



**North Fair Oaks Community Council**  
San Mateo County Coordinated  
Departmental Response



**Date:** October 15, 2014  
**NFOCC Meeting Date:** October 23, 2014  
**Special Notice / Hearing:** 10 days; within 300 feet  
**Vote Required:** Majority

**To:** Members, North Fair Oaks Community Council

**From:** Summer Burlison, Project Planner  
Planning and Building Department

**Subject:** Consideration of a Use Permit Amendment and Lot Merger to combine the existing church lot located at 681 - 2nd Avenue with the adjacent vacant lot, 677 - 2nd Avenue, in order to construct a new 2,200 sq. ft. single-story duplex to be used as minister housing in association with the church located in the North Fair Oaks area of San Mateo County. Each one bedroom unit will include an attached single-car garage. The project includes the reconfiguration of on-site church parking, landscape and drainage improvements, and the removal of two (2) trees with a diameter greater than 12-inches.

County File Number: PLN 2000-00325 (Woodside Spanish Congregation of Jehovah's Witnesses)

**RECOMMENDATION:**

Provide a recommendation to the Zoning Hearing Officer regarding the subject project proposal.

**BACKGROUND:**

Owner/Applicant: Woodside Spanish Congregation of Jehovah's Witnesses

Location: 677 - 2nd Avenue, North Fair Oaks

APN: 060-031-480

Size: 32,000 sq. ft. after merger (approximate)

Zoning: R-1/S-73 (Single-Family Residential/5,000 sq. ft. lot minimum)

General Plan: Single-Family Residential

Existing Land Use: Church and Congregation Hall Facility, vacant land

Setting: The project site is located within a built-out single-family residential neighborhood in the North Fair Oaks area of San Mateo County. The project site consists of a single-story church and congregation hall with on-site parking along the side and at the rear of the property. The adjacent vacant property which will accommodate a new single-story duplex for minister housing associated with the church will be merged with the church lot.

**DISCUSSION:**

The applicant is requesting a Use Permit Amendment to construct a new 2,200 sq. ft. single-story duplex on a currently vacant parcel (approximately 9,200 sq. ft. in size) located at 677 - 2nd Avenue in the North Fair Oaks area. Each one-bedroom unit will be 800 sq. ft. in size and connected by two attached single-car garages (300 sq. ft. each) to serve the units. The architectural style, exterior finish colors and materials will be compatible with the church building. The duplex will serve as minister housing in association with the existing church and congregation facility located next door at 681 - 2nd Avenue.

The project includes a Lot Merger to merge the church lot and adjacent vacant lot in order to accommodate the proposed duplex and to reconfigure on-site parking for the church. Currently, the church maintains 57 on-site parking spaces. The reconfigured parking lot proposes 54 parking spaces, not including the two single-car garage spaces associated with the duplex. The County's Parking Regulations requires one (1) on-site parking space be provided for each four seats in a church. Under the church's current Use Permit, the maximum number of seats allowed in the main hall is 224. The main hall currently contains a total of 221 seats; therefore, requiring 55 on-site parking spaces. Based on the proposed site layout and improvements, staff believes there is an opportunity for the applicant to provide up to two additional on-site parking spaces to meet the current (221) and maximum potential seating capacity (224). The applicant has agreed to provide the additional required on-site parking spaces in order to comply with the County's parking requirements.

The project also includes landscape and drainage improvements, and the removal of two trees with a diameter greater than 12-inches. The two trees proposed for removal include an oak tree (14" dbh) located in the left front side of the vacant lot, and a walnut tree (13" dbh) located in the right front corner of the vacant lot. Both trees are proposed for removal in order to accommodate parking and circulation improvements.

**ATTACHMENTS:**

- A. Vicinity Map
- B. Survey
- C. Site Plan
- D. Floor Plan
- E. Elevations
- F. Grading and Drainage Plan

**ATTACHMENT A**



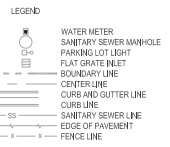
OWNER: WOODSIDE SPANISH CONGREGATION  
 SITE ADDRESS: 681 & 677 SECOND AVENUE, REDWOOD CITY, CA 94063

RECORD MAP REFERENCES:  
 M1 PARCEL MAP 46-PM-30  
 M2 PARCEL MAP 55-PM-60

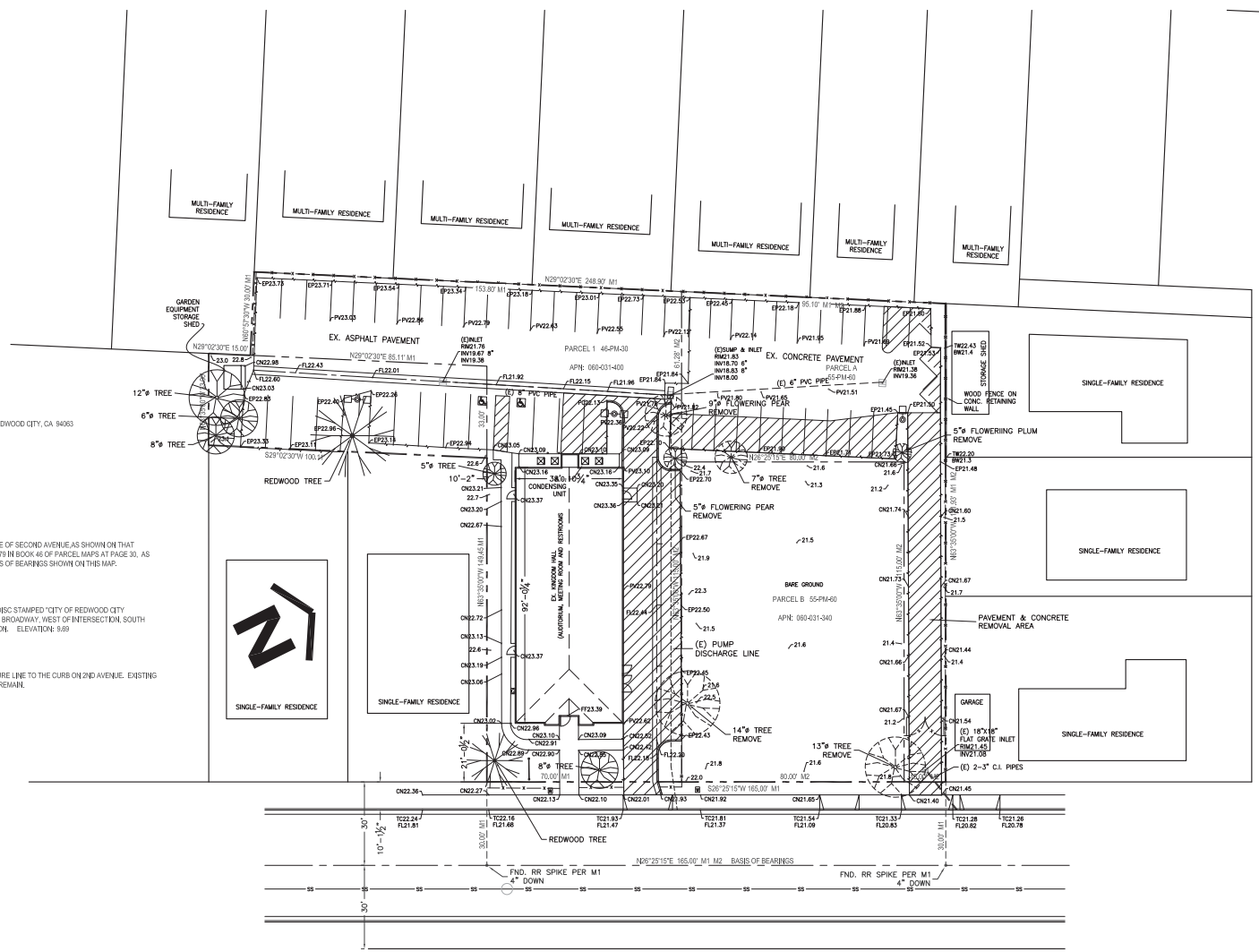
BASIS OF BEARINGS:  
 THE BEARING (N29°25'19"E) OF THE CENTERLINE OF SECOND AVENUE AS SHOWN ON THAT CERTAIN PARCEL MAP RECORDED APRIL 11, 1979 IN BOOK 46 OF PARCEL MAPS AT PAGE 30, AS FOUND MONUMENTED, WAS USED AS THE BASIS OF BEARINGS SHOWN ON THIS MAP.

BENCHMARK:  
 BMS3480 ROADWAY AT SECOND AVENUE-BRASS DISC STAMPED "CITY OF REDWOOD CITY BENCHMARK" ON CURB OVER CATCH BASIN ON BROADWAY, WEST OF INTERSECTION, SOUTH SIDE OF STREET, AT ENTRANCE TO FIRE STATION. ELEVATION: 9.69

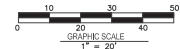
NOTES:  
 1. REMOVE EXISTING SUMP PUMP AND PRESSURE LINE TO THE CURB ON 2ND AVENUE. EXISTING CONCRETE SUMP AND OTHER DRAIN PIPES TO REMAIN.



ABBREVIATIONS  
 APN ASSESSOR'S PARCEL NUMBER  
 BW BOTTOM OF WALL ELEVATION  
 CI CAST IRON  
 CN CONCRETE ELEVATION  
 CONC. CONCRETE  
 EP EDGE OF PAVEMENT  
 FF FINISHED FLOOR ELEVATION  
 FL FLOW LINE ELEVATION  
 FND FOUND  
 INV INVERT ELEVATION  
 MR RECORDED MAP REFERENCE  
 PM PARCEL MAP  
 PE PAVEMENT ELEVATION  
 PVC POLYVINYL CHLORIDE (PLASTIC)  
 RR RAILROAD  
 SS SANITARY SEWER  
 TC TOP OF CURB ELEVATION  
 TW TOP OF WALL ELEVATION



2nd AVENUE, REDWOOD CITY



NO.	DATE	BY	DESCRIPTION
1	3/15/2014	TLR	ISSUED FOR PERMITS

**California Region #7  
Design Team**

Professional Engineer  
 No. 23191  
 Exp. 12-31-15  
 STATE OF CALIFORNIA

2000 Francisco Way  
 Livermore, CA 94550  
 Email: steve@stg.com

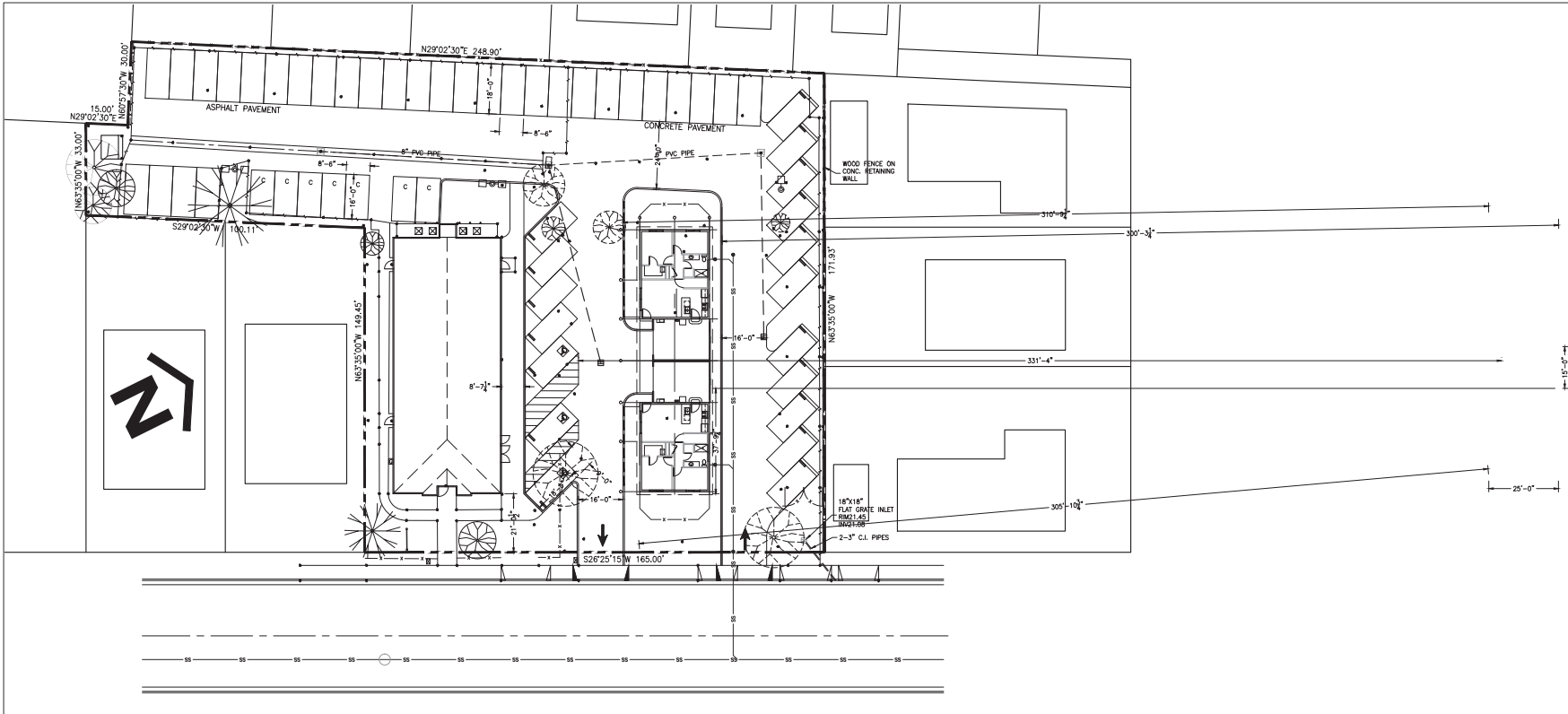
**REGISTERED PROFESSIONAL ENGINEER**  
 CIVIL  
 STATE OF CALIFORNIA

**PROPERTY SURVEY  
AND REMOVAL PLAN**  
**MINISTERS APARTMENT**  
 677 SECOND AVENUE, REDWOOD CITY, CA 94063  
 COUNTY OF SAN MATEO, CALIFORNIA

PROJECT	MINISTERS APARTMENT
DATE	3/15/2014
SCALE	1" = 20'
DATE	3/15/2014
FILE	2arc-C101
SHEET NO.	1

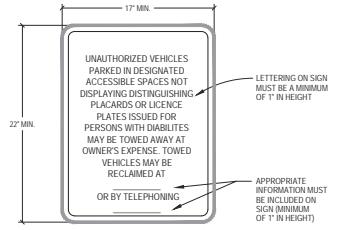
C101

# ATTACHMENT C



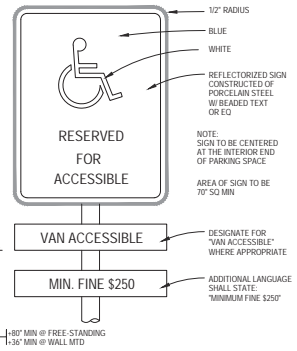
2nd AVENUE, REDWOOD CITY

5 SITE PLAN  
A1.1 SCALE: 1/32"

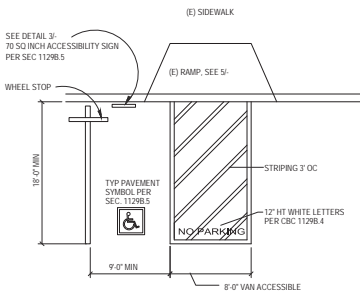


WARNING SIGNAGE REGARDING UNAUTHORIZED USE OF DISABLED PARKING SPACES IS POSTED CONSPICUOUSLY AT EACH ENTRANCE TO OFF-STREET PARKING FACILITIES, OR IMMEDIATELY ADJACENT TO AND VISIBLE FROM EACH STALL OR SPACE.

1 (E) LOT ENTRY SIGNAGE  
A1.1 SCALE: NTS



2 (E) ACCESSIBLE PARKING SIGNAGE  
A1.1 SCALE: NTS



3 (E) VAN ACCESSIBLE PARKING  
A1.1 SCALE: NTS

## SITE ACCESSIBILITY NOTES

- WALKS AND SIDEWALKS**
1. WALKS AND SIDEWALKS SUBJECT TO THESE REGULATIONS SHALL HAVE A CONTINUOUS COMMON SURFACE, NOT INTERRUPTED BY STEPS OR BY ABRUPT CHANGES IN LEVEL EXCEEDING 1/2" AND SHALL BE A MINIMUM OF 48" IN WIDTH (36" SERVING INDIVIDUAL UNITS)
  2. WHEN THE SLOPE IN THE DIRECTION OF TRAVEL OF ANY WALK EXCEEDS 1 VERTICAL TO 30 HORIZONTAL (3% GRADE), IT SHALL COMPLY WITH THE BC PROVISIONS FOR PEDESTRIAN RAMPS.
- PARKING FOR THE DISABLED**
1. THE MAXIMUM SLOPE OF THE PARKING SPACE SURFACE IN ANY DIRECTION SHALL NOT EXCEED 1/4" PER FOOT.
  2. PHYSICALLY DISABLED PARKING SPACES SHALL BE LOCATED AS NEAR AS PRACTICAL TO A PRIMARY ENTRANCE.
  3. SPACES SHALL BE SO LOCATED THAT DISABLED PERSONS ARE NOT COMPELLED TO WHEEL OR WALK BEHIND PARKED CARS OTHER THAN THEIR OWN.
  4. ONE IN EVERY EIGHT ACCESSIBLE SPACES, BUT NOT LESS THAN ONE, SHALL BE SERVED BY AN ACCESS AISLE 96" WIDE MINIMUM AND SHALL BE DESIGNATED VAN ACCESSIBLE WITH A SIGN, "VAN ACCESSIBLE," MOUNTED BELOW THE SYMBOL OF ACCESSIBILITY.

- NOTES:**
1. ALL STROKES TO BE 3" WIDE
  2. MINIMUM TWO COATS OF PAINT.
  3. BLUE COLOR TO BE EQUAL TO #15090 IN FED. STD 595A
  4. SYMBOL SHALL BE LOCATED AT THE CENTER OF THE PARKING SPACE WIDTH.



4 HANDICAPPED SYMBOL  
A1.1 SCALE: NONE

NO.	DATE	REVISION

California Region #7  
Design Team

Davidson - Project Development  
Livermore, CA 94550  
Phone: 925/935-2071  
Fax: 925/935-2070



**SITE PLAN**

MINISTERS APARTMENT  
677 SECOND AVENUE, REDWOOD CITY, CA 95063  
COUNTY OF SAN MATEO, CALIFORNIA

DATE	NO.	BY

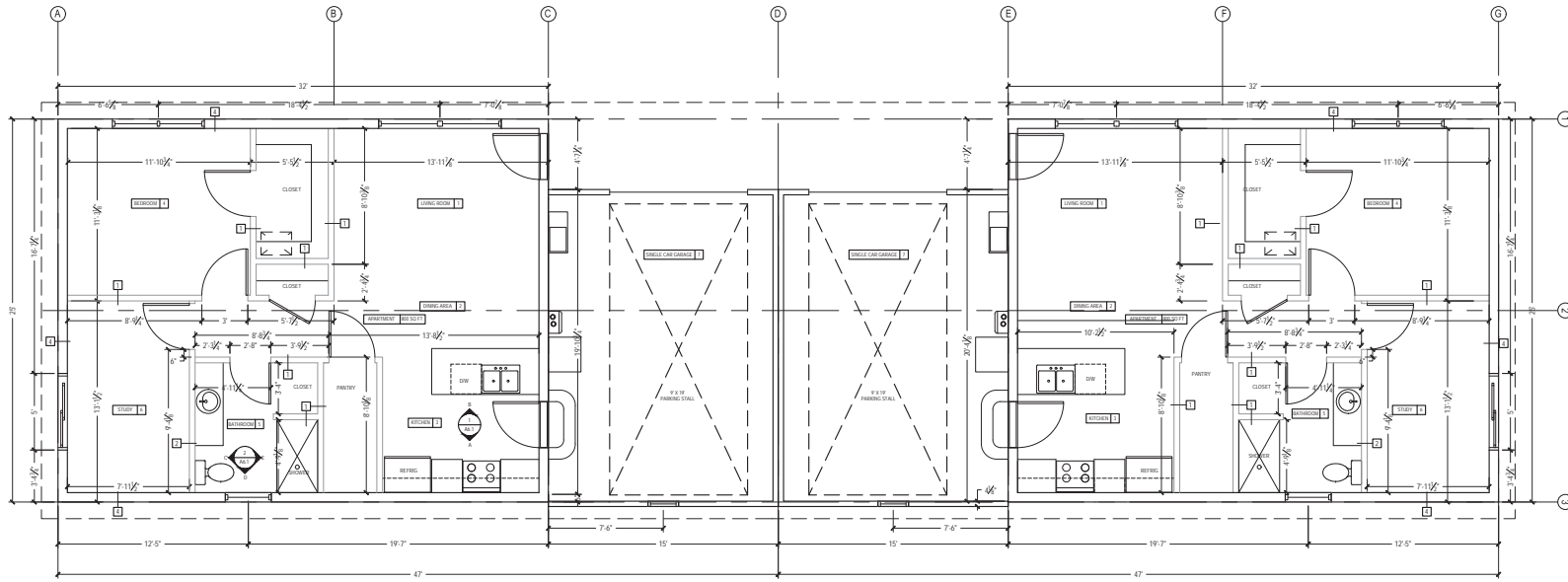
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FILE: 28c-A1.1

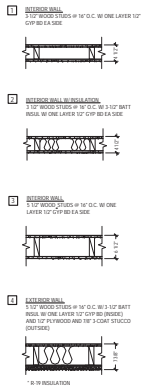
DATE: 11/11/11

A1.1

# ATTACHMENT D



**WALL TYPES:**



NO.	DATE	DESCRIPTION

**California Region #7  
Design Team**

Qualifications Project Development  
 Livermore, CA 94550  
 Phone: 925/935-2323  
 Fax: 925/935-2324



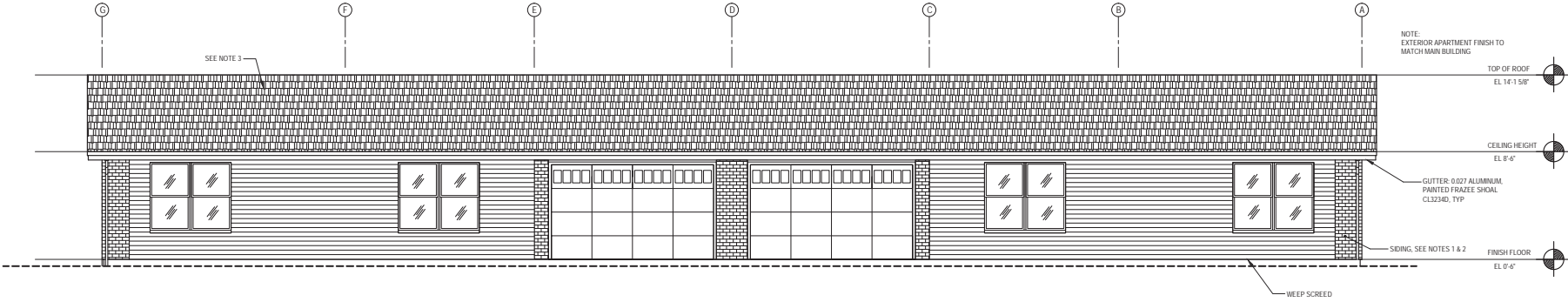
**FLOOR PLAN**

**MINISTERS APARTMENT**  
 677 SECOND AVENUE, REDWOOD CITY, CA 95063  
 COUNTY OF SAN MATEO, CALIFORNIA

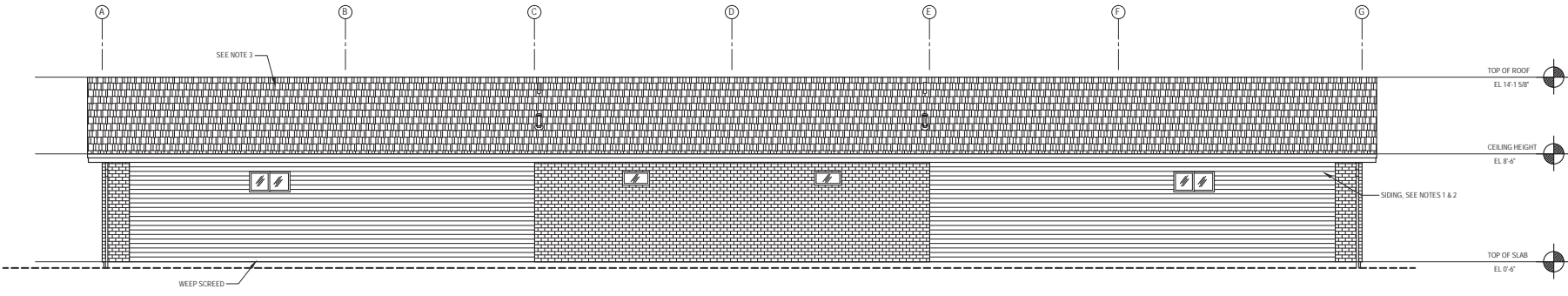
DATE TITLE	
NO.	10
BY	
SCALE	AS SHOWN
DATE	
TITLE	28c-A2.1
DRAWN BY	

**A2.1**

# ATTACHMENT E(1)



1 WEST EXTERIOR ELEVATION  
SCALE: 1/4" = 1'-0"



2 EAST EXTERIOR ELEVATION  
SCALE: 1/4" = 1'-0"

**NOTES:**

- (0) 7/8" MIN STUCCO (3-COAT) OVER WIRE LATH OVER 2 LAYERS GRADE "D" BUILDING PAPER, FINISH TO MATCH EXISTING.
- LAHABRA ACRYLIC FINISH, SAND MEDIUM TEXTURE, X-16 SILVER GREY (BASE 200)
- ROOF: GAF Timberline Cool Series shingles  
COLOR: Cool Antique Slate  
EMIITTANCE = 0.30  
REFLECTANCE = 0.75  
INITIAL SOLAR REFLECTANCE: 0.27  
THERMAL EMIITTANCE: 0.92  
SOLAR REFLECTANCE INDEX (SRI): 29  
  
FIRE RATING - CLASS B (MIN)

NO.	DATE	DESCRIPTION

California Region #7  
Design Team

David Moore - Project Development  
Livermore, CA 94550  
Phone: 925/935-2573  
Fax: 925/935-2573



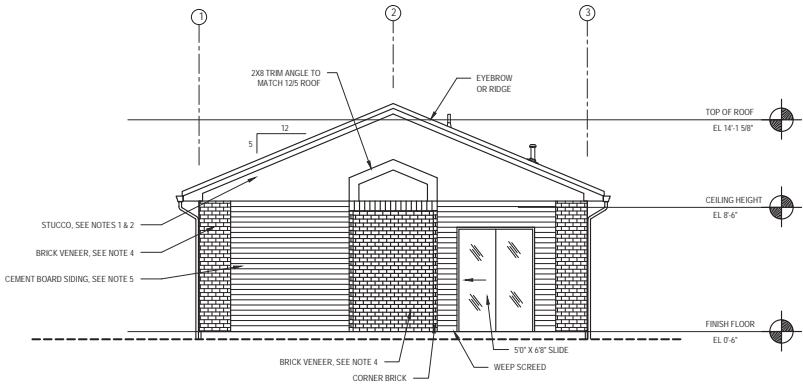
EXTERIOR ELEVATIONS

MINISTERS APARTMENT  
677 SECOND AVENUE, REDWOOD CITY, CA 95063  
COUNTY OF SAN MATEO, CALIFORNIA

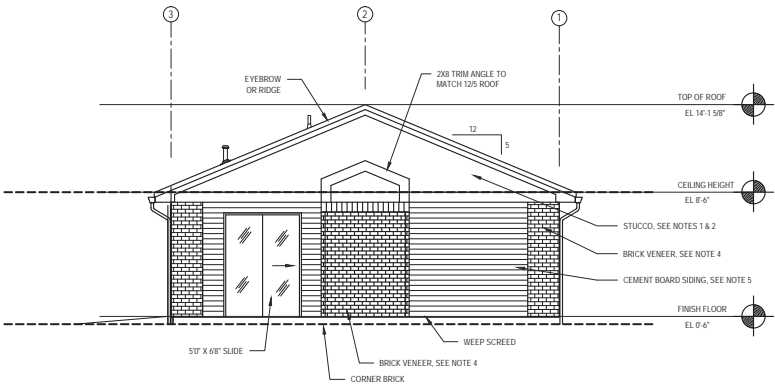
DATE	EP	TS	LS
SCALE	1/4" = 1'-0"		
DATE	2/20/13		
FILE	23nc-831.dwg		
DATE/TIME			

A3.1

# ATTACHMENT E(2)



**1 NORTH EXTERIOR ELEVATION**  
SCALE: 1/4" = 1'-0"



**2 SOUTH EXTERIOR ELEVATION**  
SCALE: 1/4" = 1'-0"

**NOTES:**

- (N) 7/8" MIN STUCCO (3-COAT) OVER WIRE LATH OVER 2 LAYERS GRADE "D" BUILDING PAPER; FINISH TO MATCH EXISTING.
- LAHABRA ACRYLIC FINISH, SAND MEDIUM TEXTURE, X-16 SILVER GREY (BASE 200)
- ROOF: GAF Timberline Cool Series shingles  
COLOR: Cool Antique Slate  
EMITTANCE = 0.30  
REFLECTANCE = 0.75  
INITIAL SOLAR REFLECTANCE: 0.27  
THERMAL EMITTANCE: 0.92  
SOLAR REFLECTANCE INDEX (SRI): 29  
FIRE RATING = CLASS B (MIN)
- BRICK VENEER: ELDORADO STONE TUNDRA BRICK, HARTFORD
- CEMENT BOARD SIDING: JAMES HARDIE LAP SIDING, CUSTOM COLONIAL SMOOTH 5.25" (4-EXPOSED), COBBLESTONE

NO.	DATE	REVISION

California Region #7  
Design Team

David Moore - Project Development  
Livermore, CA 94550  
Phone: 925/935-2573  
Email: dm@mooredesign.com

REGISTERED PROFESSIONAL ENGINEER  
FELIX L. POZDEYEV  
No. 23191  
Exp. 12-31-13  
STATE OF CALIFORNIA

**EXTERIOR ELEVATIONS**

MINISTERS APARTMENT  
677 SECOND AVENUE, REDWOOD CITY, CA 95063  
COUNTY OF SAN MATEO, CALIFORNIA

DATE	11/11/11
BY	EP
SCALE	1/4" = 1'-0"
DATE	2/28/12
FILE	23rc-032.dwg
DRAWN BY	

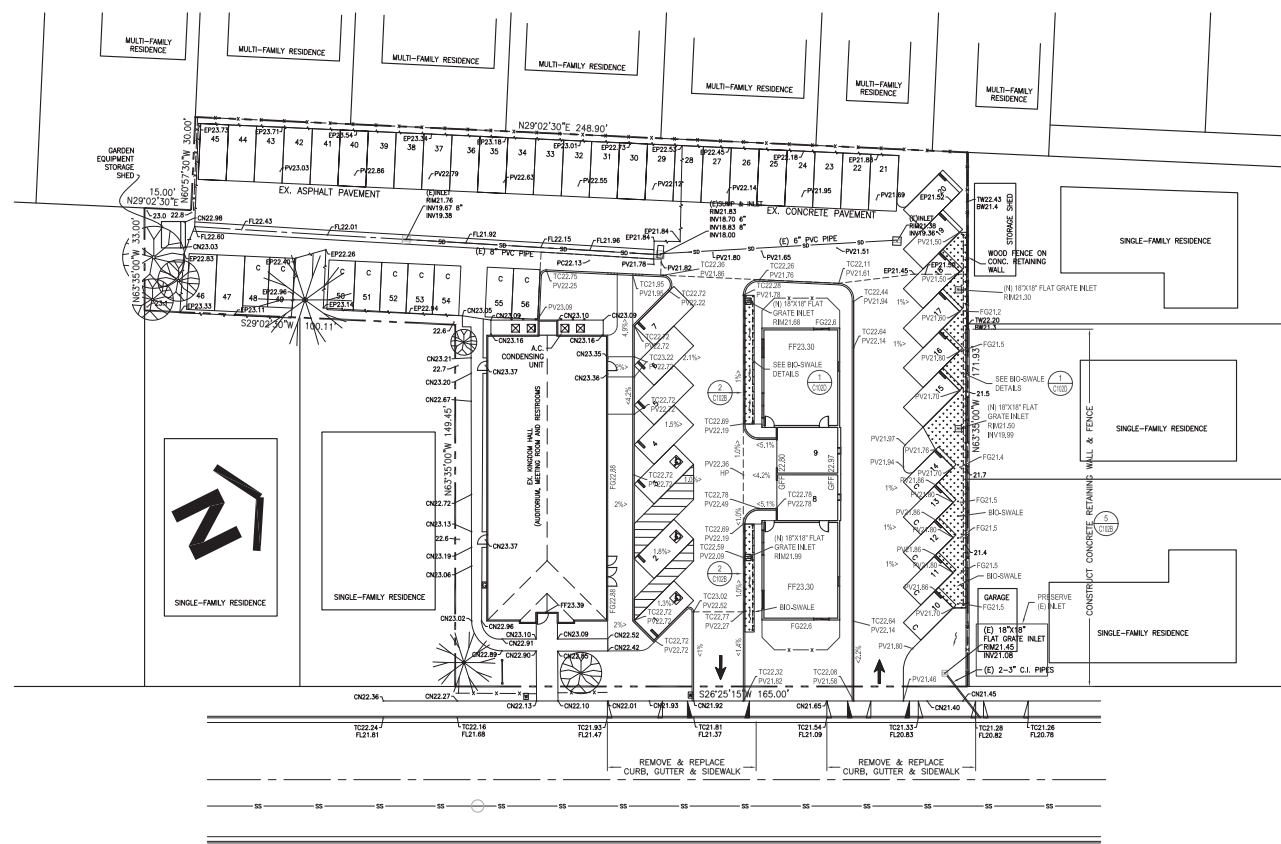
A3.2



- LEGEND**
- CURB
  - FENCE LINE
  - STORM DRAIN
  - STORM MANHOLE
  - 
  -

**ABBREVIATIONS:**

- A.B. AGGREGATE BASE ROCK
- A.C. ASPHALT CONCRETE
- B.W. BOTTOM OF WALL ELEVATION
- C COMPACT FAVORITE GRADE
- CN CONCRETE ELEVATION
- CD CLEANOUT
- EP EDGE OF PAVEMENT ELEVATION
- FF FINISHED FLOOR ELEVATION
- FG FINISHED GRADE
- GB GRADE BREAK
- HP HIGH POINT
- HM INVERT OF PIPE
- (N) NEW CONSTRUCTION
- O.C. MEASUREMENT CENTER TO CENTER
- PV PAVEMENT ELEVATION
- PC POLYMINERAL CONCRETE
- SD STORM DRAIN
- SS SANITARY SEWER
- TC TOP OF CURB
- TW TOP OF WALL ELEVATION



**1 GRADING & DRAINAGE PLAN**  
SCALE: 1" = 20'-0"

## 2nd AVENUE, REDWOOD CITY

- NOTES:**
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO IDENTIFY, LOCATE AND PROTECT ALL UNDERGROUND FACILITIES. CALL UNDERGROUND SERVICE ALERT (800) 442-2444 BEFORE BEGINNING ANY EXCAVATIONS. EXCAVATION FOR UNDERGROUND FACILITIES SHALL NOT BE PERMITTED PRIOR TO CONTACTING U.S.A. UNDERNO. CIRCUMSTANCES WILL EXCAVATION COMMENCE BEFORE BEING ISSUED AN IDENTIFICATION NUMBER FORM U.S.A.
  - THE CONTRACTOR SHALL MAINTAIN THE STREETS, SIDEWALKS AND ALL OTHER PUBLIC RIGHTS-OF-WAY IN A CLEAN, SAFE AND USABLE CONDITION. ALL SPELLS OF SOIL, ROCK, OR CONSTRUCTION DEBRIS SHALL BE REMOVED FROM THE PUBLICLY OWNED PROPERTY DURING CONSTRUCTION AND UPON COMPLETION OF THE PROJECT. ALL ADJACENT PROPERTY, PRIVATE OR PUBLIC, SHALL BE MAINTAINED IN A CLEAN, SAFE AND USABLE CONDITION.
  - ALL WORK WITHIN THE PUBLIC RIGHT-OF-WAY SHALL BE DONE IN ACCORDANCE WITH THE CURRENT SPECIFICATIONS AND STANDARD DETAILS OF THE COUNTY OF SAN MATEO, AND REQUIRES AN ENCROACHMENT PERMIT.
  - THE CONTRACTOR SHALL CONFORM TO THE RULES AND REGULATIONS OF THE STATE CONSTRUCTION SAFETY ORDINANCE PERTAINING TO EXCAVATION AND TRENCHES.
  - THE CONTRACTOR SHALL CONDUCT ALL GRADING OPERATIONS IN SUCH A MANNER AS TO PRECLUDE WIND BLOWING DIRT AND DUST AND RELATED DAMAGE TO ADJACENT PROPERTIES. THE MEANS OF DUST CONTROL SHALL BE LEFT TO THE DISCRETION OF THE CONTRACTOR. THE CONTRACTOR SHALL ASSUME LIABILITY FOR CLAIMS RELATED TO WIND BLOWN MATERIAL.
  - THE CONTRACTOR SHALL BE RESPONSIBLE TO REPAIR OR REPLACE ANY EXISTING SURFACE IMPROVEMENTS OR UNDERGROUND FACILITIES DAMAGED BY HIM, HIS SUBCONTRACTORS OR HIS MATERIAL SUPPLIERS.

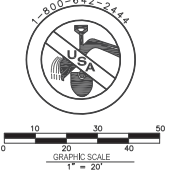
- NOTES CONT':**
- NO GRADING WORK SHALL BE PERFORMED WITHIN THE DRIP-LINE OF EXISTING TREES SCHEDULED TO REMAIN EXCEPT AS SHOWN.
  - SUMP PUMP: ZOEHLER MODEL M137 (1/2 HP, 115 V, 1 1/2" DISCHARGE) OR EQUAL.

**EARTH MOVING QUANTITIES**

APPROXIMATE QUANTITIES TO ESTABLISH SUBGRADE FOR THE DRIVEWAY AND PARKING AND PAD GRADE FOR THE BUILDING.

CUT:	
CONC. & A.C. PAVEMENT REMOVAL:	75 C.Y.
EARTH	175 C.Y.
FILL:	
	60 C.Y.
EXPORT:	190 C.Y.

- GRADING PERMIT NOT REQUIRED FOR THIS PROJECT PER GRADING ORDINANCE SECTION 800.5 FOR THE FOLLOWING REASONS:
- A BUILDING PERMIT WILL BE OBTAINED FOR EXCAVATION AND CONSTRUCTION OF BUILDING FOUNDATION.
  - NO UNSUPPORTED SLOPES GREATER THAN FEET IN HEIGHT WILL REMAIN AFTER COMPLETION OF BUILDING.
  - NO SITE EXCAVATIONS EXCEED 250 C.Y.



REV	NO.	DATE	DESCRIPTION
1	1	3/15/2014	ISSUED FOR PERMITS COMMENTS

**California Region #7 Design Team**

Paul Williams - Project Development  
3000 Fremont Way  
Livermore, CA 94550  
Phone: 925-454-8800  
Email: paul@wtd.com



**GRADING & DRAINAGE PLAN**

**MINISTERS APARTMENT**  
677 SECOND AVENUE, REDWOOD CITY, CA 95063  
COUNTY OF SAN MATEO, CALIFORNIA

PROJECT	TLR
REVISION	AS SHOWN
DATE	3/15/2014
PREPARED BY	Zarc-C102A

**C102A**