



PLANNING APPLICATION

COMMUNITY DEVELOPMENT DEPARTMENT—PLANNING DIVISION

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

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

PROJECT INFORMATION

1766 El Camino Real
PROJECT ADDRESS

025-116-110
ASSESSOR'S PARCEL # (APN)

NBMU
ZONING

PROJECT DESCRIPTION
See attached letters Zoning code amendment for office parking in NBMU.

APPLICANT INFORMATION

Certosa Inc.
PROPERTY OWNER NAME APPLICANT?

1818 Gilbreth Rd. #123, Burlingame, CA 94010
ADDRESS

(650) 219-0028
PHONE

marmuzzi@yahoo.com
E-MAIL

ARCHITECT/DESIGNER APPLICANT?

ADDRESS

PHONE

E-MAIL

BURLINGAME BUSINESS LICENSE #

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

Certosa Inc. Same as above
NAME ADDRESS

AFFIDAVIT OF OWNERSHIP

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE INFORMATION GIVEN HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

APPLICANT'S SIGNATURE (IF DIFFERENT FROM PROPERTY OWNER) _____ DATE _____

I AM AWARE OF THE PROPOSED APPLICATION AND HEREBY AUTHORIZE THE ABOVE APPLICANT TO SUBMIT THIS APPLICATION TO THE PLANNING COMMISSION/DIVISION.

Marmuzzi
PROPERTY OWNER'S SIGNATURE

6/19/19
DATE

AUTHORIZATION TO REPRODUCE PLANS

I HEREBY GRANT THE CITY OF BURLINGAME THE AUTHORITY TO REPRODUCE UPON REQUEST AND/OR POST PLANS SUBMITTED WITH THIS APPLICATION ON THE CITY'S WEBSITE AS PART OF THE PLANNING APPROVAL PROCESS AND WAIVE ANY CLAIMS AGAINST THE CITY ARISING OUT OF OR RELATED TO SUCH ACTION _____ (INITIALS OF ARCHITECT/DESIGNER)

STAFF USE ONLY

APPLICATION TYPE

ACCESSORY DWELLING UNIT (ADU) VARIANCE (VAR)

CONDITIONAL USE PERMIT (CUP) WIRELESS

DESIGN REVIEW (DSR) FENCE EXCEPTION

HILLSIDE AREA CONSTRUCTION PERMIT OTHER: Zoning Code Amendment

MINOR MODIFICATION

SPECIAL PERMIT (SP)



DATE RECEIVED:

STAFF USE ONLY

Certosa, Inc.
1818 Gilbreth Road, Suite 123
Burlingame, CA 94010
(650) 692-5406
marmuzzi@yahoo.com

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JUN 19 2019

CITY OF BURLINGAME
ODD-PLANNING DIV.

June 19, 2019

Via Hand Delivery to:
Catherine Keylon, Senior Planner
City of Burlingame
Community Development Department - Planning Division

Re: 1766 El Camino Real Project Application

Dear Ms. Keylon,

This letter is submitted in support of our application to amend the City of Burlingame's ("City") Interim Zoning for the North Burlingame Mixed Use (NBMU) area. We believe the NBMU area's office parking ratio fails to conform with the recently updated General Plan since no change was made from the old office space parking requirement of (1) space per 300sf of office that predates the current General Plan which specifically provides:

"M-7.3: Parking Requirements:

Reduce or eliminate minimum parking requirements and/or implement parking maximums for housing, commercial, office, and other land uses in mixed use areas and in proximity to frequent transit services. Comprehensively examine parking requirements in the Zoning Code and adjust as needed to respond to evolving vehicle ownership patterns and parking practices."

Given that the NBMU area is within less than one-half mile of the Millbrae CalTrain/BART Station and runs along El Camino Real with SamTrans bus stops, we contend that the Interim Zoning should have reduced the minimum parking requirement for office space. We contend that one parking stall for every 500 sf. or more of gross office space per parking stall is an appropriate amount of parking given the proximity to public transportation and to encourage its use.

Please find enclosed a letter from Hexagon Transportation Consultants that provides a survey of other cities minimum requirements for office parking and the changes those cities have made to allow for reduced parking ratios in proximity to public transportation. Perhaps more importantly, Hexagon also provides in their letter empirical evidence from three transit-oriented developments in the Bay Area. The average parking demand for these three sites is approximately 1 parking stall for every 500 sq. ft.

March 15, 2019
Catherine Keylon, Senior Planner
Application to Amend NBMU Zoning
Page 2 of 2.

As owners/developers, we don't just want to minimize parking simply to cut construction costs. We understand and are concerned that having too little on-site parking can significantly reduce the marketability of the space for our programmed uses. On the other hand, we understand the need to encourage the use of public transportation to reduce local and regional vehicular traffic and to avoid construction of underutilized parking areas. We think our proposed office parking to square footage ratio is reasonable and justified for NBMU.

Accordingly, we seek to modify the Interim Zoning for the NBMU area as highlighted below:

25.39.050

Off-Street Vehicle Parking. Parking shall be provided as set forth in Chapter 25.70 (Off-Street Parking), with the following exceptions for **“other office” shall be 1 parking space for each 400 sq. ft. of gross office area”** and live/work units, stand-alone residential development, and the residential component of a mixed-use development **shall be as follows:**

Sincerely,
Certosa, Inc



By Mario B. Muzzi,
As its President

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JUN 19 2019

CITY OF BURLINGAME
CDD-PLANNING DIV.



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June 18, 2019

JUN 19 2019

Mr. Mario Muzzi
Email: marmuzzi@yahoo.com

CITY OF BURLINGAME
CDD-PLANNING DIV.

Re: Report on Parking Research Completed for the Mixed-use Development at 1766 El Camino Real in Burlingame, California

Dear Mr. Muzzi:

Hexagon Transportation Consultants, Inc has completed parking research relative to the office portion of your proposed mixed-use development at 1766 El Camino Real in Burlingame, California. The project proposes to provide on-site parking at a reduced parking ratio compared with the City's Zoning Code requirements for the proposed office uses. We understand the City is considering a reduced parking ratio but would like to see some research supporting a reduced number. Also, the City will allow a reduced ratio in conjunction with appropriate Transportation Demand Management measures.

The purpose of this parking research report is to provide information on any cities in San Mateo County or Santa Clara County that allow reduced ratios and to report on some office parking counts the Hexagon has recently completed. Hexagon also recommends a list of Transportation Demand Management (TDM) measures that that can be implemented by the project to reduce its parking demand, which are presented in a separate letter report.

Parking Code Requirements

Hexagon looked into the parking requirements for office use in all cities of San Mateo County and some cities in Santa Clara County, as well as the parking requirements in any specific area plans in these cities.

The attached table shows cities that allow a reduced parking ratio for office and shows the requirements for obtaining reductions. As seen in the table, three cities, including Belmont, East Palo Alto, and Redwood City, allow office developments to reduce parking spaces if parking studies are conducted to show that reductions in parking are reasonable and the resulting parking will be sufficient. The City of San Carlos allows a twenty percent reduction in the normally required number of spaces with implementation of a Transportation Demand Management program. The City of South San Francisco allows a 25 percent reduction in the normally required number of spaces if any portion of the lot is located within ¼ mile of a BART or CalTrain station.

Reduced parking ratios are allowed for office developments in specific plan areas in some cities. For office developments in the Millbrae Station Specific Plan area, the City of Millbrae allows 1.5 spaces per 1,000 s.f (within 800 feet of the Millbrae Transit Station) and 2.5 spaces per 1,000 s.f. for the rest of the specific plan area. The City of Menlo Park allows reduced rates at 3.8 spaces per 1,000 s.f for the office development in the El Camino real/Downtown Specific Plan area. The City of San Mateo allows a minimum requirement of 2.6 spaces per 1,000 s.f. for office developments in the San Mateo Downtown Specific Plan area. In Santa Clara County, the City of San Jose allows parking ratios for commercial office uses in the San Jose Diridon Station Area Plan to be adjusted to a weighted rate of 1.51 spaces per 1,000 s.f.. The City of San Jose also allows up to a 50% parking reduction in urban growth areas with a TDM plan implemented.



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CITY OF BURLINGAME
 CDD-PLANNING DIV.

Table 1 – Cities with Reduced Parking Requirements

| City | Parking Space Requirement | Required Parking Spaces Per 1000 s.f. | Notes (Possible Reductions) |
|----------------|--|---------------------------------------|--|
| Burlingame | 1 space for each 300 s.f. gross floor area | 3.33 | 1) City parking requirements allows for reduction of minimum parking spaces with a TDM plan or for locations within one- third mile of transit hubs or along transit corridors. 2) Per Burlingame Downtown Specific Plan, in-lieu fees can be paid to the City and used to create additional shared public parking facilities instead of providing parking to expand buildings, intensify uses or build new ones. 3) The total parking requirements for mixed-use projects may be reduced. |
| East Palo Alto | 1 space per 300 s.f. | 3.33 | 18.30.050 Parking reduction. In the event that a mixed use development includes uses that have different peaks in parking demand, (e.g., a mixed commercial and residential development) an alternative parking requirement may be established, as determined appropriate by the Director. The applicant shall be required to pay for a parking study to ensure mixed use development projects are adequately parked if the parking reduction request is being made. |
| Menlo Park | 1 space per 200 s.f. | 5 | Reduced parking ratio at 3.8 spaces per 1,000 sf. in Menlo Park El Camino real/Downtown Specific Plan |
| Millbrae | 1 parking space for each 300 s.f. of gross floor area | 3.33 | For office development within Millbrae Station Area Specific Plan area, 1.5 spaces per 1,000 gsf (within 800 feet of the Millbrae Transit Station) and 2.5 spaces per 1,000 gsf for rest of the specific plan area |
| Milpitas | 1000 s.f. or smaller: 1 per 250 s.f. otherwise 3.3 per 1000 s.f. | 3.3-4 | Parking data based on well-recognized sources or local parking demand rates can be used to justify parking reduction. |
| Mountain View | Under 20,000 s.f.: 1 per 150 s.f. otherwise 1 per 225 s.f. | 4.44-6.67 | Parking reduction and shared parking may be implemented if it can be justified that there will be no resulting parking deficiency. |
| Palo Alto | RP and ROLM is 1 per 300 s.f.; all other is 1 per 250 s.f. | 3.33-4 | Adjustments and reductions can be made with a TDM plan. |



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CITY OF BURLINGAME
CDD-PLANNING DIV.

Table 1 – Continued

| City | Parking Space Requirement | Required Parking Spaces Per 1000 s.f. | Notes (Possible Reductions) |
|---|--|---------------------------------------|--|
| Redwood City | 1/250 s.f. or 1/300 s.f. | 3.33-4 | 30.4 Shared-Use Parking on Multiple Sites. Sites with multiple uses having different peak demand times may share parking. A parking study shall be submitted that demonstrates how parking demand will be met with a shared parking arrangement. This study is subject to review and approval of the review authority. Minimum parking ratio at 3 spaces per 1,000 sf (Non-residential use with shared parking ¹) in Redwood City Downtown Precise Plan. |
| San Carlos | 1 per 300 s.f. of floor area up to 100,000 sq. ft. 1 per 350 sq. ft over 100,000 sq. ft. | 2.85-3.33 | 18.20.050 Transportation Demand Management Programs. The number of required parking spaces for any project subject to Chapter 18.25, Transportation Demand Management, shall be reduced by twenty percent of the normally required number of spaces |
| San Jose | 1 per 250 s.f., Downtown office: 2.5 per 1000 s.f. | 2.5-4 | 1) City allows up to a 50% parking reduction in urban growth areas with a TDM plan; 2) San Jose Diridon Station Area Plan: parking ratios for commercial office land uses were adjusted to a weighted rate of 1.51 spaces per 1,000 s.f. |
| San Mateo | 1 per 335 s.f. if less than 100,000 s.f. and 1 per 315 s.f. if above 100,000 s.f. | 3-3.2 | San Mateo Bay Meadows Specific Plan encourages shared parking to reduce parking supply with a minimum of 2.8 spaces per 1,000 s.f. The San Mateo Downtown Specific Plan has a minimum requirement of 2.6 spaces per 1000 s.f. |
| South San Francisco | 1 per 300 s.f. of floor area up to 100,000 sq. ft. 1 per 350 sq. ft over 100,000 sq. ft. | 2.85-3.33 | 20.330.006 Transit Station Areas. For any land use except residential single-unit and duplex development, if any portion of the lot is located within ¼ mile of a BART or CalTrain station, the number of required parking spaces may be reduced by 25 percent of the normally required number of spaces stated in Table 20.330.004 with Conditional Use Permit approval. |
| Sunnyvale | | 3.3-4 | Parking reduction can be made if there are off-site parking agreements, parking management plans including valet parking, or uses on site have complementary peak hours (shared parking). |
| <u>Notes:</u> | | | |
| 1. For reference, Shared Parking is defined in Article 2.92.4 of the Redwood City Zoning Ordinance. | | | |

Office Parking Count Results

Hexagon recently has conducted parking counts at 3 office buildings in the Bay Area that are near rail transit to see how much parking is being used.

- 3050 S. Delaware Street (Station 4) in Bay Meadows II
- Franklin Templeton Campus in Bay Meadows I
- 200 & 250 S. Mathilda Avenue (Nokia & Apple) in Sunnyvale

The result of the parking counts (see Table 2) show that the peak office parking demand for these transit-oriented development (TOD) buildings ranged from 1.91 to 2.26 spaces per 1,000 s.f. The average parking demand for these office buildings was 2.12 spaces per 1,000 s.f.



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CITY OF BURLINGAME
 CDD-PLANNING DIV.

**Table 1
 Office Parking Demand Survey Results**

| Building Address | City | TOD features | Parking Count Date ¹ | Building Floor Area (s.f.) ² | Peak Parking Demand | Parking Ratio (spaces/ksf) |
|--|-----------|--|---------------------------------|---|---------------------|----------------------------|
| TOD Buildings | | | | | | |
| 3050 S. Delaware St (Station 4) | San Mateo | Next to Hillsdale Caltrain Station | February 2018 | 216,428 | 456 | 2.11 |
| Franklin Templeton Campus | San Mateo | 0.6 mile to Hillsdale Caltrain Station and shuttles between station and campus | November 2016 | 380,843 | 862 | 2.26 |
| 200 & 250 S. Mathilda Ave (Nokia & Apple) | Sunnyvale | 1,800 feet to Sunnyvale Caltrain Station | February 2018 | 252,800 | 482 | 1.91 |
| <i>Average of above TOD buildings</i> | | | | | | 2.12 |
| 1. Parking survey for each site was conducted on regular weekdays between 10 AM and 2 PM, when office parking demand peaks. 2. Building area for Franklin Templeton was estimated based on 67% occupancy of total existing 568,423 s.f. | | | | | | |

Conclusions

Many Peninsula cities are allowing reduced parking ratios for office development. Typically, the reductions are due to proximity to Caltrain stations and/or the implementation of Transportation Demand Management (TDM) measures.

Hexagon has conducted parking counts at 3 transit-oriented-development (TOD) office sites in the Bay Area. The average parking demand for these TOD office buildings is 2.12 spaces per 1,000 s.f.,

Sincerely,
HEXAGON TRANSPORTATION CONSULTANTS, INC.

Ling Jin
 Associate



HEXAGON TRANSPORTATION CONSULTANTS, INC.

June 18, 2019

Mr. Mario Muzzi
Email: marmuzzi@yahoo.com

Re: *Recommended TDM Measures for the Mixed-use Development at 1766 El Camino Real in Burlingame, California*

Dear Mr. Muzzi:

Hexagon Transportation Consultants, Inc has completed parking research relative to the office portion of your proposed mixed-use development at 1766 El Camino Real in Burlingame, California. The project proposes to provide on-site parking at a reduced parking ratio compared with the City's Zoning Code requirements for the proposed office uses. We understand the City is considering a reduced parking ratio but would like to see some research supporting a reduced number. Also, the City will allow a reduced ratio in conjunction with appropriate Transportation Demand Management measures.

Hexagon recommends a list of Transportation Demand Management (TDM) measures that that can be implemented by the project to reduce its parking demand.

Recommend TDM Measures

Transportation Demand Management (TDM) is a combination of services, incentives, facilities, and actions that reduce single-occupant vehicle (SOV) trips to help relieve traffic congestion, parking demand, greenhouse gas emissions, and air pollution problems. The attached table presents a list of recommended TDM measures that are applicable to the proposed office development, along with an indication of who should have primary responsibility for implementing each measure.

The recommended TDM measures include a broad range of TDM measures designed to reduce single-occupant vehicle trips and the project parking demand through a combination of appropriate measures to promote alternative forms of transportation. The objectives of these TDM measures include encouraging employees to use existing transit services and encouraging the use of bicycle travel and walking to, from, and around the area. The recommended TDM measures also include planning and design measures related to the attributes of the site design and on-site amenities. Such design measures encourage walking, biking, and use of transit. Some of the most important TDM measures are described as follows:

Transportation Coordinator

Experience with other TDM programs indicates that having a TDM contact person (also referred to as a Transportation Coordinator) who focuses on transportation issues and is responsible for implementing the TDM program is key to the plan's success. We recommend the developer appoint an individual as the Transportation Coordinator or TDM contact person to serve the entire mixed-use complex. He/She will be responsible for implementation of the TDM program throughout the project and will be available to answer questions from both residents and employees, and to coordinate as needed with all employers in the building.



Mr. Mario Muzzi

June 18, 2019

Page 2 of 3

Transit Subsidies

The project is located about 0.5 miles from the Millbrae Transit Center, which provides direct access to BART and Caltrain service as well as to multiple shuttle routes and SamTrans bus routes. At a normal walking pace, it would take approximately 10 minutes to walk from the project site to the transit center. This encourages the use of Caltrain and SamTrans for residents and employees of the proposed project.

Subsidized transit passes are an effective means of encouraging employees and residents to use transit rather than drive. One way of doing this is to provide a Clipper Card with a certain amount of cash value to the office employees and residents. The Clipper Card is an all-in-one transit card that can be used to pay for rides on all major Bay Area transit providers, including BART, Caltrain, and SamTrans.

Emergency Ride Home Program

An Emergency Ride Home program will guarantee that office employees within the project need not worry about being stranded at work without a car in the event of illness, family emergency, or unexpected overtime if they bicycle, carpool, or vanpool. The emergency ride home program could offer free taxi service from the workplace to the employee's home.

Bicycle Sharing

Bike sharing programs provide commuter-style bikes that can be checked out from and returned to self-service bike share stations for short trips. The idea behind bike sharing is to make bikes available to transit users for the short journey between a transit station and the residential location. There are no bike sharing program stations near the project site. Therefore, the project could provide its own bike sharing program by providing bicycles on site that can be checked out by office employees or residents for short trips.

Unbundling of On-Site Parking

Unbundled parking means separating the cost of parking from office and residential leases and allowing tenants to choose whether to lease a parking space. This program has the benefit of communicating the cost of constructing and maintaining parking to tenants, and it may help increase use of other travel modes.

The TDM measures in this letter would reduce trip making and parking demand for the project.

Sincerely,

HEXAGON TRANSPORTATION CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read 'Ling Jin', written over a light blue horizontal line.

Ling Jin
Associate



Table 1 – Recommended TDM Measures

| TDM Measure | Implementation Responsibility |
|---|-------------------------------|
| Program Administration, Monitoring and Reporting | |
| Designating a Transportation Coordinator | Building developer |
| Online Kiosk/TDM Information Board ¹ | Transportation Coordinator |
| Transportation Information Packets | Transportation Coordinator |
| Participation in Transportation Management Association | Building developer |
| Trip Planning Assistance | Transportation Coordinator |
| Annual Resident/Employee Surveys | Transportation Coordinator |
| Transit Elements | |
| Proximity to Transit Center | Building developer |
| Resources (schedules, route maps & other info) | Trans.Coordinator |
| Transit Subsidy | Employer/Property Owner |
| Bicycle Facilities | |
| Bicycle Parking | Building developer |
| Shower Room | Building developer |
| Resources (maps & info) | Trans.Coordinator |
| Bike Sharing | Building developer |
| Pedestrian Facilities | |
| Enhanced Sidewalks | Building developer |
| Carpool and Vanpool Programs | |
| On-Site Ridematching | Transportation Coordinator |
| 511 Ridematching Assistance | Available to public |
| Incentives for New Carpools/Vanpools | Available to public |
| Discounted Tolls on Bay Area Bridges | Available to public |
| Other On-Site Amenities | |
| Residential | Building developer |
| Retail | Building developer |
| Emergency Ride Home Program | |
| Reimburse cost of emergency taxi rides | Trans.Coordinator |
| Unbundling of On-Site Parking | |
| Building developer | |
| <u>Notes:</u> | |
| (1) The building developer will have Initial responsibility for creating an online kiosk . After the building is occupied, the Transportation Coordinator will have ongoing responsibility for the online kiosk and various program elements. | |

25.70.100 Office parking in the North Burlingame Mixed-Use District.

Notwithstanding any other provision of this code, the following shall apply to vehicle parking requirements in the North Burlingame Mixed-Use District, as shown in the Community Character Section IV of the 2019 General Plan Neighborhoods Context Map, Figure CC-3:

(a) There shall be provided parking spaces in the ratio of one space for each five hundred (500) square feet of gross floor area for office uses. This parking ratio shall apply to professional, medical and dental offices, all of which are permitted uses in the NBMU zone.

North Burlingame Mixed-Use Zone

