

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

DATE: May 16, 2019

TO: Zoning Hearing Officer

FROM: Planning Staff

SUBJECT: Consideration of a Minor Subdivision, to subdivide an existing 10,717 sq. ft. parcel into two parcels (5,359 sq. ft. and 5,358 sq. ft.), located at 611 - 12th Avenue in the unincorporated North Fair Oaks area of Menlo Park, San Mateo County.

County File Number: PLN 2018-00438
(Goldsilverisland Properties, LLC/Li)

PROPOSAL

The applicant proposes to subdivide an existing 10,717 sq. ft., legal parcel into two parcels. One parcel (the southernmost) would be approximately 5,359 sq. ft. and the second parcel (to the north) would be approximately 5,358 square feet. The proposed subdivision includes demolition and removal of an existing 1,500 sq. ft. residence, a detached 520 sq. ft. carport with an attached shed, and three small, stand-alone, sheds (80 sq. ft., 88 sq. ft., and 72 sq. ft.). No other development is proposed under this application. Four Significant Trees (three redwoods respectively 39.1" dbh, 50.8" dbh, 31.2" dbh; and one deodar cedar 21.7" dbh), as defined in Part 3 of Division VIII of San Mateo County Ordinance Section 12,012, and one Heritage Tree (valley oak 48.3" dbh) as defined by Ordinance No. 2427, Section 11,050(g) will be preserved and protected to remain on the property.

RECOMMENDATION

That the Zoning Hearing Officer approve PLN 2018-00438 by making the required findings and adopting the Conditions of Approval listed in Attachment A.

BACKGROUND

Report Prepared By: Renée T. Ananda, Project Planner 650/599-1554

Applicant/Owner: Ying-Min Li/Mankang Mai (Goldsilverisland Properties, LLC)

Location: 611 - 12th Avenue, North Fair Oaks Area, Menlo Park, CA

APN: 060-122-110

Size: 10,717 sq. ft.

Existing Zoning: R-1/S-73 (Single-Family Residential/5,000 sq. ft. minimum lot size)

General Plan Designation: Single-Family Residential (15 to 24 dwelling units/acre)
Urban

Parcel Legality: Lots 21, 22, 23 and Lot 24, Block 30, "North Fair Oaks Subdivision No. 3" recorded in Records of San Mateo County on April 20, 1908, in Book 6 of Maps, at Page 7. Legality of the proposed lots is to be accomplished via the proposed subdivision.

Sphere-of-Influence: Redwood City

Existing Land Use: Single-family residence and detached garage

Water Service: California Water Service-Bear Gulch Division

Sewage Disposal: Fair Oaks Sewer Maintenance District

Fire Authority: Menlo Park Fire Protection District

Environmental Evaluation: Categorically exempt under Section 15315 of the California Environmental Quality Act Guidelines. Class 15 consists of the division of property in urbanized areas zoned for residential use into four or fewer parcels.

Setting: This 10,717 sq. ft. site includes an existing 1,500 sq. ft., single-family residence to be demolished along with a detached carport attached to a shed; and three small, stand-alone sheds. No new development is proposed at this time for either of the proposed parcels. The site is nearly flat and is enveloped by five large trees (four Significant redwood trees and a Heritage valley oak). The parcel is in a residential area and surrounded by existing single-family homes.

DISCUSSION

A. KEY ISSUES

1. Compliance with the General Plan

The County General Plan designates this area as Single-Family Residential, 15.0 to 24.0 dwelling units per acre. The proposed density, after the subdivision, will be approximately 16.26 dwelling units per acre, which is less than the maximum density allowed. The specific density standards for

the site are applied through the Zoning Regulations and the subject property is consistent with those standards as discussed below.

The parent parcel is located on 12th Avenue in Menlo Park within the North Fair Oaks Urban Community as designated by General Plan Policy 8.9 (*Designations*). The proposed subdivision will result in two (2) parcels (5,359 sq. ft. and 5,358 sq. ft.) on 12th Avenue, which comes to a dead-end southwest of Fair Oaks Avenue. Fair Oaks Avenue and 12th Avenue are existing, improved, streets maintained by San Mateo County Department of Public Works (DPW). General Plan Policy 8.30 (*Infilling*) encourages the infilling of urban areas where infrastructure and services are available. General Plan Policy 8.38 (*Parcel Sizes*) regulates minimum parcel sizes in zoning districts to: (1) ensure that parcels are usable and developable, (2) establish orderly and compatible development patterns, (3) protect public health and safety, and (4) minimize significant losses of property values.

Condition No. 11 requires the applicant to submit written certification to DPW and the Planning and Building Department from applicable water and sanitary districts as evidence that adequate sewer, water, and other necessary utilities are available to serve the parcels. The subdivided parcels can accommodate residential uses and as such encourage infilling consistent with General Plan Policy 8.30, although no development is specified at this time for the new parcels. The two (2) resultant parcels will each be larger than the required 5,000 sq. ft. minimum, consistent with the Zoning Regulations and General Plan policies.

2. Compliance with Zoning Regulations

The parent parcel is within the R-1/S-73 District (*Combining District - North Fair Oaks Area*). Section 6300.4.15 requires a minimum building-site area of 5,000 square feet. The proposed subdivision, as mentioned above, will result in two (2) parcels (5358 sq. ft. and 5359 sq. ft.). Each of the two parcels will exceed the minimum 5,000 sq. ft. lot size requirement. Any future development on the newly-created parcels must meet all R-1/S-73 development standards and requirements, including site width, density, setbacks, coverage, floor area ratios, height and daylight planes.

3. Compliance with Subdivision Regulations

Pursuant to Section 7010 of the County Subdivision Regulations, subdivisions require a Development Footprint Analysis to evaluate any site development constraints, such as hazards, and impacts to natural resources. The preservation or removal of trees, such as Significant and Heritage trees, or vegetation must be identified and considered. The findings of the applicant's October 15, 2018 arborist report identify one Heritage size valley oak tree and four Significant size trees (three redwood

trees and one cedar tree) on the parent parcel. The report includes a Tree Protection Plan that delineates measures to protect and or reduce impacts to these trees, as they are not designated for removal and will be retained on the newly-created parcels. Staff included conditions to require additional measures that augment the applicant's Tree Protection Plan contained in the arborist report. Tree protection measures must be implemented for all five trees during demolition activities to minimize damage to their roots and to avoid soil compaction within the existing driplines. The proposed subdivision will create site conditions that could increase the risk of decline for the five trees, particularly the valley oak. The County Arborist has indicated that additional protection measures will be needed if all five trees are to be kept as part of the future residential use of the two (2) parcels, based on the layout depicted on Plan Sheet TM-1. These measures include but are not limited to: (1) air-excavation to explore the location of existing root structures; (2) use of on-grade pier and grade beam foundations within the drip lines of trees; (3) use of geo-grid structural fabrics to reduce the required depth of sub-grade stone use for hardscape within canopy driplines; and (4) an evaluation and cumulative impacts report prepared by an arborist that describes anticipated impacts to the trees prior to development for any proposed development plans. The evaluation shall include a discussion of any impacts from the proposed structures to the roots and canopy. Staff has included these proposed measures as conditions of approval binding upon any future house development on these two parcels.

Staff has concluded that the requested minor subdivision meets the following findings:

a. That the proposed map is consistent with applicable general and specific plans.

The proposed map is consistent with the San Mateo County General Plan as previously discussed in Section A.1 of this report. The proposed subdivision will result in two (2) parcels of 5,359 sq. ft. and 5,358 sq. ft. As cited in Section A.1 of this report, Condition No. 11 requires the applicant to submit written certification to DPW and the Planning and Building Department from applicable water and sanitary districts as evidence that adequate sewer, water, and other necessary utilities are available to serve the parcels. The project will result in development that conforms to the density limits of the Land Use Element and will implement General Plan Policies 8.30 and 8.38.

b. That the design or improvement of the proposed subdivision is consistent with the applicable general and specific plans.

The design of the proposed subdivision is consistent with the policies of the San Mateo County General Plan and the Zoning Regulations, as previously discussed in Sections A.1 and A.2 of this staff report.

No improvements are being proposed for either of the newly-created parcels, at this time. The conceptual building envelopes, however, as depicted on Plan Sheet TM-1 (*Tentative Parcel Map, Site Plan*), dated January 10, 2019 and received on February 8, 2019, indicate that the newly-created parcels can accommodate a residential structure that conforms to the front, rear, and side, setbacks required under the S-73 zoning.

c. That the site is physically suitable for the type of development.

This site is physically suited for single-family residential development for the following reasons: (1) both parcels can be served by existing water and sewer infrastructure; and (2) both parcels have direct access to maintained public roads. There is no evidence to suggest that the project parcel is encumbered by any physical constraints such as flood zones, earthquake fault lines or severe topography. No incompatible land uses are adjacent to the project site.

d. That the site is physically suitable for the proposed density of development.

This site is physically suited for the proposed density of development for the following reasons: (1) the proposed parcels conform to the minimum parcel size requirements of the R-1/S-73 Zoning District; (2) both proposed parcels include ample building envelopes within which a residence could be constructed.

e. That the design of the subdivision or type of improvements is not likely to cause serious public health problems or substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

There is no evidence to suggest that the project will create a serious public health problem or cause substantial environmental damage. The proposed project includes demolition of the existing residence, detached carport with an attached shed, and three stand-alone, small sheds. The demolition of the existing structures may result in temporary air quality impacts to the site and surrounding neighborhood. Condition Nos. 4 and 7 respectively require the applicant to minimize the transport and discharge (or release) of pollutants and to submit a Dust Control Plan. Dust Control includes measures such as watering all active construction areas at least twice

a day and sweeping adjacent public streets if visible soil material is deposited on them.

There are five large trees on the parent parcel (one Heritage and four Significant trees) that will remain on the two newly-created parcels. The applicant is not proposing to remove any trees as part of this project, however, as previously noted there are several trees that could be negatively affected during the demolition process if care is not taken to protect these trees. To address this potential impact, a condition of approval requiring the submittal of a Tree Protection Plan, prior to the issuance of the demolition permit, has been included in Attachment A of this staff report. Condition Nos. 19, 20, 21 and 22 require protection of the Significant and Heritage trees that will remain on the parcel. Condition Nos. 23 through 25 additionally ensure the protection of these trees. As conditioned, the protective measures will ensure that these remaining trees are not damaged.

The proposed project site is not located within 100 feet of a creek or stream; therefore, the design of the subdivision and the proposed demolition will not substantially injure fish or wildlife or their habitat. In summary, Planning staff has included conditions of approval in Attachment A to require that the project minimize the transport and discharge of pollutants from the project site into local storm drain systems and water bodies by adhering to the San Mateo Countywide Stormwater Prevention Programs and General Construction and Site Supervision Guidelines. The proposed subdivision will not result in substantial damage to the environment.

The demolition of the existing structures may result in temporary air quality impacts to the site and surrounding neighborhood, however, as discussed above, the Conditions of Approval have been included in Attachment A of this staff report that will substantially mitigate these impacts.

- f. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public-at-large for access through or use of property within the proposed subdivision.**

There are no existing or proposed easements on the parent parcel. As a result, the finding stipulated in Subsection (8) of Section 7013.3.b, is not applicable.

- g. That the discharge of waste from the proposed subdivision into an existing community sewer system would not result in violation of existing requirements prescribed by a State Regional**

Water Control Board pursuant to Division 7 (commencing with Section 13000) of the State Water Code.

There are no proposed structures that would utilize the sewer at this time, although a main sewer line along 12th Avenue is available, subject to conformance with the regulations of the Fair Oaks Sewer Maintenance District. The District has indicated it will allow the proposed additional one (1) connection (subject to payment of associated fees). Future development of the two (2) lots would require that the residences be connected with the individual sewer laterals at that time. All development on the proposed parcels must meet the requirements prescribed by the State Regional Water Control Board.

- h. That, since the land is not subject to a Williamson Act Contract, the finding regarding the Williamson Act Contract compliance related to sustaining agricultural use is not applicable.**
- i. That, since the proposed subdivision is not located in a state responsibility area or a very high fire hazard severity zone, the finding regarding compliance with the State Board of forestry and Fire Protection regulations is not applicable.**
- j. That, since the proposed subdivision is not land designated in the County General Plan as open space and is not located in a state responsibility area or a very high fire hazard severity zone, the finding regarding consistency with open space purposes and the requirement for a recorded restriction prohibiting the development of a habitable, industrial, or commercial building or structure are not applicable.**
- k. That in carrying out the provisions of the Subdivision Regulations, the County has considered the effect of actions taken pursuant to these regulations on the housing needs of the region and the housing needs of the County as expressed in the Housing Chapter of the County's General Plan and has balanced these needs against the public service needs of residents.**

The proposed subdivision, as mentioned above, will result in two (2) parcels (5,358 sq. ft. and 5,359 sq. ft.) that will each exceed the minimum 5,000 sq. ft. lot size requirement. Both proposed parcels can accommodate residential uses consistent with the Zoning Regulations and the County's General Plan policies, although no development is specified at this time for the new parcels. In consideration of the housing needs of the County, the proposed project will not change the zoning of the two newly-created parcels, convert use of the land to a non-residential use, or prohibit single-

family residential use in the community. The proposed subdivision will not be a constraint on the production of housing in the County.

4. Significant and Heritage Tree Ordinances

Section 12,020.5 of the County *Significant Tree Ordinance* requires all proposals for development (Building or Planning Permit) on sites where proposed construction has the potential to result in impacts to a Significant Tree shall submit a Tree Protection Plan for review and approval, prior to the issuance of a permit. As discussed above, the submittal of a Tree Protection Plan has been required as a condition of approval prior to issuance of the required demolition permit.

5. Compliance with In-Lieu Fees

Chapter 4, Article 6 (*Park and Recreation Facilities*) requires that, as a condition of approval of the tentative map or tentative parcel map, the applicant (subdivider) will be required to dedicate land or pay a fee in lieu of dedication for the purpose of acquiring, developing or rehabilitating County park and recreation facilities and/or assisting other providers of park and recreation facilities in acquiring, developing or rehabilitating facilities that will serve the proposed subdivision. Section 7055.3 further defines the formula for calculating the in-lieu fee for subdivisions of fifty (50) lots or less. The anticipated fee for this subdivision is \$69,192 for in-lieu park fees. An example worksheet showing the computation methodology is included in Attachment E. However, the final fee shall be based upon the assessed value of the project parcel at the time of recordation of the parcel map.

B. ENVIRONMENTAL REVIEW

The proposed minor subdivision is categorically exempt from the California Environmental Quality Act (CEQA) environmental review procedures, pursuant to Class 15, Section 15315. This CEQA exemption applies to the division of property located in urbanized areas into four or fewer parcels; and when the division is in conformance with the General Plan, requires no variances, where all infrastructure and utility services are available and access meets local standards, have not been involved in a subdivision in the last two (2) years, and the property has an average slope of less than 20%. The project site is within the urban/residential zone, will create two parcels, has available water and sewage and other utility service and is relatively flat.

C. REVIEWING AGENCIES

Department of Public works
Building Inspection Section
Geotechnical Section
Menlo Park Fire Protection District
Fair Oaks Sewer Maintenance District
California Water Service – Bear Gulch Division

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Vicinity Aerial Map
- C. Assessor's Parcel Map and Zoning
- D. Proposed Tentative Subdivision Map
- E. In-lieu Park Fee Worksheet
- F. Arborist Report, Prepared by Kevin R. Kielty, Certified Arborist WE#0476A of Kielty Arborist Services, LLC

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County of San Mateo
Planning and Building Department

RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL

Permit or Project File Number: PLN 2019-00438

Hearing Date: May 16, 2019

Prepared By: Renée T. Ananda,
Project Planner

For Adoption By: Zoning Hearing Officer

RECOMMENDED FINDINGS

For the Environmental Review, Find:

1. That this project is exempt from the California Environmental Quality Act (CEQA), Class 15, Section 15315, which exempts minor land divisions of property into four or fewer parcels in urbanized areas zoned for residential use.

For the Minor Subdivision, Find:

2. That the proposed map is consistent with applicable general and specific plans.

The project is consistent with the County's General Plan as described in Section A.1 of this report. It will result in development that conforms to the Land Use Element's density limits and will implement General Plan Policies 8.30 and 8.38.

3. That the design or improvement of the proposed subdivision is consistent with the applicable general and specific plans.

No improvements are being proposed for either of the newly-created parcels at this time. The conceptual building envelopes as depicted on the project plans indicate that the proposed parcels can each accommodate a residential structure that conforms to the front, rear, and side, setbacks required under the S-73 zoning.

4. That the site is physically suitable for the type of development.

The project site is physically suited for single-family residential development for the following reasons: (1) both proposed parcels can be served by existing water and sewer infrastructure; and (2) both proposed parcels have direct access to maintained public roads. There is no evidence to suggest that the project parcel is encumbered by any physical constraints such as flood zones, earthquake fault

lines or severe topography. No incompatible land uses are adjacent to the project site.

5. That the site is physically suitable for the proposed density of development.

This site is physically suited for the proposed density of development for the following reasons: (1) the proposed parcels conform to the minimum parcel size requirements of the R-1/S-73 Zoning District; (2) both proposed parcels include ample building envelopes within which a residence could be constructed.

6. That the design of the subdivision or type of improvements is not likely to cause serious public health problems or substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

There is no evidence to suggest that the project will create a serious public health problem or cause substantial environmental damage. Conditions have been added, including implementation of a Dust Control Plan, that require the applicant to minimize the transport and release of pollutants and to substantially mitigate temporary air quality impacts that may result from the demolition of the existing house. Conditions also require a Tree Protection Plan for the protection of the Significant and Heritage trees that will remain on the parcel. The project will not result in substantial injury to fish, wildlife, or their habitat.

7. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public-at-large for access through or use of property within the proposed subdivision.

There are no existing or proposed easements on the parent parcel.

8. That the discharge of waste from the proposed subdivision into an existing community sewer system would not result in violation of existing requirements prescribed by a State Regional Water Control Board pursuant to Division 7 (commencing with Section 13000) of the State Water Code.

There are no proposed structures that would utilize the sewer at this time, although a main sewer line along 12th Avenue is available, subject to conformance with the regulations of the Fair Oaks Sewer Maintenance District. The District has indicated it will allow the proposed additional one (1) connection (subject to payment of associated fees). Future development of the two (2) lots would require that the residences be connected with the individual sewer laterals at that time. All development on the proposed parcels must meet the requirements prescribed by the State Regional Water Control Board.

9. That, since the land is not subject to a Williamson Act Contract, the finding regarding the Williamson Act Contract compliance related to sustaining agricultural use is not applicable.

- 10. That, since the proposed subdivision is not located in a state responsibility area or a very high fire hazard severity zone, the finding regarding compliance with the State Board of forestry and Fire Protection regulations is not applicable.
- 11. That, since the proposed subdivision is not land designated in the County General Plan as open space and is not located in a state responsibility area or a very high fire hazard severity zone, the finding regarding consistency with open space purposes and the requirement for a recorded restriction prohibiting the development of a habitable, industrial, or commercial building or structure are not applicable.
- 12. That in carrying out the provisions of the Subdivision Regulations, the County has considered the effect of actions taken pursuant to these regulations on the housing needs of the region and the housing needs of the County as expressed in the Housing Chapter of the County’s General Plan and has balanced these needs against the public service needs of residents.

In consideration of the housing needs of the County, the proposed project will not change the zoning of the newly-created parcels, convert use of the land to a non-residential use, or prohibit single-family residential use in the community. The proposed subdivision will not be a constraint on the production of housing in the County.

CONDITIONS OF APPROVAL

Current Planning Section

- 1. This subdivision approval is valid for 2 years, during which time a parcel map shall be recorded. An extension to the 2-year timeframe, pursuant to Section 7013.5 of the County Subdivision Regulations, may be issued by the Planning Department upon written request and payment of any applicable extension fees.
- 2. Prior to recordation of the parcel map, the applicant shall pay to the San Mateo County Planning and Building Department in-lieu park fees as required by County Subdivision Regulations, Section 7055.3. The fees shall be based upon the assessed value of the project parcel at the time of recordation and calculated as shown on the example worksheet in Attachment E.
- 3. Prior to the issuance of a building permit for any demolition or future construction, the applicant shall provide an erosion and sediment control plan, which demonstrates how erosion will be avoided, minimized, and reduced during the construction period. The measures will be in place at all times during construction.
- 4. During any demolition or future project construction, the applicant is responsible for ensuring that all contractors minimize the transport and discharge of pollutants

from the project site into water bodies by adhering to the San Mateo Countywide Storm Water Pollution Prevention Program “General Construction and Site Supervision Guidelines” below, including but not limited to:

- a. Stabilizing all denuded areas and maintaining erosion control measures continuously between October 1 and April 30.
 - b. Removing spoils promptly and avoiding stockpiling of demolition waste materials, when rain is forecast. If rain threatens, stockpiled spoils and other materials shall be covered with a tarp or other waterproof material.
 - c. Storing, handling, and disposing of construction materials and wastes to avoid their entry to the storm drain system or water body.
 - d. Avoiding cleaning, fueling or maintaining vehicles on-site, except in an area designated to contain and treat runoff.
5. Five trees are shown to be retained on-site as part of this subdivision approval. Any future tree removal related to the development of the subdivided parcels shall require that the applicant submit a separate Tree Removal Permit application. Any tree removal shall be delayed until a building permit has been issued for a single-family residence, unless such removal is specifically necessary to complete conditions of this approval.
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).
7. The applicant shall submit a Dust Control Plan to the Planning Department for review and approval prior to the issuance of a building permit associated with any proposed demolition or construction activities. The plan shall include the following control measures:
- a. Water all active construction areas at least twice daily. Water or cover stockpiles of debris, soil, sand or other materials that can be blown by the wind.
 - b. Cover all trucks hauling soil and other loose materials or require all trucks to maintain at least 2 feet of freeboard.
 - c. Sweep (preferably with water sweepers) all paved access roads, adjacent public streets (preferably with water sweepers if visible soil material is carried onto them), parking, and staging areas at construction sites on an “as needed” basis.

- d. Limit traffic speeds on unpaved roads within the project parcel to 15 miles per hour.
- e. Install sandbags or other erosion control measures to prevent silt runoff to public roadways.

The approved Dust Control Plan shall be implemented for the duration of any demolition or construction activities that generate dust and other airborne particles.

- 8. The applicant shall ensure that if during demolition or construction, any evidence of archaeological traces (human remains, artifacts, concentration of shale, bone, rock, ash) is uncovered then all construction and grading within a 30-foot radius shall be halted, the Planning Department shall be notified, and the applicant shall hire a qualified archaeologist to assess the situation and recommend appropriate measures. Upon review of the archaeologist's report, the Community Development Director, in consultation with the applicant and archaeologist, will determine steps to be taken before demolition or construction may continue.

Department of Public Works

- 9. 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.
- 10. 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 an inspector from the Department of Public Works 48 hours prior to commencing work in the County Right-of-Way.
- 11. 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 (DPW), 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 DPW, 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.
- 12. Prior to the issuance of a building permit for new residential development on the original parcel or on either of the lots created pursuant to this subdivision, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed subdivision and submit it to DPW for review and approval. The

drainage analysis shall consist of a written narrative and a plan. The flow of the storm water onto, over, and off of the property being subdivided 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 street improvement plans and submitted to DPW and the Planning and Building Department for review and approval.

13. The applicant shall submit written certification from the appropriate, applicable utilities to the Department of Public Works and the Planning Department stating that they will provide utility (e.g., sewer, water, energy, communication, etc.) services to the proposed parcels of this subdivision.
14. The applicant shall submit a parcel map to the Department of Public Works County Surveyor for review, to satisfy the state of California Subdivision Map Act. The parcel map will be recorded only after all Inter-Department conditions have been met.

Geotechnical Section

15. Driveway Design: Prior to recordation of the parcel map, the issuance of a building permit for new residential development on the original parcel or on either of the lots created pursuant to this subdivision, the applicant shall submit a roadway plan and driveway plans and profiles for each parcel, to the Department of Public Works and the Planning and Building Department. Site plan shall show driveway access for each parcel up to the proposed garage slab. Driveways must comply with County standards for driveway design (maximum slopes not to exceed 20% and their elevation at the property line must be the same elevation as the centerline of the access roadway). The driveway plans shall also include and show specific provisions and details for handling both the existing and the proposed drainage.
16. Maintenance Responsibility: If applicable, the applicant shall record documents that state who will be responsible for any future maintenance of any private drainage and/or roadway facilities that may be constructed. Prior to recording these documents, they shall be submitted to the Planning and Building Department for review. If applicable, said documents shall be recorded prior to recordation of the parcel map.
17. "As-built" Plans: All construction required by these conditions shall be prepared and signed by the subdivider's engineer upon completion of all work. The "as-built" plans shall be accompanied by a written certification from the engineer that all private facilities have been completed in conformance with the approved plans.

Arborist

18. Identify, establish, and maintain tree protection zones throughout the entire duration of the project;
19. Applicant shall submit a Tree Protection Plan, considering the existing trees' driplines. Unnecessary root severance and compaction to the soil within the driplines should be avoided.
20. Existing asphalt and concrete within protection areas is recommended to provide minimal disruption to the root zones.
21. Maintain tree protection zones free of equipment and materials storage; contractors shall not clean any tools, forms, or equipment within these areas.
22. Normal irrigation shall be maintained, but oaks shall not need summer irrigation, unless the arborist's report directs specific watering measures to protect trees.
23. Street tree trunks and other trees not protected by dripline fencing shall be wrapped with straw wattles, orange fence and 2 x 4 boards in concentric layers to a height of 8 feet.
24. Prior to Issuance of a building permit (including grading or demolition permits), 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

25. A separate building/demolition permit must be obtained for the existing structures to be removed. Buildings must be demolished before recordation of the parcel map.

Menlo Park Fire Protection District

26. Upon the future submittal of building permits for residential development on each of the two lots, the plans shall comply with all standards and requirements of the Menlo Park Fire Protection District.

Fair Oaks Sewer Maintenance District (Sewer District)

27. The proposed tentative parcel map indicates that the property will be subdivided into two (2) parcels. The Sewer District records indicate that the property has one existing sewer connection. The Sewer District will allow the proposed additional one (1) connection provided that all associated fees are paid. The Sewer District will require the applicant to purchase the additional sewer connection and obtain

all appropriate permits for the installation of the connection. The fees for the new sewer connection will be calculated based on the plans submitted prior to final approval of the building plans.

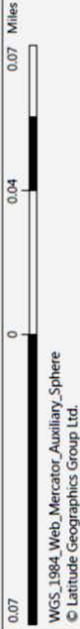
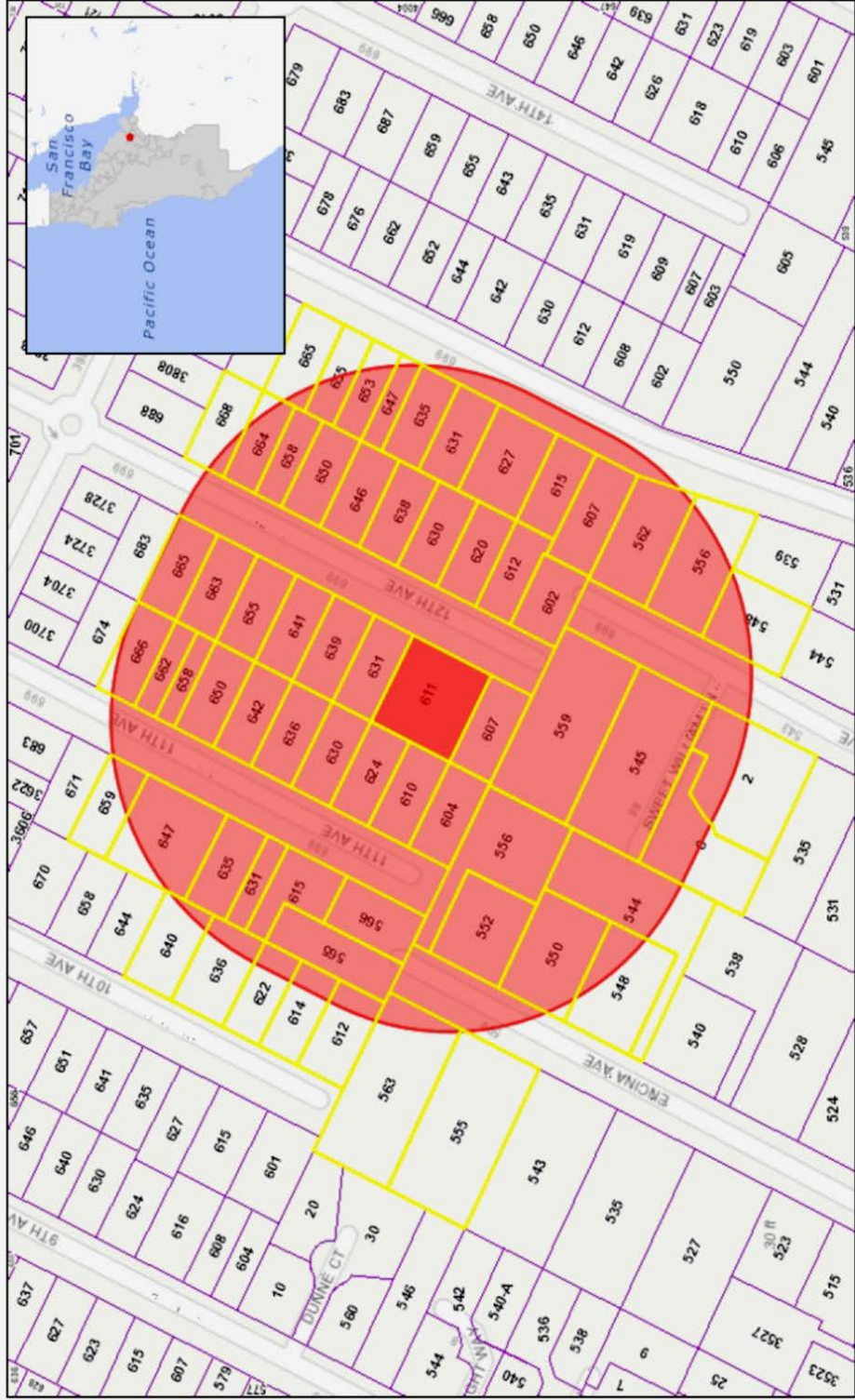
28. Each subdivided parcel must connect to the Sewer District main with an individual 4-inch sewer lateral.
29. The applicant shall submit building plans to the Sewer District for review when the building permit application is submitted. The plans shall indicate the location of the existing and proposed sewer laterals to the Sewer District main.
30. A Sewer Inspection Permit (SIP) must be obtained to cap the existing sewer lateral prior to demolition of the existing building. SIP may be obtained from the Sewer District office at 555 County Center, 5th Floor, Redwood City.
31. Applicant shall pay a plan review fee in the amount of \$300. Payment shall be made to the County of San Mateo County.

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San Mateo County

PLN2018-00438 (Goldsilverland_12th Ave)



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 THIS MAP IS NOT TO BE USED FOR NAVIGATION

San Mateo County Zoning Hearing Officer Meeting

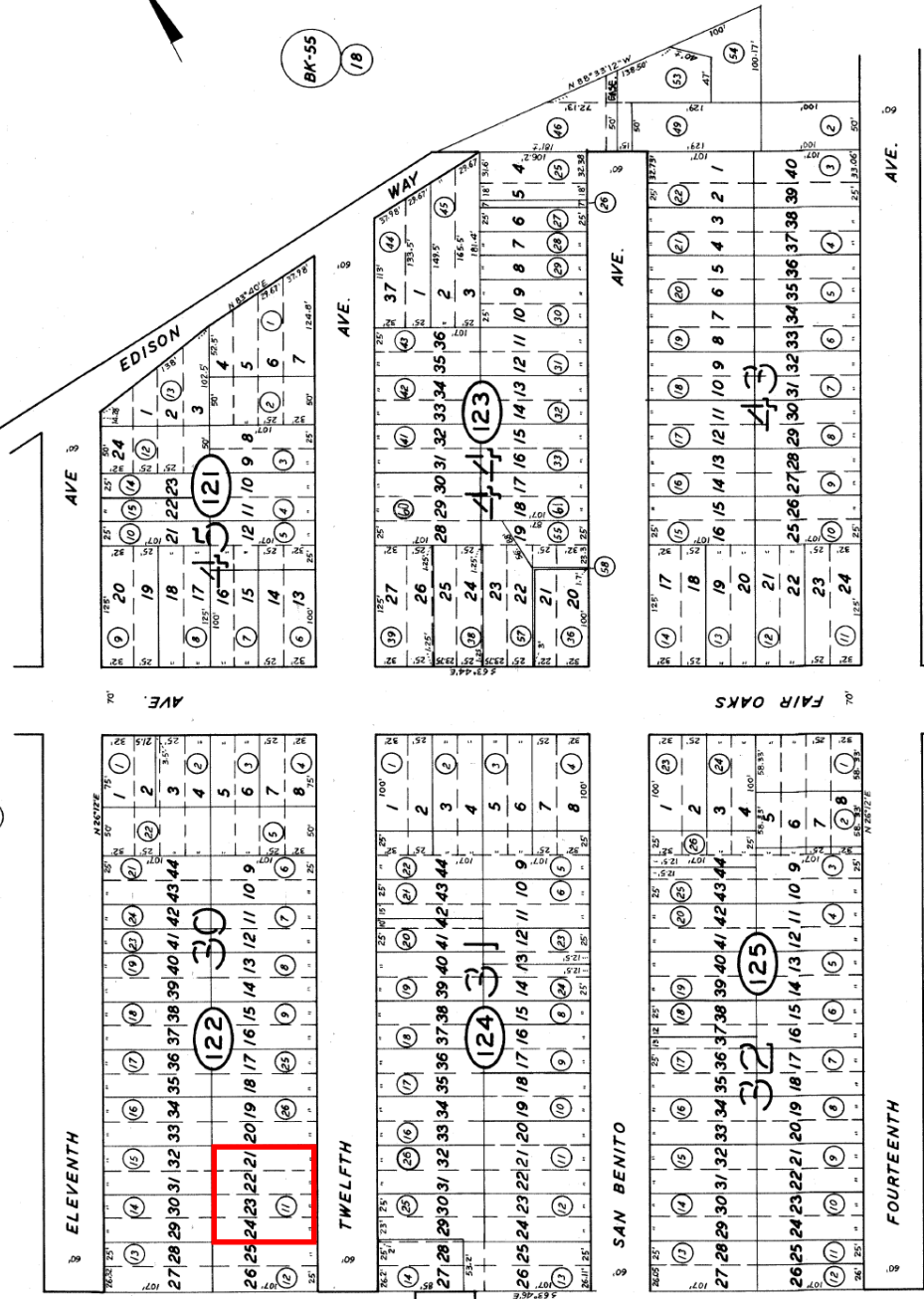
Owner/Applicant: **Ying-Min Li/MankangMai**

File Numbers: **PLN2018-00438**

Attachment: **B**

60-12

TAX CODE AREA



NORTH FAIR OAKS NO. 3 RSM 6/7

4-87

ASSESSOR'S MAP COUNTY OF SAN MATEO, CA.

51

San Mateo County Zoning Hearing Officer Meeting

Owner/Applicant: **Ying-Min Li/MankangMai**

File Numbers: **PLN2018-00438**

Attachment: **C**

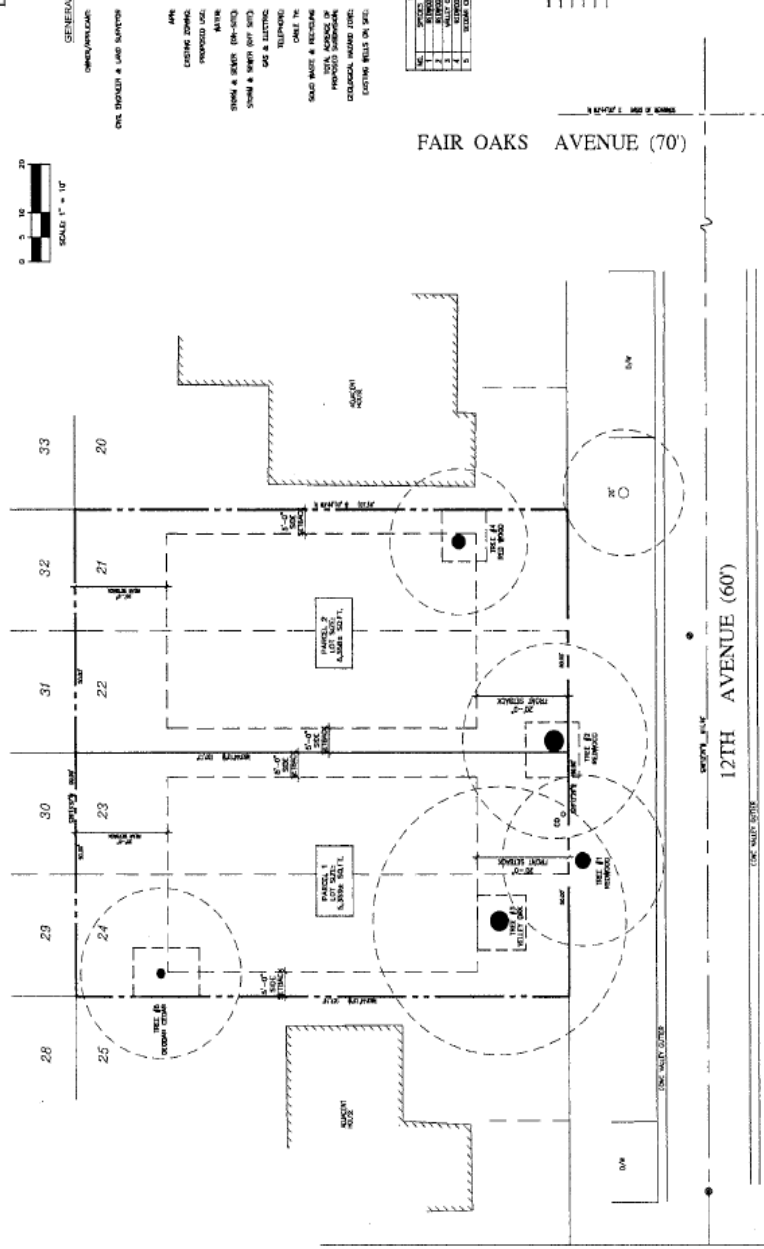
SITE BENCHMARK
GAMMA/DELTA MET 100

BASIS OF BEARINGS:
THE BEARING MEASUREMENTS WERE MADE BY THE ENGINEER AT THE TIME OF THE SURVEY. THE BEARINGS WERE MEASURED IN THE FIELD BY THE SURVEYOR IN THE PRESENCE OF THE PROPERTY OWNER.

TENTATIVE PARCEL MAP 611 12TH AVENUE MENLO PARK, CA 94025

NORTH FAIR OAKS
SUBDIVISION NO. 3
(R MAPS 7)
BLOCK 30

65'±44" 0.0000"



NO.	SPECIES	TRUNK DIAMETER	STATUS
1	WALNUT	14"	TO BE PROTECTED
2	WALNUT	14"	TO BE PROTECTED
3	WALNUT	14"	TO BE PROTECTED
4	WALNUT	14"	TO BE PROTECTED
5	WALNUT	14"	TO BE PROTECTED

- LEGEND
- PROPOSED NEW SUBDIVISION LINE
 - EXISTING SUBDIVISION LINE
 - TREE PROTECTION FENCE
 - BRACING STRUCTURE
 - TREE TO BE REMOVED

Tree to be Protected

SHEET INDEX

NO. 1
NO. 2
NO. 3
NO. 4

TREE PROTECTION FENCE & BRACING STRUCTURE & UTILITY PLAN

APN: 060-123-110
SANTA CLARA COUNTY
611 12TH AVENUE
MENLO PARK, CA 94025

TENTATIVE PARCEL MAP
SITE PLAN

DATE: 11/10/11
SCALE: AS SHOWN
DRAWN BY: RMT
CHECKED BY: RMT
SHEET NO.
TM-1
OF 2 SHEETS

Owner/Applicant: **Ying-Min Li/MankangMai**

File Numbers: **PLN2018-00438**

County of San Mateo
Planning and Building Department

In-Lieu Park Fee Worksheet (Example)

[This formula is excerpted from Section 7055 of the County's Subdivision Regulations]

This worksheet should be completed for any residential subdivision which contains 50 or fewer lots. For subdivisions with more than 50 lots, the County may require either an in-lieu fee or dedication of land.

1. **For the parcel proposed for subdivision, look up the value of the land on the most recent equalized assessment roll. (Remember you are interested in the land only.)**

$$\text{Value of Land} = \underline{\$24,745}$$

2. **Determine the size of the subject parcel in acres.**

$$\text{Acres of Land} = \underline{0.241}$$

3. **Determine the value of the property per acre.**

- a. **Set up a ratio to convert the value of the land given its current size to the value of the land if it were an acre in size.**

Formula:	
$\frac{\text{Parcel Size in Acres (From Item 2)}}{1 \text{ Acre of Land}}$	$\frac{\text{Value of Subject Parcel (From Item 1)}}{\text{Value of Land/Acre}}$
Fill Out:	
$\frac{0.241}{1 \text{ Acre}}$	$\frac{\$24,745}{\text{Value of Land/Acre}}$

- b. **Solve for X by cross multiplying.**

Formula:	
Value of Land	= $\frac{\text{Value of the Subject Parcel (From Item 1)}}{\text{Size of the Subject Parcel in Acres (From Item 2)}}$ = $\frac{\$24,745}{1.00}$
Fill Out:	
Value of Land	= $\frac{\$24,745}{0.241}$ = $\underline{\$102,676.35}$

4. Determine the number of persons per subdivision.

Formula:				
Number of New Lots Created*	X	3.10**	=	Number of Persons Per Subdivision
*Example = A 2-lot split would = 1 newly created lot.				
Fill Out:				
1	X	3.10**	=	3.10
**Average number of persons per dwelling unit according to the most recent federal census (2010).				

5. Determine the parkland demand due to the subdivision.

Formula:				
Number of Persons Per Subdivision (From Item 4)	X	0.003*** Acres/Person	=	Parkland Demand
Fill Out:				
3.10	X	0.003*** Acres/Person	=	0.0093
***Section 7055.1 of the County's Subdivision Ordinance establishes the need for 0.003 acres of parkland property for each person residing in the County.				

6. Determine the parkland in-lieu fee.

Formula:				
Parkland Demand (From Item 5)	X	Value of the Land/Acre (From Item 3.b)	=	Parkland In-Lieu Fee
Fill Out:				
0.0093	X	\$102,676.35	=	\$954.89



County of San Mateo - Planning and Building Department

ATTACHMENT F

Kielty Arborist Services LLC

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650-515-9783

October 15, 2018

Goldsilverisland Homes, LLC

Attn: Mr. Ying-Min Li

43575 Mission Blvd, suite 359

Fremont, CA, 94539

Site: 611 12th, Menlo Park, CA

Dear Mr. Ying-Min Li,

As requested on Monday, October 1, 2018, I visited the above site to inspect and comment on the trees. A new home is planned for the site and your concern as to the future health and safety of the trees has prompted this visit.

Method:

All inspections were made from the ground; the tree was not climbed for this inspection. The tree in question was located on a map provided by you. The tree was then measured for diameter at 54 inches above ground level (DBH or diameter at breast height). The tree was given a condition rating for form and vitality. The trees' condition rating is based on 50 percent vitality and 50 percent form, using the following scale.

1 - 29	Very Poor
30 - 49	Poor
50 - 69	Fair
70 - 89	Good
90 - 100	Excellent

The height of the tree was measured using a Nikon Forestry 550 Hypsometer. The spread was paced off. Comments and recommendations for future maintenance are provided.

RECEIVED

NOV 08 2018

San Mateo County
Planning and Building Department

611 12th/10/15/18

(2)

Survey:

Tree#	Species	DBH	CON	HT/SP	Comments
1SP	Redwood (<i>Sequoia sempervirens</i>)	39.1	60	60/35	Fair vigor, poor form, topped in past.
2SP	Redwood (<i>Sequoia sempervirens</i>)	50.8	65	60/40	Fair vigor, poor form, topped in past.
3HP	Valley oak (<i>Quercus lobata</i>)	48.3	55	45/55	Fair vigor, poor-fair form, decay at base.
4SP	Redwood (<i>Sequoia sempervirens</i>)	31.2	70	55/30	Good vigor, fair form, near property line.
5SP	Deodar cedar (<i>Cedrus deodara</i>)	21.7	65	40/35	Good vigor, fair form, in west corner.

H indicates heritage tree S indicates significant tree, P indicates tree will be protected, R indicates removal planned.

Summary:

The trees on site are all in fair-good condition. There are no excellent trees on the site. The redwoods will all be preserved and protected during construction. The redwoods all have good vigor and will not be greatly affected by the construction. The large valley oak is in poor-fair condition with decay at the base. Normal maintenance of the tree should improve the poor form of the tree. The deodar cedar is in fair condition and is located near the property line ideal for construction. Impacts from the proposed construction should be minor with no long term impacts expected. The following tree protection plan will help to reduce impacts to the retained trees.

Tree Protection Plan:

Tree protection zones should be installed and maintained throughout the entire length of the project. Fencing for the protection zones should be 6 foot chain link fencing supported by metal poles or stakes pounded into the ground. The support poles should be spaced no more than 10 feet apart on center. The location for the protection fencing should be as close to the dripline as possible still allowing room for construction to safely continue. Signs should be placed on fencing signifying "Tree Protection Zone - Keep Out". No materials or equipment should be stored or cleaned inside the tree protection zones.

Any roots to be cut should be monitored and documented. Large roots or large masses of roots to be cut should be inspected by the site arborist. The site arborist may recommend fertilizing or

irrigation if root cutting is significant. Cut all roots clean with a saw or loppers. Roots to be left exposed for a period of time should be covered with layers of burlap and kept moist.

12th/10/15/18

(3)

Trenching for irrigation, electrical, drainage or any other reason should be hand dug when beneath the driplines of protected trees. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trenches should be backfilled as soon as possible with native material and compacted to near its original level. Trenches that must be left exposed for a period of time 611 should also be covered with layers of burlap or straw wattle and kept moist. Plywood over the top of the trench will also help protect exposed roots below.

Normal irrigation should be maintained throughout the entire length of the project. The imported trees on this site will require irrigation during the warm season months. Some irrigation may be required during the winter months depending on the seasonal rainfall. During the summer months the trees on this site should receive heavy flood type irrigation 2 times a month. During the fall and winter 1 time a month should suffice. Mulching the root zone of protected trees will help the soil retain moisture, thus reducing water consumption. The native oaks should not require irrigation unless their root crown is traumatized.

The information included in this report is believed to be true and based on sound arboricultural principles and practices.

Sincerely,

Kevin R. Kielty
Certified Arborist WE#0476A

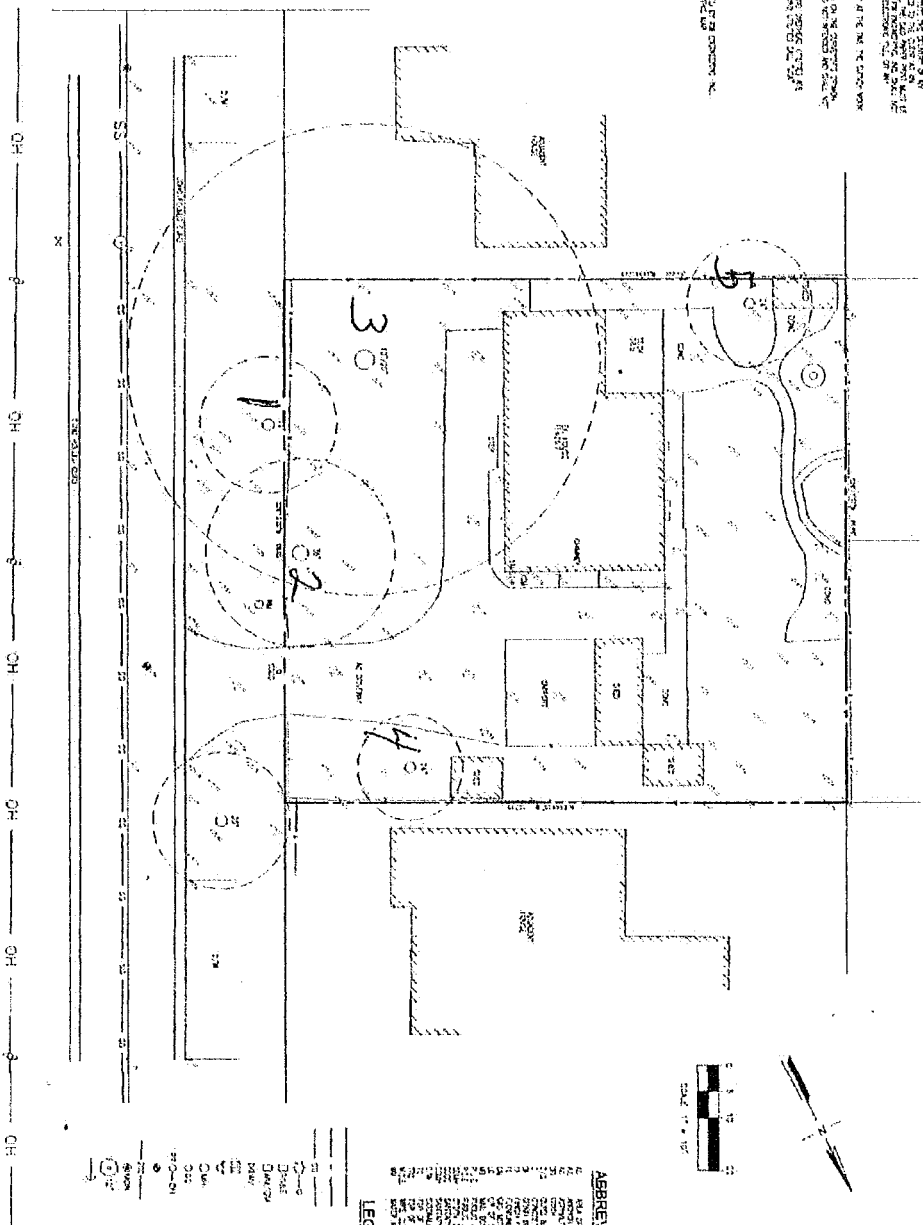
- NOTES:**
1. THE PROPERTY LINES SHOWN ON THIS MAP WERE OBTAINED FROM THE RECORDATION OF RECORDS.
 2. THE LOT AREA OF THIS LOT IS 10,000 SQUARE FEET.
 3. THE PROPERTY LINES SHOWN ON THIS MAP WERE OBTAINED FROM THE RECORDATION OF RECORDS.
 4. THE PROPERTY LINES SHOWN ON THIS MAP WERE OBTAINED FROM THE RECORDATION OF RECORDS.
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 9. THE PROPERTY LINES SHOWN ON THIS MAP WERE OBTAINED FROM THE RECORDATION OF RECORDS.
 10. THE PROPERTY LINES SHOWN ON THIS MAP WERE OBTAINED FROM THE RECORDATION OF RECORDS.

SITE BENCHMARK:
 1. 100 FT. BENCH MARK
 2. 100 FT. BENCH MARK

BASIS OF BEARINGS:
 1. THE BEARINGS SHOWN ON THIS MAP WERE OBTAINED FROM THE RECORDATION OF RECORDS.

REFERENCES:
 1. THE RECORDATION OF RECORDS.

SITE DATA:
 1. THE SITE DATA SHOWN ON THIS MAP WERE OBTAINED FROM THE RECORDATION OF RECORDS.



ABBREVIATION

- 1. ROAD CENTERLINE
- 2. ROAD RIGHT-OF-WAY
- 3. ROAD LEFT-OF-WAY
- 4. ROAD RIGHT-OF-WAY
- 5. ROAD LEFT-OF-WAY
- 6. ROAD CENTERLINE
- 7. ROAD RIGHT-OF-WAY
- 8. ROAD LEFT-OF-WAY
- 9. ROAD CENTERLINE
- 10. ROAD RIGHT-OF-WAY
- 11. ROAD LEFT-OF-WAY
- 12. ROAD CENTERLINE
- 13. ROAD RIGHT-OF-WAY
- 14. ROAD LEFT-OF-WAY
- 15. ROAD CENTERLINE
- 16. ROAD RIGHT-OF-WAY
- 17. ROAD LEFT-OF-WAY
- 18. ROAD CENTERLINE
- 19. ROAD RIGHT-OF-WAY
- 20. ROAD LEFT-OF-WAY

LEGEND

- 1. 100 FT. BENCH MARK
- 2. 100 FT. BENCH MARK
- 3. 100 FT. BENCH MARK
- 4. 100 FT. BENCH MARK
- 5. 100 FT. BENCH MARK
- 6. 100 FT. BENCH MARK
- 7. 100 FT. BENCH MARK
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- 10. 100 FT. BENCH MARK
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- 12. 100 FT. BENCH MARK
- 13. 100 FT. BENCH MARK
- 14. 100 FT. BENCH MARK
- 15. 100 FT. BENCH MARK
- 16. 100 FT. BENCH MARK
- 17. 100 FT. BENCH MARK
- 18. 100 FT. BENCH MARK
- 19. 100 FT. BENCH MARK
- 20. 100 FT. BENCH MARK

<p>SU-1 SHEET 1 OF 1</p>	<p>DATE: 11/11/11</p>	<p>REVISION:</p>	<p>NO.</p>
	<p>DATE: 11/11/11</p>	<p>REVISION:</p>	<p>NO.</p>

TOPOGRAPHIC MAP

**611 12TH AVENUE
 MENLO PARK, CA**

API# 020-122-110

SAN MATEO COUNTY



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 CIVIL ENGINEERS • 4150 CALIFORNIA ST.
 SAN MATEO, CA 94403
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 FAX: (650) 253-0001
 WWW.RWENGINEERING.COM