

**ZONING HEARING OFFICER AGENDA**  
**Thursday August 20, 2020**  
**10:00 a.m.**  
**\*\*\*\* BY VIDEO CONFERENCE ONLY\*\*\*\***

**\*PUBLIC PARTICIPATION:**

**\*Written Comments:**

Members of the public may provide written comments by email to [drobinson@smcgov.org](mailto:drobinson@smcgov.org) and should include the specific agenda item on which you are commenting or note if your comment concerns an item that is not on the agenda or is on the consent agenda.

The length of the emailed comment should be commensurate with the 5 minutes customarily allowed for verbal comments, which is approximately 300-400 words. To ensure your comment is received and read to the Zoning Hearing Officer for the appropriate agenda item, please submit your comment no later than 5:00 p.m. the day before the meeting. The County will make every effort to read emails received after that time but cannot guarantee such emails will be read into the record. Any emails received after the deadline which are not read into the record will be provided to the Zoning Hearing Officer after the meeting and become part of the administrative record.

Individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Debra Robinson, Zoning Hearing Officer Secretary, by 10:00 a.m. on the day before the meeting at [drobinson@smcgov.org](mailto:drobinson@smcgov.org). Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

**\*SPOKEN COMMENTS:**

Spoken public comments will be accepted during the meeting through Zoom. **Please read the following instructions carefully:**

1. The August 20, 2020 Planning Commission meeting may be accessed through Zoom online at Please click the link below to join the webinar: <https://smcgov.zoom.us/j/91357389873>. The meeting ID is: 913 5738 9873 This meeting may also be accessed via telephone by dialing +1 669 900 6833 (Local). Enter the meeting ID: 913 5738 9873 then press #. (Find your local number: <https://smcgov.zoom.us/u/admSDqceDg>) SAN MATEO COUNTY ZONING HEARING OFFICER MEETING, Thursday August 20, 2020 at 10:00 a.m. \*\*\*\* BY VIDEOCONFERENCE ONLY\*\*\*\*
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up to date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the Zoning Hearing Officer or Zoning Hearing Officer Secretary calls for the item on which you wish to speak, click on "raise hand." The Secretary will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
5. When called, please limit your remarks to the time limit allotted.

**CORRESPONDENCE TO THE ZONING HEARING OFFICER SECRETARY:**

Debra Robinson  
Phone: 650/363-1862  
Facsimile: 650/363-4849  
Email: [Planning-Zoning@smcgov.org](mailto:Planning-Zoning@smcgov.org)

Planning Department  
455 County Center, 2nd Floor, Redwood City  
Phone: 650/363-1825  
Website: <http://planning.smcgov.org/>

**MATERIALS PRESENTED FOR THE HEARING:**

Applicants and members of the public are encouraged to submit materials to staff in advance of a hearing. All materials (including but not limited to models, pictures, videos, etc.) presented by any person speaking on any item on the agenda are considered part of the administrative record for that item, and must be retained by the Zoning Hearing Officer Secretary until such time as all administrative appeals are exhausted and the time for legal challenge to a decision on the item has passed. If you wish to retain the original of an item, a legible copy must be left with the Zoning Hearing Officer Secretary. The original or a computer-generated copy of a photograph must be submitted. Five (5) copies of written material should be provided for the Zoning Hearing Officer, staff and interested parties.

**DECISIONS AND APPEALS PROCESS:**

Decisions made by the Zoning Hearing Officer are appealable to the Planning Commission. The appeal fee is \$616.35 which covers additional public noticing. Appeals must be filed no later than ten (10) business days following the decision by contacting Debra Robinson at [drobinson@smcgov.org](mailto:d robinson@smcgov.org).

**AGENDAS AND STAFF REPORTS ONLINE:**

To view the agenda, please visit our website at <http://planning.smcgov.org/zoning-hearing-officer>, the staff report and maps will be available on our website one week prior to meeting.

**NEXT MEETING:**

The next Zoning Hearing Officer meeting will be September 3, 2020.

**AGENDA****Pledge of Allegiance**

**Oral Communications** to allow the public to address the Zoning Hearing Officer on any matter not on the agenda. If your subject is not on the agenda, the Zoning Hearing Officer will recognize you at this time. *Speakers are customarily limited to five minutes.*

**CONSENT AGENDA**

1. **Owner:** Donald Beeson  
**Applicant:** Crown Castle GT Company, LLC  
**File No.:** PLN2009-00279  
 Location: 2801 Crocker Avenue, North Fair Oaks  
 APN: 054-221-380

Consideration of a Use Permit Renewal and Amendment to allow the continued operation of co-located wireless telecommunication facilities operated by Verizon, T-Mobile and Sprint. This permit consolidates the three individually permitted wireless facilities into one Use Permit. Application Deemed Complete: July 1, 2020. Please direct any questions to Lawrence Truong at 650-363-1803 or [lktruong@smcgov.org](mailto:lktruong@smcgov.org).

**REGULAR AGENDA**

2. **Owner:** Stanford University  
**Applicant:** Tom Hubbard c/o Webb Ranch  
**File No.:** PLN2000-00760  
 Location: 2720 Alpine Road, Portola Valley  
 APN: 074-480-370

Consideration of a Use Permit Renewal and Amendment to allow the continued operation of a retail fruit and vegetable stand and seasonal sales of pumpkins. The amendment seeks to allow the sales of orchids, seasonal farm-related entertainment activities and seasonal sales of Christmas trees. Application Deemed Complete: December 19, 2019. Please direct any questions to Summer Burlison at 650-363-1815 or [sburlison@smcgov.org](mailto:sburlison@smcgov.org).

3. **Owner:** Robert and Emily Chen  
**Applicant:** Samuel Sinnott  
**File No.:** PLN2019-00358  
 Location: 21 Athlone Way, North Fair Oaks  
 APN: 060-123-540

Consideration of a Non-conforming Use Permit to enlarge a non-conforming single-family residence with additions resulting in 12'-1" front, 2' rear, 3' right side, and 0'-8" left side yard setbacks, where 20' front and rear and 5' side yard setbacks are required, including legalizing the conversion and addition to a detached accessory building into a guest room with a breezeway attachment to the main residence; and waiving the requirement for a second covered parking space in association with the addition of a bedroom. Application Deemed Complete: July 28, 2020. Please direct any questions to Summer Burlison at 650-363-1815 or [sburlison@smcgov.org](mailto:sburlison@smcgov.org).

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