

CITY OF BURLINGAME

**PLANNING COMMISSION RESOLUTION 2026-__
APPROVING A CONDITIONAL USE PERMIT FOR A RELIGIOUS ASSEMBLY FACILITY USE
WITHIN A 6,259 SQUARE FOOT TENANT SPACE AT 1606 ROLLINS ROAD
PROJECT NO. CUP25-0003**

WHEREAS, an application has been made by The Kastrop Group, Architects, on behalf of Property Owner, Di Maio Family Trust, for a Conditional Use Permit for a religious assembly facility use within a 6,259 square foot tenant space in an existing 12,517 square foot commercial building with 23 parking spaces on a 29,760 square foot site in the I-I (Innovation Industrial) zoning district, APN: 025-252-480; and

WHEREAS, on January 12, 2026, the Planning Commission of the City of Burlingame held a duly noticed public hearing at which time it reviewed and considered the staff report and all other written materials and testimony presented at said hearing; and

WHEREAS, on January 12, 2026, the Planning Commission of the City of Burlingame reviewed and considered a Categorical Exemption under Section 15301 (Class 1(a) - Existing Facilities) for the Project; and

NOW, THEREFORE, the Planning Commission of the City of Burlingame does here by resolve, find, determine and order as follows:

SECTION 1: The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Class 1(a) – Existing Facilities) of the CEQA Guidelines, which interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances are exempt from environmental review.

SECTION 2: City of Burlingame Municipal Code (BMC) authorizes the Planning Commission to grant a Conditional Use Permit upon making certain findings. The Planning Commission finds the following:

CONDITIONAL USE PERMIT FINDINGS (BMC SECTION 25.66.060)

1. *The proposed use is consistent with the General Plan and any applicable specific plan.*

The proposed religious assembly facility use is consistent with the General Plan in that the Innovation Industrial land use designation in the General Plan allows for indoor assembly uses, the proposed use takes place outside of standard business hours, and the proposed use is not disruptive to existing light industrial, logistics, and commercial businesses.

2. *The proposed use is allowed within the applicable zoning district and complies with all other applicable provisions of this Zoning Code and the Municipal Code.*

The proposed religious assembly facility use is allowed with a Conditional Use Permit in the I-I (Innovation Industrial) zoning district and complies with all other applicable provisions of the Zoning Code and the Municipal Code.

3. *The design, location, size, and operating characteristics of the proposed activity will be compatible with the existing and future land uses in the vicinity.*

The design, location, size, and operating characteristics of the proposed religious assembly use will be compatible with the existing and future land uses in the vicinity in that 1) the religious assembly facility (6,259 square feet) consists of converting an existing office space in an existing commercial building, 2) the largest number of visitors will be on site in the evenings on weekdays and on weekends when most of the surrounding light industrial, logistics, and commercial businesses are closed, and 3) all activities will be located indoors.

4. *The site is physically suitable in terms of:*

- a. *Its design, location, shape, size, and operating characteristics of the proposed use to accommodate the use, and all fences, landscaping, loading, parking, spaces, walls, yards, and other features required to adjust the use with the land and uses in the neighborhood;*
- b. *Streets and highways adequate in width and pavement type to accommodate public and emergency vehicle (e.g., fire and medical) access;*
- c. *Public protection services (e.g., fire protection, police protection, etc.); and*
- d. *The provision of utilities (e.g., potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.).*

The site is physically suitable for the religious assembly facility use in that there are no changes proposed to existing site features except a new pedestrian entrance at the rear of the building and a re-stripped parking lot increasing the number of parking spaces from 17 to 23. Rollins Road is an existing roadway that currently accommodates emergency vehicle access, and public protection services and utilities can accommodate the proposed use since these services are currently provided and there is no significant intensification of use that would have an impact on these services.

5. *The measure of site suitability shall be required to ensure that the type, density, and intensity of use being proposed will not adversely affect the public convenience, health, interest, safety, or general welfare, constitute a nuisance, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zoning district in which the property is located.*

The religious assembly facility use will not adversely affect the public convenience, health, interest, safety, or general welfare, constitute a nuisance, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zoning district in which the property is located in that there is no expansion to the envelope of the building, that all activities associated with the religious assembly use will be kept indoors, and that all tenant improvements will be required to comply with applicable requirements of the California Building Code and Uniform Fire Code.

SECTION 3: The Planning Commission of the City of Burlingame after conducting the public hearing **HEREBY APPROVES** CUP25-0003 subject to the following conditions:

CONDITIONS OF APPROVAL

1. The Applicant shall comply with the project description, project plans date stamped November 20, 2025, sheets A.0 through A5.0, and all Conditions of Approval associated

with this permit. Any deviations from the approved project description, project plans, or Conditions of Approval shall require an amendment to the Conditional Use Permit.

2. Prior to the religious assembly facility use operating on the site, the Applicant shall obtain all required building permits for the proposed and previously installed improvements on the site, including the interior improvements, fixed interior seating, and new entry door and stairs at the rear of the building; all required building permits shall be finalized prior to the religious assembly facility use operating on the site.
3. The Conditional Use Permit shall apply only to a religious assembly facility use. All activities associated with the religious assembly use shall occur inside the building; no portion of the exterior of the site shall be used for activities associated with the religious assembly use.
4. Hours of operation for the religious assembly facility use shall be limited to 7:00 p.m. to 10:00 p.m. on weekdays and to 8:00 a.m. to 5:00 p.m. on weekends. A maximum of 60 participants shall be allowed on-site at any given time.
5. The religious assembly facility use shall comply with Burlingame Municipal Code Chapter 10.40 (Radio Interference, Loudspeakers, Etc.). Any amplified noise or music shall be kept at an appropriate level to not create a disturbance or nuisance to the adjacent properties or area. All exterior doors shall remain closed during services, meetings, and activities to reduce potential noise impacts to adjacent properties.
6. A separate Sign Permit shall be required for any exterior signage associated with the religious assembly use. Banners on the exterior of the building are prohibited.
7. The project shall comply with all applicable requirements of the California Building Code and Uniform Fire Code in effect at the time of building permit submittal, as amended by the City of Burlingame.

SECTION 4: The Conditional Use Permit approval shall be subject to revocation if the applicant fails to comply with the conditions listed herein at any time. If, at any time, the Community Development Director or Planning Commission determines that there has been or may be a violation of the findings or conditions of this approval, or of the Zoning Code, a public hearing may be held before the Planning Commission to review this approval pursuant to Burlingame Municipal Code Section 25.88.050. At said hearing, the Planning Commission may add conditions, or recommend enforcement actions, or revoke the approval entirely, as necessary to ensure compliance with the Zoning Regulations, and to provide for the health, safety, and general welfare of the community.

PASSED AND ADOPTED this 12th day of January, 2026.

Chairperson

I, _____, Secretary of the Planning Commission of the City of Burlingame, do hereby certify that the foregoing resolution was introduced and adopted at a regular meeting of the Planning Commission held on the 12th day of January, 2026, by the following vote:

Secretary

Exhibits:

Exhibit A - Project Plans dated November 20, 2025