Application to the Planning Commission

PLANNING APPLICATION

COMMUNITY DEVELOPMENT DEPARTMENT—PLANNING DIVISION

501 PRIMROSE ROAD, 2ND FLOOR, BURLINGAME, CA 94010-3997

TEL: 650.558.7250 | FAX: 650.696.3790 | E-MAIL: PLANNINGDEPT@BURLINGAME.ORG

PROJECT INFORMATION

220 Park Road — PROJECT ADDRESS

029-204-250 — ASSESSOR'S PARCEL # (APN)

Howard Avenue Mixed Use District — ZONING

PROJECT DESCRIPTION

The proposed redevelopment of the long-vacant post office site includes the preservation, restoration, and reuse of the main post office lobby structure for a food, beverage, or retail use. Additionally, the plan includes the preservation of the historic Park Rd administrative wing's exterior and its historic setback. On the remainder of the site, the project consists of the construction of 140,000 sf ft of office above new ground-level retail along Lorton Ave and along the City's neighboring site proposed to become a public plaza. These new uses are supported by two levels of underground parking that will also be available for public use on weekday evenings and on weekends.

APPLICANT INFORMATION

Burlingame Park Square LLC — PROPERTY OWNER NAME ☐ APPLICANT?

[redacted] — ADDRESS

[redacted] — PHONE

[redacted] — E-MAIL

[redacted] — ARCHITECT/DESIGNER ☒ APPLICANT?

[redacted] — ADDRESS

[redacted] — PHONE

[redacted] — E-MAIL

BURLINGAME BUSINESS LICENSE #

FOR PROJECT REFUNDS - Please provide an address to which to all refund checks will be mailed to:

[redacted] — NAME

[redacted] — ADDRESS

AFFIDAVIT OF OWNERSHIP

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE INFORMATION GIVEN HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KN[redacted]

[redacted] — APPLICANT'S SIGNATURE (IF DIFFERENT FROM PROPERTY OWNER)

4/6/2020 — DATE

I AM AWARE OF THE PROPOSED APPLICATION AND HEREBY AUTHORIZE THE ABOVE APPLICANT TO SUBMIT THIS APPLICATION TO THE PLANN[redacted]N.

[redacted] — PROPERTY OWNER'S SIGNATURE

4/2/2020 — DATE

AUTHORIZATION TO REPRODUCE PLANS

I HEREBY GRANT THE CITY OF BURLINGAME THE AUTHORITY TO REPRODUCE UPON REQUEST AND/OR POST PLANS SUBMITTED WITH THIS APPLICATION ON THE CITY'S WEBSITE [redacted]NNING APPROVAL PROCESS AND WAIVE ANY CLAIMS AGAINST THE CITY ARISING OUT OF OR RELATED TO SUCH ACTION [redacted]ITIALS OF ARCHITECT/DESIGNER)

STAFF USE ONLY

APPLICATION TYPE

- ☐ ACCESSORY DWELLING UNIT (ADU)
- ☐ CONDITIONAL USE PERMIT (CUP)
- ☐ DESIGN REVIEW (DSR)
- ☐ HILLSIDE AREA CONSTRUCTION PERMIT
- ☐ MINOR MODIFICATION
- ☐ SPECIAL PERMIT (SP)
- ☐ VARIANCE (VAR)
- ☐ WIRELESS
- ☐ FENCE EXCEPTION
- ☐ OTHER: _____

DATE RECEIVED:

STAFF USE ONLY

Letter of Explanation

March 30, 2020

City of Burlingame
LETTER OF EXPLANATION

Post Office Site – 220 Park Road

Existing Conditions and Context

The proposed project site ("the Property") is located at 220 Park Road in the heart of downtown Burlingame. The 1.28-acre parcel fronts Park Road to the southwest and Lorton Avenue to the northeast and sits mid-block between the downtown's primary retail corridor of Burlingame Avenue on one side and Howard Avenue on the other. Park Road and Lorton Avenues themselves have active retail storefronts lining their sidewalks as well. The site is less than a quarter mile and a short walk from Burlingame's Caltrain station and falls within Burlingame's Howard Avenue Mixed Use District ("HAMU District").

Directly abutting the northwest boundary of the Property is a public, city-owned, surface parking lot referred to as Lot E. The City of Burlingame ("the City") is currently engaged in a process to redevelop approximately half of the parking lot (the Park Road side) into a public plaza referred to as "Town Square." The existing public parking stalls in Lot E would not be replaced in the City's current conceptual scheme. There's promising opportunity for coordinated design and activation at the interface between the Property and the future square so that the Property adds vibrancy to and helps visually frame Town Square.

The 220 Park Road project site itself currently contains a historic but vacant US Post Office building of 13,293 square feet, a free-standing garage building of 1,275 square feet, and a surface parking lot and driveways with 51 total parking stalls. The Property has remained unused since the US Postal Service ceased operations on the site in 2015 and is currently surrounded by a chain link fence to reduce trespassing and vandalism.

Project Summary

The proposed redevelopment ("the Proposed Project") includes the restoration and reactivation of portions of the historic Spanish-deco post office building in accordance with the 2013 Preservation Covenant applicable to the site. The marble-clad post office lobby and main historic entry, façade, and lawn along Park Road will be preserved as a familiar presence in downtown Burlingame. The Proposed Project maximizes the preservation and appropriate reuse of historic architecture consistent with the Preservation Covenant, the City's Historic Preservation Ordinance ("HPO"), and the Secretary of Interior Guidelines, while enabling redevelopment that is essential for reactivating the site and rehabilitating the historic elements.

Behind these historically important portions of the building, demolition of the rest of the vacant building and the addition of a new six-story building with two levels of underground parking will activate the long-abandoned site. Ground floor uses will consist of retail along Lorton Avenue, Town Square, and portions of Park Rd, as well as ancillary building services and parking. The upper floors are programmed for office use. In total, the Proposed Project (inclusive of the preserved historic elements) consists of 140,020 square feet of Office, 11,915 square feet of Retail, and 280 covered parking stalls (2.0 stalls for every 1,000 square feet of office, as described further in accompanying documents).

Architecturally, the new building is designed to respectfully engage with the preserved portions of the post office. The new building's form tiers and steps back as it rises, providing relief from the post office building, Town Square, and the public retail corridors of Park Road and Lorton Avenue. Balconies are strategically placed at these setbacks to visual activate the vertical plane, as well as provide outdoor space for the office occupants. As the building steps back from the property edges, it reaches to a pinnacle of six stories, providing an iconic architectural expression for this important downtown site. (Further description of the requested height is described in accompanying documents). Architecturally, the building uses a system of elegant vertical columns and well-proportioned windows to create a consistent rhythm across the face of the building and provide relief on the façades. Windows are deeply inset within the precast concrete building skin, thereby articulating the vertical building planes and alluding to similar materials and treatments on the post office facades themselves. The new building's architecture is careful not to slavishly replicate the post office's, though, so that the historic post office is always foregrounded and differentiated as one looks towards the site.

The Proposed Project layout also includes generous outdoor space along the adjacent City lot in order to help activate this future plaza. The building is set inboard from the underground storm drain culvert that runs along the northwest edge of the property, and that space is dedicated towards a new landscaped paseo. By introducing pavers similar to those on Burlingame Avenue, plantings, and outdoor furniture for the future retail uses fronting this area, the paseo becomes a new mid-block pedestrian connection, links Town Square with Lorton Avenue, and visually begins to extend Burlingame Avenue's public realm towards Town Square. Along the historic post office lobby structure, the Proposed Project includes an elevated patio that provides opportunities for future restaurant or brewery patrons to spill into the outdoors and creates an opportunity for engagement between Town Square and this prominent post office lobby façade.

Parking for the Proposed Project is provided primarily through two levels of underground parking that span the entirety of the site and under the historic buildings. Additionally, the plan extends the underground parking under a portion of the adjacent city-owned parking lot and future public plaza via an underground easement with the city. In exchange, the Proposed Project will make these additional parking spaces available for public use at certain times. Partly in exchange for this easement and partly in exchange for a reduced office parking ratio, all 280 parking stalls will be available for public use in the evenings and on weekends in order to provide greater parking capacity to those visiting Burlingame's downtown. These 280 parking spaces will greatly outnumber the thirty-eight spaces the public will otherwise lose via the City's conversion of part of Lot E into Town Square and will help provide additional parking for patrons of downtown eateries and retailers.

No on-site parking is provided for the on-site retail uses, consistent with the HAMU District zoning. The existing on-street 45-degree and parallel parking spaces along the property's street frontages will generally be maintained, accommodating for the relocation and modification of the curb cuts that provide site access and except for designated rideshare drop-off and pick-up zones (annotated on the accompanying submittal documents).

Around the property perimeter, the design language, materials, and trees of Burlingame Avenue will be incorporated into the sidewalks fronting the parcel to help expand the active public realm from towards Town Square. The sidewalk-fronting trees along Lorton Avenue will be removed to accommodate a wider sidewalk consistent with the more generous sidewalk layout to the southeast of the Property and in order to accommodate new retail frontage along Lorton Ave that will activate the pedestrian realm in

this section of Lorton Avenue, all consistent with the City's Tree Preservation Ordinance. The new sidewalk will accommodate new street trees in a layout that more closely matches those on the opposite side of Lorton Avenue, where street trees are in wells on the street-fronting portion of the sidewalk.

Application of Municipal Code 21

Municipal Code 21.04.120 "Preservation Incentives" enumerates incentives and flexibility of standards that are available for properties maintaining historic resources in accordance with Secretary of Interior Standards. Section 3.B. "Development Standard Flexibility" specifically acknowledges the challenges involved in redeveloping a site with historic resources that need to be preserved when compared with an unencumbered site. This section offers flexibility of standard development requirements to make up for development hardship that would not otherwise exist.

The Proposed Project requests to use these municipal development standard flexibilities in order to maintain the historic integrity and prominence of portions of Burlingame's historic post office building from the 1940s. In exchange, the Proposed Project seeks 1) an increase in height on a portion of the site to accommodate the historic building's low scale elsewhere on the property and to allow the architecture to step back from nearby public spaces, and 2) a parking reduction that is still market appropriate to account for the obstacle of building around a historic building and in exchange for public access on weekday evenings and on weekends.

Both requests are described in further detail in accompanying documents.

California Environmental Quality Act ("CEQA")

The proposed project is anticipated to require the following discretionary entitlements: Design Review approval, Historic Review approval, Variances under the Historic Preservation Ordinance ("HPO"), Tree Removal approval, and City approval of a Parking Easement. These entitlements trigger environmental review under the California Environmental Quality Act ("CEQA"). Projects that are consistent with a General Plan and Specific Plan can rely on certified General Plan EIRs and Specific Plan EIRs for tiering purposes under CEQA Guidelines Sections 15162 and 15168. The City certified its General Plan EIR in January 2019 and the Downtown Specific Plan ("DSP") Mitigated Negative Declaration in 2010.

It is anticipated that if, as is currently proposed, the proposed project complies with the Preservation Covenant, the City HPO, the DSP, and the HAMU District Regulations; that taking into account the flexibility built into the City's HPO and HAMU District Regulations (Variances/Special Permit); and that subject to additional analysis of the ability of the proposed project to comply with the applicable requirements, the project can rely on or tier from either document in pursuing approval of the proposed project using a 15183 Consistency Checklist (Projects Consistent with a Community Plan, General Plan, or Zoning).

Variance Application – Parking Reduction

March 30, 2020

City of Burlingame
VARIANCE APPLICATION
Municipal Code 21.04.120 Preservation Incentives:
Development Standard Flexibility (Parking)

Post Office Site – 220 Park Road

a. ***Describe the exceptional or extraordinary circumstances or conditions applicable to your property which do not apply to other properties in this area.***
Redevelopment of the 220 Park Road site is uniquely constrained by the required preservation of portions of the existing historic post office building and by the specific location of that building on the property, both of which greatly diminish the ability to construct parking at grade. The historic setback from Park Road that can't be built on, the historic building itself, and the retail proposed along Lorton to activate that streetscape constrain the remaining area available to construct at-grade parking. Dimensionally, standard drive aisles and parking does not layout efficiently in the remaining land behind the historic building, thereby greatly reducing the parking count that can be provided at this level. Additionally, the need to maintain a portion of the historic building, even while building two levels of underground parking underneath it, creates challenges to the underground parking column geometry and causes additional cost during construction.

Page & Turnbull's analysis of the property's 2013 Preservation Covenant indicates that the main post office lobby, Park Road-fronting façade, and historic entry steps and lawn along Park Road must be preserved and cannot be relocated. The historic building's approximately 35.5-foot setback from Park Road and approximately 16-foot setback from the City's future Town Square, as well as the depth of the historic building elements themselves, preclude at-grade parking in these areas.

Without these historic resource constraints, a more standard parking layout could be provided at grade that would more closely parallel portions of the proposed underground parking layout, which would yield more spaces for the site. Other properties within the same Howard Avenue Mixed Use District and without historic resources would be able to enlarge their at-grade parking floor plate by pushing retail all the way out to the property lines, as the zoning otherwise allows. Municipal Code 21.04.120 recognizes the likelihood of additional constraints imposed on redevelopment of properties with historic resources and provides a mechanism for providing flexibility of development standards in these situations.

b. ***Explain why the variance request is necessary for the preservation and enjoyment of a substantial property right and what unreasonable property loss or unnecessary hardship might result from the denial of the application.***
As described above, the existence of historically significant structures precludes construction of additional parking at ground level that would otherwise be allowed behind ground-level retail

based on zoning. The 52-foot distance between the back of the post office lobby and the opposite property boundary is just short of the standard 60-foot wide template used to accommodate two rows of perpendicular parking with a drive aisle between them. Because of the pinched dimension, the site can only accommodate a single row of parking here. Additionally, even this single row of parking cannot extend a full 69-foot length that would otherwise be available because the back of the historic administration wing and the historic lawn beyond that must be respected. As a result, most parking has been pushed solely into underground spaces.

Due to the property's downtown location within walking distance of retail, restaurant, and services and less than a quarter mile from the Burlingame Caltrain Station, a reduced parking ratio of 2.0 parking spaces per 1,000 square feet of office space would be able to support the market appropriate parking needs. Utilization studies of office buildings in downtown Redwood City support this parking ratio for actual office use in these downtown, transit-oriented contexts, which differ in access and walkability from more suburban office typologies.

As a result, a Historic Variance under Municipal Code 21.04.120 is being requested for reduced parking on site to accommodate the reduced available space for ground level-parking due to the unique configuration and siting of the historic post office building.

c. ***Explain why the proposed use at the proposed location will not be detrimental or injurious to property or improvements in the vicinity or to public health, safety, general welfare or convenience.***

The post office site is located in the heart of downtown Burlingame, with easy access to the retail, restaurants, and services along Burlingame Avenue and throughout downtown. On the ground floor of the proposed building itself, there will even be similar services that will allow occupants to avoid needing to drive for day-to-day essentials and allows for commuters to more comfortably commute by rail or other public transit and carpools. The site's proximity to Caltrain (approximately a four-minute walk) makes this a feasible option.

Similar types of office buildings in Redwood City have shown that parking counts above the proposed 2.0-to-1,000 ratio have simply resulted in overbuilt parking structures that don't serve to support downtown but instead occupy space that could otherwise be better put to use for activating, downtown-enriching uses.

Burlingame's parking ratio doesn't scale with building size, so as buildings increase in size, they cannot take advantages of user efficiencies that come from scale – ie: that in larger buildings, tenants are not typically all on site at the same time and can, therefore, share spaces among users without requiring additional spaces. This is harder in practice for smaller buildings, where there are so few spaces that a user cannot bank on a space being available.

Finally, the construction of 384 new parking spaces on the former Lot N site a block from the post office site should also help to reduce general parking anxiety downtown by providing additional parking for downtown patrons.

To ensure comfort that the 2.0-to-1,000 ratio is adequate, the post office property will adopt a TDM plan to be developed over the course of the entitlements process that facilitates the reduction of single-occupancy travel to and from the site. This plan will include safeguards to ensure that this parking ratio doesn't negatively impact its neighbors.

d. ***How will the proposed project be compatible with the aesthetics, mass, bulk and character of the existing and potential uses on adjoining properties in the general vicinity?***
The reduced parking ratio will not have a visual impact on neighboring properties, as all parking would be internal to the exterior walls or underground in any scenario. However, there are significant benefits to the surrounding properties and to Burlingame residents through the proposed public access parking on weekends and weekday evenings.

As part of the proposed redevelopment plan for the post office site and in exchange for the reduced parking ratio, the project is offering to make all of the on-site spaces available for public use during non-office hours in the evenings and on weekends. By doing so, residents and retailers gain 280 additional parking spaces in the heart of downtown. Especially in light of the plan to redevelop the City's Lot E as a Town Square public plaza, these 280 stalls would more than make up for the 38 stalls that will otherwise disappear when Lot E is redeveloped and will provide a net benefit to neighboring properties.

Redwood City Office Parking Utilization Data/Study Memo

220 Park Road
Redwood City Office Parking Utilization Data
July 8, 2020

While downtown Burlingame and downtown Redwood City are distinct and different environments with their own unique communities, characteristics, and architectural forms, several new office buildings recently constructed in downtown Redwood City provide helpful data when assessing parking utilization for newly constructed, class-A office space in downtown peninsula locations. The following is a summary of observations and data collected from Redwood City. It is by no means comprehensive but is intended to provide comfort that parking ratios of 2.0 stalls per 1,000 square feet is appropriate at and have worked at other *amenity-rich, transit-oriented downtown locations* nearby.

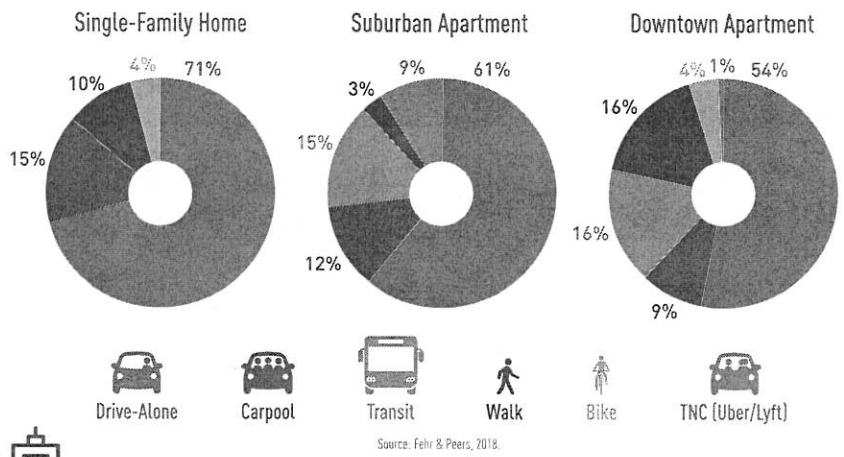
Study/Observation Context	Data/Finding
2015 – Redwood City Parking Survey • Presented by Aaron Akin at Redwood City Planning Commission	Only 55% of downtown Redwood City office workers commute by single-occupancy vehicle
2017 – Redwood City Transportation Plan • Prepared by Fehr & Peers • Plan finalized in 2018 with data collected in April, May, and December 2017	Only 45% of downtown Redwood City office workers commute by single-occupancy vehicle
2017 – San Mateo Countywide Transportation Plan 2040	Stated policy to "support reduction of parking supply"
2018 – 601 Marshall Parking Utilization Data • Reported to Redwood City as part of TDM plan • 100% leased	With a parking ratio of 2.05 stalls per 1,000 square feet, the garage remained below 50% occupancy during standard business hours
2019 – 601 Marshall Parking Utilization Data • Data is estimate only, as company providing parking data counts lost data • 100% leased	With a parking ratio of 2.05 stalls per 1,000 square feet, the garage typically reaches only a maximum occupancy of 60-70% during standard business hours

As the data above indicates, providing on-site parking is only one piece of the puzzle in meeting commuting needs for workers in *downtown, transit-rich* locations. Downtown Burlingame's strong public transportation options, such as commuter rail access via the Burlingame Caltrain Station and Burlingame's Trolley Routes to and from BART and surrounding neighborhoods, provide alternatives to single-occupancy commutes. A vibrant and walkable downtown makes carpooling and drop-off commutes more appealing to workers because food and service options are within walking distance during the day, negating the need for private vehicles during working hours. Downtown Burlingame will further benefit from a 368-space public parking garage under construction on the Lot N site. Shared public parking facilities allow users to share that parking resource rather than forcing each user to cater to its peak use, leaving parking infrastructure underutilized most of the time. All of these resources make downtown Burlingame different from a more suburban office park environment and benefit the downtown by promoting pedestrian movement, decreasing auto congestion, and encouraging workers to patronize local merchants and restaurants.

SUMMARY FACT SHEET: **Mode Share & Trip Generation of RWC Land Uses**

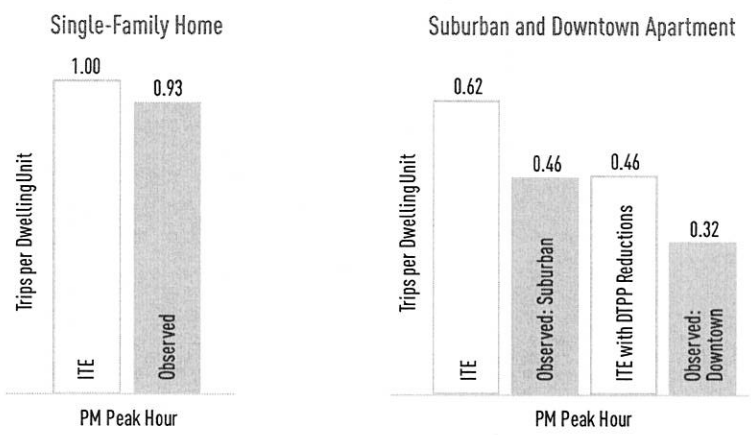
RESIDENTIAL LAND USES (PM PEAK HOUR)

MODE SHARE



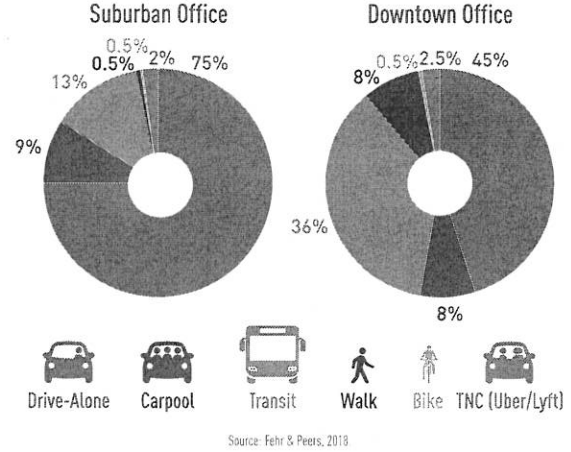
Source: Fehr & Peers, 2018.

TRIP GENERATION



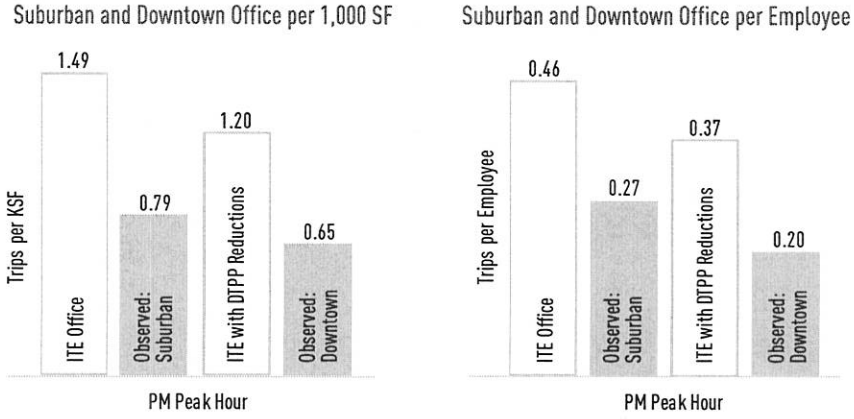
OFFICE LAND USES (PM PEAK HOUR)

MODE SHARE



Source: Fehr & Peers, 2018.

TRIP GENERATION



Sources: Institute of Transportation Engineers (ITE), 9th Edition, 2012; Fehr & Peers, 2018.

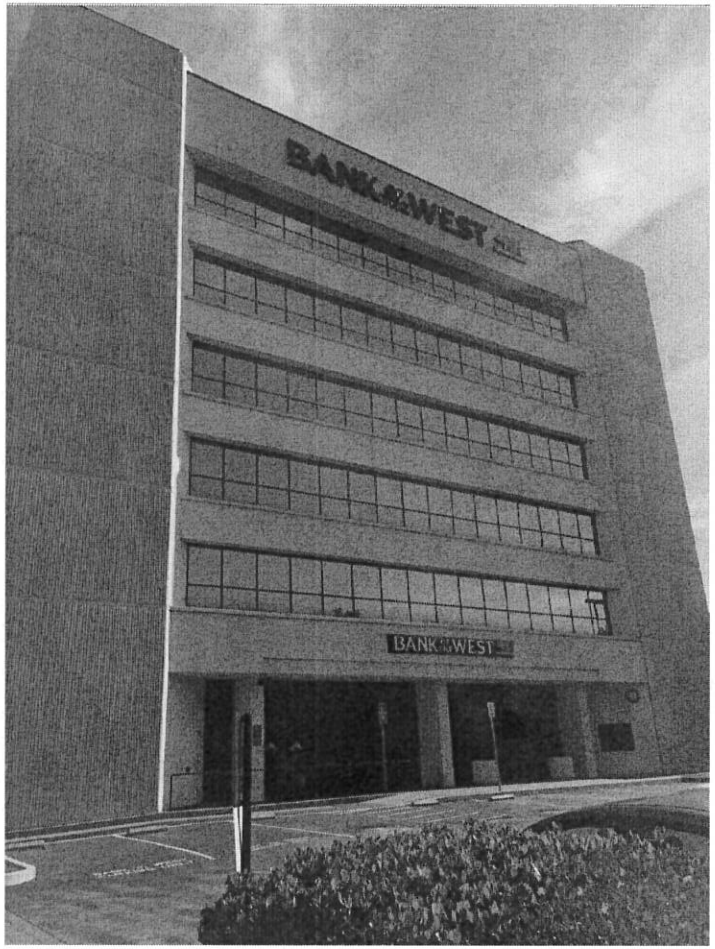
Notes:
- Data was collected in April, May, and December 2017
- Trip generation includes passenger cars/trucks, TNCs (Uber/Lyft) and employee shuttles
- Redwood City Downtown Precise Plan (DTPP) (2011) reduction: 25.1%
- Mode split is calculated as the number of person trips of each mode compared to the total number of observed person trips to and from the site

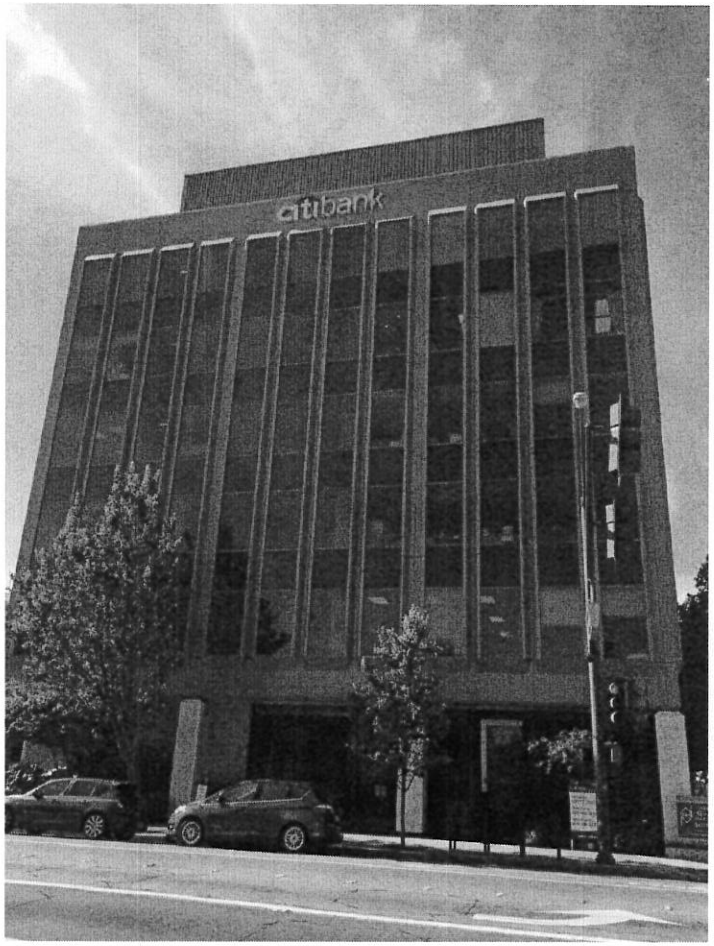
Figure 2: Mode Share & Trip Generation of RWC Land Uses

Parking Considerations

Overall Parking Policy Goals	• All day versus short-term parking policy • Create an environment where driving doesn't have a competitive advantage over other modes; where people have a choice.
Existing Conditions	• How are existing office buildings parked? • How has that supply impacted existing long term parking conditions?
Office Densities & Transportation Choices	• What are standard office densities for tech, law firms and other companies? • How are people getting to work today?
Interim Measures	• What can we do today to increase all day parking supply & "free up" retail parking supply in the short term? • What can we do to create longer term supply?

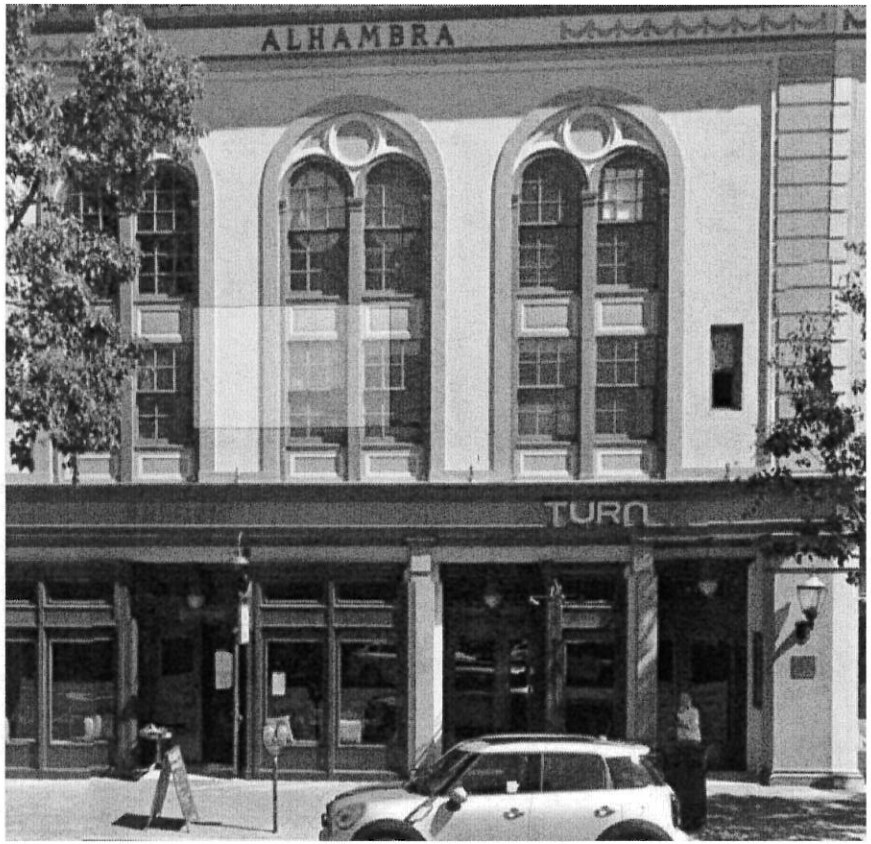
Existing Office Buildings





Total Square Footage: 122,000
Total Parking Spaces: 199
Ratio: 1 space per 613 sq. ft. of office area (1.63 per 1000 sq. ft.)

"Class B" and Retail Storefronts



Total Square Footage: 100,000 (approximate)
Total Parking Spaces: 50 (approximate)
Ratio: 1 per 2000 sq. ft. (.5 per 1000)

Totals

Office Total:	Sq. Ft.	Parking
Existing Building Total:	122,260	199
Class B/Retail (Approx.)	100,000	50
Total:	**222,260**	**249**

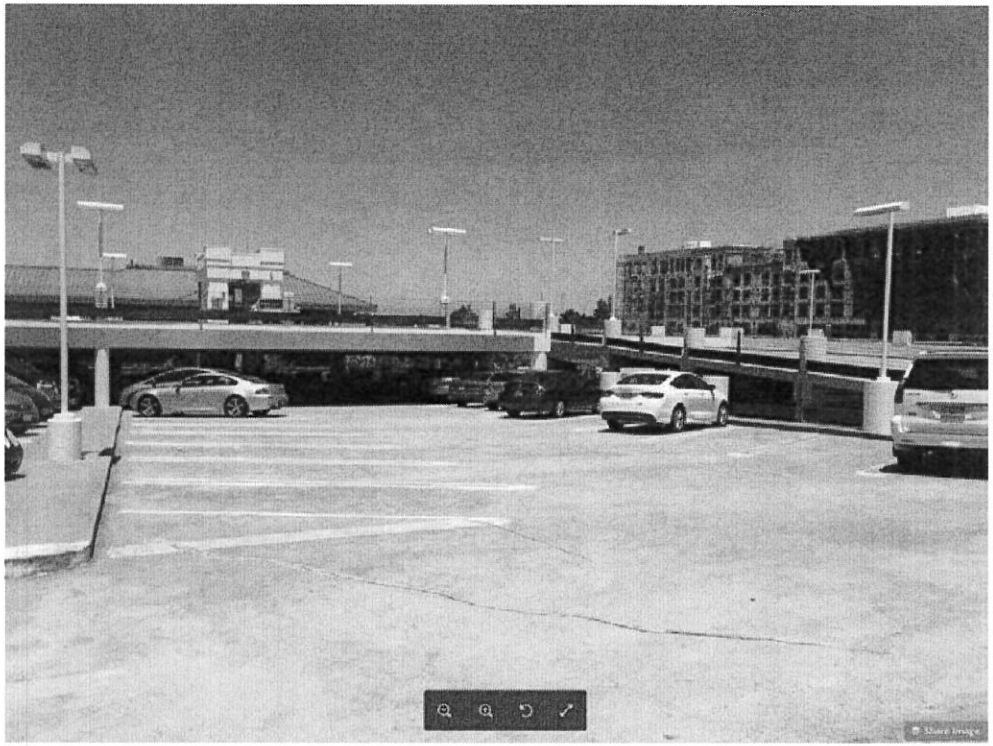
Total: 1 parking space per 890 sq. ft. of office
Total: 1.1 per 1000 sq. ft.

Existing Parking Summary

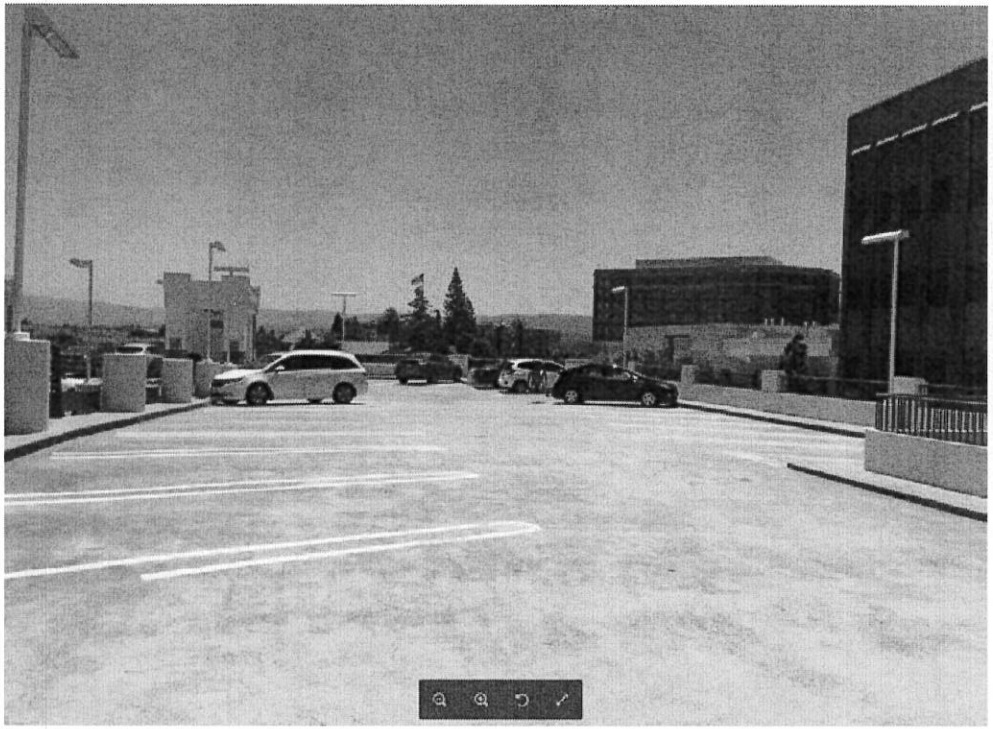
- **Peak "Short Term" (Visitor) Parking Crunch:**
  - Street parking is at near capacity (85%) during peak daytime hours
  - Centrally located garages are near capacity on night/weekends during big events

- **Despite existing buildings being "under-parked" a substantial amount of "long-term" (employee) parking still available in garages during business hours.**

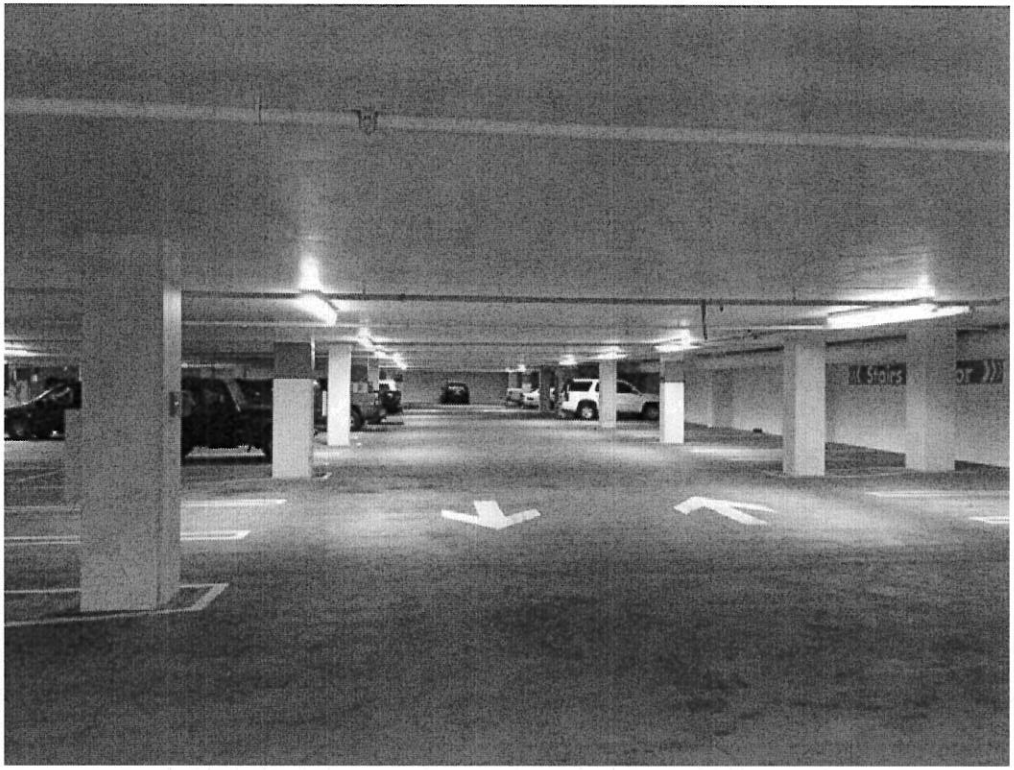
Marshall Garage @ 12:50pm



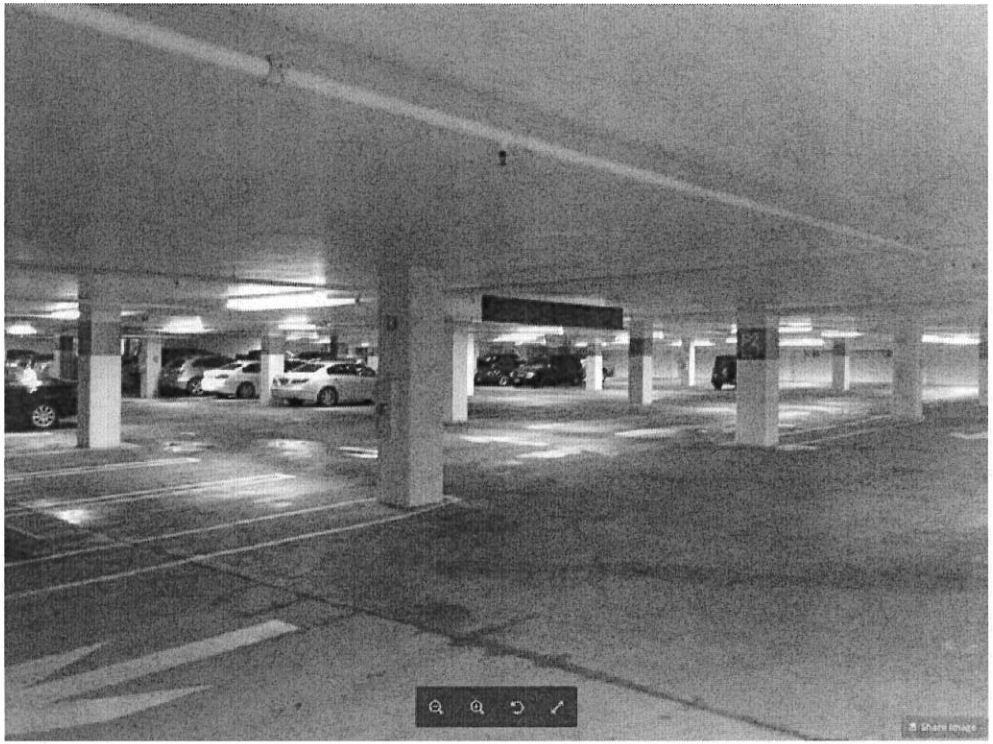
Marshall Garage @ 12:50pm



Jefferson Garage @ 1:00pm



Jefferson Garage @ 1:00pm



Q: Given the low parking ratios why are there a substantial amount of garage spaces available?

A: Office densities + drive-alone rates

Current Office Densities

- Substantially higher density in retail conversions and older office buildings
- New "Class A" office includes additional lobby, hallways, conference room, cafeterias, ADA bathrooms, etc. that drive up the space per employee
- Approximate: 1 per 200-225 sq. ft. for tech companies (per local examples). 1 per 300+ for law firms, etc.

Drive Alone Rates (Local Example)

- **Local tech companies**: 40% drive alone rate examples.
- **Overall:** 55% drive alone rate
- **How is this being accomplished?**
  - Caltrain
  - Bikes
  - Walk from nearby residential
  - Shuttles
  - Carpooling
  - Working remotely
  - New technologies: Uber Pool, Lyft Line, Ride Chariot

Q: What can we do to solve the parking problems right now?

A: Take immediate and focused steps.

Short Term Parking Measures

- **Improved Equipment:** New meters, garage equipment & garage display signs in 2015.
- **Retail Protection:** Consider short-term (2-3 hour) parking restrictions along Broadway
- **Residential Protection:** Expand Residential Permit Parking if desired.
- **Guided Valet Parking:** To increase permit supply
- **Satellite Parking:** Create lots just outside downtown area and shuttle

Longer Term Measures

- County is proposing a new garage which will help relieve jury "spill-over" parking.
- Council direction to construct new or expanded downtown parking garage utilizing developer in-lieu fees.
- Develop district-wide Transportation Demand Management Strategies

Variance Application – Height

Revised: June 22, 2020

City of Burlingame
VARIANCE APPLICATION
Municipal Code 21.04.120 Preservation Incentives:
Development Standard Flexibility (Height)

Post Office Site – 220 Park Road

a. ***Describe the exceptional or extraordinary circumstances or conditions applicable to your property which do not apply to other properties in this area.***
Redevelopment of the 220 Park Road site is uniquely constrained by the required historic preservation of portions of the existing post office building (and by the stormwater culvert that runs under the northwest edge of the property).

The applicable 2013 Preservation Covenant dictates that the exterior and interior of the main post office lobby, as well as the main exterior entry facing Park Road, must be preserved in accordance with Secretary of Interior standards. The historic building's physical location on the property – set back from both the property boundary with Park Road (by approximately 35.5 feet) and from the adjacent Lot E (by approximately 16 feet) – preclude portions of the site from being built upon. Additionally, following Secretary of Interior standards requires some visual differentiation between any new construction and the historic architecture, precluding building above the existing buildings and encouraging taller building mass from encroaching too closely on the historic structure, even when the zoning code would otherwise allow for more height than the approximately 27 feet of the existing post office building.

Within the Howard Avenue Mixed Use Zone that the property falls within, an equivalent parcel could be built out to a height of 55 feet across the entirety of the site and with zero setbacks at the property boundaries. Under this equivalent scenario, approximately 221,000 square feet of office and retail could be built (assuming a 4-story height) across the 1.27 acre site. This level of development is not available on the post office site because, at a minimum, approximately 0.32 acres cannot be built on due to the preservation of the historic structure and its physical location on the property. Municipal Code 21.04.120, which explicitly provides flexibility of development standards "to preserve the historic character of the property," appears to acknowledge the development constraints imposed on sites like this. In tying its flexibility to the existence of a historic preservation need, the code also prevents this type of flexibility from being used more broadly to other sites without historic resources.

Furthermore, along the northeast edge of the site, the Burlingame Creek is channelized through an underground box culvert and also creates a development impediment, as the City's Public Works Department does not allow construction over this facility. The 10-foot wide culvert sits approximately 5 feet in from the property edge. Combined with another 5-foot buffer on the inboard side, this precludes a 20- by 150-foot strip of land from being built on. This unique

constraint reduces the developable area of the specific 220 Park Rd site by an additional 12,000 square feet (assuming a four-story build-out).

Other properties falling within the same Howard Avenue Mixed Use District and without historic resources (or underground stormwater culverts) would be able to build out to their property lines with no setbacks and would be able to build up to 55 feet on all areas of the site, a scenario that is not possible on the 220 Park Rd site due to the post office preservation.

b. ***Explain why the variance request is necessary for the preservation and enjoyment of a substantial property right and what unreasonable property loss or unnecessary hardship might result from the denial of the application.***

As described above, the existence of historically significant structures and the underground culvert preclude the full development of the 220 Park Rd site to the extent that would otherwise be permitted based on zoning. Furthermore, there is substantial cost involved in restoring the portions of the historic post office structure that are to be preserved, including excavating two levels of underground parking underneath the building, which adds layers of complexity and cost. Even with these constraints limiting the overall developable area of the site, building out the remaining portion of the parcel to its full 55-foot height would leading to an aesthetically undesirable "extruded box" style of architecture. As a result, this project requests flexibility in the site's development standards to account for the lost development area as a result of the historic elements and as a way to avoid building the remaining site out in an unattractive way that maximizes the 55-foot height monotonously across the entirety of the remaining land.

A height variance is being requested to allow portions of the building to rise above the 55-foot height limit to a maximum of 31.5 feet above the height limit to the roof and to a maximum of 43.5 feet above the height limit to the roof screen. Additional height in certain areas would allow development volume to be pulled inward from the property edges, thereby preserving portions of the post office, avoiding construction above stormwater culvert, and respecting aesthetically desired setbacks in height from the street and the neighboring Lot E (future Town Square). More height modulation across the developable site would allow for a feasible build-out while maintaining an attractive, tiered architecture. This additional height above 55 feet would not apply to the whole building but only to its tallest portions, as is shown in the accompanying plan set submittal, which shows setbacks and balconies as the building rises.

Municipal Code 21.04.120 Section 3.B. addressing preservation incentives acknowledges the challenges involved in redeveloping a site with historic resources that need to be preserved and provides an avenue for providing this flexibility in development standards.

c. ***Explain why the proposed use at the proposed location will not be detrimental or injurious to property or improvements in the vicinity or to public health, safety, general welfare or convenience.***

The overall square footage of office and retail proposed for the site will actually be less than what would be allowed on a comparatively sized site without 220 Park Road's historic constraints. In contrast to the approximately 221,000 square feet that could be built with no

exceptional circumstances, the 220 Park Rd proposal is for approximately 140,000 square feet of office and approximately 12,000 square feet of retail. As a result, the impact to public health, safety, and general welfare should be more moderate than any full build-out of an equivalent but clear site would allow.

Furthermore, the programing of office above and retail at ground-level are allowed under the existing zoning, so there is nothing unusual about the programming or use of the proposed project itself.

Careful consideration was given to where the additionally requested height is located on the site. As a starting point, a range of heights across the site – with some areas being as tall as six stories but others being as low as one story – was seen as more desirable than filling out the entirety of the site at a monotonous, flat 55 feet. On average, when accounting for the historic buildings, the undeveloped culvert area, and the historic lawn along Park Rd, the average height of the proposed project across the whole site sits at just under 55 feet. Pushing the height up in some areas above 55 feet inherently means bringing it down below the allowed limit in others and specifically along Park Road, Lorton Avenue, and the City's future Town Square. Attention was paid, for example, to moving massing away from the historic buildings and away from the future Town Square to open up views, openness, and sunlight. Similarly, a setback above the second level facing Lorton Ave is intended to pull massing back from this public thoroughfare and mimic the contextual height of the neighboring buildings before rising higher.

Taking massing that otherwise would have been placed over the culvert in a non-constrained site and placing it elsewhere on top of the building allows for the creation of a new public paseo through the site that provides a mid-block pedestrian connection between Burlingame Avenue and Howard Avenue.

Because the building is no larger in square footage than what could otherwise be built on the site, there should be no additional impacts on traffic, noise, sewerage, garbage, air quality, or stormwater resulting from the proposed architectural form.

Finally, the existence of the preservation incentives outlined in Municipal Code 21.04.120 illustrate the agreed-to value of maintaining important historic buildings that play an integral role in Burlingame's urban fabric in the first place. The post office building has been vacant since 2014 and continues to remain off-limits to the community behind a chain-link fence. It is threatened by decay the longer it sits vacant. Ultimately, the proposed plan for 220 Park Rd will restore the historic asset itself, remove a currently very visible vacancy in the center of downtown, and through its programming, allow the lobby to again become a gathering space for the Burlingame community, all of which will be beneficial to the surrounding neighborhood.

d. ***How will the proposed project be compatible with the aesthetics, mass, bulk and character of the existing and potential uses on adjoining properties in the general vicinity?***

The architecture of the proposed building draws inspiration from the Spanish-Deco architecture of the historic post office itself. The vertical façade elements and window proportions echo those of the post office itself. However, these elements have been interpreted in a contemporary way so as to play off of rather than hide or overshadow the post office building itself.

Increasing the height at certain areas of the site allows the post office to retain its prominence along Park Rd, especially at the main entry. It allows the massing of the new office building to recede so that the 1940s post office is foregrounded, as it would have been when it first opened.

Along Lorton Avenue, the setback above the second level is contextual with heights of many of the two-story buildings that already line Lorton Ave so that there is a unified streetscape. The lower level glass, entries, and retail signage is designed to compliment the other retail buildings on the block and fills what is now a gap in the urban fabric.

Overall, the project architecture adopts a traditional, tiered architectural form that evokes art deco massing from the era when several buildings in downtown Burlingame were constructed and from when the post office itself was constructed. In light of the new Town Square proposed to be constructed next to the 220 Park Rd site, the architecture strives to create an iconic form that will visually mark and frame the new public space at its base. The project does so while staying within the same range of height as the 330 Primrose Rd building ("Crocker Bank Building") while adopting an architectural form that is less jarring to its surroundings.

At a streetscape level, the project includes a widened and tree-lined sidewalk along Lorton Ave so that the sidewalk along this site is upgraded to be more consistent with the rest of the block. Proposed pavers along the site's frontage on Lorton Ave and Park Rd that are consistent with those of Burlingame Avenue would help extend the downtown character along these two streets. All of these design moves are intended to contextualize and ground the project in its surroundings.

Environmental Information Form

ENVIRONMENTAL INFORMATION FORM

(to be completed by applicant at the start of the project or the RFP process)

GENERAL INFORMATION

Project Address: 220 Park Road

Assessor's Parcel Number: 029-204-250

Applicant Name: 220 Park - Burlingame, LLC
Address: [redacted]
City/State/Zip: [redacted]
Phone: [redacted]

Property Owner Name: Burlingame Park Square LLC
Address:
City/State/Zip:
Phone: [redacted]

Permit applications required for this project (special permit, variance, subdivision map, parcel map, condominium permit, building permit, etc.): Design Review, Historic Review Permit, Historic Variance(s), Tree Permit Lot Line Adjustment, Demolition Permit, Grading Permit, Building Permit, Occupancy Permits.

Related permits, applications and approvals required for this project by City, Regional, State and Federal Agencies: Stormwater NOI, City approval of underground parking and stormwater culvert easements, City approval of nights and weekends parking agreements

SITE INFORMATION

Site size: 1.27 Acres and 55,635 Square Feet Existing Zoning: HAMU

Existing use(s) of property: Vacant (formerly post office)

Total Number of Existing Parking Spaces[1]: 51 Number of Compact Spaces[1]: 0

Number of Existing Structures and Total Square Footage of Each: 2: 13,293 SF & 1,275 SF

Will any structures be demolished for this project? X Yes ____ No

Size and use of structures to be demolished: abandoned: 13,293 SF & 1,275 SF

Number and size of existing trees on site[2]: 10: 26", 19", 19", 21", 5", 6", 7", 12", 10", 14"

Will any of the existing tress be removed? X Yes ____ No

If Yes, list number, size and type of trees to be removed: 10: 26", 19", 19", 21", 5", 6", 7", 12", 10", 14"

Are there any natural or man-made water channels which run through or adjacent to the site?

X Yes ____ No If Yes, where? Box culvert along the north side adjacent and through the site.

Describe in general the existing surrounding land uses to the:

[1] City of Burlingame minimum standard parking space size is 9'x20'. The minimum size for compact parking spaces is 8'x17'. Refer to City of Burlingame Zoning Ordinance C.S. 25.70 for parking requirements for particular uses.

[2] Refer to the City of Burlingame's Urban Reforestation and Tree Protection Ordinance (C.S. 11.06) for tree removal permit and tree planting requirements.

North Lorton Avenue
South Park Road
East (3) properties with a variety of office and retail uses
West City-owned Lot E (a portion of which is to become Town Square)

PROPOSED PROJECT

Project Description:
The proposed redevelopment of the long-vacant post office site includes the preservation, restoration, and reuse of the main post office lobby structure for a food, beverage, or retail use. Additionally, the plan includes the preservation of the historic Park Rd administrative wing's exterior and its historic setback. On the remainder of the site, the project consists of the construction of 140,000 sf ft of office above new ground-level retail along Lorton Ave and along the City's neighboring site proposed to become a public plaza. These new uses are supported by two levels of underground parking that will also be available for public use on weekday evenings and on weekends.

Residential Projects:

Number of Dwelling Units: _____
Size of Unit(s): _____

Household size (number of persons per unit) expected: _____

Commercial/Industrial Projects:

Type and square footage of each use: Office: 140,020 SF; Retail: 11,915 SF; Overall Building (incl parking): 179,715 SF

Estimated number of employees per shift: _____
Will the project involve the use, disposal or emission of potentially hazardous materials (including petroleum products)? _____ Yes X No
If Yes, please describe: _____

Institutional Projects (public facilities, hospitals, schools):

Major function of facility: _____

Estimated number of employees per shift: _____
Estimated Occupancy: _____

For all Projects:

Flood Hazard: Is this site within a special flood hazard area? _____ Yes X No

Land Use: If the project involves a conditional use permit, variance or rezoning application, please explain why the applications are required[3]: Project requests a variance for height (above 55 ft) and parking (ratio of 2.0/1,000 SF) through Municipal Code 21.04.120 Preservation Incentives' Section 3.B. Development Standard Flexibility.

Building gross square footage: Existing: 14,568 SF Proposed: 179,715 SF

[3] Please fill out and submit the appropriate application form 9variance special permit, etc.)

Number of floors of construction: Existing: 1 (plus basement and crawl space) Proposed: 1-6 (with 2 levels of UG parking)

Traffic/Circulation: Standard and compact off-street parking spaces provided:

Existing: Standard 51
Compact 0
Total 51

Proposed: Standard 280
Compact _____
Total 280

Grading: Amount of dirt/fill material being moved (check one):

_____ 0-500 cubic yards
_____ 500-5,000 cubic yards
_____ 5,000-20,000 cubic yards
X Over 20,000 cubic yards(indicate amount) 50,000 CY

Note: If fill is being placed over existing bay fill, provide engineering reports which show the effect of the new fill on the underlying bay mud.

Storm water runoff: Indicate area of site to be covered with impervious surfaces (parking lot paving, etc.): 51,759 SF

Is the area with impervious surfaces less than 200 feet away from a wetland, stream, lagoon or bay?
_____ Yes X No

Noise: Describe noise sources and timing of activity generated by your project during construction: Standard noise associated with new construction during industry standard working hours

Noise sources generated during operation of facility: Nothing beyond typical retail and office use-generated noise.

Vibration: Will the proposal cause vibration that may affect adjacent properties? Describe any potential sources of vibration: None expected at this point.

Exterior Lighting: Please describe any proposed exterior lighting of the facility[4]: Exterior lighting has not yet been proposed, but at this time, we anticipate it will conform with Exterior Illumination Ordinance.

Water: Expected amount of water usage:

Domestic _____ gal/day Peak use _____ gal/min
Commercial 29,000 gal/day Peak use _____ gal/min
Expected fire flow demand 2,500 gal/min

As per the C.3 regulations set forth by the California Regional Water Quality Control Board, please respond to the following questions:

1. Would the proposed project result in an increase in pollutant discharges to receiving waters? NO

2. Would the proposed project result in significant alteration of receiving water quality during or following construction? NO

[4] Refer to City of Burlingame Exterior Illumination Ordinance (No. 1477) regarding requirements which limit exterior illumination in both residential and commercial zones.

3. Would the proposed project result in increased impervious surfaces and associated increased runoff? NO

4. Would the proposed project create a significant adverse environmental impact to drainage patterns due to changes in runoff flow rates volumes? NO

5. Would the proposed project result in increased erosion in its watershed? NO

6. Is the project tributary to an already impaired water body, as listed on the Clean Water Action Section 303(d) list? If so will it result in an increase in any pollutant for which the water body is already impaired? NO

7. Would the proposed project have a potential significant environmental impact on surface water quality, to marine, fresh, or wetland waters? NO

8. Would the proposed project have a potentially significant adverse impact on ground water quality? NO

9. Will the proposed project cause or contribute to an exceedance of applicable surface or groundwater receiving water quality objectives or degradation of beneficial uses? NO

10. Will the project impact aquatic, wetland, or riparian habitat? NO

Sewer: Expected daily sewer discharge 27,267 Gallons
Source of wastewater discharge on site (i.e. restrooms, restaurants, laboratory, material processing, etc.)

General:

Are the following items applicable to the project or its effects? Provide attachment to explain nature of all items checked 'yes'.

Change in existing features of any bays, tidelands, beaches, or hills, or substantial alteration of ground contours.	~~Yes~~	No
Change in scenic views or vistas from existing residential areas or public lands or roads.		No
Change in pattern, scale or character of general area of project.		No
Significant amounts of solid waste or litter.		No
Change in dust, ash, smoke fumes or odors in vicinity.		No
Change in bay, lagoon, stream, channel or groundwater quality or quantity, or alteration of existing drainage patterns.		No
Substantial change in existing noise or vibration levels in the vicinity (during construction and/or during operation).		No
Site on filled land or on slope of 10 % or more.		No
Use or disposal of potentially hazardous materials, such as toxic substances, flammable materials or explosives.		No
Substantial change in demand for municipal services (police, fire water, sewage)		No
Substantial increase in fossil fuel consumption (oil, natural gas, etc.).		No
Relationship to a larger project or series of projects.		

CERTIFICATION

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

Date 4/1/2020 Signat[redacted]

No