

**Item No. 9a
Design Review Study**



PROJECT LOCATION
225 California Drive



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, July 13, 2015

7:00 PM

Council Chambers

- a. 225 California Drive, zoned HMU - Environmental scoping and Design Review for an application for Environmental Review, Commercial Design Review, Special Permit for building height, and Parking Variance for a new 4-story commercial building (DLC 225 California, applicant; The Jewell Partners, property owner; MBH Architects, architect) (36 noticed) Staff Contact: Kevin Gardiner

Attachments: [225 California Drive staff report](#)
[225 California Drive Attachments](#)
[225 California Drive Received After Letters](#)

All Commissioners had visited the project site. Commissioner DeMartini met with the applicant and a business owner of 1100 Howard Ave. Commissioners Sargent, Terrones, Loftis, and Bandrapalli met with the applicant. Commissioner Gum met with the applicant and with the owner of Christie's next door.

Planning Manager Gardiner and Contract Planner Sheldon Ah Sing presented the staff report.

Commission questions:

- > *Further describe the Special Permit for height? (Ah Sing: The roof is at 55 feet, and the roof deck is at 55 feet, but the guard rail and parapet extend 4 feet higher. The guard rail is not solid, while the parapet around the back is solid. There is also a canopy in the front, but is designed to not exceed 10 percent of the roof area per the requirements of the Special Permit.)(Gardiner: This type of Special Permit is unique to this district and one other in the Downtown Specific Plan. The intention is to provide a means for having a limited portion of a building exceed the height limit for architectural features. Normally the parapet is required to be within the height limit, but this application proposes to include it within the Special Permit request. This is different than how things are normally done, and the commission can decide on this.)*
- > *How does the parking puzzle stacker work, and are there local examples? (Ah Sing: Two levels with an empty slot, then would shuffle the cars around. Would need to be for people who work in the building. There are some examples in jurisdictions that are more dense.)*
- > *Confusion on environmental information form, as it shows a different number of parking spaces than shown on the plans and staff report. (Gardiner: The form is provided by the applicant at time of application and will need to be updated. It is initially provided to give a sense of the scale of the project for purposes of determining CEQA status.)*
- > *5,000 to 20,000 cubic yards is indicated on the environmental form for being removed, but expect it will be more with three levels of underground parking. Will impact the traffic including trucks hauling out.*
- > *Is underground creek within 200 feet of the site? Should be verified.*
- > *Will there be a peer review of the studies that were submitted with the application? (Ah Sing: Yes can do that. There is an environmental consultant, and they can be directed to have peer review.)*
- > *Is there an estimate of the numbers of people in the building? (Ah Sing: Applicant can provide an estimate.)*
- > *Why was the Howard/California intersection not included in the traffic study? (Gardiner: Intersections included were provided from the Engineering Division. California/Howard was not included because the assumption was that traffic exiting the project would be required to turn right on Howard, not towards the California Drive intersection. As this is a scoping meeting, it can still be identified for reasons other than*

the base criteria.)

> Will cumulative impacts include the potential Peninsula Avenue interchange in San Mateo? (Ah Sing: Assumes projects that are in the pipeline would be included in the analysis.)(Kane: Projects in a pipeline are easier to analyze than projects that are in the proposal stage.)

> Is there a sense whether this will be an EIR or a Mitigated Negative Declaration? (Gardiner: Too early to tell. This is the beginning of the study process so will depend on impacts identified in the Initial Study.)

Chair DeMartini opened the public hearing.

Richard Dewey and Ryan Guibara, Dewey Land Company, and Andres Grechi, MBH Architects, represented the applicant:

- > 1450 Chapin Avenue project completed last year. Same architect on this application.
- > Original design concept was transparent facade, to see activity inside.
- > Revised through application to mix transparency with more classical elements.
- > Rich ground floor treatment.
- > Articulated on sides, not flat. Light and balconies throughout.
- > Roof with transparent parapet made of glass.
- > Stone, GFRC (glass reinforced concrete), glass, metal, and wood materials.
- > West elevation has same materials as the front, with stone ground floor. Solid parapet on back to finish the cornice.
- > Vehicles enter from Highland and exit from Hatch Lane. Right-turn only at Howard.
- > Three office levels, each with different balconies.
- > Roof has landscaping and glass rail at front, solar panels and mechanical.

Commission questions/comments:

> A four story building could work if articulated and scaled nicely. However this is made to look like a five story building. If a person who stands 6'-10" wanted to fit in with friends, probably would not wear a top hat. Canopy and tall atrium makes building appear like it is a five-story building. Alternative would be a bottom, a base, and the fourth floor articulated with the edges and the canopy. (Grechi: Goal was not to feel taller. Once the building was massed, the elements were added for the portions. It has a base, middle and top. Building has two forms, with an element wrapping around to marry the two masses. If this element were removed and brought down, the building becomes stubby and short. Elegance and good proportions would be lost. Could set a precedent for the area for well-proportioned architecture.)

> Canopy provides some protection for roof garden.

> Wants to make sure the building fits in.

> Would like to see awnings at street level investigated further. Examples of recently approved projects at Comerica, Walgreen's, BevMo. Needs structure for pedestrian protection. (Grechi: There is an element over the front door that extends across. Light awnings over storefront in proportion to the space, which are smaller.)

> Retail spaces need to support the street, not be too adjunct to the lobby. Should be open to both the street and the office users. (Guibara: 101 2nd Street example in San Francisco has a Peet's Coffee that spills into lobby. 22 4th Street is another example with a cafe barista activating the space.)

> Why not retain existing facade? (Grechi: Existing one story building. Adding a building on top would not fit, would look like a mistake. A building of today combined with the existing facade would look like a mismatch. Instead has added elements to facade to fit in.)

> Landscaping on roof element does not show on rendering. (Grechi: There will be more planting showing. Wants it to feel lively.)

> Specific Plan talks about Hatch Lane providing a connection in the future between Burlingame Avenue and Howard Avenue. How does this project support that? (Grechi: Goal was to maintain same treatment as front. Same richness of materials, same articulation, not diminished. Sidewalk is narrow but could improve over time. Bikes could arrive by Hatch Lane.)

> Does the applicant own property or under contract? (Dewey: Under contract, closing in about a month.)

- > Variances have usually been for layout, not number of spaces. Would in-lieu fee be paid for difference? How will parking be managed on weekends and evenings? (Guibara: Understands in-lieu fee is within Planning Commission purview. Too early to tell how parking will be managed based on how building is tenanted. 1,200 sq ft of retail on ground floor replacing 13,000 sq ft existing, so less parking impact than currently.)
- > How is excavation issues for garage different from every other property in downtown with regards to the variance request? (Dewey: Unique property, two sides to lot and buildings to each side. Property right issue.)
- > Has there been discussion of undergrounding power lines on Hatch Lane? (Guibara: Consulted with PG&E, says it can't be done.)
- > How would lobby coffee shop work? (Guibara: Lobby would not feel like a lobby, would feel like a cafe.)
- > Would cafe be open on evenings and weekends? (Guibara: Does not know, depends on who the tenant is and what they want to do.)
- > Has there been consideration on how building would function with potential closures for the Highland Avenue flex zone and Hatch Lane for special events? Where would people park? (Guibara: Circulation was discussed with Engineering staff.)(Grechi: If closures were on Saturday there would be fewer office users. There are two entrances so there is flexibility if needed. Best for engineering was access in from Highland, out Hatch but can use Hatch for access both ways if Highland is closed.)
- > How does this fit into the spot that it's placed, with respect to the adjacent architecture, the street on the front and the alley on the back? (Grechi: Breaking down the building into smaller pieces, both horizontally and vertically. Does not want to mimic historic buildings. All surrounding buildings are different from each other. This building respecting neighbors by being well articulated, good solid materials, being well proportioned. It is bigger than surroundings, but in 2015 that is what is being done. Needs to add more space.)
- > Will rooftop area be used on evenings and weekends? Concern with noise with parties. (Grechi: Not proposed to be used at a specific time. Area for taking a break, write emails, etc. Not a place for parties, a place for working and meeting, similar to a courtyard.)
- > How to signal exiting vehicles so pedestrians are warned? (Grechi: Noise devices required for any other building would be applied here. Will signal when cars are coming out. There are flat areas so cars can see street as they exit.)
- > Any thought to alternates that do not use Hatch Lane? (Grechi: Has considered nearly every alternative. This access was preferred by staff.)
- > Has there been consideration of alternate massing? (Grechi: Has considered many designs. Believes this is the right solution but is here for input.)
- > Front of building has a lot going for it. Can some of those elements be carried to the back? (Grechi: Has brought a lot of the materials and articulation to the back. Back is west-facing wall exposed to sun so can't have large expanses of glass facing west.)
- > Estimate how many people will be working in the building? (Guibara: Is guessing 100-125 at any one time.)
- > What is longest time to wait for car to arrive at the parking puzzler? (Guibara: 60 seconds.)
- > Will rooftop access be available for the general public? (Guibara: Depends on the tenant. There may be security concerns.)
- > Has there been wind shielding studies? (Grechi: Windbreak element on roof, with further protection from elevator and stair towers. Prevailing winds from the west.)
- > Where will the construction equipment be staged? (Guibara: Working on it with the contractor. Working with other property owners on potential for off-site staging.)

Public comments:

Joan Endo, Sakae Sushi spoke on this item:

- > Longterm tenant of building next door, 243 California Drive.
- > Concerns with size of building and impact to business during construction.
- > Build safe - demolishing old building with asbestos, building materials and wells under property. When digging, will wells contaminate adjoining properties?

- > Pedestrian was hit in front of building, so there are traffic concerns.
- > Restaurant is open 7 days a week 11:30-2, 5:30-10. Concerns with vibration and drilling. Adjoining wall is 6 feet from demolition, and buildings are attached.
- > White elephant.
- > Concerns about Hatch access. Will have to demolish Hatch and Highland for sewer and PG&E, will take tenants' access away.
- > Questions feasibility of the service road, it is very narrow.
- > Will take approximately one year. The longer the delay, the greater the interruption to the business.
- > Has submitted two letters.

Basim Azar spoke in this item:

- > Owner of Christie's Restaurant, and an apartment on Hatch Lane. Same concerns as Ms. Endo.
- > Concerned about losing parking spaces for entrance.
- > Hatch Lane is an alley and is difficult to get traffic through, especially in afternoons.
- > Building is seven stories when including three floors of parking.

Irvin Dawid, 615 Ansel Road, spoke on this item:

- > Supportive of the building. Downtown needs more height and mix of uses.
- > Zoning allows multifamily housing. Would like to see the type of building seen in Millbrae on the former Wendy's site, or like the apartments on California Drive and Peninsula that are four stories.
- > Burlingame has the second-highest imbalance of jobs to housing in the region (2.52 to 1), second only to Palo Alto (3.3 to 1) according to San Jose Business Journal. Would be prime location for mixed use, should do all three uses including housing.
- > Has a problem that City is not demanding a lot less parking be provided, it is a prime TOD zone. Should demand the developer do Transportation Demand Management (TDM) - every worker should have Caltrain Ecopasses. Lytton Gateway in Palo Alto is a good example for TDM model.

Eric and David Mandel, 214 Lorton Avenue, spoke on this item:

- > Does not fit in to Burlingame, but would be great for downtown.
- > Hatch Lane vision could be great someday, but once it is a thoroughfare can't go back.
- > Should consider partnership with parking structure in Lot N. Could also benefit the city.

Jennifer Pfaff spoke on this item:

- > Submitted a letter
- > Lovely building but does not fit here.
- > If approve 10-foot special permit as a typical outcome for roof structures, will be seeing more of this. Other project on Howard is trying to keep below the height limit.
- > Is not a good fit because it does not have the refined, fined-tooth scale characteristic of Downtown.
- > Suggestion to pull structure 12 feet away from Sakae building to provide a pedestrian access, have all traffic from Highland and keep traffic off of Hatch.
- > If Lot N disappears there would be no way for public to access Hatch Lane.

Linda Field spoke on this item:

- > Rendering indicates building is too tall to compliment surrounding buildings. Will stick out like a sore thumb.
- > Existing building is not as tall as adjacent buildings currently.
- > Roof terrace looks like a fifth floor, adding to the oversized feeling.
- > Facade looks austere. Existing facade has architectural features that provide character.
- > Visit Redwood City and look how the projects there are changing the character of that city, especially the building across from City Hall.
- > Waiver here could lead to other waiver requests.

- > 25 spaces is a big variance.
- > Don't be entranced with the current siren call of urbanization that is sweeping the Bay Area. Keep Burlingame small-town scale in tact.

John Rule spoke on this item:

- > Conditionally in favor of the project.
- > Applicant was guided towards current design but is not sure the design works. Prefers original glass modern facade.
- > Traffic is too heavy for Hatch Lane.
- > Ecopasses a great idea, but people drive. There is not enough parking in downtown currently. Variance to reduce parking would be detrimental.

Philip Trevenson spoke on this item:

- > Burlingame is historical and quaint.
- > Example of Burlingame library built to mimic older building.
- > Walgreen's tried to fit in, fits in better.
- > San Mateo High School example.
- > Should look like it belongs there. Could look like old theater where Fox Mall now stands.

Applicant responses (Dewey):

- > Asbestos will be removed with appropriate protocols, similar to protocols at 1450 Chapin.
- > Site had underground storage tanks, they have been removed. Excavation of soil will be removed from site in a process reviewed and approved by the County. Wells will be capped off per County protocols.
- > Demolition time would be a matter of weeks, not months.
- > Hatch Lane runs from Burlingame Avenue down to Howard. This site is three quarters down Hatch Lane from Burlingame Avenue, just passing by a couple of properties before Howard. No traffic is going up to Burlingame Avenue. City engineers directed to bring entrance from Highland, not Hatch. Intention is not to close streets during construction.

Chair DeMartini closed the public hearing.

Commission discussion:

Environmental Review Scoping:

- > Cubic yardage of excavation and traffic pattern needs to be studied.
- > Needs to locate underground creek.
- > Calculation for employees for office space utilizes 2012 guidelines. Understands office space per employee is decreasing, so more employees per area. People are grouping themselves differently than before. New tenants coming into Burlingame have had employee counts higher than would have been expected.
- > Should have a peer review of the traffic study.
- > Look at numbers of employees in retail space. Would want more activity so more than three employees total in retail spaces.

Design Review:

- > Variance assumes there is an inherent right to fully develop the property to a certain standard, but seems like a circular argument. Exceptional circumstance is created by need to build the parking to support building to the fullest extent possible. Needs proper support. (Kane: Downtown Specific Plan establishes maximum envelope, but does not create an entitlement to build to the envelope. Design review and environmental constraints also need to be taken into account. There may be a lower limit

with a tipping point of reasonableness. Can provide a short memo to the Planning Commission.)

- > Handsome building, proportions work for this building. Does not believe this is the only solution that can work. Looks and feels like it is five stories from the street. Wants it to fit in better with the neighborhood.*
- > Needs to resolve the Highland and Hatch tension. Downtown Plan suggests vibrancy for Hatch Lane but is in conflict from what applicant is being told by Engineering. (Kane: Engineering can provide further explanation.)(Gardiner: Concern is turning movements from vehicles exiting on Highland trying to turn left on California Drive. Would have restricted right turns at Howard whether it is Highland or Hatch Lane.)*
- > What about parking off site? Could have a parking elsewhere, possibly contribute to parking being built at south of Howard Avenue.*
- > Size the office to the amount of parking that can be provided, as happens with residential projects.*
- > Does not believe Hatch Lane is suitable for egress.*
- > Misses a number of policies in the Downtown Plan - fitting with architecture, mass and bulk, pedestrian access. Adding more cars to Hatch Lane would be a mistake.*
- > Would be a good-looking building in San Francisco but does not work in Burlingame.*
- > Cite some buildings in town that are this scale, height? Will allow people to have an idea of the scale.*
- > Does code requirement account for ITE reduction for proximity to transit? (Gardiner: No, city code does not have discount built in. ITE guideline is a reference for evaluating the variance request.)*
- > Should consider other options for parking, such as including in-lieu fee to contribute to a downtown garage.*
- > Belden Lane is a stretch for Hatch Lane. Belden Lane is a high bar. Envisions taking down power poles on Hatch Lanes, putting garbage away, then it can become something different. Should continue to evaluate with PG&E to have poles removed.*
- > Could incorporate historic facade.*
- > Concerned with suggestion that in 2015 things should be made bigger. An office building would go well here, but does not need to be so big that it doesn't fit.*
- > Suggestion that traffic on Hatch Lane forces people to slow down seems debatable.*
- > City needs to provide direction to applicant on access.*
- > Concerned lobby retail will be closed on weekends, or not enough draw just from office.*
- > Connection to retail needs to be to Hatch Lane. Lobby should open to Hatch Lane.*
- > More vocal opinions on this design than the more modern proposal on Howard Avenue.*
- > Special Permit findings for height can't be made based on consistency with surrounding buildings. Adhering to the letter of the Special Permit, but not the spirit - there is more proposed to extend beyond the height limit than just architectural features.*
- > This is not the only architectural solution that would fulfill the urban design demands. It ignores buildings to each side. Should draw the elevation of the block. Likes this building but does not fit in here.*
- > Hatch Alley concept is farfetched. More like Claude Alley, smaller than Belden Lane.*
- > Retail should be aggregated, driveway moved to one side, building should address street.*
- > Variance could be supported if study is using industry-accepted standards. If it can't be supported here next to Caltrain can't be supported anywhere. Building owner could require transit passes issued to tenants as a mitigation.*
- > Needs to make sure building fits into the neighborhood.*

Study item. Will return for further review including environmental review.



September 23, 2015

VIA EMAIL

Mr. Kevin Gardiner
CITY OF BURLINGAME
501 Primrose Road
Burlingame, CA 94010

Re: Resubmittal Changes to 225 California

Dear Kevin,

As you are aware, we have made significant changes to our project at 225 California in response to comments received at our study session on July 13, 2015 and in response to subsequent neighborhood input. The comments we received were largely in two different categories:

Ingress / Egress of vehicles and the use of Hatch Lane

Originally, we sought to have both the ingress and egress on Highland Avenue. However, at the direction of Public Works, we changed the design to have ingress on Highland Avenue and egress on Hatch Lane. When we presented the project to neighbors and to the Planning Commission, there was almost universal concern about the cars exiting onto Hatch Lane. In response to these comments, we worked directly with Public Works to resolve the issue.

In collaboration with Public Works, we determined that traffic could safely enter and exit the building if the ingress / egress was moved closer to the Howard Ave side of the building. With Public Works on board with this approach, we shifted the ingress and egress to be closer to Howard Avenue. This shift had several benefits:

- 1) It eliminated the use of Hatch Lane for any vehicular traffic with this building.
- 2) It has allowed us to design a more efficient garage, eliminating the need for a parking variance (parking count increased to 130 stalls from 124 stalls)
- 3) It allowed the garage to be designed without the use of parking lifts (22 parking lifts were included in the previous design)

Architectural Style within the context of the neighborhood

Here, there were several major themes we addressed with our redesign. Three major comments that drove these design modifications were:

“This feels like a four story building trying to be a five story building”

Previously, the design was a four-story building that sought a special permit to have architectural elements that created the impression the building was five stories. With that comment in mind, we set out to design a four story building that felt like a three story building.

With the new design, we have stepped back the fourth floor and created the street view of the top of the building at the third floor wall edge. In addition, we eliminated the architecture feature that previously wrapped the building and went to a height of 65' to lower the scale of the building. At the street, our building is now approximately 46' instead of the 65' previously proposed.

"How does this design respect its neighbors?"

The earlier design had a 3 story differential at the street perspective with each of its neighbors. In the current design, the fourth floor is set back from the street perspective and from the rest of the building, thereby creating only a one story differential at the street level between 225 California and both of its neighbors. In addition, the fourth floor was designed with more glass and a lighter structural grid in order to make it appear lighter in feel.

"How does the design fit into downtown Burlingame?"

After this question was posed at the study session, we regrouped and began to brainstorm different types of architectural styles and details that we could use to help integrate this building into the fabric of downtown. Ultimately, we settled on a classic style of architecture with very traditional proportions. Uniquely, this building was intended not to copy any building that is in downtown, but rather to be its own architectural statement. More importantly, we added reliefs to the building of the gum nut and Eucalyptus leaves. The Eucalyptus tree is the unofficial City Tree with a rich history within the City of Burlingame. Evidence of this can be found on the City's crest, which celebrates the Eucalyptus tree as its primary icon. We used Eucalyptus leaves to create a classic floral design. At the center of the tile, are the new growth leaves with the design being four (4) distinct flower fruit or gumnuts, pointing in the four cardinal directions.

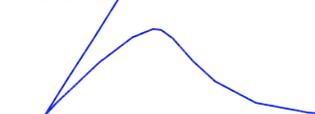
We are excited about the changes to the project and believe we have meaningfully responded to feedback we have been given. We look forward to presenting this new design to the Planning Commission in the coming week.

Very Truly Yours,

DLC 225 CALIFORNIA LP

A California limited liability company

By: 225 California @ Highland LLC
Its General Partner



Ryan Guibara
Member

DLC 225 CALIFORNIA

A CALIFORNIA LIMITED PARTNERSHIP

999 Baker Way, Suite 300, San Mateo, CA 94404 p: 650.571.1010 f: 650.571.1019

September 23, 2015

Mr. William Meeker
Community Development
City of Burlingame
501 Primrose Road
Burlingame, CA 94010

**Re: 225 California Avenue
Car Sharing Facility
Downtown Specific Plan: 3.6.1**

Dear Bill:

Pursuant to our earlier meeting and your email to me dated September 8, 2015, we wish to proceed ahead with the car share program. As required under section 3.6.1 of the Downtown Specific Plan, we will provide the City with the recorded easements that shall be maintained indefinitely and may not be modified without the City's consent. We understand that our agreeing to do this will result in a reduction of the required on-site parking by 10%. As a part of the conditions of approval for the project, subsequent to the approval by the Planning Commission (and prior to receiving the building permit), we will have our counsel prepare the appropriate documents for review and approval by the City Planning staff and City Attorney for the City of Burlingame, and thereafter file and record the same.

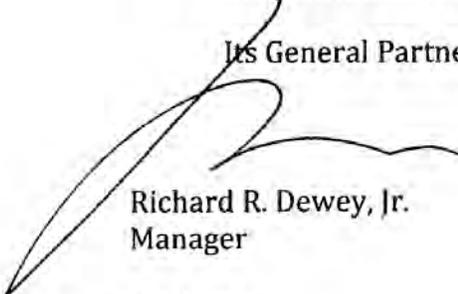
Thank you for your consideration on this matter.

Very Truly Yours,

DLC 225 California
a California limited partnership

By: 225 California At Highland LLC
a California limited liability company

Its General Partner



Richard R. Dewey, Jr.
Manager

RRD/sz



APPLICATION TO THE PLANNING COMMISSION

Type of application:

- Design Review Variance Parcel #: APN 029-211-080
 Conditional Use Permit Special Permit Other: _____

PROJECT ADDRESS: 225 CALIFORNIA DRIVE

APPLICANT

project contact person
 OK to send electronic copies of documents

Name: DLC 225 California
 Address: 999 Baker Way, Suite 300
 City/State/Zip: San Mateo, CA 94404
 Phone: 650-571-1010
 Fax: 650-571-1019
 E-mail: ryan@deweyland.com

PROPERTY OWNER

project contact person
 OK to send electronic copies of documents

Name: The Jewell Partners
 Address: PO Box 2396
 City/State/Zip: Danville, CA 94526
 Phone: (510) 432-4414
 Fax: _____
 E-mail: lmarver@yahoo.com

ARCHITECT/DESIGNER

project contact person
 OK to send electronic copies of documents

Name: ANDRES GRECHI / MBH ARCHITECTS.
 Address: 2470 MARINER SQUARE LOOP
 City/State/Zip: ALAMEDA, CA 94501
 Phone: 510 865-8663
 Fax: _____
 E-mail: ANDRESG@MBHARCH.COM OR KENT@MBHARCH.COM
 ★ Burlingame Business License #: 28491

RECEIVED

APR 20 2015

CITY OF BURLINGAME
 CDD-PLANNING DIV.

PROJECT DESCRIPTION: EXISTING BUILDING TO BE DEMOLISHED. CONSTRUCTION OF (4) FOUR STORY OFFICE BUILDING, W/RETAIL AND PARKING ON THE GROUND FLR. ALL OVER (2) TWO FLRS. OF UNDERGROUND PARKING.

AFFIDAVIT/SIGNATURE: I hereby certify under penalty of perjury that the information given herein is true and correct to the best of my knowledge and belief.

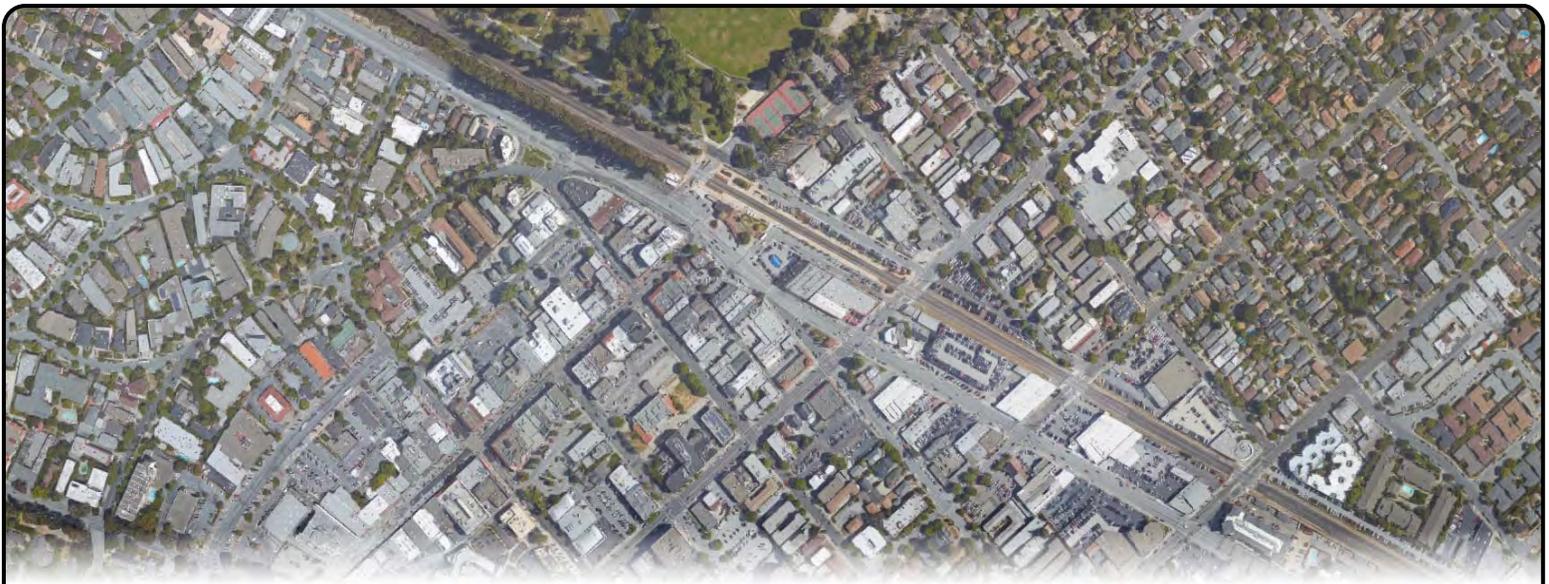
Applicant's signature: _____ Date: 4/7/15

I am aware of the proposed application and hereby authorize the above applicant to submit this application to the Planning Commission.

Property owner's signature: Juda Marver Date: 4/8/15

Date submitted: 4-20-15

★ Verification that the project architect/designer has a valid Burlingame business license will be required by the Finance Department at the time application fees are paid.



Transportation Impact Analysis

225 CALIFORNIA DRIVE OFFICE PROJECT

City of Burlingame

Prepared by:

Abrams Associates

1875 Olympic Boulevard, Suite 210

Walnut Creek, CA 94596



Abrams Associates
TRAFFIC ENGINEERING, INC.

September 1), 2015

225 California Drive Office Project

City of Burlingame

TRANSPORTATION AND CIRCULATION

1) EXECUTIVE SUMMARY

This traffic impact study describes the existing and future conditions for transportation with and without the proposed office development with an underground garage which is proposed to include 43,140 square feet of office space and 1,820 square feet of ground floor retail space. The study presents information on the regional and local roadway networks, pedestrian and transit conditions, and provides an analysis of the effects on transportation facilities associated with the project.

This study also describes the regulatory setting; the criterion used for determining the significance of environmental impacts; and summarizes potential environmental impacts and appropriate mitigation measures. This study has been conducted in accordance with the requirements and methodologies set forth by the City of Burlingame, San Mateo County, Caltrans, and the applicable provisions of CEQA¹.

Based on this analysis and subject to verification by the City, this study has concluded that the proposed project would not result in any significant impacts to traffic or transportation in the project study area nor the existing parking capacity within the project study area. Please note that the project study area and scope were defined in coordination with City of Burlingame staff.

Although not a consideration under CEQA the City also requested that the parking supply for the proposed project be reviewed. Based on the standard Institute of Transportation Engineers parking generation rates the proposed project is estimated to have an average peak parking demand of about 94 parking spaces. The proposed project would provide 130 parking spaces with a car sharing facility. Based on this analysis it is our recommendation that the City consider making the findings that the proposed 130 space parking garage for the project is reasonable and appropriate.

The justification is as follows:

- 1) The project is proposing to include a car share facility on-site with recorded easements that cannot be modified without the City's consent (as per the Downtown Specific Plan).
- 2) The project is proposing to meet or exceed the requirements for bicycle parking by providing a secure bicycle parking area for employees. In addition to the large secure

¹ *Guide for the Preparation of Traffic Impact Studies*, Caltrans, Sacramento, CA, December, 2002.

bicycle parking area, the proposed project would include adjacent restrooms and showers.

- 3) There would be numerous opportunities for the office employees with respect to shopping and the many quick service and full service restaurants located within easy walking distance of the project site.
- 4) There are existing opportunities for car sharing nearby. Please note there is a Zipcar location at 888 San Mateo Drive at Peninsula Avenue as well as a couple more locations about a mile away in San Mateo.
- 5) There are numerous public parking garages and parking lots in the immediate area, including eight public lots within about two blocks of the project. However, based on the calculated demand none would be expected to be used.
- 6) There is extensive public transportation available in the project area including the Caltrain station at Burlingame Avenue almost directly across the street. There are also bus stops less than a block from the site that provides access to the Burlingame Trolley as well as two different SamTrans bus routes.

2) PROJECT DESCRIPTION

The proposed project includes 43,140 square feet of office space and 1,820 square feet of ground floor retail space as well as an underground garage with 3 levels of underground parking. The project is located at the intersection of California Avenue with Highland Avenue in the City of Burlingame. All access to the site is proposed to be from an entrance to the garage on Highland Avenue, which is a one-way southbound roadway in the segment immediately adjacent to the project site. Please note that due to the designation of Highland Avenue as one-way street, the exit driveway shall need to be restricted to right turns only. **Figure 1** shows the location of the project and the surrounding roadway network. **Figure 2** shows the proposed site plan for the project. The project site is improved with a 13,720 square foot retail/commercial building, of which about 8,700 square feet is occupied retail space. The surrounding land uses include mostly retail, restaurant, and other commercial land uses.

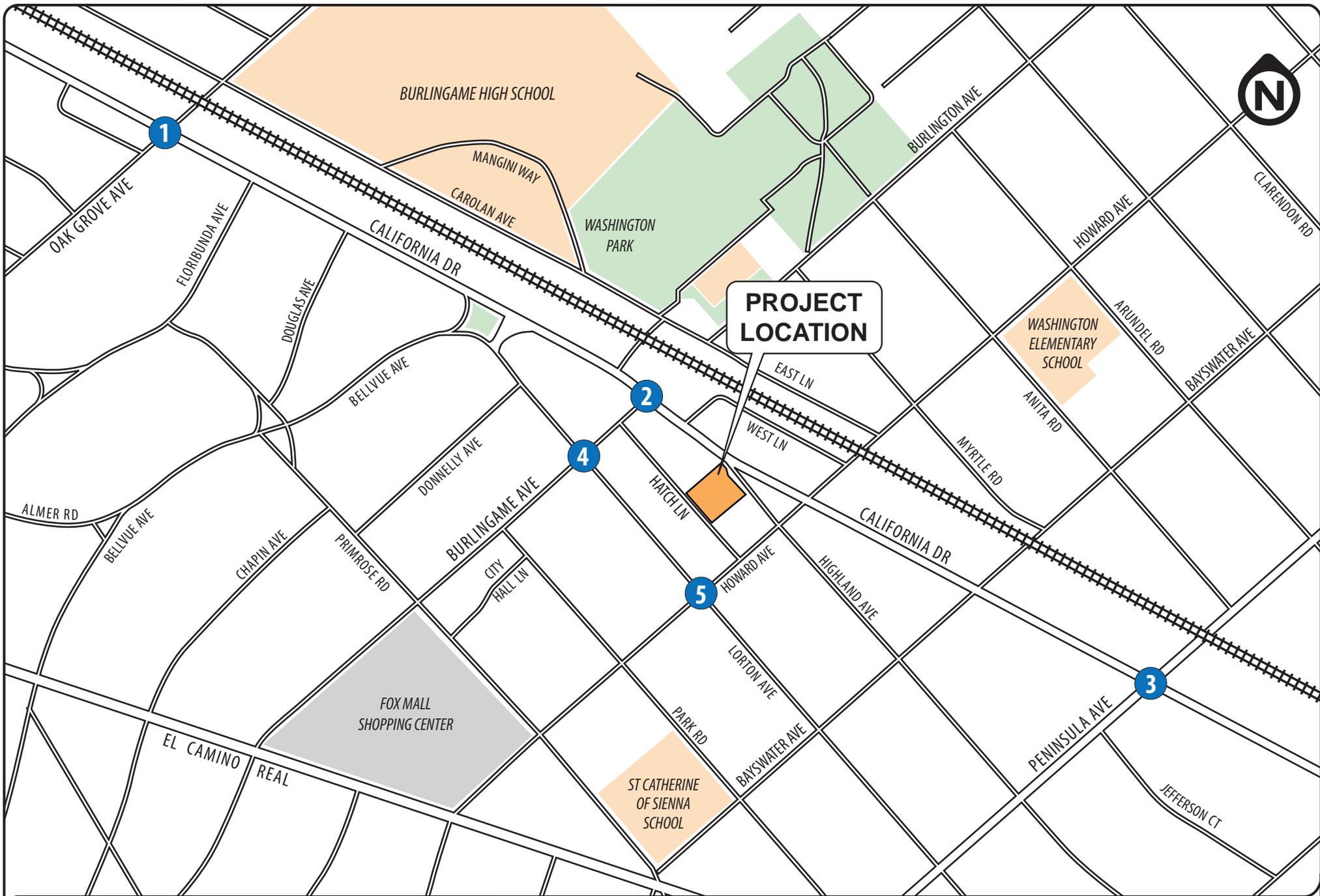


FIGURE 1 | PROJECT LOCATION
TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
 City of Burlingame

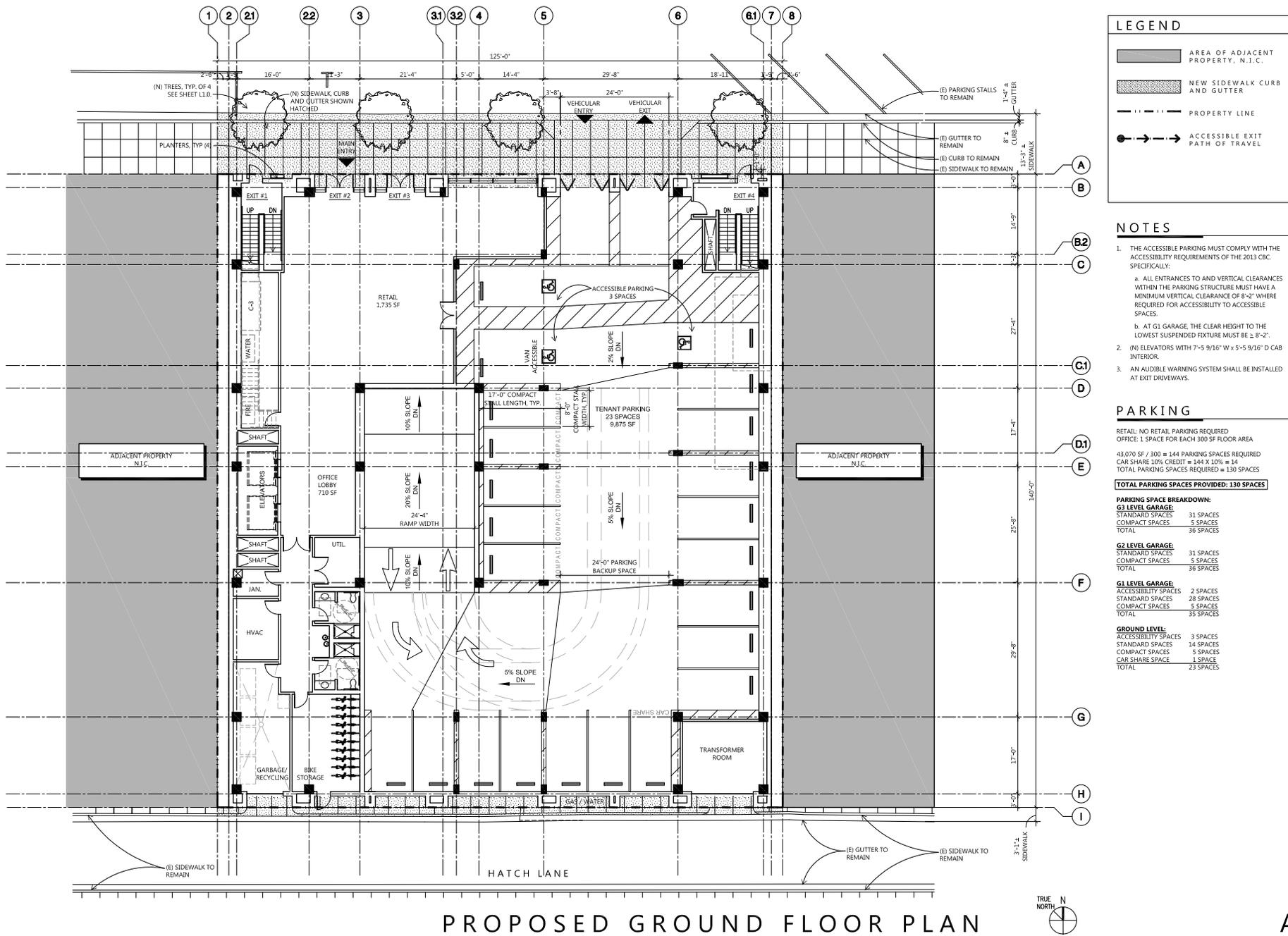


FIGURE 2 | SITE PLAN
TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
 City of Burlingame

3) ENVIRONMENTAL SETTING

This section of the report describes the roadways, traffic conditions and other existing transportation characteristics in the vicinity of the project. The primary basis of the analysis is the peak hour level of service for the key intersections. The hours identified as the “peak” hours are generally between 7:30 AM and 8:30 AM and 4:30 PM and 5:30 PM. for all of the transportation facilities described. However, please note that two hour peak period traffic counts were conducted at each intersection in the morning and afternoon and then the highest single one hour period recorded for each was used in the analysis. Throughout this report, these peak hours will be identified as the AM and PM peak hours, respectively.

3.1 Project Study Intersections

Based on the project’s trip generation and the potential for traffic impacts, a list of project study intersections was prepared in coordination with the City of Burlingame staff based on Caltrans standards and the potential for project impacts. **Figure 1** shows the location of the project study intersections. Five (5) existing study intersections and the two proposed project driveway intersections were included in the analysis. All of the existing study intersections are signalized with the exception of intersections #4 and #5 (Lorton Avenue at Burlingame Avenue and Howard Avenue) which both have all-way stop control.

Project Study Intersections

1. California Drive at Peninsula Avenue
2. California Drive at Burlingame Avenue
3. California Avenue at Oak Grove
4. Burlingame Avenue and Lorton Avenue
5. Lorton Avenue at Howard Avenue

3.2 Traffic Analysis Scenarios

The study intersections were evaluated for the following four scenarios:

- Scenario 1: *Existing Conditions* – Level of Service (LOS) based on existing peak hour volumes and existing intersection configurations.
- Scenario 2: *Existing Plus Project* – Existing traffic volumes plus trips from the proposed project.
- Scenario 3: *Cumulative Conditions* – This scenario includes year 2040 cumulative volumes based on planned and approved projects and the most recent release of the Countywide Travel Demand Model.
- Scenario 4: *Cumulative Plus Project Conditions* – This scenario includes year 2040 cumulative volumes based on the most recent release of the Countywide Travel Demand Model plus the trips from the proposed project.

3.3 Existing Roadway Network

As discussed previously, the project location and the surrounding roadway network are illustrated in **Figure 1**. The following is a more detailed description of the roadways that could be affected by the project:

- **California Avenue** – is a four-lane road that extends south from Millbrae Avenue in the City of Millbrae down to Peninsula Avenue in San Mateo where it changes names to become North San Mateo Drive. California Avenue runs parallel to the Caltrain tracks on their west side. The speed limit on California Avenue is 25 mph in the project study area but it becomes 35 mph to the north of Douglas Avenue.
- **Burlingame Avenue** – Burlingame Avenue is a discontinuous two lane east-west roadway that extends west from Rollins Lane to East Lane. It then starts again, extending west from California Avenue through the commercial district across El Camino Real to terminate at Occidental Avenue. Burlingame Avenue has a speed limit of 25 mph.
- **Peninsula Avenue** – is a major east-west four-lane arterial that extends west from Airport Boulevard through an interchange with the U.S. 101 freeway to terminate on the west at El Camino Real. East of the Caltrans tracks Peninsula Avenue has a speed limit of 35 mph. The speed limit then drops to 30 mph in the project study area (west of the Caltrans tracks).
- **Highland Avenue** – Highland Avenue is a two lane commercial and residential roadway that extends south from California Avenue into San Mateo to terminate at East Santa Inez Avenue. Highland Avenue is a two-way roadway except in the block adjacent to the proposed project (between California Avenue and Howard Avenue) where it is one-way southbound with a single travel lane. Highland Avenue has a speed limit of 25 mph.
- **Lorton Avenue** – Lorton Avenue is a two lane commercial and residential roadway that extends southeast from Belleview Avenue to terminate at Peninsula Avenue. Lorton Avenue is a two-way roadway with a speed limit of 25 mph.

3.4 Intersection Analysis Methodology

Existing operational conditions at the five (5) study intersections have been evaluated according to the requirements set forth by the Caltrans using the methodology set forth in their technical procedures. The analysis of traffic operations was conducted using the 2010 *Highway Capacity Manual (HCM)* Level of Service (LOS) methodology with Synchro software.² Level of service is an expression, in the form of a scale, of the relationship between the capacity of an intersection (or roadway segment) to accommodate the volume of traffic moving through it at any given time. The level of service scale describes traffic flow with six ratings ranging from A to F, with “A” indicating relatively free flow of traffic and “F” indicating stop-and-go traffic characterized by traffic jams.

As the amount of traffic moving through a given intersection or roadway segment increases, the traffic flow conditions that motorists experience rapidly deteriorate as the capacity of the intersection or roadway segment is reached. Under such conditions, there is general instability in the traffic flow, which means that relatively small incidents (e.g., momentary engine stall) can cause considerable fluctuations in speeds and delays that lead to traffic congestion. This near-capacity situation is labeled level of service (LOS) E. At LOS F, the intersection or roadway segment capacity has been exceeded, and arriving traffic will exceed the ability of the intersection to accommodate it.

For signalized intersections, The *HCM* methodology determines the capacity of each lane group approaching the intersection. The LOS is then based on average control delay (in seconds per vehicle) for the various movements within the intersection. A combined weighted average control delay and LOS are presented for the intersection. A summary of the HCM results and copies of the detailed HCM LOS calculations are included in the appendix to this report. **Table 1** summarizes the relationship between LOS, average control delay, and the volume to capacity ratio at signalized intersections.

For unsignalized (all-way stop controlled and two-way stop controlled) intersections, the average control delay and LOS operating conditions are calculated by approach (e.g., northbound) and movement (e.g., northbound left-turn) for those movements that are subject to delay. In general, the operating conditions for unsignalized intersections are presented for the worst approach. **Table 2** summarizes the relationship between LOS and average control delay at unsignalized intersections.

² 2010 *Highway Capacity Manual*, Transportation Research Board, Washington D.C., 2011

**TABLE 1
SIGNALIZED INTERSECTION LEVEL OF SERVICE DEFINITIONS**

<u>Level of Service</u>	<u>Description of Operations</u>	<u>Average Delay (sec/veh)</u>	<u>Volume to Capacity Ratio</u>
A	Insignificant Delays: No approach phase is fully used and no vehicle waits longer than one red indication.	≤ 10	< 0.60
B	Minimal Delays: An occasional approach phase is fully used. Drivers begin to feel restricted.	> 10 to 20	> 0.61 to 0.70
C	Acceptable Delays: Major approach phase may become fully used. Most drivers feel somewhat restricted.	> 20 to 35	> 0.71 to 0.80
D	Tolerable Delays: Drivers may wait through no more than one red indication. Queues may develop but dissipate rapidly without excessive delays.	> 35 to 55	> 0.81 to 0.90
E	Significant Delays: Volumes approaching capacity. Vehicles may wait through several signal cycles and long vehicle queues from upstream.	> 55 to 80	> 0.91 to 1.00
F	Excessive Delays: Represents conditions at capacity, with extremely long delays. Queues may block upstream intersections.	> 80	> 1.00

SOURCES: 2010 *Highway Capacity Manual*, Transportation Research Board, 2011.

**TABLE 2
UNSIGNALIZED INTERSECTION LEVEL OF SERVICE DEFINITIONS**

<u>Level of Service</u>	<u>Description of Operations</u>	<u>Average Delay (seconds/vehicle)</u>
A	No delay for stop-controlled approaches.	0 to 10
B	Operations with minor delays.	> 10 to 15
C	Operations with moderate delays.	> 15 to 25
D	Operations with some delays.	> 25 to 35
E	Operations with high delays and long queues.	> 35 to 50
F	Operation with extreme congestion, with very high delays and long queues unacceptable to most drivers.	> 50

SOURCE: 2010 *Highway Capacity Manual*, Transportation Research Board, 2011.

3.5 Existing Intersection Capacity Conditions (Scenario 1)

The existing intersection geometry at each of the project study intersections can be seen in **Figure 3**. The existing traffic volumes at the study intersections for weekday AM and PM peak hours are presented in **Figure 4**. Traffic counts were conducted at all of the project study intersections in February of 2015 at times when local schools were in session. **Table 3** summarizes the associated LOS computation results for the existing weekday AM and PM peak hour conditions. Please note that the corresponding LOS analysis calculation sheets are presented in the *Traffic Analysis Appendix*. As shown in **Table 3**, all of the study intersections currently have acceptable conditions (LOS C or better) during the weekday AM and PM peak hours.

**TABLE 3
EXISTING INTERSECTION LEVEL OF SERVICE CONDITIONS**

INTERSECTION		CONTROL	PEAK HOUR	EXISTING	
				Delay	LOS
1	OAK GROVE AVE & CALIFORNIA DR	Signalized	AM PM	22.0 20.9	C C
2	BURLINGAME AVE & CALIFORNIA DR	Signalized	AM PM	6.7 6.4	A A
3	PENINSULA AVE & CALIFORNIA DR	Signalized	AM PM	21.1 33.4	C C
4	BURLINGAME AVE & LORTON AVE	All Way Stop	AM PM	8.5 9.1	A A
5	HOWARD AVE & LORTON AVE	All Way Stop	AM PM	9.1 10.4	A B

SOURCE: Abrams Associates, 2015

NOTES: HCM LOS results are presented in terms of average intersection delay in seconds per vehicle. For stop controlled intersections the results for the worst side street approach are presented with the overall intersection delay shown in parentheses.

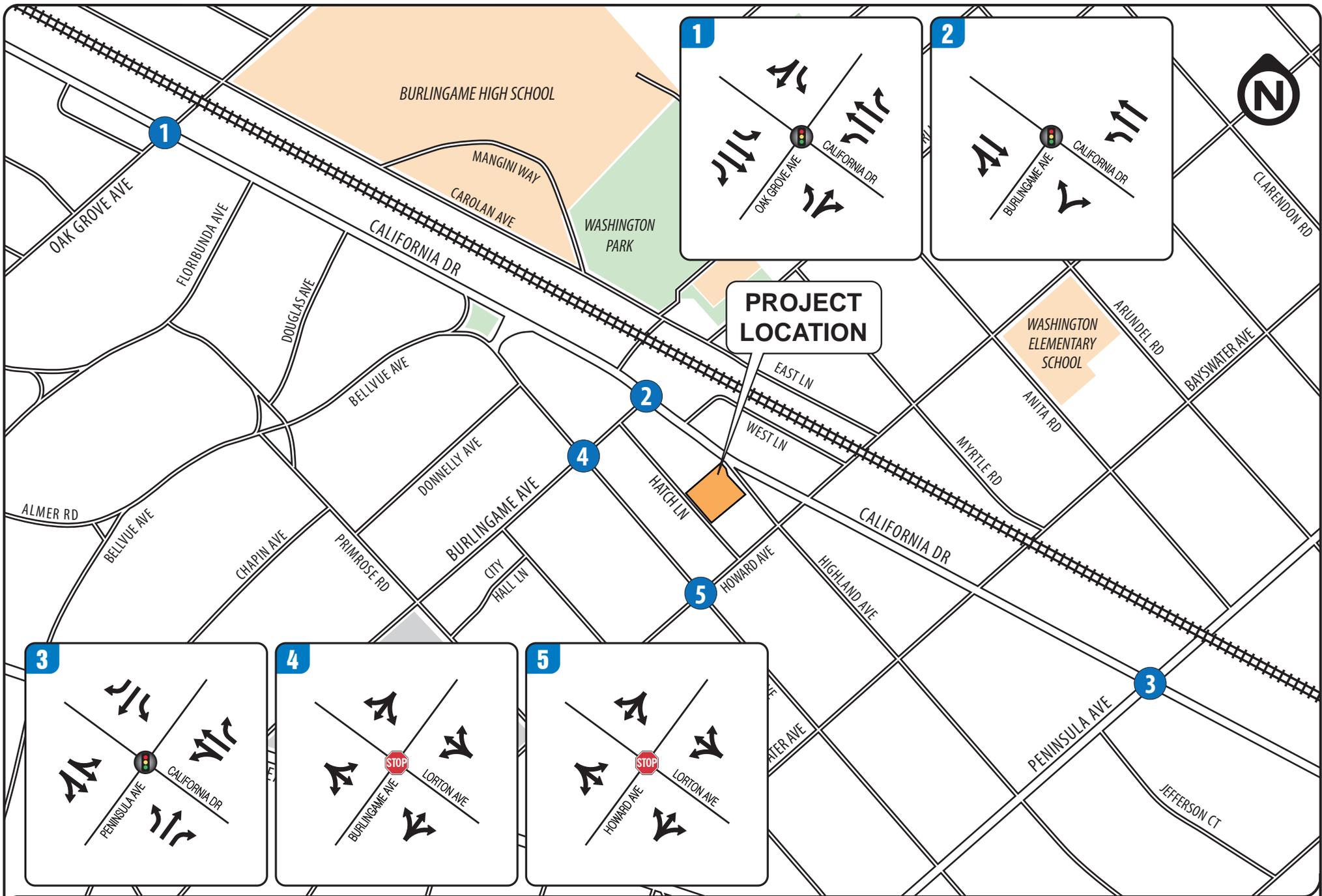


FIGURE 3 | EXISTING LANE CONFIGURATIONS
 TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
 City of Burlingame

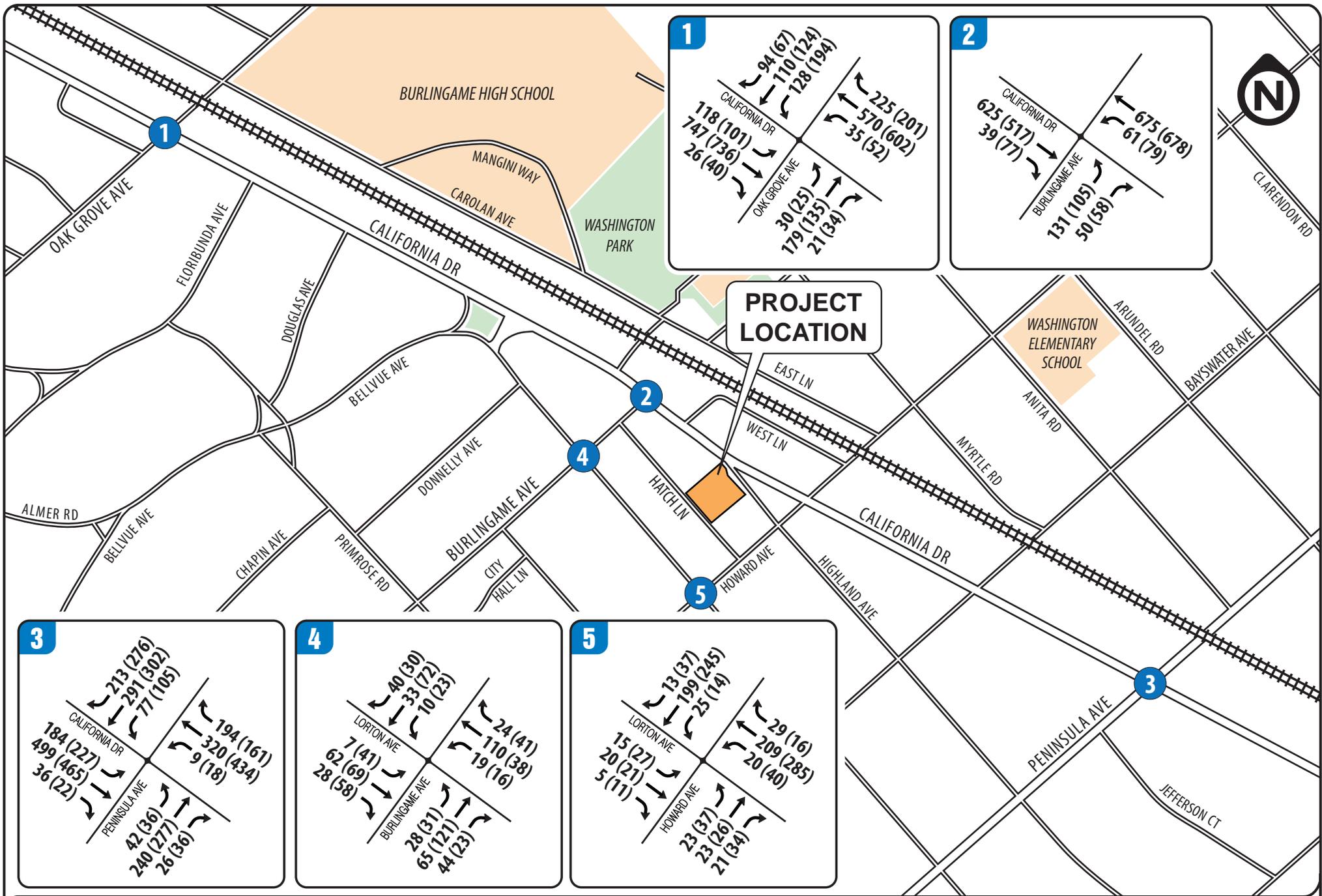


FIGURE 4 | EXISTING AM(PM) PEAK HOUR TRAFFIC VOLUMES
 TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
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3.6 Planned Roadway Improvements

The most significant planned roadway improvement in the area is reconfiguration of the U.S. 101/Broadway interchange. Although this project is not within the immediate study area it does have the potential to affect circulation patterns in the project area. The California Department of Transportation (Caltrans), in cooperation with San Mateo County Transportation Authority (SMCTA), is reconfiguring the US 101/Broadway interchange to improve traffic movement and access around the interchange. The interchange improvements shall accommodate future traffic increases at adjacent intersections and improve operations at the 101 southbound ramps in addition to improving bicycle and pedestrian access. The interchange reconfiguration consists of a new seven-lane Broadway overcrossing. Broadway will be realigned to extend straight across US 101 from the Broadway/Rollins Road intersection on the west to Bayshore Highway on the east, and the northern terminus of Airport Boulevard will be moved approximately 100 feet to the north to meet the new overcrossing. In addition, the existing on- and off-ramps will be replaced, and ramp metering equipment are being installed. This work is currently underway.

3.7 Pedestrian and Bicycle Facilities

Bicycle paths, lanes and routes are typical examples of bicycle transportation facilities, which are defined by Caltrans as being in one of the following three classes:

Class I – Provides a completely separated facility designed for the exclusive use of bicyclists and pedestrians with crossing points minimized.

Class II – Provides a restricted right-of-way designated lane for the exclusive or semi-exclusive use of bicycles with through travel by motor vehicles or pedestrians prohibited, but with vehicle parking and cross-flows by pedestrians and motorists permitted.

Class III – Provides a route designated by signs or permanent markings and shared with pedestrians and motorists.

Please note there are sidewalks on most streets in the project study area and there are existing Class II bicycle lanes on Howard Avenue east of the Caltrain tracks. In addition, the Burlingame Bicycle Route Map (City of Burlingame 2008) identifies California Drive, Highland Avenue, and Howard Avenue official bike routes.

3.8 Transit Service

Three major public mass transit operators provide service within or adjacent to the study area. These include BART, the Eastern San Mateo Transit Authority (or Tri Delta Transit), and the County Connection. These operators are described below.

Caltrain – Commuter rail service between San Francisco and Gilroy is provided by Caltrain. The project is located directly across California Drive from the Burlingame Caltrain station. Caltrain generally provides service with 20- to 30-minute headways during the weekday AM and PM commute hours. With the proposed Peninsula Corridor Electrification Project (PCEP), which is a key component of the Caltrain Modernization program, the frequency of stops at the Burlingame stations could be increased. This is slated to be completed in 2021 according to the CalTrain website.

BART - Commuter rail service in the project vicinity is provided by BART from the Millbrae Station. The BART system connects Millbrae to the Peninsula, San Francisco, and the East Bay. The Millbrae BART station is located less than three miles north of the site and is accessible via the free shuttle service connecting with the Broadway Caltrain station. The Broadway station is about a mile from the project site and can be accessed via SamTrans Routes 292 and 46 which are described in more detail below. BART trains operate on 15-minute headways during the commute periods. Please note that BART also operates a free shuttle that runs between the Millbrae Intermodal BART & Caltrain Station, Mills-Peninsula Health Services, Sisters of Mercy and the Easton-Burlingame neighborhood during commute hours, Monday through Friday.

SamTrans Bus Service Caltrain Shuttle, Burlingame Trolley - The project area is served directly by two local SamTrans buses, the Broadway Millbrae shuttle, and the Burlingame Trolley. The SamTrans bus lines that operate within the project study area are Route 46 and Route 292 which both operate along California Drive with stops at the adjacent Burlingame Caltrain station. The Broadway Millbrae shuttle operates every day and provides a connection between the Broadway Caltrain station and the Millbrae Caltrain station. The Burlingame Trolley is a free service that operates every day and connects the hotels east of US 101 to Broadway, downtown Burlingame, and the Burlingame Caltrain station.

4) REGULATORY CONTEXT

Existing policies, laws and regulations that apply to the proposed project are summarized below.

4.1 State

The California Department of Transportation (Caltrans) has jurisdiction over State highways. Therefore, Caltrans controls all construction, modification, and maintenance of State highways, such as SR 4. Any improvements to these roadways would require Caltrans' approval. The Guide for the Preparation of Traffic Impact Studies provides consistent guidance for Caltrans staff who review local development and land use change proposals. The Guide also informs local agencies about the information needed for Caltrans to analyze the traffic impacts to state highway facilities which include freeway segments, on- or off-ramps, and signalized intersections.

4.2 Local

City of Burlingame General Plan - The Transportation and Circulation Element included in the City of Burlingame General Plan was prepared pursuant to Section 65302(b) of the California Government Code. The Transportation and Circulation Element addresses the location and extent of existing and planned transportation routes, terminals, and other local public utilities and facilities. The General Plan identifies roadway and transit goals and policies that have been adopted to ensure that the transportation system of the City will have adequate capacity to serve planned growth. These goals and policies are intended to provide a plan and implementation measures for an integrated, multi-modal transportation system that will safely and efficiently meet the transportation needs of all economic and social segments of the City.

4.3 Significance Criteria

The City of Burlingame does not have any Council-adopted definitions of significant traffic impacts. Previous studies have specified a goal of maintaining a Level of Service (LOS) D at all intersections during the peak hours. The following standards typically have been used in traffic studies and EIRs.

Signalized Intersections - Project-related operational impacts on the signalized study intersections in the City of Burlingame are considered significant if project-related traffic causes the Level of Service (LOS) rating to deteriorate from LOS D or better to LOS E or F, or from LOS E to LOS F. It is also considered a significant impact if the level of service at an intersection is an unacceptable LOS E or F without the project and the addition of project trips causes the average delay at the intersection to increase by five (5) or more seconds.

Unsignalized Intersections - Project-related operational impacts on unsignalized intersections are considered significant if project generated traffic causes the worst-case movement (or average of all movements for all-way stop-controlled intersections and roundabouts) to deteriorate from LOS D or better to LOS E or F. Previous traffic studies completed in the City of Burlingame have stated that a project would have a significant adverse impact on traffic conditions at an unsignalized intersection with an unacceptable level of service (LOS E or LOS F) if the project adds at least 10 trips during any peak-hour.

According to CEQA guidelines, a project would have a significant impact if it would:

- Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including, but not limited to, intersections, streets, highways and freeways, pedestrian and bicycle paths and mass transit.
- Conflict with an applicable congestion management program, including, but not limited to, level-of-service standards, and travel demand measures, or other standards established by a county congestion management agency for designated roadways.
- Result in inadequate emergency vehicle access.
- Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities.
- Result in a projected future over-capacity freeway condition where current long-range planning studies show an under-capacity condition.
- Result in an internal circulation system design that does not meet City standards.

5) IMPACTS AND MITIGATION MEASURES

5.1 Project Trip Generation

The proposed project will consist of include 43,140 square feet of office space and 1,820 square feet of ground floor retail space and would replace a 13,720 square foot retail/commercial building. It was confirmed that a little less than two thirds of the space (about 8,700 square feet) was occupied retail space at the time the traffic counts were conducted. The trip generation calculations are shown in **Table 4**.

**TABLE 4
TRIP GENERATION CALCULATIONS**

Land Use	Size	ADT	AM Peak Hour			PM Peak Hour		
			In	Out	Total	In	Out	Total
General Office Space	43,140 sq. ft.	476	59	8	67	11	53	64
Transit / Shared Trips Reduction 10% (Office Only)		48	6	1	7	1	5	6
<i>Traffic Generated by the Proposed Office Space</i>		<i>428</i>	<i>53</i>	<i>7</i>	<i>60</i>	<i>10</i>	<i>48</i>	<i>58</i>
General Commercial/Retail	1,820 sq. ft.	78	1	1	2	3	4	7
Pass-By Traffic Reduction 34%		27	0	1	1	1	1	2
<i>Traffic Generated by the Proposed Retail Space</i>		<i>51</i>	<i>1</i>	<i>0</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>5</i>
<i>Totals for New Construction</i>	<i>44,960 sq. ft.</i>	<i>479</i>	<i>54</i>	<i>8</i>	<i>61</i>	<i>12</i>	<i>51</i>	<i>63</i>
Existing Occupied Retail	8,700 sq. ft.	371	5	3	8	15	17	32
Pass-By Traffic Reduction 34% (Retail Only)		126	2	1	3	5	6	11
<i>Traffic Generated by the Existing Retail/Commercial</i>		<i>245</i>	<i>3</i>	<i>2</i>	<i>5</i>	<i>10</i>	<i>11</i>	<i>21</i>
Net New Project Trips		234	51	6	56	2	40	42

The trip generation calculations were based on the rates for a general office building (ITE Land Use Code 710 from the Institute of Transportation Engineer's (ITE) Trip Generation Manual, 9th Edition. Please note the trip generation for the existing space was also calculated using ITE rates. The total project trip generation reflects all vehicle trips that would be counted at the project driveway, both inbound and outbound. For this analysis, a 10% reduction was taken (for the office uses only) to account for the close proximity to public transit as well as shared trips with other commercial uses in the business district (i.e. retail and restaurants). Please note that the peak hour reduction that was applied only to the retail uses was 34%. This is to account for pass-by trips because of the fact that some of the retail trips would already be part of the

existing traffic stream adjacent to the project site. These are standard adjustments based on information derived from commonly accepted references including the ITE Trip Generation Handbook.³

The project is forecast to generate approximately 56 vehicle trips during the AM peak hour and 42 trips during the PM peak hour. For purposes of determining the reasonable worst-case impacts of traffic on the surrounding street network from a proposed project, the trips generated by this proposed development are estimated for the peak commute hours of 7:30 AM and 8:30 AM and 4:30 PM and 5:30 PM, which represent the peak of “*adjacent street traffic*”. This is the time period when the project traffic would generally contribute to the greatest amount of congestion.

5.2 Project Trip Distribution

The trip distribution assumptions have been based on the project’s proximity to freeway interchanges, the existing directional split at nearby residential neighborhoods and local intersections, and the overall land use patterns in the area as determined from the most recent update to the Countywide Travel Demand Model. **Table 5** shows the percentage of project traffic assigned to various study roadways in both the AM and PM peak hours. **Figure 5** shows the project traffic that would be added at each of the study intersections.

**TABLE 5
PROJECT TRIP DISTRIBUTION ASSUMPTIONS**

<i>Origin / Destination</i>	<i>Peak Hour Trip Percentages</i>
East on Howard Avenue	3%
East on Peninsula Avenue	32%
South on San Mateo Drive	10%
South on Highland Avenue	3%
South on Lorton Avenue	7%
West on Howard Avenue	8%
West on Burlingame Avenue	10%
North on California Drive	27%

5.3 Existing Plus Project Traffic Capacity Conditions (Scenario 2)

This scenario evaluates the existing conditions with the addition of traffic from the proposed project. The capacity calculations for the Existing Plus Project scenario are shown in **Table 6**. Please note that the corresponding LOS analysis calculation sheets are presented in the Traffic Analysis Appendix. **Figure 6** shows the existing plus project traffic volumes at each of the study intersections. As shown in **Table 6**, all of the signalized study intersections would continue to have acceptable conditions (LOS C or better) according to City standards during the weekday AM and PM peak hours.

³ *ITE Trip Generation Handbook, 2nd Edition, Appendix B*, Institute of Transportation Engineers, Washington D.C., 2012.

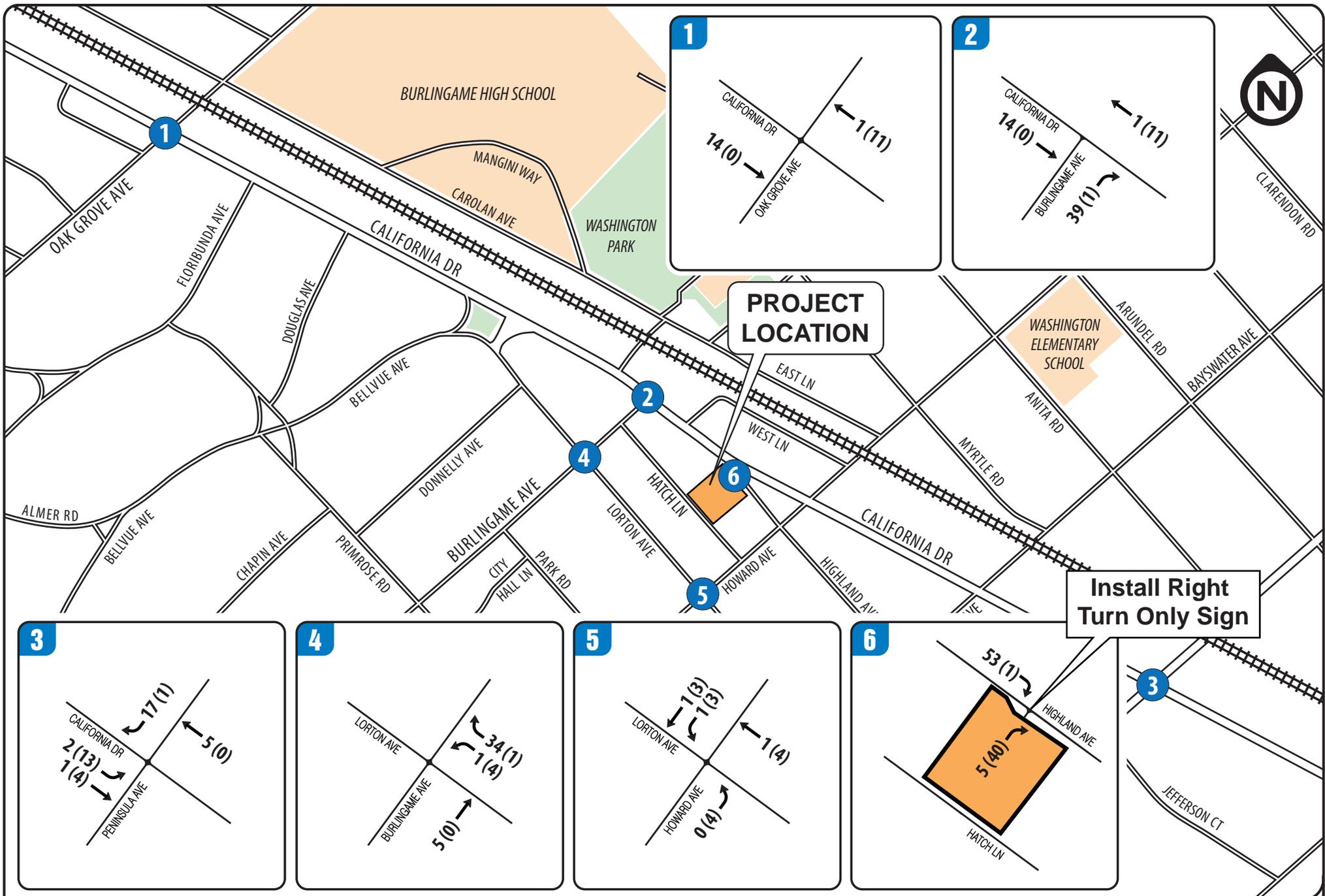


FIGURE 5 | PROJECT AM(PM) PEAK HOUR TRIPS
 TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
 City of Burlingame

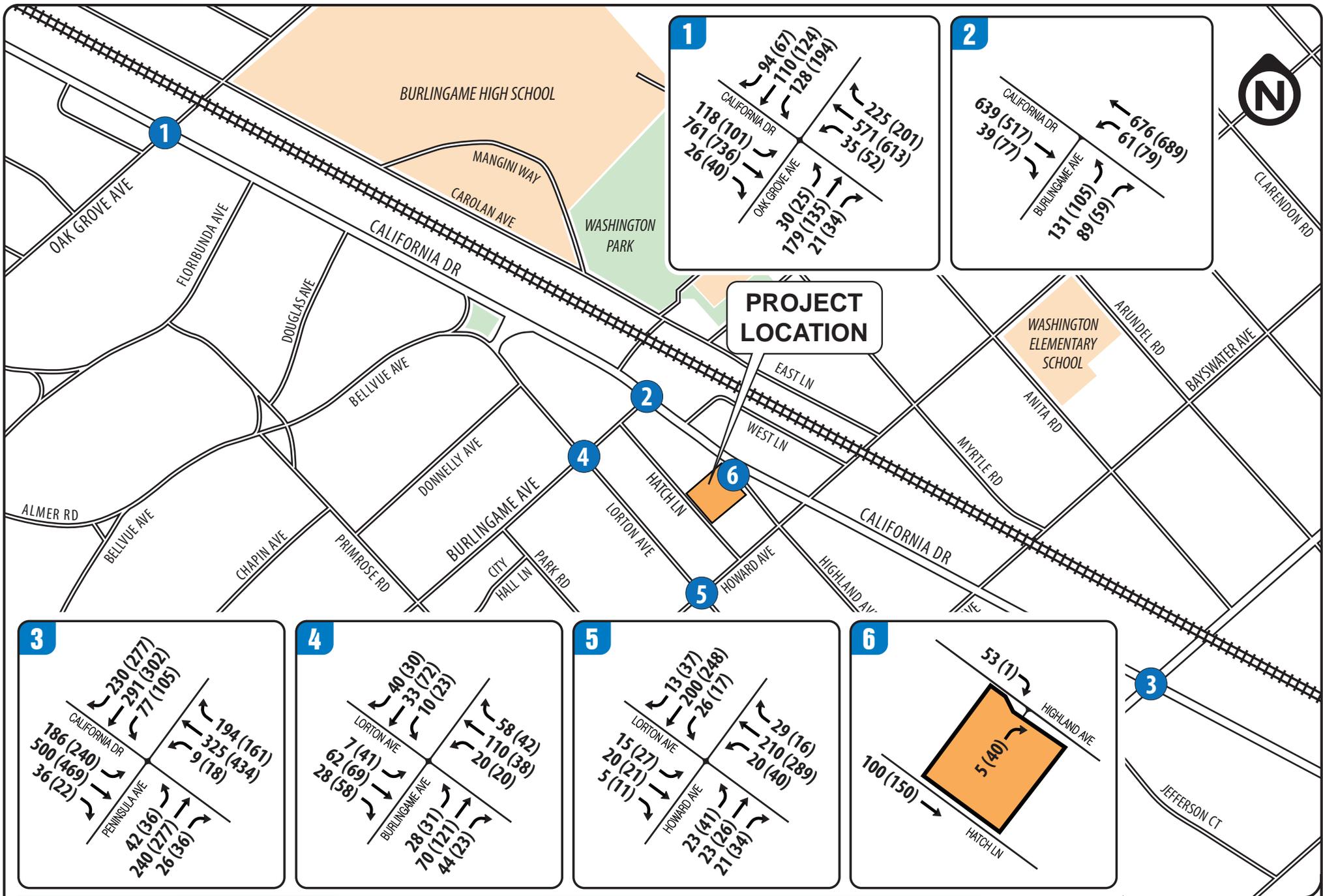


FIGURE 6 | EXISTING PLUS PROJECT AM(PM) PEAK HOUR TRAFFIC VOLUMES
 TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
 City of Burlingame

5.4 Internal Circulation and Access

No internal site circulation or access issues have been identified that would cause a traffic safety problem or any unusual traffic congestion or delay. The volumes on the internal garage aisles would be light enough so that no significant conflicts would be expected with through traffic and vehicles backing out of the parking spaces within the garage. The parking spaces within the garage will be reserved for the use of the tenants and each space shall be designated for a certain use.

**TABLE 6
EXISTING PLUS PROJECT INTERSECTION LEVEL OF SERVICE CONDITIONS**

	INTERSECTION	CONTROL	PEAK HOUR	EXISTING		EXISTING PLUS PROJECT	
				Delay	LOS	Delay	LOS
1	OAK GROVE AVE & CALIFORNIA DR	Signalized	AM PM	22.0 20.9	C C	22.1 21.0	C C
2	BURLINGAME AVE & CALIFORNIA DR	Signalized	AM PM	6.7 6.4	A A	7.3 6.4	A A
3	PENINSULA AVE & CALIFORNIA DR	Signalized	AM PM	21.1 33.4	C C	22.2 34.6	C C
4	BURLINGAME AVE & LORTON AVE	All Way Stop	AM PM	8.5 9.1	A A	8.7 9.1	A A
5	HOWARD AVE & LORTON AVE	All Way Stop	AM PM	9.1 10.4	A B	9.2 10.5	A B

SOURCE: Abrams Associates, 2015

NOTES: HCM LOS results are presented in terms of average intersection delay in seconds per vehicle. For stop controlled intersections the results for the worst side street approach are presented with the overall intersection delay shown in parentheses.

5.5 Parking Impacts

The proposed project would provide an adequate supply of off-street parking based on the City's requirements. The project proposes to provide the parking required according to the City's Municipal Code and the Downtown Specific Plan by providing 130 off-street parking spaces with a car share facility. Based on a review of the project parking demand and given the location near Caltrain and numerous nearby public parking lots and on-street parking spaces there would be no significant parking impacts expected to the surrounding properties. Please note that the proposed parking garage would be secure and not be available to the public. The entire garage would be private and gated near the main entrance. Only designated owners, employees, and authorized visitors would have access to the parking garage. All other visitors would have to park on-street or in local public parking garages. In summary, there would be no public parking available in the on-site parking garage.

Parking Demand Based on ITE Parking Generation Rates - To provide additional justification for the parking demand analysis, **Table 7** also provides a summary of the parking demand results using the average ITE parking generation rates for office buildings in a urban area taken from the 4th Edition of the *ITE Parking Generation Manual*. As shown in **Table 7**, the maximum parking demand generated by the project would be forecast to be approximately 111 parking spaces based on the ITE data.

**Table 7
Off-Street Parking Calculations Using Parking Demand Data from
the Institute of Transportation Engineers**

No.	Scenario	Data Source	Land Use	Size		Parking Demand	Required Spaces
1	Proposed Project	ITE Parking Demand Rates	Office	43,140	square feet	2.47 per ksf	106
2	Proposed Project	ITE Parking Demand Rates	Retail	1,820	square feet	2.55 per ksf	5

Parking Demand in Downtown Burlingame - For this location in a central business district with excellent transit access, the parking demand is much less than the typical ITE rate in the Parking Generation Manual. This is based on some of the same characteristics that are discussed in the trip generation section. The availability of transit (i.e. the close proximity to the Burlingame Caltrain stop), the use of bicycles, carpooling, and the attractiveness of walking in the mixed-use downtown environment results in reduced vehicle trip generation and an associated reduction in the need for parking. In summary, since this area of Burlingame has numerous opportunities for public transportation, the office workers are not all expected to have personal vehicles and it is anticipated that a reduced parking supply will help encourage more travel by alternative transportation modes.

According to the ITE Trip Generation Handbook, a site that is located within 0.25 miles of a transit center (like the Caltrain station) would typically generate about 15% percent less private vehicles than the typical projects that were surveyed to develop ITE's trip generation and parking demand rates. The ITE Trip Generation Handbook also specifies that to qualify for the 15% reduction, projects located near transit centers must have a minimum FAR of 2.0 and have direct, safe connections between the project site and the transit center. Please note the Trip Generation Handbook also specifies that it is preferable if safe and secure bicycle parking is provided at the site. The proposed project meets the above guidelines from the ITE Trip Generation Handbook and is therefore estimated to have an average peak parking demand of about 94 parking spaces.

Summary of Findings on Parking - Based on these studies, it is our recommendation that the City consider making the findings that the proposed 130 space parking garage with a car share facility is reasonable and appropriate. The justification is as follows:

- 1) The project is proposing to include a car share facility on-site with recorded easements that cannot be modified without the City's consent (as per the Downtown Specific Plan).
- 2) The project is proposing to meet or exceed the requirements for bicycle parking by providing a secure bicycle parking area for employees. In addition to the large secure bicycle parking area, the proposed project would include adjacent restrooms and showers.
- 3) There would be numerous opportunities for the office employees with respect to shopping and the many quick service and full service restaurants located within easy walking distance of the project site.
- 4) There are existing opportunities for car sharing nearby. Please note there is a Zipcar location at 888 San Mateo Drive at Peninsula Avenue as well as a couple more locations about a mile away in San Mateo.

- 5) There are numerous public parking garages and parking lots in the immediate area, including eight public lots within about two blocks of the project. However, based on the calculated demand none would be expected to be used.
- 6) There is extensive public transportation available in the project area including the Caltrain station at Burlingame Avenue almost directly across the street. There are also bus stops less than a block from the site that provides access to the Burlingame Trolley as well as two different SamTrans bus routes.

5.6 Pedestrian and Bicycle Impacts

Due to its proximity to bicycle routes, shopping, and public transit, the proposed project would generate additional pedestrian and bicycle traffic in the area, thereby potentially increasing conflicts between vehicles, bicycles, and pedestrians. However, based on the City's significance criteria the project's impacts on pedestrian and bicycle travel would be considered less than significant and no mitigations would be required.

5.7 Transit Impacts

The proposed project would not interfere with any existing bus routes and would not remove or relocate any existing bus stops. The proposed project could also help support existing bus and train services with additional transit ridership and would not conflict with any transit plans or goals of the City of Burlingame or the San Mateo County Transportation Authority. Therefore, the impact of the proposed Project on existing transit operations (or adopted plans related to transit) would be less than significant.

5.8 Cumulative Traffic Capacity Conditions (Scenario 3)

For the cumulative conditions, the intersection traffic volumes were based on the existing turning movements with the addition of traffic from all planned and approved projects plus the addition of incremental growth in background traffic estimated by the County's traffic model, estimated to be 0.5% per year in this part of the City of Burlingame.⁴ **Figure 7** presents the cumulative build-out traffic volumes at each of the project study intersections.

Table 8 summarizes the LOS results for the Cumulative (Year 2040) traffic conditions at each of the project study intersections. As shown on this table, all of the study intersections would continue to have acceptable conditions during the weekday AM and PM peak commute hours except for the intersection of Peninsula Avenue with California Avenue which is forecast to operate at LOS D in the PM peak hour under cumulative (build-out) conditions. Please note this intersection is forecast to exceed the established standards in the future regardless of whether or not the proposed project is approved and constructed.

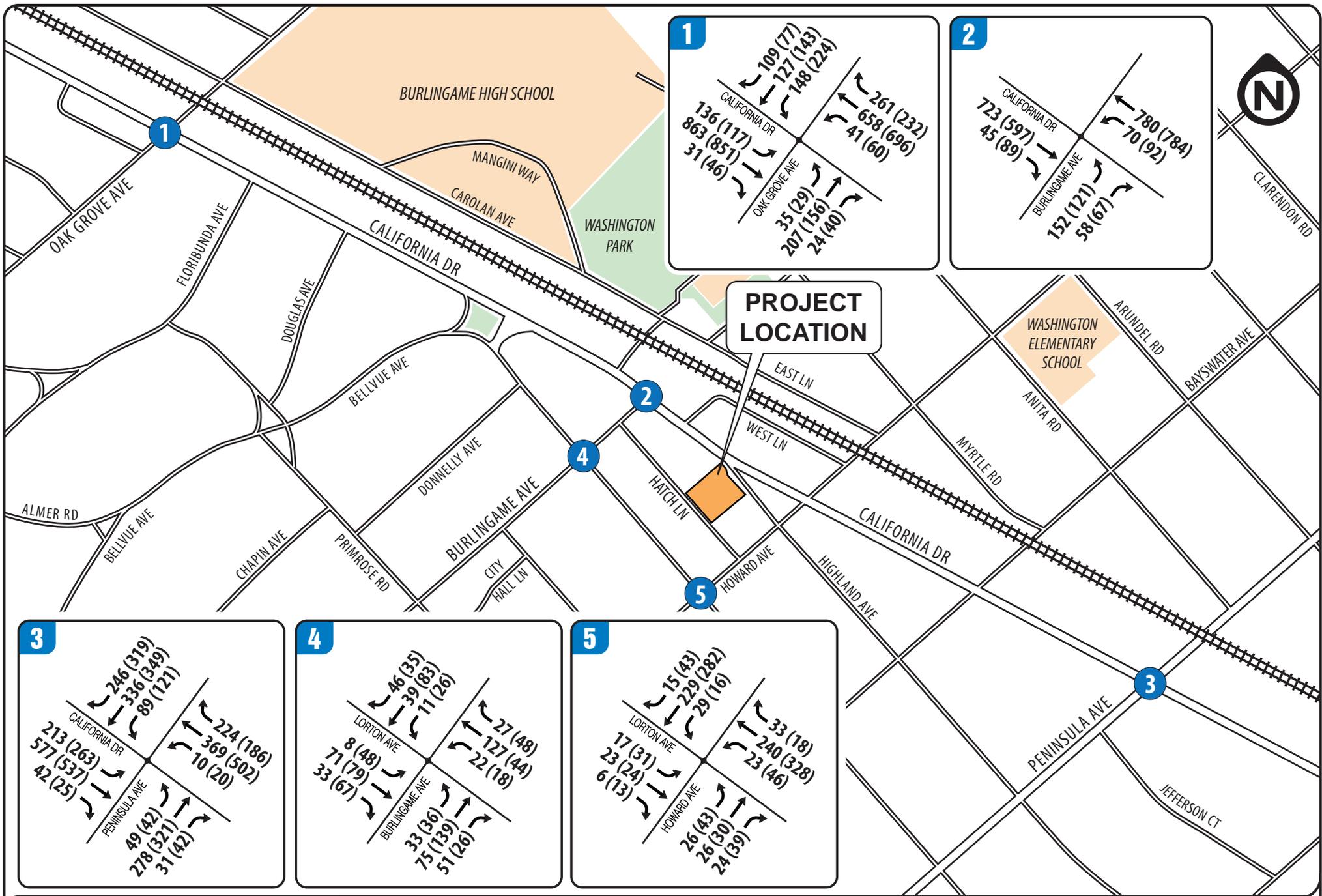


FIGURE 7 | CUMULATIVE AM(PM) PEAK HOUR TRAFFIC VOLUMES
 TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
 City of Burlingame

**TABLE 8
CUMULATIVE PLUS PROJECT INTERSECTION LEVEL OF SERVICE CONDITIONS**

INTERSECTION		CONTROL	PEAK HOUR	CUMULATIVE		CUMULATIVE PLUS PROJECT	
				Delay	LOS	Delay	LOS
1	OAK GROVE AVE & CALIFORNIA DR	Signalized	AM	26.4	C	26.5	C
			PM	25.0	C	25.1	C
2	BURLINGAME AVE & CALIFORNIA DR	Signalized	AM	7.2	A	7.9	A
			PM	6.9	A	7.0	A
3	PENINSULA AVE & CALIFORNIA DR	Signalized	AM	31.8	C	34.4	C
			PM	62.4	E	63.5	E
4	BURLINGAME AVE & LORTON AVE	All Way Stop	AM	8.9	A	9.1	A
			PM	9.6	A	9.7	A
5	HOWARD AVE & LORTON AVE	All Way Stop	AM	9.8	A	9.9	A
			PM	11.7	B	11.9	B

SOURCE: Abrams Associates, 2015

NOTES: HCM LOS results are presented in terms of average intersection delay in seconds per vehicle. For stop controlled intersections the results for the worst side street approach are presented with the overall intersection delay shown in parentheses.

5.9 Cumulative Plus Project Traffic Capacity Conditions (Scenario 4)

Table 8 (shown previously on Page 20) also summarizes the LOS results for the Cumulative Plus Project (Year 2040) traffic conditions at each of the project study intersections. As shown on this table, all of the signalized study intersections would continue to have acceptable conditions during the weekday AM and PM peak commute hours except for the intersection of Peninsula Avenue with California Avenue which is forecast to operate at LOS E in the AM peak hour under cumulative (build-out) conditions.

However, this intersection would operate at LOS E in the future regardless of whether or not the proposed project is constructed and the project would not increase the average delay by more than 5 seconds. Please note the forecast project increase to the average delay at this intersection in the PM peak hour is 1.1 seconds per vehicle. Therefore the project's contribution to the future traffic volumes would not be considered a significant impact at this intersection according to established standards. **Figure 8** presents the cumulative build-out traffic volumes at each of the project study intersections.

5.10 Analysis of Caltrans Traffic Signal Warrants at the Intersection of Howard Avenue and Lorton Avenue

Traffic signals are used to provide for an orderly flow of traffic through an intersection. Many times they are needed to provide side street traffic an opportunity to access a major road where high volumes and/or high vehicle speeds block crossing or turn movements. Traffic signals do not, however, necessarily increase the capacity of an intersection (i.e., increase the intersection's ability to accommodate additional vehicles) and, in fact, often slightly reduce the number of total vehicles that can pass through an intersection in a given period of time. Signals can also cause an increase in traffic accidents if installed at improper locations.

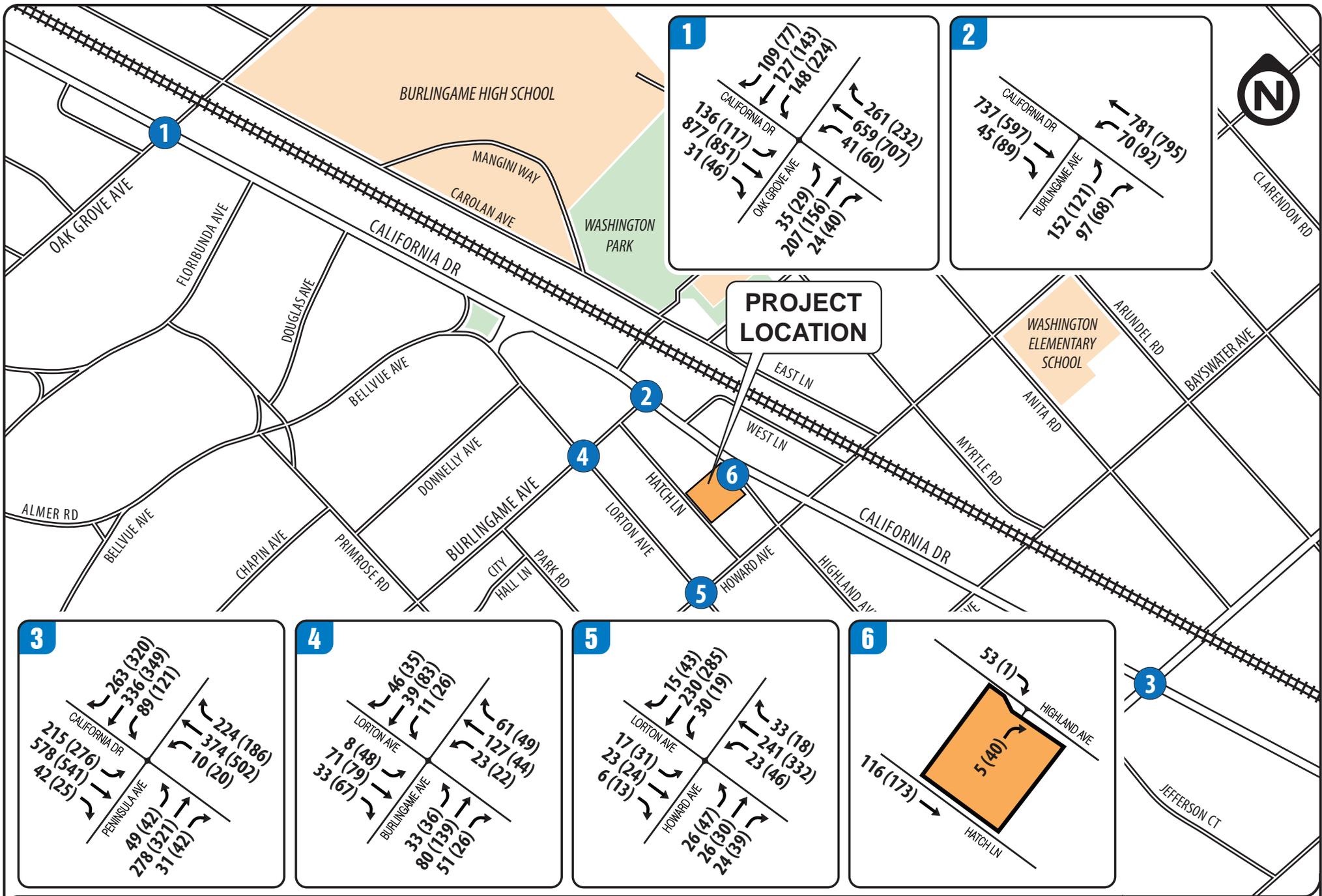


FIGURE 8 | CUMULATIVE PLUS PROJECT AM(PM) PEAK HOUR TRAFFIC VOLUMES
 TRANSPORTATION IMPACT ANALYSIS
 215 California Drive Office Project
 City of Burlingame

For this reason there are eleven possible tests (called “warrants”) that are set forth by Caltrans (and the Manual of Uniform Traffic Control Devices) for determining whether a traffic signal should be considered for installation. The tests consider criteria such as traffic volumes and delay, pedestrian volumes, presence of school children, and accident history. Usually, two or more warrants must be met before a signal is installed. If the Peak Hour Volume Warrant (Warrant #11) is met at an intersection that is usually a strong indication that a more detailed signal warrant analysis covering all possible warrants is appropriate.

At the two unsignalized project study intersections (and the project’s garage exit) the warrant analysis indicated that none would meet any of the warrants for a traffic signal under the scenarios that were analyzed.

5.11 Project-Specific Impacts and Mitigation Measures

The following section includes a list of project impacts and proposed mitigation measures to address the transportation impacts of the project. With the implementation of the mitigation measures described in this section, all project transportation impacts would be reduced to a less than significant level.

Impact #1 The project would contribute to LOS operations exceeding the established standards at the following intersection:

California Drive at Peninsula Avenue (Intersection #3)

As discussed previously in Section 5.5, the addition of traffic from the proposed project in the cumulative plus project scenario (Scenario 4) would contribute to this intersection exceeding the established LOS standard (LOS D).

Beyond these five intersections, the analysis indicates the project would not contribute to any other unacceptable traffic operations in the area. At the intersection of California Drive with Peninsula Avenue (Intersection #3) the proposed project would not increase the average delay on any approach by more than 5 seconds. Therefore the project’s contribution to the future traffic volumes would not be considered a significant impact at this intersection according to established standards.

Mitigation Measure(s)

None required.

Impact #2 Impacts to traffic at the project study intersections.

As noted previously, traffic signals are used to provide for an orderly flow of traffic through an intersection. Eleven possible tests (called “warrants”) have been set forth by Caltrans (and the Manual of Uniform Traffic Control Devices) for determining whether a traffic signal should be considered for installation. The tests consider criteria such as traffic volumes and delay, pedestrian volumes, presence of school children, and accident history. Usually, two or more warrants must be met before a signal is installed. If the Peak Hour Volume Warrant (Warrant #11) is met at an intersection that is usually a strong indication that a more detailed signal warrant analysis covering all possible warrants is appropriate.

At the unsignalized project study intersections the analysis indicated that none would meet any of the warrants for a traffic signal under the scenarios that were analyzed and therefore the addition of project traffic at the unsignalized intersections would result in a ***less than significant*** impact.

Mitigation Measure(s)

None required.

Impact #3 Demolition and construction activities associated with the proposed project would result in an increase in traffic to and from the site and could lead to unsafe conditions near the project site.

The increase in traffic as a result of demolition and construction activities associated with the proposed project has been quantified assuming a worst-case single phase construction period of approximately 12 to 14 months.

Heavy Equipment

Approximately four pieces of heavy equipment are estimated to be transported on and off the site each month throughout the demolition and construction of the proposed project. Heavy equipment transport to and from the site could cause traffic impacts in the vicinity of the project site during construction. However, each load would be required to obtain all necessary permits, which would include conditions. Prior to issuance of grading and building permits, the project applicant would be required to submit a Traffic Control Plan.

The requirements within the Traffic Control Plan include, but are not limited to, the following: truck drivers would be notified of and required to use the most direct route between the site and U.S. 101, as determined by the City Engineering Department; all site ingress and egress would occur only at the main driveways to the project site; specifically designated travel routes for large vehicles would be monitored and controlled by flaggers for large construction vehicle ingress and egress; warning signs indicating frequent truck entry and exit would be posted on adjacent roadways if requested; and any debris and mud on nearby streets caused by trucks would be monitored daily and may require instituting a street cleaning program. In addition, eight loads of heavy equipment being hauled to and from the site each month would be short-term and temporary.

Employees

The weekday work is expected to begin around 7:00 AM and end around 3:30 PM. The construction worker arrival peak would occur between 6:30 AM and 7:30 AM, and the departure peak would occur between 3:00 PM and 4:00 PM. These peak hours are slightly before the citywide commute peaks. It should be noted that the number of trips generated during construction would not only be temporary, but would also be substantially less than the proposed project at buildout. Based on past construction of similar projects, construction workers could require parking for up to 40 vehicles during the peak construction period. Additionally, deliveries, visits, and other activities may generate peak non-worker parking demand of 10 to 15 trucks and automobiles per day. Therefore, although some workers would likely

use the available public transit in the area, as a worst case scenario it is assumed that up to 55 additional vehicles may be parked in the area during the peak construction period. Because the construction of the project can be staggered so that employee parking demand is met by using the surrounding available parking, the impacts of construction-related employee traffic and parking are considered less-than-significant.

Construction Material Import

Under the provisions of the Traffic Control Plan, if importation and exportation of material becomes a traffic nuisance, then the City Engineer may limit the hours the activities can take place.

Traffic Control Plan

The Traffic Control Plan would indicate how parking for construction workers would be provided during construction and ensure a safe flow of traffic in the project area during construction. This analysis assumed construction of the entire project in one phase to identify the potential worst-case traffic effects. If the project is built in phases over time, the effects of each phase will be the same or less. Each phase will be subject to a Traffic Control Plan and oversight by the City Engineer. The last phase may require added worker parking measures, depending on the circumstances, as there will not be any remaining vacant land for parking. Therefore, the demolition and construction activities associated with the proposed project or its individual phases would not lead to noticeable congestion in the vicinity of the site or the perception of decreased traffic safety resulting in a **less-than-significant** impact.

Mitigation Measure(s)

None required.

Impact #4 Impacts related to site access and circulation.

The proposed project has its entrance and exit driveway on Highland Avenue. Based on a review of the planned access and proposed site plan, it was determined that the site circulation should function well and would not cause any safety or operational problems. The project site design has been required to conform to City design standards and the plan is not expected to create any significant impacts to pedestrians, bicyclists or traffic operations. No internal site circulation or access issues have been identified that would cause a traffic safety problem or any unusual traffic congestion or delay. Based on this review the impacts related to site access and circulation to the proposed project would be less-than-significant.

Mitigation Measure(s)

None required.

Impact #5 Impacts regarding emergency vehicle access on and surrounding the proposed project site.

Sufficient emergency access is determined by factors such as number of access points, roadway width, and proximity to fire stations. The land use plan for the proposed project would include a driveway on both sides of the building. All lane widths within the project would meet the minimum width that can accommodate an emergency vehicle; therefore, the width of the internal parking aisles would be adequate. Therefore, subject to approval from the Fire Department, the development of the proposed project is expected to have **less-than-significant** impacts regarding emergency vehicle access.

Mitigation Measure(s)

None required.

Impact #6 Impacts relating to the presence and availability of adequate parking.

The proposed project would provide an adequate supply of off-street parking based on the City's requirements. The project is currently proposing to meet the City's parking requirements through provision of 130 off-street parking spaces with a car share facility. Subject to final City approval of the proposed parking plan there would be no significant parking impacts expected to the surrounding properties. Therefore, the proposed project is not expected to create parking impacts on the surrounding areas, and impacts related to adequate parking would be **less-than-significant**.

Mitigation Measure(s)

None required.

Project Comments

Date: April 21, 2015

To:

<input type="radio"/> Engineering Division (650) 558-7230	<input type="radio"/> Fire Division (650) 558-7600
<input checked="" type="radio"/> Building Division (650) 558-7260	<input type="radio"/> Stormwater Division (650) 342-3727
<input type="radio"/> Parks Division (650) 558-7334	<input type="radio"/> City Attorney (650) 558-7204

From: Planning Staff

Subject: Request for Environmental Review, Design Review, Special Permit and Parking Variance for a new, four story commercial building (retail on the ground floor and three stories of office) at **225 California Drive, zoned HMU (Howard Mixed Use), APN: 029-211-080**

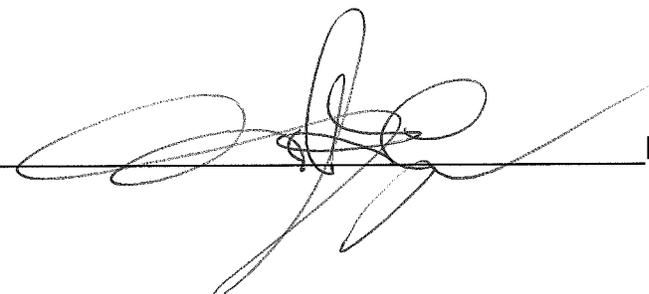
Staff Review:

No further comments.

All conditions of approval as stated in the review dated 4-29-2015 will apply to this project.

Reviewed by: _____

Date: 6-4-2015

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is highly cursive and loops around itself.

Project Comments

Date: April 21, 2015

To:

<p><input type="checkbox"/> Engineering Division (650) 558-7230</p> <p><input checked="" type="checkbox"/> Building Division (650) 558-7260</p> <p><input type="checkbox"/> Parks Division (650) 558-7334</p>	<p><input type="checkbox"/> Fire Division (650) 558-7600</p> <p><input type="checkbox"/> Stormwater Division (650) 342-3727</p> <p><input type="checkbox"/> City Attorney (650) 558-7204</p>
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Staff Review: April 27, 2015

- ① Plans submitted for any commercial project must be designed, wet-stamped, and signed by a licensed architect. 1997 Uniform Administrative Code §302.2 and §302.3.
- ② On the plans specify that this project will comply with the 2013 California Building Code, 2013 California Residential Code (where applicable), 2013 California Mechanical Code, 2013 California Electrical Code, and 2013 California Plumbing Code, including all amendments as adopted in Ordinance 1889. Note: If the Planning Commission has not approved the project prior to 5:00 p.m. on December 31, 2013 then this project must comply with the 2013 California Building Codes.
- ③ Specify on the plans that this project will comply with the 2013 California Energy Efficiency Standards.
Go to <http://www.energy.ca.gov/title24/2013standards/> for publications and details.
- 4) Provide two completed copies of the attached *Mandatory Measures* with the submittal of your plans for Building Code compliance plan check. In addition, replicate this completed document on the plans. Note: On the Checklist you must provide a reference that indicates the page of the plans on which each Measure can be found.
- ⑤ Place the following information on the first page of the plans:

“Construction Hours”

Weekdays: 7:00 a.m. – 7:00 p.m.

Saturdays: 9:00 a.m. – 6:00 p.m.

Sundays and Holidays: 10:00 a.m. – 6:00 p.m.

(See City of Burlingame Municipal Code, Section 13.04.100 for details.)

Construction hours in the City Public right-of-way are limited to weekdays and non-City Holidays between 8:00 a.m. and 5:00 p.m.

Note: Construction hours for work in the public right of way must now be included on the plans.

- 6) On the first page of the plans specify the following: "Any hidden conditions that require work to be performed beyond the scope of the building permit issued for these plans may require further City approvals including review by the Planning Commission." The building owner, project designer, and/or contractor must submit a Revision to the City for any work not graphically illustrated on the Job Copy of the plans prior to performing the work.
- 7) Anyone who is doing business in the City must have a current City of Burlingame business license.
- 8) Provide a fully dimensioned site plan which shows the true property boundaries, the location of all structures on the property, existing driveways, and on-site parking.
- 9) Note: Any revisions to the plans approved by the Building Division must be submitted to, and approved by, the Building Division *prior to the implementation of any work not specifically shown on the plans*. Significant delays can occur if changes made in the field, without City approval, necessitate further review by City departments or the Planning Commission. Inspections cannot be scheduled and will not be performed for work that is not shown on the Approved plans.
- 10) **A Certificate of Occupancy will be issued after the project has been finalized. No occupancy of the building is to occur until a Certificate of Occupancy has been issued.**
- 11) Provide a complete demolition plan that includes a legend and indicates existing walls and features to remain, existing walls and features to be demolished, and new walls and features.
NOTE: A condition of this project approval is that the Demolition Permit will not be issued and, and no work can begin (including the removal of any building components), until a Building Permit has been issued for the project. The property owner is responsible for assuring that no work is authorized or performed.
- 12) When you submit your plans to the Building Division for plan review provide a completed Supplemental Demolition Permit Application. **NOTE: The Demolition Permit will not be issued until a Building Permit is issued for the project.**
- 13) Show the distances from all exterior walls to property lines or to assumed property lines
- 14) Obtain a survey of the property lines.
- 15) Indicate on the plans that, at the time of Building Permit application, plans and engineering will be submitted for shoring as required by 2013 CBC, Chapter 31 regarding the protection of adjacent property and as required by OSHA. On the plans, indicate that the following will be addressed:
 - a. The walls of the proposed basement shall be properly shored, prior to construction activity. This excavation may need temporary shoring. A competent contractor shall be

consulted for recommendations and design of shoring scheme for the excavation. The recommended design type of shoring shall be approved by the engineer of record or soils engineer prior to usage.

b. All appropriate guidelines of OSHA shall be incorporated into the shoring design by the contractor. Where space permits, temporary construction slopes may be utilized in lieu of shoring. Maximum allowable vertical cut for the subject project will be five (5) feet. Beyond that horizontal benches of 5 feet wide will be required. Temporary shores shall not exceed 1 to 1 (horizontal to vertical). In some areas due to high moisture content / water table, flatter slopes will be required which will be recommended by the soils engineer in the field.

c. If shoring is required, specify on the plans the licensed design professional that has sole responsibility to design and provide adequate shoring, bracing, formwork, etc. as required for the protection of life and property during construction of the building.

d. Shoring and bracing shall remain in place until floors, roof, and wall sheathing have been entirely constructed.

e. Shoring plans shall be wet-stamped and signed by the engineer-of-record and submitted to the city for review prior to construction. If applicable, include surcharge loads from adjacent structures that are within the zone of influence (45 degree wedge up the slope from the base of the retaining wall) and / or driveway surcharge loads.

16) Indicate on the plans that an OSHA permit will be obtained for the shoring* at the excavation in the basement per CAL / OSHA requirements. See the Cal / OSHA handbook at: http://www.ca-osha.com/pdfpubs/osha_userguide.pdf

* Construction Safety Orders: Chapter 4, Subchapter 4, Article 6, Section 1541.1.

17) Indicate on the plans that a Grading Permit, if required, will be obtained from the Department of Public Works.

18) Provide guardrails at all landings. NOTE: All landings more than 30" in height at any point are considered in calculating the allowable lot coverage. Consult the Planning Department for details if your project entails landings more than 30" in height.

19) Provide handrails at all stairs where there are four or more risers. 2013 CBC §1009.

20) Provide lighting at all exterior landings.

21) On your plans provide a table that includes the following:

- a. Occupancy group for each area of the building
- b. Type of construction
- c. Allowable area
- d. Proposed area
- e. Allowable height
- f. Proposed height
- g. Proposed fire separation distances
- h. Exterior wall and opening protection
 - i. Allowable
 - ii. Proposed
- i. Indicate sprinklered or non-sprinklered

22) Complete the occupant load table below, that accounts for all floor area in the tenant space, and provide the table on the first page of the plans. See 2013 CBC §1004.4 and Table 1004.1.2.

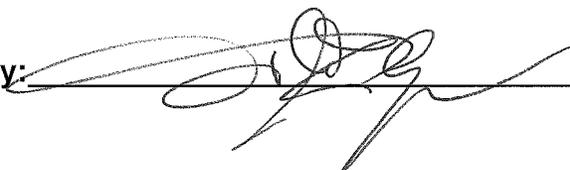
Occupancy Group	Square Feet	Occupant Load Factor	Total Occupant Load
* Not required to be counted in the Occupant Load Calculation per CBC §202- "Floor Area Net"			
Corridors*		0	0
Stairways*		0	0
Toilet Rooms*		0	0
Mechanical Rooms*		0	0
Closets*		0	0
Total Bldg. Area			

- 23) Acknowledge that, when plans are submitted for building code plan check, they will include a complete underground plumbing plan including complete details for the location of all required grease traps and city-required backwater prevention devices.
- 24) Illustrate compliance with the minimum plumbing fixture requirements described in the 2013 California Plumbing Code, Chapter 4, Table 422.1 Minimum Plumbing Facilities and Table A - Occupant Load Factor.
- 25) Specify the location of an accessible bathroom in the retail space on the first floor, southeast corner of the building. Note: This retail space will not be able to use the common accessible bathrooms on the main floor because that would require an individual to exit the building and then re-enter the building, through another tenant space, in order to access those bathrooms.
- 26) Provide details on the plans which show that the entire site complies with all accessibility standards.
- 27) Specify on the plans the location of all required accessible signage. Include references to separate sheets on the plans which provide details and graphically illustrates the accessible signage requirements.
- 28) Specify the accessible path of travel from the public right of way, through the main entrance, to all areas of the building.
- 29) Specify an accessible path of travel from all required exits to the public right of way.
- 30) Specify the path of travel from on-site parking to all areas of the building.
- 31) Specify a level landing, slope, and cross slope on each side of the door at all required entrances and exits.

- 32) Provide complete dimensioned details for accessible bathrooms.
- 33) Provide complete, dimensioned details for accessible parking.
- 34) Provide details on the plans which show that the building elevator complies with all accessible standards. 2013 CBC §11B-407.
- 35) Where elevators are provided in structures that are four or more stories in height at least one elevator shall be provided for Fire Department emergency access. One elevator must accommodate a stretcher that is 24" x 84". See 2013 CBC §3002.4 for elevator cab dimensions (80" x 54") and other details.
- 36) Please Note: Architects are advised to specify construction dimensions for accessible features that are below the maximum and above the minimum dimension required as construction tolerances generally do not apply to accessible features. See the *California Access Compliance Manual – Interpretive Regulation 11B-8*.
- 37) Remove all references to "Handicap", "Handicapped", or "HC" and replace with the terms "Accessible", "ACC", or "D.A."
- 38) Provide an exit plan showing the paths of travel
- 39) Specify on the plans that the second exit from each floor is at least 1/3 the diagonal distance from the other exit on that floor. This distance is measure between the two exit doors or exit access doorways. (2013 CBC §1015.2.1 Ex. #2)
- 40) Specify the total number of parking spaces on site.
- 41) The accessible parking must comply with the accessibility requirements of the 2013 CBC. Specifically:
- All entrances to and vertical clearances within the parking structure must have a minimum vertical clearance of 8' 2" where required for accessibility to accessible parking spaces.
 - Because accessible parking is proposed on Parking Level G1 the clear height to the lowest suspended fixture must be $\geq 8'2"$. Provide a detail on the plans which shows that compliance with this requirement will be achieved.
- 42) All NEW non-residential buildings must comply with the requirements of AB-2176 Sec. 42911 (c) [2003 – 2004 Montanez] as follows:
- Space for recycling must be a part of the project design in new buildings.
 - A building permit will not be issued unless details are shown on the project plans incorporating adequate storage for collecting and loading recycled materials.
- 43) Sewer connection fees must be paid prior to issuing the building permit.

NOTE: A written response to the items noted here and plans that specifically address items 1, 2, 3, 5, 6, 15, 16, 17, 21, 22, 23, 24, 25, 26, 28, 29, 30, 31, 32, 33, 34, 35, 37, 38, 41 b., and 42 must be re-submitted before this project can move forward for Planning Commission action. The written response must include clear direction regarding where the requested information can be found on the plans.

Reviewed by:



Date: 4-29-2015



2013 CALIFORNIA GREEN BUILDING CODE CHECKLIST FOR NEW NONRESIDENTIAL BUILDINGS

Building Permit Number: _____

Site Address: _____

*In the column labeled "Plan Reference"
specify where each Measure can be found on the plans.*

Green Building Measure	Plan Reference
SITE DEVELOPMENT (2013 CGC §5.106)	
Storm Water. Newly constructed projects which disturb less than one acre of land shall prevent the pollution of storm water runoff from the construction activities through local ordinance per 2013 CGC §5.106.1.1	
BMP. Include a plan for Best Management Practices (BMP) on the plans. 2013 CGC §5.106.1.2	
Short-Term Bicycle Parking. If the project is anticipated to generate visitor traffic, provide permanently anchored bicycle racks within 200 feet of the visitors' entrance, readily visible to passers-by, for 5 percent of new visitor motorized vehicle parking being added, with a minimum of one two-bike capacity rack. 2013 CGC §5.106.4.1.1.	
Long-Term Bicycle Parking. For buildings with more than 10 tenant-occupants, provide secure bicycle parking for 5 percent of tenant-occupied motorized vehicle parking being added, with a minimum of one space. 2013 CGC §5.106.4.1.2.	
Designated Parking. Provide designated parking for any combination of low-emitting, fuel-efficient, and carpool/van pool vehicles as shown in 2013 CGC Table 5.106.5.2. Parking stall marking shall comply with 2013 CGC §5.106.5.2.1	
Light Pollution Reduction: Outdoor lighting systems shall be designed and installed to comply with requirements in the 2013 California Energy Code and in compliance with 2013 CGC §5.106.8.	
ENERGY EFFICIENCY (2013 CGC §5.2 and the 2013 California Building Energy Efficiency Standards)	
2013 Energy Code performance compliance documentation must be provided in 8-1/2" X 11" format and must be replicated on the plans.	
The building shall be in compliance with the Mandatory requirements of the 2013 California Energy Code §100.0 through §100.10 that are applicable to the building project.	
The building shall be in compliance with the Mandatory requirements of the 2013 California Energy Code §120.0 through §130.5.	
The building shall be in compliance with the performance compliance approach (energy budgets) in the 2013 California Energy Code §140.1, or the prescriptive compliance approach in §140.2 for the Climate Zone in which the building will be located.	

Green Building Measure	Plan Reference
WATER EFFICIENCY AND CONSERVATION (2013 CGC §5.303)	
<p>Meters. Separate sub-meters or metering devices shall be installed for the uses described in 2013 CGC §503.1.1 and §503.1.2.</p> <p>Buildings in excess of 50,000 square feet: Separate sub-meters shall be installed as follows:</p> <ol style="list-style-type: none"> 1. For each individual leased, rented, or other tenant space within the building projected to consume more than 100 gal/day, including but not limited to, spaces used for laundry or cleaner, restaurant for food service, medical or dental office, laboratory or beauty salon or barber shop. 2. Where separate sub-meters for individual building tenants are infeasible, for water supplied to the following subsystem: <ol style="list-style-type: none"> a. Makeup water for cooling towers where flow through is greater than 500 GPM. b. Makeup water for evaporative coolers greater than 6 GPM. c. Steam and hot-water boilers with energy input more than 500,000 Btu/h. 	
<p>Excess Consumption. A separate sub-meter or metering device shall be provided for any tenant within a building that is projected to consume more than 1,000 gallons/day. 2013 CGC §5.303.1.2</p>	
<p>Water Reduction. Plumbing fixtures shall meet the maximum flow rate value shown in 2013 CGC Table 5.303.2.3.</p> <p>Exception: Buildings that demonstrate 20% overall water use reduction. In this case, a calculation demonstrating a 20% reduction in the building “water use baseline,” as established in 2013 CGC Table 5.303.2.2, shall be provided.</p>	
<p>Water Conserving Plumbing Fixtures and Fittings. Plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) shall comply with the following prescriptive reduced flow rates:</p> <p>Water Closets: The effective flush volume of all water closets shall not exceed 1.8 gallons per flush. Note: The effective flush volume of dual flush toilets is defined as the composite, average flush volume of two reduced flushes and one full flush. 2013 CGC §5.303.3.1</p> <p>Urinals: The effective flush volume of urinals shall not exceed 0.5 gallons per flush. 2013 CGC §5.303.3.2</p> <p>Single Showerhead: Showerheads shall have a maximum flow rate of not more than 2.0 gallons per minute at 80 psi. 2013 CGC §5.303.3.3.1</p> <p>Multiple Showerheads Serving One Shower: When a shower is served by more than one showerhead, the combined flow rate of all showerheads and/or other shower outlets controlled by a single valve shall not exceed 2.0 gallons per minute at 80 psi, or the shower shall be designed to allow only one shower outlet to be in operation at a time. Note: A hand-held shower is considered a showerhead. 2013 CGC §5.303.3.3.2</p>	
<p>Wastewater Reduction. Each building shall reduce the generation of wastewater by one of the methods per 2013 CGC §5.303.4:</p>	
OUTDOOR WATER USE (2013 CGC §5.304)	
<p>Water Budget. A water budget shall be developed for landscape irrigation use per 2013 CGC §5.304.1.</p>	

Green Building Measure	Plan Reference
Outdoor Potable Water Use. For new water service for landscaped areas between 1,000 square feet and 5,000 square feet, separate sub-meters or metering devices shall be installed for indoor and outdoor potable water use. 2013 CGC §5.304.2.	
Irrigation Design. In new non-residential projects with cumulative landscaped areas between 1,000 and 2,500 square feet (the level at which the MWELo applies) install irrigation controllers and sensors which include the following criteria and meet manufacturer's recommendations. 2013 CGC §5.304.3	
Irrigation Controllers. Automatic irrigation system controllers installed at the time of final inspection. 2013 CGC §5.304.3.1	
WEATHER RESISTANCE AND MOISTURE MANAGEMENT (2013 CGC §5.407)	
Weather protection. Provide a weather-resistant exterior wall and foundation envelope as required by 2013 <i>California Building</i> §1403.2 and 2013 California Energy Code §150, the manufacturer's installation instructions, or local ordinance, whichever is more stringent. 2013 CGC §5.407.1	
Moisture Control. Employ moisture control measures by the following methods; Sprinklers. Prevent irrigation spray on structures per 2013 CGC §5.407.2.1. Entries and openings. Design exterior entries and openings to prevent water intrusion into buildings. 2013 CGC §5.407.2.2.	
CONSTRUCTION WASTE REDUCTION, DISPOSAL, AND RECYCLING (2013 CGC §5.408)	
Construction Waste Diversion. A minimum of 60% of the non-hazardous construction and demolition waste generated at the site will be diverted to an offsite recycle, diversion, or salvage facility. City of Burlingame Ordinance # 1704	
BUILDING MAINTENANCE AND OPERATION (2013 CGC §5.410)	
Recycling by Occupants. Provide readily accessible areas that serve the entire building and are identified for the depositing, storage, and collection of nonhazardous materials for recycling including paper, corrugated cardboard, glass, plastics, and metals. 2013 CGC §5.410.1	
<p>Commissioning. For new buildings 10,000 square feet and over, building commissioning for all building systems covered by the 2013 California Energy Code, Part 6, process systems, and renewable energy systems shall be included in the design and construction processes of the building project. Commissioning requirements shall include items listed in 2013 CGC §5.410.2.</p> <p>Commissioning Report. A report of commissioning process activities undertaken through the design and construction phases of the building project shall be completed and provided to the owner or representative. 2013 CGC §5.410.2.6</p> <p>Testing and Adjusting. Testing and adjusting of systems shall be required for buildings less than 10,000 square feet. 2013 CGC §5.410.4.</p> <p>Operation and Maintenance Manual. Provide the building owner with detailed operating and maintenance instructions and copies of warranties/warranties for each system prior to final inspection. A copy of all inspection verifications and reports required by the enforcing agency must be included in this manual. 2013 California Building Code §5.410.4.5.</p>	
FIREPLACES (2013 CGC §5.503)	
Install only a direct-vent sealed-combustion gas or sealed wood-burning fireplace or a sealed woodstove or a pellet stove, and refer to residential requirements in the 2013 California Energy Code, Title 24, Part 6, Subchapter 7, § 150.	

Green Building Measure	Plan Reference
Woodstoves. Woodstoves and pellet stoves shall comply with US EPA Phase II emission limits.	
POLLUTANT CONTROL (2013 CGC §5.504)	
Temporary Ventilation. The permanent HVAC system shall only be used during construction if necessary to condition the building within the required temperature range for material and equipment installation. If the HVAC system is used during construction, use return air filters with a MERV of 8, based on ASHRAE 52.2-1999, or an average efficiency of 30% based on ASHRAE 52.1-1992. Replace all filters immediately prior to occupancy. 2013 CGC §5.504.1.3	
Covering of Duct Openings and Protection of Mechanical Equipment During Construction. At the time of rough installation or during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related air distribution component openings shall be covered with tape, plastic, sheet metal or other methods acceptable to the enforcing agency to reduce the amount of dust or debris which may collect in the system. 2013 CGC §5.504.3.	
Finish Material Pollutant Control. Finish materials shall comply with 2013 CGC §5.504.4.1 through §5.504.4.4. Adhesives, sealants and caulks. Adhesives, sealants and caulks used on the project shall meet the requirements of the standards listed in 2013 CGC §5.504.4.1.	
Paints and Coatings. Architectural paints and coatings shall comply with 2013 CGC Table 5.504.4.3 unless more stringent local limits apply. Verification. Verification of compliance with this section shall be provided at the request of the enforcing agency.	
Carpet Systems. All carpet installed in the building interior shall meet the testing and product requirements of one of the standards listed in 2013 CGC §5.504.4.4.	
Composite Wood Products. Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the building shall meet the requirements for formaldehyde as specified in 2013 CGC Table 5.504.4.5	
Resilient Flooring Systems. 80 percent of the floor area receiving resilient flooring shall comply with at least one of the pollutant control measures listed in 2013 CGC §5.504.4.6. Verification of Compliance. Documentation shall be provided verifying that resilient flooring materials meet the pollutant emission limits. 2013 CGC §5.504.4.6.1	
Filters. In mechanically ventilated buildings, provide regularly occupied areas of the building with air filtration media for outside and return air prior to occupancy that provides at least a MERV of 8. MERV 8 filters shall be installed after any flushed-out or testing and prior to occupancy, and recommendations for maintenance with filters of the same value shall be included in the operation and maintenance manual. 2013 CGC §5.504.5.3	
INDOOR MOISTURE CONTROL (2013 CGC §5.505)	
Buildings shall meet or exceed the provisions of the 2013 California Building Code, Chapter 12 (Ventilation) and Chapter 14 (Exterior Walls) for indoor moisture control. 2013 CGC §5.505	
INDOOR AIR QUALITY (2013 CGC §5.506)	
Buildings must meet the minimum requirements of the 2013 California Building Code, Chapter 12 (Ventilation) for mechanically or naturally ventilated spaces. 2013 CGC §5.506.1	
For Buildings equipped with demand control ventilation, CO2 sensors and vent. Controls shall be specified and installed in accordance with the 2013 California Energy Code. 2013 CGC 5.506.2	

Green Building Measure		Plan Reference
ENVIRONMENTAL COMFORT (2013 CGC §5.507)		
Acoustical Control. Employ building assemblies and components with STC values determined in accordance with ASTM E90 and ASTM E413 or OITC determined in accordance with ASTM E 1332, using either the prescriptive or performance method in 2013 CGC §5.507.4.1 or §5.507.4.2.		
OUTDOOR AIR QUALITY (2013 CGC §5.508)		
Ozone Depletion and Greenhouse Gas Reductions. Installation of HVAC, refrigeration and fire suppression equipment shall comply with 2013 CGC §5.508.1.1 or §5.508.1.2. Supermarket Refrigerant Leak Reduction. New commercial refrigeration systems shall comply with 2013 CGC §5.508.2 when installed in retail food stores with 8,000 square feet or more of condition area, and that utilize either refrigerated display cases, or walk-in coolers, or freezers connected to remote compressor units or condensing units. The leak reduction measures apply to refrigeration systems containing high-global-warming potential (high- GWP) refrigerant with a GWP of 150 or greater. 2013 CGC §5.508.2		
Responsible Designer's Declaration Statement	Contractor Declaration Statement	
I hereby certify that this project has been designed to meet the requirements of the 2013 Green Building Code.	I hereby certify, as the builder or installer, under permit listed herein, that this project will be constructed to meet the requirements of the 2013 Green Building Code.	
Name:	Name:	
Address:	Address:	
City/State/Zip Code	City/State/Zip Code	
Signature:	Signature:	
Date:	Date:	

BUDG

CITY OF BURLINGAME



BUILDING DIVISION

RECEIVED

**501 PRIMROSE ROAD BURLINGAME CA 94010-3997
(650) 558-7260 FAX: (650) 696-7208
WEB SITE: www.burlingame.org**

APR 20 2015

CITY OF BURLINGAME
CDD-PLANNING DIV.

Request for Alternate Materials or Methods of Construction

Date Received: _____

Permit Number _____

In accordance with section 104.11 of the 2013 California Building Code and / or section 104.9 of the 2013 California Fire Code the undersigned requests approval of alternate materials and methods of construction for:

Project Name: 225 California Drive

Project Address: 225 California Drive, Burlingame, CA

Subject of *alternative (separate forms must be completed for each different item)*: Access to rear of proposed building

Code requirement (*specify code edition and section*): Must have fire truck access within 140' of rear of building

Alternate proposed: See attached Memo

Justification (*attach copies of any reference, test reports, expert opinions, etc.*): As a result of meetings with Fire department, the attached memo outlines the increased fire protection at the building in order to offset rear access.

Requested by: DLC 225 California

Affiliation with Project: Ryan Guibara

Print Name

Contact Telephone No: 650-430-5900

Signature

Staff Use Only

Staff Findings: _____

Approval Recommended []

Not Recommended []

Plans Examiner: _____

Approval Recommended []

Not Recommended []

Building Official: _____

Date: February 26, 2015

Address: 225 California Drive
Burlingame, CA 94010

Re: Extraordinary Fire Protection Measures Required

- Both Stairwells will go all the way to the roof
- Both standpipes will also go to the roof
- Both stairwells will be exhausted
- Sprinkler System will have shut off at every floor
- Fire alarm will be zoned by floor – addressable system (multiplex)
- In the garage, quick response sprinklers
- Also, already in the code, radio repeaters in the building

Project Comments

Date: June 4, 2015

To:

<input checked="" type="checkbox"/> Engineering Division (650) 558-7230	<input type="checkbox"/> Fire Division (650) 558-7600
<input type="checkbox"/> Building Division (650) 558-7260	<input type="checkbox"/> Stormwater Division (650) 342-3727
<input type="checkbox"/> Parks Division (650) 558-7334	<input type="checkbox"/> City Attorney (650) 558-7204

From: Planning Staff

Subject: Request for Environmental Review, Design Review, Special Permit and Parking Variance for a new, four story commercial building (retail on the ground floor and three stories of office) at **225 California Drive, zoned HMU (Howard Mixed Use), APN: 029-211-080**

Staff Review: June 8, 2015

1. The project proposes to connect all storm water to Hatch Lane. Please show the current drainage pattern for the existing site and where flows are directed to now.
2. The project proposes to use a contech stormfilter vault to treat 100% of the runoff. What sizing criterion was used and what size vault will be specified?
3. The project proposes to have three underground levels for parking. Please be aware that all shoring for construction of the building must be maintained within the property lines. No construction tiebacks are allowed in the public right-of-way.
4. Please number each parking space as there are stalls that do not have adequate turning radius to pull in or back out. The 24' backup space is required for all parking stalls. There are columns along a row of parking spaces that provide less than 24' backup space.
5. Please correct the lane configuration in the traffic study for northbound California at Burlingame Ave as it is a two-through lanes, and a left-turn lane.
6. There will be a queuing impact on Hatch Lane. Show a right-turn only restriction sign onto Howard Avenue.
7. Based on the traffic study, Howard/Lorton will need to be reviewed to determine the need for a traffic signal due to traffic exiting onto Howard.
8. How were the trip generations for the existing uses obtained? And when?
9. 34% Pass-by reduction seems high as the majority of the building will be office.
10. There should be no reduction in off-street parking demands for a new project in the Downtown.

Reviewed by: M. Quan

Date: 7/2/15

Project Comments

Date: April 21, 2015

To:

<input checked="" type="checkbox"/> Engineering Division (650) 558-7230	<input type="checkbox"/> Fire Division (650) 558-7600
<input type="checkbox"/> Building Division (650) 558-7260	<input type="checkbox"/> Stormwater Division (650) 342-3727
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Staff Review: April 27, 2015

1. Please dimension the garbage/recycling room. Please provide us a letter from Recology that acknowledges that they can service this building, based on location and size of the garbage/recycling room.
2. For both exit driveways, are security gates proposed? If so, either have the security gates flush to the property line or recess them to provide line of sight for drivers existing. An audible warning system shall be installed. Are both exists at grade level to the sidewalk?
3. What are the stormwater treatment measures for this site?
4. Is the parking lift system intended for private or public use?
5. Please show the proposed locations for all utility connections.
6. Confirm loss of one on-street parking space adjacent to driveway.
7. Please show that the vehicle path transition from the entrance driveway on Highland to the entrance of the "down" ramp.
8. Confirm that the sub eleven-foot wide ramp width allows for adequate vehicle maneuverability, especially while exiting the ramps.

Reviewed by: M. Quan

Date: 4/23/15

Project Comments

Date: April 21, 2015

To: Engineering Division
(650) 558-7230

Fire Division
(650) 558-7600

Building Division
(650) 558-7260

Stormwater Division
(650) 342-3727

Parks Division
(650) 558-7334

City Attorney
(650) 558-7204

From: Planning Staff

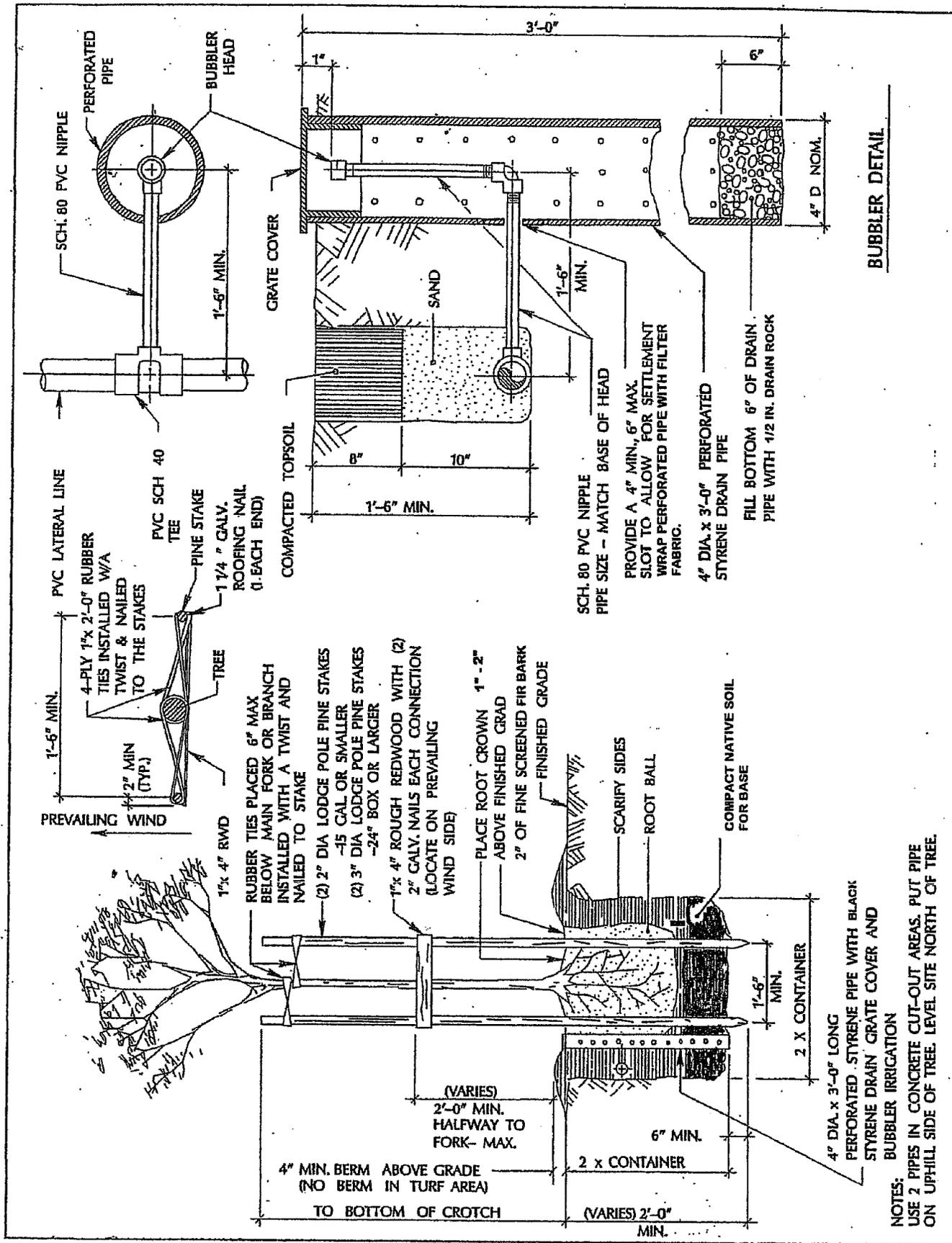
Subject: Request for Environmental Review, Design Review, Special Permit and Parking Variance for a new, four story commercial building (retail on the ground floor and three stories of office) at **225 California Drive, zoned HMU (Howard Mixed Use), APN: 029-211-080**

Staff Review: April 27, 2015

- ① Landscape plan is required to meet "Water Conservation in Landscape Regulations" (attached). Irrigation Plan required for Building permit. Audit due for Final.
- ② Street trees shall be 24" Quercus coccinea.
- ③ Provide staking and irrigation to street trees as per detail (attached)
- ④ Use City standard tree grate (attached)

Reviewed by: BD

Date: 5/8/15



BUBBLER DETAIL

TREE PLANTING WITH BUBBLER IRRIGATION

NOTES:
 USE 2 PIPES IN CONCRETE CUT-OUT AREAS. PUT PIPE ON UPHILL SIDE OF TREE. LEVEL SITE NORTH OF TREE.

SPECIFICATIONS

• Material will be high quality 100% recycled grey iron; ASTM A48 class 35B or better; hardness 170-223 brinnell (unless specified otherwise; see below).

Material:

- Grey Iron ASTM A48 (standard)
 - Aluminum, ASTM B26
 - Ductile Iron, (required for all load ratings higher than pedestrian)
 - ASTM A536 class 65-45-12.
 - Nickel bronze (ASTM B30)
 - Bronze (ASTM B26)
- Finish will be natural patina of raw iron (unless specified otherwise; see below).

Finish:

- Raw (standard)
 - Rust conditioner
 - Polyester Powder Coat*
 - Liquid Coat (wet paint)*
- Color:
- *Please specify standard UA color or mfr. name and color code.
 - Brush (bronze/nickel/aluminum only)
 - Polish (bronze/nickel/aluminum only)
 - Galvanized (grey iron and ductile iron only)
 - Other:

- Dimensions are nominal.

Notes

- 1) Cast in two pieces.
- 2) Grate is 1" thick at edge.
- 3) Center opening expansions at 1'-3" and 1'-7".
- 4) No openings greater than 1/2", in conformance with ADA Accessibility Guidelines.
- 5) Grate weighs 256 lbs.

Comments:

POWDER COAT DARK GREEN RAL 6009 INCLUDING FRAME

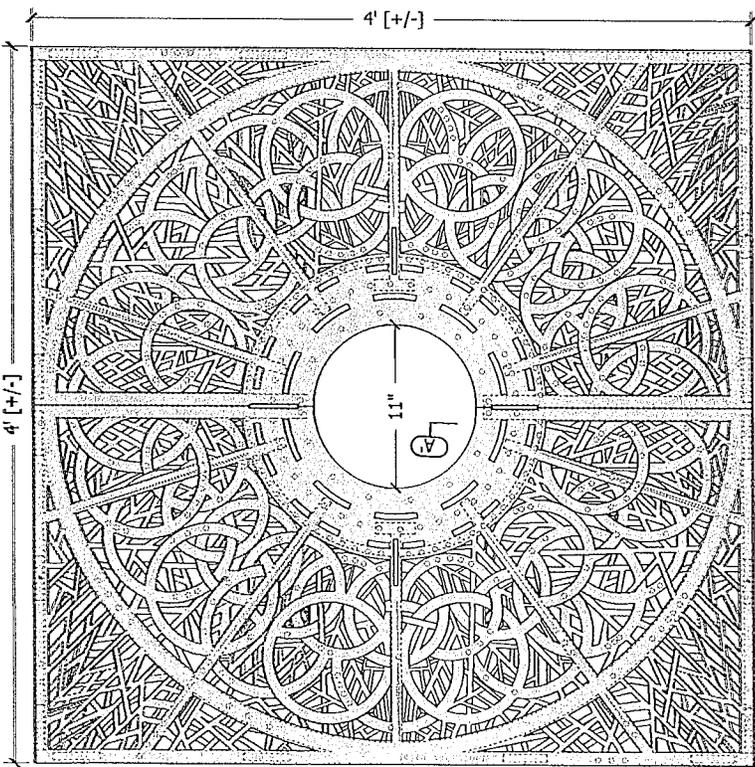
Tree Grate

4' Sq. OT-T24

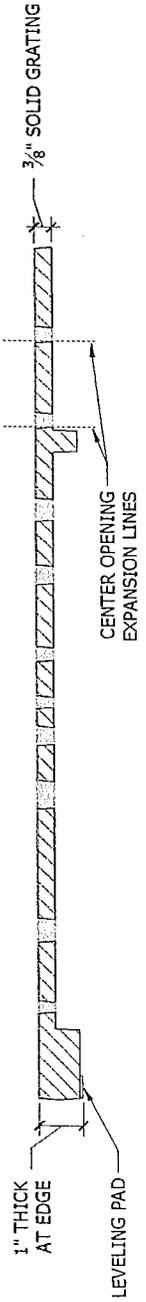
Page 1 of 1 Date: 5/30/12



465 E. FIFTEENTH ST. sales@urbanaccessories.com
TACOMA, WA 98421 www.urbanaccessories.com
(877) 487-0488



Plan



Section A-A'

SPECIFICATIONS

- Frames are constructed of mild steel ASTM A36 (unless specified otherwise; see below).

Material:

- Mild Steel ASTM A36 (standard)
- Stainless Steel grade 304L
- Architectural Bronze, ASTM B455
- Structural Aluminum, ASTM B221

- Finish will be natural patina of raw steel (unless specified otherwise; see below).

Finish:

- Raw (standard)
- Polyester Powder Coat*
- Liquid Coat (wet paint)*

Color:

*Please specify standard UA color or mfr. name and color code.

- Galvanized
- Other:

- Frame is load rated for pedestrian traffic only (unless specified otherwise; see below).

Load Classifications:

- Pedestrian (standard)
- Light Vehicular
- H20/HS20

(Additional steel support may be added for optional load classes. Please contact UA for revised cut sheet, as necessary.)

- Typical 1/8" horizontal gap between grate and frame. All visible welds to be ground smooth on outside edges. Frames will be true to square or diameter. Top of grate flush with grade of surrounding topping material (paver, concrete slab, etc.).

- Dimensions are nominal.

Comments:

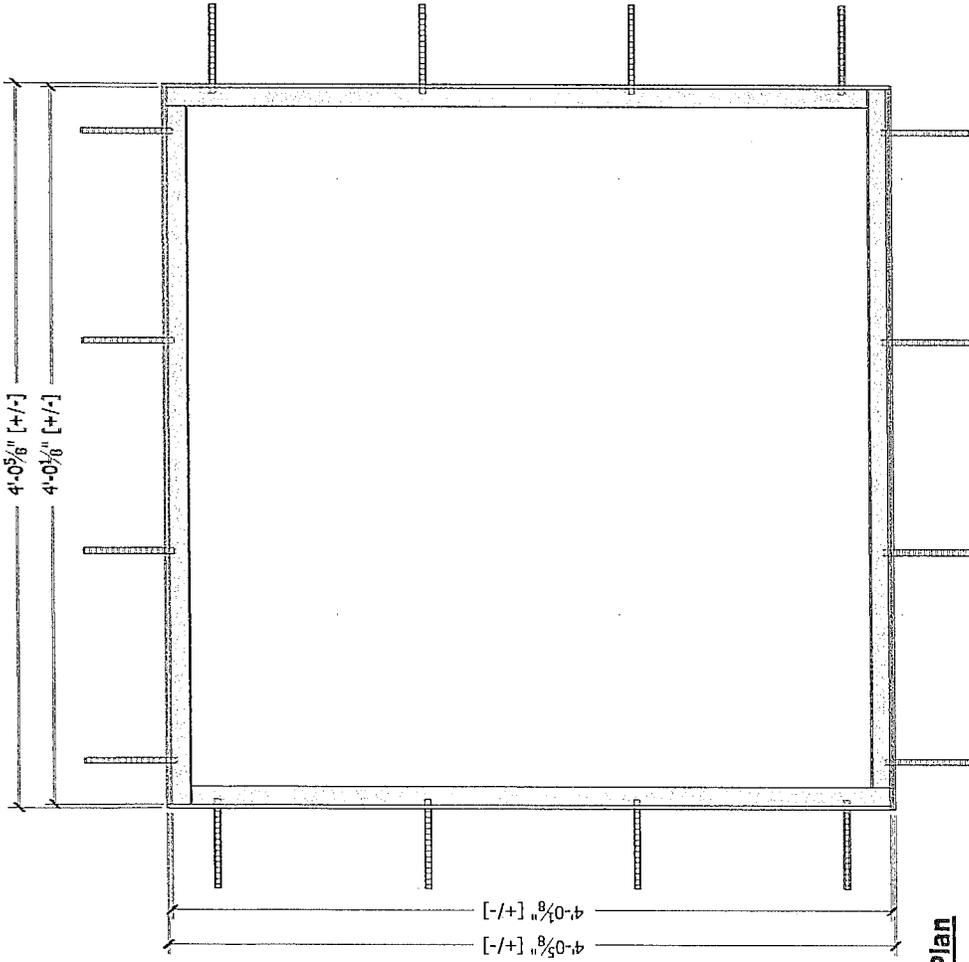
Tree Grate Frame

**4' Sq. Type "S"
Pedestrian Duty**

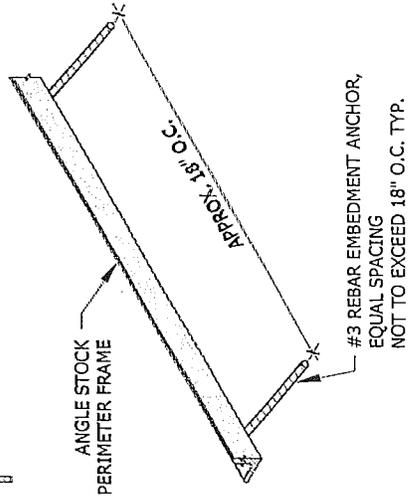
Page: 1 of 1 Date: 4/16/12



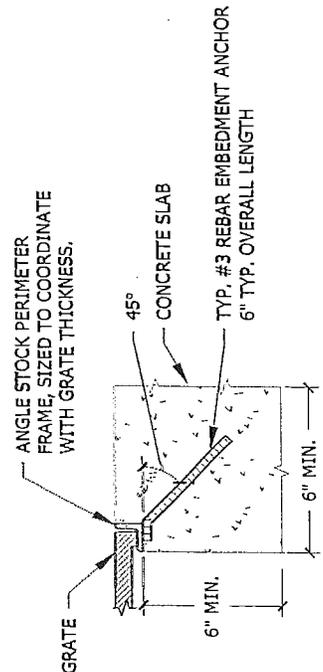
465 E. FIFTEENTH ST. sales@urbanaccessories.com
TACOMA, WA 98421 www.urbanaccessories.com
(877) 487-0488



Plan



Isometric



Elevation

City of Burlingame - Parks Division.



850 Burlingame Ave., Burlingame, CA 94010
phone: (650) 558-7334 • fax: (650) 343-8429



WATER CONSERVATION IN LANDSCAPE ORDINANCE

18.17.060

Landscape Project Application

A. The elements of a landscape must be designed to achieve water efficiency and will comply with the criteria described in the attached Ordinance. In completing the Landscape Project Application, project applicants may choose **one** of two options below to demonstrate that the landscape meets the Ordinance's water efficiency goals. Regardless of which option is selected, the applicant must complete and comply with all other elements of the Ordinance. The options include:

1. Planting Restrictions option:
 - a. The turf area may not be more than 25% of the landscape area.
 - b. At least 80% of the plants in non-turf landscape areas shall be native plants, low water using plants, or no-water using plants.

2. Water Budget Calculations option. (Section 18.70.080)

B. The Landscape Project Application shall include the following elements:

1. Project Information
2. Outdoor Water Use Efficiency Checklist (attached)
3. Water Budget Calculations. (if applicant chooses #2 above)
4. Landscape and Irrigation System Design Plans. (Section 18.17.090)
5. Landscape Audit Report. (attached)

OUTDOOR WATER USE EFFICIENCY CHECKLIST

To Be Completed by Applicant Page 1 of 2

I certify that the subject project meets the specified requirements of the Water Conservation in Landscaping Ordinance.

Signature _____ Date _____

Project Information

Single Family Multi-Family Commercial Institutional Irrigation only Industrial Other:

Applicant Name (print): _____ Contact Phone #: _____

Project Site Address: _____

Project Area (sq.ft. or acre):	# of Units:	# of Meters:	Agency Review	
			(Pass)	(Fail)
Total Landscape Area (sq.ft.):			<input type="checkbox"/>	<input type="checkbox"/>
Turf Irrigated Area (sq.ft.):			<input type="checkbox"/>	<input type="checkbox"/>
Non-Turf Irrigated Area (sq.ft.):			<input type="checkbox"/>	<input type="checkbox"/>
Special Landscape Area (SLA) (sq.ft.):			<input type="checkbox"/>	<input type="checkbox"/>
Water Feature Surface Area (sq.ft.):				

Landscape Parameter	Requirements	Project Compliance		
Turf	Less than 25% of the landscape area is turf	<input type="checkbox"/> Yes <input type="checkbox"/> No, See Water Budget	<input type="checkbox"/>	<input type="checkbox"/>
	All turf areas are > 8 feet wide	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	All turf is planted on slopes < 25%	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Non-Turf	At least 80% of non-turf area is native or low water use plants	<input type="checkbox"/> Yes <input type="checkbox"/> No, See Water Budget	<input type="checkbox"/>	<input type="checkbox"/>
Hydrozones	Plants are grouped by Hydrozones	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Mulch	At least 2-inches of mulch on exposed soil surfaces	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation System Efficiency	70% ETo (100% ETo for SLAs)	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	No overspray or runoff	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation System Design	System efficiency > 70%	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Automatic, self-adjusting irrigation controllers	<input type="checkbox"/> No, not required for Tier 1 <input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Moisture sensor/rain sensor shutoffs	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	No sprayheads in < 8-ft wide area.	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Irrigation Time	System only operates between 8 PM and 10 AM	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Metering	Separate irrigation meter	<input type="checkbox"/> No, not required because < 5,000 sq.ft. <input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Swimming Pools / Spas	Cover highly recommended	<input type="checkbox"/> Yes <input type="checkbox"/> No, not required	<input type="checkbox"/>	<input type="checkbox"/>
Water Features	Recirculating	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Less than 10% of landscape area	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
Documentation	Checklist	<input type="checkbox"/> Yes	<input type="checkbox"/>	<input type="checkbox"/>
	Landscape and Irrigation Design Plan	<input type="checkbox"/> Prepared by applicant <input type="checkbox"/> Prepared by professional	<input type="checkbox"/>	<input type="checkbox"/>
	Water Budget (optional)	<input type="checkbox"/> Prepared by applicant <input type="checkbox"/> Prepared by professional	<input type="checkbox"/>	<input type="checkbox"/>
Audit	Post-installation audit completed	<input type="checkbox"/> Completed by applicant <input type="checkbox"/> Completed by professional	<input type="checkbox"/>	<input type="checkbox"/>

OUTDOOR WATER USE EFFICIENCY CHECKLIST

To Be Completed by Agency

Page 2 of 2

Auditor:

Materials Received and Reviewed:

- Outdoor Water Use Efficiency Checklist
- Water Budget
- Landscape Plan
- Post-Installation Audit

Date Reviewed:

- Follow up required (explain):

Date Resubmitted:

Date Approved:

Dedicated Irrigation Meter Required:

Meter sizing:

- (Materials Provided to Applicant)*
- Water Conservation in Landscaping Ordinance
 - Outdoor Water Use Efficiency Checklist
 - Water Budget Calculation Worksheets
 - Plant List
 - Other:

- (Measures Encouraged to Applicant)*
- Drip irrigation
 - Self-adjusting Irrigation Controller
 - Plant palate
 - Three (3) inches of mulch
 - Soil amendment (e.g., compost)
 - Grading
 - Pool and/or spa cover
 - Dedicated irrigation meter
 - Other:

Comments:

Selected Definitions:

Tier 1	New construction and rehabilitated landscapes with irrigated landscape areas between 1,000 and 2,500 square feet requiring a building or landscape permit, plan check or design review, or new or expanded water service.
Tier 2	New construction and rehabilitated landscapes with irrigated landscape areas greater than 2,500 square feet requiring a building or landscape permit, plan check or design review.
ETo	Reference evapotranspiration means the quantity of water evaporated from a large field of four- to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of estimating water budgets so that regional differences in climate can be accommodated.
SLA	Special Landscaped Area. Includes edible plants, areas irrigated with recycled water, surface water features using recycled water and areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.
Professional	Professional is a "certified professional" or "authorized professional" that is a certified irrigation designer, a certified landscape irrigation auditor, a licensed landscape architect, a licensed landscape contractor, a licensed professional engineer, or any other person authorized by the state to design a landscape, an irrigation system, or authorized to complete a water budget, irrigation survey or irrigation audit.
Water Feature	A design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied).

WATER BUDGET CALCULATION WORKSHEETS

SECTION B. WATER BUDGET CALCULATIONS

Section B1. Maximum Applied Water Allowance (MAWA)

The project's Maximum Applied Water Allowance shall be calculated using this equation:

$$\text{MAWA} = (\text{ET}_o) (0.62) [(0.7 \times \text{LA}) + (0.3 \times \text{SLA})]$$

where:

- MAWA = Maximum Applied Water Allowance (gallons per year)
- ET_o = Reference Evapotranspiration (inches per year)
- 0.62 = Conversion factor (to gallons per square foot)
- 0.7 = ET Adjustment Factor (ETAF)
- LA = Landscaped Area includes Special Landscape Area (square feet)
- 0.3 = the additional ET Adjustment Factor for Special Landscape Area (1.0 - 0.7 = 0.3)
- SLA = Portion of the landscape area identified as Special Landscape Area (square feet)

Maximum Applied Water Allowance = _____ gallons per year

Show calculations.

Effective Precipitation (Eppt)

If considering Effective Precipitation, use 25% of annual precipitation. Use the following equation to calculate Maximum Applied Water Allowance:

$$\text{MAWA} = (\text{ET}_o - \text{Eppt}) (0.62) [(0.7 \times \text{LA}) + (0.3 \times \text{SLA})]$$

Maximum Applied Water Allowance = _____ gallons per year

Show calculations.

WATER BUDGET CALCULATION WORKSHEETS

SECTION B. WATER BUDGET CALCULATIONS

Section B2. Estimated Total Water Use (ETWU)

The project's Estimated Total Water Use is calculated using the following formula:

$$ETWU = (ET_o)(0.62) \left(\frac{PF \times HA}{IE} + SLA \right)$$

where:

- ETWU = Estimated total water use per year (gallons per year)
- ET_o = Reference Evapotranspiration (inches per year)
- PF = Plant Factor from WUCOLS
- HA = Hydrozone Area [high, medium, and low water use areas] (square feet)
- SLA = Special Landscape Area (square feet)
- 0.62 = Conversion Factor (to gallons per square foot)
- IE = Irrigation Efficiency (minimum 0.70)

Hydrozone Table for Calculating ETWU

Please complete the hydrozone table(s). Use as many tables as necessary.

Hydrozone	Plant Water Use Type(s)	Plant Factor (PF)	Area (HA) (square feet)	PF x HA (square feet)

Estimated Total Water Use = _____ gallons

Show calculations.

18.17.100 Landscape Audit Report

The Landscape Audit Report shall include, but not limited to, the following criteria:

- Irrigation installed as specified in the Landscape Design Plan.
- Irrigation system tested and has uniform distribution.
- Irrigation system does not have excessive overflow onto hardscapes.
- Irrigation schedule has been prepared and is accessible.

- The Landscape and irrigation system has been installed as specified in the Landscape and Irrigation Design Plan and complies with the criteria of the Ordinance and the permit.

Signature of project applicant (tier 1) or Certified Landscape Irrigation Auditor. (tier 2)

Date

ORDINANCE NO. 1845-2010

AN ORDINANCE OF
THE CITY COUNCIL OF THE CITY OF BURLINGAME
ESTABLISHING WATER CONSERVATION IN LANDSCAPING
REGULATIONS

The Burlingame City Council does hereby ordain as follows:

Division 1. Findings:

WHEREAS, a reliable minimum supply of potable water is essential to the public health, safety and welfare of the people and economy of the City of Burlingame, California; and

WHEREAS, careful water management requires active water conservation measures, not only in times of drought but continually, in order to ensure a reliable minimum supply of water to meet current and future water supply needs; and

WHEREAS, the California Water Conservation in Landscaping Act, also known as the State Landscape Model Ordinance ("Model Ordinance"), has been implemented by a Statewide Landscape Task Force which was overseen by the California Urban Water Conservation Council; and

WHEREAS, the California Water Conservation in Landscaping Act was amended by the legislature's enactment of AB 2717 (Chapter 682, Stats. 2004) and AB 1881 (Chapter 559, Stats. 2006); and

WHEREAS, AB 1881 requires cities and counties, no later than January 1, 2010, to adopt the updated Model Ordinance or their own local ordinance which is "at least as effective as" the Model Ordinance in conserving water; if cities and counties do not take such action, the State's Model Ordinance will be deemed to be automatically adopted by statute; and

WHEREAS, the City of Burlingame has developed this local Water Conservation In Landscaping Ordinance to meet the requirements and guidelines of the Model Ordinance and to address the unique physical characteristics, including average landscaped areas, within the City of Burlingame's jurisdiction in order to ensure that this Ordinance will be "at least as effective as" the Model Ordinance in conserving water; and

WHEREAS, although this Water Conservation in Landscaping Ordinance is more streamlined and simplified than the Model Ordinance, the City Council of the City of Burlingame finds that it is "at least as effective as" the Model Ordinance for the following reasons: (1) this Ordinance applies to more accounts than the Model Ordinance does because it lowers the size threshold for applicable landscapes from 2,500 square feet (or, in the case of single-family residences, from 5,000 square feet) to 1,500 square feet, to better reflect the typical landscaped areas located within the City of Burlingame's

boundaries; (2) this Ordinance includes a default turf restriction of 25% of the irrigated area and requires that at least 80% of the plants in non-turf landscape areas be native plants, low-water using plants, or no-water using plants (unless the applicant elects to perform a water budget); and (3) this Ordinance expands the requirement for dedicated irrigation meters to all accounts with landscaping greater than 5,000 square feet; the Model Ordinance does not contain any such default turf restrictions or specified plant requirements and only requires dedicated irrigation meters on non-residential accounts with landscaping greater than 5,000 square feet; and

WHEREAS, although this Water Conservation in Landscaping Ordinance is more streamlined and simplified than the Model Ordinance, the City Council of the City of Burlingame further finds that it is "at least as effective as" the Model Ordinance because this Ordinance includes water budget parameters and values and landscape parameters that are consistent with the Model Ordinance; by using the same water budget parameters as the Model Ordinance (e.g., plant factors, irrigation efficiency), this Ordinance will be as effective as the Model Ordinance in developing landscape water budgets; and, by using the same landscape parameters as the Model Ordinance for, among other things, slope restrictions and width restrictions for turf, irrigation times, and minimum mulch requirements, this Ordinance will be at least as effective as the Model Ordinance in achieving water savings; and

WHEREAS, Article X, Section 2 of the California Constitution and Section 100 of the California Water Code declare that the general welfare requires water resources be put to beneficial use, waste or unreasonable use or unreasonable method of use of water be prevented, and conservation of water be fully exercised with a view to the reasonable and beneficial use thereof; and

WHEREAS, the San Francisco Public Utilities Commission has imposed an interim water supply limitation on its wholesale customers, including local water suppliers, until at least 2018; and

WHEREAS, current supply and demand projections for the Bay Area Water Supply and Conservation Agency ("BAWSCA") member agencies, of which the City of Burlingame is one, indicate that, in the absence of increased water conservation, water demands will exceed available water supplies in 2015 and implementation of water conserving ordinances is one mechanism by which agencies can reduce future water demands and remain within existing supplies; and

WHEREAS, the City Council of the City of Burlingame finds and determines that this Ordinance is consistent with the provisions requiring reductions in outdoor water use for landscaping in the California Green Building Standards Code, as such provisions will be implemented in the coming years; such requirements include the development of a water budget for landscape irrigation in accordance with methodology outlined in either the Model Ordinance or pursuant to a locally adopted ordinance; and

WHEREAS, the State Legislature has identified the provision of a more reliable water supply and the protection, restoration and enhancement of the Delta ecosystem as high priorities for the California; accordingly, in November 2009, the State Legislature passed Senate Bill 7 (7th Extraordinary Session) requiring certain urban water suppliers to reduce per capita urban water use by 20% by the year 2020; and

WHEREAS, the City Council of the City of Burlingame finds that implementation of this Ordinance is consistent with the policies and goals established by the State Legislature in enacting SB 7 (7th Extraordinary Session); and

WHEREAS, Article XI, Section 7 of the California Constitution declares that a city or county may make and enforce within its limits all local, policy, sanitary, and other ordinances and regulations not in conflict with general laws; and

WHEREAS, the adoption of this Ordinance is separate and distinct from the City of Burlingame's possible future adoption of an ordinance relating to the use of recycled water in outdoor landscapes, as required pursuant to the Recycled Water in Landscaping Act, SB 2095 (Chapter 510, Stats. 2000); and

WHEREAS, the adoption and enforcement of this Ordinance is necessary to manage the City of Burlingame's potable water supply in the short and long-term, to avoid or minimize the effects of drought and shortage within the City of Burlingame and to ensure a reliable and sustainable minimum supply of water for the public health, safety

and welfare.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGAME DOES ORDAIN AS FOLLOWS:

Division 2. Repeal of Chapter 18.17

Chapter 18.17 of the Burlingame Municipal Code, "Landscaping", is hereby repealed in its entirety.

Division 3. Enactment of Chapter 18.17

A new Chapter 18.17, entitled "Water Conservation in Landscape Ordinance", is hereby added to the Burlingame Municipal Code, to read as follows:

"18.19.010 Title

This Ordinance shall be known as the City of Burlingame Water Conservation in Landscape Ordinance.

18.17.020 Applicability

A. The provisions of this Ordinance shall apply to all of the following landscape projects:

1. Tier 1 Landscapes: All new construction and rehabilitated landscapes with irrigated landscape areas between 1,500 square feet and 2,500 square feet requiring a building or landscape permit, plan check or design review, or requiring new or expanded water service.
2. Tier 2 Landscapes: All new construction and rehabilitated landscapes with irrigated landscape areas equal to or greater than 2,500 square feet requiring a building or landscape permit, plan check or design review or requiring new or expanded water service.
3. Existing landscapes, including existing cemeteries, shall only be subject to the provisions for existing landscapes provided for in Section 18.17.120 "Provisions for Existing Landscapes Over One Acre in Size;" and
4. New and rehabilitated cemeteries shall only be subject to the provisions of Section 18.17.080 "Water Budget Calculations", Section 18.17.100 "Landscape Audit Report", and Section

18.17.110 "Landscape and Irrigation Maintenance Schedule."

B. The provisions of this Ordinance shall not apply to:

1. New construction and rehabilitated landscapes with irrigated landscape areas less than 1,500 square feet or that do not require a building or landscape permit, plan check or design review, or new or expanded water service;
2. Landscapes or portions of landscapes that are only irrigated for an establishment period;
3. Registered local, state or federal historical sites where landscaping establishes a historical landscape style, as determined by a public board or commission responsible for architectural review or historic preservation;
4. Ecological restoration or mined-land reclamation projects that do not require a permanent irrigation system; or
5. Community gardens or plant collections, as part of botanical gardens and arboretums open to the public, agricultural uses, commercial nurseries and sod farms.

18.17.030 Definitions

- A. "applied water" means the portion of water supplied by the irrigation system to the landscape.
- B. "automatic irrigation controller" means an automatic timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers schedule irrigation events using either evapotranspiration (weather based) or soil moisture data.
- C. "backflow prevention device" means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.
- D. "certified irrigation designer" means a person certified to design irrigation systems by an accredited academic institution a professional trade organization or other program such as the US Environmental Protection Agency's WaterSense irrigation designer certification program and Irrigation Association's Certified Irrigation Designer program.

- E. "certified landscape irrigation auditor" means a person certified to perform landscape irrigation audits by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency's WaterSense irrigation auditor certification program and Irrigation Association's Certified Landscape Irrigation Auditor program.
- F. "certified professional" or "authorized professional" means a certified irrigation designer, a certified landscape irrigation auditor, a licensed landscape architect, a licensed landscape contractor, a licensed professional engineer, or any other person authorized by the state to design a landscape, an irrigation system, or authorized to complete a water budget.
- G. "conversion factor (0.62)" means the number that converts acre-inches per acre per year to gallons per square foot per year
- H. "drip irrigation" means any non-spray low volume irrigation system utilizing emission devices with a flow rate measured in gallons per hour. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.
- I. "ecological restoration project" means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.
- J. "effective precipitation" or "usable rainfall" (Eppt) means the portion of total precipitation which becomes available for plant growth.
- K. "establishment period" means the first year after installing the plant in the landscape or the first two years if irrigation will be terminated after establishment. Typically, most plants are established after one or two years of growth.
- L. "Estimated Total Water Use" (ETWU) means the total water used for the landscape as described in Section 18.17.080 "Water Budget Calculations."
- M. "ET adjustment factor" (ETAF) means a factor of 0.7, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. ETAF for a Special Landscape Area shall not exceed 1.0. ETAF for existing non-rehabilitated landscapes shall not exceed 0.8.

- N. "evapotranspiration rate" means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.
- O. "flow rate" means the rate at which water flows through pipes, valves and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.
- P. "hardscapes" means any durable material (pervious and non-pervious).
- Q. "hydrozone" means a portion of the landscaped area having plants with similar water needs. A hydrozone may be irrigated or non-irrigated.
- R. "invasive plant species" means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. "Noxious weeds" means any weed designated by the Weed Control Regulations in the Weed Control Act and identified on a Regional District noxious weed control list. Lists of invasive plants are maintained at the California Invasive Plant Inventory and USDA invasive and noxious weeds database.
- S. "irrigation audit" means an in-depth evaluation of the performance of an irrigation system. An irrigation audit includes, but is not limited to: inspection, system tune-up, system test with distribution uniformity or emission uniformity, reporting overspray or runoff that causes overland flow, and preparation of an irrigation schedule.
- T. "irrigation efficiency" (IE) means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The minimum average irrigation efficiency for purposes of this Ordinance is 70%. Greater irrigation efficiency can be expected from well-designed and maintained systems.
- U. "irrigation survey" means an evaluation of an irrigation system that is less detailed than an irrigation audit. An irrigation survey includes, but is not limited to: inspection, system test, and written recommendations to improve performance of the irrigation system.
- V. "irrigation water use analysis" means an analysis of water use data based on meter readings and billing data.
- W. "landscape architect" means a person who holds a license to practice landscape architecture in California as further defined by the

California Business and Professions Code, Section 5615.

- X. "landscape area" means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation), agricultural uses, commercial nurseries and sod farms.
- Y. "landscape contractor" means a person licensed by the State of California to construct, maintain, repair, install, or subcontract the development of landscape systems.
- Z. "landscape project" means the total area comprising the landscape area, as defined in this Ordinance.
- AA. "lateral line" means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.
- BB. "local agency" means the City of Burlingame which is responsible for the adoption, implementation and enforcement of this Ordinance, including but not limited to approval of a permit and plan check or design review of a project.
- CC. "local water purveyor" means any entity, including a public agency, city, county, district or private water company that provides retail water service.
- DD. "low volume irrigation" means the application of irrigation water at low pressure through a system of tubing or lateral lines and low-volume emitters such as drip, drip lines, and bubblers.
- EE. "low water use plant" means a plant species whose water needs are compatible with local climate and soil conditions. Species classified as "very low water use" and "low water use" by WUCOLS, having a regionally adjusted plant factor of 0.0 through 0.3, shall be considered low water use plants.
- FF. "Maximum Applied Water Allowance" (MAWA) means the upper limit of annual applied water for the established landscaped area as specified in Section 18.17.080 "Water Budget Calculations."
- GG. "mined-land reclamation projects" means any surface mining operation with a reclamation plan approved in accordance with the

Surface Mining and Reclamation Act of 1975.

- HH. "mulch" means any organic material such as leaves, bark, straw, compost, or inorganic mineral materials such as rocks, gravel, and decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.
- II. "native plant" means a plant indigenous to a specific area of consideration. For the purposes of these guidelines, the term shall refer to plants indigenous to the coastal ranges of Central and Northern California, and more specifically to such plants that are suited to the ecology of the present or historic natural community(ies) of the project's vicinity.
- JJ. "new construction" means the construction of a new building or structure containing a landscape or other new land improvement, such as a park, playground, or greenbelt without an associated building.
- KK. "no-water using plant" means a plant species with water needs that are compatible with local climate and soil conditions such that regular supplemental irrigation is not required to sustain the plant after it has become established.
- LL. "operating pressure" means the pressure at which the parts of an irrigation system are designed by the manufacturer to operate.
- MM. "overhead sprinkler irrigation systems" means systems that deliver water through the air (e.g., spray heads and rotors).
- NN. "overspray" means the irrigation water which is delivered beyond the target area.
- OO. "permit" means an authorizing document issued by local agencies for new construction or rehabilitated landscapes.
- PP. "pervious" means any surface or material that allows the passage of water through the material and into the underlying soil.
- QQ. "plant factor" or "plant water use factor" is a factor, when multiplied by ETo, estimates the amount of water needed by plants.
- RR. "precipitation rate" means the rate of application of water measured in inches per hour.

- SS. "project applicant" means the individual or entity submitting a Project Landscape Application required under Section 18.17.060, to request a permit, plan check, or design review from the City. A project applicant may be the property owner or his or her designee.
- TT. "rain sensor" or "rain sensing shutoff device" means a component which automatically suspends an irrigation event when it rains.
- UU. "recreational area" means areas dedicated to active play such as parks, sports fields, and golf courses where turf provides a playing surface.
- VV. "reference evapotranspiration" or "ETo" means a standard measurement of environmental parameters which affect the water use of plants.
- WW. "rehabilitated landscape" means any re-landscaping project that requires a permit, plan check, design review, or requires a new or expanded water service application.
- XX. "runoff" means water which is not absorbed by the soil or landscape to which it is applied and flows from the landscape area.
- YY. "soil moisture sensing device" or "soil moisture sensor" means a device that measures the amount of water in the soil. The device may also suspend or initiate an irrigation event.
- ZZ. "Special Landscape Area" (SLA) means an area of the landscape dedicated solely to edible plants, areas irrigated with recycled water, water features using recycled water and areas dedicated to active play such as parks, sports fields, golf courses, and where turf provides a playing surface.
- AAA. "sprinkler head" means a device which delivers water through a nozzle.
- BBB. "station" means an area served by one valve or by a set of valves that operate simultaneously.
- CCC. "turf" means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermuda grass, Kikuyu grass, Seashore Paspalum, St. Augustine grass, Zoysia grass, and Buffalo grass are warm-season grasses.
- DDD. "valve" means a device used to control the flow of water in the

irrigation system.

EEE. "water feature" means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied).

FFF. "WUCOLS" means the Water Use Classification of Landscape Species published by the University of California Cooperative Extension, the Department of Water Resources and the Bureau of Reclamation, 2000.

18.17.040 Water Conservation in Landscaping Ordinance Requirements

A. All owners of new construction and rehabilitated landscapes of applicable sizes shall:

1. complete the Landscape Project Application (Section 18.17.060); and
2. comply with the Landscape and Irrigation Maintenance Schedule (Section 18.17.110) requirements of this Ordinance.

B. All owners of existing landscapes over one acre in size, even if installed before enactment of this Ordinance, shall:

1. comply with City programs that may be instituted relating to irrigation audits, surveys and water use analysis, and
2. shall maintain landscape irrigation facilities to prevent water waste and runoff.

18.17.050 Compliance with Ordinance.

A. The City shall:

1. Provide the project applicant with the Ordinance and Landscape Project Application requirements and the procedures for permits, plan checks, design reviews, or new or expanded water service;
2. Review the Landscape Project Application submitted by the project applicant;
3. Approve or deny the project applicant's Landscape Project Application submittal;

4. Issue or approve a permit, plan check or design review that complies with the approved Landscape Project Application or approve a new or expanded water service application that complies with the approved Landscape Project Application;

B. The project applicant shall:

1. Prior to construction, submit all portions of the Landscape project Application, except the Landscape Audit Report, to the City;
2. Construct the Project in compliance with the minimum water use efficiency standards for indoor fixtures and appliances provided for in the Indoor Water Use Efficiency Table and Checklist;
3. After construction, submit the Landscape Audit Report portion of the Landscape Project Application to the City.

18.17.060 Landscape Project Application

A. The elements of a landscape must be designed to achieve water efficiency and will comply with the criteria described in this Ordinance. In completing the Landscape Project Application, project applicants may choose one of two options to demonstrate that the landscape meets the Ordinance's water efficiency goals. Regardless of which option is selected, the applicant must complete and comply with all other elements of the Ordinance. The options include:

1. Planting restrictions:

- a. The turf area may not be more than 25% of the landscape area; and
- b. At least 80% of the plants in non-turf landscape areas shall be native plants, low-water using plants, or no-water using plants; or the

2. Water Budget Calculation option (Section 18.17.080).

B. The Landscape Project Application shall include the following elements:

1. Project Information;

2. Outdoor Water Use Efficiency Checklist (Section 18.17.070);
3. Water Budget Calculations, if applicant selects to use a water budget approach rather than comply with the turf area limitations or specified plant type restrictions (Section 18.17.080);
4. Landscape and Irrigation System Design Plans (Section 18.17.090);
5. Landscape Audit Report (Section 18.17.100).

18.17.070 Outdoor Water Use Efficiency Checklist

The City of Burlingame has developed an Outdoor Water Use Efficiency Checklist (Checklist), based on the criteria described below. For Tier 1 projects, either the project applicant or a certified or authorized professional shall complete the Checklist and submit it to City along with the Landscape and Irrigation Design Plan. For Tier 2 projects, a certified or authorized professional shall complete and submit the Checklist to City along with the Landscape and Irrigation Design Plan.

A. Plant Material

1. Each hydrozone shall have plant materials with similar water use that are selected and planted appropriately based upon their adaptability to the climatic, geologic, and topographical conditions of the project site.
2. The turf area shall not be more than 25% of the landscape area], unless the project applicant develops a site-specific water budget and the ETWU of the landscape area does not exceed the MAWA.
3. Turf shall not be planted on slopes greater than 25% or in areas that are less than eight feet wide, unless irrigated with subsurface irrigation or a low volume irrigation system.
4. At least 80% of the plants in non-turf landscape areas shall be native plants, low-water using plants, or no-water using plants, unless the project applicant develops a site-specific water budget and the ETWU of the landscaped area does not exceed the MAWA.
5. Fire-prone plant materials and highly flammable mulches should be avoided.
6. The use of invasive and/or noxious plant species is strongly discouraged.

7. The architectural guidelines of a common interest development shall not prohibit or include conditions that have the effect of prohibiting the use of low-water use plants as a group.

B. Mulch

A minimum two-inch layer of mulch shall be applied on all exposed soil surfaces of planting areas, although a three-inch layer is recommended.

C. Irrigation System

An irrigation system shall meet all the requirements listed in this section and the manufacturers' recommendations. The irrigation system and its related components shall be planned and designed to allow for proper installation, management, and maintenance.

1. Dedicated landscape water meters shall be required for landscape areas greater than 5,000 square feet and are highly recommended for landscape areas greater than 2,500 square feet.
2. Tier 2 Landscapes are required to have automatic irrigation controllers that utilize either evapotranspiration or soil moisture sensor data for irrigation scheduling.
3. Sensors (rain, freeze, wind, etc.), either integral or auxiliary, that suspend or alter irrigation operation during unfavorable weather conditions shall be required on all irrigation systems.
4. The irrigation system shall be designed to prevent runoff, low head drainage, overspray, or other similar conditions.
5. Low volume irrigation required in mulched areas, in areas with slope greater than 25%, and within 24-inches of a non-permeable surface, or in narrow or irregularly shaped areas that are less than eight feet in width in any direction.
6. Average irrigation efficiency is assumed to be 70%. Irrigation systems shall be designed, maintained, and managed to meet or exceed an average landscape irrigation efficiency of 70%.
7. Irrigation shall be scheduled between 8:00 p.m. and 10:00 a.m., unless unfavorable weather prevents it or otherwise renders irrigation unnecessary.

D. Hydrozone

1. Each valve shall irrigate a hydrozone with similar site, slope, sun exposure, soil conditions, and plant materials with similar water use.
2. Sprinkler heads and other emission devices shall be selected based on what is appropriate for the plant type within that hydrozone.
3. Where feasible, trees shall be placed on separate valves from shrubs, groundcovers, and turf.
4. Individual hydrozones that mix plants with different water uses may be allowed if a water budget is performed, and the plant factor calculation is based on the proportion of the respective plant water uses or the plant factor of the higher water using plant is used.

E. Water Features

1. Recirculating water systems will be used for water features.
2. The surface area of a water feature will not exceed 10% of the landscape area and will be counted as a high-water using plant for purposes of a water budget calculation.
3. Pool and spa covers are highly recommended.

F. Soil Amendments

Soil amendments, such as compost, shall be incorporated according to the soil conditions at the project site and based on what is appropriate for the selected plants.

18.17.080 Water Budget Calculations

The project applicant may elect to complete a water budget calculation for the landscape project. A Tier 1 water budget may be developed and completed by the project applicant. A Tier 2 water budget calculation must be completed by a certified or authorized professional. Water budget calculations, if prepared, shall adhere to the following requirements:

- A. The plant factor used shall be from WUCOLS. The plant factor ranges from 0.0 to 0.3 for low water use plants, from 0.4 to 0.6 for moderate water use plants, and from 0.7 to 1.0 for high water use plants.

- B. All water features shall be included in the high water use hydrozone.
- C. All Special Landscape Areas (SLA) shall be identified and their water use included in the water budget calculations.
- D. The reference evapotranspiration adjustment factor (ETAF) for SLA shall not exceed 1.0. The ETAF for all other landscaped areas shall not exceed 0.7.
- E. Irrigation system efficiency shall be greater than or equal to 70%.
- F. Maximum Applied Water Allowance (MAWA) shall be calculated using the equation below:

$$\text{MAWA} = (\text{ET}_0) (0.62) [(0.7 \times \text{LA}) + (0.3 \times \text{SLA})]$$

Where:

- MAWA = Maximum Applied Water Allowance (gallons per year)
- ET₀ = Reference Evapotranspiration (inches per year)
- 0.62 = Conversion Factor (to gallons)
- 0.7 = Reference Evapotranspiration Adjustment Factor (ETAF)
- LA = Landscape Area including SLA (square feet)
- 0.3 = Additional Water Allowance for SLA
- SLA = Special Landscape Area (square feet)

- G. A local agency or project applicant may consider Effective Precipitation (25% of annual precipitation) in tracking water use and may use the following equation to calculate the MAWA:

$$\text{MAWA} = (\text{ET}_0 - \text{Eppt}) (0.62) [(0.7 \times \text{LA}) + (0.3 \times \text{SLA})]$$

- H. Estimated Total Water Use (ETWU) will be calculated using the equation below. The sum of the ETWU calculated for all hydrozones will not exceed the MAWA.

$$\text{ETWU} = (\text{ET}_0)(0.62) \frac{\text{PF} \times \text{HA}}{\text{IE}} + \text{SLA}$$

Where:

- ETWU = Estimated Total Water Use per year (gallons)
- ET₀ = Reference Evapotranspiration (inches)
- PF = Plant Factor from WUCOLS (see Section 491)
- HA = Hydrozone Area [high, medium, and low water use areas] (square feet)
- SLA = Special Landscape Area (square feet)

0.62 = Conversion Factor
IE = Irrigation Efficiency (minimum 0.70)

18.17.090 Landscape and Irrigation Design Plans

A. Tier 1 Landscapes: The Landscape and Irrigation Design Plan may be prepared by, and bear the signature of, the project applicant, or that of a certified or authorized professional.

B. Tier 2 Landscapes: The components of the Landscape and Irrigation Design Plan shall be prepared as follows:

1. The landscape design portion shall be prepared by, and bear the signature of, a licensed landscape architect, licensed landscape contractor, or that of a certified or authorized professional; and
2. The irrigation design portion shall be prepared by, and bear the signature of, a licensed landscape architect, certified irrigation designer, licensed landscape contractor, or that of a certified or authorized professional.

C. The landscape design portion of the Landscape and Irrigation Design Plan, at a minimum, shall:

1. Delineate and label each hydrozone;
2. Identify each hydrozone as low, moderate, high water, or mixed water use;
3. Identify Special Landscape Areas (i.e., recreational areas; areas permanently and solely dedicated to edible plants; areas irrigated with recycled water);
4. Identify type of mulch and application depth;
5. Identify type and surface area of water features;
6. Identify hardscapes (pervious and non-pervious); and
7. Contain the following statement: "I have complied with the criteria of the Water Conservation in Landscaping Ordinance and applied them for the efficient use of water in the Landscape and Irrigation Design Plan."

D. The irrigation design portion of the Landscape and Irrigation Design Plan, at a minimum, shall contain:

1. Location and size of separate water meters for landscape;
2. Location, type and size of all components of the irrigation system, including controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices;
3. Static water pressure at the point of connection to the public water supply;
4. Flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station;
5. Irrigation schedule;
6. The following statement: "I have complied with the criteria of the Water Conservation in Landscaping Ordinance and applied them accordingly for the efficient use of water in the Landscape and Irrigation Design Plan."

E. Grading

If the Landscape Project will be graded, then the grading shall be designed to minimize soil erosion, runoff, and water waste. All grading should be conducted to:

1. Maintain all irrigation and normal rainfall within property lines and avoid drainage on to non-permeable hardscapes;
2. Avoid disruption of natural drainage patterns and undisturbed soil;
3. Avoid soil compaction in landscape areas; and
4. Be consistent with city and county grading requirements.

18.17.100 Landscape Audit Report

- A. Tier 1 Landscapes: Landscape irrigation audits for new or rehabilitated landscapes installed after March 18, 2010 shall be conducted after the landscaping and irrigation systems have been installed. The audit may be conducted by the project applicant or by a certified landscape irrigation auditor.
- B. Tier 2 Landscapes: Landscape irrigation audits for new or rehabilitated landscapes installed after [Ordinance adoption date] shall be conducted by a certified landscape irrigation auditor after the landscaping and irrigation system have been installed.
- C. The Landscape Audit Report shall include, but is not limited to: inspection to confirm that the landscaping and irrigation system were installed as specified in the Landscape and Irrigation Design Plan, system tune-up, system test with distribution uniformity, reporting overspray or run off that causes overland flow, and preparation of an irrigation schedule.
- D. The Landscape Audit Report shall include the following statement: "The landscape and irrigation system has been installed as specified in the Landscape and Irrigation Design Plan and complies with the criteria of the Ordinance and the permit".
- E. City shall administer on-going programs that may include, but not be limited to, post-installation landscape inspection, irrigation water use analysis, irrigation audits, irrigation surveys and water budget calculations to evaluate compliance with the MAWA.

18.17.110 Landscape and Irrigation Maintenance Schedule

Landscapes shall be maintained to ensure water use efficiency.

- A. A regular maintenance schedule shall include, but not be limited to, routine inspection; adjustment and repair of the irrigation system and its components; aerating and dethatching turf areas; replenishing mulch; fertilizing; pruning; weeding in all landscape areas; and removing obstructions to emission devices.
- B. Repair of all irrigation equipment shall be done with the originally installed components or their equivalents.
- C. A Project applicant is encouraged to implement sustainable or environmentally-friendly practices for overall landscape maintenance.

18.17.120 Stormwater Management

Stormwater best management practices shall be implemented into the landscape and grading design plans to minimize runoff and to increase on-site retention and infiltration and should be consistent with city, county, state and federal stormwater management requirements.

18.17.120 Provisions for Existing Landscapes Over One Acre in Size

This section shall apply to all existing landscapes that were installed before March 18, 2010 and are over one acre in size.

A. Irrigation Audit, Irrigation Survey, and Irrigation Water Use Analysis.

1. For landscapes that have a water meter, the City shall administer programs that may include, but not be limited to, irrigation water use analyses, irrigation surveys, and irrigation audits to evaluate water use and provide recommendations as necessary to reduce landscape water use to a level that does not exceed the MAWA for existing landscapes. The MAWA for existing landscapes shall be calculated as:

$$MAWA = (0.8) (ET_o)(LA)(0.62).$$

2. For landscapes that do not have a meter, the City shall administer programs that may include, but not be limited to, irrigation surveys and irrigation audits to evaluate water use and provide recommendations as necessary in order to prevent water waste.
3. All landscape irrigation audits for existing landscapes that are greater than one acre in size shall be conducted by a certified landscape irrigation auditor.

B. Water Waste Prevention.

The City shall prevent water waste resulting from inefficient landscape irrigation by prohibiting runoff from leaving the target landscape due to low head drainage, overspray, or other similar conditions where water flows onto adjacent property, non-irrigated areas, walks, roadways, parking lots, or structures.

18.17.130 Violations, Penalties and Enforcement

A. Violation Notice of Correction.

It is unlawful for any person, firm, partnership, association, or corporation subject to the requirements of this Ordinance to fail to comply with the outdoor water use efficiency requirements of this Ordinance.

B. Notice of Correction

Whenever the City determines that a violation of this Ordinance has occurred, the City may serve a notice of correction on the owner(s) of the property on which the violation is situated. The owner(s) of record shall have ninety (90) days to take corrective action.

C. Enforcement.

If the owner of the property which is the subject of the violation fails to take corrective action within ninety (90) days, the City may enforce this ordinance according to the provisions of Chapter 1.12 of this code.

18.17.140 Public Education

A. The City shall provide information to all applicants regarding the design, installation, management, and maintenance of water-efficient landscapes and irrigation systems.

B. All model homes that are landscaped shall use signs and written information to demonstrate the principles of water-efficient landscapes that are described in this Ordinance.”

Division 4. Severability

If any section, subsection, provision or part of this Ordinance, or its application to any person or circumstance, is held to be unconstitutional or otherwise invalid, the remainder of this Ordinance, and the application of such provision to other person or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this Ordinance are severable.

Division 5. Ordinance Categorically Exempt

The City Council of the City of Burlingame finds and determines that this Ordinance is not subject to the California Environmental Quality Act (Public Resources Code Section 2100 et seq.) ("CEQA") pursuant to Section 15307 (the activity assures the maintenance, restoration, enhancement, or protection of a natural resource) and Section 15378(b)(2) (the activity is not a project as it involves general policy and procedure making) of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, since it makes and implements policies and procedures to ensure that water resources are conserved by reducing water consumption through the establishment of a structure for planning, designing, installing, maintaining and managing water-efficient landscapes.

Division 6. Effective Date

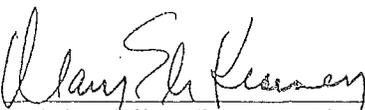
This Ordinance shall become effective on March 18, 2010.



Cathy Baylock, Mayor

I, Mary Ellen Kearney, City Clerk of the City of Burlingame, do hereby certify that the foregoing ordinance was introduced at a regular meeting of the City Council held on the 1st day of February, 2010, and adopted thereafter at a regular meeting of the City Council held on the 16th day of February, 2010, by the following vote:

AYES: Councilmembers: **BAYLOCK, BROWNRIGG, DEAL, KEIGHRAN, NAGEL**
NOES: Councilmembers: **NONE**
ABSENT: Councilmembers: **NONE**



Mary Ellen Kearney, City Clerk

Project Comments

Date: June 4, 2015

To:

<input type="radio"/> Engineering Division (650) 558-7230	<input checked="" type="radio"/> Fire Division (650) 558-7600
<input type="radio"/> Building Division (650) 558-7260	<input type="radio"/> Stormwater Division (650) 342-3727
<input type="radio"/> Parks Division (650) 558-7334	<input type="radio"/> City Attorney (650) 558-7204

From: Planning Staff

Subject: Request for Environmental Review, Design Review, Special Permit and Parking Variance for a new, four story commercial building (retail on the ground floor and three stories of office) at **225 California Drive, zoned HMU (Howard Mixed Use), APN: 029-211-080**

Staff Review: June 8, 2015

Resubmittal review:
No further comments.

Reviewed by: Christine Reed *Creed* **Date:** 6-9-15

Project Comments

Date: April 21, 2015

To:

<input type="radio"/> Engineering Division (650) 558-7230	<input checked="" type="radio"/> Fire Division (650) 558-7600
<input type="radio"/> Building Division (650) 558-7260	<input type="radio"/> Stormwater Division (650) 342-3727
<input type="radio"/> Parks Division (650) 558-7334	<input type="radio"/> City Attorney (650) 558-7204

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Staff Review: April 27, 2015

1. The building shall be equipped with an approved NFPA 13 Sprinkler System throughout. Sprinkler drawings shall be submitted and approved by the Central County Fire Department prior to installation. The system shall be electronically monitored by an approved central receiving station.
2. The applicant shall ensure proper drainage in accordance with the City of Burlingame Engineering Standards is available for the fire sprinkler main drain and inspector test on the building plumbing drawings. These items may drain directly to landscape or in the sewer with an air gap.
3. The building shall be equipped with an approved Class I NFPA 14 Standpipe System. Outlets within the stairwell shall be located at intermediate landings. The standpipe system shall be submitted and approved by the Central County Fire Department prior to installation. **The system shall be installed and operable prior to construction of the four story of the structure.**
4. The fire protection underground shall be submitted and approved by the Burlingame Building Department prior to installation.
5. The fire sprinkler system and fire standpipe system will not be approved by the Central County Fire Department until the fire protection underground has been submitted and approved by the Burlingame Building Department.
6. Fire alarm system shop drawings shall be submitted for review and approval by the Central County Fire Department prior to installation. Fire alarm system shall include monitoring of the fire protection system and also include monitoring of any fixed suppression systems including the hood and duct extinguishing system.
7. Notification of electronic monitoring of the fire sprinkler system shall be submitted and approved by the Central County Fire Department prior to installation. The system shall indicate water flow by floor.
8. The further point of the building from fire department access exceeds more than 150 feet in distance. See §902, UFC Please adhere to the required conditions of the Alternate Means of Protection dated May 1st, 2015.

Reviewed by:



Date: 19 May 15

Project Comments

Date: June 4, 2015

To:

<input type="radio"/> Engineering Division (650) 558-7230	<input type="radio"/> Fire Division (650) 558-7600
<input type="radio"/> Building Division (650) 558-7260	<input checked="" type="radio"/> Stormwater Division (650) 342-3727
<input type="radio"/> Parks Division (650) 558-7334	<input type="radio"/> City Attorney (650) 558-7204

From: Planning Staff

Subject: Request for Environmental Review, Design Review, Special Permit and Parking Variance for a new, four story commercial building (retail on the ground floor and three stories of office) at **225 California Drive, zoned HMU (Howard Mixed Use), APN: 029-211-080**

Staff Review: June 8, 2015

Project proponent submitted a completed stormwater compliance C.3 and C.6 Development Review Checklist. Proponent submitted and proposed several site design measures to comply with the C.3 and C.6 requirements. Previous comments shall be addressed during the building permit issuance."

Please contact Kiley Kinnon, NPDES Stormwater Coordinator, for assistance at (650) 342-3727.

Reviewed by: KJK

Date: 06/09/15

Project Comments

Date: April 21, 2015

To:

<input type="radio"/> Engineering Division (650) 558-7230	<input type="radio"/> Fire Division (650) 558-7600
<input type="radio"/> Building Division (650) 558-7260	<input checked="" type="radio"/> Stormwater Division (650) 342-3727
<input type="radio"/> Parks Division (650) 558-7334	<input type="radio"/> City Attorney (650) 558-7204

From: Planning Staff

Subject: Request for Environmental Review, Design Review, Special Permit and Parking Variance for a new, four story commercial building (retail on the ground floor and three stories of office) at **225 California Drive, zoned HMU (Howard Mixed Use), APN: 029-211-080**

Staff Review: April 27, 2015

1. This project may be required to comply with the C.3 and C.6 provisions of the San Francisco Bay Municipal Regional Stormwater NPDES Permit (MRP). If the project will create and/or replace 10,000 square feet or more of impervious surface and; the project will replace 50 percent or more of site impervious surface, then stormwater source control and treatment requirements shall apply to the entire project site. A summary of applicable requirements is attached. The project proponent must complete, sign and submit, to the City, the appropriate form for each applicable requirement.

- ② Please complete, sign and return the following attached forms:
- Ⓐ C.3 and C.6 Development Review Checklist.
 - Ⓑ Worksheet F, Special Projects.
 - Ⓒ Worksheet D-2, Feasibility of Rainwater Harvesting and Use.

For additional information, including downloadable electronic files, please see the C.3 Stormwater Technical Guidance at www.flowstobay.org

3. Any construction project in the City, regardless of size, shall comply with the city's stormwater NPDES permit to prevent construction activity stormwater pollution. Project proponents shall ensure that all contractors implement appropriate and effective Best Management Practices (BMPs) during all phases of construction, including demolition. When submitting plans for a building permit, please include a list of construction BMPs as project notes, preferably, on a separate full size (2'x 3' or larger), plan sheet. A downloadable electronic file is available at: <http://www.flowstobay.org/Construction>

Project Comments

225 California Drive, continued

4. Required Best Management Practices (BMPs) apply to all construction projects utilizing architectural copper. Please read attachment "Requirements for architectural Copper." A downloadable electronic file is available at:
<http://www.flowstobay.org/files/newdevelopment/flyersfactsheets/ArchitecturalcopperBMPs.pdf>

Please contact Kiley Kinnon, NPDES Stormwater Coordinator, for assistance at (650) 342-3727.

Reviewed by: KJK

Date: 04/27/15

C.3 and C.6 Development Review Checklist

Municipal Regional Stormwater Permit (MRP)
Stormwater Controls for Development Projects

Project Information

I.A Enter Project Data (For "C.3 Regulated Projects," data will be reported in the municipality's stormwater Annual Report.)

Project Name: _____ Case Number: _____

Project Address & Cross St.: _____

Project APN: _____ Project Watershed: _____

Applicant Name: _____

Applicant Phone: _____ Applicant Email Address: _____

- Development type: (check all that apply)
- Single Family Residential: A stand-alone home that is not part of a larger project.
 - Single Family Residential: Two or more lot residential development.¹
 - Multi-Family Residential
 - Commercial
 - Industrial, Manufacturing
 - Mixed-Use
 - Streets, Roads, etc.
 - 'Redevelopment' as defined by MRP: creating, adding and/or replacing exterior existing impervious surface on a site where past development has occurred.²
 - 'Special land use categories' as defined by MRP: (1) auto service facilities³, (2) retail gasoline outlets, (3) restaurants, (4) uncovered parking area (stand-alone or part of a larger project)
 - Institutions: schools, libraries, jails, etc.
 - Parks and trails, camp grounds, other recreational
 - Agricultural, wineries
 - Kennels, Ranches
 - Other, Please specify _____

Project Description⁴: _____
(Also note any past or future phases of the project.) _____

I.A.1 Total Area of Site: _____ acres

I.A.2 Total Area of land disturbed during construction (include clearing, grading, excavating and stockpile area): _____ acres.

Certification:

I certify that the information provided on this form is correct and acknowledge that, should the project exceed the amount of new and/or replaced impervious surface provided in this form, the as-built project may be subject to additional improvements.

- Attach Preliminary Calculations Attach Final Calculations Attach copy of site plan showing areas

Name of person completing the form: _____ Title: _____

Signature: _____ Date: _____

Phone number: _____ Email address: _____

¹ Subdivisions or contiguous, commonly owned lots, for the construction of two or more homes developed within 1 year of each other are considered common plans of development and are subject to C.3 requirements.

² Roadway projects that replace existing impervious surface are subject to C.3 requirements only if one or more lanes of travel are added.

³ See Standard Industrial Classification (SIC) codes [here](#)

⁴ Project description examples: 5-story office building, industrial warehouse, residential with five 4-story buildings for 200 condominiums, etc.

I.B Is the project a "C.3 Regulated Project" per MRP Provision C.3.b?

I.B.1 Enter the amount of impervious surface⁵ Retained, Replaced and/or Created by the project:

Table I.B.1 Impervious and Pervious Surfaces

Type of Impervious Surface	I.B.1.a	I.B.1.b	I.B.1.c	I.B.1.d	I.B.1.e
	Pre-Project Impervious Surface (sq.ft.)	Existing Impervious Surface to be Retained ⁶ (sq.ft.)	Existing Impervious Surface to be Replaced ⁶ (sq.ft.)	New Impervious Surface to be Created ⁶ (sq.ft.)	Post-Project Impervious Surface (sq.ft.) (=b+c+d)
Roof area(s)					
Impervious ⁵ sidewalks, patios, paths, driveways, streets					
Impervious ⁵ uncovered parking ⁷					
Totals of Impervious Surfaces:					
I.B.1.f - Total Impervious Surface Replaced and Created (sum of totals for columns I.B.1.c and I.B.1.d):					
Type of Pervious Surface	Pre-Project Pervious Surface (sq.ft.)				Post-project Pervious Surface (sq.ft.)
Landscaping					
Pervious Paving					
Green Roof					
Totals of Pervious Surfaces:					
Total Site Area (Total Impervious+Total Pervious=I.A.1)					

I.B.2 Please review and attach additional worksheets as required below using the Total Impervious Surface Replaced and Created in cell I.B.1.f from Table I.B.1 above and other factors:

	Check all that apply:	Check If Yes	Attach Worksheet
I.B.2.a	Does this project involve any earthwork?	<input type="checkbox"/>	A
I.B.2.b	Is I.B.1.f greater than or equal to 2,500 sq.ft? <i>If YES, the Project is subject to Provision C.3.i.</i>	<input type="checkbox"/>	B, C
I.B.2.c	Is the total Existing Impervious Surface to be Replaced (column I.B.1.c) 50 percent or more of the total Pre-Project Impervious Surface (column I.B.1.a)? <i>If YES, site design, source control and treatment requirements apply to the whole site; if NO, these requirements apply only to the impervious surface created and/or replaced.</i>	<input type="checkbox"/>	
I.B.2.d	Is this project one of the Special Land Use Categories (box checked in section I.A. above) and is I.B.1.f greater than or equal to 5,000 sq.ft? <i>If YES, project is a C.3 Regulated Project.</i>	<input type="checkbox"/>	D, D-1, D-2
I.B.2.e	Is I.B.1.f greater than or equal to 10,000 sq.ft? <i>If YES, project is a C.3 Regulated Project.</i>	<input type="checkbox"/>	D, D-1, D-2
I.B.2.f	Is I.B.1.f greater than or equal to 43,560 sq.ft. (1 acre)? <i>If YES, project may be subject to Hydromodification Management requirements.</i>	<input type="checkbox"/>	E
I.B.2.g	Is I.A.2 (pg. 1) greater than or equal to 1 acre? <i>If YES, obtain coverage under the state's Construction General Permit and submit to the municipality a copy of your Notice of Intent. See: www.swrcb.ca.gov/water_issues/programs/stormwater/construction.shtml.</i>	<input type="checkbox"/>	
I.B.2.h	Is this a Special Project or does it have the potential to be a Special Project?	<input type="checkbox"/>	F
I.B.2.i	Is this project a High Priority Site? (Determined by the Permitting Jurisdiction. High Priority Sites can include those located in or within 100 feet of a sensitive habitat, ASBS, or body of water, or on sites with slopes, and are subject to monthly inspections from Oct 1 to April 30.)	<input type="checkbox"/>	G
B.2.10	For Municipal Staff Use Only (Alternative Certification, O&M Submittals, Project Close Out)	<input type="checkbox"/>	G

⁵ Per the MRP, pavement that meets the following definition of pervious pavement is NOT an impervious surface. Pervious pavement is defined as pavement that stores and infiltrates rainfall at a rate equal to immediately surrounding unpaved, landscaped areas, or that stores and infiltrates the rainfall runoff volume described in Provision C.3.

⁶ "Retained" means to leave existing impervious surfaces in place, unchanged; "Replaced" means to install new impervious surface where existing impervious surface is removed anywhere on the same property; and "Created" means the amount of new impervious surface being proposed which exceeds the total existing amount of impervious surface at the property.

⁷ Uncovered parking includes the top level of a parking structure.

Worksheet A

C6 – Construction Stormwater BMPs
--

Identify Plan sheet showing the appropriate construction Best Management Practices (BMPs) used on this project:
(Applies to all projects with earthwork)

Yes	Plan Sheet	Best Management Practice (BMP)
<input checked="" type="checkbox"/>		Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, wash water or sediments, rinse water from architectural copper, and non-stormwater discharges to storm drains and watercourses.
<input checked="" type="checkbox"/>		Store, handle, and dispose of construction materials/wastes properly to prevent contact with stormwater.
<input checked="" type="checkbox"/>		Do not clean, fuel, or maintain vehicles on-site, except in a designated area where wash water is contained and treated.
<input checked="" type="checkbox"/>		Train and provide instruction to all employees/subcontractors re: construction BMPs.
<input type="checkbox"/>		Protect all storm drain inlets in vicinity of site using sediment controls such as berms, fiber rolls, or filters.
<input type="checkbox"/>		Limit construction access routes and stabilize designated access points.
<input type="checkbox"/>		Attach the San Mateo Countywide Water Pollution Prevention Program's construction BMP plan sheet to project plans and require contractor to implement the applicable BMPs on the plan sheet.
<input type="checkbox"/>		Use temporary erosion controls to stabilize all denuded areas until permanent erosion controls are established.
<input type="checkbox"/>		Delineate with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses.
<input type="checkbox"/>		Provide notes, specifications, or attachments describing the following: <ul style="list-style-type: none"> ▪ Construction, operation and maintenance of erosion and sediment controls, include inspection frequency; ▪ Methods and schedule for grading, excavation, filling, clearing of vegetation, and storage and disposal of excavated or cleared material; ▪ Specifications for vegetative cover & mulch, include methods and schedules for planting and fertilization; ▪ Provisions for temporary and/or permanent irrigation.
<input type="checkbox"/>		Perform clearing and earth moving activities only during dry weather.
<input type="checkbox"/>		Use sediment controls or filtration to remove sediment when dewatering and obtain all necessary permits.
<input type="checkbox"/>		Trap sediment on-site, using BMPs such as sediment basins or traps, earthen dikes or berms, silt fences, check dams, soil blankets or mats, covers for soil stock piles, etc.
<input type="checkbox"/>		Divert on-site runoff around exposed areas; divert off-site runoff around the site (e.g., swales and dikes).
<input type="checkbox"/>		Protect adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.

Worksheet B

C3 - Source Controls

Select appropriate source controls and identify the detail/plan sheet where these elements are shown.

Yes	Detail/Plan Sheet No.	Features that require source control measures	Source Control Measures (Refer to Local Source Control List for detailed requirements)
<input type="checkbox"/>		Storm Drain	Mark on-site inlets with the words "No Dumping! Flows to Bay" or equivalent.
<input type="checkbox"/>		Floor Drains	Plumb interior floor drains to sanitary sewer ⁸ [or prohibit].
<input type="checkbox"/>		Parking garage	Plumb interior parking garage floor drains to sanitary sewer. ⁸
<input type="checkbox"/>		Landscaping	<ul style="list-style-type: none"> ▪ Retain existing vegetation as practicable. ▪ Select diverse species appropriate to the site. Include plants that are pest- and/or disease-resistant, drought-tolerant, and/or attract beneficial insects. ▪ Minimize use of pesticides and quick-release fertilizers. ▪ Use efficient irrigation system; design to minimize runoff.
<input type="checkbox"/>		Pool/Spa/Fountain	Provide connection to the sanitary sewer to facilitate draining. ⁸
<input type="checkbox"/>		Food Service Equipment (non-residential)	<p>Provide sink or other area for equipment cleaning, which is:</p> <ul style="list-style-type: none"> ▪ Connected to a grease interceptor prior to sanitary sewer discharge.⁸ ▪ Large enough for the largest mat or piece of equipment to be cleaned. ▪ Indoors or in an outdoor roofed area designed to prevent stormwater run-on and run-off, and signed to require equipment washing in this area.
<input type="checkbox"/>		Refuse Areas	<ul style="list-style-type: none"> ▪ Provide a roofed and enclosed area for dumpsters, recycling containers, etc., designed to prevent stormwater run-on and runoff. ▪ Connect any drains in or beneath dumpsters, compactors, and tallow bin areas serving food service facilities to the sanitary sewer.⁸
<input type="checkbox"/>		Outdoor Process Activities ⁹	Perform process activities either indoors or in roofed outdoor area, designed to prevent stormwater run-on and runoff, and to drain to the sanitary sewer. ⁸
<input type="checkbox"/>		Outdoor Equipment/ Materials Storage	<ul style="list-style-type: none"> ▪ Cover the area or design to avoid pollutant contact with stormwater runoff. ▪ Locate area only on paved and contained areas. ▪ Roof storage areas that will contain non-hazardous liquids, drain to sanitary sewer⁸, and contain by berms or similar.
<input type="checkbox"/>		Vehicle/ Equipment Cleaning	<ul style="list-style-type: none"> ▪ Roofed, pave and berm wash area to prevent stormwater run-on and runoff, plumb to the sanitary sewer⁸, and sign as a designated wash area. ▪ Commercial car wash facilities shall discharge to the sanitary sewer.⁸
<input type="checkbox"/>		Vehicle/ Equipment Repair and Maintenance	<ul style="list-style-type: none"> ▪ Designate repair/maintenance area indoors, or an outdoors area designed to prevent stormwater run-on and runoff and provide secondary containment. Do not install drains in the secondary containment areas. ▪ No floor drains unless pretreated prior to discharge to the sanitary sewer.⁸ ▪ Connect containers or sinks used for parts cleaning to the sanitary sewer.⁸
<input type="checkbox"/>		Fuel Dispensing Areas	<ul style="list-style-type: none"> ▪ Fueling areas shall have impermeable surface that is a) minimally graded to prevent ponding and b) separated from the rest of the site by a grade break. ▪ Canopy shall extend at least 10 ft. in each direction from each pump and drain away from fueling area.
<input type="checkbox"/>		Loading Docks	<ul style="list-style-type: none"> ▪ Cover and/or grade to minimize run-on to and runoff from the loading area. ▪ Position downspouts to direct stormwater away from the loading area. ▪ Drain water from loading dock areas to the sanitary sewer.⁸ ▪ Install door skirts between the trailers and the building.
<input type="checkbox"/>		Fire Sprinklers	Design for discharge of fire sprinkler test water to landscape or sanitary sewer. ⁸
<input type="checkbox"/>		Miscellaneous Drain or Wash Water	<ul style="list-style-type: none"> ▪ Drain condensate of air conditioning units to landscaping. Large air conditioning units may connect to the sanitary sewer.⁸ ▪ Roof drains from equipment drain to landscaped area where practicable. ▪ Drain boiler drain lines, roof top equipment, all wash water to sanitary sewer.⁸
<input type="checkbox"/>		Architectural Copper Rinse Water	<ul style="list-style-type: none"> ▪ Drain rinse water to landscaping, discharge to sanitary sewer⁸, or collect and dispose properly offsite. See flyer "Requirements for Architectural Copper."

⁸ Any connection to the sanitary sewer system is subject to sanitary district approval.

⁹ Businesses that may have outdoor process activities/equipment include machine shops, auto repair, industries with pretreatment facilities.

Worksheet C

Low Impact Development – Site Design Measures
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Select Appropriate Site Design Measures (Required for C.3 Regulated Projects; all other projects are encouraged to implement site design measures, which may be required at municipality discretion.) Projects that create and/or replace 2,500 – 10,000 sq.ft. of impervious surface, and stand-alone single family homes that create/replace 2,500 sq.ft. or more of impervious surface, must include **one of Site Design Measures a through f** (Provision C.3.i requirements).¹⁰ Larger projects must also include applicable Site Design Measures g through i. Consult with municipal staff about requirements for your project.

Select appropriate site design measures and identify the Plan Sheet where these elements are shown.

Yes	Plan Sheet Number	
<input type="checkbox"/>		a. Direct roof runoff into cisterns or rain barrels and use rainwater for irrigation or other non-potable use.
<input type="checkbox"/>		b. Direct roof runoff onto vegetated areas.
<input type="checkbox"/>		c. Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.
<input type="checkbox"/>		d. Direct runoff from driveways and/or uncovered parking lots onto vegetated areas.
<input type="checkbox"/>		e. Construct sidewalks, walkways, and/or patios with pervious or permeable surfaces.
<input type="checkbox"/>		f. Construct bike lanes, driveways, and/or uncovered parking lots with pervious surfaces.
<input type="checkbox"/>		g. Limit disturbance of natural water bodies and drainage systems; minimize compaction of highly permeable soils; protect slopes and channels; and minimize impacts from stormwater and urban runoff on the biological integrity of natural drainage systems and water bodies;
<input type="checkbox"/>		h. Conserve natural areas, including existing trees, other vegetation and soils.
<input type="checkbox"/>		i. Minimize impervious surfaces.

Regulated Projects can also consider the following site design measures to reduce treatment system sizing:

Yes	Plan Sheet Number	
<input type="checkbox"/>		j. Self-treating area (see Section 4.2 of the C.3 Technical Guidance)
<input type="checkbox"/>		k. Self-retaining area (see Section 4.3 of the C.3 Technical Guidance)
<input type="checkbox"/>		l. Plant or preserve interceptor trees (Section 4.1, C.3 Technical Guidance)

¹⁰ See MRP Provision C.3.a.i.(6) for non-C.3 Regulated Projects, C.3.c.i.(2)(a) for Regulated Projects, C.3.i for projects that create/replace 2,500 to 10,000 sq.ft. of impervious surface and stand-alone single family homes that create/replace 2,500 sq.ft. or more of impervious surface.

Worksheet D

C3 Regulated Project - Stormwater Treatment Measures

Check all applicable boxes and indicate the treatment measure(s) included in the project.

<p style="text-align: center;">Yes</p> <p style="text-align: center;"><input type="checkbox"/></p> <p>Attach Worksheet F and Calculations</p>	<p>Is the project a Special Project?¹¹</p> <p>If yes, consult with municipal staff about the need to evaluate the feasibility and infeasibility of 100% LID treatment. Indicate the type of non-LID treatment to be used, the hydraulic sizing method¹², and percentage of the amount of runoff specified in Provision C.3.d that is treated: (For the % not treated by non-LID measures, continue with Worksheet D-1)</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Non-LID Treatment Measures:</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Hydraulic sizing method</u>¹²</th> <th style="text-align: right; border-bottom: 1px solid black;"><u>% of C.3.d amount of runoff treated</u></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Media filter</td> <td><input type="checkbox"/>2.a <input type="checkbox"/>2.b <input type="checkbox"/>2.c</td> <td style="text-align: right;">____%</td> </tr> <tr> <td><input type="checkbox"/> Tree well filter</td> <td><input type="checkbox"/>2.a <input type="checkbox"/>2.b <input type="checkbox"/>2.c</td> <td style="text-align: right;">____%</td> </tr> </tbody> </table>	<u>Non-LID Treatment Measures:</u>	<u>Hydraulic sizing method</u> ¹²	<u>% of C.3.d amount of runoff treated</u>	<input type="checkbox"/> Media filter	<input type="checkbox"/> 2.a <input type="checkbox"/> 2.b <input type="checkbox"/> 2.c	____%	<input type="checkbox"/> Tree well filter	<input type="checkbox"/> 2.a <input type="checkbox"/> 2.b <input type="checkbox"/> 2.c	____%
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<p style="text-align: center;"><input type="checkbox"/></p> <p>Attach Worksheet D-1 and Calculations</p>	<p>It is feasible to treat the C.3.d amount of runoff using infiltration? Indicate the infiltration measures to be used, and hydraulic sizing method:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Infiltration Measures:</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Hydraulic sizing method</u>¹²</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Bioinfiltration¹³</td> <td><input type="checkbox"/>1.a <input type="checkbox"/>1.b <input type="checkbox"/>2.c <input type="checkbox"/>3</td> </tr> <tr> <td><input type="checkbox"/> Infiltration trench</td> <td><input type="checkbox"/>1.a <input type="checkbox"/>1.b</td> </tr> <tr> <td><input type="checkbox"/> Other (specify): _____</td> <td></td> </tr> </tbody> </table>	<u>Infiltration Measures:</u>	<u>Hydraulic sizing method</u> ¹²	<input type="checkbox"/> Bioinfiltration ¹³	<input type="checkbox"/> 1.a <input type="checkbox"/> 1.b <input type="checkbox"/> 2.c <input type="checkbox"/> 3	<input type="checkbox"/> Infiltration trench	<input type="checkbox"/> 1.a <input type="checkbox"/> 1.b	<input type="checkbox"/> Other (specify): _____		
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<input type="checkbox"/> Other (specify): _____										
<p style="text-align: center;"><input type="checkbox"/></p> <p>Attach Plans showing system, connection to Recycled Water Line and/or Connection Approval Letter from Sanitary District</p>	<p>Is the project installing and using a recycled water plumbing system for non-potable water use and the installation of a second non-potable water system for harvested rainwater is impractical, and considered infeasible due to cost considerations? If yes, check the box below and skip ahead to worksheet D-3 (There is no need for further evaluation of Rainwater harvesting/use.)</p> <p><u>Recycled Water Measure:</u></p> <p><input type="checkbox"/> Recycled Water System for non-potable water use will be installed and used.</p>									
<p style="text-align: center;"><input type="checkbox"/></p> <p>Attach worksheet D-2 and Calculations</p>	<p>It is feasible to treat the C.3.d amount of runoff using rainwater harvesting/use?</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Rainwater Harvesting/Use Measures:</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Hydraulic sizing method</u>¹²</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Rainwater Harvesting for indoor non-potable water use</td> <td><input type="checkbox"/>1.a <input type="checkbox"/>1.b</td> </tr> <tr> <td><input type="checkbox"/> Rainwater Harvesting for landscape irrigation use</td> <td><input type="checkbox"/>1.a <input type="checkbox"/>1.b</td> </tr> </tbody> </table>	<u>Rainwater Harvesting/Use Measures:</u>	<u>Hydraulic sizing method</u> ¹²	<input type="checkbox"/> Rainwater Harvesting for indoor non-potable water use	<input type="checkbox"/> 1.a <input type="checkbox"/> 1.b	<input type="checkbox"/> Rainwater Harvesting for landscape irrigation use	<input type="checkbox"/> 1.a <input type="checkbox"/> 1.b			
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<p style="text-align: center;"><input type="checkbox"/></p> <p>Attach Worksheets D-1 and D-2 and Calculations</p>	<p>It is infeasible to treat the C.3.d amount of runoff using either infiltration or rainwater harvesting/use? Indicate the biotreatment measures to be used, and the hydraulic sizing method:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Biotreatment Measures:</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Hydraulic sizing method</u>¹²</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Bioretention area</td> <td><input type="checkbox"/>2.c <input type="checkbox"/>3</td> </tr> <tr> <td><input type="checkbox"/> Flow-through planter</td> <td><input type="checkbox"/>2.c <input type="checkbox"/>3</td> </tr> <tr> <td><input type="checkbox"/> Other (specify): _____</td> <td></td> </tr> </tbody> </table>	<u>Biotreatment Measures:</u>	<u>Hydraulic sizing method</u> ¹²	<input type="checkbox"/> Bioretention area	<input type="checkbox"/> 2.c <input type="checkbox"/> 3	<input type="checkbox"/> Flow-through planter	<input type="checkbox"/> 2.c <input type="checkbox"/> 3	<input type="checkbox"/> Other (specify): _____		
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<input type="checkbox"/> Other (specify): _____										

A copy of the long term Operations and Maintenance (O&M) Agreement and Plan for this project will be required. Please contact the NPDES Representative of the applicable municipality for an agreement template and consult the C.3 Technical Guidance at www.flowstobay.org for maintenance plan templates for specific facility types.

¹¹ Special Projects are smart growth, high density, or transit-oriented developments with the criteria defined in Provision C.3.e.ii.(2), (3) or (4) (see Worksheet F).

¹² Indicate which of the following Provision C.3.d.i hydraulic sizing methods were used. Volume based approaches: 1(a) Urban Runoff Quality Management approach, or 1(b) 80% capture approach (recommended volume-based approach). Flow-based approaches: 2(a) 10% of 50-year peak flow approach, 2(b) 2 times the 85th percentile rainfall intensity approach, or 2(c) 0.2-Inch-per-hour intensity approach (recommended flow-based approach). Combination flow and volume-based approach: 3.

¹³ See Section 6.1 of the C.3 Technical Guidance for conditions in which bioretention areas provide bioinfiltration.

Worksheet D-1 Feasibility of Infiltration

	Yes	No
D-1.0 Infiltration Potential. Based on site-specific soil report ¹⁴ , do site soils either:		
a. Have a saturated hydraulic conductivity (Ksat) <u>less</u> than 1.6 inches/hour), OR, if the Ksat rate is not available:	<input type="checkbox"/>	<input type="checkbox"/>
b. Consist of Type C or D soils?	<input type="checkbox"/>	<input type="checkbox"/>
➤ <i>If Yes, infiltration is not feasible – skip to D-1.9 below.</i>		
➤ <i>If No, complete the Infiltration Feasibility checklist below:</i>		
Evaluate infiltration feasibility:		
D-1.1 Would infiltration facilities ¹⁵ at this site conflict with the location of existing or proposed underground utilities or easements, or would the siting of infiltration facilities at this site result in their placement on top of underground utilities, or otherwise oriented to underground utilities, such that they would discharge to the utility trench, restrict access, or cause stability concerns? (If yes, attach evidence documenting this condition.)	<input type="checkbox"/>	<input type="checkbox"/>
D-1.2 Is there a documented concern that there is a potential on the site for soil or groundwater pollutants to be mobilized? (If yes, attach documentation of mobilization concerns.)	<input type="checkbox"/>	<input type="checkbox"/>
D-1.3 Are geotechnical hazards present, such as steep slopes, areas with landslide potential, soils subject to liquefaction, or would an infiltration facility ¹⁰ need to be built less than 10 feet from a building foundation or other improvements subject to undermining by saturated soils? (If yes, attach documentation of geotechnical hazard.)	<input type="checkbox"/>	<input type="checkbox"/>
D-1.4 Do local water district or other agency's policies or guidelines regarding the locations where infiltration may occur, the separation from seasonal high groundwater, or setbacks from potential sources of pollution, prevent infiltration devices ¹⁰ from being implemented at this site? (If yes, attach evidence documenting this condition.)	<input type="checkbox"/>	<input type="checkbox"/>
D-1.5 Would construction of an infiltration device ¹⁰ require that it be located less than 100 feet away from a septic tank, underground storage tank with hazardous materials, or other potential underground source of pollution? (If yes, attach evidence documenting this claim.)	<input type="checkbox"/>	<input type="checkbox"/>
D-1.6 Is there a seasonal high groundwater table or mounded groundwater that would be within 10 feet of the base of an infiltration device ¹⁰ constructed on the site? (If yes, attach documentation of high groundwater.)	<input type="checkbox"/>	<input type="checkbox"/>
D-1.7 Are there land uses that pose a high threat to water quality – including but not limited to industrial and light industrial activities, high vehicular traffic (i.e., 25,000 or greater average daily traffic on a main roadway or 15,000 or more average daily traffic on any intersecting roadway), automotive repair shops, car washes, fleet storage areas, or nurseries? (If yes, attach evidence documenting this claim.)	<input type="checkbox"/>	<input type="checkbox"/>
D-1.8 Is there a groundwater production well within 100 feet of the location where an infiltration device ¹⁰ would be constructed? (If yes, attach map showing the well.)	<input type="checkbox"/>	<input type="checkbox"/>
Results of Feasibility Determination		
D-1.9 Infiltration is Infeasible ? (If any answer to questions D-1.1 thru D-1.8 is "Yes" then Infiltration is Infeasible.) Continue to Worksheet D-2.	<input type="checkbox"/>	<input type="checkbox"/>
Infiltration is Feasible ? Do not fill out worksheet D-2. Continue to Worksheet D-3.	<input type="checkbox"/>	<input type="checkbox"/>

¹⁴ If no site-specific soil report is available, refer to soil hydraulic conductivity maps in C.3 Technical Guidance Appendix I.

¹⁵ For more information on infiltration facilities and devices, see Appendix E of the SMCWPPP C3TG Handbook.

Worksheet D-2 Feasibility of Rainwater Harvesting and Use

D-2.1 Potential Rainwater Capture Area

- a. Enter the total square footage of impervious surface for this site from Table I.B.1 (Total Created and Replaced Impervious Surface from I.B.1.f) _____ Sq. ft.
- b. If the existing impervious surface to be replaced (total from Column I.B.1.c in Table I.B.1) is 50% or more of the pre-project impervious surface (total from Column I.B.1.a in Table I.B.1), then enter the post-project impervious surface (total from Column I.B.1.e in Table I.B.1) in D-2.1.b. If not, enter zero in D-2.1.b. _____ Sq. ft.
- c. Convert the larger of the amounts in Items D-2.1.a and D-2.1.b from square feet to acres (divide by 43,560).
This is the project's Potential Rainwater Capture Area, in acres. _____ Acres

D-2.2 Feasibility of Landscape Irrigation:

- a. Enter area of post-project onsite landscaping (see Column I.B.1.e in Table I.B.1) _____ Acres
- b. Multiply the Potential Rainwater Capture Area above (D-2.1.c) by times 3.2. _____ Acres
- c. Is the amount in D-2.2.a (onsite landscaping) LESS than the amount in D-2.2.b (the product of 3.2 times the size of the Potential Rainwater Capture Area)¹⁶? Yes No
 - If Yes, continue to D-2.3.
 - If No, there are two options:
 1. It may be possible to meet the treatment requirements by directing runoff from impervious areas to self-retaining areas (see Section 4.3 of the C.3 Technical Guidance).
 2. It may be possible use the C.3.d amount of runoff for irrigation. Refer to Table 11 and the curves in Appendix F of the LID Feasibility Report to evaluate feasibility of harvesting and using the C.3.d amount of runoff for irrigation. Complete the calculations and attach to this worksheet. If feasible that completes Worksheet D-2 and you may move on to Worksheet D-3.

D-2.3 Feasibility Indoor Non-Potable Uses: (check the box for the applicable project type, then fill in the requested information and answer the question):¹⁷

- a. Residential Project
 - i. Number of dwelling units (total post-project): _____ Units
 - ii. Divide the amount in (i) by Potential Rainwater Capture Area (D-2.1.c): _____ Du/ac
 - iii. Is the amount in (ii) LESS than 124? Yes No
- b. Commercial Project
 - i. Floor area (total interior post-project square footage): _____ Sq.ft.
 - ii. Divide the amount in (i) by Potential Rainwater Capture Area (D-2.1.c): _____ Sq.ft./ac
 - iii. Is the amount in (ii) LESS than 84,000? Yes No
- c. School Project
 - i. Floor area (total interior post-project square footage): _____ Sq.ft.
 - ii. Divide the amount in (i) by Potential Rainwater Capture Area (D-2.1.c): _____ Sq.ft./ac
 - iii. Is the amount in (ii) LESS than 27,000? Yes No

¹⁶ Landscape areas must be contiguous and within the same Drainage Management Area to irrigate with harvested rainwater via gravity flow.

¹⁷ Rainwater harvested for indoor use is typically used for toilet/urinal flushing, industrial processes, or other non-potable uses.

- d. Industrial Project
 - i. Estimated demand for non-potable water (gallons/day): _____ Gal./day
 - ii. Is the amount in (i) LESS than 2,900? Yes No

- e. Mixed-Use Residential/Commercial Project¹⁸

	Residential	Commercial
i. Number of residential dwelling units and commercial floor area:	_____ Units	_____ Sq.ft.
ii. Percentage of total interior post-project floor area serving each activity:	_____ %	_____ %
iii. Prorated Potential Rainwater Capture Area per activity (multiply amount in D-2.1.c by the percentages in [ii]):	_____ Acres	_____ Acres
iv. Prorated project demand per impervious area (divide the amounts in [i] by the amounts in [iii]):	_____ Du/ac	_____ Sq.ft/ac
v. Is the amount in (iv) in the residential column <u>less</u> than 124, AND is the amount in the commercial column <u>less</u> than 84,000?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

- If you checked "Yes" for the above question for the applicable project type, rainwater harvesting for indoor use is considered infeasible for that building. If there is only one building on the site you are done with this worksheet. If there is more than one building on the site, for each that has an individual roof area of 10,000 sq. ft. or more, complete Sections D-2.2 and D-2.3 of this form for each building, Continue to D-2.4 if a "No" is checked for any building.
- If you checked "No" for the question applicable to the type of project, rainwater harvesting for indoor use may be feasible. Continue to D-2.4:

D-2.4 Project Information

*- See definitions in Glossary (Attachment 1)

- 4.1 Project Type: _____ If residential or mixed use, enter # of dwelling units: _____
- 4.2 Enter square footage of non-residential interior floor area: _____
- 4.3 Total area being evaluated (entire project or individual roof with an area > 10,000 sq.ft.): _____ sq.ft.
- 4.4 If it is a **Special Project***, indicate the percentage of **LID treatment*** reduction: _____ percent
(Item 4.4 applies only to entire project evaluations, not individual roof area evaluations.)
- 4.5 Total area being evaluated, adjusted for Special Project LID treatment reduction credit: _____ sq.ft.
(This is the total area being evaluated that requires LID treatment.)

D-2.5 Calculate Area of Self-Treating Areas, Self-Retaining Areas, and Areas Contributing to Self-Retaining Areas.

- 5.1 Enter square footage of any **self-treating areas*** in the area that is being evaluated: _____ sq.ft.
- 5.2 Enter square footage of any **self-retaining areas*** in the area that is being evaluated: _____ sq.ft.
- 5.3 Enter the square footage of areas contributing runoff to **self-retaining area***: _____ sq.ft.
- 5.4 TOTAL of Items 5.1, 5.2, and 5.3: _____ sq.ft.

D-2.6 Subtract credit for self-treating/self-retaining areas from area requiring treatment.

- 6.1 Subtract the TOTAL in Item 5.4 from the area being evaluated (Item 4.5). This is the **potential rainwater capture area***. _____ sq.ft.
- 6.2 Convert the potential rainwater capture area (Item 6.1) from square feet to acres. _____ acres

D-2.7 Determine feasibility of use for toilet flushing based on demand

¹⁸ For a mixed-use project involving activities other than residential and commercial activities, follow the steps for residential/commercial mixed-use projects. Prorate the Potential Rainwater Capture Area for each activity based on the percentage of the project serving each activity.

- | | | | |
|--|--|-------|--------------------------------------|
| 7.1 | Project's dwelling units per acre of potential rainwater capture area (Divide the number in 4.1 by the number in 6.2). | _____ | dwelling
units/acre |
| 7.2 | Non-residential interior floor area per acre of potential rain capture area (Divide the number in 4.2 by the number in 6.2). | _____ | Int. non-
res. floor
area/acre |
| <p><i>Note: formulas in Items 7.1 and 7.2 are set up, respectively, for a residential or a non-residential project. Do not use these pre-set formulas for mixed use projects. For mixed use projects*, evaluate the residential toilet flushing demand based on the dwelling units per acre for the residential portion of the project (use a prorated acreage, based on the percentage of the project dedicated to residential use). Then evaluate the commercial toilet flushing demand per acre for the commercial portion of the project (use a prorated acreage, based on the percentage of the project dedicated to commercial use).</i></p> | | | |
| 7.3 | Refer to the applicable countywide table in Attachment 2. Identify the number of dwelling units per impervious acre needed in your Rain Gauge Area to provide the toilet flushing demand required for rainwater harvest feasibility. | _____ | dwelling
units/acre |
| 7.4 | Refer to the applicable countywide table in Attachment 2. Identify the square feet of non-residential interior floor area per impervious acre needed in your Rain Gauge Area to provide the toilet flushing demand required for rainwater harvest feasibility. | _____ | int. non-
res. floor
area/acre |

Check "Yes" or "No" to indicate whether the following conditions apply. If "Yes" is checked for any question, then rainwater harvesting and use is infeasible. As soon as you answer "Yes", you can skip to Item D-2.9. If "No" is checked for all items, then rainwater harvesting and use is feasible and you must harvest and use the C.3.d amount of stormwater, unless you infiltrate the C.3.d amount of stormwater*.

- | | | | |
|-----|---|------------------------------|-----------------------------|
| 7.5 | Is the project's number of dwelling units per acre of potential rainwater capture area (listed in Item 7.1) LESS than the number identified in Item 7.3? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7.6 | Is the project's square footage of non-residential interior floor area per acre of potential rainwater capture area (listed in Item 7.2) LESS than the number identified in Item 7.4? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

D-2.8 Determine feasibility of rainwater harvesting and use based on factors other than demand.

- | | | | |
|-----|---|------------------------------|-----------------------------|
| 8.1 | Does the requirement for rainwater harvesting and use at the project conflict with local, state, or federal ordinances or building codes? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8.2 | Would the technical requirements cause the harvesting system to exceed 2% of the Total Project Cost* , or has the applicant documented economic hardship in relation to maintenance costs? (If so, attach an explanation.) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8.3 | Do constraints, such as a slope above 10% or lack of available space at the site, make it infeasible to locate on the site a cistern of adequate size to harvest and use the C.3.d amount of water? (If so, attach an explanation.) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8.4 | Are there geotechnical/stability concerns related to the surface (roof or ground) where a cistern would be located that make the use of rainwater harvesting infeasible? (If so, attach an explanation.) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8.5 | Does the location of utilities, a septic system and/or Heritage Trees* limit the placement of a cistern on the site to the extent that rainwater harvesting is infeasible? (If so, attach an explanation.) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Note: It is assumed that projects with significant amounts of landscaping will either treat runoff with landscape dispersal (self-treating and self-retaining areas) or will evaluate the feasibility of harvesting and using rainwater for irrigation using the curves in Appendix F of the LID Feasibility Report.

*- See definitions in Glossary (Attachment 1)

D-2.9 Results of Feasibility Determination

- | | Infeasible | Feasible |
|---|--------------------------|--------------------------|
| a. Based on the results of the feasibility analysis in Items 7.5, 7.6 and Section D-2.8, rainwater harvesting/use is (check one): | <input type="checkbox"/> | <input type="checkbox"/> |

→ If "FEASIBLE" is indicated for Item D-2.9.a the amount of stormwater requiring treatment must be treated with harvesting/use, unless it is infiltrated into the soil.

→ If "INFEASIBLE" is checked for Item D-2.9.a, then the applicant may use appropriately designed **bioretention*** facilities (*see definitions in Glossary – Attachment 1) for compliance with C.3 treatment requirements. If $K_{sat} > 1.6$ in./hr., and infiltration is unimpeded by subsurface conditions, then the bioretention facilities are predicted to infiltrate 80% or more average annual runoff. If $K_{sat} < 1.6$, maximize infiltration of stormwater by using bioretention if site conditions allow, and remaining runoff will be discharged to storm drains via facility underdrains. If site conditions preclude infiltration, a lined bioretention area or flow-through planter may be used.

Worksheet E

Hydromodification Management

E-1 Is the project a Hydromodification Management¹⁹ (HM) Project?

E-1.1 Is the total impervious area increased over the pre-project condition?

- Yes. Continue to E-1.2
- No. The project is NOT required to incorporate HM Measures.
Go to Item E-1.4 and check "No."

E-1.2 Is the site located in an HM Control Area per the HM Control Areas map (Appendix H of the C.3 Technical Guidance)?

- Yes. Continue to E-1.3
- No. Attach map, indicating project location. The project is NOT required to incorporate HM Measures.
Skip to Item E-1.4 and check "No."

E-1.3 Has an engineer or qualified environmental professional determined that runoff from the project flows only through a hardened channel or enclosed pipe along its entire length before emptying into a waterway in the exempt area?

- Yes. Attach map of facility. Go to Item E-1.4 and check "Yes."
- No. Attach map, indicating project location. The project is NOT required to incorporate HM Measures.
Skip to Item E-1.4 and check "No."

E-1.4 Is the project a Hydromodification Management Project?

- Yes. The project is subject to HM requirements in Provision C.3.g of the Municipal Regional Stormwater Permit.
- No. The project is EXEMPT from HM requirements.

- If the project is subject to the HM requirements, incorporate in the project flow duration control measures designed such that post-project discharge rates and durations match pre-project discharge rates and durations.
- The Bay Area Hydrology Model (BAHM) has been developed to help size flow duration controls. See www.bayareahydrology.com. Guidance is provided in Chapter 7 of the C.3 Technical Guidance.

E-2 Incorporate HM Controls (if required)

Are the applicable items provided with the Plans?

Yes	No	NA	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site plans with pre- and post-project impervious surface areas, surface flow directions of entire site, locations of flow duration controls and site design measures per HM site design requirement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soils report or other site-specific document showing soil type(s) on site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project uses the Bay Area Hydrology Model (BAHM), a list of model inputs and outputs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project uses custom modeling, a summary of the modeling calculations with corresponding graph showing curve matching (existing, post-project, and post-project with HM controls curves), goodness of fit, and (allowable) low flow rate.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project uses the Impracticability Provision, a listing of all applicable costs and a brief description of the alternative HM project (name, location, date of start up, entity responsible for maintenance).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If the project uses alternatives to the default BAHM approach or settings, a written description and rationale.

¹⁹ Hydromodification is the change in a site's runoff hydrograph, including increases in flows and durations that results when land is developed (made more impervious). The effects of hydromodification include, but are not limited to, increased bed and bank erosion of receiving streams, loss of habitat, increased sediment transport and/or deposition, and increased flooding. Hydromodification control measures are designed to reduce these effects.

Worksheet F Special Projects

Complete this worksheet for projects that appear to meet the definition of "Special Project", per Provision C.3.e.ii of the Municipal Regional Stormwater Permit (MRP). The form assists in determining whether a project meets Special Project criteria, and the percentage of low impact development (LID) treatment reduction credit. Special Projects that implement less than 100% LID treatment must provide a narrative discussion of the feasibility or infeasibility of 100% LID treatment. See Appendix J of the C.3 Technical Guidance Handbook (download at www.flowstobay.org) for more information.

F.1 "Special Project" Determination (Check the boxes to determine if the project meets any of the following categories.)

Special Project Category "A"

Does the project have ALL of the following characteristics?

- Located in a municipality's designated central business district, downtown core area or downtown core zoning district, neighborhood business district or comparable pedestrian-oriented commercial district, or historic preservation site and/or district²⁰;
 - Creates and/or replaces 0.5 acres or less of impervious surface;
 - Includes no surface parking, except for incidental parking for emergency vehicle access, ADA access, and passenger or freight loading zones;
 - Has at least 85% coverage of the entire site by permanent structures. The remaining 15% portion of the site may be used for safety access, parking structure entrances, trash and recycling service, utility access, pedestrian connections, public uses, landscaping and stormwater treatment.
- No (continue)
- Yes – Complete Section F.2 below

Special Project Category "B"

Does the project have ALL of the following characteristics?

- Located in a municipality's designated central business district, downtown core area or downtown core zoning district, neighborhood business district or comparable pedestrian-oriented commercial district, or historic preservation site and/or district²⁰;
 - Creates and/or replaces an area of impervious surface that is greater than 0.5 acres, and no more than 2.0 acres;
 - Includes no surface parking, except for incidental parking for emergency access, ADA access, and passenger or freight loading zones;
 - Has at least 85% coverage of the entire site by permanent structures. The remaining 15% portion of the site may be used for safety access, parking structure entrances, trash and recycling service, utility access, pedestrian connections, public uses, landscaping and stormwater treatment;
 - Minimum density of either 50 dwelling units per acre (for residential projects) or a Floor Area Ratio (FAR) of 2:1 (for commercial or mixed use projects)
- No (continue)
- Yes – Complete Section F-2 below

Special Project Category "C"

Does the project have ALL of the following characteristics?

- At least 50% of the project area is within 1/2 mile of an existing or planned transit hub²¹ or 100% within a planned Priority Development Area²²;
 - The project is characterized as a non-auto-related use²³; and
 - Minimum density of either 25 dwelling units per acre (for residential projects) or a Floor Area Ratio (FAR) of 2:1 (for commercial or mixed use projects)
- No (continue)
- Yes – Complete Section F-2 below

²⁰ And built as part of a municipality's stated objective to preserve/enhance a pedestrian-oriented type of urban design.

²¹ "Transit hub" is defined as a rail, light rail, or commuter rail station, ferry terminal, or bus transfer station served by three or more bus routes. (A bus stop with no supporting services does not qualify.)

²² A "planned Priority Development Area" is an infill development area formally designated by the Association of Bay Area Government's / Metropolitan Transportation Commission's FOCUS regional planning program.

²³ Category C specifically excludes stand-alone surface parking lots; car dealerships; auto and truck rental facilities with onsite surface storage; fast-food restaurants, banks or pharmacies with drive-through lanes; gas stations; car washes; auto repair and service facilities; or other auto-related project unrelated to the concept of transit oriented development.

F.2 LID Treatment Reduction Credit Calculation

(If more than one category applies, choose only one of the applicable categories and fill out the table for that category.)

Category	Impervious Area Created/Replaced (sq. ft.)	Site Coverage (%)	Project Density or FAR	Density/Criteria	Allowable Credit (%)	Applied Credit (%)
A			N.A.	N.A.	100%	
B				Res \geq 50 DU/ac or FAR \geq 2:1	50%	
				Res \geq 75 DU/ac or FAR \geq 3:1	75%	
				Res \geq 100 DU/ac or FAR \geq 4:1	100%	
C				Location credit (select one)²⁴:		
				Within ¼ mile of transit hub	50%	
				Within ½ mile of transit hub	25%	
				Within a planned PDA	25%	
				Density credit (select one):		
				Res \geq 30 DU/ac or FAR \geq 2:1	10%	
				Res \geq 60 DU/ac or FAR \geq 4:1	20%	
				Res \geq 100 DU/ac or FAR \geq 6:1	30%	
				Parking credit (select one):		
				\leq 10% at-grade surface parking ²⁵	10%	
No surface parking	20%					
TOTAL TOD CREDIT =						

F.3 Narrative Discussion of the Feasibility/Infeasibility of 100% LID Treatment:

If project will implement less than 100% LID, prepare a discussion of the feasibility or infeasibility of 100% LID treatment, as described in Appendix K of the C.3 Technical Guidance.

F.4 Select Certified Non-LID Treatment Measures:

If the project will include non-LID treatment measures, select a treatment measure certified for "Basic" General Use Level Designation (GULD) by the Washington State Department of Ecology's Technical Assessment Protocol – Ecology (TAPE). Guidance is provided in Appendix K of the C.3 Technical Guidance (download at www.flowstobay.org).²⁶

²⁴ To qualify for the location credit, at least 50% of the project's site must be located within the ¼ mile or ½ mile radius of an existing or planned transit hub, as defined on page 1, footnote 2. A planned transit hub is a station on the MTC's Regional Transit Expansion Program list, per MTC's Resolution 3434 (revised April 2006), which is a regional priority funding plan for future transit stations in the San Francisco Bay Area. To qualify for the PDA location credit, 100% of the project site must be located within a PDA, as defined on page 1, footnote 3.

²⁵ The at-grade surface parking must be treated with LID treatment measures.

²⁶ TAPE certification is used in order to satisfy Special Project's reporting requirements in the MRP.

Worksheet G (For municipal staff use only)

G-1 Alternative Certification: Were the treatment and/or HM control sizing and design reviewed by a qualified third-party professional that is not a member of the project team or agency staff?

Yes No Name of Reviewer _____

G-2 High Priority Site: High Priority Sites can include those located in or within 100 feet of a sensitive habitat, Area of Special Biological Significance (ASBS), body of water, or on sites with slopes (subject to monthly inspections from Oct 1 to April 30.)

Yes No If yes, then add site to Staff's Monthly Rainy Season Construction Site Inspection List

Operations and Maintenance (O&M) Submittals

G-3 Stormwater Treatment Measure and/HM Control Owner or Operator's Information:

Name: _____

Address: _____

Phone: _____ Email: _____

➤ *Applicant must call for inspection and receive inspection within 45 days of installation of treatment measures and/or hydromodification management controls.*

The following questions apply to C.3 Regulated Projects and Hydromodification Management Projects.

	Yes	No	N/A
G-3.1 Was maintenance plan submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G-3.2 Was maintenance plan approved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G-3.3 Was maintenance agreement submitted? (Date executed: _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

➤ *Attach the executed maintenance agreement as an appendix to this checklist.*

G-4 Annual Operations and Maintenance (O&M) Submittals (for municipal staff use only):

For C.3 Regulated Projects and Hydromodification Management Projects, indicate the dates on which the Applicant submitted annual reports for project O&M:

G-5 Comments (for municipal staff use only):

G-6 NOTES (for municipal staff use only):

Section I Notes: _____

Worksheet A Notes: _____

Worksheet B Notes: _____

Worksheet C Notes: _____

Worksheet D-1 Notes: _____

Worksheet D-2 Notes: _____

Worksheet E Notes: _____

Worksheet F Notes: _____

G-7 Project Close-Out (for municipal staff use only):

	Yes	No	NA
7.1 Were final Conditions of Approval met?	<input type="checkbox"/>	<input type="checkbox"/>	
7.2 Was initial inspection of the completed treatment/HM measure(s) conducted? (Date of inspection: _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.3 Was maintenance plan submitted? (Date executed: _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.4 Was project information provided to staff responsible for O&M verification inspections? (Date provided to inspection staff: _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

G-8 Project Close-Out (Continued -- for municipal staff use only):

Name of staff confirming project is closed out: _____

Signature: _____ Date: _____

Name of O&M staff receiving information: _____

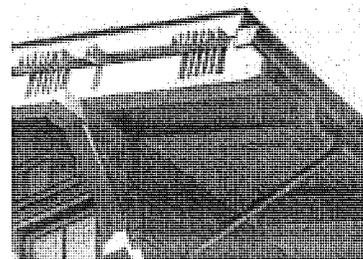
Signature: _____ Date: _____

Requirements for Architectural Copper

Protect water quality during installation, cleaning, treating, and washing!

Copper from Buildings May Harm Aquatic Life

Copper can harm aquatic life in San Francisco Bay. Water that comes into contact with architectural copper may contribute to impacts, especially during installation, cleaning, treating, or washing. Patination solutions that are used to obtain the desired shade of green or brown typically contain acids. After treatment, when the copper is rinsed to remove these acids, the rinse water is a source of pollutants. Municipalities prohibit discharges to the storm drain of water used in the installation, cleaning, treating and washing of architectural copper.



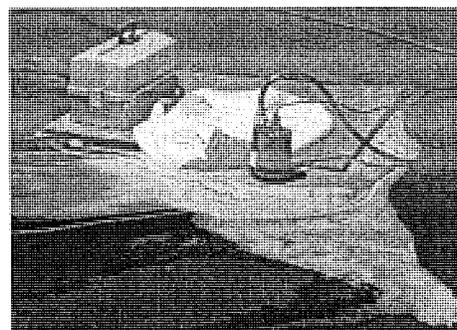
Building with copper flashing, gutter and drainpipe.

Use Best Management Practices (BMPs)

The following Best Management Practices (BMPs) must be implemented to prevent prohibited discharges to storm drains.

During Installation

- If possible, purchase copper materials that have been pre-patinated at the factory.
- If patination is done on-site, implement one or more of the following BMPs:
 - Discharge the rinse water to landscaping. Ensure that the rinse water does not flow to the street or storm drain. Block off storm drain inlet if needed.
 - Collect rinse water in a tank and pump to the sanitary sewer. Contact your local sanitary sewer agency before discharging to the sanitary sewer.
 - Collect the rinse water in a tank and haul off-site for proper disposal.
- Consider coating the copper materials with an impervious coating that prevents further corrosion and runoff. This will also maintain the desired color for a longer time, requiring less maintenance.



Storm drain inlet is blocked to prevent prohibited discharge. The water must be pumped and disposed of properly.

During Maintenance

Implement the following BMPs during routine maintenance activities, such as power washing the roof, re-patination or re-application of impervious coating:

- Block storm drain inlets as needed to prevent runoff from entering storm drains.
- Discharge the wash water to landscaping or to the sanitary sewer (with permission from the local sanitary sewer agency). If this is not an option, haul the wash water off-site for proper disposal.

Protect the Bay/Ocean and yourself!

If you are responsible for a discharge to the storm drain of non-stormwater generated by installing, cleaning, treating or washing copper architectural features, you are in violation of the municipal stormwater ordinance and may be subject to a fine.

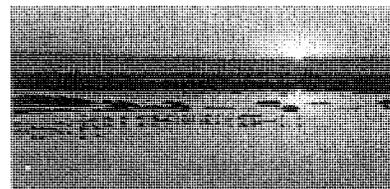


Photo credit: Don Edwards National Wildlife Sanctuary

Contact Information

The San Mateo Countywide Water Pollution Prevention Program lists municipal stormwater contacts at www.flowstobay.org (click on "Business", then "New Development", then "local permitting agency").



SAN MATEO COUNTY

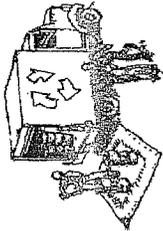
Water Pollution Prevention Program

Clean Water. Healthy Community.

Construction Best Management Practices (BMPs)

Construction projects are required to implement the stormwater best management practices (BMP) on this page, as they apply to your project, all year long.

Materials & Waste Management



- Non-Hazardous Materials**
 - 1. Burn and cover stockpiles of sand, dirt or other construction material with tops when rain is forecast or if not actively being used within 14 days.
 - 2. Use (don't overuse) retardant water for dust control.

- Hazardous Materials**
 - 1. Label all hazardous materials and hazardous wastes (such as pesticides, paints, thinners, solvents, fuel, oil, and antifreeze) in accordance with city, county, state and federal regulations.
 - 2. Store hazardous materials and wastes in water tight containers, store in appropriate secondary containment, and cover them at the end of every work day or during wet weather or when rain is forecast.
 - 3. Follow manufacturer's application instructions for hazardous materials and be careful not to use more than necessary. Do not apply chemicals outdoors when rain is forecast within 24 hours.
 - 4. Arrange for appropriate disposal of all hazardous wastes.

- Waste Management**
 - 1. Cover waste disposal containers securely with tarps at the end of every work day and during wet weather.
 - 2. Check waste disposal containers frequently for leaks and to make sure they are not overfilled. Never hose down a dumpster on the construction site.
 - 3. Clean or replace portable toilets, and inspect them frequently for leaks and spills.
 - 4. Dispose of all wastes and debris properly. Recycle materials and wastes that can be recycled (such as asphalt, concrete, aggregate base materials, wood, GYP board, pipe, etc.)
 - 5. Dispose of liquid residues from paints, thinners, solvents, glues, and cleaning fluids as hazardous waste.

- Construction Entrances and Perimeter**
 - 1. Establish and maintain effective perimeter controls and stabilize all exposed soil surfaces to prevent erosion and sedimentation.
 - 2. Sweep or vacuum any street tracking from daily and secure sediment source to prevent further tracking. Never hose down streets to clean up tracking.

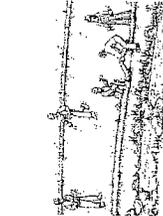
Equipment Management & Spill Control



- Maintenance and Parking**
 - 1. Designate an area, lined with appropriate BMPs, for equipment maintenance and storage.
 - 2. Perform maintenance in repair pits, and vehicle and equipment washing off site.
 - 3. If refueling or vehicle maintenance must be done inside, work in a bermed area away from storm drains and over a drip pan or drip cloth big enough to collect fluids. Recycle or dispose of fluids as hazardous waste.
 - 4. If vehicle or equipment cleaning must be done outside, clean with water only in a bermed area that will not allow rinse water to run into gutters, streets, storm drains, or surface waters.
 - 5. Do not clean vehicle or equipment inside using solvents, degreasers, or steam cleaning equipment.

- Spill Prevention and Control**
 - 1. Keep spill cleanup materials (e.g., rags, absorbents and oil filter) available at the construction site at all times.
 - 2. Inspect vehicles and equipment frequently for and repair leaks immediately. Use drip pans to catch leaks and repair the leak. Use drip pans to catch leaks and repair the leak.
 - 3. Clean up spills or leaks immediately and dispose of cleanup materials properly.
 - 4. Do not hose down surfaces where fluids have spilled. Use dry cleanup methods (use best materials, cat litter, and/or rags).
 - 5. Sweep up spilled dry materials immediately. Do not try to wash them away with water, or bury them.
 - 6. Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
 - 7. Report significant spills immediately. You are required by law to report all significant releases of hazardous materials, including oil. To report a spill: 1) Dial 911 or your local emergency response number, 2) Call the Governor's Office of Emergency Services Warning Center, (800) 852-7520 (24 hours).

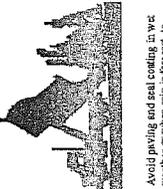
Earthmoving



- 1. Schedule grading and excavation work during dry weather.
- 2. Stabilize all denuded areas, install and maintain temporary erosion controls (such as straw mulch, straw bales, or erosion blankets) on exposed soil.
- 3. Remove and vegetate steep slopes.
- 4. Remove and vegetate steep slopes.
- 5. Control erosion on slopes.
- 6. Control erosion on slopes.
- 7. Control erosion on slopes.
- 8. Control erosion on slopes.
- 9. Control erosion on slopes.
- 10. Control erosion on slopes.

- Prevent sediment from migrating offsite**
 - 1. Install and maintain sediment traps, silt traps, and other sediment control devices.
 - 2. Install and maintain appropriate Silters, such as silt fences, silt socks, sediment basins, and silt traps.
 - 3. Keep catchment soil on site and transfer it to dump trucks on site, not in the streets.
- Contaminated Soils**
 - 1. If any of the following conditions are observed, test for contamination and contact the Regional Water Quality Control Board:
 - Unusual soil conditions, discoloration, or odor.
 - Abandoned underground tanks.
 - Abandoned wells.
 - Buried barrels, debris, or trash.

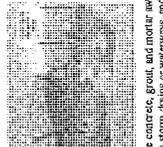
Paving/Asphalt Work



- 1. Avoid paving and seal coating in wet weather or when rain is forecast, to prevent materials that have not cured from contacting stormwater runoff.
- 2. Cover storm drain inlets and manholes with a tarp or other cover.
- 3. Collect and recycle, or appropriately dispose of excess asphalt gravel or sand.
- 4. Do NOT sweep or wash it into gutters.
- 5. Do not use water to wash down fresh asphalt concrete pavement.

- Sewer and Asphalt/Concrete Removal**
 - 1. Protect nearby storm drain inlets when saw cutting. Use filter fabric, catch basin inlet filters, or gravel bags to keep slurry out of the storm drain system.
 - 2. Shovel, absorb, or vacuum saw-cut slurry and dispose of all waste as soon as you are finished in one location or at the end of each work day (whichever is sooner).
 - 3. If any slurry enters a catch basin, clean it up immediately.

Concrete, Grout, & Mortar Application



- 1. Store concrete, grout, and mortar away from storm drains or waterways, and on pallets under cover to protect them from rain, mud, or wind.
- 2. Wash out concrete equipment/trucks with storm drain water, and in a manner that will prevent leaching into the underlying soil or onto surrounding areas. Let concrete harden and dispose of it as garbage.
- 3. When washing exposed aggregate, prevent water from entering storm drains.
- 4. Block hoses, hose washers, and air hoses from storm drain inlets, gutters, and inlet filters, or gravel bags to keep slurry and disposed of properly.

- Landscaping**
 - 1. Protect scuffed landscaping materials from wind and rain by storing them under tarp all year-round.
 - 2. Stack bagged material on pallets and under cover.
 - 3. Discontinue application of any organic landscape material within 2 days before a forecast rain event or during wet weather.

Painting & Paint Removal



- Painting Cleanup and Removal**
 - 1. Never clean brushes or rinse paint containers into a street, gutter, storm drain, or stream.
 - 2. For water-based paints, paint out brushes to the extent possible, and rinse into a clean tub goes to the sanitary sewer. Never pour paint down a storm drain.
 - 3. For oil-based paints, paint out brushes to the extent possible, and rinse into a clean tub goes to the sanitary sewer. Filter and reuse thinners and solvents. Dispose of excess liquids as hazardous waste.
 - 4. Paint chips and dust from non-hazardous dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
 - 5. Chemical paint stripping residue and chips must be disposed of as hazardous waste.
 - 6. Lead based paint removal requires a state-certified contractor.



Dewatering

- 1. Discharges of groundwater or captured runoff from dewatering operations must be properly managed and discharged to an approved area or sanitary sewer. If discharging to the sanitary sewer call your local wastewater treatment plant.
- 2. Do not run water from dewatering operations on disturbed areas.
- 3. When dewatering, notify and obtain approval from the local municipality before discharging water to a street gutter or storm drain. Filtration or detention through a mesh, tank, or detention trap may be required.
- 4. In any of these cases, we suggest you determine whether the groundwater may need to be tested. Pumped groundwater may need to be collected and hauled off-site for treatment and proper disposal.

Download e-file at <http://flowstobay.org/construction>

Storm drain polluters may be liable for fines of up to \$10,000 per day!

September 17, 2015

City of Burlingame Plan Review Comments & Responses

To: City of Burlingame Planning Division
 Kevin Gardiner, Planning Manager
 501 Primrose Road
 Burlingame, CA 94010

From: Ken Lidicker
 MBH Architects
 2470 Mariner Square Loop
 Alameda, CA 94501

Re: 225 California drive
 Burlingame, CA
 MBH Project No: 49810.3PD

The following Permit Revision drawings are dated 17 SEPTEMBER 2015 titled "PLANNING REVIEW RESPONSE B".
 All revisions have been identified with a revision bubble and Delta 

The following are responses to the City of Burlingame Engineering Division, Plan Check Comments dated June 4, 2015.

Item	Comments	Sheet or Detail Reference
Engineering Division Comments – Martin Quan		
E1	<p><i>The project proposes to connect all storm water to Hatch Lane. Please show the current drainage pattern for the existing site and where flows are directed to now.</i></p> <p>Response: The current drainage pattern for the existing site is to the SW corner of the site on Hatch Lane.</p>	

RECEIVED

SEP 17 2015

CITY OF BURLINGAME
 CDD-PLANNING DIV.



<p>E2</p>	<p><i>The project proposes to use a contech stormfilter vault to treat 100% of the runoff. What sizing criterion was used and what size vault will be specified?</i></p> <p>Response: See attached cut sheet for the 3-cartridge Contech StormFilter. This is the size vault that will be required to treat the stormwater from the entire site. The sizing criteria is determined by the flow rate required to be treated from the entire site: Q (flow rate) = C*I*A C = runoff coefficient = 0.9 for this site I = design rainfall = 0.2 inches/hour A = area in acres</p> <p>Q = (0.9) * (0.2 in/hr) * (17,500/43,560) = 0.0723 cfs = 32.5 gpm. Each cartridge can handle a flow of 15 gpm so 3 cartridges are required.</p>	<p>Appendix A</p>
<p>E3</p>	<p><i>The project proposes to have three underground levels for parking. Please be aware that all shoring for construction of the building must be maintained within the property lines. No construction tiebacks are allowed in the public right-of-way.</i></p> <p>Response: Comment acknowledged. Owner and Architect are looking at shoring options.</p>	
<p>E4</p>	<p><i>Please number each parking space as there are stalls that do not have adequate turning radius to pull in or back out. The 24' backup space is required for all parking stalls. There are columns along a row of parking spaces that provide less than 24' backup space.</i></p> <p>Response: Each parking space is numbered and dimensions shown for corresponding backup space.</p>	<p>A2.0, A2.1, A2.2, A2.3</p>
<p>E5</p>	<p><i>Please correct the lane configuration in the traffic study for northbound California at Burlingame Ave as it is a two-through lanes, and a left-turn lane.</i></p> <p>Response: Comment acknowledged by Owner and Traffic Engineer. Comment to be reviewed at a future revision.</p>	



<p>E6</p>	<p><i>There will be a queuing impact on Hatch Lane. Show a right-turn only restriction sign onto Howard Avenue.</i></p> <p>Response: Comment acknowledged by Owner and Traffic Engineer. Comment to be reviewed at a future revision.</p>	
<p>E7</p>	<p><i>Based on the traffic study, Howard/Lorton will need to be reviewed to determine the need for a traffic signal due to traffic exiting onto Howard.</i></p> <p>Response: Comment acknowledged by Owner and Traffic Engineer. Comment to be reviewed at a future revision.</p>	
<p>E8</p>	<p><i>How were the trip generations for the existing uses obtained? And when?</i></p> <p>Response: Comment acknowledged by Owner and Traffic Engineer. Comment to be reviewed at a future revision.</p>	
<p>E9</p>	<p><i>34% Pass-by reduction seems high as the majority of the building will be office.</i></p> <p>Response: Comment acknowledged by Owner and Traffic Engineer. Comment to be reviewed at a future revision.</p>	
<p>E10</p>	<p><i>There should be no reduction in off-street parking demands for a new project in the Downtown.</i></p> <p>Response: Comment acknowledged by Owner and Traffic Engineer. Comment to be reviewed at a future revision.</p>	

End of Comments



MEMORANDUM

Date: September 15, 2015
To: Richard R. Dewey, Jr.
Dewey Land Company, Inc.
From: Steve Abrams
Subject: Response to Comments on the 225 California Avenue Project
Transportation Impact Analysis

RECEIVED

SEP 17 2015

CITY OF BURLINGAME
CDD-PLANNING DIV.

Dear Rich,

Below is my response to the comments related to transportation that were received from the City on the 225 California Avenue Transportation Impact Analysis. Please note that I am available to discuss these comments at your convenience.

Response to Comments from City Planning Staff Contained in a Memo dated June 8, 2015

Comment #5 – Please correct the lane configuration in the traffic study for northbound California at Burlingame Ave as it has two through lanes, and a left turn lane.

Response to Comment #5 – The lane configuration referred to in Figure 3 has been corrected.

Comment #6 - There will be a queuing impact on Hatch Lane. Show a right turn only restriction sign onto Howard Avenue.

Response to Comment #6 – We concur with the recommendation for a right turn only sign at the project exit onto Howard Street and this is now noted on Figure 5.

Comment #7 – Based on the study Howard/Lorton will need to be reviewed to determine the need for a traffic signal due to traffic exiting onto Howard.

Response to Comment #7 – This analysis was completed and is now included in the report under section 5.10. The LOS analysis indicated the intersection of Howard Avenue and Lorton Avenue will continue to have acceptable LOS (LOS C or better) under cumulative plus project conditions with the current all way stop control. In addition, the traffic signal warrant analysis indicated that the two unsignalized project

study intersections (and the project's garage exit) would not meet any of the warrants for a traffic signal under the various scenarios that were analyzed.

Comment #8 – *How were the trip generations for the existing uses obtained? And when?*

Response to Comment #8– The trip generation for the existing retail space was calculated using the same ITE rates and pass by traffic assumptions as the proposed retail space. However, the rates were only applied to the portion of the existing retail space that was occupied at the time of the traffic counts (8,700 square feet).

Please note we do sometimes conduct surveys of site trip generation for unusual land uses. In this case ITE rates were used because it's a standard land use and it would have been difficult to get an accurate count of the trips from this particular building. This is because the building only has a few parking spaces in the back loading area and otherwise there is no parking lot or garage driveway that could be counted. The existing building's customers generally park on-street somewhere in the area so they would be difficult to track without following them to their cars. We've found those types of surveys are generally not well received.

Comment #9 – *34% Pass-by reduction seems high as the majority of the building will be office.*

Response to Comment #9 – The report text has been expanded to clarify that the 34% reduction was only applied to the retail space, not to the office space. Instead a 10% transit reduction was the only reduction applied to the office space (this reduction was not applied to the retail space).

Comment #10 – *There should be no reduction in off-street parking demand for a new project in the Downtown.*

Response to Comment #10 – This comment is noted and it appears it has been addressed with the latest site plan changes. It is our understanding that the only reduction being requested under the current plan is a 10% reduction for the Car Share Parking Bonus, consistent with the lane use element of the Burlingame Downtown Specific Plan.

If you have any questions please don't hesitate to contact me at (925) 945-0201.

Sincerely,



Stephen C. Abrams
President, Abrams Associates
T.E. License No. 1852



CITY OF BURLINGAME
COMMUNITY DEVELOPMENT DEPARTMENT
501 PRIMROSE ROAD
BURLINGAME, CA 94010
PH: (650) 558-7250 • FAX: (650) 696-3790
www.burlingame.org

Site: 225 CALIFORNIA DRIVE

The City of Burlingame Planning Commission announces the following public hearing **MONDAY, SEPTEMBER 28, 2015 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Design Review for an application for Environmental Review, Commercial Design Review, and Special Permit for building height for a new 4-story commercial building at **225 CALIFORNIA DRIVE** zoned HMU. APN 029-211-080

Mailed: September 18, 2015

(Please refer to other side)

**PUBLIC HEARING
NOTICE**

City of Burlingame

A copy of the application and plans for this project may be reviewed prior to the meeting at the Community Development Department at 501 Primrose Road, Burlingame, California.

If you challenge the subject application(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing, described in the notice or in written correspondence delivered to the city at or prior to the public hearing.

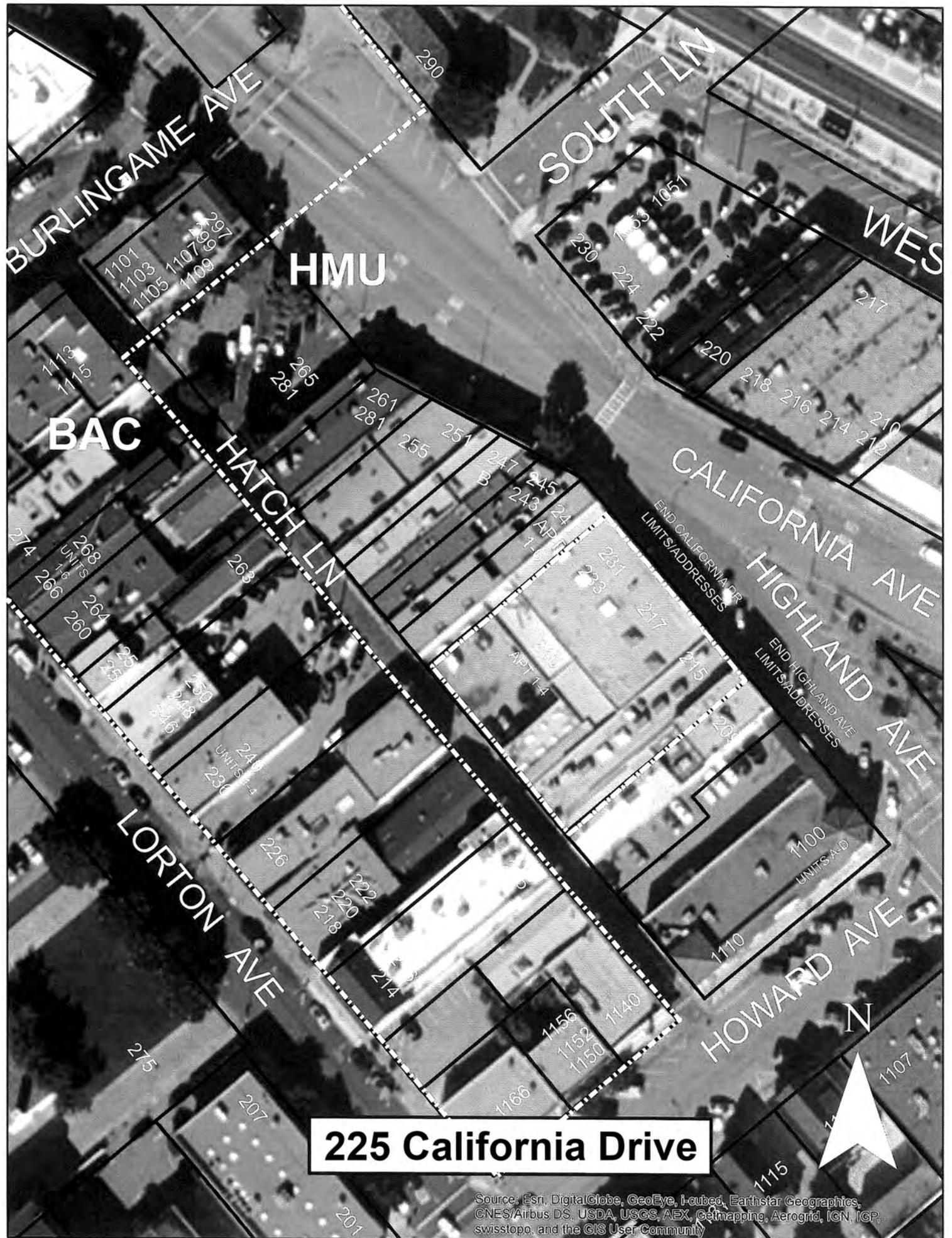
Property owners who receive this notice are responsible for informing their tenants about this notice.

For additional information, please call (650) 558-7250. Thank you.

William Meeker
Community Development Director

PUBLIC HEARING NOTICE

(Please refer to other side)



BURLINGAME AVE

SOUTH LN

WES

HMU

BAC

HATCH LN

CALIFORNIA AVE

HIGHLAND AVE

LORTON AVE

HOWARD AVE

225 California Drive



Source: Esri, DigitalGlobe, GeoEye, I-cubed, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community