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Laura Caplan, Chair  
 Beatriz Cerrillo  
 Dale Miller  
 Manuel Ramirez  
 John Shott  
 Esperanza Vázquez

*A Municipal Advisory Council to the  
 San Mateo County Board of Supervisors*

**North Fair Oaks Community Council Meeting Minutes**  
**Date: 8/22/13**  
**Time 7:00 p.m. Location Fair Oaks Community Center Multi-Purpose Room**

Present: Laura Caplan, Dale Miller, Manuel Ramirez, Beatriz Cerillo, Esperanza Vasquez

Not in Attendance: John Shott

Issue	Discussion	Decision/ Next Step/Action
Roll Call	Present: Laura Caplan, Dale Miller, Beatriz Cerillo, Esperanza Vasquez, Manuel Ramirez Absent: John Shott	
Public Comment	Debbie Torres, Owner of the Hanky Panky, stated that the Alcoholic Beverage Control launched an uncover investigation and found that the Hanky Panky was in violation of rule 143. The Hanky Panky will serve a 20 day suspension of not serving alcohol, starting on August 29 <sup>th</sup> .	
Approval of minutes	<p>Manuel made a motion to approve the minutes for June 27<sup>th</sup> , July 11<sup>th</sup>, Dale Miller seconded the motion</p> <p>Minutes for June 27<sup>th</sup> and July 11<sup>th</sup> have been approved</p> <p>Chair Caplan stated that she would like to make a correction for the Study Session Minutes for August 12<sup>th</sup> to say that "they plan to move their catering operations to Redwood City."</p> <p>Manuel made a motion to approve the minutes for August 12<sup>th</sup> with the correction that Chair Caplan has stated.</p> <p>Dale Miller seconded the motion</p>	

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	Minutes for August 12 <sup>th</sup> has been approved.	
Supervisor's Report	<p>Irving Torres, Legislative Aide to Supervisor Slocum, gave the following reports:</p> <ul style="list-style-type: none"> <li>• The Supervisor, along with the North Fair Oaks Community Council, will have a booth at the North Fair Oaks Community Festival.</li> <li>• For the month of July Supervisor Slocum hosted Office Hours at the Siena Youth Center. For the Month of August Supervisor Slocum, along with Mayor Ruben Abrica, hosted Office Hours at East Palo Alto. The Supervisor will be hosting the next road Office Hours in Menlo Park, along with Mayor Peter Ohtaki on September 3<sup>rd</sup>.</li> <li>• The next District Lines Committee will be held on September 10<sup>th</sup> at the Daly City War Memorial Center.</li> <li>• A total of 15 have applied to become San Mateo County Poet Laureate. The committee next steps will be to select five finalist in the next week or so.</li> <li>• South Bay Waste Management Authority is a joint powers that consist of 12 agencies in San Mateo County that focuses on recycling and garbage collection services. Supervisor wanted to let the council know that there is a proposed garbage rate increase.</li> <li>• The Planning Commission will be having a meeting on September 11<sup>th</sup> to vote on the re-zoning of the parcel 3821 Fair Oaks Ave.</li> <li>• The Board of Supervisors will be voting on the new North Fair Oaks Community councilmembers at their Board of Supervisors meeting on September 10<sup>th</sup>.</li> </ul>	
Council member's report	<p>Councilmember Miller attended a parks workgroup meeting. It was well attended and a lot of high ranking officials that included representatives from Redwood City and other various organizations. A lot of progress was made during the first meeting.</p> <p>Chair Caplan stated that for those interested in attending the North Fair Oaks workgroups, please contact the Supervisor's office for more information.</p> <p>Chair Caplan also stated that an item that was on the agenda for tonight owner sent a letter to the planning department and withdrew their application and revise their plan, therefore the item has been withdrawn</p> <p>Councilmember Ramirez mentioned that Tom Mohr is running for the San Mateo Community College District Board of Trustee.</p> <p>Tom Mohr spoke briefly to council about the well-being of the community colleges in San Mateo County. More dialogue is needed and mentioned that he has years of experience serving previously as President of Canada College.</p>	

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<p>Sheriff's Report</p>	<p>Lt. Reid provided the council with the following report:</p> <p>The Sheriff's Office will be hosting the North Fair Oaks Festival this coming Sunday. The Festival will go from 11am until 6pm. Middlefield Road from 5<sup>th</sup> Ave through 1<sup>st</sup> Ave will be closed from 9pm Saturday until 10pm Sunday.</p> <p>The Gang Task Force made six arrests in Redwood City, two in the North Fair Oaks area. Three arrest were validated gang members.</p> <p>For the second quarter of this year, the Sheriff's office reports there were a total of 1,000 parking citation, 58 felony arrest, 80 misdemeanor arrest, 13 DUI arrest, and 13 towed trucks..</p> <p>Lt. Reid would like to invite the community officers to present to the council on either September, October or November.</p> <p>Arrest were made on 2794 Devonshire Ave made arrest for the sales of narcotics, child endangerment. Lt. Reid would like to thanks the neighborhood and Janet Davis for their cooperation and providing the information they needed to make the arrest.</p>	<p>Lt. Reid will work with Irving to set a date when the Community Officers can come in and make a presentation to the Council at one of their future meetings.</p>
<p>California Highway Patrol Report</p>	<p>Captain Maskarich provided the council with the following report:</p> <p>Following up from the meeting on June 27<sup>th</sup> meeting regarding license checkpoints, Captain Maskarich stated that they check licenses at the DUI check points. On July 12<sup>th</sup>, CHP had a DUI check point in North Fair Oaks and made a total of four arrest. CHP had also issued citation for a number of other people.</p> <p>CHP has been partnering up with the Gang Task Force and collaborated on a arrest on July 12<sup>th</sup>.</p> <p>There has been an increase of motor vehicle accidents in North Fair Oaks. Another concern is the increase of alcohols and drugs. Please dial 911 if you suspect someone is under the influence of alcohol and/or drugs.</p> <p>CHP will have a booth at the North Fair Oaks Community Festival and are looking for senior volunteers by moving the radar trailer and assisting in administrative capacity.</p>	
<p>Approval of NFOCC bylaws</p>	<p>Councilmember Miller made a motion to approve the bylaws.</p> <p>Councilmember Ramirez seconded the motion.</p> <p>The NFOCC bylaws have been approved.</p>	

Issue	Discussion	Decision/ Next Step/Action
Use Permit on 3501 Edison Way	<p>Angela Chavez, Planning and Building, provided the following summary:</p> <p>The Subject parcel is zoned M-1/Edison/NFO (Light Industrial/Edison/North Fair Oaks) and is currently developed with multiple units of warehouse and office space. The proposed project seeks to allow a commercial wholesale cleaning establishment to operate within two of the units.</p> <p>The use will not result in any exterior changes to the building but will require tenant improvements to be made to the interior. These changes include the installation of four commercial washing machines, five commercial dryers, an 80-gallon water heater, installation of hot and cold water lines, installation of a gas line to serve the dryers, upgrades to the electrical panel, and installation of partition walls to create a new 131 sq. ft. office. The proposed business hours will be open from 7:00 AM until 6:00 PM (first employee arrives at 6:30 AM) with nine employees who will work staggered schedules (all nine not present at the same time). One van operates from this location and typically makes two round trips per day.</p> <p>Miller made a motion to approve the use-permit and landmark laundry with the conditions maximum of 12 employees and to allow a maximum of 2 vans with an administrative review.</p> <p>Manuel seconded the motion. The use-permit has been approved.</p>	
Use Permit on 341 Berkshire Ave	<p>Angela Chavez, Planning and Building, provided the following summary:</p> <p>Non-Conforming Use Permit to construct a storage warehouse to house finished cabinetry and milled wood products on a non-conforming sized parcel located in a Multiple-Family Residential District. The Non-Conforming Use Permit is required as the proposed building will be non-conforming due to the proposed use, setbacks and lot coverage.</p> <p>The applicant has indicated that the normal business hours would be 8:00 a.m. to 5:00 p.m., Monday through Friday. Given the proposed use of the building as storage, the applicant has indicated that there will be no employees permanent to the site and that only vehicle drivers and their assistants will be on-site to load and unload trucks. Flatbed trucks and vans will make two trips per day to pick up and deliver materials/completed products.</p> <p>A number of residents has complained to the council and have stated that the building has been a health hazard. Many residents stated that they fear another fire could occur and that the work that they will be doing will cause more problems for the neighborhood.</p> <p>Chair Caplan stated that parking is an issue and that the community plan states there is a need for housing and parks.</p>	

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	<p>Councilmember Ramirez made a motion to vote against the recommendation.</p> <p>Councilmember Cerillo seconded the motion.</p> <p>Council voted against the recommendation.</p>	
Adjournment	The meeting was adjourned at 9:05 p.m.	

<b>Next Meeting</b>
<p>Date: North Fair Oaks Council Meeting 9/19/13</p> <p>Time: 7:00 p.m.</p> <p>Location: Fair Oaks Community Center Multi-Purpose Room</p>