



Bayside Design Review Committee
Margaret Schumacher
Jessica Sin

Notice of Public Hearing

BAYSIDE DESIGN REVIEW COMMITTEE AGENDA
February 5, 2025
3:00 PM
Room 101, First Floor
455 County Center, Redwood City

Bayside Design Review Committee meetings are in-person meetings that are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Design Review Officer at least five (5) working days before the meeting at the contact information provided below. Notification in advance of the meeting will enable the Design Review Officer to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Public Participation

All parties wishing to speak will have an opportunity to do so after filling out a speaker's form and handing it to the Design Review Officer. Time limits may be set by the Design Review Officer as necessary in order to accommodate all speakers. Audio recordings of previous Design Review meetings are available to the public upon request for a fee.

AGENDA

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. ORAL COMMUNICATIONS** to allow the public to address the Bayside Design Review Committee on any matter not on the agenda. If your subject is not on the agenda, the Bayside Design Review Committee will recognize you at this time. ***Speakers are customarily limited to five minutes.*** A speaker's slip is required.

REGULAR AGENDA

DEVONSHIRE

3:00 pm

- 4. Owner:** Faris Said
Applicant: Jun Ruan
File No.: PLN2024-00316
Location: 239 Windsor Dr.
Assessor's Parcel No's.: 049-152-170

Consideration of a Design Review (DR) permit to allow the construction of a 680 s.f., 2-story addition to an existing 2,056 s.f. single family residence with an attached 253 s.f., one-car garage, on a 8, 540 s.f. parcel. The project involves conversion of the existing garage addition of a new attached two car-garage, a new 500 s.f. uncovered porch, and 84 s.f. balcony. The project involves minor grading and no tree removal. In conjunction with the requested DR permit, it is recommended that the BDRC determine that the project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15303. Project Planner: Erica Adams. (eadams@smcgov.org). Deemed complete January 14, 2025.

5. ADJOURNMENT

Correspondence to the Bayside Design Review Officer

Erica Adams, Planner

Phone: 650/363-1828

Email: eadams@smcgov.org

Planning Counter

455 County Center, 2nd Floor, Redwood City

Phone: 650/363-1825

Website: <https://www.smcgov.org/planning>

Materials presented for the hearing

Applicants and members of the public are encouraged to submit materials to staff in advance of a hearing. All materials (including but not limited to models, pictures, videos, etc.) presented by any person speaking on any item on the agenda are considered part of the administrative record for that item, and must be retained by the Design Review Officer until such time as all administrative appeals are exhausted and the time for legal challenge to a decision on the item has passed. If you wish to retain the original of an item, a legible copy must be left with the Design Review Officer. The original or a computer-generated copy of a photograph must be submitted. Five (5) copies of written material should be provided for the Design Review Committee, staff and interested parties.

Decisions & Appeals Process

The Bayside Design Review Committee will make a decision when design review is the only application being considered or make a recommendation to a different decision maker when additional planning applications are associated with the project (e.g., use permit, grading permit, etc.). Decision rulings for a project are appealable to the Planning Commission. Appeals must be filed no later than ten (10) business days following the decision at the San Mateo County Planning Counter (address listed above). Appeal application forms are available online and at the Planning Counter. The appeal fee is \$1,962 which covers additional public noticing.

Agendas

To view the agenda and maps for all items on this agenda, please visit our website at

<https://www.smcgov.org/planning/bayside-design-review-committee>. To subscribe to the Bayside

Design Review Committee agenda mailing list, please send a blank email to:

sanmateocounty@service.govdelivery.com.

Copies of the plans to be considered by the Bayside Design Review Committee are on file in the Planning Department and may be reviewed by the public. For further information on any item listed below, please contact the Design Review Officer.

Next Meeting

The next Bayside Design Review Committee meeting will be on **March 5, 2025**.