateo County Zoning Regulations, specifically elaborated as follows:
 - a. Section 6565.20 (F) LANDSCAPING, PAVED AREAS, FENCES, LIGHTING AND NOISE; 1 Landscaping; Standard (b): The landscape plan is compatible with the surrounding area;

- b. Section 6565.20 (D) ELEMENTS OF DESIGN; 1. Building mass, shape and scale; neighborhood scale; Standard (1): The shape, scale and color are complimentary to the other homes in the neighborhood; and
- c. Section 6565.20 (D) ELEMENTS OF DESIGN; 1. Building mass, shape and scale; (a) Building forms step down with existing grade.

RECOMMENDATIONS OF THE COASTSIDE DESIGN REVIEW COMMITTEE¹

1. The secondary stone accent material should match the scale of the hatch shown on the elevations (no less than 3 inches high and no wider than 16 inches).
2. Shingle siding may be used as a siding option.

CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on June 26, 2019 and as reviewed by the Coastside Design Review Committee on March 14, 2019. Any changes or revisions to the approved plans shall be submitted to the Community Development Director for review and approval prior to implementation. Minor adjustments to the project design may be approved by the Design Review Officer if they are consistent with the intent of and are in substantial conformance with this approval. Alternatively, the Design Review Officer may refer consideration of the revisions to the Coastside Design Review Committee, with applicable fees to be paid.
2. The Coastal Development Permit and Design Review approvals shall be valid for five (5) years from the date of final approval in which time a building permit shall be issued and a completed inspection (to the satisfaction of the building inspector) shall have occurred within 180 days of its issuance. An extension of these approvals will be considered upon written request and payment of the applicable fees sixty (60) days prior to the permits' expiration.
3. Prior to the issuance of a building permit for the project, the owner shall work with the Project Planner to record the Certificate of Compliance (Type B) with the County Recorder's Office, as required to establish the legality of the existing parcel, APN 047-222-290. The owner shall provide, to the project planner, a legal description of the parcel for recordation.
4. The applicant shall provide "finished floor elevation verification" to certify that the structure is actually constructed at the height shown on the submitted plans. The applicant shall have a licensed land surveyor or engineer establish a baseline elevation datum point in the vicinity of the construction site:
 - a. The applicant shall maintain the datum point so that it will not be disturbed by the proposed construction activities until final approval of the building permit.
 - b. This datum point and its elevation shall be shown on the submitted site plan. This datum point shall be used during construction to verify the elevation of the finished floors relative to the existing natural or to the grade of the site (finished grade).

¹ Compliance is recommended but not required.

- c. Prior to the Planning Department 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.
 - d. 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).
 - e. 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.
 - f. 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.
5. 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.
6. During project construction, the applicant shall, pursuant to Chapter 4.100 of the San Mateo County Ordinance Code, minimize the transport and discharge of stormwater runoff from the construction site into storm drain systems and water bodies by:
- a. Using filtration materials on storm drain covers to remove sediment from dewatering effluent.
 - b. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - c. 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.
 - d. Storing, handling, and disposing of construction materials and wastes so as to avoid their entry to the storm drain system or water body.
 - e. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.
 - f. Limiting and timing application of pesticides and fertilizers to avoid polluting runoff.
7. 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.
8. All new power and telephone utility lines from the street or nearest existing utility pole to the main dwelling and/or any other structure on the property shall be placed underground.
9. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Drainage Section, the Geotechnical Section, the Granada

Community Services District, the Coastside County Water District, and the Coastside Fire Protection District.

10. No site disturbance shall occur, including any vegetation/tree removal or grading, until a building permit has been issued.
11. 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 shall impede through traffic along the right-of-way on Francisco Street. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Francisco Street. There shall be no storage of construction vehicles in the public right-of-way.
12. The exterior color samples submitted to the Coastside Design Review Committee (CDRC) are conditionally approved. Color verification shall occur in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.
13. 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).
14. Installation of the approved landscape plan is required prior to final inspection.
15. At the building permit application stage, the project shall demonstrate compliance with the Water Efficient Landscape Ordinance (WELO) and provide required forms. WELO applies to new landscape projects equal to or greater than 500 square feet. A prescriptive checklist is available as a compliance option for projects under 2,500 square feet. WELO also applies to rehabilitated landscape projects equal to or greater than 2,500 square feet. The following restrictions apply to projects using the prescriptive checklist:
 - a. Compost: Project must incorporate compost at a rate of at least four (4) cubic yards per 1,000 sq. ft. to a depth of 6 inches into landscape area (unless contra-indicated by a soil test).
 - b. Plant Water Use (Residential): Install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 75% of the plant area excluding edibles and areas using recycled water.
 - c. Mulch: A minimum 3-inch layer of mulch should be applied on all exposed soil surfaces of planting areas, except in areas of turf or creeping or rooting groundcovers.

- d. Turf: Total turf area shall not exceed 25% of the landscape area. Turf is not allowed in non-residential projects. Turf (if utilized) is limited to slopes not exceeding 25% and is not used in parkways less than 10 feet in width. Turf, if utilized in parkways is irrigated by sub-surface irrigation or other technology that prevents overspray or runoff.
 - e. Irrigation System: The property shall certify that irrigation controllers use evapotranspiration or soil moisture data and utilize a rain sensor; Irrigation controller programming data will not be lost due to an interruption in the primary power source; and areas less than 10 feet in any direction utilize sub-surface irrigation or other technology that prevents overspray or runoff.
16. At the building permit application stage, the applicant shall submit a tree protection plan, including the following:
- a. Identify, establish, and maintain tree protection zones throughout the entire duration of the project;
 - b. Isolate tree protection zones using 5-foot tall, orange plastic fencing supported by poles pounded into the ground, located at the driplines as described in the arborist's report;
 - c. Maintain tree protection zones free of equipment and materials storage; contractors shall not clean any tools, forms, or equipment within these areas;
 - d. If 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 as required in the arborist's report. Any root cutting shall be undertaken by an arborist or forester and documented. Roots to be cut shall be severed cleanly with a saw or topers. A tree protection verification letter from the certified arborist shall be submitted to the Planning Department within five (5) business days from site inspection following root cutting;
 - e. Normal irrigation shall be maintained, but oaks shall not need summer irrigation, unless the arborist's report directs specific watering measures to protect trees;
 - f. Street tree trunks and other trees not protected by dripline fencing shall be wrapped with straw wattles, orange fence and 2 x 4 boards in concentric layers to a height of 8 feet; and;
 - g. Prior to Issuance of a building permit or demolition permit, the Planning and Building Department shall complete a pre-construction site inspection, as necessary, to verify that all required tree protection and erosion control measures are in place.
17. An Erosion Control and/or Tree Protection Inspection is required prior to the issuance of a building permit for grading, construction, and demolition purposes, as the project requires tree protection of significant trees. Once all review agencies have approved your building permit, you will be notified that an approved job copy of the Erosion Control and/or Tree Protection Plan is ready for pick-up at the Planning counter of the Planning and Building Department. Once the Erosion Control and/or Tree Protection measures have been installed per the approved plans, please contact the Building Inspection Section at 650/599-7311, to schedule a pre-site inspection. A \$144 inspection fee will be assessed to the building permit for the inspection. If the initial pre-site inspection is not approved, an additional inspection fee will be assessed for each required re-inspection until the job site passes the Pre-Site Inspection, or as determined by the Building Inspection Section.

Building Inspection Section

18. A building permit shall be obtained for the proposed construction.
19. The proposed project shall be designed and constructed according to the currently adopted and locally amended California Building Standards Code, which at the time of this review is the 2016 version.

Drainage Section

20. The drainage design concept is approved; details of the drainage design will be reviewed at the building permit stage.
21. Drainage report, drainage calculation package, drainage plans, and C3 C6 Checklist will be reviewed in detail at the building permit stage.
22. The figures on the plans, including but not limited to, percolation test results, shall be consistent with the building permit stage submission.
23. The submission of drainage details at the building permit stage shall provide drainage design features buried in the sandy layer with depth consistent with the boring data shown in the project geotechnical report.
24. The submission of drainage details at the building permit stage shall provide impermeable barriers for infiltration trench edges closest to the property line.

Department of Public Works

25. All work in the public right of way, including but not limited to driveways, utility cuts, and sidewalk repair, shall provide County standard details at the building permit stage. Contractors shall apply for encroachment permit before any construction starts in the public right of way.
26. 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.

Geotechnical Section

27. The geotechnical report shall be reviewed at the building permit stage. The current foundation design provided by the geotechnical consultant of record is drilled piers with grade beam system.

Granada Community Services District (District)

28. The applicant must obtain a sewer connection permit to connect the project to the District's wastewater facilities.

Coastside County Water District (CCWD)

29. The project is required to comply with CCWD's Water Use Efficiency Ordinance, which includes regulations on water metering.

30. Fire sprinklers shall be served from a separate water service connection with a separate fire meter. CCWD does not allow passive purge systems to be installed on fire protection services. Fire protection services are authorized for the sole purpose of fire protection, so there shall be no cross connections. Fire sprinkler drawings, details and plans must reflect these conditions.

Coastside Fire Protection District (Fire Department)

31. Fire Department access shall be to within 150 feet 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 feet wide, all weather capability, and able to support a fire apparatus weighing 75,000 pounds. Where a fire hydrant is located in the access, a minimum of 26 feet is required for a minimum of 20 feet on each side of the hydrant. This access shall be provided from a publicly maintained road to the property. Grades over 15 percent shall be paved and no grade shall be over 20 percent. When gravel roads are used, it shall be Class 2 base or equivalent compacted to 95 percent. Gravel road access shall be certified by an engineer as to the material thickness, compaction, all weather capability, and weight it will support.
32. 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 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 background and shall be no less than four inches in height and have a minimum 1/2-inch stroke. Remote signage shall be a 6-inch x 18-inch green reflective metal sign.
33. 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 72-hour notice to the Fire Department at 650/573-3846.
34. A fire flow of 500 gallons per minute (gpm) for 2 hours with a 20 pounds per square inch (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 Department's final approval of the building permit or before combustibles are brought on-site.
35. Any chimney or woodstove outlet shall have installed onto the opening thereof an approved (galvanized) spark arrester 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 30 feet and up to 100 feet around the perimeter of all structures or to the property line, if the property line is less than 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 10 feet of the outlet of any chimney or stovepipe, or within 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.
36. 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.

- 37. 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 Inspection Section for review and approval by the authority having jurisdiction.
- 38. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.

RP:pac - RSPDD0277_WPU.DOCX

2.	Owner:	Steven A. Thornton
	Applicant:	David Howell
	File Number:	PLN2018-00169
	Location:	263 Yale Avenue, Princeton
	Assessor's Parcel No.:	047-015-170

Consideration of a Non –Conforming Use Permit, Coastal Development Permit, and Design Review Permit, to allow construction of a new 928 sq. ft. rear detached garage/solarium to an existing 793 sq. ft. one- story single-family residence located of an existing 5,506 sq. ft. legal parcel, subsequent to the demolition of an existing 192 sq. ft. rear detached garage. The Non-Conforming Use Permit is required to allow enlargement of a non-conforming residential use in a non-residential (Waterfront) zoning district. The project is appealable to the California Coastal Commission. Application deemed complete October 6, 2018. Please direct any questions to Project Planner Dennis P. Aguirre at 650/363-1867 or daquirre@smcgov.org.

FINDINGS

Regarding the Environmental Review, Found:

- 1. That the proposed project is categorically exempt pursuant to Section 15303, Class 3(e), relating to the construction of small structures such as detached garages.

Regarding the Coastal Development Permit, Found:

- 2. That the project, as described in the application and accompanying materials required by the Zoning Regulations, Section 6328.4, and as conditioned in accordance with Section 6328.14, conforms with the applicable policies and required findings of the San Mateo County Local Coastal Program (LCP). Specifically, the project complies with policies regarding improvement to infill development, and compliance with design review standards and findings.
- 3. That the project conforms to specific findings required by policies of the San Mateo County Local Coastal Program. Specifically, the project complies with policies regarding improvement to infill development, and compliance with design review standards and findings.

Regarding the Design Review, Found:

- 4. That, with the conditions of approval recommended by the Coastside Design Review Committee at its meeting of October 11, 2018, the project is in compliance with the Design Review Standards for the Coastside. The proposed structure harmonizes with the existing residence by matching architectural style and design, colors, materials and lighting. Selected lighting would not be too bright and will be placed in a manner that provides safety and security to the

residents without offending neighbors. The Princeton area is predominantly industrial in character thus the new structure will not negatively impact neighbors nor significantly alter the character of the community.

Regarding the Use Permit, Found:

5. Pursuant to Section 6503 of the San Mateo County Zoning Regulations, 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 based on the compliance with the R- 1/S-17 development standards, design review standards and applicable LCP Policies.

CONDITIONS OF APPROVAL

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on June 26, 2019. Any changes or revisions to the approved plans shall be submitted to the Community Development Director for review and approval prior to implementation. Minor adjustments to the project design may be approved by the Design Review Officer if they are consistent with the intent of and are in substantial conformance with this approval. Alternatively, the Design Review Officer may refer consideration of the design revisions to the Coastside Design Review Committee, with applicable fees to be paid.
2. The Use Permit, Coastal Development Permit and Design Review final approvals shall be valid for five (5) years from the date of approval, in which time a building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspector) shall have occurred within 180 days of its issuance. The Use Permit, Coastal Development Permit and Design Review approval may be extended in one (1) year increments with submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. The applicant shall include the approval letter on the top pages of the building plans to ensure that the conditions of approval are included with the on-site plans.
4. During project construction, the applicant shall, pursuant to Chapter 4.100 of the San Mateo County Ordinance Code, minimize the transport and discharge of stormwater runoff from the construction site into storm drain systems and water bodies by:
 - a. Using filtration materials on storm drain covers to remove sediment from dewatering effluent.
 - b. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - c. 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.
 - d. Storing, handling, and disposing of construction materials and wastes so as to avoid their entry to the storm drain system or water body.
 - e. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.

- f. Limiting and timing application of pesticides and fertilizers to avoid polluting runoff.
5. The applicant shall provide “finished floor elevation verification” to certify that the structure is actually constructed at the height shown on the submitted plans. The applicant shall have a licensed land surveyor or engineer establish a baseline elevation datum point in the vicinity of the construction site.
 - a. The applicant shall maintain the datum point so that it will not be disturbed by the proposed construction activities until final approval of the building permit.
 - b. This datum point and its elevation shall be shown on the submitted site plan. This datum point shall be used during construction to verify the elevation of the finished floors relative to the existing natural or to the grade of the site (finished grade).
 - c. Prior to Planning 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.
 - d. 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).
 - e. 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.
 - f. 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.
6. 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.
7. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works and the Coastside Fire Protection District.
8. No site disturbance shall occur, including any grading or tree/vegetation removal, until a building permit has been issued.
9. 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 shall impede through traffic along the right-of-way on Yale Avenue. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Yale Avenue. There shall be no storage of construction vehicles in the public right-of-way.
10. The exterior color samples submitted to the CDRC are approved. Color verification shall occur in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.
 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).

Building Inspection Section

12. The property is allowed to have one (1) electric utility meter. At the time of building permit application, the plans shall reflect one (1) electric meter main and one (1) subpanel.
13. 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 Department of Public Works for review and approval.

Coastside County Water District

14. The project shall comply with Coastside County Water District's Indoor Water Use Efficiency Ordinance, including the installation of fire sprinklers, if required by the Coastside Fire Protection District.

Department of Public Works

15. 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. Applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.

16. 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.

Coastside Fire Protection District

17. Smoke alarms/detectors are shown on building plans. Note on plans: "Smoke alarms are hardwired, interconnected with battery backup." Existing may have battery powered smoke alarms.
18. Fire Hydrant: Due to increased size of the structure, an approved fire hydrant (Clow 960) shall be located and spaced as follows along with a minimum fire flow of 1000 per minute at 20 pounds per square inch. If you have not already done so, submit a site plan showing all underground piping to the San Mateo County building Department for review and approval.
19. Solar Photovoltaic Systems: These systems shall meet the requirements of the 2013 CFC 605.11.
20. Roof covering: As per Coastside Fire Protection District Ordinance No. 2013-03, the roof covering of every new building or structure, and materials applied as part of a roof covering assembly, shall have a minimum fire rating of Class "B" or higher as defined in the current edition of the California Building Code.
21. Vegetation management: As per the Coastside Fire Protection District Ordinance No. 2013-03, the 2013 California Fire Code and Public Resources Code 4291:
 - a. A fuel break of defensible space is required around the perimeter of all structures to a distance of not less than 30 feet and may be required to a distance of 100 feet or to the property line. In SRA (State Responsible Area), the fuel break is 100 feet or to the property line.
 - b. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 to 10 feet above the ground. New trees planted in the defensible space shall be located no closer than 10 feet to adjacent trees when fully grown or at maturity.
 - c. Remove that portion of any existing tree, which extends within 10 feet. of the outlet of a chimney or stovepipe or is within 5 feet. of any structure.
22. Address Numbers: As per Coastside Fire District Ordinance 2013-03, building identification shall be conspicuously posted and visible from the street. (TEMPORARY ADDRESS NUMBERS SHALL BE POSTED PRIOR TO COMBUSTIBLES BEING PLACED ON SITE). The letters/numerals for permanent address signs shall be 4-inches in height with a minimum 3/4-inch stroke. Such letters/numerals shall be internally illuminated and facing the direction of access. Finished height of bottom of address light unit shall be greater than or equal to 6 feet from finished grade. When the building is served by a long driveway or is otherwise obscured, a 6 inch by 18-inch green reflective metal sign with 3-inch reflective Numbers/Letters similar to Hy-Ko 911 or equivalent shall be placed at the entrance from the nearest public roadway. See Fire Ordinance for standard sign.
23. All fire conditions and requirements must be incorporated into your building plans, prior to building permit issuance. It is your responsibility to notify your contractor, architect and engineer of these requirement.

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END OF THE CONSENT AGENDA

REGULAR AGENDA

9:00 a.m.

- 3. **Owner:** Larry & Penny Hassett
- Applicant:** Larick Alan Hill
- File Number: PLN 2019-00054
- Location: 42 Castanea Ridge Road, South Skyline
- Assessor’s Parcel No.: 080-410-160

Consideration of a Resource Management Permit, and a Grading Permit, to allow the reconstruction of an existing detached garage, accessory to the existing single-family residence. Application deemed complete May 7, 2019. Please direct any questions to Project Planner Kelsey Lang at 650/363-1549 or klang@smcgov.org.

SPEAKERS:

- 1. Larrick Allan Hill, Applicant

COMMISSION ACTION:

Commissioner Ramirez moved and Commissioner Hansson seconded to close the public hearing. **Motion carried 4-0-0-1.**

Commissioner Ketcham moved approval and Commissioner Hansson seconded the motion. **Motion carried 4-0-0-1.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the Resource Management Permit and Grading Permit, County File Number PLN 2019-00054, by making the required findings and imposing the conditions of approval as follows:

FINDINGS

Regarding the Environmental Review, Found:

- 1. That the proposed project is categorically exempt pursuant to Section 15302, Class 2, of the California Environmental Quality Act Guidelines related to the reconstruction of an existing structure where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity, and Section 15303, Class 3, of the California Environmental Quality Act Guidelines relating to the construction of new small structures and equipment.

Regarding the Resource Management Permit, Found:

- 2. This project has been reviewed under and found, as conditioned, to be in compliance with the General Plan policies regarding visual resources and the Development Review Criteria as stipulated in Chapter 20A.2 of the County Zoning Regulations.

Regarding the Grading Permit, Found:

3. That the granting of the permit, as conditioned, will not have a significant adverse effect on the environment as the area of disturbance is limited to the previously developed area that does not contain mapped sensitive habitats, grading is minimized, and no vegetation will be removed.
4. That this project, as conditioned, conforms to the criteria of the San Mateo County Grading Ordinance, including the standards referenced in Section 9296, and is consistent with the General Plan by minimizing alterations to topography, preserving trees and vegetation, and clustering development.

CONDITIONS OF APPROVALCurrent Planning Section

1. This approval applies only to the proposal, documents, and plans described in this report and submitted to and approved by the Planning Commission on June 26, 2019. Minor modifications to the project may be approved by the Community Development Director if they are consistent with the intent of, and in substantial conformance with, this approval.
2. This permit shall be valid for one (1) year from the date of approval by which time a valid building permit shall have been issued. Any extension of this permit shall require submittal of an application for permit extension and payment of applicable permit extension fees at least sixty (60) days prior to expiration.
3. This permit does not allow for the removal of any trees. Removal of any trees with a diameter equal to or greater than twelve (12) inches as measured 4.5 feet above the ground shall require a separate tree removal permit.
4. The approved exterior colors and materials shall be verified prior to final inspection of the building permit. The applicant shall provide photographs to the Project Planner to verify adherence to this condition prior to a final building permit sign-off by the Current Planning Section.
5. In the event that cultural, paleontological, or archaeological resources are encountered during site grading or other site work, such work shall immediately be halted in the area of discovery and the project sponsor shall immediately notify the Community Development Director of the discovery. The applicant shall be required to retain the services of a qualified archaeologist for the purpose of recording, protecting, or curating the discovery as appropriate. The cost of the qualified archaeologist and of any recording, protecting, or curating shall be borne solely by the project sponsor. The archaeologist shall be required to submit to the Community Development Director for review and approval a report of the findings and methods of curation or protection of the resources. No further grading or site work within the area of discovery shall be allowed until the preceding has occurred. Disposition of Native American remains shall comply with CEQA Guidelines Section 15064.5(e).
6. 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. A separate tree protection plan may also be required as part of the

building permit. Species and size of trees shall be indicated on the plan (size shall be measured by diameter at breast height (dbh) method).

7. 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). Noise levels produced by construction activities shall not exceed the 80-dBA level at any one moment.
8. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section including the Building Inspection Section's Geotechnical Consultant, County Fire Department, and Environmental Health Services.
9. No grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion.
10. No grading activities shall commence until the property owner has been issued a grading permit (issued as the "Hard Card" with all necessary information filled out and signatures obtained) by the Current Planning Section and the building permits shall be issued at the same time. No grading activities shall commence until all permits have been issued.
11. The provisions of the San Mateo County Grading Ordinance shall govern all grading on and adjacent to this site. Per San Mateo County 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.
12. The engineer who prepared the approved grading plan shall be responsible for the inspection and certification of the grading as required by Section 9297 of the Grading Ordinance. The engineer's responsibilities shall include those relating to non-compliance detailed in Section 9297.4 of the Grading Ordinance.
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.
14. For the final approval of the grading permit, the property owner shall ensure the performance of the following activities within thirty (30) days of the completion of grading at the project site:
 - a. The engineer shall submit written certification that all grading has been completed in conformance with the approved plans, conditions of approval, and the Grading Ordinance, to the Department of Public Works and the Planning and Building Department's Geotechnical Engineer.
 - b. The geotechnical consultant shall observe and approve all applicable work during construction and sign Section II of the Geotechnical Consultant Approval form, for submittal to the Planning and Building Department's Geotechnical Engineer and Current Planning Section.
15. Prior to the beginning of all construction, the applicant shall submit to the Current Planning Section for review and approval an erosion and drainage control plan that shows how the transport and discharge of soil and pollutants from and within the project site shall be

minimized. The plan shall be designed to minimize potential sources of sediment, control the amount of runoff and its ability to carry sediment by diverting incoming flows and impeding internally generated flows, and retain sediment that is picked up on the project site through the use of sediment-capturing devices. The plan shall also limit application, generation, and migration of toxic substances, ensure the proper storage and disposal of toxic materials, and apply nutrients at rates necessary to establish and maintain vegetation without causing significant nutrient runoff to surface waters. Said plan shall adhere to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:

- a. Sequence construction to install sediment-capturing devices first, followed by runoff control measures and runoff conveyances. No construction activities shall begin until after all proposed measures are in place.
- b. Minimize the area of bare soil exposed at one time (phased grading).
- c. Clear only areas essential for construction.
- d. Within five (5) days of clearing or inactivity in construction, stabilize bare soils through either non-vegetative Best Management Practices (BMPs), such as mulching, or vegetative erosion control methods, such as seeding. Vegetative erosion control shall be established within two (2) weeks of seeding/planting.
- e. Construction entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and control dust.
- f. Control wind-born dust through the installation of wind barriers such as hay bales and/or sprinkling.
- g. Soil and/or other construction-related material stockpiled on-site shall be placed a minimum of 200 feet from all wetlands and drain courses. Stockpiled soils shall be covered with tarps at all times of the year.
- h. Intercept runoff above disturbed slopes and convey it to a permanent channel or storm drains by using earth dikes, perimeter dikes or swales, or diversions. Use check dams where appropriate.
- i. Provide protection for runoff conveyance outlets by reducing flow velocity and dissipating flow energy.
- j. Install storm drain inlet protection that traps sediment before it enters any adjacent storm sewer systems. This barrier shall consist of filter fabric, straw bales, gravel, or sand bags.
- k. Install sediment traps/basins at outlets of diversions, channels, slope drains, or other runoff conveyances that discharge sediment-laden water. Sediment traps/basins shall be cleaned out when 50% full (by volume).
- l. Use silt fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5-acre or less per 100 feet of fence. Silt fences shall be inspected regularly and sediment removed when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.

- m. Throughout the construction period, the applicant shall conduct regular inspections of the condition and operational status of all structural BMPs required by the approved erosion control plan.
16. The applicant shall submit a dust control plan to the Current Planning Section for review and approval prior to the issuance of a building permit for the project. The approved plan shall be implemented for the duration of any grading, demolition, and construction activities that generate dust and other airborne particles. The plan shall include the following control measures:
 - a. Water all active construction areas at least twice daily, as needed.
 - 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. Apply water three times daily as needed, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking and staging areas at construction sites. Also, hydroseed or apply non-toxic soil stabilizers to inactive construction areas.
 - e. Sweep daily (preferably with water sweepers) all paved access roads, parking and staging areas at construction sites.
 - f. Sweep adjacent public streets daily (preferably with water sweepers) if visible soil material is carried onto them.
 - g. Enclose, cover, water twice daily or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.).
 - h. Limit traffic speeds on unpaved roads within the project parcel to 15 miles per hour (mph).
 - i. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.
 - j. Replant vegetation in disturbed areas as quickly as possible.
 17. The applicant shall implement the following basic construction measures at all times:
 - a. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxic Control Measure, Title 13, Section 2485 of the California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
 - b. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator.
 - c. Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. This person, or his/her designee, shall respond and

take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations

Building Inspection Section

18. This project shall obtain a building permit.

Cal-Fire

19. Fire Department access shall be to within 150 feet 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 feet wide, all weather capability, and able to support a fire apparatus weighing 75,000 pounds. Where a fire hydrant is located in the access, a minimum of 26 feet is required for a minimum of 20 feet 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 percent. When gravel roads are used, it shall be Class 2 base or equivalent compacted to 95 percent. Gravel road access shall be certified by an engineer as to the material thickness, compaction, all weather capability, and weight it will support.
20. 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 72-hour notice to the Fire Department at 650/573-3846.
22. Any chimney or woodstove outlet shall have installed onto the opening thereof an approved (galvanized) spark arrester 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 30 feet and up to 100 feet around the perimeter of all structures or to the property line, if the property line is less than 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 10 feet of the outlet of any chimney or stovepipe, or within 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.
23. 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.
24. California Residential Code T-14 requires structures, subdivision and developments in State Responsibility Areas on parcels an acre and larger to provide a minimum 30-foot setback for buildings and accessory structures from all property lines and the center of the road.
25. 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.
26. A statement that the building will be equipped and protected by automatic fire sprinklers must appear on the title page of the building plans.

- 27. An approved Automatic Fire System meeting the requirements of NFPA-13 shall be required to be installed for your project. Plans shall be submitted to the San Mateo County Building Inspection Section for review and approval by the San Mateo County Fire Department.
- 28. A Site Plan showing all required components of the water system is required to be submitted with the building plans to the San Mateo County Building Inspection Section for review and approval by the authority having jurisdiction for verification and approval. Plans shall show the location, elevation and size of required water storage tanks, the associated piping layout from the tank(s) to the structures, the size of and type of pipe, the depth of cover for the pipe, technical data sheets for all pipe/joints/valves/valve indicators, thrust block calculations/joint restraint, the location of the standpipe/hydrant and the location of any required pumps and their size and specifications.
- 29. 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 California Residential Code R327 or California Building Code Chapter 7A requirements.

Geotechnical Section

- 30. At the building permit stage, a geotechnical report, completed C3/C6 form, and a drainage report are required.

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4.	Owner/Applicant:	San Mateo County Planning and Building Department
	File Number:	PLN 2017-00254
	Location:	Various
	Assessor's Parcel Nos.:	Various

A zoning text and map amendment creating a new CMU-3 (Commercial Mixed Use) Zoning District, substantially amending the existing M-1/NFO and M-1/Edison/NFO Zoning Districts, rezoning various areas of North Fair Oaks to the new and modified zoning districts, and amending the existing Chapter 29, Design and Site Development Permit, of the zoning regulations. Application deemed complete June 15, 2017. Please direct any questions to Project Planner Will Gibson at 650/363-1816 or wgibson@smcgov.org.

SPEAKERS

There were no speakers for this item.

COMMISSION ACTION:

Commissioner Ramirez moved and Commissioner Hansson seconded to close the public hearing. **Motion carried 4-0-0-1.**

Commissioner Ramirez moved approval and Commissioner Hansson seconded the motion. **Motion carried 4-0-0-1.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission recommended that the Board of Supervisors adopt an ordinance adding the new CMU-3 Zoning District, amending the M-1/NFO and M-1/Edison/NFO Zoning Districts, and amending Chapter 29 of the Zoning Regulations, and rezoning the described areas in North Fair Oaks to the new and amended zoning designations.

5. Correspondence and Other Matters

A letter regarding a dispute resolution regarding a project on Hermosa Ave. Director Monowitz is in communication with the applicant to try and resolve.

6. Consideration of Study Session for Next Meeting

The July 10th meeting has been cancelled due to lack of agenda items.

7. Director's Report

An update was given by Director Monowitz regarding the Departmental budget hearings. He shared that the Board of Supervisor was really supported of the work the department is doing and offered to add Transportation Planner Position as well as Development Review Service Manager.

8. Commissioner Updates and Questions

- Commissioner Ketcham asked to get a copy of the PowerPoint for Item 4.
- The Commissioners would like to get Staff Reports one week prior in order to have time to review and ask any questions needed to consider the project. In addition they also asked to be given enough time to review the minutes and also wanted these sent out in advance rather than a few days before the hearing.

9. Adjournment

Meeting adjourned at 10:39 a.m.
