



## Planning & Building Department Planning Commission

Kumkum Gupta, 1<sup>st</sup> District  
Frederick Hansson, 2<sup>nd</sup> District  
Lisa Ketcham, 3<sup>rd</sup> District  
Manuel Ramirez, Jr., 4<sup>th</sup> District  
Mario Santacruz, 5<sup>th</sup> District

County Office Building  
455 County Center  
Redwood City, California 94063  
650/363-1859

### ACTION MINUTES

*Draft*

MEETING NO. 1677  
Wednesday, September 25, 2019

In the Board of Supervisors Chambers, Hall of Justice and Records, located at 400 County Center, Redwood City.

Chair Gupta called the meeting to order at 9:02 a.m.

**Pledge of Allegiance:** The Pledge of Allegiance was led by Chair Gupta

**Roll Call:** Commissioners Present: Hansson, Ketcham, Gupta, Santacruz, Ramirez  
Staff Present: Monowitz, Fox, Shu (arrived at 9:06 a.m.)

**Oral Communications** to allow the public to address the Commission on any matter not on the agenda.

None

**Consideration of the Minutes** of the Planning Commission meeting of August 28, 2019. Commissioner Ramirez moved, and Commissioner Hansson seconded, that the minutes be approved as submitted **Motion carried 5-0-0-0.**

### **CONSENT AGENDA**

Commissioners moved to pull item #1 from the Consent agenda and added it to the Regular agenda in order to open it for public comment. Items #2 and 3 were approved.

2. **Owner:** Richard Wilson Tr  
**Applicant:** County Real Property  
File Number: PLN2019-00359  
Location: 55 Winding Way, unincorporated San Carlos  
Assessor's Parcel No.: 049-142-530

Real Property Services' request for General Plan Conformity analysis of the proposed vacation of an existing unused sanitary sewer easement at 55 Winding Way, unincorporated San Carlos. This project Application deemed complete September 3, 2019. Please direct any questions to Project Planner Will Gibson at 650/363-1816 or [wqibson@smcgov.org](mailto:wqibson@smcgov.org).

### **FINDING**

The proposed vacation of an unused sanitary sewer (utility) easement located on private property at 55 Winding Way, in unincorporated San Carlos, conforms to the County’s General Plan.

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- 3.           **Owner:**                       **San Mateo County**  
               **Applicant:**               **San Mateo County Real Property Division**  
               File Number:             PLN2019-00356  
               Location:                 17290 Skyline Boulevard, Skylonda  
               Assessor’s Parcel No.:075-094-010

Consideration of a request by the San Mateo County Real Property Division to determine if its proposal to abandon a 10-foot-wide utility easement traversing a County-owned parcel bordered by Linwood Way in Skylonda, San Mateo County. Application deemed complete September 9, 2016. Please direct any questions to Planning Services Manager Joe LaClair at 650/363-1865 or [jlaclair@smcgov.org](mailto:jlaclair@smcgov.org) .

**FINDING**

The proposed vacation of the public utilities easement in unincorporated Skylonda, along the Skyline Boulevard, conforms to the County’s General Plan.

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**REGULAR AGENDA**

**9:00 a.m.**

- 1.           **Owner/Applicant**               **County of San Mateo**  
               File Number:             PLN2018-00380  
               Location:                 Fitzgerald Marine Reserve/Pillar Bluff, Moss Beach  
               Assessor’s Parcel Nos.:   037-101/190/280/260/270; 037-200-130; 037-300-080

Consideration of Coastal Development Permit, pursuant to Section 6328.4 of the San Mateo County Zoning Regulations, to install 1) five (5) park benches along the Fitzgerald Marine Reserve Bluff Trail, 2) the replacement of an existing 3-foot high cable fence barrier used to protect a native strawberry area with a 3-foot high split rail fencing located at the Fitzgerald Marine Reserve Bluff Trail Overlook area, and 3) installation of two (2), 24-inch by 36-inch interpretive signs along Pillar Point Bluff (Jean Lauer Trail). The project is appealable to the California Coastal Commission. The project is appealable to the California Coastal Commission. Application deemed complete August 16 2019. Please direct any questions to Project Planner Dennis Aguirre at 650/363-1867 or [daquirre@smcgov.org](mailto:daquirre@smcgov.org).

**SPEAKERS:**

- 1.   Sam Herzberg
- 2.   Laurel Nagle

**COMMISSION ACTION:**

Commissioner Hansson moved and Commissioner Ketcham seconded to close the public hearing.  
**Motion carried 5-0-0-0.**

Commissioner Gupta moved and Commissioner Ramirez seconded the motion to approve them project. **Motion carried 5-0-0-0.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the Coastal Development Permit, County File Number PLN 2018-00380, based on and subject to the required findings and conditions of approval listed as follows:

**FINDINGS****Regarding the Environmental Review, Found:**

1. That the proposed project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15303, relating to the installation of new small structures such as benches, signs and fences.

**Regarding the Coastal Development Permit, Found:**

2. That the project, as described in the application and accompanying materials required by the Zoning Regulations, Section 6328.4, and as conditioned in accordance with Section 6328.14, conforms with the applicable policies and required findings of the San Mateo County Local Coastal Program (LCP). Specifically, the project complies with policies regarding Hazards, Sensitive Habitat, and Recreation/Visitor Serving Facilities.

**CONDITIONS OF APPROVAL****Current Planning Section**

1. The project approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission on September 25, 2019. The Community Development Director may approve minor revisions or modifications to the project if they are found to be consistent with the intent of and in substantial conformance this approval.
2. 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. Erosion control measures shall be certified weed-free. Use of monofilament fiber rolls is prohibited.
  - 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.
3. The project site is located within the Fitzgerald Area of Special Biological Significance (ASBS) Watershed. Runoff and other polluted discharges from the site are prohibited. Development shall minimize erosion, treat stormwater from new/replaced impervious surfaces, and prevent polluted discharges into the ASBS or a County storm drain (e.g., car washing in a driveway or street, pesticide application on lawn).

4. The project site is located within the Fitzgerald Area of Special Biological Significance (ASBS) Watershed and is considered a Construction Stormwater Regulated Site. Weekly construction inspections are required throughout the duration of land disturbance during the rainy season (October 1 to through April 30) for sites within the ASBS Watershed, as required by the State Water Resources Control Board General Exceptions to the California Ocean Plan with Special Protections adopted on March 20, 2012.
5. Any removed vegetation in areas that are not proposed for structural or ADA improvements shall be replaced with native, drought-tolerant, non-invasive vegetation. All disturbed areas shall be stabilized at the completion of the project.
6. The project shall comply with all applicable building codes. Compliance shall be confirmed by the Building Inspection Official.

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4. **Owner/Applicant: Bel Aire Heights LLC**  
 File Number: PLN2002-00517  
 Location: Bel Aire Road & Ascension Drive, San Mateo Highlands  
 Assessor's Parcel Nos.:041-111-130, -160, -270, -280, -320, and -360

Consideration and approval of a schedule of grading operations for the Ascension Heights Subdivision. A condition of approval requires the applicant is to submit a schedule of grading operations (including details of the off-site haul operations and route) for review and approval by the Planning Commission prior to the issuance of a grading permit "hard card" that allows grading operations to commence. Submittal deemed complete August 28, 2019. Please direct any questions to Project Planner James Castaneda at 650/363-1853 or [jcastaneda@smcgov.org](mailto:jcastaneda@smcgov.org).

**SPEAKERS:**

1. Dennis Thomas
2. Speaker Slips
3. David Haw
4. Ashleigh Evans
5. Craig Nishizaki
6. Tania Leung
7. Sam Naifeh
8. Kim Ricket
9. Liesje Nicolas
10. Laurel Nagel

**COMMISSION ACTION:**

Commissioner Ramirez moved and Commissioner Hansson seconded to close the public hearing.  
**Motion carried 5-0-0-0.**

All Planning Commissioners voted to continue the item to a date uncertain in order to allow staff to address questions brought up at the hearing.

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5. **Correspondence and Other Matters**

- Comments came in regarding the RV Park near Pillar Point Harbor, this items will be heard at a later date
- Grey Whale Cove comments had also been coming been against the project, these will be sent out to Planning Commissioners and item will be heard at a later date.

6. **Consideration of Study Session for Next Meeting**

Items to be heard at the next meeting were discussed.

7. **Director's Report**

An update regarding the meetings taking place regarding the Stanford Use Permit, the Community Development Director has been attending regular Board meetings and will keep updating the Commissioners on the outcome.

8. **Commissioner Updates and Questions**

None

9. **Adjournment**

Meeting was adjourned at 11:14 a.m.

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