

March 2, 2021

Paul McGregor
PO Box 370490
Montara, CA 94037

Dear Mr. McGregor:

SUBJECT: Summary of County Comments and Comments/Questions Received at a Major Development Pre-Application Public Workshop on November 17, 2020
County File Number: PRE 2016-00034

Thank you for your participation in the virtual public workshop held on November 17, 2020 via Zoom, regarding the proposal for a new 22-room, 3-story hotel with underground parking on the first story (20,603 sq. ft. total) located at 1350 and 1390 Main Street (APNs 036-052-030 and 036-052-150) in the unincorporated Montara area of San Mateo County. The two (2) existing single-family residences are proposed to be demolished. This project will require a Coastal Development Permit, Design Review Permit, Use Permit, Grading Permit, and Merger. The subject parcels are zoned C-1/S-3/DR/CD (Neighborhood Business Districts/S-3 Combining District/Design Review/Coastal Development). The formal application for this project (PLN 2016-00328) was submitted concurrently with this pre-application.

The information and comments exchanged can be invaluable in fostering an understanding of the surrounding community's concerns and comments about the project. The purpose of this letter is to summarize the comments received at the workshop and include comments from the County's Current Planning Section, other reviewing departments, and additional comments from interested parties.

Besides the applicant, there were about 50 members of the public in attendance at the meeting. Prior to the meeting, staff received 10 emails from interested neighbors expressing concern about the project, particularly about design, impacts on traffic and parking, method of height measurement, and potential mixed-use development opportunities.

SUMMARY OF PUBLIC CONCERNS REGARDING THE PROJECT

In general, interested members of the public at the meeting primarily expressed concerns regarding the proposed hotel. There was a strong sentiment that the project would negatively impact the community and neighborhood as further detailed in the comments listed below:



1. **Building Height:** Concerns about building height were noted both via email and at the workshop and focused on the method of height measurement utilized for the project. Comments suggested that the use of average height, as required by the Zoning Regulations, to measure building height does not represent the full height of the structure. Comments suggested that the applicant adhere to the height limit as measured from existing grade as required in Midcoast residential combining districts such as the S-17.

Staff Input: Height in the S-3 combining district is measured based on average height and allows for a maximum of 28-feet per Section 6300 of the County Zoning Regulations. Based on the proposed plans, the structure would be 27-feet 4-inches in height and therefore under the maximum allowed height. As demonstrated with the height diagram presented by staff during the workshop, the average height is taken between 1) the midpoint of the topmost point of the structure and the highest horizontal plate and 2) the midpoint of the highest and lowest finished grade.

For clarity, the applicant noted during the workshop that, taking a measurement from existing grade, the majority of the structure is under 29-feet in height from existing grade except for the southwest corner of structure which reaches 32-feet 6-inches in height. The southwest corner of the structure is at the low point of the site. For the public's reference, staff will request that the applicant provide a line on the elevations and sections depicting existing grade.

2. **Potential for Neighborhood-Serving Commercial Development on the Ground Floor:** Comments were raised that the project presents the opportunity for mixed-use development, particularly by adding commercial/retail space or neighborhood amenities at the street level. Many members of the public expressed the need for more and a greater diversity of commercial establishments in Montara.

Staff Input: The property's zoning, C-1/S-3/DR/CD, and General Plan Land Use designation, Neighborhood Commercial, would allow a new 22-room, 3-story hotel with a conditional Use Permit. *Though the associated C-1 Zoning District allows for many of the uses the community would like to see, from a regulatory standpoint, staff cannot require the applicant to add commercial/retail space or neighborhood amenities to the proposed development. Section 6251(a)(4) of the County Zoning Regulations lists hotels as a conditional use in the C-1 zoning district. If the applicant submits a proposal involving other uses, County staff would review it at that time.*

3. **Parking:** Comments suggested that the proposed project provides too few parking spaces relative to the number of hotel rooms and employees, indicating that this would result in extra parked cars on the street. In addition, comments were received regarding the calculation of the number of required parking spaces relative to parking requirements in Section 6119 of the County Zoning Regulations, specifically suggesting that the parking ratio for a motel use (one (1) parking space for each individual sleeping unit) rather than hotels (one (1) parking space for each four (4) guest bedrooms) should be used.

Staff Input: The proposed on-site parking spaces must comply with the number of parking spaces required for hotels pursuant to Section 6119 of the County Zoning Regulations. A minimum of five (5) parking spaces are required by the Zoning Regulations; fifteen (15) parking spaces are proposed including one (1) accessible parking space.

The use of the parking ratio for hotels is appropriate for this project because the project meets the definition of a hotel but not a motel. The definition of a hotel per Section 6102.49 of the County Zoning Regulations is the following: "Any building or portion thereof containing six (6) or more guest rooms used, designed, or intended to be used, let or hired out to be occupied." For reference, the definition of a motel/tourist court per Section 6102.80 of the County Zoning Regulations is the following: "A group of attached buildings containing guest rooms...some or all of which have a separate entrance leading directly from the outside of the building with garage attached or parking space conveniently located on the lot and which is designed, used, or intended wholly or in part for the accommodation of automobile transients. Tourist Courts include auto courts, motels, and motor lodges." Based on the design of the project, which includes a centralized entrance and lobby, the project meets the definition of a hotel.

Additionally, as part of the California Environmental Quality Act (CEQA) review process, Planning staff will analyze the potential traffic and parking impacts of the project and require mitigation measures for significant impacts, if any. Staff has determined that an environmental evaluation will be prepared consistent with CEQA requirements. Traffic, parking, and other potential environmental impacts will be identified, and a public review period will be provided prior to any Planning Commission public hearing.

4. **Neighborhood Character:** Members of the public expressed concern with the design of the structure. In particular, there are concerns that the structure appears massive from Cabrillo Highway (Highway 1) and does not sufficiently relate with the scale of the downtown area and surrounding single family residential structures. Members of the public proposed various design solutions to visually break up the massing and provide further visual interest through changing the roof forms, implementing material and color changes, and un-enclosing select balconies.

Staff Input: From a design perspective, the project is subject to compliance with the Design Review regulations found in Section 6565.17 of the County Zoning Regulations, the San Mateo County Community Design Manual, and the Montara-Moss Beach-El Granada Community Plan. Design Review will be conducted by staff and subject to the approval of the Planning Commission. Staff has forwarded all design related feedback to the applicant and will continue to work with them to make further design improvements.

5. **Traffic and Hazards:** Comments suggested that the proposed project will generate additional neighborhood and area traffic from the occupants of the proposed hotel and create new safety hazards.

Staff Input: As noted in the Parking section, potential significant environmental impacts that may be caused by this project, including potential traffic impacts or the creation of new traffic hazards, will be included in the environmental analysis of the project. If necessary, mitigation measures will be proposed to address such issues. In addition, the applicant will be required to submit a traffic impact analysis per Local Coastal Program (LCP) Policy 2.52 for review.

6. **Water and Sewer Capacity:** Comment suggested that adequate water and sewer service capacity may not be available to serve the proposed project.

Staff Input: As part of the review process, plans were sent to the Montara Water and Sanitary District (District), who noted that capacity is available to serve the sewer, domestic water, and fire protection needs of the proposed hotel.

7. **Low-Cost Lodging:** In an article from the Half Moon Bay Review, the applicant noted that he intends to dedicate 10 percent of the rooms to affordable lodging for lower income families. In response, comments were received from the public questioning how affordable lodging would be enforced.

Staff Input: LCP Policy 11.23 encourages low-cost facilities in privately developed visitor-serving facilities, particularly hotels and motels. In line with this policy, the County supports the applicant's desire to provide affordable lodging opportunities. The provision of low-cost facilities is not required. To note, the California Coastal Commission has policies regarding affordable lodging that may apply to the proposed project.

SUMMARY OF PUBLIC COMMENTS IN SUPPORT OF THE PROJECT

1. **Lodging for Visiting Family Members and Friends of Residents:** Comments suggested that the proposed hotel could provide a convenient place to stay for visiting family members and friends of local residents.
2. **Lack of Economic Viability for Additional Commercial Establishments:** In response to comments from members of the public who advocated for the addition of a commercial/retail use, other commenters suggested that commercial and retail establishments have historically not prospered in Montara and are therefore not a necessary addition to the scope of the proposed development. They cite numerous vacant commercial properties in the immediate area.
3. **Neighborhood Character:** A member of the public commented that the structure and proposed use fits with the character of the community.
4. **Traffic and Parking:** Members of the public suggested that the increase in traffic generated by the hotel would not be significant relative to traffic on the coast as a whole. They also noted that there would be no issues with additional parked cars as the area has not historically had an issue with low parking availability.

COMMENTS FROM OTHER REVIEWING AGENCIES

The application and all supporting documents and materials are subject to review and approval by several departments, companies and agencies, including but not limited to: Building Section, Geotechnical Section, Drainage Section, County Department of Public Works, Montara Water and Sanitary District, Coastside Fire Protection District, Sonoma State, and California Coastal Commission. Agencies may request additional information if needed. To date, Planning Staff has received comments from the following agencies. These comments stem from the processing of the formal application (PLN2016-00328):

County Current Planning Section:

These items must be addressed in the Planning Permit stage of the application.

1. A Geotechnical Report is required at the Planning phase of the project.
2. The application shall include a traffic study, as prepared by a licensed transportation engineer or consultant. The traffic study shall include an evaluation of the factors listed in the Transportation Section of the County's Initial Study Checklist and must include an assessment of the traffic impacts from other recently completed or pending. The traffic study must also satisfy the relevant policies of the County Local Coastal Program.
3. The applicant shall submit a landscape documentation package compliant with the state's Model Water Efficient Landscape Ordinance.
4. An arborist report shall be required that addresses potential construction impacts on all significant or heritage trees on-site and those off-site whose driplines would be encroached on during construction or by the development itself.
5. The applicant shall include an erosion and sediment control plan with the application. This plan shall identify the type and location of erosion control devices to be installed upon the commencement of construction in order to maintain the stability of the site and prevent erosion and sedimentation off-site. A separate tree protection plan may also be required as part of the building permit. Tree protection measures shown on the plans should reflect the measures recommended by the project arborist. Species and size of trees shall be indicated on the plan (size shall be measured by diameter at breast height (dbh)).
6. A discrete line shall be added to the elevations and sections that depicts existing grade.
7. Due to the passage of time since the previous survey (Dietz and Jackson 1970) and the changes in archaeological theory and method since that time, we recommend a qualified archaeologist conduct further archival and field study for the entire project area to identify archaeological resources.

8. The proposed project area has the possibility of containing unrecorded archaeological site(s). A study is required prior to release of the Negative Declaration.
9. We recommend the lead agency contact the local Native American tribe(s) regarding traditional, cultural, and religious heritage values.
10. Since the Office of Historic Preservation has determined that any building or structure 45 years or older may be of historical value, if the project area contains such properties, a qualified professional familiar with the architecture and history of San Mateo County shall conduct a formal CEQA evaluation.
11. The 1939 USGS San Mateo 15-foot quad depicts a building in the proposed project area. Since the Office of Historic Preservation has determined that any building or structure 45 years or older may be of historical value, if these, or similarly aged buildings, are present then, a qualified professional familiar with the architecture and history of San Mateo County shall conduct a formal CEQA evaluation.

County Building Inspection Section

12. The project shall be designed and constructed in accordance with the adopted and locally amended California Building Standards Code in effect at the time of Building Permit application.
13. The project shall be designed and constructed in accordance with Chapter 11B of the California Building Code.
14. The project shall be designed under the general direction of a California registered design professional.

County Drainage Section

15. The following items will be required at the time of building permit submittal:
 - a. Full Drainage Report prepared and stamped by a Registered Civil Engineer demonstrating that the project complies with the County's current drainage policy restricting additional stormwater flows from development projects.
 - b. A final Grading and Drainage Plan prepared and stamped by a Registered Civil Engineer showing any features required to retain additional stormwater resulting from the new impervious areas onsite (as determined in the Drainage Report). Plan will include details for drainage features and permeable pavement and relevant elevations. Infiltration setbacks shall be updated to current standards as needed.
 - c. An updated C.3/C.6 Checklist.

County Department of Public Works

16. Prior to the issuance of the Planning permit, the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20 percent) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by the Department of Public Works, this plan and profile shall be prepared from elevations and alignment shown on the roadway improvement plans. The driveway plan shall also include and show specific provisions and details for both the existing and the proposed drainage patterns and drainage facilities.
17. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. Applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
18. Erosion and sediment control during the course of grading work shall be in accordance with a plan prepared and signed by a Certified Professional in Erosion and Sediment Control (CPESC) or the Engineer of record and approved by the Department of Public Works and the Planning and Building Department. Any revisions to the approved erosion and sediment control plan shall be prepared and signed by the CPESC or the Engineer.
19. Prior to the issuance of the Building Permit, the applicant will be required to provide payment of "roadway mitigation fees" based on the square footage (assessable space) of the proposed building per Ordinance #3277.

Montara Water and Sanitary District (District)

20. Water and sewer service to the proposed development is conditioned upon compliance with all applicable requirements of the District's Code, including, without limitation, submittal of an application for service accompanied by detailed plans for the construction of improvements, preparation of plans and specifications for the water and sewer utility service conforming to the District's requirements, and payment of all fees and charges likewise required by the District's Code.
21. Service is also subject to compliance with all Federal, State, and local approvals.
22. Sewer mainline extension or upgrade to current District standards may be required.
23. Grinder pump installation may be required.
24. Well abandonment by San Mateo County Environmental Health Services may be required.

- 25. Connections fees and other fees must be paid prior to issuance of connection permit.
- 26. Applicants must first apply directly to the District for permits and not their contractor.

Coastside Fire Protection District

- 27. Address Numbers: Building identification shall be conspicuously posted and visible from the street. (TEMPORARY ADDRESS NUMBERS SHALL BE POSTED PRIOR TO COMBUSTIBLES BEING PLACED ON SITE). The letters/numerals for permanent address numbers shall be of 6-inch height with a minimum 1/2-inch stroke and of a color, which is contrasting with the background. Such letter/numerals shall be illuminated and facing the direction of access.

Distance from Road	Address No. Size
0-50 feet	6-inch
50-100 feet	8-inch
100-150 feet	10-inch
150+ feet	12-inch

with a corresponding increase in stroke width.

- 28. Automatic Fire Sprinkler System: The proposed project must be equipped with an approved NFPA 13 for Garage area and 13R fire sprinkler system throughout Residential area. You will not be issued a building permit until fire sprinkler plans are received, reviewed and approved by the fire protection district. If you have not already done so, please submit the required plans to the San Mateo County Building Department. Please be advised that the sprinkler system design shall be based on an at least Light Hazard or higher classification based on stored commodity. Please provide information as to commodity. Please submit plans showing the location of all required fire sprinkler hardware to the San Mateo County Building Department.
- 29. Unobstructed fire sprinkler coverage: shall extend to all areas in the occupancy. Any areas creating compartmentalization due to new walls shall have additional sprinkler heads installed to provide unobstructed coverage. Any heat producing appliances that are hooked up to an electrical power source, natural or propane gas, and are operational shall not have sprinkler heads located within their respective heat zones.
- 30. Lighting Layout - Provide lighting layout. Show full dimensions of light fixtures and relationship to adjacent sprinkler heads.
- 31. Clearly identify fire service line on plans and verify that line meets minimum size for fire sprinkler hydraulic calculations.

32. Provide complete General Information Sign, placed at the riser on plans (NFPA 13 section 25.6.2).
33. Fire Sprinkler Hardware: Along with the automatic fire sprinkler system, this project is required to install all related fire sprinkler hardware (Post Indicator Valve, Fire Department Connection and Exterior Bell). You will not be issued a building permit until plans have been submitted, reviewed and approved by the fire protection district. Please submit plans showing the location of all required fire sprinkler hardware to the San Mateo County Building Department.
34. When Fire Sprinkler are to be relocated an As-Built plan will be required. Submit complete plans from a licensed contractor.
35. Fire Access Roads - Add note to plans: The applicant must have a maintained asphalt surface road for ingress and egress of fire apparatus. The San Mateo County Department of Public Works, the Coastside Fire Protection District Ordinance 2016-01, and the California Fire Code shall set road standards. As per the 2016 CFC, Section Appendix D, road width shall not be less than 20-feet. Fire access roads shall be installed and made serviceable prior to combustibles being placed on the project site and maintained during construction. Approved signs and painted curbs or lines shall be provided and maintained to identify fire access roads and state the prohibition of their obstruction. If the road width does not allow parking on the street (20-foot road) and on-street parking is desired, an additional improved area shall be developed for that use.
36. ADD Note to plans: An approved fire hydrant (Clow 960) must be located within 500-feet measured by way of drivable access from the proposed project. The hydrant must have a minimum flow of 2,812 gallons per minute at 20 pounds per square inch residual pressure for a minimum of 3 hours. If you have not already done so, please submit a site plan showing all underground piping to the San Mateo County Building Department for review and approval. Contact the local water purveyor for water flow details.
37. Exit Doors: Exit doors shall be of the pivoted type or side hinged swinging type. Exit doors shall swing in the direction of exit when serving an occupant load of 50 or more.

Special Doors: Revolving, sliding and overhead doors shall not be used as required exits. Power operated doors complying with CBC Standard No. 10-1 may be used for exit purposes.

Additional Doors: When additional doors are provided for egress purposes, they shall conform to all the provisions of CBC chapter 10.
38. Exit Door Hardware: Exit door(s) shall be operable from the inside without the use of a key, special knowledge or effort. Exception: Main exit doors may be equipped with a keyed-locking device if there is a readily visible sign on or adjacent to the door stating, "THIS DOOR TO REMAIN UNLOCKED WHENEVER THE BUILDING IS OCCUPIED". The letters in the sign shall not be less than 1-inch in height.

39. Exit Illumination: Signs shall be internally or externally illuminated by two electric lamps or shall be of an approved self-luminous type.
Power Supply: Current supply to one of the lamps for exit signs shall be provided by the premises wiring system. Power to the other lamp shall be from storage of batteries or an on-site generator set. Include exit illumination with electrical plans and submit to the San Mateo County Building Department for review and approval.
40. Exit Signage: Where required: When more exits from a story are required by Chapter 10 of the CBC, exit signs shall be installed at stair enclosures, horizontal exits and other required exits from the story. When 2 or more exits are required from a room or area, exit signs shall be installed at the required exits from the room or area and where otherwise necessary to clearly indicate the direction of egress. Exception: Main exit doors, which obviously are clearly identifiable as exits (glass door). Show exit plans on plans submitted to the San Mateo County Building Department for review and approval.
41. When exit signs are required by Section 1013.2 I 1013. 7 of the CBC, additional approved low-level exit signs, which are internally or externally illuminated, photo luminescent or self-luminous, shall be provided in all interior rated exit corridors serving guest rooms of hotels in Group R, Division 1 Occupancies, and other occupancies as determined by the code.
42. Exit shall meet section 10 of the 2016 CFC.
43. Provide exit access travel distance from all areas to exits demonstrating they meet Section 1016.
44. Exiting Plan: Provide an exiting plan with appropriate code compliant exits and hardware to accommodate the calculated live loads of the building. Exiting plan must meet Chapter 10 (Means of Egress) requirements of the 2016 CFC. Detailing – Show all proposed walls, and doors. - Show all door locations, fire-rating (if applicable), direction of swing, self-closing mechanisms, width, etc.
45. Provide exit analysis insuring exit design meets Chapter 1024.
46. Exits sign and Egress Illumination shall meet the Section 1005, 1008 & 1013 of the CFC 2016.
47. Occupancy Load Sign: Any room having an occupant load of 50 or more where fixed seats are not installed, and which is used for classroom, assembly or similar purpose, shall have the capacity of the room posted in a conspicuous place. 2016 CFC Chapter 10.
48. ADD Note to plans: As per Coastside Fire Protection District Ordinance 2016-01, the roof covering of every new building or structure, and materials applied as part of a roof

covering assembly, shall have a minimum fire rating of Class "B" or higher as defined in the current edition of the California Building Code.

49. Vegetation Management (LRA) - Add note to plans: The Coastside Fire Protection District Ordinance 2016-01, the 2016 California Fire Code 304.1.2

A fuel break of defensible space is required around the perimeter of all structures to a distance of not less than 30-feet and may be required to a distance of 100-feet or to the property line. This is neither a requirement nor an authorization for the removal of living trees.

Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6-feet above the ground. New trees planted in the defensible space shall be located no closer than 10-feet to adjacent trees when fully grown or at maturity.

Remove that portion of any existing trees, which extends within 10-feet of the outlet of a chimney or stovepipe or is within 5-feet of any structure. Maintain any tree adjacent to or overhanging a building free of dead or dying wood.

50. Emergency Building Access: The proposed project will require the installation of "Knox Boxes." These emergency key boxes are required when access to or within a structure or an area is unduly difficult because of secured openings or where immediate access is necessary for life saving or fire-fighting purposes. The Chief will determine the location for the key box and provide an authorized order form. All security gate systems controlling vehicular access shall be equipped with a "Knox"; key operated emergency entry device. For application and instructions please email jriddell@fire.ca.gov and ramores@fire.ca.gov if you need further assistance please contact Coastside Fire Protection District at 650-726-5213.
51. Fire Alarm System: This project is required to have installed an approved NFPA 72 Fire Alarm System throughout. The system is to monitor any flow through the required automatic fire sprinkler system, any fire sprinkler valve tamper and all heat and smoke detectors. The system will also include an exterior bell and interior horn/strobes, which are required to be wired to the alarm system and the flow switch for the fire sprinkler system. The FACP shall be protected with a smoke detector as per NFPA 72, Section 1-5.6 and a manual pull station. A wiring inspection is required to be conducted by the Fire Protection District prior to covering walls and ceiling areas. All systems and components must be tested per manufactures specifications and NFPA 72. Battery backup shall meet or exceed requirements for amp-hour rating and must be tested as per manufactures specification and NFPA 72.
52. Fire Extinguishers: There must be at least one 2A10BC fire extinguisher for each 3,000 sq. ft., travel distance not to exceed 75-feet with at least one extinguisher per floor per Title 19, California Code of Regulations. Show location of extinguishers on plans.

53. Provide penetration protection in all membranes through fire rated assemblies (ie: dampers, fire caulking)
54. All doors in corridors shall have a 3/4 fire rated door & jamb with closer and smoke gasket. 2106 CFC Sec.1020
55. Elevator to comply with Chapter 30 of the 2016 CBC.
56. ADD Note to plans: Solar Photovoltaic Systems: These systems shall meet the requirements of the 2016 CFC Section 605. 11
57. Your project is located in an area that to date there are no documented fire flows are available. In order to determine required fire flows, please provide information on Building Classification including Type of Construction, Occupancy Classification and Mixed occupancy use.
58. Fire Alarm systems that meet the 2016 NFPA 72 will be required.
59. A Certificate of Completion for Fire Sprinkler System requirement at final.
60. A Certificate of Completion for Fire Alarm required at final.
61. A Certificate of Completion for Fire Suppression System required at final.
62. A Certificate of Completion for Underground required at final.

The formal application, including all plans and materials cited earlier in this letter, should consider the comments discussed above. If you have any questions regarding this summary or need assistance with application requirements, please feel free to contact me by email at rpanglao@smcgov.org as County staff is currently working remotely per County directive until further notice.

Sincerely,



Ruemel Panglao
Project Planner

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cc: Planning Director, City of Half Moon Bay
Coastside Fire Protection District

Montara Water and Sanitary District
County Department of Public Works
California Coastal Commission
Midcoast Community Council
Marcia Moriarty
Kirk Barker
Gregg Diequez

Interested Members of the Public who provided an email address:

Beverly Garrity
Katie Kostiuk
Rebecca Katkin
Mark Stegmaier
Chris Johnson
Linda McMaster
Susan Rankins
Linda Moss
Travis Conte
Patricia Morrissey
Soula Conte
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