

FINDINGS OF APPROVAL

P24-0106: MUP25-0003

152 UTAH AVENUE

(As recommended by City Staff on October 22, 2025)

As required by the Use Permit Procedures (SSFMC Chapter 20.490), the following findings are made in support of a Minor Use Permit to allow a tire repair shop at 152 Utah Avenue in the T6 Urban Core (T6UC) 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 Division which include, but are not limited to: Application materials prepared by applicant, submitted May 7, 2025; project plans prepared by Toca Building Design, dated September 10, 2025; Zoning Administrator staff report dated October 22, 2025; and Zoning Administrator hearing of October 22, 2025.

REQUIRED FINDINGS

- A. The project is located within the T6 Urban Core (T6UC) Zoning District and minor automobile/vehicle service and repair use in the T6UC Zoning District is permitted with a Minor Use Permit approval;
- B. The tire repair shop is consistent with the intent of the General Plan which designates the site as Mixed Use in the East of 101 sub-area because the project will create a local employment opportunity within an existing industrial building, and will not preclude the long-term vision of mixed-use development in the corridor;
- C. The project will not adversely impact the public health, safety, or general welfare of the community, or be detrimental to surrounding properties or improvements;
- D. The project complies with all other design or development standards applicable to the zoning district and use;
- E. The design, location, size, and operating characteristics of the proposed activity would be compatible with the existing land uses in the vicinity and the proposed minor automobile/vehicle service and repair use meets the development standards;
- 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; and
- G. Staff has determined that the proposed project is Categorically Exempt pursuant to the provisions of California Environmental Quality Act Guidelines, Class 1, Section 15301, Existing Facilities.

CONDITIONS OF APPROVAL
P24-0106: MUP25-0003
152 UTAH AVENUE
(As recommended by City Staff on October 22, 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 152 Utah 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 Toca Building Design submitted on September 10, 2025, and approved by the Zoning Administrator in association with P24-0106 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 Zoning Administrator approved plans, as amended by the conditions of approval, including the plans prepared by Toca Building Design submitted on September 10, 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. Prior to construction, all required building permits shall be obtained from the City’s Building Division.
6. Demolition of any existing structures on site will require demolition permits.
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 building permit plans / business license application.
9. 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.

10. 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)
11. 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.

CONSTRUCTION

12. 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.
13. The applicant shall include in all building permit plans and post onsite the name and telephone number of an individual empowered to manage construction-related complaints generated from the project. The individual's name, telephone number, and responsibility for the project shall be posted at the project site for the duration of the project in a location easily visible to the public. The individual shall record all complaints received and actions taken in response, and submit written reports of such complaints and actions to the City's construction coordination representative on a weekly basis.
14. 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.
15. After the building permits are approved, but before beginning construction, the owner/applicant shall hold a preconstruction conference with City Planning, Building, Fire and Engineering staff and other interested parties. The developer shall arrange for the attendance of the construction manager, contractor, and all relevant subcontractors.

DESIGN REVIEW / SITE PLANNING

16. 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).
17. 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.

18. 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.
19. 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.
20. 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.
21. Landscaped areas in the project area may contain trees defined as protected by the South San Francisco Tree Preservation Ordinance, Title 13, Chapter 13.30. Any removal or pruning of protected trees shall comply with the Tree Preservation Ordinance, and applicant shall obtain a permit for any tree removals or alterations of protected trees, and avoid tree roots during trenching for utilities.
22. Permanent project signage is not included in project entitlements. Prior to installation of any project signage, the applicant shall submit an appropriate sign application per Chapter 20.360 of the Zoning Ordinance for review and approval.
23. No outdoor storage of materials or equipment is approved as part of project entitlements. If outdoor storage is proposed in the future, the applicant shall submit plans consistent with Section 20.350.033 Outdoor Storage of the Zoning Ordinance for review and approval.

TRANSPORTATION / PARKING

24. Provide clear signage on site for residential, commercial, and visitor parking areas to help direct vehicle traffic.

For questions regarding Planning Division COAs, please contact Victoria Kim at victoria.kim@ssfca.gov.

BUILDING DIVISION CONDITIONS

1. Provide plans to comply with 2022 California Building Code chapter 11B.
2. Provide exhaust ventilation system per 2022 California Mechanical Code.
3. Provide audible and visual alarm for carbon monoxide detection system per 2022 California Building Code.
4. Provide directional exit sign with emergency lighting at path of travel to public way Per 2022 California Building Code Chapter 10.

For questions concerning Building Division COAs, please contact Gary Lam at Gary.Lam@ssfca.gov or (650) 829-6670.

ENGINEERING DIVISION CONDITIONS

1. The Applicant shall 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, with 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). Note that record map shows a Public Utility Easement (P.U.E.) at rear of property along the west and partial of the south property lines, which shall be shown on project site plans.
10. The owner shall, 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 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 Matthew Ruble at Kelvin.Munar@ssfca.gov.

FIRE DEPARTMENT CONDITIONS

- 1. The project is proposing a change of use and occupancy and shall be required to comply with all currently adopted codes and standards for new buildings and structures.**
2. Projects shall be designed and constructed in compliance with established regulations as 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.
3. 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.
 - a. The project shall install a new public fire hydrant within 100 feet of the existing FDC location at an approved location by the fire code official. Design documents shall be submitted to the fire code official for review and approval prior to construction commencing.
 - b. Parking on the shared easement on the west side of the building shall be prohibited and identified as a "FIRE LANE". Design documents shall be submitted to the fire code official for review and approval prior to construction commencing.
4. 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.
5. Construction documents shall be to scale (graphic scale required on all plan sheets), dimensioned and drawn on suitable electronic media. 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 fire code official.
6. Shop/construction drawings for the fire protection system(s) and other hazardous operations regulated by the fire department shall be submitted directly to the Fire Department to indicate conformance with adopted codes and standards. The construction documents shall be approved prior to the start of system installation.
7. 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 structure and construction that are to remain on the site or plot.

8. **Prior to issuance of building permits**, in accordance with CFC Section 105.6 the fire code official shall have the authority to require fire construction permit documents and calculations for all fire protection and life safety systems and to require permits be issued for the installation, rehabilitation or modification of any fire protection and life safety systems. Construction documents for fire protection and life safety systems shall be submitted for review and approval prior to system installation. Only the following fire construction permits are approved for deferred submittal: (1) Automatic fire extinguishing systems, (2) Emergency responder communication coverage system (ERCCS), and (3) Fire alarm and detection systems and related equipment.
9. Fire apparatus access roads shall be approved by the fire code official, installed and maintained in accordance with CFC [Section 503](#) and Appendix D.
10. 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 in accordance with adopted codes and standards at time of building permit application.
11. Traffic calming measures (bollards, speed cushions, humps, undulations, etc.) are required to be approved by the fire code official prior to installation.
12. Should a security gate(s) be planned to serve the facility, they shall be approved by the fire code official prior to installation.
13. Required Fire Department access roads shall be signed “No Parking – Fire Lane” per current Fire Department standards and California Vehicle Code (CVC) Section 22500

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

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. 14 77 § 1 C, 2013; Ord. 1166 § 1, 1995).
2. 15.48.085 Additional Security Measures May Be Required.
3. Per South San Francisco Municipal Code 15.48.085 -Additional Security Measures, the following conditions will also be required:
 - a. Any exterior double door entrances shall only have one exterior handle, which should be on the right door (from a person's perspective from the outside). This is to prevent the malicious locking/chaining of the doors from the outside. This requirement shall also apply to interior double doors to shared common areas.
 - b. The hardware design of any double 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. Pay particular attention to all glass doorways. See possible samples below.

Acceptable:



Unacceptable:



4. All exterior doorways shall be illuminated during darkness by a white light source that has full cut-off and is of pedestrian scale.
5. All interior common and service areas, such as the garage, bicycle storage area, fire escapes, etc., shall be always illuminated with a white light source that is controlled by a tamperproof switch, or a switch located in an inaccessible location to passers-by.
6. 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 underneath the stairs. Please see below examples.



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. If physical locking covers are used, they must be made of metal, not plastic, and locks must be installed prior to inspection.
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 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:

- a. All exterior entrances/exits
- b. Garage area and parking lot (providing coverage to the entire parking area)
- c. Main lobby of the building
- d. Loading docks
- e. Shop area

12. The building shall be alarmed with a central station monitored alarm system.

13. The Police Department requires acknowledgement of these comments to include specific locations in the plans where the applicable change requests have been made.

14. 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@ssfca.gov or (650) 877-8927.

WATER QUALITY CONTROL DIVISION CONDITIONS

1. Storm drains must be protected during construction. Discharge of any demolition/construction debris or water to the storm drain system is prohibited.
2. Tires, solvents, hazardous waste, used oil are prohibited from being stored outside, unless contained in a covered, bermed and contained enclosure.
3. If any auto repair to be conducted indoors, drains must be plumbed through an oil/water separator and then into the sanitary sewer system and clearly shown on plans

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