

**COUNTY OF SAN MATEO
PLANNING AND BUILDING DEPARTMENT**

DATE: April 27, 2022

TO: Planning Commission

FROM: Planning Staff

SUBJECT: Consideration of a Design Review Permit and Non-conforming Use Permit, pursuant to Sections 6565.3 and 6133.3.b(2), respectively, of the San Mateo County Zoning Regulations, to allow the construction of a new two-story 215 sq. ft. detached, single-car garage with a 179 sq. ft. workshop and storage on a lower level-story (to replace an existing single-car garage encroaching into the public right-of-way) with a zero-foot front and right-side setback, a height of 21.5 feet, and a setback from the main building of 4 feet, 11 inches, where a one-story detached garage may be allowed with a minimum 7.5-foot right-side setback, a maximum height of 19 feet, and a setback from the main building of 5 feet, at 230 Sylvan Way in the unincorporated Emerald Lake Hills area.

County File Number: PLN 2020-00309 (Selander)

PROPOSAL

The applicant is seeking a Design Review Permit and a Non-conforming Use Permit to allow the construction of a new two-story 215 sq. ft. detached, single-car garage. The replacement of the existing single-car garage that is located in the public right-of-way will be the continuation of a non-conforming situation that will be remedied with a non-conforming use permit. The new garage will be located outside of the right-of-way and includes a 179 sq. ft. workshop and storage on a lower level-story. The garage and workshop will have a zero-foot front and right-side setback where only a one-story detached garage may be allowed with a minimum 7.5-foot right-side setback, a height of 21.5 feet where 19 feet is the maximum allowed, and a setback from the main building of 4 feet 11 inches where 5 feet is required. Minimal grading and no tree removal is proposed.

RECOMMENDATION

That the Planning Commission approve the Design Review Permit and Non-Conforming Use Permit, County File Number PLN 2020-00309, by adopting the required findings and conditions of approval listed in Attachment A.

SUMMARY

The proposed project has been evaluated and found to be in compliance with applicable General Plan policies with regards to visual quality and soil resources. The project has been reviewed by and conditionally approved by the Building Inspection Section, Drainage Section, Department of Public Works, Geotechnical Section, and San Mateo County Fire Department.

After consideration of project plans and public testimony, the Emerald Lake Hills Design Review Officer (DRO) found that the detached accessory building design, as proposed and conditioned on July 6, 2021, is in compliance with the Design Review Standards and recommended approval of the proposed garage.

The applicant is required to move the garage out of the public right of way. To move the elevated garage back requires a non-conforming user permit as the right-side setback, height, and setback from the main house would not comply with development standards for accessory structures. As detailed in the staff report all required findings for the Non-conforming use permit can be made. Other than the right-side setback, parking standards, height, and distance from the main house, the project complies with all other development standards for accessory buildings, as shown in the following table:

Detached Accessory Building/RH Standards		
	Development Standards	Proposed
Maximum (Parcel) FAR	4,455 sq. ft.	2,400 sq. ft.
Maximum (Parcel) Lot Coverage	25%	16%
Minimum Front Setback	0 ft.	0 ft.
Minimum Setback to Main Building	5 ft.	4 ft. 11 in. with a NCUP
Minimum Right Side Setback	3 ft.	0 ft. with a NCUP
Minimum Left Side Setback	3 ft.	55 ft.
Maximum Building Height	19 ft.	21.5 ft. with a NCUP
Minimum Parking Spaces	2 covered	1-car garage with a NCUP
Minimum Parcel Size	72,000 sq. ft.	14,850 sq. ft. (existing, non-conforming)

ENVIRONMENTAL EVALUTATION

This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), Section 15303, Class 3, relating to new construction of small structures including accessory structures. The existing residence is served by public water and sewer, and the project is located on a site that has been previously disturbed and is not environmentally sensitive, not within a scenic corridor, and is not a historical resource.

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PLANNING AND BUILDING DEPARTMENT**

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County File Number: PLN 2020-00309 (Selander)

PROPOSAL

The applicant is seeking a Design Review Permit and a Non-conforming Use Permit to allow the construction of a new two-story 215 sq. ft. detached, single-car garage. The replacement of the existing single-car garage that is located in the public right-of-way will continue a non-conforming situation, which will require a non-conforming use permit. The new garage will be located outside of the right-of-way and includes a 179 sq. ft. workshop and storage on a lower level-story. The two-story garage and workshop will have a zero-foot front and right-side setback where only a one-story detached garage is allowed with a minimum 7.5-foot right-side setback, a height of 21.5 feet where 19 feet is the maximum allowed, and a setback from the main building of 4 feet 11 inches where 5 feet is required. Minimal grading and no tree removal is proposed.

RECOMMENDATION

That the Planning Commission approve the Design Review Permit and Non-Conforming Use Permit, County File Number PLN 2020-00309, by adopting the required findings and conditions of approval listed in Attachment A.

BACKGROUND

Report Prepared By: Kanoa Kelley, Planner II, Email: kkelley@smcgov.org

Applicant: Ernie Selander

Owner: Joyce Hsu

Location: 230 Sylvan Way, Emerald Lake Hills

APN: 057-081-250

Parcel Size: 14,850 sq. ft.

Existing Zoning: RH/DR (Residential Hillside/Design Review)

General Plan Designation: Medium Low Density Residential

Sphere-of-Influence: City of Redwood City

Parcel Legality: The parcel is considered legal as it was developed in 1930, prior to the requirement for a building permit.

Existing Land Use: Single-family dwelling

Water Supply: Redwood City Municipal Water Department

Sewage Disposal: Emerald Lake Sewer District

Flood Zone: The parcel is located within Zone X, areas of minimal flood hazard; FEMA Community Panel 06081C0282E, effective October 16, 2012.

Environmental Evaluation: This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303, Class 3, relating to new construction of small structures including accessory structures. The existing residence is served by public water and sewer, and the project is located on a site that has been previously disturbed and is not environmentally sensitive, not within a scenic corridor, and is not a historical resource.

Setting: The 14,850 sq. ft. parcel proposed for development is located off of Sylvan Way in the unincorporated Emerald Lake Hills area of the County. The parcel is vegetated with trees and surrounded by existing residential development. The parcel slopes down from Sylvan Way, with the front half of the parcel maintaining an approximate 30 percent slope and the overall parcel maintaining a slope of approximately 44 percent.

DISCUSSION

A. KEY ISSUES

1. Conformance with the County General Plan

Upon review of the applicable provisions of the General Plan, staff has determined that the project complies with all applicable General Plan Policies, including the following:

Visual Quality

Policy 4.36 (*Urban Area Design Concept*) calls for new development to maintain and, where possible, improve upon the appearance and visual character of development in urban areas, and ensures that new development in urban areas is designed and constructed to contribute to the orderly and harmonious development of the locality. The design review standards implement this policy within Design Review Zoning Districts of the County. The Emerald Lake Hills Design Review Officer reviewed the project and found that the project complies with design review standards. A discussion of compliance with design review standards is provided in Section A.2.b of this report.

Soil Resources

Policy 2.2 (*Minimize Soil Erosion*) and Policy 2.17 (*Regulate Development to Minimize Soil Erosion and Sedimentation*) seek to ensure that development proposals include measures to minimize soil erosion and sedimentation. The recommended conditions of approval require implementation of Best Management Practices (BMPs) and an Erosion and Sediment Control Plan. The Erosion and Sediment Control Plan must be implemented prior to the beginning of construction, and throughout the construction period. Implementation of the Erosion and Sediment Control Plan and BMPs will ensure that all construction-related activities will minimize soil erosion and sedimentation generated from the project construction.

2. Conformance with the Zoning Regulations

a. Conformance with RH/DR District Development Standards

The proposal includes a Non-conforming Use Permit (NCUP) to allow the construction of a garage with a reduced right-side setback to 0 feet where 7.5 feet is required. In accordance with Section 6409 of the Zoning Regulations, a detached accessory building shall not be closer than 5 feet to the main building. The existing garage is currently

located in the public right-of-way. The proposed garage will be moved approximately 8 feet back to the front property line. To facilitate this, the applicant requests a Non-conforming Use Permit to allow the accessory structure to be located approximately 4 feet 11 inches from the existing house.

A two-car garage is required for the house pursuant to Section 6119 (Parking Spaces Required) of the Zoning Regulations. The applicant is requesting a Non-conforming Use Permit to allow the continuation of a non-conforming situation to maintain a single car garage configuration. Given the steep slope of the lot, building a 2-car garage in this location would dramatically increase the scope and environmental impact of the project, requiring the removal of significant oak trees.

The height of the proposed structure is 21 feet. The maximum allowed height for accessory buildings is 19 feet and limited to one-story. Due to the extreme slope at the front of the parcel, the height of the garage is proposed to be increased to allow the garage to match the height of the access road, which will provide a safer environment to exit and enter the garage. Additionally, the applicant proposes to utilize the space below the garage floor for a lower floor workshop and storage space.

Section 6411(a) of the San Mateo County Zoning Regulations states that where the front half of the lot is greater than 1-foot rise or fall in a distance of 7 feet from the street elevation, a garage or carport may be built to the front property line. The slope of the subject lot exceeds this slope requirement and therefore the garage may be built to the front property line.

Other than the right-side setback, parking standards, height, and distance from the main house, the project complies with all other development standards for accessory buildings, as shown in the following table:

Detached Accessory Building/RH Standards		
	Development Standards	Proposed
Maximum (Parcel) FAR	4,455 sq. ft.	2,400 sq. ft.
Maximum (Parcel) Lot Coverage	25%	16%
Minimum Front Setback	0 ft.	0 ft.

Detached Accessory Building/RH Standards		
	Development Standards	Proposed
Maximum (Parcel) FAR	4,455 sq. ft.	2,400 sq. ft.
Minimum Setback to Main Building	5 ft.	4 ft. 11 in. with a NCUP
Minimum Right Side Setback	3 ft.	0 ft. with a NCUP
Minimum Left Side Setback	3 ft.	55 ft.
Maximum Building Height	19 ft.	21.5 ft. with a NCUP
Minimum Parking Spaces	2 covered	1-car garage with a NCUP
Minimum Parcel Size	72,000 sq. ft.	14,850 sq. ft. (existing, non-conforming)

b. Conformance with Design Review District Standards

After consideration of project plans and public testimony, the Emerald Lake Hills Design Review Officer (DRO) found that the detached accessory building design, as proposed and conditioned on July 6, 2021, is in compliance with the Design Review Standards due to the incorporation of the following:

- (1) The use of materials and colors is compatible with the natural setting and the immediate area; and,
- (2) Facades are well-articulated and proportional and will have aesthetically pleasing window patterns.

The DRO provided the following recommendations:

- (3) The stairs from the garage should be widened to provide a landing and/or deck to enhance the appearance of the building from the rear and minimize the vertical dominance.

c. Non-conforming Use Permit Findings

The applicant proposes to construct a new two-story 215 sq. ft. detached, single-car garage with a lower level 179 sq. ft. workshop and storage area. A Non-conforming Use Permit is being requested in order to allow construction of the building with a zero-foot right-side setback where 7.5 feet is the minimum required, a height of 21.5 feet where 19 feet is the maximum allowed, and a setback from the main building of 4 feet 11 inches where 5 feet is required. Per Section 6503

and Section 6133.3.b(2) of the San Mateo County Zoning Regulations, in order for the Planning Commission to grant a Non-conforming Use Permit for proposed development on a non-conforming improved parcel that does not conform with the zoning regulations currently in effect, the following findings must be made:

- (1) 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.

This project was reviewed and conditionally approved by all applicable agencies including the Building Inspection Section, Department of Public Works, and County Fire. The project will eliminate building encroachment into the public right-of-way, comply with all building and fire code requirements for accessory structures with a zero-side setback, and reduce traffic safety hazard by providing more distance between the detached garage and improved public roadway. Therefore, the project would not be detrimental to the general public welfare or impact property or improvements in the neighborhood.

- (2) The proposed development is proportioned to the size of the parcel on which it is being built.

The proposed development is a modest 215 sq. ft. garage with 179 sq. ft. lower-level workshop and storage area. The location of the garage at the front property line is typical for homes in this area due to the increased slope for parcels in Emerald Lake Hills. The Emerald Lake Hills Design Review Officer has found the garage to be compatible with the neighborhood in both scale and design, and the development is well suited to the parcel.

- (3) All opportunities to acquire additional contiguous land in order to achieve conformity with the Zoning Regulations currently in effect have been investigated and proven to be infeasible.

The two adjacent parcels at 226 Sylvan Way and 242 Sylvan Way are developed with existing single-family homes under separate ownership. There is not an opportunity in this area to purchase additional vacant space for the purposes of a merger.

- (4) The proposed development is as nearly in conformance with the Zoning Regulations currently in effect as is reasonably possible.

The proposed development is seeking relief from the right-side setback, setback from the main house, parking standards, and height requirements. The height proposed only deviates from the maximum allowed height by 2 feet and the setback from the main house deviates by only 1-inch. The garage is being moved from the right-of-way creating more distance for entering and existing from the roadway than currently exists and is being constructed at the same elevation as the roadway. Due to the slope of the lot the project is as nearly in conformance with zoning regulations as possible.

- (5) The Use Permit approval does not constitute a granting of special privileges.

The Non-conforming Use Permit does not constitute the granting of special privileges as the same consideration may be granted to any other party seeking to construct a garage in the Emerald Lake Hills area.

B. ENVIRONMENTAL REVIEW

This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303, Class 3(e), relating to new construction of small structures including accessory structures. The existing residence is served by public water and sewer, and the project is located on a site that has been previously disturbed and is not environmentally sensitive, not within a scenic corridor, and is not a historical resource.

C. REVIEWING AGENCIES

Building Inspection Section
Drainage Section
Department of Public Works
Geotechnical Section
San Mateo County Fire Department

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Location Map and Aerial Photo
- C. Plans
- D. Emerald Lake Hills Design Review Committee Recommendation Letter

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County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2020-00309

Hearing Date: April 27, 2022

Prepared By: Kanoa Kelley, Project Planner For Adoption By: Planning Commission

RECOMMENDED FINDINGS

Regarding the Environmental Review, Find:

1. This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15303, Class 3(e), relating to new construction of small structures including accessory structures. The existing residence is served by public water and sewer, and the project is located on a site that has been previously disturbed and is not environmentally sensitive, not within a scenic corridor, and is not a historical resource.

Regarding the Design Review, Find:

2. That the project has been reviewed and found to be in compliance with the Design Review Standards for Residential Development in Emerald Lake Hills, due to the incorporation of the following:
 - a. The use of materials and colors for the garage is compatible with the natural setting and the character of the immediate area; and,
 - b. The facades of the structure are well-articulated and proportional and will have aesthetically pleasing window patterns.

Regarding the Non-conforming Use Permit, Find:

3. 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.

This project was reviewed and conditionally approved by all applicable agencies including the Building Inspection Section, Department of Public Works and County Fire. The project will eliminate building encroachment into the public right-of-way, comply with all building and fire code requirements for accessory structures with a

zero-side setback, and reduce traffic safety hazard by providing more distance between the detached garage and improved public roadway. Therefore, the project would not be detrimental to the general public welfare or impact property or improvements in the neighborhood.

4. That the proposed development is proportioned to the size of the parcel on which it is being built.

The proposed development is a 215-square foot garage with a 179-square foot lower-level workshop and storage area. The location of the garage at the front property line is typical for homes in this area due to the increased slope for parcels in Emerald Lake Hills. The Emerald Lake Hills Design Review Officer has found the garage to be compatible with the neighborhood in both scale and design, and the development is well suited to the parcel.

5. That all opportunities to acquire additional contiguous land in order to achieve conformity with the Zoning Regulations currently in effect have been investigated and proven to be infeasible.

The two adjacent parcels at 226 Sylvan Way and 242 Sylvan Way are developed with existing single-family homes under separate ownership. There is not an opportunity in this area to purchase additional vacant space for the purposes of a merger.

6. That the proposed development is as nearly in conformance with the zoning regulations currently in effect as is reasonably possible.

The proposed development is seeking relief from the right-side setback, setback from the main house, parking standards, and height requirements. The height proposed only deviates from the required height by 2 feet and the setback from the main house deviates by only 1-inch. The garage is being moved from the right-of-way creating more distance for entering and existing from the roadway than currently exists, and is being constructed at the same elevation as the roadway. Due to the slope of the lot the project is as nearly in conformance with zoning regulations as reasonably possible while considering public safety.

7. That use permit approval does not constitute a granting of special privileges.

The Non-conforming Use Permit does not constitute the granting of special privileges as the same consideration may be granted to any other party seeking to construct a garage in the Emerald Lake Hills area.

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed consistent with the plans reviewed by the Emerald Lake Hills Design Review Officer and approved by the Planning Commission on April 27, 2022. 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 an Emerald Lake Hills Design Review public hearing, with applicable fees to be paid.
2. The final approval of the subject permits shall be valid for five (5) years from the date of final approval, in which time a valid building permit shall be issued for the work and a completed inspection (to the satisfaction of the Building Official) shall have occurred within one (1) year of the associated building permit's issuance. This approval may be extended by a 1-year increment 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 provide "finished floor elevation verification" to certify that the structure is constructed at the height shown on the approved plans. The applicant shall have a licensed land surveyor or engineer establish a baseline elevation datum point near 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.
 - g. A survey verification letter will be required during the construction phase of this project. Once the building permit has been issued and the forms have been set, the surveyor of record shall field measure the setback dimensions of the set forms from applicable property lines and compose a survey verification letter, with stamp and signature, of the field measurements to be submitted to the Planning and Building Department for review and approval.
- 4. 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.
 - 5. Approved erosion and sediment control measures shall be installed prior to beginning any work and maintained throughout the term of the building permit. 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. 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," 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 applications 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. 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. All construction vehicles shall be parked on-site outside the public right-of-way. There shall be no storage of construction vehicles in the public right-of-way.
8. Noise sources associated with demolition, construction, repair, remodeling, or grading of any real property shall be limited to the hours from 7:00 a.m. to 6:00 p.m., weekdays and 9:00 a.m. to 5 p.m., Saturdays. Said activities are prohibited on Sundays, Thanksgiving, and Christmas (San Mateo County Ordinance Code Section 4.88).
9. The exterior colors and materials as approved by the Planning Commission shall be implemented. Color and material verification shall occur in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.
10. The applicant shall include a copy of the approval letter with conditions of approval on the top pages of the building plans.
11. All new power and telephone utility lines from the street or nearest existing utility pole to the approved building shall be placed underground.
12. The applicant should consider widening the stairs from the garage to provide a landing and/or deck to enhance the appearance of the building from the rear and minimize the vertical dominance.

Building Inspection Section

13. A building permit is required for this project. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Geotechnical Section, the Department of Public Works, and County Fire. No site disturbance shall occur, including any grading (if applicable), until a building permit has been issued.

Geotechnical Section

14. A California certified civil engineer or geotechnical engineer shall be appointed as the geotechnical engineer of record; The appointed engineer shall provide recommendations on garage foundation, retaining wall design parameters, grading, and slope stability. An existing Geotechnical Report may be applied to the project given that the report is updated to the current codes and standards.

Department of Public Works

15. 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.
16. 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.
17. The applicant shall execute and record an agreement in a form approved by the County Department of Public Works for maintenance of the approved facility.

Drainage Section

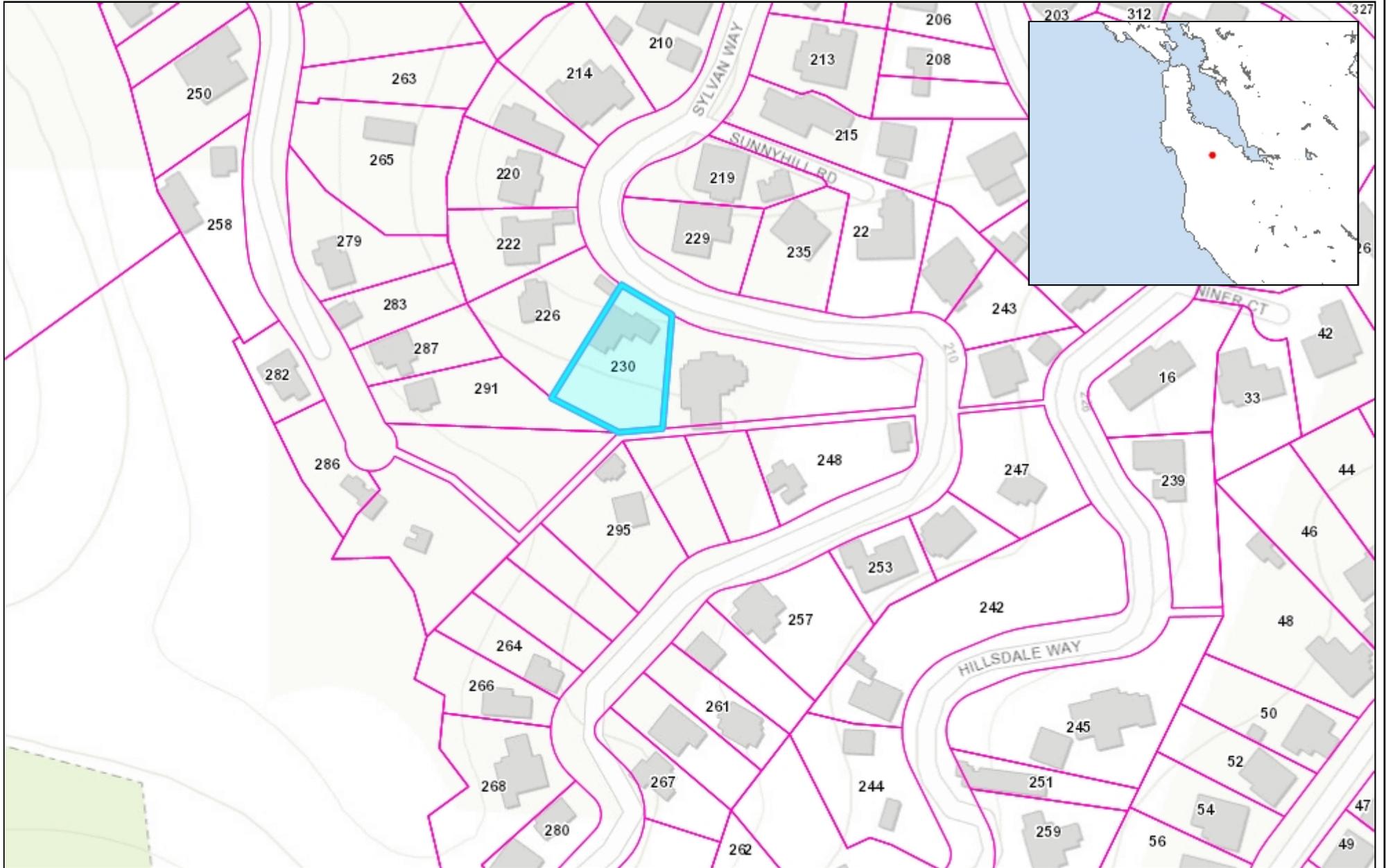
18. At the time of building permit submittal, the project will be required to comply with the County's "basic" drainage review requirements. Adequate drainage protection measures to prevent stormwater from flowing to neighboring properties and into the garage shall be shown, and if stormwater is routed to an existing drainage system that system shall be confirmed to be in good condition.

San Mateo County Fire Department

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

20. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and clearing 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.
21. 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.

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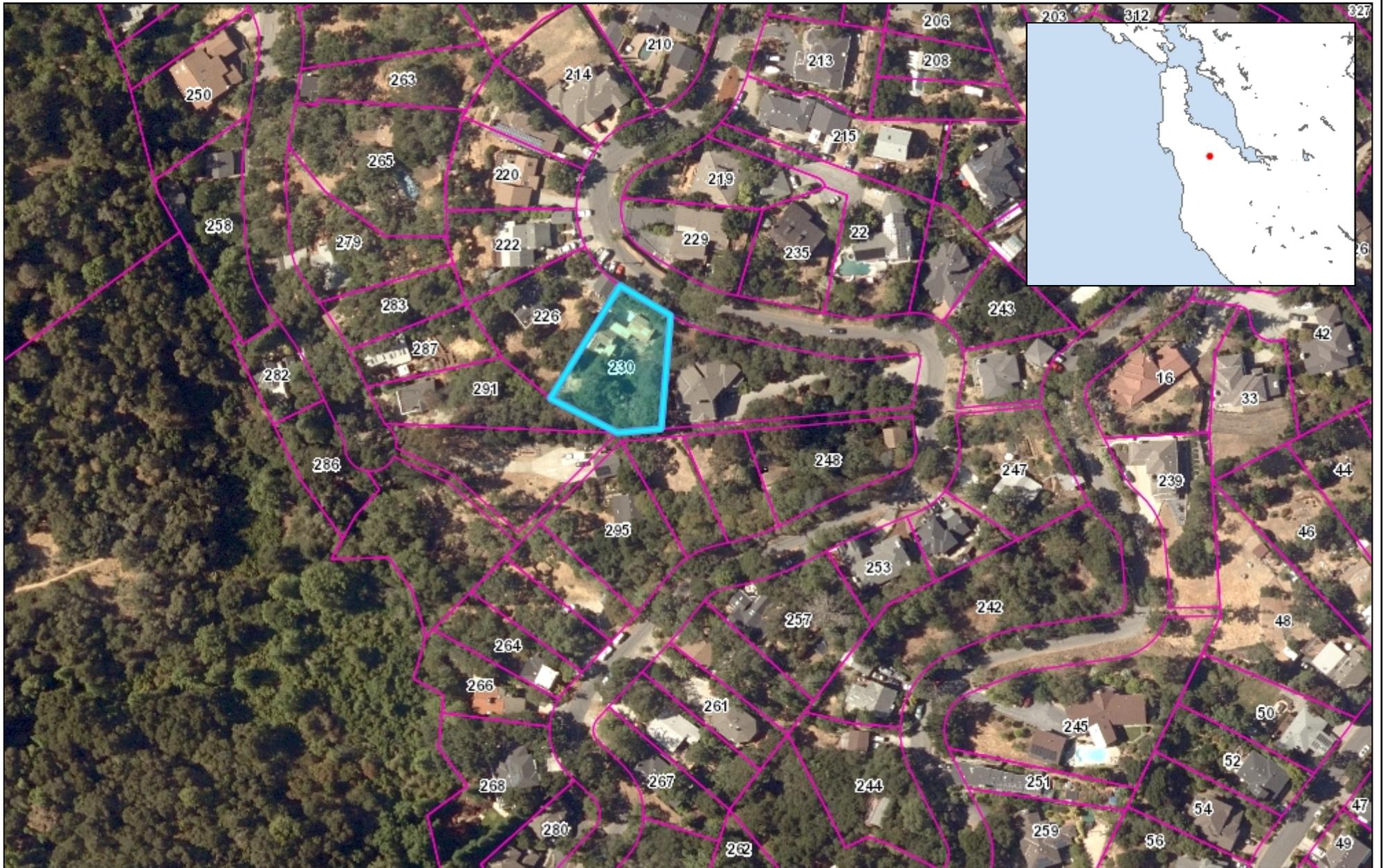
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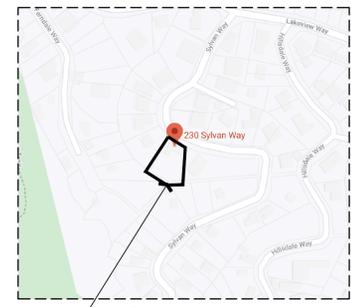
THIS MAP IS NOT TO BE USED FOR NAVIGATION



I Existing Site Plan

Scale: 1/8" = 1'-0"

- Notes:
1. No change in impervious surface area.
 2. Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, wash water or sediments, rinse water from architectural copper, and non-stormwater discharges to storm drains and watercourses.
 3. Store, handle and dispose of construction materials/wastes properly to prevent contact with stormwater.
 4. Do not clean, fuel, or maintain vehicles on-site, except in a designated area where wash water is contained and treated.
 5. Train and provide instruction to all employees/subcontractors re: construction BMP's.
 6. Perform cleaning and earth moving activities only during dry weather.



Subject Property
Site Location

Contact Information

Owner:
Joyce Hsu
230 Sylvan Way
Redwood City, CA 94062
909-263-2225
joycejhsu@gmail.com

Architect:
Ernie Selander - Architect
2095 Jerrold Ave. Suite 319
San Francisco, CA 94124
mobile: 415.385.4339
ernie@selanderarchitects.net

Civil Engineer:
Foundation Technologies, Inc.
PO box 620401,
Woodside, CA 94062
(650)851-3697

Project Description

Demo (E) garage, rebuilt at new location.

Building Information:

Applicable codes: 2019 CBC and all Local Building, Mechanical, Plumbing, Electrical and Fire Codes and amendments.

Single Family Dwelling (SFD)
Construction: Type V - B

Sheet Index

- A1 Existing Site Plan & Project Info.
- A1.1 Survey
- A2 Proposed Site Plan
- A3 Proposed Plan @ (N) Storage/ Workshop
- A4 Proposed Plan @ (N) Garage
- A5 Proposed East & West Elevations
- A6 Existing & Proposed Sections
- A7 Proposed North & South Elevations, Proposed Section



SELANDER ARCHITECTS
2095 Jerrold Avenue, Suite 319, SF, CA 94124
415.385.4339
ernie@selanderarchitects.net

ALTERATIONS TO
230 Sylvan Way
Redwood City, CA 94062
Parcel # BLK 203 / LOTS 14-15
APN: 057-081-250

Issue:	Date:
Permit Set	
Rev. 1	2/15/21

Plot Date:
Scale:
As shown

NOTE TO ANYONE HAVE ANY INTEREST IN THIS MAP, PLEASE BE ADVISED OF THE FOLLOWING:

1. THAT ALL TITLE INFORMATION HEREON (INCLUDING EASEMENTS IF ANY) WAS PREPARED SOLELY FOR AND IN STRICT CONFORMANCE WITH OUR CLIENT'S AND/OR HIS AGENT'S REQUIREMENTS. THE FOLLOWING INFORMATION WAS SUPPLIED TO TRANSAMERICAN ENGINEERS: DEED TITLE REPORT A.P.N. ADDRESS OF THE P.I.Q.

FURTHERMORE, WE HEREBY DISCLAIM ANY AND ALL TITLE SEARCH RESPONSIBILITIES AS BEING BEYOND OUR CONTRACT AND COMMITMENT TO OUR CLIENT.

2. THAT THIS MAP WAS PREPARED AS A PROFESSIONAL INSTRUMENT OR SERVICE AND THAT IT REMAINS THE PROPERTY OF TRANSAMERICAN ENGINEERS WHETHER THE PROJECT (IF ANY PROPOSED) ON THIS SITE IS CONSTRUCTED OR NOT.

3. THAT ANY INFORMATION ON THIS MAP AND ANY DOCUMENT(S) PREPARED BY TRANSAMERICAN ENGINEERS IN RELATION HEREOF SHALL NOT BE USED FOR ANY OTHER PURPOSE THAN FOR: BUILDING PERMITS.

FURTHERMORE, THE USE OF THIS MAP FOR ANY OTHER PURPOSES WHATSOEVER INCLUDING ENGINEERING DESIGNS OF OFFSITE OR ONSITE IMPROVEMENTS IS BEYOND THIS MAP'S PURPOSE, INTENT & CONTRACT. TRANSAMERICAN ENGINEERS DISAVOWS ANY AND ALL RESPONSIBILITIES, LIABILITIES WHICH SHALL REST UPON THE PARTY USING OUR INFORMATION BEYOND THE ESTABLISHED LIMITATION ABOVE.

4. THAT ANY IMPROVEMENT CHANGES WITHIN THIS SITE OR THE ADJACENT SITES THEREOF AS WELL AS TITLE TRANSFERS OF THE PROPERTY IN QUESTION (EXCEPT FOR ALTA MAPS) AND/OR THE LAPSE OF 3 OR MORE YEARS FROM THE DATE OF THIS MAP (WHICHEVER COMES FIRST) SHALL VOID ALL INFORMATION HEREON UNLESS A RE-SURVEY IS ORDERED TO RECTIFY, UPDATE OR RE-CERTIFY THIS MAP.

5. THAT THIS INFORMATION SHALL NOT BE USED FOR ANY IMPROVEMENT STAKING UNLESS STATED IN ITEM NO. 3 ABOVE.

6. THAT THE USE OF THIS MAP BY OTHER CONSULTANTS OR CONTRACTORS ON BEHALF OF OUR CLIENT SHALL PROMPT THE IMMEDIATE FULFILLMENT OF ALL CLIENT'S OBLIGATIONS TO TRANSAMERICAN ENGINEERS UNLESS OTHERWISE AGREED TO.

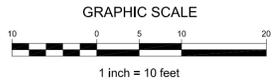
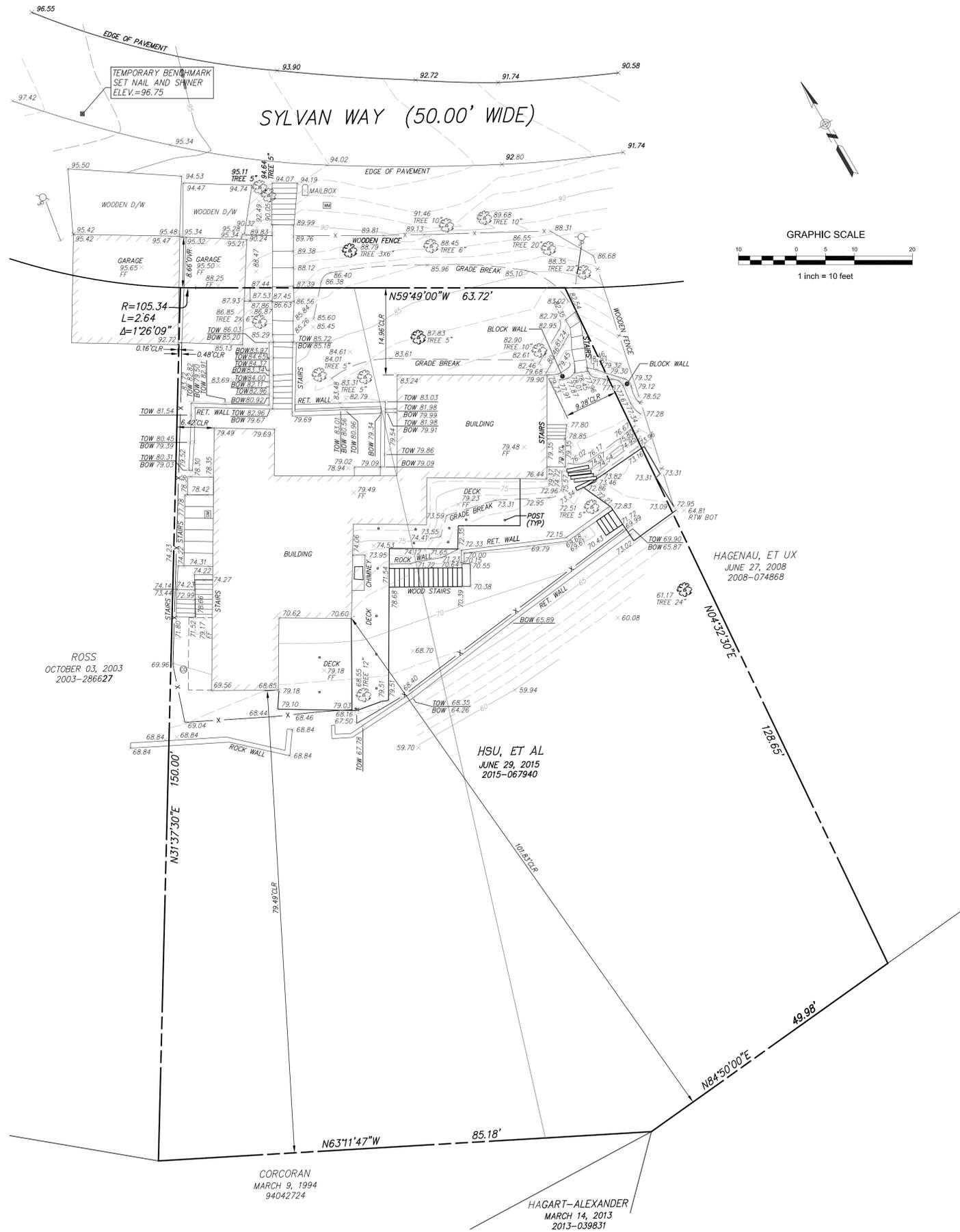
7. THAT UNDERGROUND UTILITIES (IF ANY) SHOWN HEREON WERE OBTAINED FROM INFORMATION PROVIDED TO TRANSAMERICAN ENGINEERS BY UTILITIES COMPANIES. TRANSAMERICAN ENGINEERS DOES NOT ASSUME ANY RESPONSIBILITY FOR THEIR EXISTENCE OR ACCURACY.

8. THAT SURFACE UTILITIES, MANHOLES, ETC. AS SHOWN HEREON WERE LOCATED BY FIELD SURVEY.

9. IT SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNERS INVOLVED TO RESOLVE ALL ISSUES REGARDING PROPERTY DISPUTES WHICH MAY ARISE OUT OF INFORMATION SHOWN HEREON.

SPECIAL NOTES

- ELEVATIONS SHOWN AS "ROOF ELEV." HEREON ARE IN FACT THE ELEVATIONS OF THE HIGHEST POINT OF SIDE WALLS. THESE ELEVATIONS MAY BE EITHER THE ROOF OR THE PARAPET ELEVATION OF SUCH ROOF. FLAT ROOF LEVELS WERE NOT VISIBLE FROM SURVEY POINT.
- "PARAPET ELEV." SHOWN HEREON ARE THE HIGHEST POINT OF SUCH PARAPET.
- "ROOF PEAK ELEV." AND "EAVES ELEV." (IF ANY SHOWN HEREON) ARE THE HIGHEST POINT OF ROOF PEAKS AND THE LOWEST POINTS OF ROOF EAVES RESPECTIVELY.
- DUE TO LIMITED ACCESS TO THE REAR OR THE ADJACENT AND/OR THE PARAPET SUBJECT BUILDING(S) AND/OR COVERED STRUCTURE(S) AT THE TIME OF THIS SURVEY, THE TOPOGRAPHIC DATA FOR THOSE BUILDING(S) AND/OR STRUCTURE(S) IS NOT SHOWN HEREON.
- IT SHALL BE THE RESPONSIBILITY OF OUR CLIENT TO CALL OUR OFFICE IN ORDER TO HAVE OUR SURVEYORS LOCATE ADDITIONAL INFORMATION AND/OR STRUCTURE(S) ONCE THE SITE HAS BEEN CLEARED. WE REQUIRE AN ADVANCE NOTICE OF FOUR (4) DAYS MORE OR LESS.
- ALSO, NOTE THAT THERE WILL BE ADDITIONAL CHARGES FOR SUCH STAKING AS IT IS NOT A PART OF THE SCOPE OF THIS JOB'S CONTRACT.



LEGEND

- PROPERTY LINE
- ADJACENT PARCEL LINES
- RIGHT OF WAY LINE
- MONUMENT LINE
- MARK - MONUMENT MAP
- CITY MONUMENT
- SET 1/2" REBAR & PLASTIC CAP LS 6975
- FND 1/2" REBAR
- SET NAIL & TAG LS 6975
- FOUND NAIL & TAG
- FOUND L CUT
- SET CROSS
- FD CROSS
- FIRE HYDRANT
- POWER POLE
- JOINT POLE
- WATER METER
- ELECTRIC METER
- ELECTRIC BOX
- TELEPHONE VAULT
- WATER VALVE
- GAS VALVE
- CLEAN OUT
- ELECTROLIER
- CATCH BASIN
- SEWER MANHOLE
- STORM MANHOLE
- LAMPHOLE
- PARKING METER

ABBREVIATIONS

- BLDG BUILDING
- BW BOTTOM OF WALL
- CLR CLEAR
- CO CLEANOUT
- CONC CONCRETE
- COR CORNER
- CB CATCH BASIN
- CS CONCRETE SLAB
- D/W DRIVEWAY
- DI DROP INLET
- ELEV ELEVATION
- (E) EXISTING
- EC EDGE OF CONCRETE
- FDN FOUNDATION
- FF FINISH FLOOR
- FL FLOWLINE GUTTER
- FNC FENCE
- FND FOUND
- GND GROUND
- GV GAS VALVE
- FL FLOW LINE
- HC HANDICAP RAMP
- LL LOWER LEVEL
- LNDG LANDING
- (N) NEW
- OV OVER
- P/L PROPERTY LINE
- PROJ PROJECTED
- RTW RETAINING WALL
- TW TOP OF WALL
- WM WATER METER
- PM PARKING METER
- STR STAIR
- UL LOWER LEVEL

REFERENCES

- R1 FAIRWAYS OF EMERALD LAKE, SUDIVISION TWO 12 MAPS 59-61
- R2 PARCEL MAP NO. 1069 78 PM 46-47

CORCORAN
MARCH 9, 1994
94042724

HAGART-ALEXANDER
MARCH 14, 2013
2013-039831

ROSS
OCTOBER 03, 2003
2003-286627

HSU, ET AL
JUNE 29, 2015
2015-067940

HAGENU, ET UX
JUNE 27, 2008
2008-074868

Job No.	6520
Sheet No.	1 OF 1
Date	06/21/16
Survey	LP 06/13/16
Design	N/A --
Drawn	LF 06/21/16
Checked	BP 06/21/16
Scale	AS SHOWN

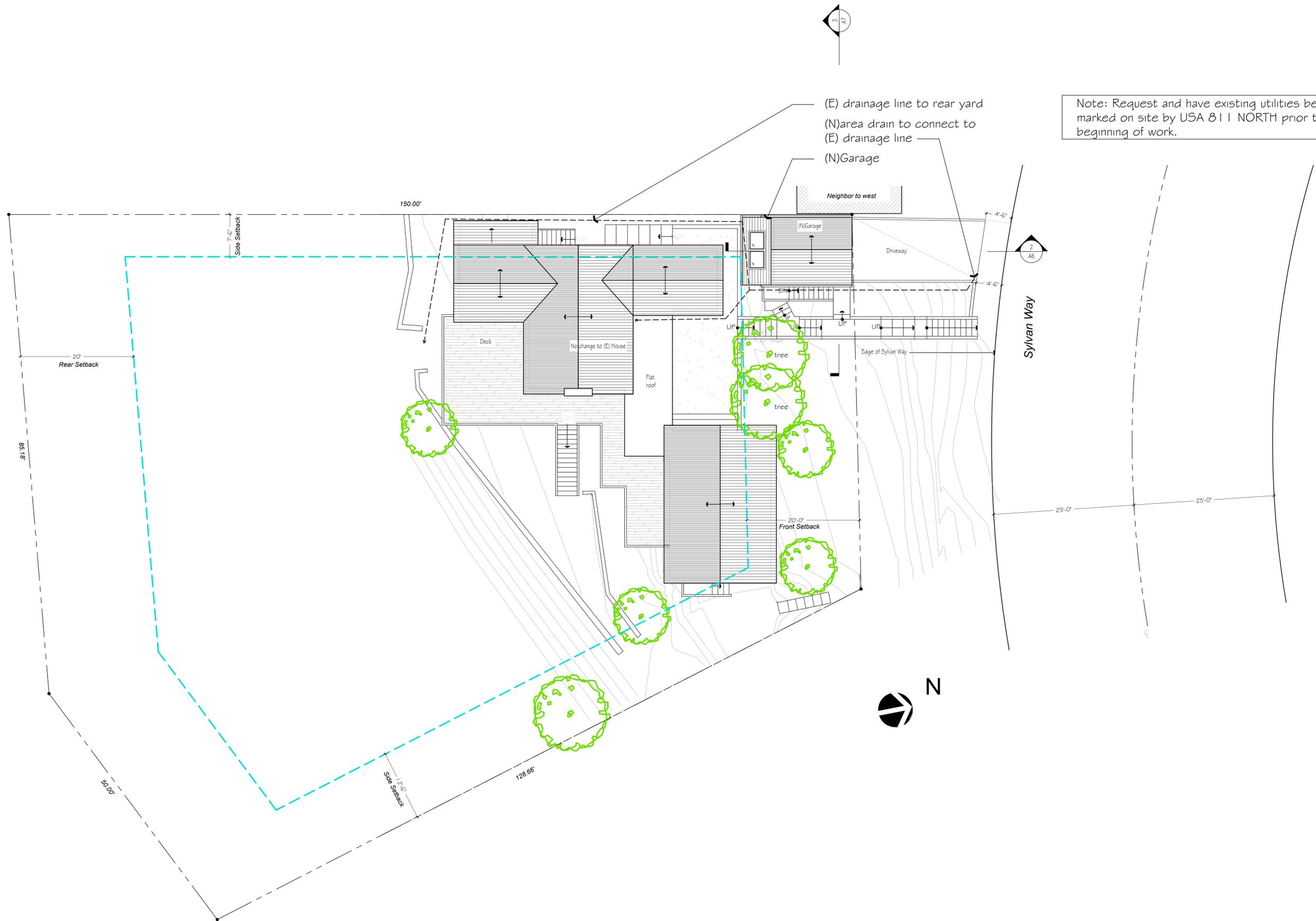


FOX PLAZA
1390 Market St., Suite 201
San Francisco, CA 94102
Phone No. (415) 553-4092
Fax No. (415) 553-4071

ARCHITECTURAL TOPOGRAPHIC SURVEY
 LANDS OF HSU, ET AL
 APN 057-081-250
 230 SYLVAN WAY
 REDWOOD CITY, CALIFORNIA

Approved by:	Chief Engineer License No. EXP.
Approved by:	Chief Surveyor License No. 8975 Expires 9/30/2017

Revisions	By:



Note: Request and have existing utilities be marked on site by USA 811 NORTH prior to beginning of work.

2 Proposed Site Plan

Scale: 1/8" = 1'-0"



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 2095 Jerrold Avenue, Suite 319, SF, CA 94124
 emie@selanderarchitects.net 415.385.4339

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 As shown

A2

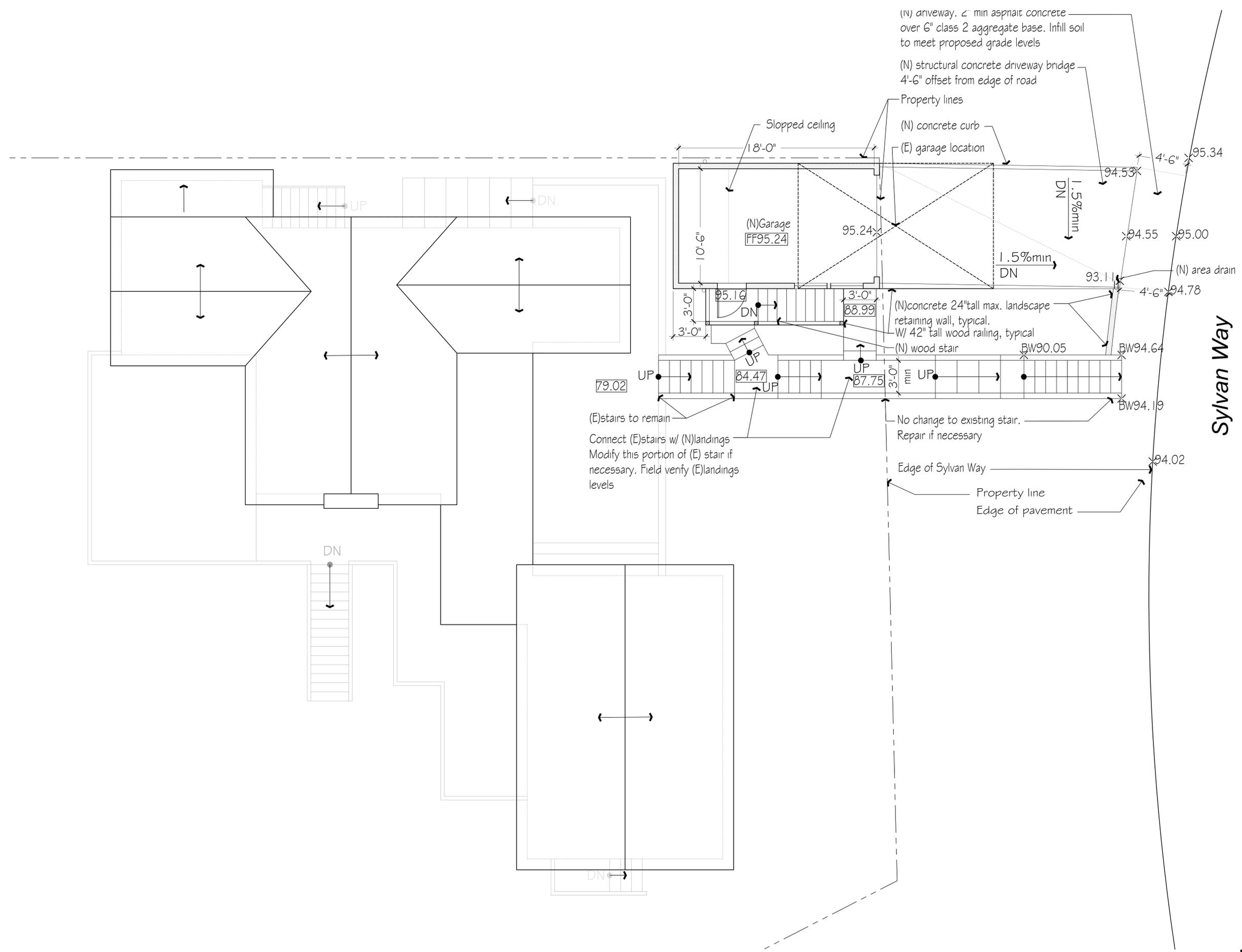


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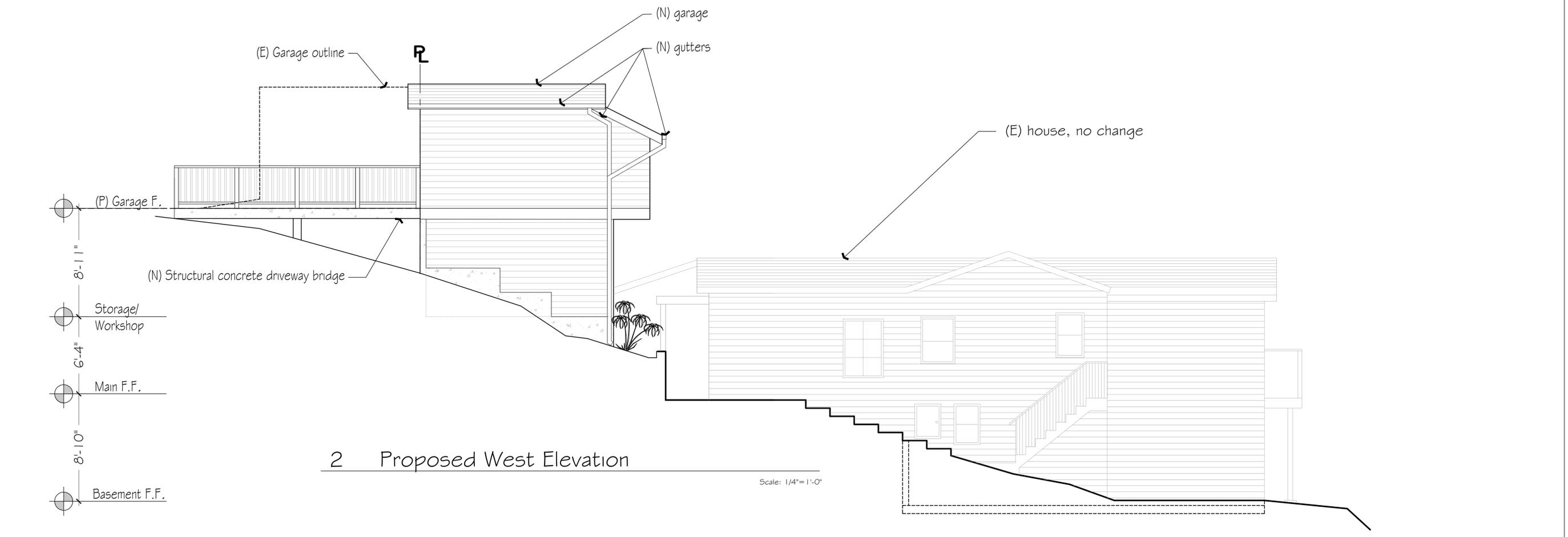
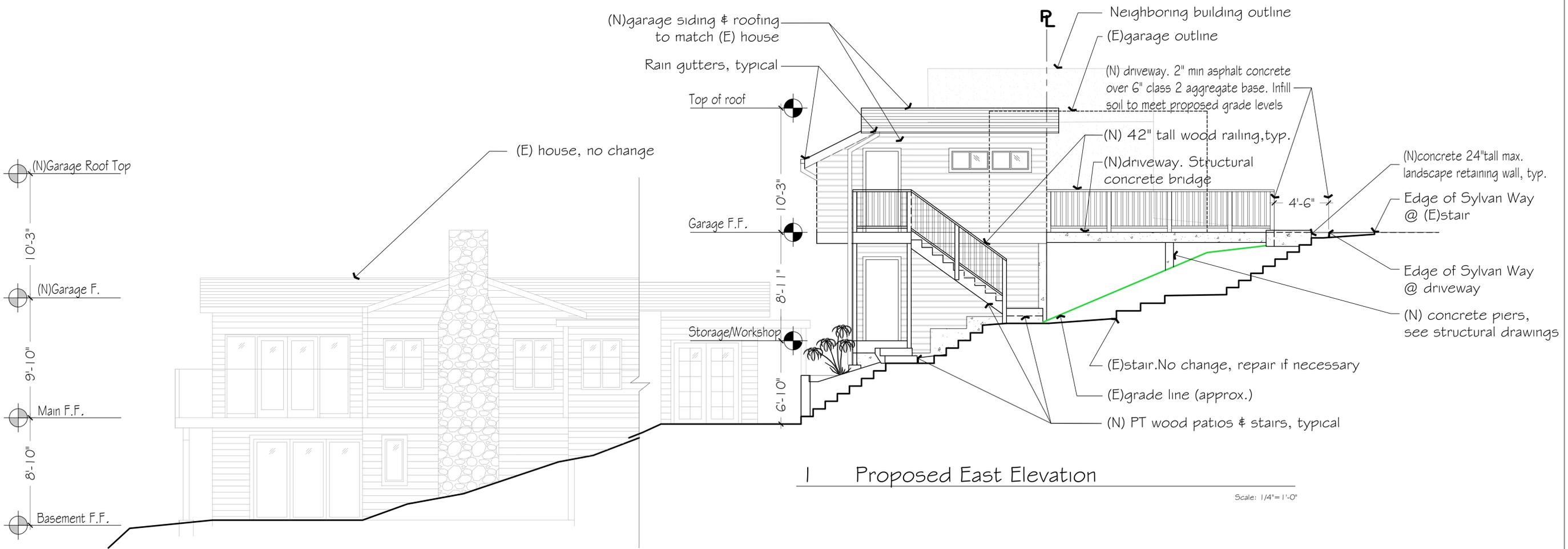


1 Existing & Proposed Plan

Scale: 1/4" = 1'-0"



A4



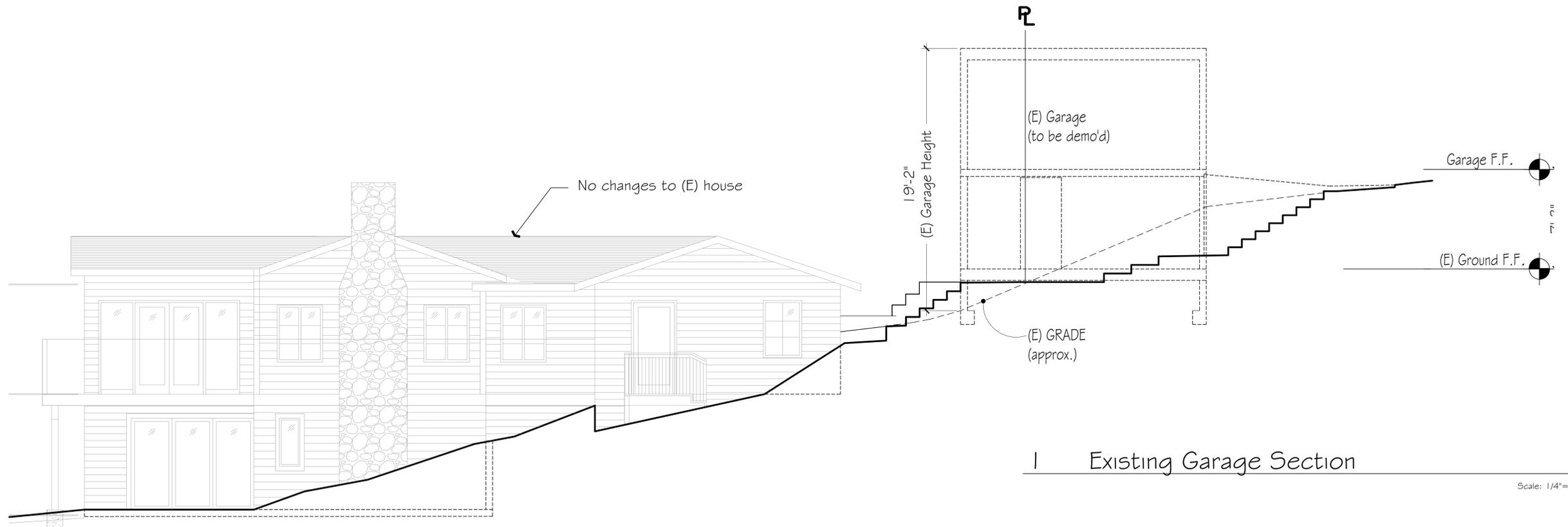
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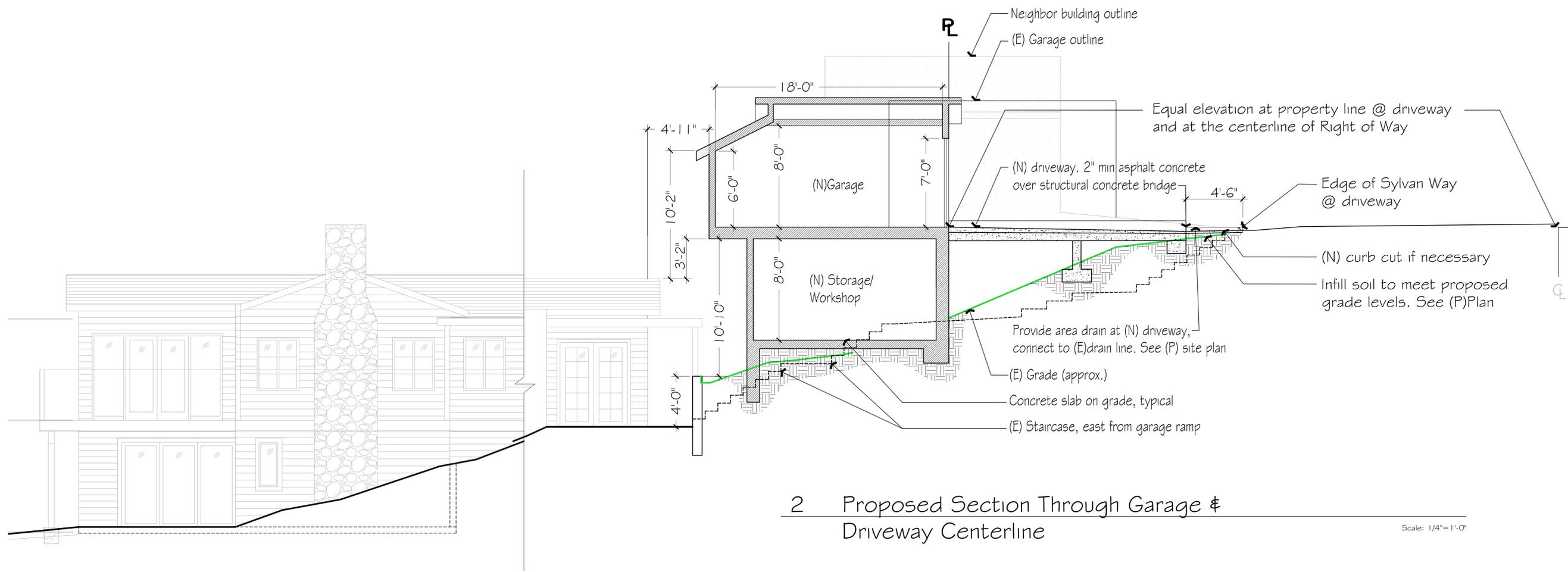
Plot Date:
 Scale:
 As shown

A5



1 Existing Garage Section

Scale: 1/4" = 1'-0"



2 Proposed Section Through Garage & Driveway Centerline

Scale: 1/4" = 1'-0"



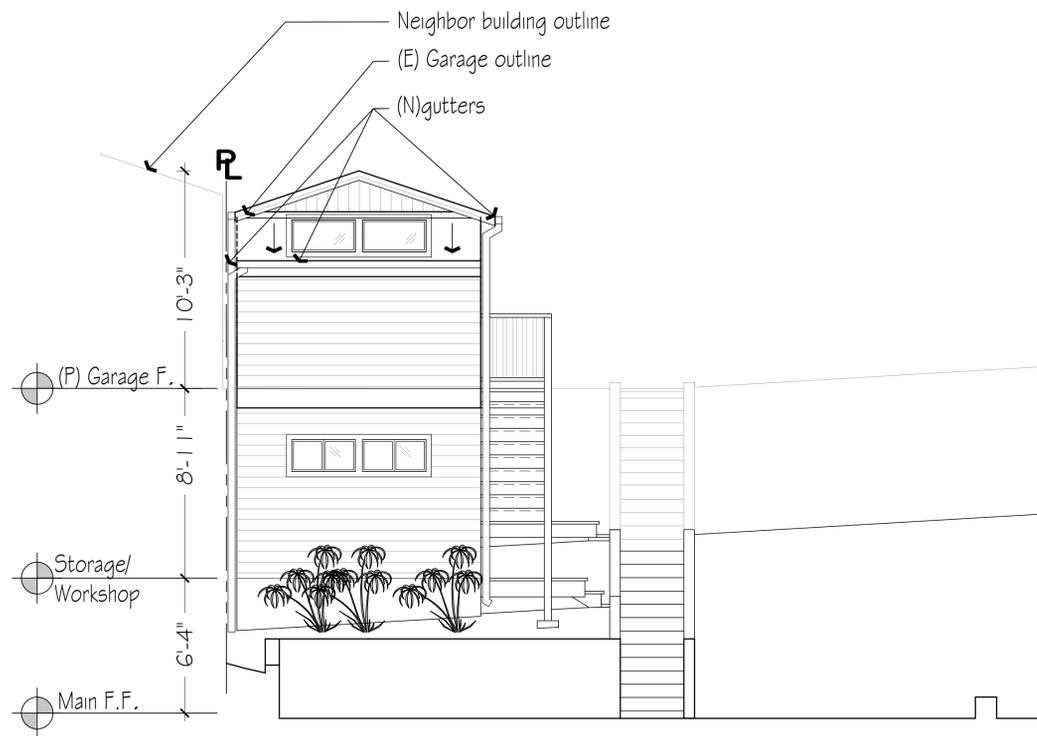
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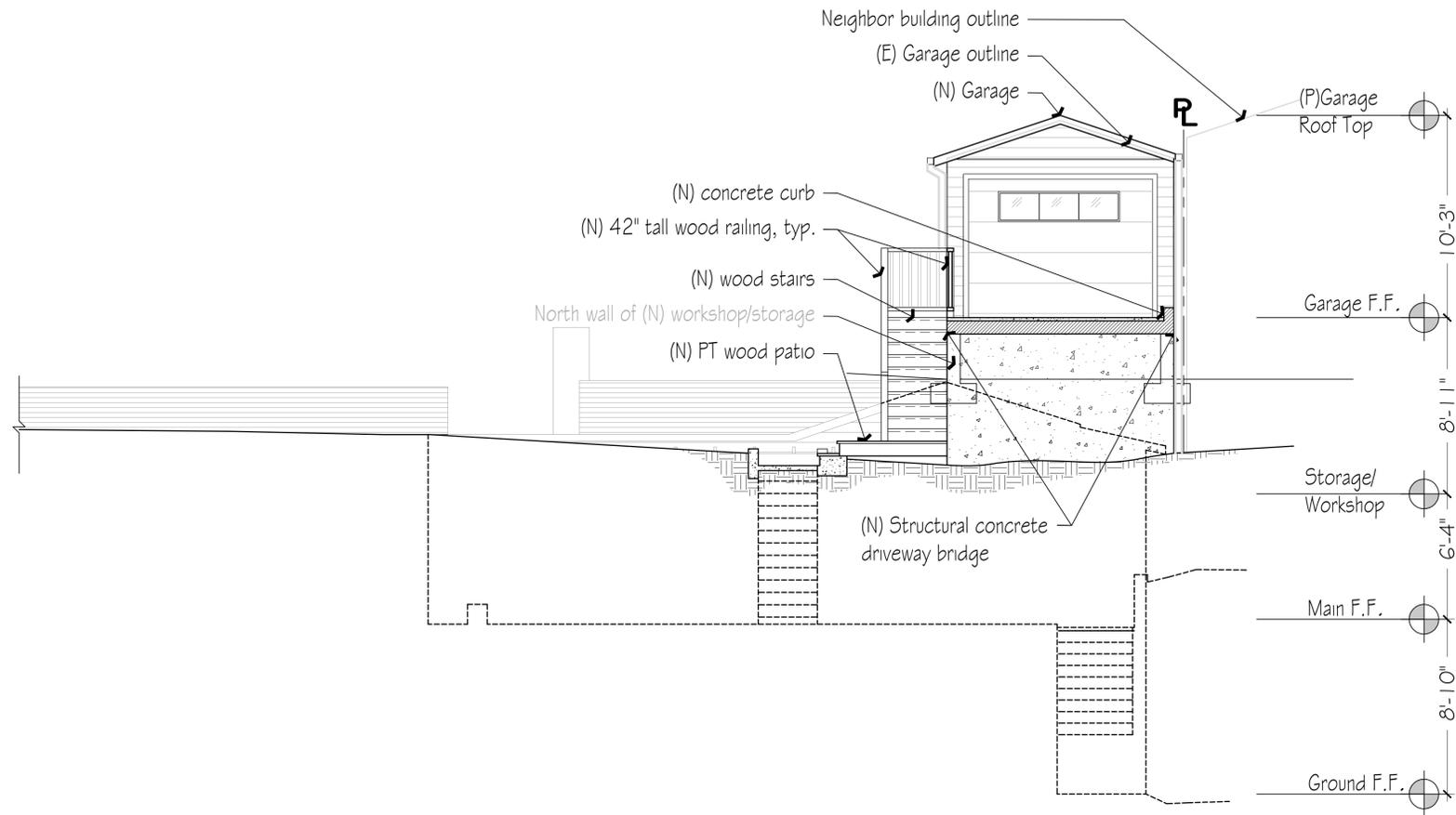
Plot Date:
 Scale:
 As shown

A6



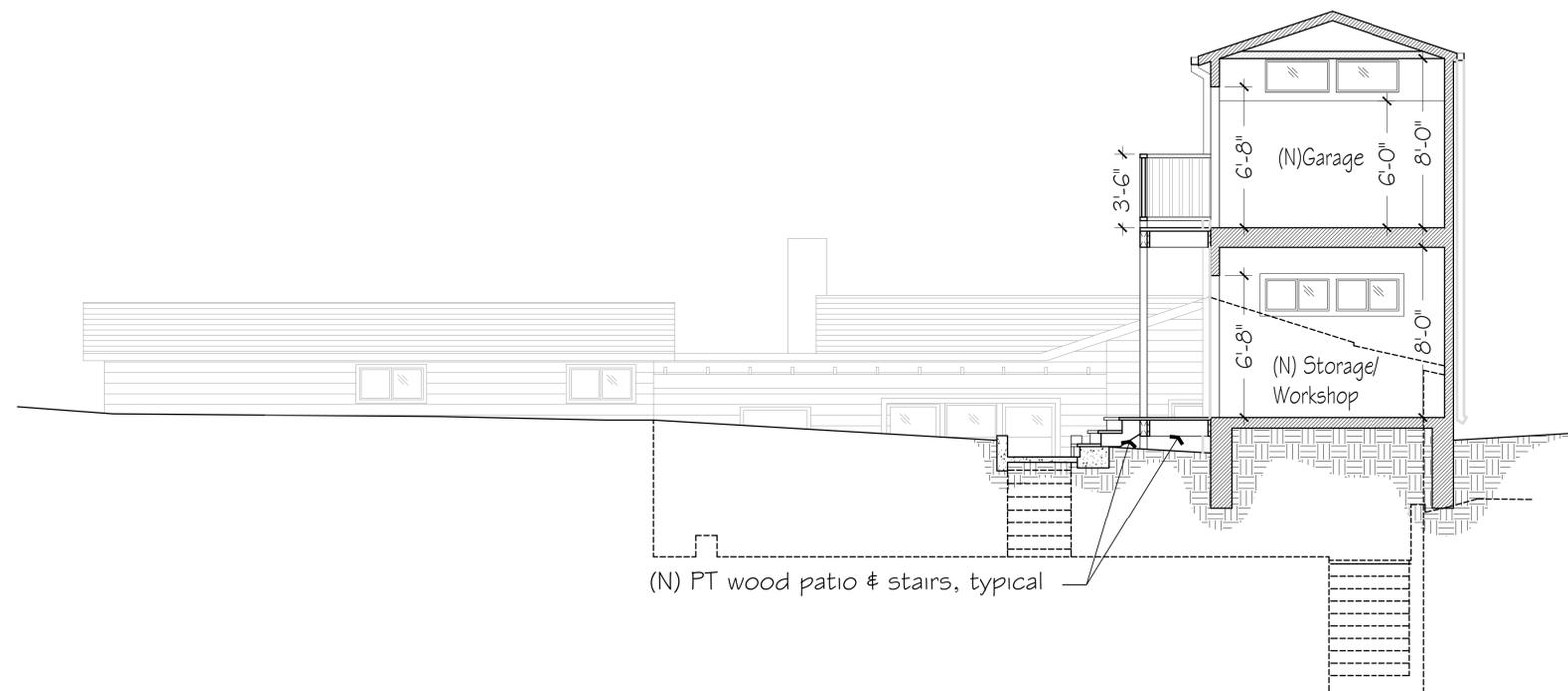
1 Proposed South (Rear) Elevation

Scale: 1/8" = 1'-0"



2 Proposed North (Front) Elevation

Scale: 1/8" = 1'-0"



3 Proposed Garage Section

Scale: 1/8" = 1'-0"



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A7

September 28, 2021

Ernie Selander

Dear Mr. Selander

SUBJECT: Emerald Lake Hills Design Review Recommendation
230 Sylvan Way, Emerald Lake Hills
APN 057-061-260; County File No. PLN 2020-00309

At the July 6, 2021 meeting, the Emerald Lake Hills Design Review Officer (DRO) considered your Design Review application for construction of a new 215 sq. ft. detached, single-car garage with a 179 sq. ft. workshop and storage on a lower level, on a 14,850 sq. ft. parcel. The proposal requires a Use Permit to allow a 2-story detached garage and workshop accessory structure, a zero-foot front and right-side setback, a height of 21.5 feet where 19 feet is the maximum, and a setback from the main building of 4 feet 11 inches where 5 feet is required. The Design Review Officer will not render a decision, but will make a recommendation regarding project compliance with design review standards. A decision by the Planning Commission in the Use Permit and Design Review will take place at a future date.

No correspondence from the public was received regarding this item and no one from the public spoke at the hearing. At the hearing, the DRO recommended, but did not condition, that the staircase be expanded to include a landing and/or deck to reduce the vertical dominance from the rear of the proposed structure. The DRO found that the addition complies with the design standard Section 6565.15.C (Unenclosed Spaces), as the garage is not built on stilts, but has an enclosed workshop. And Section 6515.15.G. a. (Materials and Colors) as the garage exterior will be sided painted a light grey which matches the house.

Based on the plans, application forms, and accompanying materials submitted, the DRO recommended approval of the Design Review Permit. The DRO recommended approval of the proposal based on the findings and conditions as listed below.

FINDINGS

For the Environmental Review, Find:

1. This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), Section 15301, Class 1, relating to addition of 50



percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less an urbanized area where all public services and facilities are available, and the project area is not environmentally sensitive. The existing residence is served by water and sewer districts, and the project is located on a site that has been previously disturbed and is not environmentally sensitive.

For the Design Review, Find:

2. After consideration of project plans and public testimony, the DRO found that the proposed house design, as proposed and conditioned on July 6, 2021, is in compliance with the Design Review Standards due to the incorporation of the following: (a) the use of materials and colors is compatible with the natural setting and the immediate area and (b) facades are well-articulated and proportional and will have aesthetically pleasing window patterns.

RECOMMENDATION

It is recommended that the stairs from the garage be widened to provide a landing and/or deck to enhance the appearance of the building from the rear and minimize the vertical dominance.

CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans once approved by the Planning Commission. Any changes or revisions to the approved plans shall be submitted for review by the Community Development Director to determine if they are in substantial compliance with the approved plans, prior to being incorporated into the building plans. Adjustments to the design of the project may be approved by the Design Review Officer if they are consistent with the intent of and are in substantial conformance with this approval. Adjustments to the design during the building permit stage may result in the assessment of additional plan resubmittal or revision fees. Alternatively, the Design Review Officer may refer consideration of the adjustments, if they are deemed to be major, to a new Emerald Lake Hills Design Review public hearing which requires payment of an additional fee of \$1,500.
2. An arborist report is required to evaluate the impact of the proposed construction on the existing trees to the left of the proposed garage.
3. One significant tree will need to be removed to allow construction. The tree species and current size shall be provided for correct noticing of the project for the Planning

Commission hearing. Any tree removal of trees greater than 6 inches in diameter at breast height is subject to the San Mateo County Tree Ordinance and will require a separate permit for removal.

5. The approved exterior colors and materials shall be verified prior to final approval of the building permit. The applicant shall provide photographs to the Design Review Officer to verify adherence to this condition prior to a final building permit sign-off by the Current Planning Section.
6. Prior to the Current Planning Section approval of the building permit application, the applicant shall also have the licensed land surveyor or engineer indicate on the construction plans: (1) the natural grade elevations at the significant corners (at least four) of the footprint of the proposed structure on the submitted site plan, and (2) the elevations of proposed finished grades. In addition, (1) the natural grade elevations at the significant corners of the proposed structure, (2) the finished floor elevations, (3) the topmost elevation of the roof, and (4) the garage slab elevation must be shown on the plan, elevations, and cross-section (if one is provided).
7. Once the building is under construction, prior to the below floor framing inspection or the pouring of the concrete slab (as the case may be) for the lowest floor(s), the applicant shall provide to the Building Inspection Section a letter from the licensed land surveyor or engineer certifying that the lowest floor height, as constructed, is equal to the elevation specified for that floor in the approved plans. Similarly, certifications on the garage slab and the topmost elevation of the roof are required.

If the actual floor height, garage slab, or roof height, as constructed, is different than the elevation specified in the plans, then the applicant shall cease all construction and no additional inspections shall be approved until a revised set of plans is submitted to and subsequently approved by both the Building Official and the Community Development Director.

8. The applicant shall adhere to all requirements of the Building Inspection Section, the Department of Public Works, and the County Fire Department.
9. No site disturbance shall occur, including any grading or tree/vegetation removal, until a building permit has been issued.
10. To reduce the impact of construction activities on neighboring properties, comply with the following:
 - a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on-site during construction to prevent debris from blowing onto adjacent

- properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.
- b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.
 - c. The applicant shall ensure that no construction-related vehicles impede through traffic along the right-of-way on Lakeview Way. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Lakeview Way. There shall be no storage of construction vehicles in the public right-of-way.
11. Noise sources associated with demolition, construction, repair, remodeling, or grading of any real property shall be limited to the hours from 7:00 a.m. to 6:00 p.m., weekdays, and 9:00 a.m. to 5:00 p.m., Saturdays. Said activities are prohibited on Sundays, Thanksgiving, and Christmas (San Mateo Ordinance Code Section 4.88.360).

Building Inspection Section

12. A building permit is required.
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 Drainage 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 Drainage Section for review and approval.

County Fire Department

14. All buildings that have a street address shall have the number of that address on the building, mailbox, or other type of sign at the driveway entrance in such a manner that the number is easily and clearly visible from either direction of travel from the street. New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. Residential address numbers shall be at least six feet above the finished surface of the driveway. An address sign shall be placed at each break of the road where deemed applicable by the San Mateo County Fire Department. Numerals shall be contrasting

in color to their back-ground and shall be no less than 4 inches in height, and have a minimum 1/2-inch stroke. Remote signage shall be a 6" x 18" green reflective metal sign.

15. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and clearing 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.
16. 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.

Department of Public Works

17. Prior to the issuance of the BLD permit or PLN permit (if applicable), 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%) 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. Applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
19. The applicant shall execute and record an agreement in a form approved by the County for maintenance of the approved facility.

If you have questions or need further information, please contact me at eadams@smcgov.org or 650/363-1828.

To provide feedback, please visit the Department's Customer Survey at the following link: <http://planning.smcgov.org/survey>.

Sincerely,

Ernie Selander

- 6 -

September 28, 2021

Erica D. Adams
Design Review Officer

CC: Joyce Hsu, Owner