



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

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October 23, 2024

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Subject: **LETTER OF DECISION**  
File Number: PLN2022-00173  
Location: 700 George Street  
APN: 036-103-620

On October 23, 2024, the San Mateo County Planning Commission considered an appeal of the Coastside Design Review Committee's decision to approve a Design Review permit, pursuant to Section 6565.3 of the County Zoning Regulations, to allow the construction of a new two-story, 2,818 sq. ft. single-family residence and detached 400 sq. ft. garage, located on a 6,254 sq. ft. undeveloped, legal parcel (Recorded Certificate of Compliance, PLN2014-00360) at 700 George Street, Montara.

Based on information provided by staff, the Planning Commission denied the appeal and upheld the Coastside Design Review Committee's decision to approve the Design Review Permit, County File Number PLN2022-00173, by making the required findings and adopting the conditions of approval in Attachment A.

Any interested party aggrieved by the determination of the Planning Commission has the right of appeal to the Board of Supervisors within ten (10) working days from such date of determination. The appeal period for this matter will end at 5:00 p.m. on November 6, 2024.

Please direct any questions regarding this matter to Project Planner Camille Leung at [cleung@smcgov.org](mailto:cleung@smcgov.org)

Sincerely,

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Angela Montes

Stegmaier

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October 23, 2024

Planning Commission Secretary

cc: Midcoast Community Council  
Marina Fastovskaya and Gary Kleynor, Property Owner  
Vic Abadie

County of San Mateo  
Planning and Building Department

**RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL**

Permit or Project File Number: PLN2022-00173      Hearing Date: October 23, 2024

Prepared By: Camille Leung, Senior Planner    For Adoption By: Planning Commission

**RECOMMENDED FINDINGS TO DENY APPEAL AND APPROVE PROJECT**

Regarding Environmental Review, Find:

1. This project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15303, Class 3(a), relating to the construction of one single-family residence in an urban, residential zone.

Regarding the Design Review, Find:

2. That the project, as proposed and conditioned, 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 project, as proposed and conditioned, 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:
    - (1) Section 6565.20.D.e. Wall articulation: The wall articulation minimizes the mass and is effective in blending the mass shape and scale to the other homes in the neighborhood.
    - (2) Section 6565.20.A. Architectural Style: The architectural style and design elements complement the predominant style of nearby homes.

## **RECOMMENDED CONDITIONS OF APPROVAL**

### **Current Planning Section**

1. The project shall be constructed in compliance with the plans approved by the Planning Commission on October 23, 2024, as reviewed by the Coastside Design Review Committee on April 11, 2024, and as conditioned by this approval. Any changes or revisions to the approved plans are subject to review and approval by the Planning Commission. Minor adjustments to the project may be approved by the Director of Planning and Building if they are consistent with the intent of and are in substantial conformance with this approval. Minor adjustments to project design may be approved by the Design Review Officer. For major adjustments to project design, the Design Review Officer will refer consideration of the revisions to the Coastside Design Review Committee, with applicable fees to be paid.
2. The Design Review Permit shall be valid for five years from the date of final 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 issuance of the building permit. The expiration date of the permits may be extended by one 1-year increment with submittal of an application for permit extension and payment of applicable extension fees 60 days prior to the expiration date.
3. The applicant shall include a copy of the final approval letter on the top page of the building plans to provide the Planning approval date and required conditions of approval on the on-site plans.
4. 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 Director of Planning and Building.
5. The applicant shall indicate the following on plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:
- a. The applicant shall confirm that the lot coverage is within the maximum allowance.
6. At the time of building permit application, the applicant shall demonstrate compliance with the following requirements:
- a. Maintain the sizes of the east side, second story windows as approved, including a 4.5-foot by 4.5-foot window and the clerestory window, as shown in revised plans (Attachment G of the staff report), and shall add no further windows to this elevation.
  - b. The applicant shall correct discrepancies in the lot coverage and floor area between Pages A1.0 and A2.2 of the plan set.
7. 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, 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 applications 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. 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.
- n. 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.

- o. 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.
- 8. The applicant shall include an erosion and sediment control plan to comply with the County's Erosion Control 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 prevent erosion and sedimentation off-site.
- 9. All new power and telephone utility lines from the street or nearest existing utility pole to the main dwelling and/or any other structure on the property shall be placed underground.
- 10. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works and the Coastside Fire Protection District.
- 11. No site disturbance shall occur, including any vegetation removal or grading, until a building permit has been issued.
- 12. 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 George and Birch Streets. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on George and Birch Streets. There shall be no storage of construction vehicles in the public right-of-way.
- 13. Color and materials verification shall occur by Planning staff in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.

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 County Ordinance Code Section 4.88.360).
15. Installation of the approved landscape plan is required prior to final inspection.
16. At the building permit application stage, the project shall demonstrate compliance with the Water Efficient Landscape Ordinance (WELo) and provide required forms. WELo applies to new landscape projects equal to or greater than 500 sq. ft. A prescriptive checklist is available as a compliance option for projects under 2,500 sq. ft. WELo also applies to rehabilitated landscape projects equal to or greater than 2,500 square feet. The following restrictions apply to projects using the prescriptive checklist:
  - a. Compost: Project must incorporate compost at a rate of at least 4 cubic yards per 1,000 sq. ft. to a depth of 6 inches into landscape area (unless contra-indicated by a soil test).
  - b. Plant Water Use (Residential): Install climate adapted plants that require occasional, little or no summer water (average WUCOLS plant factor 0.3) for 75 percent of the plant area excluding edibles and areas using recycled water.
  - c. Mulch: A minimum 3-inch layer of mulch should be applied on all exposed soil surfaces of planting areas, except in areas of turf or creeping or rooting groundcovers.
  - d. Turf: Total turf area shall not exceed 25 percent of the landscape area. Turf is not allowed in non-residential projects. Turf (if utilized) is limited to slopes not exceeding 25 percent and is not used in parkways less than 10 feet in width. Turf, if utilized in parkways is irrigated by sub-surface irrigation or other technology that prevents overspray or runoff.
  - e. Irrigation System: The property shall certify that irrigation controllers use evapotranspiration or soil moisture data and utilize a rain sensor; irrigation controller programming data will not be lost due to an interruption in the primary power source; and areas less than 10 feet in any direction utilize sub-surface irrigation or other technology that prevents overspray or runoff.
17. At the building permit application stage, the applicant shall submit a tree protection plan for any work within tree driplines or adjacent to off-site trees (including the non-significant Pine tree at the front of the property), including the following:



- a. Identify, establish, and maintain tree protection zones throughout the entire duration of the project;
- b. Isolate tree protection zones using 5-foot tall, orange plastic fencing supported by poles pounded into the ground, located at the driplines as described in the arborist's report;
- c. Maintain tree protection zones free of equipment and materials storage; contractors shall not clean any tools, forms, or equipment within these areas;
- d. If any large roots or large masses of roots need to be cut, the roots shall be inspected by a certified arborist or registered forester prior to cutting as required in the arborist's report. Any root cutting shall be undertaken by an arborist or forester and documented. Roots to be cut shall be severed cleanly with a saw or topers. A tree protection verification letter from the certified arborist shall be submitted to the Planning Department within five business days from site inspection following root cutting;
- e. Normal irrigation shall be maintained, but oaks shall not need summer irrigation, unless the arborist's report directs specific watering measures to protect trees;
- f. Street tree trunks and other trees not protected by dripline fencing shall be wrapped with straw wattles, orange fence and 2 by 4 boards in concentric layers to a height of 8 feet; and
- g. Prior to issuance of a building permit, the Planning and Building Department shall complete a pre-construction site inspection, as necessary, to verify that all required tree protection and erosion control measures are in place.

#### Building Inspection Section

- 18. A building permit is required for this project.
- 19. Addressing Form: The applicant shall complete an Addressing Form and meet with a Building Technician prior to building permit application submittal.

#### Geotechnical Section

- 20. A geotechnical report shall be submitted at the time of building permit application. The report shall be updated to the current codes. Significant grading profiles, grading proposals, foundation design recommendations, retaining wall design recommendations, and basement design recommendations, if any, shall be provided in the geotechnical report at Building Stage. As this is a vacant site, the geotechnical report shall provide sufficient soil investigation data to evaluate the

potential hazards, for example, expansive soils, soil corrosivity, weak soil strength, and liquefaction. If any hazards are found, mitigation shall be provided in foundation design and grading proposal.

### Drainage Section

21. The following will be required at the time of building permit submittal:
  - a. An updated Drainage Report prepared and stamped by a Registered Civil Engineer.
  - b. A final Grading and Drainage Plan prepared and stamped by a Registered Civil Engineer.
  - c. An updated C3 C6 Checklist (if changes to the amount of impervious area were made during the design phase).
22. 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 Drainage Section 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 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 Drainage Section for review and approval.

### Montara Water and Sanitary District (MWSD)

23. The Applicant shall obtain a Sewer Permit prior to issuance of building permit.
24. Sewer Connection Fees must be paid prior to issuance of connection permit.
25. A grinder pump and pressurized lateral may be required.
26. The Applicant shall obtain a Domestic Water Connection Permit prior to issuance of building permit. Connection fee for domestic water must be paid prior to issuance of connection permit.
27. Proof of well abandonment to San Mateo County Health Department standards may be required.

28. Connection to the MWSD's fire protection system is required. A Certified Fire Protection Contractor must certify adequate fire flow calculations. Connection fee for fire protection system is required. Connection charge must be paid prior to issuance of Private Fire Protection permit. Applicant must first apply directly to District for permits and not their contractor.

#### Coastside Fire Protection District

29. Add Note to plans: Smoke Detectors which are hard wired: As per the California Building Code, State Fire Marshal regulations, and Coastside Fire Protection District Ordinance 2016-01, the applicant is required to install State Fire Marshal approved and listed smoke detectors which are hard wired, interconnected, and have battery backup. Smoke alarms to be installed per manufactures instruction and NFPA 72. These detectors are required to be placed in each new and recondition sleeping room and at a point centrally located in the corridor or area giving access to each separate sleeping area. In existing sleeping rooms, areas may have battery powered smoke alarms. A minimum of one detector shall be placed on each floor. Smoke detectors shall be tested and approved prior to the building final. Date of installation must be added to exterior of the smoke alarm and will be checked at final.
30. Add Note to plans: Escape or rescue windows shall have a minimum net clear openable area of 5.7 sq. ft., 5.0 sq. ft. allowed at grade. The minimum net clear openable height dimension shall be 24 inches. The net clear openable width dimension shall be 20 inches. Finished sill height shall be not more than 44 inches above the finished floor. (CFC 1030).
31. Identify rescue windows in each bedroom and verify that they meet all requirements. Add this to plans.
32. Add Note to plans: New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. The letters/numerals for permanent address signs shall be 4 inches in height with a minimum 1/2-inch stroke. Residential address numbers shall be at least 6 feet above the finished surface of the driveway. Where buildings are located remotely to the public roadway, additional signage at the driveway/roadway entrance leading to the building and/or on each individual building shall be required by the Coastside Fire Protection District. This remote signage shall consist of a 6-inch by 18-inch- green reflective metal sign with 3-inch reflective Numbers/ Letters similar to Hy-Ko 911 or equivalent. Temporary address numbers shall be posted prior to combustibles being placed on site.

33. As per Coastside Fire District Ordinance 2023-01, 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" as defined in the current edition of the California Building Code.
34. Vegetation Management (LRA) - The 2022 California Fire Code Chapter 49 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. This is neither a requirement nor an authorization for the removal of living trees. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 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. Remove that portion of any existing trees, which extends within 10 feet of the outlet of a chimney or stovepipe or is within 5 feet of any structure. Maintain any tree adjacent to or overhanging a building free of dead or dying wood.
35. Fire Access Roads – Add note to plans: The applicant must have a maintained asphalt surface road for ingress and egress of fire apparatus. The San Mateo County Department of Public Works, the Coastside Fire Protection District Ordinance 2016-01, and the California Fire Code shall set road standards. As per the 2016 CFC, dead-end roads exceeding 150 feet shall be provided with a turnaround in accordance with Coastside Fire Protection District specifications. As per the 2016 CFC, Section Appendix D, road width shall not be less than 20 feet. Fire access roads shall be installed and made serviceable prior to combustibles being placed on the project site and maintained during construction. Approved signs and painted curbs or lines shall be provided and maintained to identify fire access roads and state the prohibition of their obstruction. If the road width does not allow parking on the street (20-foot road) and on-street parking is desired, an additional improved area shall be developed for that use.
36. Fire Hydrant: As per 2016 CFC, Appendix B and C, a fire district approved fire hydrant (Clow 2065) must be located within 500 feet of the proposed single-family dwelling unit measured by way of drivable access. As per 2016 CFC, Appendix B the hydrant must produce a minimum fire flow of 500 gallons per minute at 20 pounds per square inch residual pressure for two hours. Contact the local water purveyor for water flow details.
37. Add Note to plans: Automatic Fire Sprinkler System: Fire Sprinkler plans will require a separate permit. As per San Mateo County Building Standards and Coastside Fire Protection District Ordinance Number 2016-01, the applicant is required to install an automatic fire sprinkler system throughout the proposed or improved dwelling and garage. All attic access locations will be provided with a pilot head on a metal upright. Sprinkler coverage shall be provided throughout the residence to include all bathrooms, garages, and any area used for storage.

The only exception is small linen closets less than 24 sq. ft. with full depth shelving. The plans for this system must be submitted to the San Mateo County Planning and Building Department. A building permit will not be issued until plans are received, reviewed and approved. Upon submission of plans, the County will forward a complete set to the Coastside Fire Protection District for review.

38. Installation of underground sprinkler pipe shall be flushed and visually inspected by Fire District prior to hook-up to riser. Any soldered fittings must be pressure tested with trench open. Please call Coastside Protection Fire District to schedule an inspection. Fees shall be paid prior to plan review.
39. Exterior bell and interior horn/strobe are required to be wired into the required flow switch on your fire sprinkler system. The bell, horn/strobe and flow switch, along with the garage door opener are to be wired into a separate circuit breaker at the main electrical panel and labeled.
40. Add note to the title page that the building will be protected by an automatic fire sprinkler system.
41. Solar Photovoltaic Systems: These systems shall meet the requirements of the 2019 CFC Section 1204.2.1

#### Department of Public Works

42. 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 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.
43. Prior to the issuance of the building permit, 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 percent) 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.

44. 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.
45. 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.