

FINDINGS OF APPROVAL

P21-0120: UP21-0014

141 S MAPLE AVENUE

(As recommended by City Staff on May 1, 2025)

As required by the Use Permit Procedures (SSFMC Chapter 20.490), the following findings are made in support of a Use Permit to operate a charter bus facility at 141 S Maple Avenue in the T5 Lindenville (T5L) Zoning District in accordance with Title 20 of the South San Francisco Municipal Code (SSFMC), based on public testimony and materials submitted to the South San Francisco Planning Commission which include, but are not limited to: Application materials submitted December 1, 2021; project plans prepared by C & E Designs and John Dalrymple Landscape Architecture, dated stamp received April 17, 2025; Planning Commission staff report dated May 1, 2025; and Planning Commission hearing of May 1, 2025.

1. Use Permit

- A. The zoning designation of the project site has been amended twice since application submittal in 2021. The project site was originally located within the Mixed Industrial (MI) Zoning District, and the proposed use was permitted subject to the approval of a Use Permit (UP). As part of the City's General Plan and Zoning Code update in October 2022, the project site was rezoned to the T4 Maker (T4M) District, in which the proposed use remained permitted with approval of a UP. In September 2023, the City adopted the new Lindenville Specific Plan, and the project site was rezoned to the T5 Lindenville (T5L) District. While the proposed use is not currently allowed in this district, the project site's history, original application date, and existing surrounding uses that are similar to the proposed use help support this project. Additionally, the project is in compliance with all other applicable Zoning requirements, including specific standards for fleet-based services, parking and landscaping. Conditions of approval will ensure continued compliance with the City's Zoning Ordinance requirements and development standards;
- B. The proposed use is consistent with the City's General Plan in that the project site is designated Industrial Transition Zone, and intended as a transition between a mixed-use area and high industrial area with a mix of residential and industrial uses;
- C. The proposed use will not be adverse to the public health, safety or general welfare of the community, or detrimental to surrounding properties or improvements. The project does not propose operations that create impacts to surrounding areas, and conditions of approval will ensure that the use complies with the approved plans and the regulations and standards set forth in the South San Francisco Municipal Code;

- D. The proposed use complies with design or development standards applicable to the T5L Zoning District. Conditions of approval will ensure continued compliance with the City's Zoning Ordinance;
- E. The design, location, size, and operating characteristics of the proposed activity would be compatible with the existing and reasonably foreseeable future land uses in the vicinity because the proposed use is in character with the surrounding mix of businesses and land uses in the project vicinity;
- F. The site is physically suitable for the type, density, and intensity of use being proposed, including access, utilities, and the absence of physical constraints because the site is already developed, and the proposed use is consistent with the surrounding existing commercial and industrial uses; and
- G. In accordance with the California Environmental Quality Act, staff has determined that the proposed project is Categorical Exempt pursuant to the provisions of Section 15301 – Class 1: Existing Facilities and Section 15304 – Class 4: Minor Alterations to Land. (CEQA Guidelines). The project site is an existing developed property surrounded by existing commercial and industrial buildings, and the proposal includes only minor exterior improvements.

CONDITIONS OF APPROVAL
P21-0120: UP21-0014
141 S MAPLE AVENUE
(As recommended by City Staff on May 1, 2025)

PLANNING DIVISION CONDITIONS

Introduction

The term “applicant”, “developer”, “project owner” or “project sponsor” used hereinafter shall have the same meaning: the applicant for the 141 S Maple Avenue project or the property / project owner if different from applicant.

GENERAL

1. The project shall be constructed and operated substantially as indicated on the plan set prepared by C & E Designs and John Dalrymple Landscape Architecture, dated stamp received April 17, 2025, and approved by the Planning Commission in association with P21-0120, as amended by the conditions of approval. The final plans shall be subject to the review and approval of the City’s Chief Planner.
2. The construction drawings shall comply with the Planning Commission approved plans, as amended by the conditions of approval, including the plans prepared by C & E Designs and John Dalrymple Landscape Architecture, dated stamp received April 17, 2025.
3. The permit shall be subject to revocation if the project is not operated in compliance with the conditions of approval.
4. 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.
5. The applicant shall obtain all required permits for the initiation and operation of the proposed use, including a City Business License.
6. Prior to any construction, if proposed, 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.

8. Applicant shall submit a checklist showing compliance with Conditions of Approval with the building permit application and plans and/or business license application and materials.
9. 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, Fire Marshal, and Chief Planner.
10. 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, Fire Marshal, and Chief Planner.
11. The applicant shall comply with all permitting requirements of applicable agencies related to the project and provide proof of permits and/or approval prior to building permit and/or business license issuance for these project elements.
12. 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.
13. 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. A one-year permit extension may be granted in accordance with provisions of the SSFMC Chapter 20.450 (“Common Procedures”).
14. 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.

DESIGN REVIEW / SITE PLANNING

15. 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.
16. 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 20.300.008 (“Landscaping”).

17. Plant materials shall be replaced when necessary with the same species originally specified unless otherwise approved by the Chief Planner.
18. 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”).
19. All landscaping installed within the public right-of-way by the property owner shall be maintained by the property owner.
20. 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 (See SSFMC Section 20.300.008, and the City’s [WELO Document Verification package](#)).
 - 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.
21. 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.
22. The applicant shall include exterior lighting in compliance with SSFMC Sections 20.300.009 (“Lighting and Illumination”) and 20.350.008 (“Automobile/Vehicle Sales and Leasing”) in the building permit application and plans.

For questions regarding Planning Division COAs, please contact Stephanie Skangos at Stephanie.Skangos@ssf.net

BUILDING DIVISION CONDITIONS

1. Provide demo permit for unpermitted auto gate removal.
2. Provide site lighting at night for drivers coming in and out of the parking lot.

3. Provide path of travel from ADA parking to the public sidewalk per 2022 California Building Code Chapter 11B.
4. Provide vehicular barrier at the left side to prevent the vehicle running into the neighboring building.
5. No motor vehicle washing allowed on-site.
6. Additional comments may be made during the building permit application plan check.

For questions concerning Building Division COAs, please contact Gary Lam at Gary.Lam@ssf.net or (650) 829-6669.

ENGINEERING DIVISION CONDITIONS

1. The Applicant may pay the Citywide Transportation Impact Fee (per Res 120-2020) prior to Building Permit Issuance. Feel free to visit the City's website for additional information, <https://www.ssf.net/departments/public-works/engineering-division/development-review>, under Development Impact Fees.
2. The owner may be made to comply with Title 14 Chapter 14.14 SEWER LATERAL CONSTRUCTION, MAINTENANCE AND INSPECTION of the South San Francisco Municipal Code <http://qcode.us/codes/southsanfrancisco/> where the entire sewer lateral will be examined and the appropriate requirements will be imposed. Depending on the severity of the sewer lateral, the cost incurred may be in the range of \$5,000 to \$20,000. All work shall be accomplished at the applicant's expense.
3. The building permit application plans shall conform to the standards of the Engineering Division's "Building Permit Typical Plan Check Submittals" requirements, copies of which are available from the Engineering Division or on our website <https://www.ssf.net/departments/public-works/engineering-division/development-review>.
4. The Applicant shall submit detailed plans printed to PDF and combined into a single electronic file, each being stamped and digitally signed by a Professional Engineer registered in the State of California, along with three printed copies. 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, Grading Plan, Horizontal 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).

5. At the time of the Building Permit application, plans shall show the lot size and dimensions, public-right-of way, existing utilities adjacent to the site (such as utility poles, hydrants, etc.), and easements where applicable.
6. 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>.
7. 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>.
8. A soils report/investigation is required for all new homes and as may be required by the City Engineer or Building Official. The soils report/investigation shall be prepared by a registered geotechnical engineer and shall include the following information:
 - a. Identification of any geologic hazards on or adjacent to the site which may impact the project,
 - b. Recommendations to mitigate any potential geologic hazards,
 - c. Recommendations regarding the suitability of the site for the proposed development,
 - d. Recommendations for site grading, foundation design parameters, etc.,
 - e. Depth of groundwater on-site (normal high water).
 - f. Clarify the purpose of the existing monitoring wells and whether they're still active or is abandoned.
 - g. This site had a history of previous sinkholes, which shall be evaluated.

9. No trees or permanent structures shall be proposed or constructed within any PUE bordering the interior property lines or within the property itself. Flatwork may be permissible (per discretion of the City).
10. The owner may, at his/her expense, replace any broken sidewalk, curb, and gutter fronting the property. The City of SSF shall be the sole judge of whether any such replacement is necessary. All adjacent sidewalk, curb and gutter shall be rebuilt to City standard at the Owner's expense.
11. An Encroachment Permit is required for any work to be done within the public right-of-way and /or easements. The Applicant shall pay all permit and inspection fees, as well as any deposits and/or bonds required to obtain said permits.
12. Contractors must have a Class A/C-42 license for any work in the street (beyond the face of curb). Contractors with a Class A license may perform any and all work associated with building permit requirements. For concrete work between the curb and the building, a Class C-8 license is sufficient. For plumbing work between the curb and the building, a Class C-36 license is sufficient. An exemption may be granted by the City if a relatively minor portion of the work is not covered by the Contractor's license. For example, if a new sewer cleanout is being installed in the sidewalk by a Contractor with a C-36 (plumbing) license, the same Contractor may remove and reform no more than one (1) panel of the sidewalk without the need for a Class C-8 (concrete) license.
13. The Engineering Division reserves the right to revise or include additional conditions during the building permit application plan review.

For questions concerning Engineering COAs, please contact Kelvin Munar at Kelvin.Munar@ssf.net.

FIRE DEPARTMENT CONDITIONS

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 in effect at the time of building permit application.
2. Fire service features for buildings, structures and premises shall comply with all City adopted building standards in effect at the time of building permit application.
3. Permit(s) shall be required as set forth in adopted California Building Code (CBC) Section 105 and California Fire Code (CFC) Sections 105.5 and 105.6. Submittal documents consisting of construction documents, statement of special inspection, geotechnical report, referenced

documents, and other data shall be submitted electronically 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.

4. The proposed application proposes no modification of the existing building, no use of the existing building, and no use of the building is being permitted as a part of this application.
5. Any gate installed at this facility shall be subject to a gates and barricades fire construction permit from the Fire Department and shall be an automatic gate in accordance with CFC requirements. Other Departmental permits may be required.

For questions concerning Fire Department COAs, please contact Ian Hardage at Ian.Hardage@ssf.net or (650) 829-6645.

PARKS DIVISION CONDITIONS

1. The applicant shall install one new tree within the proposed landscaping area on S Maple Avenue and one new tree within the proposed landscaping area along the rear of the property. The landscaping plan shall be revised to include these new trees and included with the building permit application and plans.
2. The irrigation plan shall be updated to include appropriate irrigation for the new trees required above and included with the building permit application and plans.

For questions concerning Parks Division COAs, please contact Joshua Richardson at Joshnua.Richardson@ssf.net.

POLICE DEPARTMENT CONDITIONS

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. 15.48.085 Additional Security Measures May Be Required
 - a. Per South San Francisco Municipal Code 15.48.085 -Additional Security Measures, the following conditions will also be required:

- 1) 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
 - Parking area (providing coverage to entire parking area)
3. The Police Department requires acknowledgement of these comments to include specific locations in the plans where the applicable change requests have been made.
4. The Police Department reserves the right to review and comment upon the submission of revised and updated plans.

For questions concerning Police Department COAs, please contact Sean Curmi at planningsergeant@ssf.net or (650) 877-8927.

WATER QUALITY CONTROL DIVISION CONDITIONS

The following items must be included in the plans or are requirements of the **Water Quality Control Stormwater and/or Pretreatment Programs** and must be completed prior to the issuance of a building permit:

1. **NO WASHING/RINSING TO STORMDRAIN SYSTEM ALLOWED.** If vehicle washing or rinsing is to be performed on site, wash waters shall be directed to the sanitary sewer, or to landscaping. Facility will be inspected regularly to ensure vehicle wash or rinse waters are not being discharged to the storm drain system (exterior drains or street).
2. **If Vehicle washing is anticipated, a washing and discharge plan must be submitted to the Water Quality Control Program.**

For questions concerning Water Quality Control Division COAs, contact Andrew Wemmer at Andrew.Wemmer@ssf.net or (650) 829-3840.