CITY OF BELMONT
MEMORANDUM

TO: Planning Commission

FROM: Carlos de Melo, Community Development Director

SUBJECT: August 4, 2014 Planning Commission Meeting - Agenda Item 4D
Single Family Design Review – Request for Extension of Approval
Address: Vacant lot on Monte Cresta Drive; APN: 043-243-340
Application No. 2012-0057 and 2014-0039

SUMMARY

The property owner, Damon Campbell, requests an extension of the Planning Commission approval of a Single Family Design Review (SFDR) to construct a new 3,497 square-foot single-family residence on a vacant 17,101 square foot lot.

BACKGROUND

On September 3, 2013, the Planning Commission approved (by a vote of 4-1) the subject Single Family Design Review request.

SITE CONDITIONS/ZONING CONFORMANCE

The project site is located in a hillside residential area of the San Juan Hills of Belmont. Lands to the north, west, and east of the site are primarily undeveloped residentially designated parcels; the paved portion of Monte Cresta Drive to the south of the project site has been developed primarily with one and two-story hillside single-family residences.

The existing property is located at the paved terminus of Monte Cresta Drive; the subject property has approximately six feet of frontage along the improved (cul-de-sac) portion of this street. The balance of the property frontage is along the unimproved portion of Monte Cresta Drive. The subject lot is irregular in shape with a moderate to steep upslope (approximately 27% slope) from the improved/unimproved portions of Monte Cresta Drive. The site is covered in predominantly native grasses and some mature trees.

The proposed single-family residence is a permitted use in the HRO-2 (Hillside Residential and Open Space) zoning district, and is conforming to the General Plan Designation HROP - Residential and Open Space.

PROJECT DESCRIPTION

The approved project consists of the construction of a multi-level 3,497 square foot, single-family home on site. The project would consist of the following:

Site Plan

The proposed residence is designed to traverse the upslope portion of the site and would include a recessed garage and off-street parking and turnaround area adjacent to the driveway. Retaining walls are proposed both along the project driveway and around the perimeter of the dwelling. All walls within setback areas will not exceed six feet in height; a few walls outside the required setback areas range from six to ten feet in height. The proposed dwelling would consist of the following:

Floor Plans - Garage Level

The 743 square foot garage level would include a fully conforming, two-car garage with an exterior dimension of approximately 23 feet in width and 24 feet in length; this level would also include stairs and the main entry. The 28 foot wide and 42 foot long parking area adjacent to the garage is adequate to park two additional cars. The parking area dimensions/orientation facilitates a vehicle turnaround for safer movement along the driveway. Pedestrian access to the property is proposed along the driveway to the entry stair system which leads to the upper level living spaces.

Floor Plans – Main Level

The 2,754 square foot main floor consists of a foyer/hallway, great room, kitchen, dining area, master bedroom, walk-in closet, guest bedroom/home office, two additional bedrooms, two and one-half bathrooms, laundry room, and stairs to the garage level. The interior staircase and an exterior staircase would provide access from the lower level to the upper level of the home. Permeable paver patios are located adjacent to the great room, kitchen, and master bedroom.

Exterior Design/Materials/Colors

The proposed dwelling would include the following exterior materials:

- Building Walls: Smooth plaster finish and El Dorado Stone
- Windows/Doors: Various Pane Sizes/Wood & Metal Frame
- Window Trim: Earth tone
- Roof: Metal w/potential for photovoltaic panels
- Garage Door: Glass sectional with metal frame
- Retaining Walls: El Dorado Stone
- Parking Pad/Turnaround Area: Permeable pavers
- Driveway: Concrete
- Guardrails: Metal with glass windscreens

See Attachment D – September 3, 2013 Planning Commission staff report for additional background information for the project.

Since the Planning Commission approved the project on 9/3/13, the applicant has been chiefly focused on addressing personal/family issues. Recently, the applicant contacted staff indicating that they were ready to resume preparation of construction project plans. The applicant anticipates submittal of civil, architectural and structural plans for the building permit submittal within the next 3-4 months.

The one-year deadline for taking a building permit (and vesting the approval) will expire on September 3, 2014. The applicant submitted a request on July 22, 2014 (See Attachment A) regarding an extension of the Single Family Design Review entitlement. The applicable Zoning Ordinance statutes for extension approvals are as follows:

Section 10.5 APPLICATIONS - EXTENSION OF TIME

10.5.1 EXTENSION OF TIME - The Planning Commission may grant up to two 1-year extensions of the expiration dates for variance, conditional use, design review, and exception permits it originally granted upon making the following findings:

(a) The governing regulations under which the permit was originally approved have not changed in a way that have established different findings, development standards, or evaluation criteria.

(b) The applicants have presented a reasonable explanation of the delay in completing the project and have demonstrated intent to complete the project within the next year.

(c) The surrounding neighborhood conditions and site characteristics have not changed in a way that would no longer provide a factual basis for positively reaffirming the original findings.

Section 10.5 allows the Planning Commission to extend planning approvals it originally granted. Such extension is not required to be requested before, or granted prior to the one-year deadline.

CONCLUSION

Staff has reviewed the request in light of the required findings and found:

- Applicable statutes have not changed via establishment of different findings, standards, or general evaluation criteria.

- The applicant has provided a reasonable explanation for the delay. Staff further believes the applicant shows intent to obtain project permits and commence significant project construction within the next year. The applicant will be working with staff over the next 3-4 months to facilitate construction project plan completion for a building permit submittal.

- There have been no significant changes to the surrounding Monte Cresta Drive neighborhood in the past year. Within the last year, the Planning Commission has approved two new single family dwellings for properties located at the intersection of San Juan Boulevard and Monte Cresta Drive. These properties are a significant distance (1,300+ feet) from the subject site and are not anticipated to have an effect on the project. No other recent building permits (for significant additions/modifications) or zoning entitlements within the last year have been issued for properties within 300 feet of the subject site. There have also been no changes to the characteristics of the project site.

Staff believes an extension is warranted. Should the Commission grant the extension, the entitlements would be valid until September 3, 2015 (or less time as deemed appropriate by the Commission), unless a building permit has been issued before then. In conclusion, staff believes the findings for granting an extension (Section 10.5.1. a-c) can be made in the affirmative.

ATTACHMENTS

A. Applicant Request Letter – July 22, 2014
B. Resolution approving extension of Single Family Design Review
C. Conditions of Approval
D. September 3, 2013 Planning Commission staff report (no additional attachments)

ATTACHMENT A

Applicant Request Letter – July 22, 2014

7/22/14

Re: Building permit extension for Application No. 2012-0057

Dear Community Development Director de Melo,

I am writing to you to request an extension of time for acquiring a building permit for my approved project located at the end of Monte Cresta Drive. My wife, who had been fighting ovarian cancer for the past 24 years, became very ill shortly after the project was approved and because of this we were unable to move the project forward. Recently my wife passed away due to those complications and now I am ready to pick up where she and I had left off and build the house that we dreamed of. So I am very committed to creating the needed construction documents and working with the city to acquire a building permit.

If you have any questions please feel free to give me a call

Thank you

Damon Campbell

415-203-8427

ATTACHMENT B

Resolution Approving Extension of Single Family Design Review

RESOLUTION NO. _____

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BELMONT APPROVING AN EXTENSION OF A SINGLE FAMILY DESIGN REVIEW FOR A VACANT LOT ON MONTE CRESTA DRIVE (APN 043-243-340) (APPL. NO. 2012-0057 AND 2014-0039)

WHEREAS, Damon Campbell, property owner, requests an extension of the Planning Commission approval of a Single Family Design Review to construct a new 3,497 square-foot single-family residence for a vacant lot on Monte Cresta Drive (APN 043-243-340); and,

WHEREAS, Environmental Review was required and the City of Belmont determined the project to be categorically exempt pursuant to the California Environmental Quality Act, Section 15303; and,

WHEREAS, the Planning Commission hereby adopts the staff memorandum dated August 4, 2014 and the facts contained therein pertinent to the project as its own findings of facts; and,

WHEREAS, The Planning Commission has considered the applicant's request for an extension of the Single Family Design Review entitlement and finds the required findings per Section 10.5.1 (a-c) (Extension of Time) are made in the affirmative as follows:

(a) The governing regulations under which the permit was originally approved have not changed in a way that have established different findings, development standards, or evaluation criteria.

The applicable Single Family Design Review statutes have not significantly changed within the last year such that different findings, development standards, or evaluation criteria have been established. This finding is affirmed.

(b) The applicants have presented a reasonable explanation of the delay in completing the project and have demonstrated intent to complete the project within the next year.

The applicant has provided a reasonable explanation for the delay. Staff further believes the applicant shows intent to obtain project permits and significantly complete construction within the next year. The applicant will be working with staff to prepare project plans for building permit submittal within the next 3-4 months. Approval of this time extension request would enable the applicant to build the home after the winter grading moratorium (April 2015). This finding is affirmed.

(c) The surrounding neighborhood conditions and site characteristics have not changed in a way that would no longer provide a factual basis for positively reaffirming the original findings.

There have been no significant changes to the surrounding Monte Cresta Drive neighborhood in the past year. Within the last year, the Planning Commission has approved two new single family dwellings for properties located at the intersection of San Juan Boulevard and Monte Cresta Drive. These properties are a significant distance (1,300+ feet) from the subject site and are not anticipated to have an effect on the project. No other recent building permits (for significant additions/modifications) or zoning entitlements within the last year have been issued for properties within 300 feet of the subject site. There have also been no changes to the characteristics of the project site. This finding is affirmed.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Belmont hereby extends Single Family Design Review approval to construct a new 3,497 sq. ft. single family home on a vacant lot on Monte Cresta Drive (APN 043-243-340), to September 3, 2015, subject to the conditions in the attached Exhibit "A".

* * * * * * * * * * * * * *

I hereby certify that the foregoing resolution was duly and regularly passed and adopted by the Planning Commission of the City of Belmont at a regular meeting held on August 4, 2014.

AYES,
COMMISSIONERS: _____

NOES,
COMMISSIONERS: _____

ABSENT,
COMMISSIONERS: _____

ABSTAIN,
COMMISSIONERS: _____

RECUSED,
COMMISSIONERS: _____

_____
Carlos de Melo
Planning Commission Secretary

ATTACHMENT C

Conditions of Approval

EXHIBIT "A"

CONDITIONS OF PROJECT APPROVAL
SINGLE FAMILY DESIGN REVIEW
VACANT LOT ON MONTE CRESTA DRIVE (APN 043-243-340)

I. COMPLY WITH THE FOLLOWING CONDITIONS OF THE COMMUNITY DEVELOPMENT DEPARTMENT:

A. The following conditions shall be shown on plans submitted for a building permit and/or site development permit or otherwise met prior to issuance of the first building permit (i.e., foundation permit) and shall be completed and/or installed prior to occupancy and remain in place at all times that the use occupies the premises except as otherwise specified in the conditions:

Planning Division

1. Plans submitted for building permit and all construction shall conform to the plans on file in the Planning Division for Appl. No. 2012-0057 and 2014-0039. The Director of Community Development may approve minor modifications to the plans.

2. All construction and related activities which require a City building permit shall be allowed only during the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday, and 10:00 a.m. to 5:00 p.m. on Saturdays. No construction activity or related activities shall be allowed outside of the aforementioned hours or on Sundays and the following holidays: New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day and Christmas Day. All gasoline powered construction equipment shall be equipped with an operating muffler or baffling system as originally provided by the manufacturer, and no modification to these systems is permitted.

3. Prior to issuance of building permits, the property owners shall file with the Director of Community Development, on forms provided by the City, an acknowledgment that they have read, understand and agree to these conditions of approval.

4. In accordance with the Belmont Zoning Ordinance, the permit(s) granted by this approval shall expire on September 3, 2015. Any request for extension of the expiration date shall be made in accordance with the applicable provisions of the Belmont Zoning Ordinance.

5. In the event that this approval is challenged by a third party, the property owners and all assignees will be responsible for defending against this challenge, and agree to accept responsibility for defense at the request of the City. The property owners and all assignees agree to defend, indemnify and hold harmless the City of Belmont and all officials, staff, consultants and agents from any costs, claims or liabilities arising from the approval, including without limitation, any award of attorneys fees that might result from the third party challenge.

6. A final landscape/vegetation management plan shall be submitted for review and approval by the Community Development Department in consultation with City Arborist and the City Fire Marshal. Said plans shall denote the location of drip irrigation, and pruning of any tree limbs within eight feet of the home. Drip irrigation shall be used to the maximum extent possible for all project landscape plantings.

7. The applicant shall submit a construction management plan, prior to issuance of a building permit. This plan requires notice to surrounding property owners/properties along the haul route two weeks prior to grading, and identification of a staging area and haul route for the project. The plan shall be reviewed and approved by the Community Development Department in consultation with the Department of Public Works and the Police Department, prior to issuance of grading/building permits.

8. The applicant shall submit a temporary encroachment permit for any driveway/improvements in the Public Right-Of-Way. This permit is required to be reviewed and approved by the Public Works Department prior to issuance of building permits for the project. The Temporary Encroachment Permit shall require replacement in kind of the existing chain link fence at the terminus of the Monte Cresta Drive cul-de-sac, after construction has been completed for the project.

9. Building plans shall be submitted that reflect that no part of the residence shall exceed the 28-foot height limit as measured from the finished grade to the topmost point of the residence immediately above. A California licensed surveyor or civil engineer shall provide a wet-stamped certification that the home conforms with the 28-foot height limit prior to the roof diaphragm inspection.

10. A California licensed architect or civil engineer shall provide wet-stamped floor area calculations for the entire residence with the building permit plans. Said calculations shall include "boxed out" areas of the residence and shall reflect a residence that is not greater than 3,500 square feet. A California licensed architect or civil engineer shall provide "as built" drawings of the home with a calculation of total floor area, prior to final building permit inspection.

11. In conjunction with commencement of grading activities on-site, the applicant shall install fencing demarcating the Potential Debris Flow (PDF) area/perimeter within the property.

City Geologist

The project is subject to Public Works Department and City Geologist review and approval with the following conditions:

1. Geotechnical Plan Review - The Project Geotechnical Consultant shall review and approve all geotechnical aspects of the project building and grading plans (i.e., site preparation and grading, site drainage improvements and design parameters for

foundations, retaining walls and driveway) to ensure that their recommendations have been properly incorporated.

The results of these inspections and the as-built conditions of the project shall be described by the geotechnical consultant in a letter and submitted to the City along with other documentation for building permit plan-check.

2. Geotechnical Construction Inspection – The Project Geotechnical Consultant shall inspect, test (as needed), and approve all geotechnical aspects of the project construction. The inspections should include, but not necessarily be limited to: site preparation and grading, site surface and subsurface drainage improvements, and excavations for foundations and retaining walls prior to the placement of steel and concrete.

   The results of these inspections and the as-built conditions of the project should be described by the geotechnical consultant in a letter and submitted to the City Engineer for review prior to final (granting of occupancy) project approval.

City Arborist

1. Prior to finalization of or approval of the building plans, the applicant's project team shall make an appointment for a meeting with the Contract City Arborist and Staff at the site, to address the following:

   a. Driveway: Determine a surveyor-staked location of the driveway retaining wall south edge where it conflicts with the oak #3 canopy dripline so that the CCA can determine actual pruning requirements if the driveway is built as currently proposed.

   b. Domestic Water Line: Verify that the proposed domestic water line is rerouted to outside the canopy dripline of oak #3 as shown on the CCA tree location map.

   c. Irrigation Line Trench: Verify that the proposed irrigation line is relocated such that it is tightlined directly against the south edge of the proposed retaining wall along the section that encroaches within the north portion of the oak #3 canopy.

   d. Irrigation Spray: Verify that the proposed irrigation plan is adjusted to eliminate at least three (3) irrigation heads that are currently proposed for the area within the canopy dripline of oak #3 directly uphill from the trunk. Also eliminate any irrigation proposed for within 15 feet of the trunks of trees #1 and #2.

   e. Pruning: Verify that an ISA Certified Arborist has been retained along with a tree pruning crew to perform airspace clearance pruning work on the north side of the oak #3 canopy (in accordance with ANSI A300 pruning standards where possible) prior to the start of any site construction.

f. Fees:

Verify that tree-related fees are paid:

i. Monitoring fee (arborist fee) of $1,000 (depending on the number of trees to be retained), plus a 30% administration fee required by the City, which covers all the once- monthly site inspections and letter reports throughout the life of the project from start of work until final signoff. Additional hourly fees will apply for monitoring work if the CCA is requested to oversee "special items" such as retention tree pruning, root crown excavations, demolition near trunks, etc. as applicable.

ii. Impacts: Verify that the project team understands that the CCA will determine prior to final occupancy permit issuance if certain tree specimens were negatively impacted by site plan construction activity to the degree that a damage fee would be required to be paid in the amount of partial or full tree removal fees plus in-lieu fees as applicable.

g. Staging/Storage/Ingress/Egress:

Identify all staging, storage, and ingress/egress areas. These must all be kept outside of the delineated RPZ fence perimeters protecting trees to be retained.

2. Tree Pruning*:

The applicant shall retain a qualified ISA-Certified Arborist to perform airspace clearance pruning, to conform as much as possible to the current ANSI-A300 standards to remove a portion of the oak #3 north side canopy to clear current proposed retaining wall / driveway work.

Prior to start of this pruning, the limits of the proposed driveway / retaining wall shall be staked out by a surveyor to accurately show the area requiring clearance pruning in relation to the oak #3 canopy.

The tree care contractor retained for this work shall contact the Contract City Arborist Walter Levison via phone 48 hours minimum prior to pruning to allow Mr. Levison to monitor the work.

Refer to the approved vendor list in this report for local tree care contractors.

Do not perform topping, shearing, lion-tailing (removal of inner and lower wood), or thinning pruning which are contrary to the American National Standards mentioned above, unless absolutely necessary.

*If Staff requires the applicant to redesign the driveway / wall to clear the oak #3 canopy as drawn on the CCA tree map, then clearance pruning may not be required to be performed.

3. Root Crown Excavation:

The applicant shall retain an ISA Certified Arborist with experience in root crown excavation to delicately hand-dig around the base of oak #3 using dull, rounded trowels or other small hand tools to reestablish original grade around the trunk, and expose the buried buttress root "flares". This helps to allow for normal gas exchange between the tree and the atmosphere.

4. Root Protection Zone:

Chain link

The applicant shall install chain link fence per locations determined during the pre-construction meeting around all trees being retained. This fencing shall be known as the root protection zone or "RPZ". Fence routes are shown as red dashed lines on the WLCA tree location map markup in this arborist report. Note that if the location of the proposed driveway is adjusted to uphill (north of) its current location to clear oak #3, then the RPZ fence around oak #3 will be erected beyond the existing canopy dripline as it is drawn on the CCA's tree map attached to the arborist report.

Fencing material used for all protective fences must be steel chain-link, at least five-feet in height, mounted on two-inch diameter galvanized iron posts 7-feet in length, driven a minimum of 24-inches into the ground. Posts for post and hook fencing must be mounted no wider than six-feet apart. This fence must be erected prior to any heavy machinery traffic or construction material arrival on site.

Note: Create a +/- 18 inch wide open gap in each RPZ fence perimeter so that arborists and other tree protection related personnel can access the areas inside the RPZ.

Straw wattle erosion control rolls shall be placed and staked down along the bottom edge of a silt fence installed per package directions with zip ties on the uphill side of the chain link fence above the oak #3 canopy north side. This special "extra duty" type tree protection will only be required in the area uphill from oak #3. Note that the silt fence needs to be dug into grade with double-backed bottom edge in order to perform correctly.

The protective fencing must not be temporarily moved during construction. Materials, tools, excavated soil, liquids, substances, etc. shall not be placed or dumped, even temporarily, inside the RPZ.

Storage, staging, work, or other activities shall not occur inside the RPZ without the expressed written (emailed) permission from the Contract City Arborist. The CCA can be contacted 48 hours advance notice to request that a fence section be temporarily moved or removed (see signage below).

5. Signage:

The TPZ fencing shall have one sign affixed with UV-stabilized zip ties to the chain link at eye level for every 20-linear feet of fencing, minimum 8"X11" size each, plastic laminated or otherwise waterproofed, stating:

TREE PROTECTION FENCE

DO NOT MOVE OR REMOVE WITHOUT AUTHORIZATION FROM
WALTER LEVISON, CONTRACT CITY ARBORIST (CCA)

CALL OR EMAIL 48-HRS ADVANCE FOR PERMISSION

Cell (415) 203-0990 drtree@sbcglobal.net

6. Root Pruning:

If any woody roots measuring 1 inch diameter or greater are encountered during site work such as but not limited to retaining wall and driveway excavation near oak #3, stop site plan work and call a qualified tree care contractor to prune roots at right angles to the root growth direction, using sharp tools such as an A/C powered Sawzall, lopper, professional pruning saw, etc.

If roots are required to be left exposed for more than 24 hours, then cover with six (6) layers of wet, muddy burlap. If possible, cover the root(s) completely with existing site soil and wood chip mulch, and irrigate thoroughly to saturate the uppermost 24 inches of the soil profile. Cover the soil with wood chip mulch. See image at right for example of correct root pruning.

Call the CCA at cell 415-203-0990 immediately upon encountering the roots (prior to pruning) so that digital images of the root locations, depths, and densities can be archived.

If roots are shattered or broken, then the "backdigging" protocol must be used prior to root pruning in order than the roots be severed at a location with undamaged tissue (see sample image at right).

8. Water Spray:

Spray off foliage of trees #1, 2, and #3 on a 1x/month basis using a high power garden hose to wash both the upper and lower surfaces of the foliage. This helps keep the gas portals (stomata) unclogged for better gas exchange which is crucial for normal tree function (see image at right).

9. Driveway / Retaining Wall Adjustment (Optional):

To allow for optimal root zone retention and the long term health and structural integrity of oak #3, the CCA suggests relocating the proposed driveway and retaining wall 7 to 10 horizontal feet uphill from its current proposed location.

10. Domestic Water Trench Route Adjustment:

Adjust the location of the proposed domestic water line trench such that it is located completely outside of (i.e. north of) the canopy dripline of oak #3 as drawn on the CCA tree map.

11. Landscape and Irrigation Plan Adjustment:

Irrigation Pipe Routes:

Adjust the location of the proposed irrigation line which is currently shown as running east-west beneath the canopy dripline of oak #3. Tightline the pipe against the south side of the driveway retaining wall such that pipe trenching in the root zone of oak #3 will only occur along the south edge of the wall.

Eliminate ½" PVC pipe routes that are currently shown to encroach to within 2 feet of a "10 inch cedar" (tree #2) and within 5 feet of a "twin eight inch pine" (tree #1). This section of trenched-in irrigation system will need to be eliminated and kept out at least 15 linear feet from those two trees to avoid severe root loss or root damage.

Another option would be to swap standard PVC piping out for a surface system of ½" diameter Netafim emitter line or poly tubing and bubblers. However, the area near incense cedar #2 should remain dry during summer, and should not have supplemental irrigation within 10 or 15 feet of the trunk.

Tree #3 would actually benefit from the addition of permanent irrigation, but only if this irrigation is supplied from an over-grade no-dig type system that does not damage the existing lateral root system.

Irrigation Heads:

Eliminate three (3) or more proposed spray heads shown on sheet L-4 in the area directly uphill from the trunk of oak #3 such that summer/fall irrigation water does not infiltrate into the oak #3 root zone between the proposed driveway wall and the oak trunk.

Landscape Plantings:

Eliminate proposed landscape plantings in the tree #1 and tree #2 area where proposed ½" PVC irrigation piping needs to be eliminated as discussed above in this item.

12. Irrigation / Temporary:

If and when directed by the CCA, provide temporary irrigation water to oak #3 via application along the north side of the oak #3 RPZ fenceline on a special frequency and duration schedule (e.g. 1x/month 200 gallons) during the construction period between May and November when rains are typically light or non-existent.

Application method(s) can include, but are not limited to:

- Water tank/spray system.
- Water truck.
- Domestic water supply with garden hose system and/or soaker hose and/or emitter lines.
- Gravity tank.

13. Irrigation / Permanent (Optional):

Provide permanent irrigation to Monterey pine #1 (neighbor's tree) using over-grade "trenchless" type tubing to boost soil moisture. This in turn may help boost tree vigor and thereby increase the tree's ability to fight off pine pitch canker and bark beetle attacks.

EXHIBIT "A"

CONDITIONS OF PROJECT APPROVAL
SINGLE FAMILY DESIGN REVIEW
VACANT LOT ON MONTE CRESTA DRIVE (APN 043-243-340)

I. COMPLY WITH THE FOLLOWING CONDITIONS OF THE COMMUNITY DEVELOPMENT DEPARTMENT:

A. The following conditions shall be shown on plans submitted for a building permit and/or site development permit or otherwise met prior to issuance of the first building permit (i.e., foundation permit) and shall be completed and/or installed prior to occupancy and remain in place at all times that the use occupies the premises except as otherwise specified in the conditions:

Building Division

1. Plans submitted for building permit and all construction shall conform to the approved plans on file in the Planning Division for Appl. No. 2012-0057 and 2014-0039.

2. The applicant shall obtain all required permits.

3. This project is subject to the School Facilities Fee. Proof of payment must be presented to the City of Belmont before the permit will be issued. Contact the Sequoia Union School District directly for further information.

4. This project is subject to the requirements of the Green Building Ordinance. Based on the scope of work, the project is required to achieve a compliance level 70 Build it Green points using the New Home Checklist.

5. Pursuant to the Belmont Department Ordinance #2011-1, Section 1003.2.9.2(A), the building shall include a fire sprinkler system and the plan will be a deferred submittal.

6. Pursuant to Regulation 6, Rule 3 per the Bay Area Air Quality Management District, effective January 1, 2009, no person or builder shall commence construction of a new building or structure permitted to contain or containing a wood-burning device or install a new wood-burning device resulting from a remodel unless the device meets the requirements of Section 6-3-303. Any gas fueled heating device or electric-powered heating device is allowed under this standard.

7. Retaining walls shall be designed by a civil engineer.

8. The City of Belmont Municipal Code requires a soils and engineering geology report for all new or substantially altered foundations. Provide such a report and a letter from the geotechnical engineer confirming that the foundation plan has been reviewed and that it has been determined that the recommendations in the soils report are properly incorporated into the plans. BMC 7-12, IBC 106.1 & 1804.3.

9. The applicant shall provide a record of survey.

10. The applicant shall post hours of operation and phone numbers for noise complaints.

11. The applicant shall provide space for recycling containers.

12. The applicant shall provide list of construction and demolition recycling service providers.

13. Contractors and subcontractors shall make a good faith effort to contact construction and demolition recycling providers.

14. The applicant shall notify all contractors and subcontractors of Belmont expectations of maximizing diversion of solid waste.

15. The applicant shall investigate opportunities for salvaging material for reuse.

16. Building plans shall specify that the 2009 IBC, 2009 UPC, 2009 UMC and 2008 NEC as amended by the State of California and all applicable City of Belmont ordinances will be employed during this project.

17. Building plans shall include Class 2 ignition-resistant construction and shall be in accordance with Sections 505.2 through 505.11of the 2006 Wildland-Urban Interface Code.

18. All roofs shall have at least a Class B roof covering, Class B roof assembly or an approved noncombustible roof covering. For roof coverings where the profile allows a space between the roof covering and roof decking, the space at the eave ends shall be fire-stopped to preclude entry of flames or embers.

19. Combustible eaves, fascias and soffits shall be enclosed with solid materials with a minimum thickness of ¾ inch (19 mm). No exposed rafter tails shall be permitted unless constructed of heavy timber materials.

20. Gutters and downspouts shall be constructed of noncombustible material.

21. Exterior walls of buildings or structures shall be constructed with materials approved for a minimum of 1-hour fire-resistance-rated construction on the exterior side or constructed with approved noncombustible materials. Exception: Heavy timber or log wall construction. Such material shall extend from the top of the foundation to the underside of the roof sheathing.

22. Buildings or structures shall have all under-floor areas enclosed to the ground, with exterior walls in accordance with Section 505.5. Exception: Complete enclosure may be omitted where the underside of all exposed floors and all exposed structural columns, beams and supporting walls are protected as required for exterior 1-hour fire-resistance-rated construction or heavy timber construction.

23. Unenclosed accessory structures attached to buildings with habitable spaces and projections, such as decks, shall be a minimum of 1-hour fire resistance-rated construction, heavy timber construction or constructed of approved noncombustible materials or fire retardant-treated wood identified for exterior use and meeting the requirements of Section 2303.2 of the 2006 International Building Code. When the attached structure is located and constructed so that the structure or any portion thereof projects over a descending slope surface greater than 10 percent, the area below the structure shall have all under-floor areas enclosed to within 8-10 inches (152 mm) of the ground, with exterior wall construction in accordance with Section 505.5. Height has been modified to comply with geographical needs.

24. Exterior glazing. Exterior windows, window walls and glazed doors, windows within exterior doors, and skylights shall be tempered glass, multi-layered glazed panels, and glass block or have a fire-protection rating of not less than 20 minutes.

25. Exterior doors shall be approved noncombustible construction, solid core wood not less than 1-3/4-inches thick (45 mm), or have a fire protection rating of not less than 20 minutes. Windows within doors and glazed doors shall be in accordance with Section 505.8.

26. Attic ventilation openings, foundation or under-floor vents or other ventilation openings in vertical exterior walls and vents through roofs shall not exceed 144 square inches (0.0929 m2) each. Such vents shall be covered with noncombustible corrosion-resistant mesh with openings not to exceed ¼ inch (6.4 mm) or shall be designed and approved to prevent flame or ember penetration into the structure. Attic ventilation openings shall not be located in soffits, in eave overhangs, between rafters at eaves, or in other overhang areas. Gable end and dormer vents shall be located at least 10 feet (3048 mm) from property lines. Under-floor ventilation openings shall be located as close to grade as practical.

27. Detached accessory structures located less than 50 feet (15 240 mm) from a building containing habitable space shall have exterior walls constructed with materials approved for a minimum of 1-hour fire resistance-rated construction, heavy timber, log wall construction, or constructed with approved noncombustible material on the exterior side. When the detached structure is located and constructed so that the structure or any portion thereof projects over a descending slope surface greater than 10 percent, the area below the structure shall have all under-floor areas enclosed to within 8-10 inches (152 mm) of the ground, with exterior wall construction in accordance with Section 505.5. Height has been modified to comply with geographical needs.

EXHIBIT "A"

CONDITIONS OF PROJECT APPROVAL
SINGLE FAMILY DESIGN REVIEW
VACANT LOT ON MONTE CRESTA DRIVE (APN 043-243-340)

II. COMPLY WITH THE FOLLOWING CONDITIONS OF THE BELMONT FIRE DEPARTMENT:

1. The proposed building is located in a High or Very High Fire Hazard Severity Zone, requiring design compliance with California Building Code Chapter 7-A. Project plans shall identify the High or Very High Fire Hazard Severity Zone, and shall reflect the applicable requirements of CBC 7-A.

2. The proposed building is located within an Urban-Wildland Interface, (High or Very High Fire Hazard Severity Zone). The applicant shall submit a Vegetation Management Plan (VMP) identifying a 30 foot wide buffer zone around the structures, and identify all vegetation and ground cover on the VMP.

3. The proposed building shall be provided with an Automatic Fire Extinguishing System. Project plans shall show the locations of any of the following devices: Double Detector Check Valve, Post Indicator Valve, Fire Department Connection, Fire Sprinkler Riser located on the Exterior of the Building, and Fire Alarm Bell.

III. COMPLY WITH THE FOLLOWING CONDITIONS OF THE POLICE DEPARTMENT:

1. All activities shall be subject to the requirements of the Belmont Noise Ordinance.
2. No debris boxes or building materials shall be stored on the street.
3. Flag persons shall be positioned at both ends of blocked traffic lanes.
4. 24-hour written notice to the Police Department is required before any lane closure.

EXHIBIT "A"

CONDITIONS OF PROJECT APPROVAL
SINGLE FAMILY DESIGN REVIEW
VACANT LOT ON MONTE CRESTA DRIVE (APN 043-243-340)

IV. COMPLY WITH THE FOLLOWING CONDITIONS OF THE PUBLIC WORKS DEPARTMENT:

A. The following conditions shall be shown on plans submitted for a building permit and/or site development permit or otherwise met prior to issuance of the first building permit (i.e., foundation permit) and shall be completed and/or installed prior to occupancy and remain in place at all times that the use occupies the premises except as otherwise specified in the conditions.

1. Street widening, improvements, and dedications shall be in accordance with City Standards and specifications as required by the Department of Public Works.
2. New curb and gutter shall be installed in accordance with the Department of Public Works approved standards.
3. A residential driveway approach shall be installed in accordance with Department of Public Works approved standards.
4. Roof leaders and site drainage shall be directed to the City stormwater drainage system. A dissipator box or other energy reduction method shall be used.
5. The owner/applicant shall submit C3 & C6 stormwater pollution prevention checklist, impervious calculation checklist and BMP measures checklist prior to building permit approval.
6. The owner/applicant shall submit a sanitary sewage plan. Flows from the proposed development shall be estimated and their impact on the existing City collection system analyzed. Mitigation measures may be required to upgrade the City system.
7. Efficient irrigation systems shall be used throughout all landscaped areas in accordance with the Model Water Efficient Landscape Ordinance [or comparable local ordinance].
8. Projects with architectural copper should, if possible, purchase copper materials that have been pre-patinated at the factory. Whether patination is done offsite or onsite, applicant should consider coating the copper materials with an impervious coating that prevents further corrosion and runoff. If patination is done on-site, implement one or more of the following:

    - Discharge the rinse water to landscaping. Ensure that the rinse water does not flow to the street or storm drain. Block off storm drain inlet if needed.
    - Collect rinse water in a tank and pump to the sanitary sewer. Contact your local sanitary sewer agency before discharging to the sanitary sewer.
    - Collect the rinse water in a tank and haul off-site for proper disposal.

9. On-site storm drain inlets shall be clearly marked with the words "No Dumping! Flows to Bay." or equivalent using thermoplastic material or a plaque.

10. Projects subject to Provision C.3.i (individual single family home projects that create and/or replace 2,500 square feet or more of impervious surface, and other projects that create and/or replace at least 2,500 square feet of impervious surface but are not C.3 Regulated Projects) shall implement at least one of the six site design measures listed below:

    a. Direct roof runoff into cisterns or rain barrels and use rainwater for irrigation or other non-potable use.

    b. Direct roof runoff onto vegetated areas.

    c. Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.

    d. Direct runoff from driveways and/or uncovered parking lots onto vegetated areas.

    e. Construct sidewalks, walkways, and/or patios with permeable surfaces.

    f. Construct bike lanes, driveways, and/or uncovered parking lots with permeable surfaces.

11. Direct roof runoff into cisterns/rain barrels and use rainwater for irrigation or other non-potable use.

12. Direct roof runoff onto vegetated areas.

13. Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.

14. Minimize land disturbance and impervious surface (especially parking lots).

15. The applicant shall obtain an exception from the Building Official's approval for the 20% sloped driveway – (18% max).

16. A catch basin analysis shall be submitted with the building permit. Said analysis shall demonstrate that the infiltration catch basin at the bottom of driveway will not overspill onto the slope downhill.

B. The following conditions shall be met prior to the issuance of the first building permit (i.e., foundation permit) and/or site development permits except as otherwise specified in the conditions.

1. The property owner/applicant shall apply for and obtain temporary encroachment permits from the Department of Public Works for work in the City public right-of-way, easements or property in which the City holds an interest, including driveway, sidewalk, sewer connections, sewer clean-outs, curb drains, storm drain connections, placement of a debris box.

2. Property owner/applicant shall apply for and obtain a grading permit from the Department of Public Works. The grading permit fee is based on the total amount of earth moved including cut and fill.

3. Verify location of utility meters, valves, back flow preventers, and hydrants with appropriate utility company. Show relationship of each to site improvements, such as retaining walls.

4. The owner/applicant shall submit a grading plan prepared by a California-registered Civil Engineer in accordance with City Grading Ordinance, Chapter 9, Section 3 of the City Code, with a grading permit application, for approval by the Department of Public Works and Building Division prior to any grading or clearing being performed on-site.

   a) The applicant should note that if the proposed grading meets one or more of the criteria outlined in Section 9-23 of the City Code, a Planning Commission review will be required. Caution: If the total grading quantity changes after Planning Commission approval, a new grading approval may be required. The applicant may choose to complete the grading plan and calculations early in the planning process to limit delays in scheduling this review. (See Section 9-28 of City Code for review process). The plan shall incorporate the following restrictions:

   b) All soils stockpiled on the site during construction shall be covered or otherwise protected from wind and water erosion.

   c) During construction, erosion and sedimentation control plans shall be implemented in order to retain sediments on-site.

   d) Site grading and finished construction shall be designed and executed in such a manner as to avoid diverting runoff onto other properties.

   e) Restrictions and recommendation of the Geologic and Soils report as approved by the City's Geologist.

5. The owner/applicant shall submit a dust control plan for approval by the Department of Public Works. To reduce dust levels, exposed earth surfaces shall be watered as necessary. The application of water shall be monitored to prevent runoff into the storm drain system. Spillage resulting from hauling operations along or across any public or private property shall be removed immediately. Dust nuisances originating from the contractor's operations, either inside or outside of the right-of-way shall be controlled. The measures shall also include:

   a) Water all active construction sites at least twice daily.

   b) Cover all trucks hauling soil, sand, and other loose materials or require all trucks to maintain at least two feet of freeboard.

   c) Pave, apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas, and staging areas at construction sites.

   d) Sweep daily (with water sweepers) all paved access roads, parking areas and staging areas at construction sites.

   e) Sweep streets daily (with water sweepers) if visible soil material is carried onto adjacent public streets.

f) Hydroseed or apply (non-toxic) soil stabilizers to inactive construction areas (previously graded areas inactive for ten days or more).

g) Enclose, cover, water twice daily, or apply non-toxic soil binders to exposed stockpiled materials.

h) Install sandbags or other erosion-control measures to prevent silt runoff to public roadways.

i) Replant vegetation in disturbed areas as quickly as possible.

j) Watering should be used to control dust generation during the break-up of pavement.

k) Cover all trucks hauling demolition debris from the site.

l) Use dust-proof chutes to load debris into trucks whenever feasible.

m) Water or cover stockpiles of debris, soil, sand or other materials that can be blown by the wind.

n) All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be in proper running order prior to operation.

o) Diesel powered equipment shall not be left inactive and idling for more than five minutes, and shall comply with applicable BAAQMD rules.

p) Use alternative fueled construction equipment, if possible.

q) All vehicle speeds on unpaved roads shall be limited to 15 mph.

r) Post a visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 24 hours. The Air District phone number shall also be visible to ensure compliance with applicable regulations.

6. The proposed development may add or replace the impervious surface area of the property. The applicant shall provide calculations showing the total impervious area of the completed project with the building permit application. Calculations shall be submitted to the Department of Public Works for review and approval.

7. Storm drainage calculations shall be required for all storm drains and overland flows. Drainage shed maps shall be submitted showing all upstream acreage and run-off coefficients for each tributary area. Overland flow paths and site release points shall be clearly identified. Calculations shall be submitted to the Department of Public Works for review and approval.

8. A written report prepared by a Geotechnical Engineer shall be submitted in accordance with Section 9-36 of the City Code.

9. Applicant shall install the sanitary sewer connection in accordance with Department of Public Works approved standards and pay the applicable sewer connection fee.

10. If PG&E is requiring the developer to put in the gas and/or electrical connection, then the developer must submit plans for the encroachment to the Department to Public Works.

11. The applicant shall submit an erosion and sedimentation control plan describing Best Management Practices (BMPs) to be used to prevent soil, dirt, and debris from entering the storm drain system. The plan shall include the following items:

    a) A site plan showing the property lines, existing and proposed topography, and slopes; areas to be disturbed, locations of cut/fill and soil storage/disposal area; areas with existing vegetation to be protected; existing and proposed drainage patterns and structures; watercourses or sensitive areas on-site or immediately downstream of project; and designated construction access routes, staging areas and washout areas.

    b) Erosion and sediment controls to be used during construction, selected as appropriate from the California Regional Water Quality Control Board, San Francisco Bay Region Erosion and Sedimentation Control Field Manual (available from: Friends of the San Francisco Estuary, P.O. Box 791, Oakland, CA 94604-0791.

    c) Methods and procedures to stabilize denuded areas and install and maintain temporary erosion and sediment control continuously until permanent erosion controls have been established.

    d) Provision for preventing erosion and trapping sediment on-site, such as sediment basins or traps, earthen dikes or berms, fiber rolls, silt fence, check dams, storm drain inlet protection, soil blankets or mats, covers for soil stock piles and/or other measures.

    e) Provisions for installing vegetative cover in disturbed areas, including areas to be seeded, planted, and/or mulched, and types of vegetation proposed.

    f) Provision for diverting on-site runoff around exposed areas and diverting off-site runoff around the project site (e.g., swales and dikes).

    g) Notes, specifications, and/or attachments describing the construction, operation and maintenance of erosion and sediment control measures, including inspection frequency; methods and schedule for grading, excavation, filling clearing of vegetation and storage and disposal of excavated or cleared material; types of vegetative cover and mulch, including methods and schedules for planting and fertilization; and provisions for temporary and permanent irrigation.

12. All plans shall conform to the requirements of the City NPDES stormwater discharge permit and the San Mateo Stormwater Pollution Prevention Plan (STOPPP). The project plans shall include permanent storm water quality protection measures. The project plans shall identify Best Management Practices (BMPs) appropriate to the uses to be conducted on-site to effectively prohibit the discharge of pollutants with storm water run-off. A Maintenance and Operation Agreement shall be prepared by applicant incorporating the conditions of this section.

13. All landscaping shall be maintained and shall be designed with efficient irrigation systems to reduce runoff, promote surface filtration, and minimize the use of fertilizers, herbicides and pesticides.

14. The project shall incorporate landscaping that minimizes irrigation and runoff, promotes surface infiltration, minimizes the use of pesticides and fertilizers, and incorporates other appropriate sustainable landscaping practices such as Bay-Friendly Landscaping.

C. The following conditions shall be met prior to occupancy except as otherwise specified in the conditions.

1. After the City permits are approved but before beginning construction, the owner/applicant shall hold a preconstruction conference with Building and Public Works Department staff and other interested parties. The developer shall arrange for the attendance of the construction manager, contractor, and all subcontractors who are responsible for grading and erosion and sedimentation protection controls.

2. Failure to comply with any permit condition may result in a "Stop Work" order or other penalty.

3. As-built" drawings for any public improvement including streets, sewers, etc. shall be submitted to the City in AutoCAD on CD ROM.

4. Grading shall be performed in accordance with the City Grading Ordinance, Chapter 9 of the City Code. Soil or other construction materials shall not be stockpiled in the public right-of-way unless an encroachment permit is obtained from the Department of Public Works. Grading shall neither be initiated nor continued between November 15 and April 15. Grading shall be done between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday unless otherwise specifically authorized by the Director of Public Works. The Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality.

5. The owner/applicant shall ensure that applicable Best Management Practices (BMPs) from the San Mateo Stormwater Pollution Prevention Program (STOPPP) are followed to prevent discharge of soil or any construction material into the gutter, storm drain system or creek.

6. The owner/applicant shall ensure that all construction personnel follow standard BMPs for stormwater quality protection during construction of project. These includes, but are not limited to, the following:

   a) Store, handle and dispose of construction materials and wastes properly, so as to prevent their contact with stormwater.

   b) Control and prevent the discharge of all potential pollutants, including solid wastes, paints, concrete, petroleum products, chemicals, washwater or sediment, and non-stormwater discharges to storm drains and watercourses.

   c) Use sediment controls, filtration, or settling to remove sediment from dewatering effluent.

   d) Do not clean, fuel, or maintain vehicles on-site, except in a designated area in which runoff is contained and treated.

   e) Delineate clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses with field markers or fencing.

   f) Protect adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching or other measures as appropriate.

   g) Perform clearing and earth moving activities only during dry weather (April 15 through November 14).

h) Limit and time applications of pesticides and fertilizers to prevent polluted runoff.

i) Limit construction access routes and stabilize designated access points.

j) Do not track dirt or other materials off-site; clean off-site paved areas and sidewalks using dry sweeping methods.

7. If construction is not complete by the start of the wet season (November 15 through April 15), prior to November 15 the developer shall implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing disturbed soils through temporary or permanent seeding, mulching, matting, tarping or other physical means; rocking unpaved vehicle access to limit dispersion of mud onto public right-of-way; covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions. As site conditions warrant, the Department of Public Works may direct the developer to implement additional winterization requirements.

8. Fire sprinkler test water shall discharge to onsite vegetated areas, or, alternatively shall be discharged to the sanitary sewer system, subject to the local sanitary sewer agency's authority and standards.

9. Construct sidewalks, walkways, patios, bike lanes, driveways, and/or uncovered parking lots with permeable surfaces. These include porous pavement (asphalt and concrete), turf block, and permeable joint pavers.

10. The applicant shall prepare an as-built drainage plan showing the locations of surface and sub-surface drain lines and cleanouts. The drainage facilities should be periodically checked to verify that they are continuing to function properly. It is likely the drainage facilities will need to be periodically cleaned of silt and debris that may build up in the lines.

11. Drainage facilities should be observed to verify that they are adequate and that no adjustments need to be made, especially during the first two years following construction.

Certification of Approved Final Conditions:

_____ _____

Carlos de Melo, Community Development Director Date

ATTACHMENT D

September 3, 2013 Planning Commission Staff Report

MEETING OF September 3, 2013

AGENDA ITEM NO. 6B

Application I.D.:	2012-0057
Application Type:	Single Family Design Review
Location:	Vacant Lot on Monte Cresta Drive
Applicant/Owner:	Damon Campbell
APN:	043-243-340
Zoning:	HRO-2 Hillside Residential and Open Space - Subdivided
General Plan Designation:	HROP – Hillside Residential Open Space
Environmental Determination:	Categorically Exempt, Section 15303, Class 3(a)

PROJECT DESCRIPTION

The applicant requests Single Family Design Review (SFDR) approval to construct a new 3,497 square-foot single-family residence on a vacant 17,101 square foot lot.

RECOMMENDATION

Staff recommends that the Planning Commission **approve** the Single Family Design Review subject to the conditions of approval contained in the attached draft resolution.

ZONING/GENERAL PLAN DESIGNATION

The proposed single-family residence is a permitted use in the HRO-2 (Hillside Residential and Open Space) zoning district, and is conforming to the General Plan Designation HROP - Residential and Open Space.

PRIOR ACTIONS

The subject property was created by the Belmont Country Club Properties Subdivision in 1927.

- In October 2000, the applicant files for a Hillside Roadway Improvement Plan to extend the paved (Monte Cresta) frontage approximately 100 feet adjacent to the subject property.

- In December 2000, the applicant applied for a Lot Line Adjustment (LLA) to merge three lots into one for the subject property. The LLA and Lot Merger were recorded in March 2001.

- In December 2001, via the City's Lot Merger Project and subsequent actions, it was reaffirmed that the applicant's property was not subject to the project as the property had already been "merged" by the LLA and Floor Area Transfer he processed through the City.

- 2002-2012 – Various iterations of the applicant's Hillside Roadway Improvement Plan application are evaluated and public hearings are conducted.

- In October 2012, the project applicant requests the City suspend all work on the Roadway Improvement Plan project while he pursues a different approach for direct access to his property, which abuts a portion of the developed roadway of Monte Cresta Drive.

- In December 2012, the applicant submits a Single Family Design Review application for site development of the subject vacant parcel (043-243-340). This application includes a site layout plan, grading/drainage plan, and erosion control plan. The application also indicates the retaining wall placement, driveway profile, and potential location of a building pad for a single family dwelling for the property.

- On February 19, 2013, the Planning Commission conducts a Study Session regarding the proposed site access/driveway plan and retaining wall placement, and concept location of the proposed dwelling. The Commission directs modifications be made to the project to relocate the proposed garage/off-street parking pad and reduce the length of the driveway. The applicant's architectural design submittal (June 2013) reflects the Commission requested modifications.

SITE CONDITIONS

The project site is located in a hillside residential area of the San Juan Hills area of Belmont. Lands to the north, west, and east of the site are primarily undeveloped residentially designated parcels; the paved portion of Monte Cresta Drive to the south of the project site has been developed with hillside residences. The subject property is located in a single-family neighborhood developed primarily with one and two-story single-family homes.

The existing property is at the paved terminus of Monte Cresta Drive; the subject property has approximately six feet of frontage along the improved (cul-de-sac) portion of this street. The balance of the property frontage is along the unimproved portion of Monte Cresta Drive. The subject lot is irregular in shape with a moderate to steep upslope (approximately 27% slope) from improved/unimproved portions of Monte Cresta Drive. The site is covered in predominantly native grasses and some mature trees.

The surrounding neighborhood includes an eclectic mix of home styles (stucco bungalows, board and batten ranch style homes, contemporary style homes, etc.), many of which are constructed on fairly significant upward and downward sloping lots. Homes in the area that were constructed on up-sloping lots generally utilize large retaining walls located at or near the street frontage to gain driveway access.

PROJECT ANALYSIS

The applicant proposes to construct a contemporary-style, multi-level, 3,497 square foot single-family residence on site. The home is designed to traverse the upslope portion of the site and would include a recessed garage and off-street parking and turnaround area adjacent to the driveway. Retaining walls are proposed both along the project driveway and around the perimeter of the dwelling. All walls within setback areas will not exceed six feet in height; a few walls outside the required setback areas range from six to ten feet in height. The proposed dwelling would consist of the following:

Floor Plans - Garage Level

The 743 square foot garage level would include a fully conforming, two-car garage with an exterior dimension of approximately 23 feet in width and 24 feet in length; this level would also include stairs and the main entry. The 28 foot wide and 42 foot long parking area adjacent to the garage is adequate to park two additional cars. The parking area dimensions/orientation facilitates a vehicle turnaround for safer movement along the driveway. Pedestrian access to the property is proposed along the driveway to the entry stair system which leads to the upper level living spaces.

Floor Plans – Main Level

The 2,754 square foot main floor consists of a foyer/hallway, great room, kitchen, dining area, master bedroom, walk-in closet, guest bedroom/home office, two additional bedrooms, two and one-half bathrooms, laundry room, and stairs to the garage level. The interior staircase and an exterior staircase would provide access from the lower level to the upper level of the home. Permeable paver patios are located adjacent to the great room, kitchen, and master bedroom.

Dwelling Floor Area Summary	
Proposed Floors	**Type of rooms**
Garage Level – 743 Sq. Ft.	Stairs, two-car garage, and entry
Main level – 2,754 Sq. Ft.	Foyer/Hallway & Stairs Great Room & Kitchen Dining Room Master suite Three bedrooms Two and one-half bathrooms Laundry area
Total for dwelling = 3,497 Sq. Ft.	

Exterior Design/Materials/Colors

The proposed dwelling would include the following exterior materials:

- Building Walls: Smooth plaster finish and El Dorado Stone
- Windows/Doors: Various Pane Sizes/Wood & Metal Frame
- Window Trim: Earth tone
- Roof: Metal w/potential for photovoltaic panels
- Garage Door: Glass sectional with metal frame
- Retaining Walls: El Dorado Stone
- Parking Pad/Turnaround Area: Permeable pavers
- Driveway: Concrete
- Guardrails: Metal with glass windscreens

Tree Removal

The project site contains native grasses, shrubs, and few trees, three of which were tagged as regulated trees and assessed by the City Arborist (see Attachment VI for arborist report).

The City Arborist identified pruning impacts to Tree Number 3 (Coast Live Oak) necessary to facilitate the project driveway construction, and suggested modifications to the drainage/irrigation improvements in the vicinity of Tree 1 (Monterey Pine) and 2 (Incense Cedar). No trees are proposed for removal as part of the project. The applicant proposes planting four 15-gallon trees to complement existing vegetation for the site.

The arborist also notes that the standard tree protection measures identified in the arborist report should be required as part of the project. Staff has included City Arborist's recommendations as conditions of project approval (see Attachment V).

Landscaping/Vegetation Management Plan

The applicant has provided a landscape plan (See Sheet L2) for the project. The landscape plan retains all existing on/off-site trees, and installation of new shrub plantings (Manzanita, California Lilac, Coffeeberry, White Sage, etc.) around the perimeter of dwelling. Drip irrigation is proposed for all plants until established. The planting plan includes four 15-gallon trees (California Lilac, Western Redbud, and Toyon) to supplement existing on-site vegetation. A 286 square foot rain garden/bio-retention area is also proposed within the front portion of the site.

Staff is also recommending the following condition of project approval:

A final landscape/vegetation management plan shall be submitted for review and approval by the Community Development Department in consultation with City Arborist and the City Fire Marshal. Said plans shall denote the location of drip irrigation, and pruning of any tree limbs within eight feet of the home.

Hardscape

The following table lists hardscape elements on the property:

Feature	Area (sq. ft.)	Hardscape %	Hardscape/feature %[1]
Residence/garage[2]	3,150	18.4	18.4
Driveway (On-site)	1,903	11.1	29.5
Total (On-site)	**5,053**	**29.5**	**29.5**

[1]The resulting percentage is a running tally of total hardscape, which includes the hardscape of all previous features in the table. [2]Hardscape of the residence/garage includes the footprint of the home and garage. Hardscape does not include pervious paver areas (parking court/turnaround area, and two patios that are adjacent to the great room and master suite.

As indicated in the table above, the proposed project does not substantially add to the hardscape on site as a percentage of lot area. The project includes use of a combination of pervious pavers for the parking court/turnaround area and two patios, and decomposed granite for outdoor amenity areas at the rear of the dwelling. Approximately 217 square feet of paving will occur within and adjacent to the cul-de-sac terminus of Monte Cresta Drive to facilitate driveway access to the subject property.

Grading

Approximately 1,461 cubic yards of cut and 182 cubic yards of fill for a total grading of 1,643 cubic yards would be necessary to allow for the proposed construction. The proposed excavation is required for construction of the home, driveway, and retaining walls. The proposed fill will be utilized from the cut soil. Off haul would be 1,279 cubic yards. In order to minimize potential noise, dust, and construction traffic impacts on surrounding property owners, staff is recommending a condition of approval that would require the submittal of a construction management plan, prior to issuance of a building permit. This plan would require notice to surrounding property owners/properties along the haul route two weeks prior to grading, and identification of a staging area and haul route for the project. The plan would need to be reviewed and approved by the Community Development Department in consultation with the Department of Public Works and the Police Department, prior to issuance of grading/building permits.

Groundwork and Geotechnical Recommendations

The City of Belmont's *Ground Movement Potential and Geologic Hazard Policy Map* and Table 6 (*Geologic Hazard Criteria for Development*) of the San Juan Hills Area Plan lists the majority of the site within the Sbr designation (stable bedrock). The driveway is located within the Ps designation (potentially unstable shallow materials) which is conditionally permitted for development. Two areas to the south and west of the proposed residence are designed Pdf (potential debris flow). These two areas do not appear to affect the proposed residence or driveway. The applicant has also modified their previous site plan (consistent with the February 2013 Commission discussion) to shift all project components (residence, walls, driveways, and patio & amenity areas outside of the Pdf area located within the western portion of the site.

The City of Belmont's standard process in this development scenario includes the submittal of an engineering geotechnical investigation and peer review by the City Geologist, prior to approval of the project. The investigation is required to evaluate the natural slope conditions of the property and provide recommendations for mitigating and/or correcting any unstable conditions that will assure the safety of the proposed development.

The applicant has submitted a Geotechnical Investigation prepared by Romig Engineers, Inc. dated May 31, 2013. The report was peer-reviewed by the City's Consulting Geologist, Cotton, Shires & Associates, Inc., in a letter dated July 24, 2013. A copy of the report and letters are included as Attachment VI.

The geotechnical report concluded that the proposed residential development is suitable for the site from a geotechnical perspective, provided that the recommendations contained in the report are implemented in the design and construction. The City Geologist has peer reviewed the report and does not have feasibility objections to the layout of the proposed site improvements. The City Geologist has also provided recommendations for geotechnical review of final building and grading plans and field inspections during construction. All of the City Geologist recommendations have been included in the attached Conditions of Approval.

Driveway Access

As per Section 7-13 of the City's Municipal Code, no building permit (for a dwelling) shall be issued for a property until it is determined that a property has legal access to an improved roadway. The subject property has frontage abutting the improved cul-de-sac terminus of Monte Cresta Drive. A temporary encroachment permit (required for approval by the Public Works Department) would facilitate driveway access to the dwelling. All relevant City departments (Public Works, Fire and Police) have reviewed the proposed project driveway (and improvements within the public right-of-way), and concluded that the project would not adversely impact safe and efficient access to city streets or transportation systems.

Development Potential

The objectives of the HRO-2 zoning regulations are to 1) minimize grading, 2) reduce citizens' exposure to hazardous slopes by decreasing residential density as slope increases, 3) encourage clustering of homes and density transfer to reduce roadway and driveway grading, 4) to regulate home size, and 5) encourage the voluntary merger of lots. The permitted Floor Area for the HRO-2 Zoning District is much more conservative than in standard single-family (R-1) zones. However, lot line adjustments are permitted to facilitate less grading and street/utility extensions, and better building site locations.

The following is a summary of the proposed floor area potential for the subject site:

- Pursuant to Section 4.7.11(f), sub paragraph 2.b. of the BZO, lots that are contiguous can be merged which would allow the reconfigured lot an additional 900 sq. ft. of development potential per lot that is eliminated. The applicant received lot line adjustment approval in 2000 that merged three lots into one, resulting in the subject reconfigured 17,101 square foot property. As such, two lots were eliminated thus 1,800 square feet of floor area was allowed for the reconfigured site (900 sq. ft. X 2).

- Pursuant to Section 4.7.11(b) & (f) of the BZO and the floor area ratio standards in Table 2, the reconfigured 17,101 square foot subject property (via lot line adjustment/merger) at 27% slope has a development potential of 1,744 sq. ft. This results in a total allowed floor area of 3,544 sq. ft. (1,744 + 1,800 sq. ft.). However, the maximum allowed floor area that would result from a lot merger is 3,500 sq. ft. The applicant proposes a 3,497 sq. ft. dwelling, which complies with BZO 4.7.11(f).

PROJECT DATA

Criteria	Proposed	Required/Max. Allowed
FAR	0.204	0.204 (corresponds to 3,500 s.f. max)
Square Footage	3,497 sq. ft.	3,500 sq. ft.
Parking	Two-car garage (24' by 23') -Two uncovered	Two-car garage (20' x 20') Two uncovered
Setbacks:		
Front	Varies from 31-44 ft.	15 ft.
Side (West)[1]	Varies from 31-44 ft.	15 ft.
Side (East)	8 ft.	7 ft.
Rear	15 ft.	15 ft.
Driveway length	100+ ft.	18 ft.
Height	27 ft.	28 ft.

[1] The property configuration includes continuous frontage along the Monte Cresta Unimproved Right-Of-Way; thus there is no (west) side setback area - a 15 foot setback must be maintained.

GENERAL PLAN CONFORMANCE

The subject property is located in the HRO-2 (Hillside Residential and Open Space) zoning district. According to Section 4.7 of the City of Belmont Zoning Code, single-family residences are permitted in the HRO-2 District. The Belmont General Plan identifies the land use on the subject property as Hillside Residential and Open Space (HROP).

According to the General Plan, low-density residential development in the San Juan Hills area is appropriate only when it has been demonstrated that safe development can take place consistent with the policies of the General Plan and that adequate access, utilities, fire services and other essential services are available. The property is located within the San Juan Hills Area Plan and is designated at Hillside Residential and Open Space (HROP). The proposed single-family residence is a permitted use within the Hillside Residential and Open Space General Plan designation.

In addition, the project has received geotechnical clearance, and Public Works and Fire Department review, consistent with *Goals 1015.6 (Ensure that residential development occurs in areas of low-risk from geologic and hydrologic hazards, and), and 1015.8 (Protect persons and property from unreasonable exposure to natural hazards, such as floods, fire, unstable ground, erosion, and earthquakes).*

General Plan Policies

1016.2. Intensity of the use of land as measured by such factors as parcel size, population density, building coverage, extent of impervious surfaces, public service requirement parking requirements, and traffic movements should be based on the following general principles:

- *Intensity of use of individual parcels and buildings should be governed by considerations of existing development patterns, water and air quality, accessibility, traffic generation, parking, noise, fire safety, drainage, natural hazards, resource conservation and aesthetics.*

- *Intensity of land use should be regulated according to the availability of community facilities and services.*

1016.4. The following standards shall apply to all new development:

a. Sewage disposal shall be by sanitary sewers.
b. Storm drainage facilities shall be provided.
c. Erosion shall be minimized through such measures as runoff retention and revegetation.
d. Grading and new impervious surfaces shall be kept to the minimum necessary to permit development of land in a manner compatible with its characteristics and designated use.
e. Land, water and energy shall be used efficiently.
f. Structures shall be clustered, where possible, to maximize open space and minimize costs of providing public services.
g. Safe access to the public road system of the community shall be provided.
h. Fire and police protection shall be adequately provided.
i. Slopes exceeding 30 percent shall be avoided whenever possible.

The project has been proposed and conditioned to meet the development standards identified above. The property has frontage abutting an improved road (Monte Cresta Drive). A temporary encroachment permit (required for approval by the Public Works Department) would facilitate driveway access to the dwelling. All utility services will be provided to the site. The Belmont Police Department and the Belmont Fire Department have indicated that there are adequate emergency services for the project. Impervious surfaces would be limited to approximately 29.5% of the total site area. A geotechnical report is proposed as part of the project. The City's geotechnical consultant has peer reviewed the report and found that it adequately addresses the conditions on the site. Adherence to erosion control measures would be required and incorporated for the project as standard conditions of approval. As proposed and conditioned, safe access would

be provided to the site, and traffic resulting from the new residential dwelling would be less than significant and consistent with the residential traffic in the surrounding neighborhood.

SAN JUAN HILLS AREA PLAN

The subject property is located within the San Juan Hills Plan Area. Pertinent goals and policies of the San Juan Hills Plan include the following:

Geologic Hazards

Goal 1 (Geologic stability)
Ensure a high level of geologic stability for building sites, structures and infrastructure.

Goal 2 (Information on Geologic Hazards)
Improve the City of Belmont decision making process pertaining to geologic hazards in the San Juan area.

Policy 1 (Adoption of Geologic Maps)
a. Use the Engineering Geologic Hap and Ground Movement Potential Map prepared by William Cotton and Associates in April, 1985 as the official geologic maps of the City. These maps will be used for the purpose of determining the relative geologic stability of land when reviewing development applications.

Policy 2 (Required Geotechnical Investigations)
Require the following geotechnical reports to accompany applications for development and assessment districts: a. On slopes steeper than 10%, soil and foundation engineering investigation by a registered civil engineer; b. On lands shown in Figure 4, except those stable areas categorized as Sbr or Sun, engineering geologic investigation by a certified engineering geologist. The investigation shall evaluate the natural slope conditions and provide recommendations for mitigating and/or correcting any unstable conditions that will assure the safety of the proposed development: (1) The city will develop standards for these reports; (2) The results of these investigations will be reviewed and approved by a Geologist hired by the City; (3) The recommendations for mitigation and/or correction will become conditions of approval.

The applicant has submitted a Geotechnical Investigation prepared by Romig Engineers, Inc., dated May 31, 2013. The report was peer-reviewed by the City's Consulting Geologist, Cotton, Shires & Associates, Inc., in a letter dated July 24, 2013.

The geotechnical report concluded that the proposed residential development is suitable for the site from a geotechnical perspective, provided that the recommendations contained in the report are implemented in the design and construction. The City Geologist has peer reviewed the report and does not have feasibility objections to the layout of the proposed site improvements. The City Geologist has also provided recommendations for geotechnical review of final building and grading plans and field inspections during construction. All of the City Geologist recommendations have been included in the attached Conditions of Approval.

ZONING CONFORMANCE

The proposed single-family residence is in conformance with the permitted uses of Section 4.7.2 (a) *Permitted Uses – HRO-2 District.* Three lots were merged for the property, reducing overall density in the area, the number of driveway cuts, and the level of traffic. The proposed development would take access from an improved roadway.

The proposed home would meet all required setback, height, FAR, and permitted use regulations of the HRO-2 Zoning District. However, the proposed home would be constructed close to the height and maximum floor area limits of the HRO-2 District/project site (28 feet, and 3,500 sq. ft., respectively). In order to ensure that the proposed home is fully compliant with the Zoning Ordinance requirements for height and floor area, staff recommends the following conditions of project approval:

- Building plans shall be submitted that reflect that no part of the residence shall exceed the 28-foot height limit as measured from the finished grade to the topmost point of the residence immediately above. A California licensed surveyor or civil engineer shall provide a wet-stamped certification that the home conforms with the 28-foot height limit prior to the roof diaphragm inspection.

- A California licensed architect or civil engineer shall provide wet-stamped floor area calculations for the entire residence with the building permit plans. Said calculations shall include "boxed out" areas of the residence and shall reflect a residence that is not greater than 3,500 square feet. A California licensed architect or civil engineer shall provide "as built" drawings of the home with a calculation of total floor area, prior to final building permit inspection.

NEIGHBORHOOD OUTREACH

The applicant reports performing neighborhood outreach as detailed in the Neighborhood Outreach Strategy attached to this report (see Attachment IV). Public notice for the February 2013 Planning Commission Study Session (regarding driveway/access configuration) was provided to all property owners within 500 feet of the site (and other interested parties). In August 2013, the applicant reports sending a letter (and project description/elevations) to all property owners within 500 feet of the subject property inviting comments on the proposed residence. Staff has not received any public comments regarding this project as of the writing of this report. The applicant appears to have achieved the outreach strategy tasks.

ENVIRONMENTAL CLEARANCE (CEQA)

The proposed new single-family home is categorically exempt from the provisions of the California Environmental Quality Act by provision of Section 15303, Class 3 (a):

> *"One single-family residence, or a second dwelling unit in a residential zone. In urbanized areas, up to three single-family residences may be constructed or converted under this exemption."*

The proposed residence would be consistent with this exemption. The property has frontage abutting an improved road (Monte Cresta Drive). A temporary encroachment permit (requiring Public Works Department approval) would facilitate driveway access to the dwelling. All utility services will be provided to the site. The Belmont Police Department and the Belmont Fire Department have reviewed the project and identified that there are adequate emergency services for the project. The project has received geotechnical clearance. As proposed and conditioned, safe access would be provided to the site, and traffic resulting from the new residential dwelling unit would be less than significant and consistent with the residential traffic in the surrounding neighborhood. In addition, no sensitive status plant species were located on site.

SINGLE FAMILY DESIGN REVIEW EVALUATION

The Belmont Zoning Ordinance establishes the following findings for review of single-family residential projects (Section 13A.5 (A-I)). Each finding is listed below with analysis of whether this project meets each finding in the affirmative.

A. The buildings and structures shown on the site plan are located to be consistent with the character of existing development on the site and in the neighborhood, as defined; minimize disruptions of existing public views; protect the profile of prominent ridgelines.

The residence and driveway would be constructed to traverse the upslope of the property. The proposed contemporary style home would include exterior materials (stucco and stone) and a color palette that would complement the natural wooded character, vegetation of the lot, and the established residential character of the immediate neighborhood. The residence would include a garage design/parking area that is recessed into the hillside, and one floor of living area that is centered on the flat knoll of the site. The orientation and placement of the dwelling is designed to generally minimize impacts of prominent ridgelines and public views, as assessed from Alhambra Drive, All View Way, and both the improved and unimproved portions of Monte Cresta Drive. This finding can be made in the affirmative.

B. The overall site and building plans achieve an acceptable balance among the following factors:

(1) building bulk
(2) grading, including
(a) disturbed surface area and
(b) total cubic yards, cut and fill
(3) hardscape, and tree removal

Building bulk

The proposed new contemporary-style home would have a stucco and stone exterior finish with trim details, divided light recessed windows, and a metal roof. The garage and parking court would be recessed into the slope of the hillside, and one floor of living area is proposed on flatter knoll of the site. Additionally, the applicant has designed the home such that the building elevations incorporate

varied building planes which add additional depth and shadows. The architectural details, color and material variation (i.e. El Dorado stone, metal/glass railings, and fascia details, etc.) would be consistent with the design of the home, and would also serve to moderate the building bulk as perceived from the street.

Grading/Hardscape

Approximately 1,461 cubic yards of cut and 182 cubic yards of fill for a total grading of 1,643 cubic yards would be necessary to allow for the proposed construction. The proposed excavation is required for construction of the home, driveway, and retaining walls. The proposed fill will be utilized from the cut soil. Off haul would be 1,279 cubic yards.

Grading impacts for the proposed project are largely a function of applicant's approach to build the house into the slope of the lot, reduce the previous proposed length of the driveway, and eliminate tree removal and hardscape which serves to counteract bulk. Thus, significant reductions in grading for the project would result in increase in bulk, which would exist for the life of the project, where grading impacts would be temporary. Proposed grading for the project would take approximately six to eight weeks.

In order to minimize potential noise, dust, and construction traffic impacts on surrounding property owners, staff is recommending a condition of approval that would require the submittal of a construction management plan, prior to issuance of a building permit. This plan would require notice to surrounding property owners/properties along the haul route two weeks prior to grading, and identification of a staging area and haul route for the project. The plan would need to be reviewed and approved by the Community Development Department in consultation with the Department of Public Works and the Police Department, prior to issuance of grading/building permits.

Property hardscape features include the footprint of the home, driveway, and patio areas; three pervious paver areas, decomposed granite, and a rain garden/bio-retention area are proposed as part of the site improvements. A majority of the remaining site would be landscaped with a variety of shrubs/groundcover, or left as natural vegetation with mature trees. The proposed project does not substantially add to the hardscape on site as a percentage of lot area (29.5%). Therefore, as proposed and conditioned, grading and hardscape elements are not excessive for development of a new single family home and are appropriate in the neighborhood context.

Tree Removal

No trees are proposed for removal as part of the project. City Arborist recommendations for regulated tree protection have been included as conditions of project approval.

All four factors (building bulk, grading, hardscape, and tree removal) appear to be appropriately addressed in the building design to achieve a complementary balance for the project. This finding can be made in the affirmative.

C. *All accessways shown on the site plan and on the topographic map are arranged to provide safe vehicular and pedestrian access to all buildings and structures.*

The proposed driveway has clear access to/from the cul-de-sac terminus of Monte Cresta Drive. This driveway includes a parking court/turnaround area to facilitate safe movement and adequate sight distance for vehicles entering/exiting the site. Pedestrian access is accommodated along the driveway to the parking court and both garage entry and exterior stairway to the living area of the home. This finding can be made in the affirmative.

D. *All proposed grading and site preparation have been adequately reviewed to protect against site stability and ground movement hazards, erosion and flooding potential, and habitat and stream degradation.*

The applicant has submitted a Geotechnical Investigation, which has been peer-reviewed by the City's Consulting Geologist, Cotton, Shires & Associates, Inc., The geotechnical report concluded that the proposed residential development is suitable for the site from a geotechnical perspective, provided that the recommendations contained in the report are implemented in the design and construction. The City Geologist has peer reviewed the report and does not have feasibility objections to the layout of the proposed site improvements. The City Geologist has also provided recommendations for geotechnical review of final building and grading plans and field inspections during construction. All of the City Geologist recommendations have been included as conditions of project approval.

A final grading plan will be reviewed and approved by the Public Works Department, prior to building permit issuance. The Project Site would be graded in compliance with the City's grading ordinance and standard conditions of approval to assure that project construction and operation do not result in off site soil or water erosion. Best Management Practices (BMP's) are a standard condition of approval which requires that soil, gravel and water do not migrate off site and cause erosion. BMP's require the use of soil and water erosion controls. Controls such as waddles and storm water filtration prior to water entering the storm drain system prevents sedimentation of the storm drain system and watercourses. Grading is limited to the drier season (April 15- November 14) which also serves to prevent erosion. Thus as proposed and conditioned, this finding can be made in the affirmative.

E. *All accessory and support features, including driveway and parking surfaces, underfloor areas, retaining walls, utility services and other accessory structures are integrated into the overall project design.*

A driveway is proposed that would provide safe vehicular access to/from Monte Cresta Drive. The proposed exterior patios are not excessive and are appropriately integrated into the overall site design. El Dorado stone faced retaining walls (ranging from one to six feet in height in setback areas and six to ten feet in height outside the setback areas) are proposed along the driveway and at the rear of the home; all proposed walls comply with height restrictions in the Zoning Ordinance. This finding can be made in the affirmative.

F. The landscape plan incorporates:

(1) Native plants appropriate to the site's environmental setting and microclimate, and,
(2) Appropriate landscape screening of accessory and support structures, and,
(3) Replacement trees in sufficient quantity to comply with the standards of Section 25 (Trees) of the Belmont City Code.

The applicant has provided a landscape plan that retains all trees on and off-site in conjunction with the dwelling construction and site improvements. The landscape plan includes installation of new shrub plantings (Manzanita, California Lilac, Coffeeberry, White Sage, etc.) around the perimeter of dwelling. Drip irrigation is proposed for all plants until established. The planting plan includes four 15-gallon trees (California Lilac, Western Redbud, and Toyon) to supplement existing on-site vegetation. A 286 square foot rain garden/bio-retention area is also proposed within the front portion of the site.

In addition, conditions of project approval require that a final landscape/fire management plan be submitted for review and approval by the Community Development Department to ensure adherence to the conditions of the City Arborist. As proposed and conditioned, the existing and proposed landscaping would assist in mitigating the bulk of the proposed dwelling, and screen and soften the home as seen from surrounding public vantage points. This finding can be made in the affirmative.

G. Adequate measures have been developed for construction-related impacts, such as haul routes, material storage, erosion control, tree protection, waste recycling and disposal, and other potential hazards.

A Condition of project approval would require the submittal of a construction management plan. This plan would require notice to surrounding property owners/properties along the haul route two weeks prior to grading, and identification of a staging area and haul route for the project. The plan would need to be reviewed and approved by the Community Development Department in consultation with the Department of Public Works and the Police Department, prior to issuance of grading/building permits.

Review of staging areas, recycling and disposal procedures and adequacy of erosion control measures would also be reviewed by the Building Division as part of the structural plan check. The City Arborist has reviewed construction impacts to protected trees and recommended specific tree protection measures that also have been included as conditions of project approval. All construction would be completed in compliance with the Uniform Building Code and NPDES standards as administered by the City of Belmont. This finding can be made in the affirmative.

H. Structural encroachments into the public right-of-way associated with the project comply with the standards of Section 22, Article 1 (Encroachments) of the Belmont City Code.

A temporary encroachment is required into the public right-of-way to facilitate driveway access to the property. The Public Works Department is required to review and approve this permit prior to Building Permit issuance for the dwelling. This finding can be made in the affirmative.

I. Substantial compliance with the Residential Design Guidelines.

The buildings and structures shown on the site plan are consistent with the one and two story residences in the neighborhood; the project generally minimizes public view and prominent ridgeline obstruction. As proposed and conditioned, there is an acceptable balance of building bulk, grading (including disturbed surface area and total cubic yards, cut and fill), hardscape, and tree removal. There would be no obstruction of vehicular and pedestrian accessways shown on the site plan and topographical map.

All accessory and support features are integrated into the overall project design. As proposed and conditioned, the landscape plan retains mature trees. A temporary encroachment is required into the public right-of-way (ROW) to facilitate driveway access to the property; there will be no other structural encroachments into the public R.O.W. associated with construction of the project. As such, the project is in substantial compliance with the Residential Design Guidelines. This finding can be made in the affirmative.

CONCLUSION AND RECOMMENDATION

Based on the foregoing analysis and required findings, staff recommends that the Planning Commission **approve** the Single-Family Design Review application with the Conditions of Approval in Attachment III.

ACTION ALTERNATIVES

1. Continue the application for redesign.

2. Deny the Single Family Design Review. The Commission will identify specific facts to support a denial, and a resolution would be returned to the Commission for final action.

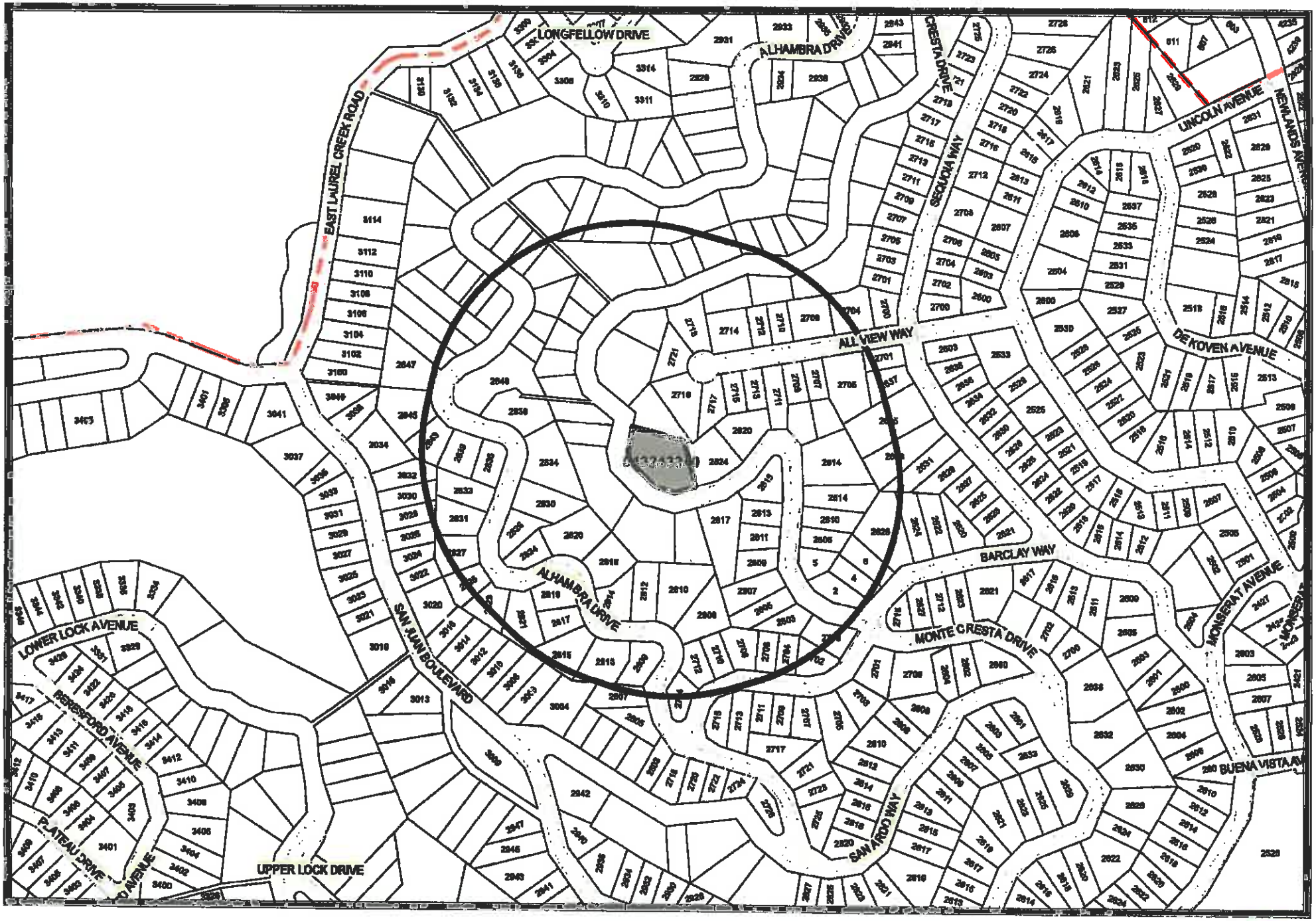
ATTACHMENTS

I. 500 foot radius map of project site
II. Resolution approving the Single Family Design Review
III. Conditions of Approval
IV. Neighborhood Outreach Materials
V. Arborist Report
VI. Geotechnical Investigation by Romig Engineers Inc., and peer review by Cotton Shires & Associates Inc.
VII. Planning Commission Minutes - February 19, 2013
VIII. Project plans and materials samples (Commission only)

Respectfully submitted,

Carlos de Melo
Community Development Director

CC: Applicant/Owners



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500-FOOT RADIUS MAP

MONTE CRESTA DRIVE