



Notice of Public Hearing

ZONING HEARING OFFICER AGENDA
Room 101, First Floor
455 County Center, Redwood City
Thursday, February 6, 2025
10:00 a.m.
<https://smcgov.zoom.us/j/88167681723>

*****IN-PERSON WITH REMOTE PARTICIPATION AVAILABLE*****

This meeting of the Zoning Hearing Officer (ZHO) will be held in-person at 455 County Center, Redwood City, Room 101, First Floor. Members of the public will also be able to participate in the meeting remotely via the Zoom platform.

Public Participation

The Zoning Hearing Officer meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/88167681723>. The webinar ID is: 881 6768 1723. The ZHO meeting may also be accessed via telephone by dialing +1 669 900 6833 (Local) Webinar ID 881 6768 1723 then press #. Members of the public can also attend this meeting physically in Room 101 at 455 County Center, Redwood City.

*Written public comments may be emailed to mgonzalez1@smcgov.org and such written comments should indicate the specific agenda item on which you are commenting.

*Spoken public comments will be accepted during the meeting in-person or remotely through Zoom at the option of the speaker. Public comments in in-person will be taken first, followed by speakers on Zoom.

***Please see instructions for written and public comments at the end of this agenda.**

ADA REQUESTS

Individuals who require special assistance or a disability related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting, should contact Tet Maria Gonzalez, Zoning Hearing Officer Secretary, as early as possible but no later than 10:00 a.m. on the day before the meeting at 650-383-0691 and/or mgonzalez1@smcgov.org. Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your

ability to view the agenda.

AGENDA

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

*This item is reserved for any persons wishing to address the Zoning Hearing Officer on any matter on consent agenda or not on the agenda. If your subject is not on the agenda, the Zoning Hearing Officer will recognize you at this time. **Speakers are customarily limited to five minutes.** Please follow the instructions explained at the end of this agenda regarding instructions for public comment during the meeting.*

CONSENT AGENDA

- 1. **Owner:** Robert E. Sacher
Applicant: John Suppes
File No.: PLN2024-00145
Location: 1930 Stockbridge Avenue, Redwood City
APN: 069-280-670

Consideration of a Minor Subdivision and Grading Permit, to subdivide a 24,311 sq. ft. parcel into three parcels with gross areas of 8,249 sq. ft. parcel (Lot 1), 8,031 sq. ft parcel (Lot 2) and 8,031 sq. ft. parcel (Lot 3) located at 1930 Stockbridge Avenue in the unincorporated Sequoia Tract area of San Mateo County. The project involves no tree removal and 270 cu. yd. of grading. It is recommended that the Zoning Hearing Officer determine that the project is categorically exempt under Class 15, Section 15315 of the California Environmental Quality Act Guidelines for the division of a property in an urban zone into four or fewer parcels. Application Deemed Complete: January 3, 2025. Please direct any questions to Sonal Aggarwal at saggarwal@smcgov.org.

- 2. **Owner:** James Lee
Applicant: Eric Lind
File No.: PLN2024-00079
Location: 157 Avenue Portola, El Granada
APN: 047-208-120

Consideration of a Use Permit, to allow for a reduced side setback of 3-feet with 4-feet is required for an ADU, allow for a proposed deck encroachment into the side setback, and allow three over-height windows encroached into the side setback of a proposed attached second story ADU to an existing structure located at 157 Avenue Portola, in the unincorporated El Granada area. It is recommended that the Zoning Hearing Officer determine that the project is categorically exempt from the California Environmental Quality Act (CEQA) Guidelines under Section 15303. Application Deemed Complete: November 25, 2024. Please direct any questions to Jonathan Bruns at jbruns@smcgov.org.

REGULAR AGENDA

3. **Owner:** Michelle Ye
Applicant: Michelle Ye
File No.: PLN2024-00195
Location: 345 Devonshire Blvd. San Carlos
APN: 049-020-360

Consideration of a Use Permit, to legalize the conversion of an existing first floor detached garage into habitable space and allow it as an addition to the existing attached second-story 910 sq. ft. legal accessory dwelling unit (ADU), located above the garage, for a total ADU size of 1,377 sq. ft. where 800 sq. ft. is the maximum allowed size permitted on a legal 7,761 sq. ft. parcel located at 345 Devonshire Boulevard in the unincorporated Devonshire area of San Mateo County. The Use Permit will also allow one off-site uncovered parking where one on-site uncovered parking space is required, and will allow a substandard front yard setback of 5 ft. 6 inches where 20 ft. is required. for an ADU. It is recommended that the Zoning Hearing Officer determine that the project is categorically exempt from the California Environmental Quality Act (CEQA) Guidelines under Section 15303, related to the conversion of an existing small structure, where only minor modifications are made in the exterior of the structure. Application Deemed Complete: November 15, 2024. Please direct any questions to Olivia Boo at oboo@smcgov.org.

ADDITIONAL INFORMATION**Decisions & Appeals Process**

Decisions made by the Zoning Hearing Officer are appealable to the Planning Commission when an appeal is provided by law or regulation. The appeal fee is \$1,962.00, which covers additional public noticing. Appeals must be filed no later than ten (10) business days following the date the Letter of Decision is issued. Appeals can be submitted via email to mgonzalez1@smcgov.org or at the San Mateo County Planning Counter located at 455 County Center, 2nd Floor, Redwood City. The full amount of the appeal fee must be presented to the County within the time provided for an appeal to be timely. **Matters on this agenda are anticipated to result in a Letter of Decision dated February 6, 2025, with an anticipated corresponding appeal deadline of February 21, 2025.** To ensure the timeliness of their appeal, interested parties should request a copy of the Letter of Decision by email to mgonzalez1@smcgov.org.

Agendas and Staff Reports

Please visit our website at <http://planning.smcgov.org/zoning-hearing-officer>. The staff reports, plans and maps will be available on our website one week prior to meeting.

Zoom

For any questions or concerns regarding Zoom, including troubleshooting, privacy, or security settings, please contact Zoom directly. See instructions below for public comment on Zoom.

Next Meeting

The next Zoning Hearing Officer meeting will be on **February 20, 2025**.

***INSTRUCTIONS FOR PUBLIC COMMENT DURING MEETINGS**

All parties wishing to speak in-person will have an opportunity to do so after filling out a speaker's slip and depositing it in the speaker's slip box. ***Speakers are customarily limited to 5 minutes.***

Via Zoom

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2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up -to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the public comment period for the item on which you wish to speak is opened, click on "raise hand." Speakers will be notified shortly before they are called to speak. Public comments in Chambers will be taken first, followed by speakers on Zoom.

Written Comments

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to the Zoning Hearing Officer Secretary, Tet Maria Gonzalez at mgonzalez1@smcgov.org.
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the five minutes customarily allowed for verbal comments.
5. If your emailed comment is received by 5:00 p.m. on the day before the meeting, it will be provided to the Zoning Hearing Officer, Joe LaClair, and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00p.m. on the day before the meeting, the Zoning Hearing Officer Secretary, Tet Maria Gonzalez, will make every effort to either (i) provide emailed comments to the Zoning Hearing Officer and make the emails publicly available on the agenda website prior to the meeting, or (ii) read the emails during the meeting. Whether emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

Public records that relate to any item on the open session agenda for a regular Zoning Hearing Officer meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Zoning Hearing Officer. Recordings of previous Zoning Hearing Officer meetings are available to the public upon request for a fee.

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