



Planning & Building Department Bayside Design Review Committee

Alpheus W. Jessup
Margaret Schumacher
Jessica Sin

Matt Bloom

County Office Building
455 County Center
Redwood City, California 94063
650 /363 -1825

Notice of Public Hearing

BAYSIDE DESIGN REVIEW COMMITTEE AGENDA
Wednesday, September 6, 2023
3:00 p.m.
Room 101, First Floor
455 County Center, Redwood City

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

SPEAKING AT THE PUBLIC HEARING:

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

CORRESPONDENCE TO THE BAYSIDE DESIGN REVIEW OFFICER:

Erica Adams, Planner
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Planning Counter
455 County Center, 2nd Floor, Redwood City
Phone: 650/363-1825
Website: <https://www.smcgov.org/planning>

MATERIALS PRESENTED FOR THE HEARING:

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

DECISIONS AND APPEALS PROCESS:

The Bayside Design Review Committee will make a decision when design review is the only application being considered, or make a recommendation to a different decision maker when additional planning applications are associated with the project (e.g., use permit, grading permit, etc.). Decision rulings for a project are appealable to the Planning Commission. Appeals must be filed no later than ten (10) business days following the decision at the San

Mateo County Planning Counter (address listed above). Appeal application forms are available online and at the Planning Counter. The appeal fee is \$616.35 which covers additional public noticing.

AGENDAS ONLINE: To view the agenda and maps for all items on this agenda, please visit our website at <https://www.smcgov.org/planning/bayside-design-review-committee>. To subscribe to the Bayside Design Review Committee agenda mailing list, please send a blank email to: sanmateocounty@service.govdelivery.com.

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

NEXT MEETING:

The next Bayside Design Review Committee meeting will be on October 4, 2023

AGENDA

1. **Pledge of Allegiance**
 2. **Roll Call**
 3. **Oral Communications** to allow the public to address the Bayside Design Review Committee on any matter not on the agenda. If your subject is not on the agenda, the Bayside Design Review Committee will recognize you at this time. ***Speakers are customarily limited to five minutes.*** A speaker's slip is required.
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REGULAR AGENDA

**NORTH FAIR OAKS
3:00 pm**

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|----|--------------------------|---|
| 4. | Owner: | Concetta Hayes Trust |
| | Applicant: | Michael Kastrop |
| | File No.: | PLN2023-00046 |
| | Location: | 3203 - 3205 Middlefield Road, North Fair Oaks |
| | Assessor's Parcel No's.: | 060-072-480 |

Consideration of a Design Review Permit for fire repair and major remodel of a 2,487 sq. existing mixed-use building with two commercial units and one residential unit. The project would reduce the size of the 2 commercial units to 1,389 s.f. and add an additional residential unit, for two residential units totaling 956 sq. ft. (with two attached, one-car garages and 1 tandem parking space for guest parking). An Off-Street Parking Exception is required to waive one parking space for the commercial use, where one parking space is required. Deemed complete: August 18, 2023.

5. **Adjournment**
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