

**CONDITIONS OF APPROVAL**  
**P23-0135: DR24-0013, UP24-0001,**  
**SIGNS24-0012**  
**932 & 972 EL CAMINO REAL**  
*(As recommended by City Staff on July 17, 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 932 & 972 El Camino Real project or the property / project owner if different from applicant.

**GENERAL**

1. The project shall be constructed and operated substantially as indicated on the project plan set consisting of: civil plans prepared by MSL Engineering, Inc., dated July 1, 2025; landscaping plans prepared by Brandon Petrunio & Associates, Inc. Landscape Architects, dated July 1, 2025; photometric plan prepared by RTM Engineering Consultants, dated stamp received November 1, 2024; renderings and elevations prepared by In-N-Out Burger, dated stamp received November 1, 2024; and sign program plans prepared by Signtech, dated stamp received November 1, 2024; and approved by the Planning Commission in association with P23-0135, 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 project plan set consisting of: civil plans prepared by MSL Engineering, Inc., dated July 1, 2025; landscaping plans prepared by Brandon Petrunio & Associates, Inc. Landscape Architects, dated July 1, 2025; photometric plan prepared by RTM Engineering Consultants, dated stamp received November 1, 2024; renderings and elevations prepared by In-N-Out Burger, dated stamp received November 1, 2024; and sign program plans prepared by Signtech, dated stamp received November 1, 2024
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. The 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. The applicant shall comply with all permitting requirements of the California Department of Transportation (Caltrans) related to the project, and provide proof of permits and/or approval prior to building permit 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.
15. 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.

16. The project shall be subject to a four (4), eight (8), and 12-month administrative review by staff and presented to the Planning Commission from the date of commencement of project operations. The administrative review shall be limited to the issues of the project's onsite queuing traffic impacts to the adjacent streets, traffic access, or onsite parking issues

### **CONSTRUCTION**

17. 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.
18. 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.
19. 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**

20. 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.
21. 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.
22. 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").

23. Plant materials shall be replaced when necessary with the same species originally specified unless otherwise approved by the Chief Planner.
24. 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”).
25. 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.
26. 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.
27. All landscaping installed within the public right-of-way by the property owner shall be maintained by the property owner.
28. 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.
29. 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.
30. The applicant shall incorporate the recommendations of the Design Review Board (DRB) from their meeting of November 19, 2024 and included in the DRB Comment Letter, dated December 2, 2024, in the building permit plans and application.

31. The applicant shall include the required long-term bicycle parking spaces in accordance with SSFMC Section 20.330.007 (“Bicycle Parking”) in the building permit plans and application.
32. 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.
33. Prior to receiving certificate of occupancy, the applicant shall install patio furniture, trash receptacles, and bicycle racks per the approved plan set. The Planning Division shall review and approve all patio furniture, trash receptacles and bicycle rack options during the Building Permit process.

#### **TRANSPORTATION / PARKING**

34. A Parking and Traffic Control Plan for the construction of the project shall be submitted with the application for a building permit, for review and approval by the Chief Planner and City Engineer.
35. During construction, the applicant shall provide parking for construction workers within the project site.
36. Prior to receiving certificate of occupancy, the applicant shall install “No U-Turn” signs along El Camino Real at the Southwood Drive / 1<sup>st</sup> Street intersection.

#### **OPERATIONS**

37. Prior to receiving certificate of occupancy, the applicant shall submit an Opening Traffic Plan for review and approval by the Chief Planner, Chief Building Official, Fire Marshal, City Engineer and other relevant reviewers as appropriate. The Opening Traffic Plan shall include details on temporary signage, if any, and traffic and parking management.
38. Hours of Operation shall be as follows, as stated on the applicant’s operational plan:
  - i. Sunday through Thursday: 10:30 AM to 1:00 AM
  - ii. Friday and Saturday: 10:30 AM to 1:30 AM
39. Delivery hours shall be as follows, as stated on the applicant’s operational plan:
  - a. Monday through Sunday: 2:00 AM to 9:00 AM
40. The business shall be subject to the performance standards outlined in SSFMC Section 20.300.010.
41. The business shall be subject to the lighting and illuminations standards outlined in SSFMC Section 20.300.009.
42. The business shall be subject to the noise regulations outlined in SSFMC Chapter 8.32.

**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.\*\***

43. PARKS AND RECREATION FEES: Prior to issuance of the first building permit, 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 July 17, 2025, the Parks and Recreation Impact Fee estimate for the project is:

***Commercial / Retail:  $\$1.52 \times 3,887sf = \$5,908.24$***

44. CHILDCARE FEE: Prior to issuance of the first building permit, 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 July 17, 2025, the Childcare Impact Fee estimate for the project is:

***Commercial / Retail:  $\$0.82 \times 3,887sf = \$3,187.34$***

45. 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 approved by the Planning Commission on July 17, 2024, the Commercial Linkage Fee estimate for the project is:

***Retail / Restaurant / Services:  $\$2.90 \times 3,887sf = \$11,272.30$***

46. LIBRARY IMPACT FEE: Prior to issuance of the first building permit for the development, 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 July 17, 2025, the Library Impact Fee for the project is:

***Commercial / Retail:  $\$0.08 \times 3,887sf = \$310.96$***

47. PUBLIC SAFETY IMPACT FEE: Prior to issuance of the first building permit 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 July 17, 2025, the Public Safety Impact Fee for the project is:

***Commercial / Retail:  $\$0.53 \times 3,887\text{sf} = \$2,060.11$***

48. 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.

**For questions regarding Planning Division COAs, please contact Stephanie Skangos at [Stephanie.Skangos@ssf.net](mailto:Stephanie.Skangos@ssf.net)**

### **BUILDING DIVISION CONDITIONS**

1. Provide a separate permit for demolition of the existing building and site work with a J Permit form the Bay Area Quality Management District. <https://www.baaqmd.gov/>
2. Provide accessible compliance per California Building Code 11B.
3. Provide a letter from a California certified surveyor to certify the building location and elevations.
4. There may be other comments generated by the Building Division and/or other City departments that will also require your attention and response during the Building Permit process.

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

### **ENGINEERING DIVISION CONDITIONS**

Below are the conditions that apply to the subject permit, which may overlap with any standard development conditions.

## 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. Encroachment for Public Improvements plan check and permit processing. Provide an engineer's estimate or opinion of probable cost of ROW improvements for fees and deposits 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. Prior to the issuance of a building permit, the Applicant shall submit written evidence from the County or State Regulators in charge, indicating that the site is cleared of hazardous materials and hazardous groundwater to a level that poses no impacts to human health. The Applicant shall submit a soil and groundwater management plan and include a vapor barrier with its building construction as recommended in the Phase II Environmental Site Assessment of the development site. The Applicant shall also confirm that if there are any existing groundwater monitoring wells on the project site or any groundwater wells discovered during construction, that they 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 with 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 ROW and shall submit an application, all documentation, fees, deposits, bonds and all necessary paperwork needed for the Encroachment Permit. Applicant shall prepare and submit a separate Public Improvement Plan set that shall include only the scope of work within the City ROW (with reference to the on-site plans) consisting of the following plans:

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

An engineer's cost estimate for the scope of work shown on the approved Public 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 Improvement Agreement.

11. All improvements shall be designed by a registered civil engineer and approved by the Engineering Division.
12. The design for all proposed gravity line utilities or for utility vaults or pole foundations shall include the potholing of existing utilities where there may be vertical grade or horizontal clearance conflicts. Said potholing information shall be shown on the plans. If potholing work is required within the public right-of-way, a separate Encroachment Permit is required for said work.
13. The Engineering Division reserves the right to include additional conditions during review of the building permit, grading permit, or encroachment permit.

### **Mapping and Agreements**

14. The Applicant shall create a parking and access easement on APN 014-011-330 in favor of the owners of APN 014-011-320 and a drainage and utility easement on APN 014-011-320 in favor of the owners of APN 014-011-330. Said Easements shall be recorded at with the San Mateo County Recorder prior to the issuance of a Temporary Occupancy for the project.
15. The Applicant shall provide documentation that the existing City Public Utility Easement on the project site is no longer needed by the various utility companies. Once said documentation is provided, the Applicant shall provide the City with all necessary surveying documents to enable the City to vacate the said existing Public Utility Easement prior to the issuance of the Temporary Certificate of Occupancy.
16. The Applicant shall provide documentation from San Mateo County that the existing County Public drainage easement has been vacated or can remain as-is with the proposed development prior to the issuance of Certificate of the Temporary Occupancy.
17. The Applicant shall dedicate a 20' wide Public storm drain easement to the City or to San Mateo County for the existing reinforced concrete box stormdrain on the property that is currently not in a recorded easement prior to the issuance of the Temporary Certificate of Occupancy.
18. All required public easement dedications to the City on the project site shall be accepted by the City (or County) and recorded with the San Mateo County Recorder's Office prior to the issuance of Certificate of Occupancy.

19. The Applicant shall ensure the proposed structures within the project site do not conflict with any proposed easements. Any existing easements proposed to be quitclaimed to the Applicant shall be completed prior to the issuance of the Temporary Certificate of Occupancy.
20. Applicant shall submit all documents required for review of any mapping or agreement application as a separate application from the improvement plans.
21. Prior to the approval of any Permits, the Applicant shall enter into an Improvement and Encroachment and Maintenance Agreement with the City. These agreements shall be approved by the City Attorney and City Engineer 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 obligate the Applicant to maintain any street furniture and all landscaping within the project frontage at no cost to the City. In addition, the Agreement shall obligate the Applicant to remove graffiti from both sides of the proposed retaining walls on the eastern side of the property. The Encroachment and Maintenance Agreement shall be recorded with the San Mateo County Recorder and may be transferred to the property owner.
22. Applicant shall pay for all Engineering Division deposits and fees required for any mapping application prior to review.
23. In the event that traffic queues from the drive-through operation are greater than the capacity of the on-site vehicle storage, the Applicant shall provide qualified staff to direct traffic within the project site to maximize traffic flow and minimize impacts to the public right-of-way.

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

24. Prior to any work within the State Right-of-Way on El Camino Real, the Applicant shall obtain an Encroachment Permit from the Engineering Division and from Caltrans. Prior to submitting any improvement plans to Caltrans for the Caltrans Encroachment Permit Application, the Applicant shall first receive approval from the City of all plans to be submitted to Caltrans. All new public

improvements required to accommodate the development shall be installed at no cost to the City unless otherwise noted and shall be approved by the City Engineer and constructed to City and Caltrans Standards. All new public improvements shall be completed prior to Final Occupancy of the project or prior to any Temporary Occupancy as approved by the City Engineer, or as specified in the following Conditions of Approval.

25. 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.
26. The Applicant shall reconstruct the curb, gutter, sidewalk, and driveways along El Camino Real frontage of the project site.
27. The Applicant shall install detectable warnings on each side of frontage driveways per the City Standards.
28. The Applicant shall install a stop sign for vehicles exiting the project driveways on El Camino Real.
29. The Applicant shall design and install a new traffic signal on El Camino Real at the intersection of Southwood Dr./1<sup>st</sup> Street (the "Traffic Signal Improvements") pursuant to the proposed terms set forth in that certain Agreement for Construction and Reimbursement for Constructing Off-Site Improvements, the terms of which is attached hereto as Attachment A ("Summary of Terms"). Said Agreement requires separate approval by the City Council.
30. In order to mitigate the impacts of traffic congestion on southbound El Camino Real created by U-turning vehicles, the Applicant shall post a temporary No-U Turn sign on El Camino Real at the intersection of Southwood Dr./1<sup>st</sup> Street prior to Final Occupancy of the On-Site improvements. Said No-U-Turn sign shall be removed once the new traffic signal at said intersection has been completed and is operational.
31. Upon completion of construction and landscape work at the 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 project to the satisfaction of the City Engineer.
32. The Applicant shall be responsible for maintaining all street trees and landscaped irrigation systems installed within the Public right-of-way.
33. Prior to the issuance of an Encroachment Permit, the Applicant shall provide an engineer's estimate for all work performed within the public right-of-way and submit a bond equal to 110% of the estimate.

34. Prior to the issuance of an Encroachment Permit, the Applicant shall submit Traffic and Pedestrian Control Plans for proposed work on El Camino Real and/or any area of work that will obstruct the existing pedestrian walkways.
35. No private foundation or private 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.
36. Applicant shall ensure that any pavement markings impacted during construction are restored and upgraded to meet City standards current to the time of Encroachment Permit approval.
37. 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.
38. 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.
39. Prior to the issuance of a building permit, the Applicant shall coordinate with Scavenger and submit all garbage related plans.

### **Stormwater**

40. 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 or subwatershed within the project site. 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.
41. On-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.
42. Hydraulic Grade lines shall not be less than 1 foot from the ground surface.
43. Runoff Coefficients used for hydraulic calculations shall be as follows:

- a. Pervious areas—0.35
  - b. Impervious areas—0.95
- 44. 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.
  - 45. 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.
  - 46. 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.
  - 47. 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 improvements shall be installed at no cost to the City.
  - 48. 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 private property shall be owned, repaired, and maintained by the property owner or their tenant.

#### **Sanitary Sewer**

- 49. 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. The 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.
- 50. The Applicant shall abandon the two existing private sewer laterals from the project site connected to the public sanitary sewer system on El Camino Real. The two 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.
- 51. The Applicant shall install a new sewer lateral to City Standards.
- 52. 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.
- 53. All utility crossings shall be potholed, verified and shown on the plans prior to the building permit submittal.

54. 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.
55. 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.
56. The on-site sanitary sewer system up to the public sanitary sewer manhole connection shall not be dedicated to the City for maintenance. The sanitary sewer facilities within the property shall be repaired and maintained by the property owner or their tenant.

#### **Dry Utilities**

57. All new 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 be responsible to coordinate with California Water Service (Calwater) to determine if their existing public water distribution system has the capacity to serve the development. Any off-site water system improvements that may be needed, as determined by Calwater, will be the responsibility of the Applicant at the Applicant's expense.
59. The Applicant shall coordinate with the California Water Service (Calwater) for all water-related issues. All on-site private water mains and services shall be installed to the standards of Calwater at the expense of the applicant.
60. The Applicant shall install fire hydrants at the locations specified by the Fire Marshal. Installation shall be in accordance with City Standards as administered by the Fire Marshall.

#### **On-site Improvements**

61. Internal driveways shall be a minimum of 15-feet wide for one-way travel and 25-feet wide for areas subject to two-way travel. One-way travel lanes within the site shall be clearly posted and marked appropriately.
62. Staging or storing of trash bins shall not be permitted on Public right-of-way.
63. The Applicant shall provide a pedestrian path within the project site to provide pedestrian access to/from the City's Centennial Way Trail. The path shall include a lockable pedestrian gate along the property line. The Applicant shall maintain pedestrian access to the Centennial Way Trail during all daylight hours of operation and may lock the gate after sundown.
64. The Applicant shall submit a construction access plan that clearly identifies all areas of proposed access during the proposed development.

65. 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.
66. 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.
67. 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.
68. 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 Developer shall ensure that placement of the monument signs do not obstruct clear lines of sight for vehicles entering or exiting the site.

### **Grading**

69. 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 developer's civil engineer and approved by the project geotechnical engineer.
70. 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 developer shall hire an environmental inspector at his/her expense to ensure compliance with the grading permit.
71. 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.
72. 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.
73. 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.
74. The applicant is required by ordinance to provide for public safety and the protection of public and private property in the vicinity of the land to be graded from the impacts of the proposed grading work.



75. 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.
76. Unless approved in writing by the City Engineer, no grading in excess of 200 cubic yards per day shall be accomplished between October 1 and May 1 of each year. Approval requires a sufficient Site Winterization Plan that fully addresses the implementation of BMP measures for erosion control.

### **Engineering Impact Fees**

77. The Applicant shall pay the following Fees prior to receiving a Building Permit for the subject project:
  - a. Pursuant to the terms set forth in that certain Agreement for Construction and Reimbursement for Constructing Off-Site Improvements referenced in Condition of Approval 29 (the "Agreement for Off-Site Improvements"), if the City Council approves the Agreement for Off-Site Improvements, the Applicant will provide the Traffic Signal Improvements and therefore the City will credit to Applicant an amount equal to said Citywide Transportation Impact Fee per the formula established by Resolution 120-2020, the result being that Applicant will not be obligated to pay said Fee to the City.
  - b. If City Council does not approve the Agreement for Off-Site Improvements, the Applicant shall pay, prior to receiving a Building Permit for the subject project, the Citywide Transportation Impact Fee per the formula established by Resolution 120-2020.

**For questions concerning Engineering COAs, please contact Anthony Schaffer at [Anthony.Schaffer@ssf.net](mailto:Anthony.Schaffer@ssf.net).**

### **FIRE DEPARTMENT CONDITIONS**

1. 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.
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. 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.
5. 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.
6. 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.
7. 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.
  - a. Prior to submitting applications for building permits, a fire department access and water supply for firefighting site plan shall be submitted for review and approval directly to the Fire Department.
  - b. The plan shall indicate the location of fire protection equipment, including standpipes, fire department connections and fire hydrants.
8. Prior to submittal of building permits, design documents for proposed fire service features, such as fire apparatus access road(s), access to building opening(s) and roof(s), premise identification, key boxes, fire protection water supplies, fire department connection location(s), and fire command center location(s) shall be submitted to the fire department for review and approval.
  - a. 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. Temporary street signs shall be installed at each street intersection where construction of new roadways allows passage by vehicles.
- b. Construction documents for proposed fire apparatus access, location of fire lanes, security gates across fire apparatus access roads and construction documents and hydraulic calculations for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.
9. 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 and SSF Municipal Code.
  - b. Fire hydrant systems shall comply with adopted CFC Section 507.5.1 through 507.5.8 and Appendix C.
10. Prior to issuance of building permits, the owner or owner's authorized agent shall be responsible for the development, implementation, and maintenance of an approved written site safety plan approved by the fire code official in accordance with CBC & CFC Chapter 33.
11. 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.
12. Fire apparatus access roads shall be approved by the fire code official, installed 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 in accordance with adopted codes and standards at time of building permit application.

- i. Traffic calming measures (bollards, speed cushions, humps, undulations, etc.) are required to be approved by the fire code official prior to installation.
    - ii. Should a security gate(s) be planned to serve the facility, they shall be approved by the fire code official prior to installation.
  - b. Required Fire Department access roads shall be signed “No Parking – Fire Lane” per current Fire Department standards and California Vehicle Code (CVC) Section 22500.
13. 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, buildings changing use or occupancy, or as otherwise determined by the fire code official shall be provided in the locations described in adopted CFC Sections 903.2.1 through 903.2.20.
    - i. 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.
14. 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.
15. The following are a list of submittal items that are required by the Fire Department and shall be submitted directly to the Fire Department, additional items may be called out based on subsequent reviews:
- a. Fire apparatus access site plan and fire protection water supply

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

### **PARKS DIVISION CONDITIONS**

- 1. Trees #8, 11, and 12 on Sheet LTP.1 of the landscaping plans will need permits prior to their removal. Please visit the Parks Division “tree page” to find permit application and information.

2. The proposed Red Push Pistache trees, while nice trees, will not survive in this location. High winds limit growth or kill these species in SSF. This has been attempted numerous times in SSF. Please find substitutes and include in the building permit plan set for review and approval by the Parks Division.

**For questions concerning Parks Division COAs, please contact Joshua Richardson at [Joshua.Richardson@ssf.net](mailto:Joshua.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 building, (Ord. 1477 § 1C, 2013; Ord. 1166 § 1, 1995)
  - a. **§ 15.48.085 Additional Security Measures May Be Required.** Per South San Francisco Municipal Code 15.48085 – 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.
    - (c) All exterior doorways shall be illuminated during darkness by a white light source that has full cut-off and is of pedestrian scale.
    - (d) Any exterior bicycle racks installed shall be of an inverted "U" design, or other design that allows two different locking points on each bicycle.
    - (e) Any publicly accessible benches shall be of a design that prevents persons from lying

on them, such as a center railing.

- (f) 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.
- (g) 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.
- (h) 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.
- (i) 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
  - Cash registers
  - Parking lot
- (j) The building shall be alarmed with a central station-monitored silent intruder alarm system.
- (k) The building shall have a safe to securely store currency and other valuable items. This safe will need to be securely mounted to a fixed solid object to prevent easy removal.
- (l) Should the operation of the business result in any traffic-related issues within the community or surrounding area, the business agrees to cooperate fully with the Police Department to address and mitigate such issues.

2. 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](mailto: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** (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. **If site falls in a High Trash Generation area per South San Francisco's Trash**

**Generation Map** (<http://www.flowstobay.org/content/municipal-trash-generation-maps>), determined by the Water Quality Control Division:

- a. Regional Water Quality Control Board-approved **full trash capture devices** must be installed to treat the stormwater drainage from the site.
  - b. 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).
  - c. An Operation & Maintenance Agreement will be required to be recorded with San Mateo County, ensuring the device(s) will be properly maintained.
  - d. *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.*
7. Roof leaders/gutters must NOT be plumbed directly to public storm drains; they shall discharge to private stormwater treatment devices or landscaping first.
  8. Fire sprinkler test drainage must be plumbed to sanitary sewer and be clearly shown on plans.
  9. Trash enclosure shall be covered (roof, canopy) and contained (wall/fence). Floor shall slope to a central drain that discharges to the sanitary sewer system. The central drain shall **first discharge to a grease trap/interceptor and then connect to the sanitary sewer**. Details of trash enclosure shall be clearly provided on plans.
  10. Install a condensate drain line connected to the sanitary sewer for rooftop equipment and clearly show on plans.
  11. Food service kitchen/ prep area shall connect to a gravity grease interceptor at least 1000 gallons (liquid capacity) in size. Sizing of the grease removal device must be in accordance with the uniform plumbing code.
  12. Grease interceptor shall be connected to all non-domestic wastewater sources in the kitchen (wash sinks, prep sinks, mop sinks, floor drains) and shown on plans.



13. A cut sheet of the Grease Interceptor/Trap must be shown on plans.
14. Garbage Disposals in Industrial/Commercial facilities are prohibited by City of South San Francisco Municipal Code. Do not include/Remove Garbage Disposal(s) in plans.
15. 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 \$100,134.00, payable with the Building Permit.**
16. 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).
17. **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). C.3 compliance review will be performed by the City's consultant and the following items will be required;**
18. Applicant shall provide 100% Low-Impact Development for C.3 stormwater treatment for all of the project's impervious areas per MRP Section C.3.b. In-lieu of feasible on-site treatment, qualifying applicants may apply for the **Special Project Status** exemption per Provision C.3.e.ii to Low Impact Development for C.3 treatment. However, **the applicant must provide a complete Infeasibility Narrative establishing all of the following (while still treating as much of the runoff via LID onsite as possible):**
  - a. **Infeasibility of treating 100%** of the amount of runoff identified in Provision C.3.d for the project's drainage area with LID treatment measures **onsite**;
  - b. **Infeasibility of treating 100%** of the amount of runoff identified in Provision C.3.d for the project's drainage area with LID treatment measures **offsite** within South San Francisco, providing LID treatment of an equivalent amount of runoff either at a:
    - i. Available Regional Stormwater Project in same watershed;
    - ii. Property owned by the project proponent in the same watershed; or
    - iii. Planned South San Francisco Green Infrastructure (GI) Stormwater Project.
      1. Project options to be made available by City Engineering staff upon request

- c. **Infeasibility of treating 100%** of the amount of runoff identified in Provision C.3.d for the project's drainage area with some combination of LID treatment measures onsite, offsite or at a Regional Project in the same watershed;
  - d. **Infeasibility of installing 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.
19. Completed attached 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.  
***Forms can 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)***
20. Sign and have engineer wet stamp forms for Low Impact Development.
21. Submit flow calculations and related math for LID.
22. Complete attached Operation and Maintenance (O&M) agreements.  
Use attached 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>.*

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

24. 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.

25. A SWPPP must be submitted (if > 1 acre). Drawings must note that erosion control shall be in effect all year long.

26. A copy of the state approved NOI must be submitted (if > 1 acre).

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