



**PROJECT LOCATION**  
1128-1132 Douglas Avenue

# City of Burlingame

*Design Review, Conditional Use Permit, Front Setback Variance, Parking Variance and Lot Combination for New Apartment Building*

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

**Address:** 1128-1132 Douglas Avenue

**Meeting Date:** March 23, 2015

**Request:** Application for Design Review, Conditional Use Permit for building height, Front Setback Variance, Parking Variance for driveway width and Lot Merger for construction of a new five-story, 29-unit apartment building with at-grade and below-grade parking.

**Applicant and Architect:** Dreiling Terrones Architecture Inc.

**APN:** 029-132-180 and -190

**Property Owner:** Zers Development Inc.

**Lot Area:** 15,492 SF (combined lots)

**General Plan:** High Density Residential

**Zoning:** R-4

Burlingame Downtown Specific Plan (R-4 Base District)

**Adjacent Development:** Multifamily and Single Family Residential

**Current Use:** 1128 Douglas Ave: Single family dwelling and 4-unit apartment building

1132 Douglas Ave: Single family dwelling

**Proposed Use:** 29-unit residential apartment building.

**Allowable Use:** Multifamily, duplex, and single family residential uses.

**Environmental Review:** Environmental review is required for this project because the project exceeds four residential units (29 units proposed), and therefore does not qualify for an exemption from CEQA (California Environmental Quality Act). A separate environmental scoping meeting will be held once an environmental consultant is chosen.

The purpose of this design review study meeting is to provide initial comments on design elements as they relate to the proposed project at 1128-1132 Douglas Avenue (criteria include compatibility with the existing character of the neighborhood, respect the mass and fine scale of adjacent buildings even when using differing architectural styles, maintain the tradition of architectural diversity, but with human scale regardless of the architectural style used and incorporate quality materials and thoughtful design which will last into the future).

**Project Summary:** The applicant is proposing construction of a new, five-story, 29-unit residential apartment building with at-grade and below-grade parking at 1128-1132 Douglas Avenue, zoned R-4. The proposed building would contain 29 apartment units in five floors with 12 at-grade parking spaces at the rear of the lot and 22 parking spaces in an underground garage. The project includes three studio units, 18 one-bedroom units, seven two-bedroom units and one three-bedroom unit. The average unit size proposed is 900 SF (1,250 SF average maximum unit size permitted). Staff would note that apartment projects are not required to provide common open space or private open spaces, as is required for condominium developments. However, common spaces for residents and visitors, including an enclosed entry, lobby, community room and fitness room are provided on the ground floor. In addition, balconies are provided for some of the units located at the front corners of the building. The following applications are requested for this project:

- Design Review for construction of a new five-story, 29-unit apartment building with at-grade and below-grade parking (C.S. 25.29.045 and Chapter 5 of the Downtown Specific Plan);
- Conditional Use Permit for building height (56'-10" proposed where a Conditional Use Permit is required if the building exceeds 35'-0" in height; 75'-0" is the maximum allowed) (C.S. 25.29.060);
- Front Setback Variance (18'-5" proposed where 19'-11" is the minimum required based on the average front setback of the block) (C.S. 25.29.075);
- Parking Variance for driveway width (9'-0" width proposed for the driveway along the north property line where 12'-0" is the minimum required) (C.S. 25.70.025 (b) (2)); and

- Lot Combination to combine 52 feet of portion of Lot 3 Block 5 (1128 Douglas Avenue) and 50 feet of Lot 3 Block 5 (1132 Douglas Avenue), Burlingame Land Company Map No 2.

The property at 1128 Douglas Avenue currently contains a two-story single family dwelling at the front of the site and a two-story four-unit apartment building at the rear of the site. The property at 1132 Douglas Avenue currently contains a two-story single family dwelling at the front of the site and a detached one-car garage at the rear of the site. 1128 and 1132 Douglas Avenue are two independent lots owned by the same property owner. The site is surrounded by single family and multifamily residential buildings.

The proposed project includes demolishing the existing house and detached garage at 1132 Douglas Avenue and demolishing the existing four-unit apartment building at 1128 Douglas Avenue. The rear portion of the existing single family dwelling at 1128 Douglas Avenue is also proposed to be demolished, however the front half of the house is proposed to be relocated to 524 Oak Grove Avenue. The Planning Commission is reviewing a concurrent application for design review for the house to be relocated to Oak Grove Avenue, which includes a first and second story addition.

In 2008, the City of Burlingame engaged Carey & Co. to complete an inventory of historic resources for the Downtown Specific Plan Area. The purpose of this inventory was to identify properties that would qualify as historic resources for the City of Burlingame and appeared eligible for listing on the California Register of Historical Resources (CRHR) or the National Register of Historic Places (NRHP). Carey & Co. determined that 23 structures within the Plan Area appeared to be eligible for the CRHR or the NRHP. 1128 and 1132 Douglas Avenue are included on this list.

Historic Resource Evaluations (Evaluation) were prepared for 1128 & 1132 Douglas Avenue by Page & Turnbull, Inc., dated May 14, 2013. The results of the evaluation concluded that 1128 Douglas Avenue is eligible for individual listing on the California Register of Historical Resources under Criterion 1 (Events) for its association with early settlement patterns in the town of Burlingame. The Evaluation notes that "Because the property was one of the first residences constructed in Burlingame and exemplifies an important pattern of development in Burlingame, the property at 1128 Douglas Avenue appears to be individually significant for its association with early settlement, and is therefore eligible for listing in the California Register under Criterion 1 (Events)."

1128 Douglas Avenue is also eligible for individual listing on the California Register of Historical Resources under Criterion 2 (Persons) due to its association with James R. and Jessie N. Murphy. The Evaluation notes that "James R. Murphy was living in the Burlingame area by 1900 and serving as the town's station master. By 1910 he was county clerk, a position he retained through to his death in 1940. His contributions to Burlingame government and civic life were varied and well documented. Jessie Murphy was also active in Burlingame government and civic life, serving as park commissioner and acting as a lifelong advocate for trees, a subject integral to Burlingame's civic identity as the "City of Trees." Both James and Jessie Murphy lived the majority of their lives in their house in Burlingame and raised three children there. The Murphys' role in the development of Burlingame as well as their long association with the property meet the threshold for significance for listing in the listing in the California Register under Criterion 2 (Persons). The Historic Resource Study for 1128 Douglas Avenue is attached for review.

The results of the evaluation for 1132 Douglas Avenue concluded that it is not eligible for individual listing on the California Register of Historical Resources under any criteria. The Historic Resource Study for 1132 Douglas Avenue is attached for review.

**Design Review:** The proposed project is subject to Chapter 5 of the Downtown Specific Plan (Design & Character). Section 5.3 (pages 5-17 through 5-21) provides design guidelines specifically for residential areas within the Downtown Specific Plan area. Section 5.4 (pages 5-22 through 5-27) provides more general design

guidelines that apply to all areas of the downtown, including residential areas. As this application is the fourth residential project to be proposed since the Downtown Specific Plan was adopted in 2010 (first three projects were 1225 and 1433 Floribunda Avenue, and 21 Park Road), the relevant pages of the plan have been included as an attachment for convenience of commissioners.

Materials proposed for the exterior of the building include stucco, horizontal wood and concrete siding. The balconies would consist of wood railings and wood base trim. Aluminum windows and doors would be used throughout the building, with powder coated steel awnings above some of the windows throughout the building. Concrete columns are proposed on the ground floor at the front and rear of the building. The front entry of the building consists of an aluminum storefront window and door system. A decorative concrete shear wall is proposed to the left of the front entry.

The overall height of the building, as measured to the top of the parapet, is proposed at 56'-10" above average top of curb level where 75'-0" is the maximum allowed. An application for a Conditional Use Permit is being requested since the building exceeds 35'-0" in height. The Zoning Code allows 5% of the roof area, for such items as enclosed elevator shafts, stairways and other equipment, to project not more than 10'-0" above the top of parapet. The elevator shaft and enclosed stairways to the roof level are exempt from the overall building height since they project 8'-0" above the top of parapet and take up less than 5% of the roof area.

**Off-Street Parking:** Based on the number of bedrooms per unit proposed for this project, the Zoning Code requires a total of 34 off-street parking spaces for the residents of the units (1 space for each studio and one-bedroom unit, 1.5 spaces for each two-bedroom unit and 2 spaces for each unit containing three or more bedrooms). The project includes 12 at-grade parking spaces at the rear of the lot and 22 below-grade parking spaces in an underground garage, for a total of 34 off-street parking spaces. An area for on-site deliveries is not required for apartment buildings and there is no guest parking required on-site for properties located within the Downtown Specific Plan area.

Access to the below-grade parking spaces would be via a 14'-0" wide driveway located at the south end of the lot. Access to the at-grade parking spaces at the rear of the lot would be via a 9'-0" wide driveway located at the north end of the lot. There is an 8'-0" wide ingress/egress easement located along the north side property line; an extra 1'-0" is provided for the driveway width for a total of 9'-0". However, the applicant is requesting approval of a Parking Variance for the proposed driveway width along the north side property line (9'-0" proposed where 12'-0" is the minimum required).

The Zoning Code requires that parking spaces be a minimum of 9'-0" wide x 20'-0" deep. 22 of the 34 parking spaces comply with this requirement. The remaining 12 parking spaces measure 8'-6" wide x 20'-0" deep (code currently allows 8'-6" x 18'-0" for commercial and industrial uses). However, as a policy the Downtown Specific Plan encourages "creative approaches" to providing on-site parking. The proposed reduced parking space width meets the intent of the Downtown Specific Plan policy, and therefore a Parking Variance for parking space dimension is not required.

**Landscaping:** Proposed landscaping throughout the site is shown on the Landscape and Irrigation Plans (sheets L1.1 and L1.2). The applicant is proposing 60.1% (1,174 SF) landscaping within the front setback area where 60% (1,171 SF) is the minimum required.

An arborist report, dated August 8, 2014, was prepared by Mayne Tree Expert Company, which evaluates the existing trees on the site greater than 12 inches in diameter and provides tree protection specifications (see attached). Several smaller trees are also proposed to be removed, however they were not evaluated since they do not qualify as a protected size tree.

The proposed project includes removing four protected size trees, including a 20-inch diameter Chinese Tallow tree at the front of the site, an 18.1-inch diameter Liquid Amber tree along the right side property line, a 21.2-

inch diameter Cottonwood tree at the rear of the site and a 16.3-inch diameter Apple tree along the left side property line. A tree removal permit to remove these trees was issued by the Parks Division in January 2015 contingent upon 1) the building and landscape plans being approved by the City (building permit issued for construction) and 2) that the trees would fall within the footprint of the proposed project. Several other trees on the project site are also proposed to be removed; however they are not of a protected size.

The existing Redwood tree (39-inch diameter) and Coast Live Oak tree (27.6-inch diameter), located at the front left corner of the lot, will remain and will need to be protected during construction as outlined in Mayne Tree Company's arborist report. In addition, the City Arborist notes in his memo dated December 4, 2014 that the Tree Protection Zone must be in place and confirmed by the City Arborist prior to construction and that the excavation around these trees may only be done by hand and instructed by an independent arborist report.

There are four street trees in front of the subject property, including three small Purple Leaf Plums and an 18-inch diameter Sycamore Maple tree. The three Purple Leaf Plum trees will need to be removed during construction, but will be replaced with three new street trees after construction, with a species recommended by the City Arborist. The existing Sycamore Maple tree will remain and will be protected during construction.

In accordance with the City's requirements, each lot developed with a multifamily residential use is required to provide a minimum of one 24-inch box-size minimum non-fruit trees for every 2000 SF of lot coverage. Based on the proposed project, a total of eight landscape trees are required on site. The proposed landscape plan for the project complies with the on-site reforestation requirements. There will be a total of nine trees on site, including an existing Redwood tree and Coast Live Oak trees at the front corner of the lot and seven new 24-inch box size trees, including four Magnolia "Yellow Bird" trees at the rear of the site, two Japanese Maple trees at the front, left corner of the site and a Western Redbud tree at the front of the site.

**Affordable (Below-Market Rate) Units:** The City's previous Inclusionary Housing Ordinance has been replaced by a Density Bonus Ordinance consistent with State Law. The Density Bonus Ordinance is discretionary, and projects are not obligated to provide affordable units unless they seek to utilize development standard incentives offered by the ordinance. The applicant has chosen not to apply any of the development standard incentives offered by the Density Bonus Ordinance and therefore is not providing any affordable units as part of the project.

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**1128-1132 Douglas Avenue**

**Lot Area:** 15,492 SF

**Plans date stamped:** January 21, 2015

	<b>PROPOSED</b>	<b>ALLOWED/REQUIRED</b>
<b>Front (1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b> <b>(3<sup>rd</sup> flr):</b> <b>(4<sup>th</sup> flr):</b> <b>(5<sup>th</sup> flr):</b>	18'-5" <sup>1</sup> 18'-5" <sup>1</sup> 18'-5" <sup>1</sup> 18'-5" <sup>1</sup> 18'-5" <sup>1</sup>	19'-11" (block average)
<b>Left Side (1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b> <b>(3<sup>rd</sup> flr):</b> <b>(4<sup>th</sup> flr):</b> <b>(5<sup>th</sup> flr):</b>	7'-0" to concrete shear wall 11'-0" 11'-0" 11'-0" 11'-0"	7'-0" 8'-0" 9'-0" 10'-0" 11'-0"
<b>Right Side (1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b> <b>(3<sup>rd</sup> flr):</b> <b>(4<sup>th</sup> flr):</b> <b>(5<sup>th</sup> flr):</b>	11'-0" 11'-0" 11'-0" 11'-0" 11'-0"	7'-0" 8'-0" 9'-0" 10'-0" 11'-0"
<b>Rear (1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b> <b>(3<sup>rd</sup> flr):</b> <b>(4<sup>th</sup> flr):</b> <b>(5<sup>th</sup> flr):</b>	20'-5" 20'-0" 20'-0" 20'-0" 20'-0"	20'-0" 20'-0" 20'-0" 20'-0" 20'-0"
<b>Lot Coverage:</b>	7746 SF 50%	7746 SF 50%
<b>Building Height:</b>	56'-10" <sup>2</sup>	75'-0" maximum/CUP required to exceed 35'-0"
<b>Off-Street Parking:</b>	34 spaces 80% covered	34 spaces 80% must be covered  No guest parking or delivery space required
<b>Driveway Width:</b>	9'-0" for driveway along north side property line <sup>3</sup>	12'-0" required
<b>Front Setback Landscaping:</b>	60.1% 1174 SF	60% 1171 SF

<sup>1</sup> Front Setback Variance (18'-5" proposed where 19'-11" is the minimum required based on the average front setback of the block).

<sup>2</sup> Conditional Use Permit for building height (56'-10" proposed where a Conditional Use Permit is required if the building exceeds 35'-0" in height; 75'-0" is the maximum allowed).

<sup>3</sup> Parking Variance for driveway width (9'-0" width proposed for the driveway along the north property line where 12'-0" is the minimum required).

**Staff Comments:** See attached comments from the Building, Parks, Engineering, Fire and Stormwater Divisions.

**Design Review Criteria:** A design review application in multifamily residential (R-3 and R-4) Districts shall be reviewed by the Planning Commission for the following considerations (Code Section 25.57.030 f, 1-4):

- (1) Compatibility with the existing character of the neighborhood;
- (2) Respect the mass and fine scale of adjacent buildings even when using differing architectural styles;
- (3) Maintain the tradition of architectural diversity, but with human scale regardless of the architectural style used; and
- (4) Incorporate quality materials and thoughtful design which will last into the future.

**Findings for a Conditional Use Permit:** In order to grant a Conditional Use Permit the Planning Commission must find that the following conditions exist on the property (Code Section 25.52.020 a-c):

- (a) the proposed use, at the proposed location, will not be detrimental or injurious to property or improvements in the vicinity, and will not be detrimental to the public health, safety, general welfare, or convenience;
- (b) the proposed use will be located and conducted in a manner in accord with the Burlingame general plan and the purposes of this title;
- (c) the Planning Commission may impose such reasonable conditions or restrictions as it deems necessary to secure the purposes of this title and to assure operation of the use in a manner compatible with the aesthetics, mass, bulk and character of existing and potential uses on adjoining properties in the general vicinity.
- (d) removal of any trees located within the footprint of any new structure or addition is necessary and is consistent with the city's reforestation requirements, and the mitigation for the removal that is proposed.

**Required Findings for Variance:** In order to grant a Variance, the Planning Commission must find that the following conditions exist on the property (Code Section 25.54.020 a-d):

- (a) there are exceptional or extraordinary circumstances or conditions applicable to the property involved that do not apply generally to property in the same district;
- (b) the granting of the application is necessary for the preservation and enjoyment of a substantial property right of the applicant, and to prevent unreasonable property loss or unnecessary hardship;
- (c) the granting of the application will not be detrimental or injurious to property or improvements in the vicinity and will not be detrimental to the public health, safety, general welfare or convenience; and
- (d) that the use of the property will be compatible with the aesthetics, mass, bulk and character of existing and potential uses of properties in the general vicinity.

Ruben Hurin, Senior Planner

- c. Dreiling Terrones Architecture Inc., applicant and architect  
Zers Douglas LLC, property owner

Attachments:

Application to the Planning Commission  
Explanation Letter provided by the Applicant, dated October 31, 2014  
Conditional Use Permit Application  
Variance Applications  
Downtown Specific Plan Applicable Design Guidelines  
Western Window Systems Manufacture Brochure  
Arborist Report Prepared by Mayne Tree Expert Company, Inc., dated August 8, 2014  
Letter Submitted by Jennifer Pfaff, President of The Burlingame Historical Society, dated July 2, 2013  
Photographs of the Neighborhood  
Staff Comments  
Notice of Public Hearing – Mailed March 13, 2015  
Aerial Photo

Separate Attachments:

Historical Resource Evaluation for 1128 Douglas Avenue, prepared by Page & Turnbull, Inc., dated May 14,  
2013  
Historical Resource Evaluation for 1132 Douglas Avenue, prepared by Page & Turnbull, Inc., dated May 15,  
2013



## APPLICATION TO THE PLANNING COMMISSION

**Type of application:**

- Design Review     
  Variance     
  Parcel #: 029132180 + 029132190  
 Conditional Use Permit     
  Special Permit     
  Other: \_\_\_\_\_

**PROJECT ADDRESS:** 1128 + 1132 Douglas Ave

**APPLICANT** project contact person   
 OK to send electronic copies of documents

Name: Jacob Furlong  
 Address: 1103 Juanita Ave  
 City/State/Zip: Burlingame, CA 94010  
 Phone: 650-696-1200  
 Fax: 650-343-9685  
 E-mail: jf@dtbarch.com

**PROPERTY OWNER** project contact person   
 OK to send electronic copies of documents

Name: Jianguang Zhang  
 Address: 8 Vista Lane  
 City/State/Zip: Burlingame, CA 94010  
 Phone: 510-709-5826  
 Fax: \_\_\_\_\_  
 E-mail: henryzhang0913@gmail.com

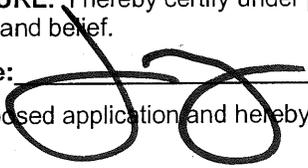
**ARCHITECT/DESIGNER** project contact person   
 OK to send electronic copies of documents

Name: Richard Terrones  
 Address: 1103 Juanita Ave  
 City/State/Zip: Burlingame, CA 94010  
 Phone: 650-696-1200  
 Fax: 650-343-9685  
 E-mail: rt@dtbarch.com

★ Burlingame Business License #: \_\_\_\_\_

**PROJECT DESCRIPTION:** Removal of existing single family structure and construction of new 30 unit apartment

**AFFADAVIT/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: 6/13/14

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:  Date: 05/20/14

Date submitted: 6/13/14

★ 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.

RECEIVED

JUN 13 2014

CITY OF BURLINGAME  
CDD-PLANNING DIV.

# Project Memo 02

Dreiling Terrones Architecture, Inc.  
 1103 Juanita Avenue  
 Burlingame California 94010

**TO :**  
**City of Burlingame**  
 Community Development Department  
 Planning Division  
 501 Primrose Road  
 Burlingame, CA  
 94010

Architect's Project # **1401-dga**  
 Project: 1128 Douglas Ave Apartments  
 Subject: Project Description  
 Date: 10-31-14

**CC / Reference Codes :**

CC:	Method	Role	Company Name	Contact	Code
■	email	Owner	Zers	Henry Zhang	HZ
■	file	Architect	Dreiling Terrones Architecture, Inc.	Richard Terrones	DTA
■	file	Architect	Dreiling Terrones Architecture, Inc.	Jacob Furlong	DTA

**Project Memo**

Item	Subject	Action
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Please find below a project description for the 1128 and 1132 Douglas Ave redevelopment project.

This submittal proposes a new 45,770sf (29) unit multi-family apartment building which will be built on 1128 and 1132 Douglas Ave. The proposed plan provides a mix of studio, one-bedroom, two-bedroom, and three-bedroom dwelling units and provides 34 full-size parking spaces (meets parking requirements). (12) parking spaces on the 1<sup>st</sup> floor are accessed by a shared driveway through an existing easement with 1124 Douglas, and (22) spaces in the garage level are accessed by a new driveway. The proposed plan includes protecting and preserving the large redwood and large oak tree in the north-east corner of 1128 Douglas, planting (10) new trees, protecting and preserving (1) street tree, and replacing (3) existing street trees. The remainder of the site will be landscaped with drought tolerant landscaping, which will include site grading and drainage improvements.

1128 Douglas Ave. currently has a two-story, single-family residence that has been deemed to have historic significance which will be relocated to 524 Oak Grove Ave. and renovated as part of this project. On the back portion of the lot is a two-story, 4-unit multi-family apartment building that will be demolished as part of this proposal. The front yard is landscaped with brick paths and other various landscaping which will be removed and a large redwood and large oak in the front yard that will be protected and preserved.

1132 Douglas Ave. currently has a two-story, single-family residence that will be demolished as part of this project. In the back portion of the site is a one-story garage as well as a small storage shed that will be demolished. The landscaping includes a wood deck and various pathways as well as various smaller trees that will be removed.

Thank you for reviewing this submittal and please let us know if you have any questions.

Sincerely,

Richard Terrones / Jacob Furlong, Architects  
 Dreiling Terrones Architecture, Inc.

This memorandum represents the understanding of **Dreiling Terrones Architecture, Inc.** Any corrections or revisions should be submitted to our office within five (5) working days of receipt of this memo. If no revisions are received by that time, we shall assume acceptance of the content of the above as a description of record.

END



**CITY OF BURLINGAME  
CONDITIONAL USE PERMIT APPLICATION**

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CITY OF BURLINGAME  
CDD-PLANNING DIV.

The Planning Commission is required by law to make findings as defined by the City's Ordinance (Code Section 25.52.020). Your answers to the following questions can assist the Planning Commission in making the decision as to whether the findings can be made for your request. Please type or write neatly in ink. Refer to the back of this form for assistance with these questions.

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

The conditional use application is for height only. The proposed use is in accordance with the current zoning. Currently the existing properties are multi-family, the new proposal is consistent with a majority of the adjacent parcels and the neighborhood as a whole. The project will be built in accordance with all applicable standards and thus will not be detrimental to public health, safety, general welfare or convenience of the vicinity.

2. ***How will the proposed use be located and conducted in accordance with the Burlingame General Plan and Zoning Ordinance?***

As, previously stated the application for a Conditional Use is for height only. Per the Zoning Ordinance 25.29.060, when the height exceeds 35 feet, a CUP is required. The height is to be a maximum of 60 feet, well below the conditionally allowable 75 feet. The proposed use and density is per the current General Plan and Zoning Ordinance.

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

The proposed project will be composed of human scale elements, that front on the street and will be built with quality materials. The contemporary aesthetic will complement the area, similar to the adjacent residence at 1134 Douglas. The proposed structure will be larger, but allows for increased density in the neighborhood to continue to support the Downtown Area. The project will support the multi-family character of the neighborhood.



COMMUNITY DEVELOPMENT DEPARTMENT • 501 PRIMROSE ROAD • BURLINGAME, CA 94010  
p: 650.558.7250 • f: 650.696.3790 • www.burlingame.org

**CITY OF BURLINGAME  
VARIANCE APPLICATION**  
(Front Setback)

The Planning Commission is required by law to make findings as defined by the City's Ordinance (Code Section 25.54.020 a-d). Your answers to the following questions can assist the Planning Commission in making the decision as to whether the findings can be made for your request. Please type or write neatly in ink. Refer to the back of this form for assistance with these questions.

**a. Describe the exceptional or extraordinary circumstances or conditions applicable to your property which do not apply to other properties in this area.**

We are proposing a minimum setback of 18.4 feet, less than the block average of 19.9. We are proposing having only 7 sf of footprint beyond the block average of 19.9. We are proposing this to accommodate 2 existing protected size/historic trees. These trees are likely associated with Jesse N. Murphy, a person of significance in the development of Burlingame.

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

The proposed variance allows for articulation of the facade, allows the building to be stepped at the existing protected trees, and allows for increased density in the neighborhood to continue to support the Downtown Area.

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

The proposed use is in conformance with the existing zoning, and will allow for increased density in the neighborhood to continue to support the Downtown Area. Further, it will allow for the existing protected trees to remain. The proposed setback is less than 18" beyond the average and less than a majority of the other multi-family buildings on the block and in the neighborhood. Our proposal has less than 7 sf of footprint beyond the setback.

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

The proposed project will be composed of human scale elements, that front on the street and will be built with quality materials. The contemporary aesthetic will complement the area, similar to the adjacent residence at 1134 Douglas. The proposed structure will be larger, but allows for increased density in the neighborhood to continue to support the Downtown Area. The project will support and mimic the existing multi-family character of the neighborhood.



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**CITY OF BURLINGAME  
VARIANCE APPLICATION**

(Driveway Width)

The Planning Commission is required by law to make findings as defined by the City's Ordinance (Code Section 25.54.020 a-d). Your answers to the following questions can assist the Planning Commission in making the decision as to whether the findings can be made for your request. Please type or write neatly in ink. Refer to the back of this form for assistance with these questions.

**a. Describe the exceptional or extraordinary circumstances or conditions applicable to your property which do not apply to other properties in this area.**

We are proposing a 9 foot wide driveway on the East side of the property only where 2 existing protected size/historic trees are. These trees are likely associated with Jesse N. Murphy, a person of significance in the development of Burlingame. As part of the project, we are proposing to keep the 2 trees, limiting the width of the driveway at this location. Relocation is not feasible due to this drive providing access to both this site and the adjacent property.

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

By not allowing the proposed variance, the project will either need to propose removal of the existing protected trees, or significantly reduce the size of the project. The existing driveway will be required to remain, as it serves 2 properties with reciprocal easements. This project allows for increased density in the neighborhood to continue to support the Downtown Area. The project will support the multi-family character of the neighborhood.

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

Keeping the driveway at the existing width will not be detrimental as it will preserve the existing mature trees and the widening at the other areas will improve the circulation of the site. This is a private driveway that already exists, and needs to remain due to it serving the adjacent property, and thus will not impact the public health, safety, general welfare or convenience.

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

The proposed project will be composed of human scale elements, that front on the street and will be built with quality materials. The contemporary aesthetic will complement the area, similar to the adjacent residence at 1134 Douglas. The proposed structure will be larger, but allows for increased density in the neighborhood to continue to support the Downtown Area. The project will support the multi-family character of the neighborhood.

### 5.3 DESIGN STANDARDS FOR RESIDENTIAL AREAS

Residential buildings in Downtown Burlingame offer higher density development than elsewhere in the City, providing a lifestyle for those who want to live within walking distance of the Downtown commercial areas and transit opportunities. New buildings will mediate this density with thoughtful design and details that create attractive, livable residential environments. Buildings should contribute to an appealing neighborhood character and should employ recognizable residential design details such as visible residential entries, porches, bay windows and roof overhangs, and balconies and small outdoor areas.

Below are recommendations for the architectural treatment and organization of buildings and open space, and the suggested criteria for reviewing projects during the design review process.

#### 5.3.1 ARCHITECTURAL DIVERSITY

Residential projects should respect the diversity of building types and styles in the residential areas Downtown and seek to support it by applying the following principles:

- Design buildings to maintain general compatibility with the neighborhood.
- Respect the mass and fine scale of adjacent buildings even when using differing architectural styles.
- Maintains the tradition of architectural diversity, but with human scale regardless of the architectural style used.
- Create buildings with quality materials and thoughtful design to last into the future.

#### 5.3.2 PEDESTRIAN USE AND CHARACTER

##### 5.3.2.1 Entrances

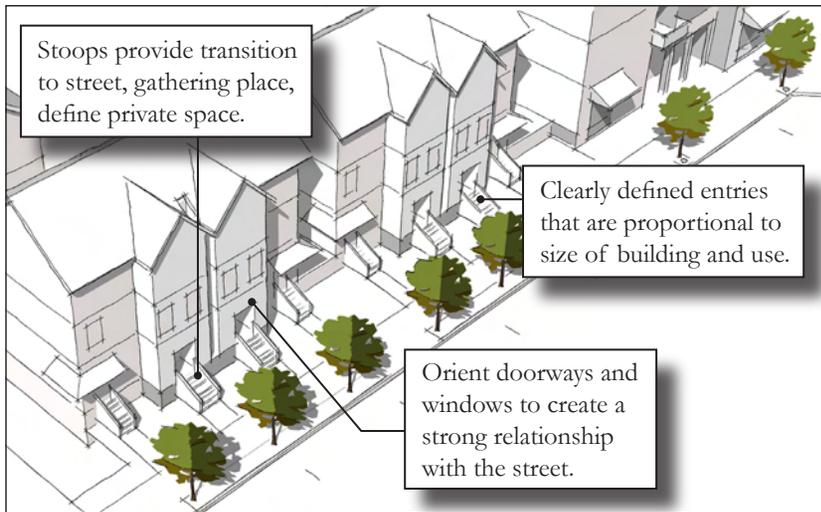
Primary pedestrian access to all ground-level uses should be from the sidewalk along the public street. Entries should be clearly defined features of front façades. Common entrances for multiple units are



**FIGURE 5-27:** Buildings should contribute to an appealing neighborhood character and should employ recognizable residential design details such as visible residential entries, porches, bay windows and roof overhangs, and balconies and small outdoor areas.



**FIGURE 5-28:** Entries should be clearly defined features of front façades, and are encouraged to have appropriately-scaled, usable gathering spaces that invite informal social interaction with neighbors.



**FIGURE 5-29: The street-level frontage should be visually interesting with frequent unit entrances and strong orientation to the street.**



**FIGURE 5-30: Articulation, setbacks, and materials should minimize massing, break down the scale of buildings, and provide visual interest.**

encouraged to have appropriately-scaled, usable gathering spaces at or adjacent to entrances that invite informal social interaction with neighbors.

### 5.3.2.2 Ground Level Treatment

Residential development may have a finished floor elevation up to 5 feet above sidewalk level to provide more interior privacy for residents. Entry porches or stoops along the street are encouraged to bridge this change in elevation and connect these units to the sidewalk to minimize any physical separation from the street level. The street-level frontage should be visually interesting with frequent unit entrances and clear orientation to the street.

### 5.3.2.3 Site Access

Curb cuts should be minimized to promote traffic and pedestrian safety and create cohesive landscaping and building façades. A maximum of two curb cuts should be provided for projects requiring 30 parking spaces or more; for projects with less than 30 spaces, only one curb cut should be provided. One-way driveways should have curb cuts with a fully depressed width no greater than 12 feet; two-way curb cuts should be no greater than 22 feet. On-site bicycle parking for residents is encouraged.

## 5.3.3 ARCHITECTURAL COMPATIBILITY

### 5.3.3.1 Development Massing

The residential areas within Downtown Burlingame have a range of building heights, and so particular attention must be paid to the massing of new buildings to ensure an appropriate transition with surrounding development. Massing and street façades shall be designed to create a residential scale in keeping with Burlingame neighborhoods.

Articulation, setbacks, and materials should minimize massing, break down the scale of buildings, and provide visual interest.

### 5.3.3.2 On-Site Structured Parking

Given the density and premium land values Downtown, new projects will likely provide on-site parking in enclosed garage structures, underground, or in “semi-depressed” garages that are partially underground and partially above ground.

Parking should not be allowed to dominate the character of the project. Where enclosed parking is at ground level, it should be fronted or wrapped with habitable uses when possible. If it is not possible to fully wrap the parking, it should be incorporated into the design of the facade. Semi-depressed parking (partly below ground and partly exposed above ground) should be screened with architectural elements that enhance the streetscape such as stoops, porches, or balcony overhangs.

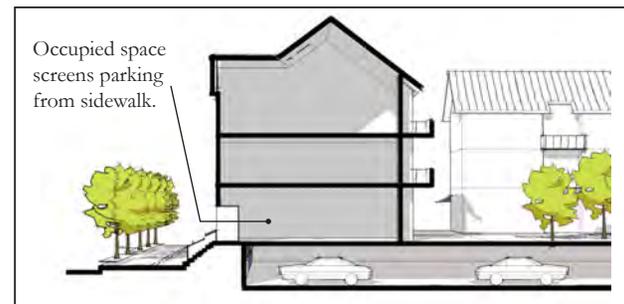
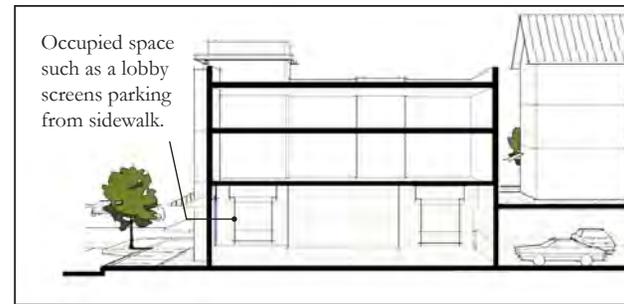
### 5.3.3.3 Roof Treatment

Interesting and varied roof forms are encouraged. Rooflines should emphasize and accentuate significant elements of the building such as entries, bays, and balconies. Rooftop equipment shall be concealed from view and/or integrated within the architecture of the building.

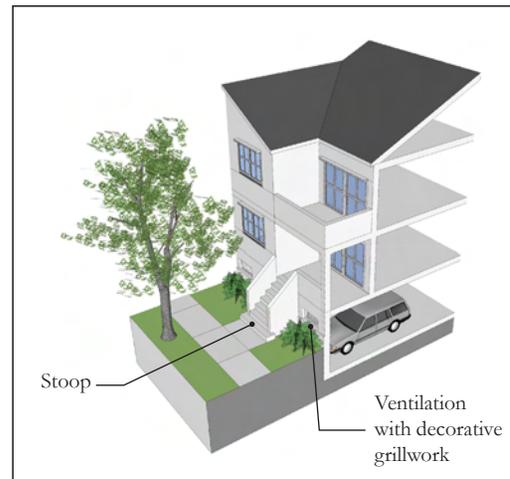
## 5.3.4 ARCHITECTURAL DESIGN CONSISTENCY

### 5.3.4.1 Facade Design

Facades should include projecting eaves and overhangs, porches, and other architectural elements that provide human scale and help break up building mass. All exposed sides of a building should be designed with the same level of care and integrity. Facades should have a variation of both positive space (massing) and negative space (plazas, inset doorways and windows).



**FIGURE 5-31:** Where enclosed parking is at ground level, it should be fronted or wrapped with uses that can be occupied such as lobbies and living space when possible.



**FIGURE 5-32:** Semi-depressed parking should be screened with architectural elements that enhance the streetscape such as stoops, porches, or balcony overhangs.



**FIGURE 5-33: Residential facades should include projecting eaves and overhangs, porches, and other architectural elements that provide human scale and help break up building mass.**



**FIGURE 5-34: Windows should be inset generously from the building wall to create shade and shadow detail.**

Elements such as entrances, stairs, porches, bays and balconies should be visible to people on the street. Corner parcels are encouraged to incorporate features such as corner entrances, bay windows, and corner roof features, but should avoid monumentally-scaled elements such as towers.

#### 5.3.4.2 Windows

Building walls should be accented by well-proportioned openings that provide relief, detail and variation on the façade. Windows should be inset generously from the building wall to create shade and shadow detail. The use of high-quality window products that contribute to the richness, detail, and depth of the façade is encouraged. Windows with mullions should have individual window lights, rather than applied "snap-in" mullions that lack depth and are not integral to the window structure. Reflective glass is undesirable because of its tendency to create uncomfortable glare conditions and a visual barrier. Where residential uses are adjacent to each other, windows should be placed with regard to any open spaces or windows on neighboring buildings so as to protect the privacy of residents.

#### 5.3.4.3 Materials

Building materials should be richly detailed to provide visual interest. The use of materials that are reflected in the historic architecture present in the neighborhood is encouraged. Metal siding and large expanses of stucco or wood siding are also to be avoided. Roofing materials and accenting features such as canopies, cornices, tile accents, etc. should also offer color variation. Residential building materials should include quality details such as wrought iron, wood-framed windows, wood brackets and tile roofs.

### 5.3.5 SITE AMENITIES

#### 5.3.5.1 Setbacks

Table 3-2 in Chapter 3 specifies basic building standards such as setbacks and height. Building setbacks are intended to create

a transition between the hardscape, urban environment of the commercial areas and the suburban setting in the surrounding neighborhoods. Setbacks have multiple purposes, including providing sunlight, places for landscaping, and areas for activity and recreation.

Building setbacks should be appropriately landscaped to provide screening and introduce trees and plantings in this area. Landscaped setback areas should be integrated with buildings by providing openings in the building walls that connect the perimeter landscaping with interior courtyards and landscape pathways. Landscaping should be planned in relation to surrounding vegetative types with special consideration being given to native species where possible. Pathways and courtyards should be made of pervious materials to allow groundwater absorption.

#### 5.3.5.2 Open Space

Private on-site open space within the Downtown area is not intended to provide recreational space or large landscaped areas, since this is a more urban environment. However, open space is an important element for residential buildings and should be used to effectively articulate building forms, promote access to light and fresh air, and maintain privacy for Downtown residents. In residential development, most open space should be used to provide attractive amenities for residents, including interior courtyards, outdoor seating options and perimeter landscaping. Balconies and rooftop terraces are encouraged.

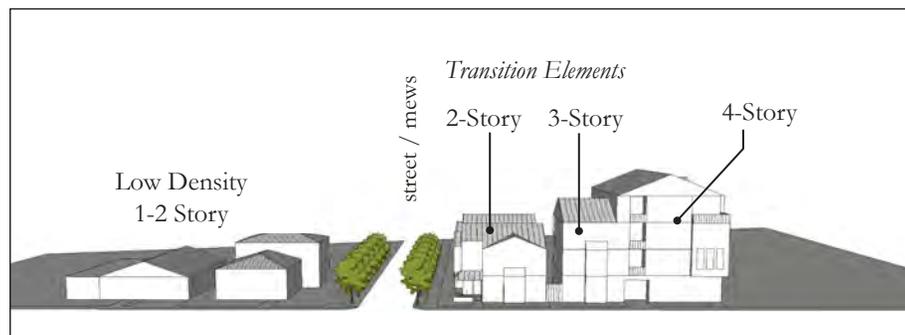
Where open space is situated over a structural slab, podium or rooftop it should have a combination of landscaping and high quality paving materials, including elements such as planters, medium-sized trees, and use of textured and/or colored paved surfaces. Planters may be designed to not only accommodate colorful ornamental landscaping, but could also accommodate garden plots for "urban agriculture." Trees should be selected from the City's tree list.



**FIGURE 5-35:** Where open space is situated over a structural slab, podium or rooftop it should have a combination of landscaping and high quality paving materials, including elements such as planters, mature trees, and urban agriculture.



**FIGURE 5-36:** Transitions of development intensity from higher density development building types to lower can be done through building types or treatments that are compatible with the lower intensity surrounding uses. Boundaries can be established by providing pedestrian paseos and mews to create separation, rather than walls or fences.



**FIGURE 5-37:** Transitions can also be made by stepping massing down within a project, with lower building elements providing a buffer between taller elements and adjacent lower-density development.

## 5.4 ADDITIONAL DESIGN STANDARDS FOR ALL AREAS OF DOWNTOWN

### 5.4.1 LAND USE TRANSITIONS

Where appropriate, when new projects are built adjacent to existing lower-scale residential development, care shall be taken to respect the scale and privacy of adjacent properties.

#### 5.4.1.1 Massing and Scale Transitions

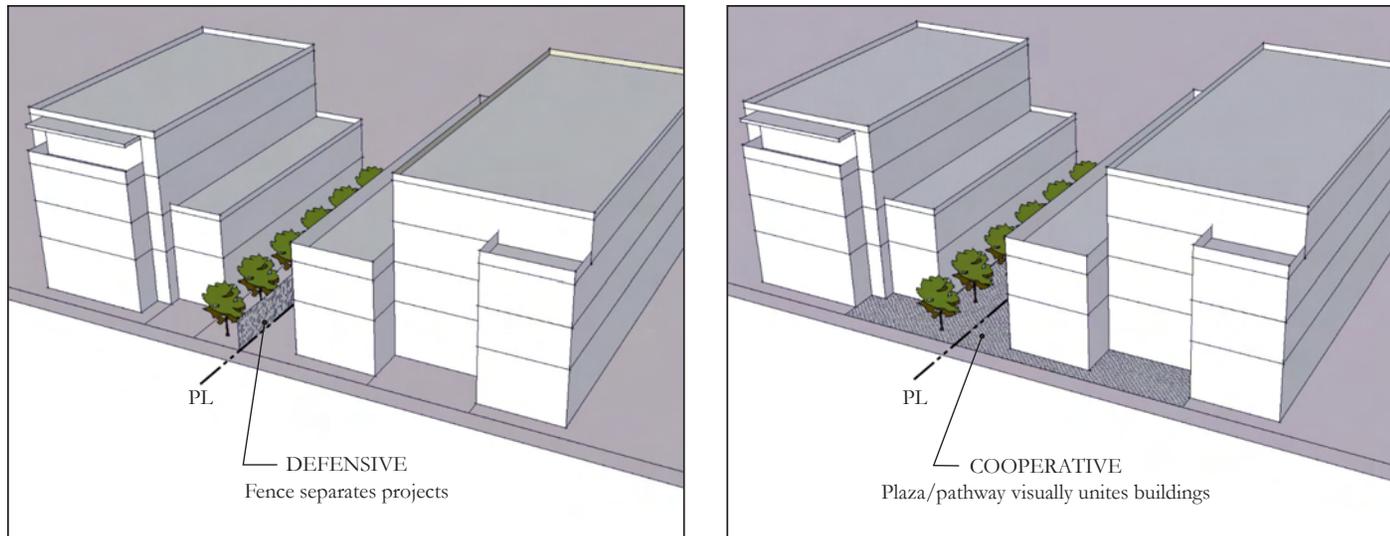
Transitions of development intensity from higher density development building types to lower can be done through different building sizes or massing treatments that are compatible with the lower intensity surrounding uses. Massing and orientation of new buildings should respect the massing of neighboring structures by varying the massing within a project, stepping back upper stories, reducing mass by composition of solids and voids, and varying sizes of elements to transition to smaller scale buildings.

#### 5.4.1.2 Privacy

Privacy of neighboring structures should be maintained with windows and upper floor balconies positioned so they minimize views into neighboring properties, minimizing sight lines into and from neighboring properties, and limiting sun and shade impacts on abutting properties.

#### 5.4.1.3 Boundaries

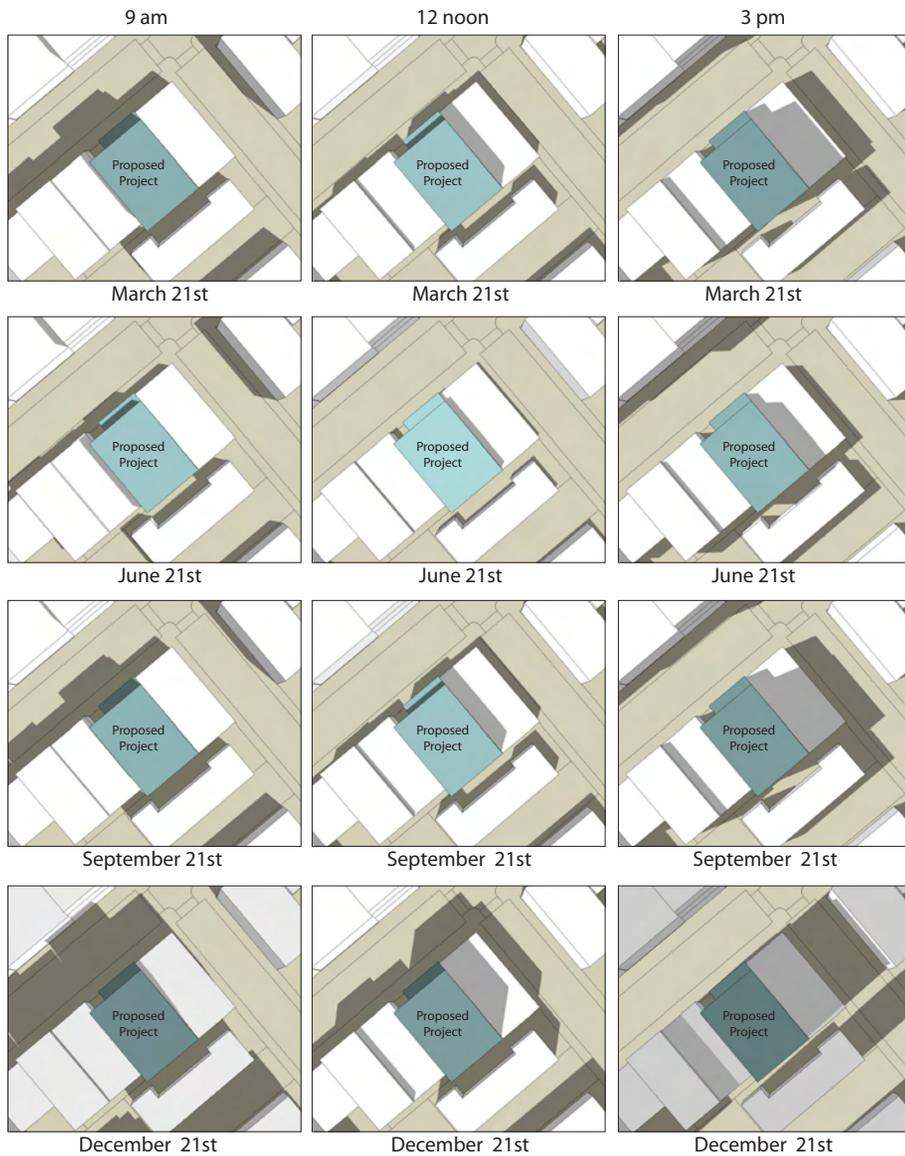
Where appropriate, when different land uses or building scales are adjacent, boundaries should be established by providing pedestrian paseos and mews to create separation, rather than walls or fences.



**FIGURE 5-38:** Following a cooperative, rather than defensive design approach for the spaces between buildings results in a more coherent downtown feel, as opposed to a collection of unrelated projects.



**FIGURE 5-39:** Example of two different land use intensities joined with a common paseo pathway.



**5.4.2 SHADOW IMPACTS**

Every building invariably casts some shadows on adjoining parcels, public streets, and/or open spaces. However, as the design of a project is developed, consideration should be given to the potential shading impacts on surroundings. Site plans, massing, and building design should respond to potential shading issues, minimizing shading impacts where they would be undesirable, or conversely maximizing shading where it is desired.

As part of the design review process, development in the Specific Plan Area that is proposed to be taller than existing surrounding structures should be evaluated for potential to create new shadows/shade on public and/or quasi-public open spaces and major pedestrian routes. At a minimum, shadow diagrams should be prepared for 9 AM, 12 noon, and 3 PM on March 21st, June 21st, September 21st, and December 21st (approximately corresponding to the solstices and equinoxes) to identify extreme conditions and trends. If warranted, diagrams could also be prepared for key dates or times of day — for example, whether a sidewalk or public space would be shaded at lunchtime during warmer months.

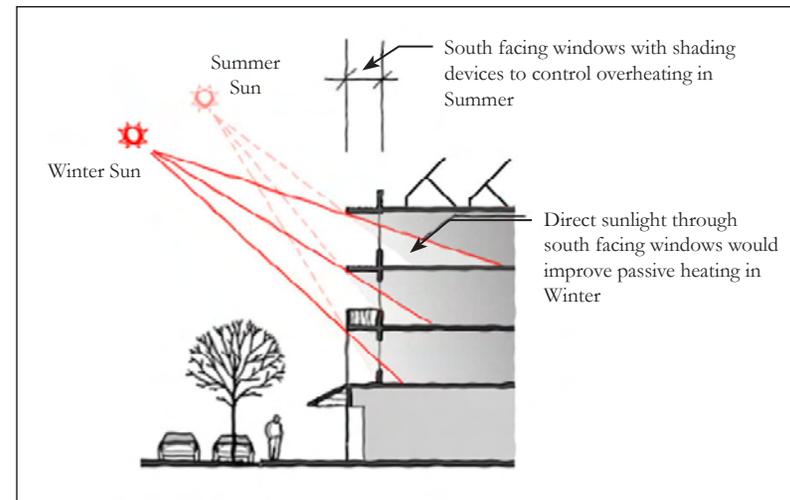
**FIGURE 5-40: Sample shadow analysis shows the range of shading conditions through the year.**

### 5.4.3 SUSTAINABILITY AND GREEN BUILDING DESIGN

Project design and materials to achieve sustainability and green building design should be incorporated into projects. Green building design considers the environment during design and construction and aims for compatibility with the local environment: to protect, respect and benefit from it. In general, sustainable buildings are energy efficient, water conserving, durable and nontoxic, with high-quality spaces and high recycled content materials. The following considerations should be included in site and building design:

- Resilient, durable, sustainable materials and finishes.
- Flexibility over time, to allow for re-use and adaptation.
- Optimize building orientation for heat gain, shading, daylighting, and natural ventilation.
- Design landscaping to create comfortable micro-climates and reduce heat island effects.
- Design for easy pedestrian, bicycle, and transit access, and provide on-site bicycle parking.
- Maximize on-site stormwater management through landscaping and permeable pavement.
- On flat roofs, utilize cool/white roofs to minimize heat gain.
- Design lighting, plumbing, and equipment for efficient energy use.
- Create healthy indoor environments.
- Pursue adaptive re-use of an existing building or portion of a building as an alternative to demolition and rebuilding.
- Use creativity and innovation to build more sustainable environments. One example is establishing gardens with edible fruits, vegetables or other plants as part of project open space, or providing garden plots to residents for urban agriculture.

To reduce carbon footprint, new projects are encouraged to follow the standards and guidelines of the Leadership in Energy and Environmental Design (LEED) Green Building Rating System, developed by the U.S. Green Building Council (USGBC), and pursue LEED certification if appropriate.



**FIGURE 5-41: Use of shading devices to control solar loads in summer and gain passive heat in winter.**



**FIGURE 5-42: Minimize stormwater runoff to impermeable areas with landscaping, green roofs, and rain gardens when possible.**



**FIGURE 5-43: Consistent with Burlingame's status as "Tree City USA," new projects are required to incorporate trees into landscape and private open space plans.**

#### 5.4.4 LANDSCAPE TREES

The City of Burlingame has a long history of proactive tree planting and proper tree care. From the late 1800's when trees were planted along El Camino Real and Easton Drive to the current day, Burlingame has enjoyed the many benefits trees provide to an urban area. Burlingame's longtime commitment to trees is evidenced by recognition as a "Tree City USA" for 30 consecutive years. This is the longest streak in the County, 5th longest in the State and one of the longest in the Country for receiving this award.

In Downtown Burlingame, trees include street trees lining sidewalks and roadways (typically within the public right-of-way), as well as trees on private property in settings such as landscaped setback areas, courtyards, and roof gardens.

Chapter 4: Streetscapes & Open Space) provides guidance for street trees within the public right-of-way. Landscape trees on private property have equal importance as part of the "urban forest," in contributing environmental and aesthetic benefits to downtown. Trees are important for their beauty, shade and coolness, economic benefits, and role in reducing energy use, pollution, and noise.

The City of Burlingame has an Urban Forest Management Plan that includes policies and management practices for both city and private trees. Maintaining existing trees is a priority, and large trees on private property are protected by City Ordinance. Any tree with a circumference of 48 inches or more when measured 54 inches above the ground is a "Protected Tree." A permit is required to remove or heavily prune a protected tree.

Consistent with Burlingame's status as "Tree City USA," new projects are required to incorporate trees into landscape and private open space plans. Property owners should consult the Burlingame Urban Forest Management Plan for design considerations, planting techniques, and maintenance guidance.

#### 5.4.5 PRESERVATION OF HISTORIC BUILDINGS

Downtown Burlingame is the symbolic and historic center of the City. The vision for Downtown is to preserve the mix of buildings, the pedestrian-scaled environment and the carefully designed public spaces that contribute to its special community character. Downtown's flexible and timeless late 19<sup>th</sup> and early 20<sup>th</sup> Century buildings contribute historic character and distinctiveness to this desirable pattern and mix of buildings. New buildings should be sensitive to the historic scale and architecture of Downtown.

Historic preservation and adaptive re-use is encouraged both to maintain the unique ambience of Downtown Burlingame but also for ecological benefits. Preservation maximizes the use of existing materials and infrastructure, reduces waste, and preserves historic character. Historic buildings were often traditionally designed with many sustainable features that responded to climate and site, and when effectively restored and reused, these features can bring about substantial energy savings.

The guidelines in this chapter, together with the *Commercial Design Guidebook* for commercial and mixed use developments and the *Inventory of Historic Resources* are intended to ensure that both new development and improvements to existing properties are compatible with the historical character of Downtown and will be the basis of design review.

Where a building is described in the *Inventory of Historic Resources*, the inventory should be consulted as part of the design review. Building characteristics described in the inventory should be a consideration in project design and review, together with other design considerations described in this chapter and in the *Commercial Design Guidebook*.



FIGURE 5-44: Downtown's late 19th and early 20th Century buildings contribute historic character and distinctiveness to this desirable pattern and mix of buildings.

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## Window Wall

series 600

Western's 600 Series Window Wall accomplishes exactly what its name implies: it replaces exterior walls with large expanses of glass. Our window wall system was designed to be able to integrate all of our products (hinged windows, operable sliders, hinged doors, sliding doors, etc.) into one continuous wall of glass. Typically architects and homeowners love the aesthetic of commercial storefront window systems, but they are disappointed with weather performance, finish details and security of a field fabricated product. Western's 600 Series Window Walls are built and glazed to meticulous standards in a factory condition that allow them to perfectly capture the custom view of even the most detailed observer.

## Photo Gallery

images of window walls

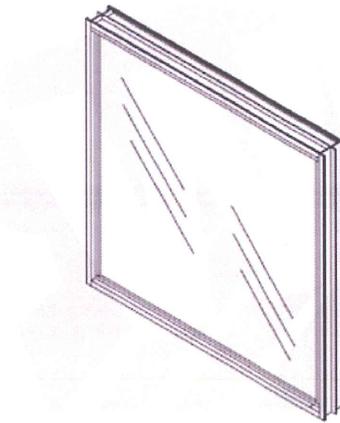


# Features

## important features about western's window walls

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- Western's 600 Series Window Wall utilizes a versatile 4.5" deep framing system, allowing our 900 Series Hinged Doors and 600 Series Sliding Glass Doors to directly mull to any combination of windows and create a seamless appearance.
- Desired ventilation and egress is easily achieved by integrating any of our hinged or sliding windows products.
- 100 Series operating windows and 700 Series hinged windows insert into the window wall neatly against the glazing leg, which is located at a dimension specific to their frame depth.
- We have countless extrusions available to achieve any configuration desired (E510 T-bar for true divided lites, E664 1.75" high base for windows sitting on the finished floor, E650 which allows us to stack transoms directly on sliding glass doors, etc.)
- To allow for a better, more weather-tight installation, the perimeter of the 600 Series Window Wall is available with an extruded nail fin located 1" in from the exterior.
- Fixed windows can be built to almost any geometric configuration, including arches, circles, and multiple sided polygons.
- Segmented 600 Series frames for butt glaze openings are fabricated and mitered in our factory.
- Fixed 600 Series windows mounted in the structure on all four sides achieve a rating of F-C50 up to 60" x 120". (F-C50 equates to a design pressure of 50 pounds per square foot, the equivalent of 140 mph wind speed)
- Western engineers will design a system to meet your specific project requirements, often reinforcing verticals with .375" x 4" steel provided by our factory.
- With design criteria of 15 PSF (a wind velocity of 75 MPH) a window wall with multiple 48" wide panels can be provided to up 120" in height. When verticals are reinforced with our steel, the height can extend to 168".
- In most cases, the entire system (including operable windows and doors) can be completely manufactured and glazed in the factory.
- Glass panels up to 40 square feet can be factory glazed into modules, then mull in the field during install.
- Standard snap in glazing stops are available for .1875", .250", .750", .875" and 1.00" overall glass.
- Western's Window Wall can also be prepped to receive any hinged door in thickness up to 2.25" with almost any type of hanging hardware required (including continuous hinges, butt hinges, concealed overhead closers and various types of pivots).



## Thermal Break

advanced energy efficiency

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For harsher environments we offer "Thermal Break" on both our frame and panels. Thermal break lowers u-factors, limits condensation, increases energy performance, and most of all reduces thermal conductivity. High humidity and extreme hot or cold temperatures are not an issue when choosing a Western Multiple Sliding Bi-Fold Door or Window.

## Aluminum Frame Finishes

highest quality painted and anodized options

---

If you have a color you'd like to use for your window and door products, we can provide it. Whether anodized or painted, we can generally match any color you are after. On top of unlimited color options, Western uses the highest quality finishes available today. For painted

products, nearly all of Western's colors are Kynar finishes which conform to a minimum rating of AAMA-2605 (which is the highest rating available for organic finishes today). For anodized product, our Dark Bronze and Satin anodized finishes receive a Class 1 rating which is the highest and most durable rating available for anodized aluminum finishes. Dark Bronze anodized is our most popular finish and has the best price point and production lead time. The other colors shown below are examples of Western "designer" colors which are available for a discounted price over a custom color match. These colors are for representation only. Please contact your nearest dealer or dealer representative for a full color sample list of our aluminum frame finishes and designer colors.

Western also offers our "Edge Guard" painted finish for customers that are within a few miles of the ocean. This upgrade option is a true investment in protecting your products from potential corrosion caused by salt water. This custom finishing procedure involves Western fabricating and processing all of the components associated with your window and door package before sending the metal to be painted. By painting pre-fabricated parts (instead of cutting and processing parts after they have been painted), the "Edge Guard" process ensures that there are no raw aluminum edges left unfinished, and instead sees all aluminum edges painted with the same high-quality Kynar finish that was used on the rest of the project. An upgrade to "Edge Guard" provides the additional benefit to customers of a ten-year warranty.



## Aluminum Woodgrain Finishes

more high quality finish options

Another popular choice for exterior aluminum frame finishes include our aluminum wood grain powder coat finishes. Each of these various powder coat options meet AAMA 2604 specifications and come in a variety of species and stain colors. The finishes shown below are for representation only. Please contact your nearest dealer or dealer representative for actual samples or more information.



## Glass

duo-pane

Western's Window Wall is designed to accommodate Single or Duo-Pane Insulating glass manufactured with a 1/2" air gap to maximize the benefit of high performance Low E. This wall can also be glazed with a variety of glass types, colors, and configurations in thickness from .1875" to 1" overall.



## Series 600 Fixed Window Wall Hardware and CAD Detail Samples

Download

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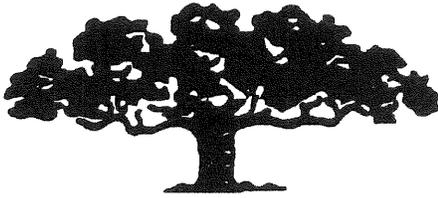
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August 8, 2014

Mr. Wayne Lin, LEED AP  
Dreiling Terrones Architecture, Inc.  
1105 Juanita Ave.  
Burlingame, CA 94010

Dear Mr. Wayne Lin,

RE: 1128 & 1132 DOUGLAS AVENUE, BURLINGAME

At your request, I visited the above site on Friday, July 25, 2014. The purpose of my visit was to identify, inspect, and comment on the trees located on the site. Included in this report is a plan review and tree protection plan for the proposed construction project. This report covers two properties that will be joined to form one.

### Limitations of this report

This report is based on a visual-only inspection that took place at ground level. I accept no responsibility for any unknown or any unseen defects associated with the trees on this site.

### Method

Each tree on this report was given an identification number that is scribed onto a metal foil tag and placed at eye level on the trunk of the tree. This number has also been placed on the provided site map to show the approximate locations of the trees on the property. The diameter for each tree was found by measuring the trunk of the tree at fifty-four inches off of the natural grade as described in the Burlingame Heritage Tree Ordinance. The height and canopy spread has been estimated for each tree to show their approximate dimensions. Each tree was given a condition rating; this rating is based on form and vitality and can be further defined by the following table:

0	-	29	Very Poor
30	-	49	Poor
50	-	69	Fair
70	-	89	Good
90	-	100	Excellent

Lastly, a comments section has been provided to give more individual detail about the trees.

## Tree Survey

Tree #	Species	Diameter (inches)	Condition (percent)	Height (feet)	Spread (feet)	Comments
1	Redwood	39.0	85	85	33	Partially covered root crown; sprouts around the base; roots lifting and cracking the neighbor's driveway; good form and vigor.
2	Coast Live Oak	27.6	55	36	42	Root crown covered; codominant at 10 feet; ivy growing up the trunk; heavy lateral limbs; trunk measured below the lowest limb.
3	Chinese Tallow Tree	20.0 (est.)	40	30	21	Root crown covered; ivy and other vegetation covering the trunk and growing into the canopy; healthy upper canopy.
4	Coast Live Oak	26.0 (est.)	60	35	45	Located on the neighbor's property. Healthy canopy; codominant at 18 feet; heavy lateral limbs; no tag; roots lifting the driveway.
5	Liquid Amber	18.1	35	30	21	Girdling roots at the base; three-stem at 7 feet; several codominant attachments in the upper canopy; roots lifting and cracking the driveway.
6	Sycamore Maple	18.0	45	25	33	Three-stem at 8 feet; routinely topped by PG&E; slight lean east.
7	Hawthorne	18.0 (est.)	50	30	21	Two-stem at 3 feet; several small stems in the same area; partially covered root crown; healthy canopy.
8	Coast Live Oak	25.0 (est.)	65	35	36	Located between the fence; root crown covered; sycamore borer on the trunk; healthy canopy; excess end weight on the lateral limbs; slight lean northwest.
9	Apple	16.3	35	20	21	Root crown covered; codominant at 3 feet; both stems hollow; measured below the two stems; previously topped at 9 feet; stag-headed crown.

Tree #	Species	Diameter (inches)	Condition (percent)	Height (feet)	Spread (feet)	Comments
10	Stone Pine	12.3	40	20	18	Girdling roots at the base; codominant top at 7 feet; ivy in the upper canopy; abundance of interior deadwood; slight lean southwest.
11	Plum	13.3	40	15	21	Root crown covered; slight lean north; multi-stem at 4 feet; measured below the multi-stem attachment; healthy canopy excess end weight on the lateral limbs.
12	Cottonwood	21.2	35	30	24	Codominant at 3 feet with included bark; measured below the codominant attachment; root crown covered; multi-stem top starting at 5 feet.
13	Coast Live Oak	20.0 (est.)	50	35	21	Observed top only; could not access rear of property to inspect base and lower trunk of this tree.

### Observations

**Tree #1** is a large Redwood tree located on the right side of 1128 Douglas Avenue. Soil, ivy, and other organic material cover the root crown of this tree. It has good form and the upper canopy of this tree appears to be healthy and vigorous.

**Tree #2** is a Coast Live Oak located near tree #1. Ivy, soil, and other organic material cover the root crown of this tree. There is a codominant attachment at 10 feet and most of the upper canopy leans southeast towards the street. There is excess end weight on most of the lateral limbs.

**Tree #3** is a Chinese Tallow Tree located at the front left corner of 1128 Douglas Avenue. The lower trunk of this tree is growing through a hedge. Ivy, soil, and other organic material are covering the tree's root crown. The upper canopy appears to be healthy and vigorous.

**Tree #4** is a Coast Live Oak located along the right side 1128 Douglas Avenue on the neighboring property, within 10 feet of the property line. The roots from this tree appear to be lifting and cracking the nearby driveway. The upper canopy appears to be healthy and vigorous.

**Tree #5** is a Liquid Amber tree located at the back right corner of the home on 1128 Douglas Avenue. This tree has an abundance of girdling roots, some of which are lifting and cracking the driveway. This tree has a three-stem attachment at 7 feet and the upper canopy has several codominant attachments.

**Tree #6** is a Sycamore Maple located along the street in front of 1132 Douglas Avenue. This tree is considered a street tree. The upper canopy is routinely pruned away from the high voltage lines by PG&E and the tree leans slightly to the east.

**Tree #7** is a Hawthorne tree located along the left side of 1132 Douglas Avenue. This tree has two-stems at 3 feet with several smaller stems in same area. Soil and other organic material cover the root crown of this tree. The upper canopy appears to be healthy and vigorous.

**Tree #8** is a Coast Live Oak located along the left property line of 1132 Douglas Avenue. This tree is growing within the fence line, straddling the property border. I found sycamore borer on the trunk, excess end weight on the lateral limbs, and the upper canopy appears to be healthy and vigorous.

**Tree #9** is an Apple tree located at the back left corner of the home on 1132 Douglas Avenue. Soil and other organic material cover the root crown of this tree. There is a codominant attachment at 3 feet and both stems are hollow. The upper canopy has a stag-headed growth pattern and appears to be healthy and vigorous.

**Tree #10** is an Italian Stone Pine located in the rear yard by the driveway of 1132 Douglas Avenue. The upper canopy has a codominant attachment at 7 feet and ivy covering most of the east side. This tree leans to the southwest slightly.

**Tree #11** is a Plum tree located in the rear of the home along the left side of 1132 Douglas Avenue. There are multiple attachments at 4 feet (some with included bark), excess end weight throughout the canopy, and a slight lean north.

**Tree #12** is a Cottonwood located along the rear of the property at 1132 Douglas Avenue. I found a codominant attachment at 3 feet with included bark between the stems. I believe this tree may have been previously cut at 5 feet as there is an abundance of stems in this area. Soil and other organic material cover the root crown of this tree.

**Tree #13** is a Coast Live Oak located at the rear of the property at 1128 Douglas Avenue. This tree is located behind an apartment building where I could find no access. I identified the tree and looked at the top 15 to 20 feet over the roof of the building. Due to lack of access, I was not able to examine the lower 20 feet of the trunk.

During my inspection of both properties, I found several smaller trees around the property that are less than 12 inches in diameter and will be shown on the report with a green dot.

#### **Plan Review and Tree Protection Guidelines**

On July 28, 2014, I reviewed the proposed construction plans for the above site. During my review, I determined that the buildings on the existing property will be demolished and a new apartment building will be constructed. During this process, trees #1, #2, #4, #6, and #13 would remain; all other trees will need to be removed to allow the building to be constructed.

Routine maintenance is recommended for trees #2 and #13. This maintenance should include deadwood removal, end weight reduction, and raising the canopies. All tree work performed should be accomplished by a qualified licensed tree care professional.

During the removal of the existing trees and buildings, care should be taken not to damage any roots of the trees that are to remain.

### **TREE PROTECTION SPECIFICATIONS**

1. A 6-inch layer of coarse mulch or woodchips is to be placed beneath the dripline of the protected trees. Mulch is to be kept 12 inches from the trunk.
2. A protective barrier of 6-foot chain link fencing shall be installed around the dripline of protected tree(s). The fencing can be moved within the dripline if authorized by the Project Arborist or the City Arborist, but not closer than 2 feet from the trunk of any tree. Fence posts shall be 1.5 inches in diameter and are to be driven 2 feet into the ground. The distance between posts shall not be more than 10 feet. This enclosed area is the Tree Protection Zone (TPZ). I have drawn in on the provided site plan the approximate location of the tree protection fencing.
3. Movable barriers of chain link fencing secured to cement blocks can be substituted for "fixed" fencing if the Project Arborist and City Arborist agree that the fencing will have to be moved to accommodate certain phases of construction. The builder may not move the fence without authorization from the Project Arborist or City Arborist.
4. **Avoid the following conditions.**  
**DO NOT:**
  - a. Allow runoff or spillage of damaging materials into the area below any tree canopy.
  - b. Store materials, stockpile soil, or park or drive vehicles within the TPZ.
  - c. Cut, break, skin, or bruise roots, branches, or trunks without first obtaining authorization from the City Arborist.
  - d. Allow fires under and adjacent to trees.
  - e. Discharge exhaust into foliage.
  - f. Secure cable, chain, or rope to trees or shrubs.
  - g. Trench, dig, or otherwise excavate within the dripline or TPZ of the tree(s) without first obtaining authorization from the City Arborist.
  - h. Apply soil sterilants under pavement near existing trees.
5. Only excavation by hand or compressed air shall be allowed within the driplines of trees. Machine trenching shall not be allowed.

6. Avoid injury to tree roots. When a ditching machine, which is being used outside of the dripline of trees, encounters roots smaller than 2 inches, the wall of the trench adjacent to the trees shall be hand trimmed, making clear, clean cuts through the roots. All damaged, torn, and cut roots shall be given a clean cut to remove ragged edges, which promote decay. Trenches shall be filled within 24 hours, but, where this is not possible, the side of the trench adjacent to the trees shall be kept shaded with four layers of dampened, untreated burlap, wetted as frequently as necessary to keep the burlap wet. Roots 2 inches or larger, when encountered, shall be reported immediately to the Project Arborist, who will decide whether the Contractor may cut the root as mentioned above or shall excavate by hand or with compressed air under the root. The root is to be protected with dampened burlap.
7. Route pipes outside of the area that is 10 times the diameter of a protected tree to avoid conflict with roots.
8. Where it is not possible to reroute pipes or trenches, the contractor shall bore beneath the dripline of the tree. The boring shall take place not less than 3 feet below the surface of the soil in order to avoid encountering "feeder" roots.
9. Any damage due to construction activities shall be reported to the Project Arborist or City Arborist within six hours so that remedial action can be taken.
10. Violation of any of the above provisions may result in sanctions or other disciplinary action.

I believe this report is accurate and based on sound arboricultural principles and practices. If I may be of further assistance, please contact me at my office.

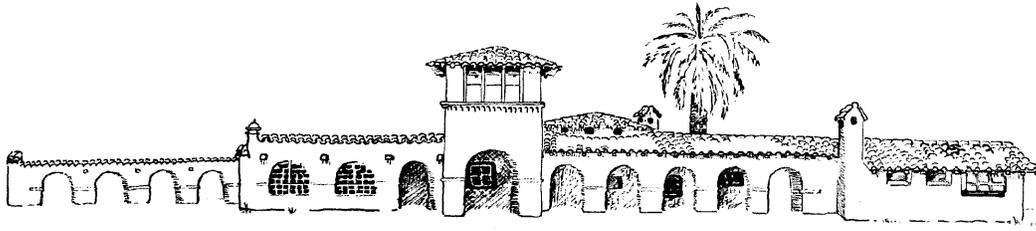
Sincerely,

Jeromey A. Ingalls  
Certified Arborist WE #7076A

JAI:pmd







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The Burlingame Historical Society P.O. Box 144, Burlingame, CA 94011 Ph. 650-340-9960 Tax ID #: 94-2411929

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July 2, 2013

Ruben Hurin  
Burlingame Planning Dept.  
501 Primrose Rd.  
Burlingame, CA 94010

Dear Ruben,

It has come to our attention that Primary Records are being prepared for two older properties located at 1128 and 1132 Douglas Avenue, in Burlingame. Assuming said Records are related to plans for a future development on one or both adjacent parcels, we want to make sure information is available to the developer, and to the City of Burlingame Planning Dept. about one or more trees situated on the lots.

Several years ago, Bob Murphy, grandson of Burlingame Pioneer James Murphy (1128 Douglas) donated numerous photos and information about his family to our Archives. He also informed us that several redwoods planted on Douglas Avenue and the vicinity, as well as many other redwoods in Burlingame, had been planted as saplings by his grandmother, early Burlingame pioneer Jessie Murphy. Jessie's father, Benjamin Nichols, was a lumber baron in Aptos in the 1860s. Daughter Jessie had a special affinity towards trees, in particular redwoods. She spent much of her life advocating the planting of trees, apparently in an attempt to make up for the loss of trees related to her father's lumber mill profession. We were told that Jessie regularly collected redwood saplings from the coast, and brought them back to Burlingame, planting them in many locations.

Please be aware that at least one of Jessie's redwoods, seen clearly in an archival photo (1916) still exists on the far right of said parcel. We hope that every effort will be made to retain Jessie Murphy's tree(s) in order to honor her significant contribution to Burlingame, known as the City of Trees.

Sincerely yours,

Jennifer Pfaff  
President



1138 Douglas Ave.



1134 Douglas Ave.



1128 + 1132 Douglas Ave.  
(subject property)



1124 Douglas Ave.



1120 Douglas Ave.

Subject Property side of the street



1244 Bellevue Ave.  
(back side)



1137 Douglas Ave.



1133 Douglas Ave.



1121 Douglas Ave.



1111 Douglas Ave.

Opposite side of the street

RECEIVED

JUN 13 2014

CITY OF BURLINGAME  
CDD-PLANNING DIV.

## Project Comments

**Date:** January 23, 2015

**To:**

<input type="radio"/> City Engineer (650) 558-7230	<input type="radio"/> Recycling Specialist (650) 558-7271
<input checked="" type="radio"/> Chief Building Official (650) 558-7260	<input type="radio"/> Fire Marshal (650) 558-7600
<input type="radio"/> City Arborist (650) 558-7254	<input type="radio"/> NPDES Coordinator (650) 342-3727
	<input type="radio"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at **1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190**

**Staff Review:**

No further comments.

All conditions of approval as stated in all previous reviews of the project will apply to this project.

Reviewed by: \_\_\_\_\_



Date: 1-26-2015

## Project Comments

**Date:** November 13, 2014

**To:**

<input type="radio"/> City Engineer (650) 558-7230	<input type="radio"/> Recycling Specialist (650) 558-7271
<input checked="" type="radio"/> Chief Building Official (650) 558-7260	<input type="radio"/> Fire Marshal (650) 558-7600
<input type="radio"/> City Arborist (650) 558-7254	<input type="radio"/> NPDES Coordinator (650) 342-3727
	<input type="radio"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at 1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190

**Staff Review:**

### Re-Check Comments

22. 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

***Requested calculations for comments c and d, above, were not found on the plans. Please provide this information for each floor and for the building. Include allowances made for additional stories, fire sprinklers, and fire separation distances.***

42. The accessible parking shown in the basement must comply with the accessibility requirements of the 2013 CBC. Specifically:

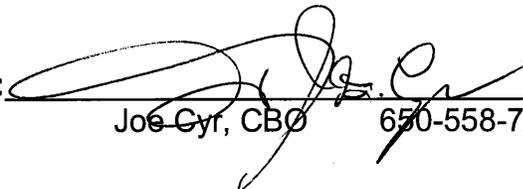
- j. All entrances to and vertical clearances within the parking structure must have a minimum vertical clearance of 8' 2" where required for accessibility to accessible parking spaces.
- k. At least one of these spaces must be comply with the accessible parking requirements including loading / unloading access aisle and signage. See 2013 CBC §1109A.5 – Unassigned and Visitor Parking Spaces.

***An accessible parking space is required for the at-grade parking and one is required in the covered parking garage according to 2013 CBC §1109A.3 which states "At least one space of each type of parking facility shall be accessible even if the total exceeds 2%."***

***Since accessible parking in the garage is required please revise the plans to show compliance with comment 42, above. Please consider the installation of plumbing lines, fire sprinklers, etc. when calculating the clearance because the minimum height is measured to the lowest point in the garage.***

NOTE: A written response to the items noted here and plans that specifically address items 22 and 44 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:



Joe Cyr, CBO

650-558-7270

Date: 11-20-2014

## Project Comments

**Date:** June 16, 2014

**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 and Conditional Use Permit for height for a new, five-story 30-unit apartment building at **1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 & 029-132-190**

**Staff Review: June 16, 2014**

- 1) 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.
- 2) 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.
- 3) The GreenPoints Checklist will no longer be required beginning July 1, 2014. Compliance with the *Mandatory Measures* of the 2013 California Green Building Code (CAL Green) is required. 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 which indicates where each Measure can be found on the plans.
- 4) Indicate on the plans that the roof will comply with Cool Roof requirements of the 2013 California Energy Code. 2013 CEC §110.8. The 2013 Residential and Non-Residential Compliance Manuals are available on line at <http://www.energy.ca.gov/title24/2013standards/>

- 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.)**

- 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 fully dimensioned plans.
- 9) 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.
- 10) 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.**

- 11) 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.**
- 12) Show the distances from all exterior walls to property lines or to assumed property lines
- 13) Show the dimensions to adjacent structures.
- 14) Obtain a survey of the property lines.

15) Basements and sleeping rooms below the fourth story that can be used for sleeping purposes must have at least one window or door that complies with the egress requirements. ***Specify the location and the net clear opening height and width of all required egress windows on the elevation drawings.*** 2013 CBC §1029.1.

16) 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 who's sole responsibility it is 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.

17) 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-osh.com/pdfpubs/osh\\_a\\_userguide.pdf](http://www.ca-osh.com/pdfpubs/osh_a_userguide.pdf)

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

1541.1.

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

19) 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.

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

21) Provide lighting at all exterior landings.

22) 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

- 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 Provide details on the plans which show that the entire site complies with all accessibility standards.
- 25 Provide fully dimensioned floor plans scaled at  $\frac{1}{4}'' = 1'0''$  for each type of apartment unit.
- 26 Specify an accessible path of travel from all required exits to the public right of way.
- 27 Specify a level landing, slope, and cross slope on each side of the door at all required entrances and exits.
- 28 Provide complete dimensioned details for accessible bathrooms
- 29 Provide complete, dimensioned details for accessible parking
- 30 Provide details on the plans which show that the building elevator complies with all accessible standards. 2013 CBC §11B-407.
- 31 On the first page of the plans clearly state that all paths of travel and common use spaces will be accessible and all living units will be adaptable.
- 32 Provide details which show that the maneuvering clearances for the bathrooms in the lobby are accessible CBC 1127A2.2 #1. (The space under the lavatory can be used but the maneuvering clearance cannot encroach into the knee and toe clearances.)
- 33 Provide details which show that the maneuvering clearances for the bathrooms in each unit are accessible CBC 1127A2.2 #1. (The space under the lavatory can be used but the maneuvering clearance and are allowed to encroach into the knee and toe clearances.)
- 34 Provide details which show that the water closet in each unit complies with CBC1134A.7 #1;
- 35 Specify whether CBC 1134A.2 option #1 or option #2 will be used for the bathrooms.
- 36 Specify that there will be a clear maneuvering space adjacent to each tub that is at least 30" X 48" measured from the drain end of the tub. CBC 1134A.5
- 37 Specify on the plans that all dwelling unit interior doors will comply with CBC 1132A5.2.
- 38 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.
- 39 The second exit from the units and the two exits from the garage terminate at the rear of the property. Provide an exit plan which shows accessible path of travel from the exit to the public right of way per 2013 CBC 1007.2.
- 40 Private decks and exterior balconies must be accessible and therefore must be 60" in the shortest dimension to allow for a person in a wheelchair to turn around and exit the deck or balcony in the forward direction. Revise the plans to show decks / balconies that are at least 60" in the shortest dimension. UFAS §4.34.2 and §4.2.3

- 41) A minimum of two accessible parking spaces are required. Provide a table for the onsite parking showing the total number of parking and accessible parking spaces. Number all assigned and unassigned parking spaces. Specify by number the location of each of the required 2% assigned and 5% unassigned accessible parking spaces. 2013 CBC §1109A.4 and §1109A.5.
- 42) The accessible parking shown in the basement 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.
  - At least one of these spaces must be comply with the accessible parking requirements including loading / unloading access aisle and signage. See 2013 CBC §1109A.5 – Unassigned and Visitor Parking Spaces.
- 43) 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*.
- 44) Provide an exit plan showing the paths of travel to the public right of way.
- 45) Specify on the plans the location of all proposed electric vehicle charging stations. In light of impending Code regulations that will require a greater percentage of on-site parking to be serviced by electric vehicle charging stations the developer is encouraged to install site infrastructure that can service at least 3% of the total on-site parking.

Please review the attached State of California "PEVs: Universal Charging Access" Draft regulations.

- 46) When plans are submitted for Building Code plan check, 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.
- 47) 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.
- 48) 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 15, 16, 17, 18, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 44, and 45 must be re-submitted before this project can move forward for Planning Commission action.**

Reviewed by:



Date: 6-20-2014



EDMUND G. BROWN JR.  
GOVERNOR

STATE OF CALIFORNIA  
GOVERNOR'S OFFICE *of* PLANNING AND RESEARCH



KEN ALEX  
DIRECTOR

## **Plug-In Electric Vehicles: Universal Charging Access Guidelines and Best Practices**

These draft guidelines have been developed in conjunction with the Division of the State Architect (DSA) to assist the Governor's Office of Planning and Research with physical accessibility standards and design guidelines for the installation of plug-in electric vehicle charging stations throughout California. This initiative supports the Governor's Zero Emission Vehicle Executive Order, B-16-2012, which establishes a target of 1.5 million ZEVs in California by 2025.

These guidelines are intended to supersede and expand upon the current DSA "Interim Disabled Access Guidelines for Electric Vehicle Charging Stations 97-03", dated 5 June 1997. While 97-03 is a policy statement and only applicable to facilities under DSA's regulatory jurisdiction, it is possible that these voluntary 2013 guidelines will eventually become regulations within *California Building Code Chapter 11B Accessibility to Public Buildings, Public Accommodations, Commercial Buildings and Public Housing*.

For clarity and usability, the guidelines and any subsequent regulations should reflect the format and organization of the California Building Code. The 2013 Chapter 11B accessibility provisions use the Americans with Disabilities Act Guidelines as their model code with amendments to implement more stringent California specific requirements. These draft guidelines use the same format and are organized with separate scoping and technical provisions. The designation EVG (for Electric Vehicle Guidelines) is used as a prefix for the guideline provisions and the prefix 11B is used before sections from the 2013 California Building Code's accessibility provisions. These Guidelines are focused on physical accessibility standards and information about Section 508 of the Rehabilitation Act for Self-Contained Closed System Products will be provided in future guidance.

The guidelines address accessible plug-in electric vehicle charging stations on both public and private sites and within public rights of way. Making charging stations within public rights-of-way fully accessible can be challenging, as illustrated by the examples in the Plug-in Electric Vehicle Collaborative's "Accessibility and Signage for Plug-in Electric Vehicle Charging Infrastructure Report and Recommendations" of May 2012. Similar provisions from the proposed federal Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way related to parking have been adapted as the basis for on-street installations. Signage and identification of the accessible electric vehicle charging stations is raised but not yet fully resolved in this public draft.

Dennis J. Corelis, Deputy State Architect  
Division of the State Architect

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## **Guidelines for the Provision of Electric Vehicle Charging Stations**

The following scoping sections of these guidelines are designed to present best practices for electric vehicle charging station accessibility and eventually may become part of the California Building Code's Chapter 11B Division 2: Scoping Requirements.

**ADVISORY:** EVG-250 Electric Vehicle Charging Stations. A reasonable portion of Electric Vehicle Charging Stations are required to be accessible. If provided by a state or local government on public property or on-street within the public right of way, vehicle charging is considered a program or service that must be accessible to and useable by individuals with disabilities. Accessibility covers not just the physical dimensions of the charging station, and operable parts of the device, but also the functionality of the 'self-contained, closed product' charging system. If provided at privately owned or operated public accommodations they must also be accessible as a service provided to the general public.

### **EVG-250 Electric Vehicle Charging Stations**

**ADVISORY:** EVG-250.1 General. While there is no positive requirement to provide electric vehicle charging stations, when they are provided a portion of them should be accessible. When co-located with parking spaces, electric vehicle charging is considered the primary function of these stations, not parking. Accessible electric vehicle charging stations are not to be reserved exclusively for the use of persons with disabilities. They should not be identified with signage that would mistakenly indicate their use is only for vehicles with placards or license plates for individuals with disabilities.

#### **EVG-250.1 General**

Where provided, electric vehicle charging stations shall comply with EVG-250.

**EXCEPTION:** Restricted Electric Vehicle Charging Stations not available to the general public and intended for use by a designated vehicle or driver, such as public or private fleet vehicles, vehicles assigned to an employee or by an electric vehicle owner at home may but shall not be required to comply with EVG-250 and EVG-812.

**ADVISORY:** EVG-250.1 General. Existing conditions, terrain, electric infrastructure and other factors dictate that not every electric vehicle charging station can be fully accessible. With electric vehicle charging stations being functionally similar to and usually integrated with parking, the ratios of accessible to standard electric vehicle charging stations in these guidelines are the same as those for accessible to standard parking in the 2010 ADA standards and the 2013 California Building Code. The numbers of required accessible electric vehicle charging stations for both on-site and public rights-of-way locations are shown in Tables EVG-250.2 On-site Electric Vehicle Charging Stations and EVG-250.3 On-street Electric Vehicle Charging Stations.

**EVG-250.2 Minimum Number for On-site Locations**

On publically owned or privately owned sites electric vehicle charging stations complying with EVG-812 shall be provided in accordance with Table EVG-250.2.

**Table EVG-250.2 On-Site Electric Vehicle Charging Stations**

<b>Total Number of Electric Vehicle Charging Stations Provided at a Site</b>	<b>Minimum Number of Required Physically Accessible Electric Vehicle Charging Stations</b>
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 and over	4, plus 2 for each 100, or fraction thereof, over 100

**EVG-250.2.1 Minimum Number for Residential Facilities**

Electric vehicle charging stations to serve residential facilities and sites shall comply with EVG-250.2.1.

**EVG-250.2.1.1 Electric Vehicle Charging Stations for Residents**

Where at least one parking space is provided for each residential dwelling unit and electric vehicle charging services are provided in conjunction with that parking, five percent, but no less than one, of the electric vehicle charging stations provided shall comply with EVG-812.

**EVG-250.2.1.2 Additional Electric Vehicle Charging Stations for Residents**

Where additional parking spaces beyond one for each residential dwelling unit is provided and electric vehicle charging services are provided in conjunction with that parking, two percent of the additional parking spaces, but no fewer than one, of the additional electric vehicle charging stations provided shall comply with EVG-812.

**EVG-250.2.1.3 Electric Vehicle Charging Stations for Guests, Employees and Other Non-Residents**

Where parking spaces are provided for persons other than residents and electric vehicle charging services are provided in conjunction with that parking, electric vehicle charging stations for guests, employees and other non-residents shall be provided in accordance with Table EVG-250.2 and shall comply with EVG-812.

**EVG-250.3 Minimum Number for On-Street Locations**

Within the public right-of-way of a state or local government jurisdiction on-street electric vehicle charging stations complying with EVG-812 shall be provided in accordance with Table EVG-250.3.

**Table EVG-250.3 On-Street Electric Vehicle Charging Stations**

Total Number of Electric Vehicle Charging Stations Provided within a Jurisdiction's Public Right of Way	Minimum Number of Required Physically Accessible Electric Vehicle Charging Stations
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 and over	4, plus 2 for each 100, or fraction thereof, over 100

**EVG-250.4 Electric Vehicle Charging Stations for Vans. Reserved.**

**ADVISORY:** EVG-250.4 Electric Vehicle Charging Stations for Vans. The guidelines do not include provisions for van accessible electric vehicle charging stations. As of the date of these guidelines there are no plug-in electric vans being manufactured and providers of electric plug-in vehicle conversions indicate that van style vehicles are not currently available due to technical and cost factors. When future developments make electric plug-in vans feasible, provisions for van accessible electric vehicle charging stations can be included in the guidelines.

**EVG-250.5 Locations**

Electric Vehicle Charging Stations shall be located in compliance with EVG-250.5.

**ADVISORY:** EVG-250.5 Location. For new construction, accessible electric vehicle charging stations should be close to a major facility, public way or accessible route on the site, with 200 feet recommended as a maximum distance. However, electric vehicle charging stations need not be provided immediately adjacent to the facility since charging services, not parking, is their primary purpose. For installations at existing sites and locations, the accessible electric vehicle charging stations may not be located in close proximity to other services due to technical factors such as the availability of electric power or terrain, but they should be on an accessible route to the maximum extent feasible.

**EVG-250.5.1 On-Site Locations**

Electric vehicle charging stations on public and private sites shall be dispersed within each separate type of parking facility providing electric vehicle charging to the maximum extent feasible.

**EVG-250.5.1.1 Proximity to Buildings, Facilities or Sites Served**

Electric vehicle charging stations complying with EVG-812 that serve a particular building, facility or site shall be located in close proximity to the facility, public way or major circulation path on the site.

#### **EVG-250.5.1.2 Proximity to Accessible Routes**

Electric vehicle charging stations complying with EVG-812 that serve a particular building, facility or site shall be on an accessible route to an entrance complying with 11B-206.4 of the current edition of the California Building Code. Electric vehicle charging stations that do not serve a particular building or facility shall be on an accessible route to an accessible pedestrian entrance to the functional area within which they are located.

**ADVISORY:** EVG-250.5.2 On-Street Locations. Provision of fully accessible on-street electric vehicle charging stations within the public right of way can be very difficult due to constraints posed by terrain, available right of way and other factors. The technical requirements for accessible parking, when applied electric vehicle charging stations, can be in direct conflict with roadway and sidewalk grades, right-of-way widths, and functional requirements for curbs, gutters and other right of way improvements. While many of these issues can be addressed during new construction or re-construction of the public improvements, solutions providing full accessibility may not be possible. EVG-250.5.2 allows a public entity to provide accessible electric vehicle charging on a programmatic basis. This involves using additional on-site accessible electric vehicle charging stations to meet the combined requirements for the number of both on-street and on-site locations within the public entity's jurisdiction.

#### **EVG-250.5.2 On-Street Locations Within a Public Right-of-Way**

The required total number of electric vehicle charging stations complying with EVG-250.2 and EVG-250.3 may be provided on a combined basis using both on-site locations and on-street locations within a public right-of-way owned or controlled by a state or local governmental jurisdiction. On-street electric vehicle charging stations within the public right of way shall be integrated with on street parking to the maximum extent feasible.

#### **EVG-250.5.3 Accessible Route Between Vehicle Space and Charging Equipment**

An accessible route complying with the California Building Code Chapter 11B Division 4 Accessible Routes shall connect the electric vehicle charging station vehicle space to the electric vehicle charging equipment.

### **EVG-250.6 Electric Vehicle Charging Stations at Existing Facilities**

Alterations solely for the purpose of installing electric vehicle charging stations shall be limited to the actual scope of work of the project and shall not be required to comply with section 11B-202.4 of the current edition of the California Building Code.

**EXCEPTION:** Alterations solely for the purpose of installing electric vehicle charging stations at sites where vehicle parking or storage is the sole and primary use of the facility shall comply with the 2013 California Building Code section 11B-202.4 Path of Travel Requirements in Alterations, Additions and Structural Repairs to the maximum extent feasible. The cost of compliance with 11B-202.4 shall be limited to twenty percent of the cost of the work directly associated with the installation of the electric vehicle charging equipment.

**ADVISORY:** EVG-250.6 Electric Vehicle Charging Stations at Existing Facilities. The majority of electric vehicle charging stations being installed in the foreseeable future will occur at existing on-site or on-street parking facilities where the source of electric power, location of accessible parking, natural terrain, landscaping and other features are existing. Under the California Building Code these projects would be considered alterations. Alteration projects generally require accessibility improvements, if needed to comply with current requirements, to certain "path of travel" elements serving the area of alteration. The California Building Code provides exceptions to the "path of travel" upgrade requirements for projects that do not affect the usability or accessibility of the facility. It also recognizes the inherent difficulty in altering certain existing facilities for full compliance with the accessibility requirements through provisions for situations where strict compliance is technically infeasible.

EVCS installations at existing facilities fall into three categories:

1. Within an existing public right-of-way – With no specific "path of travel" elements serving the area being altered there would be no accessibility upgrades outside the area of work.
2. On building and facility sites where parking / vehicle storage is incidental to the primary function – Under the federal 2010 ADA Standards these projects would be alterations not affecting a primary function area and "path of travel" upgrades would not be required. This is the approach used in the prior DSA Access Policy Statement 97-03 and is most probably based upon classification of electric vehicle charging stations as electrical projects not involving the placement of receptacles or switches. These proposed guidelines continue the same approach as the prior DSA policy.
3. Installations of electric vehicle charging stations at sites where vehicle parking or storage is the sole or primary use of the facility are alterations affecting the usability of or access to a primary function area. The 2010 ADA Standards require that, to the maximum extent feasible, the path of travel to the altered area, including restrooms, telephones, and drinking

fountains, is readily accessible to and usable by individuals with disabilities. Additional alterations to upgrade non-compliant path of travel elements outside of the project's area of work are required, unless those alterations are disproportionate to the overall alterations in terms of cost and scope, which is defined as exceeding twenty percent (20%) of the cost of the primary alterations. When the cost of full compliance for path of travel elements would exceed twenty percent (20%), compliance is required to the greatest extent possible within the twenty percent (20%) limitation. California law prohibits the State Architect's regulations and building standards from prescribing a lesser standard of accessibility or usability than that provided by the 2010 ADA Standards. 2013 California Building Code section 11B-202.4 reflects similar requirements with the addition of signage to the designated path of travel elements. For projects with basic costs above the CBC valuation threshold of \$139,964, the cost above which path of travel alterations would become disproportionate has been aligned with the federal requirements of twenty percent (20%).

**The following technical sections for the electric vehicle charging station guidelines are designed to eventually be located within the California Building Code's Chapter 11B Division 8: Special Rooms, Spaces and Elements.**

## **EVG-812 On-Site Electric Vehicle Charging Stations**

### **EVG-812.1 General**

On-site electric vehicle charging stations shall comply with EVG-812.

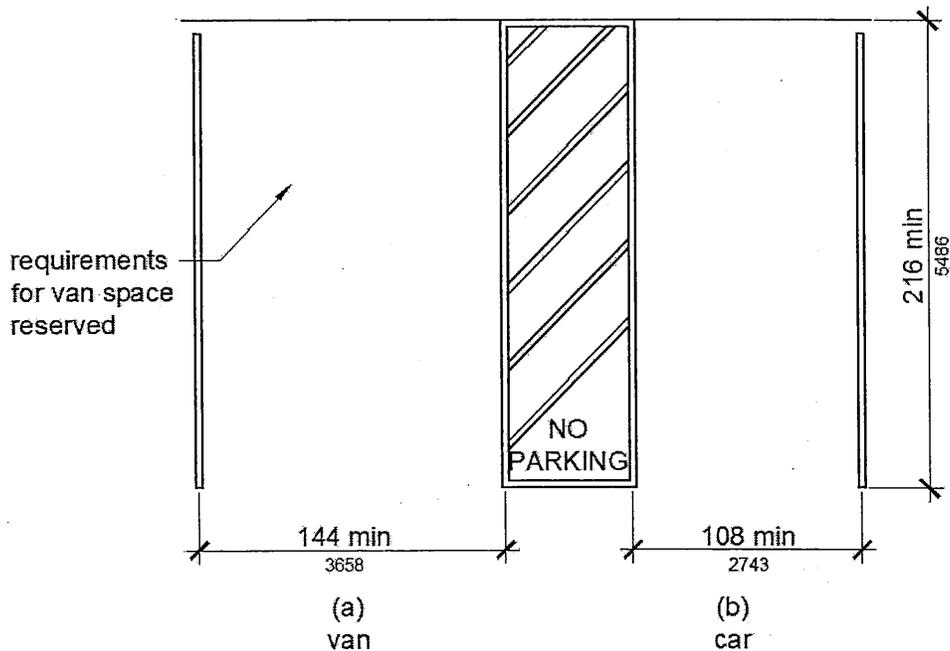
### **EVG-812.2 Electric Vehicle Charging Station Spaces**

The vehicle space designated for on-site electric vehicle charging stations shall be 216 inches (5486 mm) long minimum and 108 inches (2743 mm) wide minimum and shall have an adjacent access aisle complying with EVG-812.3.

#### **EVG-812.2.1 Vehicle Space Marking**

Car and van electric vehicle charging stations shall be marked to define their width. Where Electric Vehicle Charging Stations are marked with lines, width measurements of electric vehicle charging stations and access aisles shall be made from the centerline of the markings.

**EXCEPTION:** Where electric vehicle charging stations or access aisles are not adjacent to another parking space or access aisle, measurements shall be permitted to include the full width of the line defining the parking space or access aisle.



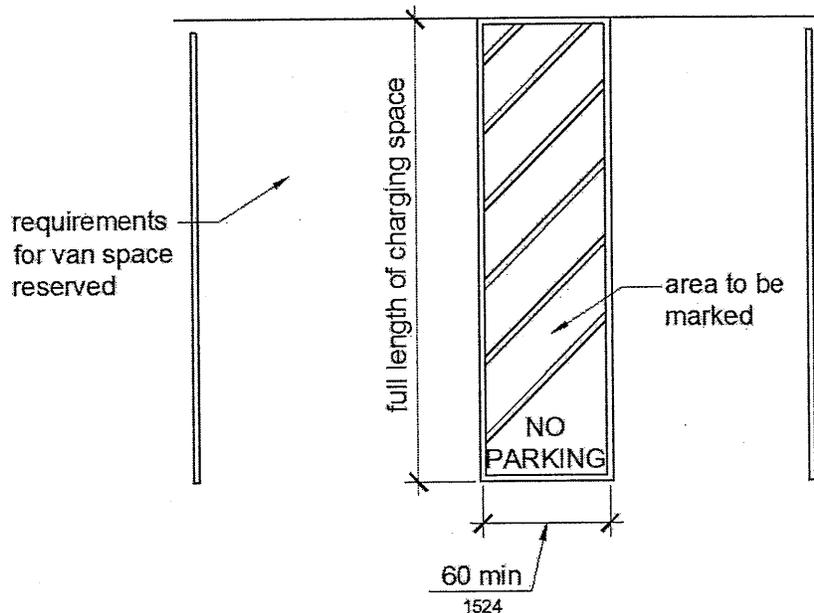
**Figure EVG-812.2**  
**On-site Electric Vehicle Charging Station Spaces Dimensions**

**EVG-812.2.2 Electric Vehicle Charging Only Lettering**

The words "ELECTRIC VEHICLE CHARGING ONLY" or "EV CHARGING ONLY" may be painted on the surface within each charging space letters a minimum of 12 inches (305 mm) in height and located to be visible from the adjacent vehicular way.

### **EVG-812.3 Access Aisle**

Access aisles serving vehicle spaces at on-site electric vehicle charging stations shall comply with EVG-812.3. Access aisles shall adjoin an accessible route. Two electric vehicles charging stations or one electric vehicle charging station and one accessible parking space shall be permitted to share a common access aisle.



**Figure EVG-812.3**  
**Electric Vehicle Charging Station Space Access Aisle**

#### **EVG-812.3.1 Width**

Access aisles serving on-site electric vehicle charging station car spaces at shall be 60 inches (1524 mm) wide minimum.

#### **EVG-812.3.2 Length**

Access aisles at on-site electric vehicle charging stations shall extend the full required length of the vehicle spaces they serve.

#### **EVG-812.3.3 Marking**

Access aisles at electric vehicle charging stations shall be marked with a painted borderline around their perimeter. The area within the borderlines shall be marked with hatched lines a maximum of 36 inches (914 mm) on center. The color of the borderlines, hatched lines, and letters shall contrast with that of the surface of the access aisle, with white being the preferred color. The blue color required for the identification of access aisles for accessible parking shall not be used.

#### **EVG-812.3.4 No Parking Lettering**

The words "NO PARKING" shall be painted on the surface within each access aisle in letters a minimum of 12 inches (305 mm) in height and located to be visible from the adjacent vehicular way.

### **EVG-812.3.5 Location**

Access aisles at on-site electric vehicle charging station spaces shall not overlap the vehicular way and may be placed on either side of the vehicle space they serve.

### **EVG-812.4 Floor or Ground Surface**

On-site electric vehicle charging station spaces and access aisles serving them shall comply with 11B-302 Floor and Ground Surfaces. Access aisles shall be at the same level as the electric vehicle charging station space they serve. Changes in level or slopes exceeding 1:48 are not permitted.

### **EVG-812.5 Vertical Clearance**

On-site Electric vehicle charging station spaces, access aisles and vehicular routes serving them shall provide a vertical clearance of 98 inches (2489 mm) minimum.

### **EVG-812.6 Identification**

On-site electric vehicle charging stations shall be identified with a sign complying with EVG-812.6 and shall not be identified as or provided with signage required for accessible parking spaces.

#### **EVG-812.6.1 Language**

Provide a sign containing language stating "Designed for Disabled Access - Use Last" in addition to the signage identifying standard electrical vehicle charging stations. Where only one electric vehicle charging station is provided the sign shall contain language stating "Designed for Disabled Access".

#### **EVG-812.6.2 Mounting Height**

Signs shall be 60 inches (1524 mm) minimum above the finish floor or ground surface measured to the bottom of the sign and shall be the uppermost sign when co-located with "No Parking except for Electric Vehicle Charging" and "Parking Time Limit" word message signs or electric vehicle charging symbol signs.

**EXCEPTION:** Signs located within an accessible route shall be a minimum of 80 inches (2032 mm) above the finish floor or ground surface measured to the bottom of the lowest sign.

#### **EVG-812.6.3 Size and Finish**

Signs shall be reflectorized with a minimum area of 70 square inches (45161 mm<sup>2</sup>).

#### **EVG-812.6.4 Color**

Signs shall be white symbols and letters on a blue background.

#### **EVG-812.6.5 Location**

Signs shall be permanently posted immediately adjacent to and visible from each space, and shall be located within the projected width of the vehicle space.

### **EVG-812.7 Relationship to Accessible Routes**

Electric vehicle charging station vehicle spaces and access aisles shall be designed so that when occupied the required clear width of adjacent accessible routes is not obstructed.

#### **EVG-812.7.1 Arrangement**

Electric vehicle charging stations and access aisles shall be designed so that persons using them are not required to travel behind electric vehicle charging stations other than to pass behind the vehicle space in which their vehicle has been left to charge.

**EXCEPTION:** Electric vehicle charging stations installed in existing facilities shall comply with EVG-812.7.1 to the maximum extent feasible.

#### **EVG-812.7.2 Accessible Route Encroachment**

A curb, wheel stop, bollards or other device shall be provided if required to prevent encroachment of vehicles over the required clear width of adjacent accessible routes.

**ADVISORY:** EVG-813 General. EVG-250.3 specifies how many accessible electric vehicle charging stations must be provided within the public right of way of a state or local governmental entity's area of jurisdiction. Accessible electric vehicle charging stations are not parking for purposes of accessibility and should be identified by signs that do not create the impression they are reserved for vehicles displaying disabled persons license plates or placards. While accessible electric vehicle charging stations are ideally located where the street has the least crown and grade and close to key destinations, other factors, such as proximity to electric service and connections, may control their location.

## **EVG-813 On-Street Electric Vehicle Charging Stations**

### **EVG-813.1 General**

On-street electric vehicle charging stations shall comply with EVG-813.

### **EVG-813.2 Parallel Electric Vehicle Charging Stations**

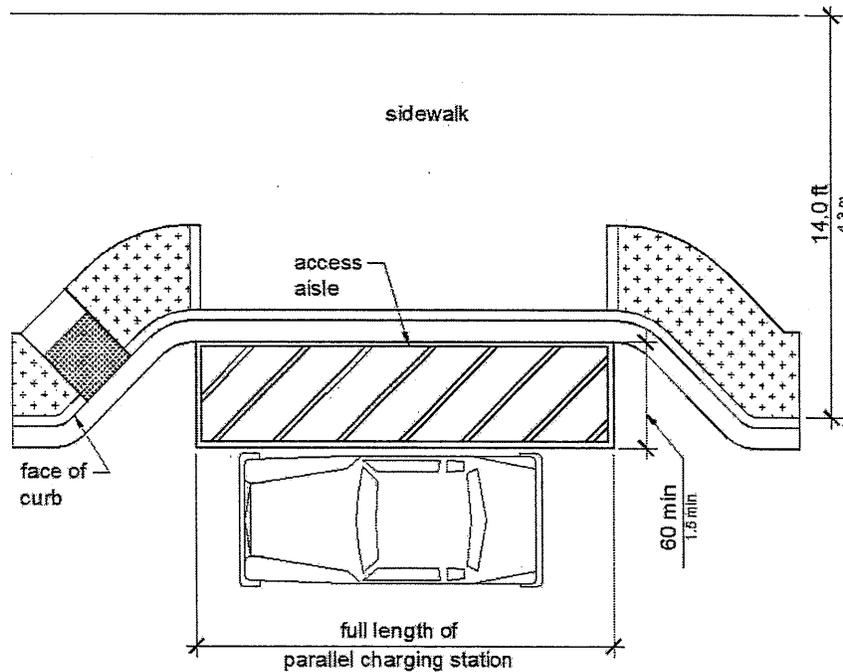
Parallel Electric vehicle charging station spaces shall comply with EVG-813.2.

**ADVISORY:** EVG-813.2 Parallel Electric Vehicle Charging Stations. The sidewalk adjacent to accessible parallel electric vehicle charging station spaces should be free of signs, street furniture, and other obstructions to permit deployment of a van side-lift or ramp or the vehicle occupant to transfer to a wheelchair or scooter. Accessible parallel electrical vehicle charging stations located at the end of the block face are usable by vans that have rear lifts and cars that have scooter platforms.

**EVG-813.2.1 Parallel Electric Vehicle Charging Stations at Wide Sidewalks**

Where the width of the adjacent sidewalk or available right-of-way exceeds 4.3 m (14.0 ft), an access aisle 1.5 m (5.0 ft) wide minimum shall be provided at street level the full length of the electric vehicle charging station, shall connect to a pedestrian access route and shall not encroach on the vehicular travel lane. The access aisle shall comply with EVG-812.3.1, EVG-812.3.2 and EVG-812.3.

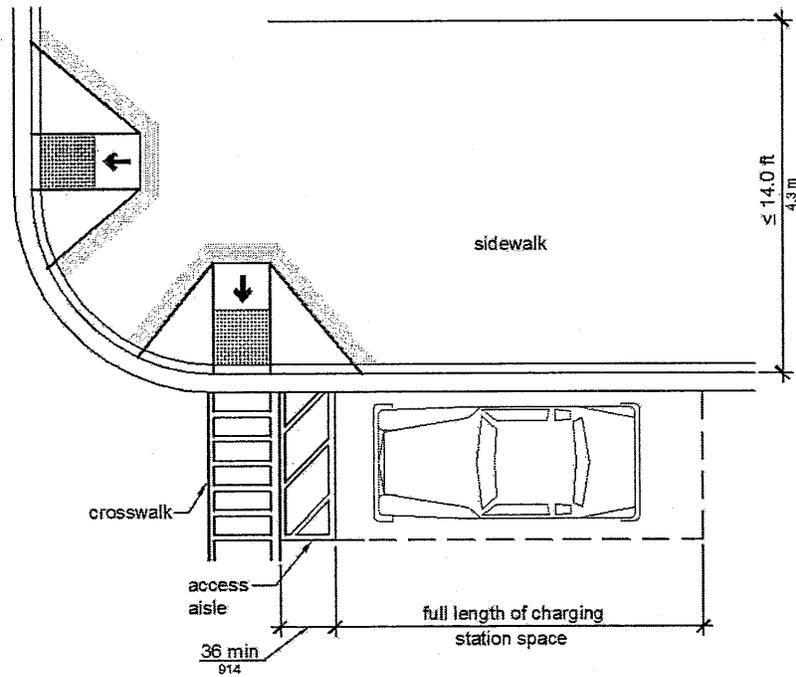
**EXCEPTION: Alterations.** In alterations where the street or sidewalk adjacent to the electric vehicle charging station space is not altered, an access aisle shall not be required, provided the Electric Vehicle Charging Stations space is located at the end of the block face.



**Figure 1 EVG-813.2.1 Parallel Electric Vehicle Charging Stations at Wide Sidewalks**

**ADVISORY:** EVG-813.2.1 Wide Sidewalks. Vehicles may be positioned at the curb or at the parking lane boundary and use the space required by EVG-813.2.1 on either the driver or passenger side of the vehicle to serve as the access aisle.

## **EVG-813.2.2 Parallel Electric Vehicle Charging Stations at Narrow Sidewalks**



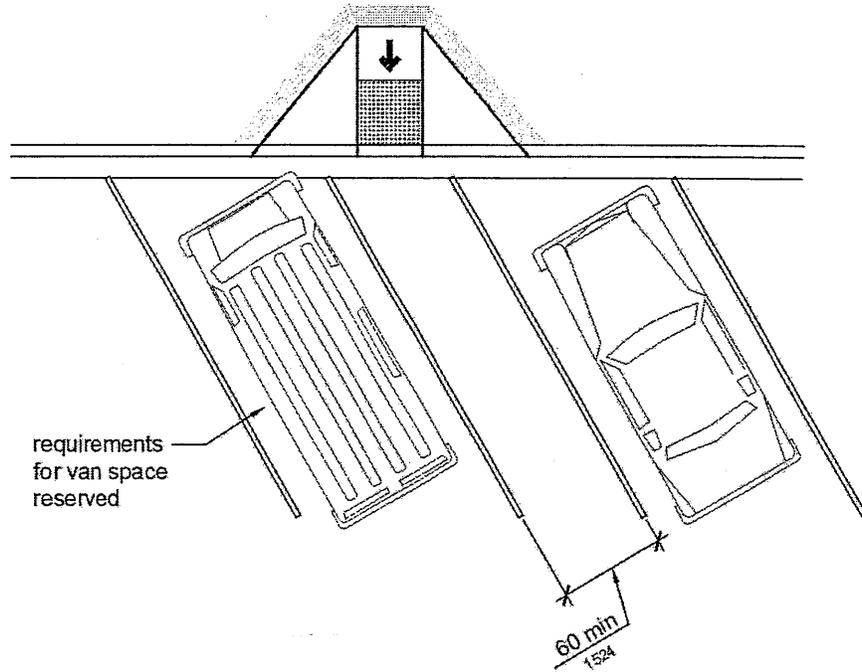
**Figure EVG-813.2.2 Parallel Electric Vehicle Charging Stations at Narrow Sidewalks**

An access aisle with a direct connection to the adjacent sidewalk is not required where the width of the adjacent sidewalk or the available right-of-way is less than or equal to 14.0 feet (4.3 m). When an access aisle is not provided, the Electric Vehicle Charging Stations spaces shall be located at the end of the block face to the maximum extent feasible.

**ADVISORY:** EVG-813.2.2 Narrow Sidewalks. At parallel electric vehicle charging stations vehicle lifts or ramps can be deployed on an 8.0 feet (2.4 m) wide sidewalk if there are no obstructions.

### **EVG-813.3 Perpendicular or Angled Electric Vehicle Charging Stations**

Where perpendicular or angled electric vehicle charging stations are provided, an access aisle 8.0 feet (2.4 m) wide minimum shall be provided at street level the full length of the electric vehicle charging station space and shall connect to a pedestrian access route. The access aisle shall comply with EVG-812.3 and shall be marked so as to discourage parking in the access aisle. Two electric vehicles charging stations or one electric vehicle charging stations and one accessible parking space shall be permitted to share a common access aisle.



**Figure EVG-813.3 Perpendicular or Angled Electric Vehicle Charging Stations**

**ADVISORY:** EVG-813.3 Perpendicular or Angled Electric Vehicle Charging Stations Spaces. Perpendicular and angled parking spaces permit the deployment of a van side-lift or ramp.

**EVG-813.4 Curb Ramps or Blended Transitions**

Curb ramps or blended transitions shall connect the access aisle to the pedestrian access route. Curb ramps shall not be located within the access aisle.

**ADVISORY:** EVG-813.4 Curb Ramps or Blended Transitions. At parallel electric vehicle charging station spaces, curb ramps and blended transitions should be located so that a van side-lift or ramp can be deployed to the sidewalk and the vehicle occupant can transfer to a wheelchair or scooter. Electric vehicle charging station spaces at the end of the block face can be served by curb ramps or blended transitions at the pedestrian street crossing.

**EVG-813.5 Marking**

On-street electric vehicle charging station spaces may be marked with Electric Vehicle Charging Only Lettering in compliance with EVG-812.2.2 Electric Vehicle Charging Only Lettering.

**EVG-814 Electric Vehicle Charging Station Equipment**

**EVG-814.1 Electric Vehicle Charging Station Equipment**

Equipment pedestals and pay stations that serve electric vehicle charging stations shall comply with EVG-814.1.

### **EVG-814.1.1 Location**

Equipment pedestals and pay stations shall comply with EVG-814.1.1.

#### **EVG-814.1.1.1 Parallel Locations**

At parallel electric vehicle charging station spaces, equipment pedestals and pay stations shall be on the immediately adjacent sidewalk or ground surface and located 36 inches maximum from the head end or foot end of the projected length of the space.

#### **EVG-814.1.1.2 Perpendicular or Angled Locations**

At perpendicular or angled Electric Vehicle Charging Station spaces, equipment pedestals and pay stations shall be located on the immediately adjacent sidewalk or ground surface at the head end within the projected width of the electric vehicle charging station space.

**EXCEPTION:** For alterations at existing facilities when an accessible route or general circulation path is not provided adjacent to the head end of the space or access aisle, the equipment pedestal and pay station may be located within the projected width of the access aisle 36 inches maximum from the head end of the space.

**ADVISORY:** EVG-814.1.1 Location. Locating equipment pedestals and pay stations at the head or foot of the electric vehicle charging station permits deployment of a van side-lift or ramp or the vehicle occupant to transfer to a wheelchair or scooter.

### **EVG-814.1.2 Charging Station Equipment Operable Parts**

Operable parts and charging cord stowage locations shall comply with 11B-309 Operable Parts.

### **EVG-814.2 Displays and Information**

Displays and information shall be visible from a point located 3.3 feet (1.0 m) maximum above the center of the clear floor or ground space in front of the equipment pedestal and pay station.

### **EVG-814.3. Charging Station Equipment Clear Floor Space**

Clear floor space at electric vehicle charging stations shall comply with 11B-305 Clear Floor Space and shall be centered on the display and information side of the electric vehicle charging station equipment.

## **Related 2013 California Building Code Chapter 11B Accessibility Regulations**

### **2013 CBC Path of Travel Provisions for Alterations**

#### **11B-202.4 Path of Travel Requirements in Alterations, Additions and Structural Repairs**

When alterations or additions are made to existing buildings or facilities, an accessible path of travel to the specific area of alteration or addition shall be provided. The primary accessible path of travel shall include:

1. A primary entrance to the building or facility,
2. Toilet and bathing facilities serving the area,
3. Drinking fountains serving the area,
4. Public telephones serving the area, and
5. Signs.

#### **EXCEPTIONS:**

1. Residential dwelling units shall comply with 11B-233.3.4.2.
2. If the following elements of a path of travel have been constructed or altered in compliance with the accessibility requirements of the 2010 California Building Code, it shall not be required to retrofit such elements to reflect the incremental changes in this code solely because of an alteration to an area served by those elements of the path of travel:
  1. A primary entrance to the building or facility,
  2. Toilet and bathing facilities serving the area,
  3. Drinking fountains serving the area,
  4. Public telephones serving the area, and
  5. Signs.
3. Additions or alterations to meet accessibility requirements consisting of one or more of the following items shall be limited to the actual scope of work of the project and shall not be required to comply with 11B-202.4:
  1. Altering one building entrance.
  2. Altering one existing toilet facility.

3. Altering existing elevators.
  4. Altering existing steps.
  5. Altering existing handrails.
4. Alterations solely for the purpose of barrier removal undertaken pursuant to the requirements of the Americans with Disabilities Act (Public Law 101-336, 28 C.F.R., Section 36.304) or the accessibility requirements of this code as those requirements or regulations now exist or are hereafter amended consisting of one or more of the following items shall be limited to the actual scope of work of the project and shall not be required to comply with 11B-202.4:
1. Installing ramps.
  2. Making curb cuts in sidewalks and entrance.
  3. Repositioning shelves.
  4. Rearranging tables, chairs, vending machines, display racks, and other furniture.
  5. Repositioning telephones.
  6. Adding raised markings on elevator control buttons.
  7. Installing flashing alarm lights.
  8. Widening doors.
  9. Installing offset hinges to widen doorways.
  10. Eliminating a turnstile or providing an alternative accessible route.
  11. Installing accessible door hardware.
  12. Installing grab bars in toilet stalls.
  13. Rearranging toilet partitions to increase maneuvering space.
  14. Insulating lavatory pipes under sinks to prevent burns.
  15. Installing a raised toilet seat.
  16. Installing a full-length bathroom mirror.

17. Repositioning the paper towel dispenser in a bathroom.
  18. Creating designated accessible parking spaces.
  19. Removing high-pile, low-density carpeting.
5. Alterations of existing parking lots by resurfacing and/or restriping shall be limited to the actual scope of work of the project and shall not be required to comply with 11B-202.4.
  6. The addition or replacement of signs and/or identification devices shall be limited to the actual scope of work of the project and shall not be required to comply with 11B-202.4.
  7. Projects consisting only of heating, ventilation, air conditioning, reroofing, electrical work not involving placement of switches and receptacles, cosmetic work that does not affect items regulated by this code, such as painting, equipment not considered to be a part of the architecture of the building or area, such as computer terminals and office equipment shall not be required to comply with 11B-202.4. unless they affect the usability of the building or facility.
  8. When the adjusted construction cost is less than or equal to the current valuation threshold, as defined in Chapter 2, Section 202, the cost of compliance with 11B-202.4 shall be limited to 20 percent of the adjusted construction cost of alterations, structural repairs or additions. When the cost of full compliance with 11B-202.4 would exceed 20 percent, compliance shall be provided to the greatest extent possible without exceeding 20 percent.

When the adjusted construction cost exceeds the current valuation threshold, as defined in Chapter 2, Section 202, and the enforcing agency determines the cost of compliance with 11B-202.4 is an unreasonable hardship, as defined in Chapter 2, Section 202, full compliance with 11B-202.4 shall not be required. Compliance shall be provided by equivalent facilitation or to the greatest extent possible without creating an unreasonable hardship; but in no case shall the cost of compliance be less than 20 percent of the adjusted construction cost of alterations, structural repairs or additions. The details of the finding of unreasonable hardship shall be recorded and entered into the files of the enforcing agency and shall be subject to Chapter 1, Section 1.9.1.5, Special Conditions for Persons with Disabilities Requiring Appeals Action Ratification.

For the purposes of this exception, the adjusted construction cost of alterations, structural repairs or additions shall not include the cost of alterations to path of travel elements required to comply with 11B-202.4.

In choosing which accessible elements to provide, priority should be given to those elements that will provide the greatest access in the following order:

1. An accessible entrance;
2. An accessible route to the altered area;
3. At least one accessible restroom for each sex;
4. Accessible telephones;
5. Accessible drinking fountains; and
6. When possible, additional accessible elements such as parking, storage and alarms.

If an area has been altered without providing an accessible path of travel to that area, and subsequent alterations of that area or a different area on the same path of travel are undertaken within three years of the original alteration, the total cost of alterations to the areas on that path of travel during the preceding three-year period shall be considered in determining whether the cost of making that path of travel accessible is disproportionate.

9. Certain types of privately funded, multistory buildings and facilities were formerly exempt from accessibility requirements above and below the first floor under this code, but as of, April 1, 1994, are no longer exempt due to more restrictive provisions in the federal Americans with Disabilities Act. In alteration projects involving buildings and facilities previously approved and built without elevators, areas above and below the ground floor are subject to the 20-percent disproportionality provisions described in Exception 8, above, even if the value of the project exceeds the valuation threshold in Exception 8. The types of buildings and facilities are:
  1. Office buildings and passenger vehicle service stations of three stories or more and 3,000 or more square feet (279 m<sup>2</sup>) per floor.
  2. Offices of physicians and surgeons.
  3. Shopping centers.
  4. Other buildings and facilities three stories or more and 3,000 or more square feet (279 m<sup>2</sup>) per floor if a reasonable portion of services sought and used by the public is available on the accessible level.

For the general privately funded multistory building exception applicable to new construction and alterations, see Division 11B-206.2.3, Exception 1.

The elevator exception set forth in this section does not obviate or limit in any way the obligation to comply with the other accessibility requirements in this code. For example, floors above or below the accessible ground floor must meet the requirements of this section except for elevator service. If toilet or bathing facilities are provided on a level not served by an elevator, then toilet or bathing facilities must be provided on the accessible ground floor.

## **2013 CBC reference from EVG-814.1.2 Electric Vehicle Charging Stations Pedestals and Pay Stations**

### **11B-309 Operable Parts**

#### **11B-309.1 General**

Operable parts shall comply with 11B-309.

#### **11B-309.2 Clear Floor Space**

A clear floor or ground space complying with 11B-305 shall be provided.

#### **11B-309.3 Height**

Operable parts shall be placed within one or more of the reach ranges specified in 11B-308.

#### **11B-309.4 Operation**

Operable parts shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. The force required to activate operable parts shall be 5 pounds (22.2 N) maximum.

**EXCEPTION:** Gas pump nozzles shall not be required to provide operable parts that have an activating force of 5 pounds (22.2 N) maximum.

## **Reference from 11B-309 Operable Parts to 11B-305 Clear Floor or Ground Space**

### **11B-305 Clear Floor or Ground Space**

#### **11B-305.1 General**

Clear floor or ground space shall comply with 11B-305.

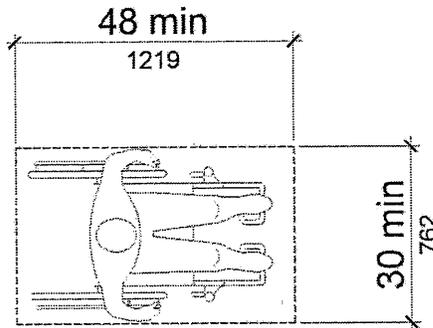
#### **11B-305.2 Floor or Ground Surfaces**

Floor or ground surfaces of a clear floor or ground space shall comply with 11B-302. Changes in level are not permitted.

**EXCEPTION:** Slopes not steeper than 1:48 shall be permitted.

**11B-305.3 Size**

The clear floor or ground space shall be 30 inches (762 mm) minimum by 48 inches (1219 mm) minimum.



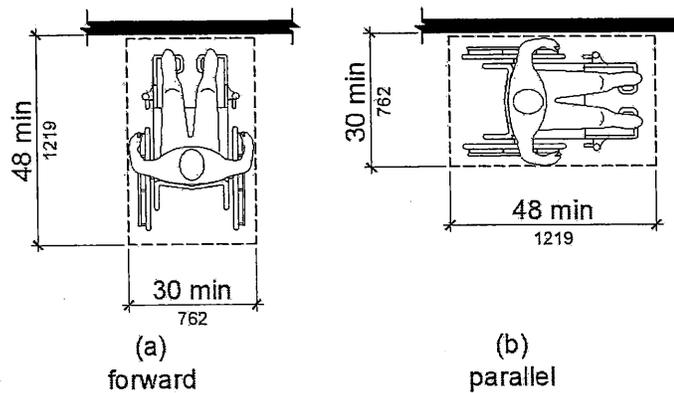
**Figure 11B-305.3**  
**Clear Floor or Ground Space**

**11B-305.4 Knee and Toe Clearance**

Unless otherwise specified, clear floor or ground space shall be permitted to include knee and toe clearance complying with 11B-306.

**11B-305.5 Position**

Unless otherwise specified, clear floor or ground space shall be positioned for either forward or parallel approach to an element.



**Figure 11B-305.5**  
**Position of Clear Floor or Ground Space**

**11B-305.6 Approach**

One full unobstructed side of the clear floor or ground space shall adjoin an accessible route or adjoin another clear floor or ground space.

**Reference from 11B-305 Clear Floor or Ground Space to 11B-302 Floor or Ground Surfaces**

**11B-302 Floor or Ground Surfaces**

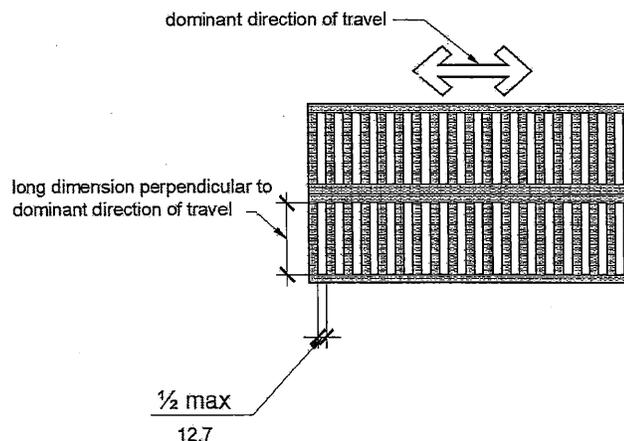
**11B-302.1 General**

Floor and ground surfaces shall be stable, firm, and slip resistant and shall comply with 11B-302.

**EXCEPTIONS:** 1. Within . . .

**11B-302.3 Openings**

Openings in floor or ground surfaces shall not allow passage of a sphere more than 1/2 inch (12.7 mm) diameter except as allowed in 11B-407.4.3, 11B-409.4.3, 11B-410.4, 11B-810.5.3 and 11B-810.10. Elongated openings shall be placed so that the long dimension is perpendicular to the dominant direction of travel.



**Figure 11B-302.3  
Elongated Openings in Floor or Ground Surfaces**

**Reference from 11B-707 Automatic Teller Machine, and Fare Machines and Point-of-Sale Devices**

**11B-707.1 General.**

Automatic teller machines and fare machines shall comply with 11B-707.

## Project Comments

**Date:** January 23, 2015

**To:**

<input checked="" type="checkbox"/> City Engineer (650) 558-7230	<input type="checkbox"/> Recycling Specialist (650) 558-7271
<input type="checkbox"/> Chief Building Official (650) 558-7260	<input type="checkbox"/> Fire Marshal (650) 558-7600
<input type="checkbox"/> City Arborist (650) 558-7254	<input type="checkbox"/> NPDES Coordinator (650) 342-3727
	<input type="checkbox"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at 1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190

**Staff Review:**

1. Applicant has addressed all previous comments. No further comments at this time.

**Reviewed by:**

M. Quan

**Date:** 1/23/15

## Project Comments

**Date:** December 3, 2014

**To:**

<input checked="" type="checkbox"/> City Engineer (650) 558-7230	<input type="checkbox"/> Recycling Specialist (650) 558-7271
<input type="checkbox"/> Chief Building Official (650) 558-7260	<input type="checkbox"/> Fire Marshal (650) 558-7600
<input type="checkbox"/> City Arborist (650) 558-7254	<input type="checkbox"/> NPDES Coordinator (650) 342-3727
	<input type="checkbox"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at 1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190

### Staff Review:

1. The project site is over 10,000 square feet which requires that full treatment of stormwater. It does not appear from plans that this requirement is met with the current proposed development. In addition, no additional storm runoff is allowed from the post-construction site. Please provide plans showing how this will be satisfied.
2. Proposed driveway to garage is at 12 feet which is narrow and should be increased to a minimum of 14 feet.
3. Parking configuration on first floor does not provide for turnaround when lot is full. An area needs to be designated for turning around in case all spaces are occupied.
4. Previous comment #7 requires columns to be located two feet from the back of the parking space to allow for maneuvering. Columns need to be relocated to meet this requirement.
5. Trash/recycle area appears to be undersized. Provide documentation from Recology that area is acceptable to service this complex.

**Reviewed by:** MQ/VV

**Date:** 12/23/2014

## Project Comments

**Date:** June 16, 2014

**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 and Conditional Use Permit for height for a new, five-story 30-unit apartment building at **1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 & 029-132-190**

**Staff Review:** June 16, 2014

1. See attached review comments #1, 2, 5, 7, 10, 11, 12, 14, 16, 20, 22 and 23.
2. Sewer backwater protection certification is required. Contact Public Works – Engineering Division at (650) 558-7230 for additional information.
3. Applicant is advised to call City Arborist regarding potential relocation of sidewalk area for new street trees in the planter strip.
- ④ Geotechnical report is required to identify adverse impacts on subject property and adjacent properties and provide mitigation measures for new basement.
- ⑤ Identify seasonal groundwater fluctuations and provide statement of groundwater levels for the wet and dry seasons.
- ⑥ Provide basement perimeter drainage design and potential groundwater pumping requirements with power backup (if needed).
- ⑦ Dimension the structural columns and dimensions with respect to the parking stalls. The proposed columns adjacent to parking spaces should be at least two feet clear of the parking stalls.

**Reviewed by:** V V

**Date:** 8/06/2014

PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION

PLANNING REVIEW COMMENTS

Project Name: NEW 8' MONUMENT (30-unit) BUILDING

Project Address: 1120-1132 DONALD

The following requirements apply to the project

- 1.  A property boundary survey shall be performed by a licensed land surveyor. The survey shall show all property lines, property corners, easements, topographical features and utilities. (Required prior to the building permit issuance.)
- 2.  The site and roof drainage shall be shown on plans and should be made to drain towards the Frontage Street. (Required prior to the building permit issuance.)
- 3.  The applicant shall submit project grading and drainage plans for approval prior to the issuance of a Building permit.
- 4.  The project site is in a flood zone, the project shall comply with the City's flood zone requirements.
- 5.  A <sup>NEW</sup> sanitary sewer lateral <sup>TO THE MAIN</sup> is required for the project in accordance with the City's standards. ~~\_\_\_\_\_~~
- 6.  The project plans shall show the required Bayfront Bike/Pedestrian trail and necessary public access improvements as required by San Francisco Bay Conservation and Development Commission.
- 7.  Sanitary sewer analysis is required for the project. The sewer analysis shall identify the project's impact to the City's sewer system ~~\_\_\_\_\_~~ and identify mitigation measures.
- 8.  Submit traffic trip generation analysis for the project.
- 9.  Submit a traffic impact study for the project. The traffic study should identify the project generated impacts and recommend mitigation measures to be adopted by the project to be approved by the City Engineer.
- 10.  The project shall file a parcel map <sup>FOR LOT COMBINATION</sup> with the Public Works Engineering Division. The parcel map shall show all existing property lines, easements, monuments, and new property and lot lines proposed by the map.

## PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION

11.  A latest preliminary title report of the subject parcel of land shall be submitted to the Public Works Engineering Division with the parcel map for reviews.
12.  Map closure/lot closure calculations shall be submitted with the parcel map.
13.  The project shall submit a condominium map to the Engineering Divisions in accordance with the requirements of the Subdivision Map Act.
14.  The project shall, at its own cost, design and construct frontage public improvements including curb, gutter, sidewalk and other necessary appurtenant work.
15.  The project shall, at its own cost, design and construct frontage streetscape improvements including sidewalk, curb, gutters, parking meters and poles, trees, and streetlights in accordance with streetscape master plan.
16.  By the preliminary review of plans, it appears that the project may cause adverse impacts during construction to vehicular traffic, pedestrian traffic and public on street parking. The project shall identify these impacts and provide mitigation measure acceptable to the City.
17.  The project shall submit hydrologic calculations from a registered civil engineer for the proposed creek enclosure. The hydraulic calculations must show that the proposed creek enclosure doesn't cause any adverse impact to both upstream and downstream properties. The hydrologic calculations shall accompany a site map showing the area of the 100-year flood and existing improvements with proposed improvements.
18.  Any work within the drainage area, creek, or creek banks requires a State Department of Fish and Game Permit and Army Corps of Engineers Permits.
19.  No construction debris shall be allowed into the creek.
20.  The project shall comply with the City's NPDES permit requirement to prevent storm water pollution.
21.  The project does not show the dimensions of existing driveways, re-submit plans with driveway dimensions. Also clarify if the project is proposing to widen the driveway. Any widening of the driveway is subject to City Engineer's approval.
22.  The plans do not indicate the slope of the driveway, re-submit plans showing the driveway profile with elevations

## PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION

23



The back of the driveway/sidewalk approach shall be at least 12" above the flow line of the frontage curb in the street to prevent overflow of storm water from the street into private property.

24. \_\_\_\_\_ For the takeout service, a garbage receptacle shall be placed in front. The sidewalk fronting the store shall be kept clean 20' from each side of the property.
25. \_\_\_\_\_ For commercial projects a designated garbage bin space and cleaning area shall be located inside the building. A drain connecting the garbage area to the Sanitary Sewer System is required.

## Project Comments

**Date:** January 23, 2015

**To:**

<input type="checkbox"/> City Engineer (650) 558-7230	<input type="checkbox"/> Recycling Specialist (650) 558-7271
<input type="checkbox"/> Chief Building Official (650) 558-7260	<input type="checkbox"/> Fire Marshal (650) 558-7600
<input checked="" type="checkbox"/> City Arborist (650) 558-7254	<input type="checkbox"/> NPDES Coordinator (650) 342-3727
	<input type="checkbox"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at 1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190

**Staff Review:**

1. Protected Tree Removal Permit submitted and 4 trees approved for removal pending appeal process.  
No tree is to be removed until appeal process is complete and Planning Commission approves project.

**Reviewed by:** BD

**Date:** 1/28/15

# City of Burlingame - Parks & Recreation Dept.



850 Burlingame Ave., Burlingame, CA 94010  
phone: (650) 558-7330 • fax: (650) 696-7216



January 29, 2015

Henry Zhang  
1128 Douglas Ave  
Burlingame, CA 94010

**RE: REQUEST TO REMOVE ONE CHINESE TALLOW, ONE LIQUID AMBAR, ONE APPLE AND ONE POPLAR TREE @ 1128 DOUGLAS AVE – BURLINGAME, CA**

I reviewed your request for the removal of the above mentioned tree on the property at the above address, and have made the following determination:

- 1) The Chinese Tallow has poor structure, has been improperly trimmed and is covered in ivy.
- 2) The Liquid Ambar has poor structure and there is decay in the canopy caused by Improper pruning cuts.
- 3) The Poplar (Cottonwood) has poor structure, co-dominant leaders and included bark.
- 4) The Apple tree has co-dominant leaders and poor structure.
- 5) Replacement with *four* 24-inch box size landscape tree (no fruit or nut tree) will be required to be planted anywhere on the private property as defined in Section 11.06.090.

Therefore, I intend to issue a permit for the removal of the trees. The trees are subject to the provisions of the Burlingame Municipal Code. *If you agree with the conditions, please sign the enclosed permit and return in the self-addressed envelope BEFORE February 11, 2015.*

Adjacent property owner(s) at the address(s) listed below are also receiving notification of this decision. Appeals to this decision or any of its conditions or findings, must be filed in writing to our office by *February 11, 2015* as provided in Section 11.06.080 of the *Urban Reforestation and Tree Protection Ordinance (Burlingame Municipal Code Chapter 11.06)*. The permit will be issued following review of the Planning Commission.

Sincerely,

A handwritten signature in black ink that reads "Bob Disco" followed by a small mark.

Bob Disco  
Parks Supervisor/City Arborist

bd/gb  
Enclosure

CC:

Property Owner  
1120 Douglas Ave  
Burlingame, CA 94010

Property Owner  
1121 Douglas Ave  
Burlingame, CA 94010

Property Owner  
1124 Douglas Ave  
Burlingame, CA 94010

Property Owner  
1132 Douglas Ave  
Burlingame, CA 94010

Property Owner  
1133 Douglas Ave  
Burlingame, CA 94010

Property Owner  
1134 Douglas Ave  
Burlingame, CA 94010

Property Owner  
1138 Douglas Ave  
Burlingame, CA 94010

Property Owner  
1221 Floribunda Ave  
Burlingame, CA 94010

Property Owner  
1225 Floribunda Ave  
Burlingame, CA 94010

Property Owner  
1229 Floribunda Ave  
Burlingame, CA 94010

## Project Comments

**Date:** November 13, 2014

**To:**

<input type="checkbox"/> City Engineer (650) 558-7230	<input type="checkbox"/> Recycling Specialist (650) 558-7271
<input type="checkbox"/> Chief Building Official (650) 558-7260	<input type="checkbox"/> Fire Marshal (650) 558-7600
<input checked="" type="checkbox"/> City Arborist (650) 558-7254	<input type="checkbox"/> NPDES Coordinator (650) 342-3727
	<input type="checkbox"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at 1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190

### Staff Review:

1. Tree Protection zone submitted by independent arborist must be in place and confirmed with City Arborist before demo begins. Note this on demo plans.
2. Excavation around trees #1&2 (Oak and Redwood) may only be done by hand and instructed by independent arborist report. Note this on demo plans.
3. Written permission required for removal of tree #8 since it is on property line.
4. Tree removal permit required for removal of protected size trees prior to building permit. Include new landscape plan with permit application.

**Reviewed by:** B Disco

**Date:** 12/4/14

## Project Comments

Date: June 16, 2014

To:  Engineering Division (650) 558-7230  
 Building Division (650) 558-7260  
 Parks Division (650) 558-7334  
 Fire Division (650) 558-7600  
 Stormwater Division (650) 342-3727  
 City Attorney (650) 558-7204

From: Planning Staff

Subject: Request for Environmental Review, Design Review and Conditional Use Permit for height for a new, five-story 30-unit apartment building at 1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 & 029-132-190

Staff Review: June 16, 2014

- ① Provide independent arborist report detailing tree protection zone around existing oak and redwood during all phases of construction. Also report should indicate trimming needs for any existing tree on site.
2. Tree removal permit required for all protected trees proposed for removal.
3. If Public Works requires sidewalk replacement, **Policy for Expanding Width of Planter Strip** needs to be implemented.
4. Existing City Street Tree may not be cut, trimmed or removed without permit from Parks Division (558-7330)
5. Neighboring oaks may not be trimmed without consent of neighbor or by more than 1/3.
6. Water Conservation checklist and irrigation plan both submitted and approved.
- ⑦ Proposed redwood tree #7 is inappropriate species for location. Future damage may occur to garage and surrounding structures. Replace redwood with different tree species.

B.D.

6.24.14

# OUTDOOR WATER USE EFFICIENCY CHECKLIST

## To Be Completed by Applicant

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

JUN 13 2014

Signature \_\_\_\_\_

Date \_\_\_\_\_

CITY OF BURLINGAME

LANDSCAPING DIV.

### Project Information

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

Applicant Name (print): \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

Project Site Address: **1128 + 1132 DOUGLAS AVE**

Agency Review

Project Area (sq.ft. or acre): \_\_\_\_\_

# of Units: \_\_\_\_\_

# of Meters: \_\_\_\_\_

(Pass) (Fail)

For a single-family project, or a single-family development project, enter this information on an average, per unit basis. For all other projects, input an aggregate value for the entire project.

Total Landscape Area (sq.ft.):

**2,810**

Tier 1 (1,000 - 2,500 sq.ft.)

Tier 2 (> 2,500 sq.ft.)

Turf Irrigated Area (sq.ft.): **396**

Non-Turf Irrigated Area (sq.ft.): **1,562**

Special Landscape Area (SLA) (sq.ft.): **N/A**

Water Feature Surface Area (sq.ft.): **N/A**

### Landscape Parameter

#### Requirements

#### Project Compliance

#### Turf

Less than 25% of the landscape area is turf

Yes

No, See Water Budget

All turf areas are > 8 feet wide

Yes

All turf is planted on slopes < 25%

Yes

#### Non-Turf

At least 80% of non-turf area is native or low water use plants

Yes

No, See Water Budget

#### Hydrozones

Plants are grouped by Hydrozones

Yes

#### Mulch

At least 2-inches of mulch on exposed soil surfaces

Yes

#### Irrigation System Efficiency

70% ETo (100% ETo for SLAs)

Yes

No overspray or runoff

Yes

#### Irrigation System Design

System efficiency > 70%

Yes

Automatic, self-adjusting irrigation controllers

No, not required for Tier 1

Yes

Moisture sensor/rain sensor shutoffs

Yes

No sprayheads in < 8-ft wide area

Yes

#### Irrigation Time

System only operates between 8 PM and 10 AM

Yes

#### Metering

Separate irrigation meter

No, not required because < 5,000 sq.ft.

Yes

#### Swimming Pools / Spas

Cover highly recommended

Yes

No, not required

#### Water Features

Recirculating

Yes

Less than 10% of landscape area

Yes

#### Documentation

Checklist

Yes

Landscape and Irrigation Design Plan

Prepared by applicant

Prepared by professional

Water Budget (optional)

Prepared by applicant

Prepared by professional

#### Audit

Post-installation audit completed

Completed by applicant

Completed by professional

## Project Comments

**Date:** November 13, 2014

**To:**

<input type="radio"/> City Engineer (650) 558-7230	<input type="radio"/> Recycling Specialist (650) 558-7271
<input type="radio"/> Chief Building Official (650) 558-7260	<input checked="" type="radio"/> Fire Marshal (650) 558-7600
<input type="radio"/> City Arborist (650) 558-7254	<input type="radio"/> NPDES Coordinator (650) 342-3727
	<input type="radio"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at **1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190**

### Staff Review:

Review of 10/31/14 submittal, Fire Sprinkler and Fire Dept. comments on sheet A0.0 are not accurate.

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. 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. A manual and automatic fire alarm system shall be installed throughout the building.
7. It appears the further point around the exterior of the building from fire department access exceeds more than 150 feet in distance. See §503, CFC for fire apparatus access and turnaround requirements. **Must submit request for Alternate Means of Protection if proposing alternate construction for this requirement.**

Reviewed by:

*Cristine Reed*

Date: 11/24/14

## Project Comments

**Date:** June 16, 2014

**To:**

<input type="checkbox"/> Engineering Division (650) 558-7230	<input checked="" 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 and Conditional Use Permit for height for a new, five-story 30-unit apartment building at **1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 & 029-132-190**

**Staff Review:** June 16, 2014

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. 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. A manual and automatic fire alarm system shall be installed throughout the building.
7. The further point of the building from fire department access exceeds more than 150 feet in distance. See §902, UFC

Reviewed by: 

Date: 16 Jun 14

## Project Comments

**Date:** January 23, 2015

**To:**

<input type="checkbox"/> City Engineer (650) 558-7230	<input type="checkbox"/> Recycling Specialist (650) 558-7271
<input type="checkbox"/> Chief Building Official (650) 558-7260	<input type="checkbox"/> Fire Marshal (650) 558-7600
<input type="checkbox"/> City Arborist (650) 558-7254	<input checked="" type="checkbox"/> NPDES Coordinator (650) 342-3727
	<input type="checkbox"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at **1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190**

**Staff Review:**

1. Project proponent submitted a completed stormwater checklist and verified applicability of C.3 requirements (s), including proposed measures to meet said requirements.
2. Previous comments shall be addressed during the building permit issuance.

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

**Reviewed by: KJK and EJ**

**Date: 01/27/15**

# C.3 Regulated Projects Checklist

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

**CITY OF BURLINGAME - OFFICE OF ENVIRONMENTAL COMPLIANCE**  
1103 AIRPORT BLVD  
650-342-3727  
FAX 650-342-3712

**RECEIVED**

JAN 21 2015

## I. Applicability of C.3 and C.6 Stormwater Requirements

CITY OF BURLINGAME  
PUBLIC WORKS DIV.

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

I.A.1 Project Name: Douglas Ave. Apartments

I.A.2 Project Address (include cross street): 1128 & 1132 Douglas Ave., Burlingame, CA (cross street California)

I.A.3 Project APN: 029-132-180 & 029-132-190 I.A.4 Project Watershed: \_\_\_\_\_

I.A.5 Applicant Name: Richard Terrones

I.A.6 Applicant Address: 1103 Juanita Ave., Burlingame, CA 94010

I.A.7 Applicant Phone: 650-696-1200 Applicant Email Address: rt@dtbarch.com

I.A.8 Development type: (check all that apply)  
 Residential  Commercial  Industrial  Mixed-Use  Street/Road  Other, specify: \_\_\_\_\_  
 'Redevelopment' as defined by MRP: creating, adding and/or replacing Exterior existing impervious surface on a site where past development has occurred<sup>1</sup>  
 'Special land use categories' as defined by MRP: (1) auto service facilities<sup>2</sup>, (2) retail gasoline outlets, (3) restaurants<sup>2</sup>, (4) uncovered parking area (stand-alone or part of a larger project)

I.A.9 Project Description<sup>3</sup>: (Also note and past or future phases of the project.)  
Relocating (1) house on 1128 Douglas Ave. and removing the remaining apartments and house on 1132 Douglas Ave. Replacing with 5-story, 29 unit multifamily residential building.

I.A.10 Total Area of Site: (15,492 sf) .35 acres  
 Total Area of land disturbed during construction (include clearing, grading, excavating and stockpile area: .35 acres.

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

I.B.1 Enter the amount of impervious surface<sup>4</sup> created and/or replaced by the project (if the total amount is 5,000 sq.ft. or more):

**Table of Impervious and Pervious Surfaces**

Type of Impervious Surface	a	b	c	d
	Pre-Project Impervious Surface (sq.ft.)	Existing Impervious Surface to be Replaced <sup>6</sup> (sq.ft.)	New Impervious Surface to be Created <sup>6</sup> (sq.ft.)	Post-project landscaping (sq.ft.), if applicable
Roof area(s) – excluding any portion of the roof that is vegetated ("green roof")	5012	5012	3278	N/A
Impervious <sup>4</sup> sidewalks, patios, paths, driveways	1726	1726	1279	
Impervious <sup>4</sup> uncovered parking <sup>5</sup>			1506	
Streets (public)				
Streets (private)				
Totals:	<u>6738</u> OK	<u>6738</u> OK	<u>6063</u> OK	<u>2691</u> OK
Area of Existing Impervious Surface NOT replaced			N/A	
Total New Impervious Surface (sum of totals for columns b and c):			<u>12801</u> OK	

<sup>1</sup> Roadway projects that replace existing impervious surface are subject to C.3 requirements only if one or more lanes of travel are added.

<sup>2</sup> See Standard Industrial Classification (SIC) codes [here](#)

<sup>3</sup> Project description examples: 5-story office building, industrial warehouse, residential with five 4-story buildings for 200 condominiums, etc.

<sup>4</sup> 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.d.

<sup>5</sup> Uncovered parking includes top level of a parking structure.

<sup>6</sup> "Replace" means to install new impervious surface where existing impervious surface is removed. "Construct" means to install new impervious surface where there is currently no impervious surface.

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

	Yes	No	NA
I.B.2 In Item I.B.1, does the Total New Impervious Surface equal 10,000 sq.ft. or more? <i>If YES, skip to Item I.B.5 and check "Yes." If NO, continue to Item I.B.3.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I.B.3 Does the Item I.B.1 Total New Impervious Surface equal 5,000 sq.ft. or more, but less than 10,000 sq.ft.? <i>If YES, continue to Item I.B.4. If NO, skip to Item I.B.5 and check "No."</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I.B.4 Is the project a "Special Land Use Category" per Item I.A.8? For uncovered parking, check YES only if there is 5,000 sq.ft or more uncovered parking. <i>If NO, go to Item I.B.5 and check "No." If YES, go to Item I.B.5 and check "Yes."</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I.B.5 Is the project a C.3 Regulated Project? <i>If YES, skip to Item I.B.6; if NO, continue to Item I.C.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I.B.6 Does the total amount of Replaced impervious surface equal 50 percent or more of the Pre-Project Impervious Surface? <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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**I.C. Projects that are NOT C.3 Regulated Projects**

If you answered NO to Item I.B.5, or the project creates/replaces less than 5,000 sq. ft. of impervious surface, then the project is NOT a C.3 Regulated Project, and stormwater treatment is not required, BUT the municipality may determine that source controls and site design measures are required. Skip to Section II.

**I.D. Projects that ARE C.3 Regulated Projects**

If you answered YES to Item I.B.5, then the project is a C.3 Regulated Project. The project must include appropriate site design measures and source controls AND hydraulically-sized stormwater treatment measures. Hydromodification management may also be required; refer to Section II to make this determination. If final discretionary approval was granted on or after **DECEMBER 1, 2011**, Low Impact Development (LID) requirements apply, except for "Special Projects." See Section II.

**I.E. Identify C.6 Construction-Phase Stormwater Requirements**

	Yes	No
I.E.1 Does the project disturb 1.0 acre (43,560 sq.ft.) or more of land? (See Item I.A.10). <i>If Yes, obtain coverage under the state's Construction General Permit at <a href="https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp">https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp</a>. Submit to the municipality a copy of your Notice of Intent and Storm Water Pollution Prevention Plan (SWPPP) before a grading or building permit is issued.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I.E.2 Is the site as a "High Priority Site" that disturbs less than 1.0 acre (43,560 sq.ft.) of land? (Municipal staff will make this determination.) <ul style="list-style-type: none"> <li>▪ "High Priority Sites" are sites that require a grading permit, are adjacent to a creek, or are otherwise high priority for stormwater protection during construction (see MRP Provision C.6.e.ii(2))</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

NOTE TO APPLICANT: All projects require appropriate stormwater best management practices (BMPs) during construction. Refer to the Section II to identify appropriate construction BMPs.

NOTE TO MUNICIPAL STAFF: If the answer is "Yes" to either question in Section E, refer this project to construction site inspection staff to be added to their list of projects that require stormwater inspections at least monthly during the wet season (October 1 through April 30).

## II. Implementation of Stormwater Requirements

**II.A.** Complete the appropriate sections for the project. For non-C.3 Regulated Projects, Sections II.B, II.C, and II.D apply. For C.3 Regulated Projects, all sections of Section II apply.

**II.B. 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. Starting December 1, 2012, 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.<sup>7</sup> Consult with municipal staff about requirements for your project.)*

II.B.1 Is the site design measure included in the project plans?

Yes	No	Plan Sheet No.
<input type="checkbox"/>	<input type="checkbox"/>	a. Direct roof runoff into cisterns or rain barrels and use rainwater for irrigation or other non-potable use.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b. Direct roof runoff onto vegetated areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. Direct runoff from driveways and/or uncovered parking lots onto vegetated areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e. Construct sidewalks, walkways, and/or patios with permeable surfaces.
<input type="checkbox"/>	<input type="checkbox"/>	f. Construct bike lanes, driveways, and/or uncovered parking lots with permeable surfaces.
<input type="checkbox"/>	<input type="checkbox"/>	g. Minimize land disturbance and impervious surface (especially parking lots).
<input type="checkbox"/>	<input type="checkbox"/>	h. Maximize permeability by clustering development and preserving open space.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	i. Use micro-detention, including distributed landscape-based detention.
<input type="checkbox"/>	<input type="checkbox"/>	j. Protect sensitive areas, including wetland and riparian areas, and minimize changes to the natural topography.
<input type="checkbox"/>	<input type="checkbox"/>	k. Self-treating area (see Section 4.2 of the C.3 Technical Guidance)
<input type="checkbox"/>	<input type="checkbox"/>	l. Self-retaining area (see Section 4.3 of the C.3 Technical Guidance)
<input type="checkbox"/>	<input type="checkbox"/>	m. Plant or preserve interceptor trees (Section 4.1, C.3 Technical Guidance)

<sup>7</sup> 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.

II.C. Select appropriate source controls (Applies to C.3 Regulated Projects; encouraged for other projects. Consult municipal staff.<sup>8</sup>)

Are these features in project?		Features that require source control measures	Source control measures (Refer to Local Source Control List for detailed requirements)	Is source control measure included in project plans?		
Yes	No			Yes	No	Plan Sheet No.
<input type="checkbox"/>	<input type="checkbox"/>	Storm Drain	Mark on-site inlets with the words "No Dumping! Flows to Bay" or equivalent.	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Floor Drains	Plumb interior floor drains to sanitary sewer <sup>9</sup> [or prohibit].	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Parking garage	Plumb interior parking garage floor drains to sanitary sewer. <sup>3</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Landscaping	<ul style="list-style-type: none"> <li>▪ Retain existing vegetation as practicable.</li> <li>▪ Select diverse species appropriate to the site. Include plants that are pest- and/or disease-resistant, drought-tolerant, and/or attract beneficial insects.</li> <li>▪ Minimize use of pesticides and quick-release fertilizers.</li> <li>▪ Use efficient irrigation system; design to minimize runoff.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pool/Spa/Fountain	Provide connection to the sanitary sewer to facilitate draining. <sup>3</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<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"> <li>▪ Connected to a grease interceptor prior to sanitary sewer discharge.<sup>3</sup></li> <li>▪ Large enough for the largest mat or piece of equipment to be cleaned.</li> <li>▪ 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.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Refuse Areas	<ul style="list-style-type: none"> <li>▪ Provide a roofed and enclosed area for dumpsters, recycling containers, etc., designed to prevent stormwater run-on and runoff.</li> <li>▪ Connect any drains in or beneath dumpsters, compactors,<sup>3</sup> and tallow bin areas serving food service facilities to the sanitary sewer.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Process Activities <sup>10</sup>	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. <sup>3</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Equipment/Materials Storage	<ul style="list-style-type: none"> <li>▪ Cover the area or design to avoid pollutant contact with stormwater runoff.</li> <li>▪ Locate area only on paved and contained areas.</li> <li>▪ Roof storage areas that will contain non-hazardous liquids, drain to sanitary sewer<sup>8</sup>, and contain by berms or similar.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Vehicle/Equipment Cleaning	<ul style="list-style-type: none"> <li>▪ Roofed, pave and berm wash area to prevent stormwater run-on and runoff, plumb to the sanitary sewer<sup>3</sup>, and sign as a designated wash area.</li> <li>▪ Commercial car wash facilities shall discharge to the sanitary sewer.<sup>3</sup></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Vehicle/Equipment Repair and Maintenance	<ul style="list-style-type: none"> <li>▪ 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.</li> <li>▪ No floor drains unless pretreated prior to discharge to the sanitary sewer.<sup>3</sup></li> <li>▪ Connect containers or sinks used for parts cleaning to the sanitary sewer.<sup>3</sup></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Fuel Dispensing Areas	<ul style="list-style-type: none"> <li>▪ 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.</li> <li>▪ Canopy shall extend at least 10 ft in each direction from each pump and drain away from fueling area.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Loading Docks	<ul style="list-style-type: none"> <li>▪ Cover and/or grade to minimize run-on to and runoff from the loading area.</li> <li>▪ Position downspouts to direct stormwater away from the loading area.</li> <li>▪ Drain water from loading dock areas to the sanitary sewer.<sup>3</sup></li> <li>▪ Install door skirts between the trailers and the building.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Fire Sprinklers	Design for discharge of fire sprinkler test water to landscape or sanitary sewer. <sup>3</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Miscellaneous Drain or Wash Water	<ul style="list-style-type: none"> <li>▪ Drain condensate of air conditioning units to landscaping. Large air conditioning units may connect to the sanitary sewer.<sup>3</sup></li> <li>▪ Roof drains shall drain to unpaved area where practicable.</li> <li>▪ Drain boiler drain lines, roof top equipment, all washwater to sanitary sewer<sup>3</sup>.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Architectural Copper	Drain rinse water to landscaping, discharge to sanitary sewer <sup>3</sup> , or collect and dispose properly offsite. See flyer "Requirements for Architectural Copper."	<input type="checkbox"/>	<input type="checkbox"/>	

<sup>8</sup> See MRP Provision C.3.a.i(7) for non-C.3 Regulated Projects and Provision C.3.c.i(1) for C.3 Regulated Projects.

<sup>9</sup> Any connection to the sanitary sewer system is subject to sanitary district approval.

<sup>10</sup> Businesses that may have outdoor process activities/equipment include machine shops, auto repair, industries with pretreatment facilities.

**II.D. Implement construction Best Management Practices (BMPs) (Applies to all projects).**

Yes	No	Best Management Practice (BMP)
<input checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	Temporary erosion controls to stabilize all denuded areas until permanent erosion controls are established.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Delineate with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provide notes, specifications, or attachments describing the following: <ul style="list-style-type: none"> <li>▪ Construction, operation and maintenance of erosion and sediment controls, include inspection frequency;</li> <li>▪ Methods and schedule for grading, excavation, filling, clearing of vegetation, and storage and disposal of excavated or cleared material;</li> <li>▪ Specifications for vegetative cover &amp; mulch, include methods and schedules for planting and fertilization;</li> <li>▪ Provisions for temporary and/or permanent irrigation.</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Perform clearing and earth moving activities only during dry weather.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Use sediment controls or filtration to remove sediment when dewatering and obtain all necessary permits.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Protect all storm drain inlets in vicinity of site using sediment controls such as berms, fiber rolls, or filters.
<input checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	Divert on-site runoff around exposed areas; divert off-site runoff around the site (e.g., swales and dikes).
<input checked="" type="checkbox"/>	<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.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Limit construction access routes and stabilize designated access points.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	No cleaning, fueling, or maintaining vehicles on-site, except in a designated area where washwater is contained and treated.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Store, handle, and dispose of construction materials/wastes properly to prevent contact with stormwater.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contractor shall train and provide instruction to all employees/subcontractors re: construction BMPs.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, washwater or sediments, rinse water from architectural copper, and non-stormwater discharges to storm drains and watercourses.

**PROJECTS THAT ARE NOT C.3 REGULATED PROJECTS STOP HERE!**

**II.E. Feasibility/Infeasibility of Infiltration and Rainwater Harvesting/Use (Applies to C.3 Regulated Projects ONLY)**

*Except for some Special Projects, C.3 Regulated Projects must include low impact development (LID) treatment measures. LID treatment measures are rainwater harvesting, infiltration, evapotranspiration, and biotreatment (i.e., landscape-based treatment with special soils). Biotreatment is allowed ONLY if it is infeasible to treat the amount of runoff specified in Provision C.3.d with rainwater harvesting, infiltration, and evapotranspiration.*

	Yes	No	N/A
<p>✓ <b>II.E.1 Is this project a "Special Project"?</b> (See Appendix J of the C.3 Technical Guidance for criteria.)</p> <ul style="list-style-type: none"> <li>➢ <i>If No, continue to Item II.E.2.</i></li> <li>➢ <i>If Yes, or if there is potential that the project MAY be a Special Project, complete the Special Projects Worksheet.</i></li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>II.E.2 Infiltration Potential.</b> Based on site-specific soil report<sup>11</sup>, do site soils either:</p> <ul style="list-style-type: none"> <li>a. Have a saturated hydraulic conductivity (Ksat) <u>less</u> than 1.6 inches/hour, or, if the Ksat rate is not available,</li> <li>b. Consist of Type C or D soils?                             <ul style="list-style-type: none"> <li>➢ <i>If Yes, continue to II.E.3.</i></li> <li>➢ <i>If No, complete the Infiltration Feasibility Worksheet. If infiltration of the C.3.d amount of runoff is found to be feasible, skip to II.E.8; if infiltration is found to be infeasible, continue to II.E.3.</i></li> </ul> </li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>11</sup> If no site-specific soil report is available, refer to soil hydraulic conductivity maps in C.3 Technical Guidance Appendix I.

**II.E.3 Recycled Water.** Check the box if the project is installing and using a recycled water plumbing system for non-potable water use.

- The project is installing a recycled water plumbing system, and the installation of a second non-potable water system for harvested rainwater is impractical, and considered infeasible due to cost considerations.
  - If you checked this box, there is no need for further evaluation of rainwater harvesting. Skip to II.E.9.

**II.E.4 Potential Rainwater Capture Area**

- a. Refer to the Table of Impervious and Pervious Surfaces in the C.3 and C.6 Data Collection Form, and enter the total square footage of impervious surface that will be replaced and/or created by the project. 12,801 <sup>OK</sup> Sq. ft.
- b. If I.B.6 indicates that 50% or more of the existing impervious surface will be replaced with new impervious surface, then add any existing impervious surface that will remain in place to the amount in II.E.4.a. - Sq. ft.
- c. Convert the amount in Item II.E.4.b from square feet to acres (divide by 43,560). If II.E.4.b is not applicable, convert the amount in II.E.4.a from square feet to acres. This is the project's Potential Rainwater Capture Area, in acres. .29 <sup>OK</sup> Acres

**II.E.5 Landscape Irrigation: Feasibility of Rainwater Harvesting and Use**

- a. Enter area of onsite landscaping. .061 <sup>OK</sup> Acres
- b. Multiply the Potential Rainwater Capture Area (the amount in II.E.4.c) times 3.2. .93 <sup>OK</sup> Acres
- c. Is the amount in II.E.5.a (onsite landscaping) LESS than the amount in II.E.5.b (the product of 3.2 times the size of the Potential Rainwater Capture Area)<sup>12</sup>?
  - Yes  No
  - If Yes, continue.
  - If No, 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). If not, 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. Skip to II.E.7.

**II.E.6 Indoor Non-Potable Uses: Feasibility of Rainwater Harvesting and Use** (check the box for the applicable project type, then fill in the requested information and answer the question).<sup>13</sup>

- a. Residential Project
  - i. Number of dwelling units (total post-project): 29 <sup>OK</sup> Units
  - ii. Divide the amount in (i) by Potential Rainwater Capture Area (II.E.4.c): .98 <sup>OK</sup> 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 (II.E.4.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 (II.E.4.c): \_\_\_\_\_ Sq. ft./ac
  - iii. Is the amount in (ii) LESS than 27,000?  Yes  No

<sup>12</sup> Landscape areas must be contiguous and within the same Drainage Management Area to irrigate with harvested rainwater via gravity flow.  
<sup>13</sup> Rainwater harvested for indoor use is typically used for toilet/urinal flushing, industrial processes, or other non-potable uses.

**II.E.6 Indoor Non-Potable Uses: Feasibility of Rainwater Harvesting and Use (continued)**

- d. Industrial Project
  - i. Estimated demand for non-potable water (gallons/day): \_\_\_\_\_ Gal.
  - ii. Is the amount in (i) LESS than 2,900?  Yes  No
  
- e. Mixed-Use Residential/Commercial Project<sup>14</sup>

	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 II.E.4.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 less than 124, AND is the amount in the commercial column less than 84,000?  Yes  No

- > If you checked "Yes" for the above question for the applicable project type, rainwater harvesting for indoor use is considered infeasible, unless the project includes one or more buildings that each have an individual roof area of 10,000 sq. ft. or more, in which case further analysis is needed. Complete Sections II.E.5 and II.E.6 of this form for each such building, then continue to II.E.7.
- > If you checked "No" for the question applicable to the type of project, rainwater harvesting for indoor use may be feasible. Complete the Rainwater Harvesting Feasibility Worksheet, and then continue to II.E.7.

**II.E.7 Identify and Attach Additional Feasibility Analyses**

If further analysis is conducted based on results in II.E.1, II.E.2, II.E.5, or II.E.6, indicate the analysis that is conducted and attach the applicable form or other documentation (check all that apply):

- OK →  Special Projects Worksheet (if required in II.E.1) **INCLUDED**
- Infiltration Feasibility Worksheet (if required in II.E.2)
- Rainwater Harvesting and Use Feasibility Worksheet (if required in II.E.5 or II.E.6), completed for:
  - The entire project
  - Individual building(s), if applicable, describe: \_\_\_\_\_
- Evaluation of the feasibility of harvesting and using the C.3.d amount of runoff for irrigation, based on Table 11 and the curves in Appendix F of the LID Feasibility Report (if required in II.E.5).
- Evaluation of the feasibility of harvesting and using the C.3.d amount of runoff for non-potable industrial use, based on the curves in Appendix F of the LID Feasibility Report (if required in II.E.6.d).

**II.E.8 Finding of Infiltration Feasibility/Infeasibility**

Infiltration of the C.3.d amount of runoff is infeasible if any of the following conditions apply (check all that apply):

- OK →  The "Yes" box was checked for Item II.E.2.
- Completion of the Infiltration Feasibility Worksheet resulted in a finding that infiltration of the C.3.d amount of runoff is infeasible.
  - > Based on the above evaluation, infiltration of the C.3.d amount of runoff is (check one):
    - Infeasible
    - Feasible

<sup>14</sup> 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.



**II.G. Is the project a Hydromodification Management<sup>17</sup> (HM) Project?** (Complete this section for C.3 Regulated Projects)

II.G.1 Does the project create and/or replace 1 acre (43,560 sq. ft.) or more of impervious surface? (Refer to Item I.B.1.)

- Yes. Continue to Item II.G.2.
- No. Skip to Item II.G.5 and check "No."

II.G.2 Is the total impervious area increased over the pre-project condition? (Refer to Item I.B.1.)

- Yes. Continue to Item II.G.3.
- No. The project is NOT required to incorporate HM measures. Skip to Item II.G.5 and check "No."

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

- Yes. Skip to Item G.5 and check "Yes."
- No. Attach map, indicating project location. Skip to Item G.5 and check "No."
- Further analysis required. Continue to Item G.4.

II.G.4 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 signed statement by qualified professional. Go to Item G.5 and check "No."
- No. Go to Item G.5 and check "Yes."

II.G.5 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 stormwater control measures designed such that post-project stormwater discharge rates and durations match pre-project discharge rates and durations. The Bay Area Hydrology Model (BAHM) has been developed to size flow duration controls. See [www.bayareahydrologymodel.org](http://www.bayareahydrologymodel.org). Guidance is provided in Chapter 7 of the C.3 Technical Guidance.

Name of applicant completing the form: RICHARD TERPONES

Signature: [Signature] Date: 1/21/2015

**II.H. Confirm Operations and Maintenance (O&M) Submittals (for municipal staff use only):**

II.H.1 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
II.H.1 Was maintenance plan submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
II.H.2 Was maintenance plan approved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
II.H.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.

<sup>17</sup> Hydromodification is the modification of a stream's hydrograph, caused in general by increases in flows and durations that result when land is developed (made more impervious). The effects of hydromodification include, but are not limited to, increased bed and bank erosion, loss of habitat, increased sediment transport and deposition, and increased flooding. Hydromodification management control measures are designed to reduce these effects.

**III. Incorporate HM Controls (if required)**

Are the applicable items in 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 types at all parts of site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project uses the Bay Area Hydrology Model (BAHM), a list of model inputs.
<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.

**IV. 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: \_\_\_\_\_

**V. Comments (for municipal staff use only):**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**VI. NOTES (for municipal staff use only):**

Section I Notes: \_\_\_\_\_  
 Section II Notes: \_\_\_\_\_  
 Section III Notes: \_\_\_\_\_  
 Section IV Notes: \_\_\_\_\_  
 Section V Notes: \_\_\_\_\_

**VII. Project Close-Out (for municipal staff use only):**

	Yes	No	NA
VII.1 Were final Conditions of Approval met?	<input type="checkbox"/>	<input type="checkbox"/>	
VII.2 Was initial inspection of the completed treatment/HM measure(s) conducted? (Date of inspection: _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VII.3 Was maintenance plan submitted? (Date executed: _____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VII.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"/>

**VII. 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: \_\_\_\_\_

**Appendices**

Appendix A: O&M Agreement

Appendix B: O&M Annual Report Form

## Special Projects Worksheet

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.

Project Name: Douglas Ave. Apartments

Project Address: 1128 & 1132 Douglas Ave., Burlingame, CA 94010

Applicant/Developer Name: Applicant: Richard Terrones, DTA Architects

### 1. "Special Project" Determination:

#### 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 district<sup>1</sup>;
  - 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 2 of the Special Project Worksheet

#### 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 district<sup>1</sup>;
  - 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 2 of the Special Project Worksheet

#### 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 hub<sup>2</sup> or 100% within a planned Priority Development Area<sup>3</sup>;
  - The project is characterized as a non-auto-related use<sup>4</sup>; 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       Yes – complete Section 2 of the Special Project Worksheet

<sup>1</sup> And built as part of a municipality's stated objective to preserve/enhance a pedestrian-oriented type of urban design.

<sup>2</sup> "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.)

<sup>3</sup> 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.

<sup>4</sup> 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.

## Special Projects Worksheet (continued)

### 2. LID Treatment Reduction Credit Calculation:

Category	Impervious Area Created/Replaced (acres)	Site Coverage (%)	Project Density or FAR	Density/Criteria	Allowable Credit (%)	Applied Credit (%)
A			N.A.	N.A.	100%	
B				Res ≥ 50 DU/ac or FAR ≥ 2:1	50%	
				Res ≥ 75 DU/ac or FAR ≥ 3:1	75%	
				Res ≥ 100 DU/ac or FAR ≥ 4:1	100%	
C	.29	83%		<b>Location credit (select one)<sup>5</sup>:</b>		
				Within ¼ mile of transit hub	50%	50%
				Within ½ mile of transit hub	25%	
				Within a planned PDA	25%	
			82 du/a	<b>Density credit (select one):</b>		
				Res ≥ 30 DU/ac or FAR ≥ 2:1	10%	
				Res ≥ 60 DU/ac or FAR ≥ 4:1	20%	20%
			Res ≥ 100 DU/ac or FAR ≥ 6:1	30%		
				<b>Parking credit (select one):</b>		
				≥ 10% at-grade surface parking <sup>6</sup>	10%	10%
No surface parking	20%					
<b>TOTAL TOD CREDIT =</b>					<b>80%</b>	

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

If project will implement less than 100% LID, refer to the Potential Special Projects Reporting Form to prepare a discussion of the feasibility or infeasibility of 100% LID treatment, as required by MRP Provision C.3.e.vi(2).

*SEE ATTACHED MEMO 04*

Special Projects Worksheet Completed by:

*Richard Terrones*  
Signature

1/21/2015  
Date

Richard Terrones  
Print or Type Name

<sup>5</sup> 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.

<sup>6</sup> The at-grade surface parking must be treated with LID treatment measures.

# Project Memo 04

Dreiling Terrones Architecture, Inc.  
1103 Juanita Avenue  
Burlingame California 94010

**TO :**  
**City of Burlingame**  
Community Development Department  
NPDES Coordinator  
501 Primrose Road  
Burlingame, CA  
94010

Architect's Project # **1401-dga**  
Project: 1128 Douglas Ave Apartments  
Subject: Special Project Worksheet LID Narrative  
Date: 01-15-2015

## CC / Reference Codes :

CC:	Method	Role	Company Name	Contact	Code
■	email	Owner	Zers	Henry Zhang	HZ
■	file	Architect	Dreiling Terrones Architecture, Inc.	Richard Terrones	DTA
■	file	Architect	Dreiling Terrones Architecture, Inc.	Jacob Furlong	DTA

## Project Memo

Item	Subject	Action
	<b>C3 Special Project Worksheet LID Narrative</b>	

The proposed project at 1128 Douglas Ave. is eligible for an 80% LID reduction in stormwater treatment area according to the C3 Special Project Category C calculations. The total required stormwater treatment area calculated using the Simplified Sizing Method of 4% of the impervious area is 512sf. With the 80% reduction, however, we are eligible to reduce this area to 102.4sf if we take the entire eligible reduction. We are, however, only proposing to reduce our treatment area by 67% which provides 169sf of treatment planters.

Due to constraints that would not allow us to create sufficient fall in elevation to plumb the stormwater into the gutter from possible planter areas in the rear of the site, we are required to place our stormwater treatment planters at the front of the site. Due to garage and access drives, a large electrical and gas main trench at the north-east corner of the site, and impervious zoning code landscaping requirements in the front setback, these stormwater planter areas are limited and provide less than the total required 4% treatment area, but provide more than the eligible 80% reduction.

We are also proposing 530sf of planters that will provide additional stormwater retention, but will flow into the pervious self-treating areas because there isn't sufficient elevation to be plumbed all the way to the gutter at the front of the site.

Thank you,

Daniel Dunigan  
Dreiling Terrones Architecture, Inc.

This memorandum represents the understanding of **Dreiling Terrones Architecture, Inc.** Any corrections or revisions should be submitted to our office within five (5) working days of receipt of this memo. If no revisions are received by that time, we shall assume acceptance of the content of the above as a description of record.

END



Complete this worksheet for all **C.3 Regulated Projects\*** for which the project density exceeds the **screening density\*** in the Infiltration/Harvesting and Use Feasibility Screening Worksheet. Use this worksheet to determine the feasibility of treating the **C.3.d amount of runoff\*** with rainwater harvesting and use for indoor, non-potable water uses. Where it is infeasible to treat the C.3d amount of runoff with either harvesting and use or infiltration, stormwater may be treated with **biotreatment\*** measures. See Glossary (Attachment 1) for definitions of terms marked with an asterisk (\*).

Complete this worksheet for the entire project area. If completing this form shows that rainwater harvesting and use is infeasible for the entire project, and the project includes one or more buildings that each have an individual roof area of 10,000 sq. ft. or more, then complete Sections 4 and 5 of this form for each of these buildings (in this case, complete only the sections of the form that make sense for the roof area evaluation).

**1. Enter Project Data.**

1.1 Project Name:	Douglas Ave. Apartments
1.2 Project Address:	1128 Douglas Ave., Burlingame, CA 94010
1.3 Applicant/Agent Name:	Richard Terrones, DTA Architects
1.4 Applicant/Agent Address:	1103 Juanita, Ave. Burlingame, CA 94010

(For projects with a potential non-potable water use other than toilet flushing, skip to Question 5.1)

1.5 Project Type:	Residential	If residential or mixed use, enter # of dwelling units:	29
1.6		Enter square footage of non-residential interior floor area.:	0
1.7 Total area being evaluated (entire project or individual roof with an area $\geq$ 10,000 sq.ft.)			12,801 sq.ft.
1.8 If it is a <b>Special Project*</b> , indicate the percentage of <b>LID treatment*</b> reduction: (Item 1.8 applies only to entire project evaluations, not individual roof area evaluations.)			80% percent
1.9 Total area being evaluated adjusted for Special Project LID treatment reduction credit: (This is the total area being evaluated that requires LID treatment.)			2691 0 sq.ft.

**2. Calculate Area of Self-Treating Areas, Self-Retaining Areas, and Areas Contributing to Self-Retaining Areas.**

2.1 Enter square footage of any <b>self-treating areas*</b> in the area that is being evaluated:	2691	sq.ft.
2.2 Enter square footage of any <b>self-retaining areas*</b> in the area that is being evaluated:	0	sq.ft.
2.3 Enter the square footage of areas contributing runoff to <b>self-retaining area*</b> :	0	sq.ft.
2.4 TOTAL of Items 2.1, 2.2, and 2.3:	2691	sq.ft.

**3. Subtract credit for self-treating/self-retaining areas from area requiring treatment.**

3.1 Subtract the TOTAL in Item 2.4 from the adjusted area being evaluated (Item 1.9). This is the <b>potential rainwater capture area*</b> .	0	sq.ft.
3.2 Convert the potential rainwater capture area (Item 3.1) from square feet to acres.	0.00	acres

**4. Determine feasibility of use for toilet flushing based on demand**

4.1 Project's dwelling units per acre of potential rainwater capture area (Divide the number in 1.5 by the number in 3.3). 3.3??	0	dwelling units/acre
4.2 Non-residential interior floor area per acre of potential rain capture area (Divide the number in 1.6 by the number in 3.3). 3.3??	0	Int. non-res. floor area/acre

Note: formulas in Items 4.1 and 4.2 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).

\* See definitions in Glossary (Attachment 1)

# Rainwater Harvesting and Use Feasibility Worksheet

4.3 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.

4.4 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.

	dwelling units/acre
	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 6.1. 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\*.

4.5 Is the project's number of dwelling units per acre of potential rainwater capture area (listed in Item 4.1) LESS than the number identified in Item 4.3?  Yes  No

4.6 Is the project's square footage of non-residential interior floor area per acre of potential rainwater capture area (listed in Item 4.2) LESS than the number identified in Item 4.4?  Yes  No

## 5. Determine feasibility of rainwater harvesting and use based on factors other than demand.

5.1 Does the requirement for rainwater harvesting and use at the project conflict with local, state, or federal ordinances or building codes?  Yes  No

5.2 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.)  Yes  No

5.3 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.)  Yes  No

5.4 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.)  Yes  No

5.5 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.)  Yes  No  
*Keeping large redwood and oak on site*

Note 1: 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.

## 6. Results of Feasibility Determination

6.1 Based on the results of the feasibility analysis in Item 4.4 and Section 5, rainwater harvesting/use is (check one):  Infeasible  Feasible

→ If "FEASIBLE" is indicated for Item 6.1 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 6.1, then the applicant may use appropriately designed **bioretention**\*<sup>1</sup> facilities for compliance with C.3 treatment requirements. If Ksat > 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 Ksat < 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.

RICHARD TERRONES  
Applicant (Print)

[Signature]  
Applicant (Sign)

1/21/2015  
Date

<sup>1</sup> Bioretention facilities designed to maximize infiltration with a raised underdrain may also be called **bioinfiltration facilities**\*.

\* See definitions in Glossary (Attachment 1)

## Project Comments

**Date:** November 13, 2014

**To:**

<input type="checkbox"/> City Engineer (650) 558-7230	<input type="checkbox"/> Recycling Specialist (650) 558-7271
<input type="checkbox"/> Chief Building Official (650) 558-7260	<input type="checkbox"/> Fire Marshal (650) 558-7600
<input type="checkbox"/> City Arborist (650) 558-7254	<input checked="" type="checkbox"/> NPDES Coordinator (650) 342-3727
	<input type="checkbox"/> City Attorney

**From:** Planning Staff

**Subject:** Request for Environmental Review, Design Review, Conditional Use Permit and Variances for a new, five-story 29-unit residential apartment building at **1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 and 029-132-190**

### Staff Review:

1. Project that claims the Special Project credit and implements less than 100% LID treatment must provide a narrative discussion of the feasibility or infeasibility of 100% treatment. Refer to Appendix J of the C.3 Technical Guidance, Version 4, for a list of issues that should be considered in the narrative discussion.
2. Please include the total post-project landscaping on column d of the table on page 1 of the checklist.
3. Self-treating/self-retaining areas, tree preservation/tree credits must be identified in the plan and page 3 of the checklist.
4. On page 4 of the checklist, the pool/spa/fountain was not checked off but there is fountain proposed for the plan. Features that are not included in the plan at this stage will be addressed during the building permit issuance.
5. Label all impervious and pervious areas.
6. Neither the drainage area requiring stormwater treatment nor the drainage area being claimed under the Special Credit is identified or delineated in the plan. It is recommended that a conceptual stormwater drainage plan be submitted in consideration of item #1.
7. Please identify in the plan the location of the proposed flow-thru planter.
8. Please indicate the hydraulic sizing method for the proposed planter. If not yet known, please write "TBD." Sizing methods allowed are included as footnote 15 on page 8 of the completed C.3 checklist. Detailed information on acceptable sizing requirements are provided in the C.3 Technical Guidance.

9. Post-construction Operation and Maintenance (O&M) of stormwater treatment measure(s) follows the property owner unless a designated entity has been identified by the property owner. An O&M agreement/plan specifying the party responsible for ownership, inspection and maintenance of the stormwater treatment measures will be addressed during the building permit issuance.
10. The San Mateo Countywide Stormwater Pollution Prevention Program has updated portions of the C.3 Technical Guidance (from Version 3 to Version 4), including the C.3 Regulated Projects Checklist. Both resource documents can be found at [www.flowstobay.org](http://www.flowstobay.org).
11. All other comments will be addressed during the building permit issuance.

**Reviewed by: EJ for KK**



**Date: 11/21/2014**

## Project Comments

**Date:** June 16, 2014

**To:**

<input type="checkbox"/> Engineering Division (650) 558-7230	<input type="checkbox"/> Fire Division (650) 558-7600
<input type="checkbox"/> Building Division (650) 558-7260	<input checked="" 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 and Conditional Use Permit for height for a new, five-story 30-unit apartment building at 1128 & 1132 Douglas Avenue, zoned R-4, APN: 029-132-180 & 029-132-190

**Staff Review:** June 16, 2014

1 This project may be identified as meeting the C.3 and C.6 requirements of the Municipal Regional Stormwater Permit (MRP), Order No. R2-2009-0074 and Order No. R2-2011-0083, NPDES No. CAS612008. If the project will create and/or replace 10,000 square feet or more of impervious surface, and the project replaces 50% or more of impervious surface, source control and treatment requirements apply to the whole site. A summary of these applicable requirements are attached. The project proponent must submit a signed and completed form for each applicable requirement

Please fill out completely, sign, and return the following provided forms:

- C.3 Regulated Projects Checklist,
- Special Projects Worksheet, and
- Rainwater Harvesting and Use Feasibility Worksheet.

It is highly recommended that project proponents consult the C.3 Technical Guidance, Version 3, at [www.flowstobay.org](http://www.flowstobay.org).

2) Any construction project in the City, regardless of size, shall comply with the City's NPDES (stormwater) permit to prevent stormwater pollution from construction activities. Project proponent shall ensure all contractors implement appropriate and effective BMPs during all phases of construction, including demolition. When submitting plans for a building permit include a list of construction BMPs as project notes on a separate full size plan sheet, preferably 2' x 3' or larger. Project proponent may use the attached Construction BMPs plan sheet to comply with this requirement. Electronic file is available for download at:

<http://flowstobay.org/files/privatend/MRPsourcebk/Section5/ConstBMPPlanJun2012.pdf>

3) Best Management Practices (BMPs) requirements apply on any projects using architectural copper. To learn what these requirements are, see attached flyer "Requirements for Architectural Copper." Electronic file is available for download at:

<http://flowstobay.org/files/privatend/MRPsourcebk/Section8/ArchitecturalcopperBMPs.pdf>

For assistance please contact Stephen D. at 650-342-3727

Reviewed by: Steve Daldrop Date: 6/19/14

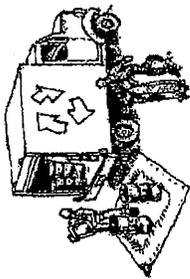


SAN MATEO COUNTYWIDE  
**Water Pollution  
 Prevention Program**  
 Clean Water. Healthy Community.

# 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

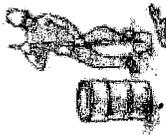


- Non-Hazardous Materials**
- Burn and cover stockpiles of sand, dirt or other construction material until temps when rain is forecast or if not actively being used within 14 days.
  - Use (but don't overuse) reclaimed water for dust control.
- Hazardous Materials**
- Label all hazardous materials and hazardous wastes (such as pesticides, paints, thinners, solvents, fuel, oil, and antifreeze) in accordance with city, county, state and federal regulations.
  - 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.
  - 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.
  - Arrange for appropriate disposal of all hazardous wastes.

- Waste Management**
- Cover waste disposal containers securely with tarps at the end of every work day and during wet weather.
  - Check waste disposal containers frequently for leaks and to make sure they are not overfilled. Never hose down a dumpster on the construction site.
  - Clean or replace portable toilets, and inspect them frequently for leaks and spills.
  - 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.)
  - Dispose of liquid residues from paints, thinners, solvents, glues, and cleaning fluids as hazardous waste.

- Construction Entrances and Perimeter**
- Establish and maintain effective perimeter controls and stabilize all construction entrances and exits to sufficiently control erosion and sediment discharges from site and tracking off site.
  - Sweep or vacuum any street tracking immediately and secure sediment source to prevent further tracking. Never hose down streets to clean up tracking.

## Equipment Management & Spill Control



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

- Spill Prevention and Control**
- Keep spill cleanup materials (rags, absorbents, etc.) available at the construction site at all times.
  - Inspect vehicles and equipment frequently for and repair leaks promptly. Use drip pans to catch leaks and repairs are made.
  - Clean up spills or leaks immediately and dispose of cleanup materials properly.
  - Do not hose down surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags).
  - Sweep up spilled dry materials immediately. Do not try to wash them away with water, or bury them.
  - Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
  - 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) 852-7550 (24 hours).

## Earthwork & Contaminated Soils



- Erosion Control**
- Schedule grading and excavation work for dry weather only.
  - Stabilize all denuded areas, install and maintain temporary erosion controls (such as erosion control fabric or bonded fiber mats) until vegetation is established.
  - Seed or plant vegetation for erosion control on slopes or where construction is not immediately planned.

- Sediment Control**
- Protect storm drain inlets, gutters, ditches, and drainage courses with appropriate BMPs, such as gravel bags, fiber rolls, berms, etc.
  - Prevent sediment from migrating offsite by installing and maintaining sediment controls, such as fiber rolls, silt fences, or sediment basins.
  - Keep excavated soil on the site where it will not collect into the street.
  - Transfer excavated materials to dump trucks on the site, not in the street.
  - Contaminated Soils
  - 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.

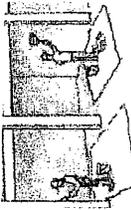
## Paving/Asphalt Work



- Avoid paving and seal coating in wet weather, or when rain is forecast before fresh pavement will have time to cure.
- Cover storm drain inlets and manholes when applying seal coat, tack coat, slurry seal, fog seal, etc.
- Collect and recycle or appropriately dispose of excess abrasive gravel or sand. Do NOT sweep or wash it into gutters.
- Do not use water to wash down fresh asphalt concrete pavement.

- Sawcutting & Asphalt/Concrete Removal**
- Completely cover or barricade 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.
  - 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).
  - If sawcut slurry enters a catch basin, clean it up immediately.

## Painting & Paint Removal



- Painting cleanup**
- Never clean brushes or rinse paint containers into a street, gutter, storm drain, or surface waters.
  - For water-based paints, paint out brushes to the extent possible. Rinse to the sanitary sewer once you have gained permission from the local wastewater treatment authority. Never pour paint down a drain.
  - For oil-based paints, paint out brushes to the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of residue and unusable thinners/solvents as hazardous waste.
- Paint removal**
- Chemical paint stripping residue and chips and dust from marine paints or paints containing lead or tributyltin must be disposed of as hazardous waste.
  - 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.

## Landscape Materials



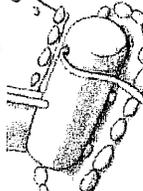
- Contain stockpiled landscaping materials by storing them under tarps when they are not actively being used.
- Stack erodible landscape material on pallets. Cover or store these materials when they are not actively being used or applied.
- Discontinue application of any erodible landscape material within 2 days before a forecast rain event or during wet weather.

## Concrete, Grout & Mortar Application



- Store concrete, grout and mortar under cover, on pallets and away from drainage areas. These materials must never reach a storm drain.
- Wash out concrete equipment/trucks offsite or in a contained area, so there is no discharge into the underlying soil or onto surrounding areas. Let concrete harden and dispose of as ignitable.
- Collect the wash water from washing exposed aggregate concrete and remove it for appropriate disposal offsite.

## Dewatering



- Effectively manage all run-on, all runoff within the site, and all runoff that discharges from the site. Divert run-on water from offsite away from all disturbed areas or otherwise ensure compliance.
- When dewatering, notify and obtain approval from the local municipality before discharging water to a street gutter or storm drain. Filtration or diversion through a basin, tank, or sediment trap may be required.
- In areas of known contamination, testing is required prior to reuse or discharge of groundwater. Consult with the Engineer to determine whether testing is required and how to interpret results. Contaminated groundwater must be treated or hauled off-site for proper disposal.

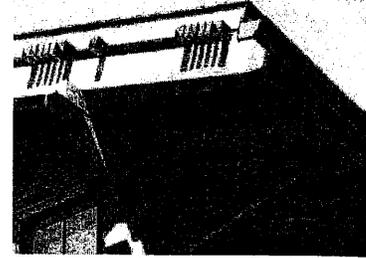
**Storm drain polluters may be liable for fines of up to \$10,000 per day!**

## 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.



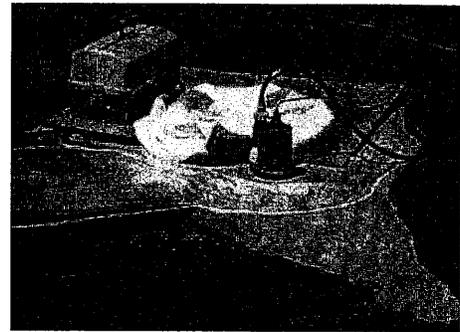
*Building with copper flashing, gutter and drainpipe.*

### 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](http://www.flowstobay.org) (click on "Business", then "New Development", then "local permitting agency").



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

**Site: 1128-1132 DOUGLAS AVENUE**

The City of Burlingame Planning Commission announces the following public hearing on **MONDAY, MARCH 23, 2015 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Application for Design Review, Conditional Use Permit for building height, Front Setback Variance, Parking Variance for driveway width, Condominium Permit and Lot Merger for construction of a new five-story, 29-unit apartment building with at-grade and below-grade parking at **1128-1132 DOUGLAS AVENUE** zoned R-4. APNs 029-132-180 & 029-132-190

Mailed: March 13, 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)*

R-4



1128-1132 Douglas Avenue