



Mary Lou Johnson, *Chair*
Kevin Chase, *Vice Chair*
Rick Biasotti
Sujendra Mishra
Perry Petersen
Joe Sammut

**MINUTES
PLANNING COMMISSION MEETING**

March 17, 2015

7:00 p.m.

Meeting location: Senior Center, 1555 Crystal Springs Road, San Bruno

CALL TO ORDER at 7:04 pm.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Chair Johnson	X	
Vice Chair Chase	X	
Commissioner Biasotti	X	
Commissioner Mishra	X	
Commissioner Petersen	X	
Commissioner Sammut	X	

STAFF PRESENT:

Planning Division:

Community Development Director: David Woltering
Long Range Planning Manager: Mark Sullivan
Associate Planner: Matt Neuebaumer
City Attorney: Marc Zafferano
Community Development Technician: Brian Paland

Pledge of Allegiance: Commissioner Petersen

1. Approval of Minutes (February 17, 2015) – Petersen/Mishra

VOTE: 6-0

AYES: Commissioners Chase, Sammut, Biasotti, Johnson, Petersen, Mishra

NOES: None

ABSTAIN: None

2. Communication – None

3. Public Comment – None

4. Announcement of Conflict of Interest – None

5. Conduct of Business – Verbal report from staff regarding update on improvements in Crestmoor neighborhood.

Director Woltering: Indicated that at an earlier meeting the Commission asked for a staff representative to provide an update on the installation of public improvements in the Crestmoor neighborhood. Mr. Woltering stated that Harry Burrowes, project manager for Crestmoor Rebuild, would provide the update this evening.

Harry Burrowes: Presented a summary and timeline for the installation of public improvements as part of a PowerPoint slide presentation. He stated that all underground utilities in the neighborhood had been replaced. The next project will be to install 200 upper sewer laterals on private properties. By the end of the third quarter of 2016, street reconstruction will occur, which will include curbs and gutters, sidewalks, and streetlights. The last project will be the construction of the Glenview/Earl Park, estimated to be complete by the end of the third quarter of 2016.

6.

**A. Crestmoor – Individual Replacement Homes on Ten Vacant Lots
Request for an Architectural Review Permit for the construction of ten individual replacement single-family dwellings on ten pre-existing lots within the Crestmoor neighborhood per the Development Agreement adopted by the City Council on January 27, 2015. City of San Bruno & PG&E (Property Owners), Castle Companies, Inc. (Applicant).**

Associate Planner Neuebaumer: Entered staff report.

Staff recommends the Planning Commission approve Architectural Review Permit 15-001, based on Findings of Fact 1-5 and Conditions of Approval 1-52.

Questions for Staff

Commissioner Biasotti: Thanked staff for the excellent presentation.

Steve Garrett, Castle Companies, Inc./Applicant: Thanked those involved in the earlier, very positive, neighborhood meetings. Mentioned that Castle Companies, Inc. was taking a holistic approach to have the replacement homes blend into the neighborhood. Described the proposed retaining wall designs.

Adam Gardener/Architect: Approached this opportunity as designing semi-custom homes. Created different plan types that would be adaptable to the different lot conditions. Provided "California Rooms," a covered, but not enclosed, outdoor living areas at the rear elevations of most of the homes. Stated that all of the homes are two stories and have one bedroom on the ground floor.

Commissioner Chase: Asked for clarification of hours of construction.

Steve Garrett: Does not anticipate weekend work. In extraordinary circumstances, they would ask for special permission from staff to complete any work on weekends.

Commissioner Petersen: Looks like a fantastic design with outstanding site planning.

Commissioner Biasotti: Given the current state of the California drought, would it be possible to revisit the landscaping plans to use less sod and more native plants.

Steve Garrett: The challenge with revisiting the landscaping plan is time. The primary concern from the neighborhood was to expedite the construction process.

Director Woltering: The Commission could direct staff to review the final landscape plans with a modification to Condition 18 to ensure that the use of sod would be minimized in favor of the use of drought-tolerant, native plant materials.

Public Comment Opened – None

Steve Garrett: Asked for direction from the Commission with regard to retaining wall designs.

Director Woltering: Proposed an additional condition to read: Retaining walls that are visible from the public right-of-way shall have a stucco exterior finish, painted to blend with the base exterior color of the home related to the retaining wall, and a decorative cap element to the satisfaction of the Community Development Director.

Chair Johnson: Would like the builder to consider a personal walk through the site to check for personal items left behind and let the prior owners know of the imminent construction as a courtesy.

Commissioner Petersen: Supports Chair Johnson's idea and suggests that it be coordinated through the staff.

Director Woltering: Indicated that staff would work with the applicant to address this request.

Motion to approve Architectural Review Permit 15-001 with staff recommendations, based on Findings of Fact 1-5 and conditions of approval 1-52 with a modification to Condition 18 and an added condition for retaining wall design, as proposed by staff.

Commissioner Chase/Biasotti

VOTE: 6-0
AYES: All Commissioners present
NOES: None
ABSTAIN: None

Findings of Fact

1. That the ten proposed replacement homes, as set forth on the plans, will not unreasonably restrict or interfere with light and air on the property and on other property in the

neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof; and is consistent with the design and scale of the neighborhood.

2. That the ten proposed replacement homes will not excessively damage or destroy natural features, including trees, shrubs, creeks and rocks, scenic corridors, and the natural grade of the site.
3. That the general appearance of the proposed buildings, structures, or grounds will be in keeping with the character of the neighborhood, will not be detrimental to the orderly and harmonious development of the city, and will not impair the desirability of investment or occupation in the neighborhood.
4. That the ten proposed replacement homes are consistent with the general plan.
5. That the ten proposed replacement homes conform to the basic design principles of the residential design guidelines adopted by resolution by the City Council and as may be revised from time.

CONDITIONS OF APPROVAL

Community Development Department

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of Planning Commission approval. Until such time as the Summary is filed, Architectural Review Permit 15-001 shall not be valid for any purpose. Architectural Review 15-001 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The signed copy of the Summary of Hearing shall be photocopied and included as a full size page in the Building Division set of drawings.
3. The request for an Architectural Review Permit to construct ten replacement homes on ten pre-existing lots within the Crestmoor neighborhood shall be built according to plans approved by the Planning Commission on March 17, 2015, labeled Exhibit C except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
4. The applicant shall obtain a City of San Bruno building permit before construction can proceed. Hours of construction shall be limited to 8:00 am – 6:00 pm, Monday through Friday. All construction related activities, including set up, staging, deliveries, etc. shall not occur before 8:00 am or after 6:00 pm Monday through Friday. The operation of any equipment or performance of any outside construction related to the ten replacement homes shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 8:00 a.m. to 6:00 p.m. Community Development Director approval shall be required to deviate from the approved hours of construction.
5. The applicant shall implement the following dust control measures during construction:
 - a. Water all active construction area twice daily, as needed.

- b. Water or cover stockpiles of debris, soil, sand.
 - c. Cover all trucks hauling soil, sand, and other loose materials, or required all trucks to maintain at least two feet of freeboard.
 - d. Sweep streets daily (with water sweepers) if visible soil material is carried onto adjacent public streets.
 - e. Install erosion control measures to prevent silt runoff to public roadways per approved best management practices.
6. The applicant shall inform all construction workers to abide by all traffic regulations when traveling to and from any construction site within the Crestmoor neighborhood. The applicant shall install signage at strategic locations indicating that the speed limit within the Crestmoor neighborhood is 25 mph.
 7. All sites shall be inspected and general site clean-up shall be conducted on a daily basis.
 8. Prior to Final Inspection for each home, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
 9. The ten replacement homes shall be used only as a single-family residential dwelling units. No portion of any residence shall be rented out as a secondary residential dwelling unit. The rental of a room does not qualify as a secondary dwelling unit. Any attempt to construct an illegal dwelling unit will result in Code Enforcement action by the City. This condition of approval shall be disclosed at the point of sale to the consumer and shall be recorded against each property.
 10. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the California Building Code. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance. This condition of approval shall be disclosed at the point of sale to the consumer and shall be recorded against each property.
 11. The residence must have the ability to park the required number of vehicles in the designated garage area. The tankless water heaters shall be installed at a sufficient height to ensure mobility and complete access throughout the entire garage.
 12. Prior to securing a building permit, the applicant, owner, and general contractor shall meet with Planning, Building, and Public Services staff to ensure compliance with the conditions of approval during the construction process.
 13. FAA notification and approval is required prior to building permit issuance. Alternatively, the City has established an exemption form, which may be submitted to the City in-lieu of FAA notification.
 14. The lot summary data chart shall be modified to accurately represent the heights of all ten single-family replacement homes. Height survey verification shall be required for all homes at the time of framing, prior to roof cover.
 15. The stairs providing access to the porch located on Lot #4 shall be located at least 9'-0" from the front property line.

16. At the time of building permit submittal, the following note on the fencing plans shall be removed: "To be installed on all lot lines facing street or driveway." Fencing shall be installed at locations as indicated on approved plans.
17. At the time of building permit submittal, the landscaping plans shall print legibly.
18. At the time of building permit submittal, full landscaping and irrigation plans for each individual lot shall be submitted. Each lot shall utilize different landscaping treatment measures to ensure aesthetic variety among the various lots. The landscaping plans shall specifically identify which landscaping treatment measures will be installed on each individual lot. The landscaping plans shall be consistent with the preliminary landscaping plans approved by the Planning Commission on March 17, 2015, except that the use of sod shall be minimized and replaced, where possible, with drought-tolerant, native plant materials. Prior to Final Inspection, the site shall be landscaped according to the approved landscape plans. Final landscape plans as well as any changes to the approved landscaping plans shall require review and approval from the Community Development Director.
19. In the event the future property owner of Lot #7 (1721 Earl Avenue) proposes an active use within the rear yard beyond the northerly most retaining wall, a stairway system providing access to the rear yard area shall be required. The stairway system shall and associated guardrails shall comply with all applicable California Building Code Standards. This condition of approval shall be disclosed at the point of sale to the consumer and shall be recorded against the property.
20. A Temporary Use Permit shall be required for all off-site construction staging areas.
21. The ten replacement homes shall meet all 2013 Title 24 California Code Standards.
22. The applicant shall pre-wire all ten homes to accommodate future solar.
23. The applicant shall provide 140A 240V receptacle and dedicated branch circuit in each garage for an electric vehicle charging station.
24. The applicant shall prepare and record a formal agreement specifying maintenance responsibilities for all retaining walls that are crossing shared property lines to the satisfaction of the City Attorney. The exact location of the retaining wall crossing a shared property line shall be specified within the formal agreement. The formal agreement shall be recorded against all affected properties prior to building permit issuance, unless extended by the City Attorney, but in any case, the formal agreement must be recorded prior to issuance of the Certificate of Occupancy for any affected property.
25. The applicant shall indemnify, defend, and hold harmless the City, its officers, employees and agents, from any and all claims and lawsuits from third party(s) involving or related to the City's consideration and/or approval of the applicant's application to construct ten single-family replacement homes.
26. Retaining walls that are visible from the public right-of-way shall have a stucco exterior finish, painted to blend with the exterior base color of the home related to the retaining wall, and a

decorative cap element to the satisfaction of the Community Development Director.

Public Services

27. The Applicant shall be responsible for the cost of all City reviews and inspections required for all work associated with the improvements.
28. The Applicant shall serve each replacement home with City utilities, including City of San Bruno Cable (CSB) T.V. service. The Applicant shall submit a complete utility plan describing all pertinent features.
29. Prior to the issuance of the initial building permit for any parcel, the Applicant shall pay for all current, on-site service connection fees in accordance with the Development Agreement adopted by the City Council on January 27, 2015.
30. All surface drainage from each parcel shall be sloped away from each building and toward the street frontage at a minimum of two percent (2%) slope, in compliance with the California Building Code (CBC), and to the satisfaction of the City Engineer. At least the five-foot wide strip along the building perimeter shall have a slope of 2% minimum away from all buildings to storm drains and/or the street.
31. Prior to the issuance of grading permit, if required, the applicant shall provide the Community Development Department with a plan indicating the amount of soil to be removed, disposal sites, the number of truck trips required and the proposed haul routes.
32. Grading plans with appropriate erosion control measures shall be required for the individual lots. Grading plans shall show all adjacent properties sufficiently to assure that the proposed grading for each parcel does not negatively impact adjacent lands and shall incorporate drainage features necessary to assure continued drainage without erosion from adjacent properties.
33. Area drain grates in landscaped or dirt areas shall be cast iron, and shall be a minimum of 0.75 square feet in area.
34. The applicant shall submit a geotechnical/soils investigation report for each property at the time of building permit submittal. The geotechnical/soils investigation report shall provide data to evaluate the geotechnical conditions of the site and provide seismic, landslide and mudslide evaluation, and recommendations for appropriate soil engineering to reduce seismic hazards.
35. All construction and grading shall be performed in compliance with the 2013 California Building Code (CBC). All geotechnical recommendations and requirements of the CBC shall be incorporated into the individual lot design and become part of the grading and construction specifications. The Geotechnical Engineer who prepared the geotechnical report shall review all construction plans prior to submittal of plans to the City and conduct any inspections, testing and other actions during construction that are called for in the geotechnical report, provided the inspector is a qualified special inspector in accordance with CBC Chapter 17 Section 1704.
36. Engineered retaining walls over 3 feet in height shall be constructed of approved durable

material, to the satisfaction of the City Engineer, Community Development Director, and Building Official. The top of all retaining walls shall be designed to ensure proper drainage and maintenance.

37. The applicant shall obtain a haul route permit prior to issuance of the first building permit.
38. The City is planning to replace curb, gutter, sidewalk, and construction of new roadway on frontage adjacent to homes within the Crestmoor neighborhood. This work in most likelihood would not be complete until after the completion of the ten single family replacement homes. In the event the applicant damages the existing curb, gutter, sidewalk, driveway approaches, or the existing roadway, the applicant shall reconstruct in a temporary manner to the satisfaction of the City Engineer.
39. Sewer laterals shall be a minimum of 4 inches in inside diameter.
40. Construction plans must be prepared in accordance with the 2013 California Building Code. Construction plans shall be submitted on 24" x 36" standard plan sheet. Scale shall be sufficiently large for clarity and review.
41. The Applicant shall provide, as part of its construction plan submittal, detailed structural calculations and design details for retaining walls, which may be constructed as part of the individual lot. Walls shall incorporate drainage features recommended in the geotechnical report to ensure proper drainage. The structural and drainage design shall be to the satisfaction of the Building Official.
42. The Construction Plans shall include and meet all the necessary requirements of the City of San Bruno, and best management practices for erosion control and shall be approved by the City Engineer.
43. The Construction Plans shall include a site plan that shows all property lines, setbacks and easements, and all existing and proposed grading and drainage improvements. All unpaved areas shall be graded to slope at 1% or more. All paved areas shall be graded to slope at 0.5% or more. All grading and drainage work shall conform to the current NPDES requirements. S.B.M.C. 12.16.020.
44. Show on the plot plans flow line diagrams for cold water lines, electrical lines, gas lines, and sanitary sewer lines to include all existing and proposed systems in accordance with the 2013 California Building Code.
45. If not present, the applicant shall install a sanitary sewer lateral clean out at property line per City Standards Detail SS-02, dated Aug 2011. Older clean-outs not meeting current City standards shall be replaced.
46. Planting of one 36-inch box size approved tree or payment to the in-lieu replacement tree fund per most current fee schedule is required. Tree shall be located on adjacent lot frontage per SBMC 8.24.060. At the current rate, the impact payment required is \$540. A separate tree-planting permit is required from Parks Division for any new street tree.
47. Prior to final inspection, paint the address number on face of the curb near the driveway

approach with black (4 inch or larger) lettering on a white background. Add a note showing the location where the street address will be painted.

- 48. Obtain an Encroachment Permit from Public Works Department prior to commencing any work within the City's public right-of-way. S.B.M.C. 8.16.010. The Encroachment Permit shall be issued prior to issuance of a building permit.
- 49. Show on plans how storm water shall be collected from downspouts and other on-site drainage and drained into landscaping or collected through an under sidewalk curb drain to the gutter per City Standard Detail ST-03. Foundations shall be protected from storm water. Drainage into adjacent properties shall not be allowed. Indicate any pipes, swales, or applicable ground percolation treatments as necessary.
- 50. Should the construction of each individual replacement home create and/or replace 2,500 square feet or more of impervious surface, each individual lot must include one of the required C.3.i site Design Measures as required by the Municipal Regional Permit. A C.3.i. Checklist must also be completed and submitted for review.

Fire Department

- 51. The applicant shall install a new 1-1/2 inch water meter for each lot per City Standard Detail W-05.
- 52. A NFPA 13D fire sprinkler system shall be required for each replacement home. The coverage shall include standard 13D fire sprinkler requirements, plus coverage to the garages and a single pilot head to each attic. Exterior-rated horn strobes to be located towards front of buildings. The systems are to be installed under separate Fire Sprinkler Permits for each residence. The Fire Sprinkler Permits shall be issued prior to issuance of Building Permits.
- 53. The building permit submittals shall indicate that address numbers will be at least four inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.

6.B - Request for consideration and a recommendation to the City Council adoption of the Draft 2015-2023 Housing Element of the General Plan as a General Plan Amendment, as well as associated Initial Study/Negative Declaration (IS/ND).

Long Range Planning Manager Sullivan: Entered staff report.

Staff recommends the Planning Commission adopt Resolution 2015-03 recommending that the San Bruno City Council approve the Initial Study/Negative Declaration (IS/ND) (State Clearinghouse #2014122066) for the 2015-2023 Housing Element Update and adopt the updated Housing Element of the General Plan (dated March 2015) as a General Plan Amendment (GPA15-002), pursuant to Article 10.6 (Sections 65580-65589.8) of the California Government Code.

Questions for Staff – None

Open Public Comment – None

Commission Discussion

Vice Chair Chase: Thanked staff for exceptional presentation.

Motion that the Planning Commission recommend that the San Bruno City Council approve the Initial Study/Negative Declaration (IS/ND) (State Clearinghouse #2014122066) for the 2015-2023 Housing Element Update and adopt the updated Housing Element of the General Plan (dated March 2015) as a General Plan Amendment (GPA15-002), pursuant to Article 10.6 (Sections 65580-65589.8) of the California Government Code.

Commissioner Chase/Sammut

Roll Call Vote: 6-0

AYES:	Chair Johnson, Vice Chair Chase, Commissioners Sammut, Petersen, Biasotti, Mishra
NOES:	None
ABSTAIN:	None

7. Discussion

A. City Staff Discussion:

Volunteers for the Thursday, April 16th ARC meeting: Commissioner Sammut, Johnson, and Chase identified.

B. Planning Commission Discussion:

Director Woltering: Provided an update on the pine trees that Commissioner Sammut reported at the previous Commission meeting. Mr. Woltering stated he was told the removal of the trees should begin by tomorrow.

Commissioner Sammut: Thanked staff and noted that tree removal had begun today.

Director Woltering: Asked if one of the Commissioners would give an update on the meeting held with City Council members on the selection of a new Planning Commissioner.

Commissioner Biasotti: At the meeting, a document was created that clearly defines what is expected of a Planning Commissioner, the functions, and the training that one would need. Additionally, they assembled some questions and exercises to evaluate the potential new Commissioner.

Commissioner Petersen: Asked staff for an update on Isla Restaurant.

Director Woltering: Working with applicants to schedule bringing the proposed murals back to the ARC for review.

Commissioner Biasotti: Asked if staff, given the draught conditions, would ask the City Council for guidance on what we should be looking for when reviewing landscape plans.

Director Woltering: Staff will work on this through the City Manager and report back to the Commission.

Chair Johnson: Notes that when traveling Northbound on 7th Avenue and then making a right turn onto San Bruno Avenue, visibility is blocked by cars parked in the lot of the business on the corner. Asked if staff could look into improving safety at that intersection.

Commissioner Biasotti: Asked staff for an update on the status of the Lee's Buffet site.

Director Woltering: Structures have been removed and the site has been cleared. And, at this time, planting and fencing are being installed along the El Camino Real frontage. Additionally, a 3-foot high fence and planting will be installed along the Linden Avenue frontage. The intent is to prepare the Linden side for future development of a single family home. Presently, there is not a redevelopment plan for the El Camino frontage.

8. Adjournment

Meeting was adjourned at 8:10 pm

David Woltering
Secretary to the Planning Commission
City of San Bruno

Mary Lou Johnson, Chair
Planning Commission
City of San Bruno

NEXT MEETING: February 17, 2015