



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ATTACHMENT F



COUNTY OF SAN MATEO PLANNING AND BUILDING

Application for Appeal

455 County Center, 2nd Floor | Mail Drop PLN 122
Redwood City, CA 94063
(650) 363-4161
planning.smcgov.org

- ☒ To the Planning Commission
☐ To the Board of Supervisors

This form must be completed and submitted to the Planning and Building Department, along with the appeal fee, no later than 10 working days after the Letter of Decision on the application has been issued. Please contact planning_commission@smcgov.org if you have questions regarding the deadline to file an appeal or the materials that must be submitted.

1. Appellant Information

Name: Sung Sim Park

Address: 3875 Jefferson Ave

Emerald Hills

Phone, W: _____ H: (408)429-0670

Zip: 94062

2. Appeal Information

Permit Numbers involved:

Design Review and Grading Permit Approval for

PLN2025-00201 and ~~PLN2025-00202~~

I have read and understood the attached information regarding appeal process and alternatives.

☒ yes ☐ no

I hereby appeal the decision of the:

- ☒ Staff or Planning Director
☐ Zoning Hearing Officer
☒ Design Review Committee
☐ Planning Commission

Appellant's Signature: _____

Date: 12/11/2025

made on November 26 2025, to approve/deny the above-listed permit applications.

3. Basis for Appeal

Planning staff will prepare a report based on your appeal. In order to facilitate this, your precise objections are needed. To this end, please identify the County policies and/or regulations that you believe have not been adequately addressed and explain why.

The Design Review and grading permit approval were granted despite multiple defects and deficiencies in the submitted plans. These deficiencies conflict with applicable Design Review Standards, the Planning and Building Department Drainage Section Conditions of Approval, and the findings and conditions of the subdivision permit.

Please see the attached documents:

1. Appeal for Grading Permit approval for PLN2025-00201 and ~~PLN2025-00202~~ and Design Review Decision

2. Drainage Concern: Survey Overlay of 3875 Jefferson with project plans for PLN2025-00201 and ~~PLN2025-00202~~

3. Privacy Concern: Illustration of San Mateo GIS satellite photo overlay with PLN2025-00201 for privacy invasion

4. PLN2021-00357 subdivision permit approval findings #8: PLN2025-00201 and ~~PLN2025-00202~~ violate.

Appeal for Grading Permit approval for PLN2025-00201-~~XXXXXXXXXX~~, and Design Review Decision

The Design Review and grading permit approval were granted despite multiple defects and deficiencies in the submitted plans. These deficiencies conflict with applicable Design Review Standards, the Planning and Building Department Drainage Section's Conditions of Approval, and the findings and conditions of the subdivision permit.

1. Drainage Violations

The Drainage Section's conditional approval requires that "stormwater from development shall not flow across property lines." The proposed grading changes the prior drainage pattern. Attached as exhibit 1 is an overlay of survey of 3875 Jefferson along with proposed grading plan of 3865 Jefferson submitted by the project owner. The blue arrow reflects the existing direction of stormwater flow. The red arrow reflects the expected direction of stormwater flow after the proposed grading changes. Even the project architect acknowledged the need for revised drainage design near and on the public right of way when the concern was presented at the DR hearing. We've asked for the copy of the drainage plan to the DRO, but have not been provided one. Even if the owner of the projects has the drainage analysis submitted to the Drainage Section, we can deduce from the architect's statement that the analysis is incomplete especially in regards to the storm water flow near the property line. A grading permit should not be issued until a complete drainage analysis incorporating the public concern is submitted, reviewed, and formally approved by the Drainage Section, and shared with the public for further input.

2. Privacy Impacts on Neighboring Property

SECTION 6565.15.A.3 Requires the owner to respect the privacy of the neighboring houses and outdoor living areas. The plans significantly compromise privacy at 3875 Jefferson. The second-floor bedroom wall consists of floor-to-ceiling glazing directly facing the neighboring home. Due to the roughly 10-foot grade difference between the lots, the second floor of 3865 sits level with the main floor of 3875, intensifying the privacy intrusion. The window wall is also positioned within a natural view corridor between mature trees on 3875 Jefferson Ave, which gives a mutually unobstructed view between 3875 Jefferson and the proposed second story bedroom of home built on parcel A. Reasonable design alternatives exist; including among others

1. relocation of the second floor behind the existing tree canopy
2. use of frosted glass;
3. Privacy trellis
4. The DRO's recommendation that "the window design for the rearward facing second-floor bedroom be changed to clearstory design"(November 26th LOD)

Based upon the foregoing, the design plan violates the 8.256.150 design standards. As such, we request some or all of the above alternatives be required.



