



North Fair Oaks Community Council
San Mateo County Coordinated
Departmental Response



Date: September 15, 2015
NFOCC Meeting Date: September 24, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Members, North Fair Oaks Community Council

From: Michael Schaller, Senior Planner

Subject: Consideration of a Zoning Text and Map Amendment to rezone two parcels from R-3 to "PUD-138", pursuant to Section 6550 of the County Zoning Regulations for the construction of a 15-unit, three story multi-family low-income housing development at 2626 and 2642 Marlborough Avenue in the unincorporated North Fair Oaks area.

RECOMMENDATION:

What is the NFOCC's recommendation to the Planning Commission and Board of Supervisors regarding this requested rezoning of 2626/2642 Marlborough Avenue to "Planned Unit Development"?

PROPOSAL

The applicant, St. Francis Center, is proposing to construct a three-story multi-family housing development. The building will include 15 apartments (two 1-bedroom, seven 2-bedroom, and six 3-bedroom), a community room, study rooms and on-site laundry rooms. Total proposed floor area of the building will be 18,802 sq. ft. The applicant is proposing 15 parking spaces (seven uncovered) for residents of the development, with two guest parking spaces. The building as proposed will be three stories tall, with a roof peak of 39'-2" above grade.

The proposed rezoning is necessary to provide relief from the setback requirements of the existing S-5 zoning district, lot coverage restrictions, and parking requirements. Relief from these standards is necessary in order to utilize the project site to its maximum potential consistent with its land use designation within the North Fair Oaks Community Plan.

RECOMMENDATION

Staff recommends that the North Fair Oaks Community Council recommend that the Board of Supervisors approve the proposed Zoning Text and Map Amendment, County File Number PLN 2015-00263, by adopting the required findings and conditions of approval as contained in Attachment A.

PROPOSAL

Report Prepared By: Michael Schaller, Senior Planner, Telephone 650/363-1849
Tiare Pena, Project Planner, Telephone 650/363-1850

Applicant/Owner: St. Francis Center of Redwood City

Location: 2626 and 2642 Marlborough Avenue, North Fair Oaks

APNs: 054-263-030 and -040

Size: 13,988 sq. ft.

Existing Zoning: R-3/S-5 (Multi-Family Residential/5,000 sq. ft. minimum parcel size)

General Plan Designation: Multi-Family Residential (24 to 60 dwelling units/acre)

Sphere-of-Influence: Redwood City

Existing Land Use: Two single-family dwellings

Water Supply: California Water Service

Sewage Disposal: Fair Oaks Sewer District

Flood Zone: Flood Zone X (Areas of Minimal Flooding), FEMA Panel No. 06081C0302E, effective date October 16, 2012.

Environmental Evaluation: This project is Statutorily Exempt from the California Environmental Quality Act (CEQA) per Sections 15192 (*Threshold Requirements for Exemptions for Agricultural Housing, Affordable Housing, and Residential Infill Projects*) and 15194 (*Affordable Housing Exemption*) of the CEQA Guidelines. An analysis of project compliance with these exemption requirements is included in Attachment F.

Setting: The property is located in a residential neighborhood that is a mix of single-family and multi-family dwellings, approximately one block off of El Camino Real. The project site is located within Redwood City's sphere-of-influence. The properties are occupied by existing residences and accessory structures and paving, with no significant vegetation on-site.

Chronology:

<u>Date</u>	<u>Action</u>
June 24, 2015	- Application for rezoning received.
August 26, 2015	- Pre-application public workshop held.
September 24, 2014	- North Fair Oaks Community Council meeting.

DISCUSSION

A. KEY ISSUES

1. Compliance with the North Fair Oaks Community Plan (NFOCP)

On November 15, 2011, the Board of Supervisors adopted a Community Plan for the North Fair Oaks area. This plan is a subset of the County's General Plan and contains policies for various issues including land use, housing, and circulation, amongst others. It is the policies of the Community Plan that are applicable to this project.

Chapter 2.3 – Land Use Goals and Policies

Goal 2.2: Promote revitalization through redevelopment of underutilized and vacant land in North Fair Oaks to create jobs and housing and support community and economic development.

Policy 2C: Allow residential infill development on vacant and underutilized residential parcels and within areas identified as appropriate for additional mixed-use residential, commercial, and other development. Encourage multi-family residential and mixed-use residential development in these areas, and revise subdivision regulations to remove barriers to the development of multi-family attached for-sale housing in all appropriate areas in North Fair Oaks.

Staff's Analysis: While both parcels that comprise the project site are currently developed, it is at a much lower density than what the General Plan and existing zoning regulations envision. The proposed project would comply with both the goal and the policy by re-utilizing scarce land resources for multi-family residential housing that is specifically targeted for low-income residents of the County. This is a target population with extremely limited housing choices.

Chapter 2.4 – Land Use Designations

The Community Plan has designated the project site as “Multi-Family Residential.” Within that designation, the plan allows a medium-high to high density of residential land uses, with a density range of 24 to 60 dwelling units per acre. The table below summarizes the development standards (as stated in the Community Plan) for this Land Use designation against the proposal, and against the existing S-5 zoning district standards which are currently applicable to the project parcels.

	Multi-Family Residential (NFOCP)	Proposal	S-5 (Existing Zoning)
Dwelling Units Per Acre (max.)	24-60	46.71	17.42
Building Heights (max.)	50 ft. (approx. 5 stories)	39.16 ft.* (3 stories)	36 ft.** (3 stories)
Front Setbacks	20 ft.	5 ft. (front – Nottingham Avenue)	20 ft.
Side Setbacks	5 ft.	5 ft.	5 ft.
Rear Setbacks	20 ft.	5 ft.	20 ft.
Max. Lot Coverage	-	51.68%	50%
Parking	1 space/0-1 bedroom 1.5/2+ bedrooms and 1 guest space/5 units (results in 22 resident spaces + 3 guest spaces)	15 resident spaces + 2 guest spaces	25 resident spaces required (+ 3 guest spaces)
*Finished grade to absolute building height.			
**Average finished grade to average roof peak.			

The proposed building is well below the maximum allowed density under the NFOCP. As stated previously, the existing zoning (S-5) is not consistent with the General Plan designation. The project also complies with the height restrictions outlined in the NFOCP as well as the S-5 zoning. The project however does not comply with the setback requirements for either

current zoning or the NFOCP, necessitating the requested PUD rezoning, in order to utilize the site to maximum efficiency.

Parking

As shown above, the project is not in compliance with the parking regulations outlined in the NFOCP, nor the existing parking regulations for all development within the County. The applicant is proposing only one parking space per unit, plus two guest parking spaces. While substantially lower than what is required under the existing parking regulations, the applicant points out that the residents of this project will have limited income and most likely cannot afford more than one car per household. In some cases, they may not be able to afford a car at all. It is more likely that residents will use bicycles and buses to get to work, school, etc. In that regard, the applicant is proposing a dedicated bicycle storage room. The question before the decision makers is whether the proposed PUD provides sufficient parking given the circumstances of the project.

Chapter 4.2 – Infrastructure Goals and Policies

Policy 5C: Continue to require new developments that might result in an increase in stormwater runoff to provide on-site detention facilities to address increased flows. The on-site detention facilities (tank, oversized pipes, or other facilities) shall be sized so that the new development does not cause an increase of flow into the storm drain system.

Staff's Analysis: The applicant has not submitted a detailed site drainage plan at this time. Typically, such plans are submitted at the building permit stage and a condition of approval (Condition No. 14) has been placed upon the project requiring such plan to be submitted at that time. The project site is large and relatively flat, and there is no reason to believe that the applicant's engineer cannot create a drainage plan (which includes on-site retention) that complies with the County's stormwater permit.

Chapter 6.3 – Housing Goals and Policies

Goal 6.1: Increase affordable housing options in North Fair Oaks.

Policy 1B: Provide technical and financial support to affordable housing developers, including funding, information on available housing sites, information on regulatory requirements, information on other resources available, and other support needed to facilitate successful development of affordable housing.

Staff's Analysis: On April 8, 2013, the San Mateo County Board of Supervisors approved the allocation of approximately \$13.4 million of

unrestricted general funds for affordable housing purposes. The Board of Supervisors has continued to provide additional resources to this Affordable Housing Fund. Under the latest round of funding, the County awarded the applicant (St. Francis Center) \$600,000 for the purpose of planning and constructing the proposed project.

Policy 1D.2: Implement parking reductions appropriate for the actual parking needs of new projects, and encourage “unbundling” of parking spaces in new rental developments, allowing tenants to pay for parking only if they need it.

Staff's Analysis: As discussed above, the applicant is requesting a reduction in the required number of parking spaces, citing the limited income levels of future residents and the likelihood that they will not be able to afford more than one car. As a practical matter, the ability to provide the required number of spaces on this relatively small project site would result in one of two scenarios. Either the applicant excavates out a basement parking area or they build a second story of parking resulting in a four-story building, which would be much taller than the surrounding residences. Both alternatives would add substantial cost to the project, beyond the public and charitable contributions that have already been made. Relief from the strict interpretation of the parking regulations would be consistent with this NFOCP policy.

Policy 1F: In the case of conflicting or unclear regulations or policies, and in the course of discretionary approvals, interpret zoning, land use, and other policies and regulations in a manner that prioritizes creation of new residential uses, particularly affordable and special needs housing, and that discourages reduction of affordable housing stock, including demolition or conversion of residential uses.

Staff's Analysis: As stated above, the existing zoning of the project site is not consistent with the General Plan land use designation for this area. If rigidly enforced, the current zoning would result in a lower density of residential units than what the General Plan (GP) designation envisions. The proposed PUD rezoning will utilize the project site consistent with the GP designation.

Goal 6.5: Address overcrowding and demand for large family units.

Policy 5A.3: Prioritize County assistance to proposed affordable housing projects that include large units and special needs units.

Staff's Analysis: As discussed previously, the County contributed \$600,000 toward the planning and construction of this project. Of the 15 total units proposed, seven are two-bedroom and six are three-bedroom.

Chapter 7.2 – Design of the Private Realm

Section D2 – Layout and Orientation – Individual Buildings

Policy D2-1: Orient buildings such that the primary facades (or sides of the building) and key pedestrian entries of the buildings face the street, or face mid-block greenways and mews. Require building entrances on streets, pedestrian ways, and other public spaces rather than, or in addition to, on interior courtyards or parking lots.

Policy D2-2: Encourage corner buildings to actively address both streets with pedestrian-friendly entries.

Staff's Analysis: The ground floor units will have direct access off of Marlborough Avenue, as will the community room. The lobby entrance and access into the garage area will come off of Nottingham Avenue. Both facades will emphasize articulation to break up the mass of the building.

Section D6 – Building Character and Facade Articulation

Policy D6-2: Encourage varied building elements such as cornices, lintels, sills, balconies, awnings, porches, and stoops to enhance building facades.

Policy D6-3: Encourage vertical and horizontal architectural elements that mitigate long, unbroken building facades.

Policy D6-4: Encourage the use of building materials, forms and colors that provide visual interest to pedestrians and add variety to street edges.

Staff's Analysis: The building has been designed with articulation on all four sides, but with particular emphasis upon the two street facing sides, where the wall profiles have been broken up with two-story tall window bays. The facade treatment also utilizes a mix of building materials, including stucco plaster and base, and shake siding to break up the mass of each building wall. Horizontal elements, including a bellyband, are utilized along all four sides, again in an attempt to break up the mass of each building wall. The applicant is proposing to utilize a variety of materials, including cement plaster (stucco) and fiber cement shake siding, as well as a varied color palette for the building.

2. Compliance with Zoning Regulations

As stated previously, the project site is located in the R-3/S-5 zoning district. The project includes a proposal to change the zoning of this parcel to PUD. In order to understand the ramifications of this zoning change, it is important

to compare the proposed development to the existing S-5 regulations, under which all surrounding development must comply. Below is a table listing the development standards for the S-5 zoning district and how the project proposal compares with the applicable standard.

Development Standard	S-5	Proposal
Building Site Width (minimum average)	50 ft.	105 ft.
Building Site Area (minimum)	5,000 sq. ft.	13,988 sq. ft.
Minimum Lot Area Per Dwelling Unit	2,500 sq. ft.	822 sq. ft.
Building Setbacks Front (Nottingham Avenue): Side (Interior): Side (Adj. to Marlborough Avenue): Rear:	20 ft. 5 ft. 10 ft. 20 ft.	5 ft. 5 ft. 7.5 ft. 5 ft.
Maximum Building Footprint	50% for entire project site	51.68%
Building Height	36 feet (avg. finished grade to avg. roofline)	39 ft.- 2 in. (topmost roof peak)

Parcel Size: Combining the two parcels that comprise the project site will result in a single parcel that greatly exceeds the minimum parcel size and width requirement of the S-5 zoning district.

Building Setbacks: As illustrated above, the proposed PUD will not comply with the S-5 zoning district setback requirements. The applicant is requesting relief from these requirements in order to maximize the utility of the project site. Developable land is currently a scarce resource within San Mateo County. Getting the most out of it will, in some cases, require relaxation of applicable zoning regulations.

Building Footprint and Height: These two standards are commonly used to measure and regulate the overall bulk of urban development on a given parcel. As can be seen above, the proposed project will not veer significantly from what the existing zoning allows. However, the proposed apartment building will have a significantly larger bulk than the surrounding single-family dwellings which make up the immediate neighbors. As stated previously, the proposed project is consistent with the General Plan and NFOCP land use designations for this neighborhood.

3. Compliance with Planned Unit Development (PUD) Findings

Section 6191 of the Zoning Regulations states that no PUD District shall be enacted for any area unless and until the Board of Supervisors has first:

Reviewed a precise plan of the subject area and its environs, and found that the proposed zoning of the area would be in harmony with said plan, and would not be in conflict with the County Master Plan (i.e., 1986 General Plan), or with any current land use plan for a sub-area of the County previously adopted by the Commission.

Staff Response: Based on the previous discussion in the North Fair Oaks Community Plan (NFOCP) Compliance Section of this report (Section A.1), staff concludes that the proposed PUD District regulations are in harmony with the applicable NFOCP policies.

Additional required findings listed below (*italicized*), stipulate that the Board of Supervisors must find that the specific PUD District:

- a. *Is a desirable guide for the future growth of the subject area of the County.*

Staff Response: As discussed under the Community Plan section above, the project site is designated as “Multi-Family Residential” with a fairly high density. This area has had this land use designation for many years. Unfortunately, it is infeasible to develop the existing parcels within the confines of the S-5 zoning district regulations and still achieve the planned density. In order to provide parking and access into the parking area, this project requires relief from the existing setback requirements, which are typically better suited to a low-density, single-family zoning district.

- b. *Will not be detrimental to the character, social and economic stability of the subject area and its environs, and will assure the orderly and beneficial development of such areas.*

Staff Response: The finished project, a multi-family apartment building with large units (2-3 bedrooms), that is specifically targeted for low-income residents, will provide desperately needed housing for this area. In that regard, it will serve families that already live within the area but perhaps in residences that are too small or expensive for their needs. Additionally, the project includes a community room (on the first floor) and study rooms (on the second and third floors). These features will help ensure social and economic stability within the community. The proposed apartment building will be significantly taller than the buildings that occupy the project site at the present. It

will also be taller than the immediately surrounding single-story residences. There are, however, buildings within the surrounding area that are as tall as the project proposal – the Siena Youth Center directly across the street, and the three-story St. Clare’s apartment complex located at 2683 Marlborough Avenue (approximately 140 feet east of the project site). Additionally, there are two more three-story apartment complexes around the corner on Buckingham Avenue. So the proposed project is not entirely out of character with the larger neighborhood.

- c. *Will be in harmony with the zoning in adjoining unincorporated areas.*

Staff Response: The zoning in the surrounding unincorporated area will remain R-3/S-5. Approximately 250 feet to the south lies a C-2 (General Commercial) zoning district, which is generally associated with those parcels that front onto El Camino Real. The neighborhood is generally bounded by the CalTrain railroad to the north and east, and El Camino Real to the west and south. The neighborhood is composed of a mix of single- and multi-family residences. Many of the single-family residences in the area also have second dwelling units on the property. The proposed project is in the heart of this multi-family zoning district and will be consistent with the intent of the Zoning and General Plan designations.

- d. *Will obviate the menace to the public safety resulting from land uses proposed adjacent to highways in the County, and will not cause undue interference with existing or prospective traffic movements on said highways.*

Staff Response: The project site is served by two local streets – Marlborough and Nottingham Avenues. The project site is not adjacent or near an existing public highway. Both local streets are sufficiently improved and wide enough to accommodate the traffic volume that will be generated by this project. There is no reason to believe that the proposed project will adversely or significantly impact local or regional traffic patterns or volumes.

- e. *Will provide adequate light, air, privacy and convenience of access to the subject property and further that said property shall not be made subject to unusual or undue risk from fire, inundation, or other dangers.*

Staff Response: The project’s overall site design, including the proposed buildings’ location and setbacks relative to adjacent residences, provides adequate light, air, and privacy to neighboring uses. There is no evidence to suggest that the project site is any

more susceptible to fire or inundation than other surrounding residential uses.

- f. *Will not result in overcrowding of the land or undue congestion of population.*

Staff Response: The PUD provides a method for constructing higher density projects of this type in a controlled environment that ensures appropriate design. The proposed project is designed as a higher density residential development in an area that has been zoned for high density residential use for over 50 years. Due to the small size of the proposed project, there is no evidence to suggest that it will create overcrowding or undue congestion.

B. MAJOR DEVELOPMENT PRE-APPLICATION WORKSHOP

Section 6415.4 of the Zoning Regulations requires a public workshop to be held for residential development involving ten (10) or more new dwelling units. The intent of the public workshop is to allow community members and public agency representatives the opportunity to provide the applicant with project input before the preparation of final development plans. The public workshop was held on August 26, 2015, at the Siena Youth Center in North Fair Oaks. Comments received during this phase of the project are discussed in the workshop's summary letter, which is included as Attachment G.

C. STATE AND FEDERAL HOUSING LAW

In addition to the County regulations discussed above, there are several State and Federal laws that regulate the provision of housing for low-income households; they include:

Prohibition of Discrimination Against Affordable Housing (Government Code Section 65008). This statute forbids discrimination against affordable housing developments, developers or potential residents by local agencies when carrying out their planning and zoning powers. Agencies are prohibited not only from exercising bias based on race, sex, age or religion, but from discriminating against developments because the development is subsidized or occupancy will include low- or moderate-income persons. Local governments may not impose different requirements on affordable developments than those imposed on non-assisted projects. It applies to any land use action that has a disproportionate impact on assisted developments or the potential minority or low-income occupants. SB 619 (Ducheny) (Chapter 793, Statutes of 2003) prohibited discrimination against multi-family housing.

The California Fair Employment and Housing Act (Government Code Section 12900 et seq.). This statute expressly prohibits discrimination through public or

private land use practices and decisions that make housing opportunities unavailable. Similarly, the Federal Fair Housing Act (42 U.S.C. Section 3601 et seq., or “Title VIII”) has been held to prohibit public and private land use practices and decisions that have a disparate impact on protected groups.

E. ENVIRONMENTAL REVIEW

This project is Statutorily Exempt from the California Environmental Quality Act (CEQA) per Sections 15192 (*Threshold Requirements for Exemptions for Agricultural Housing, Affordable Housing, and Residential Infill Projects*) and 15194 (*Affordable Housing Exemption*) of the CEQA Guidelines. An analysis of project compliance with these exemption requirements is included in Attachment F.

F. REVIEWING AGENCIES

Building Inspection Section
Department of Public Works
Menlo Park Fire Protection District
North Fair Oaks Community Council
County Housing Department

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Site Plan
- C. Floor Plan
- D. Elevations
- E. CEQA Statutory Exemption
- F. August 26, 2015 Pre-Application Workshop Summary

County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2015-00263 Hearing Date: October 14, 2015

Prepared By: Michael Schaller
Senior Planner

For Adoption By: Planning Commission

RECOMMENDED FINDINGS

Regarding the Environmental Review, Find:

1. That this project is Statutorily Exempt from the California Environmental Quality Act (CEQA) per Sections 15192 (*Threshold Requirements for Exemptions for Agricultural Housing, Affordable Housing, and Residential Infill Projects*) and 15194 (*Affordable Housing Exemption*) of the CEQA Guidelines.

Regarding the Planned Unit Development (PUD) Zoning Amendment, Find:

2. That the proposed zoning of the area would be in harmony with said plan, and would not be in conflict with the County Master Plan (i.e., 1986 General Plan), or with any current land use plan for a sub-area of the County previously adopted by the Board, and that the specific PUD District under consideration, as discussed in Section A.3 of the staff report:
 - a. Is a desirable guide for the future growth of the subject area of the County.
 - b. Will not be detrimental to the character, social and economic stability of the subject area and its environs, and will assure the orderly and beneficial development of such areas.
 - c. Will be in harmony with the zoning in adjoining unincorporated areas.
 - d. Will obviate the menace to the public safety resulting from land uses proposed adjacent to highways in the County, and will not cause undue interference with existing or prospective traffic movements on said highways.

- e. Will provide adequate light, air, privacy and convenience of access to the subject property and further that said property shall not be made subject to unusual or undue risk from fire, inundation, or other dangers.
- f. Will not result in overcrowding of the land or undue congestion of population.

RECOMMENDED CONDITIONS OF APPROVAL

Current Planning Section

1. This approval applies only to the proposal and plans, as conditioned in this report, and submitted to and approved by the Planning Commission. Minor adjustments to the project in the course of applying for building permits may be approved by the Community Development Director if they are consistent with the intent of and in substantial conformance with this approval.
2. Prior to pouring any concrete for foundations, written verification from a licensed surveyor will be required confirming that the setbacks, as shown on the approved plans, have been maintained.
3. Prior to building permit issuance, the applicant shall submit a lighting plan to the County Planning and Building Department, detailing the location and type of exterior lighting to be used in the project, and specifying the candle foot power of such lighting. The project will be required to maintain lighting levels such that the candle foot power of lighting generated on the project site shall not exceed one candle foot anywhere along the project perimeter. Lighting shall be confined to the project site only and shall not spillover onto adjoining properties.
4. Prior to the beginning of any construction activities, the applicant shall submit to the Planning Department for review and approval an erosion and drainage control plan which shows how the transport and discharge of soil and pollutants from and within the project site shall be minimized. The plan shall be designed to minimize potential sources of sediment, control the amount of runoff and its ability to carry sediment by diverting incoming flows and impeding internally generated flows, and retain sediment that is picked up on the project site through the use of sediment-capturing devices. The plan shall also limit application, generation, and migration of toxic substances, ensure the proper storage and disposal of toxic materials, apply nutrients at rates necessary to establish and maintain vegetation without causing significant nutrient runoff to surface waters. Said plan shall adhere to the San Mateo Countywide Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including:
 - a. Sequence construction to install sediment-capturing devices first, followed by runoff control measures and runoff conveyances. No construction activities shall begin until after all proposed measures are in place.

- b. Minimize the area of bare soil exposed at one time (phased grading).
- c. Clear only areas essential for construction.
- d. Within five days of clearing or inactivity in construction, stabilize bare soils through either non-vegetative Best Management Practices (BMPs), such as mulching or vegetative erosion control methods such as seeding. Vegetative erosion control shall be established within two weeks of seeding/planting.
- e. Construction entrances shall be stabilized immediately after grading and frequently maintained to prevent erosion and control dust.
- f. Control wind-born dust through the installation of wind barriers such as hay bales and/or sprinkling.
- g. Soil and/or other construction-related material stockpiled on-site shall be placed a minimum of 200 feet from all wetlands and drain courses. Stockpiled soils shall be covered with tarps at all times of the year.
- h. Intercept runoff above disturbed slopes and convey it to a permanent channel or storm drains by using earth dikes, perimeter dikes or swales, or diversions. Use check dams where appropriate.
- i. Provide protection for runoff conveyance outlets by reducing flow velocity and dissipating flow energy.
- j. Install storm drain inlet protection that traps sediment before it enters any adjacent storm sewer systems. This barrier shall consist of filter fabric, straw bales, gravel, or sand bags.
- k. Install sediment traps/basins at outlets of diversions, channels, slope drains, or other runoff conveyances that discharge sediment-laden water. Sediment traps/basins shall be cleaned out when 50% full (by volume).
- l. Use silt fence and/or vegetated filter strips to trap sediment contained in sheet flow. The maximum drainage area to the fence should be 0.5 acres or less per 100 feet of fence. Silt fences shall be inspected regularly and sediment removed when it reaches 1/3 the fence height. Vegetated filter strips should have relatively flat slopes and be vegetated with erosion-resistant species.
- m. Throughout the construction period, the applicant shall conduct regular inspections of the condition and operational status of all structural BMPs required by the approved erosion control plan.

5. The applicant shall submit a dust control plan to the Planning Department for review and approval prior to the issuance of a building permit for the project. The approved plan shall be implemented for the duration of any grading, demolition, and construction activities that generate dust and other airborne particles. The plan shall include the following control measures:
 - a. Water all active construction areas at least twice daily.
 - b. Water or cover stockpiles of debris, soil, sand, or other materials that can be blown by the wind.
 - c. Cover all trucks hauling soil, sand and other loose materials or require all trucks to maintain at least 2 feet of freeboard.
 - d. Apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking and staging areas at construction sites. Also, hydroseed or apply non-toxic soil stabilizers to inactive construction areas.
 - e. Sweep daily (preferably with water sweepers) all paved access roads, parking and staging areas at construction sites.
 - f. Sweep adjacent public streets daily (preferably with water sweepers) if visible soil material is carried onto them.
 - g. Enclose, cover, water twice daily or apply non-toxic soil binders to exposed stockpiles (dirt, sand, etc.).
 - h. Limit traffic speeds on unpaved roads within the project parcel to 15 mph.
 - i. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.
 - j. Replant vegetation in disturbed areas as quickly as possible.
6. 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

7. The project shall comply with all 2013 California Building Codes.

8. No plastic drain waste valve or water pipes are allowed except for storm drainage.
9. The project shall comply with California Building Code Sections 1109.A.4 and 1109.A.8.691 (ADA Compliance). These sections require the provision of handicap parking; backing at all toilets and tub grab-bars, as necessary.
10. Submittal of a soils/foundation study at the building permit stage.

Department of Public Works

11. 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.
12. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. Applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
13. Prior to the issuance of the building permit or planning permit (if applicable), the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20%) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by the Department of Public Works, this plan and profile shall be prepared from elevations and alignment shown on the roadway improvement plans. The driveway plan shall also include and show specific provisions and details for both the existing and the proposed drainage patterns and drainage facilities.
14. 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.
15. For projects exceeding 10,000 sq. ft. of new or reconstructed impervious surface: The applicant shall submit a permanent stormwater treatment plan in compliance with the County's National Pollution Discharge Elimination System (NPDES)

permit for review and approval by the Department of Public Works. The applicant shall submit calculations and a narrative describing the method(s) used in the design of the proposed system and the manner in which proposed facilities achieve compliance with the NPDES permit for review and approval by the Department of Public Works. The applicant shall be required to execute and record an Operations and Maintenance Agreement for the approved facilities, and shall be responsible for ongoing maintenance and reporting. This requirement supplements all other conditions of approval related to storm drainage and stormwater pollution prevention.

Menlo Park Fire Protection District

16. Install a monitored NFPA 13 fire sprinkler, NFPA 24 underground fire service and a NFPA 27 fire alarm system under separate fire permit. Fire sprinkler system shall comply with Menlo Park Fire Protection District Standards.
17. Install a smoke detector and carbon monoxide detector in each sleeping area. Smoke and carbon monoxide detectors shall be interconnected for alarm in each separate unit.
18. If an elevator is installed, the car must be sized to accommodate a medical stretcher and two attending Emergency Medical Services (EMS) personnel.
19. The applicant shall provide at least 6-inch tall with 3/4-inch stroke illuminated address numbers. The address shall be visible from the street and contrasting to its background.
20. Approved plans and approval letter must be on the site at the time of inspection.
21. Final acceptance of this project is subject to field inspection. Upon completion of work and prior to closing ceiling, **contact Fire Inspector Bob Blach of the Menlo Park Fire Protection District at 650/688-8430** to schedule a final inspection. FORTY-EIGHT (48) HOURS' NOTICE IS REQUIRED FOR ALL INSPECTIONS.