



City of Half Moon Bay

Planning Division
501 Main Street Half Moon Bay CA 94019
Phone: 650.726.8270 / Fax: 650.726.8261

PDP-
 PDP File No.

PLANNING PERMIT APPLICATION FORM

Prior to submittal of planning permit application form, it is strongly recommended that you confirm the permit submittal requirements and fees with planning staff. All applications shall be submitted to the Planning Division during normal business hours (8:30 A.M. to 5:00 P.M. Monday-Friday).

Permit(s) Requested (Check where applicable)

- | | |
|---|--|
| <input type="checkbox"/> Pre-application for _____ | <input type="checkbox"/> Zoning Compliance/Water Transfer Letter |
| <input type="checkbox"/> Coastal Development Permit Exemption | <input type="checkbox"/> Variance(s) or Exception(s) for _____ |
| <input checked="" type="checkbox"/> Coastal Development Permit | <input type="checkbox"/> Certificate of Compliance |
| <input type="checkbox"/> Coastal Development Permit Amendment | <input type="checkbox"/> Lot Merger |
| <input type="checkbox"/> Environmental Review (CEQA Document: _____) | <input type="checkbox"/> Lot Line Adjustment |
| <input type="checkbox"/> Architectural, Landscape, and Site Plan Review | <input checked="" type="checkbox"/> Parcel Map |
| <input type="checkbox"/> Historic Preservation Permit | <input type="checkbox"/> Tentative Subdivision Map |
| <input type="checkbox"/> Use Permit | <input type="checkbox"/> LCP/General Plan/Zoning Amendment |

Proposed Development/Activity: Joint application of the County of San Mateo and City of Half Moon Bay for a follow-up CDP to develop a new neighborhood consisting of 47 manufactured homes (46 for affordable homes for farmworker households and 1 managers units), infrastructures (access drives and utilities), and site amenities (open space, parking, and landscaping).

Subject Property

Address: 880 Stone Pine Road
 Assessor's Parcel Number (APN): 056-260-180
 Zoning District: Urban Reserve (U-R) General Plan Designation: Public Facilities and Institutions

Project Applicant or Applicant's Representative (if different from Owner)

Name: County of San Mateo Co-Applicant with Owner H.M.B. Business License Number: N/A
 Mailing Address: San Mateo County Executive Office, C/O Iliana Rodriguez, Assistant County Executive, 400 County Center, 1st Floor, RWC, CA 94063
 Phone: 650-363-4123 Fax: _____ Email: lrodriguez@smcgov.org

Property Owner

Name: Matthew Chidester, City Manager, City of Half Moon Bay
 Signature (required): [Signature]
 Mailing Address: City of Half Moon Bay, City Hall, 501 Main Street, Half Moon Bay, CA 94019
 Phone: 650-726-8272 Fax: _____ Email: mchidester@hmbcity.com

OFFICE USE ONLY:

DATE RECEIVED: _____ RECEIVED BY: _____

DATE DEEMED COMPLETE: _____ BY: _____ DECISION MAKER: _____ ACTION: _____ DATE: _____

FEES/DEPOSITS:

CASH/CHECK NO.: _____ AMOUNT: _____ RECEIPT No.: _____ DATE: _____

APPLICATION CHECKLIST

Please submit the following items with your application, unless otherwise directed by planning staff:

1. **1 Set of Electronic Plans or 6 Sets of 24X36 inch Plans*** - Each set of plans shall include:

- E submittal only*
- a. **Site Plan** Drawn to scale, indicating correct parcel dimensions using a topographic survey as the base map, and showing all existing and proposed structures and trees. **INCLUDE ALL OF THE FOLLOWING:** A location map; grading contours and location of any drainage flows; all recorded utility and access easements; all existing and proposed utilities; centerline of the public right-of-way and any existing and proposed frontage improvements (sidewalk, curb, gutter); and any adjacent street rights-of-way, adjacent parcels, and adjacent building footprints.
- Elevations pending*
- b. **Building Elevations** Drawn to scale, showing north, south, east and west views of all proposed structures. Indicate existing grade, finished first floor and a roof ridgeline (highest point of the structure). Include maximum building envelope lines, proposed colors and materials, and exterior lighting as applicable.
- c. **Building Floorplans** Drawn to scale, detailing all habitable and non-habitable existing and proposed floor areas.
- d. **Preliminary Utilities, Grading and Drainage Plan** Required for new residential and commercial projects.
- e. **Landscape Plan** Drawn to scale, showing all existing and proposed landscaping (include species name and height), amount of irrigated landscape area, and all existing and proposed hardscape including all fencing, walls, (including height of these features) driveways and walkways. Additional information on irrigated landscaped areas may be requested to comply with Chapter 13.04 "Water Conservation in Landscaping Regulations" of the Municipal Code.

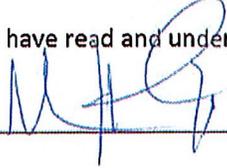
*Note: Additional sets may be required based on type of request and any requested revisions.

2. One (1) electronic set of dated project plans (.pdf format).
3. One (1) set of project plans reduced to 11 X 17 inches. *N/A*
4. Photographic evidence and signed affidavit for the Site Posting Notice. *Pending*
5. A Copy of a Title Report prepared within 90 days including a separate sheet identifying the legal description of the subject site (include all APN's associated with the subject site) *Pending*
6. Written proof of water connection commitment from the Coastside County Water District. *Pending*
7. Completed Stormwater Checklist for Small Projects or C.3 (if applicable).
8. Copy of Dwelling Unit Allocation Certificate (D) for projects including new residential units.
9. A signed **Affidavit of Application Materials** that is attached to this application packet.
10. For **Parcel Map, Tentative Subdivision Map, Lot Line Adjustment and Lot Merger Applications**, please ask for the corresponding supplemental forms requiring additional information. *N/A*
11. A completed and signed **City of Half Moon Bay Planning Department Permit Application Form**.
12. **Topographic Survey Required:** A detailed topographic survey shall be prepared and certified by a licensed surveyor or civil engineer properly registered to perform surveying and submitted with Planning Permit application plans. The survey shall include a baseline elevation datum point on the construction site, indicating existing grade prior to development. This datum point shall be permanent, marked, shall remain fixed in the field, and shall not be disturbed throughout the Planning and Building Review process. Examples of datum points include: fire hydrants, manhole covers, survey markers, street curbs, etc. This datum point shall be shown on all of your site plans including revised/resubmitted plans. The footprint of the proposed structure(s) shall be drawn on plans with a roof plan. Specific elevation points at structure(s) corners and ridgeline shall be noted on the survey. The approved height of all projects developed in the City will be measured from existing grade as indicated on the submitted topographical survey to the roof ridgeline (highest approved structure height) of the structure.

AFFIDAVIT OF APPLICATION MATERIALS

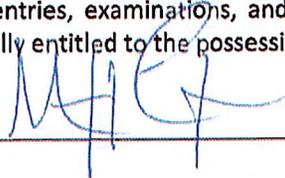
I, **Matthew Chidester** hereby certify that all information provided by the applicant is true and correct regarding the application and proposed project. I understand that it is the applicant's responsibility to provide all materials necessary for a complete application; and that processing will not proceed until the application is complete. I understand that erroneous information may be grounds for denial or modification/revocation of approved project.

I hereby certify that I have read and understood this Affidavit.

Owner Signature  Date 02/06/2024

ENTRY ON LAND

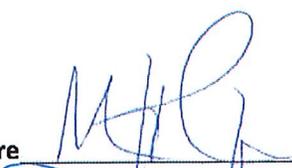
Government Code Section 65105. Entry on land by planning agency personnel -- In the performance of their functions, planning agency personnel including City staff from Community Development, Public Works, or other Departments may enter upon any land and make examinations and surveys, provided that the entries, examinations, and surveys do not interfere with the use of the land by those persons lawfully entitled to the possession thereof.

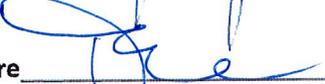
Owner Signature  Date 02/06/2024

HOLD HARMLESS

City of Half Moon Bay standard "Hold Harmless" application language replaced with the following:

INDEMNIFICATION. As set forth in paragraph 9 of the Memorandum of Understanding Between the County of San Mateo and the City of Half Moon Bay Regarding Affordable Housing Development at Portion of 880 Stone Pine Rd., Half Moon Bay, CA 94019 ("Pursuant to Government Code Section 895.4, each Party agrees to fully indemnify, defend, and hold the other Party (including its appointed and elected officials, officers, employees, and agents) harmless and free from any damage or liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying Party, its appointed or elected officials, officers, employees, or agents, under or in connection with any activities undertaken in connection with this MOU. No Party, nor any appointed or elected official, officer, employee, or agent thereof, shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of any other Party, its appointed or elected officials, officers, employees, or agents, under or in connection, with any activities undertaken in connection with this MOU.")

Applicant Signature  Date 02/06/2024

Applicant Signature  Date 02/06/2024