

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

DATE: December 9, 2015

TO: Planning Commission

FROM: Planning Staff

SUBJECT: EXECUTIVE SUMMARY: Consideration of a Non-Conforming Use Permit, Design Review Permit, and Coastal Development Permit for the construction of a 417 sq. ft. second floor addition and a 168 sq. ft. rear deck and stair addition to an existing 1,286 sq. ft., one-story single-family residence, where the project encroaches 0.24 of an inch into the minimum 5-ft. left yard setback, located on an existing, non-conforming 4,900 sq. ft. legal parcel at 584 Kanoff Avenue, in the unincorporated Montara area of San Mateo County. The project is not appealable to the California Coastal Commission.

County File Number: PLN 2015-00209 (Sage)

PROPOSAL

The existing 1,286 sq. ft., one-story single-family residence has non-conforming side setbacks, located at 4.95 feet and 4.98 feet, respectively, from the right side and left side property lines, where a minimum of 5 feet is required on each side. The applicant proposes to construct a 417 sq. ft. second floor addition (including a master bedroom and bathroom) and a 168 sq. ft. rear deck and stair addition, where the second floor addition maintains the existing left side setback and encroaches 0.24 of an inch into the minimum 5-ft. left yard setback. Therefore, the project requires a Zoning Non-Conformity Use Permit.

RECOMMENDATION

That the Planning Commission approve the Non-Conforming Use Permit, the Design Review Permit, and the Coastal Development Permit, County File Number PLN 2015-00209, by making the required findings and adopting the conditions of approval listed in Attachment A of the staff report.

SUMMARY

Conformity with the General Plan: The proposed residential addition is consistent with the General Plan's Medium Density Residential land use designation for the site. The project would continue the existing single-family residential use of the property and would not increase the density of the use. The project also complies with Policy 8.39 (*Height, Bulk, and Setbacks*) which directs the County to regulate height, bulk, and setback requirements in zoning districts in order to ensure that the size and scale of the development is compatible with the parcel size and to provide sufficient light and air in and around structures. The project is in scale with the neighborhood and would result in a Floor Area Ratio of 1,703 sq. ft. where 2,499 sq. ft. is allowed. The project would have a minimal impact to light and air in and around the structure.

Conformity with the Local Coastal Program (LCP): The project is located in the Single-Family Residence Categorical Exclusion Area and meets the criteria for a Coastal Permit Exemption, with the exception that the project and subject parcel do not conform to the regulations of the underlying zoning district. The parcel is non-conforming in size, being 4,900 sq. ft. where 5,000 sq. ft. is the minimum parcel size, and the proposed addition includes a combined side yard setback of 10 feet, where 15 feet is the minimum. The project complies with applicable LCP policies. Specifically, the project will not impact any sensitive habitats as it is located in a developed area; will not impact visual resources as it is not located in a scenic corridor; will not create any hazards as it is not located in a designated hazard area; and, will not impact shoreline access.

Non-Conforming Use Permit: Planning staff has determined that the project complies with the findings required for the issuance of a use permit for the proposed addition:

- The proposed development is proportioned to the size of the parcel on which it is being built, as the project, as proposed and conditioned, complies with the floor area, lot coverage, and height requirements of the R-1/S-17/DR/CD Zoning District.
- 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. It appears that the developed properties on each side of the property both have 5-ft. setbacks. A lot line adjustment could not be approved if a non-conforming setback would be created on an adjoining parcel. Additionally, the project encroaches into the left side setback by 0.24 of an inch, a very minor encroachment that may not justify a lot line adjustment.
- The proposed development is as nearly in conformity with the zoning regulations currently in effect as is reasonably possible. The project encroaches into the left side setback by 0.24 of an inch, a very minor encroachment. Allowing the property owner to maintain the existing 4.98-ft. setback for the second story would reduce project costs by eliminating the costs of structural designs necessary to jog

the new wall in by a quarter inch and would result in a simpler, sleeker design for the addition.

- 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 project has received preliminary approval from review agencies, including the Building Inspection Section, the Department of Public Works, and the Coastside Fire Protection District. Comments from these agencies have been incorporated in the conditions of project approval. The project involves a very minor encroachment into the left side setback and would result in a simpler, sleeker design for the addition.
- The use permit approval does not constitute a granting of special privileges, as the project is nearly in conformity with the R-1/S-17/DR/CD Zoning District regulations as is reasonably possible.

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

DATE: December 9, 2015

TO: Planning Commission

FROM: Planning Staff

SUBJECT: Consideration of a Non-Conforming Use Permit, Design Review Permit, and Coastal Development Permit, pursuant to Sections 6137, 6565.3, and 6328.4 of the San Mateo County Zoning Regulations, respectively, for the construction of a 417 sq. ft. second floor addition and a 168 sq. ft. rear deck and stair addition to an existing 1,286 sq. ft., one-story single-family residence, where the project encroaches 0.24 of an inch into the minimum 5-ft. left yard setback, located on an existing, non-conforming 4,900 sq. ft. legal parcel at 584 Kanoff Avenue, in the unincorporated Montara area of San Mateo County. The project is not appealable to the California Coastal Commission.

County File Number: PLN 2015-00209 (Sage)

PROPOSAL

The subject parcel is located on Kanoff Avenue, at the corner of Fourth Avenue and Audubon Avenue, and is 4,900 sq. ft. in size, where a minimum of 5,000 sq. ft. is the minimum lot size in the R-1/S-17/DR/CD Zoning District. The existing 1,286 sq. ft., one-story single-family residence has non-conforming side setbacks, located at 4.95 feet and 4.98 feet, respectively, from the right side and left side property lines, where a minimum of 5 feet is required on each side. The applicant proposes to construct a 417 sq. ft. second floor addition (including a master bedroom and bathroom) and a 168 sq. ft. rear deck and stair addition, where the second floor addition maintains the existing left side setback and encroaches 0.24 of an inch into the minimum 5-ft. left yard setback. Therefore, the project requires a Zoning Non-Conformity Use Permit. The project does not include the removal of any trees or any significant grading activity.

RECOMMENDATION

That the Planning Commission approve the Non-Conforming Use Permit, the Design Review Permit, and the Coastal Development Permit, County File Number PLN 2015-00209, by making the required findings and adopting the conditions of approval listed in Attachment A.

BACKGROUND

Report Prepared By: Camille Leung, Project Planner, Telephone 650/363-1826

Applicant/Property Owner: Robert and Rachel Sage

Location: 584 Kanoff Avenue, Montara

APN: 036-065-070

Parcel Size: 4,900 sq. ft.

Parcel Legality: Building Permit #37791 was issued in 1955 for construction of the existing residence.

Existing Zoning: R-1/S-17/DR/CD (Single-Family Residential/5,000 sq. ft. minimum parcel size)

General Plan Designation: Medium Density Residential (6.1 - 8.7 dwelling units per net acre)

Existing Land Use: Single-Family Residential

Flood Zone: Zone X (areas of minimal flooding), FEMA Panel 06081C0117E, Effective Date: October 16, 2012.

Environmental Evaluation: Categorically exempt, pursuant to CEQA Section 15301 (Class 1), for additions to existing structures provided that the addition will not result in an increase of more than 50% of the floor area of the structure before the addition, or 2,500 square feet, whichever is less. The 417 sq. ft. second floor addition is less than 50% of the existing 1,286 sq. ft. residence.

Setting: Currently, there is a 1,286 sq. ft. single-level residence on the parcel. The slope of the parcel is flat, with less than 1% slope. The site is located roughly at the intersection of three streets, Kanoff Avenue, Audubon Avenue, and 4th Street, with single-family homes on both adjacent properties.

Chronology

<u>Date</u>	<u>Action</u>
1955	- Building Permit #37791 was issued for construction of the existing single-story residence.
May 13, 2015	- Planning staff receives an application for the proposed project. The application was originally submitted as a Home Improvement Exception (HIE) for the proposed encroachment into the left side setback.

- August 13, 2015 - The Coastside Design Review Committee reviews the project and recommends approval.
- Planning staff determines that the project does not qualify for an HIE as the project would result in the creation of a new story to the residence. Staff determines that a Non-Conforming Use Permit is required, which would allow the enlargement of the non-conforming structure with a non-conforming left setback to include a second story.
- December 9, 2015 - Planning Commission public hearing.

DISCUSSION

A. KEY ISSUES

1. Conformity with the General Plan

The proposed residential addition is consistent with the General Plan's Medium Density Residential land use designation for the site. The project would continue the existing single-family residential use of the property and would not increase the density of the use. The General Plan designates the Montara-Moss Beach-El Granada area as existing Urban Community. The project complies with the Land Use Objectives for Urban Communities, which direct the County to provide a mix of residential, commercial, and industrial land uses in the area. The project also complies with Policy 8.39 (*Height, Bulk, and Setbacks*) which directs the County to regulate height, bulk, and setback requirements in zoning districts in order to: (1) ensure that the size and scale of development is compatible with parcel size, (2) provide sufficient light and air in and around structures, (3) ensure that development of permitted densities is feasible, and (4) ensure public health and safety. The proposed enlargement of the existing left side setback of 4.98 feet from the first story to the second story of the residence would result in an encroachment of 0.24 of an inch into the required 5-ft. minimum side setback. The project would have a minimal impact to light and air in and around the structure. The project is in scale with the neighborhood and would result in a Floor Area Ratio of 1,703 sq. ft. where 2,499 sq. ft. is allowed.

2. Conformity with the Design Review District Guidelines

On August 13, 2015, the Coastside Design Review Committee reviewed and recommended approval of the project, as the project was 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. The addition is located to minimize the impact on existing views to and from neighboring homes (Section 6565.20(C)2b).
 - b. As proposed and conditioned, the proposed materials and details make the project compatible with various architectural styles of the neighborhood. Condition 4.a requires using Hardie board shingles on the second floor east elevation; Condition 4.b requires the use of the “Elephant Skin” color on the exterior of the second floor; Condition 4.c requires using the “Vintage Linen” color on the second floor pop-out window to match the first floor; and Condition 4.d requires the addition of windows to create a line of windows on the second floor east elevation (Section 6565.20(D)2b and 4a).
 - c. The proposed architectural style is compatible with the residence and the established style of the neighborhood (Section 6565.20(D)2).
 - d. The proposed materials, such as Hardie shingle straight edge siding, wood grain textured artisan steel garage door and coastal gray redwood grade Trex decking make the project compatible with the existing neighborhood design context (Section 6565.20(D)4).
3. Compliance with the Local Coastal Program (LCP)

The project conforms with the plans, policies, requirements and standards of the San Mateo County Local Coastal Program (LCP). The project is located in the Single-Family Residence Categorical Exclusion Area and meets the criteria for a Coastal Permit Exemption, with the exception that the project and subject parcel do not conform to the regulations of the underlying zoning district. The parcel is non-conforming in size, being 4,900 sq. ft. where 5,000 sq. ft. is the minimum parcel size, and the proposed addition includes a side yard setback of 4.98 feet, where 5 feet is the minimum. The project complies with applicable LCP policies. Specifically, the project will not impact sensitive habitats as it is located in a developed area; will not impact visual resources as it is not located in a scenic corridor; will not create hazards as it is not located in a designated hazard area; and will not impact shoreline access.

4. Conformity with the Zoning Regulations

The project site is a legal, non-conforming 4,900 sq. ft. corner parcel, where a minimum of 5,000 sq. ft. is required, in the R-1/S-17/DR/CD Zoning District. As shown in Table 1, below, the project complies with the maximum floor area ratio and lot coverage requirements, as well as the minimum front and rear setback requirements of this zoning district. However, the proposed addition would enlarge the existing, non-conforming exterior left side setback from the first story to the new second story, where a minimum of 5 feet is required, which is not permitted per Section 6135.4.

Table 1 Compliance with the S-17 Combining Zoning District (Non-Compliance requires a Use Permit)				
S-17 Development Standard	Required	Existing	Proposed	Non-Compliance - Use Permit Required
Min. Side Yard Setback	5 ft.	Right - 4.95 ft.* Left - 4.98 ft.*	Left - 4.98 ft.	Left - Yes
Min. Combined Side Yard Setback (Applies to structures over 16 feet in height)	10 ft.	N/A - Height is less than 16 feet	>30 ft.	No
Min. Front Setback	20 ft.	21 ft.	No Change	No
Min. Rear Setback	20 ft.	Approx. 35 ft.	>25 ft.	No
Max. Building Height	28 ft.	13 ft.	Approx. 22.3 ft.	No
Max. Floor Area Ratio	2,499 sq. ft.	1,286 sq. ft.	1,703 sq. ft.	No
Max. Building Site Coverage	35%	26%	30.2%	No
Min. Lot Size	5,000 sq. ft.	4,900 sq. ft.*	No Change	N/A
<u>Note:</u> Aspects of the project that do not conform to regulations are in bold.				
*Legal, non-conforming.				

The project complies with the development standards of the S-17 Zoning District, with the exception of the left side yard setback requirement, which is to be remedied with the approval of the requested Zoning Non-Conformity Use Permit.

5. Conformity with the Use Permit Findings

As stated in Section A.4 of this report above, the proposed addition would enlarge the existing, non-conforming exterior left side setback from the first story to the new second story. The Zoning Regulations defines “enlarged” as “the state of a land use or structure after it has been expanded to cover more land area, consume more air space, or increase its intensity on the site.” The project proposes a 4.98-foot left side yard setback (where a minimum of 5 feet is required) for the second story addition. The applicant has requested a use permit pursuant to Section 6137 of the Zoning Regulations, which authorizes the Planning Commission, at a public hearing, to approve a use permit that grants exceptions to Section 6135.4, which requires the enlargement of a non-conforming structure to conform to current regulations (i.e., minimum setback of the S-17 District). The following findings must be made in order to approve a use permit for the proposed addition:

- a. **The proposed development is proportioned to the size of the parcel on which it is being built.**

As described in Section 4 of this report, the project complies with the lot coverage, floor area ratio, and height requirements of the R-1/S-17/DR/CD Zoning District, which regulates the size of development. Therefore, the proposed development is proportioned to the size of the parcel on which it is being built.

- b. **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.**

From a review of aerial photos, it appears that the developed properties on each side of the property both have 5-ft. setbacks. A lot line adjustment could not be approved if a non-conforming setback would be created on an adjoining parcel. Additionally, the project encroaches into the left side setback by 0.24 of an inch, a very minor encroachment that may not justify a lot line adjustment.

- c. **The proposed development is as nearly in conformance with the zoning regulations currently in effect as is reasonably possible.**

As previously stated, the second story addition encroaches into the left side setback by 0.24 of an inch, a very minor encroachment that may not justify a lot line adjustment. Allowing the property owner to maintain the existing 4.98-ft. setback for the second story would reduce project costs by eliminating the costs of structural designs necessary to jog the new wall in by a quarter-inch and would result in a simpler, sleeker design for the addition. The proposed deck addition would be located 5.5 feet from the property line and complies with the minimum side setback.

- d. **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 project has received preliminary approval from review agencies, including the Building Inspection Section, the Department of Public Works, and the Coastside Fire Protection District. Comments from these agencies have been incorporated in the conditions of project approval in Attachment A. The project was referred to the Midcoast Community Council and MWSD; no comments were received. The project involves a very minor encroachment into the left side setback and would result in a simpler, sleeker design for the addition.

e. Use permit approval does not constitute a granting of special privileges.

For the reasons stated above, this project does not constitute a granting of special privileges, as the project is nearly in conformity with the R-1/S-17/DR/CD Zoning District regulations as is reasonably possible.

B. REVIEW BY THE MIDCOAST COMMUNITY COUNCIL (MCC)

Planning staff referred the project to a representative of the Midcoast Community Council (MCC). As of this date, staff has not received any comments from the MCC. Should staff receive comments regarding this project, these will be discussed at the hearing of December 9, 2015.

C. ENVIRONMENTAL REVIEW

Staff has determined that the project is categorically exempt from the application of the California Environmental Quality Act (CEQA), pursuant to CEQA Section 15301 (Class 1), for projects consisting of additions to existing structures provided that the addition will not result in an increase of more than 50% of the floor area of the structure before the addition, or 2,500 square feet, whichever is less. The 417 sq. ft. second floor addition is less than 50% of the existing 1,286 sq. ft. residence.

D. REVIEWING AGENCIES

Building Inspection Section
Department of Public Works
Coastside Fire Protection District
Montara Water and Sanitary District
City of Half Moon Bay
Midcoast Community Council
California Coastal Commission

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Location Map
- C. Survey Plat, prepared by R & R Land Surveying, dated April 18, 2015.
- D. Project Plans
- E. Letter of Recommendation by the Coastside Design Review Officer, dated November 17, 2015.

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County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2015-00205 Hearing Date: December 9, 2015

Prepared By: Camille Leung
Project Planner

For Adoption By: Planning Commission

RECOMMENDED FINDINGS

Regarding Environmental Review, Find:

1. That this project is categorically exempt from the application of the California Environmental Quality Act (CEQA), pursuant to CEQA Section 15301 (Class 1), for projects consisting of additions to existing structures provided that the addition will not result in an increase of more than 50% of the floor area of the structure before the addition, or 2,500 sq. ft., whichever is less. The 417 sq. ft. second floor addition is less than 50% of the existing 1,286 sq. ft. residence.

Regarding the Design Review, Find:

2. That the project has been reviewed under 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. The addition is located to minimize the impact on existing views to and from neighboring homes (Section 6565.20(C)2b).
 - b. As proposed and conditioned, the proposed materials and details make the project compatible with various architectural styles of the neighborhood. Condition 4.a requires using Hardie board shingles on the second floor east elevation; Condition 4.b requires the use of the “Elephant Skin” color on the exterior of the second floor; Condition 4.c requires using the “Vintage Linen” color on the second floor pop-out window to match the first floor; and Condition 4.d requires the addition of windows to create a line of windows on the second floor east elevation (Section 6565.20(D)2b and 4a).
 - c. The proposed architectural style is compatible with the residence and the established style of the neighborhood (Section 6565.20(D)2).
 - d. The proposed materials, such as Hardie shingle straight edge siding, wood grain textured artisan steel garage door and coastal grey redwood grade

Trex decking, make the project compatible with the existing neighborhood design context (Section 6565.20(D)4).

Regarding the Use Permit for the Proposed Addition, Find:

3. That the proposed development is proportioned to the size of the parcel on which it is being built, as the project, as proposed and conditioned, complies with the floor area, lot coverage, and height requirements of the R-1/S-17/DR/CD zoning district.
4. 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, because it appears that the developed properties on each side of the property both have 5-foot setbacks. A lot line adjustment could not be approved if a non-conforming setback would be created on an adjoining parcel.
5. That the proposed development is as nearly in conformance with the zoning regulations currently in effect as is reasonably possible. The project encroaches into the left side setback by 0.24 inches, a very minor encroachment. Allowing the property owner to maintain the existing 4.98-foot setback for the second story would reduce project costs by eliminating the costs of structural designs necessary to jog-in the new wall in by a quarter-inch and would result in a simpler, sleeker design for the addition.
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 project has received preliminary approval from reviewing agencies, including the Building Inspection Section, the Department of Public Works, and the Coastside Fire Protection District. Comments from these agencies have been incorporated in the conditions of project approval. The project involves a very minor encroachment into the left side setback and would result in a simpler, sleeker design for the addition.
7. That use permit approval does not constitute a granting of special privileges, as the project is nearly in conformity with the R-1/S-17/DR/CD zoning district regulations as is reasonably possible.

Regarding the Coastal Development Permit, Find:

8. 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 with the plans, policies, requirements and standards of the San Mateo County Local Coastal Program (LCP). The project is located in the Single-Family Residence Categorical Exclusion Area and meets the criteria for a Coastal Development Permit Exemption, with the exception that the project and subject parcel do not conform to the regulations of the underlying zoning district.

The parcel is non-conforming in size, being 4,900 sq. ft. where 5,000 sq. ft. is the minimum parcel size, and the proposed addition includes a combined side yard setback of 10 feet, where 15 feet is the minimum. The project complies with applicable LCP policies. Specifically, the project will not impact sensitive habitats, as it is located in a developed area; will not impact visual resources, as it is not located in a scenic corridor; will not create hazards as it is not located in a designated hazard area; and, will not impact shoreline access.

9. That the project is not located between the nearest public road and the sea, or the shoreline of Pescadero Marsh; therefore, 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) are not applicable to the project.
10. That the project consists of an addition to an existing single-family residence; therefore, it is not subject to the limit established for building permits for the construction of single-family residences for the calendar year, per LCP Policy 1.23 and as stated in Section 6328.19 of the County Zoning Regulations.

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on December 9, 2015. Any changes or revisions to the approved plans shall be submitted to the Design Review Officer for review and approval prior to implementation. Minor adjustments to the project may be approved by the Design Review Officer if they are consistent with the intent of and are in substantial conformity with this approval. Alternatively, the Design Review Officer may refer consideration of the revisions to the Coastsides Design Review Committee, with applicable fees to be paid.
2. The final approval shall be valid for five (5) years from the date of approval, in which time a building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspector) shall have occurred within 180 days of its issuance. The design review approval may be extended by one 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 include the approval letter on the top pages of the building plans.
4. The applicant shall submit the following items and/or indicate the following on plans submitted for a building permit, as stipulated by the Coastsides Design Review Committee:
 - a. Use Hardie board shingles on the second floor east elevation.
 - b. Use "Elephant Skin" color on the exterior of the second floor.

- c. Use “Vintage Linen” color on the second floor pop-out window to match the first floor.
 - d. Add windows to create a line of windows on the second floor east elevation.
5. 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.
6. 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 site and obtain all necessary permits.
- h. Avoiding cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.
- i. Limiting and timing application of pesticides and fertilizers to prevent polluted runoff.
- j. Limiting construction access routes and stabilization of designated access points.
- k. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.
- l. Training and providing instruction to all employees and subcontractors regarding the Watershed Protection Maintenance Standards and construction Best Management Practices.
- m. 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.
- n. 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.

7. The applicant shall include an erosion and sediment control plan meeting County 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 to prevent erosion and sedimentation off-site.
8. The applicant shall apply for a building permit and shall adhere to all requirements of the Building Inspection Section, the Department of Public Works and the Coastside Fire Protection District.
9. No site disturbances shall occur, including any grading, until a building permit has been issued.
10. This permit does not allow for the removal of any trees. Removal of any tree with a diameter equal to, or greater than, 12 inches in diameter, as measured 4.5 feet above the ground, shall require a separate tree removal permit.
11. 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 on Kanoff Avenue. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Kanoff Avenue. There shall be no storage of construction vehicles in the public right-of-way.
12. The exterior color samples submitted to the Coastside Design Review Committee 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.
13. Installation of the approved landscape plan is required prior to final inspection.
14. 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).

15. Prior to pouring the foundation for the addition, the applicant shall provide to Planning staff a letter from a licensed surveyor identifying the distance of the foundation “forms” to the rear and right side property lines. The foundation of the addition cannot be poured until Planning staff has confirmed that the location and size of the addition, specifically the encroachments into the required rear and right side setbacks, conform to the approved site plan which is the basis of this permit.

Building Inspection Section

16. The applicant shall apply for a building permit.
17. Provide 1-hour rated material on the underside of projections beyond walls (roof eaves) where projection encroaches closer than 5 feet to property line.

Montara Water and Sanitary District

18. Prior to the issuance of a building permit, the applicant shall obtain Domestic Water/Fire Protection Connection and Sewer Permits, including the submittal of adequate fire flow calculations from a Certified Fire Protection Contractor.

Department of Public Works

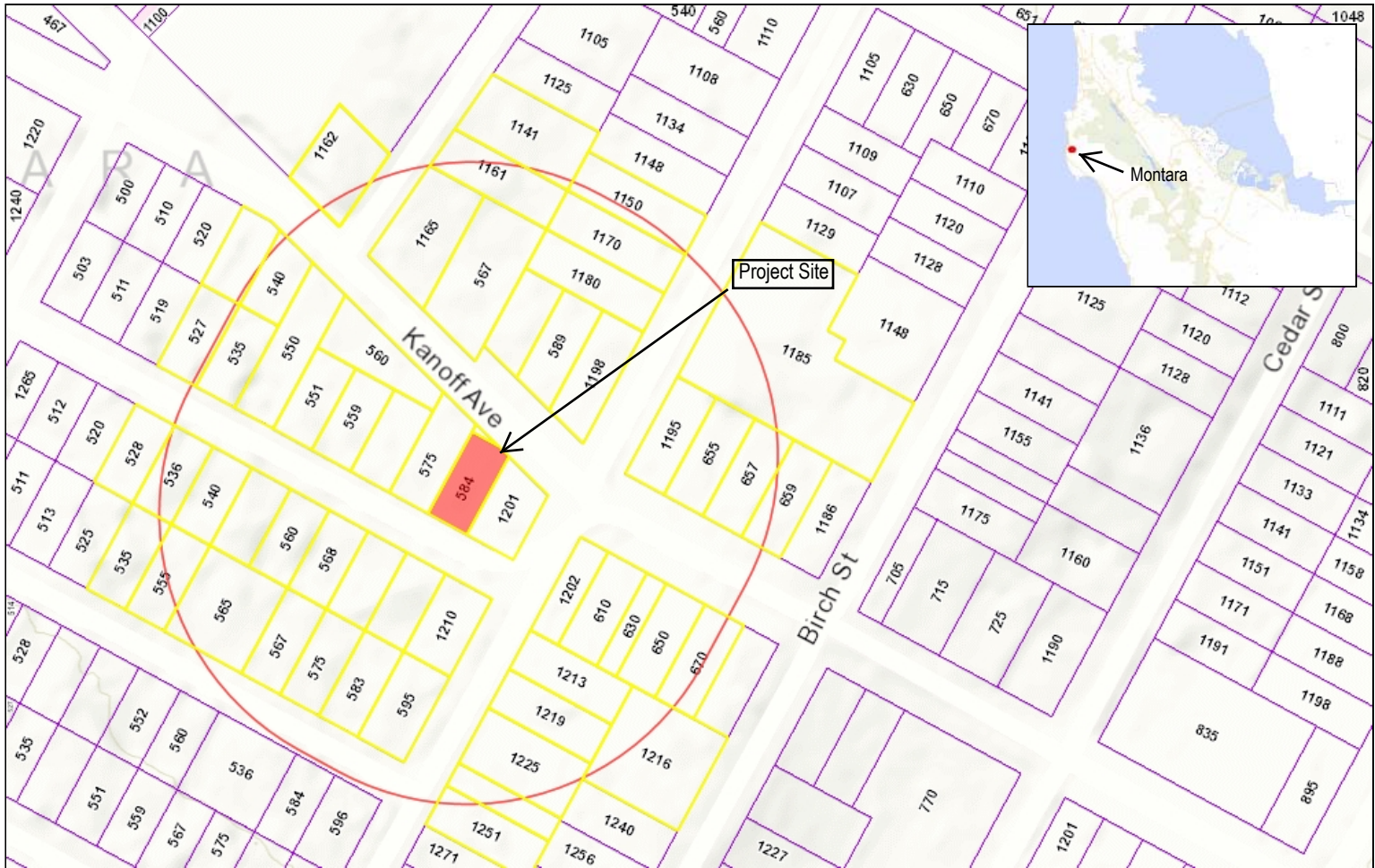
19. Prior to the issuance of the building permit, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. 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 Department of Public Works for review and approval.
20. 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 No. 3277.

Coastside Fire Protection District

21. Smoke alarms/detectors are shown on building plans. Note on plans: “Smoke alarms are hardwired, interconnected with battery backup.” Existing may have battery powered smoke alarms.
22. New bedrooms and windows replaced in existing bedrooms shall meet escape/rescue window/door requirements. Identify windows and have notes (CBC 1026).

23. Attached garage shall meet occupancy separation requirements. Provide note/detail (CRC R302.6).
24. Address numbers: As per Coastside Fire Protection District Ordinance No. 2013-03, 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 3/4-inch stroke. Such letters/numerals shall be internally illuminated and facing the direction of access. Finished height of bottom of address light unit shall be greater than or equal to 6 feet from the finished grade. When the building is served by a long driveway or is otherwise obscured, 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. See Fire Ordinance for standard sign.
25. Roof covering: As per Coastside Fire Protection District Ordinance No. 2013-03, 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. Chimney present: The installation of an approved spark arrester is required on all chimneys. Spark arresters shall be made of 12-gauge woven or welded wire screening having openings not exceeding 1/2 inch.
27. Vegetation management: As per the Coastside Fire Protection District Ordinance No. 2013-03, the 2013 California Fire Code and Public Resources Code 4291, 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. In SRA (State Responsible Area), the fuel break is 100 feet or to the property line. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 to 10 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.
28. Remove that portion of any existing tree, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure.
29. All fire conditions and requirements must be incorporated into your building plans prior to building permit issuance. It is your responsibility to notify your contractor, architect and engineer of these requirements. Contact the Fire Marshal's Office to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum of 72 hours' notice to the Fire Department at 650/726-5213.

CML:jlh:fc – CMLZ0826_WJU.DOCX



0.07 0 0.04 0.07 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

1:2,257



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

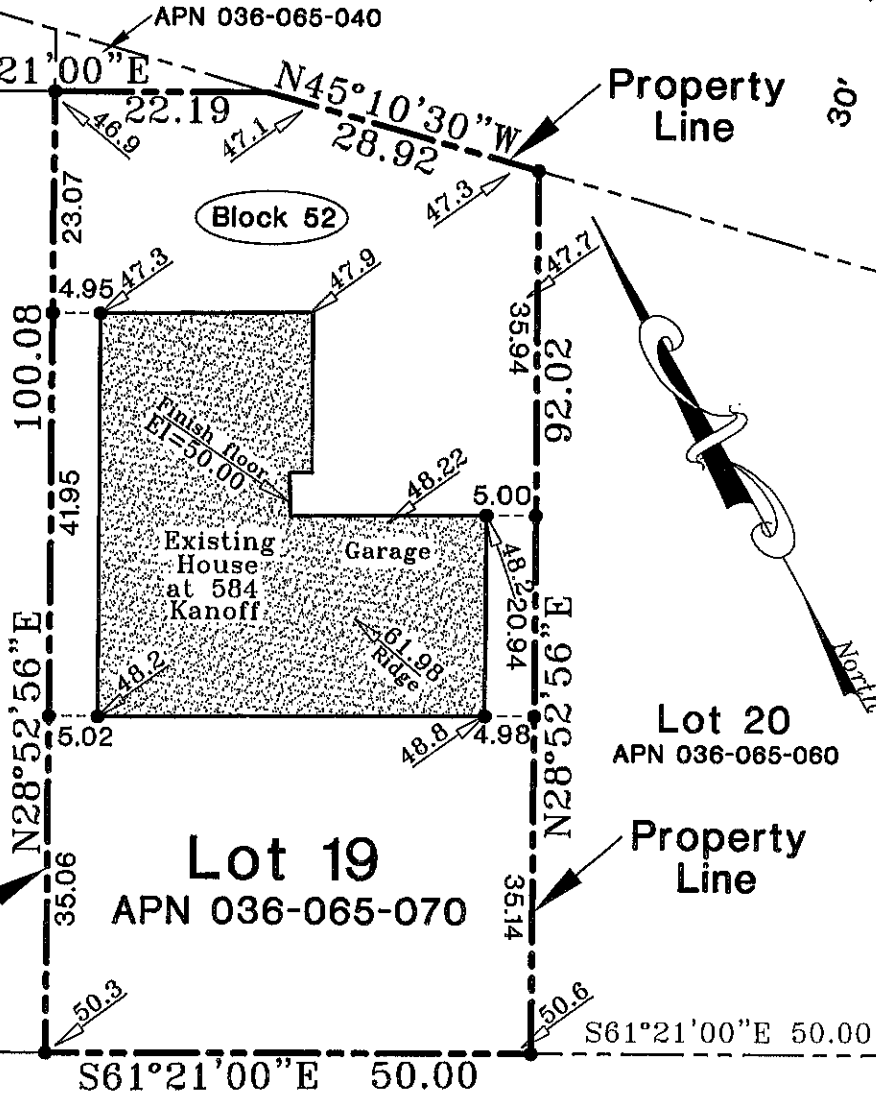
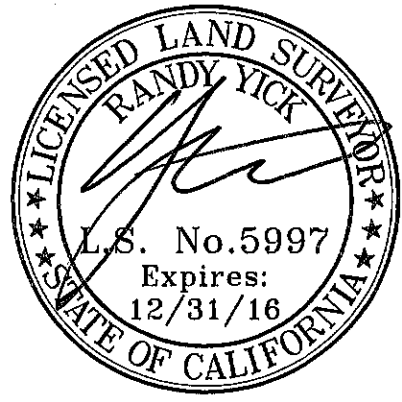
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes:

- 1) Building corners located at foundation.
 - 2) All dimensions to building corners are parallel or perpendicular to property lines.
 - 3) No PUE (Public Utilities Easement), per Record Map.
 - 4) Elevations are on an assumed datum, Finish Floor = 50.00
 - 5) Block and boundary adjusted from original subdivision map, based on Record of Survey and County recorded maps.
- =Typical dimension point

Kanoff Street
Centerline of 60' wide Right-of-Way

Lot 1
APN 036-065-040



Lot 18
APN 036-065-080

Lot 20
APN 036-065-060

Lot 19
APN 036-065-070

RECEIVED

MAY 13 2015

San Mateo County
Planning and Building Department

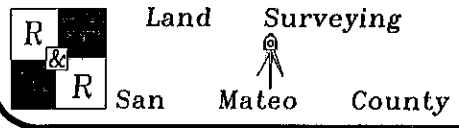
4th Street

Centerline of 60' wide Right-of-Way

Survey Plat

showing existing building in relationship to property lines of Lot 19, Block 52 as shown map of Farallone City 1st Addition RSM 4/29
APN 036-065-070 City of Montara
San Mateo County California

April 18, 2015
Scale 1"=20'
Job# C534



Field surveyed 04/15/15

Attachment D

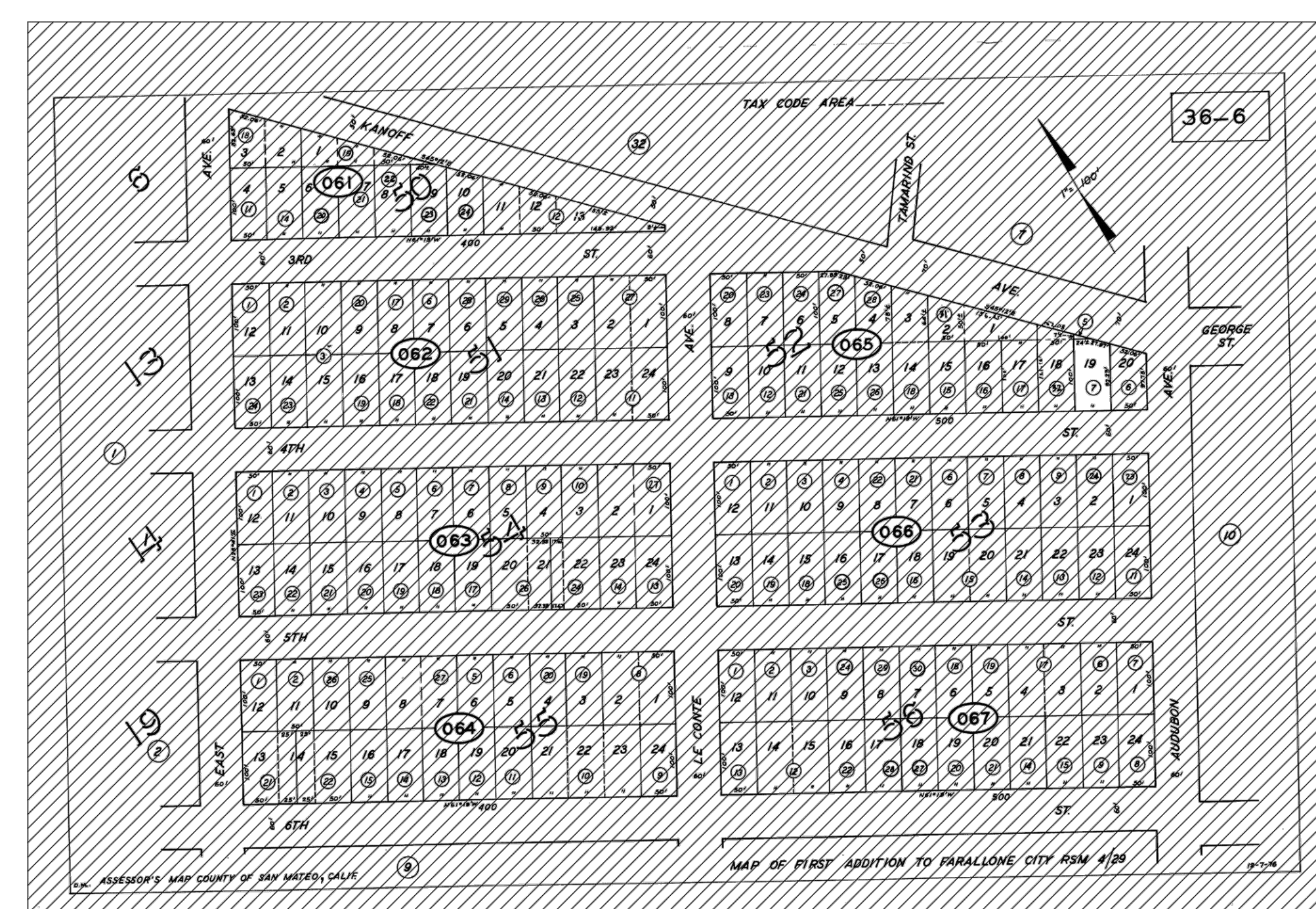
CURRENT INFORMATION		Summary of Property Details	
		APN: 036065070	Owner 1: Sage Robert W Tr
			Owner 2: Sage Rachael E Tr
		Care Of: Sage Trust	
		Owner Address: P O Box 370382	
		Montara CA	
		94037--0010	
		Situs Address: 584 Kanoff Ave	
		Montara	
Property Use Details SINGLE FAMILY RES (01) Land Area (sq. ft.): 4900 Year Built: 1955 Base Area (sq. ft.): 910 Total Rooms: 5 No. of Bedrooms: 3 No. of Bathrooms: 1		Legal Description: LOT 19 BLOCK 52 FARALLONE CITY 1ST 2ND ADD	District: 2 Neighborhood: 016A

Parcel Info



Proposed Rendering

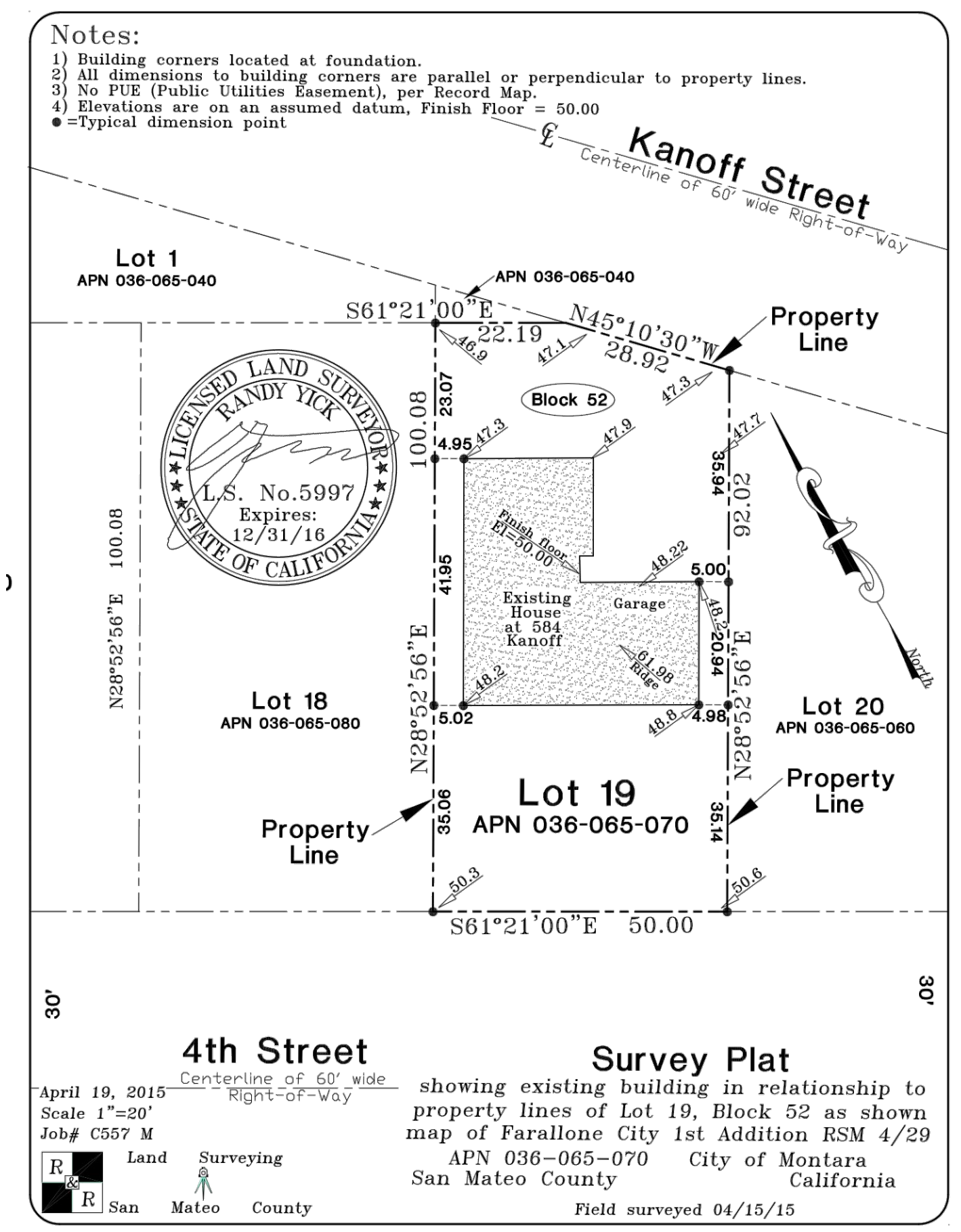
General Notes	
Lot Size:	4900 sq ft
Existing Coverage:	1286 sq ft
Existing Coverage:	26%
Proposed Additional Coverage:	197 sq ft
(Deck and Stairs:	169 sq ft)
(Box Window cantilever:	28 sq ft)
Proposed Total:	1483 sq ft
Lot Size:	4900 sq ft
Proposed Coverage:	30.2%



Parcel Map



Existing Rendering



Copy of Survey Plat

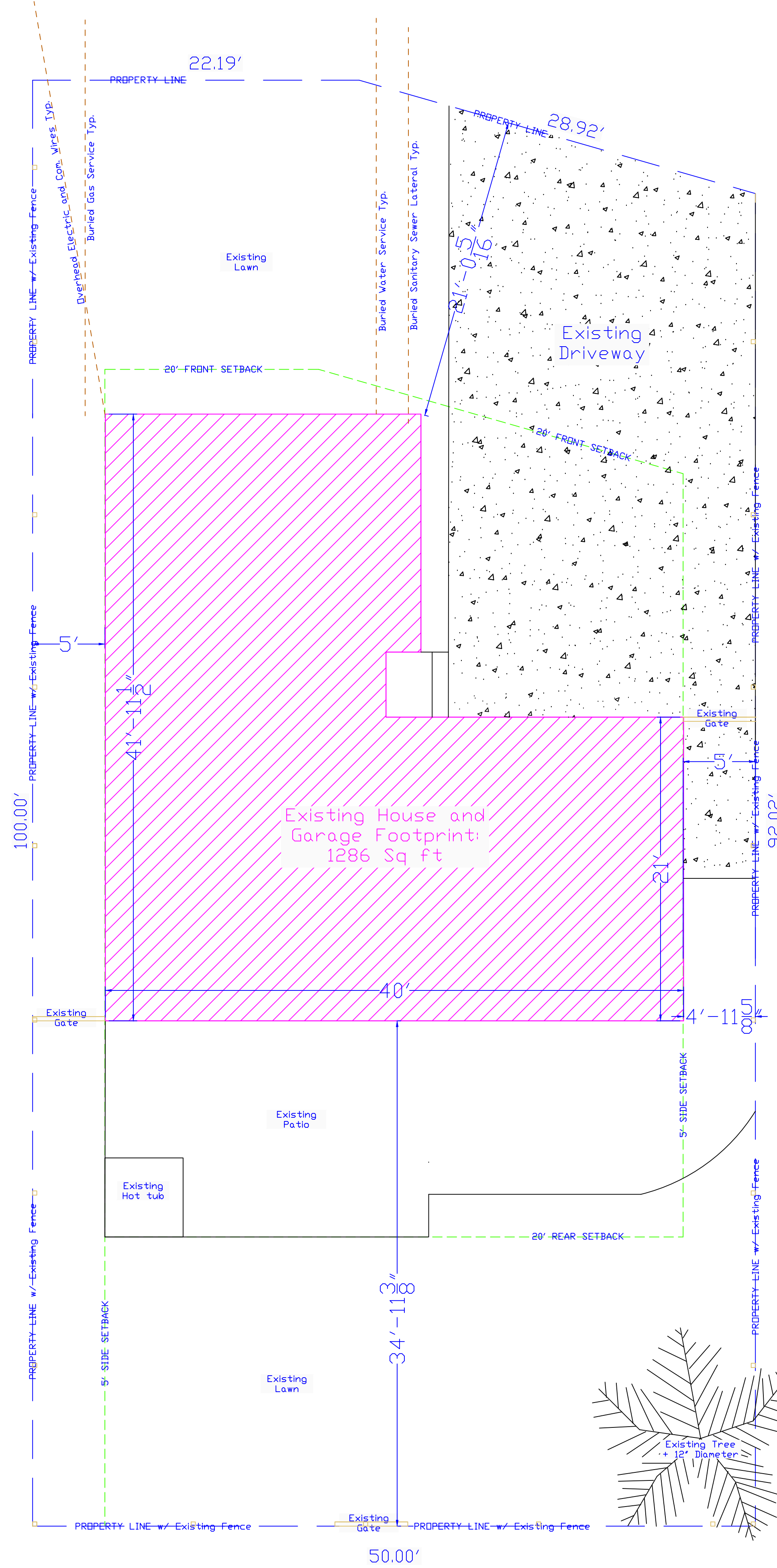
No.	Revision/Issue	Date

Firm Name and Address
 Bob and Rachael Sage
 PO Box 370382
 Montara, CA 94037
 bobsage@hotmail.com
 rachael.sage@gmail.com
 (650)892-1290 : Bob Cell
 (650)303-2224 : Rachael Cell

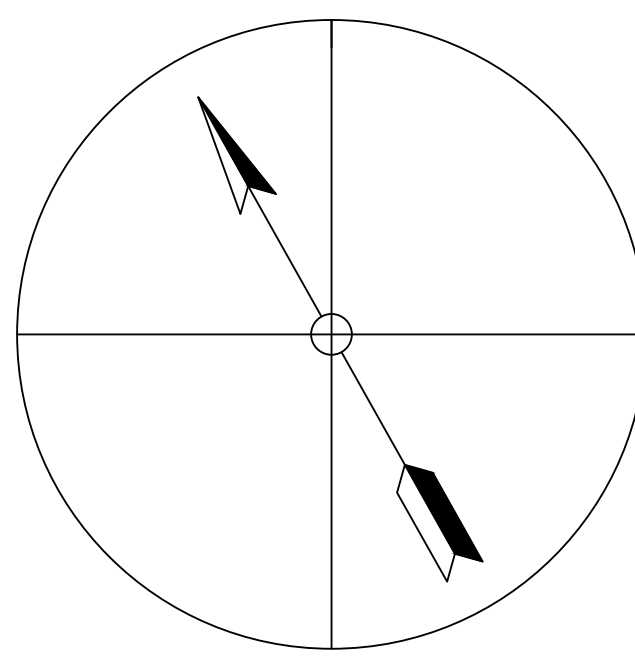
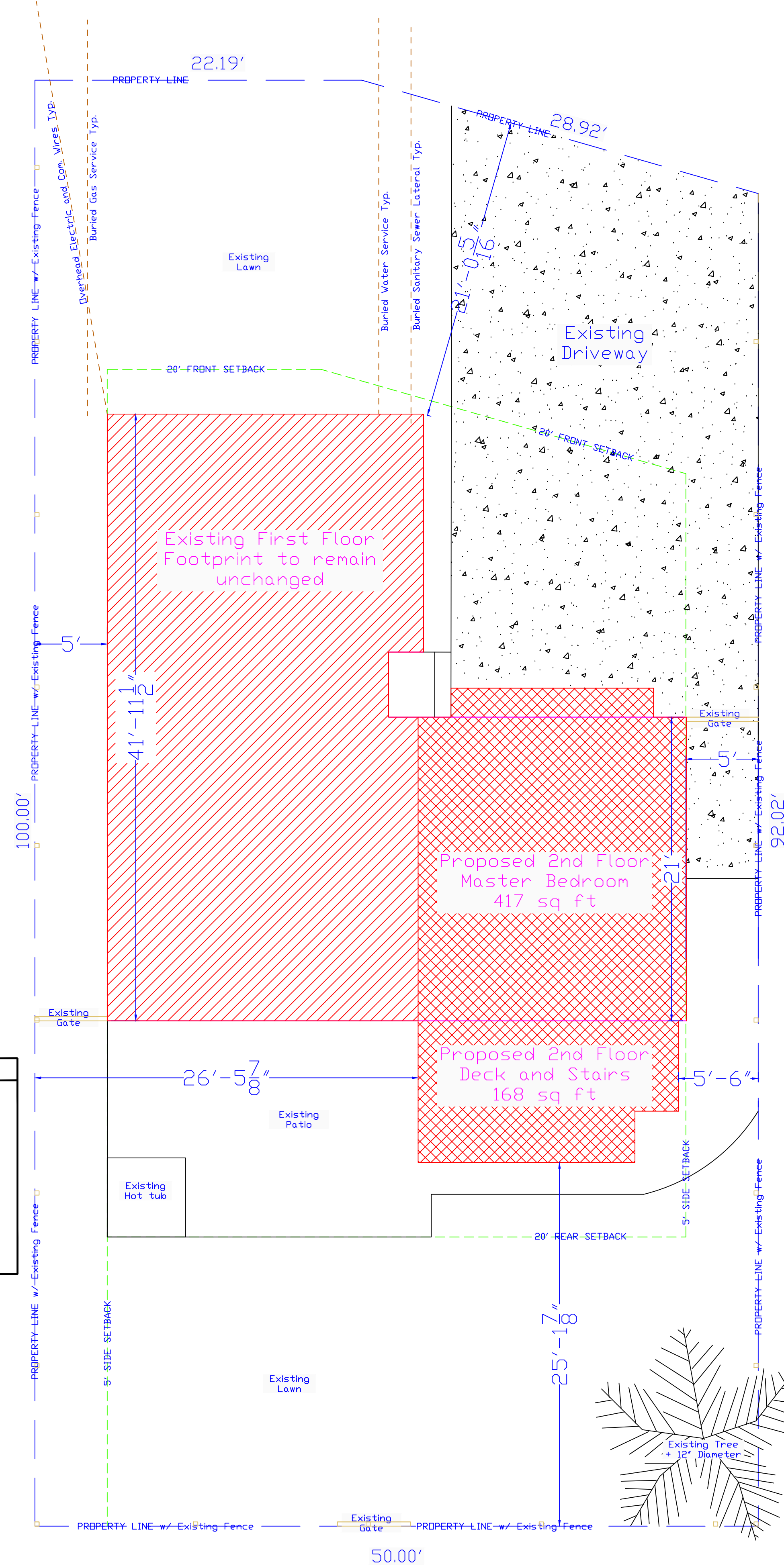
Project Name and Address
 Sage Residence
 Master Bedroom Addition
 584 Kanoff Ave
 Montara, CA 94037
 APN # 036-065-070
 drawn by: Bob Sage

Page	Sheet
Title Page	A1
Date	April 26, 2015
Scale	N/A

Existing Site Plan



Proposed Site Plan



Existing Landscaping and Drainage System to Remain – NO CHANGE

Specific Notes

NO EASEMENTS ON THE PROPERTY
 NO PROPOSED TREE REMOVAL
 NO PROPOSED DISTURBANCES TO NATURAL GRADE
 NO CHANGES TO EXISTING UTILITY LINES
 NO CHANGES TO LANDSCAPING
 NO CHANGES TO EXISTING DRAINAGE SYSTEM

General Notes

Lot Size: 4900 sq ft
 Existing Coverage: 1286 sq ft
 Existing Coverage: 26%

Proposed Additional Coverage:
 197 sq ft

(Deck and Stairs: 169 sq ft)
 (Box Window cantilever: 28 sq ft)

Proposed Total: 1483 sq ft
 Lot Size: 4900 sq ft
 Proposed Coverage: 30.2%

Property Use Details

SINGLE FAMILY RES (01)
 Land Area (sq. ft.): 4900
 Year Built: 1955
 Base Area (sq. ft.): 910
 Total Rooms: 5
 No. of Bedrooms: 3
 No. of Bathrooms: 1

Summary of Property Details

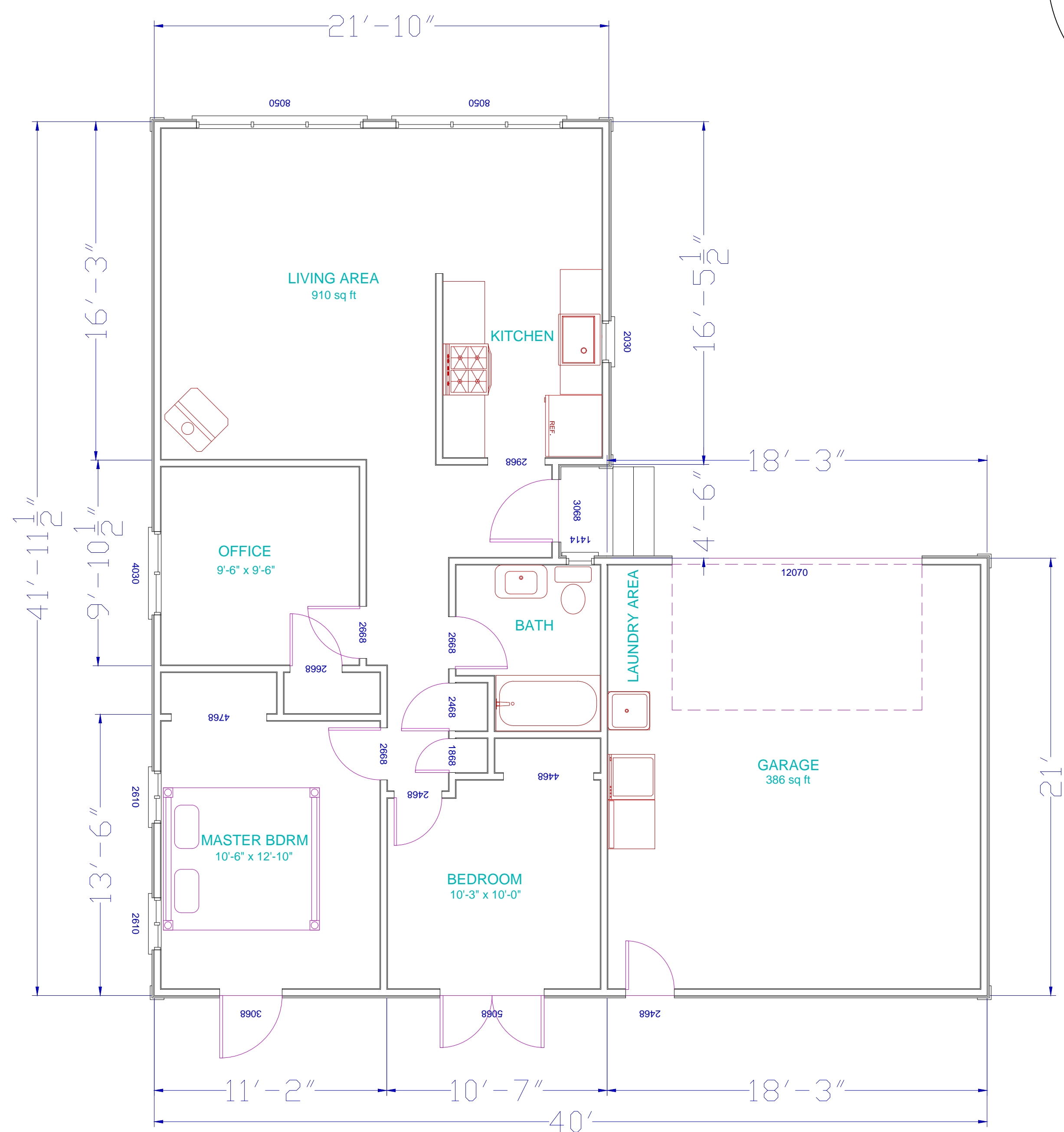
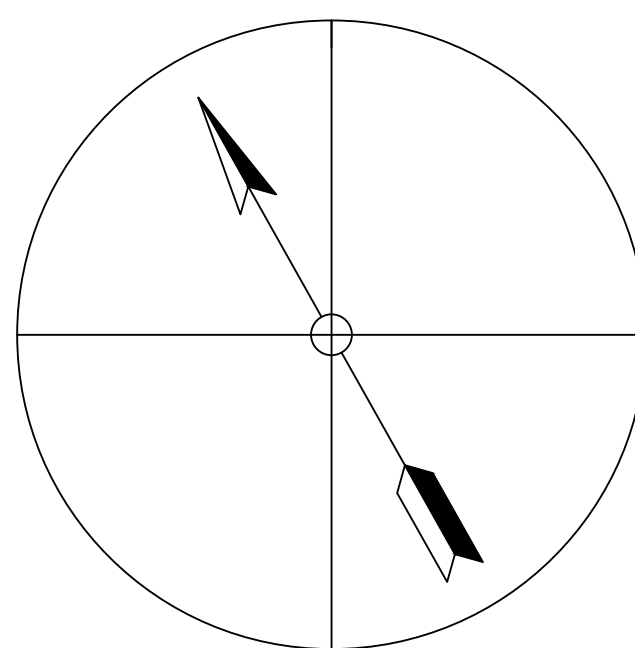
APN: 036065070
 Owner 1: Sage Robert W Tr
 Owner 2: Sage Rachael E Tr
 Care Of: Sage Trust
 Owner Address: P O Box 370382
 Montara CA
 94037-0010
 Situs Address: 584 Kanoff Ave
 Montara
 Legal Description: LOT 19 BLOCK 52 FARALLONE CITY
 2ND ADD
 District: 2
 Neighborhood: 016A

No.	Revision/Issue	Date

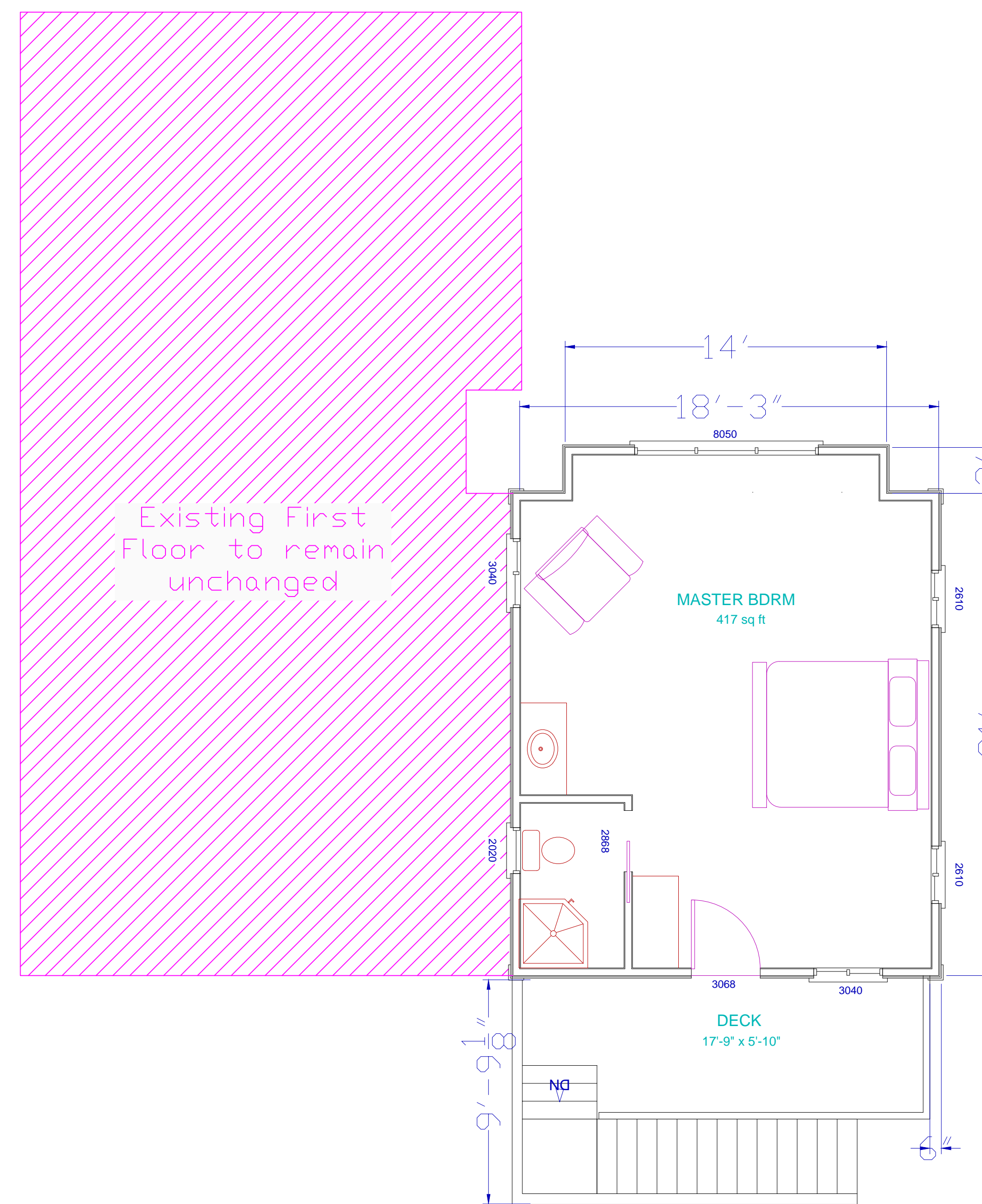
Firm Name and Address
 Bob and Rachael Sage
 PO Box 370382
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 bobsage@hotmail.com
 rachael.sage@gmail.com
 (650)892-1290 : Bob Cell
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Project Name and Address
 Sage Residence
 Master Bedroom Addition
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 Montara, CA 94037
 APN # 036-065-070
 drawn by: Bob Sage

Project	Sheet
Site Plan	A2
Date	April 26, 2015
Scale	$\frac{3}{16}'' = 1''$



Existing Floor Plan
One Floor Only
No Changes



Proposed Floor Plan
2nd Floor
Bedroom and Deck

General Notes

Lot Size: 4900 sq ft
Existing Coverage: 1286 sq ft
Existing Coverage: 26%

Proposed Additional Coverage:
197 sq ft

(Deck and Stairs: 169 sq ft)
(Box Window cantilever: 28 sq ft)

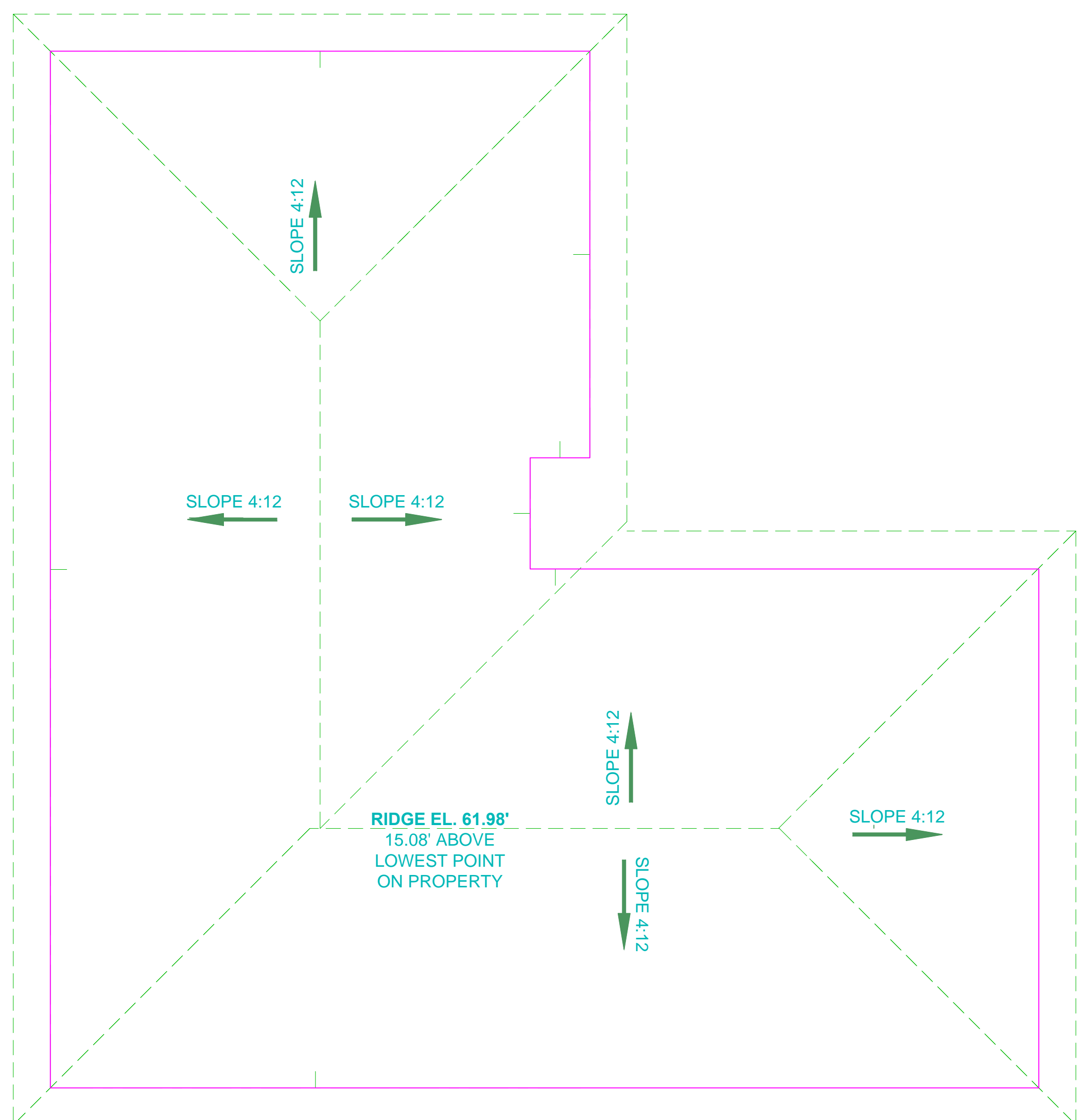
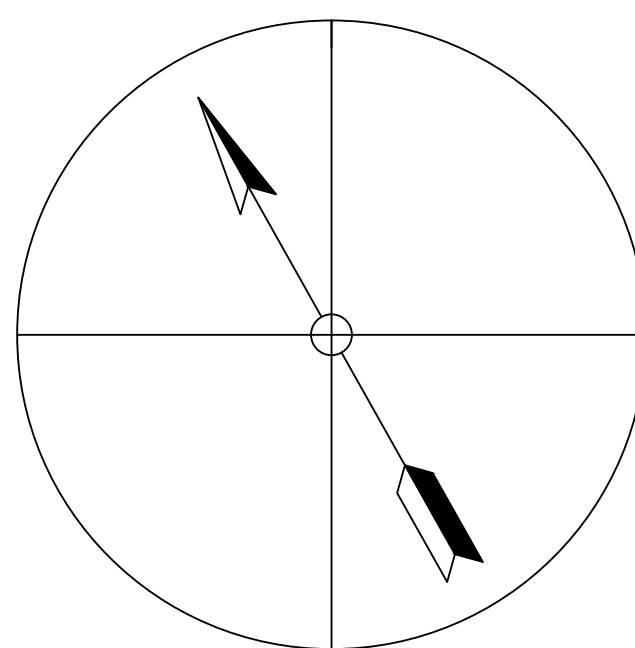
Proposed Total: 1483 sq ft
Lot Size: 4900 sq ft
Proposed Coverage: 30.2%

No.	Revision/Issue	Date

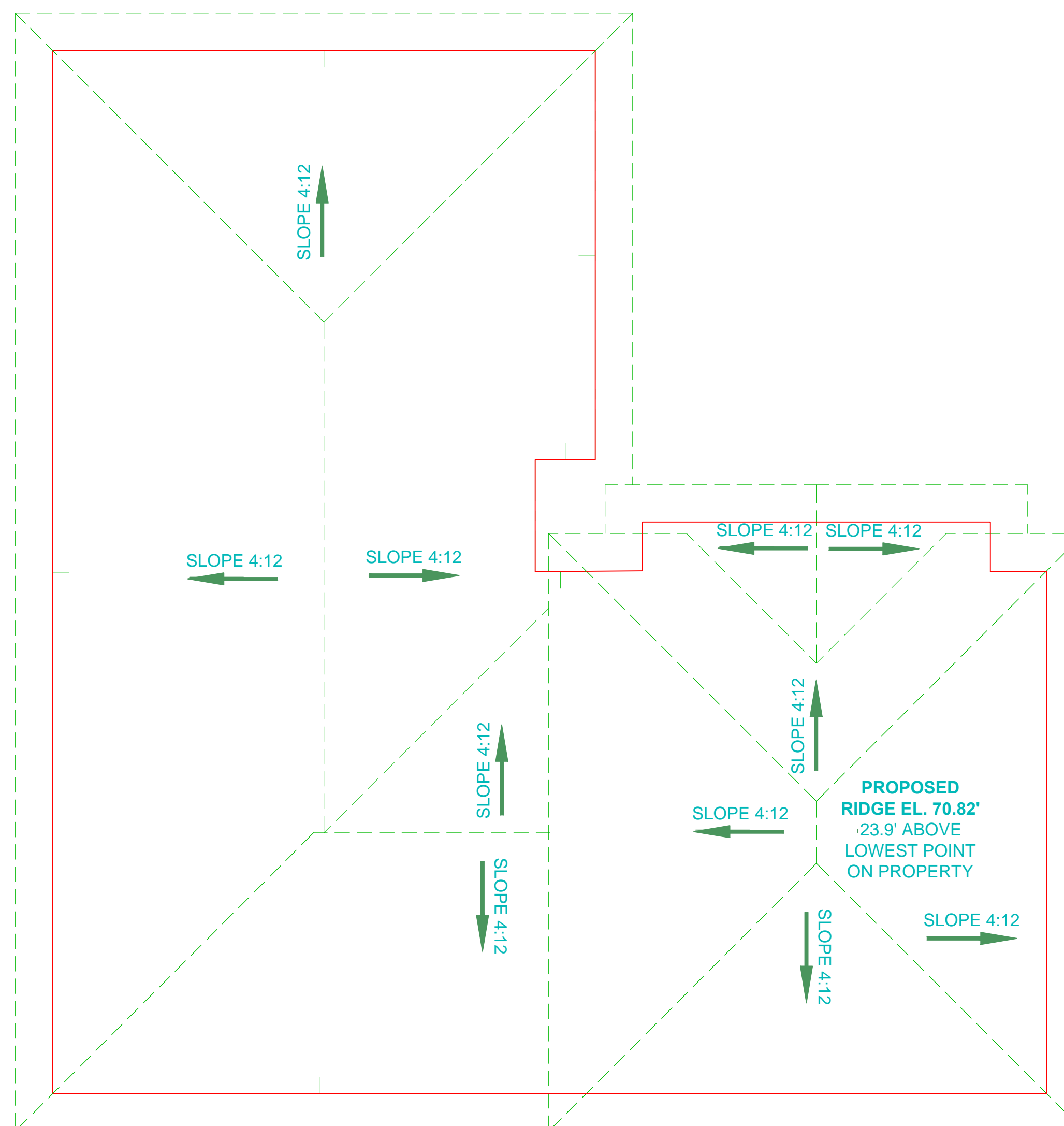
Firm Name and Address
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Project Name and Address
Sage Residence
Master Bedroom Addition
584 Kanoff Ave
Montara, CA 94037
APN # 036-065-070
drawn by: Bob Sage

Project	Floor Plan	Sheet
Date	April 26, 2015	A3
Scale	1/4" = 1"	



Existing Roof Plan



Proposed Roof Plan

Specific Notes

PROPOSED ADDITION RIDGE HEIGHT OF LESS THAN 24'
ALLOWABLE RIDGE HEIGHT IS 28'

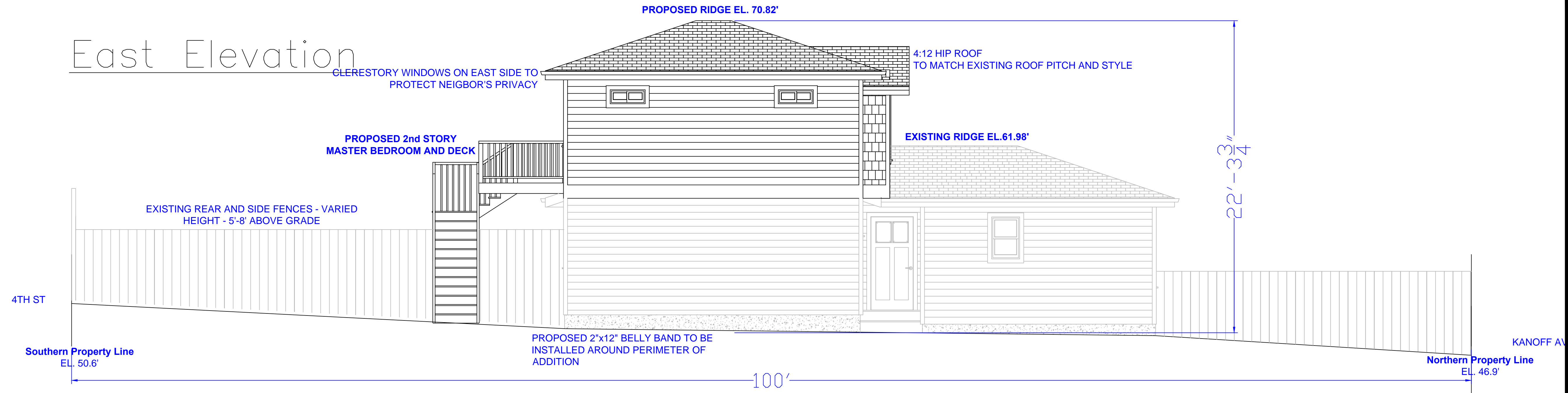
PROPOSED 2ND STORY ROOF TO MATCH PITCH AND STYLE OF
CURRENT HIP ROOF ON EXISTING HOUSE

EXISTING ROOF COVERED IN ASPHALT SHINGLES
PROPOSED ROOF TO ALSO BE COVERED IN ASPHALT SHINGLES
ENTIRE HOUSE TO BE REROOFED WITH NEW 50 YEAR ASPHALT
SHINGLES UPON COMPLETION OF ADDITION

ENTIRE HOUSE TO HAVE 2X6 FASCIA BOARDS ADDED TO MATCH
FASCIA BOARDS OF PROPOSED ADDITION (preprimed Redwood)

General Notes								
Lot Size:	4900 sq ft							
Existing Coverage:	1286 sq ft							
Existing Coverage:	26%							
Proposed Additional Coverage: 197 sq ft								
(Deck and Stairs:	169 sq ft)							
(Box Window cantilever:	28 sq ft)							
Proposed Total:	1483 sq ft							
Lot Size:	4900 sq ft							
Proposed Coverage:	30.2%							
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>No.</th> <th>Revision/Issue</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			No.	Revision/Issue	Date			
No.	Revision/Issue	Date						
Firm Name and Address Bob and Rachael Sage PO Box 370382 Montara, CA 94037 bobsage@hotmail.com rachaelesage@gmail.com (650)892-1290 : Bob Cell (650)303-2224 : Rachael Cell								
Project Name and Address Sage Residence Master Bedroom Addition 584 Kanoff Ave Montara, CA 94037 APN # 036-065-070 drawn by: Bob Sage								
Project Roof Plan		Sheet A4						
Date April 26, 2015								
Scale 1/4" = 1"								

East Elevation



West Elevation



General Notes

Lot Size: 4900 sq ft
 Existing Coverage: 1286 sq ft
 Existing Coverage: 26%

Proposed Additional Coverage:
 197 sq ft

(Deck and Stairs: 169 sq ft)
 (Box Window cantilever: 28 sq ft)

Proposed Total: 1483 sq ft
 Lot Size: 4900 sq ft
 Proposed Coverage: 30.2%

No.	Revision/Issue	Date

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Project Name and Address
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 drawn by: Bob Sage

Page	Sheet
Elevations	A5
Date	April 26, 2015
Scale	1/4" = 1"

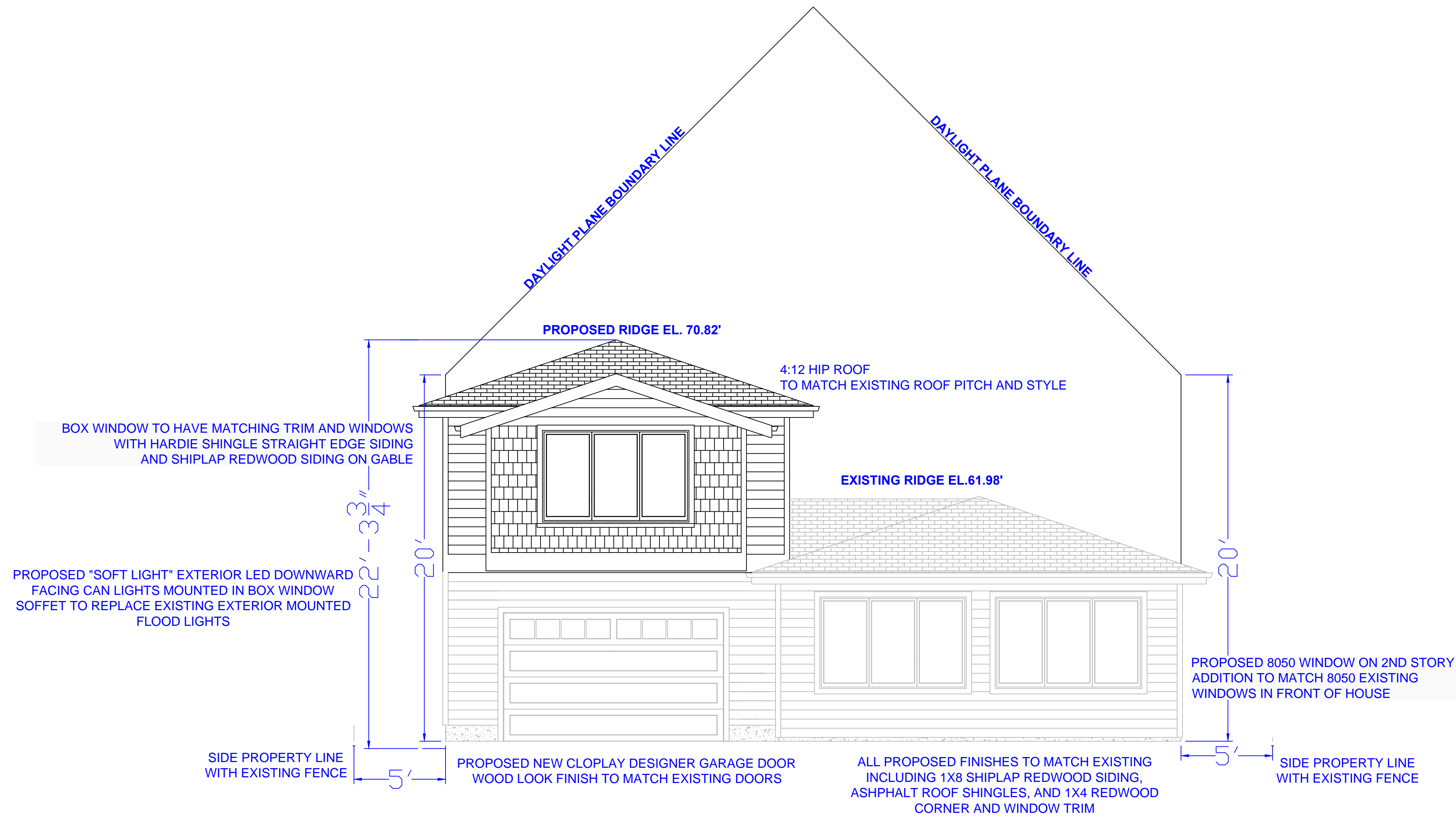


DECKING TO BE TREX 2X6 DECKING IN COASTAL GREY COLOR WITH REDWOOD POSTS, RAILINGS, AND RAIL CAP

OIL RUBBED BRONZE EXTERIOR WALL LIGHT WITH 60 WATT MAXIMUM OUTPUT DESIGNED TO SHINE DOWNWARD (i.e. BOTTOM OF BELL COVER IS BELOW BULB BOTTOM)

DOWNWARD FACING LOW VOLTAGE ACCENT LIGHTING TO BE MOUNTED IN DECK STAIR RISERS TO ILLUMINATE STEPS

South Elevation



BOX WINDOW TO HAVE MATCHING TRIM AND WINDOWS WITH HARDIE SHINGLE STRAIGHT EDGE SIDING AND SHIPLAP REDWOOD SIDING ON GABLE

PROPOSED "SOFT LIGHT" EXTERIOR LED DOWNWARD FACING CAN LIGHTS MOUNTED IN BOX WINDOW SOFFET TO REPLACE EXISTING EXTERIOR MOUNTED FLOOD LIGHTS

SIDE PROPERTY LINE WITH EXISTING FENCE

PROPOSED NEW CLOPLAY DESIGNER GARAGE DOOR WOOD LOOK FINISH TO MATCH EXISTING DOORS

ALL PROPOSED FINISHES TO MATCH EXISTING INCLUDING 1X8 SHIPLAP REDWOOD SIDING, ASPHALT ROOF SHINGLES, AND 1X4 REDWOOD CORNER AND WINDOW TRIM

SIDE PROPERTY LINE WITH EXISTING FENCE

North Elevation

General Notes

Lot Size: 4900 sq ft
Existing Coverage: 1286 sq ft
Existing Coverage: 26%

Proposed Additional Coverage:
197 sq ft

(Deck and Stairs: 169 sq ft)
(Box Window cantilever: 28 sq ft)

Proposed Total: 1483 sq ft
Lot Size: 4900 sq ft
Proposed Coverage: 30.2%

No.	Revision/Issue	Date

Firm Name and Address
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Montara, CA 94037
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Project Name and Address
Sage Residence
Master Bedroom Addition
584 Kanoff Ave
Montara, CA 94037
APN # 036-065-070
drawn by: Bob Sage

Page	Elevations	Sheet
Date	April 26, 2015	A6
Scale	1/4" = 1"	

November 17, 2015

Robert Sage
584 Kanoff Avenue
Montara, CA 94037

PROJECT FILE

Dear Mr. Sage:

SUBJECT: Coastside Design Review Committee Recommendation of Approval
584 Kanoff Avenue, Montara
APN 036-065-070; County File No. PLN 2015-00205

At its meeting of August 13, 2015, the San Mateo County Coastside Design Review Committee (CDRC) considered your application for design review permit to allow construction of a 585 sq. ft. second floor addition that includes a 417 sq. ft. master bedroom and 168 sq. ft. rear deck and stairs, to an existing 1,286 sq. ft., one-story single-family residence, located on an existing 4,900 sq. ft. developed legal parcel, as part of a staff-level Coastal Development Permit (CDP) and Home Improvement Exception (HIE). The HIE is required pursuant to Section 6531 of the Zoning Regulations to allow the second floor addition to encroach 5 feet into the minimum required left side setback of 10 feet. No trees are proposed for removal.

Based on the plans, application forms and accompanying materials submitted, the Coastside Design Review Committee recommended approval of your project based on and subject to the following findings and conditions of approval:

FINDINGS

The Coastside Design Review Officer found that:

1. For the Environmental Review

This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), Section 15301, Class 1(e), relating to additions to existing structures provided the addition will not result in an increase of more than 50% of the floor area of the structures before the addition, or 2,500 sq. ft., whichever is less.



Attachment E

The Coastside Design Review Committee found that:

2. For the Design Review

The project has been reviewed under 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. The addition is located to minimize the impact on existing views to and from neighboring homes (Section 6565.20(C)2b).
- b. As proposed and conditioned, the proposed materials and details make the project compatible with various architectural styles of the neighborhood. Condition 4.a requires using Hardie board shingles on the second floor east elevation; Condition 4.b requires the use of the "Elephant Skin" color on the exterior of the second floor; Condition 4.c requires using the "Vintage Linen" color on the second floor pop-out window to match the first floor; and Condition 4.d requires the addition of windows to create a line of windows on the second floor east elevation (Section 6565.20(D)2b and 4a).
- c. The proposed architectural style is compatible with the residence and the established style of the neighborhood (Section 6565.20(D)2).
- d. The proposed materials, such as Hardie shingle straight edge siding, wood grain textured artisan steel garage door and coastal grey redwood grade Trex decking, make the project compatible with the existing neighborhood design context (Section 6565.20(D)4).

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

1. The project shall be constructed in compliance with the plans recommended for approval by the Coastside Design Review Committee on August 13, 2015. Any changes or revisions to the approved plans shall be submitted to the Design Review Officer for review and approval prior to implementation. Minor adjustments to 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. Alternatively, the Design Review Officer may refer consideration of the revisions to the Coastside Design Review Committee, with applicable fees to be paid.
2. The design review final approval shall be valid for five (5) years from the date of approval, in which time a building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspector) shall have occurred within 180 days of its issuance. The design review approval may be extended by one 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 include the approval letter on the top pages of the building plans.
4. The applicant shall submit the following items and/or indicate the following on plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:
 - a. Use Hardie board shingles on the second floor east elevation.
 - b. Use "Elephant Skin" color on the exterior of the second floor.
 - c. Use "Vintage Linen" color on the second floor pop-out window to match the first floor.
 - d. Add windows to create a line of windows on the second floor east elevation.
5. 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.
6. During project construction, the applicant shall, pursuant to Chapter 4.100 of the San Mateo County Ordinance Code, minimize the transport and discharge of stormwater runoff from the construction site into storm drain systems and water bodies by:
 - a. Using filtration materials on storm drain covers to remove sediment from dewatering effluent.
 - b. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - c. Removing spoils promptly, and avoiding stockpiling of fill materials, when rain is forecast. If rain threatens, stockpiled soils and other materials shall be covered with a tarp or other waterproof material.
 - d. Storing, handling, and disposing of construction materials and wastes so as to avoid their entry to the storm drain system or water body.
 - e. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.
 - f. Limiting and timing application of pesticides and fertilizers to avoid polluting runoff.
7. The applicant shall include an erosion and sediment control plan meeting County 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 to prevent erosion and sedimentation off-site.
8. The applicant shall apply for a building permit and shall adhere to all requirements of the Building Inspection Section, the Department of Public Works and the Coastside Fire Protection District.
9. No site disturbances shall occur, including any grading or tree 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 shall impede through traffic along the right-of-way on Kanoff Avenue. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Kanoff Avenue. There shall be no storage of construction vehicles in the public right-of-way.
11. The exterior color samples submitted to the Coastside Design Review Committee 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.
 12. Installation of the approved landscape plan is required prior to final inspection.
 13. 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

14. The applicant shall apply for a building permit.

Montara Water and Sanitary District

15. Prior to the issuance of a building permit, the applicant shall obtain Domestic Water/Fire Protection Connection and Sewer Permits, including the submittal of adequate fire flow calculations from a Certified Fire Protection Contractor.

Department of Public Works

16. 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 Department of Public Works 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 Department of Public Works for review and approval.

17. 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 No. 3277.

Coastside Fire Protection District

18. Smoke alarms/detectors are shown on building plans. Note on plans: "Smoke alarms are hardwired, interconnected with battery backup." Existing may have battery powered smoke alarms.
19. New bedrooms and windows replaced in existing bedrooms shall meet escape/rescue window/door requirements. Identify windows and have notes (CBC 1026).
20. Attached garage shall meet occupancy separation requirements. Provide note/detail (CRC R302.6).
21. Address numbers: As per Coastside Fire Protection District Ordinance No. 2013-03, 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 3/4-inch stroke. Such letters/numerals shall be internally illuminated and facing the direction of access. Finished height of bottom of address light unit shall be greater than or equal to 6 feet from the finished grade. When the building is served by a long driveway or is otherwise obscured, 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. See Fire Ordinance for standard sign.
22. Roof covering: As per Coastside Fire Protection District Ordinance No. 2013-03, 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.
23. Chimney present: The installation of an approved spark arrester is required on all chimneys. Spark arresters shall be made of 12-gauge woven or welded wire screening having openings not exceeding 1/2 inch.
24. Vegetation management: As per the Coastside Fire Protection District Ordinance No. 2013-03, the 2013 California Fire Code and Public Resources Code 4291, 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. In SRA (State Responsible Area), the fuel break is 100 feet or to the property line. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 to 10 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.

25. Remove that portion of any existing tree, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure.
26. All fire conditions and requirements must be incorporated into your building plans prior to building permit issuance. It is your responsibility to notify your contractor, architect and engineer of these requirements.

Please note that the decision of the Coastside Design Review Committee is a recommendation regarding the project's compliance with design review standards, not the final decision on this project, which requires a staff-level Coastal Development Permit (CDP). The decision on the CDP and HIE will take place at a later date. For more information, please contact the project planner, Dennis P. Aguirre, at 650/363-1867, or by email at daguirre@smcgov.org.

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

Sincerely,



Dennis P. Aguirre
Design Review Officer

DPA:fc – DPAZ0805_WFN.DOCX

cc: Dianne Whitaker, Architect
Beverly Garrity, Montara Community Representative