

FINDINGS OF APPROVAL

P24-0099: DR24-0028

328 RAILROAD AVENUE

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

As required by the Design Review Procedures (SSFMC Chapter 20.480), the following findings are made in support of a Design Review Permit to construct one new residential building consisting of four units at 328 Railroad Avenue in the Downtown Residential High (DRH) 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 November 25, 2024; project plans dated February 27, 2025; Planning Commission staff report dated May 1, 2025; and Planning Commission hearing of May 1, 2025.

1. Design Review

- A. The Project is consistent with the applicable standards and requirements of the Zoning Ordinance because, as submitted and modified through the Design Review Process, this project meets or complies with the applicable standards included in Chapter 20.080 (Downtown Residential Districts) and Chapter 20.310 (Site and Building Design Standards).
- B. The Project is consistent with the General Plan because it is consistent with the policies and design direction provided in the South San Francisco General Plan for the High Density Residential land use designation.
- C. The Project is consistent with the applicable design guidelines adopted by the City Council in that the proposed Project is consistent with the DRH Zoning District development standards and the Citywide development standards for residential development, as evaluated in the Zoning Ordinance Compliance analysis for the Project.
- D. The Project is consistent with other planning or zoning approval that the project requires for the reasons stated above.

CONDITIONS OF APPROVAL
P24-0099: DR24-0028
328 RAILROAD 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 328 Railroad 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 Andrea Costanzo, dated February 27, 2025, and approved by the Planning Commission in association with P24-0099, 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 Andrea Costanzo, dated February 27, 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 the building permit plans and application.

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. 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.
12. 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”).
13. 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.
14. Prior to scheduling a Final Inspection with the Planning Division, the applicant must submit a Planning Final Inspection Request form, which states that the project has been built according to approved plans, and any revisions have been approved by the Planning Division.

CONSTRUCTION

15. 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.
16. The applicant is responsible for providing site signage during construction, which contains contact information for questions regarding the construction.

DESIGN REVIEW / SITE PLANNING

17. 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.

18. 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").
19. Plant materials shall be replaced when necessary with the same species originally specified unless otherwise approved by the Chief Planner.
20. 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").
21. All landscaping installed within the public right-of-way by the property owner shall be maintained by the property owner.
22. 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.
23. 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.
24. The applicant shall incorporate the recommendations of the Design Review Board (DRB) from their meeting of March 18, 2025 and included in the DRB Comment Letter, dated April 1, 2025, in the building permit plans and application.
25. The applicant shall include long-term bicycle parking in accordance with the SSFMC Section 20.330.007 ("Bicycle Parking") in the building permit plans and application.

26. 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.
27. 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.
28. Windows for multi-family residential development must meet the requirements of SSFMC 20.310.004 (D) ("Windows"): Trim at least two inches in width and one inch in depth must be provided around all windows, or windows must be recessed at least three inches from the plane of the surrounding exterior wall.

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. Estimates are subject to change, based on final plans submitted for building permits. Credits for existing uses will be calculated and applied to applicable fees.****

29. PARKS AND RECREATION FEES: Prior to final inspection, 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 May 1, 2025, the Parks and Recreation Impact Fee estimate for the project is:

Residential (2-4 Units): \$30,078.34 x 4 units = \$120,313.36

30. CHILDCARE FEE: Prior to final inspection, the applicant shall pay any applicable Childcare Fees in accordance with South San Francisco Municipal Code Chapter 8.77. This fee is subject to annual adjustment. Based on the plans approved by the Planning Commission on May 1, 2025, the Childcare Impact Fee estimate for the project is:

Residential (18+ du/ac): \$3,105.46 x 4 units = \$12,421.84

31. LIBRARY IMPACT FEE: Prior to final inspection or issuance of the certificate of occupancy for the development, whichever is earlier, the applicant shall pay applicable Library Impact Fees in accordance with South San Francisco Municipal Code Chapter 8.74. Based on the plans approved

by the Planning Commission on May 1, 2025, the Library Impact Fee for the project is:

Residential (18+ du/ac): \$621.09 x 4 units = \$2,484.36

32. PUBLIC SAFETY IMPACT FEE: Prior to final inspection for the development, the applicant shall pay applicable Public Safety Impact Fees in accordance with South San Francisco Municipal Code Chapter 8.75. Based on the plans approved by the Planning Commission on May 1, 2025, the Public Safety Impact Fee for the project is:

Residential (18+ du/ac): \$1,242.33 x 4 units = \$4,969.32

33. CITYWIDE TRANSPORTATION FEE: Prior to final inspection, 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 May 1, 2025, the Citywide Transportation Fee estimate for the project is:

Residential (Multi-Family): \$4,658.54 x 4 units = \$18,634.16

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

BUILDING DIVISION CONDITIONS

1. Provide correct occupancy group R-2 and no U, construction type V-A, and Sprinkler- yes per 2022 California Building Code Chapter 3 and South San Francisco Municipal Code.
2. Provide projects to comply with 2022 California Building Code 11A and 11B.
3. There may be other comments generated by the Building Division and/or other City departments that will also require your attention and response.

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, 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 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. First Lane does not serve as fire apparatus access. The new building and dwellings shall be addressed from Railroad Avenue.

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

POLICE DEPARTMENT CONDITIONS

1. All construction must conform to South San Francisco Municipal Code Chapter 15.48.050 Minimum security standards for multi-family dwellings. (Ord. 1166 § 1, 1995; Ord. 1477 § 1A, 2013)

a. § 15.48.050 Minimum security standards for multiple-family dwellings.

(a) Exterior doors shall comply with the following:

- (1) Exterior doors (excluding individual unit-entry doors) and doors leading from garage areas into multiple dwelling buildings, and doors leading into stairwells below the sixth-floor level, shall have self-locking (deadlatch) devices, allowing egress from the building or into the garage area, or stairwell, but requiring a key to be used to gain access to the interior of the building from the outside or garage area or into the hall-ways from the stairwell.
- (2) Exterior doors (excluding individual unit-entry doors) and doors leading from the garage areas into multiple dwelling buildings and

doors leading into stairwells, shall be equipped with self-closing devices, if not already required by other regulations, ordinances or codes.

(b) Hinged entrance doors to individual motel, hotel and multiple-family dwelling units, shall comply with the following:

- (1) All wood doors shall be of solid core with a minimum thickness of one and three- fourths inches.
- (2) Hinged entrance doors to individual units shall have deadbolts with one-inch minimum throw and hardened steel inserts in addition to door dead latches with one-half inch minimum throw. Strike plates shall be secured to wooden jambs with at least two and one-half inch wood screws. (Refer to Section **15.48.060(a)(1)(H).**)
- (3) An interviewer or peephole shall be provided in each individual unit entrance door and shall allow for one hundred eighty degree vision.
- (4) Doors swinging out shall have nonremovable hinge pins or hinge studs to prevent removal of the door.
- (5) Door closers may be provided on each individual unit entrance door, and are encouraged in hotel and motel projects.
- (6) In-swinging exterior doors shall have rabbited jambs.
- (7) Jambs for all entry doors shall be constructed or protected to prevent violation of the function of the strike and shall meet the framing requirements of Section **15.48.060(a)(1)(H).**

(c) Sliding patio-type doors opening onto patios or balconies which are accessible from the outside shall comply with the following (this includes accessibility from adjacent balconies):

- (1) The movable section of a single sliding patio door(s) shall be adjusted in such a manner that the vertical play is taken up to prevent lifting with a pry tool to defeat the locking mechanism.

- (2) Deadlocks shall be provided on all sliding patio doors. Mounting screws for lock case shall be inaccessible from the outside. Lock or hook bolts shall be of hardened material or have hardened steel inserts and shall be capable of withstanding a force of eight hundred pounds applied in a horizontal direction. The lock or hook bolts shall engage the strike sufficiently to prevent its being disengaged by any movement of the door within the space or clearances provided for installation and operation. The strike area shall be reinforced to maintain effectiveness of bolt strength.
 - (3) In addition to the primary locking device, auxiliary or secondary locking devices shall be provided on all accessible sliding glass doors.
 - (4) Double sliding patio doors shall be locked at the meeting rail and meet the locking requirements of subsection (c)(2) of this section.
- (d) Windows.
- (1) A window, skylight or other natural light source forming a part of the enclosure of a dwelling unit shall be constructed, installed and secured as set forth in subsection (d)(2) of this section, when such window, skylight or light source is not more than twelve feet above the ground of a street, roadway, yard, court, passageway, roadway, corridor, balcony, patio, breezeway, a portion of the building which is available for use by the public or other tenants, or similar area. A window enclosing a private garage with an interior opening leading directly to a dwelling unit shall also comply with subsection (d)(2) of this section.
 - (2) Window Protection.
 - i. Windows shall be so constructed that when a window is locked it cannot be lifted from the frame and the sliding portion of a window shall be on the inside track. The vertical play shall be taken up to prevent lifting of the movable section to defeat the locking mechanism.
 - ii. Window locking devices shall be capable of withstanding a force of four hundred pounds applied in any direction.

- iii. Louvered windows shall not be used.
 - iv. Accessible windows that open should be equipped with secondary locking devices.
- (e) Garages. Those multiple-family dwelling complexes providing individual enclosed garage spaces shall meet the same requirements for garages as single-family dwellings as required by Section **15.48.060(c)**. Floor to ceiling demising walls shall separate individual garage areas having their own entrance.
- (f) If community laundry rooms are provided, laundry room doors shall be equipped with a window to allow visibility into the interior of the room. The laundry room shall be kept locked and the lock shall be keyed so that unit keys can open the lock. The light switch shall be controlled by a switch that is not readily accessible.
- (g) Keying Requirements. Upon occupancy by the owner or proprietor, each single unit in a tract or commercial development, constructed under the same general plan, shall have locks using combinations which are interchange free from locks used in all other separate dwellings, proprietorships or similar distinct occupancies.
- (h) Numbering of Buildings. There shall be positioned at each entrance of a multiple-family dwelling complex an illustrated diagrammatic representation of the complex which shows the location of the viewer and the unit designations within the complex. The illuminated diagrammatic representation shall be protected by the use of vandal-resistant covers. In addition, each individual unit within the complex shall display a prominent identification number not less than two inches in height, which is easily visible to approaching vehicular and pedestrian traffic. The numerals shall be of contrasting color to the background to which they are attached.
- (Ord. 1166 § 1, 1995; Ord. 1477 § IA, 2013)

2. The Police Department requires acknowledgement of these comments to include specific locations in the plans where the applicable change requests have been made.
3. 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. 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.

Submit a PCB screening package for each address/building containing:

- 1.) **PCBs Screening Form**
 - 2.) **QAQC checklist**
 - 3.) **Contractor's Report**
 - 4.) **Analytical Results (if applicable)**
5. If PCBs Screening and Assessment result in any **materials containing PCBs in concentrations > 50 ppm**, appropriate Best Management Practices (BMPs) from the attached **Specified BMPs for Demolition Projects** will be required on the Erosion Control Plan (submitted as part of plan set) and on site until completion of the demolition process (including Erosion Control, Sediment Control, and management of Dust, Waste, Materials and Non-stormwater).
 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. Install a condensate drain line connected to the sanitary sewer for rooftop equipment and clearly show on plans.
9. 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 \$30,319.00, payable with the Building Permit.**
10. 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).

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