

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

**DATE:** October 7, 2021

**TO:** Zoning Hearing Officer

**FROM:** Planning Staff

**SUBJECT:** Consideration of a Use Permit Renewal, pursuant to Section 6500 of the San Mateo County Zoning Regulations, to allow the continued operation of a financial services business (the former Kings Mountain Country Store), located at 13100 Skyline Boulevard in the unincorporated Woodside area of San Mateo County.

County File Number: PLN 2001-00295 (Fisher)

**PROPOSAL**

The applicant proposes to renew the use permit for (1) the operation of a financial services business with approximately 180 employees and (2) the operation of a mailing and storage center in the building formerly known as the Kings Mountain Country Store.

**RECOMMENDATION**

Approve the Use Permit Renewal by making the required finding and adopting the recommended conditions of approval listed in Attachment A.

**BACKGROUND**

Report Prepared By: Tiare Peña, Project Planner, Telephone 650/363-1850

Applicant/Owner: Ken and Sherrilyn Fisher

Location: 13100 Skyline Boulevard, Woodside

APN: 067-230-050

Size: 6.3 acres

Existing Zoning: H-1/S-11 (Limited Highway Frontage District/1-5 acre minimum parcel size)

General Plan Designation: General Commercial and General Open Space

Sphere-of-Influence: Town of Woodside

Existing Land Use: Financial Services Business

Flood Zone: Zone C (Areas of Minimal Flooding); Community Panel No. 06081C0280E, effective date October 16, 2012.

Environmental Evaluation: Categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1 (Continued operation of an existing facility)

Setting: The project site is located along Skyline Boulevard. The former Kings Mountain Country Store building is visible from Skyline Boulevard and provides mailing services for the owner, visitors and residents of this area. Located behind the store and downhill is the financial investment business, currently there are approximately 180 personnel, the Use Permit allows for no more than 200 personnel at the site. The parcel is bordered on two sides by the Purisima Open Space Preserve, on one side by a single-family residence, and on the other side by Skyline Boulevard. The financial business cannot be seen from Skyline Boulevard. The entire site is surrounded by redwood trees. The topography and existing vegetation on the site allows for the financial services business and associated building to be hidden from view along Skyline Boulevard and the Open Space Preserve.

Chronology:

<u>Date</u>	<u>Action</u>
May 6, 1986	- Skyline General Plan amendment adopted.
October 24, 1990	- UP 90-16 and ARC 90-10 approved for the King Mountain Country Store.
December 11, 1991	- Approval of General Plan Amendment (GPA 91-0001), rezoning (REZ 91-0001), and Use Permit Amendment to expand the area designated as Highway Commercial to include the country store, residences, swimming pool and business in the H-1/S-11 District.
December 17, 1992	- Use Permit Amendment approved to allow the continued operation of the general store and construct a new residence.
December 1998	- Resource Management Permit (RMD 98-0042) approved to replace a breezeway connection within an enclosed addition.

- May 3, 2001 - Application for a Use Permit Renewal for the country store and financial business submitted.
- January 9, 2002 - Planning Commission public hearing.
- July 19, 2011 - Application for a Use Permit Renewal for the former country store and financial business submitted.
- July 20, 2011 - Notice of incomplete application mailed to applicant.
- October 19, 2011 - Second notice of incomplete application mailed to applicant.
- November 22, 2011 - Application deemed complete.
- February 16, 2012 - Zoning Hearing Officer public hearing.
- May 24, 2021 - Application for a Use Permit Renewal for the country store and financial business submitted.
- October 7, 2021 - Zoning Hearing Officer public hearing.

**DISCUSSION**

**A. KEY ISSUES**

**1. Compliance with the Conditions of Last Approval**

The use permit for the financial business and the mailing facility is valid for a period of 10 years, until February 16, 2022. No administrative reviews will be required, unless a complaint is received by the San Mateo County Planning and Building Department. Renewal of the use permit shall occur a minimum of six months prior to the expiration of the use permit.

*Compliance with Condition? Yes*

*Recommend to Retain Condition? Yes, but modified as follows*

The use permit for the financial business and the mailing facility is valid for a period of 10 years, until October 7, 2031. No administrative reviews will be required, unless a complaint is received by the San Mateo County Planning and Building Department. Renewal of the use permit shall occur a minimum of six months prior to the expiration of the use permit, in 2031.

The use permit for the financial business and the mailing facility allows for a maximum occupancy of 200 employees, to allow for flexibility for efficient operation

of the business. Any change above this occupancy level shall require an amendment to the use permit.

Compliance with Condition? Yes

Recommend to Retain Condition? Yes

2. Conformance with the General Plan

The proposed Use Permit Renewal for the financial services business and the former Kings Mountain Country Store (now utilized as a mailing and storage facility) is consistent with the County General Plan with specific discussion of the following. Policy 8.2 (*Land Use Objectives for the Rural Lands*) discusses the need to protect and enhance the resources of the Rural Lands in order to: (1) protect and conserve vegetation, water, fish and wildlife resources, productive soil resources for agriculture and forestry, and other resources vital to the sustenance of the local economy; (2) carefully manage and enhance the use, production, conservation or extraction of soils, timber, minerals and other natural resources; (3) protect and enhance the unique scenic quality and pastoral character of the rural lands; (4) provide a diversity of outdoor recreational opportunities for existing and future County residents; (5) protect the public health and safety by minimizing the location of new development in potentially hazardous areas and directing infrastructure improvements to areas that will benefit the greatest number of rural residents and visitors; (6) minimize the amount of environmental damage caused by construction of major and minor roads or other infrastructure improvements; and (7) promote local employment opportunities and enhance creative enterprise by encouraging visitor-serving facilities, ancillary and accessory uses vital to resource production operations, and adaptive reuse of existing non-residential structures consistent with protection of surrounding resources.

The surrounding area is predominantly low-density, rural residential; however, the mailing facility and the financial business add to the mix the General Plan discusses to create a balance of land uses in this area. No changes are proposed under this renewal.

Policies 8.15 (*Land Use Compatibility*) 8.17 (*Buffers*) and 8.18 (*Standards*) discuss the need to ensure that commercial development is compatible with adjacent land uses or is sufficiently buffered from contiguous residential uses and to regulate development standards to ensure a high-quality commercial development. The project site is surrounded by mature redwood trees and is bordered on two sides by the Open Space Preserve. The financial business development is not visible from the Open Space Preserve or Skyline Boulevard. Given the topography of the site, the surrounding land uses are not impacted by the development. The mailing and storage facility is visible;

however, it provides an associated and necessary business function for the financial services business.

The uses, themselves, have been operating in this location for many years without complaints and provide the balance the General Plan discusses. Therefore, staff believes the project is consistent with the County General Plan.

3. Conformance with the Zoning Regulations

The proposed renewal of the use permit for the former country store (mailing facility) and the financial business is in compliance with the Zoning Regulations Limited Highway Frontage (H-1/S-11) Districts. No changes are being proposed for either use. The financial business currently operates with approximately 180 employees. Of those employees, approximately 160 arrive during different times of the day. This Use Permit allows for a maximum of 200 employees at the site. The bulk of the employees remain on-site between 6:00 a.m. and 6:00 p.m. Photos submitted by the applicant depict that there is sufficient parking on-site to accommodate all employees and visitors to the financial business site.

4. Conformance with the Use Permit Requirements

All of the previous conditions of approval have been met and both businesses have operated complaint free over the many years they have been in operation. The financial business provides a number of rooms, inclusive of conference rooms and the library, which provides the community a place to gather for events. In order to grant a renewal of the use permit for both the mailing facility and the financial business, the Zoning Hearing Officer must find that the continued operation of the financial business and the use of the former country store as a mailing and storage facility for the business will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood.

The financial business provides both jobs and services for the community while the mailing center is an ancillary use which is necessary for the financial business. The financial business is not visible from Skyline Boulevard, and its use poses no real impacts on the surrounding community. Therefore, staff believes the finding can be made to allow the continued operation of both the mailing facility and the financial business.

B. ENVIRONMENTAL REVIEW

Categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1 (Continued operation of an existing facility).

C. REVIEWING AGENCIES

The proposed renewal for the financial business and the use of the former country store building was reviewed by California Department of Forestry and the Kings Mountain Association. All reviewing agencies had no issue with the renewal of either use.

ATTACHMENTS

- A. Recommended Finding and Conditions of Approval
- B. Location Map
- C. Site Plan

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

# **ATTACHMENT A**

County of San Mateo  
Planning and Building Department

**RECOMMENDED FINDING AND CONDITIONS OF APPROVAL**

Permit or Project File Number: PLN 2001-00295

Hearing Date: October 7, 2021

Prepared By: Tiare Peña, Project Planner

For Adoption By: Zoning Hearing Officer

**RECOMMENDED FINDING**

Regarding the use Permit, Find:

1. That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case be detrimental to the public welfare or injurious to property or improvements in the said neighborhood.

**RECOMMENDED CONDITIONS OF APPROVAL**

Current Planning Section

1. The use permit for the financial business and the mailing facility is valid for a period of 10 years, until October 7, 2031. No administrative reviews will be required, unless a complaint is received by the San Mateo County Planning and Building Department. Renewal of the use permit shall occur a minimum of six months prior to the expiration of the use permit, in 2031.
2. The use permit for the financial business and the mailing facility allows for a maximum occupancy of 200 employees, to allow for flexibility for efficient operation of the business. Any change above this occupancy level shall require an amendment to the use permit.

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

# **ATTACHMENT B**



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San Mateo County Planning Commission Meeting

Applicant: Ken and Sherrilyn Fisher

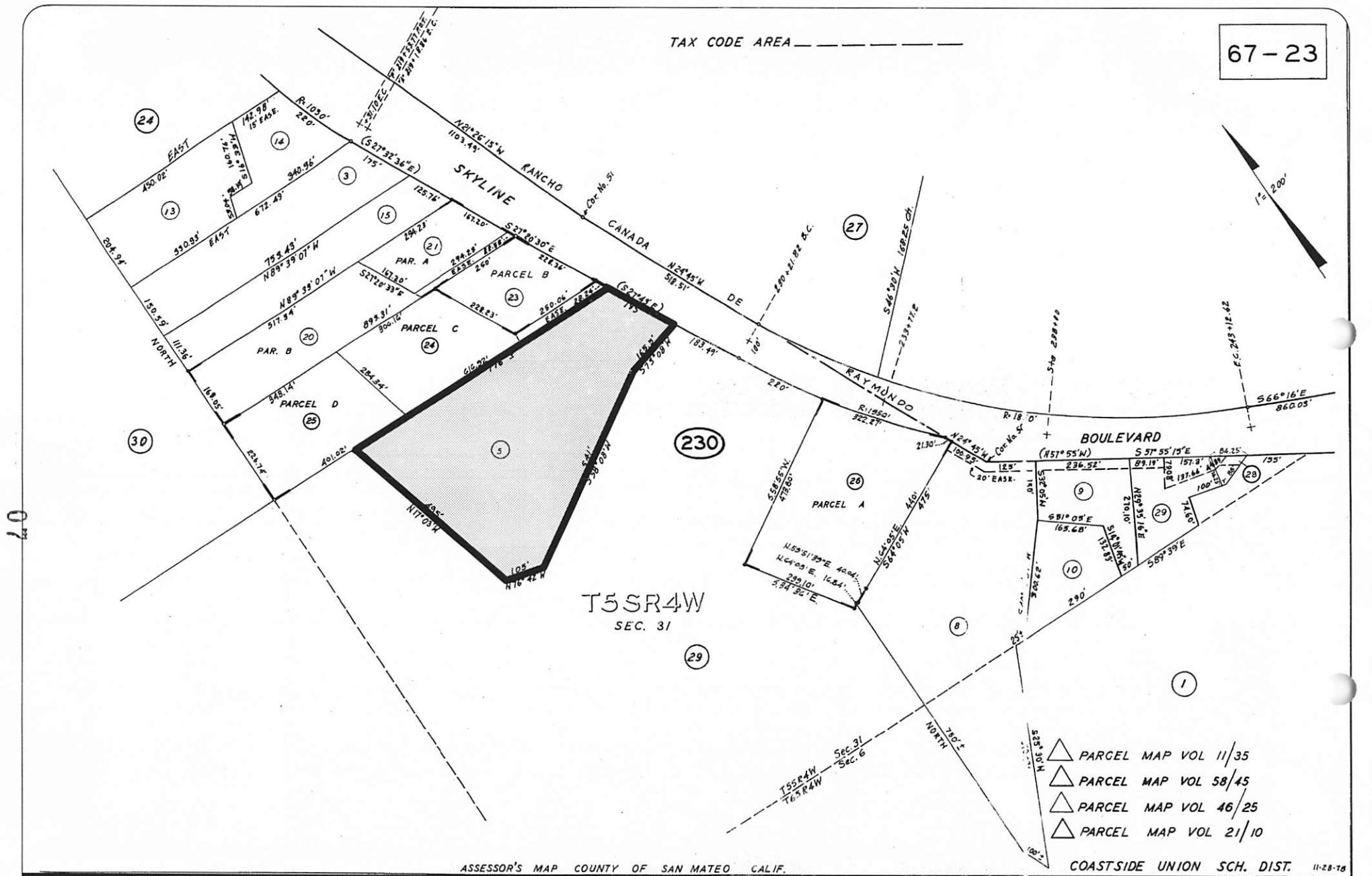
File Numbers: PLN 2001-00295

Attachment: B.1



TAX CODE AREA

67-23



07

San Mateo County Planning Commission Meeting

Applicant: Ken and Sherrilyn Fisher

File Numbers: PLN 2001-00295

Attachment: B.2





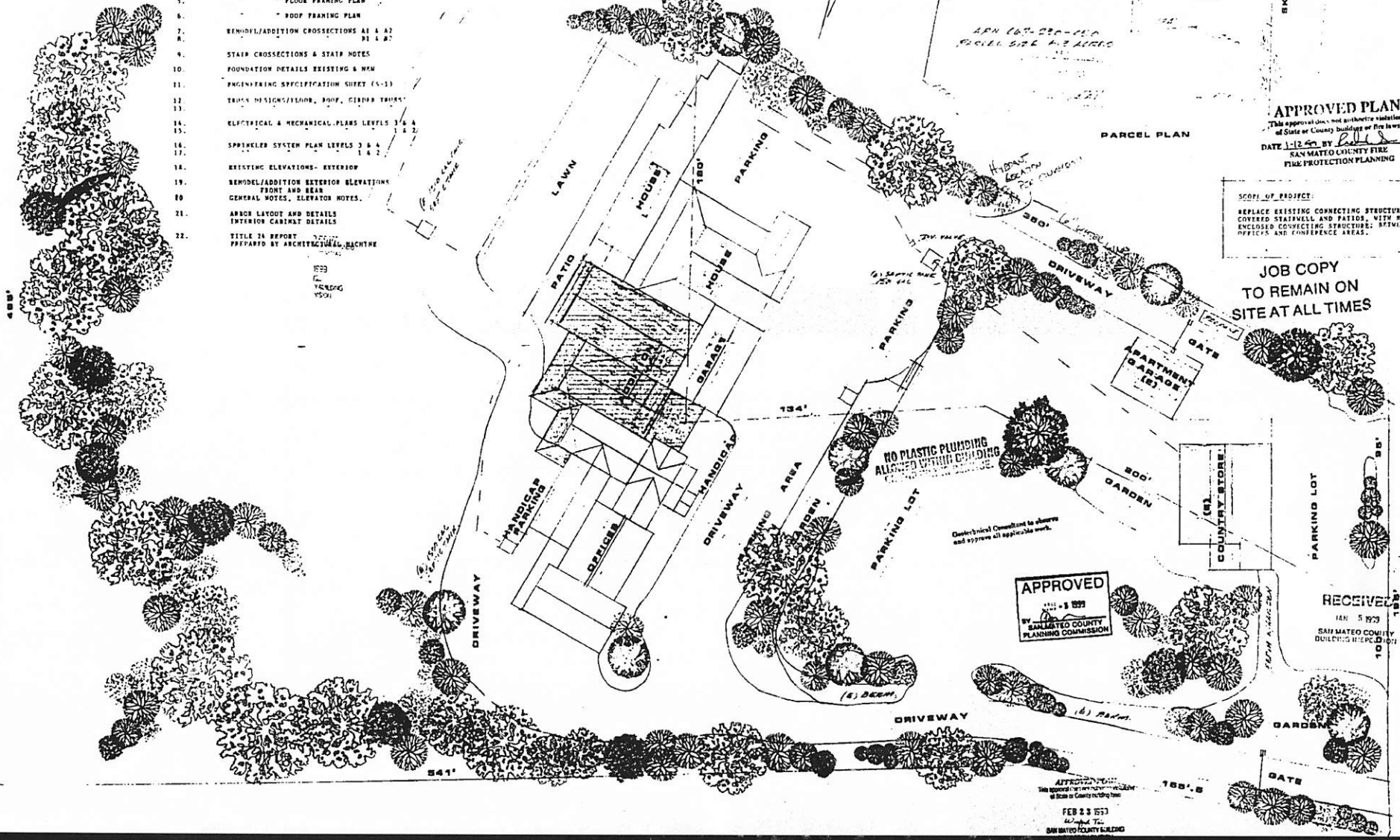
**COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT**

# **ATTACHMENT C**

PG.	DESCRIPTION
PP	PILOT PLAN
1.	(E) FLOOR PLAN
2.	REMODEL/ADDITION LEVEL 3 & 4
3.	1 & 2
4.	REMODEL/ADDITION FOUNDATION PLAN
5.	FLOOR FRAMING PLAN
6.	ROOF FRAMING PLAN
7.	REMODEL/ADDITION CROSSSECTIONS A1 & A2
8.	B1 & B2
9.	STAIR CROSSSECTIONS & STAIR NOTES
10.	FOUNDATION DETAILS EXISTING & NEW
11.	ENGINEERING SPECIFICATION SHEET (S-13)
12.	TRUCK HOISTS/DOOR, ROOF, CEILING TRUSS
13.	
14.	ELECTRICAL & MECHANICAL PLANS LEVELS 3 & 4
15.	1 & 2
16.	SPRINKLER SYSTEM PLAN LEVELS 3 & 4
17.	1 & 2
18.	EXISTING ELEVATIONS- EXTERIOR
19.	REMODEL/ADDITION EXTERIOR ELEVATIONS
20.	FRONT AND REAR
21.	GENERAL NOTES, ELEVATOR NOTES.
22.	ARCH LAYOUT AND DETAILS
	INTERIOR CABINET DETAILS
	TITLE 24 REPORT
	PREPARED BY ARCHITECTURAL MACHINE

1999  
REVISION  
1/20/01

80



**APPROVED PLAN**  
This approval is not a guarantee of compliance  
with State or County building or fire laws  
DATE 1-12-01 BY [Signature]  
SAN MATEO COUNTY FIRE  
FIRE PROTECTION PLANNING

**SCOPE OF PROJECT:**  
REPLACE EXISTING CONNECTING STRUCTURE;  
COVERED STAIRWELL AND PATIOS, WITH NEW  
ENCLOSED CONNECTING STRUCTURE; BETWEEN  
OFFICES AND CONFERENCE AREAS.

**JOB COPY  
TO REMAIN ON  
SITE AT ALL TIMES**

**APPROVED**  
BY [Signature]  
SAN MATEO COUNTY  
PLANNING COMMISSION

**RECEIVED**  
JAN 5 1973  
SAN MATEO COUNTY  
BUILDING DEPARTMENT

**APPROVED PLAN**  
This approval is not a guarantee of compliance  
with State or County building laws  
DATE FEB 23 1973  
[Signature]  
SAN MATEO COUNTY BUILDING

