

**DRAFT CONDITIONS OF APPROVAL**  
**P21-0087: UP21-0011, DR21-0038, TDM21-0010, SIGNS22-0008, EIR21-0003**  
**100 E GRAND AVE R&D PROJECT**

*(As recommended by City Staff on September 15, 2022)*

The term “applicant”, “developer”, “project owner” or “project sponsor” used hereinafter shall have the same meaning- the applicant for the 100 E. Grand Avenue project or the property/project owner if different from applicant.

**A. Planning Division requirements shall be as follows:**

**General**

1. The applicant shall comply with the Planning Divisions standard Conditions and Limitations for Commercial, Industrial, Mixed-Use and Multi-Family Residential Projects, as amended, attached to this document.
2. The project shall be constructed and operated substantially as indicated on the plan set prepared by ZGF Architects, dated July 14, 2022 and approved by Planning Commission in association with P21-0087 as amended by the conditions of approval. The final plans shall be subject to the review and approval of the City’s Chief Planner.
3. The construction drawings shall comply with the Planning Commission approved plans, as amended by the conditions of approval, including the plans prepared by ZGF Architects, dated July 14, 2022.
4. Prior to issuance of any building or construction permits for the construction of public improvements, the final design for all public improvements shall be reviewed and approved by the City Engineer and Chief Planner.
5. Prior to issuance of any building or construction permits for grading improvements, the applicant shall submit final grading plans for review and approval by the City Engineer and Chief Planner.
6. Any modification to the approved plans shall be subject to SSFMC Section 20.450.012 (“Modification”), whereby the Chief Planner may approve minor changes. All exterior design modifications, including any and all utilities, shall be presented to the Chief Planner for a determination.
7. The Final Parcel Map shall comply with all applicable requirements of SSFMC Title 19 (Subdivisions) and Title 20 (Zoning Ordinance), to be reviewed and filed by the Engineering Division.

## **Construction**

8. The applicant is responsible for maintaining site security prior to, and throughout the construction process. This includes installation of appropriate fencing, lighting, remote monitors, or on-site security personnel as needed.
9. The applicant is responsible for providing site signage during construction, which contains contact information for questions regarding the construction.
10. During construction, the applicant shall provide parking for construction workers within the project parking structure when the Chief Building Official and Fire Marshal provide written approval.

## **Design Review / Site Planning**

11. All equipment (either roof, building, or ground-mounted) shall be screened from view through the use of integral architectural elements, such as enclosures or roof screens, and landscape screening or shall be incorporated inside the exterior building wall. Equipment enclosures and/or roof screens shall be painted to match the building. Prior to issuance of a building permit the applicant shall submit plans showing utility locations, stand-pipes, equipment enclosures, landscape screens, and/or roof screens for review and approval by the Chief Planner or designee. The rooftop mechanical screening was approved by the Design Review Board at its November 16, 2021 meeting.
12. Prior to issuance of any building or construction permits for landscaping improvements, the applicant shall submit final landscaping and irrigation plans for review and approval by the City's Chief Planner. The plans shall include documentation of compliance with SSFMC Section 20.300.007, Landscaping.
13. Prior to issuance of certificate of occupancy, the applicant shall submit final landscaping and irrigation plans demonstrating compliance with the State's Model Water Efficiency Landscaping Ordinance (MWELo), if applicable.
  - a. Projects with a new aggregate landscape of 501 – 2,499 sq. ft. may comply with the prescriptive measures contained in Appendix D of the MWELo.
  - b. Projects with a new aggregate landscape of 2,500 sq. ft. or greater must comply with the performance measures required by the MWELo.
  - c. For all projects subject to the provisions of the MWELo, the applicant shall submit a Certificate of Completion to the City, upon completion of the installation of the landscaping and irrigation system
14. Prior to issuance of any building or construction permits, the applicant shall submit interim and final phasing plans and minor modifications to interim and final phasing plans for review and approval by the Chief Planner, City Engineer and Chief Building Official.

15. The applicant shall contact the South San Francisco Scavenger Company to properly size any required trash enclosures and work with staff to locate and design the trash enclosure in accordance with the SSFMC Section 20.300.014, Trash and Refuse Collection Areas. Applicant shall submit an approval letter from South San Francisco Scavenger to the Chief Planner prior to the issuance of building permits.
16. The applicant shall install three-inch diameter, PVC conduit along the project frontage, in the right-of-way, if any trenching is to take place, for the purpose of future fiber installation. Conduit shall have a pull rope or tape. A #8 stranded trace wire will be installed in the conduit or other trace wire system approved by the City.
17. All landscaping installed within the public right-of-way by the property owner shall be maintained by the property owner.
18. Prior to receiving certificate of occupancy, the applicant shall install street furniture, trash receptacles, and bicycle racks along the project sidewalk frontages. The Planning Division shall review and approve all street furniture, trash receptacles and bicycle rack options during the Building Permit process.
19. Demolition of any existing structures on site will require demolition permits.
20. Prior to proceeding with exterior construction, the applicant shall provide a full-scale mockup of a section of exterior wall that shows the cladding materials and finishes, windows, trim, and any other architectural features of the building to fully illustrate building fenestration, subject to site inspection and approval by Planning Division staff.
21. After the building permits are approved, but before beginning construction, the owner/applicant shall hold a preconstruction conference with City Planning, Building, and Engineering staff and other interested parties. The developer shall arrange for the attendance of the construction manager, contractor, and all relevant subcontractors.
22. Applicant shall comply with the South San Fire Department Project Review Conditions regarding required secondary remote emergency vehicle access easement and shall provide proof of all applicable and required recordation with the County of San Mateo prior to issuance of any building or grading permits related to the proposed development.

#### **Transportation / Parking**

23. A Parking and Traffic Control Plan for the construction of the project shall be submitted with the application for Building Permit, for review and approval by the Chief Planner and City Engineer.
24. The applicant has submitted a draft Proposed TDM Plan, prepared by Silvani Transportation Consulting. In accordance with South San Francisco Municipal Code Chapter 20.400, Transportation Demand Management, prior to issuance of a building permit the applicant shall submit a Final TDM Plan for review and approval by the Chief Planner.

- a. The Final TDM Plan shall include all mandatory elements included in the Ordinance and shall substantially reflect the Preliminary TDM Plan prepared by Silvani Transportation Consulting. The Plan shall be designed to ultimately achieve a goal of 45% alternative mode usage by employees within the Project. The TDM Plan assumes the entire Project will be completed and fully occupied within three or four years of initial construction. Since delivering and occupying such a large, multi-building campus will take time, during the phasing in of occupancy, the Project will meet a minimum of 30% AMS. The AMS target of 45% will be achieved upon full occupancy and stabilization of the Project in the aggregate. Reporting will begin after one year of full occupancy.
  - b. The Final TDM Plan shall outline the required process for on-going monitoring, including annual surveys. The initial annual survey will be submitted one (1) year after the granting of a certificate of occupancy. Surveys in the initial years shall indicate project occupancy. After full occupancy and stabilization of the Project has been achieved, surveys either: (1) state that the applicable property has achieved 45% alternative mode usage, providing supporting statistics and analysis to establish attainment of the goal; or (2) state that the applicable property has not achieved the 45% alternative mode usage, providing an explanation of how and why the goal has not been reached, and a description of additional measures that will be adopted in the coming year to attain the TDM goal of 45% alternative mode usage.
  - c. The applicant shall be required to reimburse the City for program costs associated with monitoring and enforcing the TDM Program on an annual basis. The annual monitoring fee is \$1,848.00 and is updated by the City Council on an annual basis. The monitoring fee for the Project's first year of operation is due to the City prior to the project receiving a Certificate of Occupancy.
  - d. The Final TDM plan shall be subject to review by the San Mateo City/County Association of Governments. The Project Sponsor shall ensure compliance with the San Mateo County Congestion Management Program Land Use Implementation Policy (C/CAG TDM Policy). Specifically, the Project Sponsor shall ensure that the measures identified in the approved C/CAG TDM Checklist are implemented over the life of the project, and that the property owner and tenants acknowledge the requirement to participate in the periodic monitoring and reporting requirements identified in the C/CAG TDM Policy. Accordingly, it is recommended that the property owner and/or developer clearly identify these TDM provisions and responsibilities in any sales and/or lease or sublease transactions.
25. All parking areas are to be maintained free and clear of litter and storage and shall remain clear for parking at all times. No outdoor storage of materials is allowed.

### **Master Sign Program**

26. The construction drawings shall substantially comply with the approved plans prepared by RSM Design, dated April 4, 2022, as approved by the Planning Commission in association with SIGNS22-0008, as amended by the conditions of approval. The final plans shall be subject to the review and approval of the Chief Planner.
27. The total sign area for all signs included in the Master Sign Program shall not exceed the square footage as indicated in the Planning Commission approved plans. Sign area shall be calculated by blocking or boxing around the outside edge of the proposed signage, including the logo.
28. All tenants shall be made aware of the requirements of the Master Sign Program in leases.

### **Environmental Mitigation Measures / CEQA**

29. The applicant shall comply with all applicable mitigation measures outlined in the Mitigation Monitoring and Reporting Program (MMRP) for the Downtown Station Area Specific Plan (DSASP) EIR.
30. Applicant shall provide 100% Low-Impact Development for C.3 stormwater treatment on-site. All stormwater runoff shall be treated prior to discharge to the City Right-of-Way or City storm drain system. Sizing and design shall conform to the San Mateo Countywide Water Pollution Prevention Program design templates and technical guidance and be approved by the Water Quality Control Plant. Exemptions from C.3 requirements must be demonstrated based on the exemptions and exclusions allowed by the San Mateo Countywide Water Pollution Prevention Program C.3 Stormwater Technical Guidance. Applicant shall maintain all treatment measures required by the project and enter into a Stormwater Treatment Measure Maintenance Agreement with the City.

### **Climate Action Plan**

31. Prior to issuance of any building permits for vertical construction, the developer shall include in the development plans the following Climate Action Plan requirements, subject to review and approval by the Chief Planner or designee:
  - a. Electric Vehicle Charging Installations Measure 2.1, Action 5: Require new large-scale nonresidential developments to provide conduit for future electric vehicle charging installations, and encourage the installation of conduits or electric vehicle charging stations for all new development.
  - b. Heat Island Reductions Measure 3.4, Action 1: Encourage the use of high-albedo surfaces and technologies as appropriate, as identified in the voluntary CALGreen standards.

- c. Alternative Energy Facilities Measure 4.1, Action 2: Require the construction of any new nonresidential conditioned space of 5,000 square feet or more, or the conversion of unconditioned space 5,000 square feet or more, to comply with one of the following standards:
  - i. Meet a minimum of 50% of modeled building electricity needs with on-site renewable energy sources. To calculate 50% of building electricity needs for the new conditioned space, the applicant shall calculate building electricity use as part of the Title 24 compliance process. Total electricity use shall include total use for the new conditioned space excluding process energy.
  - ii. Participate in a power purchase agreement to offset a minimum of 50% of modeled building electricity use. Building electricity use shall be calculated using the method identified above.
  - iii. Comply with CALGreen Tier 2 energy efficiency requirements to exceed mandatory energy efficiency requirements by 20% or more. For additions to existing development of 5,000 square feet or more, CALGreen Tier 2 shall be calculated as part of the Title 24 compliance process. Existing building space already permitted shall not be subject to CALGreen Tier 2 requirements.
- d. Solar Wiring Installation Measure 4.1, Action 3: Require all new development to install conduit to accommodate wiring for solar.
- e. Water Demand Reduction Measure 6.1, Action 2: Revitalize implementation and enforcement of the Water Efficient Landscape Ordinance by undertaking the following:
  - i. Establishing a variable-speed pump exchange for water features
  - ii. Restricting hours of irrigation to occur between 3:00 a.m. and two hours after sunrise
  - iii. Install irrigation controllers with rains sensors
  - iv. Landscape with native, water-efficient plants
  - v. Install drip irrigation systems
  - vi. Reduce impervious surfaces to the maximum extent practical

### **Impact / Development Fees**

**\*\*Fees are subject to annual adjustment and will be calculated based on the fee in effect at the time that the payment of the fee is due. The fees included in these Conditions of Approval are estimates, based on the fees in place at the time of project approval. Any applicable fee credits will be applied, and fees will be calculated subject to any vested rights.\*\***

- 32. Childcare Fee for Non-Residential. Prior to final inspection for residential uses, and prior to issuance of a building permit for non-residential uses in accordance with South San

Francisco Municipal Code Chapter 20.310. This fee is subject to annual adjustment. Based on the plans reviewed and approved by the Planning Commission on September 15, 2022, the childcare impact fee estimate for the project is:

**Office/R&D Childcare Fee:  $\$1.51/\text{sf} \times 541,284\text{sf} = \$817,338.84$**

33. Park Fees. Prior to final inspection for residential uses, and prior to issuance of a building permit for non-residential uses, the applicant shall pay the Parkland Acquisition Fee and Parkland Construction Fee in accordance with South San Francisco Municipal Code Chapter 8.67. The fee is subject to annual adjustment. Based on the plans reviewed and approved by the Planning Commission on September 15, 2022 the park fee estimate for the project is:

**Office/R&D:  $\$3.54\text{sf} \times 541,284\text{sf} = \$ 1,916,145.36$**

34. Citywide Transportation Fee. Prior to final inspection for residential uses, and prior to issuance of a building permit for non-residential uses, the applicant shall pay applicable transportation impact fees in accordance with South San Francisco Municipal Code Chapter 8.73. The fee is subject to annual adjustment. Based on the plans reviewed and approved by the Planning Commission on September 15, 2022 the citywide transportation impact fee estimate for the project is:

**Office/R&D:  $\$34.85/\text{sf} \times 541,284\text{sf} = \$18,863,747.40$**

35. Commercial Linkage fee. Prior to issuance of the first building permit, the applicant shall pay the applicable commercial linkage fee in accordance with South San Francisco Municipal Code Chapter 8.69, based on the current fee for each applicable land use category. The fee shall be calculated based on the fee schedule in effect at the time the building permit is issued. Based on the plans reviewed and approved by the Planning Commission on September 15, 2022 the commercial linkage fee estimate for the project is:

**Office/R&D:  $\$17.38/\text{sf} \times 541,284\text{sf} = \$9,407,515.92$**

36. Public Safety Impact Fee. Prior to final inspection for residential uses, and prior to issuance of a building permit for non-residential uses, the applicant shall pay applicable Public Safety Impact Fees in accordance with South San Francisco Municipal Code Chapter 8.75. Based on the plans reviewed and approved by the Planning Commission on September 15, 2022 the public safety impact fee estimate for the project is:

**Office/R&D:  $\$1.31/\text{sf} \times 541,284\text{sf} = \$1,017,353.25$**

37. Library Impact Fee. Prior to final inspection for residential uses and prior to issuance of the certificate of occupancy for non-residential uses in the development, the applicant shall pay applicable Library Impact Fee in accordance with South San Francisco Municipal Code Chapter 8.74. Based on the plans reviewed and approved by the Planning Commission on September 15, 2022, the library impact fee estimate for the

project is:

**Office/R&D: \$0.14/sf x 541,284= \$75,779.76**

38. Public Art Requirement. All non-residential development is subject to the Public Art Requirement, per South San Francisco Municipal Code Chapter 8.76. The public art requirement for this project shall be satisfied by providing qualifying public art, as defined in South San Francisco Municipal Code Chapter 8.76 and reviewed and approved by the Cultural Arts Commission or designee, with a value equal to not less than 1% of construction costs for acquisition and installation of public art on the project site; or electing to make a public art contribution payment in an amount not less than 0.5% of construction costs into the public art fund. The in-lieu contribution payment shall be made prior to the issuance of a building permit.

Planning Division contact: Adena Friedman, Principal Planner, [adena.friedman@ssf.net](mailto:adena.friedman@ssf.net)



**B. Fire Department requirements shall be as follows:**

1. Projects shall be designed in compliance with established regulations adopted by the City of South San Francisco affecting or related to structures, processes, premises and safeguards regarding the following:
  - a. The hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices.
  - b. Conditions hazardous to life, property or public welfare in the occupancy of structures or premises.
  - c. Fire hazards in the structure(s) or on the premises from occupancy or operation.
  - d. Matters related to the construction, extension, repair, alteration or removal of the fire suppression or alarm systems.
  - e. Conditions affecting the safety of fire fighters and emergency responders during emergency operations.
2. Fire service features for buildings, structures and premises shall comply with all City adopted building standards, [California Code of Regulations Title 24 Building Standards](#) and [South San Francisco City Code](#).
3. Permit(s) shall be required as set forth in adopted California Building Code (CBC) Section 105, California Residential Code (CRC) Section R105 and California Fire Code (CFC) [Sections 105.6](#) and [105.7](#). Submittal documents consisting of construction documents, statement of special inspections, geotechnical report and other data shall be submitted in two or more sets with each permit application. The [construction documents](#) shall be prepared by a registered design professional. Where special conditions exist, the [code official](#) is authorized to require additional construction documents to be prepared by a registered design professional.
  - a. [Construction documents](#) shall be dimensioned and drawn on suitable material. Electronic media documents shall be submitted. [Construction documents](#) shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of adopted codes and relevant laws, ordinances, rules and regulations, as determined by the [code official](#).
  - b. Shop drawings for the [fire protection system\(s\)](#) shall be submitted directly to the Fire Department to indicate conformance with adopted codes and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9.
  - c. The [construction documents](#) shall show in sufficient detail the location, construction, size, and character of all portions of the [means of egress](#) including the path of the [exit discharge](#) to the public way in compliance with the provisions of adopted codes. In other than occupancies in Groups R-2, R-3, and R-2.1, the construction documents

shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces.

- d. The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades and the proposed finished grades and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The code official is authorized to waive or modify the requirement for a site plan where the application for permit is for alteration or repair or where otherwise warranted.
  - e. Construction documents for proposed fire apparatus access, location of fire lanes, security gates across fire apparatus access roads and construction documents, hydraulic calculations and material specifications for fire hydrant, fire protection or detection systems shall be submitted to the fire department for review and approval prior to construction.
4. Where fire apparatus access roads or a water supply for fire protection are required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction except where approved alternative methods of protection are provided.
  5. For the purposes of prescribing minimum safeguards for construction, alteration, and demolition operations to provide reasonable safety to life and property from fire during such operations. building, facilities, and premises in the course of construction, alteration or demolition, including those in underground locations shall be in compliance with CFC Chapter 33 and NFPA 241.

Applicant is advised that the following Fire Department **Specific Conditions** apply to this project:

6. New and existing buildings shall be provided with approved illuminated or other approved means of address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numerals or alphabetic letters. Numbers shall not be spelled out. Character size and stroke shall be in accordance with CFC Section 505.1.1 through 505.1.2. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response in accordance with this code and CFC Section 505.1.3. Where access is by means of a private road and the building cannot be viewed from the public way or when determined by the fire code official, a monument, pole, or other approved illuminated sign or other approved means shall be used to identify the structure(s). Address identification shall be maintained.

7. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises on which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction, in accordance with CFC Section 507, Appendices B & C.
  - a. Fire-flow requirements for buildings or portions of buildings and facilities shall be determined by adopted CFC [Appendix B](#).
  - b. Fire hydrant systems shall comply with adopted CFC Section 507.5.1 through 507.5.8 and Appendix C.
8. Fire apparatus access roads shall be provided and maintained in accordance with CFC [Section 503](#) and Appendix D.
  - a. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.
    - i. Traffic calming measures (bollards, speed bumps, humps, undulations, etc.) are not approved as a part of this review and require specific approval from the Fire Department.
    - ii. Should a security gate be planned to serve the facility, the gate shall be equipped with a Knox Company key operated electric gate release switch. During a power failure, gate shall release for manual operation OR be equipped with standby power or connected to the building emergency panel. In addition to sending the request to exit signal to the gate operator, the magnetic detection loop (when activated) shall prohibit the gate from closing upon fire apparatus.
  - b. Commercial and industrial developments with buildings or facilities exceeding 30 feet or three stories in height or 62,000 square feet shall have not fewer than two means of fire apparatus access for each structure. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses.**
  - c. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet, approved aerial fire apparatus access roads shall be provided in accordance with CFC D105. For purposes of this requirement, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater. Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof. One or more of the required access routes meeting this condition shall be located not less than 15 feet and not greater than 30 feet from the building and shall be positioned parallel to one entire long-side of the building or as approved by the fire

- code official. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official. Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. There shall be no architectural features, projections or obstructions that would limit the articulation of the aerial apparatus.
- d. Required Fire Department access roads shall be signed “No Parking – Fire Lane” per current Fire Department standards and California Vehicle Code (CVC) Section 22500.
  - e. A Fire Department key box shall be provided on the front of each structure for access to fire protection equipment within the building.
9. The provisions of the adopted CFC shall specify where fire protection and life safety systems are required and shall apply to the design, installation, inspection, operation, testing and maintenance of all fire protection systems.
- a. Approved automatic fire sprinkler systems in new buildings and structures shall be provided in the locations described in adopted CFC Sections 903.2.1 through 903.2.20. Approved automatic fire sprinkler systems in existing buildings and structures shall be provided in locations described in adopted CFC Section 903.6.
    - i. Structure will be required to be protected by an automatic fire sprinkler system.
      - 1. If required Fire Department Connection (FDC) for the sprinkler and/or standpipe systems shall be located on the street side of the structure or facing approved fire apparatus access roadway fully visible and recognizable from the street, and within 100 feet an approved fire hydrant.
  - b. Structure will be required to install a standpipe system in the building.
    - i. Not less than one standpipe shall be provided for use during construction. Such standpipes shall be installed prior to construction exceeding 40 feet in height above the lowest level of fire department vehicle access. Such standpipes shall be provided with fire department hose connections at floor-level locations adjacent to stairways as construction progresses, such standpipes shall be extended to within one floor of the highest point of construction having secured decking or flooring.
10. A change of occupancy shall not be made unless the use or occupancy is made to comply with the requirements of the City adopted California Fire Code and the [California Existing Building Code](#). Where approved by the fire code official, a change of occupancy shall be permitted without complying with the all requirements of this code and the [California Existing Building Code](#), provided that the new or proposed use or occupancy is determined to be less hazardous, based on life and fire risk, than the existing use or occupancy.
11. The following are a list of deferred plan submittal items that are required by the Fire Department - additional items may be called out based on subsequent permit reviews:
- a. Private Underground Fire Main
  - b. Standpipe System

- c. Fire Sprinkler System
- d. Fire Alarm/Fire Sprinkler Monitoring System
- e. Fire Pump (to be determined)
- f. Emergency Responder Radio System (to be determined)
- g. Gates and barricades across fire apparatus access roads (to be determined)

Fire Prevention contact: Ian Hardage, Fire Marshal (650) 829-6645

**C. Engineering Division requirements shall be as follows:**

Below are the conditions that apply to the subject permit.

**Permits**

1. At the time of each permit submittal, the Applicant shall submit a deposit for each of the following permit reviews and processing:
  - a. Building Permit plan check and civil review. Provide an engineer's estimate or opinion of probable cost of on-site improvements for deposit amount calculation.
  - b. Hauling/Grading plan check and permit processing. Provide Cubic Yards for deposit amount calculation.
  - c. Public Improvement plan check and permit processing. Provide an engineer's estimate or opinion of probable cost of ROW improvements for deposit amount calculation.
2. A Grading Permit is required for grading over 50 cubic yards and if 50 cubic yards or more of soil is exported and/or imported. The Applicant shall pay all permit and inspection fees, as well as any deposits and/or bonds required to obtain said permits. The Grading Permit requires several documents to be submitted for the City's review and approval. The Grading Permit Application, Checklist and Requirements may be found on the City website at <http://www.ssf.net/departments/public-works/engineering-division>.
3. A Hauling Permit shall be required for excavations and off-haul or on-haul, per Engineering requirements; should hauling of earth occur prior to grading. Otherwise, hauling conditions would be included with the grading permit. Hauling Permit may be found on the City website at: <http://www.ssf.net/departments/public-works/engineering-division>.
4. The Applicant shall submit a copy of their General Construction Activity Storm Water Permit Notice of Intent and Storm Water Pollution Prevention Plan (SWPPP), where required by State or Federal regulations, to the Engineering Division for our information. These documents shall be submitted prior to receiving a grading or building permit for the subject project.
5. The City of South San Francisco is mandated by the State of California to divert sixty-five percent (65%) of all solid waste from landfills either by reusing or recycling. To help meet this goal, a city ordinance requires completion of a Waste Management Plan ("WMP") for covered building projects identifying how at least sixty-five percent (65%) of non-inert project waste materials and one hundred percent (100%) of inert materials ("65/100") will be diverted from the landfill through recycling and salvage. The Contractor shall submit a WMP application and fee payment prior to the issuance of a building or grading permit.
6. An Encroachment Permit is required for any work proposed within the public right-of-way. The Applicant shall pay all permit, plan check, and inspection fees, as well as, any deposits and/or bonds required to obtain said permits.

7. The Applicant shall confirm that any existing groundwater monitoring wells on the project site have been properly closed and/or relocated as necessary as approved by the County or State Regulators in charge.

### **Plan Submittal**

8. The Applicant shall submit detailed plans printed to PDF and combined into a single electronic file, with each being stamped and digitally signed by a Professional Engineer registered in the State of California. Incorporated within the construction plans shall be applicable franchise utility installation plans, stamped and signed and prepared by the proper authority. Plans shall include the following sheets;

**Cover, Separate Note Sheet, Existing Conditions, Demolition Plan, Grading Plan, Horizontal Plan, Striping and Signage Plan, Utility Plan(s), Detail Sheet(s), Erosion Control Plan, and Landscape Plans,** (grading, storm drain, erosion control, and landscape plans are for reference only and shall not be reviewed during this submittal).

9. Prior to building permit issuance, the Applicant shall obtain a grading permit from the Engineering Division and shall submit an application, all documentation, fees, deposits, bonds and all necessary paperwork needed for the grading permit. The Applicant shall submit a grading plan that clearly states the amount of cut and fill required to grade the project. The Grading Plans shall include the following plans:

**Cover, Notes, Existing Conditions, Grading Plans, Storm Drain Plans, Stormwater Control Plan, and Erosion Control Plan.**

10. Prior to building permit issuance, the Applicant shall obtain an Encroachment Permit for all proposed work within the City right-of-way and shall submit an application, all documentation, fees, deposits, bonds and all necessary paperwork needed for the Encroachment Permit. Applicant shall prepare a separate Public Improvement Plan set that shall only include the scope of work within with City right-of-way (with reference to the on-site plans) consisting of the following plans:

**Civil Plans, Landscape Plans, and Joint Trench Plans.**

11. Along with the building permit and grading permit submittals, Applicant shall submit separate Right-of-Way (ROW) improvement plans for the Public Improvement Permit Application. An engineer's cost estimate for the scope of work shown on the approved ROW improvement plans is required to determine the performance and payment bond amount. The submittal of the bonds is required prior to the execution of the Subdivision Improvement Agreement.
12. All improvements shall be designed by a registered civil engineer and approved by the Engineering Division.

### **Mapping and Agreements**

13. Prior to the issuance of a building permit, the Applicant shall apply for City approval and record a Parcel Map to dedicate the required public easements, to show all existing easements to remain, all existing easements to be abandoned or quit claimed, and to reconfigure the existing four parcels into three parcels such that the proposed new building structures do not straddle the property lines.
14. The Applicant's Parcel Map shall include the abandonment of the existing 46' wide Public Roadway and Utility Right-of-Way and a portion of the 20' wide Public Easement for Sanitary and Storm Sewer Purposes on Sylvester Road and the dedication of a new 46' Public Access and Utility Easement on Sylvester Road from the East Grand Avenue Right-of-Way to the southern limits of the Access Road intersection.
15. The Applicant shall dedicate to the City an Emergency Vehicle Access Easement along the Access / Service Road alignment to the satisfaction of the Fire Marshall.
16. The Applicant shall dedicate a 12' wide Public Utility Easement on the portion of the Access Road south of the proposed Parking Garage.
17. All required public easement dedications to the City on the project site shall be established via a Parcel Map for the property. Said Parcel Map shall be recorded with the San Mateo County Recorder's Office prior to the issuance of a Building Permit.
18. Applicant shall submit all documents required for review of any mapping application.
19. Prior to the approval of any Public Improvement Encroachment Permits, the Applicant shall enter into an Improvement Agreement and Encroachment and Maintenance Agreement with the City. These agreements shall be approved by City Council prior to execution.
  - a. The Improvement Agreement shall require the Applicant to ensure the faithful performance of the design, construction, installation and inspection of all public improvements as reviewed and approved by the Engineering Division at no cost to the City and shall be secured by good and sufficient payment, performance, and one (1) year warranty bonds or cash deposit adequate to cover all of the costs, inspections and administrative expenses of completing such improvements in the event of a default. The value of the bonds or cash deposit shall include 110% of the cost of construction based on prevailing wage rates. The value of the warranty bond or cash deposit shall be equivalent to 10% of the value of the performance security.
  - b. The Encroachment and Maintenance Agreement shall require the Applicant to maintain any street furniture that serves the property, and all stormwater treatment measures and the landscaping/street trees in the Public right-of-way within the project frontage at no cost to the City. The Encroachment and Maintenance Agreement shall be recorded with the San Mateo County Recorder and may be transferred to the property owner.



20. Applicant shall pay for all Engineering Division deposits and fees required for any mapping application prior to review.

### **Right-of-Way**

21. Prior to building permit issuance and prior to any work within the City Right-of-Way, the Applicant shall obtain a Public Improvement Permit from the Engineering Division. All new public improvements required to accommodate the development shall be installed at no cost to the City and shall be approved by the City Engineer and constructed to City Standards. All new public improvements shall be completed prior to Final Occupancy of the project or prior any Temporary Occupancy as approved by the City Engineer.
22. Prior to Building Permit issuance, the Applicant shall submit a video survey of the adjacent streets (perimeter of proposed property location) to determine the pre-construction condition of the streets at no cost to the City. The Applicant will be responsible to ensure that the condition of the streets and striping is in at least existing condition or better after construction is completed.
23. The Applicant shall construct new curb, gutter, and sidewalk, along the Sylvester Road frontage of the project site.
24. The Applicant shall perform base repairs and provide a 2-inch grind and overlay (edge of pavement to edge of pavement) of the asphalt concrete pavement on the property's frontages on East Grand Avenue and Sylvester Road.
25. Applicant shall ensure that any pavement markings impacted during construction are restored and upgraded to meet current City standards current to the time of Encroachment Permit approval.
26. The Applicant shall reconstruct the existing curb and gutter along the East Grand Avenue frontage of the subject property. The alignment of the new curb and gutter shall accommodate the future street width of East Grand Avenue as depicted in the City's East Access Study.
27. The Applicant shall increase the radius of the curb return at the southeast corner of the Highway-101 off-ramp as depicted in the City's East Access Study, to the extent feasible.
28. Prior to final occupancy, the Applicant shall install the following improvements as depicted in the City's East Access study. These improvements shall be installed by the Applicant or by another entity, other than the City, with the Applicant's coordination and fair share contribution as determined between the parties.
  - a. The Applicant shall install a new traffic signal at the intersection of East Grand Avenue and Sylvester Road/Hotel Driveway. The new traffic signal shall be hardwire interconnected to the existing traffic signal at East Grand Avenue and Grand Avenue. The

lane approaches for eastbound and westbound on East Grand Avenue shall be configured as depicted in the City's East Access Study.

- b. The Applicant shall install new high-visibility pedestrian crosswalks at the intersection of East Grand Avenue and Sylvester Road including two crosswalks crossing East Grand Avenue. The crosswalks shall include new ADA accessible pedestrian curb ramps on each end of the crosswalks.
29. The Applicant shall install pedestrian lighting along the project sidewalk frontages on East Grand Avenue and Sylvester Road.
30. The Applicant shall install streetlights along the project street frontages on East Grand Avenue and Sylvester Road. The light poles and fixtures shall be ornamental streetlights to match City Standards.
31. Upon completion of construction and landscape work at the project site, the Applicant shall clean, repair or reconstruct, at their expense, as required to conform to City Standards, all public improvements including driveways, curbs, gutters, sidewalks and street pavements along the street frontages of the subdivision to the satisfaction of the City Engineer. Damage to adjacent property caused by the Applicant, or their contractors or subcontractors, shall be repaired to the satisfaction of the affected property owner and the City Engineer, at no cost to the City or to the property owner.
32. The Applicant shall install street trees, landscaping, and irrigation system on the public right-of-way. Applicant shall ensure the proposed trees and planting locations do not interfere with existing Public Utility Easements and new underground utilities. The Applicant shall include root barrier measures to prevent the sidewalk from uplift.
33. Prior to the issuance of the Encroachment Permit, the Applicant shall submit Traffic and Pedestrian Control Plans for proposed work on East Grand Avenue and Sylvester Road and/or any area of work that will obstruct the existing pedestrian walkways.
34. No foundation or retaining wall support shall extend into the City Right-of-Way without express approval from the Engineering Department. Applicant shall design any bioretention area or flow-through planters adjacent to the property line such that the facility and all foundations do not encroach within the City Right-of-Way or into an adjacent parcel.
35. The project shall not include any permanent structural supports (retaining walls, tiebacks, etc.) within the ROW. City Engineer approval is required for any temporary structural supports within the ROW. Any temporary structural supports shall be removed after construction.
36. Any work within the public sidewalk and/or obstructing pedestrian routes shall require pedestrian routing plans along with traffic control plans. Temporary lane or sidewalk closures shall be approved by the City Engineer and by the Construction Coordination Committee (if within the CCC influence area). For any work affecting the sidewalks or pedestrian routes greater than 2 days in duration, the adjacent parking lane or adjacent travel lane shall be closed.

and temporary vehicle barriers placed to provide a protected pedestrian corridor. Temporary ramps shall be constructed to connect the pedestrian route from the sidewalk to the street if no ramp or driveway is available to serve that purpose.

### **Stormwater**

37. The Applicant shall submit to the City Engineer a storm drainage and hydraulic study for the fully improved development analyzing existing conditions and post-development conditions. The study shall confirm that the proposed development will meet the goal of reducing peak runoff by 15% based on a 25-year, 5-minute design storm for each drainage basin. Methods for reducing stormwater flow shall include stormwater storage on-site if necessary. The study shall also evaluate the capacity of each new storm drain installed as part of the development. Precipitation shall be based on NOAA Atlas 14 data for the site. The study shall be submitted to the City Engineer for review and approval.
38. On-site and off-site storm drainage conveyance systems shall be designed to accommodate the 10-year design storm. Precipitation used for the hydraulic analysis shall be based on NOAA Atlas 14 data for the project site. Storm duration shall be equal to the time of concentration with an initial minimum of 10 minutes.
39. Hydraulic Grade lines shall not be less than 1 foot from the ground surface.
40. Runoff Coefficients used for hydraulic calculations shall be as follows:
  - a. Parks and open areas—0.35
  - b. Residential areas—0.50
  - c. Multiple dwelling areas—0.65
  - d. Commercial and paved areas—0.95
41. Drainage runoff shall not be allowed to flow across lot lines or across subdivision boundaries onto adjacent private property without an appropriate recorded easement being provided for this purpose.
42. All off-site drainage facilities required by the City Engineer to accommodate the runoff from the subdivision shall be provided by the Applicant at no cost to the City.
43. All building downspouts shall be connected to rigid pipe roof leaders which shall discharge into an approved drainage device or facility that meets the C3 stormwater treatment requirements of Municipal Regional Permit.
44. All storm drainage runoff shall be discharged into a pipe system or concrete gutter. Runoff shall not be surface drained into surrounding private property or public streets.
45. Existing on-site drains that are not adequately sized to accommodate run-off from the fully developed property and upstream drainage basin shall be improved as required by the

Applicant's civil engineering consultant's plans and specifications as approved by the City Engineer. These on-site improvement shall be installed at no cost to the City.

46. The on-site storm drainage system shall not be dedicated to the City for ownership or maintenance. The storm drainage system and any storm water pollutions control devices within the subdivision shall be owned, repaired, and maintained by the property owner or other manager for the property owners in the area.

### **Sanitary Sewer**

47. The Applicant shall upsize the existing 6-inch public sanitary sewer main on Sylvester Road as follows:

- to a 10-inch pipe from the manhole on East Grand Avenue to the manhole at the Access Road entrance.
- to an 8-inch sanitary sewer main from the manhole at the Access Road entrance to 169 feet south of the Access Road entrance.

48. Applicant shall video inspect the sanitary sewer mains along the project frontage to the nearest manholes upstream and downstream of the project point of connection both prior to construction and post construction. Video must be submitted to City Engineering for review as part of the improvement plans submittal and shall confirm the number of existing sewer laterals serving the site that must be abandoned.

49. The Applicant shall abandon all existing private sewer laterals from the project site connected to the public sanitary sewer system. The number of sewer laterals to be abandoned shall be shown on the plans and shall be confirmed by the review of a video inspection of the private sanitary sewer main.

50. The Applicant shall install the new sewer lateral to City Standards including a cleanout in the sidewalk and a new wye connection at the main. Lateral sizes of 8-inch or larger require a manhole connection at the City sewer main.

51. Sanitary Sewer plan shall show all existing and proposed utilities. Be sure to provide minimum horizontal and vertical clearances for all existing and proposed utilities. Also include all existing and proposed manhole, catch basin and pipe invert elevations.

52. All utility crossings shall be potholed, verified and shown on the plans prior to the building permit submittal.

53. The on-site sanitary sewer system/plumbing shall be designed and installed in accordance with the Uniform Plumbing Code, as amended and adopted by the City, and in accordance with the requirements of the South San Francisco Building Division.

54. Each on-site sanitary sewer manhole and cleanout shall be accessible to maintenance personnel and equipment via pathway or driveways as appropriate. Each maintenance structure shall be surrounded by a level pad of sufficient size to provide a safe work area.

55. The on-site sanitary sewer system shall not be dedicated to the City for maintenance. The sanitary sewer facilities within the subdivision shall be repaired and maintained by the property owner or other manager for the property owners in the area.

### **Dry Utilities**

56. The Applicant shall underground the existing overhead utilities along the project frontage on Sylvester Road. The Applicant shall also underground the existing overhead utilities along the I-101 frontage of the development site from East Grand Avenue to the southern limits of the development site. The joint trench for said undergrounding shall include one 3-inch spare conduit with pull boxes and pull rope for future City fiber optics facilities.
57. All electrical and communication lines serving the property, shall be placed underground within the property being developed and to the nearest overhead facility or underground utility vault. Pull boxes, junction structures, vaults, valves, and similar devices shall not be installed within pedestrian walkway areas.

### **Domestic Water**

58. The Applicant shall coordinate with the California Water Service (Calwater) for all water-related issues. All water mains and services shall be installed to the standards of the Calwater.
59. The Applicant shall relocate the water main on the Sylvester Road frontage of the project site. The size of the relocated water main shall be at least 10 inches as approved by Calwater
60. The Applicant shall relocate curb and sidewalk to accommodate the East Grand Avenue curb location and wider corner radius as identified in the City's East Access Study to the extent feasible. The Applicant shall remove the existing fence and install a new fence along the property line of the Calwater pump station at the intersection of East Grand Avenue and the I-101 off-ramp. The fence shall include a person gate and service vehicle gate with driveway apron as approved by Calwater. The design of the fence shall be of rod iron or other approved ornamental material as approved by the City and Calwater.
61. The Applicant shall install a private fire water system with fire hydrants at the locations specified by the Fire Marshal. Installation shall be in accordance with City Standards as administered by the Fire Marshal.

### **On-site Improvements**

62. Internal driveways shall be a minimum of 15' wide for one-way travel and 25' wide of for areas subject to two-way travel. One-way travel lanes within the site shall be clearly posted and marked appropriately.
63. The Applicant shall submit a construction access plan that clearly identifies all areas of proposed access during the proposed development.

64. Prior to receiving a Certificate of Occupancy from the Building Division, the Applicant shall require its Civil Engineer to inspect the finished grading surrounding the building and to certify that it conforms to the approved site plan and that there is positive drainage away from the exterior of the building. The Applicant shall make any modifications to the grading, drainage, or other improvements required by the project engineer to conform to intent of his plans.
65. The Applicant shall submit a proposed workplan and intended methodologies to ensure any existing structures on or along the development's property line are protected during proposed activities.
66. All common areas are to be landscaped and irrigated and shall meet the requirements of the City's Water Efficiency Landscape Ordinance (WELO). Submit landscape, drainage and grading plans for review and approval by the Engineering Division.
67. Any monument signs to be installed for the project shall be located completely on private property and shall not encroach into the City's right-of-way. The applicant shall ensure that placement of the monument signs do not obstruct clear lines of sight for vehicles entering or exiting the site.

### **Grading**

68. The recommendations contained within the geotechnical report shall be included in the Site Grading and Drainage Plan. The Site Grading and Drainage Plan shall be prepared by the applicant's civil engineer and approved by the project geotechnical engineer.
69. During grading operations, the entire project site shall be adequately sprinkled with water to prevent dust or sprayed with an effect dust palliative to prevent dust from being blown into the air and carried onto adjacent private and public property. Dust control shall be for seven days a week and 24 hours a day. Should any problems arise from dust, the applicant shall hire an environmental inspector at his/her expense to ensure compliance with the grading permit.
70. Haul roads within the City of South San Francisco shall be cleaned daily, or more often, as required by the City Engineer, of all dirt and debris spilled or tracked onto City streets or private driveways by project construction.
71. The Applicant shall submit a winterization plan for all undeveloped areas within the site to control silt and stormwater runoff from entering adjacent public or private property. This plan shall be submitted to the City Engineer for review and approval prior to September 1 of each year. The approved plan shall be implemented prior to November 1 of each year.
72. Prior to placing any foundation concrete, the Applicant shall hire a licensed land surveyor or civil engineer authorized to practice land surveying to certify that the new foundation forms conform with all setbacks from confirmed property lines as shown on the Plans. A letter certifying the foundation forms shall be submitted to the Engineering Division for approval.

73. All hauling and grading operations are restricted to between the hours of 8:00 a.m. to 6:00 p.m. for residential areas and 7:00 a.m. to 6:00 p.m. for industrial/commercial areas, Monday through Friday, excluding holidays.
74. Unless approved in writing by the City Engineer, no grading in excess of 200 cubic yards shall be accomplished between November 1 and May 1 of each year.

### **Engineering Impact Fees**

75. The Applicant shall pay the following Fees prior to receiving a Building Permit for the subject project, subject to any applicable credits and vested rights:
- a) The Oyster Point Interchange Impact Fee per the formula established by Resolution 71-84.
  - b) The Citywide Transportation Impact Fee per the formula established by Resolution 120-2020.

The East of 101 Sewer Impact Fee per the formula established by Resolution 97-2002

Engineering contact: Jason Hallare, Senior Engineer, [Jason.hallare@ssf.net](mailto:Jason.hallare@ssf.net)

**D) Police Department requirements shall be as follows:**

1. All construction must conform to South San Francisco Municipal Code Chapter 15.48.070 Minimum security standards for non-residential buildings, (Ord. 1477 § 1C, 2013; Ord. 1166 § 1, 1995).
2. The hardware design of any doorways shall prevent any doors from being secured in a closed position to either another door or a fixed object within four feet of any door by means of a rope, cable, chain, or similar item. This is to prevent malicious prevention of egress and/or ingress by building occupants or first responders. See possible samples below.

Acceptable:



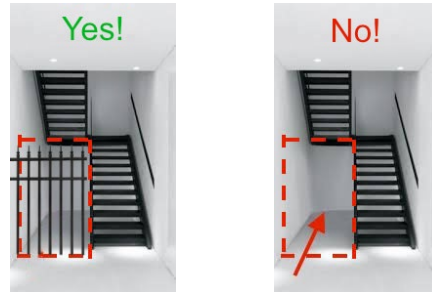
Unacceptable:



3. All exterior doorways shall be illuminated during darkness by a white light source that has full cut-off and is of pedestrian scale.
4. The landing at the lowest level of service staircases, such as those in the garage area or fire escapes, shall have some mechanism, such as fencing and/or a gate, to prevent access to those areas where a person could conceal themselves and/or loiter in said area. The fencing and/or gate shall be at least six feet tall and constructed in a manner that makes it difficult to climb. The fencing and/or gate shall be roughly flush with the lowest step to provide



maximum access restriction to the area to the side or of underneath the stairs. Please see below examples.



6. Any exterior bicycle racks installed shall be of an inverted “U” design, or other design that allows two different locking points on each bicycle.
7. Any publicly accessible benches shall be of a design that prevents persons from lying on them, such as a center railing.
8. Any publicly accessible power outlets shall be of a design that prevents their access or use during those hours the business is normally closed.
9. Any publicly accessible raised edge surfaces, such as retaining walls, concrete benches, handrails, or railings, shall be of a design that prevents or discourages skateboard use on those surfaces.
10. The mature height of all shrubbery adjacent to public street frontages and rights-of-way shall be no higher than three feet, if so, it shall be maintained at a maximum height of three feet, and tree canopies shall be no lower than six feet above grade.
11. The applicant shall install and maintain a camera surveillance system that conforms to the minimum technical specifications of South San Francisco Municipal Code Chapter 8.66.050 Minimum technological standards, (Ord. 1515, 2016). The video surveillance cameras will be used as a crime deterrent and assist with the identification and apprehension of criminals if a crime is committed on the property. Enough cameras shall be installed to provide adequate coverage for the intended space. Cameras shall be placed minimally in the following locations:
  - All exterior entrances/exits
  - Garage area (Entrances/Exits, Elevator Lobbies, and coverage of parking areas to the satisfaction of the Police Department)
  - Bicycle storage area
  - Main lobby of building

- Loading docks

The Police Department requires acknowledgement of these comments to include specific locations in the plans where the applicable change requests have been made. The Police Department reserves the right to review and comment upon the submission of revised and updated plans. For questions concerning this project, please contact the Planning Sergeant at (650) 877-8927 or at [planningsergeant@ssf.net](mailto:planningsergeant@ssf.net).

Police Department contact: Sergeant Mike Toscano (650) 877-8927

**E) Water Quality Control Plant requirements shall be as follows:**

1. Storm drains must be protected during construction. Discharge of any demolition/construction debris or water to the storm drain system is prohibited.
2. Do not use gravel bags for erosion control in the street or drive aisles. Drains in street must have inlet and throat protection of a material that is not susceptible to breakage from vehicular traffic.
3. No floatable bark shall be used in landscaping. Only fibrous mulch or pea gravel is allowed.
4. After 7/1/19, Demolition Projects must complete a **PCBs Screening Assessment Form** (attached and available in Building Division). If screening determines the building is an applicable structure, the Protocol for Evaluating PCBs-Containing Materials before Building Demolition shall be followed.
5. **As site falls in a Moderate Trash Generation area per South San Francisco's ATTACHED Trash Generation Map** (<http://www.flowstobay.org/content/municipal-trash-generation-maps>), determined by the Water Quality Control Division:
  - Regional Water Quality Control Board-approved **full trash capture devices** must be installed to treat the stormwater drainage from the site.
  - At a **minimum**, a device must be installed before the onsite drainage enters the City's public stormwater system (i.e. trash capture must take place no farther downstream than the last private stormwater drainage structure on the site).
  - An Operation & Maintenance Agreement will be required to be recorded with San Mateo County, ensuring the device(s) will be properly maintained.
  - A full trash capture system is any single device or series of devices that traps all particles retained by a 5 mm mesh screen and has a design treatment capacity of not less than the peak flow rate resulting from a one-year, one-hour storm in the sub-drainage area or designed to carry at least the same flow as the storm drain connected to the inlet.*
6. Roof leaders/gutters must NOT be plumbed directly to storm drains; they shall discharge to stormwater treatment devices or landscaping first.
7. Fire sprinkler test drainage must be plumbed to sanitary sewer and be clearly shown on plans.
8. Trash enclosure shall be covered (roof, canopy) and contained (wall/fence). If food prep to be involved, the floor shall slope to a central drain that discharges to a grease trap/interceptor and is connected to the sanitary sewer. Details of trash enclosure shall be clearly provided on plans.
9. Install a condensate drain line connected to the sanitary sewer for rooftop equipment and clearly show on plans.

10. If laboratories will be installed, a segregated non-pressurized lab waste line must collect all laboratory waste. Install a sample port on the lab waste line outside the building, which will be accessible at all times.
11. Submit specs on the sample port.
12. If a food service kitchen/ prep area is to be installed, it shall connect to a gravity grease interceptor at least 750 gallons (liquid capacity) in size. Sizing of the grease removal device must be in accordance with the uniform plumbing code.
13. Grease interceptor shall be connected to all non-domestic wastewater sources in the kitchen (wash sinks, mop sinks, floor drains) and shown on plans.
14. A cut sheet of the Grease Interceptor/Trap must be shown on plans.
15. Garbage Disposals in Industrial/Commercial facilities are prohibited by City of South San Francisco Municipal Code. Do not plan for or install Garbage Disposal(s).
16. Applicant will be required to pay a **Sewer Capacity Fee (connection fee)** based on SSF City Council-approved EDU calculation (involving anticipated flow, BOD and TSS calculations and including credits for previous site use). Based on the information received, **the estimated Sewer Capacity Fee will be \$1,181,989.91, payable with the Building Permit.**
17. Elevator sump drainage (if applicable) shall be connected to an oil/water separator prior to connection to the sanitary sewer.
18. Drains in parking garage must be plumbed through an oil/water separator and then into the sanitary sewer system and clearly shown on plans.
19. Wherever feasible, install landscaping that minimizes irrigation runoff, promotes surface infiltration, minimizes use of pesticides and fertilizers and incorporates appropriate sustainable landscaping programs (such as Bay-Friendly Landscaping).
20. **Site is subject to C.3 requirements of the Municipal Regional Stormwater Permit (please see SMCWPPP C.3 Regulated Projects Guide at <https://www.flowstobay.org/newdevelopment> for guidance). The following items will be required and C.3 compliance will be determined by the City's consultant, WC-3;**
21. Applicant shall provide 100% Low-Impact Development for C.3 stormwater treatment for all of the project's impervious areas. In-lieu of on-site treatment, applicants seeking **Special Project Status** exemption to Low Impact Development for C.3 treatment may install LID treatment within the Right-of-Way. If Applicant chooses to treat any of their Project's impervious areas within the ROW, Applicant shall size the treatment measures to treat both the Project's impervious areas and the ROW. The ROW area to be treated shall be from the property line to the street centerline or crown whichever is a greater distance along the entire project frontage. Sizing and design shall conform to the San Mateo Countywide Water Pollution Prevention Program design templates and technical guidance and be approved by the Water Quality Control Plant and the Engineering

Division. Applicant shall maintain all treatment measures required by the project and enter into a Stormwater Treatment Measure Maintenance Agreement with the City.

22. Completed required forms for Low Impact Development (C3-C6 Project Checklist). Forms must be on 8.5in X 11in paper and signed and wet stamped by a professional engineer. Calculations must be submitted with this package.

Use required forms for completing documents, as old forms are no longer sufficient

**Forms can also be found at <http://www.flowstobay.org/newdevelopment>**

**A completed copy must also be emailed to [andrew.wemmer@ssf.net](mailto:andrew.wemmer@ssf.net)**

23. Sign and have engineer wet stamp forms for Low Impact Development.

24. Submit flow calculations and related math for LID.

25. Complete required Operation and Maintenance (O&M) agreements.

Use required forms for completing documents, as old forms are no longer sufficient

**Do not sign agreement, as the city will need to review prior to signature. Prepare packet and submit including a preferred return address for owner signature.**

**Packet should also be mailed or emailed to:**

Andrew Wemmer  
City of SSF WQCP  
195 Belle Air Road  
South San Francisco, CA 94080  
[Andrew.wemmer@ssf.net](mailto:Andrew.wemmer@ssf.net)

*Exhibit Templates can also be found within Chapter 6 the C.3 Technical Guidance at <http://www.flowstobay.org/newdevelopment>.*

26. The onsite catch basins are to be stenciled with the approved San Mateo Countywide Stormwater Logo (No Dumping! Flows to Bay).

27. Landscaping shall meet the following conditions related to reduction of pesticide use on the project site:

- a. Where feasible, landscaping shall be designed and operated to treat stormwater runoff by incorporating elements that collect, detain, and infiltrate runoff. In areas that provide detention of water, plants that are tolerant of saturated soil conditions and prolonged exposure to water shall be specified.
- b. Plant materials selected shall be appropriate to site specific characteristics such as soil type, topography, climate, amount and timing of sunlight, prevailing winds, rainfall, air movement, patterns of land use, ecological consistency and plant interactions to ensure successful establishment.

- c. Existing native trees, shrubs, and ground cover shall be retained and incorporated into the landscape plan to the maximum extent practicable.
  - d. Proper maintenance of landscaping, with minimal pesticide use, shall be the responsibility of the property owner.
  - e. Integrated pest management (IPM) principles and techniques shall be encouraged as part of the landscaping design to the maximum extent practicable. Examples of IPM principles and techniques include:
    - i. Select plants that are well adapted to soil conditions at the site.
    - ii. Select plants that are well adapted to sun and shade conditions at the site. In making these selections, consider future conditions when plants reach maturity, as well as seasonal changes.
    - iii. Provide irrigation appropriate to the water requirements of the selected plants.
    - iv. Select pest-resistant and disease-resistant plants.
    - v. Plant a diversity of species to prevent a potential pest infestation from affecting the entire landscaping plan.
    - vi. Use “insectary” plants in the landscaping to attract and keep beneficial insects.
28. A SWPPP must be submitted (if > 1 acre). Drawings must note that erosion control shall be in effect all year long.
29. A copy of the state approved NOI must be submitted (if > 1 acre).

Please have applicant contact Andrew Wemmer at Water Quality Control with any questions at (650) 829-3840 or [Andrew.wemmer@ssf.net](mailto:Andrew.wemmer@ssf.net).

## **STANDARD CONDITIONS AND LIMITATIONS FOR COMMERCIAL, INDUSTRIAL, MIXED USE, AND MULTI-FAMILY RESIDENTIAL PROJECTS**

### ***Entitlement and Permit Status***

1. Unless the use has commenced or related building permits have been issued within two (2) years of the date this permit is granted, this permit will automatically expire on that date, subject to any extensions provided under the Subdivision Map Act or other applicable law. A one-year permit extension may be granted in accordance with provisions of the SSFMC Chapter 20.450 (Common Procedures).
2. The permit shall not be effective for any purpose until the property owner or a duly authorized representative files a signed acceptance form, prior to the issuance of a building permit, stating that the property owner is aware of, and accepts, all of the conditions of the permit.
3. The permit shall be subject to revocation if the project is not operated in compliance with the conditions of approval.
4. Minor changes or deviations from the conditions of approval of the permit may be approved by the Chief Planner and major changes require approval of the Planning Commission, or final approval body of the City, per SSFMC Chapter 20.450 (Common Procedures).
5. Neither the granting of this permit nor any conditions attached thereto shall authorize, require or permit anything contrary to, or in conflict with any ordinances specifically named therein.
6. Prior to construction, all required building permits shall be obtained from the City's Building Division.
7. All conditions of the permit shall be completely fulfilled to the satisfaction of the affected City Departments and Planning and Building Divisions prior to occupancy of any building. Any request for temporary power for testing equipment will be issued only upon substantial completion of the development.

### ***Lighting, Signs, and Trash Areas***

8. All exterior lights shall be installed in such a manner that is consistent with SSFMC Chapter 20.300 (Lot and Development Standards), and there shall be no illumination on adjacent properties or streets which might be considered either objectionable by adjacent property owners or hazardous to motorists.
9. No additional signs, flags, pennants or banners shall be installed or erected on the site without prior approval, as required by SSFMC Chapter 20.360 (Signs).
10. Adequate trash areas shall be provided as required by SSFMC 20.300 (Lot and Development Standards).
11. Trash handling area must be covered, enclosed and must drain to sanitary sewer. This must be shown on the plans prior to issuance of a permit. If being installed in a food

service facility the drain must be connected to a grease interceptor prior to the connection to the sanitary sewer.

### *Landscaping, Construction, & Utilities*

12. The construction and permitted use on the property shall be so conducted as to reduce to a minimum any noise vibration or dust resulting from the operation.
13. A plan showing the location of all storm drains and sanitary sewers must be submitted.
14. All sewerage and waste disposal shall be only by means of an approved sanitary system.
15. Prior to any on-site grading, a grading permit shall be obtained from the City Engineer.
16. All existing utility lines, underground cable conduits and structures which are not proposed to be removed shall be shown on the improvement plans and their disposition noted.
17. All landscape areas shall be watered via an automatic irrigation system which shall be maintained in fully operable condition at all times, and which complies with SSFMC Chapter 20.300 (Lot and Development Standards).
18. All planting areas shall be maintained by a qualified professional; the landscape shall be kept on a regular fertilization and maintenance program and shall be maintained weed free.
19. Plant materials shall be selectively pruned by a qualified arborist; no topping or excessive cutting-back shall be permitted. Tree pruning shall allow the natural branching structure to develop.
20. Plant materials shall be replaced when necessary with the same species originally specified unless otherwise approved by the Chief Planner.

### *Parking Areas, Screening, & Drainage*

21. All ducting for air conditioning, heating, blower systems, accessory mechanisms and all other forms of mechanical or electrical equipment which are placed on or adjacent to the building shall be screened from public view, in accordance with SSFMC Chapter 20.300 (Lot and Development Standards).
22. All parking spaces, driveways, maneuvering aisles, turn-around areas and landscaping areas shall be kept free of debris, litter and weeds at all times. Site, structures, paving, landscaping, light standards, pavement markings and all other facilities shall be permanently maintained.
23. All parking spaces, driveways, maneuvering aisles, and turn-around areas must drain and be plumbed to the sanitary sewer.
24. The onsite stormwater catch basins are to be stenciled with the approved San Mateo Countywide Stormwater Logo (No Dumping! Flows to Bay).



### *Public Safety*

25. The applicant shall comply with the provisions of Chapter 15.48 of the Municipal Code, “Minimum Building Security Standards” Ordinance revised May 1995. The Police Department reserves the right to make additional security and safety conditions, if necessary, upon receipt of detailed/revised building plans.
26. The applicant shall comply with the provisions of Chapter 15.24 of the Municipal Code, “Fire Code” Ordinance. The Fire Department reserves the right to make additional safety conditions, if necessary, upon receipt of detailed/revised building plans.
27. All fire sprinkler test and/or drain lines shall be connected to the sanitary sewer.

*Revised March 2013*