

Draft Minutes of the 10/24/01 Meeting of the MidCoast Community Council

Vice Chair Chuck Kozak called the meeting to order at 7:55pm. Five members were present. Chair Stein and Joe Gore were absent.

Public Comment

Sandy Emerson of El Granada presented a memorial created by the Half Moon Bay Fire Department. It commemorates Hook and Ladder Company #3 in New York City, which lost half of its personnel on September 11, 2001. The memorial will be on display at the Point Montara fire station for two weeks. It will then travel to other fire companies before it is presented to Company #3 in NY where a fire ax from that company will become part of the memorial.

April announced a public meeting organized by the Economical Sustainability Committee of the Half Moon Bay/Coastside Chamber of Commerce and Visitors Bureau. The meeting will seek public input on the economic future of the Coastside and will be held at the Ted Adcock Community Center in Half Moon Bay at 7:00pm on November 15.

Paul announced a meeting of the Assoc. of Bay Area Govts. Airport Land Use Committee set for 10/25/01. The Board of Supervisors will hear the revised Confined Recreational Animal Ordinance on 11/6/01 at 9:15 am. A Negative Declaration has been issued by the County on the Vallemar Bluffs development proposal.

Ric announced a meeting of the Monterey Bay National Marine Sanctuary set for 12/3/01 at the Montara Lighthouse. Leonard Woren of El Granada announced that the County has changed the newspaper in which it prints its public notices. The new paper is not the newspaper of record for the MidCoast area.

Chuck announced that in accordance with Chapter 4.68 of the County Health Code, a notice has been sent to owners of houses on wells, requesting annual readings on water wells. The Coastside Design Review Committee will meet on 11/8/01 at 3:00pm at the Sheriff's North Coast Substation in Moss Beach. No projects will be reviewed. The SMCo Sheriff's Outcome-Based Budget Meeting was well-attended.

Board of Supervisors Report

PK Diffenbaugh, Coastal Liason for District 3 Supervisor Rich Gordon, announced that:

*The Mirada Surf purchase is still in negotiations. Supervisor Gordon is hopeful that an agreement will be reached in the near future.

*The County will mail MCC agendas to interested residents/agencies at no cost to the MCC. The Council should give PK a list of those wishing to receive the agenda by mail.

*The certification of new and returning MCC members will occur at some time between November 20 and December 6, 2001. Linda Tulett of County Elections will request that this item be placed on the Board's agenda.

*He will check on bills submitted for reimbursement by the MCC.

*He was unaware that the newspaper which runs County notices had been changed and will investigate this further.

Consent Agenda

Ric moved and April seconded a motion to accept the Consent Agenda as presented. It passed unanimously.

Regular Agenda

1. Report from Development Issues Subcommittee and continued discussion on the County's DPW proposal for developing a process for the consideration and prioritization of road and drainage projects in the MidCoast.

Chuck Kozak and Karen Wilson met with Director Cullen on 10/21/01. Communications with Special Districts regarding proposed projects will be initiated much sooner in the process, as recommended by the MCC. His Department will make County resources available for informational mailings to residents/property owners and will provide a list of property owners in all proposed project areas. They will also reimburse the costs for project map enlargements.

The Department will begin to implement the process specified in their communications with the MCC, with requested revisions. Leonard Woren suggested that notices to Special Districts be initiated years, not just months in advance so that required upgrades can be included as part of routine capital improvements. Paul agreed. April made a motion to accept the scope of work as agreed upon by the Department of Public Works, the MCC and the Development Issue Subcommittee which contains the changes requested by the MCC. Paul seconded the motion and it passed unanimously.

2. Discussion of notification of the MCC and local citizens when issues of interest will be heard by the Board of Supervisors. Ric began the discussion with these points:

After contacting Enviro. Serv. Agency Director Marcia Raines, Ric received a call from Planning Administrator Terry Burnes in response to Ric's concerns regarding neighborhood notification and newspaper postings of public announcements. He explained that County legal counsel had okayed a switch from the San Mateo County Times to the Independent Newspaper Group. The County sometimes does a courtesy publishing in the Half Moon Bay review but there is no legal requirement to do so. Legally, notices must be published ten days prior to the date of the meeting.

Many questions arose. Is the Independent the newspaper of record for the MidCoast? There is only one location where it is available, in front of Long's Drugs in Half Moon Bay. Paul asked whether the Independent is available by subscription, as the Times is. He also suggested that the County website can be accessed for agenda items and supporting documents. He noted that the Planning Commission has been conscientious about publishing meeting notices in the Half Moon Bay Review.

Karen Wilson of Montara asked how many miles from a locale the newspaper of record can originate and be available. She also suggested that the County list future agenda items, as the

MCC does at the end of each meeting. Leonard Woren stated that there are insufficient Independent papers available within the community and this is not the right way to provide notice to the public. Arthur Hofmayer of Montara outlined problems with public notice which have been ongoing. As far as tree removal is concerned, the rules seem to be constantly changing. The rules for notification should be posted. Residents and property owners within 100 feet of the tree should be notified. The printing on the posted notices is too small to read from the street. Who is in charge of the notification procedures? They are inconsistent and arcane.

Ric commented that notifications for the LCP Update meetings have been good. Poor notification on individual projects slows down the process. Suspicion is engendered when there is the appearance of trying to rush through an approval with insufficient public notice. Complaints and appeals often follow. Chuck added that there need to be established timelines for project reviews and cut-off dates for inclusion on upcoming agendas. He said that timely notification of planning actions is a policy issue not a legal mandate. Planning and Zoning Committee members' frequent meetings with planning staff are encouraging more open communications between the County, the MCC and local residents.

The following recommendations were made by the Council and audience members:

1. The County can announce items that will appear on future Board agendas.
2. The County Manager's calendar for agenda item scheduling can be made available and posted on the MCC website and at local post offices.
3. Ask each local Postmaster to post current Board of Supervisors meeting agendas.
4. The MCC can forward a list of high profile projects/issues to the County with a request for advance notification when action on these issues is pending.
5. Letters of notification to residents/property owners should state "Urgent" or "Project Notification Enclosed" to alert recipients to the importance of the communication.

Ric made a motion to send a letter to the Board of Supervisors which will include the questions that have arisen, the concerns of the Council and local residents, the Council's initial recommendations, (listed above) and a request for the initiation of a process to address these concerns. When the Council again places this item on our agenda, Enviro. Serv. Agency Director Raines and members of the Board of Supervisors will be invited to attend that meeting. Paul seconded the motion and it passed unanimously.

3. Review and consideration of recommendations from Planning and Zoning Committee concerning a) suggested Design Review Standards for Residential Development to be forwarded to the Coastsides Design Review Committee, and b) recommendation to the Board of Supervisors regarding flexibility of community member. An addition was made to item b: name an at large member who can sit in to take the place of other committee members from any jurisdiction when neither the primary nor the alternate for a jurisdiction is able to attend the meeting. This is the current agreement which governs the architect members of both the Bayside and the Coastsides Design Review Committees.

Chuck reviewed the Planning and Zoning Committee's recommendations. There were concerns about the request to allow flat roof designs even if the building height was limited to 20 feet. There were concerns about the designation of preferred colors. The color choices will

be expressed as suggestions rather than mandates and will be introduced in an attempt to foster innovative design ideas.

Leonard Woren encouraged designs that will accommodate solar panels and had concerns about overly lax color restrictions.

Concerns were expressed about multiple building sites which use similar plans, materials and colors, creating of excess of uniformity. There needs to be more differentiation between individual projects.

Paul moved that the MCC forward the P and Z recommendations to the Coastside Design Review Committee as submitted with the addition of notes regarding multiple building sites and concerns about flat roof structures. Two alternative will be presented to fill Committee vacancies: 1) either a primary or alternate from another jurisdiction can participate in the absence of a designated member or 2) a floating committee member can be named who will act as a second alternate for all of the jurisdictions. Ric seconded the motion and it passed unanimously.

4. MidCoast Local Coastal Program Review Update. Project Planner George Bergman is able to devote more time to this endeavor. He anticipates having a draft ready by the end of this year. Princeton Citizens Advisory Committee has invited MCC members to their meeting on 11/13 to discuss this item.

Committee Reports

Treasurer's Report: The checking account balance remains unchanged, \$291.00.

Parks and Recreation Committee: The next meeting will be held on 11/5/01 at 7:30 pm at the Three Zero Cafe. Ric has a new appointee to this committee.

Planning and Zoning Committee: The next meeting will be on 11/7/01 at 7:30 pm at the Three Zero Cafe. There will be no meeting on 10/31/01 or 11/21/01. The Negative Declaration on the Vallemar Bluffs property will be discussed on 11/7/01. P and Z may host a party for Planning Department members on 11/28/01. County Counsel is considering the request.

Future Agenda

1. Expansion of existing Sheriff Department's Neighborhood Watch program to include neighborhood emergency preparedness.

The meeting was adjourned at 10:45 pm.

Respectively submitted by Secretary April Vargas.