



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

MEETING NO. 1670
Wednesday January 13, 2021
9:00 a.m.

* BY VIDEOCONFERENCE ONLY*

Chair Hansson called the meeting to order at 9:00 a.m.

Pledge of Allegiance: The Pledge of Allegiance was led by Janneth Lujan, Planning Commission Secretary.

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

Legal notice published in the San Mateo County Times on January 2, 2021 and Half Moon Bay Review on January 6, 2021.

Oral Communications via written comment only via email:

1. Ron Snow

Consideration of the Minutes of the Planning Commission meeting for December 9, 2020

The Minutes dated December 9, 2020 will be considered at the meeting scheduled for January 27, 2021.

CONSENT AGENDA

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

1. **Owner:** San Mateo County Community College District
Applicant: Kerry Burke (Buke Land Use Consulting)
File No.: PLN2020-00263
Location: Cabrillo Highway and Verde Road, Half Moon Bay (District 3)
Assessor's Parcel No.: 066-180-040

Consideration of Coastal Development Permit, to allow the demolition and removal of an abandoned oil facility including above-ground storage tanks, oil production piping, and associated facilities and structures. The project is located on active farmland northeast of the intersection of Cabrillo Highway and Verde Road. The project is appealable to the California Coastal Commission.

FINDINGS**Regarding the Environmental Review, Found:**

1. That the project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15304(f) (*Minor Alterations to Land*), which exempts minor trenching and backfilling where the surface will be restored and Section 15330 for small or medium size cleanup actions to stabilize, mitigate, or prevent the release of hazardous waste as a cost of \$1,000,000 or less in valuation.

Regarding the Coastal Development Permit, Found:

2. That the project, as described in the application and accompanying materials required by Section 6328.7 of the San Mateo County Zoning Regulations and as conditioned in accordance with Section 6328.14 of the San Mateo County Zoning Regulations, conforms to the plans, policies, requirements and standards of the San Mateo County Local Coastal Program as described in Section A.2 of this staff report.
3. That the project conforms to the specific findings required by policies of the San Mateo County Local Coastal Program relating to Agriculture, Sensitive Habitats, and Visual Resources. The project incorporates conditions to protect sensitive habitats by requiring the applicant to conduct pre-disturbance surveys no more than 30 days prior to demolition and grading, operating outside of critical breeding seasons, keeping ground disturbance to a minimum, and restoring vegetation.

CONDITIONS OF APPROVAL**Current Planning Section**

1. The approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission on January 13, 2021. The Community Development Director may approve minor revisions or modifications to the project if they are found to be 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 in which time site disturbance associated with this project shall have commenced. 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. Prior to any demolition or grading activities, the applicant shall submit an erosion and sediment control plan to the Planning Department for review and approval. Upon approval, said plan shall be implemented before ground disturbing activities are initiated. Photos of the installed measures shall be submitted to the Planning Department for review and approval. Erosion control measure deficiencies, as they occur, shall be immediately corrected.

4. Unless approved in writing, by the Community Development Director, no grading shall be allowed during the winter season (October 1 to April 30) to avoid potential soil erosion. The applicant shall submit a letter to the Planning Department, a minimum of two (2) weeks prior to commencement of any grading activity, stating the date when grading will begin if grading is proposed during this time.
5. Prior to final approval of the demolition permit, photos of the revegetated areas (once seeds have sprouted) shall be submitted to the Planning Department for review and approval. Deficiencies, as they occur, shall be immediately corrected. All non-biodegradable erosion measures shall be removed.
6. The applicant is responsible for ensuring that all contractors minimize the transport and discharge of pollutants from the project site into water bodies by adhering to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," outlined below:
 - a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30. Stabilizing shall include both proactive measures, such as the placement of hay bales or coir netting, and passive measures, such as revegetating disturbed areas with plants propagated from seed collected in the immediate area.
 - 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 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.
 - 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. The contractor shall train and provide instruction to all employees and subcontractors regarding the construction best management practices.
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).
 8. A pre-construction survey is required within 2 weeks prior to mowing of the project site to determine the location of any active San Francisco Dusky Footed Woodrat (SFDW) nest or badger den; nest or dens shall be flagged for avoidance.
 9. If a potentially active den cannot be avoided, the biologist shall consult with the California Department of Fish and Wildlife to exclude any badger from the den prior to activities commencing. Such exclusion may involve installing a one-way door with monitoring to allow the badger to leave the den prior to collapsing the den.
 10. If an active SFDW nest is found and cannot be avoided, the biologist shall supervise dismantling of the nest by hand. If young are found, material shall be setback on the house and the house avoided for a minimum of 3 weeks to allow young to wean and leave the nest. Following completion of the dismantling, nest material shall be placed in nearby habitat where it can be completely avoided.
 11. To prevent impacts to dispersing California Red-Legged Frog (CRLF) during proposed activities, no ground-disturbing work shall be performed between October 31 and April 31, when frogs are most likely to disperse across the site between aquatic habitats.
 12. Wildlife exclusion fencing shall be installed around all stockpiling areas and/or staging areas to prevent CRLF from accessing these areas. Exclusion fencing shall include escape funnels every 100 feet and the lower edge of the fence shall be buried at least 4 inches below grade to prevent burrowing animals from tunneling under the fence. A preconstruction survey shall be performed following fence installation and prior to work in areas where refugia is present (e.g., the lower tank area primarily).
 13. Trenches and holes shall be covered and inspected daily for stranded animals. Trenches and holes deeper than one foot shall contain escape ramps at a maximum slope of 2:1 to allow trapped animals to escape.
 14. If proposed work will be initiated during the nesting bird season (between February 1 and August 31), then a pre-construction nesting bird survey is required within 10 days of the start of activities in all suitable nesting habitat within 500 feet of the project footprint.
 15. If nests are found, a no-disturbance buffer shall be placed around the nest until young have fledged or the nest is determined to be no longer active by the biologist. The size of the buffer may be determined by the biologist based on species and proximity to activities but should generally be between 50 to 100 feet for songbirds and up to 500 feet for nesting raptors.
 16. All work sites to be restored to original contours and revegetated with native seed mix.

Building Inspection Section

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

Environmental Health Services

18. The applicant must obtain all necessary approvals from San Mateo County Certified Unified Program Agency (CUPA) for the removal of hazardous materials.

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END OF THE CONSENT AGENDA

REGULAR AGENDA

2. **Owner:** **Steve and Ruth Clawson**
 Applicant: **Robert Medan**
 File Number: PLN2019-00485
 Location: 322 California Avenue, Moss Beach (District 3)
 Assessor’s Parcel Nos: 037-118-020

Consideration of a Coastal Development Permit, Non-conforming Use Permit, and Coastsides Design Review Permit to replace an existing fire damaged 1,842 sq. ft. single-family residence with a new two-story 2,053 sq. ft. single family residence that will have a non-conforming front yard setback of 13 feet and 8 inches where 20 feet is required, on a legal 6,092 sq. ft. parcel. Five trees (two significant and three non-significant) are proposed for removal, and minor grading is proposed. The project CDP is not appealable to the California Coastal Commission.

SPEAKERS:

1. Ron Snow

COMMISSION ACTION:

Commissioner Ketcham moved and Commissioner Gupta seconded to close the public hearing. **Motion carried 5-0-0-0.**

Commissioner Ketcham moved to approve the project. Commissioner Ramirez 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 Coastal Development Permit, Non-conforming Use Permit, and Design Review Permit, PLN 2019-00485, by making the required findings and adopting the conditions of approval as follows:

FINDINGS

For the Environmental Review, Found:

1. That the project is categorically exempt from the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15301, Class 1, for the residential addition of less than 10,000 sq. ft. of floor area on a site in an urbanized area, zoned for residential use, where all necessary public services and facilities are available, and the surrounding area is not environmentally sensitive.

For 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 the availability of utilities, protection of sensitive resources, and design review standards.
3. 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 Pescadero Marsh.
4. That the project conforms to the specific findings required by policies of the San Mateo County Local Coastal Program with regard to the Locating and Planning New Development and Visual Resources Components since Montara Water and Sanitary District confirmed there would be adequate water supply and treatment capacity to serve the project and the CDRC considered this project at the regularly scheduled CDRC meeting on November 12, 2020, and determined that the project is in compliance with applicable Design Review standards, and recommended approval.

For the Design Review, Found:

5. That 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 (C) SITE PLANNING AND STRUCTURE PLACEMENT: The proposed design is consistent with the prior design of the fire damaged home, and maintains the placement of the new home in the same location. As such, there is no substantial change to views, relationship to open space or required grading.*
 - b. *Section 6565.20 (D) ELEMENTS OF DESIGN; 1. Building Mass, Shape, and Scale: The proposed design of the home to replace the fire damaged home has character and details that are reminiscent of the design of the existing home. It speaks to the history that is lost by utilizing the same footprint, proportions, roof massing and details from the original home.*
 - c. *Section 6565.20 (D) ELEMENTS OF DESIGN; 4. Exterior Materials and Colors, b. Quality: The proposal includes added details such as trim boards, columns, and stone base recreate the historic style of the existing home, and add to the feel of quality.*

For Non-Conforming Use Permit, Found:

6. 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 residence will be in the same location on the property and will be compatible in

design and finish materials to surrounding single-family residential development as determined by the Coastside Design Review Committee on November 12, 2020.

CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on January 13, 2021 and as reviewed by the Coastside Design Review Committee on November 12, 2020. 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. This Coastal Development Permit, Non-conforming Use Permit, and Design Review approval is valid for five (5) years from the date of final approval in which time a valid building permit shall be issued, and construction commenced. A one-year extension of these permits shall require submittal of an application for permit extension and payment of applicable fees sixty (60) days prior to expiration.
3. The applicant shall indicate the following on the plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:
 - a. Add a small shed roof over the side door on the left (north) elevation, with architectural brackets to match the roof over the exterior sliding doors at the rear facade.
 - b. Provide one (1) light at the side door on the left (north) elevation and no more than two (2) lights at the rear sliding doors. Use roof soffit downlights or suspended lights under roof eaves at the rear sliding doors and side door on left (north) side elevation due to limited wall space for sconces. Dark sky compliant fixtures as required by zoning.
4. 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 the site and obtain all necessary permits. Avoiding cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.
 - h. Limiting and timing application of pesticides and fertilizers to prevent polluted runoff.
 - i. Limiting construction access routes and stabilization of designated access points.
 - j. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.
 - k. Training and providing instruction to all employees and subcontractors regarding the Watershed Protection Maintenance Standards and construction Best Management Practices.
 - l. 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.
 - m. 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.
5. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section.
 6. To reduce the impact of any construction-related 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 Beach Street and California Avenue right-of-ways. All construction vehicles shall be parked on-site outside public right-of-ways or in public locations which do not impede safe access on Beach Street and California Avenue. There shall be no storage of construction vehicles in the public right-of-way.
 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 shall be placed underground.
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 5:00 p.m., Saturdays. Said activities are prohibited on Sundays, Thanksgiving, and Christmas (San Mateo County Ordinance Code Section 4.88.360).
10. The exterior colors and materials as conditioned by 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. As part of the building permit submittal, the applicant shall include a Tree Protection Plan. The Tree Protection Plan shall incorporate recommendations from the project arborist, including for tree protection, and that at a minimum conform with the tree protection standards set forth in Sections 12,020.4 and 12,020.5 of the County's Significant Tree Ordinance.
12. A Tree Protection Pre-Site Inspection shall be conducted prior to the issuance of a building permit to ensure tree protection measures are installed adequately and in accordance to the approved arborist recommendations prior to the start of ground disturbing activities.
13. Installation of the approved landscape plan is required prior to final inspection.
14. 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.

Building Inspection Section

15. A valid building permit shall be issued prior to the commencement of any work.

Drainage Section

16. The following shall be required at the time of building permit submittal:
 - a. Sheet A1 and any landscaping plans will need to agree with the Civil Sheets with respect to patio/walkway/driveway material.
 - b. Final Drainage Report stamped and signed by a registered Civil Engineer.
 - c. Final Grading and Drainage Plan stamped and signed by a registered Civil Engineer.
 - d. Updated C.3 and C.6 Checklist (if changes to the impervious areas have been made during the design phase).

Department of Public Works

17. Prior to the issuance of the building permit, the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20 percent) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by the Department of Public Works, this plan and profile shall be prepared from elevations and alignment shown on the roadway improvement plans. The driveway plan shall also include and show specific provisions and details for both the existing and the proposed drainage patterns and drainage facilities.
18. 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.
19. 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 #3277.

Coastside Fire Protection District

20. Add note to plans for building permit: Smoke Detectors which are hard-wired: As per the California Building Code, State Fire Marshal regulations, and Coastside Fire Protection District Ordinance 2019-03, the applicant is required to install State Fire Marshal approved and listed smoke detectors which are hard-wired, interconnected, and have battery backup. These detectors are required to be placed in each new and recondition sleeping room and at a point centrally located in the corridor or area giving access to each separate sleeping area. In existing sleeping rooms, areas may have battery powered smoke alarms. A minimum of one detector shall be placed on each floor. Smoke detectors shall be tested and approved prior to the building final. The date of installation must be added to the exterior of the smoke alarm and will be checked at final inspection.

21. Add note to plans for building permit: Smoke alarm/detectors are to be hard-wired, interconnected, or with battery backup. Smoke alarms to be installed per manufacturer instructions and NFPA 72.
22. Add note to plans for building permit: Escape or rescue windows shall have a minimum net clear openable area of 5.7 sq. ft., 5.0 sq. ft. allowed at grade. The minimum net clear openable height dimension shall be 24 inches. The net clear openable width dimension shall be 20 inches. Finished sill height shall be not more than 44 inches above the finished floor (CFC 1030).
23. Identify on plans for building permit rescue windows in each bedroom and verify that they meet all requirements.
24. Add note to plans for building permit: As per Coastside Fire Protection District Standard CI-103, 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 1/2-inch stroke. Such letters/numerals shall be internally illuminated, contrasting to the background so as to be seen from the public way fronting the building, and facing the direction of access. Residential address numbers shall be at least six feet above the finished surface of the driveway. Where buildings are located remotely to the public roadway, additional signage at the driveway/roadway entrance leading to the building and/or on each individual building shall be required by the Coastside Fire Protection District. This remote signage shall consist of 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.
25. Add note to plans for building permit: As per Coastside Fire Protection District Ordinance 2019-03, 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.
26. Vegetation Management (LRA) – Add note to plans for building permit: As per Coastside Fire Protection District Ordinance 2019-03 and the 2019 California Fire Code (CFC) 304.1.2, 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. This is neither a requirement nor an authorization for the removal of living trees. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 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. Remove that portion of any existing trees, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure. Maintain any tree adjacent to or overhanging a building free of dead or dying wood.
27. Add note to plans for building permit: Fire Hydrant: As per 2019 CFC, Appendix B and C, a fire district approved fire hydrant (Clow 960) must be located within 500 feet of the proposed single-family dwelling unit measured by way of drivable access. As per 2019 CFC, Appendix B, the hydrant must produce a minimum fire flow of 500 gallons per minute at 20 pounds per square inch residual pressure for 2 hours. Contact the local water purveyor for water flow details.
28. Add note to plans for building permit: Automatic Fire Sprinkler System: (Fire Sprinkler plans will require a separate permit). As per San Mateo County Building Standards and Coastside Fire Protection District Ordinance Number 2019-03, the applicant is required to install an automatic fire sprinkler system throughout the proposed or improved dwelling and garage. All attic access locations will be provided with a pilot head on a metal upright. Sprinkler coverage shall be provided throughout the residence to include all bathrooms, garages, and any area used for

storage. The only exception is small linen closets less than 24 sq. ft. with full depth shelving. The plans for this system must be submitted to the San Mateo County Planning and Building Department. A building permit will not be issued until plans are received, reviewed and approved. Upon submission of plans, the County or City will forward a complete set to the Coastside Fire Protection District for review.

29. Installation of the underground sprinkler pipe shall be flushed and visually inspected by the Fire District prior to hook-up to the riser. Any soldered fittings must be pressure tested with a trench open. Please call Coastside Fire Protection District to schedule an inspection. Fees shall be paid prior to plan review.
30. Exterior bell and interior horn/strobe are required to be wired into the required flow switch on your fire sprinkler system. The bell, horn/strobe and flow switch, along with the garage door opener are to be wired into a separate circuit breaker at the main electrical panel and labeled.
31. Add note to the title page that the building will be protected by an automatic fire sprinkler system.
32. Add note to plans for building permit: Solar Photovoltaic Systems: These systems shall meet the requirements of the 2019 CFC Section 605.11.

Montara Water and Sanitary District (MWSD)

33. Submit an Existing Service Application and pay for the initial application fees based on the remodeling type determined by San Mateo County. The applicant shall follow the procedures specified in the Existing Service Application Packet.
34. Fixture units above 25 will be charged as new fixture additions.
35. Cut and cap the sewer near the property line, mark location with a pressure treated 4 by 4 post. Video CCTV lower lateral and submit to MWSD for review. Any defects or pipe that is not to current MWSD code shall be replaced. Current code construction details and additional backflow protection requirements shall apply.
36. A water meter upgrade may be required. The condition of the existing water meter(s), backflow preventor and water lateral connection shall be inspected by MWSD to determine if they are in good working condition. MWSD may require repair or replacement of the existing water meter(s), backflow preventor and water lateral connection.
37. If connection to MWSD's fire protection system is required: A Certified Fire Protection Contractor must certify adequate fire flow calculations. A connection fee for the fire protection system is required. The connection charge must be paid prior to issuance of a Private Fire Protection permit.
38. Applicants must first apply directly to MWSD for permits and not their contractor.

3. 2021 Planning Commission Election for Chair and Vice Chair

Commissioner Ketcham was elected as the Planning Commission's Chair.
Commissioner Santacruz was elected as the Planning Commission's Vice Chair.

4. Correspondence and Other Matters

None

5. Consideration of Study Session for Next Meeting

No study session recommended until the first hearing in February for Connect the Coasts
Transportation Plan.

6. Director's Report

- Update to the online permitting system roll-out
- Complaints received on extent of construction for SFPUC project on top of Montara Mountain. The matter is unresolved, and an after-the-fact CDP will be required.

7. Commissioner Updates and Questions

None

8. Adjournment

Meeting was adjourned at 10:33 AM
