

Amy Ow

From: Camille Leung
Sent: Monday, November 18, 2019 5:35 PM
To: Kristen Outten
Cc: Amy Ow; Jessica Henderson-McBean
Subject: RE: Highland Estates Public Inquiry Tracking Table
Attachments: Highlands Notice sent 060519.pdf

Yes it worked 😊 Thank you!

Re: Inquiry 1 – I will look through my emails

Re: Inquiry 2 – See County Notice dated 6/5/19 attached

Re: Inquiry 3 – I believe my response is in the folder

Thanks

From: Kristen Outten [mailto:koutten@swca.com]
Sent: Monday, November 18, 2019 4:59 PM
To: Camille Leung <cleung@smcgov.org>
Cc: Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>
Subject: RE: Highland Estates Public Inquiry Tracking Table

CAUTION: This email originated from outside of San Mateo County. Unless you recognize the sender's email address and know the content is safe, do not click links, open attachments or reply.

I just tried re-inviting you to the site. Let me know if it works this time. I've also attached the inquiry tracking table to this email for your review.

Thanks,
Kristen

From: Camille Leung <cleung@smcgov.org>
Sent: Monday, November 18, 2019 4:53 PM
To: Kristen Outten <koutten@swca.com>
Cc: Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>
Subject: RE: Highland Estates Public Inquiry Tracking Table

EXTERNAL: This email originated from outside SWCA. Please use caution when replying.

Hi Kristen and Jessie,

Can Jessie bring 1-3 Inquiries over tomorrow or send via email? I got this error message when I clicked on the One Drive link. Do I need to be added to the directory?

Thanks

From: Kristen Outten [<mailto:koutten@swca.com>]
Sent: Wednesday, November 13, 2019 12:43 PM
To: Camille Leung <cleung@smcgov.org>
Cc: Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>
Subject: Highland Estates Public Inquiry Tracking Table

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Hi Camille,

Can you please take a look at the [Public Inquiry Tracking Table](#) and let me know if you ever responded to Inquiry Nos. 1, 2, or 3. If so, can you please forward me the email responses so I can include them in our files and update the tracking table accordingly?

Thanks,
Kristen

From: Kristen Outten
Sent: Wednesday, November 13, 2019 9:50 AM
To: Camille Leung <cleung@smcgov.org>
Cc: Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>
Subject: RE: Notice to Interested Parties - Highlands Estates Lots 9 and 10

Hi Camille,

That works well. Let us know when they plan to break ground and we can plan accordingly. Also, it's been awhile since we talked about SWCA's role during construction. Can you please confirm the following is consistent with the County's expectations:

- SWCA will conduct weekly compliance inspections to ensure the project complies with the MMRP and COA.
- Nexgen will ultimately be responsible for SWPPP inspections and reporting; however, SWCA will also inspect for compliance with the SWPPP during the weekly site visits.
- You provided me with 10 copies of the County's carbon-copy Construction Site Inspection Form; however, there are three different versions (updated December 10, 2012, updated March 2010, and updated July 1, 2016). Are these still the forms you would like us to fill out during each inspection? And if so, does version matter? Alternatively, we could digitize the most recent version of the form and fill out an electronic copy during each site expectation. Let me know your preference.
- SWCA will notify the County of any non-compliances within 24 hours of the issue and provide recommended corrective actions. SWCA will document the resolution in a Non-compliance Resolution Report within 3 days of the issue resolution.
- SWCA will update the Compliance Matrix weekly to track compliance with the MMRP and COA.
- SWCA will prepare and submit a Monthly Progress Report to the County at the end of the first week of every month summarizing compliance updates.
- SWCA will prepare and submit a Final Compliance Report for the project. Please let me know if you prefer to instead have a Final Compliance Report for each lot as opposed to the project as a whole.

- The compliance matrix, reports, contact list, and other project-related documents will live on the project's [One Drive](#). I believe you, and possibly Steve, are the only ones with access at this time. Please let me know who else you'd to have access this site.

Let me know if I've missed anything or if you would like to discuss our role in more detail.

Thanks,
Kristen

From: Camille Leung <cleung@smcgov.org>
Sent: Tuesday, November 12, 2019 5:37 PM
To: Kristen Outten <koutten@swca.com>
Cc: Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>
Subject: RE: Notice to Interested Parties - Highlands Estates Lots 9 and 10

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Hi Kristen,

Yes I do have the SWPPP. We can give you the most recent hard copy version (hard to scan, pages of varying size). Do you want to pick it up before the weekly inspection?

Thanks

From: Kristen Outten [<mailto:koutten@swca.com>]
Sent: Tuesday, November 12, 2019 12:46 PM
To: Camille Leung <cleung@smcgov.org>
Cc: Amy Ow <aow@smcgov.org>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>
Subject: RE: Notice to Interested Parties - Highlands Estates Lots 9 and 10

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Thanks. I assume our weekly inspections will begin the first week of construction, so possibly as early as this week. Keep me posted once you have an update on the schedule. Also, do you have a copy of the most current SWPPP?

Thanks,
Kristen

From: Camille Leung <cleung@smcgov.org>
Sent: Tuesday, November 12, 2019 12:16 PM
To: Kristen Outten <koutten@swca.com>
Cc: Amy Ow <aow@smcgov.org>
Subject: RE: Notice to Interested Parties - Highlands Estates Lots 9 and 10

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Hi Kristen,

Mostly likely tomorrow. I will let you know when we know for sure

From: Kristen Outten [<mailto:koutten@swca.com>]
Sent: Tuesday, November 12, 2019 11:51 AM
To: Camille Leung <cleung@smcgov.org>
Subject: RE: Notice to Interested Parties - Highlands Estates Lots 9 and 10

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Hi Camille,

Any updates on regarding Nexgen's start date?

Thanks,
Kristen

From: Camille Leung <cleung@smcgov.org>
Sent: Thursday, November 7, 2019 5:04 PM
To: 'Dave Michaels' <dm94402@gmail.com>; 'Sam Naifeh' <samnaifeh@sbcglobal.net>; 'Liesje Nicolas' <liesjenicolas@gmail.com>; 'Liesje Nicolas' <HighlandsCAPresident@gmail.com>; 'Rick Priola' <hcapres@gmail.com>; 'Chris Misner' <chrismisner@yahoo.com>; 'Christopher Karic' <ckaric@sellarlaw.com>; 'Deke & Corrin Brown' <d.cbrown@comcast.net>; 'Gary Trott' <gary_trott@comcast.net>; 'Thomas Frankel' <frankelt@pacbell.net>; 'Christine Tam' <tomfinke2010@gmail.com>; 'Christine Tam' <ctamsm@gmail.com>; 'Mark Luechtefeld' <muechtefeld@gmail.com>; 'Dylan Ashbrook' <dylanashbrook@gmail.com>; Henry Jung <hjjj@earthlink.net>; Noel Chamberlain <noel@nexgenbuilders.com>; Bob Pellegrine <Bob.P@nexgenbuilders.com>; Melissa Leet <mleet@graniteridgellp.com>
Cc: Steve Monowitz <smonowitz@smcgov.org>; Dave Pine <dpine@smcgov.org>; Kristen Outten <koutten@swca.com>; Jessica Henderson-McBean <JHenderson-McBean@swca.com>
Subject: Notice to Interested Parties - Highlands Estates Lots 9 and 10

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Interested Parties:

The purpose of this email is to provide a status update on the construction of the remaining seven lots (Lots 5 - 11) of the Highland Estates Subdivision project (Applicant). Building permits for houses on Lots 5 - 11 have been under review by the County since 2016.

In a notice sent on June 5, 2019, the County informed interested parties that the construction of new homes on Lots 9, 10, and 11 would commence soon. At this time, the Applicant only plans to undertake construction for houses on Lots 9 and 10, which will start in early November 2019. Construction on Lot 11 will be placed on hold until Spring 2020. The Applicant will notify the County prior to work beginning on Lot 11 and the County will in turn notify you of when the Applicant plans to commence work on this lot.

In the June 5, 2019 notice, staff also provided the status of the building permits for Lots 5 through 8, which are on hold due to review related to proposed increases in grading volumes. This review remains pending.

Grading and construction of the residences on Lots 9 and 10 will be completed by:
Nexgen Builders
225 Demeter St, East Palo Alto, CA 94303
Phone: (650) 322-5800

Sequence of Work on Lots 9 and 10

The Project will involve the following steps:

1. **Clearing and Grubbing (1 week)**: The first stage of grading will entail tree removal, clearing and grubbing (removal of stumps, roots and organic debris) of the pad site. Green waste will be trucked off site.
2. **Excavation of the Grading Key Way (1 week)**: After clearing and grubbing, NexGen will excavate approximately 800 cubic yards of soil in order to establish the grading key way which is a trench where compacted fill is placed. The 800 cubic yards of excavated materials will be stockpiled and covered for later use. Organics and unsuitable soil will be off-hauled and suitable soil will be stockpiled and re-used. The stockpile will be located in flatter areas of the site in the area of the building pad. Over the weekends and in the event of rain, NexGen will use geotextile blankets secured by U-shaped pins to protect stockpiles and all graded areas, as well as fiber rolls along the perimeter of stockpiles and graded areas. All grading activities will cease prior to the onset of rain, with adequate time for the site to be fully protected.
3. **Fill Importation and Soil Compaction (4 weeks)**: After completion of the key way, NexGen will compact the 800 cubic yard stock pile. NexGen will also import an additional 1100 yards of fill from an offsite source. NexGen will use 6-wheelers, high-sided dump trucks (each with an approximate capacity of eleven cubic yards), which are smaller than the standard 8-wheeler dump trucks (which have an approximate capacity of 15 cubic yards) and which can better navigate the residential streets. NexGen will bring up the pad in vertical lifts of one foot in depth. NexGen will compact all lifts by the end of each day and ensure that all remaining stock piled materials are securely covered and contained. After the 800 cubic yards of stockpiled materials have been used, NexGen will only import as much soil per day as can be applied to the site and protected that day. The onsite equipment will be an excavator, compactor, and skip loader backhoe. During the compaction stage, NexGen will use visqueen (polyethylene plastic sheeting) to cover compacted areas, along with fiber rolls along the edges of the visqueen, with the fiber rolls weighed down by rock/sand bags every 3-5 feet. **All grading activities will cease prior to the onset of rain, with adequate time for the site to be fully protected.**
4. **Pier Drilling and Construction (4 weeks)**: Pier sizes for the project are a combination of 24", 18" and 12" in diameter. Depth of piers will be determined by the soils engineer, who will observe pier construction. Pier drilling will take approximately 5 days to complete per house. Each house will require 2 pours of concrete (1 for the upper level and 1 for the lower level). Each pour will take about 2-3 days (time includes 1 day for pier inspection). There will be 30 days between each pour. Piers will be poured by a concrete boom pump. The pump and concrete trucks will stage on the construction entrance. After grading and pier construction are complete, disturbed land will be protected using erosion control mats as well as other measures until landscape is installed.
5. **Vertical Construction and Landscaping**: Vertical construction of the houses on Lots 9 and 10 are estimated to take approximately 1 year. Landscaping will be installed after construction of houses, prior to final approval of permits.

Grading Requirements:

The Applicant has received a wet weather grading exemption. Grading requirements that the Applicant must follow are attached to this notice.

Construction Monitoring

SWCA Environmental Consultants (SWCA) will monitor compliance with the Mitigation Monitoring and Reporting Program (MRRP) and the conditions of approval for the project. SWCA will work closely with the public and the Applicant's contractor to address and resolve all public questions and complaints during the construction process. **Should you have any questions or concerns about the construction process, or compliance with the MRRP or the conditions of approval for the project, please contact:**

County-Contracted Mitigation Monitor:

Kristen Outten, Project Manager/Senior Biologist
SWCA Environmental Consultants
(650) 440-4160 x 6404

Email: koutten@swca.com

The Applicant has also designated a coordinator who is responsible for responding to any local complaints regarding construction noise. The coordinator will determine the cause of the complaint and will require the implementation of reasonable measures to correct the problem. **Should you have any questions or concerns about construction noise, please contact:**

Disturbance Coordinator:

Bob Pellegrine, Nexgen Builders
225 Demeter St, East Palo Alto, CA 94303
Office Phone: (650) 322-5800
Cell Phone: (650) 445-2214

The telephone number of the disturbance coordinator is also posted at the construction site.

Attachment: Chamberlain Lots 9 and 10, Construction and Grading Requirements, dated November 7, 2019.