



REQUEST FOR PROPOSALS

***REDEVELOPMENT OF 501 PRIMROSE ROAD
(BURLINGAME CITY HALL SITE) FOR MULTI-FAMILY
RESIDENTIAL DEVELOPMENT IN EXCHANGE FOR
CONSTRUCTION OF A NEW CIVIC CENTER (CITY HALL)
WITHIN DOWNTOWN BURLINGAME***



PREPARED BY: City of Burlingame
Community Development Department
CONTACT: William Meeker, Community
Development Director

April 17, 2015



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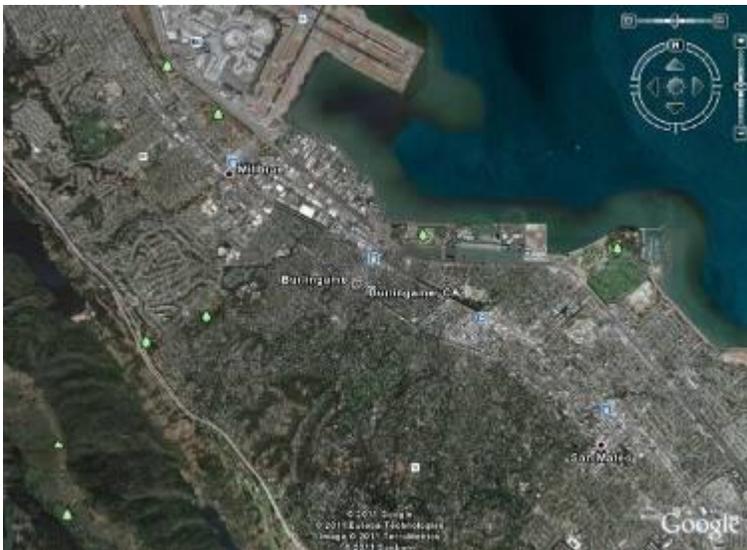
REDEVELOPMENT OF 501 PRIMROSE ROAD (BURLINGAME CITY HALL SITE) FOR MULTI-FAMILY RESIDENTIAL DEVELOPMENT IN EXCHANGE FOR CONSTRUCTION OF A NEW CIVIC CENTER (CITY HALL) WITHIN DOWNTOWN BURLINGAME

I. INTRODUCTION

The City of Burlingame is seeking proposals from qualified developers interested in partnering with the City to construct a new City Hall facility to replace the existing, outdated facility near Downtown Burlingame in exchange for receiving title to the City Hall property located at 501 Primrose Road and redeveloping the site for multi-family residential use (see Exhibit A for an aerial view of the property and vicinity) consistent with applicable zoning requirements.

Following a review of proposals submitted by interested developers, the City will contact those parties it determines are best suited to enter into this venture with the City. The City will request that selected firms prepare conceptual proposals for review at an interview to be scheduled before City officials prior to selection of the desired firm.

II. BACKGROUND



The City of Burlingame is situated within central San Mateo County and is bounded by the City of Millbrae to the north, the Town of Hillsborough to the west, the City of San Mateo to the south, and San Francisco Bay to the east. Occupying roughly 5.5 square miles of land area, the City population is approximately 29,000. Regional access to the community is provided via U.S. Highway 101, which runs north-

south through the eastern portion of the city; State Highway 82/El Camino Real, which runs north-south through the central portion of the city; and Interstate Highway 280, which runs along the western border of the city.

The community boasts a healthy, balanced economy; over 22,000 jobs are present within the city and cross multiple sectors. Burlingame's residential property values are high, frequently in excess of a median of \$1 million. The residential population is split



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fairly equally between owners and renters, with a slight predominance of renters at 51%. The residential community of Hillsborough lies to the west of Burlingame; Downtown Burlingame serves as the primary commercial district serving this community as well.



Three primary commercial areas exist within the city: Burlingame Plaza shopping center, located adjacent to El Camino Real near the boundary with the City of Millbrae; the Broadway commercial district, which provides a balance of local-serving businesses in the central part of the city; and Downtown Burlingame, situated within the southerly portion of the city.

Light-industrial uses are centered around Rollins Road, north of Broadway and west of Highway 101, just a short distance south of the Millbrae BART intermodal facility on Millbrae Avenue, adjacent to the northern portion of Burlingame. Office and additional light-industrial uses, hotels and parks lie east of Highway 101 and west of Bayshore Highway, north of Broadway in the city's Bayfront area.

The City's proximity to San Francisco International Airport (SFO) has led to the development of twelve (12) major hotels along the City's waterfront, with a total of over 3,700 rooms.



Transit facilities within Burlingame include Caltrain, which provides service at the historic Burlingame Train Station located adjacent to Downtown Burlingame, near the intersection of Burlingame Avenue and California Drive; bus service provided by the San Mateo County Transit District (SAMTRANS), and proximity to the Millbrae BART intermodal facility located near Millbrae Avenue and Rollins Road.



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The City is also home to a newly built, modern medical facility. Mills-Peninsula Medical Center is situated near the intersection of Trousdale Drive and El Camino Real in the northern portion of the community.

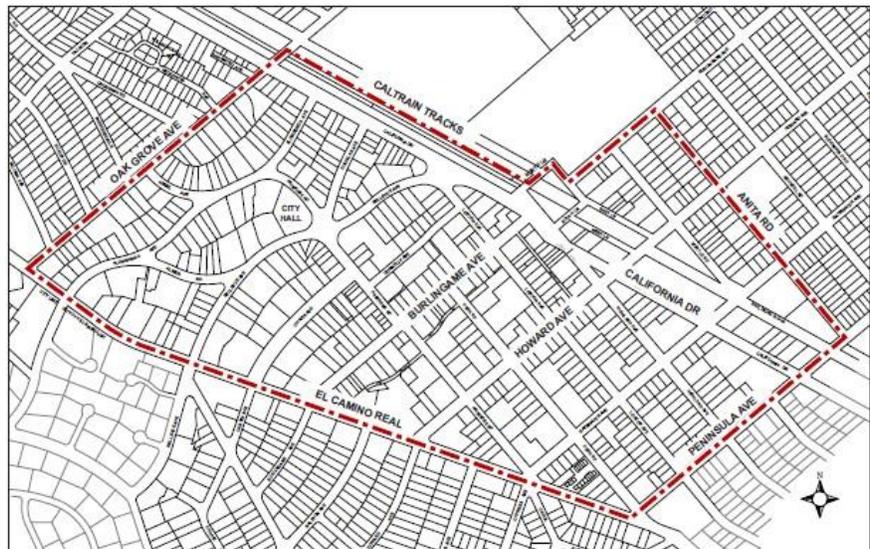


Public schools are operated by the Burlingame School District (elementary and middle schools) and the San Mateo Union High School District (Burlingame High School). Several private schools also operate within the city. The schools are amongst the highest ranked in the

State of California, drawing young, upwardly mobile families to Burlingame, as evidenced by the rising school-age population.

III. DOWNTOWN SPECIFIC PLAN

On October 4, 2010, the Burlingame City Council adopted the *Burlingame Downtown Specific Plan*. The Plan is the result of discussions with the community's engaged citizenry, reflective of the interests of the community as a whole. The Plan, centered on the Burlingame Avenue and Howard Avenue commercial areas within



Downtown Burlingame, includes policies intended to maintain and enhance the vibrant pedestrian-oriented shopping area that is the premier shopping district situated midway between San Francisco and Palo Alto.



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A primary goal of the Plan is to enhance the pedestrian connections between Burlingame Avenue and Howard Avenue through enhancements to the mix of uses and streetscape on the side streets connecting these two primary commercial corridors within Downtown Burlingame, and

otherwise expanding the vibrancy enjoyed on Burlingame Avenue to other areas of the Downtown. The Plan encourages higher-density residential and mixed-use development in areas close to the Downtown core (Burlingame Avenue). Additionally, the Plan envisions the creation of a new public open space within the Downtown core that would serve as a public amenity to further enliven the area.

The City Council, in cooperation with Burlingame Avenue landowners, took a substantial first step in realizing the Plan's vision of a more robust and vibrant downtown last year when it repaved Burlingame Avenue, creating 15' wide sidewalks in pavers where previously the Avenue had been a pastiche of 10' wide concrete and aggregate sidewalks. The makeover is a statement about the quality of craftsmanship the City expects in its downtown redevelopment and a testament to the City's commitment to realizing the vision of a more pedestrian friendly downtown. It is in this same spirit that the City approaches the current RFP.

While the overall success of the Downtown area is acknowledged and enjoyed, change and new opportunities are fundamental to the Downtown's continued success. The Plan explores these opportunities and charts a course for the future, while setting forth a strategy to sustain the existing success of the district. The complete Plan document and implementing zoning regulations are available on-line through the Community Development Department's web-page at: www.burlingame.org.



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Respondents are strongly encouraged to review the Plan and its policies prior to submitting responses to the RFP.

IV. OPTIMIZATION OF THE USE OF CITY-OWNED PARKING LOTS

The Burlingame City Council has embraced the opportunities presented by the policies in the *Burlingame Downtown Specific Plan* and has set forth a goal of optimizing the use and value of the City-owned parking lots as assets within the Downtown area. The Council recognizes that at-grade parking lots in the core are neither pedestrian-friendly nor inviting, yet the Council also recognizes that Downtown parking is at a premium at certain times of day. The City is therefore searching for better ways to provide parking and to ideally increase the amount of structured parking in the core. This is relevant to bidders on this RFP since projects that exacerbate Downtown parking shortages are likely to be poorly received.

V. EXISTING CONDITIONS - CITY HALL

Burlingame City Hall is currently located at 501 Primrose Road. The property is situated at the intersections of Primrose Road and Bellevue Avenue, lying across the intersection from the main Burlingame Public Library located at 480 Primrose Road. These two structures serve as a “civic center” for the community and lie two blocks north of Downtown Burlingame.

City Hall sits on 50,417 square feet of land within a multi-family neighborhood and is zoned High-Density Residential (R4); development standards for this district are attached as Exhibit B. The existing two-story facility was constructed in the early 1970s and contains a gross floor area of roughly 26,000 square feet, including the City Council Chambers (2,490 square feet), office space/conference rooms (12,143 square feet) and subterranean parking garage (7,780 square feet). A 31-space surface parking lot for employees and visitors exists along the rear side of the property. A secure, 14-space parking garage is provided under the building for staff parking.



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The City Manager's Office, City Clerk's Office, City Attorney's Office, Finance Department, Community Development Department and Public Works Department – Engineering Division are the primary occupants of the existing building, making up a total employee population of roughly 50 persons. The combined floor area occupied by these departments and ancillary work spaces is 12,143 square feet of the total gross floor area of the building. This is inadequate for the current occupancy as well as the many public meetings that are conducted, resulting in the need for sharing of work spaces by part-time staff and frequent use of off-site meeting locations. On-site parking is inadequate both for employee purposes and for visitor purposes, resulting in significant impacts upon the on-street parking supply in the surrounding residential neighborhood.

The existing City Hall is the primary venue for members of the public to access services such as payment of utility bills, securing building permits, and other City services, as well as attendance at City-sponsored meetings. Public counter space is very limited for those departments most actively engaged with the public on a daily basis.

A recent physical evaluation of the City Hall revealed the need for in excess of \$11.5 million to perform recommended seismic upgrades, the removal of asbestos in portions of the structure in order to make the building safer for occupancy, and numerous other deferred maintenance items. This cost excludes any improvements that would create additional workspace, or supplement other inadequacies of the current structure (e.g. parking, meeting space, inadequate insulation with resultant high energy use, inadequate ADA facilities, etc.). The City Council has been concerned about investing \$11.5 million to simply get a safe – yet still inadequate – building, hence this RFP and exploration of possible alternatives.

The existing City Hall site has been identified as a “housing opportunity site” within the City's recently updated 2015-2023 Housing Element. The Housing Element projects the potential for 46 to 57 dwelling units on the property, though this number could vary based upon the actual design of a proposed project (i.e. unit sizes, density bonus, etc.).



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VI. MINIMUM REQUIREMENTS FOR NEW CITY HALL

A needs assessment completed a decade ago identified a need for a new City Hall that includes approximately 33,000 square feet of gross floor area. Though an updated needs assessment will be necessary, respondents to this RFP should assume a minimum floor area of 40,000 gross square feet for the new facility.

Proposals shall include the preparation of an updated needs assessment that takes into account the potential for future expansion of staffing, a public auditorium for conducting meetings of the City Council and affiliated commissions, and flexible public meeting spaces that can be configured to provide adequate space for more informal meetings of City staff and/or the general public. The cost for the needs analysis shall be borne by the selected developer.

Concepts for the new City Hall shall be consistent with the design guidelines contained within the *Burlingame Downtown Specific Plan* (available for viewing on-line), shall be sensitive to the neighborhood context and Burlingame's traditional design aesthetics and history, and shall include high-quality finishes. The Burlingame Public Library at 480 Primrose Road is a prime example of the quality of design and finishing expected in any proposal. We also believe the successful bidder will be one who makes City Hall feel open to the public and a part of the fabric of the community rather than a bureaucratic function hall in an out of the way location.

VII. POTENTIAL SITE FOR A NEW CITY HALL

For purposes of this RFP, the City has determined that potential developers may consider using any of the City-owned public parking lots within that area of Downtown Burlingame generally bounded by Howard Avenue on the south, Bellevue Avenue on the north, Primrose Road on the west and California Drive on the east, as well as City-owned public parking lots lying along Chapin Avenue between Primrose Road and El Camino Real as potential sites for a new City Hall (see Exhibit C). Details of each of these lots are included in Exhibit A attached to this RFP. If any of these properties is selected as a site for the new City Hall, proposals on these sites shall not only include



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parking for the new facility, but also replacement of surface parking spaces displaced by the development and a significant overage of parking beyond these minimum requirements to address a perceived parking shortage within the Downtown area.

As an alternative to the use of a City-owned property for the new City Hall, interested developers may also propose any other privately owned property to which they have access as an alternate site for the facility.

VIII. CITY FINANCIAL PARTICIPATION

The City does not have cash on hand to contribute to the construction of a new City Hall. Ideally, the only assets the City brings to the table to off-set the cost for development of the facility are the current City Hall property at 501 Primrose Road and a City-owned parking lot to serve as a site for a new facility. The form of partnership with the City (e.g. long-term lease, purchase/replacement of property, financing alternatives, etc.) is open to discussion. Interested developers are tasked with formulating proposals that negate or very significantly diminish the need for the City to contribute additional funding to the project, and the budgetary impact of proposals will be an important factor in judging the winner. If multiple financing approaches are proposed, the response shall provide a detailed comparison of the proposals to demonstrate the pros and cons of the selected approaches from the City's perspective. In all cases, the developer must be clear in its RFP response what precisely is expected of the City by way of financial or other in-kind contributions, if any, in addition to the land parcel as stipulated above.

IX. ADDITIONAL PUBLIC BENEFIT

Proposals that include additional public benefits beyond the minimum scope of the project may be viewed more favorably. Such benefits may include, but are not limited to:

1. Additional public parking to alleviate the current deficit of 320 spaces parking spaces in the Downtown area, as identified in the *Burlingame Downtown Specific Plan*.



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2. Provision of significant community meeting facilities over and above the minimum required for the new City Hall.
3. Inclusion of a significant public open space amenity that can serve as a public gathering space for the community.
4. Inclusion of some amount of affordable housing unit types on the redeveloped site at 501 Primrose Road.
5. Inclusion of a significant public art feature that enhances the site development.
6. Reconfiguration of the intersection of Primrose/Bellevue/Douglas, lying adjacent to 501 Primrose Road (current City Hall), in a manner represented in Exhibit D (excerpt from the *Burlingame Downtown Specific Plan*).

To reiterate, these are features that will make a bid more attractive to the City but are not required in the submission.

X. REQUEST FOR PROPOSALS

The City of Burlingame is seeking proposals from qualified developers interested in partnering with the City to construct a new City Hall facility to replace the existing, outdated facility near Downtown Burlingame in exchange for receiving title to the existing City Hall property located at 501 Primrose Road and redeveloping the site for multi-family residential use.

A. Submittals

The City will accept submittals through Friday, June 19, 2015 at 5:00 p.m. The City will then review all submittals and schedule interviews with the most qualified developers beginning in the early-Fall of 2015 (exact date to be determined). Submittals will be reviewed and evaluated based upon the criteria identified below:



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1. Experience

Provide information regarding your firm's professional experience. Identify similar projects that the firm has worked on, particularly any public building or other projects developed within California or the San Francisco Bay Area. Feel free to share with us your philosophy of public buildings and how you imagine your version of Burlingame's City Hall fulfilling its civic and functional purposes. Describe how the firm is organized and how its resources will be utilized for the project, including identifying the individuals that would be involved with the development of the project, any partners or sub-consultants, and their experience with this kind of project. In addition, identify any other projects the firm is working on at the current time and its level of completion and anticipated timeline.

2. Access to Capital

Identify what sources of financing the firm will use to construct the project, its current access to this financing and what steps it expects to go through, as well as the anticipated timing needed to secure project financing. Has the firm developed projects of similar scale and cost – if so, where?

3. Proposed Project

The proposal shall include a preliminary concept for a new City Hall facility that meets the criteria expressed in the RFP and that demonstrates compliance with the applicable goals and policies set forth within the *Burlingame Downtown Specific Plan*, with the expressed understanding that a full needs analysis for the new facility shall be conducted by the developer and approved by the City in advance of final concept development. Preparation of a concept for redevelopment of the site at 501 Primrose Road for multi-family housing shall also be included in the submittal.



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4. Anticipated Project Timeline

Identify a rough timeline for the project, including phasing of the project to accommodate the need to maintain an operational City Hall facility in advance of occupancy of the new facility. Include an estimate of how soon the firm would expect to complete the entitlement process, secure financing, and begin and complete project construction.

5. References

Provide three (3) references from other cities or counties within which the firm has developed similar projects. You may also provide any additional references you believe would be helpful in providing us with a more complete understanding of your professional experience in completing similar projects.

XI. SUBMITTAL INFORMATION

A. Format of Submittal

Please respond with five (5) print copies of your submittal, addressing the requirements identified above, formatted to standard letter-size paper. Additionally, each submittal package shall include an electronic copy of the submittal on a USB memory device. Additional promotional materials providing an overview of the firm or prior projects may also be submitted. All responses must be received by **Friday, June 19, 2015 at 5:00 p.m.**

B. Delivery

All submittals must be mailed or otherwise delivered to:

**William Meeker, Community Development Director
City of Burlingame
501 Primrose Road
Burlingame, California 94010**



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All questions regarding this Request for Proposals shall be directed to William Meeker, Community Development Director, via e-mail at: wmeeker@burlingame.org; or by telephone at (650) 558-7255.

XII. RIGHT TO REJECT

The City of Burlingame reserves the right, at its sole discretion, based upon the objectives stated herein, to select or reject any or all submittals received pursuant to this Request for Qualifications.

XIII. PROPOSED SCHEDULE

Submittals Due:	Friday, June 19, 2015 – 5:00 p.m.
Interviews with Qualified Developers:	TBD
Selection of Preferred Developer:	TBD
Agreement between Developer and City:	TBD

Exhibit A

DOWNTOWN BURLINGAME SHOWING 501 PRIMROSE ROAD

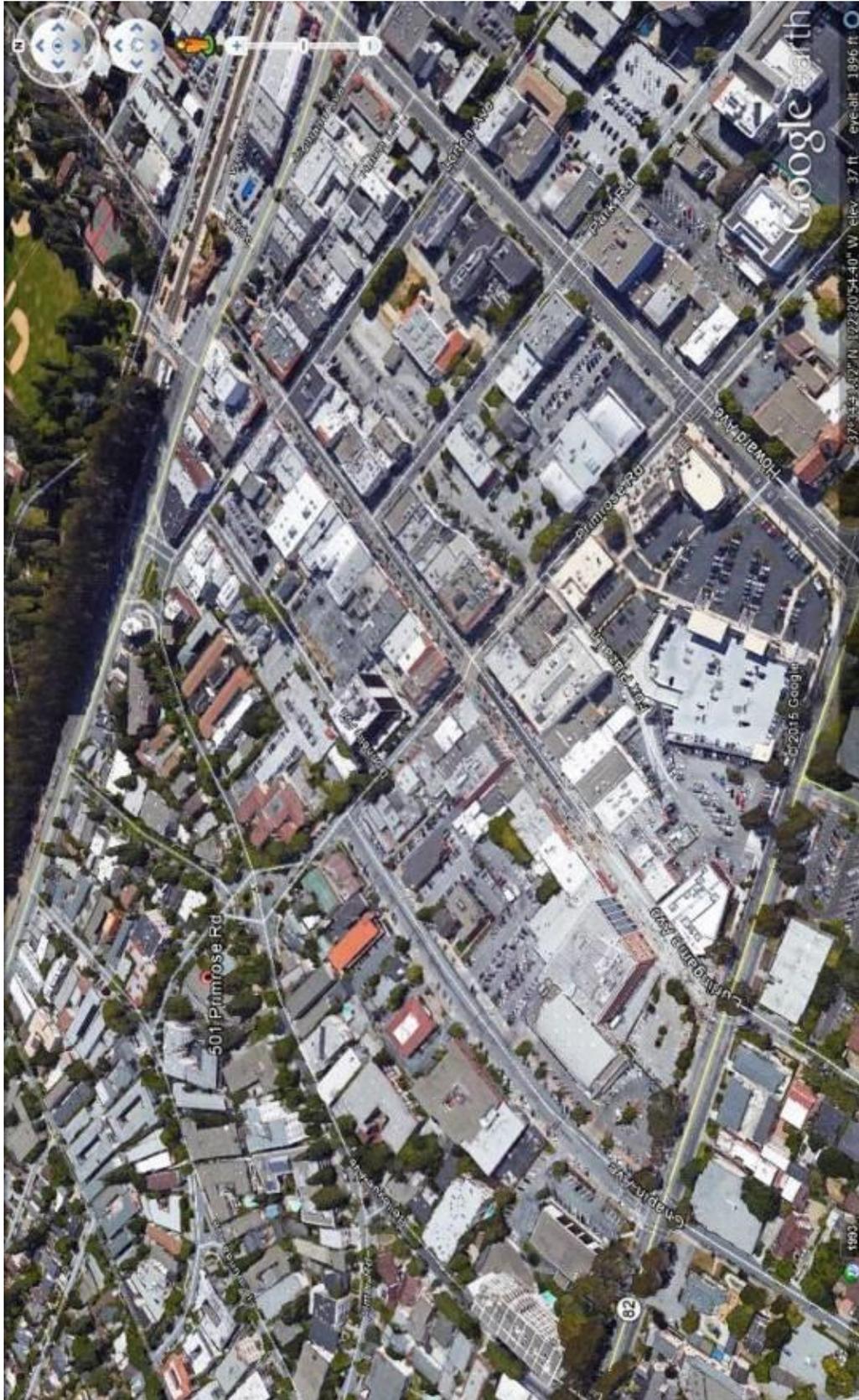


Exhibit B

R-4 ZONING DISTRICT STANDARDS

Chapter 25.29 R-4 DISTRICT REGULATIONS

25.29.010 Scope of regulations.

The following regulations of this chapter shall apply to all R-4 Districts. (Ord. 1863 § 10, (2011))

25.29.020 Permitted uses.

The following uses are permitted in the R-4 Districts:

- (a) All uses permitted in the R-1, R-2 and R-3 Districts, subject to the same restrictions, regulations and limitations that apply to those uses in their respective districts;
- (b) Multifamily Residential Uses. Within the boundaries of the Downtown Specific Plan, there shall be an average maximum unit size for multifamily residential uses of one thousand two hundred fifty (1,250) square feet. Average maximum unit size is defined as the maximum value allowed when averaging the square footage of gross floor areas of all residential units in a project;
- (c) Accessory uses as described for R-1 Districts. (Ord. 1863 § 10, (2011))

25.29.030 Conditional uses.

The following are conditional uses requiring a conditional use permit:

- (a) All uses permitted with a conditional use permit in the R-1, R-2 and R-3 Districts and subject to the same restrictions and limitations;
- (b) Bungalow courts, court apartments and similar uses;
- (c) Hospitals, sanitariums, nursing or convalescent homes and similar uses, but excluding animal hospitals;
- (d) Clubs, associations and similar uses;
- (e) Apartments and residential hotels;
- (f) Except within the R-4 Incentive District, any building or structure that is more than thirty-five (35) feet in height. Within the R-4 Incentive District, any building or structure which is more than fifty-five (55) feet in height;
- (g) In association with a church or other religious or nonprofit institution, provision of temporary shelter for homeless individuals or families, provided that the facility is located within a transportation corridor and the use does not occur continuously at any one location for more than six (6) months of any twelve (12) month period;
- (h) Within the R-4 Incentive District only, limited corner store retail as defined in Section 25.08.392, subject to the following standards:
 - (1) There shall be no more than two thousand (2,000) square feet of gross floor area devoted to the limited corner store retail use,
 - (2) Limited corner store retail may sell food products, household items, hardware, newspaper and magazines,
 - (3) Limited corner store retail may offer freshly prepared foods for on-site consumption or take-out, but the food preparation and dining space shall not exceed twenty (20) percent of the store's gross floor area,
 - (4) Hours of operation shall be limited to 7:00 a.m. to 10:00 p.m.,
 - (5) No permanently installed security bars shall be allowed, only retractable or removable security features may be used. (Ord. 1863 § 10, (2011))

Exhibit B

R-4 ZONING DISTRICT STANDARDS

25.29.040 Building regulations.

All building regulations required in R-3 Districts shall apply with the following exceptions which shall require a conditional use permit:

Bungalow courts, court apartments and similar uses may be composed of two (2) or more detached dwellings on the same lot. (Ord. 1863 § 10, (2011))

25.29.045 Design review.

Construction and alterations as designated in Chapter 25.57 shall be subject to design review under that chapter. (Ord. 1863 § 10, (2011))

25.29.050 Lot dimensions and lot requirements.

(a) Lots of six thousand nine hundred ninety-nine (6,999) square feet or less must have an average width of not less than fifty (50) feet and all such lots or parcels of land shall have a frontage of not less than fifty (50) feet on a public street; lots of seven thousand (7,000) square feet to nine thousand nine hundred ninety-nine (9,999) square feet must have an average width of not less than fifty (50) feet and all such lots or parcels of land shall have a frontage of not less than fifty-five (55) feet on a public street; and lots of ten thousand (10,000) square feet or more must have an average width of not less than fifty (50) feet and all such lots or parcels of land shall have a frontage of not less than sixty (60) feet on a public street; provided, however, that lots or parcels which face on the curve of a curved street, where the radius of such curvature is less than forty-five (45) feet may have a lesser frontage but not less than thirty (30) feet for a six thousand nine hundred ninety-nine (6,999) square foot or less lot or parcel, thirty-five (35) feet for a seven thousand (7,000) square foot to nine thousand nine hundred ninety-nine (9,999) square foot lot or parcel, or forty (40) feet for a ten thousand (10,000) square foot or larger lot or parcel.

(b) On the map adopted by Ordinance 712 and as subsequently amended, all lots shown in white shall have an area of not less than five thousand (5,000) square feet; all lots shown within a border of horizontal crosshatching shall have an area of not less than seven thousand (7,000) square feet; and all lots shown within a border of vertical crosshatching shall have an area of not less than ten thousand (10,000) square feet.

(c) Where frontage on a public street is impossible or impractical, the planning commission may recommend an easement or easements providing ingress from and egress to a public street in lieu of such street frontage. In any case, the city of Burlingame shall be made an owner of such easement.

An offer of grant or dedication of any such easement made to the city council shall be referred by it to the planning commission which shall recommend the acceptance or denial of such offer to the city council. Recommendations of acceptance may be conditional. The city council shall not accept or refuse to accept any such offer until it has received and considered the recommendations of the planning commission. The provisions of this subsection shall not apply to public service easements as such easements are defined by Section 50432 of the California Government Code.

(d) Variances may be granted to the provisions of subsections a and b above in accordance with the provisions of Chapter 25.54 of this code.

(e) The average width, lot frontage and minimum areas provided for in subsections a and b above shall not apply to any lot or parcel of land of smaller dimensions appearing of record in the office of the county recorder of the county of San Mateo, or of the city engineer of the city of Burlingame, prior to June 18, 1958. No building permit shall be issued after said date for the construction of any building on

Exhibit B

R-4 ZONING DISTRICT STANDARDS

any lot divided or subdivided which does not comply with the minimum requirements set forth above, except as varied by subsections c and d of this section.

(f) All the development requirements of Chapter 25.34 lot dimensions and requirements shall apply to lands hereafter subdivided in accordance with the provisions of the Subdivision Map Act of the state of California; provided, however, that the planning commission and the city council may, in the considerations and acceptance of any tentative or final map submitted pursuant to the provisions of said Subdivision Map Act, approve or accept any such tentative or final map wherein one or more lots or parcels of land do not conform to all of the provisions of Chapter 25.34, when the planning commission and the city council find that by reason of exceptional or extraordinary circumstances the approval or acceptance of such maps will not adversely affect the comprehensive zoning plan of the city.

(g) No lands annexed to the city of Burlingame after May 31, 1960, which are thereupon classified for residential uses shall be divided into lots having areas of less than ten thousand (10,000) square feet each. (Ord. 1863 § 10, (2011))

25.29.060 Height limitations.

No building or structure shall be constructed in an R-4 District which exceeds six (6) stories or seventy-five (75) feet in height. Except within the R-4 Incentive District, a conditional use permit is required for any building or structure which exceeds thirty-five (35) feet in height. Within the R-4 Incentive District, a conditional use permit is required for any building or structure which is more than fifty-five (55) feet in height (refer to Section 25.29.030(f)). (Ord. 1863 § 10, (2011))

25.29.070 Lot coverage.

The maximum lot coverage for all buildings and structures, including balconies, stairs, roof overhangs exceeding twenty-four (24) inches, trellises and improvements which exceed thirty (30) inches in height, shall be fifty (50) percent for interior lots and sixty (60) percent for corner lots. (Ord. 1863 § 10, (2011))

25.29.075 Setback lines.

(a) The minimum front setback line shall be fifteen (15) feet as measured from the lot front, provided that the setback line delineated on any approved subdivision map shall supersede any provision of this chapter.

(b) If forty (40) percent or more of the frontage upon one side of a block is developed with structures the front setback line for any new structure shall be the average of the actual front setback of such existing structures, if such average exceeds fifteen (15) feet. Such measurement shall be to the front wall or to any projection of the existing structure.

(c) Setbacks on Certain Streets. There shall be a minimum front setback on all buildings constructed on lots which front on Park Road, between Howard and Peninsula Avenues, of five (5) feet.

There shall be a minimum setback of twenty (20) feet on all buildings constructed on El Camino Real.

(d) The minimum side and rear setback lines shall be as follows; if front and rear lot lines are unequal their average shall be the width at the midpoints of the two (2) side lot lines:

Exhibit B

R-4 ZONING DISTRICT STANDARDS

Side Setback Lines (in feet)

Lots 42' wide or less	3
Lots wider than 42', but less than 51'	4
Lots 51' wide or more, but less than 54'	5
Lots 54' wide or more, but less than 61'	6
Lots 61' wide or more	7

Rear Setback Lines (in feet)

1 and 2 story	15
More than 2 stories	20

- (e) Minimum side setback for condominium developments shall be five (5) feet.
- (f) Side setback requirement shall increase one foot for every floor above the first floor.
- (g) The side setback for any dwelling on a corner lot shall be seven and one-half (7 1/2) feet for a building of two (2) stories or less and shall increase one foot for each additional story.
- (h) A public building, church, library, museum or other similar use, either governmental or private, shall be set back at least ten (10) feet from all lot lines. (Ord. 1863 § 10, (2011))

25.29.080 Exceptions.

- (a) The following shall be exceptions to both lot coverage and setback lines:
 - (1) Cornices or eaves projecting into a side setback no more than fifty (50) percent of the required setback to a maximum of four (4) feet;
 - (2) Front entrance stairs and stoops with no roof to a maximum projection of six (6) feet into the front and rear setback, such coverings shall be counted in lot coverage;
 - (3) Bay windows on the first floor projecting into the front setback no more than one foot six (6) inches and not exceeding twenty (20) square feet in window casement area;
 - (4) Fireplace chimneys projecting into the front setback no more than two (2) feet and not exceeding six (6) feet in width.
- (b) The following shall be exceptions only to side and rear setback lines:
 - (1) Bay windows projecting not more than one foot six (6) inches into exterior side setbacks on corner lots and not exceeding twenty (20) square feet in window casement area, at least three (3) feet from any lot line, provided that bay window may not project into an interior side setback;
 - (2) A detached garage or other one story accessory building located within the rear thirty (30) percent of a lot;
 - (3) Greenhouse windows projecting no more than one foot, a minimum of three (3) feet above finished floor, not exceeding seventeen (17) square feet in window casement area and at least three (3) feet from any lot line.
- (c) The following shall be exceptions to lot coverage and side and rear setback lines:
 - (1) Fireplace chimneys projecting into the side and rear setback no more than two (2) feet but no closer than two and one-half (2 1/2) feet from side property line and not exceeding six (6) feet in width.

Exhibit B

R-4 ZONING DISTRICT STANDARDS

(d) Open balconies projecting not more than four (4) feet into a front setback and not to exceed sixteen (16) feet in length. Multiple balconies so projecting from the same floor shall have a minimum horizontal separation of ten (10) feet. (Ord. 1863 § 10, (2011))

25.29.090 Underground garages in setback areas.

Garages may be constructed entirely below ground level and such underground garages may project into any required yard or building setback area, subject to the following limitations:

(a) Plans for such underground garages, together with methods of access and egress for the vehicles, must be prepared and submitted for approval by the planning commission prior to issuance of a building permit;

(b) The surface of the structure lying within a required yard or setback area shall be suitably landscaped in keeping with the general character of the surrounding neighborhood;

(c) Plans for such landscaping and use of open space must be included in the submitted plans and must be approved by the planning commission;

(d) The uppermost portion of any structure or attachment thereto within any required yard or setback area shall not extend above natural grade;

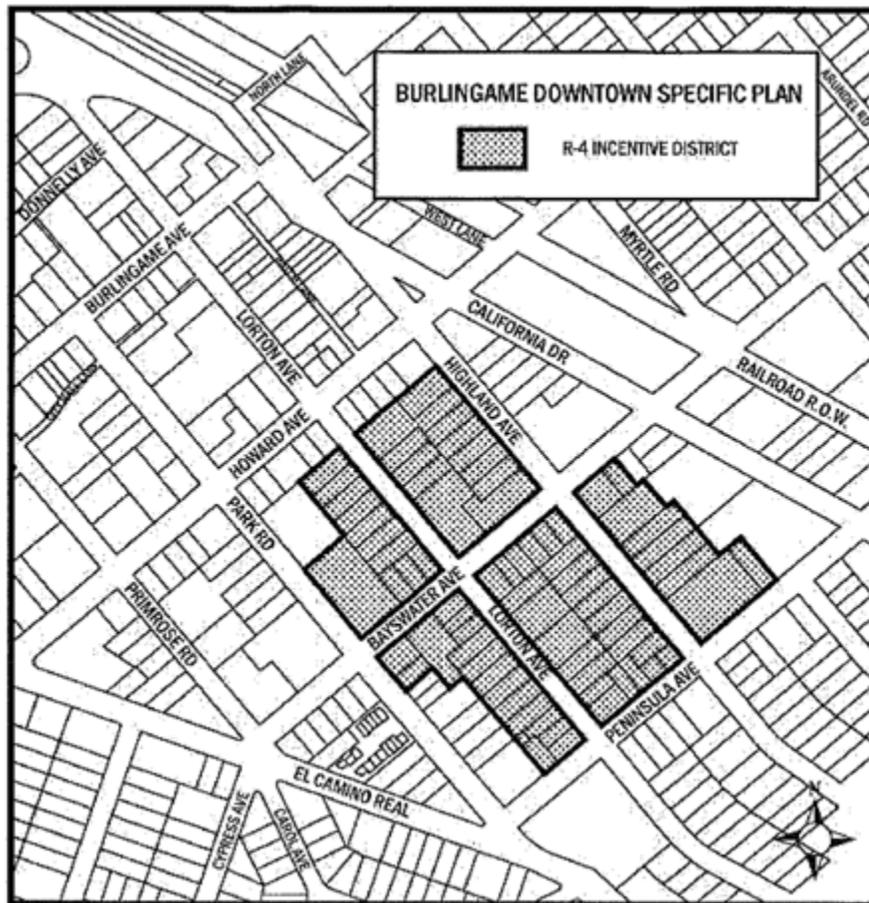


Exhibit B

R-4 ZONING DISTRICT STANDARDS

(e) On lots abutting or fronting El Camino Real, underground garages may not be constructed in any portion of the property line and the building setback line on such frontage but may be constructed in accordance with the foregoing regulations in other portions of the property. (Ord. 1863 § 10, (2011))

25.29.095 R-4 Incentive District Subarea.

(a) The R-4 Incentive District is located within the Burlingame Downtown Specific Plan Area (refer to Figure 3.2 of the Downtown Specific Plan) located south of Howard Avenue between Highland Avenue and Park Road. In order to provide an incentive to encourage high density residential uses, buildings or structures up to fifty-five (55) feet in height are allowed by right within this Subarea (refer to Section 25.29.030(f)). (Ord. 1863 § 10, (2011))

25.29.100 Landscape requirements.

No more than forty (40) percent of the front setback of the building shall be paving or other impervious surface. (Ord. 1863 § 10, (2011))

Exhibit C

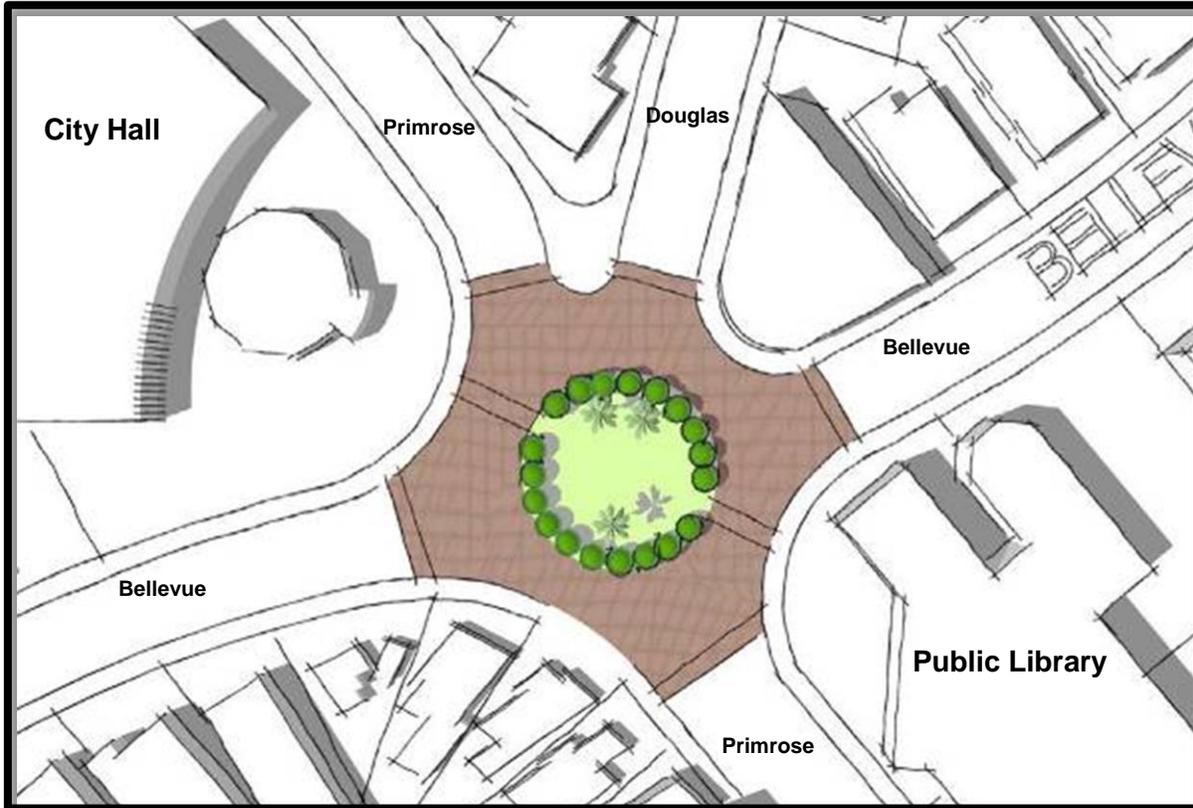
PUBLIC PARKING LOT STATISTICS AND LOCATIONS

PARKING LOT	LAND AREA (SF = Square Feet)	LAND-USE DESIGNATION (See Plan for Full Descriptions of Designations)	CURRENT USE
A & A-3 (contiguous lots)	76,024 SF (Lot A) 10,444 SF (Lot A-3)	Donnelly Avenue Area (Donnelly Avenue frontage) and R-4 Base District	Lot A – Structured Parking (171 spaces) Lot A-3 – Surface Parking (28 spaces)
B	15,700 SF	Chapin Avenue Area	Surface Parking (44 spaces)
B-1	7,915 SF	Chapin Avenue Area	Surface Parking (9 spaces)
C	29,792 SF	Donnelly Avenue Area	Surface Parking (83 spaces)
D	15,308 SF	Burlingame Avenue Commercial District	Surface Parking (49 spaces)
J	37,347 SF	Howard Avenue Mixed-Use District	Surface Parking (75 spaces)
K-1	16,786 SF	Burlingame Avenue Commercial District	Surface Parking (29 spaces)
M	8,833 SF	Howard Avenue Mixed-Use District	Surface Parking (26 spaces)
W	19,057 SF	Howard Avenue Mixed-Use District	Surface Parking (59 spaces)



Exhibit D

PRIMROSE/BELLEVUE/DOUGLAS INTERSECTION REVISION



Concept Illustrating Reconfiguration of Primrose/Bellevue/Douglas Intersection to Create Civic Center Circle

4.5.3 CIVIC CENTER CIRCLE (Excerpt from “Burlingame Downtown Specific Plan”)

The existing divided traffic islands between City Hall and the Library at the intersection of Primrose Road, Bellevue Avenue, and Douglas Avenue offer the potential for a modest but highly visible open space. The existing islands would be replaced with a single traffic circle, and crosswalks would connect each corner of the streets leading to the circle. A small lawn area, bandstand, or pergola at the center of the circle could allow for small-scale recreational and ceremonial activities. A special paving pattern could surround the circle, designed to be closed off to form a plaza for special events.