

July 14, 2015

Ken Fong
TKF & Associates
16 Bay Side Court
Sacramento, CA 95831

Dear Mr. Fong:

SUBJECT: Summary of comments and questions received at a Public Workshop held on June 16, 2015 regarding a proposal to construct a two-story, 14-room addition to an adjacent existing hotel facility, Harbor View Hotel. This project would occur on a legal (C-1/S-3/DR/CD), 6,028 sq. ft. vacant parcel (APN 047-045-220) adjacent to the existing developed parcel (APN 047-045-210), where the existing hotel is located. The project is located at 51 Avenue Alhambra in El Granada.

APN 047-045-220; County File No. PRE 2015-00009

On June 16, 2015, staff facilitated a pre-application workshop for the proposed expansion of the Harbor View Hotel, located on Avenue Alhambra in El Granada. As part of a renewal for the Use Permit, the applicant is proposing to expand the hotel into the adjacent vacant lot to include an additional 14 rooms. The two-story building will front the street and be built along the property line, and have additional parking in the rear of the lot.

As required per Zoning Regulations Section 6415, the pre-application workshop for major development proposals is to be conducted to allow community input on the proposal before the application is officially submitted. Ten individuals in total were in attendance, which included the applicant, representatives and staff of the hotel, and six members of the community.

Public Comments

At the workshop, staff provided a brief overview of the purpose of the meeting and the process the project will be going through when submitted. The applicant provided some additional details of the project.

Concerns with the bulk and massing of the addition were the primary comments made about the proposal. While the proposed addition would continue the colors and materials of the



existing building and match in height, it was expressed that it would present a very obvious change to the character of the surrounding area. The two-story wall that would project over the adjacent café at the property line was believed to not have a harmonious feel, which would result in shadows. Further, a building that is built at the property line leaving no space between the existing café and the hotel gives the impression of being unfriendly and uninviting, when the two uses could (and should be) complementary to one another.

It was also expressed that vacant lots and spaces, such as that of the lot where the expansion would occur, are what defines valued characteristics of the neighborhood. With the proposed addition's location being closer to the sidewalk, it was also believed that the addition was pedestrian unfriendly. Regulatory concerns were raised, such as compliance with recently adopted revisions to the Local Coastal Program, height limitations, and parking requirements.

Other comments from members of the community included support of developing the lot with the proposed expansion, as it would provide better continuity for the types of uses on that block while still respecting the character of the area. It was also indicated that there is value in providing additional lodging and commercial opportunities that benefit the community.

Finally, concerns were raised regarding the low turnout from the community at the workshop, and that many of the community's concerns may not have been reflected in the comments provided.

Those present made several suggestions for the applicant's consideration. It was noted that the applicant should reconsider the mass and bulk of the proposed addition building to ensure it presents a harmonious relationship with the adjacent uses. One specific suggestion was to consider moving the hotel entry along the property line, so as to not have the proposed two-story addition flush against the café. The use of warmer lighting that is shielded to keep light on the property was encouraged. Finally, it was encouraged that staff consider conducting an additional workshop that starts no earlier than 7:00 in order to increase community turnout.

Staff encourages the applicant to consider the comments received into account on the development of future plans for their proposal.

Comments from Other Reviewing Agencies

To date, staff has received tentative comments from the following agencies:

County Planning Department

The Need to Include Complete Elevations:

While the included plans provide north, south, and east proposed elevations, the plans did not include west elevations where the proposed building will abut the adjacent parcel and existing café building located on that parcel. This would help visualize the proposed building

to determine the visual impacts associated with a two-story structure located at the setback line. Further, full elevations of the existing building should be included in the plans to help visualize the complete project and what the hotel will look like when complete. Elevations should also include ancillary items such as any trash enclosures and lampposts.

The Need to Include Rear Wall/Fencing:

The applicant will need to submit details and elevations of the rear wall proposed along the back parking area of the finished project.

Compliance with C-1 Zoning, Local Coastal Program, and Parking Regulations:

During the public workshop, comments were raised about the proposed project meeting the required regulations as they pertain to the C-1 Zoning District, the Local Coastal Program, and the parking regulations. In staff's preliminary review of the project, the hotel does meet the development standards set forth by the C-1/S-3 Zoning District. The height of the building was raised as a concern, specifically whether it adheres to a 28-foot height limit stipulated by the Local Coastal Program's (LCP) recent revisions. While the LCP does restrict heights within the CCR Zoning District located in the Princeton area to 28 feet in some instances, this does not pertain to the C-1 Zoning District within El Granada. The maximum height within the C-1 Zoning District is 36 feet. The project's proposed height of 29 feet complies with this standard.

While staff has performed a cursory review of the project against and found it to be consistent with the applicable LCP policies, the applicant should review the LCP thoroughly and take into consideration any modification to the preliminary plans, specifically LCP Policies 8.12 and 8.13 which discuss the required design standards.

In regard to the parking, hotel uses are required to provide one parking space for every four guest bedrooms per the Parking Policies and Standards. For the total 31 rooms and approximately 3,700 sq. ft. of office/non-guest room space, the project in total would require 27 spaces. The proposed project includes 33 spaces which is considered sufficient.

The applicant is encouraged to consider the comments and feedback received at the public workshop in developing the proposed project, as well as to review the proposal with staff prior to officially submitting the project for consideration.

County Building Inspection Section

While Building's comments are directed at that point where the project building permit would be submitted, they are still provided for preview as follows:

This is a preliminary review only. When this design is submitted for a building permit, there may be more requirements according to the actual design being submitted for a building permit. This review is neither permission nor approval for final plan check for a permit. For a building permit, please provide the following:

1. The applicant will need to include a written description and the scope of work on the plans when submitting a building permit.
2. The plans do not include an elevator to the second floor and will need to illustrate such when submitted.
3. ADA clearance on the inside of individual room doors will be required.
4. A lot merger may be required to eliminate fire wall requirements.

County Geotechnical Engineer

This project will require a geotechnical study before either grading or building permits can be issued. A general site conditions report will be required at the time of the cited Planning application.

County Department of Public Works

1. Prior to the issuance of the building permit or planning permit (for Provision C3 Regulated Projects), the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Department of Public Works for review and approval.
2. Prior to the issuance of the building permit or planning permit (if applicable), the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20%) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by 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.
3. Should the access shown on the plans go through neighboring properties, the applicant shall provide documentation that "ingress and egress" easements exist providing for this access, prior to issuance of a building permit or recordation of map (if any).

4. 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. The applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
5. 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.
6. The applicant shall submit a traffic impact analysis report per the County of San Mateo Traffic Impact Requirements to the Planning Department and the Department of Public Works for review and approval. Should the findings determine that there are impacts to transportation or parking elements, the applicant must mitigate for these impacts.

Coastside Fire Protection District

While Coastside Fire Protection District (CFPD) comments were directed at that point where the project building permit was submitted, they are still provided for preview as follows:

1. Fire Department access shall be within 150 ft. of all exterior portions of the facility and all portions of the exterior walls of the first story of the buildings as measured by an approved access route around the exterior of the building or facility. Access shall be a minimum of 20 ft. wide, asphalt all-weather capability, and able to support a fire apparatus weighing 75,000 lbs. Where a fire hydrant is located in the access, a minimum of 26 ft. is required for a minimum of 20 ft. on each side of the hydrant. This access shall be provided from a publicly maintained road to the property. Grades over 15% shall be paved and no grade shall be over 20%.
2. All buildings that have a street address shall have the number of that address on the building, mailbox, or other type of sign at the driveway entrance in such a manner that the number is easily and clearly visible from either direction of travel from the street. New residential buildings shall have internally illuminated address numbers contrasting with the background so as to be seen from the public way fronting the building. Residential address numbers shall be at least six feet above the finished surface of the driveway. An address sign shall be placed at each break of the road where deemed applicable by the Coastside Fire Department. Numerals shall be contrasting in color to their background and shall be no less than 6 inches in height, and have a minimum 3/4-inch stroke. Remote signage shall be 6" x 18" green reflective metal sign.
3. Contact the Fire Marshal's Office to schedule a Final Inspection prior to occupancy and Final Inspection by a Building Inspector. Allow for a minimum of 72-hour notice to the Fire Department at (650) 726-5213.
4. A fire alarm system shall be installed meeting California Fire and Building Codes and NFPA 72.

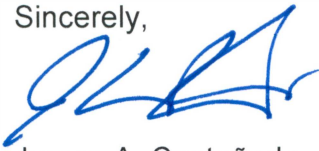
5. Portable fire extinguishers with a minimum rating of 2A-10BC are required to be placed throughout your project. Contact a licensed/certified fire extinguisher company for proper placement of the required extinguishers. Documentation is required on building plans at the building permit application stage. Proper installation is required prior to Fire's final approval for the building permit.
6. A fire flow of 1,750 gpm for 2 hours with a 20-psi residual operating pressure must be available as specified by additional project conditions to the project site. The applicant shall provide documentation including hydrant location, main size, and fire flow report at the building permit application stage. Inspection required prior to Fire's final approval of the building permit or before combustibles are brought on-site.
7. Maintain around and adjacent to such buildings or structures a fuelbreak/firebreak made by removing and clearing away flammable vegetation for a distance of not less than 30 feet and up to 100 feet around the perimeter of all structures, or to the property line, if the property line is less than 30 feet from any structure.
8. The required fire flow shall be available from a Clow 960 Wet Barrel Fire Hydrant. The configuration of the hydrant shall have a minimum of one each 4 1/2" outlet and one each 2 1/2" outlet located not more than 250 feet from the building measured by way of approved drivable access to the project site.
9. Because of limited access into your property, the authority having jurisdiction is requiring the installation of a Knox Box, Knox Key Switch, or Knox Padlock to allow rapid response of emergency vehicles onto your property in case of a fire or medical emergency. For an application or further information, please contact the Coastside Fire Marshal's Office at (650) 726-5213.
10. All roof assemblies shall have a minimum CLASS-B fire resistive rating and be installed in accordance with the manufacturer's specifications and current California Building and Residential Codes.
11. An approved Automatic Fire System meeting the requirements of NFPA-13R shall be required to be installed for your project. Plans shall be submitted to the San Mateo County Building Department for review and approval by the Coastside Fire Department.
12. Street signs shall be posted at each intersection conforming to the standards of the Department of Public Works.
13. All dead end roadways shall be terminated by a turnaround bulb of not less than 96 feet in diameter.

Other Agency Review

Referrals for this Pre-Application were also sent to Midcoast Community Council. While no comments were received, they and other entities will be notified in the future upon such time when the formal application is submitted; such notice will also occur upon circulation of the subsequent environmental document as well as for all public hearing agendas.

Before submittal of the formal application, including all plans and materials cited earlier in this letter, please 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 at 650/363-1837.

Sincerely,



James A. Castañeda, AICP

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cc: Board of Supervisors
Planning Commission
Steve Monowitz, Community Development Director