



## DRAFT CONDITIONAL USE PERMIT & CODE COMPLIANCE CERTIFICATE

This is to certify that the San Carlos Planning and Transportation Commission at the regular meeting thereof, held on November 20, 2023, granted approval of a Request for Design Review, Conditional Use Permit, and Protected Tree Removal Permit to Huan Fang on behalf of 549 Prospect, LLC (hereafter "Applicant") to allow for the construction of a new four-unit townhome building at 549 Prospect Street (APN: 050-034-150). The application was approved subject to the following conditions:

1. All structures, parking areas, and landscaping shall be situated on the property in accordance with the plans prepared by Fifth Arch, date-stamped September 6, 2023, consisting of 17 total pages, which includes three landscape sheets prepared by blocs design group, and the civil plans prepared by GeoTrinity Consultants, LLC, date-stamped October 4, 2023, consisting of 8 sheets, as reviewed and approved by the Planning and Transportation Commission on November 20, 2023.
2. The colors and materials of the structure and improvements shall be in substantial compliance with those presented and described within the application materials. Any changes determined to be significant as determined by the Principal Planner shall be reviewed and approved by the Planning and Transportation Commission.
3. The construction of the structure permitted by this approval shall be in conformance with the regulations of the RM-59 - Multi-Family, Medium Density Zoning District, pursuant to Chapter 18.04 of the San Carlos Municipal Code.
4. Prior to Building Permit issuance, the Applicant shall pay the Traffic Impact Mitigation Fee, as applicable, that is in effect at the time that the Building Permit application is received.
5. Prior to Building Permit issuance, the Applicant shall pay the Sewer Connection Fee currently, as applicable, in effect at the time of building permit issuance.
6. Prior to the issuance of an occupancy permit, a Landscape Architect shall certify in writing that the landscaping and irrigation systems are installed in accordance with the approved landscape and irrigation plan and the state mandated MWELO requirements, as applicable.
7. All required tree species shall be in compliance with the City's Preferred Tree List or to the satisfaction of the City Arborist and Community Development Director.
8. **If any construction activity is proposed within the TPZ of any protected tree, a Tree Protection Plan prepared by an ISA Certified Arborist is required, and Tree Protection Plan must receive City Arborist approval before a building permit is issued.** See guidelines here. Construction activity defined as "any construction work associated with or requiring a permit... including but not limited to: storing/staging of materials, site access, parking, placement of temporary structures, debris disposal, additional excavation and landscaping."
9. All proposed and required landscaping shall include permanent irrigation and drainage.

10. The developer shall be responsible for the maintenance of all the on-site landscaping within the project and shall maintain the landscape in proper growing condition for the life of the project to the satisfaction of the Community Development Director.
11. An encroachment permit must be obtained from the Public Works Department, as applicable, prior to the start of any work within the public right-of-way or a public utilities easements including, but not limited to, the installation of sewers and other utilities, sidewalk, curb and gutter, driveway, wall fence, or other construction. An encroachment permit is also required for the placement of bicycle racks, debris boxes, storage containers, or construction materials within the public right-of-way.
12. To the extent consistent with the Fire Code, all new Fire Department Connections and backflow devices proposed shall be as unobtrusive as possible. All fire water plumbing shall be aesthetically placed behind a design element to be screened to the extent feasible. Final design and placement shall be subject to Planning Division review and approval prior to Building Permit issuance.
13. Efficient irrigation systems shall be used throughout all landscaped areas in accordance with the Model Water Efficient Landscape Ordinance, Zoning Ordinance Section 18.18.080.
14. Whenever feasible, and consistent with the landscaping plans approved for the project as referenced in Condition #1 above, 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.
15. Prior to issuance of a building permit, a preconstruction meeting shall be held with Community Development Department staff, the architect, applicant, and contractor to review the plans and conditions of approval.
16. Prior to the issuance of a Building Permit, the applicant shall prepare a Construction Staging Plan for review by the Planning and Building Divisions. The Plan shall be consistent with civil sheets submitted to the Public Works Department.
17. All electrical, telephone, cable television, and similar distribution lines providing direct service to the project shall be installed underground (SCMC Section 18.15.120). Compliance shall be demonstrated in both architectural and civil plans.
18. All mechanical and electrical equipment shall be incorporated into the design of buildings or screened to the satisfaction of the Community Development Director (SCMC Section 18.15.090).
19. A final exterior lighting plan with specifications provided is subject to review and approval by the Planning Division prior to Building Permit issuance. The lighting plan shall demonstrate that there will not be light spillover to the adjacent residences to the satisfaction of Planning Staff.
20. The Applicant shall follow all San Mateo County Water Pollution Prevention Best Management Practices (BMPs) during the construction process and prohibit the discharge of any waste into the storm drain system.
21. All conditions of approval shall be posted at the job site in full public view. Conditions shall be placed in a weatherproof cover and shall include the telephone number of the responsible construction manager.
22. The City may stop work on this project or any construction-related activities if they violate conditions of approval or any part of the San Carlos Municipal Code.

23. This Conditional Use Permit and Design Review approval shall automatically expire if it is not exercised or extended within two years from the date of approval per SCMC Sec. 18.27.120.
24. The project shall comply with all requirements of the San Carlos Fire Department including, but not limited to, the following:
- a) Fire safety during construction and/or demolition shall be in accordance with CFC §3301.1.
25. The project shall comply with all requirements of the Public Works Department including, but not limited to, the following:
- a) A site-specific geotechnical investigation report shall be submitted.
  - b) Provide a Hydrology/Hydraulic Report for review which will identify the pre- and post-development runoff and impervious surfaces and the sizing of the pipes and detention system to confirm that the drainage system is designed to dissipate as much runoff on-site as practicable to eliminate or minimize additional runoff entering to the public right-of-way or to adjacent properties per the 2016 San Carlos Design Guidelines. Provide a clear statement of the basis for the runoff coefficient, rainfall intensity, and time of concentration. Provide all references which are used. Attach IDF curve and runoff coefficient table to the report.
  - c) All drainage improvement shall be consistent with the recommendations contained in the project's geotechnical investigation. Geotechnical investigation report shall expire within a year and applicant is required to provide and updated geotechnical report or supplemental report.
  - d) Where feasible, downspouts shall discharge to a splash block or impervious surface and flow to landscaped features before entering the drainage system. Use flow arrows to show proposed routes of water flow directly away from the splash blocks. Include a separate detail of the splash block if used.
  - e) All drainage shall slope away from structures and shall slope a minimum of 5% for 10 feet on pervious surfaces and 2% for 10 feet on impervious surfaces. Provide adequate spot elevations to confirm the conformance with the minimum slope requirements.
  - f) Any outflow and overflow structure shall be accompanied by rip-rap or other energy dissipation structure to prevent erosion of the site soils immediately downstream of the stormwater release point.
  - g) Any drainage must be expelled to the street gutter via a through-curb drain pipe.
  - h) Provide invert elevations for all catch basins, area drains, and downspout connections at all incoming and outgoing pipe connections.
  - i) Provide finished grade elevations at all building corners, concrete steps and landings, surfaced adjacent to retaining walls, pervious pavers and pervious gravel improvements. The elevation callouts shall be sufficient to confirm slope percentages of the improvements, the proposed site design measures are implemented correctly; there are no deleterious drainage conditions.
  - j) The pervious pavement section shall conform with recommendations provided within the site-specific geotechnical investigation report.
  - k) Utilities: Plans shall clearly identify all existing and proposed utilities on-site and within the public right-of-way. Please note the following:
    - Clearly show the existing sewer lateral (indicate as new or indicate as "existing to remain"). Include provisions for the abandonment of the existing sewer lateral; the lateral shall be cut and capped, per City Standards, at the property line.
    - The size and material of all utility structures shall be provided.
    - The sewer and storm drain lines should show the direction of flow and invert elevations at major pipe bends, facilities, and utility crossings.
    - The necessary details should be provided including details for connections, trenching, facilities, and cleanouts. Please reference City Standard Details.

- Please reference City Standard Details curb/gutter, sidewalk, sewer lateral tie-in to the sewer main, property line sewer cleanout, etc.
  - l) Existing overhead lines shall be demolished. All overhead for utility lines for this new project shall be undergrounded.
  - m) Approved joint trench plans shall be submitted for review.
  - n) Complete in **detail** the current C.3 and C.6 Development Review Checklist that is downloadable on the San Mateo Countywide Water Pollution Prevention Program's (SMCWPPP's) website, <http://www.flowstobay.org/newdevelopment>. Please ensure that all areas are complete, marked and signed by the engineer completing the checklist.
  - o) Off-site Improvements: Clearly identify all work to be done within the public right-of-way including the removal/construction of curb and gutter, sidewalks, driveway, landscaping, fencing, utilities, etc. All existing improvements to remain shall be clearly noted. In addition, the plans must include all applicable City Standard Details. City standard sidewalk and City-maintained street trees shall conform to City standards.
26. The project shall comply with all requirements of the Building Division upon submittal for building permits, including, but not limited to, the following:
- CA1. **Applicable Codes:** This project shall be designed to meet the applicable California Building Standards Code that is in effect at the time of building permit application. CBC 1.1.9.
  - CA2. **All-Electric and Green Building:** Building shall comply with the current California Green Building Standards Code Mandatory Measures and as amended by the City Municipal Code Section 15.04.125 for Reach Code standards.
  - CA3. **Electric Vehicle (EV) Charging:** The project shall meet the Level 2 EV-ready charging stations requirements of the City Municipal Code Section 15.04.125.
  - CA4. **PV Systems:** As a newly constructed building, a PV system is required per CEnergyC 150.1(c)(14).
  - CA5. **Electric Meter Location:** All electric meters shall be located internally within the structure and/or provided with a cabinet that is recessed and flush with the exterior wall plane.
  - CA6. **Allowable Building Area and Height Analysis:** A detailed analysis of the allowable building area and height must be provided at the time of building permit submittal. This analysis must demonstrate that the proposed building complies with the limits set forth in CBC Chapter 5 for allowable building area and height.
  - CA7. **Stair Headroom:** Headroom clearance at stairs shall be 6'8" minimum. CRC R311.7.2.
  - CA8. **Whole House Ventilation Fan:** All new low-rise residential buildings must have a whole house ventilation system that provides a calculated minimum amount of outdoor air by using either a continuously running bathroom fan or a supply or return air ventilation thru a central HVAC system. ASHRAE 62.2.
  - CA9. **Exhaust Termination:** Exhaust ducts shall terminate 3'-0" from openings into the building. CMC 502.2.1.
  - CA10. **Roof Deck Live Load:** The roof deck shall be designed for a live load of 60 psf. CRC Table R301.5.
  - CA11. **Roof Deck Assembly:** Per CBC 107.2.7, where balconies or other elevated walking surfaces are exposed to water from direct or blowing rain, snow, or irrigation, and the structural framing is protected by an impervious moisture barrier, the construction document shall include details for all elements of the impervious moisture barrier system. The plans shall show these details. The manufacturer's installation instructions shall be incorporated into the plan submittal package. *Advisory: During the*

*construction phase, all elements of the impervious moisture barrier system shall not be concealed until inspected and approved. CBC 110.3.8.1.*

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Andrea Mardesich, AICP  
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City of San Carlos

Effective Date: \_\_\_\_\_