



Planning & Building Department Emerald Lake Hills Design Review Officer

Erica Adams

County Office Building
455 County Center
Redwood City, California 94063
650/363-1825

Notice of Public Hearing

EMERALD LAKE HILLS DESIGN REVIEW OFFICER AGENDA

Tuesday, July 5, 2016

2:00 p.m.

Room 201, Second Floor
455 County Center, Redwood City

Emerald Lake Hills Design Review Officer meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Design Review Officer at least five (5) working days before the meeting at the contact information provided below. Notification in advance of the meeting will enable the Design Review Officer to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

SPEAKING AT THE PUBLIC HEARING:

All parties wishing to speak will have an opportunity to do so after filling out a speaker's form and handing it to the Design Review Officer. Time limits may be set by the Design Review Officer as necessary in order to accommodate all speakers. Audio recordings of previous Design Review meetings are available to the public upon request for a fee.

CORRESPONDENCE TO THE EMERALD LAKE HILLS REVIEW OFFICER:

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Website: www.co.sanmateo.ca.us/planning

MATERIALS PRESENTED FOR THE HEARING:

Applicants and members of the public are encouraged to submit materials to staff in advance of a hearing. All materials (including but not limited to models, pictures, videos, etc.) presented by any person speaking on any item on the agenda are considered part of the administrative record for that item, and must be retained by the Design Review Officer until such time as all administrative appeals are exhausted and the time for legal challenge to a decision on the item has passed. If you wish to retain the original of an item, a legible copy must be left with the Design Review Officer. The original or a computer-generated copy of a photograph must be submitted. Five (5) copies of written material should be provided for the Design Review Committee, staff and interested parties.

DECISIONS AND APPEALS PROCESS:

The Emerald Lake Hills Design Review Officer will make a decision when design review is the only application being considered, or make a recommendation to a different decision maker when additional planning applications are associated with the project (e.g., use permit, grading permit, etc.). Decision rulings for a project are appealable to the Planning Commission. Appeals must be filed no later than ten (10) business days following the decision at the San Mateo County Planning Counter (address listed above). Appeal application forms are available online and at the Planning Counter. The appeal fee is \$639.83 which covers additional public noticing.

AGENDAS ONLINE:

To view the agenda and maps for all items on this agenda, please visit our website at www.co.sanmateo.ca.us/planning. To subscribe to the Emerald Lake Hills Design Review Officer agenda mailing list, please send a blank email to: sanmateocounty@service.govdelivery.com.

Copies of the plans to be considered by the Emerald Lake Hills Design Review Officer are on file in the Planning Department and may be reviewed by the public. For further information on any item listed below, please contact the Design Review Officer.

NEXT MEETING:

The next Emerald Lake Hills Design Review Officer meeting will be on August 2, 2016.

AGENDA

Oral Communications to allow the public to address the Design Review Officer, on any matter not on the agenda. If your subject is not on the agenda, the Review Officer, will recognize you at this time. ***Speakers are customarily limited to five minutes.*** A speaker's slip is required.

REGULAR AGENDA

2:00 p.m.

1. **Owner/Applicant:** John Wong and Emily Borland-Wong
File No.: PLN 2015-00509
 Location: 264 Sylvan Way, Emerald Lake Hills
 Assessor's Parcel Nos.: 057-081-170, 180, and 190

Consideration of a design review recommendation to allow construction of a new 5,978 sq. ft. single-family residence (4,901 sq. ft. with an attached 1,070 sq. ft. garage) on a legal 23,095 sq. ft. parcel. Seventeen significant trees are proposed to be removed. The project also requires a staff-level grading permit in the amount of 975 cubic yards of earthwork. A decision on the grading permit will occur after July 5, 2016. The existing residence will be removed. This item was continued from the June 7, 2016 hearing.

2. **Owner:** Jerry Girouard
Applicant: Jack McCarthy
File No.: PLN 2016-00173
 Location: 3640 Oak Knoll Drive, Emerald Lake Hills
 Assessor's Parcel No.: 057-172-120

Consideration of a design review permit to allow construction of a new 2,550 sq. ft. single-family residence (2,154 sq. ft. with an attached 396 sq. ft. garage) on an 8,500 sq. ft. legal parcel located on 3640 Oak Knoll Drive. No significant trees are proposed to be removed.

3. **Owner:** Tuomo Katajamaki
Applicant: Kacy Landsittel
File No.: PLN 2016-00051
 Location: 645 Park Road, Emerald Lake Hills
 Assessor's Parcel No. 057-163-110

A design review recommendation to allow construction of a new 2,278 sq. ft. family residence with (1,798 sq. ft. with a 480 sq. ft. attached garage) on a 3,500 sq. ft. parcel. Six significant trees are proposed to be removed. The project also requires 1) a Non-Conforming Use Permit to allow a zero-foot front setback for stairs, and a four foot front setback for the house, where 20 feet is required, and a height of 33 feet where 28 feet is the limit, and 2) a hearing-level Certificate of Compliance (Type B) to legalize the parcel. A decision on the Use Permit and the Certificate of Compliance will occur after July 5, 2016. Application submitted February 8, 2016.

4. **Adjournment**
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Agenda items published in the San Mateo Times on June 25, 2016.