



## Planning & Building Department Planning Commission

Laurie Simonson, 1<sup>st</sup> District  
Frederick Hansson, 2<sup>nd</sup> District  
Zoe Kersteen-Tucker, 3<sup>rd</sup> District  
Manuel Ramirez, Jr., 4<sup>th</sup> District  
Steve Dworetzky, 5<sup>th</sup> District

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

### Action Minutes

# DRAFT

MEETING NO. 1612  
Wednesday, April 13, 2016

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

Chair Simonson called the meeting to order at 9:00 a.m.

**Pledge of Allegiance:** The Pledge of Allegiance was led by Chair Simonson.

**Roll Call:** Commissioners Present: Dworetzky, Simonson, Hansson, Ramirez, Kersteen-Tucker  
Staff Present: Monowitz, Fox, Shu

Legal Notice published in the San Mateo County Times on April 2, 2016.

**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 March 23, 2016.

Commissioner Ramirez moved, and Commissioner Dworetzky seconded, that the minutes be approved as revised and submitted.

**Motion carried 4-0-0-1.**

Ayes: Commissioners Dworetzky, Ramirez, Simonson, Hansson

Noes: None

Absent: None

Abstained: Kersteen-Tucker

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### REGULAR AGENDA

9:00 a.m.

- Owner:** County of San Mateo  
**Applicant:** County of San Mateo, Department of Public Works  
**File No.:** PLN 2015-00502  
**Location:** 17290 Skyline Boulevard in the unincorporated North Skyline area

Assessor's Parcel Nos.: 075-094-010 and 075-101-010

Consideration of a Grading Permit, pursuant to Section 8600 of the County Ordinance Code, and the certification of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act, to upgrade Skylonda Fire Station No. 58 by replacing three existing buildings with a new 13,500 sq. ft. firehouse building and a 1,600 sq. ft. reserve apparatus building, along with associated site improvements, on two County-owned parcels totaling 2.29 acres. The project includes 2,600 cubic yards of fill and the removal of 11 trees. The project parcels are located within the Skyline State Scenic Corridor. Application deemed complete March 29, 2016.

**SPEAKERS:**

1. Theresa Yee, Capital Projects Manager
2. Jeff Kats, Architect

**COMMISSION ACTION:**

Commissioner Dworetzky moved and Commissioner Kersteen-Tucker seconded to close the public hearing. **Motion carried 5-0-0-0.**

Commissioner Dworetzky moved and Commissioner Ramirez seconded the motion.  
**Motion carried 5-0-0-0.**

Based on information provided by staff and evidence presented at the hearing, the Planning Commission certified the Mitigated Negative Declaration and approved the Grading Permit for County File Number PLN 2015-00502, by making the required findings and adopting the conditions of approval with the modified condition No. 53 listed as follows:

**FINDINGS**

**For the Environmental Review, Found:**

1. That the Initial Study and Mitigated Negative Declaration are complete, correct and adequate and prepared in accordance with the California Environmental Quality Act (CEQA) and applicable State and County Guidelines. An Initial Study and a Mitigated Negative Declaration were prepared and issued for a public review period from December 24, 2015 to January 26, 2016 (last day of State Clearinghouse review period).
2. That, on the basis of the Initial Study, comments received hereto, and testimony presented and considered at the public hearing, there is no substantial evidence that the project, if subject to the mitigation measures contained in the Mitigated Negative Declaration, will have a significant effect on the environment. The Initial Study and Mitigated Negative Declaration identify potential significant impacts to biological resources, hazards and hazardous materials, and transportation/traffic. The mitigation measures contained in the Mitigated Negative Declaration have been included as conditions of approval in this attachment. Therefore, as proposed and mitigated, the project will not result in any significant environmental impacts.
3. That the mitigation measures identified in the Mitigated Negative Declaration, agreed to by the applicant, placed as conditions on the project, and identified as part of this public hearing, have been incorporated as conditions of project approval (Conditions of Approval Nos. 39 through 47 below).
4. That the Initial Study and Mitigated Negative Declaration reflect the independent judgment of the County.

For the Grading Permit, Found:

5. That the granting of the permit will not have a significant adverse effect on the environment. The Initial Study and Mitigated Negative Declaration required by CEQA found that the implementation of all mitigation measures will prevent the project from having a significant adverse effect on the environment. All recommended mitigation measures in the Mitigated Negative Declaration have been incorporated as conditions of approval below.
6. That the project conforms to the criteria of Chapter 8, Division VII, San Mateo County Ordinance Code, including the standards referenced in Section 8605. The project, as proposed and conditioned, conforms to the standards in the County Grading Regulations, including those relative to erosion and sediment control, dust control, fire safety, and timing of grading activity. The project has been reviewed and approved by the County's Department of Public Works and the County's Geotechnical Engineer.
7. That the project is consistent with the General Plan. The project, as proposed and conditioned, conforms to all applicable General Plan policies, including applicable Vegetative, Water, Fish and Wildlife Resources; Soil Resources; Visual Quality; Historical and Archaeological Resources; Water Supply; and Man-Made Hazards policies as discussed in detail in the staff report dated April 13, 2016.

**CONDITIONS OF APPROVAL**Current Planning Section

1. This approval applies only to the proposal, documents, and plans described in this report and submitted and approved by the Planning Commission on April 13, 2016. Minor modifications to the project may be approved by the Community Development Director if they are consistent with the intent of, and in substantial conformance with, this approval.
2. The Grading Permit shall be valid for eight (8) months from the date of final approval in which time the approved grading work shall have commenced under a valid, issued Grading Permit "Hard Card." Any extension of the permit shall require submittal of a written request for permit extension no less than sixty (60) days prior to the expiration date.
3. No grading activities shall commence until the applicant has been issued a Grading Permit "Hard Card" by the Planning Department. Prior to the issuance of a Grading Permit "Hard Card," the applicant shall submit a schedule to the Current Planning Section stating the date when grading operations will begin, anticipated end date of grading operations, including dates of revegetation and estimated date of establishment of newly planted vegetation.
4. No grading shall be allowed during the wet weather season (October 1 through April 30) to avoid potential soil erosion, unless the applicant applies for an Exception to the Winter Grading Moratorium and the Community Development Director grants the exception. Exceptions will only be granted if dry weather is forecasted during scheduled grading operations, and the erosion control plan includes adequate winterization measures (amongst other determining factors).
5. The site is considered a Construction Stormwater Regulated Site (SWRS). Any grading activities conducted during the wet weather season (October 1 to April 30) will require monthly erosion and sediment control inspections in compliance with the National Pollutant Discharge Elimination System Municipal Regional Permit Section C.6 (Construction Site Control) and Planning and Building Department's Enforcement Response Plan.

6. The applicant shall pay an environmental filing fee of \$2,210.25, as required under the California Department of Fish and Game Code Section 711.4, plus a \$50.00 recording fee. Thus, **the applicant shall submit a check, in the total amount of \$2,260.25 made payable to San Mateo County**, to the County Clerk within four (4) working days of the final approval date of the subject permit to file with the Notice of Determination.
7. The provision of the San Mateo County Grading Ordinance shall govern all grading on the project site. Per San Mateo County Ordinance Code Section 8605.5, all equipment used in grading operations shall meet spark arrester and firefighting tool requirements, as specified in the California Public Resources Code.
8. The engineer who prepared the final approved grading and drainage plans shall be responsible for the inspection and certification of the grading as required by Section 8606.2 of the Grading Ordinance. The engineer's responsibilities shall include those relating to non-compliance detailed in Section 8606.5 of the Grading Ordinance.
9. In order to receive final sign-off on the Grading Permit "Hard Card," the applicant shall ensure performance of the following activities within thirty (30) days of the completion of grading at the project site:
  - a. The engineer shall submit written certification, that all grading has been completed in conformance with the approved plans, conditions of approval/mitigation measures, and the Grading Regulations, to the Department of Public Works and the Planning and Building Department's Geotechnical Engineer.
  - b. The geotechnical consultant shall observe and approve all applicable work during construction and sign Section II of the Geotechnical Consultant Approval form, for submittal to the Planning and Building Department's Geotechnical Engineer and the Current Planning Section.

Please include the Geotechnical File Number, 15G-44, in all correspondence with the Geotechnical Section of the Planning and Building Department.

10. Prior to issuance of the Grading Permit "Hard Card," the applicant shall submit to the Current Planning Section, subject to review and approval by the Community Development Director, a revised erosion and sediment control plan that includes the following revisions:
  - a. A separate Erosion and Sediment Control Plan shall be submitted for each Phase of the project.
  - b. Identify tree protection details for all trees to remain throughout construction, in accordance with the recommended Tree Preservation Guidelines from the Arborist Report prepared by HortScience, Inc., dated November 25, 2015.
  - c. Show temporary construction logistics areas, including location of any proposed construction office trailers; storage sheds; temporary power poles; portable toilets; and storage location and containment of construction materials during work, and afterhours and weekends.
  - d. Show locations and details for proposed stockpiles.

Once approved, erosion and sediment control measures shall be installed prior to beginning any site work and maintained throughout the duration of grading. Failure to install or maintain these measures will result in stoppage of construction until the corrections have been made and/or other enforcement measures taken, pursuant to the Planning and Building Department's Enforcement Response Plan.

11. Erosion and sediment control during the course of grading work shall be according to a plan prepared and signed by the engineer of record, and approved by the Community Development Director pursuant to Condition #10. Revisions to the approved erosion and sediment control plan shall be prepared and signed by the engineer and reviewed and approved by the Community Development Director.
12. The applicant shall submit a dust control plan to the Planning and Building Department prior to the issuance of any Grading Permit "Hard Card" that, at a minimum, includes the Bay Area Air Quality Management District's Basic Construction Best Management Practices. These measures shall be implemented prior to beginning any ground disturbance and shall be maintained for the duration of the project activities:
  - a. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access road) shall be watered two times per day.
  - b. All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
  - c. All visible mud or dirt track-out onto adjacent paved roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
  - d. All vehicle speeds on unpaved roads shall be limited to 15 mph.
  - e. Roadways and building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
  - f. Idling times shall be minimized either by shutting equipment or vehicles off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
  - g. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator.
  - h. Post a publicly visible sign with the telephone number and person to contact at the County regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Bay Area Air Quality Management District's phone number shall also be visible to ensure compliance with applicable regulations.
13. The applicant shall adhere to the San Mateo County Stormwater Pollution Prevention Program "General Construction and Site Supervision Guidelines," including, but not limited to, the following:
  - a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.

- b. Storing, handling, and disposing of construction materials and wastes properly, so as to prevent their contact with stormwater.
  - c. Controlling and preventing 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.
  - d. Using sediment controls or filtration to remove sediment when dewatering the site and obtaining all necessary permits.
  - e. Avoiding cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.
  - f. Delineating with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees and drainage courses within the vicinity of areas to be disturbed by grading.
  - g. Protecting adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
  - h. Performing clearing and earth-moving activities only during dry weather.
  - i. Limiting and timing application of pesticides and fertilizers to prevent polluted runoff.
  - j. Limiting construction access routes and stabilizing 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. 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.
  - n. 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.
14. It shall be the responsibility of the engineer of record to regularly inspect the erosion control measures for the duration of all grading activities, especially after major storm events, and determine that they are functioning as designed and that proper maintenance is being performed. Deficiencies shall be immediately corrected, as determined by and implemented under the observation of the engineer of record.
15. In the event that any archaeological or paleontological resources are encountered at any time during construction, it will be the responsibility of the construction/project manager to stop work within 50 feet of any discovery and contact a qualified archaeologist. Work in the area shall be suspended until the archaeologist prepares a plan for the evaluation of the resource and the plan is submitted and approved by the County.

16. Pursuant to Section 7050.5 of the Health and Safety Code and Section 5097.94 of the Public Resources Code of the State of California, in the event of the discovery of human remains during construction, the construction manager shall stop work and notify the San Mateo County Coroner. If the Coroner determines that the remains are not subject to his/her authority, he/she shall notify the Native American Heritage Commission (NAHC) who shall attempt to identify descendants of the deceased.
17. The applicant shall consult with a historical consultant to assess the office and barracks buildings to record any historical value of these structures prior to their demolition. A copy of the report, to include interior and exterior photos of each building, shall be submitted to the Current Planning Section for the San Mateo County Historical Resources Advisory Board prior to demolition.
18. The applicant shall contact any local Native American tribes, as recommended by the Native American Heritage Commission, to identify any traditional, cultural, and/or religious heritage values in the project area. The applicant shall coordinate with any local Native American tribes that identify heritage values in the project area to preserve and protect those values. Evidence of this consultation and coordination shall be submitted to the Current Planning Section prior to issuance of the grading hard card.
19. 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).
20. Prior to the commencement of grading or construction at the project site, an information sign shall be posted at the entrance to each construction site that identifies the permitted construction hours and provides a telephone number to call and receive information about the construction project or to report complaints regarding excessive noise levels.
21. The applicant shall implement the approved colors and materials for all proposed structures as shown on the approved plans associated with this planning case. Color and materials verification by the Current Planning Section is required prior to final building inspection.
22. Any exterior lighting shall be designed and located so as to confine direct rays to the subject property and prevent glare in the surrounding area. Manufacturer cut sheets for any proposed lighting shall be reviewed and approved by the Planning Department during the building permit process to verify compliance with this condition. Installed exterior lighting shall be subject to inspection and approval by the Current Planning Section prior to final building inspection.
23. The approved Landscape/Tree Planting Plan shall be implemented and verified by the Current Planning Section prior to final building inspection.
24. The applicant shall submit one (1) set of building plans to the Current Planning Section, separate from the plan sets submitted for the building permit, for referral to the San Mateo County Mosquito Abatement District.
25. The applicant shall submit a State Water Resources Control Board Waste Discharge Identification (WDID) number to the Current Planning Section prior to issuance of the grading permit hard card.

*National Pollutant Discharge Elimination System (NPDES) Municipal Regional Permit (MRP) Provision C.3 Requirements:*

26. A separate C.3 and C.6 Development Review Checklist shall be submitted as part of the building permit submittal.
27. Based on the completed C.3 and C.6 Development Review Checklist submitted by the applicant on January 15, 2016, new and replaced project impervious surface exceeds 10,000 sq. ft. Therefore, the applicant shall prepare a Stormwater Management Plan (SWMP) that includes, at a minimum, exhibit(s) showing drainage areas and location of Low Impact Development (LID) treatment measures; project watershed; total project site area and total area of land disturbed; total new and/or replaced impervious area; treatment measures and hydraulic sizing calculations; a listing of source control and site design measures to be implemented at the site; hydromodification management measures and calculations, if applicable; NRCS soil type; saturated hydraulic conductivity rate(s) at relevant locations or hydrologic soil type (A, B, C, or D) and source of information; elevation of high seasonal groundwater table; a brief summary of how the project is complying with Provision C.3 of the Municipal Regional Permit (MRP); and detailed Maintenance Plan(s) for each site design, source control and treatment measure requiring maintenance. Treatment controls shall be designed and sized to treat runoff from new and/or replaced impervious areas only.
28. LID treatment measures to be shown on final improvement or grading plans shall not differ materially from the LID treatment measures presented on the project plans, approved on April 13, 2016, without written approval from the Planning Department.
29. No treatment measures shall have standing water for more than five (5) days, for vector control.
30. The project shall comply with all requirements of the Municipal Regional Stormwater NPDES Permit Provision C.3. Please refer to the San Mateo Countywide Water Pollution Prevention Program's (SMCWPPP) C.3 Stormwater Technical Guidance Manual, for assistance in implementing LID measures, at the site at [http://www.flowstobay.org/bs\\_new\\_development.php](http://www.flowstobay.org/bs_new_development.php).
31. Efficient irrigation systems shall be used throughout all landscaped areas in accordance with the Model Water Efficient Landscape Ordinance.
32. The project shall incorporate at least one site design measure, pursuant to Provision C.3.c.i.(2)(a) of the Municipal Regional Permit.
33. Biotreatment measures (including bioretention areas, flow-through planters and non-proprietary tree well filters) shall be sized to treat runoff from 100% of the applicable drainage area (all impervious areas and applicable landscaped areas) using flow- or volume-based sizing criteria as described in the Provision C.3.d of the MRP, or using the simplified sizing method (4% rule of thumb), described in the C.3 Technical Guidance and based on the flow-based sizing criteria in Provision C.3.d.i.(2)(c).
34. Plant species used within the biotreatment measure area shall be consistent with Appendix A of the C.3 Technical Guidance.
35. Biotreatment soil mix for biotreatment measures shall have a minimum percolation rate of 5 inches per hour and a maximum percolation rate of 10 inches per hour, and shall be in conformance with Attachment L of the MRP, which is included in Appendix K of the C.3 Technical Guidance.
36. Design of biotreatment measures shall be consistent with technical guidance for the applicable type of biotreatment measure provided in Chapter 6 of the C.3 Technical Guidance.



37. The County, as property owner, shall comply with the following operation and maintenance measures, as required by the NPDES Municipal Regional Permit:
- a. The County shall be responsible for conducting all servicing and maintenance as described and required by the treatment measure(s) in the Maintenance Plan(s). Maintenance of all site design and treatment control measures shall be the County's responsibility.
  - b. The County is responsible for submitting an Annual Report to the Planning and Building Department by December 31 of each year.
  - c. Approved Maintenance Plan(s) shall be kept on-site and made readily available to maintenance crews. Maintenance Plan(s) shall be strictly adhered to.
  - d. Site access shall be granted to all applicable representatives of the San Mateo County Mosquito and Vector Control District, and the Water Board, at any time, for the sole purpose of performing operation and maintenance inspections of the installed stormwater treatment systems.
38. Within one (1) week of the installation date of the approved facility, the project civil engineer shall notify Richard Lee, Associate Engineer, Department of Public Works, by email at rlee@smcgov.org or by fax at 650/363-4859. Notice shall include the installation date of the last component of the approved facility and the name of the project civil engineer. The County will perform a final inspection of the approved facility within 45 days of the date of installation.

Conditions of Approval Nos. 39 through 47 are mitigation measures from the Mitigated Negative Declaration (changes made to the mitigation measures are shown in strike through and underline format):

39. An employee education program shall be conducted, consisting of a brief presentation to explain special-status species concerns to contractors, their employees, and any other personnel involved in construction of the project. The program will include the following:
- a. A description of relevant special-status species and their habitat needs as they pertain to the project;
  - b. A report of the occurrence of these species in the project vicinity, as applicable;
  - c. An explanation of the status of these species and their protection under the federal and state regulations;
  - d. A list of measures being taken to reduce potential impacts to natural resources during project construction and implementation;
  - e. Instructions if a special-status species is found on-site. A fact sheet conveying this information shall be prepared for distribution to the above-mentioned people and anyone else who may enter the project site. Upon completion of training, employees will sign a form stating that they attended the training and agree to all of the conservation and protection measures.
40. All excavations left open overnight shall either be covered to prevent wildlife from becoming entrapped or will include escape ramps. In addition, excavations shall be inspected for the California red-legged frog at the start of each workday and prior to back filling. The U.S. Fish and

Wildlife Services (USFWS) and/or the California Department of Fish and Wildlife (CDFW) shall be contacted prior to removing or relocating any special-status wildlife within the excavation.

41. The day construction starts, prior to the initial onset of project activity, a qualified biologist shall conduct a pre-construction survey within the project site for the presence of the California red-legged frog. If California red-legged frogs are found, work shall not commence until the USFWS is contacted and avoidance measures are in place.
42. *Nesting Bird Survey:* If project construction occurs during the nesting season of raptors and migratory birds, a focused survey for active nests shall be completed by a biologist approved by the CDFW within 15 days before the start of any construction activities that could disturb nesting birds. Surveys shall be conducted in all suitable habitat located at the project work site(s), and in staging and storage areas. The minimum survey radius is 250 feet for passerines, 500 feet for small raptors such as accipiters, and 1,000 feet for larger raptors such as buteos. The bird survey methodology and the results of the survey shall be submitted to the CDFW prior to the start of construction, and the radius may be modified in consultation with the CDFW if the project is in an urban area.

The nesting season is defined as March 15 to August 30 for smaller birds (passerines) and February 15 to September 15 for raptors.

*Nest Buffer and Monitoring:* If active nests are found, the wildlife agency approved biologist shall consult with the CDFW and the USFWS migratory bird program regarding appropriate actions to comply with state and federal law. Active nest sites shall be designated as an environmentally sensitive area and protected while occupied during project activities. The protective buffer may be 250 feet for passerines, 500 feet for small raptors, and 1,000 feet for large raptors. A wildlife agency approved biologist shall monitor the behavior of the birds at the nest site to ensure that they are not disturbed by project-related construction work until the young have fully fledged, are no longer being fed by the parents, and have left the nest site, as determined by the approved biologist.

No vegetation shall be disturbed, trimmed or pruned that contains active bird nests until all eggs have hatched, and young have fully fledged (no longer being fed, have completely left the nest). No habitat modification shall occur within the designated environmentally sensitive area even if the nest continues to be active beyond the typical nesting season for the species.

43. A pre-construction survey for maternity (March 1 to August 1) or colony bat roosts (year-round) shall be conducted by a qualified biologist within 14 days prior to activities that remove vegetation or structures. If an occupied maternity or colony roost is detected, CDFW shall be contacted about how to proceed. Typically, a buffer exclusion zone will be established around each occupied roost until bat activities have ceased. The size of the buffer will take into account:
  - a. Proximity and noise level of project activities;
  - b. Distance and amount of vegetation or screening between the roost and construction activities;
  - c. Species-specific needs, if known, such as sensitivity to disturbance.

If a special-status bat species is found, construction work shall not start until authorized by the appropriate wildlife agencies.

Due to restrictions of the California Health Department, direct contact by workers with any bat is not allowed. The qualified bat biologist shall be contacted immediately if a bat roost is discovered during project construction.

44. Tree protection measures shall be included in the approved project Landscape Plan to avoid damage to significant trees during project construction. If the removal of significant trees cannot be avoided, significant trees shall be replaced at a 1:1 ratio on the project site consistent with the San Mateo County Significant Tree Ordinance. Replacement trees shall be in good health and should be from local stock, if feasible. The minimum size for replacement trees shall be a 15-gallon container. Irrigation shall be installed to ensure that newly planted trees receive appropriate watering for the species. Newly planted trees shall also be protected from deer browse. Replacement trees shall be monitored for at least five years and shall be replanted if they die.
45. The proposed project shall implement all Tree Protection Guidelines detailed in the Preliminary Arborist Report prepared for the project (~~Appendix B~~) by HortScience, Inc., dated November 25, 2015, including the design recommendations, pre-construction treatments and recommendations, recommendations for tree protection during construction, and maintenance of impacted trees. Key guidelines include the establishment of the Tree Protection Zone (TPZ) around trees to be retained, regular consultations with the Arborist throughout all project phases, protection of root structures, and supplemental irrigation and monitoring of damaged trees following construction.
46. The County or its Contractor shall develop and implement a demolition debris management and disposal plan for the non-RCRA (Resource Conservation and Recovery Act) hazardous materials that are to be removed from the project site. The plan shall be designed to prevent releases of hazardous materials in quantities that could pose a risk to human health and the environment, as determined using appropriate Bay Area Air Quality Management District (BAAQMD), Regional Water Quality Control Board (RWQCB), Department of Toxic Substances Control (DTSC), and/or other appropriate agency screening thresholds.

The plan shall identify the receiving qualified landfill and present proof of waste acceptance. The plan shall specify measures to minimize airborne dust during building deconstruction and soil movement to protect construction workers and neighboring residents from exposure to hazardous material emissions. The plan shall address protection of worker exposure to airborne lead paint particulates through use of personal protective gear, clear identification of the location of hazardous materials, and removal by properly trained/certified workers, and proper cover and transport of hazardous materials, etc.

47. The Project Contractor shall submit a traffic control plan to the County Department of Public Works and Caltrans for review and approval. The traffic plan shall:
  - a. Identify hours of construction work. All construction traffic and activity within the Skyline Boulevard right-of-way shall be scheduled to avoid peak commute hours (weekdays 7:00 a.m. to 9:00 a.m. and 5:00 p.m. to 6:00p.m.).
  - b. Identify lane closure requirements and safety control measures to be implemented such as signage, speed limits, and use of flagmen for work affecting Skyline Boulevard.
  - c. Prohibit on-street construction worker parking and identify on- and/or off-site parking areas with sufficient capacity for the number of construction workers involved in the project.
  - d. Prohibit on-street equipment staging and identify on- and/or off-site construction staging areas with sufficient capacity to store equipment and materials, including soil stockpiles.

- e. Identify the final construction truck haul route for project soil import and export activities; potential conflicts from the use of this route, such as turning radii, noise and dust issues, or pedestrian conflicts; and means to reduce potential conflicts, such as flagmen or limiting deliveries and hauling activity times.

Department of Public Works

- 48. Prior to the issuance of the building permit or planning permit (for Provision C.3 Regulated Projects), 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.
- 49. The applicant shall submit to the Department of Public Works, for review, documentation of existing easements.
- 50. 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 #3277.
- 51. The applicant shall provide an as-built plan of all site work, including grading and drainage plans, prior to the issuance of a Certificate of Occupancy. The "As-Built" plans shall be accompanied by a written certification from the project engineer that all private facilities have been completed in conformance with the approved plans.

Environmental Health Division

- 52. The applicant shall comply with all standards and regulations of the Environmental Health Division.

California Water Service Company

- 53. The project shall comply with the California Water Service Company's regulations for Backflow Devices.

Caltrans

- 54. The applicant shall obtain an encroachment permit from Caltrans prior to the start of any work or traffic control activities that would encroach onto the State right-of-way.
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- 4. **Correspondence and Other Matters**  
None

- 5. **Consideration of Study Session for Next Meeting**  
Not recommending a Study Session at this time.  
Next Study Session in the near future will be the New Subdivision Regulations update in May.

- 6. **Director's Report**

Update you on a few updating meetings:

- Connect the Coastside meeting where a transportation solutions strategies was presented at the Half Moon Bay Yacht club, next meeting will focus on the land use strategies and how to address the traffic problems on the Coastside.
- Appeal of the Planning Commission denial of the La Costanera project is scheduled for April 26<sup>th</sup> Board of Supervisors meeting.
- The County will hold a study session in Pescadero on April 19, 2016 to speak about the Vacation Home Regulations, an update to follow at the next meeting.
- On April 12<sup>th</sup> the Board of Supervisors approved the Stoddard Trust project to (1) a General Plan Map Amendment changing the land use designation of one parcel from Open Space to Timber Production, (2) a Zoning Map Amendment to rezone same parcel from Resource Management (RM) to Timberland Preserve Zone (TPZ), and (3) Williamson Act contract non-renewal.

7. **Adjournment**

The meeting was adjourned at 9:55 AM

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(4/13/16)