



**DRAFT CODE COMPLIANCE CERTIFICATE  
DESIGN REVIEW/CONDITIONAL USE PERMIT/ BELOW MARKET RATE HOUSING PLAN  
AND TRANSPORTATION DEMAND MANAGEMENT PLAN**

This is to certify that the San Carlos Planning and Transportation Commission at the regular meeting thereof, held on May 15, 2023, granted approval of a Request for Design Review, Below Market Rate Housing Plan, Conditional Use Permit and Transportation Demand Management Plan to Ron Grove (hereafter "Applicant"), on behalf of property owner 1383 Laurel Street, LLC to allow for the construction of a new four-story condominium building with 15 residential units and one commercial unit at 1383 Laurel Street (APN: 051-361-050). 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 RYS Architects, date-stamped May 29, 2023 consisting of 16 total pages, which includes 2 landscape sheets prepared by KLA Landscape Architecture and a Tentative Map as reviewed and approved by the Planning and Transportation Commission on May 15, 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. Prior to issuance of a building permit, any building projections, balconies, awnings, or any other building element encroaching into the public right-of-way, shall secure an encroachment permit from the Department of Public Works. Should the encroachment permit not be issued and/or result in architectural changes to the building deemed significant by the Principal Planner, the changes shall be reviewed and approved by the Planning and Transportation Commission.
4. Prior to Building Permit issuance, the Applicant shall pay the Traffic Impact Mitigation Fee 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 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. The applicant shall work with Planning staff on a final brick color prior to installation to the satisfaction of the Community Development Director.
8. The construction of the structure permitted by this approval shall be in conformance with the regulations of the MU-SB, Mixed Use South Boulevard Zoning District, pursuant to Chapter 18.05 of the San Carlos Municipal Code effective prior to March 15, 2023.
9. All residential balcony landscaping as proposed shall be situated in landscape planters and shall include permanent irrigation and drainage.



10. Prior to issuance of a building permit the applicant shall prepare and submit a parcel map or a lot merger document for review and approval by the City Engineer and shall be recorded.
11. In compliance with Sections 18.16.060(C) and 18.16.060(D), a Below Market Rate Housing Agreement (BMR Agreement) must be executed between the City of San Carlos and the developer of any residential development that includes BMR units prior to recordation of any final or parcel map, or if one is not required, issuance of building permit. The City will prepare a draft BMR Agreement and circulate it to the developer upon entitlement of the proposed project. The applicant shall pay the Housing Agreement fees, as applicable, at the time of submission.
12. Stacked or valet parking is allowed if an attendant is present, or an automated system is in place to move vehicles. If stacked parking managed by an attendant is used for required parking spaces, an acceptable form of guarantee must be filed with the Director ensuring that an attendant will always be present when the lot is in operation.
13. Prior to issuance of a building permit, the applicant shall submit a revised Transportation Demand Management (TDM) plan to the satisfaction of the Planning Department and shall include the following, additional information:
  - a. Revisions to the TDM plan shall include a detailed Implementation Plan and Designated TDM contact in accordance with Section 18.25.050 of the San Carlos Municipal Code.
  - b. The revised TDM plan shall certify the trip reduction numbers in percentage to the satisfaction of the Planning and Public Works Department.
  - c. In accordance with the requirements of C/CAG, additional details that adequately demonstrate a 25% trip reduction by utilizing required measures and completed C/CAG checklist <https://ccagtdm.org/wp-content/uploads/2022/04/CCAG-Small-Residential-TDM-Checklist.pdf>.
14. A report, documenting the TDM activities undertaken and their results, shall be submitted to the Director annually at the responsibility of the applicant. A five-year review shall evaluate the overall effectiveness of all the TDM activities and may suggest new or modified activities or substitute activities to meet the program's objectives, per the Director's review and approval. The Director may impose reasonable changes to assure the program's objectives will be met. The applicant shall be required to pay for the costs associated with the City review of the annual and five-year review reports.
15. The project shall comply with all requirements of the San Carlos Fire Department including, but not limited to, the following:
  - a. **Construction Permits:** 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]
  - b. **Required Fire Flow:** Based on the proposed construction type of **Type I-A, 7,914 square feet**, and **Type V-A, 20,820 square feet**, the required fire flow for this project is **1,500 GPM** at 20 psi residual pressure, after allowing for a 50% reduction permitted by the



installation of automatic fire sprinklers meeting the requirements of CFC Section 903.3.1.1 (NFPA 13). [CFC §507.1] Based on the required fire flow of **1,500** GPM at 20 psi residual pressure, the required number of fire hydrants is **one** with a spacing of **500 feet** by Appendix C of the CFC.

- c. **Aerial Fire Apparatus Access** The building is greater than 30 feet tall, so aerial (ladder truck) access is required along Laurel Street. [CFC Appendix D§105.1]
- d. **Automatic Fire Sprinkler System:** When the provisions of Chapter 9 of the 2021 IFC with the 2022 California Fire Code Amendments do not mandate automatic fire sprinkler system protection, and when the following occupancies are of new construction and the total square footage of the new building exceeds 2,500 square feet in size, or more than one-story in height, an automatic fire sprinkler system, shall be installed: Group A, Group B, Group E, (Non-public schools), Group F, Group H, Group I, Group M, and Group S occupancies. [City of San Carlos Amendment – Section 15.04.110 – CFC Section 903.2.1.1]
- e. **Standpipes:** In every required interior exit stairway, a Class I standpipe hose connection shall be provided for each story above and below grade plane. The Class I standpipe hose connection shall be located at the intermediate floor landing. [City of San Carlos Amendment – Section 15.04.110 – CFC Section 905.4]
- f. **Fire Department Connection (FDC):** The location of the fire department connection (FDC) is to be within 50-feet and on the same side of the street as the fire hydrant. Any new backflow preventer or fire department connections proposed shall be unobtrusive. All fire water plumbing shall be enclosed within the structure's walls or aesthetically placed behind a design element with only the necessary connection and required drains or test valves visible. Final design and placement shall be subject to Planning Division review and approval before Building Permit issuance. [City of San Carlos Amendment – Section 15.04.110 – CFC Section 507.5.1.1]
- g. **Fire Alarm System:** A fully addressable fire alarm system is required to be installed throughout the building in compliance with NFPA 72, National Fire Alarm and Signaling Code. The fire alarm system must be supervised by an Underwriters Laboratories certified central station monitoring service. Fire alarm system to be designed in accordance with the legally adopted codes and standards in place at the time of permit application.
- h. **Emergency Responder Radio Coverage.** Emergency responder radio coverage is required based on the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. [CFC §510.1] It shall be designed in accordance with the legally adopted codes and standards in place at the time of permit application.
- i. **Public Safety Key Boxes.** Key boxes containing keys to provide emergency access shall be provided at all entrances to the building. The number, location, and contents of key boxes shall be approved. [CFC §506]
- j. **Rescue/Escape Egress Window Ground Ladder Pads.** The building is proposed as a Type V-A construction over Type I-A with a concrete podium and equipped with emergency escape and rescue windows. Concrete pads, 4 feet x 4 feet are shown on Laurel Street, and access is also provided in the rear from the 20-foot wide alley as shown on Sheet F1.

Group R-1 and R-2 occupancies that are not constructed of Type I, II-A, III-A, or IV construction and protected by an automatic sprinkler system in accordance with CBC/CFC



§903.3.1.1 must be equipped with emergency escape and rescue windows in accordance with CBC/CFC §1030.1.

Where emergency escape and rescue are provided, the landscaping beneath the windows shall be equipped with a 4 x 4-foot concrete pad for ground-ladder placement at an angle of 75° to the windows. [CBC/CFC §1030.1] The ladder pads must be accessible by an approved access walkway leading from fire apparatus access roads to the pads. [CFC §504.1]

- k. **Car Stackers and Car Puzzler Systems.** Parking areas inside buildings or under attached canopies equipped with car stackers or car puzzler systems shall be protected from above by an automatic fire sprinkler system designed to a density of Extra Hazard Group 2. Standard coverage sidewall sprinklers, listed for Ordinary Hazard Group 2 shall be provided to protect each parking level, including the bottom levels. The maximum coverage of a sidewall sprinkler is 80 sq. ft. and the use of extended coverage sidewall heads for protection is prohibited. The basic design area of application for the increased density fire sprinkler system protecting the car stacker or car puzzler systems shall be 2,500 square feet.
- The design area of the application may be reduced upon approval by the fire code official but never less than 1,500 square feet if one-hour rated walls are provided between the stacker parking area and other standard parking stalls or storage areas, and the car stacker system is divided into a maximum of 1,000 square foot fire areas by one-hour rated fire barriers. Flow from all fire sprinkler heads, upright, pendant, and sidewall, at all levels, and located in the design area of application shall be included in the hydraulic calculations for the fire sprinkler system.
  - Car stackers and car puzzler systems installed inside structures or under attached canopies shall be provided with manual wet or automatic wet standpipe connections at all points of access and each parking level within the structure so that every part of the parking area is within 150 feet by hose pull of a standpipe connection.
  - Car stackers and car puzzler systems installed inside structures shall be provided with a mechanical smoke and heat removal system per California Fire Code §910.4. The smoke and heat removal system shall be automatically activated upon detection of fire by the fire alarm system. (§910.4.4 is not applicable to this requirement). [CFC §324 as amended by the City of San Carlos Section 15.04.110]
  - The cabinet for manual control for the smoke removal system is to be located by the Lobby entrance, accessed from outside, and separated by a 3-hour concrete wall as identified on Sheet F1.
- l. **Fire Equipment Enclosure.** Buildings of four or more stories in height shall have a secure enclosed area for post-event overhaul supplies. The room or cabinet shall measure not less than 8 feet by 6 feet. [CFC §907.2.12.3.1(d) as amended by the City of San Carlos Section 15.04.110]
- m. **Public Address System.** In buildings four or more stories in height, a public address system shall be installed for the exclusive use of Fire Department personnel, peace



officers, or other City enforcement personnel according to specifications approved by the Fire Prevention Bureau. Controls for, and access to, such a system shall be installed on the ground floor of the building at a location subject to the approval of the fire code official. The system shall be designed in accordance with NFPA 72, National Fire Alarm and Signaling Code (2016 edition) as an in-building fire emergency voice alarm communication system. Voice appliances and systems shall be capable of 520 Hz  $\pm$  10 percent with the appropriate harmonics. [CFC §907.2.12.3.1(c) as amended by the City of San Carlos Section 15.04.110]

- n. **Rooftop Garden Maintenance Plan.** A maintenance plan for vegetation placed on roofs is required. [CFC §317.4.3]
  - o. **Fire Resistive Construction Maintenance and Repair Inventory.** The owner shall maintain an inventory of all required fire resistance rated and smoke barrier construction, and repair records where damaged, altered, breached, or penetrated. Annual visual inspection and repair records shall be maintained. The fire-resistance rating of structural members, exterior walls, fire walls, fire barriers, fire partitions, horizontal assemblies, and shaft enclosures, and the smoke resistance of smoke barriers and partitions, shall be maintained and repaired to equivalent fire or smoke resistance where damaged during demolition or alteration. [CFC §701.2 and §701.6]
  - p. **Backflow Preventers and Fire Department Connection Location:** Any new backflow preventers or fire department connections proposed shall be unobtrusive. All fire water plumbing shall be enclosed within the structure's walls or aesthetically placed behind a design element with only the necessary connection and required drains or test valves visible. Final design and placement shall be subject to Planning Division review and approval prior to Building Permit issuance.
16. The project shall comply with all requirements of the Public Works Department including, but not limited to, the following:
- a. The Applicant shall submit the necessary mapping and related documents to the Public Works Department to merge the existing three parcels into a single parcel for review, approval and recordation prior to issuance of any Building Permit.
  - b. Project shall comply with all applicable requirements of the Municipal Regional Stormwater NPDES Provision C.3 and the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) C.3 Stormwater Technical Guidance. The Applicant shall prepare and submit a Stormwater Control Plan to the Public Works Department showing the required treatment for the new and/or replaced impervious surfaces in compliance with the Municipal Regional Stormwater NPDES Provision C.3 and San Mateo Countywide Water Pollution Prevention Program C.3 Stormwater Technical Guidance for review and approval by the City Engineer prior to issuance of a Grading Permit or a Building Permit.
  - c. The Applicant shall prepare and submit drainage calculations to the Public Works Department for review and approval for any proposed curb drains under sidewalks in Belmont Avenue or Laurel Street demonstrating the proposed curb drains have sufficient capacity to adequately discharge the building roof drains such that the proposed curb drains are not under pressures prior to issuance of a Grading or Building Permit. No concentrated water shall be allowed to flow across the public sidewalk.
  - d. The Applicant shall sawcut, remove and replace 1' minimum of the existing asphalt pavement or any pavement damaged in Cowgill Alley, Laurel Street, Belmont Avenue to





provide a clean and smooth conform to the existing pavement as required and to the satisfaction of the City Engineer prior to any building occupancy.

- e. The Applicant shall perform base repair, if required, and provide 2-inch grind and overlay or remove and replace the existing asphalt pavement along the project frontage to the centerline of Cowgill Alley as required and to the satisfaction of the City Engineer prior to any building occupancy.
- f. The Applicant shall remove and replace the existing sidewalk, curb gutter and curb ramp at the southwest corner of Cowgill Alley and Belmont Avenue as directed and to the satisfaction of the City Engineer prior to any building occupancy. All new sidewalk, curb, gutter and curb ramp shall be constructed in accordance with the City Standard Details and Specifications. The final limits of removal and replacement shall be determined as required by the City Engineer.
- g. The Applicant shall sawcut, remove and replace any existing curb, gutter and sidewalk along the project frontage damaged or displaced during construction in accordance with the City Standard Details and Specifications, as directed and to the satisfaction of the City Engineer prior to any building occupancy.
- h. The Applicant shall prepare and submit an enlarged detail based on as-built field survey for the existing curb ramp at the northwest corner of Belmont Avenue and Laurel Street demonstrating the existing curb ramp, sidewalk around the curb ramp is in compliant with the latest ADA codes and requirements, and remove and replace any non-compliant curb ramp, and/or surrounding sidewalk as determined by the City Engineer and to the satisfaction of the City Engineer prior to any building occupancy.
- i. The Applicant shall prepare and submit street light photometric and street light plans for the project frontage on Belmont Avenue and Laurel Street to the Public Works Department for review and approval prior to issuance of a Building Permit. Street lights, if required by the City Engineer, shall be installed prior to building occupancy.
- j. The Applicant shall locate and abandon all existing sanitary sewer laterals currently serving the property in accordance with the City Standards, requirements and as directed by the City Engineer prior to first building occupancy.
- k. The Applicant shall install convex mirror(s) as needed at the point where vehicles are exiting the parking garage into Cowgill Alley so the drivers of vehicles can see oncoming traffic on Cowgill Alley and exit the garage safely. These improvements shall be included in the Building Permit drawings for review and approval by Public Works and Building Departments prior to issuance of a Building Permit.
- l. The Applicant shall submit structural temporary shoring and dewatering plans demonstrating methods and approach to protect the existing improvements within the public street rights of way. The structural shoring and dewatering plans shall be reviewed and approved by the Building and Public Works Departments prior to issuance of the Building Permit. The Applicant shall be responsible for obtaining and providing the necessary, applicable, and required approved permits to the City Engineer and the Building Official for discharging any groundwater during construction prior to issuance of the Building Permit.
- m. The Applicant shall provide a Construction Management Plan addressing parking, temporary traffic control, equipment or material delivery and storage, any proposed closure of public streets and duration, pedestrian access, best management practices during construction as required by the City Engineer and Building Official for review and approval by the Public Works and Building Departments prior to issuance of the Grading or Building Permit prior to starting any construction.



- n. The Applicant shall submit a traffic control plan for the 20-foot wide Cowgill Alley showing temporary traffic control and how traffic and emergency access will be handled thru duration of pavement restoration as well as continuous pedestrian access on Belmont Avenue and Laurel Street project frontage for the City engineer's review and approval prior to issuance of a Grading or Building Permit.
  - o. The existing overhead poles along project frontage shall be removed and overhead lines underground as required by the City Engineer.
  - p. The Applicant shall dedicate a Public Pedestrian Access easement to the public over the portion of "triangular" property at the southerly corner of the subject property for public pedestrian access. The applicant shall provide a recorded copy of the easement document to the City Engineer prior to issuance of a Building Permit.
  - q. The applicant shall submit a sewer analysis and calculations for the existing sanitary sewers in Cowgill Alley, demonstrating the offsite City sanitary sewers have sufficient capacity to serve the proposed project and identifying potential impacts to the offsite City sanitary sewers, to the City Engineer for review and approval prior to issuance of a Building Permit. The limits of the analysis shall be determined by the City Engineer but at a minimum shall include the sanitary sewers within Cowgill Alley from the project site to Howard Avenue. The Applicant shall provide upgrade to the existing offsite City sanitary sewers at his/her costs, if required by the City Engineer upon reviewing the analysis. Any upgrade required by the City Engineer shall be completed, accepted by the City and operational prior to issuance of first building occupancy.
17. The project shall comply with all requirements of the Building Division upon submittal for building permits, including, but not limited to, the following:
- a. **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.
  - b. **Accessible Electric Vehicle Parking:** Provide accessible electric vehicle charging stations in accordance with CBC 11B-228.3.
  - c. **Gurney Size Elevator:** Elevator shall be designed to accommodate an ambulance stretcher per CBC 3002.4.
  - d. **Stair Handrail Extension:** Stair handrails at the top and bottom of the stairs shall extend the full dimensions described in CBC 1123A.6.2.3.
  - e. **Building Drift:** Structure is relatively close to property line, structural calculation at the time of building permit submittal shall include calculations for building drift. ASCE 7-10 § 12.8.6 and 12.12.1.
  - f. **Sand Oil Separator:** Sand oil separator shall be provided for the parking garage. CPC 1016.
  - g. **Green Building** - Building shall comply with the current California Green Building Standards Code Mandatory Measures.
  - h. **Solar Ready Buildings** - The building shall be solar ready per CEnergyC 110.10.
  - i. **Roof Deck Live Load:** Roof deck shall be designed with a live load of 1.5 times the live load for the area served and not required to exceed 100 psf. CBC Table 1607.1.
  - j. **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. 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.*
- k. **Open Flame Appliances in an Assembly Spaces:** Open flame fireplaces or fire pits are not permitted. CFC 308.3.
18. A final exterior lighting plan with specifications provided is subject to review and approval by the Planning Division prior to Building Permit issuance.
  19. Any new Fire Department Connections proposed shall be unobtrusive. All fire water plumbing shall be enclosed within the structure's walls or aesthetically placed behind a design element with only the necessary connection and required drains or test valves visible. Final design and placement shall be subject to Planning Division review and approval prior to Building Permit issuance.
  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. The project engineer shall design a drainage system to dissipate as much runoff on site as practicable and to eliminate or to minimize the additional runoff from entering the street gutters or drainage system consistent with the San Carlos Municipal Regional Storm Water NPDES Permit Sections C.3.c and C.3.d as appropriate. Dry wells, dissipation fields or detention facilities must be designed in accordance with the Soils Engineer's recommendations and have final installation approved, in writing, by the Soils Engineer.
  22. 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.
  23. 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.
  24. Upon approval of the application, the Applicant shall sign and return the Land Use Indemnification statement.
  25. This Conditional Use Permit, Design Review and Transportation Demand Management Plan approval shall automatically expire if it is not exercised or extended within one year from the date of approval per SMC Sec. 18.27.120.
  26. Prior to the issuance of a Building Permit, the applicant shall prepare a Construction Staging Plan for review by the Planning and Building Divisions.
  27. Prior to issuance of a Building Permit, a preconstruction meeting shall be held with Community Development Department staff, the architect, tenant, and contractor to review the plans and conditions of approval.





28. The applicant shall provide courtesy notice of construction progress to all property owners and occupants within 300' of the sites with contractor contact information to the satisfaction of the Building Official.
29. New signs are subject to compliance with San Carlos Municipal Code Chapter 18.22. A separate sign application shall be submitted to the Planning Division for Design Review approval.

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Megan Wooley-Ousdahl, AICP  
Principal Planner  
City of San Carlos

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