

## CALIFORNIA COASTAL COMMISSION

CENTRAL COAST AREA OFFICE  
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HEARING IMPAIRED: (415) 904-5200

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January 16, 1996

TO: Commissioners and Interested Persons

FROM: Tami Grove, District Director  
Diane Landry, Acting Planning Manager  
Joy Chase, Coastal Planner

SUBJECT: SAN MATEO COUNTY; LOCAL COASTAL PROGRAM MAJOR AMENDMENT NO. 3-95, TO THE IMPLEMENTATION ZONING TO ESTABLISH A HOME IMPROVEMENT EXCEPTION. For public hearing and Commission action at its meeting of February 6-9, 1996 to be held at the U. S. Grant Hotel, 326 Broadway, San Diego, CA

## I. SYNOPSIS

## A. Background

The San Mateo County Local Coastal Program (LCP) comprises an LCP Policies document as its Land Use Plan (LUP) and coastal Zoning Regulations as its Implementation Plan (IP). Together, these were certified by the Coastal Commission in April, 1981, and coastal development permit jurisdiction over the majority of the San Mateo County coastal zone was returned to the County. Since that time, the Commission has certified numerous amendments to the San Mateo County LCP. This is the third LCP Amendment submitted by the County of San Mateo in 1995.

The Implementation amendment submittal was received on December 20, 1995, reviewed and found consistent with the Commission's Code of Regulations, Sections 13551 and 13552. The amendment was filed as #3-95 on December 29, 1995. The San Mateo County Resolution of submittal provides that the amendment will immediately become effective if the Commission approves it as submitted.

## B. Amendment Description

San Mateo County LCP Amendment #3-95 proposes six basic changes to the Zoning Ordinance:

- (1) empowers the Zoning Administrator to hear and decide for exceptions to site development regulations for home improvements and minor additions in the R-1 (One Family), R-2 (Two Family), R-3 (Multi-family), RE (Residential Estates), RH (Residential Hillside), RM (Resource Management) and combining districts (Chapter 1, General Provisions).
- (2) creates a Home Improvement Exception process to allow minor expansions of residential structures beyond zoning development standards based upon design considerations (Chapter 25. Variances).
- (3) eliminates the administrative variance procedure (Chapter 25 Variances).
- (4) provides an optional hearing request procedure for variances and home improvement exceptions (Chapter 25 Variances).

(5) reduces the number of property owners that must be notified for variances and home improvement exceptions by reducing the notification area from 500 to 300 feet from the subject property lines (Chapter 25 Variances).

(6) lengthens the appeal period for variances and home improvement exemptions from 10 calendar days to 10 working days (Chapter 1, General Provisions).

In addition San Mateo County Resolution 59838 which was submitted as part of Amendment #3-95 directs the San Mateo County Planning Commission to review the Home Improvement Exception process three years after the date of final approval.

C. Summary of Staff Recommendation: Staff recommends approval as modified.

Amendment Component	Recommendation	Basis for Recommendation
Home Improvement Exception (HIE)	Approve with Modifications	Add requirement to make findings for consistency with the Local Coastal Program. Modification 2.
Eliminate administrative variance procedure		Clarify hearing status of appealable projects. Modification 1.
Optional hearing procedure for variances and HIE		
Reduce Area of Public Notification	Approve as submitted.	
Lengthen appeal period for variances/HIE from 10 calendar days to 10 working days.	Approve as submitted.	
Empower ZA to decide HIE in R-1,R-2,R-3,RE,RH,RM and combining districts.	Approve as submitted.	
Delete variance procedure for non conforming parcels.	Approve as requested by County.	Modification 3.

#### D. Analysis Criteria

The standard of review for amendments to the certified Implementation portion of an LCP is conformity with and adequacy to carry out the provisions of the certified Land Use Plan (Coastal Act Section 30513). The California Code of Regulations, Title 14, Natural Resources, Division 5.5, Article 17. Local Coastal Program Implementation Regulations, provides the minimum standards of notice and hearing requirements for local governments.

For further information about this report or the amendment process, please contact Joy Chase or Diane Landry at the Central Coast Area Office of the California Coastal Commission (725 Front Street., Santa Cruz, CA 95060, (408) 427-4863.

E. Exhibit A: Complete text of San Mateo County LCP Amendment #3-95.

#### II. STAFF RECOMMENDATION

Staff recommends that the Commission adopt the following motions and resolutions:

##### A. DENIAL OF AMENDMENT #3-95 TO THE IMPLEMENTATION PLAN AS SUBMITTED

###### MOTION I:

I move that the Commission reject amendment #3-95 to the Implementation Plan of the San Mateo County LCP as submitted by the County.

Staff recommends a YES vote which would deny the amendment as submitted. An affirmative vote by a majority of the Commissioners present is needed to uphold the motion according to the staff recommendation (otherwise the amendments are approved as submitted)

###### RESOLUTION I:

The Commission hereby rejects amendment #3-95 to the Implementation Plan of the San Mateo County LCP for the specific reasons discussed in the following findings on the grounds that it does not conform with and is inadequate to carry out the provisions of the certified Land Use Plan. There are feasible alternatives or feasible mitigation measures available which would substantially lessen any significant adverse impacts which the approval of the amendment would have on the environment.

**B. APPROVAL OF IMPLEMENTATION PLAN AMENDMENT #3-95 IF MODIFIED AS SUGGESTED**

**MOTION II:**

I move that the Commission certify amendment #3-95 to the Implementation Plan of the San Mateo County LCP if it is modified as suggested.

Staff recommends a YES vote. An affirmative vote by a majority of the commissioners present is needed to pass the motion.

**RESOLUTION II.**

The Commission hereby certifies amendment #3-95 to the Implementation Plan of the San Mateo County LCP as modified, for the specific reasons discussed in the following findings, on the grounds that, as modified, the amendment conforms with and is adequate to carry out the certified Land use Plan; and approval of the amendment as modified will not cause significant adverse environmental effects for which feasible mitigation measures have not been employed consistent with the California Environmental Quality Act.

**III. SUGGESTED MODIFICATIONS**

1. Modified Chapter 25 Variances and Home Improvement Exemptions, Section 6532. PROCEDURE., B. Notification as follows:

**B. Notification**

Within ten (10) calendar days of receipt of the application or seven (7) calendar days prior to the final decision, for developments which qualify under all other provisions of this ordinance, the Zoning Administrator must mail an optional hearing request notice to all owners of property, as shown on the last equalized assessment roll, within three hundred (300) feet of the exterior limits of the property for which the application is proposed.

The optional hearing request notice will include the date on or after which the application will be acted upon. If any person is concerned about the application and/or wants a public hearing, they must contact the Planning and Building division in writing prior to the specified decision date. Public hearings shall be held as set forth in subsection D of this section.

2. Modify Chapter 25 Variances and Home Improvement Exemptions, Section 6534.2 Home Improvement Exception Findings, (5), as follows:

(5) The home improvement exception is consistent with the objectives of the General Plan, the Local Coastal Program, and the Zoning Regulations.

3. Modify Chapter 25 Variances and Home Improvement Exemptions, Section 6531. General Provisions as follows:

Section 6531. GENERAL PROVISIONS. Variances are ~~permitted~~ required when one or more of the following conditions exist: (1) ~~development is proposed on an existing legal parcel zoned R-1/S-7 or R-1/S-17, which is 3,500 square feet or less in area and/or 35 feet or less in width;~~ (2) the proposed development varies from minimum yard, maximum building height or maximum lot coverage requirements; or ~~(3)~~ (2) the proposed development varies from any other specific requirements of the Zoning Regulations.

## RECOMMENDED FINDINGS

The Commission finds and declares as follows:

### 1. Summary of Amendment

San Mateo County proposes to amend Chapter 25, Variances, to include a Home Improvement Exemption to grant relief from the strict provisions of the Zoning Regulations for yards, lot coverage, daylight planes, and floor area ratio and to amend Chapter 1, General Provisions, Section 6104 (b) Zoning Administrator Duties to empower the Zoning Administrator to hear and decide for exceptions to site development regulations for home improvements and minor additions in the R-1 (One Family), R-2 (Two Family), R-3 (Multi-family), RE (Residential Estates), RH (Residential Hillside), RM (Resource Management) and combining districts. The Home Improvement Exemptions would be subject to a new "optional hearing notice" process.

The proposed amendment would also broaden the powers of the Zoning Administrator in processing variances. Under current zoning provisions for legal parcels the zoning administrator may grant an administrative variance without conducting a public hearing when the proposed development varies by 20% or less from the minimum or maximum standards of the Zoning Regulations. Under the proposed amendment the administrative variance is deleted and all variances will be subject to the "optional hearing request" process.

The proposed new procedure for "optional hearings" for both Variances and Home Improvement Exemptions would modify Section 6532, Procedure, B. Notification, to allow the Zoning Administrator to forgo a public hearing if there were no responses to the public notices of "optional hearing".

The procedures are also amended to reduce the number of property owners requiring public notification for variances and home improvement exceptions by reducing the notification area from 500 to 300 feet from the subject property lines and to lengthen the appeal period for variances and home improvement exemptions from 10 calendar days to 10 working days. Both the change in public notification area and appeal period meet California Code of Regulation standards and raise no coastal issues.

Basically this amendment provides for reducing paperwork and the time involved in less significant development projects. It provides less restrictive standards and reduces public involvement for the projects. Several letters in opposition to the institution of less restrictive standards were received by the County during its hearing process and requests that certain residential subdivisions or areas be exempted from the proposed Home Improvement Exemption process. No exceptions were made by the County.

Home Improvement Exemption Discussion: To qualify for a Home Improvement Exemption (HIE) the major requirements are that the proposed home improvements must not create a new story, must retain at least 75% of the existing exterior walls and 50% of the existing roof, not be greater than 250 sq.ft. in floor area or on slopes greater than 20%. An additional story could qualify through excavation if no visible change to the exterior of the structure results. In addition all building violations must be corrected and no HIE can be issued within 5 years of issuance of the Certificate of Occupancy for the residence.

The limitations imposed by the proposed ordinance would place most of HIE projects in the category of additions to single family dwellings which are exempt from coastal development permits under Section 6328.5 Exemptions of Chapter 20B Coastal Development District of the County Zoning Ordinance consistent with Section 30610 of the Coastal Act and Section 13250 of the California Code of Regulations.

However, certain classes of additions to single family dwellings do require coastal development permits because they involve a risk of adverse environmental impact under Section 6328.5. More specifically, regarding the proposed amendment, they are: (1) improvements on a beach, wetland or seaward of the mean high tide line; and (2) on property located between the sea and the first public road paralleling the the sea or within 300 feet of the inland extent of any beach or of the mean high tide of the sea where there is no beach whichever is the greater distance, or in scenic road corridors, an improvement that would result in an increase of 10% or more of internal floor area of an existing structure, the construction of an additional story (including lofts) in an existing structure, and/or any significant non attached structures such as garages, fences, shoreline protective works, docks or trees.

The proposed amendment also establishes a new procedure that provides for "optional hearings" for both Variances and Home Improvement Exemptions. Section 6532: Procedure, B. Notification is proposed to be modified to allow:

Within ten (10) calendar days of receipt of the application or seven (7) calendar days prior to the final decision, the Zoning Administrator must mail an optional hearing request notice to all owners of property, as shown on the last equalized assessment roll, within three hundred (300) feet of the exterior limits of the property for which the application is proposed.

The optional hearing request notice will include the date on or after which the application will be acted upon. If any person is concerned about the application and/or wants a public hearing, they must contact the Planning and Building division in writing prior to the specified decision date. Public hearings shall be held as set forth in subsection D of this section.

The California Code of Regulations, Article 17. Local Coastal Program Implementation Regulations, describes "the minimum standards of notice and hearing requirements for local governments in reviewing development projects after certification of a local coastal program" Section 13566 Public Hearing on Appealable Developments requires that "at least one public hearing shall be held on each application for an appealable development".

Some of the zoning districts subject to the Variances and Home Improvement Exceptions are located in the coastal appeal zones and some of the types of development to be allowed under the proposed amendments to Chapter 25 Variances (and Home Improvement Exceptions) are the types of development found to pose a risk of adverse environmental impact as identified in Section 6328.5 of

the San Mateo County Zoning Ordinance. These types of development would not qualify for an "optional hearing notice" but would require a public hearing.

To provide for internal consistency of the County Zoning Ordinance and meet the requirements of the California Code of Regulations, Part B of Section 6532 Procedure, of Chapter 25, Variances and Home Improvement Exemptions must be modified as follows:

Within ten (10) calendar days of receipt of the application or seven (7) calendar days prior to the final decision, for developments which qualify under all other provisions of this Zoning Ordinance, the Zoning Administrator must mail an optional hearing request notice to all owners of property, as shown on the last equalized assessment roll, within three hundred (300) feet of the exterior limits of the property for which the application is proposed.

The optional hearing request notice will include the date on or after which the application will be acted upon. If any person is concerned about the application and/or wants a public hearing, they must contact the Planning and Building division in writing prior to the specified decision date. Public hearings shall be held as set forth in subsection D of this section.

In addition proposed amendment Section 6534.2 Home Improvement Exception Findings, does not require (as does Section 6534.1, Variance Findings) that the HIE must be consistent with the objectives of the Local Coastal Program. To assure that findings for consistency with the Land Use Plan are made, staff recommends a modification to incorporate the LCP as a standard of review as follows:

(5) The home improvement exception is consistent with the objectives of the General Plan, the Local Coastal Program, and the Zoning Regulations.

The proposed amendment, as modified, will conform to the policies of the certified Land Use Plan.

Correction: San Mateo County LCP Amentment #2-95 approved by the Commission in June 1995 revised the zoning regulations regarding variances for the development of non-conforming parcels. The revised regulations provided for the issuance of a use permit for the development of a non-conforming parcel (Section 6133. Non-Conforming Parcels, 3.b.(2)). Section 6531 of the Variance Chapter was inadvertently not modified by the County to reflect this change in processing. The County has asked that the Commission incorporate this change in our modifications to expedite its correction as follows:

Section 6531. GENERAL PROVISIONS. Variances are ~~permitted~~ required when one or more of the following conditions exist: (1) ~~development is proposed on an existing legal parcel zoned R-1/S-7 or R-1/S-17, which is 3,500 square feet or less in area and/or 35 feet or less in width;~~ (2) the proposed development varies from minimum yard, maximum building height or maximum lot coverage requirements; or (3) (2) the proposed developement varies from any other specific requirements of the Zoning Regulations.

## 2. CALIFORNIA ENVIRONMENTAL QUALITY ACT

The Secretary of Resources has certified the California Coastal Management Program as the functional equivalent to CEQA (pursuant to Public Resources Code 21080.5). Hence, CEQA

Guidelines Section 15250 and 15251(f) provide that the preparation, approval, and certification of LCPs as a regulatory program of a State agency are exempt from the preparation of Environmental Impact Reports, Negative Declarations and Initial Studies. CEQA Guidelines Section 15256 exempts activities and approval by local governments "necessary for the preparation and adoption of a local coastal program" from CEQA requirements.

The Commission has considered the proposed amendment as submitted by the County and has suggested modifications to minimize the environmental impacts of the proposed amendment. The Commission finds that, as modified, the proposed amendment will not have significant environmental effects for which feasible mitigation measures have not been employed, and is therefore consistent with the California Environmental Quality Act.



ORDINANCE NO. 03689

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

\* \* \* \* \*

AN ORDINANCE AMENDING CHAPTER 25 OF DIVISION VI OF THE  
SAN MATEO COUNTY ORDINANCE CODE (ZONING ANNEX) TO CREATE A  
HOME IMPROVEMENT EXCEPTION (HIE) PROCESS, ELIMINATE ADMINISTRATIVE  
VARIANCES, AND MODIFY THE VARIANCE NOTIFICATION AND APPEAL PROCESS

\* \* \* \* \*

The Board of Supervisors of the County of San Mateo, State of  
California, ORDAINS as follows:

Section 1. San Mateo County Ordinance Code, Division VI, Part One,  
Chapter 25 is hereby amended to read as follows:

CHAPTER 25. VARIANCES AND HOME IMPROVEMENT EXCEPTIONS

SECTIONS:

- 6530. PURPOSE
- 6531. GENERAL PROVISIONS
- 6532. PROCEDURE
- 6533. CONDITIONS
- 6534.1 VARIANCE FINDINGS
- 6534.2 HOME IMPROVEMENT EXCEPTION FINDINGS
- 6535. APPEALS
- 6536. EXPIRATION/EXTENSION
- 6537. REVOCATION

SECTION 6530. PURPOSE. The purpose of a variance is to allow, under special circumstances, development to vary from the requirements of the Zoning Regulations when strict enforcement would: (1) make it difficult to develop a parcel, (2) cause unnecessary hardships to the landowner, or (3) result in inconsistencies with the general purposes of the Zoning Regulations.

The purpose of a home improvement exception is to allow, under special circumstances, relief from the requirements of the Zoning Regulations where it is desirable to sustain the integrity or enhance an existing residential design concept or the neighborhood character.

SECTION 6531. GENERAL PROVISIONS. Variances are permitted when one or more of the following conditions exist: (1) development is proposed on an existing legal parcel zoned R-1/S-7 or R-1/S-17, which is 3,500 square feet or less in area and/or 35 feet or less in width; (2) the proposed development varies from minimum yard, maximum building height or maximum lot coverage requirements; or (3) the proposed development varies from any other specific requirements of the Zoning Regulations.

San Mateo County LCP Amend 3-95

CALIFORNIA COASTAL COMMISSION

EXHIBIT A

Notwithstanding Chapter 4 of the Zoning Regulations, home improvement exceptions may be approved to grant relief from the strict provisions of the Zoning Regulations for yards, lot coverage, daylight planes, and floor area ratio. To qualify for a home improvement exception, the following requirements must be met: (1) the home improvement exception is for an addition to an existing residential dwelling unit or a detached garage in the R-1, R-2, RE, RH, RM, and combining districts; (2) the home improvement exception is for addition to an existing one-family residential unit, an existing two-family residential unit, or a detached garage in the R-3 district; (3) the addition will not result in the creation of a new story; (4) at least 75% of the existing exterior walls (in linear feet) will remain; (5) at least 50% of the existing roof (in square feet) will remain; (6) the addition will be located at least three feet from a property line; (7) the existing structure is located in an area with an average slope of less than 20%; and (8) the total floor area approved through home improvement exceptions on a given parcel shall not be greater than two hundred and fifty (250) square feet and no more than one hundred (100) square feet may extend into a side yard. If the addition will not result in a visible change to the exterior shape and size of the residential unit, improvement exceptions may apply to projects which (1) require relief from the provisions of the Zoning Regulations for height; (2) involve the addition of an new story; and (3) exceed the 250 square feet limit.

A Home Improvement Exception application can only be submitted if the date of the application is five (5) years or more after the date certificate of occupancy was granted for subject residential unit.

Notwithstanding the above, the following restrictions apply to home improvement exception applications: (1) a home improvement exception shall not be granted for a structure if an existing building code violation involves the Zoning Regulations for yards, lot coverage, daylight planes, or floor area ratio; (2) a building code violation cannot be used to justify the integrity of an existing design concept pursuant to Section 6534.2 (2); (3) a final building permit inspection for a home improvement exception may not occur until all building violations have been corrected.

Variances and home improvement exceptions may not be granted to allow a use, activity or an increased number of dwelling units which are not permitted by the Zoning Regulations.

## SECTION 6532. PROCEDURE.

### A. Applications

Applications for a variance or a home improvement exception must be made in writing to the Planning and Development Division. Applications must be signed and verified by the landowner or an authorized agent who must submit written authorization to act on behalf of the landowner. Applications shall be made to the Zoning Administrator on a form prescribed by the Zoning Administrator, and shall contain the following:

1. A description and map showing the location of the property for which the variance, or home improvement exception, is sought, and indicating the location of all parcels or properties within a distance of three

hundred (300) feet from the exterior boundary of the property involved in the application.

2. Plans and descriptions of existing and proposed construction on the property involved, together with a statement of the circumstances which justify the application.
3. Such additional information as the Zoning Administrator may deem pertinent and essential to the application.
4. Fees prescribed by the fee schedule.

**B. Notification**

Within ten (10) calendar days of receipt of the application or seven (7) calendar days prior to the final decision, the Zoning Administrator must mail an optional hearing request notice to all owners of property, as shown on the last equalized assessment roll, within three hundred (300) feet of the exterior limits of the property for which the application is proposed.

The optional hearing request notice will include the date on or after which the application will be acted upon. If any person is concerned about the application and/or wants a public hearing, they must contact the Planning and Building Division in writing prior to the specified decision date. Public hearings shall be held as set forth in subsection D of this section.

**C. Approval/Denial of Variances and Home Improvement Exceptions for Which No Hearing is Requested**

Prior to making a final decision on a variance or home improvement application for which no hearing was requested, the Zoning Administrator will consider all comments made prior to the specified decision date. The decision of the Zoning Administrator shall be supported by the evidence contained in the application. Notice of the decision of the Zoning Administrator shall be mailed to the applicant and to any other person requesting such notice.

**D. Variances and Home Improvement Exceptions Requiring Public Hearing**

At least ten (10) calendar days prior to the public hearing, the Zoning Administrator must mail a notice of the public hearing to: (1) the owner of the property for which the application is proposed, the owner's authorized agent, if any, and the applicant, if different from the owner; (2) all landowners who own property, as shown on the last equalized assessment roll, within three hundred (300) feet of the exterior limits of the property for which the application is proposed; and (3) all local agencies expected to provide water, sewerage, roads, schools or other essential services to the property when ability to provide those facilities and services may be significantly affected.

In addition, the notice must be published in at least one newspaper of general circulation within the County at least ten (10) calendar days prior to the hearing or posted within the County at least ten (10) calendar days prior to the hearing in three public places, one of which must be in a public place directly affected by the application. If the number of landowners who must be noticed is greater than one thousand (1,000), the Zoning Administrator may, instead of individual notice, place a display advertisement of at least one-eighth page in at least one newspaper of general circulation within the County at least ten (10) calendar days prior to the hearing.

The decision of the Zoning Administrator shall be supported by the evidence contained in the application. Notice of the decision of the Zoning Administrator shall be mailed to the applicant and to any other person requesting such notice.

**SECTION 6533. CONDITIONS.** When approving a variance or a home improvement exception, the approving authority may place as many conditions on the decision as necessary in order to ensure public safety, health, and welfare and to allow the approving authority to make required findings.

**SECTION 6534.1 VARIANCE FINDINGS.** In order to approve an application for a variance, the approving authority must make all of the following findings in writing:

- (1) The parcel's location, size, shape, topography and/or other physical conditions vary substantially from those of other parcels in the same zoning district or vicinity.
- (2) Without the variance, the landowner would be denied the rights and privileges that are enjoyed by other landowners in the same zoning district or vicinity.
- (3) The variance does not grant the landowner a special privilege which is inconsistent with the restrictions placed on other parcels in the same zoning district or vicinity.
- (4) The variance authorizes only uses or activities which are permitted by the zoning district.
- (5) The variance is consistent with the objectives of the General Plan, the Local Coastal Program (LCP) and the Zoning Regulations.

**SECTION 6534.2 HOME IMPROVEMENT EXCEPTION FINDINGS.** In order to approve an application for a home improvement exception, the approving authority must make all of the findings in writing:

- (1) The existing structure has a design or there are conditions applicable to the property such that the proposed project would result in only minor exterior changes.
- (2) The home improvement exception sustains the integrity or enhances an existing design concept or the neighborhood character.

- (3) The granting of the application will not be detrimental or injurious to property or improvements in the vicinity and will not be detrimental to the public health, safety, general welfare, or convenience.
- (4) The home improvement exception authorizes only uses or activities which are permitted by the zoning district.
- (5) The home improvement exception is consistent with the objectives of the General Plan and the Zoning Regulations.

In determining whether or not to grant exceptions pursuant to this section, the Zoning Administrator shall consider such applicable residential design guidelines as may be adopted and published by the Planning Commission or Board of Supervisors.

**SECTION 6535. APPEALS.** Variances and home improvement exceptions acted on by the Zoning Administrator may be appealed to the Planning Commission within ten (10) working days only by aggrieved persons as defined in Section 6328.3 of the Zoning Regulations. Notice of the public hearing shall be provided as specified in Section 6532. D. The Planning Commission will review and consider only points of appeal for each variance or home improvement exception, and the decision of the Planning Commission will be final.

**SECTION 6536. EXPIRATION/EXTENSION.** After two (2) years from the date of approval, if the applicant has not obtained all other necessary permits and made substantial progress toward completing the proposed development, the variance, or home improvement exception, will expire. Variances and home improvement exceptions may be extended beyond two (2) years if: (1) the applicant has obtained all other necessary permits and made substantial progress toward completing the proposed development, and/or (2) the applicant requests an extension in writing at least sixty (60) calendar days before the expiration date. The Planning Director may administratively issue an extension for one (1) year at a time.

**SECTION 6537. REVOCATION.** The approving authority may revoke an approved variance, or home improvement exception, following the procedure specified in Section 6505 if the terms and conditions of approval are violated.

Section 2. This ordinance shall be in full force and effect:

In the Coastal Zone: Thirty (30) days after the Coastal Commission has certified it, without modification, as conforming with the California Coastal Act.

Outside the Coastal Zone: Thirty (30) days after its passage.

WRR:cdn - WRRF1870.ACQ

ORDINANCE NO. 03690

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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AN ORDINANCE AMENDING CHAPTER 1 OF DIVISION VI OF THE  
SAN MATEO COUNTY ORDINANCE CODE (ZONING ANNEX) TO MODIFY  
THE DUTIES OF THE ZONING ADMINISTRATOR

\* \* \* \* \*

The Board of Supervisors of the County of San Mateo, State of  
California, ORDAINS as follows:

Section 1. San Mateo County Ordinance Code, Division VI, Part One,  
Chapter 1, Section 6104(b), is hereby amended to add the following:

6. In the R-1, R-2, R-3, RE, RH, RM, and combining districts, an  
exception to the site development regulations for construction  
of residential home improvements and minor additions.

Section 2. This ordinance shall be in full force and effect:

In the Coastal Zone: Thirty (30) days after the Coastal Commission has  
certified it, without modification, as conforming with the California  
Coastal Act.

Outside the Coastal Zone: Thirty (30) days after its passage.

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CALIFORNIA COASTAL COMMISSION  
**EXHIBIT A**

RESOLUTION NO. 59838

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

\* \* \* \* \*

RESOLUTION REQUIRING REVIEW OF THE HOME IMPROVEMENT EXCEPTIONS PROCESS  
THREE YEARS AFTER THE DATE OF FINAL APPROVAL

\* \* \* \* \*

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the San Mateo Planning Commission held a public hearing on August 23, 1995, and by motion decided that the Home Improvement Exception (HIE) process shall be reviewed three years after the date of final approval; and

WHEREAS, the San Mateo County Board of Supervisors held a public hearing on November 21, 1995, to consider this motion; and

WHEREAS, public notice of all hearings was made to ensure maximum public participation, and all interested parties were afforded the opportunity to hear.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the Board of Supervisors direct staff to arrange for the San Mateo County Planning Commission to review the Home Improvement Exception (HIE) process three years after the date of final approval.

WRR:kcd - WRRF1767.AKS

CALIFORNIA COASTAL COMMISSION

EXHIBIT A

RESOLUTION NO. 59839

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

\* \* \* \* \*

RESOLUTION APPROVING TRANSMITTAL OF LOCAL COASTAL PROGRAM  
IMPLEMENTATION PLAN AMENDMENTS TO THE  
CALIFORNIA COASTAL COMMISSION FOR CERTIFICATION

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the County of San Mateo intends to adopt and implement amendments to its Local Coastal Program Implementation Plan (Zoning Regulations) in a manner fully consistent with the California Coastal Act; and

WHEREAS, these amendments will become automatically approved by the Board of Supervisors if the California Coastal Commission certifies them without modifications; and

WHEREAS, the San Mateo Planning Commission held a public hearings on March 8, 1995, March 22, 1995, and August 23, 1995, to consider these amendments; and

WHEREAS, the San Mateo County Board of Supervisors held a public hearing on November 21, 1995, to consider these amendments; and

WHEREAS, public notice of all hearings was made to ensure maximum public participation, and all interested parties were afforded the opportunity to hear.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the Board of Supervisors direct staff to submit the attached Local Coastal Program Implementation Plan amendments with all necessary supporting materials and documentation to the California Coastal Commission for its review and approval for incorporation into the County's Local Coastal Program.