



ENVIRONMENTAL CONSULTANTS

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December 17, 2019

Camille Leung, Senior Planner  
County of San Mateo, Building and Planning Department  
455 County Center, Second Floor  
Redwood City, CA 94062

**Re: San Mateo Highland Estates Subdivision Project Monthly Progress Report – November 2019**

Dear Ms. Leung:

The following monthly progress report has been prepared to document compliance with environmental requirements for the San Mateo Highland Estates Project (project) during the time period of November 18, 2019 (first day of construction) through November 30, 2019.

**PROJECT STATUS UPDATE**

The County of San Mateo (County) Planning and Building Department issued building and grading permits for Lots 9 and 10 on November 14, 2019. NexGen Builders (NexGen) informed SWCA that work began on Lots 9 and 10 on Monday, November 18, 2019. SWCA conducted weekly inspections on November 19 and 25, 2019 to inspect for compliance with the project's Mitigation Monitoring and Reporting Program (MMRP) and Conditions of Approval (COA). Construction activities occurring during the reporting period included tree removal, vegetation clearing, grubbing, excavation, and grading.

**PUBLIC INQUIRY UPDATE**

No public information requests or concerns were communicated to the County or County-contracted mitigation monitor during the reporting period.

**COMPLIANCE SUMMARY**

Applicable mitigation measures and conditions of approval were adhered to during the reporting period. A pre-construction biological survey was conducted by MIG on November 4, 2019 in accordance with MM BIO-2a. Silt fence and fiber rolls were installed around the limits of grading, per the requirements of COA-7, COA-23, the Erosion and Sediment Control Plan, and the Stormwater Pollution Prevention Plan (SWPPP). Orange snow fencing was installed around the drip lines of trees marked for protection, per the requirements of COA-21. Lastly, the construction entrance was stabilized with gravel, and sediment was managed to prevent track out on roadways, per the requirements in the SWPPP and AQ-1.


The following compliance issues, however, were noted during the reporting period:

- Silt fence was not keyed-in per the specifications outlined in the SWPPP
- SWPPP inspections were being not being conducted as required by Section 3.5 of the SWPPP
- Secondary containment was lacking from beneath the portable toilet

SWCA reported the above-mentioned compliance concerns to NexGen and the County and documented them on the weekly Inspection Reports as a Notice of Violation. Follow-up inspections will be conducted to ensure recommended corrective actions have been implemented. No Stop Work Notices were issued during the reporting period.

Please direct any questions you may have to me at (650) 440-4160, extension 6404, or e-mail at [koutten@swca.com](mailto:koutten@swca.com).

Sincerely,



Kristen Outten  
Project Manager / Senior Biologist  
SWCA Environmental Consultants