"The City With a Heart"

Rick Biasotti, Chair
Marie Kayal, Vice Chair
Kevin Chase
Mary Lou Johnson
Sujendra Mishra
Perry Petersen
Joe Sammut

AGENDA

PLANNING COMMISSION MEETING

June 21, 2016

7:00 p.m.

Meeting location: Senior Center, 1555 Crystal Springs Road, San Bruno

Planning Commission meetings are conducted in accordance with Roberts Rules of Order Newly Revised. You may address any agenda item by approaching the microphone until recognized by the Planning Commission Chair. All regular Planning Commission meetings are recorded and televised on CATV Channel 1 and replayed the following Thursday, at 2:00 pm. You may listen to recordings in the Community Development Department. Complete packets are available online at **www.sanbruno.ca.gov** and at the library. In compliance with the Americans with Disabilities Act, individuals requiring reasonable accommodation for this meeting should notify us 48 hours prior to meeting. Notices, agendas, and records for or otherwise distributed to the public at a meeting of the Planning Commission will be made available in appropriate alternative formats upon request by any person with a disability. Please make all requests to accommodate your disability to the Community Development Department 650-616-7074.

ROLL CALL

PLEDGE OF ALLEGIANCE

1. APPROVAL OF MINUTES: April 19, 2016

2. COMMUNICATIONS

3. PUBLIC COMMENT ON ITEMS NOT ON AGENDA Individuals allowed three minutes, groups in attendance, five minutes. If you are unable to remain at the meeting, ask the Recording Secretary to request that the Planning Commission consider your comments earlier. It is the Planning Commission's policy to refer matters raised in the forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Planning Commission from discussing or acting upon any matter not agendized pursuant to State Law.

4. ANNOUNCEMENT OF CONFLICT OF INTEREST

5. CONDUCT OF BUSINESS:

None.

6. PUBLIC HEARING:

A. 260 Del Norte Drive (APN: 017-401-170)
Zoning: R-1 (Single-Family Residential)
Recommended Environmental Determination: Statutory Exemption

Request for a Use Permit to allow a large family daycare operation in a single-family residential zone; per Section 12.84.200 & 12.96.060C.6 of the San Bruno Zoning Ordinance. Yunhan and Michael Shen (Applicant/Owner), **UP-16-010.**

Agenda Posted on: June 17, 2016

7. DISCUSSION

A. CITY STAFF DISCUSSION

B. PLANNING COMMISSION DISCUSSION

8. ADJOURNMENT

The next regular Planning Commission Meeting will be held on July 19, 2016 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Rick Biasotti, *Chair*
Marie Kayal, *Vice Chair*
Kevin Chase
Mary Lou Johnson
Sujendra Mishra
Perry Petersen
Joe Sammut

MINUTES
PLANNING COMMISSION MEETING

April 19, 2016

7:00 p.m.

Meeting location: Senior Center, 1555 Crystal Springs Road, San Bruno

CALL TO ORDER at 7:05 pm.

ROLL CALL

	Present	Absent
Chair Biasotti	X	
Vice Chair Kayal	X	
Commissioner Chase	X arrived 7:24	
Commissioner Johnson		X
Commissioner Mishra		X
Commissioner Petersen	X	
Commissioner Sammut	X	

STAFF PRESENT:
Planning Division:
Community Development Director: David Woltering
Associate Planner: Matt Neuebaumer
Contract Associate Planner: Paula Bradley

ROLL CALL

PLEDGE OF ALLEGIANCE: Commissioner Sammut

1. **APPROVAL OF MINUTES –** None

2. **COMMUNICATION –** None ‘

3. PUBLIC COMMENT – None

4. ANNOUNCEMENT OF CONFLICT OF INTEREST – None

5. PUBLIC HEARINGS:

A. 1701 Earl Avenue (APN: 019-041-010)

Request for a Temporary Use Permit to allow an off-site construction staging area within the Crestmoor neighborhood per Section 12.84.030 of the San Bruno Municipal Code. Castle Companies, Inc. (Applicant), City of San Bruno (Owner) TUP16-001.

Associate Planner Neuebaumer: Presented Staff Report.

Staff recommends that Staff recommends that the Planning Commission approve Temporary Use Permit 16-001 based on Findings of Fact 1-3 and Conditions of Approval 1-14.

Questions for Staff – None

Lou Baldacci, Castle Companies (Applicant): Thanked staff for time spent on the application. The staging area has been a great assistance to them. Stated that he would answer any questions.

Commissioner Sammut: Asked if they understood and accepted the conditions of approval.

Lou Baldacci: Yes. They will be re-introducing the green screening.

Opened Public Hearing

None

Closed Public Hearing

Motion to approve Temporary Use Permit 16-001 based on Findings of Fact 1-3 and Conditions of Approval 1-14.

Commissioner Sammut/Kayal

VOTE:	4-0
AYES:	All Commissioners present
NOES:	None
ABSTAIN:	None

Findings of Fact

1. Will not under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use. (SBMC 12.112.050)

2. Will not be injurious or detrimental to property and improvement in the neighborhood or to the general welfare of the city. (SBMC 12.112.050)

3. Will not be inconsistent with the general plan. (SBMC 12.112.050)

CONDITIONS OF APPROVAL

Community Development

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of Planning Commission approval. Until such time as the Summary is filed, Temporary Use Permit 16-001 shall not be valid for any purpose. Temporary Use Permit 16-001 shall expire one (1) year from the date of Planning Commission approval.

2. The request for a Temporary Use Permit shall be operated according to the plans and written statement approved by the Planning Commission on April 19, 2016, labeled Exhibit C and Exhibit D, except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.

3. Hours of construction shall be limited to 8:00 am – 6:00 pm, Monday through Friday. All construction related activities, including set up, staging, deliveries, etc. shall not occur before 8:00 am or after 6:00 pm Monday through Friday. The operation of any equipment or performance of any outside construction related to the ten replacement homes shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 8:00 a.m. to 6:00 p.m. Community Development Director approval shall be required to deviate from the approved hours of construction.

4. At all times, the storage yard gates shall be secured due to potentially high winds in the neighborhood.

5. The applicant shall maintain the construction staging area in a clean and orderly condition. Any trash, dirt, and debris shall be cleaned on a daily basis. The site shall remain free and clear of weeds.

6. The applicant shall remove all equipment and materials and thoroughly clean the staging area and any immediate properties affected by dust or debris within 30 days after the last Certificate of Occupancy has been issued, or by the end of the allowed one year Temporary Use Permit period, whichever comes first.

7. The applicant shall not perform any maintenance of equipment at the subject site.

8. Loose material shall be covered with a tarp, except during construction hours of Monday to Friday 8:00 am to 6:00 pm. Contractor shall use all best management practices consistent with BAAQMD to minimize dust impacts to nearby residential properties.

9. The City is planning to replace curb, gutter, sidewalk, and construction of new roadways on frontages adjacent to homes within the Crestmoor neighborhood. The timing of this

work may coincide with the construction and completion of the ten single family replacement homes. In the event the applicant damages the existing curb, gutter, sidewalk, driveway approaches, or the existing roadway, the applicant shall reconstruct in a temporary manner to the satisfaction of the City Engineer. In the event the applicant damages the newly constructed curb, gutter, sidewalk, driveway approaches, or the new roadway, the applicant shall reconstruct in a permanent manner to the satisfaction of the City Engineer.

10. The applicant shall comply with all best management practices for stormwater prevention as required by the National Pollutant Discharge Elimination System (NPDES) Permit.

11. A 6'-0" high chain-linked fence shall surround the staging area and shall incorporate green fabric to minimize visual impacts. The fence shall maintain at least a 1'-6" setback along the shared property line between 1701 & 1711 Earl Avenue. The fence shall also be installed in a manner to maintain adequate site distance at the corner of Earl Avenue and Glenview Drive.

12. Address numbers for the property shall be mounted on the exterior of the fence by the entrance and be at least 6" high on a contrasting background, easily visible from the street.

13. The applicant shall provide emergency contact information to the Police Department and list personnel that will be able to respond to the location 24 hours a day and seven days a week, if a problem arises.

14. All construction materials and supplies shall be located on the subject site behind the 6'-0" fence. No construction material or supplies shall be left outside the storage area or on the street.

B. Admiral Court and Commodore Drive in The Crossing (APNs: 020-013-250 and 020-013-260)

Recommended Environmental Determination: a CEQA Addendum was prepared based upon the analysis, findings, and conclusions of the 2015 Supplemental EIR for the U.S. Navy Site and its Environs Specific Plan, adopted by the City of San Bruno on September 8, 2015, as well as those of the 2001 Specific Plan EIR, adopted on January 9, 2001. The Addendum prepared for this project concludes that the proposed Crossing Hotel Project is identical to the hotel assumed in the SEIR analysis; there are no substantial changes to this proposed project; there have been no substantial changes in the circumstances under which the project will be undertaken; and there is no new information that would result in new or substantially more severe impacts of the hotel project, or that new mitigation measures or alternatives are warranted. Accordingly, under section 15162 of the CEQA Guidelines this project relies on the environmental documents cited above and no further CEQA analysis is required.

Request for a Planned Development Permit, Use Permit, Architecture Review Permit to allow the construction of five-story, up to 69'- 4" high in conformance with the Airport Land Use Plan Guidelines and the FAA Regulations, 152-room hotel, with 3,000 square feet of meeting/banquet space and surface as well as below grade parking pursuant to

Chapters 12.96.190, 12.96.200, 12.84.210, 12.108.010 and 12.52 of the San Bruno Municipal Code. OTO Development, LLC (Applicant). PDP15-002, UP15-006, AR15-002

Director Woltering: Introduced project and site history.

Associate Planner Bradley: Presented Staff Report.

Staff recommends that the Planning Commission adopt Resolution 2016-05 adopting an Addendum to a SEIR for the U.S. Navy Site And Its Environs Specific Plan EIR and approve a Planned Development Permit (PDP-15-002), a Use Permit for alcoholic beverage sales (UP-15-006), an Architecture Review Permit (AR-15-002) based on Findings 1-16 and Conditions of Approval 1-188 and a Mitigation Monitoring and Reporting Plan for the property located on Admiral Court and Commodore Drive (Assessor's Parcel Numbers 020-013-250; 020-013-260; and a portion of an adjacent parcel 020-013-220).

Questions for Staff

Commissioner Petersen: Asked for a clarification on the number of findings and about the planned sign program.

Associate Planner Bradley: Clarified that there are 15 findings. The sign program was reviewed by the ARC at the November meeting. The plans for the sign program are included with the packet before the Commission this evening.

Director Woltering: The resolution before the Commission this evening includes the sign program.

Opened Public Hearing

Steve Peters (Applicant): Presented Power Point on the project.

Jim Highbruner (Architect): Presented the design.

Commissioner Petersen: Asked what measures were taken for traffic circulation.

Jim Highbruner (Architect): Clarified circulation and parking around the Hotel.

Public Comments - None

Closed Public Hearing

Commission Comments

Commissioner Sammut: Is pleased with the overall design.

Motion to adopt Resolution 2016-05 adopting an Addendum to a Supplemental EIR (SEIR) for the U.S. Navy Site And Its Environs Specific Plan EIR and approve a Planned Development Permit (PDP-15-002), a Use Permit for alcoholic beverage sales UP-15-006, an Architecture Review Permit (AR-15-002) based on Findings 1-16 and Conditions of Approval 1-188 and a Mitigation Monitoring and Reporting Plan for the property located on

Admiral Court and Commodore Drive (Assessor's Parcel Numbers 020-013-250; 020-013-260; and a portion of an adjacent parcel 020-013-220).

Commissioner Sammut/Chase

Roll Call Vote: 5-0

AYES: Chair Biasotti, Commissioners Sammut, Petersen, Chase, Kayal
NOES: None
ABSTAIN: None

FINDINGS

The required findings are in bold followed by staff's analysis of the merits of the project and how the findings can be made.

With respect to the SEIR, an addendum was prepared for the project, the Planning Commission finds:

1. **Based upon the analysis, findings, and conclusions of the 2015 SEIR, as well as those of the 2001 EIR and the Addendum prepared for the project and comments and testimony received, the Planning Commission hereby finds that the Crossing Hotel Project is identical to the hotel assumed in the SEIR analysis; there are no substantial changes to the project. Furthermore, there have been no substantial changes in the circumstances under which the project will be undertaken. Additionally, there is no new information that would result in new or substantially more severe impacts of the hotel project, or that new mitigation measures or alternatives are warranted. The Crossing Hotel Project therefore meets the requirements for an Addendum and that the Addendum reflects the Planning Commission's independent judgment and analysis.**

The Planning Commission does hereby find this action to be consistent with the project evaluated in the Supplemental EIR and that i) there are no substantial changes to the project which would result in the need for major revisions to that Supplemental EIR, ii) there are no substantial changes with regard to the circumstances surrounding the proposed action which would require major revisions to that Supplemental EIR, and iii) no substantial new information exists which was not previously known which would show that the project has new significant environmental impacts, that the project's identified impacts are substantially more severe than previously disclosed, or that alternatives or mitigation measures previously found to be infeasible are in fact feasible and/or would reduce significant environmental impacts more than previously disclosed, which would require that a new Subsequent or Supplemental EIR be prepared under section 15162 of the CEQA Guidelines.

Overall, based on an examination of the analysis, findings, and conclusions of the 2015 SEIR, as well as those of the 2001 EIR– the potential environmental impacts associated with the Crossing Hotel Project have been adequately analyzed and covered in prior Program EIRs. Each of the above findings provides a separate and independent basis for CEQA compliance. Therefore, no further review or analysis under CEQA is required.

With respect to the **Planned Development Permit**, the Planning Commission finds:

Per Chapter 12.96.190 of the San Bruno Zoning Ordinance a Planned Development Permit is

required for any development within the Planned Development zoning district. In addition, Chapter 12.108 of the San Bruno Zoning Ordinance requires an Architectural Review Permit for a new building, and Chapter 12.84.210 requires a Use Permit to allow alcoholic beverage sales.

2. **The proposed planned development permit is consistent with the previously approved development plan.**
   The subject site is included within the US Navy and Its Environs Site Specific Plan and is zoned P-D Planned Development District. According to Chapter 12.96.200 of the Zoning Code the Zoning Regulations and Development Standards are as set for in the Specific Plan. The Specific Plan designates this site for a high quality hotel with 152 rooms with a maximum height of seven stories and height in compliance with the Federal Aviation Administration (FAA) regulations, 80% maximum lot coverage for structures, minimum 15% landscaping, up to 20,000 square feet of gross leasable space and parking based on the current code requirements (or as reduced by the Planning Commission). The Specific Plan also includes design guidelines for the site relating to building orientation to streets and pedestrian corridors as well as building.

   The proposed building is 99,022 gross square feet in size with five floors, resulting in 1.5 FAR and 25% lot coverage. The proposed building is five stories with the highest point at 69'-4". The proposed building is within with the Specific Plan requirements of seven stories and a maximum height allowed according to the FAA regulations. The project was also referred to the City/County Association of Governments (C/CAG) and it's Airport Land Use Committee (ALUC) for a consistency determination with the ALUCP the San Francisco Airport plan, and the FAA restrictions cited above. The proposed hotel height is consistent with Specific Plan Policy LU1.4 with the implementation of two conditions, for noise attenuation and execution of an Avigation Easement for the benefit of SFO.

   The Crossing Design Guidelines states "Building design features are intended to create a sense of mass and scale compatible with a pedestrian friendly transit-oriented development." The proposed contemporary design includes a readily distinguishable entrance on the northeast elevation oriented towards The Crossing fountain and pedestrian oriented area on Admiral Court. Varied color and materials, recessed windows and architectural details are proposed to break up the mass of the five-story building and provide visual interest for pedestrian/street level as viewed
   from the roadways consistent with Specific Plan Policy CD-1.2 and CD-1.3.

   Landscaping proposed is 15.4%, not including ground cover and turf planted on the adjacent Parcel 2. Trees, shrubs and ground cover are proposed including tree and shrub species suggested in The Crossing landscape planting and Design Guidelines. The proposed hotel size, site, height and building design and landscaping is consistent with the policies and Design Guidelines in the Specific Plan Development Standards for the site. The proposed hotel parking includes a total of 167 parking spaces where one per room is required (107 spaces in a subterranean garage with two levels and 60 surface spaces). Additionally twenty tandem parking spaces and 45 valet parking for larger events. A condition of approval requires roof screening for mechanical equipment to match the exterior of the building.

With respect to the **Architecture Review Permit**, the Planning Commission finds:

3. **That the location, size and intensity of the proposed operation will not create a**

hazardous or inconvenient vehicular or pedestrian traffic pattern, taking into account the proposed use as compared with the general character and intensity of the neighborhood.

Vehicular and pedestrian access to the site is provided from both Admiral Court and Commodore Drive (no direct vehicular access from El Camino Real). The main vehicle and pedestrian entry is enhanced with landscaping and trees and light bollards and decorative pavers. The development will include two 24-foot wide entrance and exit driveways, and will provide the appropriate level of service for the amount of on-site circulation. This development fits in well with the general character and intensity of The Crossing Specific Plan development considered a Transit-Oriented Development, by providing a high-quality hotel along El Camino Real in close proximity to major transportation hubs including SFO, two Interstates (I-380 and I-280) and State Highway 82 and public transit (BART, Caltrain, and SamTrans).

The U.S. Navy Site and Its Environs Specific Plan Design Guidelines states that parking shall not dominate the experience along any pedestrian route, but should be located to the rear of the main building near I-380 and should be shared with other uses to the extent possible. Below grade parking is a preferable design option. The proposed hotel includes a total of 167 parking spaces (107 spaces in a subterranean garage with two levels and 60 surface spaces) including 20 tandem parking spaces. When there is no valet parking and valet parking for larger events. The hotel will provide five short-term bike parking outside the main building entrance and five long-term (lockers) in the parking garage. The proposed project meets the parking requirements of the Specific Plan.

4. **That the accessibility of the off-street parking areas and the relation of parking areas with respect to traffic on adjacent streets will not create a hazardous or inconvenient condition to adjacent or surrounding uses.**

   Vehicular access to the site is from two 24-foot wide driveways, the main entry from Admiral Court and secondary entry-egress from Commodore Drive near the garage. Vehicular access is not provided to the site from El Camino Real. Parking on-site is provided for 167 vehicles. Admiral Court and Commodore Drive also provide vehicular access to the adjacent multi-family housing developments. The accessibility of off-street parking is appropriate for the area. Adequate site visibility will be maintained from the driveways with the required sight-distance clearance.

5. **That sufficient landscape areas have been reserved for the purposes of separating or screening service and storage areas from the street and adjoining building sites, breaking up large expanses of paved areas, and separating or screening parking areas from the street and adjoining building areas from paved areas to provide access from buildings to open areas. In addition, that adequate guarantees are made, such as the filing of a performance bond, to insure maintenance of landscaped areas.**

   The plans call for landscaping along El Camino Real and Admiral Court, as well as along the side property lines and within the interior of the site. The plan proposes a 5’ wide turf along Admiral Court planted with trees and shrubs. Proposed landscaping is 15.4% (15% is required by the Specific Plan), not including ground cover and turf planted on the adjacent Parcel 2. Trees, shrubs and ground cover are proposed including tree and shrub species

suggested in The Crossing landscape design and planting guidelines. Conditions of Approval require that the landscaping and irrigation shall be maintained for the life of the project. The trash enclosure is proposed along the south side of the building within a CMU enclosed with metal doors and roof to match the hotel building. The design is consistent with the design of the building as required in the Crossing Design Guidelines.

6. **The proposed development, as set forth on the plans, will not unreasonably restrict or interfere with light and air on the property and on other property in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof; and is consistent with the design and scale of the neighborhood.**

   The proposed building is five stories with the highest point at 69'-4". The majority of the building is proposed at a height of 67 feet height within the critical surface area. The proposed building is within the specific plan requirements of seven stories and a maximum height allowed according the FAA as specified in the Specific Plan. The proposed building has some variation in building height. The U.S. Navy Site and Its Environs Specific Plan Design Guidelines (Policy DS-1.1) states that the hotel building shall be designed to minimize shadows and encourage light and air exposure. The hotel is consistent as it minimizes shadows with the v-shape, is oriented away from the main entry and towards the parking lot to the east. The proposed hotel size, site, height and building design and landscaping is consistent with the policies and Design Guidelines in the Specific Plan Development Standards for the site. The site is currently vacant and the proposed building will complete the build out of The Crossing development.

7. **That the improvement of any commercial or industrial structure, as shown on the elevations as submitted, is not detrimental to the character or value of an adjacent residential district.**

   The US Navy Site and Its Environs Specific Plan includes a mix of residential and commercial uses. The U. S Navy and Its Environs Specific Plan designates this site for a high quality hotel with 152 rooms with a maximum height of seven stories and height per the Federal Aviation Administration (FAA). A "high quality" hotel is a full service or select service hotel offering guest rooms for overnight stay, meeting facilities, food services and a variety of personal services offered to hotel guests. The proposed hotel is consistent with the land use plan designation of a large high-quality hotel use as the economic cornerstone of the Specific Plan and transit oriented development (Policy LU-1.1). The proposed building will not be detrimental to the adjacent residential district with the inclusion of sound attenuation required for hotel windows and a design that includes minimal windows facing the residential use, a 14-foot high green screen and visual interest on the west façade. The hotel use was planned for the site as part of the U. S. Navy Site and Its Environs Specific Plan and analyzed in the 2001 Specific Plan EIR and the 2015 SEIR, which analyzed a reduced scale and size of the hotel from 500 rooms to 152 rooms.

8. **That the proposed development will not excessively damage or destroy natural features, including trees, shrubs, creeks and rocks, scenic corridors, and the natural grade of the site.**

   The subject site is currently vacant and was previously developed with buildings and surface

parking for use by the US Navy's Western Division Engineering offices. The site does not contain any trees, creeks or scenic corridors. Four existing pine trees on Parcel 2 will be preserved. The proposed development therefore will not damage or destroy any natural features.

9. **That the general appearance of the proposed building, structure, or grounds will be in keeping with the character of the neighborhood, will not be detrimental to the orderly and harmonious development of the city, and will not impair the desirability of investment or occupation in the neighborhood.**

   The site is located within the U.S. Navy Site and Its Environs Specific Plan, adopted in 2001 and amended in 2002, 2005 and 2015. The U. S. Navy Site and Its Environs Specific Plan designates this site for a high quality hotel with 152 rooms with a maximum height of seven stories and height per the Federal Aviation Administration (FAA). The proposed exterior materials, landscaping, and overall building design is high quality and will enhance the overall appearance of the Crossing and the El Camino Real commercial corridor. The project would support the Specific Plan by completing a missing component of the plan that has been envisioned for the past 15 years.

10. **That the proposed development is consistent with the San Bruno General Plan**

    The property is located within the US Navy Site and Its Environs Specific Plan area and is zoned Planned Development. The proposed development is consistent with the Specific Plan and the Development Standards of that plan according to Chapter 12.96.200 of the Zoning Code. The project is consistent with the Visitor Serving land use designation as a commercial hotel and with the Transit-Oriented Development and the FAR as well as that of the Specific Plan.

    Land use POLICY LU-1-1: Establish land uses which are conducive to Transit Oriented Development.

    The development of a hotel on The Crossing Hotel Site has long been a high priority of the City Council and the community, as it is an integral part of the vision for The Crossing as a mixed-use transit-oriented development.

    Land Use POLICY LU 1-2: Establish land uses at an intensity that sustains an active Pedestrian and public transit supportive environment.

    The hotel project is in close proximity to Interstates 380, 280 and State Highway 101 and the San Francisco International Airport. It is also close to BART (approximately 0.5 miles), SamTrans and Caltrain, restaurants, shopping, Bayhill Office Park and many services are within walking distance. A Traffic Demand Management program is required to reduce vehicle trips and to encourage use of public transit. Natural gas shuttles will provide transportation to transit local shopping and eating venues and transit.

    Land Use POLICY LU 1-4 Establish building heights and land use regulations to assure compliance with FAA standards and compatibility with the noise environment.

    The project was referred to the City/County Association of Governments (C/CAG) Airport

Land Use Commission (ALUC) for a height consistency determination. On February 11, 2016 the ALUC Commission determined that the hotel would be consistent with the applicable airport land use policies and criteria contained in the Comprehensive Airport Land Use Compatibility Plan for Environs of San Francisco International Airport (SFO ALUCP) with two conditions met for sound attenuation and with the execution of an avigation easement granted to the City and County of San Francisco as operator of SFO.

Land Use POLICY LU-2.1 Encourage a compatible mixtures of land uses and service facilities which will assure long-term revenue generation, create jobs, and offer a range of housing types, densities and affordability.

If entitlements are approved by the Planning Commission, the hotel would create more than 100 construction jobs in addition to 30-40 ongoing hotel service jobs with what OTO has described as competitive wages and benefits for full-time employees. The property is designated for a hotel use by the Specific Plan and the hotel would generate an estimated one million dollars per year in transient occupancy tax and provide 3,000 square feet of community meeting space. The proposed hotel is consistent with the land use plan designation of a large high-quality hotel use as the economic cornerstone of the Specific Plan and transit-oriented development.

Therefore the project is consistent with the US Navy Site and Its Environs Specific Plan and the San Bruno General Plan.

Community Design Policy CD-1.2 Implement Building form Policies which assure that views from pedestrian land facilities are attractive, varied and stimulating.
And
Community Design Policy CD-1.3 Implement Building Design Standards to create a sense of mass and scale compatible with a pedestrian-friendly transit oriented development.

The proposed contemporary design includes a readily distinguishable entrance on the northeast elevation oriented towards The Crossing fountain and pedestrian oriented area on Admiral Court. Varied color and materials, recessed windows and architectural details are proposed to break up the mass of the five-story building and provide visual interest for pedestrian/street level as viewed
from the roadways consistent with Specific Plan Policy CD-1.2 and CD-1.3.

With respect to the **Use Permit**, the Planning Commission finds that the proposed restaurant with alcohol sales will comply with all the required performance standards of the Municipal Code, under Section 12.84.210. The performance standards are listed in bold followed by staff's analysis:

11. The activity or use does not jeopardize, endanger or result in adverse effects to the health, peace or safety of persons residing or working in the surrounding area. (SBMC 12.84.210.B.1)

The use of the property as a hotel with eating and conference facilities along with a bar serving alcoholic beverages, and the market/pantry retail use selling wine and beer to hotel guests is compatible with surrounding uses, which include other restaurants, retail stores, and

other similar uses.

12. **The activity or use does not result in repeated nuisance activities or police interventions within the premises or in close proximity of the premises, including but not limited to criminal activities, disturbance of the peace, illegal drug activity, public drunkenness, drinking in public, harassment of passersby, gambling, prostitution, sale of stolen goods, public urination, theft, assaults, batteries, acts of vandalism, excessive littering, loitering, graffiti, illegal parking, excessive loud noises, especially in the late night or early morning hours, traffic violations, curfew violations, lewd conduct, or police detentions and arrests. (SBMC 12.84.210.B.2)**

    The sale of alcoholic beverages will be conducted in conjunction with the hotel. The bar/lounge area hours will be 5:00 p.m. to 9:00 p.m. or 10:00 p.m. with periodic hours until midnight in association with special/catering/banquet events such as weddings in the meeting space. The hotel will provide food and alcoholic beverage services for hotel guests and conference and meeting attendees. The hotel will be operated 24 hours a day, but food service will only be available for breakfast (offered in a buffet format) and limited food service will be provided in the bar area in the evening for guests and during catering and banquet events. No entertainment will be provided in the bar/lounge other than televisions and periodic entertainment as provided by catering or banquet guests. No room service will be provided.

    The hotel market/pantry will sell snacks, sandwiches, wine and beer, etc. and sundries to hotel guests. Guests are expected to eat lunch off-site, but some may eat a light meal in the bar area in the evening. The bar is expected to have seating which includes stools and site down tables. Guests will also be able to eat and drink in the outside patio areas near the pool. Bar hours will be approximately 5:00 p.m. until 9:00 to 10 p.m. These hours are not anticipated to pose any operational concerns. The Community Development Director has the ability to call this use permit back to the Planning Commission for review, if he/she finds that the use is negatively impacting the surrounding neighborhood. Therefore, if any unforeseen impacts occur, the use can be further reviewed.

13. **The activity or use does not result in violations to any applicable provision of any other city, state, or federal regulation, ordinance or statute. (SBMC 12.84.210.B.3)**

    By obtaining this Use Permit, and subsequently obtaining approval from the State Department of Alcohol and Beverage Control, the applicant will be in compliance with local and state regulations. As required by the local and state law, the City will issue a “need and necessity” letter to the Department of Alcohol and Beverage Control upon approval of this Use Permit.

14. **The upkeep and operating characteristics of the activity or use are compatible with and will not adversely affect the livability or appropriate development of abutting properties and the surrounding neighborhood. (SBMC 12.84.210.B.4)**

    As stated above, the use of the property as a hotel with eating and conference facilities along with a bar serving alcoholic beverages, and the market/pantry retail use selling wine and beer to hotel guests is compatible with surrounding uses, which include other restaurants, retail stores, and other similar uses. The closest residential neighborhood are the multifamily residential uses adjacent to the hotel, adjacent to and east of the existing restaurant. The

hotel will provide limited food (no restaurant) and serve and sell alcoholic beverages to hotel guests and conference and meeting attendees. The hotel will be operated 24 hours a day, but alcoholic beverages will be provided in the bar area in the evening for guests and during catering and banquet events. No entertainment will be provided in the bar/lounge other than televisions and periodic entertainment as provided by catering or banquet guests. The proposed market/pantry will sell snacks, sandwiches, wine and beer, and sundries to hotel guests. Guests are expected to dine off-site, but some may eat a light meal in the bar area in the evening. Guests will also be able to eat and drink in the outside patio areas near the pool. The hotel will provide limited food (no restaurant) and alcoholic beverage services for hotel guests and conference and meeting attendees. No room service will be provided. The bar/lounge area hours will be 5:00 p.m. to 9:00 p.m. or 10:00 p.m. with periodic hours until midnight in association with special/catering/banquet events such as weddings in the meeting space. The number of employees is expected to be approximately 30-40, 75% fulltime.

15. **The applicant for a liquor license receives a Letter of Public Convenience or Necessity issued by the City of San Bruno for an application which would tend to create a law enforcement problem, or if issuance would result in or add to an "Undue Concentration" of licenses, required due to either of the following conditions:**
    a. **The applicant premises are located in a crime reporting district that has a twenty percent greater number of reported crimes in a geographical area within the boundaries of the city than the average number of reported crimes as determined from all crime reporting districts within the jurisdiction of the San Bruno Police Department that are identified by the department in the compilation and maintenance of statistical information on reported crimes and arrests. (SBMC 12.84.210.5.a)**
    b. **The applicant premises are located in an area of Undue Concentration, which is defined to exist when an original application or premises-to-premises application is made for a retail on-sale license in a census tract where the ratio of existing on-sale retail licenses to population in the census tract exceeds or will exceed the ratio of retail on-sale licenses to population in San Mateo County. (SBMC 12.84.210.5.b)**

Although the project site is located in a crime-reporting district that has a 20% greater number of reported crimes in a geographical area within the boundaries of the City than the average number of reported crimes in the City, the restaurant is located in an area designated for a 152-room hotel use according to the US Navy Site and its Environs Specific Plan. It is adjacent to a land use designation of ECR Commercial Overlay (Restaurant and Retail/Office uses) and to the east across El Camino Real, a regional commercial/shopping center (The Shops at Tanforan) which typically have a higher crime rate than other districts. A large percentage of the crimes reported are not related to alcohol use but are related to the commercial uses typical of a shopping center. Staff acknowledges that this hotel with meeting rooms for events such as conferences and weddings, with a bar with limited food service and no entertainment other than TVs, a small retail shop selling wine, beer, snacks and sundries to hotels guest, no on-site restaurant, and serving alcohol associated with on-site conferences and weddings, has reduced concerns. This use although it may result in more calls related to alcohol use is not expected to result in repeated calls and should nuisance concerns result from this activity, the Community Development Director has the ability to call this use permit back to the Planning Commission for review. Therefore, should unforeseen negative impacts occur, the permit may be revoked. The application project site is not located in an area of

"Undue Concentration" of on-sale retail licenses.

I. General Conditions
Community Development Department

1. All conditions of approval herein shall apply to the project in its entirety, regardless of the individual department under which the condition is listed. These conditions of approval and any other conditions associated with any further approvals of the OTO Development, LLC, The Crossing Springhill Suites hotel project, shall run with the land, and any and all successors in interest of the property shall comply with all conditions of said approval.
2. After the close of escrow, the developer shall indemnify, defend, and hold harmless the city, its officers, employees and agents, from any and all claims and lawsuits from third party(s) involving or related to the city's consideration and/or approval of the developer's application for development.
3. The project shall be built substantially in compliance with the plans reviewed by the Planning Commission on April 19, 2016, labeled "Springhill Suites", except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require review and approval by the Community Development Director.
4. Applicant shall obtain a City of San Bruno building permit before construction can proceed.
5. Prior to Certificate of Occupancy, all pertinent Conditions of Approval, Mitigation and Monitoring measures and all improvements shall be completed to the reasonable satisfaction of the City of San Bruno. A temporary Certificate of Occupancy (TCO) will be considered for stocking, placement of furnishings and training.
6. Applicant/developer shall provide evidence of an ingress/egress easement for the privately owned streets within The Crossing (Admiral Court and Commodore).
7. Applicant/developer shall provide evidence of a maintenance and ingress/egress agreement for separately owned Assessor's Parcel Number (APN): 020-013-220.
8. The project shall comply with all aspects of the 2013 California Building Code.
9. The applicant shall pre-wire conduits to allow for adaptation for solar.
10. Sustainability Requirements:
    a. Install a minimum of 6,000 square feet of solar photovoltaic panels on the rooftop or an alternative photovoltaic system that meets the requirements of the environmental document (SEIR adopted September 8, 2015).
    b. Improve the building envelope energy efficiency 15% over 2013 Title 24 standards understanding that the "envelope" is defined as the exterior walls, roof and fenestration;
    c. Incorporate high efficiency lighting (such as LEDs, metal halide post top, metal halide cobrahead or cutoff lights, or high pressure sodium cutoff lights) into public areas, such as parking lots, garages, and other exterior areas to achieve at least 15% lighting energy reduction compared to the use of mercury cobrahead lights;
    d. Install energy efficient appliances that comply with the most recent U.S. EPA Energy; Star criteria, including refrigerators, dish washers, fans, and clothes washers;
    e. Incorporate water conservation strategies, including the installation of low flow faucets, toilets, and showers, as well as water efficient irrigation-systems;
    f. Institute recycling and composting services which is expected to achieve at least a 10% reduction in waste disposed.
11. The applicant/owner shall enter into a shared parking agreement with the adjacent restaurant located in the El Camino Real Commercial Center (Jack's Restaurant). Although the hotel meets the parking requirements for on-site hotel guest parking and for the meeting space, off-site parking could be negotiated to meet the needs of event parking between the two

properties. An executed copy of the agreement shall be provided to the Community Development Director for review and approval prior to occupancy.

The shared parking agreement shall be structured in a manner that only extra capacity parking between the users would be offered for shared use. It is understood that the individual uses must satisfy their respective parking requirements in accordance with City standards and approvals first, and only during periods when parking demand is less and extra parking capacity is available, would shared use of parking be considered to the satisfaction of the Community Development Director.

Public Services

12. New driveway approaches shall be installed in accordance with the City Standard Details.
13. San Bruno Water Division will operate and maintain water facilities up to the water meters. The Applicant shall design and construct water facilities according to San Bruno Standard Details and Specifications. During construction, only San Bruno Water Division water personnel will be allowed to operate existing water facilities including water valves to facilitate any shut-downs required for construction.
14. All private utilities (storm, sanitary, water, electric, gas, etc.) and private street facilities within the development shall be maintained and repaired by the Applicant and its successors and shall be memorialized in maintenance and operations agreement.
15. No fences, retaining walls, permanent structures or trees/landscaping with deep root structures shall be placed or constructed within public easements or public right of way.
16. Water efficient irrigation systems shall be used throughout all landscaped areas in accordance with the State of California Model Water Efficient Landscape Ordinance.
17. Project shall incorporate landscaping that minimizes irrigation and runoff, promotes surface infiltration, minimizes the use of pesticides and fertilizers, and incorporates other appropriate sustainable landscaping practices such as Bay-Friendly Landscaping.
18. The project geotechnical report shall confirm existing soils types and the Ksat rate, if applicable. It shall also include seasonal high groundwater levels.
19. The Geotechnical Engineer who prepared the geotechnical report shall review all improvement plans prior to submittal of plans to the City and conduct any inspections, testing or other actions during construction that are called for the geotechnical report.
20. If the geotechnical report reveals significant future settlement will occur, all surface drainage systems shall be designed to provide positive drainage after settlement, and shall be satisfactory to the City Engineer.

II. <u>Prior to Building Permit Issuance</u>

Community Development

21. Applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within thirty (30) days of Planning Commission approval. Until such time as the Summary is filed, Planned Development Permit (PDP15-002), Conditional Use Permit, (UP15-006) and Architectural Review Permit (AR15-002) shall not be valid for any purpose. The entitlements will become effective simultaneously with close of escrow. Construction documents shall be submitted, reviewed and a Building Permit ready for issuance at the close of escrow. The Building Permit must be issued and construction work commenced within 30 days of the close of escrow.
22. The Planned Development Permit, Conditional Use Permit, and Architectural Review Permit shall expire if the Purchase and Sale Agreement (PSA) is terminated or if there is a default on the PSA.

23. The signed copy of the Conditions of Approval shall be photocopied and included as a full size page in the Building Division set of drawings.
24. Prior to securing a building permit, the applicant, owner, and general contractor shall meet with Planning, Building, and Public Services staff to ensure compliance with the conditions of approval during the construction process.
25. Provide exit analysis including computation, calculating size, travel distance and location of requires exits on all floors. Means of egress shall comply with 2013 California Building Code, Chapter 10. Remove all accessory use areas and remove and relocate access doors to the commercial trash room in exit passageway.
26. Provide Civil drawings clearly showing locations of existing and proposed utilities.
27. A detailed recycling and garbage plan shall be approved by the Community Development Director, the Building Department, the Fire Marshal, and Recology. (Also see MMRP Utilities and Service Systems Mitigation Measure 17.c.)
28. All proposed business identification signs shall require prior city approval and the approved Master Sign Program in accordance with Chapter 12.104 of the Municipal Code.
29. The applicant shall file the required materials for the review and approval of a Lot Line Adjustment to merge the two parcels (APN: 020-013-250 and 020-013-260) according to SBMC Chapter 12.52. The Lot Line Adjustment is required to be completed and recorded prior to the issuance of building permit or close of escrow, whichever occurs first.
30. All roof mechanical equipment shall not be higher in elevation that the closest top of parapet measured perpendicularly from the equipment or be screened from public view in accordance with SBMC Chapter 12.84.180.1 and shall be submitted for review and approval by the Community Development Department Director.
31. Applicant shall submit a final landscaping and irrigation plan for staff's review and approval. The landscape shall include three inches of mulch to retain soil moisture, and be maintained weed free condition and plants not in a healthy thriving condition or dead shall be replaced.
32. The use of irrigation for landscape improvements shall contain either drip irrigation or low-flow overhead sprinklers. All trees shall be irrigated by bubblers. Trees shall be irrigated on a separate valve than other plant material. All irrigation valves shall contain a gate valve prior to the valve to allow for isolation and valve maintenance.
33. The applicant shall submit a detailed construction and staging plan including methods and means for providing pedestrian protection and security during construction that shall be reviewed and approved by the City Engineer and Chief Building Official.
34. A plan showing the location of any temporary contractor's storage yard or construction trailer on the property, including security fencing, lighting and worker vehicles parking, shall be submitted to the Community Development Director for approval prior to installation and prior to building permit issuance.
35. Off-site construction staging requires the submittal of an application for a Temporary Use Permit to be reviewed and approved by the Planning Commission.
36. Prepare a detailed construction plan identifying the schedule for major noise-generating construction activities. The construction plan shall identify a contract person and a procedure for coordination with the occupants of nearby noise-sensitive facilities so that construction activities can be scheduled to minimize noise disturbance. The plan shall stipulate the measure that result in compliance with the noise ordinance. (Also see MMRP Noise Mitigation Measure 12.a.)
37. Submit a complete Geotechnical analysis/report at the time of building permit submittal for the review and approval of the Building Official. Applicant shall implement the recommendations of a geotechnical report by a registered Geotechnical Engineer. The geotechnical investigation shall provide data to evaluate the geotechnical conditions of the site and provide seismic,

landslide and mudslide evaluation and recommendations and recommendations for appropriate soil engineering to reduce seismic hazards.

38. A Soils Report shall be submitted to the Building Division for review and approval.
39. A Grading and Drainage Plan shall be submitted to the Building Division for review and approval.
40. A Shoring Plan and a dewatering plan shall be submitted to the Building Division for review and approval.
41. Subterranean parking requires a hydrology report with recommendations for means / methods of addressing ground and storm water collection in parking areas.
42. Sound attenuation to be provided to reduce interior noise levels from exterior sources to CNEL 45 db or lower. (Also see MMRP Hazards and Hazardous Materials Mitigation Measure 8.e.)
43. Avigation easement to be granted to the City and County of San Francisco as operator of SFO. The avigation easement to be used in fulfilling this condition is provided in Appendix G of the SFO ALUCP. (MMRP Hazards and Hazardous Materials Mitigation Measure 8.e.)

Public Services

44. Prior to the issuance of any permits, certificates of insurance shall be provided to the City verifying that both the Applicant and any contractors have general liability insurance. The amount and type of insurance shall be reviewed by the City and shall be sufficient to cover damages that may result from construction and operations. The insurance limits shall be as required by the City Attorney. Combined single limit coverage and the policy shall be subject to review and approval of the City Attorney.
45. Applicant shall hold a preconstruction conference with City staff. The Applicant shall arrange for the attendance of the construction managers, contractor, and all subcontractors who are responsible for installing public improvements, grading and erosion control measures.
46. The Applicant shall pay all required utility fees and post all applicable bonds for infrastructure improvements to be dedicated to the City.
47. At the time that any building permit is issued for any new building, the Applicant shall pay for all current, on-site service connection fees (including but not limited to Water and Wastewater).
48. The Applicant shall dedicate on all pertinent maps any and all public utility easements required for all public utilities on on the parcels.
49. The applicant shall submit a Traffic Control Plan for the construction period to the satisfaction of the City Engineer prior to construction related activities.
50. Existing on-street parking shall not be negatively impacted by project construction without permission from the Public Services Department.
51. The Applicant shall provide the name and 24-hour emergency phone number of the contact person in charge of construction.
52. The Applicant shall apply for an Encroachment Permit from the Public Services Department for work, including any traffic control, in the public right-of-way, City easements or property in which the City holds interest.
53. The Applicant shall install traffic signage and striping throughout the project. A STOP sign or a Yield sign with appropriate pavement legends shall be installed at the project exits using thermoplastic materials and to the satisfaction of the City Engineer.
54. Property Owner shall enter into a Maintenance Agreement with the City to ensure long-term maintenance and servicing by the Property Owner of stormwater site design and treatment control measures according to the approved Maintenance Plan(s). The Maintenance Agreement shall be recorded against the property.
55. A Maintenance Plan for every stormwater treatment control measure or applicable site design measure, inclusive of maintenance and inspection checklists and Maintenance Inspection Report Forms, shall be submitted to the City for review and approval prior to issuance of a

grading permit. A copy of the final, approved Maintenance Plan(s) shall be made a part of the Maintenance Agreement. A copy of the final, approved Maintenance Plan(s) shall also be on file with the Engineering Division.

56. Haul routes within San Bruno for construction shall be reviewed and approved by the City Engineer, via the City's transportation permit.
57. The Applicant shall apply for and obtain a City Grading Permit. Rough and Finished Grading Plans shall be prepared by a California licensed Civil Engineer.
58. Prior to the issuance of grading permit, the applicant shall provide Public Services Department with a plan indicating the amount of soil to be removed, disposal sites, the estimated number of truck trips required and the proposed haul routes. Final haul route within San Bruno shall be approved by the City Engineer. (Also see MMRP Air Quality Mitigation Measure 4.A-2 and 4.A.3.)
59. The grading plans shall minimize the need for off haul from the Project Site. Design shall incorporate all elements of the applicable geotechnical report(s) and include a construction stockpile plan in compliance with all Best Management Practices (BMPs). The grading plans shall be considered and signed by the Geotechnical Engineer indicating that plans are in compliance with the geotechnical report and be subject to review and approval of the City Engineer.
60. The Applicant shall receive approval of the stormwater management plan from a third-party reviewer appointed by the City prior to building permit issuance. The Applicant shall pay the entire cost of the third-party review.
61. Applicant shall prepare a Stormwater Management Plan (SWMP) that illustrates full compliance with Section C.3 of Order R-2-2009-0074 (NPDES Permit No. CAS612008) and compliance with the San Mateo Countywide Pollution Prevention Program (SMCWPPP). (MMRP Hydrology and Water Quality Mitigation Measure 9a and 9c.)
62. Grading plans with appropriate erosion control measures shall be required for the development. Grading plans shall show all adjacent properties sufficiently to assure that the proposed grading does not negatively impact adjacent lands and shall incorporate drainage features necessary to assure continued drainage without erosion and drainage entering from adjacent properties. (Also see MMRP Air Quality Mitigation Measure 4.A-2 and 4.A-3.)
63. A Storm Water Pollution Prevention Plan (SWPPP) shall be submitted to the City of San Bruno and the Regional Water Quality Board subsequent to the approval and issuance of grading and building permits, and prior to the approval of the Improvement Plans. (Also see MMRP Hydrology and Water Quality Mitigation Measure 9a and 9c.)
64. Prior to the issuance of a grading permit, Applicant shall obtain from the California State Water Resources Control Board a General Construction Activity Storm Water Permit under the National Pollutant Discharge Elimination System (NPDES), if applicable. Applicant shall comply with all requirements of the permit to minimize pollution of storm water discharges during construction activities. The permit shall include any work by public and/or private utilities performing work on behalf of Applicant, if applicable. (Also see MMRP Hydrology and Water Quality Mitigation Measure 9a and 9c.)
65. Temporary erosion control structures shall remain in place until the site is completely developed. A Maintenance Plan shall be submitted to the City Engineer indicating contractor responsibility for complying with the erosion control plan for the duration of the construction project. The Maintenance Plan shall include dust control, but is not limited to BMP's as outlined in the Storm Water Pollution Prevention Plan (SWPPP), and shall be to the satisfaction of the City of San Bruno and meet all Regional Water Quality Control Board (RWQCB) requirements. (Also see MMRP Hydrology and Water Quality Mitigation Measure 9a and 9c.)

66. The erosion control plan sheets shall be included as separate, numbered sheets in the grading plan of the improvement plans. The Applicant shall pay for implementing the erosion control measures depicted on the plan.
67. All drainage improvements shall be to the satisfaction of the City Engineer.
68. Backflow protection on water services shall be required. The backflow preventer shall be above grade, and shall be located on private property, accessible to Public Services staff from the outside for testing and subject to the City Engineer's approval.
69. Regarding grading, area drain grates in landscaped or dirt areas shall be cast iron, and shall be a minimum of 0.75 square foot in area.
70. All sidewalks, curb & gutter shall be monolithic, and all transverse grades shall be 2%. Gutters shall have grades that create positive flow into the City's stormwater system. If applicant/developer creates any ponding within the public right-of-way, the applicant/developer is fully responsible for the repair; if the applicant/developer contributes, the applicant/developer pays a proportionate share of costs for repair.
71. Roof drains shall drain away from the building and be directed to landscaping or a stormwater treatment measure.
72. All measures checked "yes" in Worksheets listed in the C.3 and C.6 Development Review Checklist shall be strictly adhered to. Measures shall be clearly labeled and dimensioned on the Improvement Plans.
73. Roof leaders and downspouts to the treatment measures shall be clearly shown on the Improvement Plans.
74. Appropriate sizing calculations for biotreatment measures shall be shown on the improvement plans.
75. Any street lighting or utilities located within biotreatment areas shall be verified and approved by City.
76. On-site storm drain inlets shall be clearly marked with the words "No Dumping! Flows to Bay," or equivalent using thermoplastic material or a plaque.
77. Trash storage areas, wash areas, loading docks, repair/maintenance bays, and equipment or material storage areas and fueling areas shall be completely covered and asphalt bermed to ensure that no stormwater enters the covered area. Covered areas shall be sloped to drain to area drains connected to the sanitary sewer system.
78. Interior level parking garage floor drains, and any other interior floor drains, shall be connected to the sanitary sewer system, subject to the local sanitary sewer agency's authority and standards.
79. Swimming pools, hot tubs, spas and fountains shall have a connection to the sanitary sewer, subject to the local sanitary sewer agency's authority and standards. This connection could be a drain in the pool to the sanitary sewer or a cleanout located close enough to the pool so that a hose can readily direct the pool discharge into the sanitary sewer cleanout.

Fire Department

80. Safety plan for construction process to be approved by the Fire Marshal prior to building permit issuance.
81. FDC/double-detector check valves and fire hydrant locations to be approved by Fire Marshal.
82. Building water flow requirements for fire suppression to comply with CFC Appendix B.
83. Provide NFPA 13 Fire Sprinkler system to be installed throughout building and garages. System under separate fire permit.
84. Fire Sprinkler system to include Class I combination standpipe connections with 21/2 inch Fire Department threading at each stairwell and floor landing, and to include roof access points. In addition, combination standpipe connections to be provided throughout building in protective cabinets (stairwell and roof level standpipes may be exposed). Where the most remote

portion of a sprinklered floor or story located in excess of 200 ft (61m) of travel distance from a required exit containing or adjacent to a hose connection, additional hose connections shall be provided, in approved locations.

85. Provide signage to identify location of garage standpipes.
86. Standpipe devices to each provide min. 250 gallons per minute at 20 PSI.
87. Building fire sprinkler system Fire Department Connections (FDC's) shall be located on the address side of the building in an approved locations. Separate double detector check valves (DDCV's) with incorporated FDC's for the building shall be provided.
88. In lieu of a fire sprinkler bell, an exterior rated horn/strobe shall be mounted eight (8) feet above grade immediately adjacent to the building's FDC.
89. Fire hydrant locations and distribution to comply with CFC Appendix C.
90. Addition of new hydrants and/or modification to existing hydrants to be performed under separate fire permit.
91. Hydrants to be a Clow 960 model. City hydrants to be yellow. Private hydrants to be white.
92. Elevators: Shunts to be removed. Sprinklers omitted from elevator shafts, with the exception of the bottom of the shafts. Sprinklers to also be omitted from electrical rooms. Provide smoke detectors on top of shafts and equipment rooms. Sprinklers to be provided at bottom of elevator shafts in accordance with SBMC section 607.6 and 903.3.1.1.1.
93. Stairwells shall be numbered to coincide with elevator locations as feasible.
94. Include comments in elevator and fire sprinkler notes on respective plans.
95. Provide Fire Alarm system throughout building and parking garage. System to be submitted under separate fire permit.
96. The fire sprinkler system shall be monitored by an approved fire alarm system which reports to a UL listed central station.
97. The fire alarm system shall be a UL Certified installation.
98. Fire alarm system to utilize horn strobe units in place of bells.
99. A master graphic annunciator panel shall be provided in the FACP room or in a clearly visible location in the lobby showing the building in alarm and type of alarm.
100. An automatic smoke detection system that activates the occupant notification system shall be installed throughout all interior corridors serving sleeping units.
101. Sleeping unit percentage designated by numbers in accordance to CFC 2013 Table 907.5.2.3.3 shall supply the proper number of visible alarm notification appliances, to be activated by both the in-room smoke alarm and building fire alarm system.
102. FACP Room to contain, or be immediately adjacent to, an exterior door.
103. Provide approved unit numbering.
104. Smoke control system (if applicable) for lower garage floors to allow for fire department override and control.
105. Unit building address numbering system will require approval of both the Fire Marshal and Building Official.
106. All rooms to be identified by use. Use min. 3 inch high lettering.
107. Garage exit signs to be visible and not obstructed.
108. Provide Fire Lane marking and signage plan.
109. Knox Boxes shall be provided at each main stairwell entrance, and at the pool gate along Commodore Drive. Two sets of keys to be provided for each Knox Box.
110. Fire extinguishers shall be mounted in cabinets and shall not be obstructed or obscured from view.
111. Manually operated flush bolts or surface bolts not permitted except storage room and /or utility rooms.
112. The unlatching of any door in exit paths shall not require more than one operation.

113. In the event of power failure, an emergency electrical system shall automatically illuminate the means of egress.
114. Exit and exit access doors shall be marked by approved exit signs readily visible from any direction of egress travel.
115. Exit signs shall be internally or externally illuminated at all times: signs shall be connected to an emergency power system that provides illumination for not less than 90 minutes in case of primary power loss.
116. FACP and other utility rooms to be identified on entry door faces.
117. Main meeting room to have occupancy posted.
118. Electrical service equipment must have a 36 inch working space at all times.
119. All drapes, hangings, curtains, upholstered fabric furniture, and other decorative material that would tend to increase the fire and panic hazard shall be made from a non-flammable material or shall be treated and maintained in a flame-retardant condition with a flame-retardant rating approved by the State Fire Marshal. Insure that ratings meet California standards.
120. Commercial cooking equipment that produces grease laden vapors will be provided with an automatic fire extinguishing system rated and labeled for its intended use.
121. Any roof access hatches shall be shall be code compliant.
122. Stairwell emergency exit doors to be labeled to not block on the exterior door surfaces.
123. Provide details that proper isolation for exit pathway shall be maintained past kitchen prep area on ground floor.
124. Provide nine sets of 8 ½ x 11 inch laminated, color-coded, floor plans and site plans as required by Fire Marshal. To be supplied with electronic file back-up.
125. Emergency Vehicle Access (EVA) paths to be rated for 60,000 lb. vehicle load.
126. Path of travel to be adequate to reach the interior West courtyard (by pool) from street level with a rescue ladder measuring 20 feet, 2 inches (bedded length of a 35 foot extension ladder) in length without obstruction, other than required gates needed to secure pool.

Police Department

127. Addressing:

    Address numbers for the business are to be on a contrasting background, easily visible from the street. The address numbers also must be visible at night.
128. Lighting:
    a. Parking lots and associated garages, driveways, circulation areas, aisles, passageways, recesses, and grounds contiguous to buildings shall be provided with lighting of sufficient wattage to provide adequate illumination to make clearly visible the presence of any person on or about the premises during the hours of darkness.
    b. All exterior doors shall have their own light source which will adequately illuminate entry/exit areas at all hours in order to:
        i. Make any person on the premises clearly visible.
        ii. Provide adequate illumination for persons entering and exiting the building.
129. Landscaping:
    a. Landscaping shall be of the type and situated in locations to maximize observation while providing the desired degree of aesthetics. Security planting materials are encouraged along fence and property lines and under vulnerable windows. Landscaping shall not conceal doors or windows from view, obstruct visibility of the parking lot from the street or business buildings, nor provide access to the roof.
130. Line of sight/natural surveillance:

a. Stairwell landings shall allow for a sixty-inch turning radius for use by the police and fire departments or accordance with applicable Fire and Building Codes.
b. Single and double binned trash enclosures should be located at the perimeter of the parking lot or contiguous to exterior building doors.

131. Parking structure:
   a. Metal halide, or other bright white light source, should be utilized. No foot candles less than the Building Code should exist inside the structure.
   b. Alcoves and other visual obstructions that might constitute a hiding place should be eliminated whenever structurally possible. Pillars, columns and other open construction should be utilized over a solid wall design.
   c. Bars or grating should be utilized to impede pedestrian access to the structure from ground-level openings. Landscaping contiguous to this grating should be the type that does not block natural light fenestration into the garage.
   d. CCTV surveillance should be utilized throughout the structure, including the garage.
132. Signage/parking lot:
   a. All entrances to parking areas shall be posted with appropriate signs per 22658(a) CVC, to assist in removal of vehicles at the property owners/managers request.
   b. All handicap parking stalls shall be appropriately painted and marked as per the California Vehicle Code.
   c. Designated fire lanes shall be properly painted and signage that reflects the red zone is a fire lane, for proper enforcement purposes.
   d. Compact-parking spaces shall be clearly marked on the pavement.
133. Permits and licenses:
   a. The applicant must obtain an A.B.C. license to sell alcohol on the premises and comply with all their rules and regulations.
134. Miscellaneous:
   a. It is highly recommended that the applicant consider installing a video surveillance system in the public areas and the garage that is capable of recording and saving any crimes that are committed on the premises.
   b. The applicant is responsible to submit emergency contact information to the police department for after hour's emergency contact.
   c. All new buildings shall have approved radio coverage for emergency responders within the building based upon existing coverage levels of the public safety communications systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communications systems. According to Section 510.1 of the California Fire Code, Emergency Responder Radio Coverage.
   d. Include a keyless entry for FOB option for first responders to the building and parking garage on a 24 hour basis.

San Bruno Cable

135. If a trench for underground utilities is otherwise needed, the developer / contractor shall be responsible for labor and construction to provide two SCH40 2-inch conduits connecting the building's MPOE to one of the San Bruno Cable's existing utility boxes located on Commodore Drive. San Bruno Cable would be responsible for pulling the fiber cables to the MPOE.
136. Should the developer choose to use San Bruno Cable's service in the future any infrastructure beyond the MPOE would need to be provided by the developer.

Improvement Plans

Public Services

137. An improvement plan for public improvements shall be submitted by the Applicant to the City for review, comment and approval. The improvement plans shall include public streets, sidewalks, sewers, storm drains, water, electrical, streetlights, other utilities, and landscaping.
138. Improvement Plans must be prepared pursuant to the City of San Bruno Municipal Code (Muni Code), State Law and Regulations and Standard Engineering Practice, where the Muni Code shall govern in the event of a conflict.
139. Applicant shall provide copies of written permission to construct within existing private property and/or private easements and to connect to existing private utility systems.
140. Applicant shall pay a deposit to the City in the amount of $10,000 at the time Improvement Plans are submitted to the City for review. Actual costs for staff time shall be deducted from this deposit. From time to time the City may require payment of additional deposit amounts to ensure that there are adequate funds available to pay for City services. At the end of the project, any remaining deposit amount will be refunded.
141. Storm drainage improvements including any storm drain pump station shall be privately owned and maintained. Storm drain facilities and laterals, including those within existing private storm drain easements shall be privately owned and maintained. Applicant shall provide to City evidence or copies of written permission from owner of existing private storm drain facilities allowing connections proposed by Applicant.
142. The street storm drain system shall be designed to withstand a 25-year storm. The 100 year storm shall be contained within the right-of-way.
143. Hydraulic calculations for design of the storm drain system prepared by a registered civil engineer shall be submitted for City review and approval at the time that the improvement plans are submitted. The Applicant's design professional shall evaluate the project's impact to the City's storm drainage system and shall substantiate their conclusions with drainage calculations to the satisfaction of the City Engineer.
144. All project stormwater runoff shall be treated to meet C.3 requirements of the Municipal Regional Permit.
145. Interceptors or other storm pollution control systems per NPDES requirements shall be installed for storm water from roadways that are not filtered by vegetated swale or other biological pretreatment facilities.
146. A final hydrology and hydraulic report prepared by a qualified California Registered Civil Engineer shall be submitted to the City for review and approval to demonstrate full compliance with drainage system design requirement. Post-construction runoff into the storm drain shall not exceed pre-construction runoff levels.
147. In conjunction with submittal of Grading Plans, the Applicant shall file a Notice of Intent for storm water discharge with the Regional Water Quality Control Board. A copy of the filing shall be submitted to the City Engineer as part of the required Improvement Plans for the site.
148. Joint trenches under sidewalks may include telephone, City of San Bruno (CSB) Cable TV, electrical, communication, and gas lines. The trench width and depth shall be to the standards of the utility companies and to the satisfaction of the City Engineer. Utility clearances between utility mains, San Bruno Cable TV, sewers, structures or other objects shall be to the satisfaction of the City Engineer and comply with San Bruno Standard Specification 33 10 50 of the City Standard Specifications.
149. Prior to approval of the improvement plans, the Applicant shall provide written approval of the development improvement plans from all affected utility companies, including, but not limited to, Pacific Gas and Electric, CSB Cable TV and Telephone demonstrating their review and approval of the proposed improvements.

150. Applicant shall submit any project phasing (if applicable) with the Improvement Plans.
151. Applicant shall indicate the number of sewer laterals required for the Project. Laterals are considered at the discretion of the City Engineer.
152. Any plans must be prepared to standard engineering practice and the City of San Bruno Municipal Code (Muni Code). In the event of conflict, the Muni Code shall govern unless approved by the City Engineer.
153. All Improvement Plans shall be submitted on 22”x34” standard plan sheets. Scale shall be sufficiently large for clarity and review. Street Improvement Plans and Profiles shall have a minimum of 1”=20’ scale. The Site Plan and Grading Plans shall have a minimum scale of 1”=40’.
154. The Applicant shall submit engineered Improvement Plans (including specifications & engineers cost estimates) for approval by the City Engineer, showing the infrastructure necessary to serve the Development. The Improvement Plans shall include, but are not limited to, all engineering calculations necessary to substantiate the design, proposed roadways, drainage improvements, utilities including City Cable TV service, traffic control devices, retaining and/or sound walls, waterlines, sanitary sewers, and storm drains, street lighting, common area landscaping and other project improvements.

Construction Process

Community Development

155. Any removal or demolition which may impact any amount of ACM shall be performed by a registered CalOSHA asbestos abatement contractor in compliance with CalOSHA and Bay Area Air Quality Management District (BAAQMD) standards.
156. Construction hours for the OTO Development Springhill Suites hotel project shall be limited to the hours between 7:00 a.m. and 6:00 p.m. for interior work and between 8:00 a.m. and 6:00 p.m. for exterior construction and vibration generating activity or more restrictive hours as determined through the approval process. Interior construction work shall be allowed on Saturdays 9:00 a.m. to 6:00 p.m. Exterior work on Saturdays between 9:00 a.m. and 6:00 p.m. and interior construction work on Sundays between 9:00 a.m. to 6:00 p.m. could be allowed (no Sunday exterior work) with written permission from the Community Development Director, requested one week in advance. Otherwise, construction and work shall be prohibited on weekends and holidays.
157. Height shall be verified and e-filed according to the FAA requirements within 5 days after the construction reaches its greatest height (FAA Form 7460-2 Part 2) and evidence of FAA approval provided to the Community Development Department Director. The FAA “Determination of No Hazard to Air Navigation” letter dated 12/11/15 for the hotel and letter dated 11/30/15 for the construction (crane) during construction. The hotel determination expires on 6/11/17 and the crane determination on 5/30/17, unless construction is commenced. (Also see MMRP Hazards and Hazardous Materials Mitigation Measure 8.e.)
158. “A height survey shall be required prior to the roof framing inspection and prior to building permit final. The height survey shall be conducted by a State Licensed Surveyor.”

Public Services Department

159. Traffic control, regulatory, warning, guide signs and markings (including fire hydrant pavement markers) shall be installed in conformance with the California Manual of Uniform Traffic Control Devices, and as directed and approved by the City Engineer.
160. City streets shall not be closed permanently during construction of the project and a process shall be put in place so sufficient notification is given to the neighborhood.

161. Applicant shall coordinate installation of stormwater treatment measures with the City and shall arrange to have a municipal Special Inspector or designated third party inspector present at the time of installation. Applicant shall be responsible for all fees associated with special stormwater inspections during construction.
162. Applicant shall arrange and pay for final inspection of installed treatment measure by City's Special Inspector within 45 days of installation or project construction completion, whichever comes first.
163. Periodic site inspection shall be provided by a Geotechnical Engineer at the Applicant's expense during trenching and backfill operations. The Geotechnical Engineer shall take compaction tests, and shall submit test results to the Public Services Department.

Fire Department

164. Fire Department access shall be maintained throughout construction, with a minimum of 20 feet of width at all locations along route.

III. Prior to Occupancy

Community Development

165. All pertinent conditions of approval mitigation monitoring measures, and all improvements shall be completed to the satisfaction of the City of San Bruno.
166. The applicant shall meet with staff and Recology regarding regularly scheduled trash, recycling, and compost collection.
167. Applicant shall submit documentation to the Building Department that the materials have been recycled in accordance with the approved Recycling and Garbage Plan. (Also see MMRP Utilities and Services Systems Mitigation Measure 17.c.)
168. The Avigation easement granted to the City and County of San Francisco as operator of SFO shall be executed and recorded and a copy of the stamped recorded document provided to the Community Development Department. (MMRP Hazards and Hazardous Materials Mitigation Measure 8.e.)
169. A height survey shall be required prior to the roof framing inspection and prior to building permit final. The height survey shall be conducted by a State Licensed Surveyor.
170. The hotel shall submit a draft Traffic Demand Management Plan (TDM) with measures as described in the San Mateo County Congestion Management Plan to reduce peak hour trips resulting from the project for the review and approval of the Community Development Department Director. The project already includes TDM measures such as providing two dedicated natural gas shuttles (or other equivalent powered shuttle system with the same level of service such as shuttles with other local hotels) to serve travelers from the San Francisco airport to the hotel and other local destinations; bicycle facilities including five short-term bicycle spaces (bike racks) and five long-term bicycle spaces (bicycle lockers) and showers and changing rooms for employees. Additional measures shall include but not be limited to:
    a. Transit Subsidy for Employees – Each employee would be provided with a Clipper card. This will familiarize employees with available public transportation options.
    b. Distribute Transportation Information – Each employee would be provided an informational package regarding alternate means of transportation in the immediate area.
    c. On-site Ride Share Program – Each employee will be provided information on how to coordinate with other employees to share rides and carpool. Additionally, an information board will be installed in the break room where ride share and carpool information can be posted.

d. The owner/operator/tenant(s) shall provide annual reports to the Community Development Department for the first five years, and every other year thereafter, describing the on-going implementation of the TDM measures selected for the project. If after five years the program is working effectively achieves the TDM goals and with the Community Development Director's permission, the annual reports requirement can be terminated.

The TDM Plan measures shall offset the 91 peak hour trips generated in the SEIR traffic analysis (Table 4.C-3, US Navy Plan and its Environs Specific Plan SEIR, dated May 2015).

Public Services

171. Within six months of Certificate of Occupancy, the Applicant shall retain a Civil Engineer to prepare "as-built" or "record" construction drawings, and the drawings shall be submitted in AutoCAD and PDF formats.
172. Within six months of Certificate of Occupancy, the Applicant shall prepare "Maintenance and Responsibility" drawings and shall be submitted in AutoCAD and PDF formats.
173. For all work to be dedicated to the City, Applicant shall provide six printed copies and one digital copy of any operations and maintenance manuals with all certifications, warranties, guarantees, and any permits to outside agencies e.g. the State Department of Water Resources Department (DWR).
174. Upon completion of construction, the Applicant shall repair any public or private improvements damaged by construction operations to the conditions existing prior to project construction, but not prior to Temporary Occupancy Permit (TCO) and to the satisfaction of the City Engineer.

Police Department

175. Include a keyless entry for FOB option for first responders to the building and parking garage on a 24 hour basis.
176. As required per Section 510.1 of the California Fire Code, applicant/developer shall demonstrate radio coverage throughout the building exists at the same level of coverage outside of the building.

<u>On-Going</u>

Community Development

177. All trash, recycling, and composting bins shall remain inside of the trash room located within the building until the time of collection. At no time shall trash, recycling, or composting bins be stored within the public right-of-way, or be visible from the public right-of-way. Regular pick up service shall be scheduled.
178. Applicant shall comply with all requirements of San Bruno Municipal Code Chapter 5.16 regarding procedures for regulating and abating graffiti. Applicant shall install measures reasonably related to the control of graffiti and/or the mitigation of the impacts of graffiti, including, without limitation, the following:
    a. Applicant or owner shall immediately remove any graffiti at the property;
    b. Right of access by City forces to remove graffiti;
    c. The applicant/developer/operator shall apply paints or materials to match the existing paint color and sheen to cover or remove graffiti.;
    d. Installation and use of landscaping so as to screen or to provide a barrier to the surface or structure;
    e. Installation and use of additional lighting;
    f. Applicant or permittee shall store on site with sufficient matching paint and/or anti-graffiti material on demand for use in the abatement of graffiti.

179. The applicant shall implement the Parking and Transportation Demand Management plan approved by the Community Development Director. On an annual basis the Owner/Operator/Tenant shall submit a report to the Community Development Department for the first five years, and every other year thereafter, describing the on-going implementation of the Parking and Transportation Demand Management measures selected for the project. Any changes to the Parking and Transportation Demand Management plan shall require approval in writing from the Community Development Director.
180. The landscaping shall be maintained in a health growing condition and any plants that are dead or not thriving shall be replaced.
181. The landscape shall be maintained in a weed free healthy growing condition, and plants not thriving or dead shall be replaced. After one year of occupancy the landscaping shall be inspected by a qualified landscape architect who shall verify the landscape condition and make recommendations in a memo report to be submitted to the Community Development Director.
182. Traffic Demand Management Plan: the owner/operator/tenant(s) shall provide annual reports to the Community Development Department for the first five years, and every other year thereafter, describing the on-going implementation of the TDM measures selected for the project.

Public Services

183. Property Owner shall be responsible for conducting all servicing and maintenance as described and required by the stormwater treatment measure Maintenance Plan(s). Maintenance of all site design and treatment control measures shall be the owner's responsibility.
184. Approved Maintenance Plans shall be kept on-site and made readily available to maintenance crews. Maintenance plans shall be strictly adhered to.
185. By April 1 each year, Maintenance Inspection and Servicing Reports for the stormwater treatment systems shall be submitted to the City for the previous calendar year (January 1 through December 31).
186. Site access shall be granted to representatives of the City, the San Mateo County Mosquito and Vector Control District, and the Water Board, at any time, for the sole purpose of performing operation and maintenance inspections of the installed stormwater treatment systems. A statement to that effect shall be made a part of the Maintenance Agreement recorded for the property.
187. Property Owner shall be required to pay for all municipal inspections of installed stormwater treatment systems as required by the Regional Water Quality Control Board or the City.

Fire Department

188. Required means of egress shall be continuously maintained free of obstructions.

6. DISCUSSION

A. CITY STAFF DISCUSSION:

None

B. PLANNING COMMISSION DISCUSSION:

Commissioner Petersen: Asked for an update on the construction of the Plaza at 418 San Mateo Drive.

Director Woltering: Staff anticipates the applicant will come back to the Commission for a further extension. Currently Staff is working with the applicant on the shoring and dewatering plan. Staff anticipates issuing a building permit this summer.

8. ADJOURNMENT

Meeting was adjourned at 8:00 pm

David Woltering Secretary to the Planning Commission City of San Bruno	**Rick Biasotti**, Chair Planning Commission City of San Bruno

NEXT MEETING*:* May 17, 2016

CITY OF SAN BRUNO **COMMUNITY DEVELOPMENT DEPARTMENT**

567 El Camino Real
San Bruno, CA 94066
Voice: (650) 616-7074
Fax: (650) 873-6749
www.sanbruno.ca.gov

STAFF
David Woltering, AICP, *Community Development Director*
Mark Sullivan, AICP, *Long Range Planning Manager*
Michael Smith, *Senior Planner*
Matt Neuebaumer, *Associate Planner*
Paula Bradley, AICP, *Contract Associate Planner*
Matt Jones, *Contract Assistant Planner*
Marc Zafferano, *City Attorney*

PLANNING COMMISSION,
Rick Biasotti, *Chair*
Marie Kayal, *Vice Chair*
Kevin Chase
Mary Lou Johnson
Sujendra Mishra
Perry Petersen
Joe Sammut

PLANNING COMMISSION
STAFF REPORT
AGENDA ITEM NO. 6.A.
June 21, 2016

Project Address: 260 Del Norte Dr.
Assessor's Parcel No: 017-401-170
Application No.: UP-16-010
Zoning District: R-1 (Single Family Residential)
General Plan Classification: Low Density Residential
Project Applicant: Yunhan and Michael Shen (Owners)
Staff Contact: Matt Jones, (650) 616-7089

REQUEST

Request for a Use Permit to allow a large family daycare operation in a single-family residential zone; per Section 12.84.200 & 12.96.060C.6 of the San Bruno Zoning Ordinance. Yunhan and Michael Shen (Applicant/Owner), **UP-16-010**

RECOMMENDATION

Staff recommends that the Planning Commission approve Use Permit 16-010 based on Findings 1-4 and Conditions of Approval 1-24.

PROJECT DESCRIPTION

The primary daycare provider, Yunhan "Rachel" Shen, proposes to enlarge the existing small family daycare facility at 260 Del Norte Drive to care for up to 14 children. A use permit is required for a large family daycare facility (more than eight children) in a residential zone, as well as approval by the State of California ("State"). The applicant will not expand or alter the home beyond the requirements listed in the conditions of approval—therefore a building permit is not required. The applicant expects to have a total of 10 children (11 including her own) in her care at any one time and does not anticipate reaching the 14-child maximum. The applicant currently cares for six children, all of whom are under six years of age (which is the maximum for a small family daycare facility for this age group). Two are under two years of age—also the maximum permitted by the State. With a large family daycare, either three or four children under the age of two years old would be permitted, depending on whether the daycare has 12 or 14 children. See the attached document under Exhibit C labelled "California Family Child Care Staffing Ratio and Capacity" for more information. The applicant and her husband, Michael, are expecting a child in August, and their child would count towards the allowable limit of six children under six years old for a small family care. Additionally, they have received interest from three families—San Bruno residents—who would like to place a child in their program. Therefore, the applicant would like to expand from a small family daycare to a large one, which would allow them up to 12 children under six years old, with no more than four under the age of two.

The applicant cares for small children, between the ages of one to three-and-a-half years old. The applicant will operate the large family daycare in the same manner as the current small family daycare. The current hours of operation are Monday through Friday from 8:00am to 6:30pm. Currently children are dropped off from 8-9:30am. The children are picked up from 5:00pm-6:30pm. With the proposed expansion, the applicant will expand drop-off times to 7:30am and pick-up times to 6:40pm. According to the submitted operational statement there will be no more than two children dropped off at the same time. Staff has added a condition of approval requiring the applicants to have expanded drop-off and pick-up times to have no more than two cars every 20 minutes for drop off.

Daycare activities are conducted on the upper floor of the single family home. The backyard and deck are not accessible to the children because the homeowners have a steep slope, which would present a safety concern. Therefore all activities will remain indoors. The owners will continue this practice with the expansion of the daycare. Staff has not received any complaints regarding excess noise generated by the current small daycare facility as the children are indoors. There is no state law requiring large family daycares to provide outdoor time for children.

REVIEWING AGENCIES

Fire Department
Public Services Department
Community Development Department

LEGAL NOTICE

1. Notices of public hearing mailed to owners of property within 300 feet on Friday, June 10, 2016.
2. Advertisement published in the San Mateo Daily Journal on Saturday, June 11, 2016.

ENVIRONMENTAL ASSESSMENT

This project is Statutorily Exempt per the California Environmental Quality Act (CEQA) Guideline 15274: Large Family Day Care Homes.

EXISTING CONDITIONS

The subject property is located on the east side of Del Norte Drive between Amador Avenue to the north and Monterey Drive to the south. This is a steeply-sloped rectangular-shaped lot with a total size of 5,356 square feet. The property is currently developed with a two-story residence, which includes a two car garage on the first story. The applicant has been operating a small daycare facility at this location since August 2015. The Code Enforcement Division has not received a code enforcement complaint regarding this small daycare facility to date.

SURROUNDING LAND USES

North: Amador Avenue – R-1 (Single Family Residential)
South: Monterey Drive – R-1 (Single Family Residential)
East: Monterey Drive – R-1 (Single Family Residential)
West: Tulare Drive – R-1 (Single Family Residential)

PUBLIC COMMENT

Staff received comments from four neighbors in support of the project and four neighbors in opposition to the project. Of these comments, five were received via phone call and three via email. All written comments are included in Exhibit F with the exception of one comment, due to a request of anonymity. All comments are summarized below.

Staff sent an initial 300' courtesy notice for the project on May 5, 2016. Two neighbors responded to this notice and sent a total of four emails regarding this project and staff responded. Their primary concerns were regarding traffic and parking, as well as ensuring the children had sufficient outdoor play time. One of the neighbors had issue with the aesthetic appeal of the home.

In response to these comments, staff worked with the applicant on a revised statement which was sent to neighbors within 300' on May 27, 2016. One neighbor (different from above) responded to this notice and mentioned traffic and parking issues between 7:30am-9am and 2pm-5pm due to Church of the Highlands pickup and drop off. The neighbor also took issue with the aesthetic appeal of the home. Another neighbor, located on Amador Avenue, noted existing traffic for Portola Elementary and Church of the Highlands schools. He mentioned that cars block driveways in the neighborhood and has concerns about increased traffic in the neighborhood.

The applicant sent a 300' invitation to a neighborhood meet-and-greet to discuss the project. The meeting was held on Thursday, June 2, 2016 from 7pm-9pm, with discussion about the project from 7:30pm-8pm. Two neighbors were in attendance; neither had questions or concerns for staff and were supportive of the project.

The applicants also walked door to door within the 300' radius to speak to each neighbor. They contacted 37 households. After this visit, four neighbors (including two from the neighborhood meet-and-greet) contacted staff in support of the project. They mentioned that the daycare would benefit the neighborhood and the community, and one referred to the parking and traffic plan as "comprehensive". Both adjacent neighbors (to the left and right of the property) commented in support of the project.

Staff sent a legal notice to all property owners within 300 feet of the subject site on June 10, 2016. One comment was received as of the writing of this staff report, which came from a neighbor that had previously written to staff in opposition of the project. His comments were similar to his prior comments, which staff responded to.

PROJECT ANALYSIS

The proposed large family day care is a conditionally permitted use in the R-1 zoning district. There are no proposed changes to the floor plan or exterior of the building. The Fire Department reviewed the application and has conditionally approved it, pending a site inspection as is required per the San Bruno Municipal Code. Public Services and Building Departments have approved the project. The applicant included their response to the Building Department's comments and a revised floor plan as Exhibit E. If any operational issues arise in the future related to the use permit, the Community Development Director has the authority to call the item back to the Planning Commission.

ANALYSIS AND RECOMMENDATION

*Pursuant to the City's Zoning Code, the Commission shall grant the Use Permit if it makes the following findings (required findings are in **bold** followed by staff's analysis of the merits of the project and how the findings can be made):*

1. **The proposed facility meets the locational standards of subsection B:**
    a. **Location within a residential district:**

The subject property is located within the R-1 (Single Family Residential) District, therefore this finding can be made. Staff would like to point out that LUD-10 of the General Plan recommends "revis[ing] the Zoning Ordinance to allow child care services in all residential and commercial zones, so that they are distributed throughout San Bruno to reduce commute times and costs to working parents".

b. **The proposed facility will not result in undue negative impacts upon the neighborhood vicinity. Factors to be considered shall include traffic, parking, noise and the spacing and concentration of similar facilities within the vicinity of the proposed facility. The Planning Commission may impose reasonable conditions in order to mitigate potential undue negative impacts.**

The proposed use will not significantly increase negative impacts with the conditions set forth in this staff report.

As described by the applicant, the subject property is able to accommodate two cars in the garage and two cars in the driveway. Del Norte Drive is located in the Portola Heights area of the city, one of the newer neighborhoods in San Bruno. As such, homes include two-car garages and driveways that meet or exceed the municipal code minimum of 20 feet. Del Norte Drive is not located along a major thoroughfare, though it is bounded by Amador Avenue to the North, which receives cars that are headed to Portola Elementary. While the property is located near Church of the Highlands school, traffic primarily arrives from Sneath Lane and onto Monterey Drive. There have been no neighbor complaints about the existing small family daycare, including traffic and parking comments.

The applicant has prepared a drop-off and pick-up policy, which states that all parents and guardians must use the garage or the driveway of 260 Del Norte Drive when picking up or dropping off their children. Staff has included a condition of approval that allows the City to enforce this rule by requiring the applicant to notify parents and to notify the City of any changes to the schedule. Additionally, parents and guardians shall comply with all traffic laws, and shall not use the neighbors' driveways to turn around. This will ensure that the use does not significantly impact on-street parking, or traffic, and will also ensure the children's safety by not requiring the children to walk on the street to be picked up and dropped off. Staff has also added a condition that the applicant shall have staggered drop-off and pick-up times, and shall revise this schedule during periods of turnover. The applicant has provided a copy of the pick-up and drop-off schedule to staff, which is included in this staff report.

Children will not be allowed to play outside due to the steep slope of the lot. There are no outdoor requirements from the state requiring outdoor time for large family daycares. Since activity will be limited to indoors only, noise should not be a concern for this project.

There are no other large family daycares in the Portola Heights neighborhood. Church of the Highlands also provides childcare and school for children aged one to five, but staff finds that the applicant's Montessori bilingual program would offer a different option for parents.

Lastly, only five large family daycares have been heard before the Planning Commission in the past 10 years. All five were approved, the last coming in 2008. Of these, none are located in the applicant's neighborhood. Additionally, none of the properties have required code enforcement action or required revisions to the original conditions of approval from the Community Development Department.

2. **The operator of the facility will provide an area on the lot for parking or stopping of vehicles to allow children to be picked up or dropped off within thirty (30) minutes before and after the hours of the day when day care will be provided.**

Staff verified during a site visit that the applicant is able to park two cars in the driveway. The applicants have provided pictures showing that the garage is free and clear to park vehicles. The applicants will park their personal cars in the garage, leaving two driveway parking spaces available for drop-off and pick-up purposes. The applicant has expanded their drop-off and pick-up hours to alleviate neighbor concerns about traffic and parking and to ensure that only two cars are dropping off and picking up children at the same time.

3. **The proposed facility complies with applicable off-street parking standards of the zoning ordinance.**

The subject property contains a two-car garage, which meets the Municipal Code requirement for number of covered parking spaces. The driveway is approximately 25' deep, which is sufficient for pick-up and drop-off and exceeds the 20' garage setback for single-family homes. Staff has added conditions of approval to ensure that parking will be off-street to minimize neighborhood impacts.

4. **The proposed facility complies with applicable building and fire code provisions, and with the applicable building standards adopted by the State Fire Marshal.**

Fire Department staff granted conditional approval pending final inspection with additional Conditions of Approval listed below. The applicant has addressed comments from Building—see Exhibit E.

RECOMMENDATION

Staff recommends that the Planning Commission approve Use Permit 16-010 based on Findings 1-4 and Conditions of Approval 1-24.

CONDITIONS OF APPROVAL

Community Development

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary Hearing to the Community Development Department within 30 days of approval. Until such time as the Summary is filed, Use Permit 16-010 shall not be valid for any purpose. Use Permit 16-010 shall expire one (1) year from the date of approval unless the plan is executed.

2. Use Permit 16-010 shall be operated by the owner and any successor in interest, according to plans

approved by the Planning Commission on June 21, 2016, labeled Exhibit D, except as required to be modified by these Conditions of Approval. Any modification to the approved plans or any deviation or change in the business activities shall require prior approval by the Community Development Director. Failure to comply with these requirements may result in the City of San Bruno instituting revocation hearings.

3. Clearly show or provide two (2) means of egress (minimum net clear width of 32") on floors serving the proposed large family day care area in accordance with Section 1015.6 and 1015.7 2013 CBC.

4. Clearly show guards and handrails at elevated decks and stairways in conformance with 2013 CRC R311 and R312 of 2013 CRC.

5. The hours of operation shall be limited to 7:30am to 6:40pm. Any changes from the hours of operation shall require prior authorization of the Community Development Director.

6. The applicant shall submit a business license application with the Finance Department if they have not already done so.

7. Parents and guardians dropping off and picking up children from the home must park in the driveway. Parents and guardians shall obey all traffic laws and not double park nor turn around in neighbors' driveways at any time.

8. If future employees are hired that drive to work, they must receive approval for a revised parking configuration from the Community Development Director.

9. The applicant shall obtain a license from the State of California to operate a large family day care center.

10. The number of children shall be limited to a maximum of fourteen (14) at any one time, including any children that live at the home.

11. The applicant shall park their personal vehicle(s) in the garage during daycare hours. The driveway must be left open for the drop off and pick up of children.

12. Applicant shall stagger drop off and pick up times to the maximum extent feasible.

13. The applicant will revise the pick-up and drop-off schedule as children enroll and leave the program to ensure consistency with a 2-car, 20 minute interval schedule.

14. If the Community Development Department receives a complaint about parents from this large family daycare parking in non-approved locations, the Department has the right to ask the applicant to resubmit their drop-off and pick-up schedule. Further noncompliance from the applicant to adhere to drop-off and pick-up schedule may result in the City revoking the Use Permit.

15. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the Uniform Building Code. The residence must have the ability to park the required number of vehicles in the designated garage area. Failure to conform to this condition is

grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.

16. The Community Development Director may call this use permit project back to the Planning Commission if he/she finds that the business is not complying with the required performance standards or conditions of approval or if unforeseen negative neighborhood impacts result from the project.

Fire

17. Applicant must request a site inspection visit prior to Fire Department clearance.

18. Provide minimum 4" illuminated address numbers.

19. Provide a pull station with a horn and strobe. Obtain fire alarm permit.

20. Provide smoke detectors in all bedrooms and exit corridors/hallways.

21. Provide one fire extinguisher, minimum 2A 10 BC, per floor.

22. No secondary locking devices are permitted on doors.

23. Provide second exit with signage and a minimum 36" wide path to a public way.

24. Provide copy of Community Care Licensing exit plan with all above conditions noted on plans.

EXHIBITS

A: Site Location
B: Photographs
C: Applicant's Support Statement, Qualifying Materials and Pick-Up and Drop-Off Schedule
D: Reduced Plans
E: Applicant's Response to Building Comments
F: Written Public Comments

Exhibit A: Site Location

260 Del Norte Drive
017-401-170
UP-16-010

Exhibit B: Photographs

Subject Site

Property to right

Property to left

Property across the street

Subject's Garage (Outside)

Subject's Garage (Inside)

Exhibit C

Cover Letter

April 5, 2016

To Whom It May Concern,

I would like to submit an application of In Home Large Family Daycare at our home located at 260 Del Norte Drive, San Bruno (I currently have a Small Family Daycare License). With my strong credentials in Montessori Education, I feel confident and eager to serve San Bruno community by providing early childhood Montessori education to children in our neighborhood.

We currently have three children from San Bruno: M L , L F and T Y . However, our capacity still couldn't meet neighborhood's demand. We have following parents from San Bruno neighborhood eager to send their children to our facility:

R N who wants to send his daughter K ,
E and T B want to send their son G ,
V L & S T who live in San Bruno, etc.

The capacity increase of our daycare will benefit the community significantly.

Your consideration and support will be greatly appreciated!

Sincerely,

Yunhan Shen

Yunhan Shen

State of California

Department of Social Services

Facility Number: 414004119

Effective Date: 08/18/2015 Total Capacity: 8

In accordance with applicable provisions of the Health and Safety Code of California, and its rules and regulations; the Department of Social Services hereby issues

this License to

SHEN, YUNHAN

to operate and maintain a

FAMILY DAY CARE HOME

Name of Facility

SHEN, YUNHAN
260 DEL NORTE DRIVE
SAN BRUNO, CA 94066

This License is not transferable and is granted solely upon the following:

MAX. CAP: 6 - NO MORE THAN 3 INFANTS OR 4 INFANTS ONLY. CAP 8 - NO MORE THAN 2 INFANTS, 1 CHILD IN KINDERGARTEN OR ELEMENTARY SCHOOL AND 1 CHILD AT LEAST AGE 6.

Client Groups Served:

CHILDREN / INFANT

Complaints regarding services provided in this facility should be directed to:

CCLD Regional Office (650) 266-8843

P Huffman Smith

Authorized Representative of Licensing Agency

Pamela Dickfoss
Deputy Director,
Community Care Licensing Division

POST IN A PROMINENT PLACE

Requested Information per 12.84.200

1. Physical Floor Plan: see floor plan "Existing Main Floor Plan 1"
2. Site Plan: see "Site Plan"
3. Hours:
   8:00 am – 6:00 pm; Monday, Tuesday, Wednesday, Thursday, and Friday
4. Parking:
   Operator and employee parking: 2 garage parking spots (See "Site Plan" and "Lower Floor Plan")
   Client drop/pickup parking: 2 parking spots on garage driveway (See "Site Plan")
5. Portion of premise to be used by children: see "Existing Main Floor Plan 2"
6. Location of fire extinguisher: located in kitchen (see "Existing Main Floor Plan ")
7. Restroom location for children: the Bathroom next to Hall (see "Existing Main Floor Plan 2")
8. Smoke detectors and Carbon Monoxide Detector (see "Existing Main Floor Plan "):
   One smoke detector located in center of corridor
   One smoke detector located in Hall
   Three smoke detector located in Bedrooms
   One Carbon Monoxide Detector located in Hall

9. Others
   A) Resume of Applicant Yunhan Shen
   B) Certificates of CPR and Preventative Health and Safety for Yunhan Shen & Michael Shen
   C) License to Yunhan Shen to operate a Small Family Day Care Home, issued by CCLD
   D) Master Degree of Yunhan Wang (Shen) in Education
   E) Montessori Early Childhood Credential, issued by American Montessori Society
   F) Marriage Certificate, name changed to Yunhan Shen

Yunhan Shen, M.S.

260 Del Norte Drive
San Bruno, CA 94066

Cell phone: 510-928-4112
E-mail: fangeell@gmail.com

EXPERIENCE

8/2015-Present **Licensee & Teacher,** Fun Learning Montessori Family Day Care, San Bruno, CA

Responsibilities: Serve community by providing early childhood Montessori education to children; Building a strong foundation of the future of the students by promoting love of learning; Provide comprehensive, hands-on Montessori programs to foster and nurture a child's natural curiosity; Build and maintain a safe, clean, educational, and stimulating school environment catering exclusively to 1-6 age group.

1/2015-5/2015 **Teacher,** Bambini Montessori School, San Francisco, CA

Responsibilities included supervision, at all times, of all of the children in her care, teaching Montessori lessons (practical life, English, mathmatics etc) and Mandarin Chinese, ensuring the safety of all children, observations, assessments, parent conferences, portfolio preparation; other necessary duties of a teacher.

6/2012-12/2014 **Teacher,** Mountain Boulevard Montessori Preschool, Oakland, CA

Responsibilities: Provide a Montessori program that supports the individuals needs of the children; Develop interdisciplinary units of instruction that meet the needs of students; Ensure the safety of all children; other necessary duties of a teacher

EDUCATION

M.S., Education (Specialized in Early Childhood),
Oklahoma City University, 8/2010-5/2012
B.S., Management in Business Administration,
Tianjin Polytechnic University, China 9/2007-7/2009

CERTIFICATIONS

- Montessori Early Childhood Credential (American Montessori Society) 2012
- CSET (California Subject Examinations for Teachers) in Chinese 2014
- TESOL (Teaching English to Speakers of Other Languages) Certificate 2011

Certificate of Completion

Yunhan Shen
has completed the requirements for

Infant CPR

conducted by
American Red Cross

Date completed: **07/10/2015**
Validity period: **2 Years**

Certificate ID: **0X5RLY**

American Red Cross

Scan code or visit:
redcross.org/confirm

Certificate of Completion

Yunhan Shen
has completed the requirements for

California Child Care: Preventative Health and Safety

conducted by
American Red Cross

Date completed: **08/15/2015**
Validity period: **Does not expire**

Certificate ID: **0X9QIB**

American Red Cross

Scan code or visit:
redcross.org/confirm

Certificate of Completion

Michael Shen
has completed the requirements for

Infant CPR

conducted by
American Red Cross

Date completed: **09/06/2015**
Validity period: **2 Years**

Certificate ID: **0XFSSF**

American Red Cross

Scan code or visit:
redcross.org/confirm

Certificate of Completion

Michael Shen
has completed requirements for

California Child Care: Preventative Health and Safety

conducted by
American Red Cross

Date completed: **03/13/2016**
Validity Period: **Does not expire**

Certificate ID: **0XZTND**

American Red Cross

Scan code or visit:
redcross.org/confirm

Oklahoma City University

On the nomination of the faculty has conferred on

Yunhan Wang

the degree of

Master of Education

with all of the rights, honors and privileges here and everywhere appertaining to that Degree.

Given under the seal of the University at Oklahoma City, Oklahoma, on the fifth day of May, A.D. two thousand and twelve.

Chairman of the Board

President of the University

Secretary of the Board

Provost of the University

AMERICAN MONTESSORI SOCIETY

dedicated to better education for all children through the philosophy and practices of the Montessori Method

awards

Yunhan Wang

the

Early Childhood Credential

with all rights, duties and privileges pertaining to it in recognition of satisfactory completion of approved Montessori program requirements

This program is accredited by the Montessori Accreditation Council for Teacher Education (MACTE), an agency recognized by the U.S. Department of Education.

Oklahoma City University Montessori Teacher Education Program
Teacher Education Program

May, 2012
Date

President

Teacher Education Program Director

Credential Number: 45,056

California Family Child Care Staffing Ratio and Capacity

The capacity specified on the license is the maximum number of children for whom care can be provided.

Small Family Child Care – License for 6	Small Family Child Care – License for 8
The maximum number of children for whom care may be provided in a small family child care licensed for 6, including children under age 10 who live in the licensee's home, is: * Four infants; or * Six children, no more than three of whom may be infants **NOTE: An infant is any child under the age of 2 years old**	A small family day care home may provide care for up to eight children, without an additional adult present, if all of the following conditions are met: * At least two of the children are at least six years of age. * No more than two infants are cared for during any time when more than six children are cared for. * The licensee notifies each parent that the facility is caring for two additional school-age children and that there may be up to seven or eight children in the home at one time. * The licensee obtains the written consent of the property owner when the family day care home is operated on property that is leased or rented.
Large Family Child Care – License for 12	**Large Family Child Care – License for 14**
The maximum number of children for whom care may be provided, with an assistant present, in a large family child care licensed for 12, including children under age 10 who live in the licensee's home and/or the assistant's children , is: * Twelve children, no more than four of whom may be infants	A large family day care home may provide care for up to 14 children, with an assistant present, if all of the following conditions are met: * At least two of the children are at least six years of age. * No more than three infants are cared for during any time when more than 12 children are being cared for. * The licensee notifies a parent that the facility is caring for two additional school-age children and that there may be up to 13 or 14 children in the home at one time. * The licensee obtains the written consent of the property owner when the family day care home is operated on property that is leased or rented.

The facility's license should be posed in a prominent place. If you don't see it ask!

Dear Neighbors,

We currently have a small family daycare of 6 children, 2 of which are from San Bruno neighborhood. My wife and I put a lot of love to care the children. Recently we received applications of 3 children (from San Bruno). We will also be expecting our own baby very soon. Now we hope to increase our capacity so that we can meet the needs from neighborhood and get a spot for our coming baby. Although the large day care license allows up to 14 children, we are only going to have maximum of 10 kids due to following reasons:

1. Based on license regulation, 2 of the 14 children are required to be above 6 years old; so it is impossible to have 6 years old child in daycare as parents will choose free elementary school
2. My wife and I are only able to take care of maximum of 10 children and our coming baby (total 11 children)

To minimize the impact to our neighbors, we have designated our driveway, which can accommodate two cars simultaneously, to children dropoff and pickup (only my wife and I will work in the daycare, and will park our cars inside of our garage). We will also spread out the dropoff and pickup schedule (Dropoff: 7:30-9:30am; Pickup: 5:00-6:40pm) for the 10 children with 20 minute interval for every 2 children so that no more than 2 children will be dropped or picked up at any time. Our backyard is a steep slope which is not safe to be used for playground. For the sake of children's safety, we will not allow the children to play outside. This will also help to maintain a quiet neighborhood.

We are going to host a neighborhood meeting on June 2 Thursday from 7-9pm at our home (260 Del Norte Drive). During the meeting, we will meet our neighbors, share our plan, and listen to neighbors' concerns. Refreshments and drinks will be served as a courtesy.

Sincerely,

Rachel & Michael

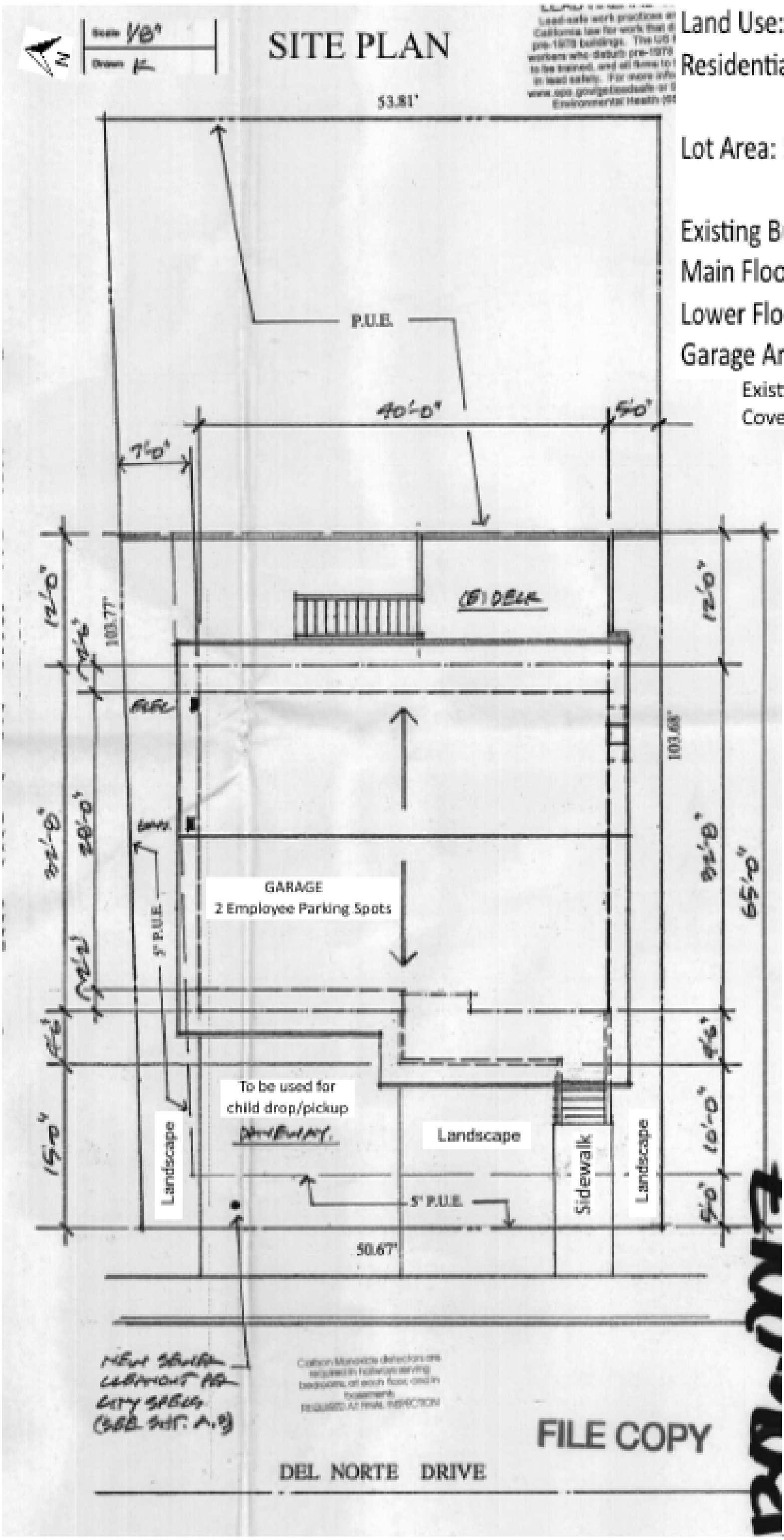
Specific Dropoff & Pickup Schedule

Time	Child Name	Child Name
7:30-8:00	*RG*	
8:00-8:20	KK	*GB*
8:20-8:40	YL & YL (Brothers)	
8:40-9:00	TY	ML
9:00-9:30	AA	*A*

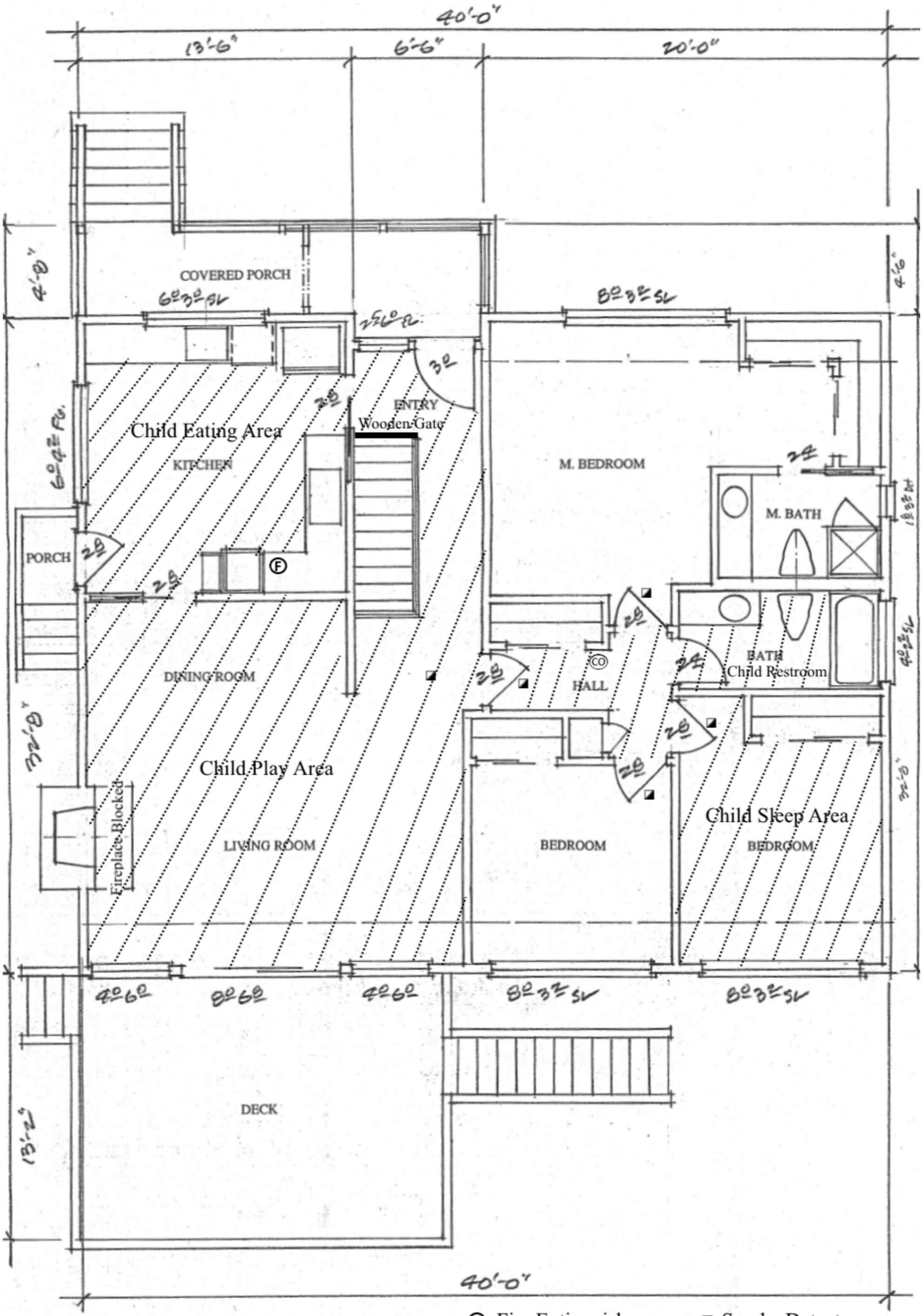
Time	Child Name	Child Name
5:00-5:20	KK	*GB*
5:20-5:40	*RG*	
5:40-6:00	TY	ML
6:00-6:20	*A*	AA
6:20-6:40	YL & YL (Brothers)	

Status	Child Name	
Current Student	YL & YL	
Current Student	ML	San Bruno Resident
Current Student	AA	
Current Student	KK	
Current Student	TY	San Bruno Resident
Waiting List	*GB*	San Bruno Resident
Waiting List	*RG*	San Bruno Resident
Waiting List	*A*	San Bruno Resident

Exhibit D



260 Del Norte Drive, San Bruno, CA; Owner: Michael Shen, 973-652-1762
In Home family daycare application, No change to interior or exterior of house



Ⓕ Fire Extinguisher

◪ Smoke Detector

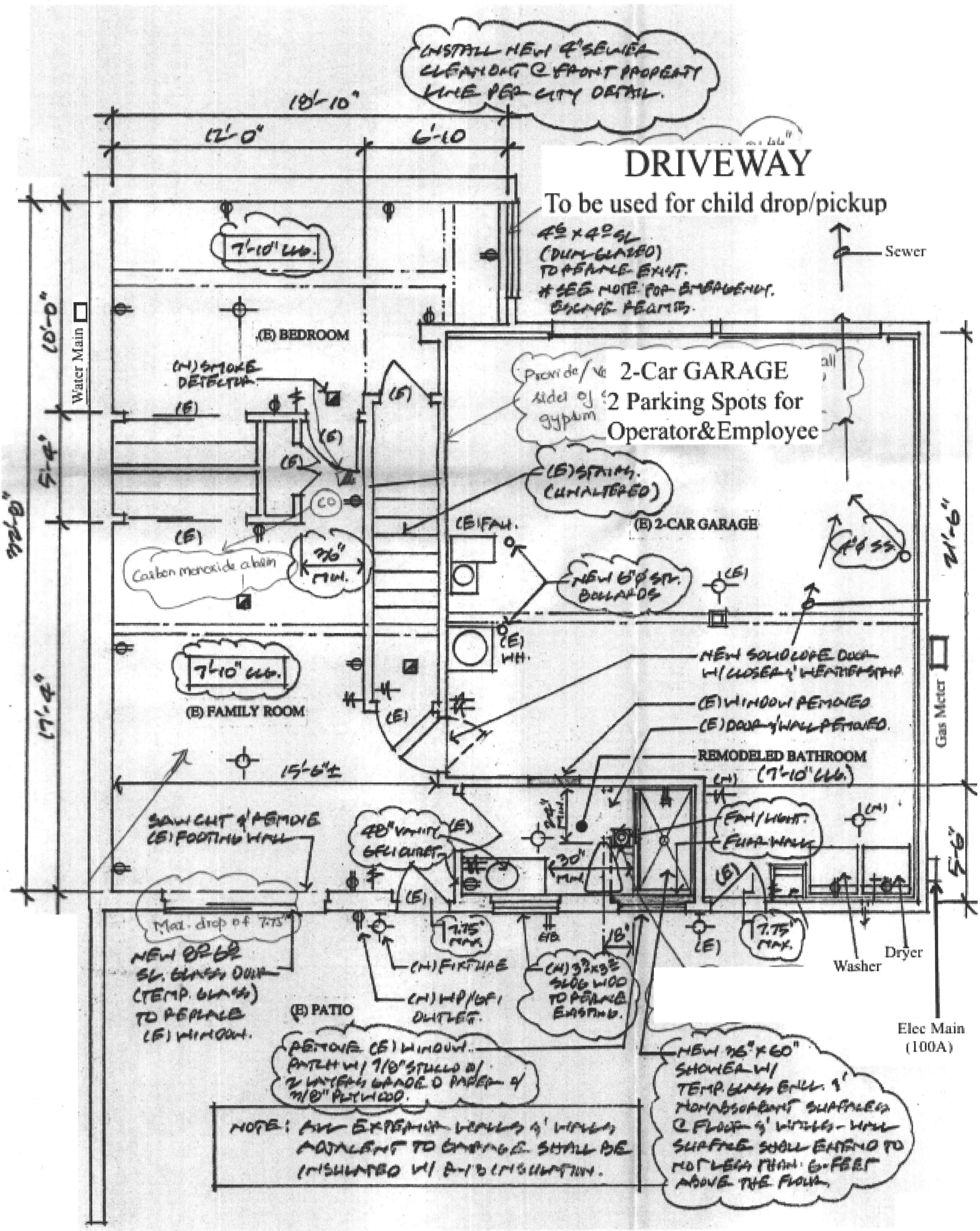
Ⓒⓞ Carbon Monoxide Detector

EXISTING MAIN FLOOR PLAN 2

Area to be used by Children

Living&Dining Rooms: Child Play Area
Kitchen: Child Eating Area

Bath Room with Dotted Line: Child Restroom
Bedroom with Dotted Line: Child Sleep Area



LOWER FLOOR PLAN (Not used for In Home Family Daycare)

Exhibit E

Building comments:

Large Family Day Care Homes shall conform with the minimum life safety codes specified in Sections 445 and 1015 of the 2013 CBC. Additionally, proposed alterations and or additions shall conform with applicable provisons contained within the 2013 CRC.

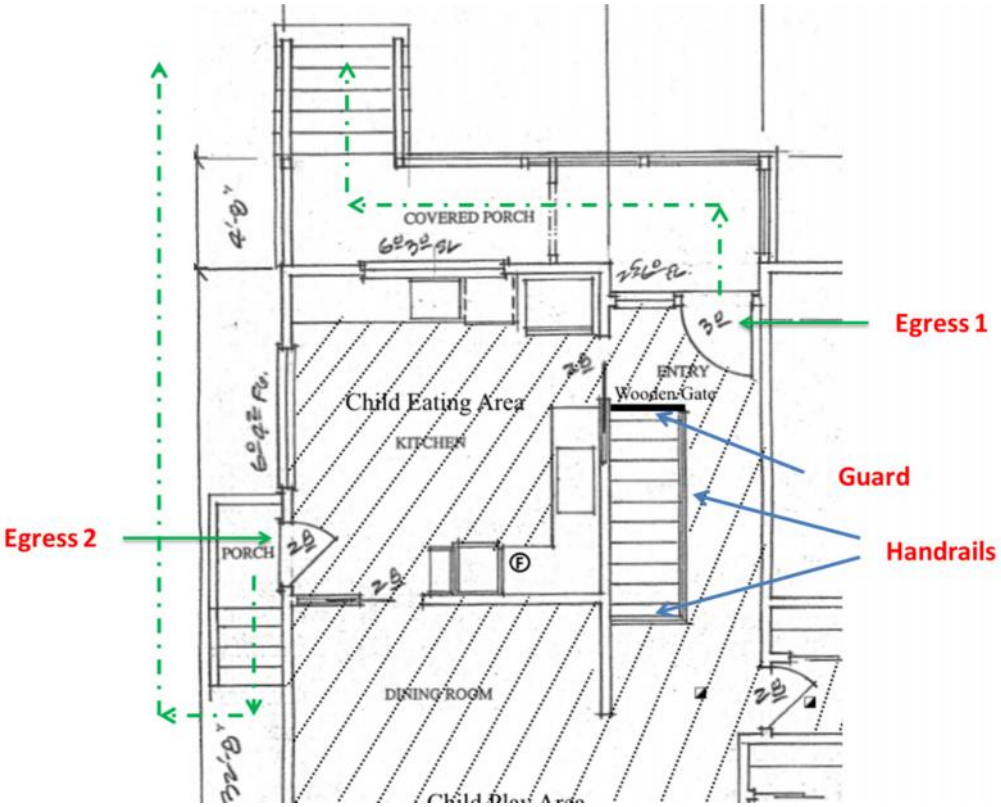
Advisory Notes:

1. Rooms used for day-care purposes shall not be located above the first story.

   <u>The house has basement and first floor only. Our daycare areas are all located on first floor.</u>

2. Clearly show or provide two (2) means of egress (minimum net clear width of 32") on floors serving the proposed large family day care area in accordance with Section 1015.6 and 1015.7 2013 CBC.

   <u>Two egresses as below:</u>



3. Clealy show guards and handrails at elevated decks and stairways in conformance with 2013 CRC R311 and R312 of 2013 CRC

The height of handrails of stairway is 36 inch, and handrails were covered with foam board to protect children from hitting on handrails. (see figure above).

The wooden guard is 40 inch height covered with foam board (42 inch, see figure above). *Acceptable by Building Dept officer.*

Decks are not accessable to children, and the sliding door next to the deck is locked to protect children from entering decks.

4. All electrical receptacles within day care areas shall be tamper resistant type.

   Since this is optional per Building Dept recommendation, we currently adopt outlet protectors for all electrical receptacles. *Acceptable by Building Dept officer.*

5. Every enclosed gas-fired water heater or furnace (including fire place) which is within the area used for child care shall be protected as to prevent children from making contact with those appliances.

   Water heater and furnace are located in basement (separate floor of child care areas) and are not accessable to children.

   Fireplace is permanently enclosed with wooden board.

6. Clearly show or provide a minimum code conforming emergency escape and rescue window within the proposed childrens sleeping room. Refer to Section R310, 2013 CRC for conformance guidance.

   The children sleeping room window will be used for emergency escape, the bottom of the window opening is 44 inches from the floor (window bottom to floor distance = 44 inches). A fire escape ladder is stored inside the room for outside use in case of emergency. *Acceptable by Building Dept officer.*

Exhibit F

Written Public Comments

1) 5/17/16 (via email)

TO: City of San Bruno, Community Development Dept. DATE: May 17, 2016

FROM: (ANONYMOUS)

RE: Proposed Large Day Care at 260 Del Norte Drive

We've received your letter of May 5, 2016 regarding the above referenced property. We are fully aware that they are currently running a small home family care facility. They are fairly new to the neighborhood (the home last sold in April 2013).

We purchased our home in 2000 and in the last 16 years have seen the neighborhood go through changes, some good, some not so good. As I'm sure you are aware, most neighborhoods seem to be experiencing parking problems as more and more people are renting rooms or renting entire houses out to multiple families. Del Norte Drive is currently experiencing these same problems. It is a narrow street with parked cars on both sides of the street, and a doubled parked car would make it almost impassible or at the very least dangerous.

I believe that Rachel and Michael (they didn't give their last names in their attached "Dear Neighbors" letter) are fully aware of this problem as they have suggested mandatory drop off and pick up times. Having run a large child care facility for over 30 years, I can tell you that this will be totally unenforceable. Parents coming home from a long day at work aren't going to wait at the end of the block until their designated pick up time rolls around. Nor are they going to wait in the morning as they are rushing off to work. Traffic conditions will likely designated what time parents arrive in the morning and in the evening. If 5 or 6 cars arrive fairly close together it will create problems for the other homeowners who are going to and from work themselves. Rachel and Michael offer this designated drop off/pick up time as a way to get around possible problems with the neighbors, but there is no way it could be enforced. Who do the neighbors call if the problem becomes persistent? Licensing is overloaded already and they won't come out and deal with the issue. The homeowners will be stuck with the condition.

Another problem we have is more of a concern for the children. No neighbor wants 12-14 kids running around in a small back yard, but all kids benefit from being outside. Rachel and Michael have suggested in their letter that the children will be kept inside at all times. Is it just me, or does that sound more like a "boarding" situation? Kids make noise, a lot of noise. It would be disruptive to neighbors having so many kids outside. Even if they have staggered outside time for several children it could amount to multiple hours of kids making noise for the neighbors, but

it just doesn't seem right to keep children inside all day especially on days the weather permits outside play.

We have been in this house before and believe it is suited for the small family care facility they are currently operating. Anything larger would be a hardship for the neighbors and for the children. Quite possibly it will impact the value of our homes, as not many people want to live next to a large family care facility, especially since the house is painted a bright yellow with child like stickers on the exterior stucco. (Sorry, I couldn't help but add that last part, irrelevant as it is.)

NOTE: I don't want to have problems with any of the neighbors; therefore, I'd rather our names not be used and our address not be given out.

2) 5/20/16 (via email)

Hi Mr. Jones
I am a longtime resident.I suggest you reject the day care center proposal.
How is it possible that an area zoned for single family residences can be turrned into a commercial day care ?
Fourteen children is basically a defacto preschool.The area cannot support the traffic i don't care what the owner says.
It is a private residential street.It is bad enough that at least three ownersin the vicintyv have converted the downstairs into apartments and rent them in violation of the single family zoning.
Your department needs to increase its efficiency and investigate the numerous violations of city ordinances that oocur regularly.Not add another.
Thank You
Jay Cohen
210 Del Norte

3) 6/1/16 (via email to City Attorney)

Dear Sir
I have written previously to express my displeasure with the city for considering approval of a 14 child day care center in a single family residence area.Can you explain to me how it is possible to allow the placement of an obviously commercial enterprise in in area zoned for houses?14 children is actually a preschool.When my property was purchased it was because the area was quiet and unencumbered by traffic and noise.The environmental impact of such a center will lead to traffic congestion and noise.It will also impact the value of my property though not as much as those adjacent.Your commission has not taken into account all the issues.In a rush to gain a few permit dollars THE CITY HAS NOT DONE WHAT IS BEST FOR THE NEIGHBORHOOD.I hope that you can review this matter and reject the opening of what amounts to a pre-school on my street.
I await your response and hope i don't have to pursue this furthur
Thanks
Jay Cohen
210 Del Noret

4) 6/2/16 (via email)

Thank you for your response to my concerns, Matt. I did receive your letter dated May 27, 2016 but have received nothing from the applicants, via USPS or a mail box drop. So your email is the first I'm hearing of a meet and greet scheduled for tonight. Unfortunately, it's to late of a notice for me to change my current plans and will not be able to attend.

I appreciate your taking the time to address each of the issues I raised, Matt. We are still concerned about the parking and the scheduled pickup and drop off. There is a lot of turn over in child care. Just because they have it set up with their "current" parents doesn't mean that down the line the new parents will abide with the scheduling. Once they have their license for a large home based childcare, there is no turning back. It's not a license that is up for review every few years. Only gross negligence of some sort would result in a loss of their license. Their license won't be revoked for "parking problems." They are asking for 12 children now, but could go to the maximum of 14 at any time. They might need to hire an aide at some point (another car to deal with).

The "scheduling" is non-enforcable, for either the applicants or the neighbors. When you are looking 5, 10 or 15 years down the line, who really cares what todays parents have agreed to? It's strictly a smoke screen to obtain the license. We as neighbors will be stuck with the end results. Right now is our one and only chance to voice our concerns. Of the neighbors I've talked with, none are happy about it, but sadly none have stepped forward to voice their concerns either.

We would love to see it all go smoothly for the applicants but there is no guarantee for the neighbors. What is written on paper and what actually transpires are two entirely different things. I feel that you will give our concerns the same due deligence you would give if this were in your neighborhood on a street as narrow as Del Norte.

Thank you in advance for your time, Matt

Sincerely,
(ANONYMOUS)

5) 6/7/16 (via email)

Hi Matt,

This is Cecilia who is living in 270 Del Norte Drive, San Bruno CA 94066, and I was in Michael and Rachel's community party last week. It was so nice to meeting you in the party and learn about their plan. I am writing to let you know that I have no concern of their daycare expansion, and it looks like they have a pretty comprehensive plan for the parking and neighborhood traffic.

Please let me know if you have any question regarding my opinion.

Thanks,
Cecilia

6) 6/15/16 (via email)

I have voiced my opposition before.Nothing i have heard in your letters has changed that.I strongly urge the commission to reject the proposal.
It is the planning commission's duty to enforce the general welfare of the community.You will be acting in disregard of that duty by approving a permit for a large day care at the stated address.
Parking and traffic are already a problem on the street.One cannot assume there will be no impact.And even if the petitioner states that traffic will be staggered, the congestion already existing from the Church is too much.I will be forced to seek an injunction if you act in disregard of current zoning laws.
The neighbors will be detrimentally affected by this zoning law exemption.The public nuisance and damage to property value will be significant.The planning commission should not have the ability to grant exemptions this large.If this exemption is allowed then you must consider all future requests and that changes the neighborhood quite significantly.
Please do not allow derelict enforcement of current zoning laws.The existing bylaws are there for a reason.
Thanks
Jay Cohen
210 Del Norte
Property Owner