



## Planning & Building Department Coastside Design Review Committee

Katie Kostiuk  
Rebecca Katkin  
Christopher Johnson  
Linda Montalto-Patterson  
John Steadman

Beverly Garrity  
Doug Machado  
Mark Stegmaier

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

### Notice of Public Hearing

#### COASTSIDE DESIGN REVIEW COMMITTEE AGENDA

Thursday, January 14, 2021  
1:30 p.m.

\*\*\*\* BY VIDEOCONFERENCE ONLY \*\*\*\*

Virtual  
Meeting

Pursuant to the Shelter in Place Orders issued by the San Mateo County Health Officer and the Governor, the Governor's Executive Order N-29-20, and the CDC's social distancing guidelines which discourage large public gatherings, the regular meeting location of the Coastside Design Review Committee is no longer open for public meetings.

#### **PUBLIC PARTICIPATION:**

##### Written Comments:

Written public comments may be emailed to the Coastside Design Review Officer at [rpanglao@smcgov.org](mailto:rpanglao@smcgov.org) and should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda. The length of the emailed comment should be commensurate with the five minutes customarily allowed for verbal comments, which is approximately 250-300 words. If your emailed comment is received at least 24 hours prior to the meeting, it will be made publicly available on the Coastside Design Review Committee website along with the agenda. To ensure your comment is received and read to the CDRC for the appropriate agenda item, please submit your email no less than 30 minutes prior to the meeting time. The County cannot guarantee that emails received less than 30 minutes before the meeting will be read during the meeting, but such emails will still be included in the administrative record of the meeting and will be provided to the CDRC after the meeting.

##### Spoken Comments:

Spoken public comments will be accepted during the meeting through Zoom. **Please read the following instructions carefully:**

1. The January 14, 2021 Coastside Design Review Committee meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/95668442999>. The meeting ID is: 956 6844 2999. The January 14, 2021 Coastside Design Review Committee meeting may also be accessed via telephone by dialing (669) 900-6833 (Local). Enter the meeting ID: 956 6844 2999, then press #.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the Design Review Officer calls for the item on which you wish to speak, click on "raise hand." The DRO will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
5. When called, please limit your remarks to the time limit allotted.

Audio recordings of previous Design Review meetings are available to the public upon request for a fee.

Coastside Design Review Committee meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation 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 County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

**CORRESPONDENCE TO THE COASTSIDE DESIGN REVIEW STAFF:**

Ruemel Panglao, Design Review Officer	Camille Leung, Senior Planner
Phone: 650/363-4582	Phone: 650/363-1826
Facsimile: 650/363-4849	Facsimile: 650/363-4849
Email: <a href="mailto:rpanglao@smcgov.org">rpanglao@smcgov.org</a>	Email: <a href="mailto:cleung@smcgov.org">cleung@smcgov.org</a>

**MATERIALS PRESENTED FOR THE HEARING:**

Applicants and members of the public are encouraged to submit materials to staff via email but must do so no less than 30 minutes 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 forwarded to the Design Review Officer. A computer-generated copy of a photograph must be submitted.

**DECISIONS AND APPEALS PROCESS:**

The Coastsides 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). If the Planning Counter is still closed during the appeal period due to the COVID-19 emergency, please complete the applicable forms and forward them to the project planner. They will coordinate with you regarding the payment of the appeal fee at that time. Appeal application forms are available online. The appeal fee is \$616.35 which covers additional public noticing.

**REVIEW OF AGENDAS AND MEETING MATERIALS:**

To view the agenda, maps, and plans for all items on this agenda, please visit our website at [www.planning.smcgov.org/design-review](http://www.planning.smcgov.org/design-review) and find the webpage for the meeting date. To subscribe to the Coastsides Design Review Committee agenda mailing list, please send a blank email to: [sanmateocounty@service.govdelivery.com](mailto:sanmateocounty@service.govdelivery.com). To request hard copies of the meeting materials, including plans, please contact the Design Review Officer and allow 5-7 business days for mail delivery.

**NEXT MEETING:**

The next Coastsides Design Review Committee (CDRC) meeting will be on February 11, 2021.

**AGENDA**

1:30 p.m.

**Roll Call****Chairperson's Report**

1:45 p.m.

**Discussion of CDRC efforts related to Timing and Process for Design Review Regulation Update**

**Oral Communications** to allow the public to address the Coastside Design Review Committee on any matter not on the agenda. If your subject is not on the agenda, the Coastside Design Review Committee will recognize you at this time.

***Speakers are customarily limited to five minutes.***

---

**REGULAR AGENDA****EL GRANADA**

2:45 p.m.

1. **Owner/Applicant:** Sean Freitas  
**File No.:** PLN2020-00167  
Location: Located on Avenue Portola, between Coronado Street and The Alameda, El Granada  
Assessor's Parcel No.: 047-208-120

Consideration of a Design Review recommendation to allow the construction of an 847 square foot single-family house with a one-car 224 sq. ft. attached garage on a 2,335 square foot legal lot (Certificate of Compliance PLN2019-00380 recorded on December 4, 2019). This project is associated with a hearing-level Coastal Development Permit (CDP), Non-Conforming Use Permit, and Off-Street Parking Exception. The Non-Conforming Use Permit is requested to allow development on a non-conforming sized parcel, a reduced right side setback (from 5' to 3'), a reduced rear setback for the deck (from 20' to 13'-5"). An Off-Street Parking Exception is requested to allow 1 covered and 1 uncovered parking space where 2 covered parking spaces is required. The project includes the removal of 2 trees and minor grading. The CDRC will not render a decision but will make a recommendation regarding the project's compliance with design review standards. A public hearing before the Planning Commission on the CDP, Non-Conforming Use Permit, and Off-Street Parking Exception, will take place after January 14, 2021. The CDP is not appealable to the California Coastal Commission. Application Deemed Complete on: December 16, 2020. Project Planner: Kanoa Kelley ([kkelley@smcgov.org](mailto:kkelley@smcgov.org)).

---

**MONTARA**

3:45 p.m.

2. **Owner/Applicant:** Kristin and Brandon Fields  
**File No.:** PLN2020-00226  
Location: Located on 2nd Street between Farralone Street and Main Street, Montara  
Assessor's Parcel No.: 036-014-120

Consideration of a Design Review recommendation to allow the construction of a 2,507 square foot single-family house with a detached 415 sq. ft. 2-car garage and a 567 sq. ft. Accessory Dwelling Unit (ADU) located at the rear of the garage, on a 7,500 square foot legal lot (legalized through merger PLN2019-00264). This project is associated with a staff-level Grading permit for 475 cubic yards of grading. The project includes the removal of 8 significant trees. The CDRC will not render a decision but will make a recommendation regarding the project's compliance with design review standards. A decision on the Design Review permit and staff-level Grading Permit will take place after January 14, 2021. The ADU does not require review by the CDRC. Application Deemed Complete on: December 16, 2020. Project Planner: Kanoa Kelley ([kkelley@smcgov.org](mailto:kkelley@smcgov.org)).

---

**3. Adjournment**

Published in the San Mateo Times on January 2, 2021 and the Half Moon Bay Review on January 6, 2021.