

## A Typical EIR Timeline



### Notice of Preparation and Scoping

When a lead agency (City of Burlingame) determines that an EIR is required for a project, it must circulate a Notice of Preparation (NOP) to relevant local, state, and federal agencies advising them of its intentions to prepare a Draft EIR (CEQA Guidelines §15082). When an agency receives an NOP, a 30-day comment period begins, during which the agency must provide the lead agency with a response regarding the scope and content of the proposed project as it relates to the specific

### Draft EIR Public Review and Comment Period

Publication of the Draft EIR commences a 45-day public review and comment period. During this period, the Draft EIR will be available to local, state, and federal agencies and to interested organizations and individuals for review. Notice of the Draft EIR are sent directly to every agency, person, and organization that commented on the NOP. Notices are also sent out to all those who previously requested such notice in writing and must also be given one of following procedures:

- (1) Published at least one time in a newspaper of general circulation in the affected by the project. If more than one area is affected, the notice must be published in the newspaper of largest circulation from among the newspapers of general circulation in those areas;
- (2) Posting by the lead agency on and off-site in the area where the project is proposed to be located; or
- (3) Direct mailing to owners and occupants of property contiguous to the parcel or parcels on which the project is located. Owners of such property shall be identified as shown on the latest equalized assessment roll.

### Final EIR, Responses to Comments, and Public Hearings

The City will consider the EIR for certification at a regularly scheduled Planning Commission meeting. The decision of the Planning Commission may be appealed to the City Council. Upon EIR certification, the City may proceed with project approval actions. The action the Planning Commission and/or City Council takes may be any of the following: 1) they may approve the project as proposed; 2) they may approve an alternative identified in the EIR; 3) they may ask for additional information and/or analysis; or 4) they may choose not to approve the project.

CEQA Guidelines §15091(a) stipulates that no public agency shall approve or carry out a project for which an EIR has been certified which identifies one or more significant environmental effects of the project unless the public agency makes one or more written findings. If the lead agency approves a project despite it resulting in significant adverse environmental impacts that cannot be mitigated to a less than significant level, the agency must state the reasons for its action in writing. This Statement of Overriding Considerations must be included in the record of project approval.

### **Main Purpose of CEQA**

Under the California Environmental Quality Act (Cal. Public Resources Code Section 21050, et seq.) governmental agencies must give "major consideration to preventing environmental damage when regulating activities affecting the quality of the environment." [Citizens for Quality Growth v. City of Mount Shasta (1988) 198 CA3d 433, 437.]

An Environmental Impact Report (EIR) is an informational document used to inform decision makers and the public of the significant environmental effects of a project, identify possible ways to minimize the significant effects, and describe reasonable alternatives to the project (CEQA Guidelines §15121(a)).

## **Environmental Impact Reports**

### **Purpose of an EIR**

An EIR is a detailed informational document prepared by a lead agency that analyzes a project's potential significant effects and identifies mitigation measures and reasonable alternatives to avoid or reduce those significant effects.

### **Contents of an EIR**

- ❖ Project Description
- ❖ Environmental Setting (including applicable plans, policies, and regulations)
- ❖ Significant Environmental Impacts
- ❖ Mitigation Measures
- ❖ Project Alternatives

### **Standards of Adequacy of an EIR**

An EIR should be prepared with a sufficient degree of analysis to provide decision-makers with information that enables them to make a decision, which intelligently takes account of environmental consequences. An evaluation of the environmental effects of a proposed project need not be exhaustive, but the sufficiency of an EIR is to be reviewed in the light of what is reasonably feasible. Disagreement among experts does not make an EIR inadequate, but the EIR should summarize the main points of disagreement among the experts. The courts have looked not for perfection but for adequacy, completeness, and a good faith effort at full disclosure.

### **Degree of Specificity**

The degree of specificity required in an EIR will correspond to the degree of specificity involved in the underlying activity that is described in the EIR. The level of specificity for an EIR depends upon the type of project. The analysis must be specific enough to permit informed decision making and public participation. The discussion need not be exhaustive. What is required is the production of information sufficient to understand the environmental impacts of the proposed project and to permit a reasonable choice of alternatives.

### **Technical Detail**

The information contained in an EIR shall include summarized technical data, maps, diagrams, and similar relevant information sufficient to permit full assessment of significant environmental impacts by reviewing agencies and members of the public. Placement of highly technical and specialized analysis and data in the body of an EIR should be avoided through inclusion of supporting information and analyses as appendices to the main body of the EIR. Appendices to the EIR may be prepared in volumes separate from the basic EIR document, but shall be readily available for public examination and shall be submitted to all clearinghouses, which assist in public review.



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

## APPLICATION TO THE PLANNING COMMISSION

**Type of application:**

- Design Review       Variance       Parcel #: \_\_\_\_\_  
 Conditional Use Permit     Special Permit     Other: Condominium permit, Vesting Tentative Map

**PROJECT ADDRESS:** 1008-1028 Carolan Ave. & 1007-1025 Rollins Rd.  
 (APNs 026-240-290, -340, -360, -370)

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

Name: Attn: Elaine Breeze  
 Address: 777 S. California Ave.  
 City/State/Zip: Palo Alto CA 94304  
 Phone: 650-493-4040  
 Fax: 650-857-1077  
 E-mail: ebreeze@shapartments.com

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

Name: Multiple owners. Please see attached list.  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

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

Name: Seidel Architects, Attn: Alex Seidel  
 Address: 545 Sansome Street, Suite 901  
 City/State/Zip: San Francisco, CA 94111  
 Phone: 415-397-5535  
 Fax: 415-397-5536  
 E-mail: Aseidel@seidelarchitects.com

★ Burlingame Business License #: 29328

**PROJECT DESCRIPTION:** Demolition of commercial buildings and parking lots, and construction of 22 two-story townhome condominiums, 268 apartments in two five-story buildings, semi-subterranean parking, amenities, landscaping, and a public pedestrian paseo on a 5.4-acre site. Please see the attached project description for further detail.

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

Applicant's signature: *Elaine Breeze* Date: 3-7-14

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: *Thomas Stueker* Date: 2/27/14

Date submitted: \_\_\_\_\_

★ 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.



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**APPLICANT** project contact person

OK to send electronic copies of documents

SummerHill Apartment Communities

Name: Attn: Elaine Breeze

Address: 777 S. California Ave.

City/State/Zip: Palo Alto CA 94304

Phone: 650-493-4040

Fax: 650-857-1077

E-mail: ebreeze@shapartments.com

**PROPERTY OWNER** project contact person

OK to send electronic copies of documents

Name: Multiple owners. Please see attached list.

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**ARCHITECT/DESIGNER** project contact person

OK to send electronic copies of documents

Name: Seidel Architects, Attn: Alex Seidel

Address: 545 Sansome Street, Suite 901

City/State/Zip: San Francisco, CA 94111

Phone: 415-397-5535

Fax: 415-397-5536

E-mail: Aseidel@seidelarchitects.com

★ Burlingame Business License #: 29328

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Applicant's signature:  Date: 3-7-14

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: 2-27-14

Date submitted: \_\_\_\_\_

★ 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.

Property Owners

*As to APNs 026-240-340, -360, -370:*

Thomas B. Stucker and Kathryn R. Stucker, Trustees of the Stucker Family Trust

717 Hayne Road  
Hillsborough CA 94010

Phone: 650-224-3628

Fax: 650-343-1205

E-mail: tbsmd@yahoo.com

*As to APN 026-240-290:*

James Pilch, Trustee for Trust A of the Oscar F. Person Testamentary Trust

1175 Greenwood Ave.  
San Carlos CA 94070

Phone: 650-631-7044

Fax: 650-631-0810

E-mail: jpilch@pacbell.net



## ENVIRONMENTAL INFORMATION FORM

(to be completed by applicant when Negative Declaration or Environmental Impact Report is required)

### GENERAL INFORMATION

Project Address: 1007-1025 Rollins Rd.  
1008-1028 Carolan Ave. &

Assessor's Parcel Number: 026-240-370

026-240-290

026-240-340

026-240-360

Applicant Name: SummerHill Apartment Communities  
Address: 777 S. California Ave.  
City/State/Zip: Palo Alto CA 94304  
Phone: 650-842-2404

Property Owner Name: Please see attached list.  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_

Permit applications required for this project (special permit, variance, subdivision map, parcel map, condominium permit, building permit, etc.): Design Review; Vesting Subdivision Map (tentative and final); Condominium Permit; Conditional Use Permit; Special Permit; Demolition, Tree Removal, Building, & Encroachment Permits

Related permits, applications and approvals required for this project by City, Regional, State and Federal Agencies: Encroachment Permit (Caltrans), Condominium Plan (Bureau of Real Estate)

### SITE INFORMATION

Site size: 5.40 +/- Acres and 235,030 +/- Square Feet Existing Zoning: C-2 with R-4 overlay

Existing use(s) of property: auto repair, rental, and sales

Total Number of Existing Parking Spaces<sup>1</sup>: 98 +/- Number of Compact Spaces<sup>1</sup>: Unknown

Number of Existing Structures and Total Square Footage of Each: 7 buildings: total square footage 94,200 +/- (see sheet TM 2.0 for square footage of individual buildings)

Will any structures be demolished for this project? yes Yes \_\_\_\_\_ No

Size and use of structures to be demolished: All existing structures will be demolished

Number and size of existing trees on site<sup>2</sup>: See attached tree inventory & disposition (Attachment 2)

Will any of the existing trees be removed? Yes Yes \_\_\_\_\_ No

If Yes, list number, size and type of trees to be removed: See attached tree inventory & disposition (Attachment 2). See landscape plan for proposed planting plan.

Are there any natural or man-made water channels which run through or adjacent to the site?  
Yes Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, where? \_\_\_\_\_

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

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

Describe in general the existing surrounding land uses to the:

North Northpark Apartments (510 residential apartments)

South Single-family and multi-family residential

East Rollins Road and U.S. Highway 101

West Carolan Ave. and Caltrain railroad tracks (Peninsula Corridor Joint Powers Board)

**PROPOSED PROJECT**

Project Description: Please see attached project description (Attachment 1).

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

**Residential Projects:**

Number of Dwelling Units: 268 apartment units & 22 townhome condominiums

Size of Unit(s): Please see attached project description (Attachment 1).

Household size (number of persons per unit) expected: Per Burlingame Housing Element: 1.87 residents per apartment; 2.2 residents per townhome condominium

**Commercial/Industrial Projects:**

Type and square footage of each use: Leasing center, 1,310 SF +/-

Estimated number of employees per shift: 2

Will the project involve the use, disposal or emission of potentially hazardous materials (including petroleum products)?        Yes   No   No

If Yes, please describe: \_\_\_\_\_

**Institutional Projects (public facilities, hospitals, schools):**

Major function of facility: \_\_\_\_\_

Estimated number of employees per shift: \_\_\_\_\_

Estimated Occupancy: \_\_\_\_\_

**For all Projects:**

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

**Land Use:** If the project involves a conditional use permit, variance or rezoning application, please explain why the applications are required<sup>3</sup>: Please see attached project description (Attachment 1).

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

<sup>3</sup> Please fill out and submit the appropriate application form (variance special permit, etc.)

Apartments: 362,100 SF  
Garage: 195,400 SF

Building gross square footage: Existing: 94,200 +/- SF Proposed: Townhomes: 78,250 SF

Number of floors of construction: Existing: 1-2 stories Proposed: Apartments: 5 stories

Townhomes: 2 stories

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

Existing: Standard \_\_\_\_\_

Proposed: Standard Apt: 329; TH: 58

Compact \_\_\_\_\_

Compact Apt: 137; TH: 0

Total 98 +/- \_\_\_\_\_

Total Apt: 466; TH: 58

Total: 524

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

\_\_\_\_\_ 0-500 cubic yards

\_\_\_\_\_ 5,000-20,000 cubic yards

\_\_\_\_\_ 500-5,000 cubic yards

x Over 20,000 cubic yards(indicate amount) 31,000 CY

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

**Storm water runoff:** Indicate area of site to be covered with impervious surfaces (parking lot paving, etc.): 181,619 SF (see sheet TM 7.0)

Is the area with impervious surfaces less than 200 feet away from a wetland, stream, lagoon or bay?

Yes (Sanchez Cr.) Yes \_\_\_\_\_ No

**Noise:** Describe noise sources and timing of activity generated by your project during construction: \_\_\_\_\_

Construction hours limited to hours permitted under City ordinance. Noise from operation of heavy equipment and other construction activities.

Noise sources generated during operation of facility: Typical residential noise, including talking in outdoor areas, private vehicle traffic, and use of outdoor recreational areas.

**Vibration:** Will the proposal cause vibration that may affect adjacent properties? Describe any potential sources of vibration: No significant vibration expected during operation. Vibration possible from operation of heavy equipment during construction of buildings and off-site improvements.

**Exterior Lighting:** Please describe any proposed exterior lighting of the facility<sup>4</sup>: Street scale pole lamps along Carolan and Rollins, pedestrian scale pole lamps and bollards on interior walkways, porch/entry lighting for townhomes and apartment entry points, wall-mounted downcast lighting along private lane. (See landscape plan for detail.)

**Water:** Expected amount of water usage:

Domestic 33,144 gal/day Peak use 57.5 gal/min

Commercial \_\_\_\_\_ gal/day Peak use \_\_\_\_\_ gal/min

Expected fire flow demand 2,500 gal/min

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

1. Would the proposed project result in an increase in pollutant discharges to receiving waters?

No.

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



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

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3. Would the proposed project result in increased impervious surfaces and associated increased runoff? No. Impervious surface and associated runoff will be reduced.

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4. Would the proposed project create a significant adverse environmental impact to drainage patterns due to changes in runoff flow rates volumes? No. Impervious surface and associated runoff will be reduced. Stormwater runoff will be treated on site.

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

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

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7. Would the proposed project have a potential significant environmental impact on surface water quality, to marine, fresh, or wetland waters? No. Impervious surface and associated runoff will be reduced. Stormwater runoff will be treated on site. Currently (existing conditions), stormwater runoff is not treated on site.

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

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

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10. Will the project impact aquatic, wetland, or riparian habitat? No. There is no aquatic, wetland, or riparian habitat on or within 50 feet of the project site.

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**Sewer:** Expected daily sewer discharge 31,487 gpd (see memo from BKF Engineers (11/25/13, rev. 12/16/13))  
Source of wastewater discharge on site (i.e. restrooms, restaurants, laboratory, material processing, etc.)  
Restrooms and showers, domestic kitchens

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**General:**

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

Change in existing features of any bays, tidelands, beaches, or hills, or substantial alteration of ground contours.

Change in scenic views or vistas from existing residential areas or public lands or roads.

Change in pattern, scale or character of general area of project.

Significant amounts of solid waste or litter.

Change in dust, ash, smoke fumes or odors in vicinity.

Change in bay, lagoon, stream, channel or groundwater quality or quantity, or alteration of existing drainage patterns.

Substantial change in existing noise or vibration levels in the vicinity (during construction and/or during operation).

Site on filled land or on slope of 10 % or more.

Use or disposal of potentially hazardous materials, such as toxic substances, flammable materials or explosives.

Substantial change in demand for municipal services (police, fire water, sewage)

Substantial increase in fossil fuel consumption (oil, natural gas, etc.).

Relationship to a larger project or series of projects.

Yes	No
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>
_____	<u>  X  </u>

**CERTIFICATION**

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

Date 3-7-14 Signature 

May 19, 2015

Planning Commission  
City of Burlingame  
501 Primrose Road  
Burlingame, CA 94010

Re: Carolan Avenue – Rollins Road Residential Project

Dear Chair DeMartini and Planning Commissioners,

We appreciate the comments we have received from you and the community regarding our proposed project. This letter responds to comments received during the environmental review process, provides an update as to our meetings with neighbors and our own internal design review, and outlines the process and outreach to the community that we have undertaken as the project has evolved. We have also included for your convenience our February 20, 2015 letter that described the changes we made to the project after the June 2014 Planning Commission Hearing.

### ***Architecture***

#### **Mass, Size and Height**

Comments were received regarding the mass, size and height of the apartment buildings. While we believe the project design was compatible with the neighborhood and surrounding uses, we have incorporated the following changes in response to these comments:

- Reduced the apartment building height by one story along the Carolan Avenue and Rollins Road frontages.

This design change was achieved by replacing the 1,492-square foot 2-story Plan D unit type with a 1,022-square foot single level Plan D floor plan and nesting smaller units within the existing envelope of the building. In addition, the proportions of the elevations were further refined, with particular attention to the wood siding, window composition, accent railings, parapet, and bay window design. There is still a setback between the 3<sup>rd</sup> and 4<sup>th</sup> floors. (For convenience, this letter refers to the first floor above the podium as the 2<sup>nd</sup> floor, etc.) The number of units, the mix of 1-, 2- and 3-bedroom units, and the 466 off-street parking spaces remains unchanged; however, the average unit size has decreased from 977 to 958 square feet.

This reduction in height along the frontages increased the minimum stepback between the 4<sup>th</sup> and 5<sup>th</sup> floors from 28'-5" to 48'-8" along the Carolan frontage. Along Rollins Road, the stepback was increased from a minimum of 26'-10" to 52'- 4". The overall building envelope was also reduced by approximately 9,500 square feet. Lastly, the mass of the east portion of the South Elevation (facing Toyon Drive) and the west portion of the North Elevation (facing Northpark Apartments) was also reduced by lowering the building height along the project frontages.

- Eliminated the penthouses for roof stairs by creating an exit onto the roof of the 4<sup>th</sup> story and providing a concealed exterior stair to the roof of the 5<sup>th</sup> story at prominent corner locations.
- Reduced the stucco parapet wall at the top of the 5<sup>th</sup> floor from 3'-0" to 1'-6" on the Entry Drive and Paseo Elevations (facing Toyon Drive) and the North Elevations (Northpark Apartments), reducing the overall height of these elevations by 1'-6".

In order to accomplish this change, perforated architectural metal screens were added around rooftop mechanical equipment located away from the roof edge.

- Relocated the brick accents from the low planter walls to the raised patio walls on the Rollins and Pedestrian Paseo Elevations to strengthen the balance with the wood siding elements above.

In addition, please note that the photo simulations in the Draft EIR depict the roof cornices above the wood siding as a whitish color, somewhat overstating the visual effect. In fact, the cornices will be a warm greyish brown which will be less noticeable than the whitish color shown in the Draft Environmental Impact Report (EIR). New 36" box evergreen trees planted between the property line and the wall will provide screening as well.

#### Setbacks from the Toyon Neighborhood, Northpark Apartments, Carolan Avenue, and Rollins Road

Comments were received that the buildings are located too close to adjacent neighboring uses and differ from the design and layout of adjacent buildings. The building design and setbacks have been modified as noted above.

With regard to setbacks from the existing residential neighborhood, the proposed apartment buildings will be located at least 130 feet from the southerly property line — 30 feet farther than required by the zoning regulations — so as not to interfere with the privacy, sunlight, or view of the existing neighbors. The upper stories of the apartments are set back even farther; 4<sup>th</sup> story setbacks are typically 136 feet to 143 feet from the southern property line and 5<sup>th</sup> story setbacks are typically 143 feet to 146 feet 5 inches from the southerly property line.

With regard to the frontages along Carolan and Rollins, the project will be set back comparably with nearby existing buildings. The setbacks to Northpark Apartments vary, but the minimum setback is 25 feet from the property line on the Carolan side. The single family homes along Carolan to the south are typically set back 20 feet, but are set back less than 10 feet in some cases. Along Rollins, north of the project site, the 6-foot tall fence of the adjacent sewer treatment facility is set back approximately 15 feet from the property line, and the Northpark tennis court parking structure has a near-zero setback. To the south, the existing multi-family residences are set back approximately 10 to 20 feet from the property line.

In comparison, the proposed project will be set back at least 20 feet from the property line on the Carolan side and at least 20 feet from the property line on the Rollins side. In addition, along the project frontage, the property line along Carolan is approximately 9 to 10 feet from the face of curb, meaning that the project will be set back approximately 29'-6" to 36'-7" feet from the street on Carolan. The

property line along Rollins is approximately 6'-9" to 9'-6" feet from the face of curb, meaning that the project will be set back approximately 26'-9" to 35'-9" feet from the street on Rollins.

The proposed project will have distinctively different design elements as compared to Northpark Apartments, but the design and scale of the project will be compatible with the both Northpark Apartments and the single- and multi-family residences to the south. The goal is to bring an engaging, contemporary, pedestrian-focused design to the streetscape while continuing to respect the character and design of the neighborhood. For example, the proposed project includes the following progressive design elements which will differ from, but enhance, the neighborhood:

- Resident patios, covered porches, and windows greet the street, and cars are hidden from view. There are no large surface parking lots lining the public frontages, exposed parking garages, or blank building walls.
- The project sidewalks are separated from the curb, bringing street tree canopy and a landscaped park strip to the street.
- A pedestrian paseo provides both a new physical connection between Carolan and Rollins and a tree-lined visual connection.

#### Vinyl Windows

A comment was made that further research and documentation should be made to explain the use of vinyl windows. While there are no zoning regulations or design guidelines that preclude the use of vinyl windows in multi-family residential housing in Burlingame, we agree that some styles of vinyl windows could look out of place in Burlingame. We support the City's desire for a high quality windows, as well as high quality in all exterior materials, colors, and overall exceptional architecture.

We continued to research window manufacturers as suggested. One of the two manufacturers suggested to us cannot meet the apartment's required STC ratings (of up to STC 40) in a wood or clad window. The second manufacturer offers clad windows that meet the apartment's STC ratings, but the mullions would be between the glass, which we believe would conflict with the design intent of selecting a clad window.

However, in the course of our research, we were able to identify a manufacturer which has a new line that meets both the aesthetic goals and the STC ratings required for the townhome buildings (up to STC 34). Therefore, we offer, as a condition of approval, to use an aluminum clad wood window on the townhome buildings. Please note that in order to achieve the STC ratings, the windows will also have to change from single-hung to casement.

The window that we have proposed for the apartments is a premium quality, premium color vinyl window with exterior simulated divided lights and a substantial frame. To our knowledge, this window has not been installed on any other multi-family project in the Bay Area and we believe it will be a "stand-out" component of the building's appearance along with the other rich exterior materials proposed. We feel very strongly that for an apartment project of this quality, this window continues to be the best choice for meeting our aesthetic goals and the required STC ratings, as well as long-term maintenance and warranty requirements.

Townhomes

The entry element to the townhome facing Carolan has been refined to include architectural elements from both the townhomes and the apartment building. The bedroom windows along the townhome lane have been reduced from six feet high to five feet high with 36" high sills.

***Landscape Design***

Please see the attached letter dated May 13, 2015 to Kevin Gardiner providing responses to comments regarding landscape design.

***Community Outreach***

SummerHill has been reaching out to the neighborhood since January 2014 through a series of neighborhood meetings, one-on-one backyard meetings with neighbors, telephone calls and written correspondence. This process is highlighted in the attached timeline. We have appreciated the questions and comments we have received and have addressed these questions and comments throughout the process, including changing our project plans and providing additional technical information. SummerHill will continue to work with the neighbors as the process continues.

We appreciate the input we have received from the Planning Commission and the Burlingame community throughout this process and believe the collaborative efforts of all involved have resulted in an exceptional project, which meets the findings required for project approval. Please let us know if you have any questions or need additional information. I can be reached at (650) 842-2404 or [ebreeze@shapartments.com](mailto:ebreeze@shapartments.com). Thank you for your consideration.

Sincerely,



Elaine Breeze  
Vice President of Development

Enclosures

Cc: William Meeker, City of Burlingame  
Kevin Gardiner, City of Burlingame  
Jennifer Renk, Sheppard Mullin LLC



COMMUNITIES OF DISTINCTION

February 20, 2015

Planning Commission  
City of Burlingame  
501 Primrose Road  
Burlingame, CA 94010

Re: 1008–1028 Carolan Avenue & 1007–1025 Rollins Road

Dear Chair Bandrapalli and Planning Commissioners,

We appreciated the comments we received at the Planning Commission Design Review Study Session on June 23, 2014. In response to those comments, neighbor outreach discussions, changes requested by City staff, and further refinements developed by the project design team, enclosed please find revised plans dated November 3, 2014 (Architecture) and October 10, 2014 (Landscape & Civil) for your consideration.

**Response to June 23, 2014 Planning Commission Design Review Study Session Comments:**

*Comment: Solid vinyl window proposed, but given the nature of our housing stock, look for a window with more architectural detail and depth.*

*Response:* As explained at the study session and outlined in the Draft EIR, the project's location between the freeway and the railroad requires windows with sound transmission class (STC) ratings of up to 40. The proposed windows are premium vinyl windows in a single hung configuration with wide stiles and rails, exterior mullions, and custom colors that have a softened residential quality, aesthetically similar to homes in the adjacent neighborhood. Since the study session, we have continued to research alternatives and found that those that meet the required STC ratings are too commercial in character, which would conflict with the design of the building and context of the neighborhood.

*Comment: How do visitors arrive on Carolan, where do they park and how do they access the building?*

*Response:* As described at the study session, visitors can park in 27 spaces in the garage in front of the gate, and have direct access to the elevator lobby. If visitors enter the central driveway at the paseo, there is also visitor parking at the lobby entrance and along the entry drive.

*Comment: Can lobby portions of the Carolan and Rollins elevations be celebrated more? Give it some identity as an entrance?*

*Response:* The lobby entrances on Carolan and Rollins have been redesigned to make them more welcoming and prominent. Cantilevered glass and steel canopies have been added at both entries, and the street address is mounted on each canopy. A pair of freestanding brick monument posts with ornamental lighting has also been added at each entry to give added prominence.



COMMUNITIES OF DISTINCTION

*Comment:* Herb gardens are proposed at the podium level. Would that be an opportunity for a community garden?

*Response:* We have added five raised wooden garden beds for resident communal gardening along the north walkway.

*Comment:* Amenity Space next to leasing office, what will it be? Opportunity to create life along that paseo, add some ground floor texture.

*Response:* See attached letter to the City of Burlingame dated February 5, 2015 regarding what is now a "Work Share" space.

*Comment:* On Sheet A.07 the threshold from Rollins into paseo needs to be considered, look at it carefully for the transition to Rollins.

*Response:* We have separated the public sidewalk from the curb along on Rollins Road and Carolan Avenue to create a planter strip and improve pedestrian comfort at the Rollins threshold and all along both street frontages. The separated sidewalks will also enhance the residential character of the site and bring the tree canopy closer to both streets. We have provided pedestrian access easements to maintain adequate public right-of-way. See enlargements on Sheets L1.3.

*Comment:* Sun screens above windows on townhouses look odd, look sort of alien, don't look like they belong.

*Response:* We have deleted the sunshades from the front of the townhomes and replaced the sunshade at the side of the townhome along Carolan with an eyebrow roof.

*Comment:* Neighbors have expressed concern with the property line, some say they have trees near fence. How will the line be drawn and how will trees be protected?

*Response:* BKF Engineers surveyed the shared property line along Toyon Drive and determined that the existing building wall and adjacent chain link fence at the rear of the homes are 2.5'-3.0' within the project site behind 1020, 1024, 1028, 1032 and part of 1016 Toyon Drive (APN 026-240-160 through -190 and part of -150 on Sheet TM 2.0).

Since April 2014, we have sent two to four letters to each property owner along the north side of Toyon requesting to meet with them. In addition, we sent letters inviting them to three community meetings in January, March, and November 2014. We also went door-to-door and left business cards requesting that the homeowners contact SummerHill. To date, we have been able to meet with four owners and one renter of the thirteen properties along the north side of Toyon Drive. As explained in the project application, the project proposes to remove the existing fences, walls, and commercial buildings and install a new seven-foot wood fence on the property line. If there are existing landscaping, trees, and/or irrigation within the 2.5'-3.0' area, we have been working with each owner on a case by case basis to address the individual conditions and will continue to do so.

**Changes in Response to Neighbor Outreach Discussions, Changes Requested by City Staff, and Further Refinements Developed by the Project Design Team:**

Architecture

- Cladded roof stair penthouses with siding to soften their appearance.





COMMUNITIES OF DISTINCTION

- Replaced pairs of windows with single windows along top story in plaster at paseo and west building elevations to make the composition more comfortable at the top story.
- Refined exterior colors, application schedule, and plotting per revised Studio Conover paint schedules.
- Added new perspective renderings to reflect proposed exterior design.
- Ground floor amenity area next to leasing programmed as "Work-Share" space with Wi-Fi lounge, conference and collaboration spaces.

Landscaping

- Increased the height of the good neighbor fence along the shared property line with Toyon Drive residences to 7 feet high (6 feet solid + 1 foot lattice).
- Added screening trees in the townhome lane landscape screening area to augment the neighbor's taller existing trees.
- Refined grass, low planting, and shrub planting areas throughout site.
- Added a glass acoustic fence at the north end of the central plaza to address recommendations in the Charles M. Salter acoustic report previously submitted.

Civil

- Added Utility Plan Alternative – Sheet TM 6.0.1. At the request of Public Works, we added an alternative sewer design including a new sewer main to serve the existing Toyon Drive lots. The Toyon sewer replacement is not required because of a project impact and is not a project mitigation. If an agreement is reached between SummerHill and the City of Burlingame, this design will be further developed and a public sanitary sewer easement offered.

We continue to be very excited about the Carolan-Rollins project and appreciate the collaborative effort in which the design has evolved. Please let me know if you have any questions or need any additional information.

Sincerely,

Elaine Breeze  
Vice President of Development

Enclosures

cc: Burlingame Planning Department  
Burlingame Public Works Department



COMMUNITIES OF DISTINCTION

February 5, 2015

Mr. William Meeker  
Community Development Director  
City of Burlingame  
501 Primrose Road  
Burlingame, CA 94010-3997

Re: Carolan Avenue – Rollins Road “Work Share” Space

Dear Bill,

As you know, during our community outreach and at public hearings, we have heard numerous comments that there is a shortage of community meeting space in the City of Burlingame (“City”). Consequently, in response to these comments, SummerHill would like to offer as part of our project application that our proposed “Work Share” space be available for community use. This offering also supports the Planning Commission’s desire for activation of the space as noted during the June Design Review Study Session. Together with research from City staff during the last several months and the design efforts of our architect and interior designer, we have developed the following conceptual space plan and community “share” program for the City’s consideration.

**Conceptual Space Plan & Amenities:**

The space is approximately 1200 square feet and located at the ground floor of our proposed apartment building. The following design elements and amenities are proposed in the space:

- Collaboration work tables with chairs
- Comfortable seating area
- Conference room with AV screen and white board
- Copy Nook – area for printing, under-counter refrigerator, wet bar sink
- Meeting Lab – to be used as a private work space, quiet space for telephone calls, or small private meeting room
- Unisex restroom
- Café vending service (i.e. Cafection Total 1)
- Speakers for background music
- Wi-Fi
- Handicap accessible

**Community Access Program**

Assuming the City is interested in pursuing this proposal and that the project is approved as proposed, SummerHill would enter into a Use Agreement with the City to formalize the following “Work Share” proposal developed by the SummerHill team in collaboration with City staff.

#### Hours of Availability to Community Groups

- 6:00 p.m. to 9:00 p.m. Monday-Thursday (breakdown/clean-up permitted until 9:30 p.m.)

#### Eligible Community Group Users

- Group A – City of Burlingame, Burlingame Elementary School District, Burlingame High School sponsored meetings
- Group B - Burlingame non-profit groups or organizations (including, but not limited to, AYSO, BGS, BYBA, SMUHSD, Scouts, etc.) that are compatible with a residential setting

#### Management/Use Terms

- Maximum number of people - estimate 30 (subject to final space plan design).
- No charge for Group A. Use fee for Group B would be same as Burlingame Recreation Center Social Room fee, updated annually.
- Reserve up to 21 days in advance, minimum of 72 hours' notice required; \$750 security deposit required.
- Property management would coordinate reservations, payment and fobs during business hours; access provided via fob outside of business hours and property management secures after use.
- Users must provide insurance certificate naming property, owner and management as additional insured for use.
- Parking in guest parking area of garage and on street. Parking is currently permitted on west (train track) side of Carolan until 10 p.m.
- No parties or alcohol use permitted; meetings only. Users to adhere to same code of conduct as residents.
- Property management can alter interior design and amenities at their discretion over time.
- Review program after first 90 days and then annually with property owner, management, and Community Development Director.

We look forward to working with the City on this exciting opportunity to share this needed asset with the Burlingame community. Please let me know if you have any questions or need additional information.

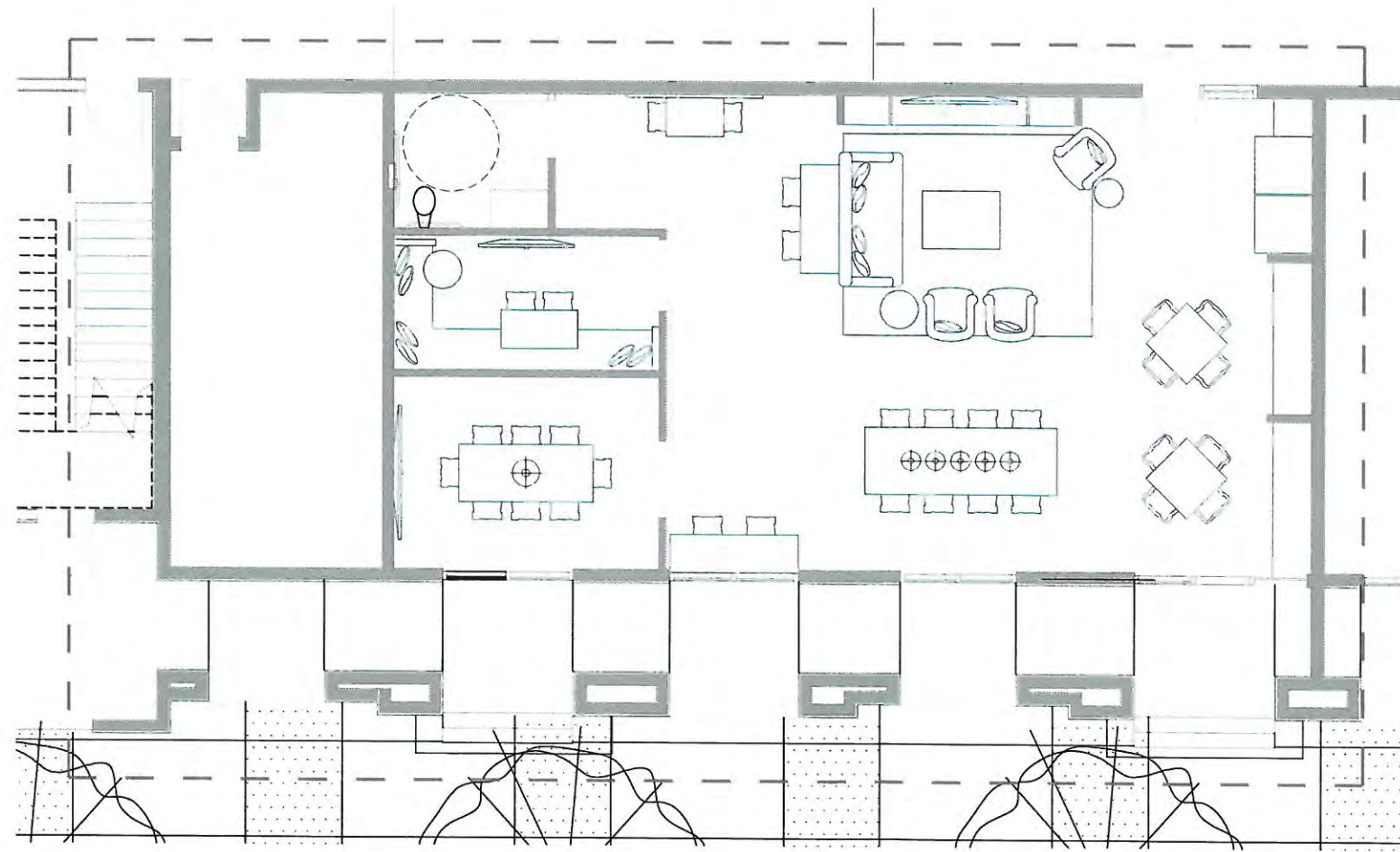
Sincerely,



Elaine Breeze  
Vice President of Development

Enclosure





May 13, 2015

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

Re: Carolan Avenue – Rollins Road Residential Project – Revised Landscaping & Fence Design Exception

Dear Kevin,

In response to comments received through the environmental review process and during meetings with neighbors, and our own internal design review, SummerHill proposes the following changes to the landscape design of our project. These changes have been incorporated into the enclosed plans for your review. In conjunction with these revisions, we also respectfully request the Planning Commission's approval of a fence design exception to respond to Toyon neighbor requests explained below.

Screening Trees along Toyon Property Line

Based on feedback from neighbors desiring more immediate screening, SummerHill has upsized the Brisbane Box trees proposed along the southern property line from 24" box to 36" box size. These 36" box trees will be approximately 13 feet high by 6 feet wide at planting. The proposed screening trees behind 1008 Toyon Drive (APN 026-240-150) were removed from the plans at the adjacent homeowners request due to existing bamboo trees already providing screening.

The Tree Disposition Plan and Arborist Report has been updated, reflecting that Trees #1-4 are on the Project site and are now proposed to be removed. Also, the condition of Tree 1 has been updated from Fair to Poor based on current conditions. These four trees are on the "neighbor's" or "south" side of the existing cyclone fence but are within the project property line. The existing cyclone fence is 2'-6" to 3'-0" inside the project site per BKF's survey and noted on Existing Conditions Sheet 2.0. We will be adding new 36" Brisbane Box trees in the townhome lane screening buffer where the trees will be removed.

For clarification in response to Mr. Callahan's letter, the constraint of upsizing to a 36" box tree was not the new city-requested sewer line but constraints of the tree installation area. We needed to consider 13 new sewer laterals which will cross through the planter, required storm water quality treatment in this area, existing trees and tree roots from adjacent properties, and an overhead power line that needs to be undergrounded through this area. Having said that, SummerHill will coordinate with our design team, the city, and the neighbors to accomplish this.

Fence Design & Request for Fence Design Exception

Based on feedback from the adjacent Toyon property owners, we have revised our proposed 7-foot high wood fence design to a 7-foot high concrete precast panel wall design, subject to the

Planning Commission granting a fence design exception to allow for the top one foot to be solid concrete. The existing 8-foot concrete block wall adjacent to 1008, 1010, and a portion of 1016 Toyon Drive (APNs 026-240-130, -140 and a portion of -150) would remain in place, subject to confirming its structural integrity, and the side facing the project would be textured and painted to match the new precast wall. A precast wall is proposed in order to use a pier foundation and avoid impact to existing trees.

Transition between Northpark Apartments and Project at Rollins Road

In studying the photo simulations and in response to Mr. Callahan's comments, SummerHill is proposing to leave the existing Northpark ornamental metal fence in place and start the new wood Good Neighbor Fence beyond that point. A new evergreen hedge and screening trees have been added on the project side along this Northpark fence to create a natural landscaped transition within this area out to Rollins Road. There are six raised community garden plots to the west behind the new fence along with screening trees.

Public Pedestrian Paseo and Arrival Court

We have made minor modifications to the landscape plan in the paseo and the arrival court. The public pedestrian paseo path now meanders for a more user-friendly alignment and organic design reflective of park and open space areas in Burlingame. The design and technical requirements of the emergency vehicle access road in this area are still adhered to. Two more 36" box ginkgo trees have been added along the paseo. The fountain at arrival court has been replaced with a "green" wall with accent art, planters, and seat walls for better water conservation.

Townhome Lane Driveway

The townhome lane driveway apron has been rotated to be perpendicular to Rollins Road to improve visibility when exiting onto Rollins Road.

Please let us know if you have any questions or need additional information.

Sincerely,



Elaine Breeze  
Vice President of Development

Enclosures

## CAROLAN AVENUE - ROLLINS ROAD

### Project Process, Neighborhood Meetings & Community Participation

December 2002	Housing Element Adopted – Project Site Identified as Housing Opportunity Site
April 2009	Carolan-Rollins Residential R-4 Overlay Zoning Adopted
July 2013	Start Design Studies
August 2013	Start Pre-Application Meetings with City
January 2014	SummerHill Neighborhood Meeting #1
March 2014	Submit Project Application
March 2014	SummerHill Neighborhood Meeting #2
April 2014	Letter #1 to Adjacent Toyon Neighbors Requesting Individual Meetings
April 2014 to May 2015	Backyard Meetings with Toyon Neighbors <ul style="list-style-type: none"><li>• 11 individual on-site meetings with 10 of 13 adjacent Toyon neighbors</li></ul>
June 2014	Phone Calls & Door-to-Door Visits Requesting Individual Meetings <ul style="list-style-type: none"><li>• Directed to adjacent Toyon neighbors who had not responded to prior meeting request</li></ul>
June 2014	Meeting with Burlingame School District Superintendent
June 2014	Planning Commission Environmental Scoping & Design Review Study Session
August 2014	Letter #2 to Neighbors Requesting Individual Meetings <ul style="list-style-type: none"><li>• Directed to adjacent Toyon neighbors with backyard encroachment who had not responded to prior meeting requests</li></ul>
November 2014	SummerHill Neighborhood Meeting #3
November 2014	Presentation to Broadway Burlingame Business Improvement District
January 2015	Letter #3 to Neighbors Requesting Individual Meetings <ul style="list-style-type: none"><li>• Directed to adjacent Toyon neighbors who had not responded to prior meeting requests</li></ul>
February 2015	Draft Environmental Impact Report (EIR) Published
March 2015	SummerHill – Adjacent Toyon Drive Neighbor Meeting
March 2015	Planning Commission Hearing on Draft EIR
April 2015	End of Public Comment Period on Draft EIR
May 2015	Presentation to Chamber of Commerce Board of Directors
May 2015	Final EIR Published
May 2015	Planning Commission Project Hearing

RECEIVED

MAY 20 2015

2015-05-20

CITY OF BURLINGAME  
CDD PLANNING DIV.



M E M O R A N D U M

**Attn.:** **Date:** 5/21/2015  
**To:** City of Burlingame Planning Department **Project:** Carolan Avenue/Rollins Road  
Burlingame, CA  
**From:** Seidel Architects **cc:** Elaine Breeze

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**Memorandum:** The list below constitutes a summary of the changes in the 5/19/15 resubmittal from the previous submittal.

**A0.0**

- Apartment Unit Summary was modified per plan changes. No change to total number of units.

**A0.01**

- Area Calculations tabulation was modified per plan changes.

**A0.5**

- Rendered Site Plan was modified to reflect the Podium / First Floor Plan Architecture as well as Landscape Architecture plan changes. Refer to sheet A2.2 comments for additional information.

**A0.6.1**

- Conceptual Perspective was modified to reflect plan & elevation changes. Refer to sheets A2.5, A2.6, and A3.1 comments for additional information.

**A0.6.3**

- Conceptual Perspective was modified to reflect plan & elevation changes. Refer to sheet A2.5, A2.6, and A3.1 comments for additional information.

**A2.2**

- In the East Building, the Club Room retains a double height space; however, the Overlook mezzanine and corresponding stair were omitted.
- In the West Building, a previously unlabeled space was converted to one (1) IC unit.

**A2.3**

- In the East Building, one (1) IB unit was added and replaced the Overlook mezzanine referred to previously.

**A2.4**

- All 2D units were modified, including the omission of the second story portion of the unit. Refer to A4.1.1 for additional information.

**A2.5**

- East Building
  - The second story portion of three (3) 2D units was deleted from the portion of building facing Carolan Ave.
  - The second story portion of three (3) 2D units was replaced with three (3) IE units.
  - An exterior stair providing access to the northern Fourth Floor Roof from Stair #1 replaced a previously enclosed stair.
  - An exterior stair providing access to the southern Fourth Floor Roof from Stair #2 replaced a previously enclosed stair.
- West Building
  - The second story portion of four (4) 2D units was deleted from the portion of building facing Rollins Rd.
  - One (1) IE unit was omitted.
  - Three (3) IB units were omitted.
  - One (1) IA unit was omitted.
  - An exterior stair providing access to the southern Fourth Floor Roof from the Third Floor Roof replaced a previously enclosed stair.

**A2.6**

- Photovoltaic Area Calculations and Solar Zones were modified to account for the increased roof area per the changes previously mentioned on the Fourth Floor.
- Refer to A2.5 comments regarding the three (3) new exterior stairs.

**A2.7**

- Setback Diagram was modified per the changes previously mentioned on the Fourth Floor.

**A3.1**

- Parapet was lowered from 3'-0" to 1'-6."
- At Carolan Ave. Elevation, brick planters were changed to be plaster. Plaster unit decks were changed to be brick.
- A perforated metal mechanical equipment screen was added to the roof.
- Minor fenestration changes occurred.
- Scuppers providing drainage from unit decks have been added
- The elevations were modified to represent the reduction of units on the Fourth Floor.

**A3.2**

- Parapet was lowered from 3'-0" to 1'-6."
- At East Building Pedestrian Paseo Elevation, brick planters were changed to be plaster. Plaster unit decks were changed to be brick.
- A perforated metal mechanical equipment screen was added to the roof.
- Minor fenestration changes occurred.
- Scuppers providing drainage from unit decks have been added
- The elevations were modified to represent the reduction of units on the Fourth Floor.

A3.3

- Parapet was lowered from 3'-0" to 1'-6."
- A perforated metal mechanical equipment screen was added to the roof.
- Minor fenestration changes occurred.
- Scuppers providing drainage from unit decks have been added
- The elevations were modified to represent the reduction of units on the Fourth Floor.

A3.4

- A perforated metal mechanical equipment screen was added to the roof.
- Scuppers providing drainage from unit decks have been added.
- The elevations were modified to represent the reduction of units on the Fourth Floor.

A3.5

- At Townhouse C – Elevation, the trellis post design was modified.

A3.6

- At Townhouse C – Rear Elevation and Townhouse C – Carolan Street Elevation, the trellis post design was modified.
- Second story window heights were reduced to 5'-0."

A3.7

- Sections were modified to represent the reduction of units on the Fourth Floor.

A4.1.1

- Unit 2D was modified as previously mentioned.
- Unit 1C was added.

A5.3

- Area Diagrams were modified to represent the plan changes previously mentioned.



**Landscape Architects • Land Planners**

181 Greenwich Street  
San Francisco, CA 94111  
T 415 433 4672  
F 415 433 5003  
[www.tgp-inc.com](http://www.tgp-inc.com)

**Elaine Breeze**  
Summer Hill Apartment Communities

May 21, 2015

**RE: Carolan Burlingame**

Dear Elaine,

Per your request we are providing list of design changes that have been implemented into our plans.

**L-1.1**

- revised Paseo - new meandering concrete path pattern
- added 2 more Paseo trees
- revised main wall feature - art / green wall in lieu of fountain
- revised existing trees to remain / remove / new trees at Toyon based on coordination with neighbors
- revised fence at Toyon
- revised fence at Northpark; added hedge in front of existing metal fence
- revised layout of garden plots at Northpark
- extended size of dog park

**L-1.2**

- no changes

**L-1.3**

- based on changes to overall landscape plan enlargement vignettes are updated

**L-2.1**

- the same as L-1.1
- upsized Brisbane Box trees at Toyon for better screening (36" box)

**L-2.2**

- added grass species to be used for turf over vehicular paving

**L-3.1**

- added precast wall detail

**L-4.1**

- revised trees to be removed at Toyon
- revised tree list per updated arborist report

**L-4.2**

- updated tree assessment list per arborist report

L-4.3

- no changes

L-5.1

- revised water use efficiency checklist (no water feature)

L-6.1

- no water feature imagery (new green wall or art wall options)

- added hedge along fence imagery

- added stucco concrete wall imagery

All above referenced changes have been shown on plans.

Please let us know if you have any questions regarding this information.

Sincerely,

**The Guzzardo Partnership, Inc.**

A handwritten signature in black ink, appearing to read 'Aleksandra Idziak-Brown', with a small dot above the first letter 'A'.

**Aleksandra Idziak-Brown**  
Senior Associate

## **CAROLAN AVENUE/ROLLINS ROAD**

### **Project Description**

1008-1028 Carolan Avenue & 1007-1025 Rollins Road  
(APNs 026-240-290, -340, -360, -370)

SummerHill Apartment Communities proposes to develop a vibrant new apartment and townhome condominium community in central Burlingame. The project will take advantage of convenient pedestrian access to public transportation, the Broadway shopping district, and nearby trails and recreation areas to create a modern, walkable community. With distinctive amenities, attractive public and private landscaping, and timeless architecture that fits into the fabric of Burlingame, SummerHill expects the project to be an exceptional addition to the City.

#### ***Location & Setting***

The project site is located at 1008-1028 Carolan Avenue and 1007-1025 Rollins Road, an assemblage of four parcels covering 5.40 acres. The site is located less than  $\frac{1}{3}$  mile south of Broadway, immediately south of the 510-unit Northpark Apartments community.

The project site is less than  $\frac{1}{2}$  mile from the Broadway Caltrain station and the Broadway-Millbrae shuttle stop. The Broadway-Millbrae Shuttle provides regular weekday service to the Millbrae Transit Center, which is served by Caltrain, BART, and SamTrans. In addition, SamTrans routes 46 and 292 stop within  $\frac{1}{3}$  mile of the project site.

Currently, the site is occupied by automotive repair, rental, and sales facilities. There are eight existing buildings, ranging from 3,480 to 53,140 square feet and constructed between 1943 and 1982. Approximately 97% of the site is currently built or paved, with the existing buildings covering approximately 40% of the site and the remainder of the site covered by surface parking. Three of the existing buildings are located at the property line with approximately zero setback. There are sixteen trees on the property.

There is an open metal fence along most of the northerly property line. The fencing along the southerly property line is a mix of various materials at differing heights. There are approximately six existing pole signs along the Carolan and Rollins frontages. Portions of the site are lit at night by on-site pole lights and flood lights. An overhead power line crosses the property within a utility easement, providing power from Toyon Drive to Northpark Apartments.

#### ***Project Description***

The project proposes the redevelopment of the 5.40 acre site into a modern, walkable, transit- and service-convenient residential community that weaves into the existing neighborhood through site planning, architecture and landscape design. The project includes 22 two-story townhome condominiums in four buildings, 268 apartments in two 4 to 5-story buildings, semi-subterranean parking, amenities, landscaping, and a public pedestrian paseo.

## **Project Description**

### **SummerHill – Carolan Avenue/Rollins Road**

#### **Apartments**

- On the northern portion of the site, the project will feature two four- to five-story residential apartment buildings over a two-level semi-subterranean garage. The apartment buildings will contain a total of 268 one-, two-, and three-bedroom units, with an average unit size of 958 square feet. The unit mix will be 56% one-bedroom, 41% two-bedroom, and 3% three-bedroom. The 149 one-bedroom units will range in size from 693 to 1,037 square feet, with a typical size of 792 square feet; the 111 two-bedroom units will range in size from 1,022 to 1,264 square feet, with a typical size of 1,120 square feet; and the 8 three-bedroom units will be 1,396 square feet.
- Each apartment building will have a central courtyard with convenient, relaxing amenities for residents. One of the courtyards will feature a resort-style pool and a spa, and both courtyards will offer an array of lounge seating, fireplaces, outdoor kitchens, landscaping, and tables and chairs.
- Between the two apartment buildings there will be a central plaza with additional seating areas and landscaping.
- Within the apartment buildings, SummerHill expects to offer a club room, a fitness studio, a “work-share” meeting space for both residents and community groups, and other attractive amenities such as walking paths, gardening beds, and a dog walk area and washing station. In addition, the project will include a leasing center on site to serve current and future residents.
- To serve the apartment buildings, the project will provide 466 parking spaces, including 439 spaces in a secured garage area for residents, plus an additional 27 unsecured spaces available for guests, short-term visitors, and future residents. The amount of parking provided meets the amount required by the Municipal Code.

#### **Townhome Condominiums**

- On the southern portion of the site, the project will feature four two-story townhome condominium buildings, with a total of 22 two- and three-bedroom units. Unit sizes will range from 1,507 to 2,226 square feet.
- Between the apartment buildings and the townhomes, the project will provide a tree-lined public pedestrian paseo with landscaped open areas and seating, creating a convenient walking connection between Carolan Avenue and Rollins Road.
- To serve the townhomes, the project will provide 58 parking spaces, including 52 spaces within private garages, plus an additional 6 at-grade spaces for residents and guests. The amount of parking provided will exceed the amount required by the Municipal Code by three spaces.

#### **Entitlements**

In the 2002 Housing Element update, the City designated the project site as a suitable location for high-density residential development to help meet the City’s housing demands. To implement the Housing Element designation, the City Council rezoned the site in October 2009 to include a high-density residential overlay (R-4). This Carolan/Rollins Commercial Area—R-4 overlay zone allows the site to be

## **Project Description**

### **SummerHill – Carolan Avenue/Rollins Road**

developed for high-density residential use with a conditional use permit consistent with the 2002 Housing Element.

The Carolan/Rollins Commercial Area—R-4 overlay zone allows the site to be developed at up to 6 stories or 75 feet tall with a conditional use permit. The regulations do not set a limit on the maximum residential density for the site.

To ensure that development of the site is compatible with the existing one- and two-story residential neighborhood to the south of the site, the Carolan/Rollins Commercial Area—R-4 overlay zone allows a height limit of 30 feet for all structures within 100 feet of the southerly property line, or 36 feet with a special permit. The regulations also require a special permit for any private lanes or other vehicular circulation within 20 feet of the southerly property line.

For the project, SummerHill seeks the following approvals from the City:

- A vesting tentative map and final map to merge and subdivide the existing four parcels.
- A condominium permit to establish the 22 townhomes.
- A conditional use permit to (1) implement the R-4 overlay zone and allow the site to be developed for multi-family residential use, and (2) allow the two apartment buildings to be up to 61 feet 6 inches tall. The apartment buildings will be located approximately 130 feet from the southerly property line, 30 feet farther than the 100-foot setback required by the zoning regulations.
- A special permit to (1) construct a restricted-access private lane within 20 feet of the southerly property line to serve the townhomes, and (2) allow the townhome condominiums to be up to approximately 34 feet 4 inches tall at the roof peak, consistent with the zoning regulations.
- Tree Removal Permit for one callery pear tree.
- Demolition Permit Exception
- Fence Height Exception
- Design Review
- Environmental Review

## ***Architecture and Design***

### **Exterior Design**

The project is located in a neighborhood of mixed residential and commercial uses within walking distance of the Broadway business district, with residential apartments and single family homes to the north and south of the site. In recognition of the scale of the adjacent development, the townhomes along the south edge of the site are two stories high with gabled roofs. The apartments across the internal street/paseo establish a three-story townhouse character with the upper floors set back from the face of the building. The buildings are four stories high along Carolan and Rollins, stepping up to five stories within the site.

Reflecting the mix of materials found in the neighborhood, the exterior materials will be a combination of brick at the base, plaster, and horizontal siding at the upper levels. The façades will be enriched by traditional residential elements such as bay windows, ornamental metal railings, trellises, recessed windows with smooth-finish projected sills, porches and projecting eaves.



## **Project Description**

### **SummerHill – Carolan Avenue/Rollins Road**

The intention is to create an attractive timeless community character through highly articulated massing highlighted with a variety of high quality materials and details.

Finally, the project is designed to make strong pedestrian connections both within the project and to the existing neighborhood. Elements such as the grand stair at the arrival court, pedestrian arcades, and landscaped courtyards will ensure the project has a welcoming character for residents and visitors alike.

#### **Interior Features**

The project will offer high quality, Class A amenities to attract discerning residents. All units will have in-unit washers and dryers, and most will have private patios or decks. Interior finishes will include quartzstone countertops, European-style cabinets, stainless steel appliances, and individually controlled HVAC in each unit.

#### ***Street Frontage Design & Improvements***

The project is designed to provide an attractive, welcoming, interactive space for residents and passing pedestrians and drivers along Carolan Avenue and Rollins Road. The proposed street frontage design will complement the attractive improvements that the City plans to make to Carolan Avenue as part of its upcoming “Complete Streets” project and the improvements to the Broadway/US 101 interchange. SummerHill’s design and improvements to the street frontage will include the following:

- The existing monolithic sidewalks along Carolan Avenue and Rollins Road will be replaced with new separated sidewalks to enhance the residential character of the site. New 36-inch box street trees will be planted along Carolan Avenue and Rollins Road in the planting strip between the sidewalk and the curb. The new trees are expected to be approximately 12-14 feet tall at planting.
- In addition to the new street trees, turf and decorative shrubs will be planted in the landscape area between the new sidewalks and buildings, consistent with the existing neighborhood. Entry pathways and terraces will connect the apartments to the sidewalk on Carolan Avenue.
- The façade of the apartment building will provide an arcade at ground level and step back above the third story to maintain a pleasant pedestrian scale.
- The ground level units are set back along Carolan Avenue, creating porches with stoop entries as well as a common entry lobby.
- To highlight the walkable design of the project and extend the block pattern of the existing neighborhood, a public paseo through the site will connect Carolan Avenue and Rollins Road, with landscaped open spaces, large-scale trees, sitting areas, decorative paving, and architectural lighting.

#### ***Transition to Single Family Neighborhood***

To respect the existing one- and two-story residences along Toyon Drive, the proposed townhomes will be set back about 30 feet from the southerly property line—10 feet farther than required under the zoning regulations. The townhomes will be no more than 34 feet 4 inches high, in compliance with the height limit for that portion of the site, with a special permit. The project will include an 8-foot wide landscape buffer between the townhomes and the southerly property line, and new 36” box evergreen screening trees will be planted to supplement the existing tree canopy of coast live oaks,

## **Project Description**

### **SummerHill – Carolan Avenue/Rollins Road**

magnolias, and other trees. A new seven foot high precast panel concrete wall will be installed along the property line to provide additional screening.

#### ***Circulation & Parking***

##### **Pedestrian Access**

The project will provide multiple entry points for residents and guests along Carolan Ave and Rollins Road and from the public pedestrian paseo. The central pedestrian access to the community will be through an entry drive and pedestrian paseo that will connect Carolan Avenue and Rollins Road. From the entry drive and pedestrian paseo, residents will enter the apartments either by a grand entry staircase or through a controlled-access elevator lobby. Guests and future residents will enter through the controlled-access elevator lobby or the leasing center. In addition to the entry drive and pedestrian paseo, residents will be able to enter the apartments directly from Carolan Avenue or Rollins Road through secondary street-facing lobbies.

Residents and guests will be able to walk to the townhomes directly from the central pedestrian paseo. Each townhome will have a front porch or patio facing directly onto the paseo or the entry drive.

##### **Vehicular Access**

Vehicular access into the community will be provided from both Carolan Avenue and Rollins Road. The apartments will be served by a semi-subterranean parking garage with driveways on both Carolan and Rollins. The townhomes will be served by a private lane. The lane will be accessible from both Carolan and Rollins, but it will be gated at both entrances to ensure that access is limited to townhome residents, guests, emergency and service vehicles. In addition, both the apartments and the townhomes will be served by a main entry drive and central courtyard which will be accessible from Carolan Avenue.

To serve the apartment buildings, the project will provide 466 parking spaces—462 spaces in a semi-subterranean parking garage and an additional 4 parking spaces at grade. 439 of the spaces in the garage will be in a secured area for residents, with an additional 27 spaces available in the garage for guests and future residents. The four at-grade parking spaces will be located near the leasing center for visitors. In addition, the project will provide a location in the entry drive and court for loading and moving. Overall, parking will be provided for the apartments at a ratio of 1.5 spaces per one-bedroom unit, 2 spaces per two-bedroom unit, and 2.5 spaces per three-bedroom unit.

To serve the townhomes, the project will provide 58 parking spaces, including 52 spaces within private garages, plus an additional 6 at-grade spaces located along the entry drive for guests. Overall, parking will be provided for the townhomes at a ratio of more than 2.6 spaces per unit.

##### **Transportation Demand Management Amenities**

The project will offer the following transportation amenities for residents and guests:

- Four electric vehicle charging stations
- Preparation for ten additional electric vehicle charging stations for apartments
- Preparation for electric vehicle charging outlet in all townhome garages
- Provision for two car-sharing vehicle spaces (e.g., Zipcar)
- 134 secure bicycle parking spaces for apartment residents
- 10 guest bicycle parking spaces
- Bike repair station

## **Project Description**

### **SummerHill – Carolan Avenue/Rollins Road**

- Tenant web portal for carpooling
- “Work-share” space with business center and conference room for telecommuting

### ***Community Amenities & Landscaping***

SummerHill envisions a timeless, landmark community with high quality amenities to suit a modern lifestyle. As noted above, the preliminary program for the community landscaping includes courtyards, pedestrian walkways and paseos, and landscaping throughout, uniting the residential components of the project into an active community. SummerHill expects the on-site amenities to include the following:

- Two courtyards with a resort-style pool and spa, outdoor kitchens, fireplaces, dining and gathering areas, herb gardens, fruit trees, and other landscaping
- Club room with demonstration kitchen, media lounge, and recreation area
- Fitness studio and  $\frac{1}{3}$ -mile walking path that loops around the northern perimeter of the site
- Work-share space with business center with a conference room and a Wi-Fi lounge
- Dog recreation area and washing station, conveniently accessible from the central courtyard, with fencing and benches to allow residents to gather and relax while their pets play
- Six communal gardening beds for residents.
- Public pedestrian paseo to join Carolan Avenue and Rollins Road and provide central gathering spaces within the community

The project includes 174 new trees, including approximately 126 trees at grade and approximately 48 trees within the podium courtyards, providing a replacement ratio of 11:1. All trees will be a minimum 24” box size. There will be 50 36” box size trees located along Carolan, Rollins, the public pedestrian paseo, and the townhome lane, with specimen size trees at the arrival court.

### ***Sustainability & Environmental Design***

The project will provide a range of forward-thinking benefits to residents and the Burlingame community. SummerHill plans to include a number of features that support the City’s environmental goals, such as electric vehicle charging stations, convenient bicycle amenities, an on-site business center to support telecommuting, and water-conserving landscaping and irrigation systems. In addition, the project is located within convenient walking distance of shopping, parks, restaurants, Caltrain, and other public transit.

The project plant palette is primarily native and drought tolerant. Turf areas are limited to the pedestrian paseo and along project frontages installed over turf block to allow for fire truck and window washing equipment loads, and are composed of native seed mixes. The project is estimated to use approximately 30% less water for irrigation than the maximum applied water allowance for the site under the City’s Water Conservation Ordinance. Planted areas will be watered with a “smart” irrigation controller designed to make efficient use of water through conservation techniques. Irrigation controllers will schedule watering using either weather-based or soil moisture data to avoid unnecessary watering. SummerHill will also install “purple” irrigation lines to connect to recycled water should public recycled water service become available in the future.

## **Project Description**

### **SummerHill – Carolan Avenue/Rollins Road**

The project will be constructed in compliance with the new 2013 California Green Building Standards Code (Title 24). The new Title 24 standards are 10-25 % more energy efficient than the 2008 Title 24 standards for residential construction, including even more efficient windows, insulation, lighting, plumbing, and ventilation systems, and other features that reduce resident water and energy consumption. Apartments will also include individual water sub-meters on each unit encouraging water conservation. Townhome units will include tankless water heaters.

Residential windows, wall and flooring assemblies will meet STC requirements to mitigate for exterior noise impacts generated by vehicles and trains along Rollins Road/US Highway 101 and Carolan Avenue/Caltrain Corridors.

Impacts to indoor air quality generated by traffic emissions from US Highway 101 or Caltrain will be mitigated by incorporating mechanical ventilation and air filtration systems (MERV filters) for fresh air supply. These would be installed either in centralized units at the roof levels or in individual units. The installation of a vegetation barrier (street trees) and extension of the Caltrans soundwall will also reduce emissions impacting the site.

#### ***Inclusionary Housing***

As a community benefit, 10% of the units (29 apartment units) will be provided for rent at rates affordable to moderate income households as defined in Sections 50052.5 and 50053 of the California Health and Safety Code for ten years. The townhomes will be sold at market rate.

#### ***Sound Wall Extension***

SummerHill proposes to extend the existing US 101 16 foot +/- sound wall to a point even with the northern edge of the project site. Currently, the sound wall terminates at a point even with the southern edge of the site. The sound wall extension will shield the project from existing traffic noise along US 101, and may provide additional noise protection for residences located on Toyon Drive.

#### ***Utilities, Storm Water Quality Management & Fire Protection***

All proposed utilities, grading, drainage and site improvements will be designed and constructed in accordance with the City's standards. The following public utility connections and improvements are proposed as part of the project:

- Stormwater will be retained and treated on site as required to meet municipal stormwater permit requirements (NPDES Municipal Stormwater Permit Section C.3). SummerHill proposes to treat 100% of the storm water runoff with low impact development (LID) treatment measures.

Currently, only 3% of the site is pervious surface, and stormwater runoff is not treated. SummerHill proposes to increase the amount of pervious surface on site to approximately 22%. In addition, all stormwater runoff will be treated on site.

- Electric service for the building will connect to an existing overhead line on the west side of Carolan Avenue and an existing overhead line at the southerly property line. All existing overhead lines on the site and along Carolan and Rollins frontages will be placed underground.
- The Northpark Apartments are currently served by an overhead power line that crosses the project site to Toyon Drive. SummerHill proposes to remove the lines and utility poles located on the project site and the Northpark Apartments site and bury the line in a joint trench along

## **Project Description**

### **SummerHill – Carolan Avenue/Rollins Road**

Rollins Road. SummerHill will also work with the property owner on Toyon Drive where the existing overhead line connects.

- Gas service for the building will connect into the existing 2-inch gas line in Rollins Road.
- Domestic water, fire service, and irrigation service for the apartments will connect to an existing 12-inch water line in Carolan Avenue. There are four on-site hydrants at the Carolan Avenue and Rollins Road project frontages, and one additional hydrant is proposed on site, which will be served by a line connected to the existing 12-inch water main on Carolan Avenue. Domestic water, fire service, and irrigation service for the 22 townhome condominiums will be served by a lateral in the private lane connecting to the existing 12-inch main in Carolan Avenue.
- The project proposes to extend a new, 8-inch, gravity sewer main approximately 1,300 feet to the site from the existing 36-inch main at Cadillac Way. All 268 of the apartment units and 14 of the townhomes will connect to the Carolan Avenue/Cadillac Way sewer system. The other 8 townhomes will connect to the Rollins Road sewer system. In addition, as a public benefit, SummerHill proposes to allow the City to install a new 12-inch main in the private townhome lane and allow the 13 adjacent single- and multi-family residences along Toyon Drive to connect to the new main. Currently, the 13 residences are connected to a 12-inch main that runs through the back yards of the residences. The City has identified the replacement of the existing 12-inch main as a needed capital improvement project, and the installation of a new main in the townhome lane would meet this need with minimum disruption to the existing residences.

Currently the entire project site ultimately drains through the existing 27-inch main on Rollins Road, and according to the City's Wastewater Collection System Master Plan this main is currently operating at or in excess of capacity. SummerHill proposes to reduce the flow from the site to the Rollins Road sewer main by approximately 4,496 gallons per day, or 81.7% of the average daily demand.

- Emergency vehicle access will be provided via the entry drive and a 20-foot wide EVA route connecting Carolan Avenue and Rollins Road, constructed of permeable paving and concrete and designed to support a 70,000-lb. fire truck. A second EVA will be provided along the townhome private lane.

#### ***Recycling & Garbage***

Garbage and recycling service for the apartments will be provided from Rollins Road. The apartments will include a staging area for trash and recycling at the northeast corner of the building. The apartment buildings will be equipped with dual chutes at each level for refuse and single-stream recycling. Provisions will be made for cardboard box recycling as well.

Garbage and recycling service for the townhomes will be provided from the private lane in conjunction with existing residential collection service along Toyon Drive. Collection trucks will enter from Rollins Road and exit to Carolan Avenue with no turnarounds or backup required. Each townhome garage includes adequate space to store garbage, recycling, and "green waste" bins.

#### ***Property Management & Homeowners Association***

Both the apartment and townhome communities will be professionally managed and maintained. The apartments will have property management residing on-site with a leasing and maintenance staff. A homeowner's association will be formed for the townhomes.

**CAROLAN AVENUE/ROLLINS ROAD  
Conditional Use Permit Application**

1008-1028 Carolan Avenue & 1007-1025 Rollins Road  
(APNs 026-240-290, -340, -360, -370)

The project site is zoned Carolan/Rollins Commercial Area—R-4 overlay, allowing the site to be developed for multi-family residential use with a conditional use permit, subject to the regulations and restrictions of the R-4 zoning district and certain additional standards as stated in section 25.31.065 of the Burlingame Municipal Code. In general, the site may be developed up to six stories or 75 feet tall with a conditional use permit, except for structures located within 100 feet of the southerly property line. (BMC § 25.29.060.)

SummerHill requests a conditional use permit to develop the site for multi-family residential use with 22 two-story townhome condominiums, 268 apartments in two five-story buildings, semi-subterranean parking, and amenities, landscaping, and a public pedestrian paseo on 5.4 acres. The proposed townhome condominiums would be up to 34 feet 4 inches tall (two stories), and the proposed apartment buildings would be up to 61 feet 6 inches tall (five stories).

The required findings for a conditional use permit for the project are addressed below.

***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.***

In 2002, the City identified the project site as a suitable location for high-density residential development to help meet the City's housing demands. In the current Housing Element, the City noted that the project site is appropriate for multi-family residential use because the site "is adjacent to high density residential development to the north and a single family neighborhood to the south." (Housing Element at p.66.) To implement the Housing Element designation, the City Council rezoned the site in October 2009 to include a high-density residential overlay (R-4). This rezoning allows the site to be developed for high-density residential use with a conditional use permit.

The proposed maximum height of 61 feet 6 inches for the apartment buildings is compatible with the neighboring uses. The Northpark Apartments community to the north of the project site is a 510-unit complex with ten four-story apartment buildings. Consistent with the zoning requirements, SummerHill proposes to set back the apartments at least 18 feet, 5 inches from the northerly property line and typically 20 feet. On the south side, the project will transition down to the scale of the single- and multi-family residences to the south along Toyon Drive with a row of two-story townhome condominiums. The proposed apartment buildings will be located at least 130 feet from the southerly property line—30 feet farther than required—so as not to interfere with the privacy, sunlight, or view of the neighbors. Fourth story setbacks are typically 136 to 143 feet and 5<sup>th</sup> story setbacks typically 143 to 146 feet 5 inches from the southerly property line.

Similarly, the proposed townhomes will be set back about 30 feet from the southerly property line—10 feet farther than required.

**Conditional Use Permit Application  
SummerHill – Carolan Avenue/Rollins Road**

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

The proposed project is consistent with the General Plan and the Burlingame Municipal Code. No zoning amendments or variances are required for the proposed project. As explained above, the City has identified the project site as a suitable location for high-density residential development to help meet the City's housing demands. In the Housing Element, the City noted that the project site is appropriate for multi-family residential use because the site "is adjacent to high density residential development to the north and a single family neighborhood to the south."

The proposed height of four to five stories and maximum of 61 feet 6 inches for the apartment buildings is consistent with the zoning regulations for the site, subject to a conditional use permit. The zoning regulations allow structures to be up to six stories or 75 feet tall with a conditional use permit. (BMC § 25.29.060.) The proposed project complies with all lot coverage, setback, landscape, parking, and open space requirements, as well as design review standards applicable to R-4 multi-family residential development.

***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 project will complement and respect the aesthetics, mass, bulk and character of the structures and uses on the neighboring properties. On the north side of the project site is the 510-unit Northpark Apartments community, with ten four-story apartment buildings. On the south side of the project site is a single- and multi-family residential neighborhood with one- and two-story residences.

The proposed apartment buildings are compatible with the neighboring uses. On the north side, SummerHill proposes to set back the apartments approximately 20 feet from the northerly property line. The proposed apartment buildings will be located at least 130 feet from the southerly property line so as not to interfere with the privacy, sunlight, or view of the neighbors along Toyon. The proposed maximum height is 61 feet 6 inches. The buildings and rooflines, however, are significantly articulated, utilizing both setbacks and step backs, providing interest and compatibility with the adjoining neighborhood and street scene. The apartments establish a three-story townhouse character with the upper floors set back from the face of the building. The apartment buildings are four stories along the both the Carolan and Rollins frontages, stepping up to five stories within the project site. Fourth story setbacks from the southerly property line are typically 136 to 143 feet and 5<sup>th</sup> story setbacks typically 143 to 146 feet 5 inches from the southerly property line.

A mix of traditional building materials also provides interest, neighborhood compatibility and character to the two buildings. Reflecting the mix of materials found in the neighborhood, the exterior materials include a combination of brick at the base, plaster, and horizontal siding at the upper levels. The facades will be enriched by traditional residential elements, including bay windows, ornamental metal railings, trellises, premium vinyl colored single hung recessed windows with simulated divided lites and projected sills, porches and projecting eaves. The color palette and materials highlight the three-story townhome character, and deemphasize the upper stepped-back levels with warm wood and plaster tones.

On the south side, the project will transition down to the scale of the neighborhood to the south with a row of two-story townhomes. The proposed townhomes will be set back about 30 feet from the southerly property line, and the project will be screened from the neighborhood to the south with new 36" box size screening trees, landscaping and a pre-cast concrete panel wall. In recognition of the scale

**Conditional Use Permit Application  
SummerHill – Carolan Avenue/Rollins Road**

of the adjacent development, the townhomes along the south edge of the site are two stories high with gabled roofs accented by porches, bay windows, and awnings. Traditional exterior materials will complement the proposed apartment community and the existing neighborhood, including composition shingle roofing, aluminum clad wood windows with simulated divided lites, and painted lap siding.

The project landscaping is designed to weave the new community into the existing tree-lined neighborhood to the south and transition to the context of Northpark Apartments to the north. The project incorporates large-scale street trees with turf leading to accent base plantings at the buildings to mirror the traditional design of the existing neighborhood. A landscaped public pedestrian paseo will connect Carolan with Rollins and extend this street tree-like canopy between the existing public frontages.

Together, this site planning, landscaping, and building design and placement will make the aesthetics, mass, bulk and character of the proposed community an improvement to the adjoining properties.



**CAROLAN AVENUE/ROLLINS ROAD  
Special Permit Application**

1008-1028 Carolan Avenue & 1007-1025 Rollins Road  
(APNs 026-240-290, -340, -360, -370)

The project site is zoned Carolan/Rollins Commercial Area—R-4 overlay, allowing the site to be developed for multi-family residential use with a conditional use permit, subject to the regulations and restrictions of the R-4 zoning district and certain additional standards as stated in section 25.31.065 of the Burlingame Municipal Code.

When the site is developed for multi-family use, section 25.31.065 of the Municipal Code requires that structures be set back a minimum of 20 feet from the southerly property line. Vehicular circulation and/or parking is allowed within this setback area upon approval of a special permit. In addition, when the site is developed for multi-family use, section 25.31.065 of the Municipal Code sets a modified height limit for structures within 100 feet of the southerly property line: Within the 100-foot zone, structures may be up to 36 feet in height with a special permit.

SummerHill requests permission to use 12 feet of the 20-foot setback area as a controlled-access private lane to serve the proposed townhomes. The private lane and the townhomes would be screened by an 8-foot wide landscape buffer of 36" box size evergreen trees and shrubs along the entire southerly property line to supplement the existing tree canopy in the residential yards along Toyon Drive. In addition, SummerHill proposes to install an attractive new 7 foot high pre-cast concrete panel wall along the southerly property line.

SummerHill also requests permission to develop townhome condominiums within the southerly 100-foot zone up to a maximum height of approximately 34 feet, 4 inches (two stories), as more particularly shown on the project plans. The proposed townhomes would be set back about 30 feet from the southerly property line, 10 feet farther than required. As shown on the project plans, the proposed maximum height would be limited to the roof peaks and is measured from the average curb elevation per Burlingame code. The proposed maximum height is necessary to achieve a design that is compatible with the traditional architectural styles within the existing neighborhood, including roof design and gable composition, and to provide adequate slope onsite for overland release.

The required findings for a special permit for the proposed private lane and building height are addressed below.

**1. Explain why the blend of mass, scale and dominant structural characteristics of the new construction or addition are consistent with the existing structure's design and with the existing street and neighborhood.**

Currently, the project site is improved with automotive repair, rental, and sales facilities, parking lots, commercial signage and flood lighting, and the improvements are not consistent with the design elements for a new residential community. Almost all of the 20-foot setback area along the southerly property line is currently paved with head-in parking and drive aisles or is within the footprint of an

**Special Permit Application**  
**SummerHill – Carolan Avenue/Rollins Road**

existing building. Two of the existing buildings have a near-zero-setback from the southerly property line. Noise-generating automotive work currently occurs on a regular basis within this setback area.

SummerHill proposes to replace the existing parking lots, drive aisles, and buildings within the 20-foot setback area with an 8-foot wide landscape buffer and a portion of a private lane. The private lane will be at grade and will be screened by landscaping, so it will not be visible from the residential neighborhood to the south. In addition, the private lane will have controlled access at both Carolan Avenue and Rollins Road, so use of the private lane will be limited to residents and guests of the townhomes and service vehicles. There will not be any parking on the site south of the townhomes. With the exception of six parking spaces located on the north side of the townhomes, all parking for the townhomes will be located within enclosed garages.

As described above, the proposed townhomes will have a maximum height of approximately 34 feet, 4 inches (two stories), at the roof peak, as measured from average top of curb taken from the corners of the lot extended per section 25.31.065. Measured from finished grade, however, the actual townhome buildings will range from approximately 29 feet 2 inches to 31 feet 6 inches. This difference between the existing curbs and finished grade near the midpoint of the site is needed to provide adequate slope for underground utilities and for overland release of stormwater.

SummerHill proposes to set the townhomes back about 30 feet from the southerly property line —10 feet farther than required—which would more than offset the increased height. Section 25.31.065 of the Municipal Code allows residential development to be up to 30 feet tall and only 20 feet from the southerly property line without a special permit. SummerHill proposes to increase the height of the townhomes by approximately 15%, but also increase the setback by approximately 50%. Therefore, from the perspective of a typical viewer standing in the backyard of one of the homes neighboring the project site along Toyon Drive, the proposed 34 feet 4 inch townhomes would appear to be shorter than a 30-foot structure located just 20 feet from the southerly property line. In addition, the townhomes will be screened by the 8-foot wide landscape buffer along the southerly property line.

***2. Explain how the variety of roof line, facade, exterior finish materials and elevations of the proposed new structure or addition are consistent with the existing structure, street and neighborhood.***

SummerHill proposes to use a traditional design for the townhomes that is consistent with the styles found within the residential neighborhood to the south. For example, the townhome design includes gabled roofs with composition shingles, plaster, lap siding, front porches, small scale roof elements, and colored aluminum clad wood windows, all of which are common in the adjoining neighborhood.

Landscaping will include new 36-inch box street trees along Carolan Avenue and Rollins Road and turf and decorative shrubs in the landscape area between the new sidewalks and townhomes, consistent with the existing neighborhood. These new sidewalks will be separated from the curb with street trees and a planting strip along Carolan and Rollins, again, consistent with the existing neighborhood. To extend the block pattern of the existing neighborhood, a public pedestrian paseo through the site will connect Carolan Avenue and Rollins Road, with landscaped open spaces, large-scale trees, sitting areas, decorative paving, and architectural lighting.

**Special Permit Application  
SummerHill – Carolan Avenue/Rollins Road**

***3. How will the proposed project be consistent with the residential design guidelines adopted by the city (C.S. 25.57)?***

As noted above, SummerHill does not propose to build any structures within the 20-foot setback area. The private lane and the access gates will be constructed in accordance with the City's design and engineering requirements. For the 8-foot wide landscape buffer, SummerHill proposes to use a selection of 36-inch box evergreen Brisbane box trees to provide year-round screening, selected from the City's list of trees for private development. These trees would supplement the existing canopy of coast live oaks, magnolias, and other trees in the adjacent rear yards. The proposed precast concrete wall will be 7 feet tall, in accordance with the Municipal Code. The landscape buffer will also include shrubs and other low plantings.

The City has not adopted design guidelines for the R-4 zoning district, but the proposed townhomes will be consistent with the applicable design considerations under section 25.57.030, paragraph (f), of the Municipal Code. For multifamily residential projects, section 25.57.030 requires the Planning Commission to consider the following:

- 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.

As explained above, the architectural character, height, massing, details and materials of the townhomes will be consistent with the design of the homes found in the residential neighborhood to the south. The proposed townhomes will be two-story, similar to the one- and two-story homes to the south, with a compatible architectural character that emphasizes traditional forms and an attention to quality detail and materials. For example, the roof lines of the townhomes are inspired in part by the roof lines of some of the homes along nearby Winchester Drive.

***4. Explain how the 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. What mitigation is proposed for the removal of any trees? Explain why this mitigation is appropriate.***

There are four existing non-heritage trees (three Australian brush cherry trees and one English walnut tree) located on the southern side of the existing cyclone fence but within the project site. These trees are just inside the property line within the proposed screening area. According to the project arborist, the Australian brush cherry trees are in "fair" condition and the English walnut in "poor" condition. To construct the townhome buildings and associated improvements, SummerHill proposes to remove the four existing trees and plant 25 new 36-inch box size trees along the shared property line, including three in the area of these existing trees. SummerHill has also offered to plant three new 24-inch box trees on the neighbor's property.

There are a total of 16 existing trees on the entire project site, including these four trees. SummerHill proposes to remove these 16 trees and plant 174 new trees.

March 16, 2015

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

Re: Carolan Avenue-Rollins Road Project  
Request for Early Demolition under Special Circumstances

Dear Mr. Meeker:

We are in receipt of the Draft Environmental Impact Report (DEIR) prepared for the Carolan Avenue- Rollins Road Residential Development Project. We are writing in reference to Section 18.07.065 of the Uniform Administrative Code as adopted by the City of Burlingame and the draft Hazardous Mitigation Measures identified in the DEIR:

18.07.065 Section 303.1 amended-Issuance states:

“Demolition permits will only be issued after all approvals required by Title 25 of this code and the California Environmental Quality Act are granted for the overall project for which the demolition is intended, and in any event, will only be issued simultaneously with the construction permits for the project.”

Exceptions are permitted pursuant to Section c.1-4 including if “special circumstances exist that warrant early demolition.”

Mitigation Measure (MM) HAZ-1.7 states:

“Upon completion of the soil excavation, confirmation sampling and backfill, a final report documenting the work performed shall be submitted to the County of San Mateo Environmental Health Department for review and approval prior to the issuance of a building permit. The report will include details regarding soil excavation, sampling, and landfill disposal documentation.”

*William Meeker*

*March 16, 2015*

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In conjunction with our project application and requested approvals, and pursuant to Section 18.07.065-c.2, SummerHill Apartment Communities respectfully submits that special circumstances exist to warrant early demolition and grading and requests that the City of Burlingame issue demolition and grading permits in advance of a building permit. Demolition and grading permits will be required to implement MM HAZ-1.1 through MM HAZ-1.6 in order to prepare the required report to comply with MM HAZ-1.7. Prior to issuance of the demolition and grading permits, SummerHill will provide evidence that we are having plans prepared for the project for which the demolition is intended.

Thank you for your consideration. Please let us know if you need any additional information.

Very truly yours,

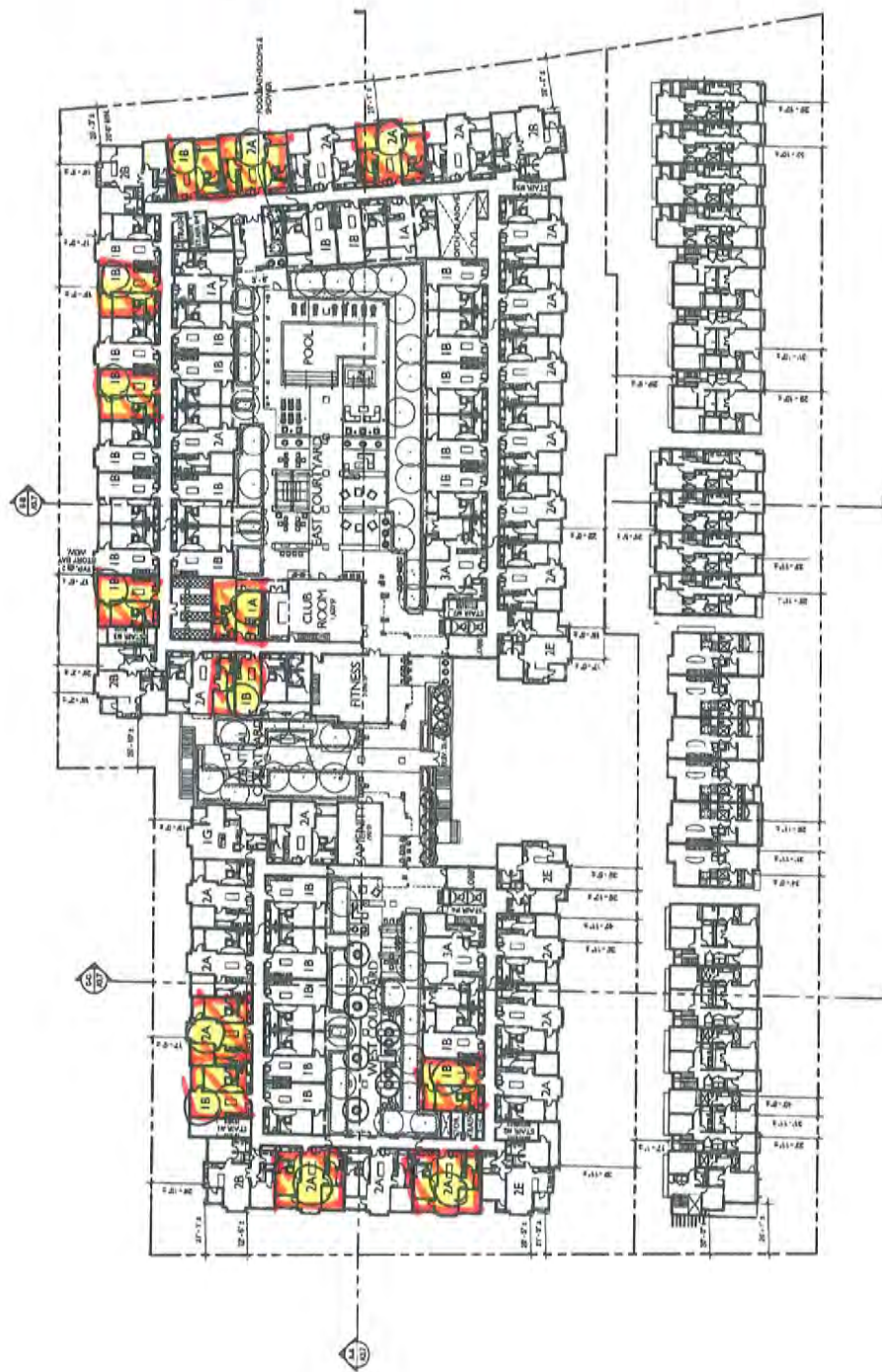


Elaine Breeze

Vice President of Development

Cc: Joe Cyr, Chief Building Official, City of Burlingame





NOTE: ALL DIMENSIONS SHOWN ARE APPROXIMATE.



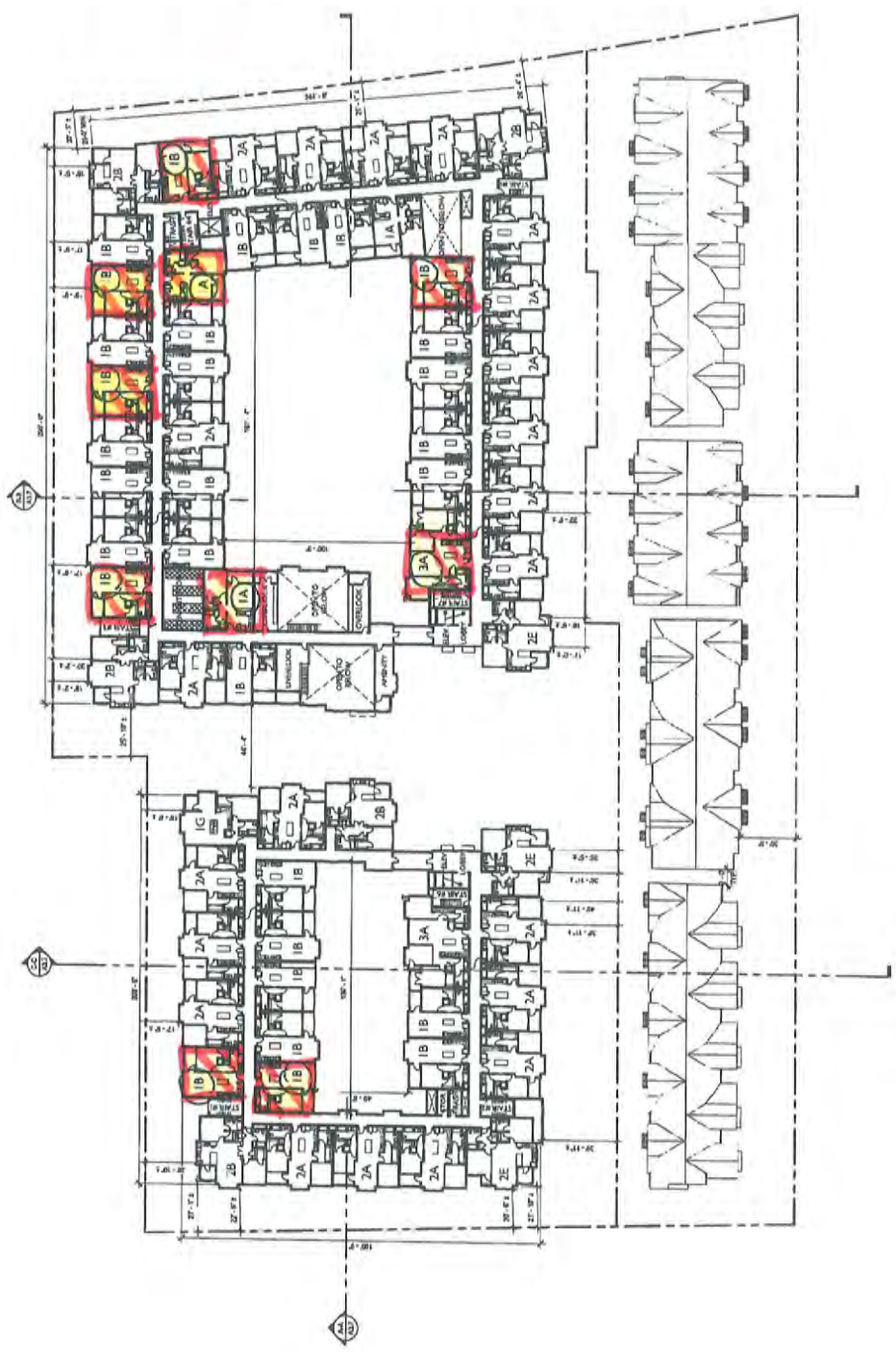
**A2.2**  
 Conceptual Podium / First Floor Plan  
 5/12/2014

**Carolan Avenue / Rollins Road**  
 Burlingame, CA

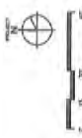
**Bkf**  
 THE GUZZARDO PARTNERSHIP, INC.  
 ARCHITECTS

**SEIDEL ARCHITECTS**  
 ARCHITECTS  
 777 S. CALIFORNIA AVENUE  
 PALO ALTO, CA 94304

**SEIDEL ARCHITECTS**  
 ARCHITECTS  
 777 S. CALIFORNIA AVENUE  
 PALO ALTO, CA 94304



NOTE: ALL ROOMS IN WINDOW BALANCE ARE APPROXIMATELY BY VIEW.



**A2.3**  
 Conceptual Second Floor Plan  
 5/12/2014

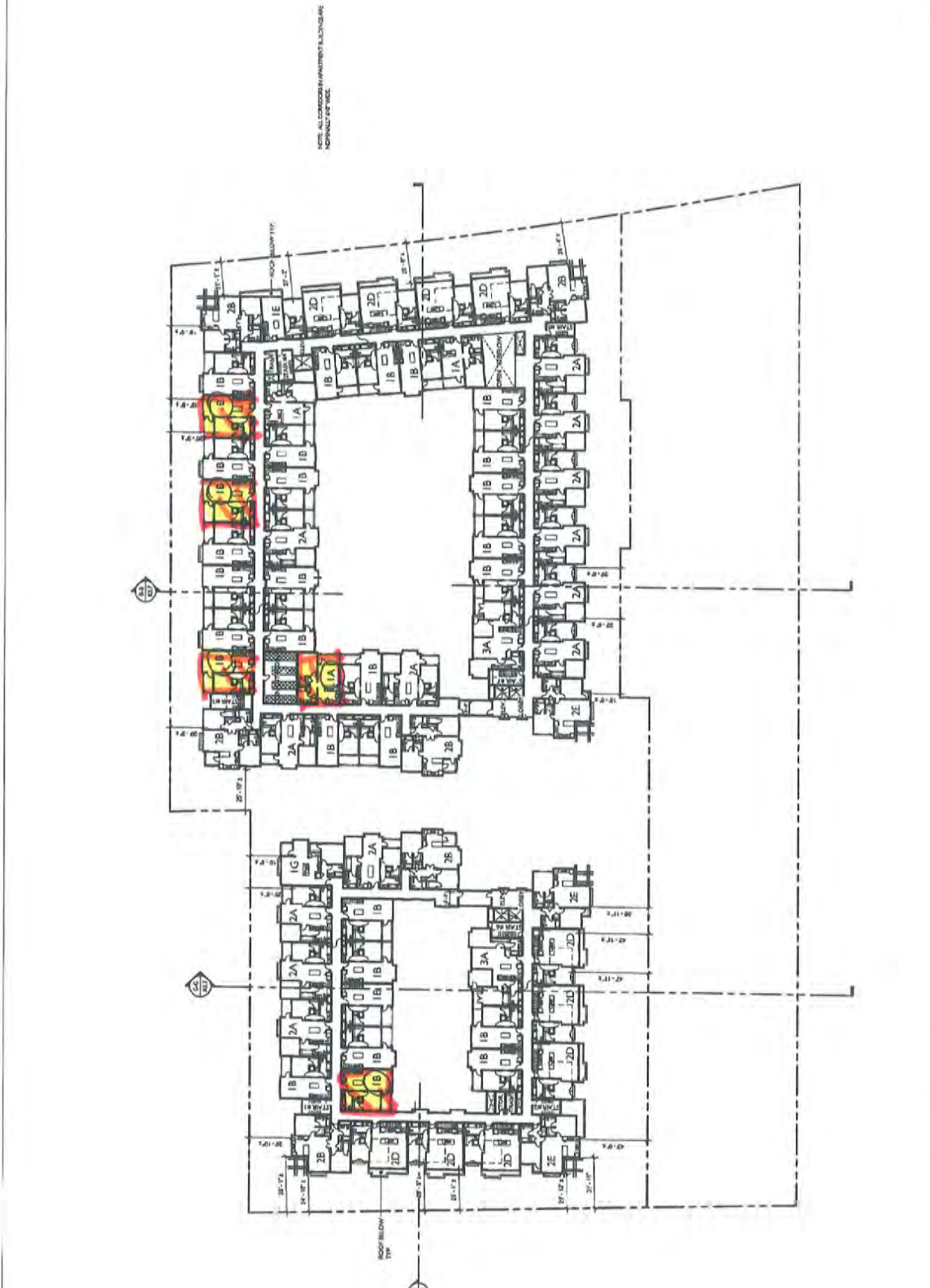
Carolan Avenue / Rollins Road  
 Burlingame, CA



SEIDEL ARCHITECTS  
 1775 CALIFORNIA AVENUE  
 PALM ALTO, CA 94350

SEIDEL ARCHITECTS  
 1775 CALIFORNIA AVENUE  
 PALM ALTO, CA 94350





NOTE: ALL CORRIDOR AND ELEVATOR BUILDINGS ARE NORMAL 8'0" WIDE.



A2.4  
 Conceptual Third Floor Plan  
 5/12/2014

Carolan Avenue / Rollins Road  
 Burlingame, CA



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 7775 CALIFORNIA AVENUE  
 PALO ALTO, CA 94303

## Project Comments

**Date:** June 13, 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

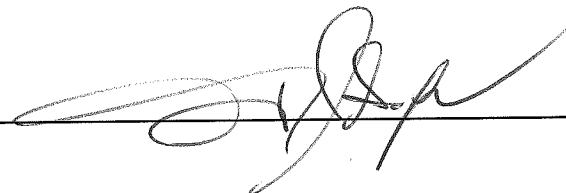
**Subject:** Request for Environmental Review, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, and Special Permits for vehicular access with the 20' setback adjacent to south property line & for building height within 100' of south property line for a new multiple family residential project with 268 apartment units in two 5-story buildings and 22 two-story townhome condominiums at 1008-1028 Carolan & 1007-1025 Rollins Road, zoned C-2 with R-4 Overlay, APN: 026-240-290, -340, -360, -370 (*Revised Plans date stamped June 13, 2014*)

**Staff Review:** June 16, 2014

No further comments.

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

Reviewed by:



Date: 6-13-2014

## Project Comments

**Date:** May 12, 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, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, and Special Permits for vehicular access with the 20' setback adjacent to south property line & for building height within 100' of south property line for a new multiple family residential project with 268 apartment units in two 5-story buildings and 22 two-story townhome condominiums at **1008-1028 Carolan & 1007-1025 Rollins Road, zoned C-2 with R-4 Overlay, APN: 026-240-290, -340, -360, -370 (Revised Plans date stamped May 12, 2014)**  
**Staff Review:** May 19, 2014

***When plans are submitted for Building Code plan check please address the following:***

**4. 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.*

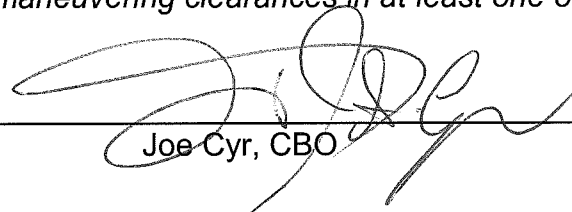
*Please review the attached State of California "PEVs: Universal Charging Access" Draft regulations.*

**34. 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.**

*Space #58 is not accessible because the access aisle, as shown, is on the driver's side of the vehicle. On the plans provide a Code-compliant access aisle on the passenger side of the vehicle.*

**42. 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.)**

*Provide details on the plans which show that the units described as 2-E will have Code-complaint maneuvering clearances in at least one of each of the unit bathrooms.*

**Reviewed by:**  **Date:** 5-14-2014  
Joe Cyr, CBO



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.

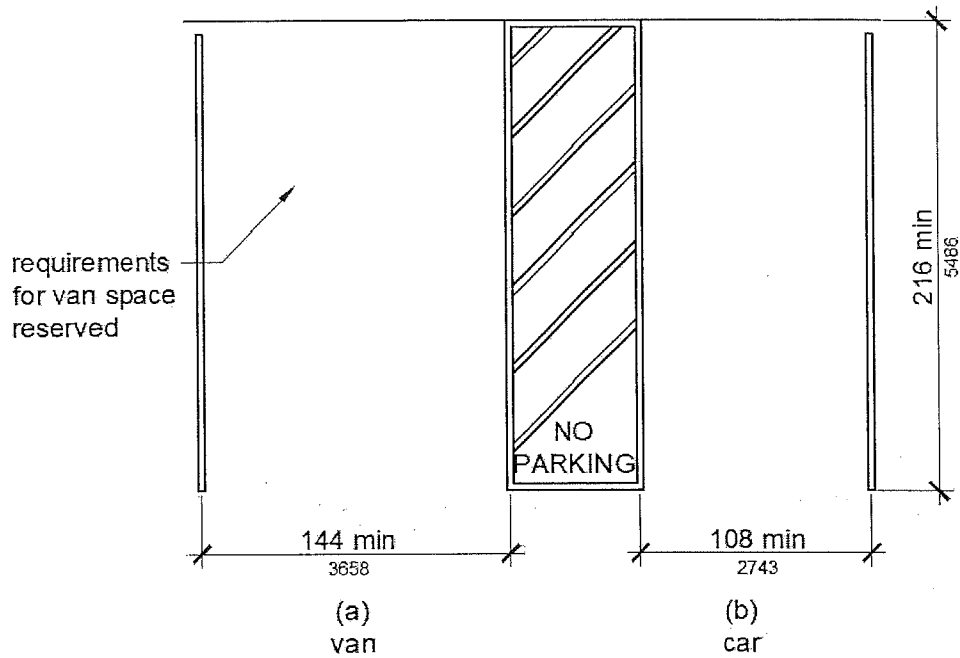
### **EVG-812.2 Electric Vehicle Charging Station Spaces**

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.



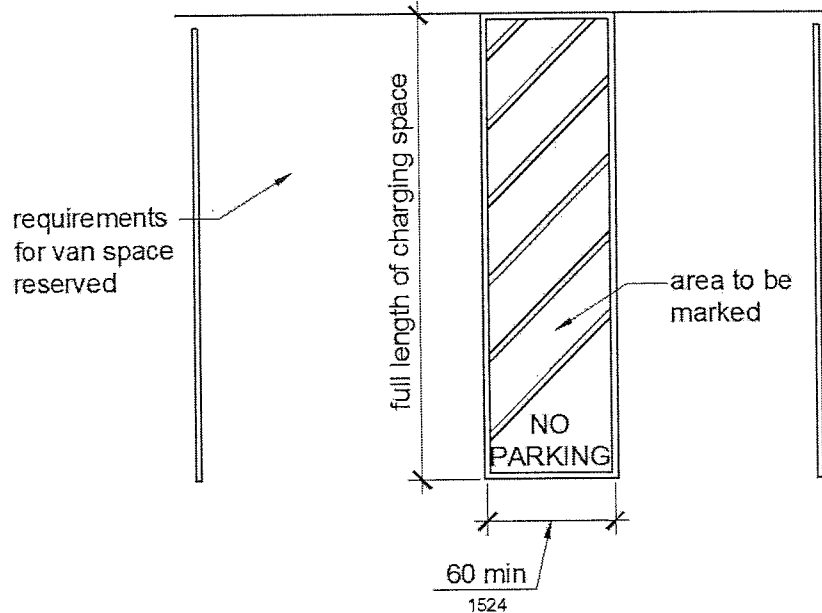
**Figure EVG-812.2**  
**On-site Electric Vehicle Charging Station Spaces Dimensions**

**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 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.

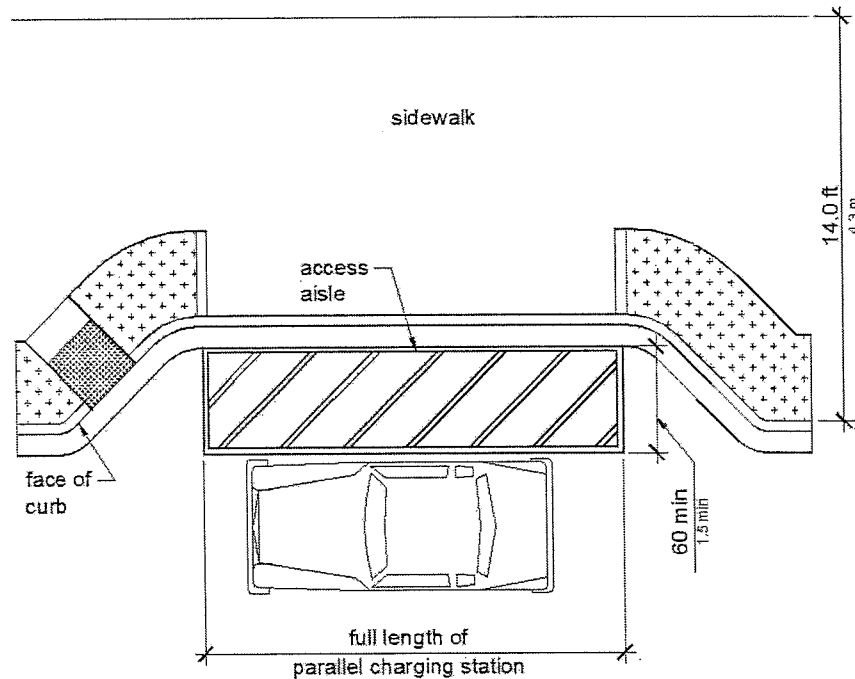
**ADVISORY:** EVG-813.2 Parallel Electric Vehicle Charging Stations. The sidewalk adjacent to accessible parallel electric vehicle charging station spaces should be free of signs, street furniture, and other obstructions to permit deployment of a van side-lift or ramp or the vehicle occupant to transfer 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.

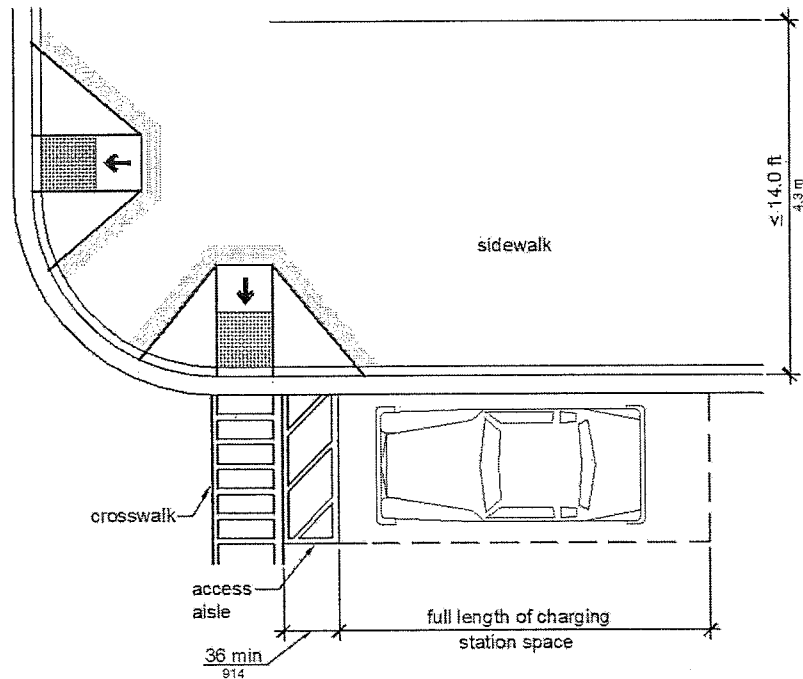
**EXCEPTION: Alterations.** In alterations where the street or sidewalk adjacent to the electric vehicle charging station space is not altered, an access aisle shall not be required, provided the Electric Vehicle Charging Stations space is located at the end of the block face.



**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



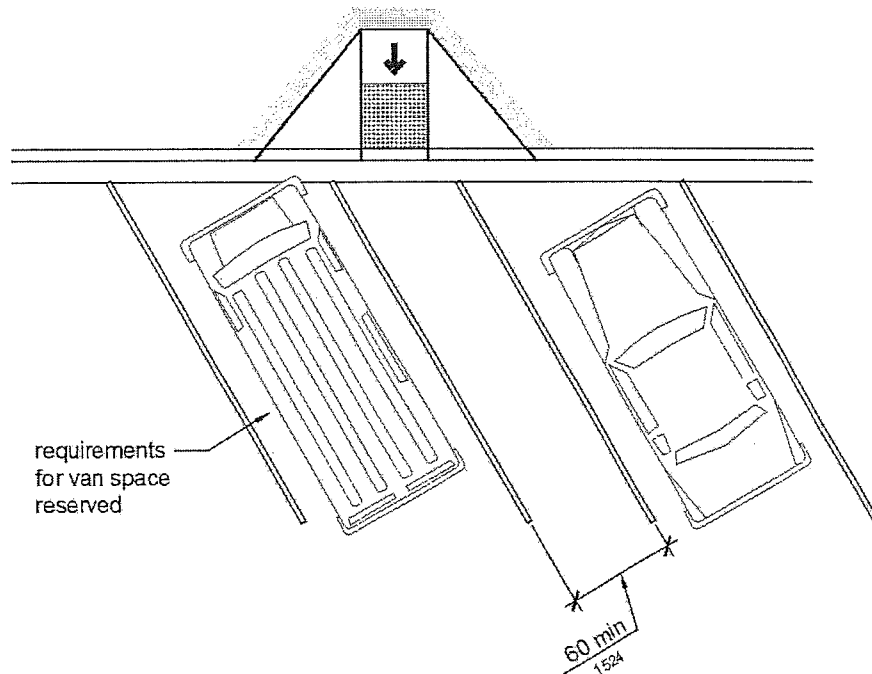
**Figure EVG-813.2.2 Parallel Electric Vehicle Charging Stations at Narrow Sidewalks**

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 stations 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.

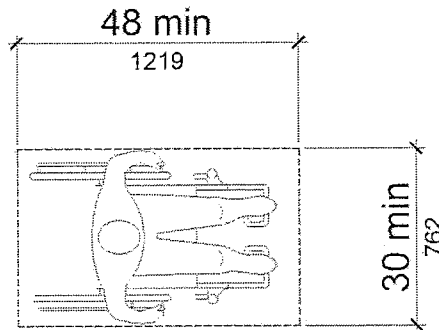
#### **11B-305.2 Floor or Ground Surfaces**

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.



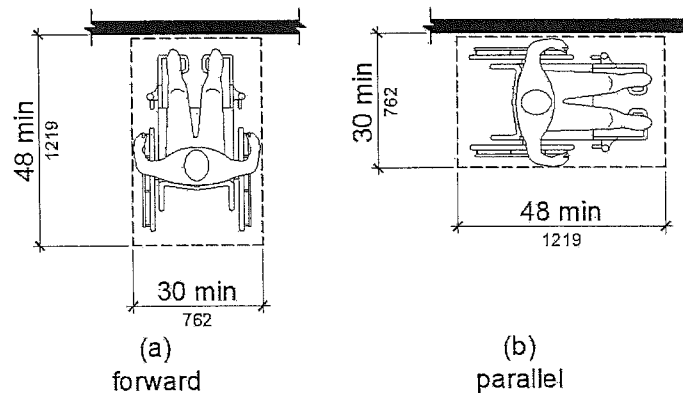
**Figure 11B-305.3**  
**Clear Floor or Ground Space**

**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**

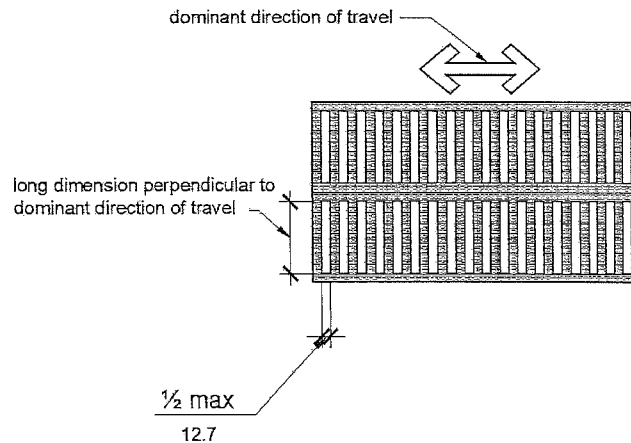
**11B-302.1 General**

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:** March 10, 2014

**To:**

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

**Subject:** Request for Environmental Review, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, and Special Permits for vehicular access within the 20' setback adjacent to south property line for building height within 100' of south property line at **1008 – 1028 Carolan Avenue & 1007 – 1025 Rollins Road, zoned C2 with R4 overlay, APN: 026-240-290, - 340, - 360, - 370**

**Staff Review:** March 10, 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.  
Notes: a) The apartment structures are defined as High-Rise Residential. See section 1.7.7 in the 2013 Nonresidential Compliance Manual for further details; b) The 2013 CEC requires this project to comply with the "Solar Ready" requirements.
- 3) Indicate on the plans that the apartment roofs 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/>
- 4) Specify on the plans the location of all proposed electric vehicle charging stations.
- 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 a fully dimensioned site plan which shows the true property boundaries, the location of all structures on the property, existing driveways, and on-site parking.
- 9) Provide a complete demolition plan that indicates the existing walls, walls to be demolished, new walls, and a legend. **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.**
- 10) 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.**
- 11) Show the distances from all exterior walls to property lines or to assumed property lines
- 12) Show the dimensions to adjacent structures.
- 13) Obtain a survey of the property lines.
- 14) Revise the scale on sheets A4.1 and 4.2 to 1/8" = 1'0".
- 15) Two different sets of "Townhouse C" units are shown on sheet A4.2. Revise the labels to show the correct Townhouse designations.
- 16) **RESIDENTIAL:** Rooms that could 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 California Residential Code (CRC) §R310.
- 17) 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.
- 18) Indicate on the plans that an OSHA permit will be obtained for the shoring\* at the excavation in the basement per CAL / OSHA requirements. See the Cal / OSHA handbook at: [http://www.ca-osha.com/pdfpubs/osha\\_userguide.pdf](http://www.ca-osha.com/pdfpubs/osha_userguide.pdf)

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

- 19) Indicate on the plans that a Grading Permit, if required, will be obtained from the Department of Public Works.
- 20) 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.
- 21) Provide handrails at all stairs where there are four or more risers. 2013 CBC §1009.
- 22) Provide lighting at all exterior landings.
- 23) Prior to applying for a Building Permit the applicant must obtain site addressing from the Engineering Department. Note: The correct address for each building must be referenced on the plans.
- 24) On the 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
- 25) 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.
- 26) 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*.
- 27) Remove all references to "Handicap", "Handicapped", or "HC" and replace with the terms "Accessible", "ACC", or "D.A."
- 28) On the first page of the plans clearly state that all paths of travel and common use spaces will be accessible and all apartment units will be adaptable.
- 29) The Townhouses do not qualify as Carriage Units. As such, these living spaces must comply with 2013 CBC §1102A.3.1. Revise the plans as follows:
  - a. Each of the four Townhouse buildings must provide at least one accessible ground floor. One of each of the four Townhouse ground floor plans should be offered with this project.
  - b. Townhouse A – The lavatory, water closet, bathtub, clear maneuvering space, etc. are not accessible.
  - c. Townhouse B – The lavatory, water closet, clear maneuvering space, etc. are not accessible.
  - d. Townhouse D – The lavatory, water closet, clear maneuvering space, etc. are not accessible.
  - e. All units – Specify accessible strike side clearances on both the push and pull side of all entry doors.
- 30) Provide fully dimensioned floor plans scaled at ¼" = 1'0" for each of the Townhouse unit plans.

- 31) Provide fully dimensioned floor plans scaled at 1/4" = 1'0" for each of the Apartment unit plans.
- 32) Provide fully dimensioned floor plans scaled at 1/4" = 1'0" for each of the Amenity spaces, Leasing space, Club Room, Fitness Center, Tenant Stop/Utility room, and Dog Wash.
- 33) Relocate the Trash area in the lower garage so that it is on a Code-compliant accessible path from the elevator.
- 34) 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.
- 35) Specify the accessible path of travel from the public right of way and on-site parking throughout the apartment facility.
- 36) Specify an accessible path of travel from all required exits to the public right of way.
- 37) Specify the path of travel from on-site parking, through the main entrance, to the area of alteration
- 38) Specify a level landing, slope, and cross slope on each side of the door at all required entrances and exits.
- 39) Provide complete dimensioned details for all required accessible and adaptable bathrooms
- 40) Provide complete, dimensioned details for accessible parking
- 41) Provide details on the plans which show that the building elevator complies with all accessible standards. 2013 CBC §11B-407.
- 42) 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.)
- 43) Provide details which show that the water closet in each unit complies with CBC1134A.7 #1;
- 44) Specify whether CBC 1134A.2 option #1 or option #2 will be used for the bathrooms.
- 45) 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
- 46) Specify on the plans that all dwelling unit interior doors will comply with CBC 1132A5.2.
- 47) 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.
- 48) Provide the interior dimensions for each elevator.
- 49) 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
- 50) Provide an exit plan showing the paths of travel.
- 51) Specify the width and length of each hallway / corridor.
- 52) Sewer connection fees must be paid prior to issuing the building permit.

**NOTE: A written response to the items noted here and plans that specifically address items 1, 2, 3, 4, 5, 6, 11, 12, 14, 15, 16, 17, 18, 19, 24, 25, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51 must be re-submitted before this project can move forward for Planning Commission action.**

Reviewed by: \_\_\_\_\_ Date: 3-20-2014

Joe Cyr, CBO (650-558-7270)

## Project Comments

Date: May 12, 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, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, and Special Permits for vehicular access with the 20' setback adjacent to south property line & for building height within 100' of south property line for a new multiple family residential project with 268 apartment units in two 5-story buildings and 22 two-story townhome condominiums at 1008-1028 Carolan & 1007-1025 Rollins Road, zoned C-2 with R-4 Overlay, APN: 026-240-290, -340, -360, -370 (*Revised Plans date stamped May 12, 2014*)

Staff Review: May 19, 2014

1. Complete and return Protected Tree Permit for all trees over 48" in circumference that are proposed for removal.
2. Submit hard copy of Outdoor Water Use checklist.
3. Irrigation plan required for Building permit.

Reviewed by: B Disco

Date: 5/25/14



# PROTECTED TREE REMOVAL PERMIT APPLICATION

PARKS & RECREATION DEPARTMENT  
850 BURLINGAME AVENUE - BURLINGAME, CA 94010  
(650) 558-7330

DATE: \_\_\_\_\_

The undersigned owner of the property at:

ADDRESS: \_\_\_\_\_

hereby applies for a permit to remove or prune more than 1/3 of the canopy or roots of the following protected tree(s):

SPECIES \_\_\_\_\_ CIRCUMFERENCE \_\_\_\_\_

LOCATION ON PROPERTY \_\_\_\_\_

WORK TO BE PERFORMED: \_\_\_\_\_ REMOVE \_\_\_\_\_ TRIM MORE THAN 1/3 OF CANOPY

REASON WORK IS NECESSARY \_\_\_\_\_

NOTE: A PHOTOGRAPH OF THE TREE(S) MUST BE SUBMITTED ALONG WITH A **\$75.00** CHECK TO: CITY OF BURLINGAME *Attach any supporting documentation you may have. (Example: Report from an Independent Arborist, pictures of damaged structures, letters of concern from neighbors, etc.).*

OWNER (Print) \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_\_

ADDRESS \_\_\_\_\_ EMAIL \_\_\_\_\_

## PERMIT

This permit allows the applicant to remove or prune the above listed tree(s) in accordance with the provisions of the Urban Reforestation and Tree Protection Ordinance (Municipal Code Chapter 11.06). By signing this permit, the applicant acknowledges receipt of a copy of Chapter 11.06, and agrees to comply with its provisions and all conditions listed below; and that all appeals have expired or been resolved.

OWNER \_\_\_\_\_

CITY ARBORIST \_\_\_\_\_

CONDITIONS: \_\_\_\_\_ *24 - inch box size landscape tree(s) (no fruit or nut trees) will be required and may be planted anywhere on the property. If conditions are not met within the allotted time as specified in Section 11.06.080, payment of \$400 for each tree into the tree replacement fund will be required.*

\_\_\_\_\_ *NO replacement(s) required. Contact the Parks Division at (650) 558-7330 when removal(s) completed.*

\_\_\_\_\_ *BUILDING PROJECT: Permit ineffective until after Planning Commission review.*

DATE PERMIT EFFECTIVE \_\_\_\_\_ PERMIT EXPIRES \_\_\_\_\_

DATE \_\_\_\_\_ COMPLETED \_\_\_\_\_

*This work should be done by qualified tree professionals and a copy of this permit must be available at the job site at all times when work is being performed. 2/2014 revised*

## Chapter 11.06

## URBAN REFORESTATION AND TREE PROTECTION

## Sections:

11.06.010	Purpose and intent.
11.06.020	Definitions.
11.06.030	Nomination and listing of protected trees.
11.06.040	Emergencies.
11.06.050	Prohibitions and protections.
11.06.060	Notices and permits required for removal or work significantly affecting protected trees.
11.06.070	Decision by director.
11.06.080	Appeal.
11.06.090	Tree requirements and reforestation.
11.06.100	Penalty.

## 11.06.010 Purpose and intent.

The city of Burlingame is endowed and forested with a variety of healthy and valuable trees which must be protected and preserved. The preservation of these trees is essential to the health, welfare and quality of life of the citizens of the city because these trees preserve the scenic beauty of the city, maintain ecological balance, prevent erosion of top soil, counteract air pollution and oxygenate the air, absorb noise, maintain climatic and microclimatic balance, help block wind, and provide shade and color. For these same reasons, the requirement of at least one tree, exclusive of city-owned trees, on every residential lot in the city should be part of the permit process for any construction or remodeling.

It is the intent of this chapter to establish conditions and regulations for the removal and replacement of existing trees and the installation of new trees in new construction and development consistent with these purposes and the reasonable economic enjoyment of private property. (Ord. 1057 § 1 (part), (1975); Ord. 1470 § 1, (1992); Ord. 1598 § 1 (part), (1998))

## 11.06.020 Definitions.

Terms used in this chapter shall be defined as follows:

- "Commission" means the Beautification Commission of the city of Burlingame.
- "Department" means the parks and recreation department of the city of Burlingame.
- "Development or redevelopment" means any work upon any property in the city of Burlingame which requires a subdivision, variance, use permit, building permit

or other approval or which involves excavation, landscaping, or construction in the vicinity of a protected tree.

(d) "Director" means the director of parks and recreation of the city of Burlingame.

(e) "Landscape tree" means a generally recognized ornamental tree and shall exclude fruit, citrus, or nut-bearing trees.

(f) "Protected tree" means:

(1) Any tree with a circumference of forty-eight (48) inches or more when measured fifty-four (54) inches above natural grade; or

(2) A tree or stand of trees so designated by the city council based upon findings that it is unique and of importance to the public due to its unusual appearance, location, historical significance or other factor; or

(3) A stand of trees in which the director has determined each tree is dependent upon the others for survival.

(g) "Pruning" means the removal of more than one third of the crown or existing foliage of the tree or more than one third of the root system. Pruning done without a permit or which does not conform to the provisions of a permit shall be deemed a removal.

(h) "Removal" means cutting to the ground, extraction, killing by spraying, girdling, or any other means. (Ord. 1057 § 1 (part), (1975); Ord. 1470 § 1, (1992); Ord. 1492 § 1, (1993); Ord. 1598 § 1 (part), (1998))

## 11.06.030 Nomination and listing of protected trees.

Nomination for protected tree status under Section 11.06.020(f)(2) may be made by any citizen. The commission shall review such nominations and present its recommendations to the city council for designation.

A listing of trees so designated, including the specific locations thereof, shall be kept by the department and shall be available for distribution to interested citizens.

The city council may remove a designated tree from the list upon its own motion or upon request. Requests for such action may originate in the same manner as nominations for protected tree status. (Ord. 1057 § 1 (part), (1975); Ord. 1470 § 1, (1992); Ord. 1598 § 1 (part), (1998))

## 11.06.040 Emergencies.

In the event that an emergency condition arises whereby immediate action is necessary because of disease, or danger to life or property, a protected tree may be removed or altered by order of the director or, if the director is unavailable, a responsible member of the police, fire, parks and recreation, or public works department. In such event, a report shall be made to the commission describing the conditions and necessity of such an order. (Ord. 1057 §

**11.06.080 Appeal.**

Any person may appeal the decision of the director to the commission by filing an appeal in writing with the director no later than 5:00 p.m. of the tenth calendar day after the decision. The director shall set the matter for review by the commission at its next regular meeting and provide notice by mail of the commission hearing to the appellant and applicant at least five (5) days prior thereto.

The determination of the commission shall become final and conclusive in ten (10) days if no appeal is filed. Destruction, removal or other work on a protected tree shall not commence until after the ten (10)-day period has passed, or, if any appeal is filed, until the decision of the city council. During the period between the action of the commission and the end of the ten (10)-day appeal period, any person may appeal such action to the city council. Such appeal shall be in writing and shall be filed with the city clerk. During the same period the city council, on its own motion, may suspend the order of the commission for the purpose of reviewing the action of the commission. A permit shall be valid for six (6) months after the date it is issued. Under exceptional circumstances, the director may issue one six (6)-month extension. (Ord. 1470 § 1, (1992); Ord. 1598 § 1 (part), (1998))

**11.06.090 Tree requirements and reforestation.**

(a) Whenever the development or redevelopment of a single family home, duplex, apartment house or condominium results in any increase in lot coverage or habitable space (as defined by Chapter 25 of this code), the property shall be required to meet the following requirements:

- (1) One landscape tree for every One thousand (1,000) square feet of lot coverage or habitable space for single family homes or duplexes;
- (2) One landscape tree for every two thousand (2,000) square feet of lot coverage for apartment houses or condominiums.

Lot coverage and habitable space shall include both existing and new construction. The director shall determine the number of existing trees which are of an acceptable size, species and location to be counted toward this requirement. Any additional trees which are required shall meet the standards for replacement trees set forth in subsection (b) below.

(b) Permits for removal of protected tree(s) shall include replanting conditions with the following guidelines:

- (1) Replacement shall be three (3) fifteen (15)-gallon size, one twenty-four (24)-inch box size, or one thirty-six (36)-inch box size landscape tree(s) for each tree removed as determined below.
- (2) Any tree removed without a valid permit shall be replaced by two (2) 24-inch box size, or two (2) 36-inch

box size landscape trees for each tree so removed as determined below.

(3) Replacement of a tree be waived by the director if a sufficient number of trees exists on the property to meet all other requirements of the Urban Reforestation and Tree Protection ordinance.

(4) Size and number of the replacement tree(s) shall be determined by the director and shall be based on the species, location and value of the tree(s) removed.

(5) If replacement trees, as designated in subsection (b)(1) or (2) above, as applicable, cannot be planted on the property, payment of equal value shall be made to the city. Such payments shall be deposited in the tree planting fund to be drawn upon for public tree planting. (Ord. 1470 § 1, (1992); Ord. 1492 § 3, (1993); Ord. 1598 § 1 (part), (1998))

**11.06.100 Penalty.**

In addition to any other penalties allowed by law, any person removing or pruning a tree in violation of this ordinance is liable to treble damages as set forth in Section 733 of the Code of Civil Procedure of the State of California. Damages for this purpose shall be replacement value of the tree as determined by the International Society of Arboriculture Standards. (Ord. 1470 § 1, (1992); Ord. 1598 § 1 (part), (1998))

## Project Comments

**Date:** June 13, 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, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, and Special Permits for vehicular access with the 20' setback adjacent to south property line & for building height within 100' of south property line for a new multiple family residential project with 268 apartment units in two 5-story buildings and 22 two-story townhome condominiums at **1008-1028 Carolan & 1007-1025 Rollins Road, zoned C-2 with R-4 Overlay, APN: 026-240-290, -340, -360, -370 (Revised Plans date stamped June 13, 2014)**

**Staff Review:** June 16, 2014

Responses to previous comments are acceptable. As the project provides 100 percent LID treatment, further review and comments will be provided by the stormwater division.

The City is requesting a ten feet wide sanitary easement running parallel to Toyon Drive and from the back of the Toyon Drive properties within the project site. A new sanitary sewer main pipeline would be installed within the ten feet easement. City staff will contact project applicant to discuss the details of this easement.

**Reviewed by:** V V

**Date:** 6/19/2014

## Project Comments

**Date:** June 13, 2014

**To:**

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

**From:** Planning Staff

**Subject:** Request for Environmental Review, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, and Special Permits for vehicular access with the 20' setback adjacent to south property line & for building height within 100' of south property line for a new multiple family residential project with 268 apartment units in two 5-story buildings and 22 two-story townhome condominiums at **1008-1028 Carolan & 1007-1025 Rollins Road, zoned C-2 with R-4 Overlay, APN: 026-240-290, -340, -360, -370 (Revised Plans date stamped June 13, 2014)**

**Staff Review:** June 16, 2014

1. Issues #1-6 have been adequately addressed as noted in Seidel Architects recent correspondence dated May 12<sup>th</sup>, 2014.
2. The designers have addressed the accessibility of necessary fire equipment (ladders specifically) to the both interior courtyards. Additionally, designers have agreed to provide additional standpipe connections to the interior courtyards.
3. Fire apparatus surface shall approved by the Central County Fire Department prior to installation.

**Reviewed by:**



**Date:**

16 June 14

## Project Comments

**Date:** March 10, 2014

**To:**

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

**From:** Planning Staff

**Subject:** Request for Environmental Review, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, and Special Permits for vehicular access within the 20' setback adjacent to south property line for building height within 100' of south property line at **1008 – 1028 Carolan Avenue & 1007 – 1025 Rollins Road, zoned C2 with R4 overlay, APN: 026-240-290, - 340, - 360, -370**

**Staff Review:** March 10, 2014

1. The building shall be equipped with an approved NFPA 13 or 13R 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 apartments 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 apartment.
7. The overall design of the apartment complex with an interior podium will be difficult for fire department access and rescue. Ladder and rescue efforts are hindered by the design and could place significant delays in a given rescue scenario.

**Reviewed by:** 

**Date:** 24 Mar 14

# CITY OF BURLINGAME

City Hall – 501 Primrose Road  
Burlingame, California 94010-3997



## COMMUNITY DEVELOPMENT DEPARTMENT

Planning Division  
PH: (650) 558-7250  
FAX: (650) 696-3790

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**Date:** February 6, 2015

**To:** Office of Planning and Research, Responsible Agencies, Trustee Agencies, Organizations, and Interested Parties

**From:** City of Burlingame, Community Development Department

**Subject:** **Notice of Availability of a Draft Environmental Impact Report**  
for the Carolan Avenue/Rollins Road Residential Development Project

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Project Description: The City of Burlingame has completed a Draft Environmental Impact Report (EIR) for the proposed Carolan Avenue/Rollins Road Residential Development Project (Project) in the City of Burlingame (City). The project proposes to redevelop a 5.4-acre site with 290 residential units (22 townhouses and 268 apartment units). The site is currently developed with eight, one-story buildings that are used as automobile repair, rental and sale facilities. The project also includes parking facilities, pedestrian/bicycle amenities, common outdoor areas and open space, recreational areas, and a community room.

Project Location: The project site is comprised of four parcels [Assessor Parcel Numbers (APNs): 026-240-290, -340, -360, and -370] located at 1008-1028 Carolan Avenue and 1007-1025 Rollins Road in the City of Burlingame. The project site is rectangular shaped and bounded by multi-family residences (Northpark Apartments) to the north, Rollins Road to the east, single- and multi-family residences to the south, and Carolan Avenue to the west.

Public Review Period: The Draft EIR is being distributed for a 45-day public review and comment period beginning on **Friday, February 6, 2015** and ending on Monday, **March 23, 2015**. The Draft EIR is available for review at the City's website ([www.burlingame.org](http://www.burlingame.org)), the Burlingame Public Library at 480 Primrose Road, Burlingame, CA 94010, or at the Burlingame Community Development Department, Planning Division at the address below.

Readers are invited to submit written comments on the adequacy of the document (i.e., does the Draft EIR identify and analyze the possible environmental impacts and recommend appropriate mitigation measures? Does it consider and evaluate a reasonable range of alternatives?) Comments

are most helpful when they suggest specific alternatives or measures that would better mitigate the significant environmental effects. Please include your name and contact information, and direct your response to this Notice of Availability to:

Kevin Gardiner, Planning Manager  
City of Burlingame, Community Development Department  
501 Primrose Road  
Burlingame, CA 94010  
Phone: (650) 558-7250  
Email: [kgardiner@burlingame.org](mailto:kgardiner@burlingame.org)

Public Hearing:

In addition, the Planning Commission will hold a public hearing to obtain additional comments from the community. The Planning Commission hearing will be held on **Monday, March 9, 2015, at 7:00 PM** in the Council Chambers, Burlingame City Hall, 501 Primrose Road, Burlingame, CA 94010.



**Updated Notice of Completion & Environmental Document Transmittal**

Mail to: State Clearinghouse, P.O. Box 3044, Sacramento, CA 95812-3044 (916) 445-0613  
 For Hand Delivery/Street Address: 1400 Tenth Street, Sacramento, CA 95814

**SCH # 2014062050**

**Project Title:** Carolan Avenue / Rollins Road Residential Development

Lead Agency: City of Burlingame Contact Person: Kevin Gardiner  
 Mailing Address: 501 Primrose Road Phone: (650) 558-7250  
 City: Burlingame, CA Zip: 94010 County: San Mateo County

**Project Location:** County: San Mateo County City/Nearest Community: Burlingame, CA

Cross Streets: Carolan Avenue / Toyon Drive Zip Code: 94010

Longitude/Latitude (degrees, minutes and seconds): 37 ° 35 ' 3.1 " N / 122 ° 21 ' 28 " W Total Acres: 5.4

Assessor's Parcel No.: 026-240-290, -340, -360, andn -370 Section: \_\_\_\_\_ Twp.: \_\_\_\_\_ Range: \_\_\_\_\_ Base: \_\_\_\_\_

Within 2 Miles: State Hwy #: US-101 Waterways: San Francisco Bay

Airports: \_\_\_\_\_ Railways: Caltrain Schools: Burlingame HS & others

**Document Type:**

CEQA:  NOP  Draft EIR NEPA:  NOI Other:  Joint Document  
 Early Cons  Supplement/Subsequent EIR  EA  Final Document  
 Neg Dec (Prior SCH No.) \_\_\_\_\_  Draft EIS  Other: \_\_\_\_\_  
 Mit Neg Dec Other: \_\_\_\_\_  FONSI

**Local Action Type:**

General Plan Update  Specific Plan  Rezone  Annexation  
 General Plan Amendment  Master Plan  Prezone  Redevelopment  
 General Plan Element  Planned Unit Development  Use Permit  Coastal Permit  
 Community Plan  Site Plan  Land Division (Subdivision, etc.)  Other: \_\_\_\_\_

**Development Type:**

Residential: Units 290 Acres 5.4  
 Office: Sq.ft. \_\_\_\_\_ Acres \_\_\_\_\_ Employees \_\_\_\_\_  Transportation: Type \_\_\_\_\_  
 Commercial: Sq.ft. \_\_\_\_\_ Acres \_\_\_\_\_ Employees \_\_\_\_\_  Mining: Mineral \_\_\_\_\_  
 Industrial: Sq.ft. \_\_\_\_\_ Acres \_\_\_\_\_ Employees \_\_\_\_\_  Power: Type \_\_\_\_\_ MW \_\_\_\_\_  
 Educational: \_\_\_\_\_  Waste Treatment: Type \_\_\_\_\_ MGD \_\_\_\_\_  
 Recreational: \_\_\_\_\_  Hazardous Waste: Type \_\_\_\_\_  
 Water Facilities: Type \_\_\_\_\_ MGD \_\_\_\_\_  Other: \_\_\_\_\_

**Project Issues Discussed in Document:**

Aesthetic/Visual  Fiscal  Recreation/Parks  Vegetation  
 Agricultural Land  Flood Plain/Flooding  Schools/Universities  Water Quality  
 Air Quality  Forest Land/Fire Hazard  Septic Systems  Water Supply/Groundwater  
 Archeological/Historical  Geologic/Seismic  Sewer Capacity  Wetland/Riparian  
 Biological Resources  Minerals  Soil Erosion/Compaction/Grading  Growth Inducement  
 Coastal Zone  Noise  Solid Waste  Land Use  
 Drainage/Absorption  Population/Housing Balance  Toxic/Hazardous  Cumulative Effects  
 Economic/Jobs  Public Services/Facilities  Traffic/Circulation  Other: Energy / GHG

**Present Land Use/Zoning/General Plan Designation:**

Land Use: Auto dealership/repair/rental facility Zoning: C-2 with a R-4 overlay GP: Commercial/Service/Special Sales Zoning

**Project Description:** (please use a separate page if necessary)

The project proposes to redevelop a 5.4 acre site with 290 residential units (22 townhouses and 268 apartment units). The apartments are proposed in the northern and central portion of the site, and the townhouses are proposed along the southern portion of the site. The project would also include parking facilities, pedestrian/bicycle amenities, common outdoor areas and open space, recreational areas, and a community room. The project is consistent with existing General Plan land use and zoning designations but requires Conditional Use Permits and Special Permits for multi-family use, a private-lane along the southern boundary line, and an increase in maximum building height on-site.

Note: The State Clearinghouse will assign identification numbers for all new projects. If a SCH number already exists for a project (e.g. Notice of Preparation or previous draft document) please fill in.

**Reviewing Agencies Checklist**

Lead Agencies may recommend State Clearinghouse distribution by marking agencies below with and "X".  
If you have already sent your document to the agency please denote that with an "S".

- |  |  |
|--|--|
| <input type="checkbox"/> Air Resources Board                         | <input type="checkbox"/> Office of Historic Preservation                     |
| <input type="checkbox"/> Boating & Waterways, Department of          | <input type="checkbox"/> Office of Public School Construction                |
| <input type="checkbox"/> California Emergency Management Agency      | <input type="checkbox"/> Parks & Recreation, Department of                   |
| <input type="checkbox"/> California Highway Patrol                   | <input type="checkbox"/> Pesticide Regulation, Department of                 |
| <input checked="" type="checkbox"/> Caltrans District #4             | <input type="checkbox"/> Public Utilities Commission                         |
| <input type="checkbox"/> Caltrans Division of Aeronautics            | <input checked="" type="checkbox"/> Regional WQCB #2                         |
| <input type="checkbox"/> Caltrans Planning                           | <input type="checkbox"/> Resources Agency                                    |
| <input type="checkbox"/> Central Valley Flood Protection Board       | <input type="checkbox"/> Resources Recycling and Recovery, Department of     |
| <input type="checkbox"/> Coachella Valley Mtns. Conservancy          | <input type="checkbox"/> S.F. Bay Conservation & Development Comm.           |
| <input type="checkbox"/> Coastal Commission                          | <input type="checkbox"/> San Gabriel & Lower L.A. Rivers & Mtns. Conservancy |
| <input type="checkbox"/> Colorado River Board                        | <input type="checkbox"/> San Joaquin River Conservancy                       |
| <input type="checkbox"/> Conservation, Department of                 | <input type="checkbox"/> Santa Monica Mtns. Conservancy                      |
| <input type="checkbox"/> Corrections, Department of                  | <input type="checkbox"/> State Lands Commission                              |
| <input type="checkbox"/> Delta Protection Commission                 | <input type="checkbox"/> SWRCB: Clean Water Grants                           |
| <input type="checkbox"/> Education, Department of                    | <input type="checkbox"/> SWRCB: Water Quality                                |
| <input type="checkbox"/> Energy Commission                           | <input type="checkbox"/> SWRCB: Water Rights                                 |
| <input type="checkbox"/> Fish & Game Region #                        | <input type="checkbox"/> Tahoe Regional Planning Agency                      |
| <input type="checkbox"/> Food & Agriculture, Department of           | <input type="checkbox"/> Toxic Substances Control, Department of             |
| <input type="checkbox"/> Forestry and Fire Protection, Department of | <input type="checkbox"/> Water Resources, Department of                      |
| <input type="checkbox"/> General Services, Department of             | <input type="checkbox"/> Other: _____  |
| <input type="checkbox"/> Health Services, Department of              | <input type="checkbox"/> Other: _____  |
| <input type="checkbox"/> Housing & Community Development             |  |
| <input type="checkbox"/> Native American Heritage Commission         |  |

**Local Public Review Period (to be filled in by lead agency)**

Starting Date February 17, 2015 Ending Date April 3, 2015

**Lead Agency (Complete if applicable):**

Consulting Firm: <u>David J. Powers &amp; Associates, Inc.</u>	Applicant: <u>SummerHill Apartment Communities</u>
Address: <u>1871 The Alameda, Suite #200</u>	Address: <u>777 S. California Avenue</u>
City/State/Zip: <u>San Jose, CA 95128</u>	City/State/Zip: <u>Palo Alto, CA 94304</u>
Contact: <u>John Schwarz</u>	Phone: <u>(650) 842-2404</u>
Phone: <u>(408) 454-3425</u>	

Signature of Lead Agency Representative:  Date: 2/13/15

Authority cited: Section 21083, Public Resources Code. Reference: Section 21161, Public Resources Code.

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**Project Title:** Carolan Avenue / Rollins Road Residential Development

Lead Agency: City of Burlingame Contact Person: Kevin Gardiner  
 Mailing Address: 501 Primrose Road Phone: (650) 558-7250  
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**Document Type:**

CEQA:  NOP  Draft EIR NEPA:  NOI Other:  Joint Document  
 Early Cons  Supplement/Subsequent EIR  EA  Final Document  
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 Mit Neg Dec Other: \_\_\_\_\_  FONSI \_\_\_\_\_

**Local Action Type:**

General Plan Update  Specific Plan  Rezone  Annexation  
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 General Plan Element  Planned Unit Development  Use Permit  Coastal Permit  
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 Industrial: Sq.ft. \_\_\_\_\_ Acres \_\_\_\_\_ Employees \_\_\_\_\_  Power: Type \_\_\_\_\_ MW \_\_\_\_\_  
 Educational: \_\_\_\_\_  Waste Treatment: Type \_\_\_\_\_ MGD \_\_\_\_\_  
 Recreational: \_\_\_\_\_  Hazardous Waste: Type \_\_\_\_\_  
 Water Facilities: Type \_\_\_\_\_ MGD \_\_\_\_\_  Other: \_\_\_\_\_

**Project Issues Discussed in Document:**

Aesthetic/Visual  Fiscal  Recreation/Parks  Vegetation  
 Agricultural Land  Flood Plain/Flooding  Schools/Universities  Water Quality  
 Air Quality  Forest Land/Fire Hazard  Septic Systems  Water Supply/Groundwater  
 Archeological/Historical  Geologic/Seismic  Sewer Capacity  Wetland/Riparian  
 Biological Resources  Minerals  Soil Erosion/Compaction/Grading  Growth Inducement  
 Coastal Zone  Noise  Solid Waste  Land Use  
 Drainage/Absorption  Population/Housing Balance  Toxic/Hazardous  Cumulative Effects  
 Economic/Jobs  Public Services/Facilities  Traffic/Circulation  Other: Energy / GHG

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**Project Description:** (please use a separate page if necessary)

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<input type="checkbox"/> Boating & Waterways, Department of	<input type="checkbox"/> Office of Public School Construction
<input type="checkbox"/> California Emergency Management Agency	<input type="checkbox"/> Parks & Recreation, Department of
<input type="checkbox"/> California Highway Patrol	<input type="checkbox"/> Pesticide Regulation, Department of
<input checked="" type="checkbox"/> Caltrans District #4	<input type="checkbox"/> Public Utilities Commission
<input type="checkbox"/> Caltrans Division of Aeronautics	<input checked="" type="checkbox"/> Regional WQCB #2
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<input type="checkbox"/> Coachella Valley Mtns. Conservancy	<input type="checkbox"/> S.F. Bay Conservation & Development Comm.
<input type="checkbox"/> Coastal Commission	<input type="checkbox"/> San Gabriel & Lower L.A. Rivers & Mtns. Conservancy
<input type="checkbox"/> Colorado River Board	<input type="checkbox"/> San Joaquin River Conservancy
<input type="checkbox"/> Conservation, Department of	<input type="checkbox"/> Santa Monica Mtns. Conservancy
<input type="checkbox"/> Corrections, Department of	<input type="checkbox"/> State Lands Commission
<input type="checkbox"/> Delta Protection Commission	<input type="checkbox"/> SWRCB: Clean Water Grants
<input type="checkbox"/> Education, Department of	<input type="checkbox"/> SWRCB: Water Quality
<input type="checkbox"/> Energy Commission	<input type="checkbox"/> SWRCB: Water Rights
<input type="checkbox"/> Fish & Game Region # _____	<input type="checkbox"/> Tahoe Regional Planning Agency
<input type="checkbox"/> Food & Agriculture, Department of	<input type="checkbox"/> Toxic Substances Control, Department of
<input type="checkbox"/> Forestry and Fire Protection, Department of	<input type="checkbox"/> Water Resources, Department of
<input type="checkbox"/> General Services, Department of	
<input type="checkbox"/> Health Services, Department of	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Housing & Community Development	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Native American Heritage Commission	

-----  
**Local Public Review Period (to be filled in by lead agency)**

Starting Date 2/6/15 Ending Date 3/23/15

-----  
**Lead Agency (Complete if applicable):**

Consulting Firm: <u>David J. Powers &amp; Associates, Inc.</u>	Applicant: <u>SummerHill Apartment Communities</u>
Address: <u>1871 The Alameda, Suite #200</u>	Address: <u>777 S. California Avenue</u>
City/State/Zip: <u>San Jose, CA 95128</u>	City/State/Zip: <u>Palo Alto, CA 94304</u>
Contact: <u>John Schwarz</u>	Phone: <u>(650) 842-2404</u>
Phone: <u>(408) 454-3425</u>	

-----  
**Signature of Lead Agency Representative:**  **Date:** 2/3/15

Authority cited: Section 21083, Public Resources Code. Reference: Section 21161, Public Resources Code.

# CALIFORNIA NEWSPAPER SERVICE BUREAU

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Planning - Floor 2  
CITY OF BURLINGAME/COMM. DEV. DEPT.  
501 PRIMROSE ROAD  
BURLINGAME, CA 94010

### COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING  
Ad Description NOA-Draft EIR Carolan/Rollins Res Dev Proj PC  
03.09.15

To the right is a copy of the notice you sent to us for publication in the BOUTIQUE & VILLAGER. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

02/06/2015

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Publication	\$116.00
Total	\$116.00

NPEN 2715252

**CITY OF BURLINGAME**  
City Hall - 501 Primrose  
Road  
Burlingame, California  
94010-3997

**COMMUNITY DEVELOP-  
MENT DEPARTMENT**  
Planning Division  
PH: (650) 558-7250  
FAX: (650) 696-3790

**Date:** February 6, 2015

**To:** Office of Planning and  
Research, Responsible  
Agencies, Trustee Agencies,  
Organizations, and Inter-  
ested Parties

**From:** City of Burlingame,  
Community Development  
Department

**Subject: Notice of Avail-  
ability of a Draft Environ-  
mental Impact Report** for  
the Carolan Avenue/Rollins  
Road Residential Develop-  
ment Project

**Project Description:** The City  
of Burlingame has completed  
a Draft Environmental Impact  
Report (EIR) for the  
proposed Carolan Ave-  
nue/Rollins Road Residential  
Development Project  
(Project) in the City of  
Burlingame (City). The  
project proposes to rede-  
velop a 5.4-acre site with  
290 residential units (22  
townhouses and 268  
apartment units). The site is  
currently developed with  
eight, one-story buildings  
that are used as automobile  
repair, rental and sale  
facilities. The project also  
includes parking facilities,  
pedestrian/bicycle amenities,  
common outdoor areas and  
open space, recreational  
areas, and a community  
room.

**Project Location:** The project  
site is comprised of four  
parcels [Assessor Parcel  
Numbers (APNs): 026-240-  
290, -340, -360, and -370]  
located at 1008-1026  
Carolan Avenue and 1007-  
1025 Rollins Road in the City  
of Burlingame. The project  
site is rectangular shaped  
and bounded by multi-family  
residences (Northpark  
Apartments) to the north,  
Rollins Road to the east,  
single- and multi-family  
residences to the south, and  
Carolan Avenue to the west.

**Public Review Period:** The  
Draft EIR is being distributed  
for a 45-day public review  
and comment period which  
commences on Friday,  
February, 6, 2015 and ends

on Monday, March 23, 2015.  
The Draft EIR is available for  
review at the City's website  
([www.burlingame.org](http://www.burlingame.org)), the  
Burlingame Public Library at  
480 Primrose Road,  
Burlingame, CA 94010, or at  
the Burlingame Community  
Development Department,  
Planning Division at the  
address below.

Readers are invited to  
submit written comments on  
the adequacy of the  
document (i.e., does the  
Draft EIR identify and  
analyze the possible  
environmental impacts and  
recommend appropriate  
mitigation measures? Does it  
consider and evaluate a  
reasonable range of  
alternatives?) Comments are  
most helpful when they  
suggest specific alternatives  
or measures that would  
better mitigate the significant  
environmental effects.  
Please include your name  
and contact information, and  
direct your response to this  
Notice of Availability to:

Kevin Gardiner, Planning  
Manager  
City of Burlingame, Commu-  
nity Development Depart-  
ment  
501 Primrose Road  
Burlingame, CA 94010  
Phone: (650) 558-7250  
Email:  
[kgardiner@burlingame.org](mailto:kgardiner@burlingame.org)

**Public Hearing:** In addition,  
the Planning Commission  
will hold a public hearing to  
obtain additional comments  
from the community. The  
Planning Commission  
hearing will be held on  
**Monday, March 9, 2015, at  
7:00 PM** in the Council  
Chambers, Burlingame City  
Hall, 501 Primrose Road,  
Burlingame, CA 94010.  
2/6/15  
**NPEN-2715252#  
EXAMINER - BOUTIQUE &  
VILLAGER**





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

Site: 1008-1028 CAROLAN AVENUE &  
1007-1025 ROLLINS ROAD, zoned C-2/R-4 Overlay

## **PUBLIC HEARING NOTICE**

The City of Burlingame Planning Commission announces the following public hearing on **MONDAY, MARCH 9, 2015 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Public comment on Draft Environmental Impact Report for a new 268-unit residential apartment building and 22-unit residential condominium project at **1008-1028 Carolan Avenue & 1007-1025 Rollins Road** zoned C-2/R-4 Overlay.

More information and copies of the DEIR can be found at [www.burlingame.org](http://www.burlingame.org) on the Community Development page, Carolan Avenue/Rollins Road Multi-Family Residential Development, or at Burlingame City Hall, 501 Primrose Road, Burlingame, CA. APNs: 026-240-290, -340, -360 & -370.

**Mailed: February 27, 2015**  
(Please refer to other side)

### **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)



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

**PUBLIC HEARING NOTICE AND NOTICE OF AVAILABILITY OF  
FINAL ENVIRONMENTAL IMPACT REPORT**

The CITY OF BURLINGAME PLANNING COMMISSION will hold a Public Hearing to consider an application for development of a new 268-unit residential apartment building and 22-unit residential condominium project at 1008-1028 Carolan Avenue & 1007-1025 Rollins Road, zoned C-2/R-4 Overlay.

The Planning Commission will consider the following applications: Certification of the Final Environmental Impact Report (FEIR) prepared for the project, Condominium Permit, Design Review, Conditional Use Permits for multi-family use and building height, Special Permits for vehicular access within the 20-ft. setback adjacent to the south property line & for building height within 100 ft. of the south property line, Demolition Permit Exception, and Fence Height Exception.

The hearing will be held on **Tuesday, May 26, 2015 at 7:00 p.m.** in the City Hall Council Chambers at 501 Primrose Road, Burlingame, California.

A copy of the FEIR AND application materials for this project may be reviewed prior to the meeting at the Planning Department at 501 Primrose Road, Burlingame, California. More information and copies of the FEIR can be found at [www.burlingame.org/carolan-rollins](http://www.burlingame.org/carolan-rollins)

Mailed: May 15, 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)*

Planning Commission  
City of Burlingame  
501 Primrose Avenue  
Burlingame, CA 94010

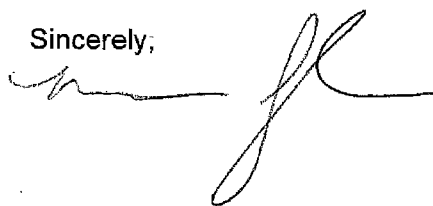
Dear Burlingame Planning Commission,

I am a neighbor of the proposed SummerHill Carolan Ave-Rollins Road project (268 apartments and 22 townhomes) and I support the project for the following reasons:

- Improves property values in our neighborhood — a first rate project with attractive architecture, high-quality building materials, high-end community amenities and interior unit finishes.
- Eliminates the automotive uses in our neighborhood, including parking lots, pole signs, flood lights, noise, and employee and customer parking impacts.
- Extends the Caltrans U.S. 101 sound wall along the project frontage.
- Provides the necessary parking onsite with 466 spaces for the apartments in a 2-level enclosed garage and 58 spaces for the townhomes in 2-3 car garages, totaling 524 spaces, including guest parking. More than 50% of the project will be 1-bedroom units. Street frontage parking on Carolan and Rollins will remain.
- Both the Highway 101/Broadway interchange and Carolan Complete Streets projects will be completed before the SummerHill project. These public projects will improve our existing traffic conditions, and according to the city's traffic studies, the SummerHill project does not create any significant impacts under those future conditions.
- Provides 171 new trees, landscaping, and a public path connecting Carolan to Rollins.

I encourage the Planning Commission to support this project.

Sincerely,

 - 925 Larkspur Dr. Marianne Saucedo

RECEIVED

MAY 21 2015

CITY OF BURLINGAME  
COMMUNITY PLANNING DIV



C-2 / R-4 Overlay



CAROLAN AVE

TOYON DR

AZALEA AVE

**1008 - 1028 Carolan Avenue**  
**1007 - 1025 Rollins Road**

