

## Amy Ow

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**From:** Melody Eldridge  
**Sent:** Thursday, June 2, 2022 1:49 PM  
**To:** Nikki Holte  
**Cc:** Camille Leung; Jonathan Tang; 'jtuttlec@aol.com'; 'robertpellegrine@yahoo.com'; 'laj@cohenandjacobson.com'; 'rnewman@resolutionstrategiesinc.com'; Amy Ow; Melissa Leet; Jack Chamberlain; Noel Chamberlain  
**Subject:** RE: Comments on O&M Agreements for Lots 9-11  
**Attachments:** Lot\_10\_O&M\_MLE Comments.pdf; Lot 10 As-Builts\_MLE Comments.pdf

Hi Nikki –

Thanks for your patience. The two permits for the Highland Estates Lots 9 (BLD2016-00160; 2185 Cobblehill) & 10 (BLD2016-00158; 2184 Cobblehill) have **both been signed off for temporary occupancy** with respect to onsite drainage requirements while we finish up the below items which will be required for final occupancy:

For both lots, please provide:

- Final impervious surface amounts via a final C.3 checklist. Use new worksheet D to confirm adequate C.3 planter sizing. (<https://planning.smcgov.org/documents/c3-and-c6-development-review-checklist>)
- Cut Sheet for the biosoil media/verification of compliance (e.g., [https://www.flowstobay.org/wp-content/uploads/2021/12/Biotreatment\\_Soil\\_Media\\_Verification\\_Checklist-07-01-21\\_form.pdf](https://www.flowstobay.org/wp-content/uploads/2021/12/Biotreatment_Soil_Media_Verification_Checklist-07-01-21_form.pdf))
- Confirmation impermeable liners installed at planters (can be part of revised signed letter) – since this is a key but currently not visible item, we just want to confirm this.
- Fix Direct overflow connection for shared bioretention feature (item 1A) – see photo below where inlet water flows directly to outlet. One solution would be to add a small “berm” to the lip of the catch basin on that side.
- Please make the attached minor updates to the O&M Agreements to reflect the bioretention-style maintenance items with the changes to the design of the stormwater treatment planters.



### Lot 9 Additional Items

- Feature 1B has a severe slope immediately above it -- for long term stability, please add a small rock wall to the upper edge or implement other solution
- Feature 1C had standing water in the subdrain during the 5/31 inspection. Please investigate and address as needed.

### Lot 10 Additional Items

- Updated As-built with retaining walls and area drains and any changes to impervious surface on the west/upper side of the house.

Please let me know if you have any questions or wish to discuss.

Thanks,

Melody Eldridge  
Onsite Drainage Review  
San Mateo County Planning & Building  
meldridge@smcgov.org

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**From:** Nikki Holte <nholte@bkf.com>  
**Sent:** Tuesday, May 17, 2022 1:27 PM  
**To:** Melody Eldridge <meldridge@smcgov.org>  
**Cc:** Camille Leung <cleung@smcgov.org>; Jonathan Tang <jtang@bkf.com>; 'jtuttlec@aol.com' <jtuttlec@aol.com>; 'robertpellegrine@yahoo.com' <robertpellegrine@yahoo.com>; 'laj@cohenandjacobson.com' <laj@cohenandjacobson.com>; 'rnewman@resolutionstrategiesinc.com' <rnewman@resolutionstrategiesinc.com>; Amy Ow <aow@smcgov.org>  
**Subject:** RE: Comments on O&M Agreements for Lots 9-11

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Hi Melody,

Please find the revised Highland Estate Lot 9 and Lot 10 O&M Agreements in the following ShareFile link. Let me know if you need anything else.

<https://bkf.sharefile.com/d-sd7317b79f4d243e39b44a2c11d7d6ef2>

Kind Regards,  
Nikki

**NIKKI HOLTE**

Project Engineer

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**From:** Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>  
**Sent:** Wednesday, April 13, 2022 11:22 AM  
**To:** Nikki Holte <[nholte@bkf.com](mailto:nholte@bkf.com)>  
**Cc:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>; Jonathan Tang <[jtang@BKF.com](mailto:jtang@BKF.com)>; 'jtuttlec@aol.com' <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>; 'robertpellegrine@yahoo.com' <[robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com)>; 'laj@cohenandjacobson.com' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; 'rnewman@resolutionstrategiesinc.com' <[rnewman@resolutionstrategiesinc.com](mailto:rnewman@resolutionstrategiesinc.com)>; Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
**Subject:** RE: Comments on O&M Agreements for Lots 9-11

Hi Nikki –

Circling back around on this one. These draft O&M Agreements look good. Just a couple of (very minor) comments below.

In addition, do you know what the status of construction/photos is? It IS possible to record the documents without photos (you would have to remove the reference to the Exhibit and make the Annual Report form Exhibit D), but we will want to be VERY sure that the final storm drain system that is built is accurately reflected in the site plan. If the as-built conditions don't match the site plan then we would need to re-record, which is why we typically ask for photos/wait for completion before recording. However, if time is tight I did want to make it an option.

Minor Comments:

Remove this first PLN from the header:

STORMWATER TREATMENT MEASURES  
MAINTENANCE AGREEMENT  
Address: 2185 Cobblehill Place  
APN: 041-101-430  
~~PLN~~ BLD 2016-00160 (Lot 9)  
PLN2006-00357  
NOM2021-00007

Add a space and/or move Lisa's title down a line. If it looks blank then the Record's office has a habit of not accepting it...

IN WITNESS WHEREOF, the parties hereby execute this Agreement as follows:

_____ Signature for the County Lisa Aozasa, Deputy Director San Mateo County Planning & Building Department	_____ Date
_____ Type or Print Name and Title	

Lastly, a reminder that separate from the O&M Agreements we will need your final letters of approval for the storm drain system construction and a final County Drainage inspection (by me).  
Let me know if any questions.

Thanks,

Melody Eldridge  
Onsite Drainage Review  
San Mateo County Planning & Building  
[meldridge@smcgov.org](mailto:meldridge@smcgov.org)

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**From:** Nikki Holte <[nholte@bkf.com](mailto:nholte@bkf.com)>  
**Sent:** Monday, February 7, 2022 10:23 AM  
**To:** Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>  
**Cc:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>; Jonathan Tang <[jtang@bkf.com](mailto:jtang@bkf.com)>; 'jtuttlec@aol.com' <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>; 'robertpellegrine@yahoo.com' <[robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com)>; 'laj@cohenandjacobson.com' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; 'rnewman@resolutionstrategiesinc.com' <[rnewman@resolutionstrategiesinc.com](mailto:rnewman@resolutionstrategiesinc.com)>; Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
**Subject:** RE: Comments on O&M Agreements for Lots 9-11

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Hi Melody,

Attached are the Lots 9-11 incorporating your comments. All of the features have not yet been completed, so we will follow up with photos as soon as we receive them.

Thanks,  
Nikki

**NIKKI HOLTE**

Project Engineer

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**From:** Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>  
**Sent:** Monday, January 31, 2022 3:13 PM  
**To:** Nikki Holte <[nholte@bkf.com](mailto:nholte@bkf.com)>; Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>  
**Cc:** Jonathan Tang <[jtang@BKF.com](mailto:jtang@BKF.com)>; 'jtuttlec@aol.com' <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>; 'robertpellegrine@yahoo.com' <[robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com)>; 'laj@cohenandjacobson.com' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; 'rnewman@resolutionstrategiesinc.com' <[rnewman@resolutionstrategiesinc.com](mailto:rnewman@resolutionstrategiesinc.com)>; Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
**Subject:** RE: Comments on O&M Agreements for Lots 9-11

Hi Nikki –

Attached are the comments on the updated O&M agreements (Please extrapolate these comments on Lot 9 to the other two as needed) – the comments should be pretty straightforward, but I do want to make sure that we show the stormdrain easements for those features that will have 50%-50% shared maintenance for both the Lot 9 and the Lot 10 O&M Agreements.

Also noticed that there aren't any photos of the finished features yet – what's the status of construction? Will it be feasible to incorporate the photos?

Thanks,

Melody Eldridge  
Onsite Drainage Review  
San Mateo County Planning & Building  
[meldridge@smcgov.org](mailto:meldridge@smcgov.org)

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**From:** Nikki Holte <[nholte@bkf.com](mailto:nholte@bkf.com)>  
**Sent:** Monday, January 10, 2022 12:40 PM  
**To:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>  
**Cc:** Jonathan Tang <[jtang@bkf.com](mailto:jtang@bkf.com)>; 'jtuttlec@aol.com' <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>; 'robertpellegrine@yahoo.com' <[robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com)>; Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>; 'laj@cohenandjacobson.com' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; 'rnewman@resolutionstrategiesinc.com' <[rnewman@resolutionstrategiesinc.com](mailto:rnewman@resolutionstrategiesinc.com)>; Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
**Subject:** RE: Comments on O&M Agreements for Lots 9-11

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Hi Camille,

It appears the comments were for an outdated version of the O&M agreement. We have applied your comments to the latest Lot 9, 10, and 11 O&M agreements that we submitted May 26<sup>th</sup>, 2021.

Please see attached revised PDF and word O&M agreements for Lots 9, 10, and 11.

Thanks,  
Nikki

**NIKKI HOLTE**

Project Engineer

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**From:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>

**Sent:** Wednesday, January 5, 2022 11:51 AM

**To:** Jonathan Tang <[jtang@BKF.com](mailto:jtang@BKF.com)>; 'Jack Chamberlain ([jtuttlec@aol.com](mailto:jtuttlec@aol.com))' <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>

**Cc:** 'robertpellegrine@yahoo.com' <[robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com)>; Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>; 'Larry Jacobson ([laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com))' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; 'RNewman@ResolutionStrategiesInc.com' <[rnewman@resolutionstrategiesinc.com](mailto:rnewman@resolutionstrategiesinc.com)>; Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>; Nikki Holte <[nholte@bkf.com](mailto:nholte@bkf.com)>

**Subject:** RE: Comments on O&M Agreements for Lots 9-11

Wonderful 😊 Thank you!

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**From:** Jonathan Tang <[jtang@BKF.com](mailto:jtang@BKF.com)>

**Sent:** Tuesday, January 4, 2022 1:20 PM

**To:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>; 'Jack Chamberlain ([jtuttlec@aol.com](mailto:jtuttlec@aol.com))' <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>

**Cc:** 'robertpellegrine@yahoo.com' <[robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com)>; Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>; 'Larry Jacobson ([laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com))' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; 'RNewman@ResolutionStrategiesInc.com' <[rnewman@resolutionstrategiesinc.com](mailto:rnewman@resolutionstrategiesinc.com)>; Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>; Nikki Holte <[nholte@bkf.com](mailto:nholte@bkf.com)>

**Subject:** RE: Comments on O&M Agreements for Lots 9-11

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Hi Camille,

We are working on the O&M Agreements for Lots 9-11 and will have them ready for County review early next week.

Thanks,

**JONATHAN TANG, PE**

Senior Project Manager



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**From:** Camille Leung <[cleung@smcgov.org](mailto:cleung@smcgov.org)>  
**Sent:** Monday, January 3, 2022 1:22 PM  
**To:** Jonathan Tang <[jtang@BKF.com](mailto:jtang@BKF.com)>; 'Jack Chamberlain ([jtuttlec@aol.com](mailto:jtuttlec@aol.com))' <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>  
**Cc:** 'robertpellegrine@yahoo.com' <[robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com)>; Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>; 'Larry Jacobson ([laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com))' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; 'RNewman@ResolutionStrategiesInc.com' <[rnewman@resolutionstrategiesinc.com](mailto:rnewman@resolutionstrategiesinc.com)>; Amy Ow <[aow@smcgov.org](mailto:aow@smcgov.org)>  
**Subject:** FW: Comments on O&M Agreements for Lots 9-11  
**Importance:** High

Re-sending this email as Bob estimates he is 2-3 weeks from a final on Lots 9-11 and I have not heard back.

Thanks

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**From:** Camille Leung  
**Sent:** Wednesday, December 1, 2021 7:44 PM  
**To:** Jonathan Tang ([jtang@BKF.com](mailto:jtang@BKF.com)) <[jtang@bkf.com](mailto:jtang@bkf.com)>; Jack Chamberlain ([jtuttlec@aol.com](mailto:jtuttlec@aol.com)) <[jtuttlec@aol.com](mailto:jtuttlec@aol.com)>  
**Cc:** [robertpellegrine@yahoo.com](mailto:robertpellegrine@yahoo.com); Melody Eldridge <[meldridge@smcgov.org](mailto:meldridge@smcgov.org)>; 'Larry Jacobson ([laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com))' <[laj@cohenandjacobson.com](mailto:laj@cohenandjacobson.com)>; [RNewman@ResolutionStrategiesInc.com](mailto:RNewman@ResolutionStrategiesInc.com)  
**Subject:** Comments on O&M Agreements for Lots 9-11  
**Importance:** High

Hi Jack and Jonathan,

I'm not sure who put together the O&M Agreements for Lots 9-11 of Highlands Estates, was it Jonathan?

Please see attached comments from Melody (Drainage Section). Please apply these changes to all 3 lots – please track changes and send soft copies back. We will need these to be recorded prior to Building Permit Final on each lot.

The following are the corresponding NOM cases for each property:

- BLD2016-00160 (2185 Cobblehill) – Lot 9, NOM2021-00007
- BLD2016-00158 (2184 Cobblehill) – Lot 10, NOM2021-00008
- BLD2016-00159 (88 Cowpens) – Lot 11, NOM2021-00009

Please contact Melody with any questions.

Thanks!

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projects moving forward and to continue being responsive to our work, our deadlines, and our clients. We remain available to you via email, phone, and virtual meetings during our normal business hours.