

AGENDA REGULAR MEETING CITY COUNCIL OF THE TOWN OF COLMA Wednesday, June 28 2023 7:00 PM

The City Council, staff and members of the public may participate in the meeting in person at Town Hall or virtually via Zoom Video Conference.

To attend the meeting in person:

Town Hall, Council Chamber, 1198 El Camino Real, Colma CA 94014

To participate in the meeting via Zoom Video Conference:

Join Zoom Meeting: https://us02web.zoom.us/j/81289976261

Passcode: 074407

Meeting ID: 812 8997 6261

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

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Meeting ID: 812 8997 6261

Passcode: 074407

To provide Public Comment in person:

Members of the public wishing to speak are requested to complete a yellow speaker card and submit it to the City Clerk. Comments should be kept to three minutes or less.

To provide Public Comment via Zoom Video Conference:

Live verbal public comments may be made by requesting to speak using the "raise hand" feature in Zoom or, if calling in by phone, by pressing *9 on the telephone keypad prior to the consent calendar being heard, or prior to the close of the public comment period for agenda items or non-agenda items. In response, the Town will unmute the speaker and allow them to speak up to three minutes.

To provide Public Comment in writing:

Members of the public may provide written comments by email to the City Clerk at ccorley@colma.ca.gov before the meeting. Emailed comments should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 words.

PLEDGE OF ALLEGIANCE AND ROLL CALL

ADOPTION OF AGENDA

PRESENTATION

- Proclamation in recognition of Pride Month
- Presentation by Sarkis Vartanian, CEO, AHMC Seton Medical Center

PUBLIC COMMENTS

Comments on the Consent Calendar and Non-Agenda Items will be heard at this time. Comments on Agenda Items will be heard when the item is called.

CONSENT CALENDAR

- 1. Motion to Accept the Minutes from the June 14, 2023 Special Meeting.
- 2. Motion to Accept the Minutes from the June 14, 2023 Regular Meeting.
- 3. Motion to Adopt a Resolution Awarding and Authorizing the City Manager to Execute a Construction Contract for the 2023 Facility Parking Lot Upgrades and Repairs Project (CIP #953), Including the Colma Police Facility, Colma Community Center, and Creekside Villas Parking Lots, to American Asphalt Repair & Resurfacing Company, Inc. in the Amount of \$143,243.50 Pursuant to CEQA Guideline 15301.
- 4. Motion to Adopt a Resolution Adopting the FY 2023-24 Appropriation Limit, Pursuant to CEQA Guideline 15378.
- 5. Motion to Adopt a Resolution Approving the Town's Updated Sewer System Management Plan (SSMP) Pursuant To CEQA Guideline 15301.
- 6. Motion to Adopt a Resolution Amending the Fiscal Year 2022-23 Budget by Transferring \$468,172 From General Fund (11) to Capital Fund (31); Removing the Transfers Budget of \$80,000 from Measure A, \$60,000 from Measure W, and \$80,000 from Gas Tax/RMRA to Street Capital Fund; and Transfer \$66,000 from Street Capital (32) to General Fund (11), All Pursuant to CEQA Guideline 15378.

PUBLIC HEARING

7. ENGINEER'S REPORT OF SANITARY SEWER SERVICE CHARGES FOR FY 2023-24

Consider: Motion to Adopt a Resolution Overruling Protests to and Adopting Engineer's Report on Sewer Service Charges for Fiscal Year 2023-24, Directing the City Engineer to File a Copy of the Engineer's Report with the San Mateo County Tax Collector, and Authorizing the County Tax Collector to Place the Charges on the Property Tax Roll Pursuant to CEQA Guideline 15301 and 15378.

8. 1651 HILLSIDE BOULEVARD – CONDITIONAL USE PERMIT AND DESIGN REVIEW

Consider: Motion to Adopt a Resolution Approving a Conditional Use Permit and Design Review for the Addition of a Flower Shop and Minor Expansion at 1651 Hillside Boulevard and Finding Project Exempt From Environmental Review Pursuant to CEQA Guideline 15301.

REPORTS

Mayor/City Council
City Manager

ADJOURNMENT

ww.colma.ca.gov or at Colma Town Hall, 1198 El Camino Real, Colma, CA. Persons interested in obtaining an a ould call 650-997-8300 or email a request to <u>citymanager@colma.ca.gov</u> .	ite ngenda via e-mail
easonable Accommodation pon request, this publication will be made available in appropriate alternative formats to persons with disabilities are Americans with Disabilities Act of 1990. Any person with a disability, who requires a modification or accommode agenda, should direct such a request to Pak Lin, ADA Coordinator, at 650-997-8300 or pak.lin@colma.ca.gov to business days for your request to be processed.	odation to view



MINUTES SPECIAL MEETING

City Council of the Town of Colma Colma Community Center 1520 Hillside Boulevard Colma, CA 94014

Wednesday, June 14, 2023 11:00 A.M.

CALL TO ORDER

Mayor del Rosario called the meeting to order at 11:05 a.m.

<u>Council Present</u> – Mayor Joanne F. del Rosario, Vice Mayor John Irish Goodwin, and Council Member Helen Fisicaro were present. Council Members Ken Gonzalez and Carrie Slaughter were absent.

<u>Staff Present</u> – City Attorney Christopher Diaz, Chief of Police John Munsey, Director of Public Works Brad Donohue, Police Commander Sherwin Lum, Recreation Services Manager Angelika Abellana, HR Analyst Gioia Perez, City Clerk Caitlin Corley and Administrative Technician Abigail Dometita were in attendance.

WELCOME AND INTRODUCTION OF SPECIAL GUESTS

Mayor del Rosario welcomed special guests from the Philippine Consulate General in San Francisco:

- Consul General Neil Frank R. Ferrer
- Consul Jed Martin Llona
- Consul Vanessa Bago-Llona
- Consul Rowena Pangilinan-Daquipil
- Vice Consul Adrian Audrey Baccay
- Cultural Officer Kristine Quiboloy
- Trade Commissioner Celynne Layug
- Tourism Director Soleil Tropicales
- PCMB Administrative Officer Genevieve Ferrer
- Ms. Ceres Ginauli
- Ms. Eileen Peralta

She also introduced special guests from the community:

- Rommel Medina, CEO of Lucky Chances
- Dustin Chase, General Manager of Lucky Chances
- Felicia Leong, CEO of the Colma Daly City Chamber of Commerce
- Dan Duggan, President of Duggan Serra Mortuary
- Eleanor Serrato, 2nd Vice President of the Chamber
- Teresa Proano, Chamber Board of Directors
- Sarah Prescott representing Monica DeVincenzi, Chamber Board of Directors

PROCLAMATION IN HONOR OF PHILIPPINE INDEPENDENCE DAY

Mayor del Rosario stated, "It is an honor to have you all here with us as we celebrate our Filipino and Filipino American community. Colma has such strong ties to the Filipino Community and we are so happy to be able to recognize the important contributions that Filipinos and Filipino Americans have made here in Colma and more broadly in the United States."

Mayor del Rosario then read a proclamation in recognition of Philippine Independence Day.

RAISING OF THE PHILIPPINE FLAG

Colma Police Officers raised the Philippine Flag, while Ms. Soleil Tropicales, Tourism Director for the Philippine Consulate, sang the Philippine National Anthem.

REMARKS BY MR. NEIL FRANK R. FERRER, CONSUL GENERAL OF THE REPUBLIC OF THE PHILIPPINES IN SAN FRANCISCO

Mayor del Rosario presented Consul General Ferrer with the proclamation. He thanked Colma for the recognition and made remarks.

REMARKS BY MEMBERS OF THE PUBLIC

Mayor del Rosario asked if any members of the public wished to speak; there were no requests to speak.

ADJOURNMENT

Mayor del Rosario adjourned the meeting at 11:24 a.m. and invited everyone to stay for coffee and treats.

Respectfully submitted,

Caitlin Corley City Clerk

MINUTES REGULAR MEETING

City Council of the Town of Colma Town Hall Council Chamber 1198 El Camino Real, Colma CA Also Accessible via Zoom.us Wednesday, June 14, 2023

7:00 PM

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor del Rosario called the meeting to order at 7:00 p.m.

<u>Council Present</u> – Mayor Joanne F. del Rosario, Vice Mayor John Irish Goodwin, Council Members Ken Gonzalez, Carrie Slaughter and Helen Fisicaro were all present.

<u>Staff Present</u> – City Manager Brian Dossey, City Attorney Christopher Diaz, Police Chief John Munsey, Administrative Services Director Pak Lin, City Planner Farhad Mortazavi, Director of Public Works and Planning Brad Donohue, City Clerk Caitlin Corley and Administrative Technician III Abigail Dometita were in attendance.

The Mayor announced, "Regarding Public Comment: Members of the public who are here in person are requested to complete a yellow speaker card and submit it to the City Clerk. Those of you on Zoom may make public comments by using the "raise hand" feature in Zoom or, if calling in by phone, by pressing *9 on the telephone keypad. The City Clerk will unmute your microphone and allow you to speak. Comments should be kept to three minutes or less."

ADOPTION OF THE AGENDA

Mayor del Rosario asked if there were any changes to the agenda. None were requested. The Mayor asked for a motion to adopt the agenda.

Action: Vice Mayor Goodwin moved to adopt the agenda; the motion was seconded Council Member Slaughter by and carried by the following vote:

Name	Vot	ing	Prese	Absent	
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

PRESENTATION

Proclamation in Recognition of Philippine Independence Day

The Mayor stated, "Earlier today we had a wonderful event at the Community Center to raise the Flag of the Philippines, and present a proclamation in honor of Philippine Independence Day. We were honored to be joined by Mr. Neil Frank R. Ferrer, the Consul General of the Republic of the Philippines in San Francisco. Many other members of the community also joined us to celebrate and recognize the Filipino and Filipino American Community."

She then read a section of the proclamation.

Proclamation in support of National Mosquito Control Awareness Week
 The Mayor presented a proclamation in support of National Mosquito Control Awareness
 Week June 18-24, 2023.

25th Anniversary of Lucky Chances

The Mayor presented a proclamation in recognition of the 25th Anniversary of Lucky Chances to Rommel Medina, CEO of Lucky Chances.

PUBLIC COMMENTS

Mayor del Rosario opened the public comment period at 7:17 p.m. Resident Thom Taylor made a comment thanking the Engineering and Public Works Teams for their good communication during the road work on Hillside Boulevard. Seeing no one else request to speak, the Mayor closed the public comment period at 7:19 p.m.

CONSENT CALENDAR

- 1. Motion to Accept the Minutes from the May 24, 2023 Regular Meeting.
- 2. Motion to Approve Report of Checks Paid for May 2023.
- 3. Motion to Adopt a Resolution Adopting a List of Projects for Fiscal Year 2023-24 Funded by SB 1: the Road Repair and Accountability Act of 2017 Pursuant to CEQA Guideline 15301 and 15378.

Action: Vice Mayor Goodwin moved to approve the consent calendar items #1 through 3; the motion was seconded by Council Member Gonzalez and carried by the following vote:

Name	Vot	ing	Prese	Absent	
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

PUBLIC HEARING

4. FY 2023-24 PROPOSED BUDGET AND SALARY SCHEDULE

Administrative Services Director Pak Lin presented the staff report. The Mayor opened the public hearing at 7:28 p.m. and seeing no one request to speak, she closed the public hearing. Council discussion followed.

Action: Vice Mayor Goodwin moved to Adopt a Resolution Appropriating Funds and Adopting the Annual Budget for Fiscal Year 2023-2024, Pursuant to CEQA Guideline 15378; the motion was seconded by Council Member Slaughter and carried by the following vote:

Name	Vot	ing	Prese	Absent	
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	√				
	5	0			

Action: Council Member Slaughter moved to Adopt a Resolution Establishing the Accounting Manager Position, Adding it into the Salary Schedule, and Adopting the FY 2023-24 Salary Schedule Pursuant to CEQA Guideline 15378; the motion was seconded by Council Member Gonzalez and carried by the following vote:

Name	Vot	ing	Prese	nt, Not Voting	Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	√				
	5	0			

NEW BUSINESS

5. ADOPTION OF VEHICLE MILES TRAVELED THRESHOLDS AND SCREENING GUIDELINES

City Planner Farhad Mortazavi introduced Senior Planner Gina Paolini to present the staff report. The Mayor opened the public comment period at 7:36 p.m. Resident Maureen O'Connor made a comment. The Mayor closed the public comment period at 7:43 p.m. Council discussion followed.

Action: Council Member Fisicaro moved to Adopt a Resolution Adopting Citywide Vehicle Miles Traveled (VMT) Thresholds and Screening Guidelines Establishing VMT as the Standard of Measurement for Analysis of Potential Environmental Impacts from Vehicle Traffic Under the California Environmental Quality Act (CEQA) and Finding That the

Adoption of VMT Thresholds is Not a Project Subject to CEQA; the motion was seconded by Council Member Slaughter and carried by the following vote:

Name	Vot	ing	Prese	Absent	
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

6. COMMISSION OF PUBLIC ART

City Manager Brian Dossey presented the staff report. The Mayor opened the public comment period at 7:27 p.m. Residents Liz Taylor and Maureen O'Connor made comments. The Mayor closed the public comment period at 7:59 p.m. Council discussion followed. Council requested that the artist enhance the appearance of the moon in the artwork as a nod to the name Colma being derived from the Ohlone word for moon.

Action: Council Member Fisicaro moved to Commission Public Art to Be Displayed on Two Utility Vaults on Junipero Serra Boulevard Pursuant to CEQA Guideline 15301, with the requested changes to the art; the motion was seconded by Vice Mayor Goodwin and carried by the following vote:

Name	Vot	ing	Prese	nt, Not Voting	Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
John Irish Goodwin	✓				
Ken Gonzalez	✓				
Carrie Slaughter	✓				
Helen Fisicaro	✓				
	5	0			

COUNCIL CALENDARING

There will be a Special Meeting for the Pride Flag Raising on Wednesday, June 28, 2023 at 11:00am at the Colma Community Center.

The next Regular Meeting will be on Wednesday, June 28, 2023 at 7:00pm at Town Hall.

REPORTS

City Manager Brian Dossey gave an update on the following topics:

- The Town has once again be named a Tree City USA by the Arobor Day Foundation.
- There will be a barbeque at Veterans Village on Thursday, June 15, 2023.

- The County has approved Measure K Funds for the electric vehicle charging stations at the Community Center.
- The Lucky Chances 25th Anniversary Celebration will be on Saturday, June 17 at 1:00 p.m.
- There will be an ALLICE Kumares and Kumpares event on Saturday, June 17 at 2:30 p.m.

ADJOURNMENT AND CLOSE IN MEMORY

Mayor del Rosario adjourned the meeting at 8:13 p.m. in memory of John Leland, longtime business community member, Allstate Insurance Agent; and Blanid Molloy, longtime proprietor, along with her husband Lanty, of one of Colma's oldest businesses Molloy's Tavern. Mother of 8 (including current Molloy's owner Owen Molloy) and grandmother of 19, Blanid was an active community member, and she will be greatly missed.

Respectfully submitted,

Caitlin Corley City Clerk





STAFF REPORT

TO: Mayor and Members of the City Council

FROM: Brad Donohue, Public Works Director

Dave Bishop, Senior Engineer

VIA: Brian Dossey, City Manager

MEETING DATE: June 28, 2023

SUBJECT: Notice of Award – 2023 Facility Slurry Seal Project

RECOMMENDATION

Staff recommends that the City Council adopt the following resolution:

RESOLUTION AWARDING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT FOR THE 2023 FACILITY PARKING LOT UPGRADES AND REPAIRS PROJECT (CIP #953), INCLUDING THE COLMA POLICE FACILITY, COLMA COMMUNITY CENTER, AND CREEKSIDE VILLAS PARKING LOTS, TO AMERICAN ASPHALT REPAIR & RESURFACING COMPANY, INC. IN THE AMOUNT OF \$143,243.50 PURSUANT TO CEQA GUIDELINE 15301.

EXECUTIVE SUMMARY

The proposed resolution would award and authorize the City Manager to execute a construction contract with American Asphalt Repair & Resurfacing Company, Inc, (American Asphalt) for the 2023 Facility Parking Lot Upgrades and Repairs Project-CIP #953 ("Project").

Notice Inviting General Contractors to bid on the Project was published on May 24, 2023; bid opening occurred on Thursday, June 15, 2023. Five (5) total bids were received. Upon due diligence and examination of the bids received, Town Staff determined that American Asphalt is the lowest responsible bidder submitting a responsive bid in the amount of \$143,243.50.

In 2019 an engineer's estimate of \$240,000 was established. The reason for the engineer's estimate being estimated much higher that the bids that came in is due to portions of the original scope of work was reduced, mainly due to rehabilitation work in the Public Works Corporation Yard Parking Lot was removed from the project scope of work. The proposed work now consists of minor asphalt repairs, crack Type III Slurry Surface treatment and new pavement striping and markings at the Colma Police facility, Colma Community and Historical facility and Creekside Villas.

FINANCIAL ANALYSIS

The original project budget was estimated to be \$240,000.

The proposed project budget is summarized below:

Cost	Amount
Project Budget	\$240,000.00
Construction	(\$143,243.50)
Contingency (10%)	(\$14,324.00)
Project and Construction Management, Design Support,	
and Inspection (8%)	(\$11,450.00)
Total Project Budget	(\$169,017.50)
Project Reserve	\$70,982.50

ENVIRONMENTAL

The City Council's action in adopting the resolution to award and authorize asphalt and other work in the various parking lots is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline 15301 as the operation, repair, and minor alteration of existing public facilities involving no expansion of use.

BACKGROUND

Several of the Town Owned facility parking lots need minor repair, resurfacing treatments along with new striping and pavement markings. The parking lots that will be addressed in this project proposal is the parking lots at the Colma Police Station, Colma Community and Historical Facilities and the drive isles and parking stalls at the Creekside Villas Facility. Originally it was thought that we would rehabilitate the Public Works Corporation yard, it was decided that we would include this work in proposed future facility improvements and enhancements. Bid opening for the Project occurred on June 15, 2023, at 2:00 pm.

ANALYSIS

A total of five (5) bids were received on Thursday, June 15, 2023.

American Asphalt	DRYCO	Graham Contractors	VSS International	Pavement Coatings
\$143,243.50	\$159,971.00	\$178,788.50	\$222,964.00	\$253,235.30

Staff reviewed five (5) bid submissions and analyzed each bid item thoroughly. It has been determined that American Asphalt is the lowest responsible bidder submitting a responsive bid, with a bid in the amount of \$143,243.50.

COUNCIL ADOPTED VALUES

Adoption of the resolution is consistent with the City Council's value of being *responsible*, staying committed to their Capital improvement Plan strategies. The proposed work in the various facility parking lots is the City Council's commitment to keeping the community's public and living facilities in good working order.

SUSTAINABILITY IMPACT

Staff is committed to using sustainable practices when and where opportunities present then self on this project.

CONCLUSION

Staff recommends that the City Council adopt a resolution awarding and authorizing the City Manager to execute a construction contract for Facility Parking Lot Upgrades and Repair (CIP #953) to American Asphalt Repair & Resurfacing Company, Inc. in the amount of \$143,243.50.

ATTACHMENTS

- A. Resolution
- B. Bid Tabulation Summary



RESOLUTION NO. 2023-___ OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION AWARDING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT FOR THE 2023 FACILITY PARKING LOT UPGRADES AND REPAIRS PROJECT (CIP #953), INCLUDING THE COLMA POLICE FACILITY, COLMA COMMUNITY CENTER, AND CREEKSIDE VILLAS PARKING LOTS, TO AMERICAN ASPHALT REPAIR & RESURFACING COMPANY, INC. IN THE AMOUNT OF \$143,243.50 PURSUANT TO CEQA GUIDELINE 15301

The City Council of the Town of Colma does resolve as follows:

1. Background

- (a) The Town of Colma opened bids for the 2023 Facility Parking Lot Upgrades and Repairs Project-CIP #953 ("Project") on June 15, 2023.
- (b) Town Staff determined that American Asphalt is the lowest responsible bidder submitting a responsive bid in the amount of \$143,243.50.

2. Findings

(a) The City Council finds that American Asphalt is the lowest responsible bidder submitting a responsive bid.

3. Approval and Authorization

- (a) Award of the construction contract for the Project in the amount of \$143,243.50 is hereby made to American Asphalt.
- (b) The construction contract for the Project between the Town of Colma and American Asphalt, a copy of which is on file with the City Clerk, is approved by the City Council of the Town of Colma.
- (c) The City Manager is hereby authorized to execute said contract on behalf of the Town of Colma, with such minor technical amendments as may be deemed appropriate by the City Manager and the City Attorney.
- (d) A Town controlled ten percent (10%) construction contingency in the amount of \$14,324.00 is hereby established for the Project to be used in the event of unforeseen conditions and certain allowance items.
- (e) The total Project budget (CIP#953) is to be \$169,017.50 with \$143,243.50 for the construction contract, a Town controlled contingency in the amount of \$14,324.00, and \$11,450.00 for construction management, support, and inspection.

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Certification of Adoption

I certify that the foregoing Resolution 2023-__ was duly adopted at a regular meeting of said City Council held on June 28, 2023 by the following vote:

Name	Voting		Present, No	t Voting	Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Voting Tally					

Dated	
	Joanne F. del Rosario, Mayor
	Attest:
	Caitlin Corley, City Clerk

															_								
	CONTRACTOR				AMERICA	N A	SPHALT		DRYCO		GRAHAM CONTRACTORS			VVS INTERNATIONAL				PAVEMENT COATINGS					
			ESTIMATED																				
ITEM	DESCRIPTION	UNIT	QUANITY		IIT PRICE		OTAL ITEM	UNIT			AL ITEM		NIT PRICE		OTAL ITEM		NIT PRICE		OTAL ITEM		INIT PRICE		OTAL ITEM
1	Mobilization	LS	1	· .	5,000.00	\$	5,000.00				38,200.00	•	40,605.00	\$	40,605.00	•	•	•	•		12,500.00	\$	12,500.00
2	Traffic control & notification	LS	1	\$1	5,000.00	\$	15,000.00			\$	45,000.00		-	\$	36,000.00		-	-	-	\$ 1	120,000.00	\$	120,000.00
3	Crack Sealing	LS	1	\$1	5,000.00	\$	15,000.00	. ,		\$,		15,000.00	\$	15,000.00	· ·	•	\$	•	\$	25,000.00	\$	25,000.00
4	Type II Slurry and black Agg	SY	8100	\$	9.00	\$	72,900.00	\$	4.25	-	34,425.00		6.40	\$	51,840.00	•	11.98	\$	- ,	\$	6.00	\$	48,600.00
5	4" White stripe	LF	2000	\$	7.00	\$	14,000.00	\$	6.00	\$	12,000.00	\$	7.00	\$	14,000.00	\$	6.48	\$	12,960.00		9.35	\$	18,700.00
6	4" Blue Stripe	LF	222	\$	10.25	\$	2,275.50	\$	11.00	\$	2,442.00	\$	10.25	\$	2,275.50	\$	10.80	\$	2,397.60	\$	13.65	\$	3,030.30
7	Type I Arrow (3.5' X 10')	EA.	10	\$	300.00	\$	3,000.00	\$ 30	00.00	\$	3,000.00	\$	300.00	\$	3,000.00	\$	378.00	\$	3,780.00	\$	400.00	\$	4,000.00
8	Type IV Arrow (9' X 15')	EA.	1	\$	320.00	\$	320.00	\$ 43	25.00	\$	425.00	\$	320.00	\$	320.00	\$	432.00	\$	432.00	\$	425.00	\$	425.00
9	Type VIII Arow (9' X 15')	EA.	1	\$	770.00	770.00 \$ 770.00 \$ 5		\$ 5	50.00	\$	550.00	\$	770.00	\$	770.00	\$	648.00	\$	648.00	\$	1,000.00	\$	1,000.00
	Handicap International symbol																						
	of Accessibility (ISA) -																						
10	DetailA24C	EA.	5	\$	575.00	\$	2,875.00	\$ 70	00.00	\$	3,500.00	\$	575.00	\$	2,875.00	\$	1,296.00	\$	6,480.00	\$	767.00	\$	3,835.00
	Handicap Box with 4" White																						
11	Hatched Lines	LF	237	\$	9.00	\$	2,133.00	\$	10.00	\$	2,370.00	\$	9.00	\$	2,133.00	\$	8.64	\$	2,047.68	\$	12.00	\$	2,844.00
12	Pavement Markings Words																					\$	-
а	KEEP	EA.	1	\$	525.00	\$	525.00	\$ 50	00.00	\$	500.00	\$	525.00	\$	525.00	\$	216.00	\$	216.00	\$	700.00	\$	700.00
b	CLEAR	EA.	1	\$	575.00	\$	575.00	\$ 5	35.00	\$	535.00	\$	575.00	\$	575.00	\$	270.00	\$	270.00	\$	767.00	\$	767.00
С	EVID	EA.	3	\$	455.00	\$	1,365.00	\$ 4.	50.00	\$	1,350.00	\$	455.00	\$	1,365.00	\$	216.00	\$	648.00	\$	607.00	\$	1,821.00
d	ADMIN	EA.	5	\$	475.00	\$	2,375.00	\$ 4	65.00	\$	2,325.00	\$	475.00	\$	2,375.00	\$	270.00	\$	1,350.00	\$	634.00	\$	3,170.00
е	NUMBERS (1 THROUGH 10)	EA.	10	\$	95.00	\$	950.00	\$ 1	15.00	\$	1,150.00	\$	95.00	\$	950.00	\$	162.00	\$	1,620.00	\$	127.00	\$	1,270.00
f	ON DUTY	EA.	3	\$	500.00	\$	1,500.00	\$ 4	75.00	\$	1,425.00	\$	500.00	\$	1,500.00	\$	324.00	\$	972.00	\$	667.00	\$	2,001.00
g	WC	EA.	1	\$	420.00	\$	420.00	\$ 48	80.00	\$	480.00	\$	420.00	\$	420.00	\$	216.00	\$	216.00	\$	560.00	\$	560.00
h	NO PARKING	EA.	4	\$	565.00	\$	2,260.00	\$ 48	80.00	\$	1,920.00	\$	565.00	\$	2,260.00	\$	540.00	\$	2,160.00	\$	753.00	\$	3,012.00
	TOTAL BASE BID					\$ 1	143,243.50			\$ 1	59,971.00			*\$	178,788.50			**\$	222,964.00			\$	253,235.30

^{*} Contractor quoted \$168,818.50 in their proposal, after recalculating their line item totals their total cost comes to \$178,788.50

^{**} Contractor quoted \$215,512.00 in their proposal, after recalculating their line item totals their total cost comes to \$222,964.00





STAFF REPORT

TO: Mayor and Members of the City Council FROM: Pak Lin, Administrative Services Director

VIA: Brian Dossey, City Manager

MEETING DATE: June 28, 2023

SUBJECT: Adoption of FY 2023-24 Appropriation (GANN) Limit

RECOMMENDATION

Staff recommends that the City Council adopt the following:

RESOLUTION ADOPTING THE FY 2023-24 APPROPRIATION LIMIT, PURSUANT TO CEOA GUIDELINE 15378

EXECUTIVE SUMMARY

Each year as part of the annual budget process, the City Council is required by state law to adopt an Appropriations Limit (Limit). The Limit for the Fiscal Year 2023-24 is \$63,467,173.

FISCAL IMPACT

Adoption of the Limit will ensure the Town appropriations are in compliance with State requirements. The FY 2023-24 Appropriations subject to the limit ("Proceeds of Taxes") total \$18,708,300, which means the Town is \$44,458,873 below the authorized limit.

BACKGROUND

California voters approved propositions amending the State Constitution and requiring the annual Town budget include a calculation of the Appropriations Limit, also known as the Gann Limit. This requirement was imposed by Proposition 4 (1979) and later amended by Proposition 111 (1990).

The requirement imposes a restriction on the amount of governmental revenue which may be appropriated in any fiscal year. The Appropriations Limit was first based on actual appropriations during the base year (1986-87), and it can be increased each year based on a specific formula and specified growth factors. The Appropriations Limit does not apply to all funds. It only applies to funds that are "proceeds of taxes."

Each year, the adjustment to the Appropriations Limit takes into consideration two factors: 1) the change in the cost of living, and 2) the change in population. For each of these factors, the Town may select between two optional factors. Additionally, State law requires that the calculation factors must be available to the public for 15 days prior to adoption.

To comply with State law, the FY 2023-24 Appropriation Limit was posted on the Town's website and public noticing on May 22, 2023 and to be adopted on the following City Council meeting.

ANALYSIS

The appropriation limit analysis includes two parts. The first part is the calculation of the appropriation limit based on the change in the county's or the city's population and the State's per capita personal income. The new FY 2023-24 Appropriations Limit, as calculated and attached to the proposed resolution, is \$63,467,173. The increased adjustment factor of 1.0399 is calculated using the Town's population change of negative 0.43 percent and the change in the State per capita personal income of 4.44 percent. These adjustments were published in the Department of Finance's Price and Population Report.

The second part of the analysis is to verify that the "Proceeds of Taxes" do not exceed the limit calculated above. The "Proceeds of Taxes" is determined based on the City Council adopted budget for the new fiscal year. The City Council adopted the FY 2023-24 Operating and Capital Budget on June 14, 2023, with a projection of \$19.29 million as general fund revenues. Of the \$19.29 million revenues budget, the "proceeds of taxes" subject to the limit is \$18,708,300, which is \$44,458,873 less than the FY 2023-24 Appropriations Limit of \$63,467,173.

Reasons For the Recommended Action/Findings

Adoption of the FY 2023-24 Appropriation Limit will comply with State laws.

Council Adopted Values

Approval of the FY 2023-24 Appropriation Limit is the *responsible* action because the Town's FY 2023-24 Budget complied with State laws.

CONCLUSION

Staff recommends that the Council adopt the attached resolution.

ATTACHMENTS

A. Resolution Adopting the FY 2023-24 Appropriation Limit

RESOLUTION NO. 2023-## OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION ADOPTING THE FY 2023-24 APPROPRIATION LIMIT, PURSUANT TO CEQA GUIDELINE 15378

The City Council of the Town of Colma does resolve as follows.

1. Background

- (a) Article XIIIB of the California Constitution places certain restrictions on annual appropriations by cities;
- (b) The restrictions only apply to those appropriations which meet the definition of "Proceeds of Taxes":
- (c) The FY 2023-24 Appropriations Limit Calculation was publicly noticed and posted on the Town's website on June 14, 2023, which is more than fifteen days for review consistent with California Government Code Section 7910;
- (d) The adoption of the Appropriations Limit must identify the optional calculation factors to be used as adjustment factors.

2. Findings

- (a) The first adjustment factor, the Town must select between: (A) the change in Town population, or (B) Countywide population, and the Town has selected the Change in Colma's population; and
- (b) The second adjustment factor the Town must select between: (1) the change in the State per capita income, or, (2) the change in the assessed valuation of local nonresidential construction, and the Town has selected the change in the State per capita income;
- (c) The detailed calculation of the Appropriations Limit for Fiscal Year 2023-24 is described in Exhibit A, attached hereto and by reference made a part hereof.
- (d) The City Council finds that the Fiscal Year 2023-24 budget does not exceed the constitutional appropriation limit placed on "Proceeds of Taxes" for Fiscal Year 2023-24 and is \$44,758,873 below the authorized limit.

3. Appropriation Limit

The Appropriation Limit for the Fiscal Year 2023-24 shall be, and hereby is determined to be \$63,467,173.

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Certification of Adoption

I certify that the foregoing Resolution No. 2023-## was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 28, 2023, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Voting Tally					

Dated	Joanne F. del Rosario, Mayor
	Attest:Caitlin Corley, City Clerk

EXHIBIT TO RESOLUTION 2023-## FISCAL YEAR 2023-24 APPROPRIATIONS LIMIT

Each year, the adjustment to the Appropriations Limit takes into consideration two factors: 1) the change in the cost of living, and 2) the change in population. For each of these factors, the Town may select between two optional factors.

Selection of Optional Factors

1. Change in Population (Town of Colma vs. San Mateo County)

Options	Population 1/1/2022	Population 1/1/2023	% Increase
a. Town of Colma	1,371	1,359	-0.43%
b. County of San Mateo	740,711	737,515	-0.88%

2. Change in State per capita Personal Income vs. Colma Non-Residential Building Construction

Options	% Increase
a. Change in State Per Capita Personal Income	4.44%
b. Change in Colma Non-Residential Assessed Valuation	N/A*

^{*} Change in non-residential assessed valuation was not available.

For the Fiscal Year 2023-24 calculation, the Town selected Colma's population growth rate of -0.43% and the change in the State Per Capita Income of 4.44%.

APPROPRIATION LIMIT CALCULATION 2023-24

Population Change (San Mateo Co.)	0.43%	((0.0043+100)/100 = 1.0043)
State Per Capita Personal Income	4.44%	((0.0444+100)/100 = 1.0444)
Calculation of Factor for 2023-24	1.0399	1.0043 x 1.0444 = 1.0399
Prior Year Appropriation Limit (2022-23)	\$ 61,031,996	
Appropriation Limit 2023-24	\$ 63,467,173	61,031,996 x 1.0399 = 63,467,173

The 2023-24 Appropriations subject to the limit ("Proceeds of Taxes") total \$18,708,300, which means the Town is \$44,458,873 below the authorized limit.





STAFF REPORT

TO: Mayor and Members of the City Council

FROM: Brad Donohue, Director of Public Works

Muneer Ahmed, Senior Project Manager

VIA: Brian Dossey, City Manager

MEETING DATE: June 28, 2023

SUBJECT: Sewer System Management Plan (SSMP) Update

RECOMMENDATION

Staff recommends the City Council adopt:

RESOLUTION APPROVING THE TOWN'S UPDATED SEWER SYSTEM MANAGEMENT PLAN (SSMP) PURSUANT TO CEQA GUIDELINE 15301

EXECUTIVE SUMMARY

The purpose of the Town's Sewer System Management Plan (SSMP) is to document activities that the Town utilizes to effectively manage its wastewater collection system. The City Council approved the Town's SSMP in January 2011 (Resolution 2011-01). The Town's SSMP was subsequently updated in March 2017 as required by the State Water Resources Control Board's (SWRCB) Statewide General Waste Discharge Requirements (WDRs) for Sanitary Sewer Systems Order No. 2006-0003 DWQ (Order) and WQ 2013-0058-EXEC. The document was last updated in November 2022 to address the findings of SWRCB's audit of the Town's SSMP. This updated SSMP is required to be approved by the City Council.

FISCAL IMPACT

There are no fiscal implications involved specifically with the SSMP document. Continuing maintenance and care for the Sewer System infrastructure is included in the annual sewer budget.

ENVIRONMENTAL

The City Council's action in adopting the resolution to approve the updated SSMP is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA), and specifically Guideline 15301, as the updated SSMP relates to the Town's existing sewer infrastructure and Guideline 15301 specifically notes that it applies to the operation and maintenance of existing utility sewer infrastructure.

BACKGROUND

The Town of Colma owns and operates a sanitary sewer collection system. The Town is required to comply with the State Water Resources Control Board's adopted Order No. 2006-003 DWQ (Order) and WQ 2013-0058-EXEC.

The Order is designed to facilitate prevention and reduction of sanitary sewer overflows (SSO's) by outlining steps and actions to implement. These steps and actions are outlined in the various elements of the SSMP. The Order requires the Town to apply and enroll for coverage under this Order, report sanitary sewer overflows to regulatory agencies, and develop and implement a Sewer System Management Plan (SSMP).

The Town enrolled for coverage under this Order in October 2006. The City Council approved the Town's SSMP in January 2011 (Resolution 2011-01). The Town's SSMP was updated in March 2017 and subsequently in November 2022 to address the findings of SWRCB's audit of the Town's SSMP.

The Order requires the City Council to approve the updated SSMP and certify that the final SSMP and its constituent subparts are in compliance with the Sanitary Sewer Order.

The proposed Sanitary Sewer System Management Plan commits the Town to properly manage, operate, and maintain all parts of the wastewater collection system; provide adequate capacity in the collection system to convey peak flows; minimize the frequency of sanitary sewer overflows (SSOs); and mitigate the impact of SSOs. The Town's SSMP is designed to be a living document and will be updated as needed.

ANALYSIS

Under the SSMP, the Town commits to achieving the following objectives and performing the following tasks by setting forth protocols and procedures for the following:

- 1. Actively perform preventative maintenance of the collection system to decrease and prevent SSOs,
- 2. Inspect and clean all sewer mains on periodic basis,
- 3. Continue video condition assessment of the sewer mains and maintain root control program.
- 4. Identify collection system blockages due to fats, oil and grease (FOG) and develop strategies to decrease backups,
- 5. Development of a capital improvement program directed at maintaining the collection system, improving system reliability and providing adequate future capacity needs,
- 6. Respond, document, notify and report SSOs to the regulatory agencies.

The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. There are eleven (11) mandatory components to the SSMP:

- 1. SSMP Goals
- 2. Organization of Personnel, chain of command and Communications
- 3. Legal Authority

- 4. Operation and Maintenance Program (Measures and Activities)
- 5. Design and Performance Provisions (Design & Construction Standards)
- 6. Overflow Emergency Response Plan
- 7. Fats, Oils, and Grease (FOG) Control Program
- 8. System Evaluation and Capacity Assurance Plan (Capacity Management)
- 9. Monitoring, Measurement, and Program Modifications
- 10. SSMP Program Audits
- 11. Communication Program

The SSMP also commits the Town to do the following:

- Prevent illegal discharges into the sanitary sewer system from sewer laterals, storm water infiltration, unauthorized debris, etc.,
- Require proper design and construction of sewers and connections,
- Establish a FOG (Fats, Oils, and Grease) control program, inspect facilities, and provide outreach to limit the discharge of Fats, Oils, and Grease and other debris that may cause blockages in the sewer system,
- Conduct periodic training on the emergency response and containment of sewer spills,
- Sewer overflow response, documentation, notification and reporting of sewer overflows to the regulatory agencies,
- Outreach to plumbers and building contractors on construction best management practices (BMP's) to prevent blockage of sewer lines from construction related debris.

In the opinion of the City Engineer, the final SSMP complies with State Water Resources Control Board's Order and staff recommends that the City Council adopt a finding to that effect.

REASONS FOR THE RECOMMENDED ACTION

The Town's SSMP was updated in March 2017 and subsequently in November 2022 as required by the SWRCB's Order and also to address the findings of SWRCB's audit of the Town's SSMP.

The Order requires the City Council to approve the updated SSMP and certify that the final SSMP and its constituent subparts are in compliance with the State Water Board's Sanitary Sewer Order.

NEXT STEPS

After the Council approves the updated SSMP, a copy will be kept on file at Town Hall to be made available to the public on request. The Town will periodically review the SSMP and update the plan as needed.

COUNCIL ADOPTED VALUES

Adoption of the proposed resolution is a *Responsible* action because the Sanitary Sewer System Management Plan commits the Town to properly manage, operate, and maintain all parts of the wastewater collection system. This will help prevent sanitary sewer overflows and protect the water ways.

CONCLUSION

The updated SSMP is complete and is hereby presented to the Council for approval.

Staff recommends that the City Council adopt the attached resolution approving the Sewer System Management Plan (SSMP)

ATTACHMENTS

A. Resolution with Exhibit A – Sewer System Management Plan (SSMP)

RESOLUTION NO. 2023-___ OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION APPROVING THE TOWN'S UPDATED SEWER SYSTEM MANAGEMENT PLAN (SSMP) PURSUANT TO CEQA GUIDELINE 15301

The City Council of the Town of Colma does hereby resolve as follows:

1. Background

- (a) The Town of Colma owns and operates a sanitary sewer collection system. The Town is required to comply with the State Water Resources Control Board's adopted Order No. 2006-003 and WQ 2013-0058-EXEC.
- (b) State Water Resources Control Board's adopted Order No. 2006-003 adopted in May 2006 states:

"All federal and state agencies, municipalities, counties, districts, and other public entities, known as "Enrollees", that own or operate a sanitary sewer system greater than one mile in length that collect and/or convey untreated or partially treated wastewater to a publicly owned treatment facility in the State of California to comply with the terms of this Order."

- (c) Order 2006-003 is designed to facilitate prevention and reduction of sanitary sewer overflows (SSO's) by outlining steps and actions to implement. These steps and actions are outlined in the various elements of the SSMP.
- (d) The Town previously enrolled for coverage under this Order in October 2006. The City Council also previously approved the Town's SSMP in January 2011 (Resolution 2011-01). The Town's SSMP was subsequently updated in March 2017 as required by the State Water Resources Control Board's (SWRCB) Statewide General Waste Discharge Requirements (WDRs) for Sanitary Sewer Systems Order No. 2006-0003 DWQ (Order) and WQ 2013-0058-EXEC.
- (e) Staff is now recommending that the City Council adopt the updated SSMP and certify that the updated SSMP and its constituent subparts are in compliance with the Sanitary Sewer Order.

2. Findings

The City Council finds that the updated Sanitary Sewer System Management Plan and its constituent parts are in compliance with State Water Resources Control Board's Order No. 2006-003.

3. Order

The City Council hereby approves and adopts the updated Sanitary Sewer System Management Plan and certifies that the updated SSMP and its constituent subparts are in compliance with the Sanitary Sewer Order.

Certification of Adoption

I certify that the foregoing Resolution No. 2023-_was duly adopted at an adjourned regular meeting of the City Council of the Town of Colma held on June 28, 2023, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Voting Tally					
	•		•		
Dated					

Dated	
	Joanne F. del Rosario, Mayor
	Attest:
	Caitlin Corley, City Clerk

TOWN OF COLMA



SANITARY SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Draft November 2022

City Council Adoption Date: / /2022

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ATTACHMENTS

Attachment	: A – Sanita	arv Sewer S	vstem Map

Attachment B – Town Inventory of contingency equipment

Attachment C - Standard Details Colma, Daly City, South San Francisco and CMC

Attachment D - Overflow Emergency Response Plan (OERP)

Attachment E – Executive Orders and Reporting Requirements

Attachment F – Communications Protocol

Attachment G - 2022 NSMCSD Call Out List

Attachment H - City of SSF Fog Inspection SOP and ERP

Attachment I – Colma Municipal Code Extracts

Attachment J - Resolution Adopting SSMP – to be added after adoption

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SSMP OVERVIEW

I. Introduction

The purpose of the Town of Colma's Sewer System Management Plan (SSMP) is to document activities that the Town utilizes to effectively manage its wastewater collection system.

This Sewer System Management Plan (SSMP) has been prepared in compliance with the requirements of the State Water Resources Control Board (SWRCB) Statewide General Waste Discharge Requirements (WDRs) for Sanitary Sewer Systems Order No. 2006-0003 DWQ (Order) and WQ 2013-0058-EXEC. The purpose of the Order is to provide a consistent statewide approach for eliminating Sanitary Sewer Overflows (SSOs). As required, a copy of the SSMP is maintained at the Town of Colma Engineering Dept and is available to the public, state and the Town's operating and maintenance personnel via the Town's website. The Town's SSMP is designed to be a living document and will be updated as needed (e.g., as a result of SSMP audit findings).

II. Sanitary Sewer System Overview

The Town of Colma "Town" is a small municipality with a population of approximately 1,500 residents, spread over a 2 square mile area. The Town has approximately 33,600 lineal feet of sewer mains and 165 manholes in its wastewater collection system. The Town owns the sewer collection system but does not have its own wastewater treatment plant. The Town contracts with the North San Mateo County Sanitation District (NSMCSD) and the City of South San Francisco for waste water treatment and sewer system maintenance. The Town's sewer system is gravity flow. There are no forced mains or pump stations owned/maintained by the Town.

III. Plan Overview

This SSMP has been prepared by the Town of Colma in compliance with requirements of the State Water Resource Control Board (SWRCB) pursuant to section 13267 of the California Water Code.

The SSMP is intended to meet the requirements of both the SWRCB and the Statewide General Waste Discharge Requirements (GWDR).

The SSMP includes eleven elements as listed below. Parenthesis indicates title of the comparable RWQCB SSMP element.

SSMP Elements

ELEMENT 1: SSMP Goals

ELEMENT 2: Organization of Personnel, chain of command and Communications

ELEMENT 3: Legal Authority

ELEMENT 4: Operations and Maintenance Program (Measures and Activities)

ELEMENT 5: Design and Performance Provisions (Design & Construction Standards)

ELEMENT 6: Overflow Emergency Response Plan

ELEMENT 7: Fats, Oils and Grease (FOG) Control Program

ELEMENT 8: System Evaluation and Capacity Assurance Plan (Capacity Management)

ELEMENT 9: Monitoring, Measurement and Plan Modifications

ELEMENT 10: SSMP Program Audits ELEMENT 11: Communication Plan

IV. Sewer System Management, Plan Update, SSO Response and Reporting

Town of Colma Engineering Department is responsible for developing and updating the SSMP. The Engineering Department also oversees development and implementation of the capital improvement program needs of the sewer collection system.

The Public Works and Maintenance Department is responsible for day-to-day site inspections, sanitary sewer overflow response and coordination with the sewer agencies for implementation of the FOG program.

SSMP – Important Dates:

SSMP Update	2011
CC Approval of SSMP update	January 2011
SSMP Update	March 2017
SSMP Update	11.2022
City Council Approval of SSMP Update (Attachment J)	TBD

ELEMENT 1: GOALS

The Goals of the Town are to effectively manage and maintain its wastewater collection system in order to provide a safe and healthy living environment for its citizens, and to diligently follow the standards and safeguards as outlined in the Federal Clean Water Act.

The SSMP Goals are to:

- Properly manage, operate, and maintain all parts of the wastewater collection system;
- Provide adequate capacity in the collection system to convey peak flows;
- Minimize the frequency of sanitary sewer overflows (SSO's); and
- Mitigate impacts associated with SSO's.

The other objectives of the SSMP also include:

- Actively perform preventative maintenance of the collection system to decrease SSOs;
- Clean half of all sewer mainlines annually
- Continue video condition assessment of the sewer mains and maintain root control program;
- Identify collection system blockages due to fats, oil and grease (FOG) and develop strategies to decrease backups;
- Maintain a capital improvement program directed at maintaining the collection system, improving system reliability, and providing adequate future capacity needs;
- Train staff and ensure the safety of Town employees and the public at large;
 and
- Meet all applicable regulatory notification and reporting requirements.

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ELEMENT 2: ORGANIZATION

The SSMP must identify the following:

- a) The name of the responsible or authorized representative.
- b) The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and c) The chain of communication for reporting the SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable.

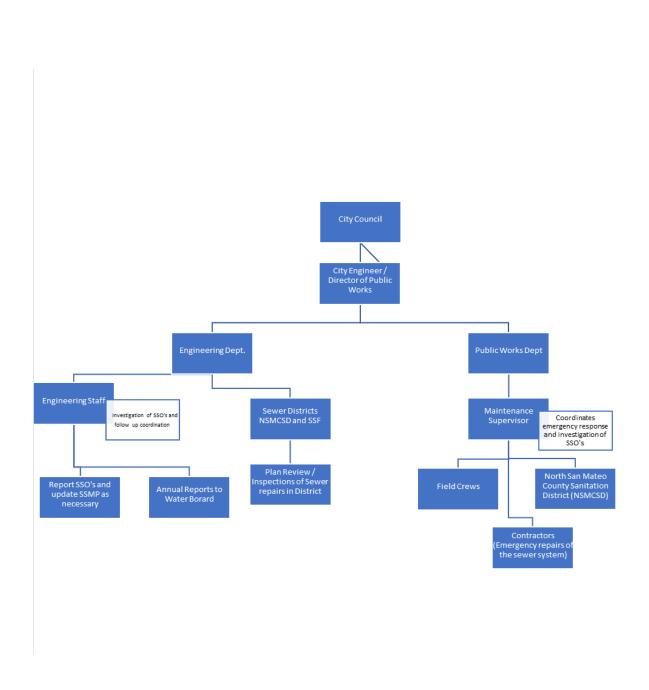
2.1 General

This section of the SSMP describes the organization of Town staff and contractors responsible for sewer-related work, including staff responsible for implementing this SSMP, responding to SSO events, and meeting the SSO reporting requirements. This section also includes the designation of the of the Authorized Representative and the Legally Responsible Official (LRO) to meet SWRCB requirements for completing and certifying spill reports. The Authorized Representative is the Director of Public Works and LRO's for the Town of Colma are the Director of Public Works and the Maintenance Superintendent.

2.2 Department Organization

The organization chart represents the roles of each individual or group, which as a whole, is responsible for the implementation, management, and update of the Sanitary Sewer Management Plan (SSMP). The communication Protocol (Attachment F) identifies agency staff that is responsible for managing the Sanitary Sewer Overflow (SSO) response, investigation, and reporting of the SSO to the appropriate parties.

Organizational Chart



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ELEMENT 3: LEGAL AUTHORITY

The SSMP must include the following:

- a) Prevent illicit discharges into its sanitary sewer system (examples may include I/I, storm water, chemical dumping, unauthorized debris and cut roots, etc.).
- b) Require that sewer and connections be properly designed and constructed.
- c) Ensure access for maintenance, inspection, or repairs for portions owned or maintained by the Public Agency.
- <u>d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages; and</u>
- e) Enforce any violation of its sewer ordinances.

3.1 General

The Town has a comprehensive ordinance on regulations and restrictions for discharge of water and waste, identified in Chapter 3.04, 3.08 and 3.09 of the Municipal Code. Additionally, Chapter 3.06 pertains to regulations and restrictions of individual sewage disposal systems and Chapter 3.07 deals with Sewer Service Charges. The Town's Municipal Code can be found on the Town's website at colma.ca.gov and the pertinent sections are provide in **Attachment I.**

3.2 Required Elements

A. <u>Prevent illicit discharges into the sanitary sewer system including I/I from</u> laterals, stormwater, unauthorized debris, etc.

These items are controlled specifically in sections:

- 3.04: Regulation of sewers and restrictions on discharge of water and waste
- 3.08: Water Quality Control South San Francisco System
- 3.09: Water Quality Control North San Mateo County Sanitation District
- B. Require proper design and construction of sewers and connections
 - 3.04.040 Individual Sewage Disposal System
 - 3.04.080 Construction of Side Sewers and connection with Main Sewers
 - 3.06 Individual Sewage Disposal Systems

These sections require that all construction or alteration of any building sewer, sanitary sewer, public sewer, side sewer, or other facility shall require approval by the Town. This approval is accomplished by requiring an encroachment permit and/or building permit. The permit requires that the work be done in accordance with Town/Sewer District's standards or as specifically approved by the City Engineer or his/her designee.

C. <u>Ensure access for maintenance, inspection, and repairs to private sewer</u> connections

3.04.120 Powers and Authorities of Inspectors

This section pertains to inspections and enforcement of provisions of the Sewer Ordinance. This section requires that property owners must provide unobstructed access to private sewer system on their property.

D. <u>Limit the discharge of FOG (Fats, Oils, and Grease) and other debris that may cause blockages</u>

- 3.08.130 General Discharge Regulations
- 3.08.150 National Pretreatment Standards
- 3.08.190 Harmful Discharges
- 3.09.110 Prohibited I/I Discharges
- 3.09.120 Prohibited Discharges
- 3.09.140 Acceptance of Deleterious Wastes
- 3.09.150 Maintenance of Pretreatment Facilities
- 3.09.160 Interceptors Required
- 3.09.170 Interceptors Maintenance
- 3.10.180 Control Manholes

E. Enforce violations of its sewer ordinance.

- 3.04.270 Notice of Violation
- 3.04.310 Misdemeanor
- 3.04.320 Liability of Violation
- 3.04.330 Protection from Damage
- 3.08.220 Enforcement
- 3.09.050 Violation Declared Unlawful

ELEMENT 4: OPERATIONS AND MAINTENANCE PROGRAM (MEASURES AND ACTIVITIES)

The SSMP operations and maintenance (O&M) program must include the following:

a) Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities;

- b) Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance program should have a system to document scheduled and conducted activities, such as work orders;
- c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;
- d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and
- e) Provide equipment and replacement part inventories, including identification and critical replacement parts.

4.1 Collection System Map

This section requires that each wastewater collection system agency maintain up-to-date maps of its wastewater collection system facilities.

The Town's collection system is divided into two (2) regions: northern portion of the Town connected to and serviced by the North San Mateo County Sanitation District, and The southern portion of the collection system connected to the City of South San Francisco.

The Town has paper maps of the Town's wastewater collection system in the Engineering Office and the Maintenance Corp Yard. Updated maps of rehabilitated areas are also available at the Engineering Office.

The Town also has a GIS map of the wastewater collection system. The GIS map identifies key indicators like the Manhole ID, Pipe Diameter, Pipe Length, Slope, Etc.

A copy of the sewer system GIS map is included in **Attachment A**.

4.2 Resources and Budget

The Town allocates funding resources in the Public Works Operations and Maintenance Budget for minor maintenance and repair of its wastewater collection system. The Town has an agreement with the North San Mateo County Sanitation District (NSMCSD) for annual cleaning and video inspection of the Town's sewer system.

Based on the review and results of the CCTV inspection reports, the Town programs major rehabilitation, repair and upgrades of the collection system into the Capital Improvement Plan (CIP).

4.3 Town wide CCTV Inspection, Cleaning, Response and Source Control

The Town has an agreement with North San Mateo County Sanitation District (NSMCSD – "District") for wastewater collection system maintenance services for the southern portion of the collection system that connects to the City of South San Francisco.

The scope of work under this maintenance agreement is to clean 20,836 LF of mains (50% south system) annually and perform CCTV inspections throughout the system as needed or at a minimum every 5 years.

The District provides corrective maintenance and emergency call service to address system blockages and overflow cleanup. The District also performs collection system source control inspection of affected commercial businesses associated with the FOG program.

The northern sewer system that connects to the District is serviced by the District in accordance with the schedule and standards set forth for properties within the NSMCSD. The southern sewer system that connects to the City of South San Francisco (SSF) is serviced by the City of Daly City through a contractual agreement between Colma and Daly City.

4.4 Prioritized Preventive Maintenance

The Town has an aggressive preventative maintenance (PM) program for problem areas of the collection system. The problem areas are identified during the annual cleaning and inspection process and preventative maintenance and/or repairs are scheduled accordingly on a priority basis. The Town has several hot spot locations identified that include the two siphons on El Camino Real and a few areas where roots of FOG have

been issues in the past. These hot spot areas are cleaned 3 times per years in coordination with the District (NSMCSD).

4.5 Prioritization of Repair and Rehabilitation

The funding for preventative repair of any major line replacement is identified in the five-year capital improvement plan. The funding has been established to make prioritized line repairs identified as part of the CCTV condition assessment of the collection system and the Wastewater Collection System Master Plan (WCSMP). This program prioritizes the repair of structural defects to ensure that the system can consistently provide service and prioritizes the repair of defects such as protruding taps, damaged pipes, and roots that cause backups and SSOs.

4.6 Scheduled Inspections and Condition Assessment

The Town uses a proactive method by actively seeking out and correcting structural deficiencies prior to system failure. Condition assessments are performed through CCTV inspections for each sewer facility to determine the location and extent of the problem areas.

4.7 Contingency Equipment and Replacement Inventories

The Town contracts with NSMCSD for emergency response to sewer spills. The Town's maintenance department is typically the first responder when an SSO is detected. Securing the area for public safety, plugging the downstream storm drain manhole, and possibly pumping the overflow back into the sanitary sewer system is performed by the maintenance crew. NSMCSD performs the rehabilitation and cleaning of the affected area(s).

An inventory of the Town's contingency equipment is attached in **Attachment B** for reference.

4.8 Training

NSMCSD trains and coordinates with the Town's Maintenance Staff on the emergency response and containment of sewer spills annually and on a case by case basis.

In addition, the Town's maintenance and engineering staff attends training such as the annual Sewer Smart Summit by ABAG for controlling sanitary sewer overflows.

The Town also works with ABAG's consultant in development and training of sanitary sewer overflow and backup response plan.

OPERATIONS AND MAINTENANCE PROGRAM (MEASURES AND ACTIVITIES)

In addition, Town's maintenance staff will annually review SSO prevention, response and reporting requirements. Also, informational documents from trainings are available in the Engineering office for staff's review and guidance.

4.9 Outreach to Plumbers and Building Contractors

Outreach to plumbers and building contractors is done at the pre-construction meetings. Construction standards and BMP's are addressed during the plan review and inspection stages.

4.10 Preventive Maintenance Measures of Success

The Town of Colma measures the success of its preventive maintenance program by comparing the total length of pipes cleaned annually vs how many line blockages or SSO's occur on an annual basis.

ELEMENT 5: DESIGN AND PERFORMANCE PROVISIONS (DESIGN AND CONSTRUCTION)

The SSMP requires the following design and performance requirements:

- <u>a) Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and</u>
- b) Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

5.1 Standards for Installation, Rehabilitation and Repair

Design standards for installation, rehabilitation and repair are regulated by the Town of Colma's Municipal Code (CMC), standard specifications and standard details. The Town also utilizes design standards and guidelines specified by the neighboring sewer agencies. See **Attachment C** for referenced material.

In addition, any new sewer construction, rehabilitation or repair in the northern portion of the Town connected to the NSMCSD is reviewed and inspected by the District staff.

5.2 Standards for Inspection and Testing of New and Rehabilitated Facilities

Standards for inspection and testing are specified in the Town's standard specifications. The Town also utilizes standards and guidelines specified by the District for connections within the NSMCSD boundaries.

In addition, any new sewer construction, rehabilitation or repair in the northern portion of the Town connected to the NSMCSD is reviewed and inspected by the District staff.

ELEMENT 6: OVERLFOW EMERGENCY RESPONSE PLAN

<u>The Town must develop and implement an overflow emergency response plan (OERP)</u> which includes the following:

- a) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;
- b) A program to ensure an appropriate response to all overflows;
- c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Reginal Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;
- d) Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained;
- <u>e) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and</u>

f) A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

Due to the limited size of the Town of Colma, internal servicing of SSO's, beyond initial assessment, response and reporting is not performed by Town personnel, but contracted to the North San Mateo County Sanitation District (NSMCSD).

In Element 2 of this plan, the Town's organizational chart clearly identifies the internal chain of command and responsibilities during a SSO event. In addition, the Town's Emergency Overflow Response Plan (OERP), **Attachment D** provides call out procedures.

Procedure Overview:

- SSO complaint received;
- 2) Public Works Department responds to the reported location to assess the situation and provides initial site control;
- 3) Public Works Department contacts contracted Agency for further assessment and to perform site cleanup and investigation of the cause of the SSO;
- 4) Public Works Department notifies the Engineering Department of the SSO; and
- 5) Engineering Department reports the SSO per the OERP.

Categories

<u>Category 1:</u> Discharges of untreated wastewater of any volume resulting from and enrollee's sanitary sewer system failure or flow condition that:

- Reach surface water and/or reach a drainage channel tributary to a surface water, or
- Reach a Municipal Separate State Sewer System (MS4) and are not fully captured
 and returned to the sanitary sewer system or not otherwise captured and
 disposed of properly. Any volume of wastewater not recovered from the MS4 is
 considered to have reached surface water unless the storm drain system
 discharges to a dedicated storm water or groundwater infiltration basin (e.g.,
 infiltration pit, percolation pond).

<u>Category 2:</u> Discharges of untreated or partially treated wastewater of <u>1,000 gallons or greater</u> resulting from an enrollee's sanitary sewer system failure or flow condition that <u>do not</u> reach surface water, a drainage channel, or the MS4 unless the entire SSO volume discharged to the storm drain system is fully recovered and disposed of properly.

<u>Category 3:</u> All other discharges of untreated or partially treated wastewater resulting from a failure or flow condition within the Town's SS collection system.

Private Lateral Sewage Discharges (PLSD) - Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sewer asset. PLSDs that the enrollee becomes aware of, may be voluntarily reported to the California Integrated Water Quality System (CIWQS) online SSO database.

Notification

Within two hours of becoming aware of any Category 1 SSO greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water, notify California Office of Emergency Services (CalOES) and obtain a notification control number at (800) 852-7550.

Reporting

Category 1 or Category 2 SSO's:

Except as provided above, all SSOs that meet the above criteria for Category 1 or Category 2 SSOs must be reported as soon as: (1) the enrollee has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures.

Initial reporting of Category 1 and Category 2 SSOs must be reported to the online SSO system as soon a possible but <u>no later than 3 business days</u> after the enrollee is made aware of the SSO. Minimum information is contained in the 3-day reporting. A final certified report must be completed through the online SSO system, <u>within 15 calendar days</u> of the SSO end date.

Category 3 SSO's:

All SSOs that meet the above criteria for Category 3 SSOs must be reported to the online SSO database within 30 days after the end of the calendar month in which the SSO occurs.

SSO Technical Report: Submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters.

"No Spill" Certification: Certify that no SSOs occurred within 30 calendar day of the end of the month or, if reporting monthly, the quarter in which no SSOs occurred.

Collection System Questionnaire: Update and certify every 12 Months.

6.9 Annual Reports

Records to be maintained by District

- Keep records for minimum of three (5) years
- This time period may be extended by SWRCB if there is an unresolved enforcement action

Reporting requirements and timelines, Executive Orders, and Reporting Forms are included **Attachment E.**

Site Restoration

Containment – by use of plugs, sandbags, straw waddles, hay bales, felt rolls, any material that can be used to divert and isolate surface runoff for recovery and return. Cleanup – wash down and disinfection of surface areas, removal by use of mechanical or manual methods of solids, paper, etc., flushing of the storm system, removal and disposal of contaminated material, use of restoration contractor for any water damage to interior of homes or businesses.

Return – by use of VacCon (or similar) to pick up surface water and return to the sewer main, or by use of plugs and pumps to capture and return contained water from the storm drain system back into the sewer.

Public Notice – In cases of runoff to State receiving waters, posting of signs stating site status, use of barricades, barriers, caution tape or other means to achieve site safety per the OERP plan.

ELEMENT 7: FATS, OILS AND GREASE (FOG) CONTROL PROGRAM

The Town is required to prepare and implement a FOG control program to reduce the amount of these substances discharged to the sanitary sewer collection system. Requirements specifically include:

- <u>a) An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;</u>
- b) A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;
- c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- d) Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;
- e) Authority to inspect grease producing facilities, enforcement authorities, and whether the City has sufficient staff to inspect and enforce the FOG ordinance;
- f) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and
- <u>a) Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.</u>

Fats, Oils and Grease can be a significant source of sewer blockages potentially leading to SSOs.

FOG pretreatment regulation inspections in the southern portion of Town are conducted by City of South San Francisco water quality control plant inspectors in accordance with the FOG Inspection Standard Operating Procedures (SOP) and Enforcement Response Plan (ERP) developed by the City of SSF. Copies of the SOP and ERP are included in **Attachment H**.

There are no commercial facilities requiring FOG inspections in the northern portion of Town serviced by North San Mateo County Sanitation District (NSMCSD). This area mainly services single-family residential homes.

Town staff conducts combined storm water quality and FOG inspections at select food and automotive related establishments to verify compliance with these regulatory programs. Guidelines developed by NSMCSD and the City of SSF are utilized for FOG inspections.

The Town's southern portion of the wastewater collection system is cleaned at least once every two years. All of this system is also video inspected once every 5 years. Based on the inspection results and FOG assessment, some areas are prioritized for more frequent cleaning.

The northern portion of the Town's collection system is cleaned as per NSMCSD's schedule.

ELEMENT 8: SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN (CAPACITY MANAGEMENT)

<u>The SSMP must prepare and implement a capital improvement plan (CIP) that includes</u> the following:

a) Evaluation: Actions needed to evaluate those portions of the collection system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;

b) Design Criteria: Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria; and c) Capacity Enhancement Measures: Steps needed to establish a short-and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.
d) Schedule: A schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update.

The Town completed its Wastewater Collection System Master Plan (WCSMP) in May of 2019 and will prepare and implement a capital improvement plan to provide hydraulic capacity of key sewer system elements under peak flow conditions when deficiencies that cause SSO's are found. The completed WWCSMP under the Existing Conditions PWWF simulation shows no sanitary sewer capacity deficiencies or SSOs.

Short-term capital improvement programs will replace or repair critical elements of the collection system that are near failure as soon as possible. A long-term capital improvement plan will address capacity and upgrade needs of the system when build out of the Town creates hydraulic deficiencies in the system that would cause an SSO's to occur.

ELEMENT 9: MONITORING, MEASUREMENT AND PLAN MODIFICATIONS

<u>The SSMP must be monitored and modified to maintain its effectiveness and perform the following:</u>

- <u>a) Maintain relevant information that can be used to establish and prioritize appropriate</u> <u>SSMP activities;</u>
- b) Monitor and implement and, where appropriate, measure the effectiveness of each element of the SSMP;
- c) Assess the success of the Preventive Maintenance Program;
- <u>d) Update program elements, as appropriate, based on monitoring or performance evaluations; and</u>
- e) Identify and illustrate SSO trends, including frequency, location, and volume.

This section measures the effectiveness of SSMP elements in reducing SSOs.

The Town entered into a maintenance agreement with NSMCSD to clean and video 50% sewer mains within the southern collection system annually or 100% every two years. The Town will evaluate results from these CCTV inspections to update the CIP Projects and schedule point repair or main line repairs, evaluate system needs and make plan modifications as needed.

Monitor and Measure SSMP Effectiveness:

Performance indicators, particularly quantity and volume of SSO's are used to evaluate the long-term effectiveness of the SSMP.

The following information is maintained and used to monitor and measure the effectiveness of the Town's SSMP:

- Number of FOG inspections annually;
- Number of FOG issues identified annually;
- Location of FOG issues;
- Location of SSOs;
- Number and volume of SSO's annually;
- Linear feet of sanitary sewer lines cleaned every two years;
- Percent of the system televised every 5 years;
- Number of mainline blockages annually;
- Location of blockages; and
- Cause of blockages.

Colma SSO Summary (last 5 years)

	2017	2018	2019	2020	2021
No. of SSOs	2	1	0	0	2
SSO Category	1, 3	3	0	0	3, 1
Location	7801 El Camino Real/ On C Street in the middle of the street, Colma CA	429 D Street, Colma CA	-		C Street, Colma CA
Volume of SSOs	40/175	248	0	0	141/250
Volume of SSOs contained	0/175	248	0	0	141/250
Stoppages by cause	Root Intrusion/Rags and Root Intrusion	Root Intrusion	0	0	Rags and Root Intrusion
Response time to SSO	47 min/35 min	84 min	0	0	47 min/50 min
Sewer Cleaning	16,800 LF	16,800 LF	16,800 LF	16,800 LF	16,800 LF

ELEMENT 10: SSMP PROGRAM AUDITS

The SSMP must have periodic internal audits performed. These audits must:

a) Occur every two years;

b) Be prepared as a report and be kept on file;

c) Focus on evaluating the effectiveness of the SSMP and the City's compliance with the SSMP requirements; and

d) Identify any deficiencies in the SSMP and steps to correct them.

The Town will conduct an audit of the SSMP and update the sections every 2 years and generate and archive audit reports. Results from the video inspections, and staff training will be used to evaluate deficiencies and needed improvements to the SSMP. The Town will consider any updates to the WDR or other regulatory requirements as part of the internal audits.

The CIP plan will be updated annually to include major system rehabilitation identified in the Town's WCSMP, as needed based on development and buildout.

ELEMENT 11: COMMUNICATION PLAN

The SSMP requires a communication system plan that provides the following:

a) Provide opportunity for the public to provide inputs to the SSMP is developed and implemented.

b) Develop a plan to communicate with systems that are tributary and/or satellite to the City's sanitary sewer system.

See the **Attachment F** "Communications Protocol" and OERP for contact information, notification and reporting information.

Sanitary Sewer Overflow is reported to the Public Works Department and Colma PD during non-working hours. After internal staff responds to the incident the Emergency Callout personnel with the NSCMCSD are contacted for assisting with and/or responding to and abating the overflow, see **Attachment G**.

The Public Works Department deals with the initial response, eg: public safety/warning, containment, and coordination with NSMCSD for cleanup and resolution.

The Public Works and Engineering Departments are responsible for notification and reporting to regulatory agencies.

The town maintains a website to inform the public about its activities and related to capital improvements and is the repository of all information related to the Town's SSMP and related issues. The website includes a sewer system information page at: https://www.colma.ca.gov/sewer-system-information/ that contains the SSMP and the WWCSMP.





STAFF REPORT

TO: Mayor and Members of the City Council FROM: Pak Lin, Administrative Services Director

VIA: Brian Dossey, City Manager

MEETING DATE: June 28, 2023

SUBJECT: FY 2022-23 Budget Amendment

RECOMMENDATION

Staff recommends that the City Council:

ADOPT A RESOLUTION AMENDING THE FISCAL YEAR 2022-23 BUDGET BY TRANSFERRING \$468,172 FROM GENERAL FUND (11) TO CAPITAL FUND (31); REMOVING THE TRANSFERS BUDGET OF \$80,000 FROM MEASURE A, \$60,000 FROM MEASURE W, AND \$80,000 FROM GAX TAX/RMRA TO STREET CAPITAL FUND; AND TRANSFER \$66,000 FROM STREET CAPITAL (32) TO GENERAL FUND (11), ALL PURSUANT TO CEQA GUIDELINE 15378.

EXECUTIVE SUMMARY

In preparation for the year-end audit for fiscal year ending June 30, 2023, staff found two administrative budget amendments that need City Council approval prior to June 30. Amendment Item 1 is to implement the City Council direction to transfer \$1.9 million from the general fund unassigned reserve to the capital funds and offset the \$1.4 million local match requirements for four new street capital projects that are listed in the Analysis section of this staff report. The net transfer needed from General Fund to capital funds is \$468,172. Amendment Item 2 is to change the funding source on the Hillside & Lawndale Blvd Slurry Seal project (906). By using the \$286,000 of Measure M funding, the Town can reallocate Measure A, Measure W, and Gas Tax funding towards other eligible street projects. This change in the funding source also reduces the General Fund support by \$66,000.

FISCAL IMPACT

Approval of the budget amendment will authorize a transfer of \$1,900,000 from the general fund unassigned reserves to Street Capital (Fund 32, \$1,431,828) and General Capital (Fund 31, \$468,172). It will remove the transfers of \$80,000 from Measure A (22), \$60,000 from Measure W (26), and \$80,000 from Gas Tax & RMRA (21) to Street Capital (32), and transfer \$66,000 from Streets Capital (32) back to General Fund (11).

BACKGROUND

The City Council approved the FY 2022-23 budget on June 8, 2022. Through June 14, 2023, the City Council approved the following amendments:

- Increase Mission Road Bike & Pedestrian Project for the crosswalk and landscaping improvements (8/24/2022)
- Separate Mission Road Landscaping (908) and Crosswalk (909) projects from the Mission Road Bike & Pedestrian project (10/26/2022)
- FY 2021-22 Capital Program review, closeout, and carryover; and FY 2022-23 Capital Program amendment (1/25/2023)
- Add Colma Cab Connect program and add two months of contingency budget in Police dispatch operation in preparation for the 24/7 operation (2/22/2023)
- Authorize supplemental pension payments to CalPERS and supplemental contribution to 115 Trust (4/12/2023)
- Increase Hillside\Lawndale Blvd Slurry Project a part of the Annual Roadway Rehabilitation project (4/12/2023).

Through the FY 2023-24 budget development process, staff identified two budget amendments needed for FY 2022-23.

ANALYSIS

Prior to the close out of FY 2022-23, staff found the following budget amendments needed.

- 1. During the May 10, 2023, Budget Study Session, the City Council reviewed the FY 2023-24 capital program. One of the items discussed during that study session was the use of FY 2021-22 General Fund surplus. At that meeting, the City Council directed that the \$1.90 million of FY 2021-22 general fund surplus will be allocated entirely to the Capital Improvement Fund. The fund will offset the local match requirement of \$1,431,828 for the four new Street Capital Programs. The four new capital programs are El Camino Real Segment B Design (915); El Camino Real Segment B Construction (916); El Camino Real & Mission Road Access to Transient Multimodal Crossing (904); and Serramonte Blvd West Phase 1 Project (911). The \$1.90 million will be split between Fund 32 (\$1,431,828) and Fund 31 (\$468,172).
- 2. After the adoption of FY 2023-24 budget, on June 14, 2023, staff noticed that the Town can preserve its fund balances in Gas Tax (Fund 21), Measure A (Fund 22), and Measure W (26) by using \$286,000 of Measure M monies for the Hillside/Lawndale Blvd Slurry project (Part of the Annual Roadway Rehabilitation and Preventive Maintenance Program). The following table summarizes the change in funding sources.

Current Funding Sources		New Funding Sources		
FY 2022/23: Hillside & Lawndale - Slurry		FY 2022/23: Hillside & Lawno	lale - Slurry	
Measure A (22)	80,000	Measure A (22)	-	
Measure W (26)	60,000	Measure M	286,000	
Gas Tax & RMRA (21)	80,000	Measure W (26)	-	
General Fund	117,645	Gas Tax & RMRA (21)	-	
Total Funding	337,645	General Fund	51,645	
		Total Funding	337,645	

The Measure A, Measure W, and Gas Tax & RMRA funds will be returned back to the respective fund reserves to be used for future capital projects. The table above also shows a \$66,000 reduction in General Fund support, which will be transferred back to the General Fund unassigned reserves to be used for future operating or capital needs.

Reasons For the Recommended Action/Findings

The two budget amendments above are consistent with the City Council's policy to preserve the Town's reserve balance (amendment item 2 above) and feedback from the May 10, 2023 City Council meeting (amendment item 1 above).

Council Adopted Values

Periodic review of the Town's financial condition aligns with the City Council adopted *responsibility* value. It exemplifies financial accountability and ensures reasonable use of public funds. Additionally, publishing the accepted report on the Town's website promotes meaningful public involvement and thereby aligns with the City Council adopted *fairness* value.

CONCLUSION

Staff is requesting that the City Council amends the FY 2022-23 budget.

ATTACHMENTS

A. Resolution



RESOLUTION NO. 2023-__ OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION AMENDING THE FISCAL YEAR 2022-23 BUDGET BY TRANSFERRING \$468,172 FROM GENERAL FUND (11) TO CAPITAL FUND (31); REMOVING THE TRANSFERS BUDGET OF \$80,000 FROM MEASURE A, \$60,000 FROM MEASURE W, AND \$80,000 FROM GAS TAX/RMRA TO STREET CAPITAL FUND; AND TRANSFER \$66,000 FROM STREET CAPITAL (32) TO GENERAL FUND (11), ALL PURSUANT TO CEQA GUIDELINE 15378

The City Council of the Town of Colma does hereby resolve:

1. Background

- (a) The City Council directed staff to designate and transfer the entire FY 2021-22 general fund surplus in the amount of \$1,900,000 to the capital program, to offset the \$1,431,828 local match requirement in the Street Capital program (32) and \$468,172 to General Capital (31).
- (b) The \$1,431,828 transfer to Street Capital (32) already occurred as part of Resolution 2023-05, resulting in a net transfer need of \$468,172 from General Fund (11) to General Capital (31).
- (c) The Town has \$286,700 of Measure M monies eligible for use in FY 2022-23.
- (d) The Measure M monies can be used to offset the cost of Hillside/Lawndale Blvd Slurry Seal Project.
- (e) The Hillside/Lawndale Blvd Slurry Seal Project originally identified the following funding sources: \$80,000 of Measure A, \$60,000 of Measure W, \$80,000 of Gas Tax, and \$117,645 of General Fund.
- (f) By using \$286,000 of Measure M monies, the transfers from Measure A, Measure W, and Gas Tax are no longer needed in FY 2022-23 and \$66,000 of General Fund money can be transferred back to the General Fund.

2. Amendment to Budget

- (a) The FY 2022-23 Adopted Budget for the Town of Colma shall be and hereby is amended as follows:
 - (i) Increase Measure M (32-35131) revenue budget by \$286,700;
 - (ii) Change the transfers budget per summary;

			Amended Budget	_	FY23 Final
Acct No	Acct Title	Acct Type	Through 4/12/23	Transfer Summar 🔼	Budget
11-39009	Transfers In (From Street Capital Fd)	R	-	(66,000)	(66,000)
11-600-99004	Transfers Out (To Cap Impvmnt Fund)	E	365,000	468,172	833,172
11-600-99005	Transfers Out (To Debt Service)	E	298,669		298,669
11-600-99009	Transfers Out (To Street Capital Fd)	E	2,457,928		2,457,928
11-600-99011	Transfers Out (To Sewer Ops)	E	261,646		261,646
21-600-99009	Transfers Out (To Street Capital Fd)	Е	80,000	(80,000)	-
22-600-99009	Transfers Out (To Street Capital Fd)	E	80,000	(80,000)	-
26-600-99009	Transfers Out (To Street Capital Fd)	E	60,000	(60,000)	-
31-39001	Transfers In (From General Fund)	R	(365,000)	(468,172)	(833,172)
32-39001	Transfers In (From General Fund)	R	(2,457,928)		(2,457,928)
32-39002	Transfers In (From Gas Tax Fund)	R	(80,000)	80,000	-
32-39003	Transfers In (From Measure A Fund)	R	(80,000)	80,000	-
32-39015	Transfers In (From Measure W)	R	(60,000)	60,000	-
32-600-99001	Transfer Out (To General Fund)	Е	-	66,000	66,000
43-39001	Transfers In (From General Fund)	R	(298,669)		(298,669)
81-39001	Transfers In (From General Fund)	R	(261,646)		(261,646)
			-	-	-

(b) The funds described in this amendment are hereby appropriated as described above.

Res. 2023-___, 2022-23 Budget Amendment

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Certification of Adoption

I certify that the foregoing Resolution No. 2023-__ was duly adopted at a regular meeting of said City Council held on June 28, 2023 by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Kenneth Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Voting Tally					

Dated	_
	Joanne F. del Rosario, Mayor
	Attest:
	Caitlin Corley, City Clerk





STAFF REPORT

TO: Mayor and Members of the City Council

FROM: Brad Donohue, Director of Public Works

Abdulkader Hashem, Senior Project Manager

VIA: Brian Dossey, City Manager

MEETING DATE: June 28, 2023

SUBJECT: Approval of Engineer's Report of Sanitary Sewer Service Charges for

Fiscal Year 2023-24

RECOMMENDATION

Staff recommends that the City Council adopt the following:

RESOLUTION OVERRULING PROTESTS TO AND ADOPTING ENGINEER'S REPORT ON SEWER SERVICE CHARGES FOR FISCAL YEAR 2023-24, DIRECTING THE CITY ENGINEER TO FILE A COPY OF THE ENGINEER'S REPORT WITH THE SAN MATEO COUNTY TAX COLLECTOR, AND AUTHORIZING THE COUNTY TAX COLLECTOR TO PLACE THE CHARGES ON THE PROPERTY TAX ROLL PURSUANT TO CEOA GUIDELINE 15301 AND 15378

EXECUTIVE SUMMARY

In order to place the sewer service charges charged by the Town of Colma on the property tax roll for collection by the San Mateo County tax collector, the City Engineer must prepare a written report (the "Engineer's Report") describing each parcel of real property receiving such sewer services, and the amount of the charge for each parcel for the subject year. This public hearing is to consider any protests to the Engineer's Report for FY 2023-24. For protests to be considered, protests must be submitted prior to the close of the public hearing on June 28, 2023. Protests apply only to the parcel for which the protest is made, and the City Council must consider each protest individually and decide whether to sustain or overrule the protest as to each protested parcel. The tabulation of inquiries and protests to the sewer charges and the recommended action are attached as Exhibit "C" to the Staff Report. If a majority of the owners of separate parcels subject to the sewer service charges files a protest against the Engineer's Report, the Town may not place the sewer service charges on the County tax roll and must instead collect such charges by billing customers directly. So long as no majority protest exists, the City Council may overrule any or all protests.

At the conclusion of the public hearing, if there is no majority protest, the City Council should adopt a Resolution to either: adopt the Engineer's Report as proposed, or as modified to address individual protests, and authorize the County Controller to place the charges on the property tax roll. The City Attorney can assist the City Council in adopting the resolution with or without modifications. The City Engineer is then directed to file the Engineer's Report, along with the Resolution and submit it to the

County Assessor's Office who will then collect the approved sewer service charges through the property tax rolls.

FISCAL IMPACT

The total sewer treatment and collection charges for properties served by the City of South San Francisco ("SSF") and the North San Mateo County Sanitation District ("NSMCSD" or "District") is \$1,092,524.72. After calculating the water incentive program and sewer charges for Town-owned properties, the Town will be reimbursed through the County Tax Rolls \$1,041,710.10, leaving a net cost of \$50,814.62 to the Town for Town-wide annual sanitary sewer charges.

Please see the summary of sewer charges from the Engineer's Report below:

Amounts Payable to SSF and NSMCSD for Sewer Service:

Sewer Charges Payable to SSF: \$827,811.82

Transfer of Charges for Village Serramonte Condominiums

(Daly City Jurisdiction Flows to SSF): \$ 133,281.00

Net Sewer Charges Payable to SSF: \$ 961,092.82

Sewer Charges Payable to NSMCSD: \$ 181,446.68

Transfer of Charges for Village Serramonte Condominiums

(Daly City Jurisdiction Flows to SSF): \$\frac{\\$-\ 133,281.00}{\}

Net Sewer Charges Payable to NSMCSD: \$ 48,165.68

Sewer Treatment Charges for FY 2023-24: \$ 1,009,258.50

(payable to NSMCSD and SSF)

Town Wide Collection Charges for FY 2023-24: \$ 115,395.56

(50% of annual collection charge, 2nd year of 4-year Phase in)

Gross Annual sewer Costs \$ 1,124,654.06

Subsidies and Facility Costs for the Town of Colma

Amount Town compensates for Water Conservation Incentive: \$ -33,328.36

Sewer Charges for Town Properties: \$ -17,486.26

\$ -50,814.62

Revenue from charges posted on Tax Rolls \$ 1,041,710.10

ENVIRONMENTAL

The City Council's action in adopting the resolution to place the charges on the tax roll is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guideline 15301 as the operation and maintenance of the Town's existing sewer infrastructure. It is also exempt pursuant to CEQA

Staff Report: Sanitary Sewer Service Charges FY 2023-24

Guideline 15378 as a governmental fiscal activity which doesn't commit to any specific project which may result in a potentially significant physical impact on the environment.

BACKGROUND

The Town of Colma contracts with the City of South San Francisco ("SSF") and the North San Mateo County Sanitation District ("District") to provide sanitary sewer services to all properties in the Town. The Town assesses sewer service charges against properties within the Town at the same rate that SSF or the District charges the Town for those properties.

The Town levies an annual sewer service charge on each property that utilizes or has access to these sewer systems. Pursuant to section 5473 of the Health and Safety Code of the State of California, the Town has elected to collect the annual sewer service charges through the County of San Mateo Property Tax Rolls. Therefore, in accordance with the Health and Safety Code, the City Engineer has prepared a report describing each parcel that receives sewer service and the amount of the service charge that will be assessed against each parcel for Fiscal Year 2023-24 (the "Engineer's Report" or "Report").

As required, the Engineer's Report has been on file with the office of the City Clerk for public review and comment for at least fifteen days prior to the Public Hearing on June 28, 2023. In addition, the required notice of public hearing and the proposed sewer charges was published in the local newspaper on June 12 & 19, 2023; a courtesy copy of the notice with individual sewer charge was mailed to all affected property owners, residents, and business owners on May 25, 2023; and a copy of the notice was posted on the Town's three official bulletin boards for at least 15 days prior to the Public Hearing.

ANALYSIS

North San Mateo County Sanitation District Sewer Rates

The maximum per unit approved rates for sewer service charges for customers served by NSMCSD are set forth in the following schedule:

Schedule of Rate for Sewer Service Charges				
(Unit = 1 HCF = 748 gallons)				
Effective Date	Rate (per unit)	Minimum Annual Charge		
July 1, 2023	\$9.83 per unit	\$109.08		

On June 23, 2021, the Town approved a resolution adopting the maximum sewer service charges to its customers served by NSMCSD.

South San Francisco "SSF" Sewer Rates

The maximum per unit approved rates for sewer service charges for customers served by the City of South San Francisco are set forth in the following schedule:

Proposed Wastewater Treatment Charges (Based on Charges Levied by the City of South San Francisco)					
Customer Class	Basis of Calculation	Wastewater Treatment Charges Effective July 1, 2023			
RESIDENTIAL Fixed annual charge per reside	ntial dwelling unit.				
Single Unit Residential	Annual Charge per Dwelling Unit	\$753			
Multi-Unit Residential	Annual Charge per Dwelling Unit	676			
Trailer Unit Residential	Annual Charge per Dwelling Unit	676			
	d cubic feet (hcf) of inflow or effluent, subject i				
Light Strength	Minimum Annual Charge	\$753			
Commercial	Hundred Cubic Feet Inflow	9.6761			
Moderate Strength	or Hundred Cubic Feet Effluent Minimum Annual Charge	10.7512 \$753			
Commercial	Hundred Cubic Feet Inflow	15.1425			
Commercial	or Hundred Cubic Feet Effluent	16.8249			
Restaurants	Minimum Annual Charge	\$753			
	Hundred Cubic Feet Inflow	22.1239			
	or Hundred Cubic Feet Effluent	24.5821			
Institutions	Minimum Annual Charge	\$753			
	Hundred Cubic Feet Inflow	7.8049			
	or Hundred Cubic Feet Effluent	8.6720			
Septage Haulers	Charge per Gallon	0.4126			
	d cubic feet (hcf) of inflow or effluent plus chargiect to a minimum annual charge.	ges per pound for wastewater strengti			
Industrial	Minimum Annual Charge	\$753			
	Hundred Cubic Feet Inflow	5.7967			
	or Hundred Cubic Feet Effluent	6.4408			
	Chemical Oxygen Demand (COD) Pounds	0.6010			
	Total Suspended Solids (TSS) Pounds	1.9459			

One hundred cubic feet (hcf) equals approximately 748 gallons.

Wastewater Collection System Charge

The proposed wastewater collection system charge is a new component of the Town's overall wastewater charge, that would be levied in addition to the charges for wastewater treatment that are currently passed through to Colma's customers based on charges levied by the City of South San Francisco or NSMCSD.

The proposed wastewater collection system charge is a usage-based charge of \$3.30 per hundred cubic feet of water consumption and would become effective starting July 1, 2023. For residential customers, the billed amount of the proposed wastewater collection system charges will be calculated based on the volume of metered water use during the winter months of January and February, typically a period of minimal outdoor irrigation, multiplied by 6. For non-residential customers, the wastewater collection system charge will be calculated based on total annual metered water consumption. Charges for all customers would be subject to a minimum annual charge of \$39.60 that only applies when billed

usage results in a lower annual charge. The minimum annual charge helps recover a portion of the Town's fixed costs of providing service. In future years, the wastewater collection system charge would be subject to annual inflationary adjustments.

At the May 25, 2022 City Council Meeting, City Council approved a 4-Year Phase in program to assist residents and business to adjust to the new sanitary sewer collection charges.

- The 1st year of the program property owners will be charged 25% of the annual collection charge and the Town will subsidize the remaining 75% of the annual charge.
- The 2nd year, the property owners will be charged 50% of the annual collection charge and the Town will subsidize the remaining 50% of the annual Charge.
- The 3rd year the property owner will be charged 75% of the annual sewer charge and the Town will subsidize the remaining 25% of the annual charge.
- The 4th year the property owner will be responsible for the full collection charge.

We are currently in the 2nd year of the Phase in Program.

Water Conservation Incentive Program

In July 2012, City Council approved a Water Conservation Incentive Program for all sewer service customers in Town. The proposed Program would grant each sewer service user a subsidy if the customer used the same amount of water or less compared to the average of the prior three years.

On May 10, 2023, the City Council approved \$37,643.41 for Water Conservation Incentive Program for FY 2023-24. The authorized subsidy of \$37,643.41 would reduce the sewer service charge by 10.00% for each Eligible Customer.

Hearing on Engineer's Report to Consider Individual Protests

The purpose of the hearing on the Engineer's Report is to hear individual protests to the Engineer's Report for each parcel of property within the Town of Colma subject to the sewer service charge. For example, a property owner might protest the classification for the owner's property, or another owner might claim that an error was made in the calculation of the owner's annual sanitary sewer charge. However, protests cannot serve as a protest of the sewer rates, due to the fact that the time for lodging those protests of the sewer rates was at the June 22, 2022 Proposition 218 hearing. Each affected property owner has the right to file a written protest to the Engineer's Report any time prior to the conclusion of the public hearing on the Report on June 28, 2023. If the Council decides a protest(s) is valid, the Council should sustain the protest, and direct the City Engineer to amend the Engineer's Report or remove the charge in accordance with the Council's direction. If the Council decides that a protest is invalid, it should overrule the protest, and direct the City Engineer to file the Engineer's Report without change.

If there are any protests to the Engineer's Report submitted after the Council receives this Staff Report, the City Engineer will prepare a supplemental staff report detailing those protests. Written protests can be submitted until the close of the public hearing. If a protest is filed at the public hearing, staff will advise the Council at the meeting of their recommendation and, amend the Engineer's Report as

directed by the City Council before submitting it to the County. If the attached Resolution needs to be amended to address any protests submitted at the hearing, the City Attorney will help guide the Council through that process.

If a majority of property owners submit a protest, then the Town cannot place the charges on the tax roll but must collect the charges through an invoice-and-payment process.

To date the City Engineer's Office has received 02 inquiries and 0 protests. Staff will submit to City Council a copy of the Inquiry and Protest Log along with a copy of the written protest, (Exhibit C), prior to the opening of the Public Hearing for adopting the Engineer's Report on sewer service charges for FY 2023-24.

Assessment on County Tax Rolls

On or before July 31, 2023, the City Engineer will send the approved or amended Engineer's Report to the County along with a Resolution requesting that the County Controller enter the amounts of the charges shown on the Report as assessments against the respective parcels on the County tax rolls for FY 2023-24.

Values

Before assessing a charge on the county tax rolls against any particular property in the Town of Colma, the City Council will have held a public hearing allowing the public to protest to the City Council the calculation of their annual sanitary sewer charge. Through this process, the City Council is being **fair** by allowing for a protest process where the Council can review and rule on each protest.

Sustainability Impact

The Annual Sanitary Sewer Service Engineer's Report provides detail on the results of the Water Conservation Incentive Program. By reviewing the results of the program, City Council can make intelligent decisions regarding future funding and incentive programs to reduce domestic water usage and ensure continued sustainability.

Alternatives

As to each protest against the proposed sewer service charge, the City Council can either sustain or overrule the protest for that parcel. If the City Council sustains the protest, it can modify or remove the proposed charge for that parcel. The Town may also choose to collect the sewer service charges separately from the tax roll. This option will result in increased costs for technology and staff dedicated to billing, as well as a higher risk of errors. Additionally, this option will not allow the Town to place the sewer service charges as a lien against the subject property.

CONCLUSION

Staff recommends the City Council adopt the attached Resolution to sustain or overrule protests to the Engineer's Report for FY 2023-24 and to adopt the Engineer's Report, to direct the City Engineer to file a copy of the Report with the County Tax Collector for collection on the San Mateo County tax rolls, and to authorize the County Tax Collector to place the charges on the property tax roll.

ATTACHMENTS

- A. Resolution
- B. Engineer's Report Sewer Service Charges FY 2023-24
- C. Tabulation of inquiries and protests



RESOLUTION NO. 2023-___ OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION OVERRULING PROTESTS TO AND ADOPTING ENGINEER'S REPORT ON SEWER SERVICE CHARGES FOR FISCAL YEAR 2023-2024,
DIRECTING THE CITY ENGINEER TO FILE A COPY OF THE ENGINEER'S REPORT WITH THE SAN MATEO COUNTY TAX COLLECTOR, AND AUTHORIZING THE COUNTY TAX COLLECTOR TO PLACE THE CHARGES ON THE PROPERTY TAX ROLL PURSUANT TO CEQA GUIDELINE 15301 AND 15378

The City Council of the Town of Colma does hereby resolve:

1. Background

- (a) The City Council has, by Colma Municipal Code, Chapter Three, Subchapter Seven (Section 3.07.010, et seq.), otherwise known as the Colma Sewer Service Charge Code, provided for the collection of sewer service charges for each fiscal year on the tax rolls of San Mateo County, and has directed the preparation and filing of a written report for each fiscal year containing descriptions of each parcel of real property located in Colma receiving such sewer services and facilities, and the amount of the sewer service charge for each parcel for the fiscal year, computed in conformity with the charges prescribed by ordinance.
- (b) Pursuant to Section 5473, *et seq.* of the California Health and Safety Code, the City Engineer prepared and filed a written report ("Report") with the City Clerk at least fifteen (15) days prior to June 28, 2023, which is the date set forth for the public hearing.
- (c) Notice of the filing of the Report and the public hearing thereon was published in the local newspaper on June 12 and 19, 2023, in accordance with Health and Safety Code Section 5473.1, Government Code Section 6066, and Colma Municipal Code section 3.07.070, and posted on the Town's three official bulletin boards.
- (d) A Public Hearing on the Report was held on June 28, 2023, at which time, the City Council heard and considered all objections or protests, if any, to the Report.

2. Findings

The City Council finds that:

- (a) The owners of a majority of the separate parcels of property described in the Report did not file protests, and therefore the City Council is authorized to adopt the Report and to order that the charges set forth in the Report shall be collected on the tax roll of the County of San Mateo and shall constitute a lien against any parcel or parcels of land.
- (b) As such, the County Controller is authorized to place the sewer service charges on the property tax roll.
- (d) The sewer service charges were previously adopted pursuant to the Town's police powers and the authority granted under Health and Safety Code section 5470 *et seq.*, in compliance with the provisions of article XIII D, section 6 of the California Constitution.

(e)	The sewer service charges collected pursuant to this Resolution are for the fiscal year encing July 1, 2023.
3.	Order
	Now, therefore, the City Council does hereby order that:

- (a) The City Council hereby adopts the Report without any further revision, change, reduction or modification.
- (b) The charges set forth in the Report, as adopted, shall be collected on the tax roll of the County of San Mateo in the manner provided by law and shall constitute a lien against each parcel or parcels of land as specified therein.
- (c) The City Engineer is directed to file with the County Controller of San Mateo County on or before the July 31, 2023 a copy of the Report upon which shall be endorsed, over the Clerk's signature, a statement that the Report has been finally adopted by the City Council of the Town of Colma.
- (d) The County Controller of San Mateo County is hereby authorized to place the charges on the property tax roll. The County Controller shall, upon receipt of the Report, enter the amounts of the charges set forth in the Report against the respective lots or parcels as they appear on the assessment roll for the fiscal year.

Certification of Adoption

I certify that the foregoing Resolution No. 2023-__ was duly adopted at a regular meeting of the City Council of the Town of Colma held on June 28, 2023, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye No		Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Voting Tally					

Joanne F. del Rosario, Mayor
Attest:Caitlin Corley, City Clerk



Annual Sanitary Sewer Service Charges FY 2023-2024

Engineer's Section 5473 Report

<u>INDEX</u>

- 1. Summary Table
- 2. Engineer's 5473 Report of Annual Sewer Service Charges

Summary table

SUMMARY: Engineers' Section 5473 Report - Annual Sewer Charges FY 2023-2024

Parcel Charges				
SSF Treatment Charge	\$827,811.82			
NSMCSD Treatment Charge	\$149,317.34			
Annual Sewer Charges Collected by Town (Collection Charges)	\$115,395.56			
Total Sewer Charges for FY 23-24 (1)	\$1,092,524.72			

Revenue	
Revenue from Parcel Charges FY 23-24 (2)	\$1,041,710.10

Expenses	
Total Expenses FY 23-24 = (1-2) = (a+b)	\$50,814.62

Expense Breakdown

Water Conservation Incentive				
Amount Town Pays for Water Conservation Incentive	\$33,328.36			
Sub-total (a)	\$33,328.36			

Sewer Charges for Town Properties				
Creekside Villas Senior Homes	\$12,168.00			
Town Facilities	\$4,565.26			
1365 Mission Road	\$753.00			
Sub-total (b)	\$17,486.26			

Payments	
Annual Sewer Charges Payable to SSF (Treatment Charges)	\$961,092.82
Annual Sewer Charges Payable to NSMCSD (Treatment Charges)	\$48,165.68
Total Sewer Charges for FY 23-24	\$1,009,258.50

Engineer's 5473 Report of Annual Sewer Service Charges

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
000 004 070			Charges \$	фо оо	#004.40	conservation	Incentive	water
006-381-070	- 4450	CLARK & F ST	\$1,096.24	\$0.00	\$224.40	\$1,320.64	\$0.00	\$1,320.64
006-388-610	1450	HILLSIDE BLVD	\$3,490.24	\$0.00	\$714.46	\$4,204.70	\$0.00	\$4,204.70
008-126-190	7651	MISSION ST	\$201.52	\$0.00	\$41.26	\$242.78	\$0.00	\$242.78
008-144-140	7801	EL CAMINO REAL	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-144-300	429	FST	\$209.58	\$0.00	\$0.00	\$209.58	\$0.00	\$0.00
008-322-080	3601	JUNIPERO SERRA	\$2,208.60	\$0.00	\$452.10	\$2,660.70	\$0.00	\$2,660.70
008-322-520	1000	EL CAMINO REAL	\$2,788.96	\$0.00	\$570.90	\$3,359.86	\$0.00	\$3,359.86
011-015-010	1801	HILLSIDE BLVD	\$443.34	\$0.00	\$90.76	\$534.10	\$0.00	\$534.10
011-341-140	1900	HILLSIDE BLVD	\$596.48	\$0.00	\$122.10	\$718.58	\$0.00	\$718.58
011-341-950	1500	HILLSIDE BLVD	\$109.08	\$0.00	\$0.00	\$109.08	\$0.00	\$0.00
011-341-950	1520	HILLSIDE BLVD	\$596.48	\$0.00	\$0.00	\$596.48	\$0.00	\$0.00
011-440-040	2099	HILLSIDE BLVD	\$677.10	\$0.00	\$138.60	\$815.70	\$0.00	\$815.70
103-190-080	7621	MISSION ST	\$354.66	\$0.00	\$72.60	\$427.26	\$0.00	\$427.26
011-341-110	540	F ST	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
011-440-030	2101	HILLSIDE BLVD.	\$100.08	\$0.00	\$19.80	\$119.88	\$0.00	\$119.88
011-440-040	2005	HILLSIDE BLVD	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
006-381-050	570	CLARK AVE	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
006-381-060	580	CLARK AVE	\$1,015.64	\$0.00	\$207.90	\$1,223.54	\$0.00	\$1,223.54
006-381-080	560	CLARK AVE	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
006-381-100	478	E ST	\$241.82	\$0.00	\$49.50	\$291.32	\$0.00	\$291.32
006-384-020	480	D ST	\$580.36	\$0.00	\$118.80	\$699.16	\$69.92	\$629.24
006-384-030	484	D ST	\$451.40	\$0.00	\$92.40	\$543.80	\$0.00	\$543.80
006-384-040	488	D ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
006-384-050	490	D ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
006-384-060	450	CLARK AVE	\$274.06	\$0.00	\$56.10	\$330.16	\$33.02	\$297.14
006-384-070	550	CLARK AVE	\$918.90	\$0.00	\$188.10	\$1,107.00	\$110.70	\$996.30
006-384-080	483	E ST	\$580.36	\$0.00	\$118.80	\$699.16	\$69.92	\$629.24
006-387-020	476	C ST	\$338.54	\$0.00	\$69.30	\$407.84	\$40.78	\$367.06
006-387-030	480	C ST	\$338.54	\$0.00	\$69.30	\$407.84	\$0.00	\$407.84
006-387-040	484	C ST	\$580.36	\$0.00	\$118.80	\$699.16	\$69.92	\$629.24
006-387-050	492	CST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-387-060	491	DST	\$483.64	\$0.00	\$99.00	\$582.64	\$58.26	\$524.38
006-387-090	483	DST	\$523.94	\$0.00	\$107.26	\$631.20	\$63.12	\$568.08
006-387-100	479	DST	\$193.46	\$0.00	\$39.60	\$233.06	\$0.00	\$233.06
006-387-110	475	DST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-387-120	471	DST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
006-387-130	472	CST	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$		_	conservation	Incentive	water
006-387-140	487	D ST	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48
006-388-010	504	C ST	\$386.90	\$0.00	\$79.20	\$466.10	\$0.00	\$466.10
006-388-020	508	C ST	\$274.06	\$0.00	\$56.10	\$330.16	\$33.02	\$297.14
006-388-030	512	C ST	\$483.64	\$0.00	\$99.00	\$582.64	\$58.26	\$524.38
006-388-040	516	C ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
006-388-050	520	C ST	\$225.70	\$0.00	\$46.20	\$271.90	\$27.20	\$244.70
006-388-060	524	C ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
006-388-070	528	C ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
006-388-080	532	C ST	\$338.54	\$0.00	\$69.30	\$407.84	\$0.00	\$407.84
006-388-090	536	C ST	\$628.72	\$0.00	\$128.70	\$757.42	\$75.74	\$681.68
006-388-100	540	C ST	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
006-388-110	544	C ST	\$757.70	\$0.00	\$155.10	\$912.80	\$91.28	\$821.52
006-388-120	548	C ST	\$241.82	\$0.00	\$49.50	\$291.32	\$0.00	\$291.32
006-388-130	552	C ST	\$572.30	\$0.00	\$117.16	\$689.46	\$0.00	\$689.46
006-388-140	556	C ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
006-388-150	560	C ST	\$636.78	\$0.00	\$130.36	\$767.14	\$76.72	\$690.42
006-388-160	564	C ST	\$725.46	\$0.00	\$148.50	\$873.96	\$0.00	\$873.96
006-388-170	579	D ST	\$314.36	\$0.00	\$64.36	\$378.72	\$0.00	\$378.72
006-388-180	575	D ST	\$120.90	\$0.00	\$24.76	\$145.66	\$14.56	\$131.10
006-388-190	571	D ST	\$298.24	\$0.00	\$61.06	\$359.30	\$35.94	\$323.36
006-388-200	567	D ST	\$241.82	\$0.00	\$49.50	\$291.32	\$0.00	\$291.32
006-388-210	563	D ST	\$330.48	\$0.00	\$67.66	\$398.14	\$0.00	\$398.14
006-388-220	559	D ST	\$451.40	\$0.00	\$92.40	\$543.80	\$54.38	\$489.42
006-388-230	555	D ST	\$346.60	\$0.00	\$70.96	\$417.56	\$41.76	\$375.80
006-388-240	551	D ST	\$628.72	\$0.00	\$128.70	\$757.42	\$75.74	\$681.68
006-388-250	547	D ST	\$1,160.72	\$0.00	\$237.60	\$1,398.32	\$0.00	\$1,398.32
006-388-260	543	D ST	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
006-388-270	539	D ST	\$677.10	\$0.00	\$138.60	\$815.70	\$81.58	\$734.12
006-388-280	535	D ST	\$483.64	\$0.00	\$99.00	\$582.64	\$0.00	\$582.64
006-388-290	531	D ST	\$338.54	\$0.00	\$69.30	\$407.84	\$0.00	\$407.84
006-388-300	527	D ST	\$798.00	\$0.00	\$163.36	\$961.36	\$96.14	\$865.22
006-388-310	523	D ST	\$338.54	\$0.00	\$69.30	\$407.84	\$0.00	\$407.84
006-388-320	519	D ST	\$322.42	\$0.00	\$66.00	\$388.42	\$0.00	\$388.42
006-388-330	515	D ST	\$580.36	\$0.00	\$118.80	\$699.16	\$69.92	\$629.24
006-388-340	511	D ST	\$266.00	\$0.00	\$54.46	\$320.46	\$0.00	\$320.46
006-388-350	507	D ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
006-388-360	503	D ST	\$225.70	\$0.00	\$46.20	\$271.90	\$27.20	\$244.70

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$			conservation	Incentive	water
006-388-400	609	F ST	\$532.00	\$0.00	\$108.90	\$640.90	\$64.10	\$576.80
006-388-410	611	F ST	\$483.64	\$0.00	\$99.00	\$582.64	\$58.26	\$524.38
006-388-420	613	F ST	\$145.10	\$0.00	\$29.70	\$174.80	\$0.00	\$174.80
006-388-430	615	F ST	\$241.82	\$0.00	\$49.50	\$291.32	\$0.00	\$291.32
006-388-450	621	F ST	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48
006-388-460	623	F ST	\$822.18	\$0.00	\$168.30	\$990.48	\$0.00	\$990.48
006-388-460	625	F ST	\$515.88	\$0.00	\$105.60	\$621.48	\$0.00	\$621.48
006-388-530	619	F ST	\$572.30	\$0.00	\$117.16	\$689.46	\$0.00	\$689.46
006-388-540	601	F ST	\$2,144.12	\$0.00	\$0.00	\$2,144.12	\$0.00	\$0.00
006-388-580	627	F ST A	\$169.28	\$0.00	\$34.66	\$203.94	\$20.40	\$183.54
006-388-580	627	F ST	\$145.10	\$0.00	\$29.70	\$174.80	\$0.00	\$174.80
006-388-600	629	F ST	\$1,257.46	\$0.00	\$257.40	\$1,514.86	\$151.48	\$1,363.38
006-411-010	472	B ST	\$483.64	\$0.00	\$99.00	\$582.64	\$58.26	\$524.38
006-411-020	476	B ST	\$314.36	\$0.00	\$64.36	\$378.72	\$37.88	\$340.84
006-411-030	480	B ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-411-040	484	B ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-411-050	488	B ST	\$233.76	\$0.00	\$47.86	\$281.62	\$28.16	\$253.46
006-411-060	492	B ST	\$822.18	\$0.00	\$168.30	\$990.48	\$99.04	\$891.44
006-411-070	491	C ST	\$580.36	\$0.00	\$118.80	\$699.16	\$0.00	\$699.16
006-411-080	487	C ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
006-411-090	483	C ST	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
006-411-100	479	C ST	\$918.90	\$0.00	\$188.10	\$1,107.00	\$110.70	\$996.30
006-411-110	475	C ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
006-411-120	471	C ST	\$773.82	\$0.00	\$158.40	\$932.22	\$93.22	\$839.00
006-412-010	504	B ST	\$290.18	\$0.00	\$59.40	\$349.58	\$0.00	\$349.58
006-412-020	508	B ST	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
006-412-030	512	B ST	\$128.96	\$0.00	\$26.40	\$155.36	\$15.54	\$139.82
006-412-040	516	B ST	\$137.04	\$0.00	\$28.06	\$165.10	\$16.52	\$148.58
006-412-050	520	B ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
006-412-060	524	B ST	\$193.46	\$0.00	\$39.60	\$233.06	\$0.00	\$233.06
006-412-070	528	B ST	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48
006-412-080	532	B ST	\$274.06	\$0.00	\$56.10	\$330.16	\$0.00	\$330.16
006-412-090	536	B ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
006-412-100	540	B ST	\$532.00	\$0.00	\$108.90	\$640.90	\$0.00	\$640.90
006-412-110	551	C ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
006-412-120	547	C ST	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
006-412-130	543	C ST	\$378.84	\$0.00	\$77.56	\$456.40	\$45.64	\$410.76

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$			conservation	Incentive	water
006-412-140	539	C ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-412-150	535	C ST	\$386.90	\$0.00	\$79.20	\$466.10	\$0.00	\$466.10
006-412-160	531	C ST	\$677.10	\$0.00	\$138.60	\$815.70	\$81.58	\$734.12
006-412-170	527	C ST	\$193.46	\$0.00	\$39.60	\$233.06	\$0.00	\$233.06
006-412-180	523	C ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
006-412-190	519	C ST	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
006-412-200	515	C ST	\$532.00	\$0.00	\$108.90	\$640.90	\$0.00	\$640.90
006-412-210	511	C ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-412-220	507	C ST	\$137.04	\$0.00	\$28.06	\$165.10	\$16.52	\$148.58
006-412-230	503	C ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-413-070	350	CLARK AVE	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48
006-413-080	483	B ST	\$193.46	\$0.00	\$39.60	\$233.06	\$23.30	\$209.76
006-413-090	479	B ST	\$620.66	\$0.00	\$127.06	\$747.72	\$0.00	\$747.72
006-413-100	475	B ST	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
006-413-110	471	B ST	\$193.46	\$0.00	\$39.60	\$233.06	\$23.30	\$209.76
006-414-070	531	B ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
006-414-080	527	B ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-414-090	523	B ST	\$330.48	\$0.00	\$67.66	\$398.14	\$39.82	\$358.32
006-414-100	519	B ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
006-414-110	515	B ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
006-414-120	511	B ST	\$532.00	\$0.00	\$108.90	\$640.90	\$0.00	\$640.90
006-414-130	507	B ST	\$394.96	\$0.00	\$80.86	\$475.82	\$47.58	\$428.24
006-414-140	503	B ST	\$233.76	\$0.00	\$47.86	\$281.62	\$0.00	\$281.62
008-125-190	461	B ST	\$1,015.64	\$0.00	\$207.90	\$1,223.54	\$0.00	\$1,223.54
008-125-200	455	B ST	\$725.46	\$0.00	\$148.50	\$873.96	\$87.40	\$786.56
008-125-210	453	B ST	\$725.46	\$0.00	\$148.50	\$873.96	\$87.40	\$786.56
008-125-220	451	B ST	\$451.40	\$0.00	\$92.40	\$543.80	\$54.38	\$489.42
008-125-260	469	B ST	\$1,064.00	\$0.00	\$217.80	\$1,281.80	\$0.00	\$1,281.80
008-125-320	409	B ST	\$725.46	\$0.00	\$148.50	\$873.96	\$0.00	\$873.96
008-125-330	411	B ST	\$193.46	\$0.00	\$39.60	\$233.06	\$23.30	\$209.76
008-125-340	413	B ST	\$628.72	\$0.00	\$128.70	\$757.42	\$75.74	\$681.68
008-125-350	415	B ST	\$870.54	\$0.00	\$178.20	\$1,048.74	\$0.00	\$1,048.74
008-125-360	417	B ST	\$435.28	\$0.00	\$89.10	\$524.38	\$0.00	\$524.38
008-125-370	419	B ST	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48
008-125-380	439	B ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
008-125-390	437	B ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
008-125-400	435	B ST	\$540.06	\$0.00	\$110.56	\$650.62	\$0.00	\$650.62

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$			conservation	Incentive	water
008-125-420	429	B ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
008-125-430	431	B ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-125-440	433	B ST	\$564.24	\$0.00	\$115.50	\$679.74	\$67.98	\$611.76
008-126-050	467	C ST	\$1,015.64	\$0.00	\$207.90	\$1,223.54	\$0.00	\$1,223.54
008-126-060	455	C ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
008-126-070	449	C ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-126-080	445	C ST	\$725.46	\$0.00	\$148.50	\$873.96	\$87.40	\$786.56
008-126-090	441	C ST	\$822.18	\$0.00	\$168.30	\$990.48	\$0.00	\$990.48
008-126-100	439	C ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-126-110	435	C ST	\$1,716.90	\$0.00	\$351.46	\$2,068.36	\$206.84	\$1,861.52
008-126-120	427-431	C ST	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48
008-126-130	421-423	C ST	\$338.54	\$0.00	\$69.30	\$407.84	\$40.78	\$367.06
008-126-150	7685	7685 AND 7687 EL CAMINO REAL	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-126-220	424	B ST	\$532.00	\$0.00	\$108.90	\$640.90	\$64.10	\$576.80
008-126-230	426	B ST	\$338.54	\$0.00	\$69.30	\$407.84	\$40.78	\$367.06
008-126-240	416	B ST	\$298.24	\$0.00	\$61.06	\$359.30	\$0.00	\$359.30
008-126-250	418	B ST	\$233.76	\$0.00	\$47.86	\$281.62	\$0.00	\$281.62
008-126-260	420	B ST	\$725.46	\$0.00	\$148.50	\$873.96	\$0.00	\$873.96
008-126-270	401	C ST	\$1,128.48	\$0.00	\$231.00	\$1,359.48	\$0.00	\$1,359.48
008-126-280	413	C ST	\$870.54	\$0.00	\$178.20	\$1,048.74	\$0.00	\$1,048.74
008-126-280	411	C ST	\$1,209.10	\$0.00	\$247.50	\$1,456.60	\$145.66	\$1,310.94
008-126-280	409	C ST A	\$870.54	\$0.00	\$178.20	\$1,048.74	\$104.88	\$943.86
008-126-290	415	C ST B	\$959.22	\$0.00	\$196.36	\$1,155.58	\$115.56	\$1,040.02
008-126-290	415	C ST	\$789.94	\$0.00	\$161.70	\$951.64	\$0.00	\$951.64
008-126-300	417	C ST	\$532.00	\$0.00	\$108.90	\$640.90	\$0.00	\$640.90
008-126-300	417	C ST A	\$725.46	\$0.00	\$148.50	\$873.96	\$0.00	\$873.96
008-126-310	419	C ST A	\$677.10	\$0.00	\$138.60	\$815.70	\$81.58	\$734.12
008-126-310	419	C ST B	\$935.02	\$0.00	\$191.40	\$1,126.42	\$112.64	\$1,013.78
008-126-320	430	B ST	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
008-126-330	436	B ST	\$338.54	\$0.00	\$69.30	\$407.84	\$0.00	\$407.84
008-126-340	438	B ST	\$532.00	\$0.00	\$108.90	\$640.90	\$64.10	\$576.80
008-126-360	446	B ST	\$1,209.10	\$0.00	\$247.50	\$1,456.60	\$0.00	\$1,456.60
008-126-370	448	B ST	\$443.34	\$0.00	\$90.76	\$534.10	\$0.00	\$534.10
008-126-380	456	B ST	\$233.76	\$0.00	\$47.86	\$281.62	\$28.16	\$253.46
008-126-390	460	B ST	\$435.28	\$0.00	\$89.10	\$524.38	\$0.00	\$524.38
008-126-400	462	B ST	\$225.70	\$0.00	\$46.20	\$271.90	\$27.20	\$244.70
008-126-410	464	B ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$		•	conservation	Incentive	water
008-126-420	468	B ST	\$193.46	\$0.00	\$39.60	\$233.06	\$0.00	\$233.06
008-126-430	470	B ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
008-127-010	7701	EL CAMINO REAL	\$693.22	\$0.00	\$141.90	\$835.12	\$83.52	\$751.60
008-127-050	440	C ST	\$532.00	\$0.00	\$108.90	\$640.90	\$0.00	\$640.90
008-127-050	438	C ST	\$290.18	\$0.00	\$59.40	\$349.58	\$0.00	\$349.58
008-127-070	464	C ST	\$773.82	\$0.00	\$158.40	\$932.22	\$0.00	\$932.22
008-127-080	466	C ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-127-100	467	D ST	\$1,064.00	\$0.00	\$217.80	\$1,281.80	\$0.00	\$1,281.80
008-127-110	463	D ST	\$225.70	\$0.00	\$46.20	\$271.90	\$27.20	\$244.70
008-127-140	439	D ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-127-150	435	D ST	\$290.18	\$0.00	\$59.40	\$349.58	\$0.00	\$349.58
008-127-160	433	D ST	\$338.54	\$0.00	\$69.30	\$407.84	\$40.78	\$367.06
008-127-200	442	C ST	\$386.90	\$0.00	\$79.20	\$466.10	\$46.62	\$419.48
008-127-210	446	C ST	\$338.54	\$0.00	\$69.30	\$407.84	\$0.00	\$407.84
008-127-220	459	D ST	\$322.42	\$0.00	\$66.00	\$388.42	\$38.84	\$349.58
008-127-230	455	D ST	\$386.90	\$0.00	\$79.20	\$466.10	\$0.00	\$466.10
008-127-240	443	D ST	\$338.54	\$0.00	\$69.30	\$407.84	\$40.78	\$367.06
008-127-250	426	C ST B	\$677.10	\$0.00	\$138.60	\$815.70	\$81.58	\$734.12
008-127-250	426	C ST A	\$1,741.08	\$0.00	\$356.40	\$2,097.48	\$0.00	\$2,097.48
008-127-260	424	C ST B	\$338.54	\$0.00	\$69.30	\$407.84	\$40.78	\$367.06
008-127-260	424	C ST A	\$266.00	\$0.00	\$54.46	\$320.46	\$32.04	\$288.42
008-127-270	422	C ST B	\$725.46	\$0.00	\$148.50	\$873.96	\$87.40	\$786.56
008-127-270	422	C ST A	\$338.54	\$0.00	\$69.30	\$407.84	\$0.00	\$407.84
008-127-280	420	C ST A	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
008-127-280	420	C ST B	\$628.72	\$0.00	\$128.70	\$757.42	\$75.74	\$681.68
008-127-290	431	D ST	\$109.08	\$0.00	\$19.80	\$128.88	\$0.00	\$128.88
008-127-300	429	D ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-143-010	7741-7751	EL CAMINO REAL	\$4,102.84	\$0.00	\$839.86	\$4,942.70	\$0.00	\$4,942.70
008-143-020	430	D ST	\$483.64	\$0.00	\$99.00	\$582.64	\$58.26	\$524.38
008-143-030	434	D ST	\$257.94	\$0.00	\$52.80	\$310.74	\$31.08	\$279.66
008-143-040	438	D ST	\$588.42	\$0.00	\$120.46	\$708.88	\$0.00	\$708.88
008-143-050	442	D ST	\$612.60	\$0.00	\$125.40	\$738.00	\$0.00	\$738.00
008-143-060	436	D ST	\$628.72	\$0.00	\$128.70	\$757.42	\$0.00	\$757.42
008-143-070	448	D ST	\$967.28	\$0.00	\$198.00	\$1,165.28	\$116.52	\$1,048.76
008-143-080	452	D ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
008-143-090	456	D ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
008-143-100	460	D ST	\$314.36	\$0.00	\$64.36	\$378.72	\$37.88	\$340.84

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$			conservation	Incentive	water
008-143-110	464	D ST	\$1,354.18	\$0.00	\$277.20	\$1,631.38	\$163.14	\$1,468.24
008-143-140	461	E ST	\$483.64	\$0.00	\$99.00	\$582.64	\$58.26	\$524.38
008-143-160	441	E ST	\$475.58	\$0.00	\$97.36	\$572.94	\$0.00	\$572.94
008-143-180	435	E ST	\$540.06	\$0.00	\$110.56	\$650.62	\$0.00	\$650.62
008-143-250	445	E ST	\$910.84	\$0.00	\$186.46	\$1,097.30	\$0.00	\$1,097.30
008-143-270	455	E ST	\$685.16	\$0.00	\$140.26	\$825.42	\$82.54	\$742.88
008-143-280	449	E ST	\$830.24	\$0.00	\$169.96	\$1,000.20	\$100.02	\$900.18
008-143-310	401	E ST	\$652.90	\$0.00	\$133.66	\$786.56	\$78.66	\$707.90
008-143-320	417	E ST	\$532.00	\$0.00	\$108.90	\$640.90	\$64.10	\$576.80
008-143-320	415	E ST	\$628.72	\$0.00	\$128.70	\$757.42	\$75.74	\$681.68
008-143-340	419	E ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
008-143-340	421	E ST	\$515.88	\$0.00	\$105.60	\$621.48	\$0.00	\$621.48
008-143-350	425	E ST	\$112.84	\$0.00	\$23.10	\$135.94	\$13.60	\$122.34
008-143-350	423	E ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
008-143-360	429	E ST	\$717.40	\$0.00	\$146.86	\$864.26	\$86.42	\$777.84
008-143-360	427	E ST	\$677.10	\$0.00	\$138.60	\$815.70	\$81.58	\$734.12
008-143-390	463	E ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
008-143-400	465	E ST	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
008-143-400	465	E ST A	\$193.46	\$0.00	\$39.60	\$233.06	\$23.30	\$209.76
008-143-420	471	E ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
008-143-440	476	D ST	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
008-143-450	468	D ST	\$1,120.42	\$0.00	\$229.36	\$1,349.78	\$0.00	\$1,349.78
008-143-460	472	D ST	\$870.54	\$0.00	\$178.20	\$1,048.74	\$104.88	\$943.86
008-143-470	467	E ST	\$677.10	\$0.00	\$138.60	\$815.70	\$0.00	\$815.70
008-143-480	469	E ST	\$604.54	\$0.00	\$123.76	\$728.30	\$72.84	\$655.46
008-144-090	460	E ST	\$1,249.40	\$0.00	\$255.76	\$1,505.16	\$0.00	\$1,505.16
008-144-100	448	E ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-144-110	446	E ST	\$1,499.28	\$0.00	\$306.90	\$1,806.18	\$0.00	\$1,806.18
008-144-120	444	E ST	\$290.18	\$0.00	\$59.40	\$349.58	\$0.00	\$349.58
008-144-150	417	F ST	\$1,499.28	\$0.00	\$306.90	\$1,806.18	\$0.00	\$1,806.18
008-144-190	433	F ST	\$701.28	\$0.00	\$143.56	\$844.84	\$0.00	\$844.84
008-144-200	435	F ST	\$109.08	\$0.00	\$19.80	\$128.88	\$12.88	\$116.00
008-144-200	437	F ST	\$282.12	\$0.00	\$57.76	\$339.88	\$0.00	\$339.88
008-144-210	441	F ST	\$483.64	\$0.00	\$99.00	\$582.64	\$0.00	\$582.64
008-144-210	439	F ST	\$628.72	\$0.00	\$128.70	\$757.42	\$0.00	\$757.42
008-144-220	466	E ST A	\$193.46	\$0.00	\$39.60	\$233.06	\$23.30	\$209.76
008-144-220	466	E ST	\$427.22	\$0.00	\$87.46	\$514.68	\$0.00	\$514.68

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$			conservation	Incentive	water
008-144-230	464	E ST	\$822.18	\$0.00	\$168.30	\$990.48	\$99.04	\$891.44
008-144-240	462	E ST	\$532.00	\$0.00	\$108.90	\$640.90	\$64.10	\$576.80
008-144-260	421	F ST	\$185.40	\$0.00	\$37.96	\$223.36	\$22.34	\$201.02
008-144-270	419	F ST	\$580.36	\$0.00	\$118.80	\$699.16	\$69.92	\$629.24
008-144-290	412-416	E ST	\$1,523.46	\$0.00	\$311.86	\$1,835.32	\$183.54	\$1,651.78
011-014-080	1901	HILLSIDE BLVD	\$435.28	\$0.00	\$89.10	\$524.38	\$0.00	\$524.38
011-014-110	1903-05	HILLSIDE BLVD	\$2,031.28	\$0.00	\$415.80	\$2,447.08	\$0.00	\$2,447.08
011-420-010	301	HOFFMAN ST	\$298.24	\$0.00	\$61.06	\$359.30	\$35.94	\$323.36
011-420-020	303	HOFFMAN ST	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
011-420-030	305	HOFFMAN CT	\$241.82	\$0.00	\$49.50	\$291.32	\$29.14	\$262.18
011-420-040	307	HOFFMAN ST	\$564.24	\$0.00	\$115.50	\$679.74	\$0.00	\$679.74
011-420-050	309	HOFFMAN ST	\$249.88	\$0.00	\$51.16	\$301.04	\$30.10	\$270.94
011-420-060	311	HOFFMAN ST	\$491.70	\$0.00	\$100.66	\$592.36	\$59.24	\$533.12
011-420-070	313	HOFFMAN STREET	\$145.10	\$0.00	\$29.70	\$174.80	\$17.48	\$157.32
011-420-080	315	HOFFMAN STREET	\$669.02	\$0.00	\$136.96	\$805.98	\$80.60	\$725.38
011-420-090	317	HOFFMAN STREET	\$935.02	\$0.00	\$191.40	\$1,126.42	\$0.00	\$1,126.42
011-420-100	319	HOFFMAN STREET	\$725.46	\$0.00	\$148.50	\$873.96	\$0.00	\$873.96
011-420-110	321	HOFFMAN STREET	\$354.66	\$0.00	\$72.60	\$427.26	\$42.72	\$384.54
011-420-120	316	HOFFMAN STREET	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
011-420-130	318	HOFFMAN STREET	\$290.18	\$0.00	\$59.40	\$349.58	\$34.96	\$314.62
011-420-140	320	HOFFMAN STREET	\$773.82	\$0.00	\$158.40	\$932.22	\$0.00	\$932.22
011-420-150	302	HOFFMAN STREET	\$677.10	\$0.00	\$138.60	\$815.70	\$81.58	\$734.12
011-420-160	304	HOFFMAN STREET	\$491.70	\$0.00	\$100.66	\$592.36	\$59.24	\$533.12
011-420-170	306	HOFFMAN STREET	\$580.36	\$0.00	\$118.80	\$699.16	\$69.92	\$629.24
011-420-180	308	HOFFMAN STREET	\$918.90	\$0.00	\$188.10	\$1,107.00	\$0.00	\$1,107.00
103-190-010	407	B ST	\$169.28	\$0.00	\$34.66	\$203.94	\$0.00	\$203.94
103-190-020	405	B ST	\$314.36	\$0.00	\$64.36	\$378.72	\$37.88	\$340.84
103-190-030	403	B ST	\$483.64	\$0.00	\$99.00	\$582.64	\$0.00	\$582.64
103-190-040	401	B ST	\$483.64	\$0.00	\$99.00	\$582.64	\$0.00	\$582.64
103-190-050	7627	MISSION ST	\$193.46	\$0.00	\$39.60	\$233.06	\$23.30	\$209.76
103-190-060	7625	MISSION ST	\$741.58	\$0.00	\$151.80	\$893.38	\$0.00	\$893.38
103-190-070	7623	MISSION ST	\$435.28	\$0.00	\$89.10	\$524.38	\$52.44	\$471.94
008-421-180	205	COLLINS AVE	\$0.00	\$753.00	\$103.96	\$856.96	\$85.70	\$771.26
008-421-190	207	COLLINS AVE	\$0.00	\$753.00	\$26.40	\$779.40	\$77.94	\$701.46
008-322-270	81	COLMA BLVD	\$0.00	\$753.00	\$115.50	\$868.50	\$0.00	\$868.50
008-322-290	65	COLMA BLVD	\$0.00	\$3,870.44	\$660.00	\$4,530.44	\$0.00	\$4,530.44
008-322-320	17-Jan	COLMA BLVD	\$0.00	\$7,586.06	\$1,293.60	\$8,879.66	\$0.00	\$8,879.66

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	Parcel Charge	Water	Final Charge to
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$			conservation	Incentive	water
008-322-330	101	COLMA BLVD	\$0.00	\$753.00	\$42.90	\$795.90	\$0.00	\$795.90
008-322-340	115-119	COLMA BLVD	\$0.00	\$1,499.80	\$255.76	\$1,755.56	\$175.56	\$1,580.00
008-322-470	19	COLMA BLVD	\$0.00	\$822.46	\$140.26	\$962.72	\$0.00	\$962.72
008-322-480	27-39	COLMA BLVD	\$0.00	\$2,167.44	\$369.60	\$2,537.04	\$0.00	\$2,537.04
008-322-480	55-63	COLMA BLVD	\$0.00	\$1,393.36	\$237.60	\$1,630.96	\$0.00	\$1,630.96
008-322-480	41-53	COLMA BLVD	\$0.00	\$3,870.44	\$660.00	\$4,530.44	\$453.04	\$4,077.40
008-322-490	75	COLMA BLVD	\$0.00	\$753.00	\$42.90	\$795.90	\$0.00	\$795.90
008-322-500	91	COLMA BLVD	\$0.00	\$7,489.30	\$1,277.10	\$8,766.40	\$0.00	\$8,766.40
008-322-510	121-123	COLMA BLVD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
008-322-550	2	COLMA BLVD	\$0.00	\$14,562.54	\$2,483.26	\$17,045.80	\$1,704.58	\$15,341.22
008-322-560	200	COLMA BLVD	\$0.00	\$977.28	\$166.66	\$1,143.94	\$114.40	\$1,029.54
008-373-180	5075	JUNIPERO SERRA	\$0.00	\$753.00	\$24.76	\$777.76	\$0.00	\$777.76
008-373-210	4921-4925	JUNIPERO SERRA	\$0.00	\$753.00	\$110.56	\$863.56	\$86.36	\$777.20
008-373-240	4915	JUNIPERO SERRA	\$0.00	\$6,473.32	\$1,103.86	\$7,577.18	\$0.00	\$7,577.18
008-373-340	970	A SERRAMONTE BLVD	\$0.00	\$753.00	\$117.16	\$870.16	\$0.00	\$870.16
008-373-380	5055	JUNIPERO SERRA	\$0.00	\$3,251.16	\$554.40	\$3,805.56	\$0.00	\$3,805.56
008-373-420	4923	JUNIPERO SERRA	\$0.00	\$2,157.78	\$367.96	\$2,525.74	\$0.00	\$2,525.74
008-373-490	5001	JUNIPERO SERRA	\$0.00	\$18,026.58	\$3,073.96	\$21,100.54	\$2,110.06	\$18,990.48
008-373-510	4939-4943	JUNIPERO SERRA	\$0.00	\$753.00	\$105.60	\$858.60	\$0.00	\$858.60
008-373-520	4929	JUNIPERO SERRA	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
008-373-520	4933	JUNIPERO SERRA	\$0.00	\$753.00	\$19.80	\$772.80	\$0.00	\$772.80
008-373-520	4937	JUNIPERO SERRA	\$0.00	\$753.00	\$79.20	\$832.20	\$83.22	\$748.98
008-373-520	4945	JUNIPERO SERRA	\$0.00	\$2,138.42	\$364.66	\$2,503.08	\$0.00	\$2,503.08
008-373-520	4941	JUNIPERO SERRA	\$0.00	\$753.00	\$19.80	\$772.80	\$0.00	\$772.80
008-373-550	990	SERRAMONTE BLVD	\$0.00	\$7,479.62	\$1,275.46	\$8,755.08	\$0.00	\$8,755.08
008-373-550	990	SERRAMONTE BLVD	\$0.00	\$1,944.90	\$331.66	\$2,276.56	\$0.00	\$2,276.56
008-374-020	999	SERRAMONTE BLVD.	\$0.00	\$1,906.20	\$325.06	\$2,231.26	\$0.00	\$2,231.26
008-374-040	775	SERRAMONTE BLVD	\$0.00	\$6,260.44	\$1,067.56	\$7,328.00	\$0.00	\$7,328.00
008-374-050	785	SERRAMONTE BLVD	\$0.00	\$10,276.02	\$1,752.30	\$12,028.32	\$1,202.84	\$10,825.48
008-392-140	600	SERRAMONTE BLVD	\$0.00	\$1,654.62	\$282.16	\$1,936.78	\$0.00	\$1,936.78
008-392-190	1150	EL CAMINO REAL	\$0.00	\$753.00	\$95.70	\$848.70	\$84.88	\$763.82
008-392-240	1174	EL CAMINO REAL	\$0.00	\$1,083.72	\$184.80	\$1,268.52	\$126.86	\$1,141.66
008-392-320	1198	EL CAMINO REAL	\$0.00	\$753.00	\$0.00	\$753.00	\$0.00	\$0.00
008-403-040	1000	COLLINS AVE	\$0.00	\$2,360.96	\$402.60	\$2,763.56	\$0.00	\$2,763.56
008-421-040	1232	EL CAMINO REAL	\$0.00	\$1,170.80	\$199.66	\$1,370.46	\$137.04	\$1,233.42
008-421-040	1222	EL CAMINO REAL	\$0.00	\$753.00	\$80.86	\$833.86	\$83.38	\$750.48
008-421-120	1200	EL CAMINO REAL	\$0.00	\$3,347.94	\$570.90	\$3,918.84	\$391.88	\$3,526.96

APN	Street No.	Street Name	NSMCSD Treatment	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water	Water Conservation	Final Charge to Property after
			Charges \$		•	conservation	Incentive	water
008-421-150	245	COLLINS AVE	\$0.00	\$5,941.12	\$1,013.10	\$6,954.22	\$0.00	\$6,954.22
010-142-030	1711	MISSION RD	\$0.00	\$753.00	\$92.40	\$845.40	\$0.00	\$845.40
010-142-040	1707	MISSION RD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-142-050	1685	MISSION RD	\$0.00	\$1,161.14	\$198.00	\$1,359.14	\$0.00	\$1,359.14
010-142-070	1675	MISSION RD	\$0.00	\$870.84	\$148.50	\$1,019.34	\$101.94	\$917.40
010-142-080	1635	MISSION RD	\$0.00	\$4,905.78	\$836.56	\$5,742.34	\$574.24	\$5,168.10
010-142-080	1655	MISSION RD	\$0.00	\$2,167.44	\$369.60	\$2,537.04	\$253.70	\$2,283.34
010-142-080	1655	MISSION RD A	\$0.00	\$753.00	\$54.46	\$807.46	\$80.74	\$726.72
010-142-080	1655	MISSION RD B	\$0.00	\$753.00	\$49.50	\$802.50	\$80.26	\$722.24
010-182-080	1537	MISSION RD D	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-182-080	1537	MISSION RD B	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-182-080	1537	MISSION RD C	\$0.00	\$1,132.10	\$193.06	\$1,325.16	\$132.52	\$1,192.64
010-182-080	1537	MISSION RD A	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-182-090	1455	MISSION RD	\$0.00	\$753.00	\$42.90	\$795.90	\$0.00	\$795.90
010-182-110	1427	MISSION RD	\$0.00	\$753.00	\$80.86	\$833.86	\$83.38	\$750.48
010-421-160	480	COLLINS AVE	\$0.00	\$2,041.66	\$348.16	\$2,389.82	\$238.98	\$2,150.84
010-422-020	1370	EL CAMINO REAL	\$0.00	\$27,799.44	\$4,740.46	\$32,539.90	\$3,254.00	\$29,285.90
010-422-020	1370	EL CAMINO REAL	\$0.00	\$753.00	\$84.16	\$837.16	\$0.00	\$837.16
010-422-020	1370	EL CAMINO REAL	\$0.00	\$7,082.90	\$1,207.80	\$8,290.70	\$829.08	\$7,461.62
010-422-040	1300	EL CAMINO REAL	\$0.00	\$4,896.10	\$834.90	\$5,731.00	\$0.00	\$5,731.00
010-423-030	1787	MISSION RD	\$0.00	\$1,199.84	\$204.60	\$1,404.44	\$0.00	\$1,404.44
010-423-040	1773	MISSION RD	\$0.00	\$753.00	\$77.56	\$830.56	\$83.06	\$747.50
011-341-440	1055	EL CAMINO REAL	\$0.00	\$2,099.72	\$358.06	\$2,457.78	\$245.78	\$2,212.00
011-341-500	1361	EL CAMINO REAL	\$0.00	\$753.00	\$28.06	\$781.06	\$78.10	\$702.96
011-341-810	1201	EL CAMINO REAL	\$0.00	\$1,654.62	\$282.16	\$1,936.78	\$0.00	\$1,936.78
011-341-940	1199	EL CAMINO REAL	\$0.00	\$753.00	\$0.00	\$753.00	\$0.00	\$0.00
011-370-180	1500	MISSION RD	\$0.00	\$2,602.88	\$443.86	\$3,046.74	\$304.68	\$2,742.06
011-341-590	1301	EL CAMINO REAL	\$0.00	\$753.00	\$19.80	\$772.80	\$0.00	\$772.80
011-341-720	1171	EL CAMINO REAL - ON HILLSIDE BLVD	\$0.00	\$753.00	\$19.80	\$772.80	\$0.00	\$772.80
011-341-850	1299	EL CAMINO REAL	\$0.00	\$753.00	\$19.80	\$772.80	\$0.00	\$772.80
008-373-190	780	SERRAMONTE BLVD	\$0.00	\$6,253.86	\$681.46	\$6,935.32	\$693.54	\$6,241.78
008-373-200	700	SERRAMONTE BLVD	\$0.00	\$66,112.16	\$7,203.90	\$73,316.06	\$0.00	\$73,316.06
008-373-550	990	SERRAMONTE BLVD	\$0.00	\$9,857.76	\$1,074.16	\$10,931.92	\$0.00	\$10,931.92
008-374-020	999	SERRAMONTE BLVD	\$0.00	\$5,057.60	\$551.10	\$5,608.70	\$560.88	\$5,047.82
008-392-260	650	SERRAMONTE BLVD	\$0.00	\$10,418.04	\$1,135.20	\$11,553.24	\$1,155.32	\$10,397.92
008-403-020	1500	COLLINS AVE	\$0.00	\$12,538.00	\$1,366.20	\$13,904.20	\$0.00	\$13,904.20
008-413-030	707-711	SERRAMONTE B	\$0.00	\$25,893.68	\$2,821.50	\$28,715.18	\$0.00	\$28,715.18

APN	Street No.	Street Name	NSMCSD	SSF Treatment	Collection	before water conservation Conservation lncentive Property a water \$772.80 \$77.28 \$695.52 \$1,998.32 \$199.84 \$1,798.4 \$772.80 \$77.28 \$695.52 \$772.80 \$77.28 \$695.52 \$2,350.96 \$0.00 \$2,350.9 \$772.80 \$77.28 \$695.52 \$5,961.34 \$596.14 \$5,365.2 \$8,664.94 \$866.50 \$7,798.4 \$45,910.70 \$0.00 \$45,910. \$12,168.00 \$0.00 \$46,982.1 \$960.90 \$96.10 \$864.80 \$942.76 \$0.00 \$942.76 \$772.80 \$77.28 \$695.52 \$804.16 \$80.42 \$723.74 \$802.50 \$0.00 \$802.50 \$850.36 \$85.04 \$765.32 \$802.50 \$80.26 \$722.24 \$772.80 \$77.28 \$695.52 \$822.30 \$82.24 \$740.06	Final Charge to	
			Treatment	Charges \$	Charges \$	before water	Conservation	Property after
			Charges \$			conservation	Incentive	water
010-142-020	1715	MISSION RD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-142-100	1725	MISSION RD	\$0.00	\$1,801.96	\$196.36	\$1,998.32	\$199.84	\$1,798.48
010-421-180	248	COLLINS AVE	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-421-190	530	COLLINS AVE	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-421-200	500	COLLINS AVE	\$0.00	\$2,119.96	\$231.00	\$2,350.96	\$0.00	\$2,350.96
010-423-050	1755	MISSION RD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
011-341-330	475	SERRAMONTE BLVD	\$0.00	\$5,375.58	\$585.76	\$5,961.34	\$596.14	\$5,365.20
011-341-830	475-485	SERRAMONTE B	\$0.00	\$7,813.54	\$851.40	\$8,664.94	\$866.50	\$7,798.44
011-341-960	445	SERRAMONTE BLVD	\$0.00	\$41,399.60	\$4,511.10		\$0.00	\$45,910.70
008-392-290	1180	EL CAMINO REAL	\$0.00	\$12,168.00	\$0.00	\$12,168.00	\$0.00	\$0.00
011-370-220	1670-1692	MISSION RD	\$0.00	\$44,616.00	\$2,366.10	\$46,982.10	\$0.00	\$46,982.10
008-421-050	1242	EL CAMINO REAL	\$0.00	\$753.00	\$207.90	\$960.90	\$96.10	\$864.80
010-142-080	1655	MISSION RD D	\$0.00	\$753.00	\$189.76	\$942.76	\$0.00	\$942.76
010-182-040	1439	MISSION RD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-182-100	1457	MISSION RD	\$0.00	\$753.00	\$51.16	\$804.16	\$80.42	\$723.74
010-182-100	1451	MISSION RD	\$0.00	\$753.00	\$49.50	\$802.50	\$0.00	\$802.50
010-182-100	1445	MISSION RD	\$0.00	\$753.00	\$97.36	\$850.36	\$85.04	\$765.32
010-182-130	1433	MISSION RD	\$0.00	\$753.00	\$49.50	\$802.50	\$80.26	\$722.24
010-182-130	1431	MISSION RD R	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-460-010	1377	MISSION RD	\$0.00	\$753.00	\$69.30	\$822.30	\$82.24	\$740.06
010-460-020	1373	MISSION RD	\$0.00	\$753.00	\$138.60	\$891.60	\$89.16	\$802.44
010-460-030	1369	MISSION RD	\$0.00	\$753.00	\$59.40	\$812.40	\$81.24	\$731.16
010-460-040	1365	MISSION RD	\$0.00	\$753.00	\$0.00	\$753.00	\$0.00	\$0.00
010-460-050	1361	MISSION RD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-460-060	1357	MISSION RD	\$0.00	\$753.00	\$99.00	\$852.00	\$0.00	\$852.00
010-460-070	1351	ISABELLE CIR	\$0.00	\$753.00	\$217.80	\$970.80	\$97.08	\$873.72
010-460-080	1353	ISABELLE CIR	\$0.00	\$753.00	\$49.50	\$802.50	\$0.00	\$802.50
010-460-090	1355	ISABELLE CIR	\$0.00	\$753.00	\$51.16	\$804.16	\$80.42	\$723.74
010-460-100	1357	ISABELLE CIR	\$0.00	\$753.00	\$75.90	\$828.90	\$82.90	\$746.00
010-460-110	1359	ISABELLE CIR	\$0.00	\$753.00	\$85.80	\$838.80	\$0.00	\$838.80
010-460-120	1341	ISABELLE CIR	\$0.00	\$753.00	\$89.10	\$842.10	\$84.22	\$757.88
010-460-130	1343	ISABELLE CIR	\$0.00	\$753.00	\$99.00	\$852.00	\$85.20	\$766.80
010-460-140	1345	ISABELLE CIR	\$0.00	\$753.00	\$59.40	\$812.40	\$81.24	\$731.16
010-460-150	1347	ISABELLE CIR	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-460-160	1349	ISABELLE CIR	\$0.00	\$753.00	\$99.00	\$852.00	\$85.20	\$766.80
010-460-170	1353	MISSION RD	\$0.00	\$753.00	\$49.50	\$802.50	\$80.26	\$722.24
010-460-180	1349	MISSION RD	\$0.00	\$753.00	\$89.10	\$842.10	\$0.00	\$842.10

APN	Street No.	Street Name	NSMCSD Treatment	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water	Water Conservation	Final Charge to Property after
			Charges \$		3 • • •	conservation	Incentive	water
010-460-190	1345	MISSION RD	\$0.00	\$753.00	\$31.36	\$784.36	\$78.44	\$705.92
010-460-200	1341	MISSION RD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-460-210	1327	MISSION RD	\$0.00	\$753.00	\$87.46	\$840.46	\$84.04	\$756.42
010-460-220	1323	MISSION RD	\$0.00	\$753.00	\$108.90	\$861.90	\$0.00	\$861.90
010-460-230	1319	MISSION RD	\$0.00	\$753.00	\$125.40	\$878.40	\$87.84	\$790.56
010-460-240	1315	MISSION RD	\$0.00	\$753.00	\$39.60	\$792.60	\$0.00	\$792.60
010-460-250	1311	MISSION RD	\$0.00	\$753.00	\$188.10	\$941.10	\$0.00	\$941.10
010-460-260	1307	MISSION RD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-460-270	1303	MISSION RD	\$0.00	\$753.00	\$99.00	\$852.00	\$0.00	\$852.00
010-460-280	1331	ISABELLE CIR	\$0.00	\$753.00	\$89.10	\$842.10	\$0.00	\$842.10
010-460-290	1333	ISABELLE CIR	\$0.00	\$753.00	\$153.46	\$906.46	\$0.00	\$906.46
010-460-300	1335	ISABELLE CIR	\$0.00	\$753.00	\$94.06	\$847.06	\$84.70	\$762.36
010-460-310	1337	ISABELLE CIR	\$0.00	\$753.00	\$107.26	\$860.26	\$0.00	\$860.26
010-460-320	1339	ISABELLE CIR	\$0.00	\$753.00	\$118.80	\$871.80	\$0.00	\$871.80
010-460-330	1321	ISABELLE CIR	\$0.00	\$753.00	\$95.70	\$848.70	\$0.00	\$848.70
010-460-340	1323	ISABELLE CIR	\$0.00	\$753.00	\$69.30	\$822.30	\$0.00	\$822.30
010-460-350	1325	ISABELLE CIR	\$0.00	\$753.00	\$158.40	\$911.40	\$0.00	\$911.40
010-460-360	1327	ISABELLE CIR	\$0.00	\$753.00	\$92.40	\$845.40	\$84.54	\$760.86
010-460-370	1329	ISABELLE CIR	\$0.00	\$753.00	\$158.40	\$911.40	\$91.14	\$820.26
010-460-380	1245	ISABELLE CIR	\$0.00	\$753.00	\$99.00	\$852.00	\$85.20	\$766.80
010-460-390	1247	ISABELLE CIR	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-460-400	1249	ISABELLE CIR	\$0.00	\$753.00	\$108.90	\$861.90	\$0.00	\$861.90
010-460-410	1251	ISABELLE CIR	\$0.00	\$753.00	\$118.80	\$871.80	\$87.18	\$784.62
010-460-420	1237	ISABELLE CIR	\$0.00	\$753.00	\$90.76	\$843.76	\$84.38	\$759.38
010-460-430	1239	ISABELLE CIR	\$0.00	\$753.00	\$103.96	\$856.96	\$85.70	\$771.26
010-460-440	1241	ISABELLE CIR	\$0.00	\$753.00	\$59.40	\$812.40	\$81.24	\$731.16
010-460-450	1243	ISABELLE CIR	\$0.00	\$753.00	\$69.30	\$822.30	\$0.00	\$822.30
010-460-460	1299	MISSION RD	\$0.00	\$753.00	\$36.30	\$789.30	\$78.94	\$710.36
010-460-470	1295	MISSION RD	\$0.00	\$753.00	\$49.50	\$802.50	\$0.00	\$802.50
010-460-480	1291	MISSION RD	\$0.00	\$753.00	\$39.60	\$792.60	\$79.26	\$713.34
010-460-490	1287	MISSION RD	\$0.00	\$753.00	\$79.20	\$832.20	\$0.00	\$832.20
010-460-500	1283	MISSION RD	\$0.00	\$753.00	\$41.26	\$794.26	\$79.42	\$714.84
010-460-510	1279	MISSION RD	\$0.00	\$753.00	\$158.40	\$911.40	\$0.00	\$911.40
010-460-520	1229	ISABELLE CIR	\$0.00	\$753.00	\$110.56	\$863.56	\$86.36	\$777.20
010-460-530	1231	ISABELLE CIR	\$0.00	\$753.00	\$39.60	\$792.60	\$79.26	\$713.34
010-460-540	1233	ISABELLE CIR	\$0.00	\$753.00	\$85.80	\$838.80	\$0.00	\$838.80
010-460-550	1235	ISABELLE CIR	\$0.00	\$753.00	\$87.46	\$840.46	\$84.04	\$756.42

APN	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation	Water Conservation Incentive	Final Charge to Property after water
010-460-560	1221	ISABELLE CIR	\$0.00	\$753.00	\$110.56	\$863.56	\$0.00	\$863.56
010-460-570	1223	ISABELLE CIR	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
010-460-580	1225	ISABELLE CIR	\$0.00	\$753.00	\$79.20	\$832.20	\$83.22	\$748.98
010-460-590	1227	ISABELLE CIR	\$0.00	\$753.00	\$46.20	\$799.20	\$79.92	\$719.28
010-460-600	1275	MISSION RD	\$0.00	\$753.00	\$49.50	\$802.50	\$80.26	\$722.24
010-460-610	1271	MISSION RD	\$0.00	\$753.00	\$89.10	\$842.10	\$84.22	\$757.88
010-460-620	1267	MISSION RD	\$0.00	\$753.00	\$80.86	\$833.86	\$0.00	\$833.86
010-460-630	1263	MISSION RD	\$0.00	\$753.00	\$66.00	\$819.00	\$81.90	\$737.10
011-154-090	2702	HILLSIDE BLVD	\$0.00	\$753.00	\$145.20	\$898.20	\$0.00	\$898.20
011-154-090	2700	HILLSIDE BLVD	\$0.00	\$753.00	\$186.46	\$939.46	\$93.94	\$845.52
011-154-100	2706	HILLSIDE BLVD	\$0.00	\$753.00	\$69.30	\$822.30	\$82.24	\$740.06
011-154-100	2704	HILLSIDE BLVD	\$0.00	\$753.00	\$56.10	\$809.10	\$80.92	\$728.18
011-154-110	2710	HILLSIDE BLVD	\$0.00	\$753.00	\$19.80	\$772.80	\$77.28	\$695.52
011-154-110	2708	HILLSIDE BLVD	\$0.00	\$753.00	\$79.20	\$832.20	\$83.22	\$748.98
008-322-340	111	COLMA BLVD	\$0.00	\$8,252.22	\$615.46	\$8,867.68	\$886.76	\$7,980.92
008-322-500	91	COLMA BLVD	\$0.00	\$3,030.98	\$226.06	\$3,257.04	\$0.00	\$3,257.04
008-322-550	2	COLMA BLVD	\$0.00	\$796.46	\$59.40	\$855.86	\$85.58	\$770.28
008-373-340	970	B SERRAMONTE BLVD	\$0.00	\$12,721.24	\$948.76	\$13,670.00	\$1,367.00	\$12,303.00
008-373-380	5035	JUNIPERO SERRA	\$0.00	\$25,309.74	\$1,887.60	\$27,197.34	\$0.00	\$27,197.34
008-373-380	5045	JUNIPERO SERRA	\$0.00	\$5,243.36	\$391.06	\$5,634.42	\$0.00	\$5,634.42
008-373-440	5025	JUNIPERO SERRA	\$0.00	\$19,800.90	\$1,476.76	\$21,277.66	\$0.00	\$21,277.66
008-373-500	4927	JUNIPERO SERRA	\$0.00	\$15,353.98	\$1,145.10	\$16,499.08	\$0.00	\$16,499.08
008-373-520	4931	JUNIPERO SERRA	\$0.00	\$7,146.02	\$532.96	\$7,678.98	\$0.00	\$7,678.98
008-373-520	4935	JUNIPERO SERRA	\$0.00	\$4,734.52	\$353.10	\$5,087.62	\$0.00	\$5,087.62
008-373-550	990	SERRAMONTE BLVD	\$0.00	\$9,668.14	\$721.06	\$10,389.20	\$0.00	\$10,389.20
011-341-400	1700	HILLSIDE BLVD	\$0.00	\$199,159.34	\$14,853.30	\$214,012.64	\$0.00	\$214,012.64
			\$149,317.34	\$827,811.82	\$115,395.56	\$1,092,524.72	\$33,328.36	\$1,041,710.10
829	% of NSMCSD Rate;	i.e. 0.82 x \$9.83 = \$8.0606	NSMCSD Treatment Charge \$	SSF Treatment Charge \$	Collection Charge \$	Parcel Charge before Water Conservation Incentive (1)	Water Conservation Incentive (2)	Final Parcel Charges
			\$149,317.34	\$827,811.82	\$115,395.56	\$1,092,524.72	\$33,328.36	\$1,041,710.10
	100% of NSMCSD F	Rate, i.e. \$9.83 per HCF	\$181,446.68	\$827,811.82	\$115,395.56			

APN	Street No.	Street Name	NSMCSD Treatment Charges \$	SSF Treatment Charges \$	Collection Charges \$	Parcel Charge before water conservation	Water Conservation Incentive	Final Charge to Property after water		
Village Serram	Village Serramonte (Daly City Sub-Division Flows to SSF through Colma) - HCF									
177 Units	Per Unit	11,946	-\$133,281.00	\$133,281.00						
	TOTAL			\$961,092.82						



ATTACHMENT C - INQUIRIES AND PROTESTS LOG FY 2023-24											
No.	Inquiry	Date	Address	Reason for Inquiry	Response	Resolved/Pending					
1	Phone Call	5/30/2023	503 B St	Asked if Town can change the billing system and send monthly statements for sewer charges rather than posting the annual charges in one lump sum on the tax roll.	This sewer billing system has been operated like that for a long time. It is a way to collect the sewer charges and has nothing to do with the water billing.	The property owner may attend the City Council meeting to bring this issue to the Council's attention					
2	Phone Call	6/9/2023	433 D St	The property owner asked if the sewer charges will be billed in a similar way to water bills	The sewer notice is not a bill. It is an informational notice. The sewer charges will be billed through the property tax roll	Resolved					
3											
4											
5											





STAFF REPORT

TO: Mayor and Members of the City Council

FROM: Farhad Mortazavi, City Planner

Claire Smith, Assistant Planner

VIA: Brian Dossey, City Manager

MEETING DATE: June 28, 2023

SUBJECT: 1651 Hillside Boulevard – Conditional Use Permit and Design Review

RECOMMENDATION

Staff recommends that the City Council adopt the following resolution:

RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND DESIGN REVIEW FOR THE ADDITION OF A FLOWER SHOP AND MINOR EXPANSION AT 1651 HILLSIDE BOULEVARD AND FINDING PROJECT EXEMPT FROM ENVIRONMENTAL REVIEW PURSUANT TO CEQA GUIDELINE 15301

EXECUTIVE SUMMARY

The applicant is proposing to expand the use of an existing funeral chapel at 1651 Hillside Boulevard to include a flower shop, kitchen, and reception area. The existing structure will also undergo tenant improvements and minor expansion. Per Colma Municipal Code Section 5.04.060(b)(1), a Conditional Use Permit is required for uses incidental to cemetery uses in the G zone, including flower shops. Conditions of approval are recommended to ensure the project will not impact uses in the area and thereby ensure the public health, safety, and welfare of the community. Design Review is required for projects in the DR zoning overlay district to achieve a consistent site, landscape, and building design theme for the Town.

FISCAL IMPACT

The Town will experience a fiscal benefit (in the form of increased sales tax revenue) from the project, as the proposed flower shop will provide an additional income for the existing cemetery.

BACKGROUND

The project site is located along Hillside Boulevard and has a General Plan use designation of Cemetery and is zoned G/DR (Cemetery/Design Review). Surrounding land uses include primarily Cemetery uses with nearby Commercial uses. The existing one-story building is about 6771 square feet and currently serves as a chapel and office space for the cemetery on site. Previously, there were embalming services provided at the site, but that use is being removed as part of the proposal. The removal of the embalming services and other consultation rooms will provide room for other cemetery-related services including greater amenities for funeral receptions such as a kitchen and reception room. The applicant also proposes a 247 square foot addition on the northeast corner of the structure to create additional space to accommodate a flower shop.

ANALYSIS

Project Description

The applicant, Bret Walters, is requesting a Conditional Use Permit and Design Review to allow for tenant improvements, a minor expansion of the existing building, and the expansion of the existing use to include the operation of a flower shop.

The hours of operation for the proposed flower shop would coincide with the daily hours of the cemetery chapel from 8:00 am to 5:00 pm, with the flexibility to adjust for funerals at the request of the family from 8:00 am to 11:00 pm.

The funeral home will have a seating capacity of up to 200 to accommodate guests for funerals, memorials, and other activities including but not limited to, funerals, visitations, memorial services, receptions, wakes, prayer services, and funeral arrangements. Staffing is anticipated at four full-time and six part-time employees as needed for events and services.

Environmental Review

The proposed use will primarily occupy the existing structure and the 247 square foot expansion. As Lead Agency for approval of the use permit and design review under the California Environmental Quality Act (CEQA), the Town of Colma finds the project Categorically Exempt under CEQA, California Code of Regulations Section 15301, Class 1 - Existing Facilities involving interior and exterior alterations and additions of less than 2,500 square feet. Under Section 15301 this would constitute a negligible expansion of use.

Findings Related to Granting a Conditional Use Permit

Section 5.03.410 of the Colma Municipal Code requires that certain findings be made for approval of a Use Permit. Below is a listing of the findings and a discussion of how the application meets the findings:

1. The proposed uses will be consistent with the provisions of the Colma General Plan and Zoning Ordinance.

<u>Discussion</u>: The subject property is in the G Zone and is designated in the General Plan for cemetery uses as part of the Hillside Boulevard planning area. The Hillside Planning Area is intended for cemetery and agricultural uses and uses incidental to these uses such as florists and monument shops. Uses in this area are not to disrupt the greenbelt aesthetic as viewed from public lands or create visual disruptions from the public right of way. The proposed project fits within the goals of the Zoning and General Plan designation as it is incidental to the existing cemetery use. Because the proposed project will only be an interior remodel with minor exterior expansion – without changing the existing roof line or the structural integrity - there will be no major impact or disruption in the views from public lands.

2. Granting the Use Permit will not be detrimental to the public health, safety or public welfare, or materially injurious to the properties or improvements in the vicinity.

Discussion:

Granting the Use Permit to allow for the addition of a flower shop, reception room, and kitchen within the existing chapel building will not be detrimental to the public health, safety or public welfare, or materially injurious to the properties or improvements in the vicinity. The use aligns with the uses in the surrounding area and will be incidental to the existing cemetery and chapel use. Further, conditions of approval are recommended to ensure the project will not impact uses in the area and thereby ensure the public health, safety, and welfare of the community.

3. Existing property uses, large or small, will not be detrimentally affected by the proposed use.

<u>Discussion</u>: The existing cemetery uses on the property will not be detrimentally affected by the proposed use. The proposed use will enhance the experience of customers visiting the existing cemetery and increase the amenities offered to them. Surrounding land uses include primarily cemetery uses, with nearby commercial uses. Neither of these uses will be negatively impacted by the proposed project because the proposed project is incidental to the existing cemetery use on the site. Onsite parking will not be negatively impacted as the proposed use will tend to the existing chapel visitors and funeral precessions. The addition of the reception room is not anticipated to create detrimental noise impacts because cemetery related services are generally quiet and well contained events.

4. The granting of the Use Permit will not constitute a grant of special privilege inconsistent with the limitations imposed by the Zoning Ordinance on the existing use of properties, large or small, within the Town of Colma.

<u>Discussion</u>: The granting of the Use Permit for the proposed project will not constitute a grant of special privilege as the proposed use is incidental to cemetery uses, and as indicated by the Municipal Code, may be permitted by the City Council upon issuance of a use permit. The proposed use is consistent with surrounding land uses and the applicant is not requesting any special consideration for approval of the project.

5. The City Council is satisfied that the proposed structure or building conforms to the purposes and intent of the General Plan and this subchapter.

The proposed structure conforms to the purposes and intent of the General Plan and this subchapter because it will be a cemetery use which supported by the General Plan designation and zoning of the parcel.

6. The use will not constitute a nuisance to neighboring persons or properties.

<u>Discussion</u>: The proposed project is located along Hillside Boulevard with cemetery uses located adjacent to the site and commercial and public uses located nearby. The proposed use will not constitute a nuisance to these neighboring uses or properties because the proposed use is similar to existing uses on the site and in the surrounding area. The conditions of approval are recommended to ensure the project will not impact uses in the area.

Findings Related to Design Review

Section 5.03.300(d)(4) of the Colma Municipal Code requires that certain findings be made for approval of Design Review as follows:

- (i) The architectural, site and landscape design of the proposed project incorporates design elements adopted for the DR zone.
- (ii) The architectural, site and landscape design substantially reflects the goal of the DR zone to achieve a consistent site, landscape and building design theme for the Town of Colma.

The project site is in the Design Review Overlay Zoning district in which all plans for development shall incorporate building, site and landscape design elements that are appropriate for the setting based on surrounding properties. The proposed project includes a minor expansion to an existing building within a cemetery. The existing building will not change in character or design and the expansion will be fully consistent with the existing building design. The existing setting is a cemetery chapel and office building, because the proposed expansion is very minor and is still under the same roofline as the existing building, the design will remain consistent with the setting. The architectural and design characteristics of the proposed expansion are within the existing building and consistent with the existing character of the setting.

Council Adopted Values

The recommendation is consistent with the Council value of *responsibility* because the proposed application has been carefully reviewed and conditioned so that it will be consistent with adopted development policies and regulations, and compatible within its setting.

Sustainability Impact

The addition of the flower shop and reception area has the potential to increase the waste produced at the project site. To reduce the sustainability impact, it is important that the waste produced is diverted correctly into recycling and green waste bins as appropriate. The property maintains waste collection services with Republic Services that includes municipal solid waste, recycling, and green waste. As part of their franchise agreement with the Town, Republic Services visits businesses and provides training and resources to educate staff on how to increase diversion. The project can be conditioned to require staff training on sustainability and waste diversion once construction is completed.

Alternatives

The following courses of action are available to the City Council:

One alternative would be to adopt the resolution with modified or additional conditions of approval. This would allow the project to continue but set more or less restrictive bounds that align with the goals and views of the City Council. If the Council chooses this route, the proposed changes can be incorporated into the draft resolution at the meeting, or the City Council can opt to continue the hearing and ask staff to return with a revised resolution for consideration and adoption at the next City Council meeting.

A second alternative would be to deny the requested Conditional Use Permit and Design Review. This alternative is not recommended since the proposed project is consistent with the General Plan and Municipal Code.

CONCLUSION

Staff recommends that the City Council adopt the Resolution approving a Conditional Use Permit and Design Review.

ATTACHMENTS

- A. Resolution 2023-_____
- B. 1651 Hillside Project Plan Set
- C. Supporting Statements/Information and Business Operation Plan



RESOLUTION NO. 2023-__ OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND DESIGN REVIEW FOR THE ADDITION OF A FLOWER SHOP AND MINOR EXPANSION AT 1651 HILLSIDE BOULEVARD AND FINDING PROJECT EXEMPT FROM ENVIRONMENTAL REVIEW PURSUANT TO CEQA GUIDELINE 15301 - APN: 011-331-190

Property Owner: Cypress Lawn Cemetery Association Location: 1651 Hillside Boulevard Assessor's Parcel Number: 011-331-190

The City Council of the Town of Colma does hereby resolve as follows:

1. BACKGROUND

- (a) The Town has received an application from Bret Walters for approval of a Conditional Use Permit and Design Review for the property at 1651 Hillside Boulevard (APN: 011-331-190).
- (b) Pursuant to Section 15301 Class 1 (e)(1) Existing Conditions; projects categorized as additions to existing structures. The project is categorically exempt from California Environmental Quality Act (CEQA) review.
- (c) A notice of public hearing was mailed to all property owners within 300 feet of the subject property on June 16, 2023. In addition, a notice of public hearing was posted on the three Town of Colma bulletin boards, on June 16, 2023.
- (d) The City Council has considered the Conditional Use Permit and Design Review application, the accompanying staff report, and all relevant evidence presented at the June 28, 2023, public meeting.
- (e) The City Council has duly considered said application, the staff report, and public comments thereon.

2. FINDINGS

The City Council finds that:

Findings Relating to CEQA Review

Pursuant to Section 15301 of the State of California CEQA Guideline Class 1, existing facilities involving interior and exterior alterations and additions of less than 2,500 square feet. The proposed project is Categorically Exempt from further environmental review per the findings below.

Section 15301 Class 1(e)(1), consists of projects characterized as Additions to Existing Structures, and the project meets the conditions described in this section.

(e) Additions to existing structures provided that the addition will not result in an increase more than:

(1) 50 percent of the floor area of the structures before the addition or 2,500 square feet, whichever is less

The project is proposed to add 247 square feet, which is less than a 2,500 square feet increase.

Based on the findings above this project is Categorically Exempt from further environmental review.

Findings Relating to Granting a Conditional Use Permit

Section 5.03.410(a) of the Colma Municipal Code requires that certain findings be made for approval of a Conditional Use Permit. These findings apply to the project as follows:

(a) The proposed Conditional Use Permit will be consistent with the provisions of the Colma General Plan and Zoning Ordinance.

The subject property is in the G Zone and is designated in the General Plan for cemetery uses as part of the Hillside Boulevard planning area. The Hillside Planning Area is intended for cemetery and agricultural uses and uses incidental to these uses such as florists and monument shops. Uses in this area are not to disrupt the greenbelt aesthetic as viewed from public lands or create visual disruptions from the public right of way. The proposed project fits within the goals of the Zoning and General Plan designation as it is incidental to the existing cemetery use. Because the proposed project will only be an interior remodel with minor exterior expansion – without changing the existing roof line or the structural integrity - there will be no major impact or disruption in the views from public lands.

(b) Granting the Conditional Use Permit will not be detrimental to the public health, safety, or public welfare, or materially injurious to the properties or improvements in the vicinity.

Granting the Use Permit to allow for the addition of a flower shop, reception room, and kitchen within the existing chapel building will not be detrimental to the public health, safety or public welfare, or materially injurious to the properties or improvements in the vicinity. The use aligns with the uses in the surrounding area and will be incidental to the existing cemetery and chapel use.

To help mitigate construction-related impacts, as a condition of this use permit, per Colma Municipal Code 5.04.220(c), Standard Hours of Construction, within a radius of 500 feet of any residential unit, construction-related work including truck hauling is limited to Monday to Friday from 8:00 AM to 7:00 PM, Saturday, 9:00 AM to 5:00 PM, and Sunday from 12:00 PM to 5:00 PM. Furthermore, using the Town-adopted Best Management Practices (BMPs), dust control and stormwater pollution prevention will be implemented as a condition of the use permit.

(c) Existing property uses, large or small, will not be detrimentally affected by the proposed use.

The existing cemetery uses on the property will not be detrimentally affected by the proposed use. The proposed use will enhance the experience of customers visiting the existing cemetery

and increase the amenities offered to them. Surrounding land uses include primarily cemetery uses, with a couple nearby commercial uses., Neither of these uses will and these uses will also not be negatively impacted by the proposed project because the proposed project is incidental to the existing cemetery use on the site. Onsite parking will not be negatively impacted as the proposed use will tend to the existing chapel visitors and funeral precessions. The addition of the reception room is not anticipated to create detrimental noise impacts because cemetery related services are generally quiet and well contained events.

(d) The granting of the Use Permit will not constitute a grant of special privilege inconsistent with the limitations imposed by the Zoning Ordinance on the existing use of properties, large or small, within the Town of Colma.

The granting of the Use Permit for the proposed project will not constitute a grant of special privilege, as the proposed use is a use incidental to cemetery uses and as indicated by the Zoning Code, may be permitted by the City Council upon issuance of a use permit. The proposed use is consistent with surrounding land uses, and the applicant is not requesting any special consideration for approval of the project.

(e) The City Council is satisfied that the proposed structure or building conforms to the purpose and intent of the General Plan and Zoning Ordinance.

The proposed structure conforms to the purposes and intent of the General Plan and this subchapter because it will be a cemetery use which supported by the General Plan designation and zoning of the parcel.

(f) The use will not constitute a nuisance to neighboring persons or properties.

The proposed project is located along Hillside Boulevard with cemetery uses located adjacent to the site, and commercial and public uses located nearby. The proposed use will not constitute a nuisance to these neighboring uses or properties because the proposed use is similar to existing uses on the site and in the surrounding area. The conditions of approval are recommended to ensure the project will not impact uses in the area. The conditions of the Use Permit will ensure that all activities related to the uses will not negatively impact adjoining uses. To mitigate noise nuisances associated with the project, as a condition of this use permit, per Colma Municipal Code 5.04.220(c), Standard Hours of Construction, within a radius of 500 feet of any residential unit, construction related work including truck hauling is limited to Monday to Friday from 8:00 AM to 7:00 PM, Saturday, 9:00 AM to 5:00 PM, and Sunday from 12:00 PM to 5:00 PM.

Findings Related to Design Review

Section 5.03.300(d)(4) of the Colma Municipal Code requires that certain findings be made for approval of Design Review as follows:

(i) The architectural, site and landscape design of the proposed project incorporates design elements adopted for the DR zone.

(ii) The architectural, site and landscape design substantially reflects the goal of the DR zone to achieve a consistent site, landscape and building design theme for the Town of Colma.

The project site is in the Design Review Overlay Zoning district in which all plans for development shall incorporate building, site and landscape design elements that are appropriate for the setting based on surrounding properties. The proposed project includes a minor interior expansion to an existing building within a cemetery. The existing building will not change in character or design and the expansion will be fully consistent with the existing building design. The existing setting is a cemetery chapel and office building because the proposed expansion is very minor and is still under the same roofline as the existing building, the design will remain consistent with the setting. The architectural and design characteristics of the proposed expansion are within the existing building and consistent with the existing character of the setting.

3. CONDITIONS OF APPROVAL

The City Council approves the Conditional Use Permit and Design Review to allow for an existing funeral chapel to include a flower shop, kitchen, and reception room and undergo a tenant improvement and minor expansion at 1651 Hillside Boulevard, subject to the full and faithful performance of each of the general terms and conditions sets forth in this Resolution and the following project-specific conditions:

Conditions Related to the Amended Conditional Use Permit

- a) <u>Approval.</u> This approval applies specifically to the project plans submitted to the Planning Department dated April 19, 2023. All plans submitted for permits and subsequent construction, operation, and use on the site shall be in substantial compliance with these documents, subject to the changes and conditions set out herein. The Use Permit is valid for one year and will expire on April 19, 2024, if an associated building permit has not been issued. If this Use Permit is about to expire with no building permit being issued by the expiration date, the applicant may submit an application for one (1) year extension of the Use Permit to the planning department pursuant to Section 5.03.422(b) of Colma Municipal Code.
- b) <u>Allowed Uses.</u> This Use Permit shall specifically allow the operations of the funeral chapel, flower shop, and reception area at 1651 Hillside Boulevard, as shown on final plans submitted on April 19, 2023, with the Planning Department.
- c) <u>Conditions of Approval with the Plan Sets.</u> A copy of these conditions of approval shall be included in the building permit plan set. At least one copy of the stamped approved plans, along with the Approval Letter and Conditions of Approval and/or mitigations, shall be available at the job site at all times during construction.
- d) <u>All Uses Within a Building.</u> The Permittee shall conduct any flower shop or reception service-related activity within a fully enclosed building.

- e) <u>Nuisances.</u> The Permittee shall not allow any nuisance to be maintained at the premises.
- f) <u>Minor Changes.</u> Minor changes to the approved use of the site may be approved administratively by the City Planner or designee.
- g) <u>Permits.</u> The Permittee shall obtain all necessary permits, including building and fire permits.
- h) <u>Plans and Documents.</u> All plans and documents must be stamped and signed by all design professionals.
- i) <u>California Building Code.</u> All work must comply with the most recent California Building Code edition.
- j) <u>ADA Compliance.</u> ADA improvements must comply with the California Building Code requirements.
- k) <u>Noise.</u> If the Town receives verified noise complaints from adjacent properties, the Applicant shall modify business practices and/or install further noise control features, such as noise insulation, to the satisfaction of the City Planner and Building Official.
- I) <u>Building and Fire Code Compliance.</u> All construction work must comply with 2023 California Building Code, 2023 California Mechanical Code, and 2023 California Fire Code.
- m) <u>Trash Enclosure and Service.</u> The permittee must subscribe to a regular refuse and recyclable items collection service (minimum pick-up of once per work and abide by the Town's Recycling Ordinance). Any outdoor trash enclosure proposed for use should be roofed and plumbed to the sanitary sewer system.
- n) <u>Sustainability.</u> The permittee must coordinate with Republic Services to implement waste diversion equipment and resources at the facility and receive staff training.
- o) <u>Stormwater Discharge:</u> Any new roof downspouts should be discharged to landscaped areas.
- p) <u>Sewer Capacity.</u> Additional sewer capacity fees may be payable to the sewer district (City of South San Francisco) because of change/modification in the use of the subject property. Additional information will be provided after consulting with the sewer district.

Conditions Related to Design Review

- q) <u>Approved Plans.</u> This approval is for the project presented in the approved Project Plans submitted to the Planning Department on April 19, 2023, prepared by John Lum Architecture and on file in the office of the City Planner. All plans submitted for required permits and subsequent development, construction, operation and use of the site shall be in substantial compliance with these documents, subject to the changes and conditions set out herein.
- r) <u>Colors and Materials.</u> Exterior colors and materials for the building must be consistent with the colors and materials noted in the approved architectural plan set and match existing where noted.

- s) <u>Clearly Labeled Address.</u> The building shall be provided with an address that is clearly visible from the roadway to the satisfaction of the Building Official and Colma Fire Protection District.
- t) <u>Minor Changes.</u> Minor changes to the approved project plans may be approved administratively by the City Planner or designee.

Construction Activities

- u) <u>Conditions of Approval with Plan Sets.</u> The conditions of approval shall be reproduced on the first page of the plans submitted for demolition, grading or building permits. Additional pages may be used if necessary. At least one copy of the stamped approved plans, along with the Approval Letter and Conditions of Approval and/or mitigations, shall be available for review at the job site at all times during construction.
- v) <u>Construction Signage.</u> Prior to commencing any work on the project, including demolition or grading work, the permittee shall post on the project site in clear view of the public right-of-way, a sign indicating hours of construction and a phone number of the permittee to call for noise complaints.
- w) <u>Construction Hours.</u> Per Colma Municipal Code 5.04.220(c), Standard Hours of Construction, within a radius of 500 feet of any residential unit, construction related work including truck hauling is limited to Monday to Friday from 8:00 AM to 7:00 PM, Saturday, 9:00 AM to 5:00 PM, and Sunday from 12:00 PM to 5:00 PM.
- x) <u>Storage of Materials in the Public Roadway</u>. No material or equipment shall be stored on the improved portion of any public roadway at any time.
- y) <u>Litter Control.</u> Prior to the end of each workday during construction, the contractor or contractors shall pick up and properly dispose of all litter resulting from or related to the project, whether located on the property, within the public rights-of-way, or properties of adjacent neighbors.

Colma Fire Protection District Requirements.

The requirements of the Colma Fire Protection District shall be met prior to the issuance of building permit(s) for the project. For further information on the requirements of the District, the applicant may contact the Deputy Fire Marshall, Bill Pardini at bpardini@colmafd.org or (650)740-2023. A separate review fee is required as part of the building permit plan check process. These comments include:

- y) <u>Address Numbers</u> 8-inch address numbers are required on the front of the building.
- z) <u>Exit Signs and Emergency Lighting:</u> Exit Signs and Emergency Lighting will need to have changes made to match the new layout. Please indicate these fixtures on the plans prior to building permit submittal.
- aa) <u>Fire Alarm:</u> Complete plans for the fire alarm system must be submitted prior to issuance of a building permit.
- bb) *Fire Extinguisher:* All fire extinguishers must be serviced. Fire extinguishers signs must be

installed at the appropriate height designated by Fire Marshall. The new layout may require the addition and or relocation of Fire Extinguishers and signage.

- cc) <u>Fire Sprinkler:</u> The Fire Sprinkler System will need to have changes made to it which will require a separate permit from the Fire District. Submit plans for the fire sprinkler system showing which fire sprinkler heads were changed with the tenant improvement and expansion.
- dd) <u>Fire Access:</u> No vehicles shall block any required fire lane or driveways for access. New keys for the flower shop doors will be needed for the Fire District lockbox if they are keyed differently than the chapel.

4. GENERAL CONDITIONS

- (a) This Conditional Use Permit shall run with the land and be freely and automatically transferred to each user of the property described herein, subject to each of the specific and general conditions herein. As used in this Conditional Use Permit, the word "Permittee" shall mean each person using the property pursuant to the permit granted herein, including successors to the person first obtaining the permit.
- (b) The Permittee must comply with all applicable federal, state and municipal laws, codes and regulations, including the California Building and Fire Codes. Nothing herein shall be construed as authorizing any approvals under, or any exceptions to any other law, code or regulation, or as authorizing any change to the occupancy classification of the premises or any buildings thereon as defined on the California Building Code. Without limiting the generality of the foregoing:
 - i. The Permittee shall maintain an annual Colma Business Registration;
 - ii. Prior to issuance of a Business Registration, the Permittee shall arrange for the project site to be inspected for Fire and Life Safety requirements of California Fire Code by the Colma Fire Protection District; and
- (c) Indemnification. Permittee and its heirs, successors, and permitted assigns shall, at its sole cost and expense, indemnify, defend, protect, release, and hold harmless the Town and any agency or instrumentality thereof, including any of its officers, employees, commissions, and agents (collectively, "Indemnitees"), from and against any and all claims, actions, or proceedings (collectively, "Claims") arising out of or in any way relating to the processing and/or approval of this Project, the purpose of which is to attack, set aside, void, or annul the approval of this Project and any environmental determination that accompanies it. This indemnification shall include, but not be limited to, suits, damages, judgments, costs, expenses, liens, levies, attorney fees or expert witness fees that may be asserted or incurred by any person or entity, including the Permittee, third parties and the Indemnitees, arising out of or in connection with the approval of this Project and/or any environmental determination that accompanies it. Permittee agrees to pay directly, or timely reimburse on a monthly basis, the Town for all such costs of defense, including but not limited to, court costs, attorney fees, and time referenced herein. The Town, in its sole and absolute discretion, may elect, and the Applicant hereby agrees, to have the Applicant provide the defense of the Indemnitees subject to the Town's approval of defense council. Nothing herein shall prohibit the Town from participating in the defense of any claim, action, or proceeding. Permittee's

defense and indemnification of the Indemnitees as set forth herein shall remain in full force and effect throughout all stages of any litigation challenging the Project, including any and all appeals of any lower court judgments rendered in the proceeding.

- (d) The Conditional Use Permit may be modified or revoked should it be determined that:
 - i. The property is being operated or maintained in a manner that is detrimental to the public health or welfare, is materially injurious to property or improvements in the vicinity, constitutes a public nuisance, or is contrary to any law, code or regulation;
 - ii. If the Permittee fails to comply with and satisfy the conditions herein; or
 - iii. As otherwise allowed by law.
- (e) The Permittee must agree to comply with every term and condition herein by countersigning a copy of this approval.

Certification of Adoption

I certify that the foregoing Resolution No. 2023-## was duly adopted at a regular meeting of said City Council held on June 28, 2023, by the following vote:

Name	Voting	Present, Not Voting			Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor					
John Irish Goodwin					
Ken Gonzalez					
Carrie Slaughter					
Helen Fisicaro					
Voting Tally					

	voing rany		
Dated			
			Joanne F. del Rosario, Mayor
			Attest:
			Caitlin Corley, City Clerk

NOTICE OF RIGHT TO PROTEST

The Conditions of Project Approval set forth herein include certain fees, dedication requirements, reservation requirements, and other exactions. Pursuant to Government Code Section 66020(d)(1), these Conditions constitute written notice of a statement of the amount of such fees, and a description of the dedications, reservations, and other exactions. You are hereby further notified that the 90-day approval period in which you may protest these fees, dedications, reservations, and other exactions, pursuant to Government Code Section 66020(a), began on the date of adoption of this resolution. If you fail to file a protest within this 90-day period complying with all of the requirements of Section 66020, you will be legally barred from later challenging such exactions.

AGREEMENT

Property Owner of 1651 Hillside Boulevard

The undersigned	agrees to	use the	property	on	the	terms	and	conditions	set	forth	in	this
resolution.												

Dated:	
	Name (printed)
	For: Cypress Lawn Cemetery Association, Property Owner, 1651 Hillside Boulevard
Permittee of 1651 Hillside Boulevard	
The undersigned agrees to use the presolution.	roperty on the terms and conditions set forth in this
Dated:	
	Bret Walters, Permittee, 1651 Hillside Boulevard



Attachment B

CYPRESS CHAPEL

1651 HILLSIDE BLVD. COLMA, CA 94104 011-331-190

4 A0.03

7 A0.06

9 SU1.1

10 A1.00

13 A1.03

DRAWING INDEX

GENERAL NOTES

OCC. & EGRESS CALCS.

SITE PLAN & LOT COVERAGE 1ST FLOOR PLAN (E)

ENLARGED 1ST FLOOR (E) 1ST FLOOR PLAN (P) ENLARGED 1ST FLOOR (P)

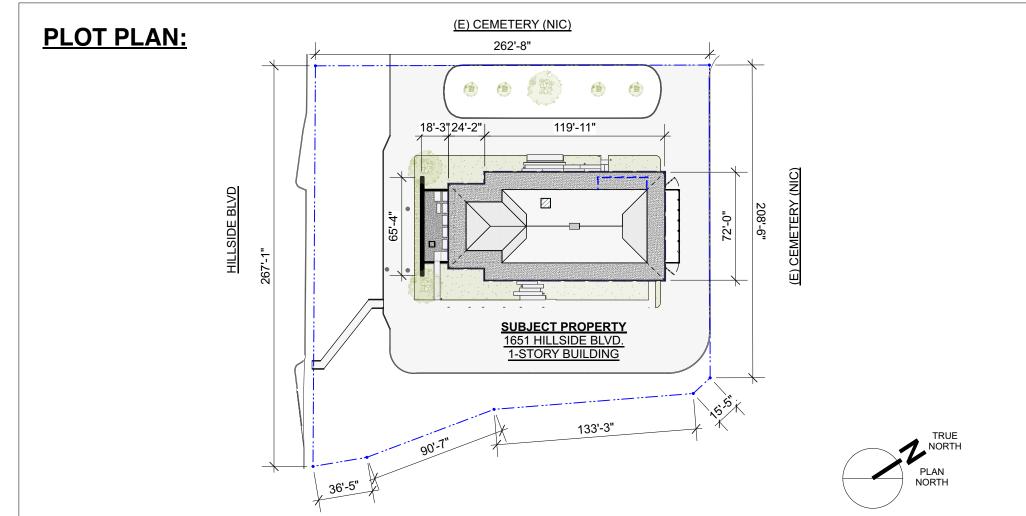
EXTERIOR ELEVATIONS EXTERIOR ELEVATIONS

ENLARGED ELEVATIONS

PERSPECTIVES

PERSPECTIVES PERSPECTIVES

DEPARTMENT STAMPS:



GROSS FLOOR AREA:

6,771 SQ. FT. CONDITIONED

7,018 SQ.FT. CONDITIONED

0 SQ. FT.

UNCONDITIONED

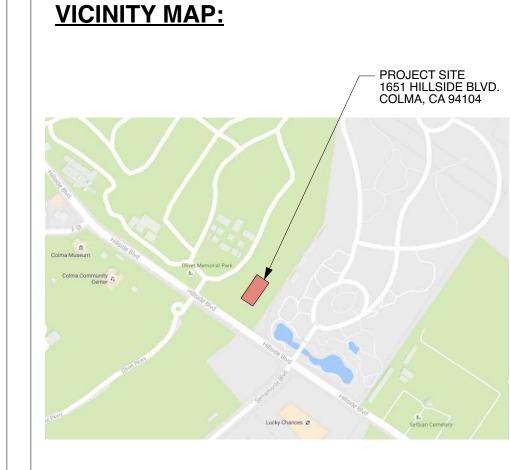
CONDITIONED UNCONDITIONED

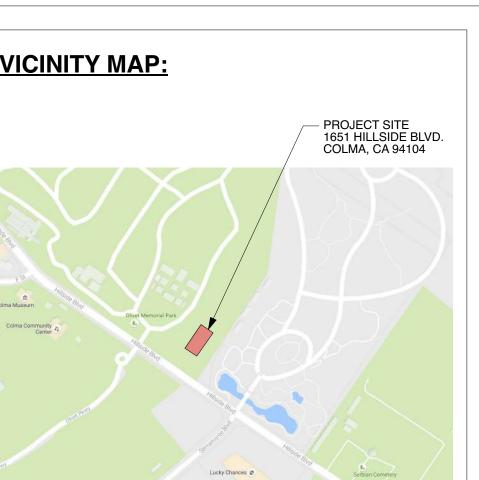
EXISTING 1ST FLOOR:

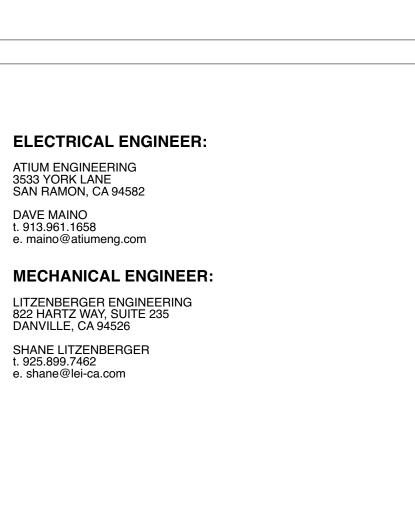
EXISTING 1ST FLOOR:

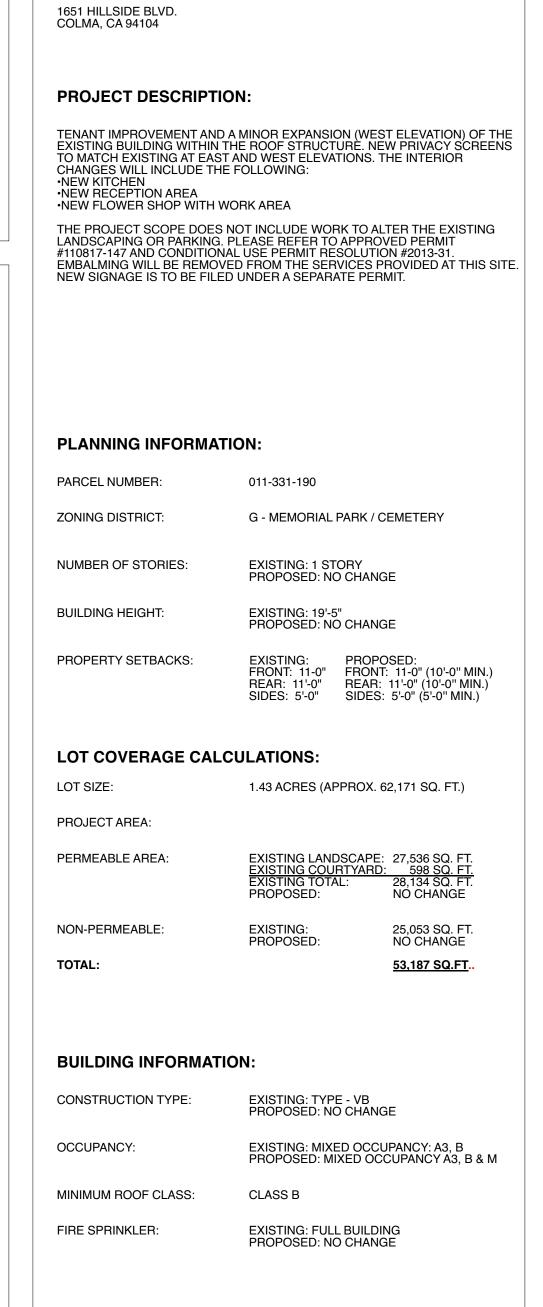
PROPOSED EXPANSION

PROPOSED









PROJECT DATA:

APPLICABLE CODES:

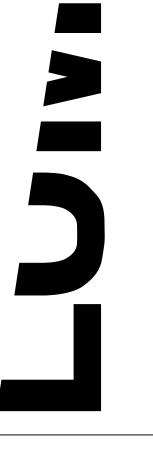
PROJECT ADDRESS:

2022 CALIFORNIA BUILDING CODE (CBC)

2022 CALIFORNIA FIRE CODE (CFC)

2022 CALIFORNIA MECHANICAL CODE (CMC) 2022 CALIFORNIA ELECTRICAL CODE (CEC) 2022 CALIFORNIA PLUMBING CODE (CPC)

2022 CALIFORNIA ENERGY CODE (T24) 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE (CGBSC) APPLICABLE COLMA MUNICIPAL CODES





04/17/23 Planning Permit Submission

TITLE SHEET

ARCHITECT:

JOHN LUM ARCHITECTURE

3246 17TH STREET SAN FRANCISCO, CA 94110

PROJECT PARTICIPANTS:

GENERAL CONTRACTOR: CB2 BUILDERS 505 BEACH STREET

SAN FRANCISCO, CA 94133 KEN PABALATE t. 415.402.0360 e. kpabalate@cb2builders.com

TITLE 24 CONSULTANT:

2850 COLLIER CANYON ROAD LIVERMORE, CA 94551

STRUCTURAL ENGINEER:

ASHLEY & VANCE ENGINEERING

1729B TELEGRAPH AVE.

e. victor@ashleyvance.com

OAKLAND, CA 94612

VICTOR RAMOS

SURVEYOR:

KIER & WRIGHT

t. 510.473.2221 x128

WADE ENERGY 1942 LINDA DR. PLEASANT HILL, CA 94523 TRAVIS WADE t. 925.326.6330 e. travis@wadeenergy.com

WILDLAND URBAN INTERFACE (WUI) NOTES - CBC 2022

NEW BUILDINGS DETERMINED TO BE LOCATED IN ANY FIRE HAZARD SEVERITY ZONE WITHIN STATE RESPONSIBILITY OR ANY WILDLAND-URBAN INTERFACE FIRE AREA SHALL COMPLY WITH §7A OF THE 2022 CALIFORNIA BUILDING CODE, INCLUDING THE FOLLOWING:

1. THE PROPERTY OWNER/APPLICANT SHALL SUBMIT A COPY OF THE SPECIAL INSPECTION REPORT THAT DEMONSTRATES THE BUILDING WAS CONSTRUCTED IN COMPLIANCE WITH ALL APPLICABLE STATE AND LOCAL BUILDING STANDARDS, INCLUDING THOSE FOR MATERIALS AND CONSTRUCTION METHODS FOR WILDFIRE EXPOSURE PRIOR TO COMPLETION OF CONSTRUCTION.

2. PRIOR TO FINAL INSPECTION AND COMPLETION OF THE BUILDING PERMIT PROCESS, THE PROPERTY SHALL BE IN COMPLIANCE WITH THE VEGETATION CLEARANCE REQUIREMENTS PRESCRIBED IN CALIFORNIA PUBLIC RESOURCES CODE 4291 CALIFORNIA GOVERNMENT CODE SECTION 51182.

3. THE SPACE BETWEEN THE ROOF COVERING AND THE ROOF DECKING SHALL BE CONSTRUCTED TO PREVENT THE INTRUSION OF FLAMES AND EMBERS, PER CBC 2022

4. WHERE VALLEY FLASHING IS INSTALLED, THE FLASHING SHALL BE AT LEAST 0.019-INCH NO. 26 GAGE GALVANIZED SHEET CORROSION-RESISTANT METAL INSTALLED OVER AT LEAST ONE LAYER OF MINIMUM 72-POUND MINERAL-SURFACED NONPERFORATED CAP SHEET COMPLYING WITH ASTM D3909, AT LEAST 36-INCH-WIDE RUNNING THE FULL LENGTH OF THE VALLEY, PER CBC 2022 §705A.3.

5. GUTTER GUARDS SHALL BE INSTALLED TO PREVENT THE ACCUMULATION OF LEAVES AND DEBRIS PER CBC 2022 §705A.4.

6. EXTERIOR VENTS SHALL RESIST THE INTRUSION OF FLAME AND EMBERS PER CBC 2022 §706A.

7. VENTS SHALL NOT BE INSTALLED IN EAVES AND CORNICES UNLESS THEY RESIST THE INTRUSION OF FLAME AND BURNING EMBERS INTO THE ATTIC AREA OF THE STRUCTURE PER CBC 2022 §706A.1

8. THE EXPOSED UNDERSIDE OF THE EAVE SHALL BE COMPOSED OF FIRE-RETARDANT TREATED MATERIAL PER CBC 2022 §707A.4 AND §707A.5.

9. EXTERIOR WALLS SHALL BE COMPOSED OF FIRE-RETARDANT TREATED MATERIAL AND

SHALL PROVIDE PROTECTION FROM THE INTRUSION OF FLAMES AND EMBERS PER CBC 2022 §707A.3.

10. EXTERIOR WALL COVERING SHALL EXTEND FROM THE TOP OF THE FOUNDATION TO THE ROOF, AND TERMINATE AT 2" NOMINAL SOLID WOOD BLOCKING BETWEEN RAFTERS

AT ALL ROOF OVERHANGS (WHERE OCCURRING) PER CBC 2022 §707A.3.2.

11. ALL EXTERIOR GLAZING SHALL HAVE MINIMUM 20-MINUTE FIRE-RESISTANCE RATING, INSULATED GLASS WITH AT LEAST ONE PANE TEMPERED, MEET THE SFM 12-7A-2 STANDARD, OR BE CONSTRUCTED OF GLASS BLOCK UNITS, PER CBC 2022 §708A.2.1.

12. OPERABLE SKYLIGHTS SHALL BE PROTECTED BY A NONCOMBUSTIBLE MESH SCREEN

PER CBC 2022 §708A.2.2.

13. ALL EXTERIOR DOORS SHALL BE OF NONCOMBUSTIBLE/INGNITION-RESISTANT MATERIAL, OR 1-3/8" SOLID CORE, OR HAVE A 20-MINUTE FIRE-RESISTANCE RATING OR CONFORM TO SFM 12-7A-1 PER CBC 2022 §708A.3. (SEE CODE SECTION FOR ADDITIONAL DADAMETERS)

WHERE THE DIMENSIONS OF THE OPENINGS IN THE SCREEN SHALL NOT EXCEED 1/8"

14. DECKS, STAIR TREADS, RISERS, DECK LANDING, PORCHES AND BALCONIES WITHIN 10 FEET OF THE PRIMARY STRUCTURE (DWELLING) SHALL BE CONSTRUCTED OF NONCOMBUSTIBLE, FIRE-RETARDANT TREATED OR HEAVY-TIMBER CONSTRUCTION PER

CBC 2022 §709A. (SEE CODE SECTION FOR ADDITIONAL PARAMETERS)

15. THE UNDERSIDE OF CANTILEVERED AND OVERHANGING DECKS, BALCONIES AND SIMILAR APPENDAGES SHALL CONSIST OF NONCOMBUSTIBLE/IGNITION-RESISTANT MATERIAL OR A LAYER OF TYPE X GYP. BEHIND AN EXTERIOR COVERING OR CONFORM

TO SFM 12-7A-3, PER CBC 2022 §707A.7.

16. THE UNDERSIDE OF EXPOSED UNDERFLOOR SHALL CONSIST OF NONCOMBUSTIBLE/IGNITION-RESISTANT MATERIAL OR A LAYER OF TYPE X GYP. BEHIND

AN EXTERIOR COVERING OR CONFORM TO SFM 12-7A-3 PER CBC 2022 §707A.8.

17. ALL NEW MATERIALS INSTALLED ON BUILDINGS ON ANY REMODEL WITHIN DESIGNATED WILDLAND URBAN INTERFACE AREAS SHALL BE COMPLIANT WITH CBC 2022

18. EXTERIOR GARAGE DOORS SHALL HAVE NO GAP > 1/8" BETWEEN DOORS AND DOOR OPENINGS AT THE TOP, BOTTOM AND SIDES. SUCH GAPS SHALL BE CONTROLLED THROUGH OVERLAPPING TRIM OR METAL FLASHING AT DOOR JAMBS AND HEADER, AND WEATHER STRIPPER PER CBC2022 §708A.4.

RESERVED

WINDOW & DOOR CONSTRUCTION NOTES

1. THE LOCATION / SPECIFICATION OF SAFETY GLAZING IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

2. THE CONTRACTOR SHALL VERIFY WINDOW & DOOR SIZES, HDR. HGT., SILL HGT., & MANUFACTURER W/ THE ARCHITECT PRIOR TO PURCHASE AND INSTALLATION.

3. ALL WINDOW & DOOR FRAME FINISHES TO BE SPECIFIED BY ARCHITECT.

4. ALL DIMENSIONS ARE APPROXIMATE FOR ESTIMATING PURPOSES ONLY. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ACTUAL DIMENSIONS W/ DETAILS AND AS-BUILT CONDITIONS, TYP.

5. CONTRACTOR TO PROVIDE SHOP DRAWINGS FOR ARCHITECT'S APPROVAL FOR ALL WINDOWS, PRIOR TO ORDERING.

6. VERIFY HARDWARE FOR ALL OPERABLE WINDOWS W/ ARCHITECT PRIOR TO FABRICATION. USE INTEGRAL MANUFACTURER HARDWARE WHERE POSSIBLE.

6. ALL SLAB-TYPE DOORS ARE TO BE SOLID-CORE WOOD, U.O.N.

SPECIFICATIONS FOR ACTUAL ROUGH OPENINGS.

7. ALL HINGED DOORS SHALL BE A MIN. 24" WIDE

8. WINDOW AND DOOR SIZES ARE NOMINAL DIMENSIONS. REFER TO MANUFACTURER'S

9. WHERE LOCATIONS OF WINDOWS AND DOORS ARE NOT DIMENSIONED THEY SHALL BE CENTERED IN THE WALL OR PLACED TWO STUD WIDTHS FROM ADJACENT WALL AS INDICATED ON DRAWINGS, UNLESS OTHERWISE NOTED.

SAFETY GLAZING HAZARDOUS LOCATIONS NOTES - CBC 2022

PER CBC2022 §2406.4 THE FOLLOWING HAZARDOUS LOCATIONS REQUIRE SAFETY

1. §2406.4.1 GLAZING IN DOORS - EXCEPT DECORATIVE GLAZING OR SMALL OPENINGS THAT PREVENT THE PASSAGE OF A 3" Ø SPHERE

2. $\S2406.4.2$ GLAZING ADJACENT TO DOORS - WHERE THE NEAREST VERTICAL EDGE OF THE GLAZING IS < 24" HORIZONTALLY FROM DOOR JAMBS & BOTTOM EDGE OF GLAZING IS < 60" ABOVE THE WALKING SURFACE. - EXCEPTIONS: - DECORATIVE GLAZING; WHERE A WALL IS LOCATED BETWEEN THE DOOR & GLAZING; THE DOOR ACCESSES A CLOSET OR STORAGE ROOM \le 3' IN DEPTH; - IN R-3 & W/IN INDIVIDUAL UNITS OF R-2 OCCUPANCIES WINDOWS IN WALLS PERPENDICULAR TO THE LATCH SIDE OF THE DOOR

OCCUPANCIES WINDOWS IN WALLS PERPENDICULAR TO THE LATCH SIDE OF THE DO 3. §2406.4.3 GLAZING IN WINDOWS - GLAZING THAT MEETS ALL OF THE FOLLOWING

- EXPOSED AREA OF AN INDIVIDUAL PANE > 9 SQ.FT. - BOTTOM EDGE OF GLAZING < 18" ABOVE FLOOR

- TOP EDGE OF GLAZING > 36" ABOVE FLOOR
- ONE OR MORE WALKING SURFACES ARE WITHIN 36" MEASURED HORIZONTALLY FROM THE GLAZING PLANE.
- EXCEPTIONS: - DECORATIVE GLAZING OR GLAZING PROTECTED BY A GUARDRAIL PER THE SPECIFICS OF THIS CODE SECTION - SEE CODE SECTION FOR PARAMETERS

4. §2406.4.4 GLAZING IN GUARDS AND RAILINGS

5. $\S2406.4.5$ GLAZING AT WET SURFACES - GLAZING IN WALLS, ENCLOSURES OR FENCES CONTAINING OR FACING HOT TUBS, SPAS, WHIRLPOOLS, SAUNAS, STEAM ROOMS, BATHTUBS, SHOWERS & POOLS, WHERE THE BOTTOM EDGE OF THE GLAZING IS < 60" ABOVE THE WALKING SURFACE - EXCEPT GLAZING MEASURED > 60" HORIZONTALLY FROM THE EDGE OF THE WATER

6. §2406.4.6 GLAZING ADJACENT TO STAIRS & RAMPS - WHERE THE BOTTOM EDGE OF THE GLAZING IS < 60" ABOVE THE PLANE OF THE WALKING SURFACE OF STAIRWAYS, LANDINGS & RAMPS - EXCEPTIONS: - THE PRESENCE OF A GUARDRAIL SEPARATING WALKING SURFACE & GLAZING, WHERE THE GUARDRAIL IS > 18" HORIZONTALLY AWAY FROM THE PLANE OF THE GLAZING - GLAZING > 36" HORIZONTALLY AWAY FROM THE EDGE OF THE WALKING SURFACE

7. \$2406.4.7 GLAZING ADJACENT TO THE BOTTOM STAIR LANDING - WHERE THE GLAZING IS < 60" ABOVE THE LANDING & < 60" HORIZONTALLY FROM THE BOTTOM TREAD NOSING - EXCEPTIONS: - THE PRESENCE OF A GUARDRAIL SEPARATING WALKING SURFACE & GLAZING, WHERE THE GUARDRAIL IS > 18" HORIZONTALLY AWAY FROM THE PLANE OF THE GLAZING

EMERGENCY ESCAPE & RESCUE WINDOW NOTES - CBC 2022

1. §1031.1 GENERAL. IN ADDITION TO THE MEANS OF EGRESS, EMERGENCY ESCAPE AND RESCUE OPENINGS SHALL BE PROVIDED IN GROUP R OCCUPANCIES. BASEMENTS AND SLEEPING ROOMS BELOW THE FOURTH STORY ABOVE GRADE PLANE SHALL HAVE AT LEAST ONE EXTERIOR EMERGENCY ESCAPE AND RESCUE OPENING. SUCH OPENINGS SHALL OPEN DIRECTLY INTO A PUBLIC WAY OR TO A YARD OR COURT THAT OPENS TO A PUBLIC WAY.

- EXCEPTION 1 - IN GROUP R-1 & R-2 OCCUPANCIES CONSTRUCTED OF TYPES I, IIA, IIIA, IIV CONSTRUCTION EQUIPPED THROUGHOUT WITH AN APPROVED AUTOMATIC SPRINKLER SYSTEM PER NFPA-13.

- EXCEPTION 3 - BASEMENTS WITH A. CEILING HEIGHT OF LESS THAN 80" SHALL NOT BE REQUIRED TO HAVE EMERGENCY ESCAPE AND RESCUE OPENINGS.

- EXCEPTION 4 - EMERGENCY ESCAPE AND RESCUE OPENINGS ARE NOT REQUIRED FROM BASEMENTS OR SLEEPING ROOMS THAT HAVE AN EXIT DOOR OR EXIT ACCESS DOOR THAT OPENS DIRECTLY INTO A PUBLIC WAY OR YARD, COURT, OR EXTERIOR EXIT BALCONY THAT OPENS TO A PUBLIC WAY.

- EXCEPTION 5 - BASEMENTS W/O HABITABLE SPACES AND NOT HAVING MORE THAN 200 SQ. FT. IN FLOOR AREA SHALL NOT BE REQUIRED TO HAVE EMERGENCY ESCAPE AND RESCUE OPENINGS.

EXCEPTION 6 - W/IN INDIVIDUAL DWELLING AND SLEEPING UNITS IN GROUPS R-2 AND R-3 OCCUPANCIES, WHERE THE BUILDING IS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM. SLEEPING ROOMS IN BASEMENTS SHALL NOT BE REQUIRED TO

2. §1031.2.1 OPERATIONAL CONSTRAINTS AND OPENING CONTROL DEVICES EMERGENCY ESCAPE AND RESCUE OPENINGS AND ANY EXIT DOORS SHALL BE
MAINTAINED FREE OF ANY OBSTRUCTIONS OTHER THAN THOSE ALLOWED BY THIS
SECTION AND SHALL BE OPERATIONAL FROM INSIDE THE ROOM WITHOUT THE USE OF
KEYS OR TOOLS. WINDOW-OPENING CONTROL DEVICES COMPLYING WITH ASTM F2090
SHALL BE PERMITTED FOR USE ON WINDOWS SERVING AS A REQUIRED EMERGENCY
ESCAPE AND RESCUE OPENING. THE RELEASE MECHANISM SHALL BE MAINTAINED
OPERABLE AT ALL TIMES. SUCH BARS, GRILLS, GRATES, OR ANY SIMILAR DEVICES SHALL
BE EQUIPPED WITH AN APPROVED EXTERIOR RELEASE DEVICE FOR USE BY THE FIRE
DEPARTMENT ONLY WHEN REQUIRED BY THE AUTHORITY HAVING JURISDICTION. WHERE

HAVE EMERGENCY ESCAPE AND RESCUE OPENINGS PROVIDED THAT THE BASEMENT

HAS EITHER ONE MEANS OF EGRESS + ONE EMERGENCY ESCAPE AND RESCUE

OPENING, OR TWO MEANS OF EGRESS.

PART 12, CHAPTER 12-3 AND OTHER APPLICABLE PROVISIONS OF PART 2.

3. §1031.3.1 MINIMUM SIZE. EMERGENCY ESCAPE AND RESCUE OPENINGS SHALL HAVE A MINIMUM NET CLEAR OPENING OF 5.7 SQUARE FEET. EXCEPTION: THE MIN. NET CLEAR OPENING FOR GRADE-FLOOR EMERGENCY ESCAPE AND RESCUE OPENINGS SHALL BE

SECURITY BARS ARE INSTALLED ON EMERGENCY ESCAPE AND RESCUE WINDOWS OR

DOORS. SUCH DEVICES SHALL COMPLY WITH CALIFORNIA BUILDING STANDARDS CODE,

4. §1031.3.2 MINIMUM DIMENSIONS. THE MINIMUM NET CLEAR OPENING HEIGHT DIMENSION SHALL BE 24 INCHES. THE MINIMUM NET CLEAR OPENING WIDTH DIMENSION SHALL BE 20 INCHES. THE NET CLEAR OPENING DIMENSIONS SHALL BE THE RESULT OF NORMAL OPERATION OF THE OPENING.

5. §1031.3.3 MAXIMUM HEIGHT FROM FLOOR. EMERGENCY ESCAPE AND RESCUE OPENINGS SHALL HAVE THE BOTTOM OF THE CLEAR OPENING NOT GREATER THAN 44 INCHES MEASURED FROM THE FLOOR.

6. §1031.5 WINDOW WELLS. AN EMERGENCY ESCAPE AND RESCUE OPENING W/ A FINISHED SILL HEIGHT BELOW THE ADJACENT GROUND LEVEL SHALL BE PROVIDED WITH A WINDOW WELL.

7. §1031.5.1 MINIMUM SIZE. THE MIN. HORIZONTAL AREA OF THE WINDOW WELL SHALL BE 9 SQ. FT. WITH A MIN. DIMENSION OF 36". THE AREA OF THE WINDOW WELL SHALL ALLOW THE EMERGENCY ESCAPE AND RESCUE OPENING TO BE FULLY OPENED.

8. §1031.5.2 LADDERS OR STEPS - WINDOW WELLS WITH A VERTICAL DEPTH OF MORE THAN 44" SHALL BE EQUIPPED WITH AN APPROVED PERMANENTLY AFFIXED LADDER OR STEPS. LADDERS OR RUNGS SHALL HAVE AN INSIDE WIDTH OF MIN. 12", SHALL PROJECT MIN. 3" FROM THE WALL AND SHALL BE SPACE MAX. 18" O.C. VERTICALLY FOR THE FULL HEIGHT OF THE WINDOW WELL. THE LADDER OR STEPS SHALL NOT ENCROACH INTO THE REQUIRED DIMENSION OF THE WINDOW WELL BY MORE THAN 6"/ THE LADDER OR STEPS SHALL NOT BE OBSTRUCTED BY THE EMERGENCY ESCAPE AND RESCUE OPENING.

9. §1031.6 BARS, GRILLES, GRATES OR SIMILAR DEVICES ARE PERMITTED TO BE PLACED OVER EMERGENCY ESCAPE AND RESCUE OPENINGS PROVIDED THE MINIMUM NET CLEAR OPENING SIZE COMPLIES WITH SECTION 1031.3 & 1031.5. SUCH DEVICES SHALL BE RELEASABLE OR REMOVABLE FROM THE INSIDE WITHOUT THE USE OF A KEY, TOOL, SPECIAL KNOWLEDGE OR EFFORT, OR FORCE GREATER THAN THAT WHICH IS REQUIRED FOR NORMAL OPERATION OF THE ESCAPE AND RESCUE OPENING. WHERE SUCH BARS, GRILLES, GRATES OR SIMILAR DEVICES ARE INSTALLED, SMOKE ALARMS SHALL BE INSTALLED IN ACCORDANCE WITH SECTIONS 907.2.11 REGARDLESS OF THE VALUATION OF THE ALTERATION.

GENERAL NOTES:

1. AIA DOCUMENT 201, "GENERAL CONDITIONS FOR THE PERFORMANCE OF A CONTRACT", ARE HEREBY INCORPORATED INTO THESE DRAWINGS AND SHALL BE CONSIDERED AS PART OF THE REQUIREMENTS FOR THE COMPLETION OF WORK. SUPPLEMENTARY CONDITIONS TO THE CONTRACT ALSO APPLY.

2. ALL CONSTRUCTION SHALL CONFORM TO CURRENT STATE & LOCAL CODES AND ANY OTHER GOVERNING CODES, AMENDMENTS, RULES, REGULATIONS, ORDINANCES, LAWS, ORDERS, APPROVALS, ETC. THAT ARE REQUIRED BY APPLICABLE PUBLIC AUTHORITIES. IN THE EVENT OF CONFLICT THE MOST STRINGENT REQUIREMENTS SHALL APPLY.

3. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR CHECKING CONTRACT DOCUMENTS, FIELD CONDITIONS, AND DIMENSIONS FOR ACCURACY AND CONFIRMING THE WORK CAN BE BUILT OR DEMOLISHED AS SHOWN BEFORE PROCEEDING WITH THE WORK. IF THERE ARE ANY QUESTIONS REGARDING THESE OR OTHER COORDINATION QUESTIONS, THE GENERAL CONTRACTOR IS RESPONSIBLE FOR OBTAINING A CLARIFICATION FROM THE ARCHITECT BEFORE PROCEEDING WITH THE WORK IN QUESTION OR RELATED WORK.

4. ANY ERRORS, OMISSIONS OR CONFLICTS FOUND IN THE VARIOUS PARTS OF THE CONSTRUCTION DOCUMENTS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT, BEFORE PROCEEDING WITH THE WORK.

5. CONTRACTOR SHALL THOROUGHLY EXAMINE THE PREMISES AND SHALL BASE HIS BID ON THE EXISTING CONDITIONS, NOTWITHSTANDING ANY INFORMATION SHOWN OR NOT SHOWN ON THE DRAWINGS.

6. CONTRACTOR TO MAINTAIN ALL PROPER WORKMAN'S COMPENSATION AND LIABILITY INSURANCE THROUGHOUT THE DURATION OF PROJECT.7. SUBSTITUTIONS, REVISIONS, OR CHANGES MUST HAVE PRIOR APPROVAL OF THE

8. DURING THE BIDDING AND NEGOTIATION PERIOD THE GENERAL CONTRACTOR AND SUBCONTRACTOR(S) SHALL CONFIRM IN WRITING APPROX. ON-SITE DELIVERY DATES FOR ALL CONSTRUCTION MATERIALS AS REQUIRED BY THE CONSTRUCTION DOCUMENTS AND SHALL NOTIFY THE ARCHITECT IN WRITING OF ANY POSSIBLE CONSTRUCTION DELAYS AFFECTING OCCUPANCY THAT MAY ARISE DUE TO THE AVAILABILITY OF THE SPECIFIED PRODUCT.

9. ALL WORK SHALL BE PERFORMED SUCH THAT DAMAGE TO EXISTING LANDSCAPE AND/OR PERSONAL PROPERTY IS PREVENTED OR MINIMIZED.
10. CONTRACTOR SHALL TAKE MEASURES TO PROTECT ADJACENT PROPERTIES. USE VISQUEEN, PLYWOOD, ETC. TO MINIMIZE NOISE, DUST, ETC.

11. IN THE EVENT THAT FOUNDATION EXCAVATION MIGHT AFFECT ADJACENT PROPERTIES, CONTRACTOR SHALL TAKE ALL APPROPRIATE STEPS TO NOTIFY THE PROPERTY OWNER OF THE CONDITION, AND TO ADEQUATELY PROTECT THE ADJACENT STRUCTURE.

12. WRITTEN DIMENSIONS REFER TO FACE OF FINISH OR CENTER-LINE UNLESS OTHERWISE NOTED.

13. DIMENSIONS ARE TO TOP OF FIN. FLOOR, SLAB OR DECK IN SECTION OR ELEVATION, UNLESS OTHERWISE NOTED.

14. "SIM." OR "SIMILAR" MEANS COMPARABLE CHARACTERISTICS FOR THE ITEM NOTED. VERIFY DIMENSIONS AND ORIENTATION ON PLAN.15. "TYP." OR TYPICAL MEANS IDENTICAL FOR ALL SIMILAR CONDITIONS UNLESS NOTED

OTHERWISE.

16. DIMENSIONS NOTED "CLR" OR "CLEAR" ARE MINIMUM REQUIRED DIMENSIONS AND

18. ALL MATERIALS AND EQUIPMENT TO BE NEW UNLESS OTHERWISE NOTED.

19. ALL MATERIALS AND EQUIPMENT TO BE INSTALLED PER MANUFACTURER'S

20. LOCATION/SPECIFICATION OF SAFETY GLAZING (TEMPERED OR LAMINATE GLASS) ARE SOLE RESPONSIBILITY OF CONTRACTOR.

GENERAL CONSTRUCTION NOTES

INSTRUCTIONS.

CLEARANCES MUST BE ACCURATELY MAINTAINED.

1. CONTRACTOR SHALL VERIFY ALL (E) DIMENSIONS AND CONDITIONS PRIOR TO CONSTRUCTION. MEASUREMENTS SHALL NOT BE TAKEN OFF SCALE DRAWINGS, NOTED DIMENSIONS TAKE PRECEDENCE. ALL CONFLICTS WITH CONDITIONS IN THE FIELD SHALL BE DISCUSSED WITH THE ARCHITECT PRIOR TO PROCEEDING WITH AFFECTED WORK.

2. ALL DIMENSIONS ARE TO FACE OF FINISH OR CENTERLINE, U.O.N.
3. GENERAL CONTRACTOR IS TO COORDINATE INSTALLATION OF N.I.C. ITEMS WITH

4. CARE SHALL BE TAKEN TO ELIMINATE DAMAGE TO (E) MATERIALS AND SURFACES DURING CONSTRUCTION. ANY DAMAGES TO EXISTING CONSTRUCTION SHALL BE REPLACED OR REPAIRED AT NO ADDITIONAL COST.

5. CONTRACTOR SHALL REPAIR ANY DAMAGE TO (E) WALLS AND FLOORS CAUSED BY DEMOLITION OF (E) PARTITIONS & CEILINGS.

6. ALL BLOCKING AND FURRING SHALL BE FIRE TREATED AS REQ. BY BLDG. CODE
7. ALL PARTITIONS ABUTTING EXISTING BLDG. CONSTRUCTION SHALL ALIGN FINISH FACE TO FINISH FACE, U.O.N.

8. ALL PARTITIONS SHALL BE BRACED PER THE REQUIREMENTS OF CURRENT LOCAL SEISMIC CODE

9. ALL NON FIRE-RATED INTERIOR DOORS TO BE UNDERCUT AS REQ. TO CLEAR FINISH FLOOR BY 1/4"

10. ALL WORK TO BE INSTALLED PLUMB, LEVEL, SQUARE, AND TRUE AND IN PROPER ALIGNMENT

11. CONTRACTOR TO PROTECT FINISHES IN PATH OF TRAVEL TO AREA OF WORK

12. INSTALL WATER-EFFICIENT FIXTURES AND FITTINGS AS SUMMARIZED IN CGBSC2019 §4.303. CONTRACTOR SHALL REPLACE ALL NONCOMPLIANT FIXTURES IN PROJECT AREA.

13. WHERE (N) STRUCTURAL WORK REQUIRES THE OPENING OF (E) WALLS PARALLEL TO

14. ALL CHANGES IN FLOOR MATERIAL SHALL OCCUR AT CENTERLINE OF DOOR OR FRAMED OPENING, UNLESS OTHERWISE INDICATED ON THE DRAWINGS.

15. SEALANT, CAULKING, FLASHING, ETC. LOCATIONS SHOWN ON DRAWINGS ARE

& WITHIN 3'-O" OF PROPERTY LINE APPLY (N) 5/8" TYPE-X GYP. BD. AT INSIDE FACE OF

INTENDED TÓ BE INCLUŚIVE. FOLLÓW MANUFACTURER'S INSTALLATION RECOMMENDATIONS AND STANDARD INDUSTRY AND BUILDING PRACTICES.

16. ALL ATTICS, RAFTER SPACES, SOFFITS, CRAWL SPACES, ETC. TO BE FULLY VENTILATED PER APPLICABLE CODE. U.O.N.

17. PROVIDE WOOD BLOCKING FOR ALL TOWEL BARS, ACCESSORIES, ETC.

GEOTECHNICAL OBSERVATION NOTES

EARTHWORK, UTILITY TRENCH BACKFILLING, SLAB SUBGRADE AND NON-EXPANSIVE FILL PREPARATION, HELICAL PIER INSTALLATION, FOUNDATION AND SLAB CONSTRUCTION, RETAINING WALL DRAINAGE AND BACKFILLING, AND SITE DRAINAGE SHOULD BE PERFORMED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT. GEOTECHNICAL ENGINEER SHOULD BE NOTIFIED AT LEAST 48 HOURS IN ADVANCE OF ANY EARTHWORK OR FOUNDATION CONSTRUCTION, AND SHOULD OBSERVE AND TEST DURING EARTHWORK AND FOUNDATION CONSTRUCTION, AS RECOMMENDED IN THE GEOTECHNICAL REPORT. GEOTECHNICAL ENGINEER SHOULD BE NOTIFIED AT LEAST 5 DAYS PRIOR TO EARTHWORK, BASEMENT AND TRENCH BACKFILL AND SUBGRADE PREPERATION WORK TO ALLOW TIME FOR SAMPLING OF ON-SITE SOIL AND LABORATORY COMPACTION CURVE TESTING TO BE PERFORMED PRIOR TO ON-SITE COMPACTION DENSITY TESTING.

GUARDRAIL & HANDRAIL NOTES - CBC 2019

1. U.O.N. HANDRAILS SHALL BE 'TYPE I' PER CBC2019 §1014.3

2. 'TYPE I' HANDRAIL - W/ CIRCULAR CROSS-SECTION SHALL HAVE AN OUTSIDE Ø MIN. 1-1/4" & MAX 2"; W/O CIRCULAR CROSS-SECTION SHALL HAVE A PERIM. OF MIN. 4" & MAX. 6-1/4", & A MIN. CROSS-SECTIONAL DIM. OF 1". EDGES SHALL HAVE A MIN. RADIUS OF 0.01"

3. 'TYPE II' HANDRAIL - HANDRAILS W/ A PERIM. > 6 1/4" SHALL PROVIDE A GRASPABLE FINGER RECESS AREA ON BOTH SIDES OF THE PROFILE. THE FINGER RECESS SHALL BEGIN WITHIN MAX. 3/4" MEASURED VERTICAL FROM THE TALLEST POINT OF THE PROFILE AND ACHIEVE A MIN. 5/16" DEPTH W/IN 7/8" BELOW THE WIDEST PORTION OF THE PROFILE. THIS REQD. DEPTH SHALL CONTINUE FOR MIN. 3/8" TO A LEVEL THAT IS MIN. 1-3/4" BELOW THE TALLEST PORTION OF THE PROFILE. THE WIDTH OF THE HANDRAIL ABOVE THE RECESS SHALL BE MIN. 1-1/4" & MAX. 2-3/4". EDGES SHALL HAVE A MIN.

4. U.O.N. GUARDRAILS SHALL HAVE NO OPENING THAT ALLOWS THE PASSAGE OF A 4" Ø SPHERE PER CBC2019 §1015.4.

		ſ	
ABBREVIATIONS:			<u>S</u>
<u>ር</u> ዊ	CENTER LINE PROPERTY LINE		
& @ Ø # §	AND AT DIAMETER NUMBER SUB-SECTION		
(E) (D) (N) (R)	EXISTING DEMOLISH NEW BEPI ACE		
ABV. ADJ.	ABOVE ADJACENT		
A.F.F. ALUM. ARCH. ASPH.	ABOVE FINISH FLOOR ALUMINUM ARCHITECTURE ASPHALT		
BD. BASE BD. BLDG.	BOARD BASE BOARD BUILDING		
BLK. BLKG. BOT. BM. B.U.	BLOCK BLOCKING BOTTOM BEAM BUILT-UP		
CLG. CNTL CONT. CTR. CLR.	CEILING CONTROL CONTINUOUS CENTER CLEAR		
C.L. DBL.	CENTER LINE DOUBLE		
D.F. DIM. DN. D.P. D.S. DWG.	DOUGLAS FIR DIMENSION DOWN DOUBLE POLE DOWN SPOUT DRAWING		
E EA	EAST EACH		
EL. OR ELEV. ELEC. EQ. EXP. EXT.	ELEVATION ELECTRICAL EQUAL EXPOSED EXTERIOR		
F.A.U. FDN. F.F. F.F.E.	FORCED-AIR-UNIT FOUNDATION FINISHED FLOOR		
F.P.E. FIN. F.O.C. F.O.S.	FINISHED FLOOR ELEVATION FINISH FACE OF CONCRETE		
F.O.P. F.P. FURN.	FACE OF STUD FACE OF PLYWOOD FIRE PLACE FURNACE		
GA. GALV. GND. GYP. BD.	GAUGE GALVANIZED GROUND GYPSUM BOARD		
H.C. HDR. HDWD. HGT. H.V.A.C.	HOLLOW CORE HEADER HARD WOOD HEIGHT		
H.V.A.C. I.D. INSUL. INT.	HEATING, VENTILATION, AIR CONDITIONING INSIDE DIMENSION INSULATION INTERIOR		
JST.	JOIST		
MAX. M.C. MECH.	MAXIMUM MEDICINE CABINET MECHANICAL		
MEMB. MFR. MIN. MTL.	MEMBRANE MANUFACTURER MINIMUM METAL		
N N.I.C. NO. O/	NORTH NOT IN CONTRACT NUMBER OVER		
O.C. OFCI OPNG. O.D.	ON CENTER OWNER FURNISHED, CONTRACTOR INSTALLED OPENING OUTSIDE DIMENSION		
P.C. PL. PLYWD.	PLUMBING CHASE PLATE PLYWOOD		
P.T. PT. PTD.	PRESSURE TREATED POINT PAINTED		
R RET. AIR RM. RD.WD. R.W.L.	RADIUS RETURN AIR ROOM REDWOOD RAIN WATER LEADER		
S S.S.D. SASM	SOUTH SEE STRUCTURAL DRAWINGS		
SQ. FT. SHT. SHTG.	SELF-ADHERED SHEET MEMBRANE SQUARE FOOT SHEET SHEATHING		
SIM. S.P. SQ.	SIMILAR SINGLE POLE SQUARE		
S.ST. ST. STD. SUP. AIR	STAINLESS STEEL STEEL STANDARD		
T&G T.B.D.	SUPPLY AIR TONGUE AND GROOVE TO BE DETERMINED		
THK. T.O.P. T.O.S.	THICK TOP OF PLATE TOP OF SLAB		
T.O.F.F. T.O.W. T.P. T.R.	TOP OF FINISHED FLOOR TOP OF WALL TOILET PAPER HOLDER TOWEL RACK		
TYP. U.O.N.	TYPICAL UNLESS OTHERWISE NOTED		
VAR. V.D.C. VERT. V.I.F.	VARIES VERIFY DURING CONSTRUCTION VERTICAL VERIFY IN FIELD		
W W/	WEST WITH		
W.C. WD. W.P. W.H.	WATER CLOSET WOOD WATER PROOF		
·····	WATER HEATER		

NEW WALL - NON-RATED:		
NEW WALL - 1-HOUR FIRE-RATED WALL:		
NEW WALL - 2-HOUR FIRE-RATED WALL:		
NEW WALL - LOW:		
EXISTING WALL:		
DEMO WALL:		
DIMENSIONS:		
C.L. OF WALL:		
FACE OF FINISH:		
C.L. OF STUD:	C.O.S.	
FACE OF STUD:	F.O.S.	
FACE OF CONCRETE:		
I AGE OF CONCRETE:		
LINE TYPES:		
OVERHEAD LINE:		
HIDDEN LINE:		
PROPERTY LINE:		
SETBACK LINE:		
CENTER LINE:		
BREAK LINE:		
ELEVATION LINE:		V LEVE I
		0
MARKERS:		
SECTION DETAIL:	A5.01	
	1	(
PLAN DETAIL:	A5.01	
ELEVATION:	1	
	A3.01	
SECTION:	A5.01	
INTERIOR ELEVATION:		
INTERIOR ELEVATION:	A4.01 A	
GRID LINE	1.1	
REVISION:	<u>`</u>	······
	<u>/1</u>	~~~~~
DOOR TAG:	(D-101)	
WINDOW TAG:	(W-101)	
	6"	





issues / revisions
7/23 Planning Permit Submission

GENERAL NOTES



VIEW FROM NORTH EAST CORNER - EXISTING

BUILDING EXPANSION -



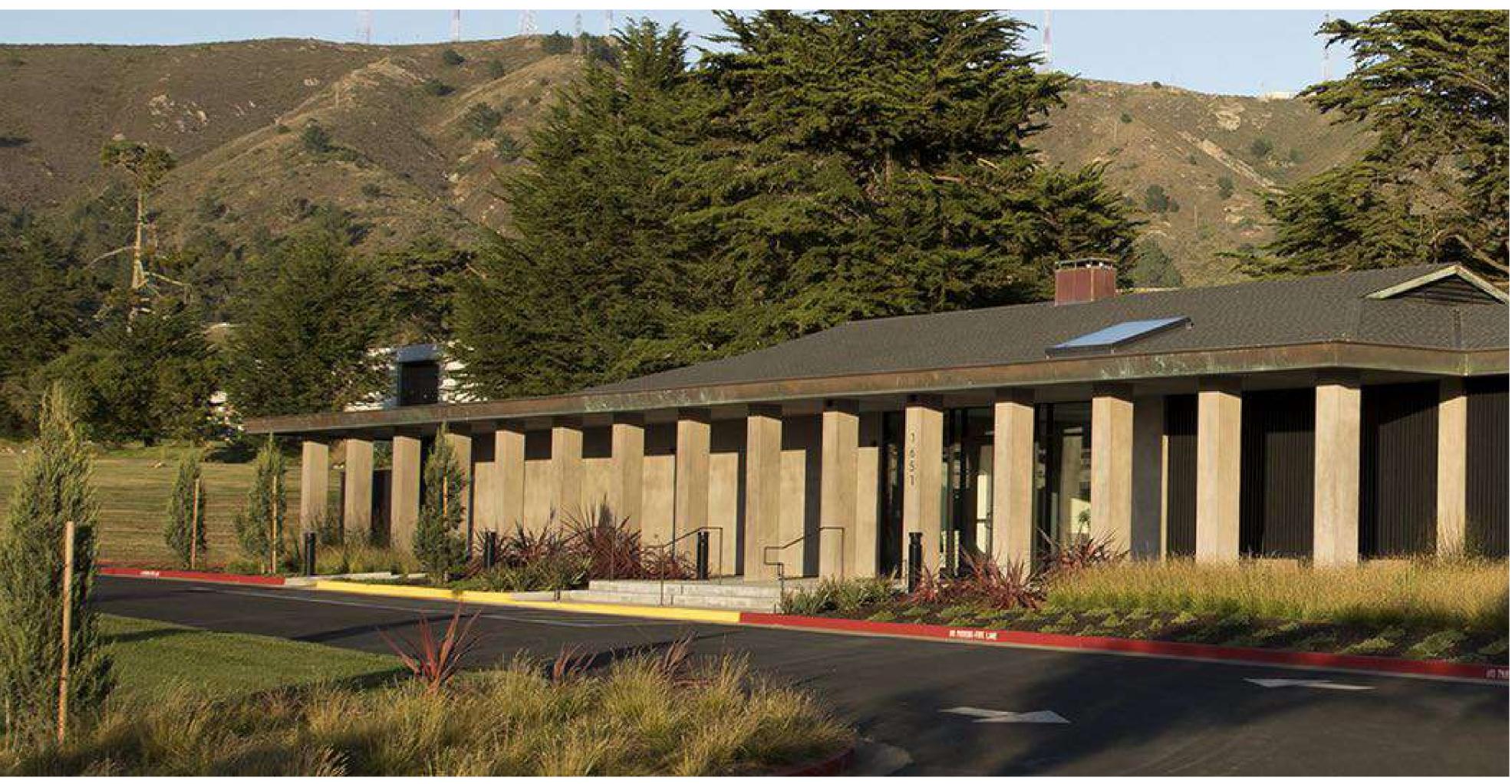
VIEW FROM NORTH EAST CORNER - PROPOSED



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PERSPECTIVES



VIEW FROM NORTH WEST CORNER - EXISTING

BUILDING EXPANSION —



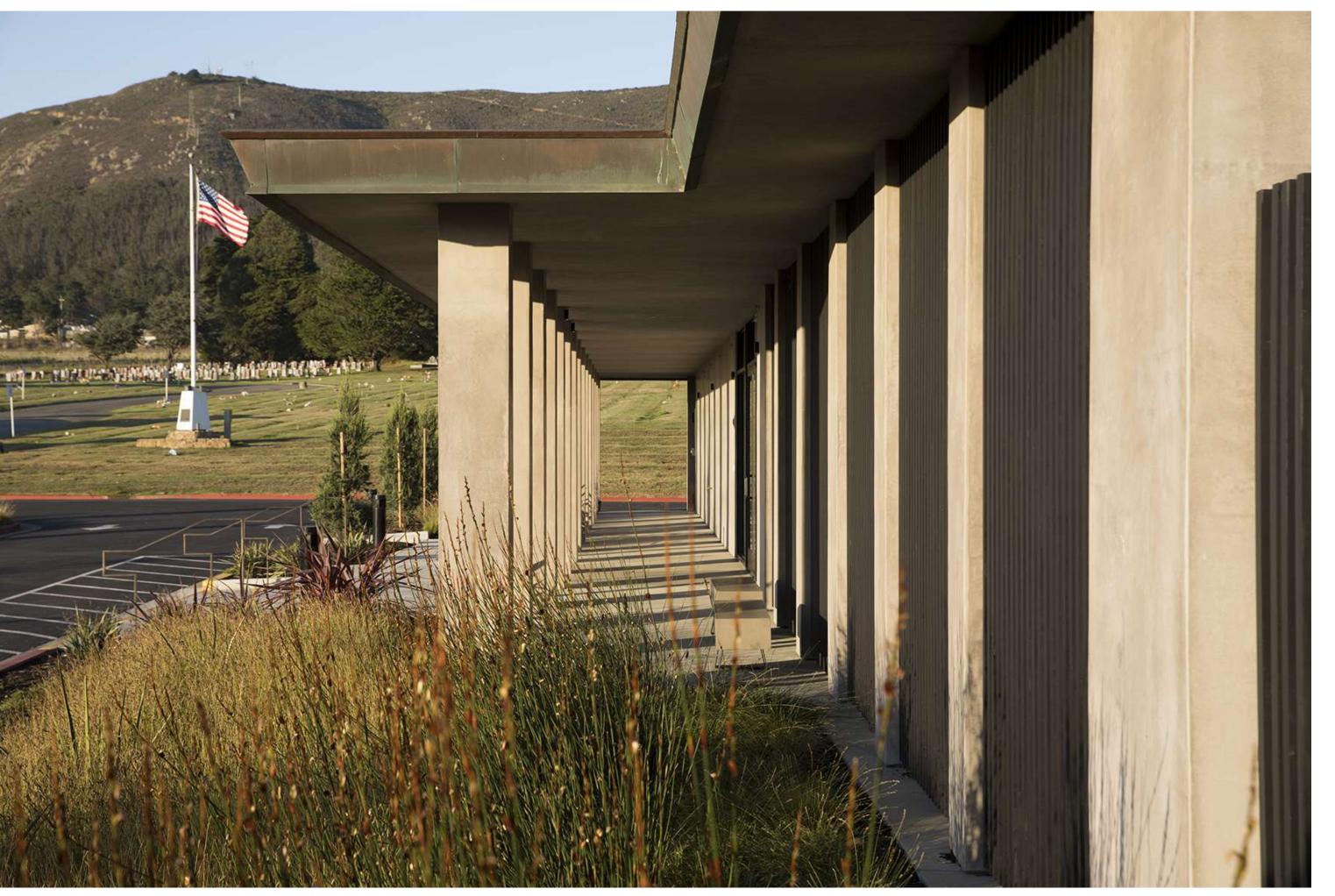
VIEW FROM NORTH WEST CORNER - PROPOSED



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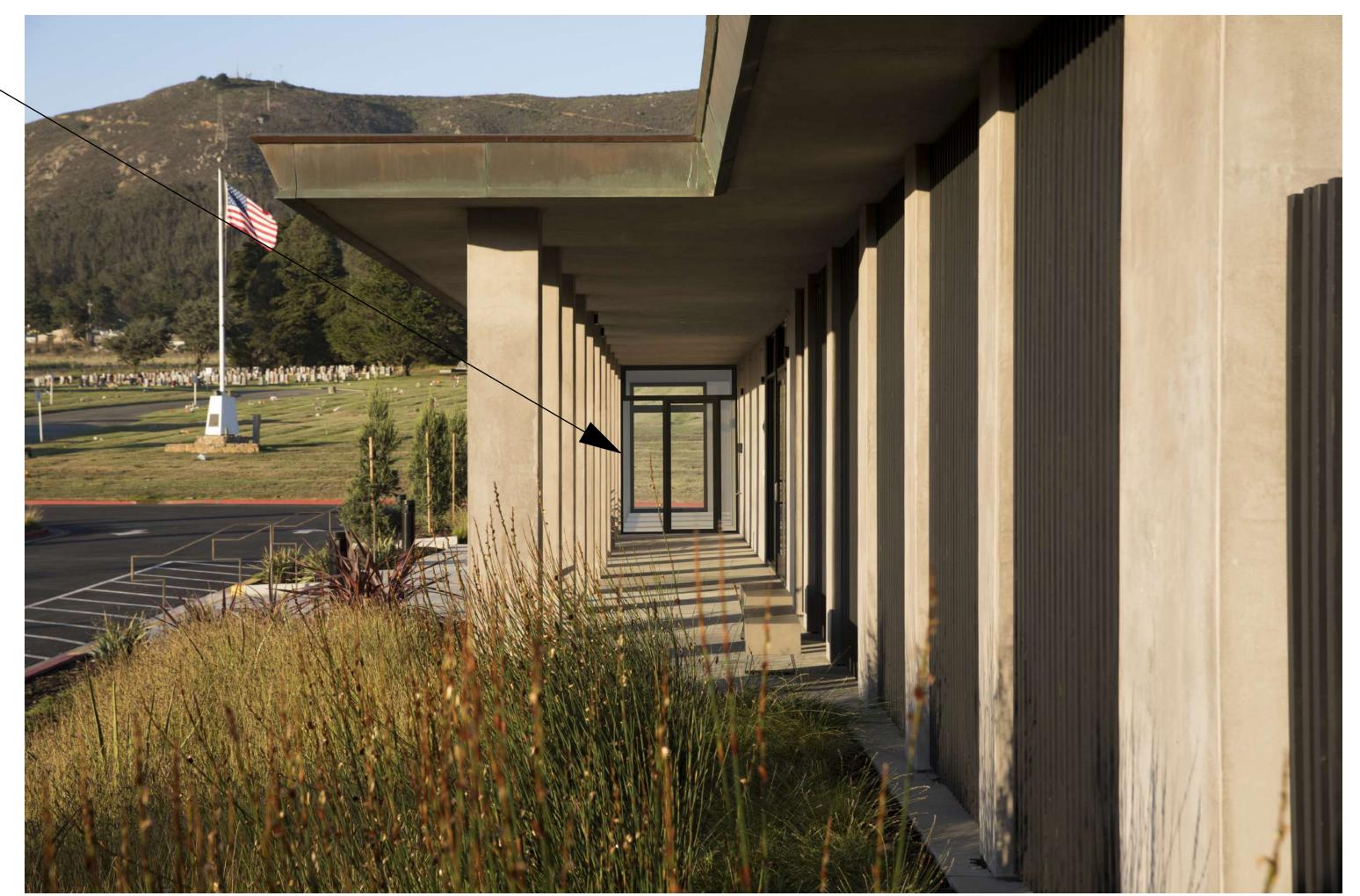
17/23 Planning Permit Submission

PERSPECTIVES



VIEW FROM SOUTH - EXISTING

BUILDING EXPANSION -



VIEW FROM SOUTH - PROPOSED



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PERSPECTIVES





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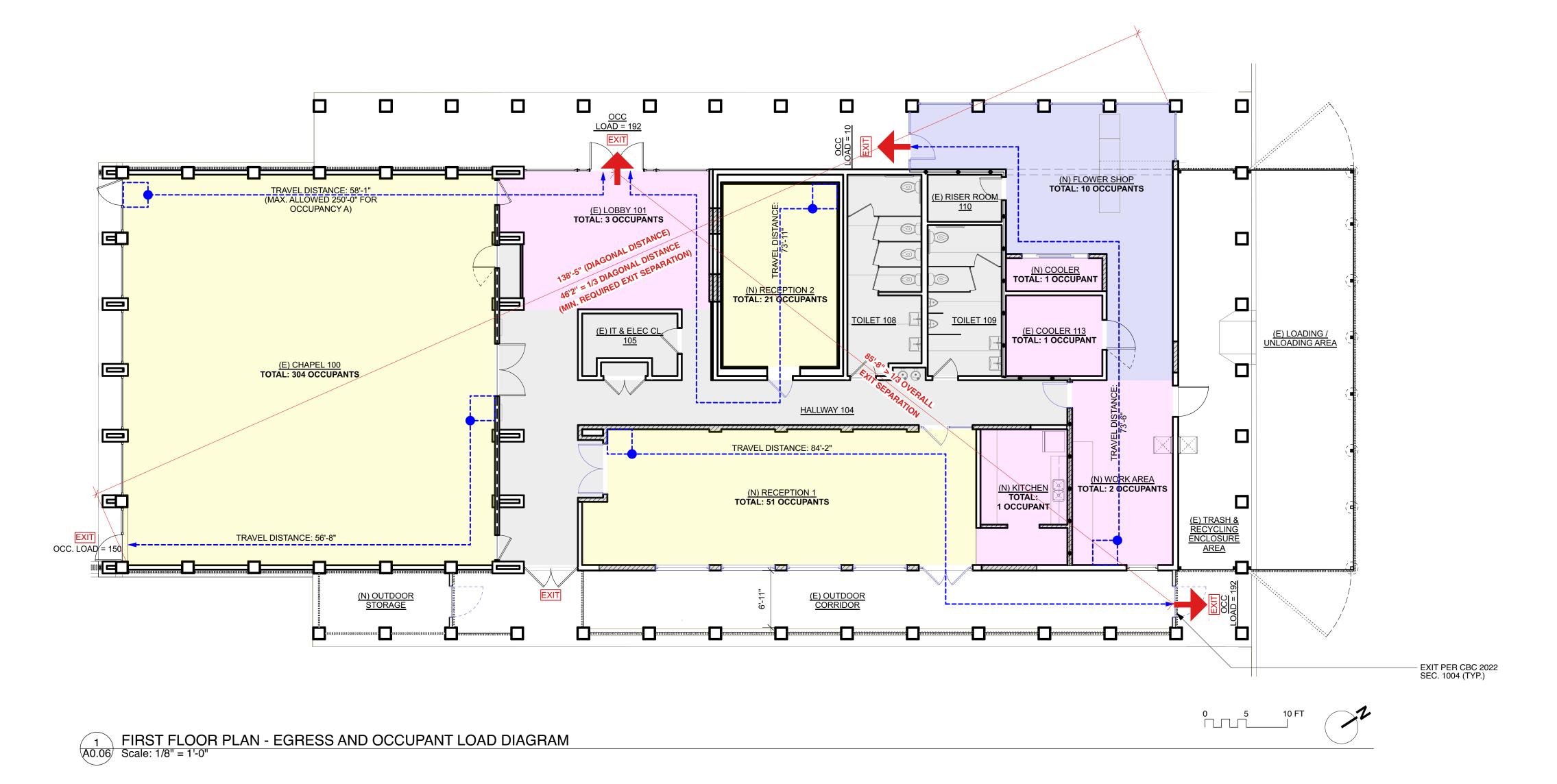
1651 Hillside Blvd.
Colma, CA 94104
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1798 Canvon Road

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SITE PHOTOS



OCCUPANT LOAD FOR EGRESS AND PLUMBING EGRESS SQUARE
FACTOR PER CBC 2022
422.1 TABLE 1004.5

PLUMBING SQUARE
FACTOR PER CPC 2022
422.1 TABLE 4-1

EGRESS
OCCUPANT LOAD SQUARE FOOTAGE OCCUPANCY TYPE ROOM **FUNTION USE** (E) CHAPPEL 100 ASSEMBLY 2,134 194 A-3 304 (N) RECEPTION 1 ASSEMBLY A-3 763 15 (N) RECEPTION 2 ASSEMBLY A-3 309 (E) LOBBY 101 BUSINESS B (ACCESSORY TO A3) 400 150 (E) COOLER 113 STORAGE S-2 300 115 (N) COOLER STORAGE S-2 47 300 (N) WORK AREA BUSINESS 275 150 (N) KITCHEN KITCHEN 174 200 (N) FLOWER SHOP MERCANTILE M 579 60 (E) IT & ELEC. CLOSET 105 STORAGE S-2 73 (E) RISER ROOM 110 STORAGE S-2 (E) HALLWAY 104 HALLWAY N/A 670 (E) TOILET 108 RESTROOM 214 (E) TOILET 109 RESTROOM N/A 165

*DESIGN OCCUPANT LOAD TO DETERMINE LIFE SAFETY AND MEANS OF EGRESS. NOT INTENDED FOR CAPACITY AND USE.

PLUMBING FIXTURE (CALCULATIONS - P	ER CPC 2	2022 TABL	E 422.1											
FIRST FLOOR	TOTAL OCCUPANCY	MEN	WOMEN	REQUIRED	WATER CLO	<u>SETS</u>		REQUIRED	<u>URINALS</u>	REQUIRED	LAVATORIES	<u>1</u>		REQUIRED FOUNTAINS	
				MALE	QTY.	FEMALE	QTY	MALE	QTY	MALE	QTY.	FEMALE	QTY	ALL	QTY
PLUMBING OCCUPANT LOAD	244	122	122	101 - 200	2	101 - 200	4	1 - 200	2	1 - 200	1	101 - 200	2	1 - 250	1
PROVIDED				2			4	2	2		2		2		2

TOTAL

EXIT ACCESS TRAVEL DISTANCE PER CBC 2022 TABLE 1017.2						
OCCUPANCY	W/O SPRINKLER SYSTEM	WITH SPRINKLER SYSTEM*				
A, M	200' - 0"	250' - 0"				
B 200' - 0" 300' - 0"						
*PROJECT TO BE FULL	Y SPRINKLERED					

REQUIRED SEPARATION OF OCCUPANCIES (HOURS) PER CBC 2022 TABLE 508.4							
OCCUPANCY	,	4	E	3	М		
<u>OCCUPANCY</u>	W/O SPRINKLER	WITH SPRINKLER	W/O SPRINKLER	WITH SPRINKLER	W/O SPRINKLER	WITH SPRINKLER	
Α	0	0	2	1	2	1	
В	-	-	0	0	0	0	
M	-	-	-	-	0	0	

ADDITIONAL CODE REFERENCES
$\frac{\textbf{506 BUILDING AREA}}{\textbf{PER TABLE 506.2 ALLOWABLE AREA FACTOR, MOST RESTRICTIVE OCCUPANCY UNDER S1: A-3 } \\ \textbf{ALLOWABLE AREA FACTOR TYPE VB } (A_{\text{T}}) = 24,000 \text{ SF}}$
TABLE 601 FIRE-RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS (HOURS) TYPE VB: 0 HR FIRE RATING REQ. FOR EXTERIOR
1001 MEANS OF EGRESS 1008.3.2 EMERGENCY POWER FOR ILLUMINATION BUILDINGS EXIT PASSAGEWAYS, EM. ELECTRICAL SYSTEM AUTOMATICALLY ILLUMINATES
1010.1.1 SIZE OF DOOR: MIN. CLEAR WIDTH OF 32"



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OCC. & EGRESS CALCS.

TITLE EXCEPTION NOTES

- EXCEPTIONS 4 AND 27 OF THE HEREON REFERENCED TITLE REPORT STATE: "RIGHTS OF THE PUBLIC AND ANY PUBLIC UTILITY COMPANY TO THE USE OF THOSE PORTIONS OF THE HEREIN DESCRIBED PROPERTY LYING WITHIN THE STREETS AS SHOWN ON THE MAP ENTITLED 'MAP OF THE ABBEY HOMESTEAD ASSOCIATION', FOR PUBLIC STREET PURPOSES, EXCEPTING LAUSANNE STREET, WHICH HAS PREVIOUSLY BEEN ABANDONED."
- EXCEPTIONS 5 AND 28 OF THE HEREON REFERENCED TITLE REPORT STATE: "RIGHTS OF THE OWNERS OF LOTS IN THE HEREIN DESCRIBED PROPERTY LYING WITHIN THE STREETS AS SHOWN ON THE MAP ENTITLED 'MAP OF THE ABBEY HOMESTEAD ASSOCIATION', FOR PRIVATE RIGHTS OF INGRESS AND EGRESS TO AND FROM THEIR
- THE EFFECTS OF THE FACT THAT A PORTION OF THE SUBJECT PROPERTY IS SHOWN UPON THE FOLLOWING CEMETERY MAPS, AND THE JUDICIAL CONSEQUENCES, IF ANY:
- A) "OLIVET MEMORIAL CEMETERY ASSOCIATION", FILED FOR RECORD ON APRIL 6, 1940 IN VOLUME 22 OF MAPS, AT PAGES 42 THROUGH 61.
- B) "OLIVET MEMORIAL CEMETERY ASSOCIATION", FILED FOR RECORD ON JULY 3, 1957 IN VOLUME 47 OF MAPS, AT PAGES 34 THROUGH 43. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- EXCEPTIONS 7, 30 AND 31 OF THE HEREON REFERENCED TITLE REPORT MAKE REFERENCE TO EASEMENTS, RIGHTS OR INTEREST ARISING FROM THE FOLLOWING:
- $\binom{31}{4}$ A) THE SALE OR TRANSFER OF LOTS, BLOCKS, PLOTS OR SECTIONS IN MOUNT OLIVET CEMETERY OR OF BURIAL RIGHTS THEREIN;
- B) THE SALE OR TRANSFER OF CRYPTS OR VAULTS IN ANY MAUSOLEUM AND OF NICHES IN ANY
- COLUMBARIUM ERECTED ON THE HEREIN DESCRIBED LAND; ANY INTERMENT IN SAID LAND; OR
- D) RESTRICTIONS IMPOSED BY LAW REGARDING THE SALE AND DISPOSITION OF SAID LAND ON A PLACE WITHIN ANY MAUSOLEUM OR COLUMBARIUM ERECTED THEREON, RESULTING FROM THE USE OR DEDICATION OF SAID LAND FOR CEMETERY PURPOSES.
- 8 X29 EXCEPTIONS 8 AND 29 OF THE HEREON REFERENCED TITLE REPORT STATE: "EASEMENTS OVER ANY OF THE STREETS, ROADS, ALLEYS, WALKS, PATHS, PARKS OR PARKWAYS SHOWN ON THE MAPS OF SAID MOUNT OLIVET
- 9 \(\frac{33}{33} \) THE EFFECTS OF THAT CERTAIN DECLARATION OF DEDICATION OF CEMETERY PROPERTY, RECORDED JULY 3, 1957 IN BOOK 3244, PAGE 83 OF OFFICIAL RECORDS. SAID DOCUMENT CONTAINS, AMONG OTHER THINGS, THE RESERVATION OF THE RIGHT TO CHANGE ANY PART OF THE SUBDIVISIONS AND TO FILE AN AMENDED MAP. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF THAT CERTAIN DECLARATION OF DEDICATION RECORDED JULY 16, 1957 IN BOOK 3248, PAGE 417 OF OFFICIAL RECORDS. SAID DOCUMENT WAS MODIFIED BY THAT CERTAIN DOCUMENT RECORDED JULY 1, 1993 AS INSTRUMENT NUMBER 93-108740 OF OFFICIAL RECORDS. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF THE MATTERS CONTAINED IN THAT CERTAIN DOCUMENT RECORDED NOVEMBER 9, 1966 IN 💚 BOOK 5236, PAGE 43 OF OFFICIAL RECORDS. SAID DOCUMENT VACATED A PORTION OF LUASANNE AVENUE (FORMERLY GENEVA STREET), RESERVING A PUBLIC UTILITY EASEMENT OVER SAID AREA. THE LOCATION OF SAID UTILITY EASEMENT LIES OUTSIDE THE SUBJECT PROPERTY AND THEREFORE HAS NOT BEEN PLOTTED
- REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF THE MATTERS CONTAINED IN THAT CERTAIN AGREEMENT RECORDED MAY 7, 1975 IN BOOK 6837, PAGE 15 OF OFFICIAL RECORDS. SAID DOCUMENT CONTAINS, AMONG OTHER THINGS, EASEMENTS FOR THE BENEFIT OF PACIFIC GAS AND ELECTRIC COMPANY. THE LOCATION OF SAID EASEMENTS LIE OUTSIDE THE SUBJECT PROPERTY AND THEREFORE HAVE NOT BEEN PLOTTED HEREON. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF AN EASEMENT FOR A WATER TANK, WATER LINES, POWER LINES AND INGRESS & EGRESS AS DESCRIBED IN THAT CERTAIN DOCUMENT RECORDED JULY 2, 1982 AS INSTRUMENT NUMBER 82-055888 OF OFFICIAL RECORDS. THE LOCATION OF SAID EASEMENT HAS BEEN PLOTTED HEREON. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF AN EASEMENT FOR THE BENEFIT OF THE PACIFIC GAS AND ELECTRIC COMPANY FOR POLE LINE PURPOSES AS DESCRIBED IN THAT CERTAIN DOCUMENT RECORDED APRIL 13, 1993 AS INSTRUMENT NUMBER 87-094253 OF OFFICIAL RECORDS. THE LOCATION OF SAID EASEMENT LIES OUTSIDE THE SUBJECT PROPERTY AND THEREFORE HAS NOT BEEN PLOTTED HEREON. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF THE MATTERS CONTAINED IN THAT CERTAIN DOCUMENT ENTITLED "SUBDIVISION AGREEMENT", RECORDED APRIL 13, 1993 AS INSTRUMENT NUMBER 93-057183 OF OFFICIAL RECORDS. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- MATTERS CONTAINED IN THAT CERTAIN AGREEMENT RECORDED SEPTEMBER 28, 1998 AS INSTRUMENT NUMBER $\langle 20 \rangle$ 98–156890 OF OFFICIAL RECORDS. SAID DOCUMENT CONTAINS, AMONG OTHER THINGS, EASEMENTS FOR SEWER, UTILITY AND MONITORING WELL PURPOSES. SAID AGREEMENT IS BY AND BETWEEN TWO PROPERTIES THAT LIE OUTSIDE THE SUBJECT PROPERTY AND THEREFORE DOES NOT AFFECT THE SUBJECT PROPERTY. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF THE MATTERS CONTAINED IN THAT CERTAIN DOCUMENT DOCUMENT ENTITLED "SUBDIVISION ACREEMENT" PEOCREPS 1444 4 1000 15 777 AGREEMENT", RECORDED MAY 1, 1999 AS INSTRUMENT 1999-110309 OF OFFICIAL RECORDS. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- THE EFFECTS OF THE MATTERS CONTAINED IN THAT CERTAIN DOCUMENT ENTITLED "ACCESS AND UTILITY EASEMENT AGREEMENT", RECORDED APRIL 18, 2000 AS INSTRUMENT NUMBER 2000-044332 OF OFFICIAL
- RECORDS. SAID DOCUMENT WAS MODIFIED BY THE FOLLOWING DOCUMENTS: 1 - RECORDED AUGUST 10, 2006 AS INSTRUMENT NUMBER 2006-120328 OF OFFICIAL RECORDS.
- 2 RECORDED SEPTEMBER 6, 2007 AS INSTRUMENT NUMBER 2006-133067 OF OFFICIAL RECORDS. 3 - RECORDED MARCH 10, 2009 AS INSTRUMENT NUMBER 2009-025946 OF OFFICIAL RECORDS. 4 - RECORDED SEPTEMBER 10. 2012 AS INSTRUMENT NUMBER 2012-129732 OF OFFICIAL RECORDS. SAID DOCUMENTS CONTAIN, AMONG OTHER THINGS, EASEMENTS FOR ACCESS AND UTILITY PURPOSES. SAID
- EASEMENTS ARE FOR THE BENEFIT OF THE SUBJECT PROPERTY. THE EXACT LOCATION OF SAID EASEMENTS IS NOT DESCRIBED IN THE SUBJECT DOCUMENTS AND THEREFORE HAVE NOT BEEN PLOTTED HEREON. REFERENCE IS MADE TO THE SUBJECT DOCUMENTS FOR PARTICULARS.
- THE EFFECTS OF THE MATTERS CONTAINED IN THAT CERTAIN DOCUMENT ENTITLED "ACCESS AND UTILITY EASEMENT AGREEMENT", RECORDED JANUARY 8, 2002 AS INSTRUMENT NUMBER 2002-003667 OF OFFICIAL RECORDS. SAID DOCUMENT WAS MODIFIED BY THE FOLLOWING DOCUMENTS:
- 1 RECORDED AUGUST 10, 2006 AS INSTRUMENT NUMBER 2006-120328 OF OFFICIAL RECORDS. 2 - RECORDED SEPTEMBER 6, 2007 AS INSTRUMENT NUMBER 2006-133067 OF OFFICIAL RECORDS. 3 - RECORDED MARCH 10, 2009 AS INSTRUMENT NUMBER 2009-025946 OF OFFICIAL RECORDS. SAID DOCUMENTS CONTAIN, AMONG OTHER THINGS, EASEMENTS FOR ACCESS AND UTILITY PURPOSES. THE

EXACT LOCATION OF SAID EASEMENTS IS NOT DESCRIBED IN THE SUBJECT DOCUMENTS AND THEREFORE HAVE

- NOT BEEN PLOTTED HEREON. REFERENCE IS MADE TO THE SUBJECT DOCUMENTS FOR PARTICULARS.
- EXCEPTION 35 OF THE HEREON REFERENCED TITLE REPORT MAKES REFERENCE TO A ROAD RIGHT OF WAY $^\prime$ OFFERED FOR DEDICATION ON THAT CERTAIN PARCEL MAP RECORDED AUGUST 27, 1981 IN BOOK 51 OF PARCEL MAPS AT PAGES 63, 64 AND 65 FOR THE BENEFIT OF PARCEL ONE AS SHOWN ON SAID PARCEL MAP. SAID PARCEL ONE AND SAID ROAD RIGHT OF WAY DEDICATION LIE OUTSIDE THE SUBJECT PROPERTY AND THEREFORE HAVE NOT BEEN PLOTTED HEREON. REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.
- AN 100' WIDE ACCESS EASEMENT, RECORDED JULY 2, 1982 AS INSTRUMENT NUMBER 82-055887 OF OFFICIAL RECORDS. SAID CRANT OF EASEMENT IS ASSURED. RECORDS. SAID GRANT OF EASEMENT IS APPURTENANT TO THE SUBJECT PROPERTY (TRACT THREE) FOR INGRESS AND EGRESS OVER THE SOUTHERLY 100 FEET OF PARCEL 1 AS SAID PARCEL IS SHOWN ON THAT CERTAIN PARCEL MAP FILED FOR RECORD ON APRIL 6, 1982 IN BOOK 52 OF PARCEL MAPS AT PAGE 55 OF OFFICIAL RECORDS. THE LOCATION OF SAID EASEMENT IS NOT LOCATED ON THE SUBJECT PROPERTY (TRACT THREE); HOWEVER HAS BEEN PLOTTED FOR VISUAL PURPOSES. (SEE GENERAL NOTE 7) REFERENCE IS MADE TO THE SUBJECT DOCUMENT FOR PARTICULARS.

GENERAL NOTES

- 1. ALL DISTANCES SHOWN HEREON ARE IN FEET AND DECIMALS THEREOF.
- 2. APN: 011-331-240, 011-331-190 AND A PORTION OF 011-360-490
- 3. THIS SURVEY WAS PREPARED FROM INFORMATION FURNISHED IN A PRELIMINARY TITLE REPORT, PREPARED BY COMMONWEALTH LAND TITLE INSURANCE COMPANY DATED AS OF APRIL 29, 2016, ORDER NUMBER 92210019-922-JMB-JMO UPDATED, FURNISHED TO KIER & WRIGHT CIVIL ENGINEERS & SURVEYORS, INC BY STONEMOR ON JUNE 27, 2016, NO LIABILITY IS ASSUMED FOR MATTERS OF RECORD NOT STATED IN SAID REPORT THAT MAY AFFECT THE TITLE LINES, OR EXCEPTIONS, OR EASEMENTS OF
- THE BEARING OF NORTH 55' 35' 19" WEST, TAKEN ON THE MONUMENT LINE OF HILLSIDE BOULEVARD AS SHOWN ON THAT CERTAIN PARCEL MAP FILED FOR RECORD ON JUNE 11, 1997, IN BOOK 69 OF PARCEL MAPS AT PAGES 86 & 87, OFFICIAL RECORDS OF SAN MATEO COUNTY WAS TAKEN AS THE BASIS FOR
- 5. THE IMAGE SHOWN IN THE BACKGROUND WAS OBTAINED FROM THE USGS WEBSITE (<u>HTTP://VIEWER.NATIONALMAP.GOV/VIEWER/</u>), HAVING A DATE OF APRIL, 2011 AND A PIXEL RESOLUTION OF 1-FOOT AND IS SHOWN FOR REFERENCE PURPOSES ONLY. THE USGS IMAGE MAY NOT REFLECT
- 6. THE HEREON REFERENCED TITLE REPORT MAKES NO REFERENCE TO AN INGRESS AND EGRESS EASEMENT FOR THE DRIVEWAY LOCATED AT THE NORTHWEST CORNER OF TRACT THREE PER THE LEGAL
- 7. THE HEREON REFERENCED TITLE REPORT LISTS THE APPURTENANT ACCESS EASEMENT AS EXCEPTION #35; HOWEVER THE ACCESS EASEMENT DOES NOT EFFECT THE SUBJECT PROPERTY AND THEREFORE SHOULD BE CONSIDERED AN APPURTENANT EASEMENT.

2016 ALTA/NSPS TABLE A OPTIONAL SURVEY ITEMS

- THE SUBJECT PROPERTY ADDRESS IS KNOWN AS: 1687 HILLSIDE BOULEVARD, COLMA, CA.
- THE SUBJECT PROPERTY IS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) FOR SAN MATEO COUNTY, CALIFORNIA, MAP NUMBER 06081C0037E FOR COMMUNITY NUMBER 060316 (TOWN OF COLMA), WITH AN EFFECTIVE DATE OF OCTOBER 16, 2012, AS BEING LOCATED IN FLOOD ZONE "X (UNSHADED)". ACCORDING TO FEMA THE DEFINITION OF ZONE "X (UNSHADED)" IS: AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.
- INFORMATION WAS OBTAINED FROM THE TOWN OF COLMA, ENGINEERING DEPARTMENT ON JUNE 2, 2016.
- GROSS LAND AREA: SHOWN HEREON.
- 6(A) ZONING NOTE: THIS SURVEY MAKES NO EVALUATION AS TO COMPLIANCE WITH ZONING CODES AND/OR ORDINANCES OTHER THAN CURRENT MUNICIPAL BUILDING SETBACK LINE LOCATIONS.
 - THE SUBJECT PROPERTY IS CURRENTLY ZONED: G (CEMETERY/MEMORIAL PARK)
- SETBACKS SHALL BE DETERMINED BY A CONDITIONAL USE PERMIT AND WILL BE BASED ON THE DESIGN
- MAXIMUM BUILDING HEIGHT: 36 FEET. OTHER THAN BUILDINGS USED FOR CEMETERY PURPOSES MAXIMUM AREA COVERAGE (BULK RESTRICTION): SHALL BE BASED ON A DESIGN REVIEW. FLOOR AREA RATIO: SHALL BE BASED ON A DESIGN REVIEW.
- INFORMATION WAS OBTAINED FROM THE TOWN OF COLMA, PLANNING DEPARTMENT ON JUNE 2, 2016.
- 6(B) NO ZONING REPORT WAS PROVIDED TO THE SURVEYOR. 7(A) EXTERIOR DIMENSIONS OF ALL BUILDINGS AT GROUND LEVEL. SHOWN HEREON.
- 7/B)(1) THE AREA OF THE FIELD MEASURED OUTER GROUND FLOOR FOOTPRINT OF THE BUILDING LOCATED ON
- THE SUBJECT PROPERTY AS DELINEATED AND DIMENSIONED HEREON IS 5,463± SQUARE FEET. 7(C) MEASURED HEIGHT OF ALL BUILDINGS ABOVE GRADE AND POINT OF MEASUREMENT. SHOWN HEREON.
- SUBSTANTIAL FEATURES OBSERVED IN THE PROCESS OF CONDUCTING THE SURVEY SUCH AS PARKING LOTS, BILLBOARDS, SIGNS, SWIMMING POOLS, LANDSCAPED AREAS, ETC. SHOWN HEREON.
- PARKING SUMMARY STANDARD PARKING STALLS: 18 HANDICAP PARKING STALLS:
- NAMES OF ADJOINING OWNERS OF PLATTED LANDS ACCORDING TO CURRENT PUBLIC RECORDS. SHOWN
- 14 DISTANCE TO THE NEAREST INTERSECTING STREET AS SPECIFIED BY THE CLIENT. SHOWN HEREON.
- AS OF THE DATE OF THIS SURVEY, THERE IS NO OBSERVED EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS.
- 17 AS OF THE DATE OF THIS SURVEY, THERE ARE NOT PROPOSED CHANGES IN STREET RIGHT OF WAY LINES, AS AVAILABLE FROM THE CONTROLLING JURISDICTION. THERE IS NO OBSERVED EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
- GRAPHICALLY DEPICT OFFSITE EASEMENTS. THERE ARE NO OFFSITE EASEMENTS WITHIN THE HEREON REFERENCED TITLE REPORT.

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE TOWN OF COLMA, COUNTY OF SAN MATEO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

INTENTIONALLY DELETED

TRACT ONE:

TRACT TWO:

BEING A PORTION OF PARCEL 2 AS DESCRIBED IN THE GRANT DEED RECORDED SEPTEMBER 10, 2012 AS DOCUMENT NUMBER 2012-129729, TOGETHER WITH ALL OF PARCEL 5 AS DESCRIBED IN THE QUITCLAIM DEED RECORDED MARCH 18, 2009, AS DOCUMENT NUMBER 2009-030092, ALSO TOGETHER WITH ALL OF THE PARCEL OF LAND DESCRIBED IN THE GRANT DEED RECORDED SEPTEMBER 30, 2010 AS DOCUMENT NUMBER 2010-113710, ALSO TOGETHER WITH A PORTION OF PARCEL NO. 1 AS DESCRIBED IN THAT DEED FILED FOR RECORD ON AUGUST 31, 1934 IN BOOK 633 OF DEEDS, AT PAGE 271, ALL OFFICIAL RECORDS OF SAN MATEO COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST EASTERLY CORNER OF PARCEL H, SAID CORNER ALSO BEING THE SOUTHEASTERLY TERMINUS OF THE COURSE SOUTH 21° 52'37"EAST, 213.40 FEET, AS SAID PARCEL IS DESCRIBED IN SAID GRANT DEED (2012-129729);

THENCE ALONG THE NORTHERLY LINE OF SAID PARCEL H THE FOLLOWING TWO (2) COURSES: 1) THENCE NORTH 21° 52'37" WEST, 213.40 FEET; 2) THENCE NORTH 45° 07'47" WEST, 378.20 FEET TO A POINT ON THE BOUNDARY OF SAID

THENCE ALONG THE BOUNDARY OF SAID PARCEL 2 THE FOLLOWING FOUR (4) COURSES: 1) THENCE NORTH 50° 23'18" WEST, 220.54 FEET; 2) THENCE NORTH 29° 45'46"EAST, 218.42 FEET;

3) THENCE NORTH 55° 29'30" WEST, 792.67 FEET; 4) THENCE SOUTH 34° 24'41" WEST, 616.58 FEET TO THE SOUTHEAST CORNER OF PARCEL 7, AS SAID PARCEL 7 IS DESCRIBED IN SAID QUITCLAIM DEED (2009-030092);

THENCE ALONG THE SOUTHWESTERLY LINE OF SAID PARCEL 7, NORTH 84' 00'30" WEST, 104.95 FEET TO THE WESTERLY LINE OF SAID PARCEL 7;

THENCE ALONG SAID WESTERLY LINE THE FOLLOWING EIGHT (8) COURSES:

1) THENCE NORTH 07° 08'00"EAST, 49.01 FEET; THENCE NORTH 0° 29'12" WEST, 106.54 FEET;

3) THENCE NORTH 10° 35'06" WEST, 164.15 FEET; 4) THENCE NORTH 17° 21'31" WEST, 164.22 FEET

5) THENCE NORTH 2° 24'11" WEST, 160.59 FEET; 6) THENCE NORTH 37° 28'57"EAST, 135.90 FEET;

7) THENCE NORTH 48° 30'33" WEST, 18.76 FEET; 8) THENCE NORTH 37° 38'06"EAST, 329.67 FEET TO THE NORTHEASTERLY LINE OF SAID PARCEL 7; BOUNDARY OF SAID PARCEL 2;

THENCE ALONG THE BOUNDARY OF SAID PARCEL 2 THE FOLLOWING TWENTY-NINE (29)

THENCE SOUTH 55° 45'34"EAST, 1152.08 FEET;

2) THENCE SOUTH 66° 35'41"EAST, 342.89 FEET; 3) THENCE NORTH 86° 38'41"EAST, 228.23 FEET;

4) THENCE NORTH 59° 40'24"EAST, 354.81 FEET; 5) THENCE NORTH 25° 52'37"EAST, 59.29 FEET;

6) THENCE SOUTH 63° 56'49"EAST, 509.36 FEET; 7) THENCE SOUTH 42° 26'10" EAST, 96.88 FEET; 8) THENCE SOUTH 67° 04'30"EAST, 486.70 FEET;

9) THENCE SOUTH 42° 07'55"EAST, 366.39 FEET; 10) THENCE SOUTH 64° 18'06" WEST, 346.51 FEET;

11) THENCE SOUTH 16° 06'46" WEST, 1015.69 FEET

12) THENCE SOUTH 14° 25'21" WEST, 372.97 FEET; 13) THENCE SOUTH 16° 13'10" WEST, 394.93 FEET; 14) THENCE SOUTH 20° 17'25"EAST, 104.16 FEET;

15) THENCE NORTH 55° 35'19" WEST, 125.50 FEET; 16) THENCE SOUTH 34° 24'41" WEST, 100.00 FEET; 17) THENCE SOUTH 55° 35'19" EAST, 53.00 FEET;

18) THENCE SOUTH 34° 24'41" WEST, 60.00 FEET; 19) THENCE NORTH 55° 35'19" WEST, 66.48 FEET; 20) THENCE SOUTH 34° 51'00" WEST, 460.01 FEET;

22) THENCE NORTH 34° 24'41"EAST, 5.01 FEET; 23) THENCE NORTH 55° 35'19" WEST, 60.00 FEET; 24) THENCE NORTH 34° 24'41"EAST, 55.74 FEET;

21) THENCE NORTH 55° 35'19" WEST, 45.00 FEET;

25) THENCE NORTH 57° 10'56"EAST, 38.32 FEET; 26) THENCE NORTH 34° 24'41"EAST, 361.89 FEET; 27) THENCE NORTH 61° 53′55″EAST, 148.83 FEET;

28) THENCE NORTH 5° 08'25"EAST, 174.72 FEET; 29) THENCE NORTH 14° 25'21"EAST, 645.32 FEET;

THENCE ALONG THE LINE COMMON TO ADJUSTED PARCELS 1 AND 2 THE FOLLOWING NINE (9) COURSES:

1) THENCE NORTH 14° 25'44"EAST, 162.66 FEET; THENCE NORTH 37° 12'01" WEST, 254.70 FEET;

3) THENCE NORTH 77° 54'19" WEST, 168.44 FEET; 4) THENCE NORTH 69° 42'17" WEST, 224.21 FEET; 5) THENCE SOUTH 85° 07'42" WEST, 97.80 FEET;

6) THENCE NORTH 77° 40'41" WEST, 90.28 FEET; 7) THENCE NORTH 33° 16'36" WEST, 306.77 FEET;

8) THENCE SOUTH 88° 27'49" WEST, 218.18 FEET; 9) THENCE SOUTH 68° 07'23" WEST, 50.00 FEET TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM ALL THAT PORTION LYING SOUTHEASTERLY OF THE SOUTHEASTERLY BOUNDARY LINE OF MINERVA STREET, AS SHOWN ON THAT CERTAIN MAP ENTITLED, 'MAP OF LANDS OF ABBEY HOMESTEAD ASSOCIATION". FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN MATEO COUNTY, STATE OF CALIFORNIA, ON JANUARY 2, 1872, IN BOOK 11 OF MAPS, AT PAGE 14.

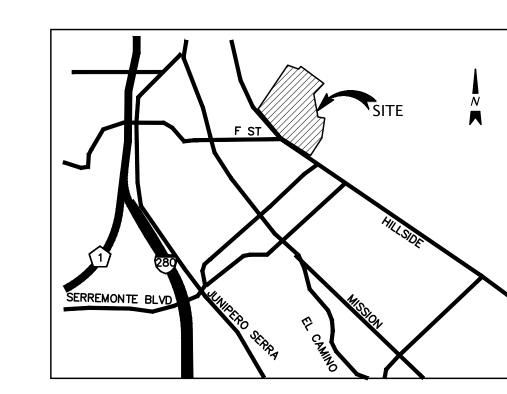
NOTE: THE LEGAL DESCRIPTION SHOWN AS TRACT TWO HEREIN HAS NOT BEEN CREATED IN THE PUBLIC RECORD AND IS FOR INFORMATIONAL PURPOSES ONLY.

TRACT THREE:

BEGINNING AT A 1/2 INCH PIPE LOCATED AT THE INTERSECTION OF THE NORTHWESTERLY LINE OF HILLSDALE BLVD, (FORMERLY SAN BRUNO AVENUE) AS SHOWN ON THAT CERTAIN MAP ENTITLED "MAP OF THE LAND OF THE ABBEY HOMESTEAD ASSOCIATION", FILED IN THE OFFICE OF THE COUNTY RECORDER, COUNTY OF SAN MATEO, STATE OF CALIFORNIA ON JANUARY 2, 1872 IN BOOK 1 OF MAPS AT PAGE 14 AND IN BOOK 15 OF DEEDS AT PAGES 2AND 3; WITH THE NORTHWESTERLY BOUNDARY OF LANDS DESCRIBED AND OUTLINED IN RED ON THE MAP ATTACHED AS "EXHIBIT A" IN LEASE BY AND BETWEEN CYPRESS ABBEY COMPANY, A CALIFORNIA CORPORATION, AND CYPRESS HILLS LAND CO., A CALIFORNIA CORPORATION, DATED JANUARY 15, 1974 AND RECORDED FEBRUARY 4, 1974, IN VOLUME 6546 OF OFFICIAL RECORDS AT PAGE 201 (FILE NO. I 12649-AH), RECORDS OF SAN MATEO COUNTY, CALIFORNIA. SAID POINT OF BEGINNING ALSO BEING THE MOST SOUTHERLY CORNER OF PARCEL 2 AS SHOWN ON THAT CERTAIN MAP ENTITLED "PARCEL MAP OLIVET MEMORIAL PARK, TOWN OF COLMA, SAN MATEO COUNTY, CALIFORNIA", FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN MATEO COUNTY, STATE OF CALIFORNIA ON APRIL 6, 1982 IN VOLUME 52 OF PARCEL MAPS AT PAGE 55; THENCE FROM SAID POINT OF BEGINNING NORTHWESTERLY ALONG SAID NORTHEASTERLY LINE OF HILLSIDE BLVD. NORTH 55' 40'26" WEST 267.09 FEET TO A POINT, FROM WHICH A 1/2 INCH PIPE BEARS NORTH 33° 52' 05" (EAST) 0.84 FEET; THENCE LEAVING SAID NORTHEASTERLY LINE OF HILLSIDE BLVD. NORTH 33° 52'05" EAST 262.67 FEET TO A LEAD PLUG SET IN THE CONCRETE GUTTER; THENCE SOUTH 56° 09' 15" EAST 208.52 FEET TO A 1/2 INCH PIPE LOCATED ON THE ABOVE MENTIONED NORTHWESTERLY BOUNDARY OF THE LANDS DESCRIBED

IN LEASE (12649—AH); THENCE ALONG SAID NORTHWESTERLY BOUNDARY SOUTH 8° 50' 15" EAST 15.38 FEET TO A 1/2 INCH PIPE; THENCE SOUTH 29° 25' 45" WEST 133.22 FEET TO A 1/2 INCH PIPE: THENCE SOUTH 13° 18'45" WEST 90.62 FEET TO A 1/2 INCH PIPE: THENCE SOUTH 24° 23'02" WEST 36.41 FEET TO A 1/2 INCH PIPE AND THE POINT OF BEGINNING.

SAID ABOVE DESCRIBED LANDS BEING SHOWN AS PARCEL 2 AS SHOWN ON THAT CERTAIN MAP ENTITLED "PARCEL MAP OLIVET MEMORIAL PARK, TOWN OF COLMA, SAN MATEO COUNTY, CALIFORNIA", FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN MATEO COUNTY, STATE OF CALIFORNIA ON APRIL 6, 1982 IN BOOK 52 OF PARCEL MAPS AT PAGE



VICINITY MAP

NOT TO SCALE



BOUNDARY DETAIL

NOT TO SCALE

SURVEYOR'S CERTIFICATE

TO: STONEMOR CALIFORNIA SUBSIDIARY, INC., A CALIFORNIA CORPORATION;

AND: STONEMOR CALIFORNIA, INC., A CALIFORNIA CORPORATION;

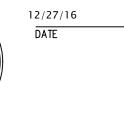
AND: STONEMOR PARTNERS, LP, A DELAWARE LIMITED PARTNERSHIP;

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 2, 3, 4, 6(A)(B), 7(A), 7(B)(1), 7(C), 8, 9, 13, 14, 16, 17, 20 AND 21 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON

KIER & WRIGHT CIVIL ENGINEERS & SURVEYORS, INC.

AND: COMMONWEALTH LAND TITLE INSURANCE COMPANY.





ORDER DATE JUNE, 201 SCALE 1" = 00SURVEYOR DRAFTER JOB NO. A13604-6 SHEET SHEETS

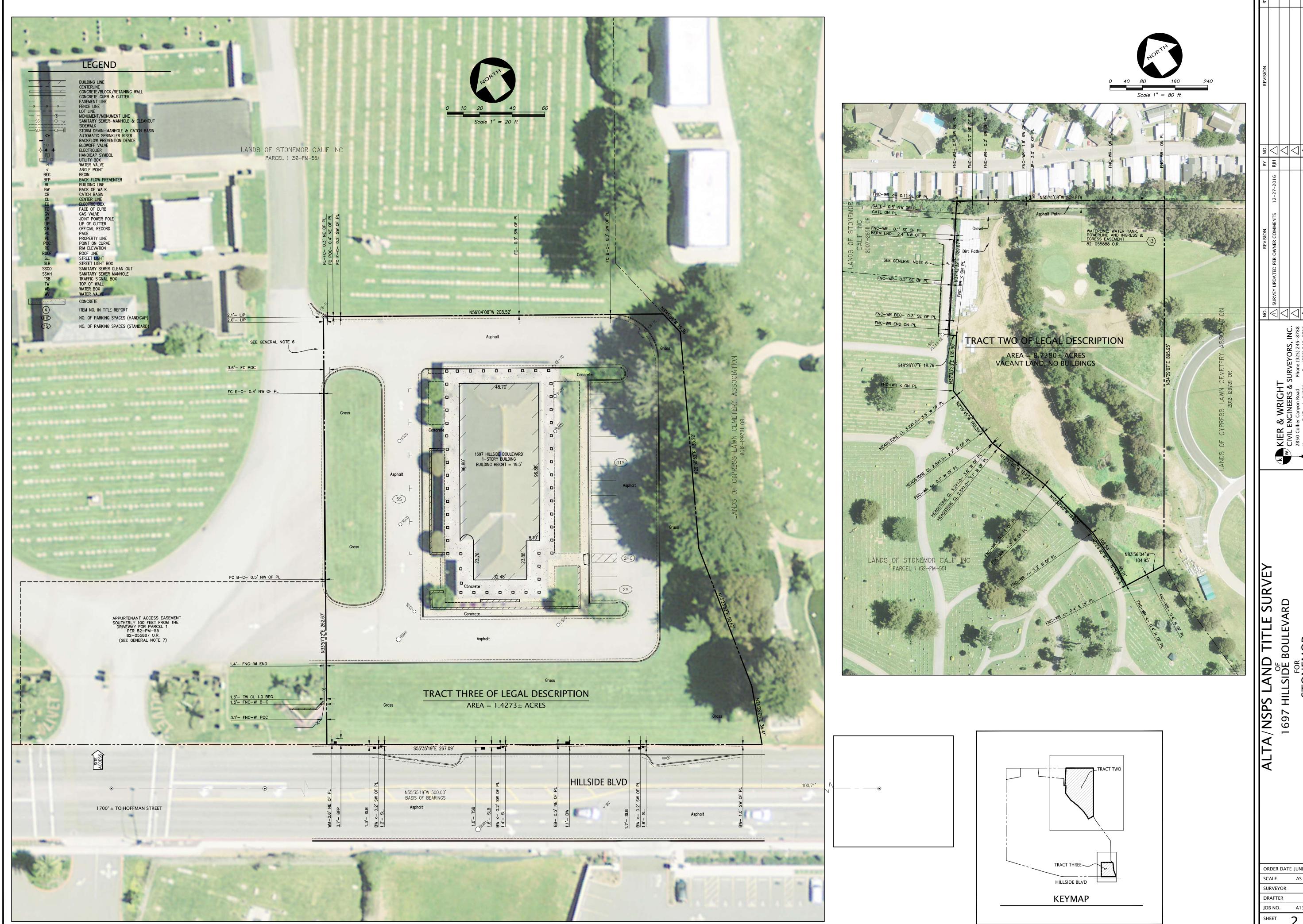
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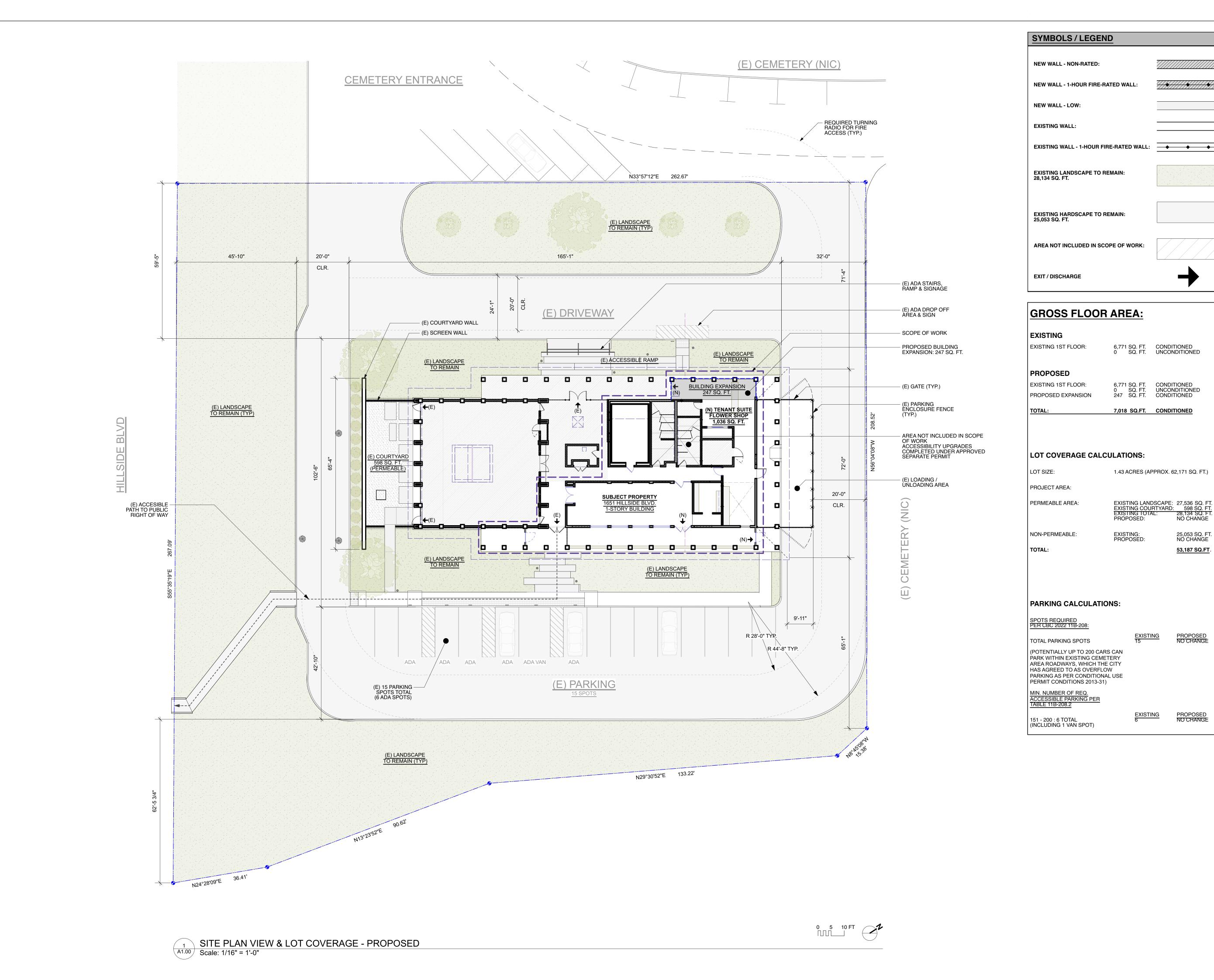
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ORDER DATE JUNE, 2016 AS NOTED A13604-6



JOHN LUM ARCHITECTURE 3246 SEVENTEENTH STREET SAN TEL 415.558.9550 FAX 415.558.0554

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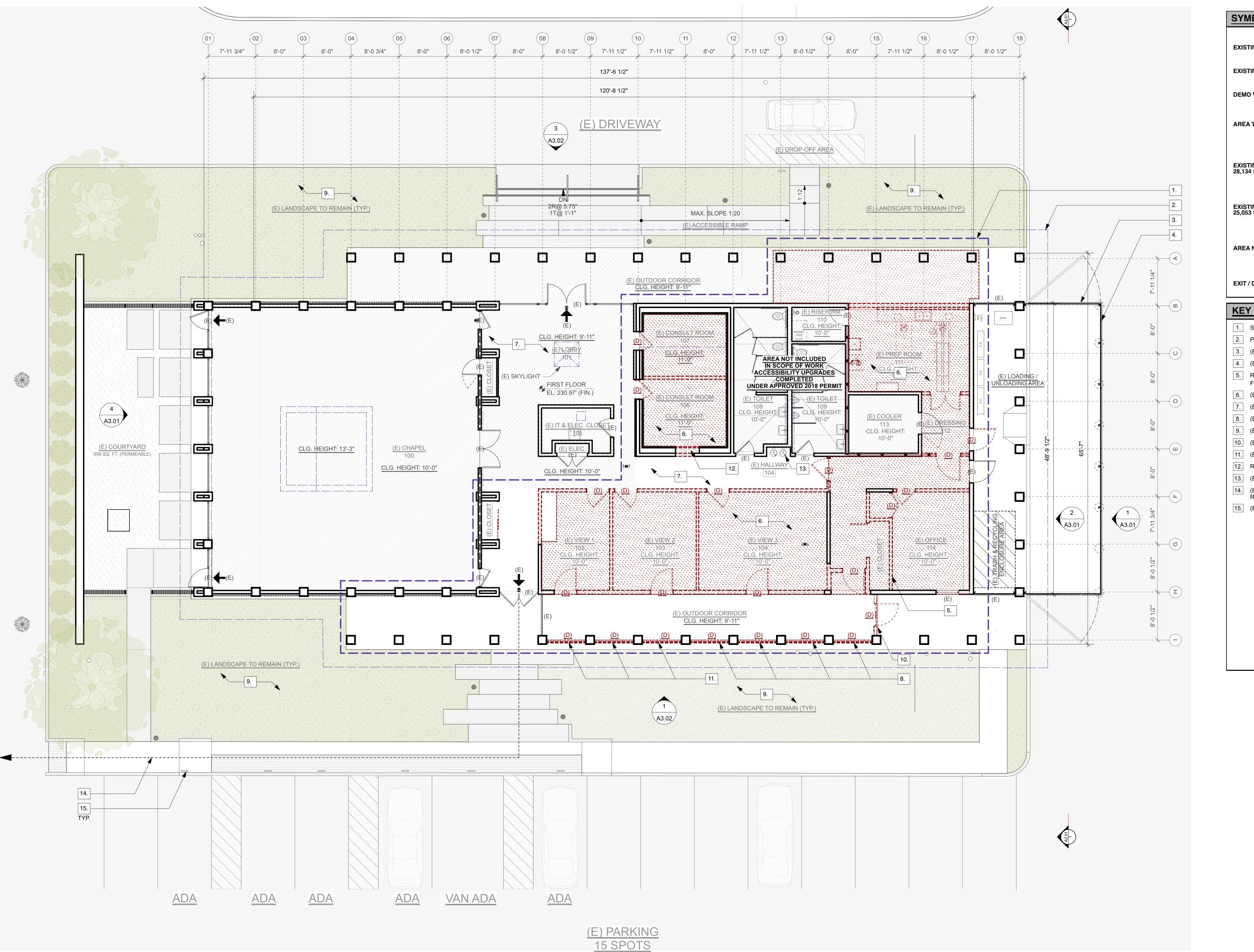
25,053 SQ. FT. NO CHANGE

53,187 SQ.FT.

PROPOSED NO CHANGE

issues / revisions 04/17/23 Planning Permit Submission

SITE PLAN & LOT COVERAGE



EXISTING WALL:

EXISTING WALL - 1-HOUR FIRE-RATED WALL:

DEMO WALL:

AREA TO BE DEMOLISH:

EXISTING LANDSCAPE TO REMAIN:
28,134 SQ. FT.

EXISTING HARDSCAPE TO REMAIN:
25,053 SQ. FT.

KEY NOTES

- 1. SCOPE OF WORK
- 2. PROJECTION OF (E) ROOF ABOVE
- 3. (E) GATE
- 4. (E) WOOD PARKING ENCLOSURE
- 5. REMOVE (E) WALLS, STRUCTURE, DOORS, WINDOWS, EQUIPMENT, FIXTURES & FINISHES IN AREA SHOWN
- 6. (E) FLOORING TO BE REMOVED
- 7. (E) FLOORING TO REMAIN
- 8. (E) FULL HEIGHT PRIVACY SCREEN TO BE RELOCATED
- 9. (E) LANDSCAPE TO REMAIN (TYP.)
- 10. (E) GATE TO BE RELOCATED
- 11. (E) PRIVACY SCREEN TO BE MODIFIED
- 12. REMOVE (E) CONCRETE BELOW AS NEEDED
- 13. (E) WATER DRINKING FOUNTAIN TO REMAIN
- 14. (E) ACCESIBLE PATH OF TRAVEL TO ADA PARKING AND PUBLIC RIGHT OF WAY (SIDEWALK)
- (E) ADA DADKING SIGNAGE (
- 15. (E) ADA PARKING SIGNAGE (TYP.)

date issues / revisions
04/17/23 Planning Permit Submission

JOHN LUM ARCHITECTURE 3246 SEVENTEENTH STREET SAN TEL 415.558.9550 FAX 415.558.0554

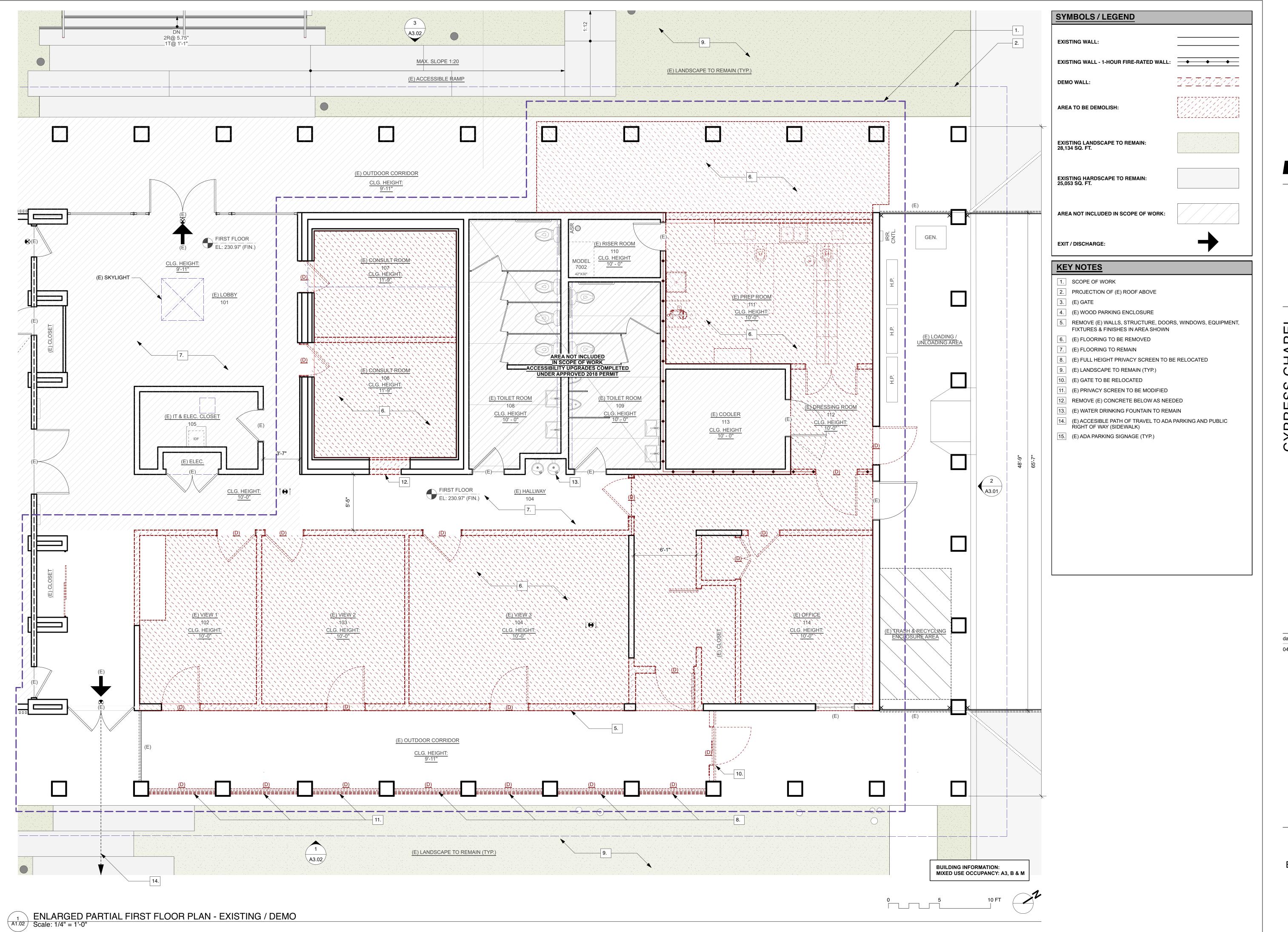
1ST FLOOR PLAN (E)

A1.01

BUILDING INFORMATION: MIXED USE OCCUPANCY: A3, B & M

0 5 10 FT

1 FIRST FLOOR PLAN - EXISTING / DEMO Scale: 1/8" = 1'-0"





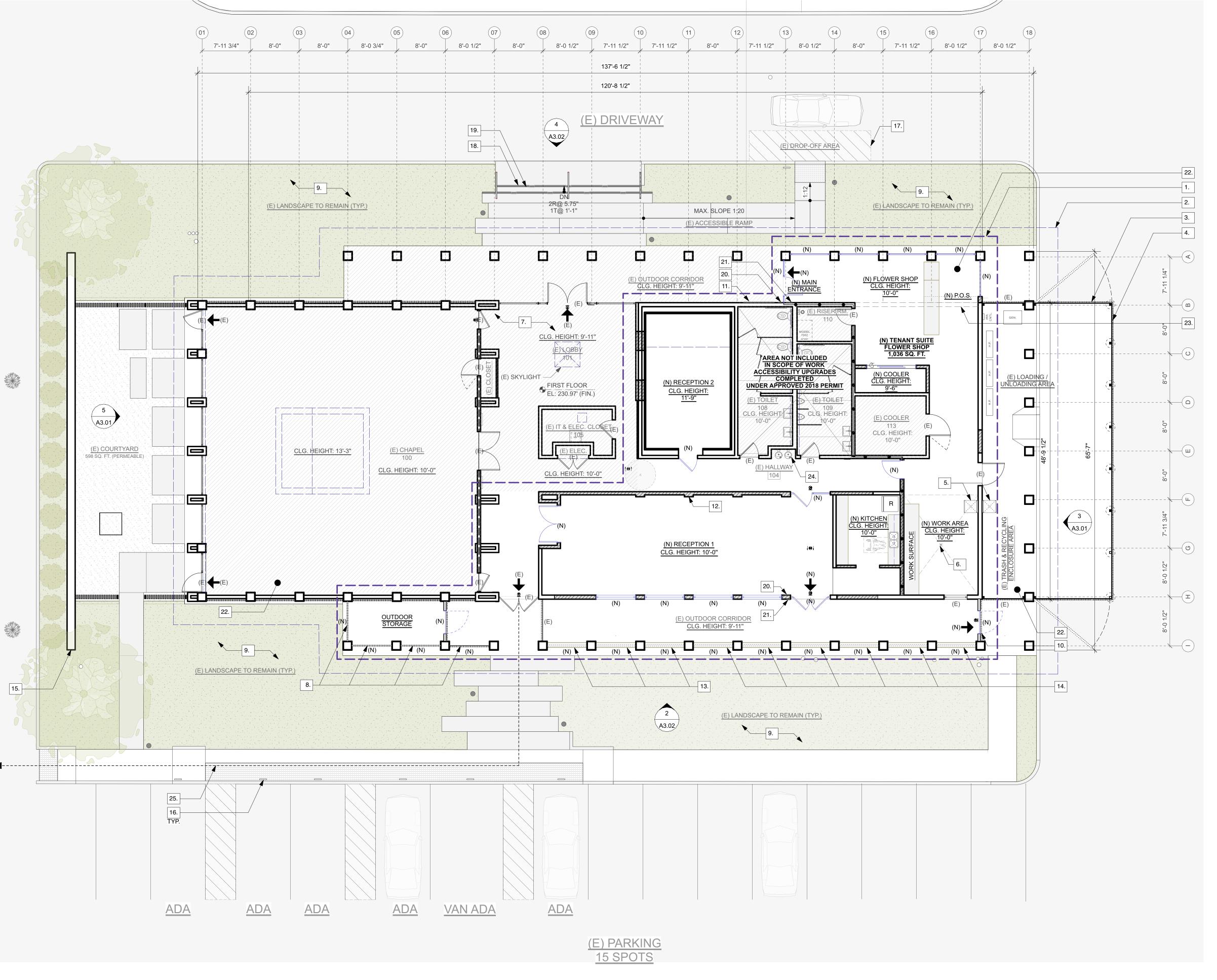
JOHN LUM ARCHITECTURE 3246 SEVENTEENTH STREET TEL 415.558.9550 FAX 415.558.

Colma, CA 94104

te issues / revisions b
/17/23 Planning Permit Submission a

ENLARGED 1ST FLOOR (E)

A1.02



NEW WALL - NON-RATED:

NEW WALL - 1-HOUR FIRE-RATED WALL:

NEW WALL - LOW:

EXISTING WALL:

EXISTING WALL - 1-HOUR FIRE-RATED WALL:

EXISTING LANDSCAPE TO REMAIN:
28,134 SQ. FT.

EXISTING HARDSCAPE TO REMAIN:
25,053 SQ. FT.

1. SCOPE OF WORK

EXIT / DISCHARGE

2. PROJECTION OF (E) ROOF ABOVE

(E) GATE(E) WOOD PARKING ENCLOSURE

(E) WOOD PARKING ENCLOSURI

5. (N) UTILITY SINK

6. (N) FLOOR DRAIN, PROVIDE MIN. 1/4" SLOPE TO FD., TYP. (U.O.N)

7. (E) FLOORING TO REMAIN

8. (E) RELOCATED FULL HEIGHT PRIVACY SCREEN

9. (E) LANDSCAPE TO REMAIN (TYP.)

10. (E) RELOCATED GATE

11. (N) DECORATIVE SIGNAGE BY OWNER. UNDER SEPARATE PERMIT

12. FURR OUT WALLS TO MATCH (E) EXTERIOR COLUMNS (TYP.)

13. MODIFY (E) PRIVACY SCREEN, PARTIAL HEIGHT W/ TOP RAIL & (N) STRUCTURAL SUPPORT (S.S.D.).

[14.] (N) PARTIAL HEIGHT PRIVACY SCREEN W/ TOP RAIL & (N) STRUCTURAL SUPPORT (S.S.D.). FINISH TO MATCH EXISTING.

15. (E) STONE CAPPED/VENEER COURTYARD WALL

16. (E) ADA PARKING SIGNAGE (TYP.)

17. (E) ADA DROP OFF AREA, PROVIDE NO PARKING SIGNAGE

[8] (E) STAIR WITH CLOSED RISER - STAIR WIDTH MIN. 3'-0" PER CBC2022 SEC.1011.1 - MAX. RISER 7", MIN. TREAD 10", MIN. 3/4" NOSINGS ON TREADS <11" PER CBC2019 SEC. 11B-504 HANDRAIL TO HEIGHT MIN. 2'-10", MAX. 3'-2" ABOVE STAIR NOSINGS PER CBC2022 SEC.1014.2 - GUARDRAIL TO MIN. 34" MAX 38" HEIGHT ABOVE STAIR NOSINGS PER CBC2019 SEC.1015.3 EX.2. THE HANDRAILS SHALL EXTEND HORIZONTALLY NOT LESS THAN 12 INCHES BEYOND THE TOP RISER AND CONTINUE TO SLOPE FOR THE DEPTH OF ONE TREAD BEYOND THE BOTTOM RISER PER CBC2022 SEC.1014.6

19. (E) CONTRASTING STRIPE ON STAIR TREAD AND UPPER APPROACH AS PER CBC2022 SEC. 11B-504.4.1 STAIR TREADS TO BE SLIP RESISTANT.

20. PROVIDE ISA SIGNAGE ADJACENT TO ENTRY DOOR, REFER TO SHEET A0.02

21. PROVIDE EXIT TACTILE SIGN AT EXITS OR LOCATED ON WALL ADJACENT TO LATCH SIDE OF SINGLE DOOR AND RIGHT SIDE OF DOUBLE DOOR, PER CBC SECTION 11B-70 AND CBC SECTION 1013.4 PROVIDE SIGN ON DOOR "THIS DOOR TO REMAIN UNLOCKED WHEN

THIS SPACE IS OCCUPIED" PER 2022 CBC 1010.1.9.3 ITEM 2.2

[22.] (E) 1 HR. FIRE RATED CEILING IN (E) CHAPEL, (N) FLOWER SHOP AND (N) WORK AREA

23. (E) BUILDING FOOTPRINT

24. (E) ACCESIBLE WATER DRINKING FOUNTAIN TO REMAIN

[25.] (E) ACCESIBLE PATH OF TRAVEL TO ADA PARKING AND PUBLIC RIGHT OF WAY (SIDEWALK)

ADA DIAGRAMS FOR DOOR CLEARANCES

B

32" CLEAR 1'-6"

MIN. MIN.

FIGURE B

FRONT APPROACH

PULL SIDE

FIGURE C

FRONT APPROACH

HINGE APPROACH

PUSH SIDE

BUILDING INFORMATION: MIXED USE OCCUPANCY: A3, B & M

5 10 FT



PUSH SIDE

ND 21837 OF CALIFORNIA

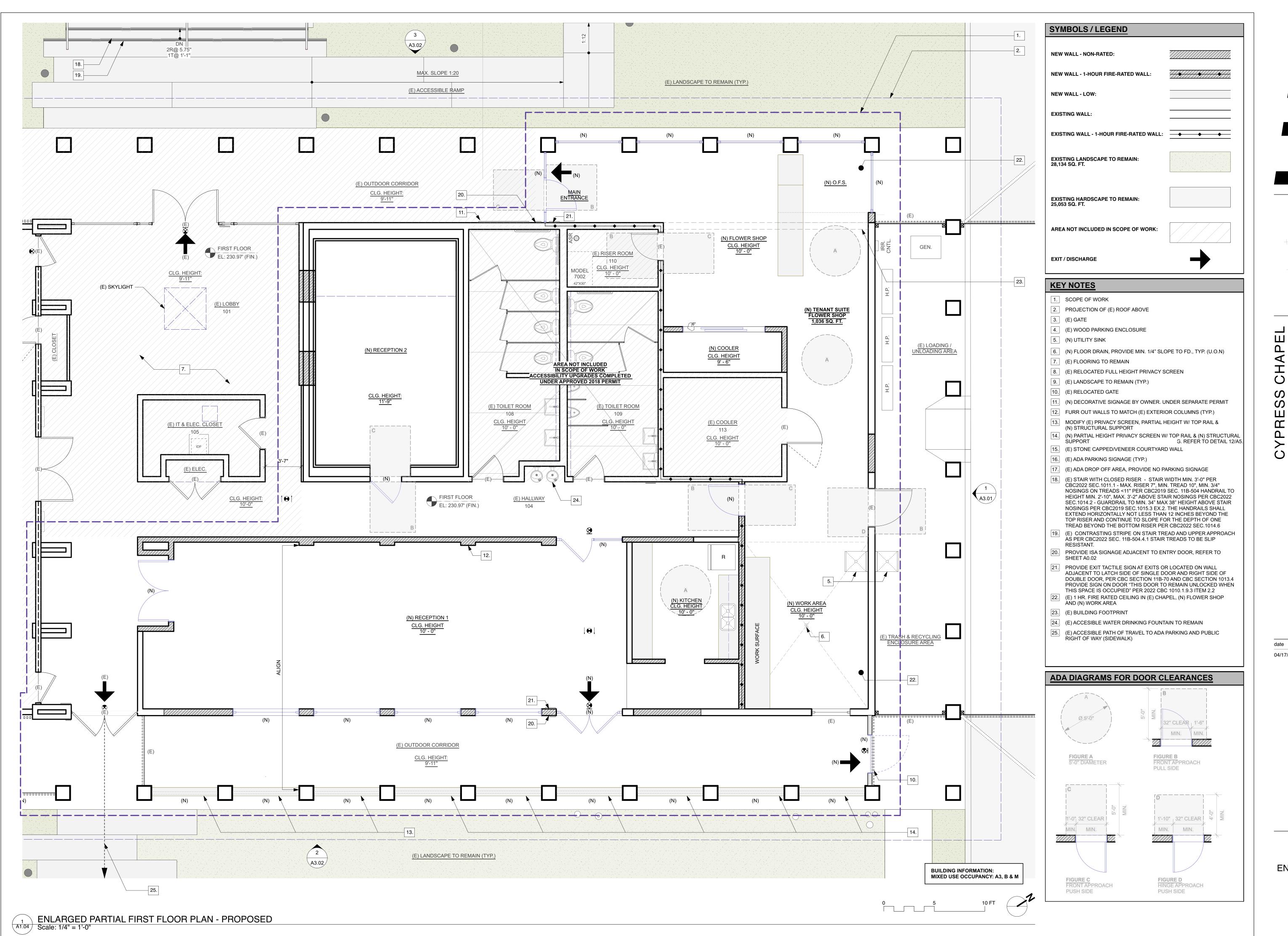
JOHN LUM ARCHITECTURE 3246 SEVENTEENTH STREET TEL 415.558.9550 FAX 415.558

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1ST FLOOR PLAN (P)

A1.03





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ENLARGED 1ST FLOOR (P)

A1_.04

FOREGROUND

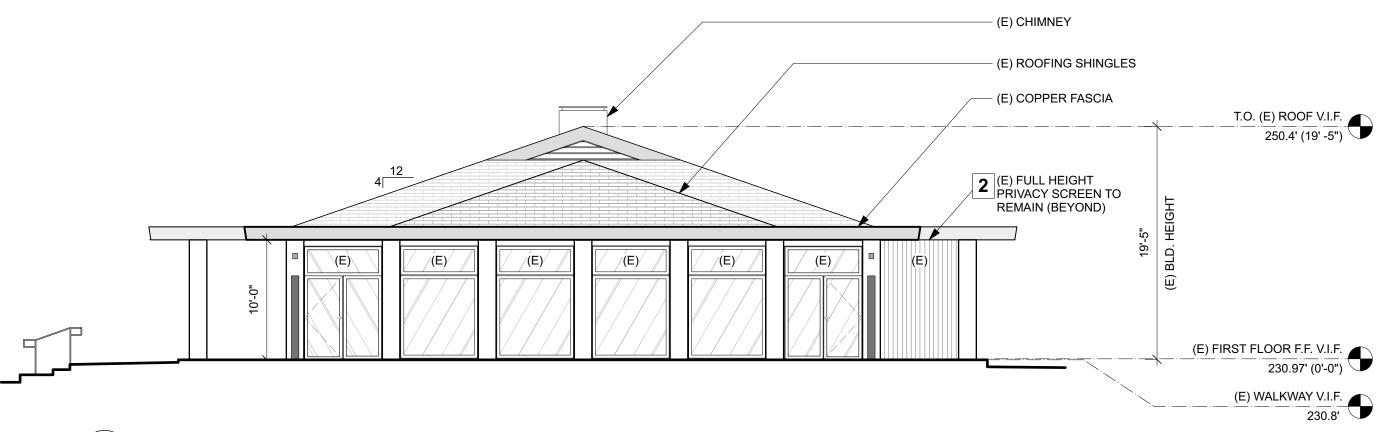
(E) COOPER FASCIA

– (E) COURTYARD WALL (BEYOND)

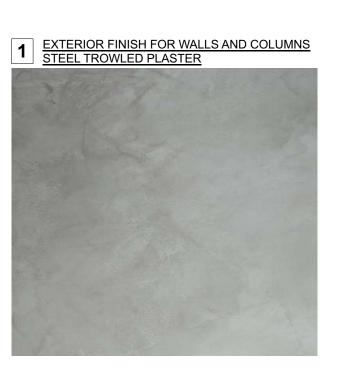
(E) FIRST FLOOR F.F. V.I.F. 230.97' (0'-0")

(E) WALKWAY V.I.F. 230.8'

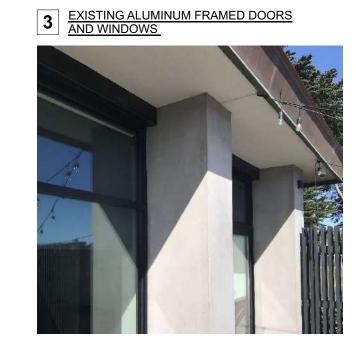
NORTH EXTERIOR ELEVATION - EXISTING / DEMO
Scale: 1/8" = 1'-0"

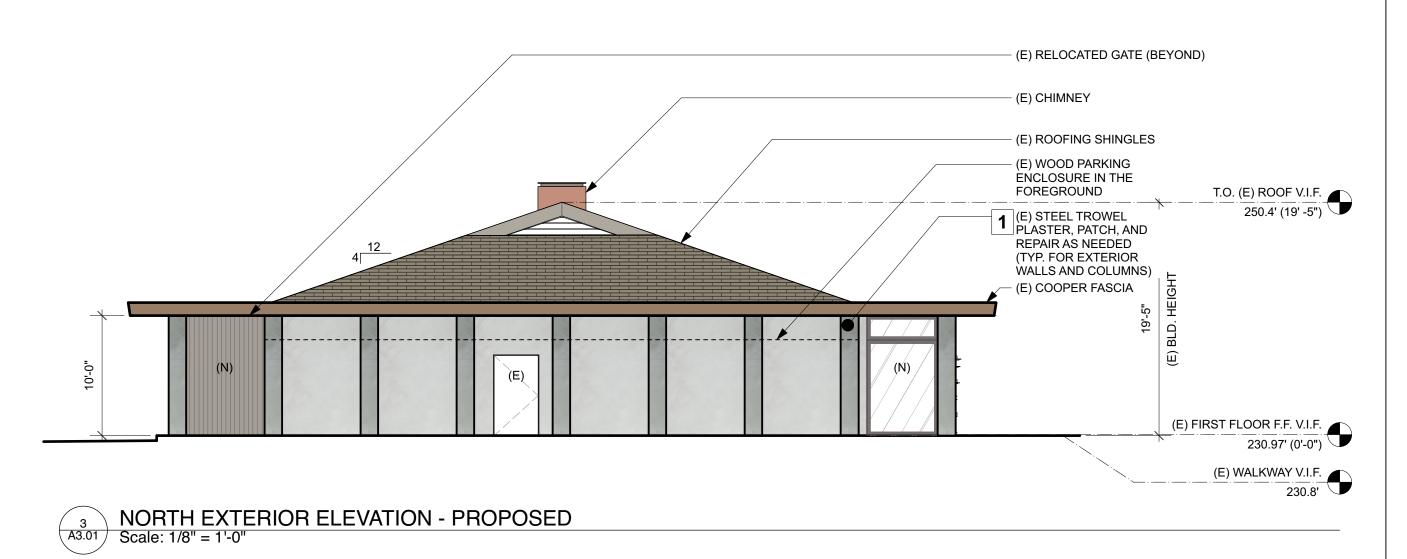


SOUTH ELEVATION - EXISTING / DEMO
Scale: 1/8" = 1'-0"













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CYPRESS CHAPEL

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EXTERIOR ELEVATIONS

A3.01



JOHN LUM ARCHITECTURE

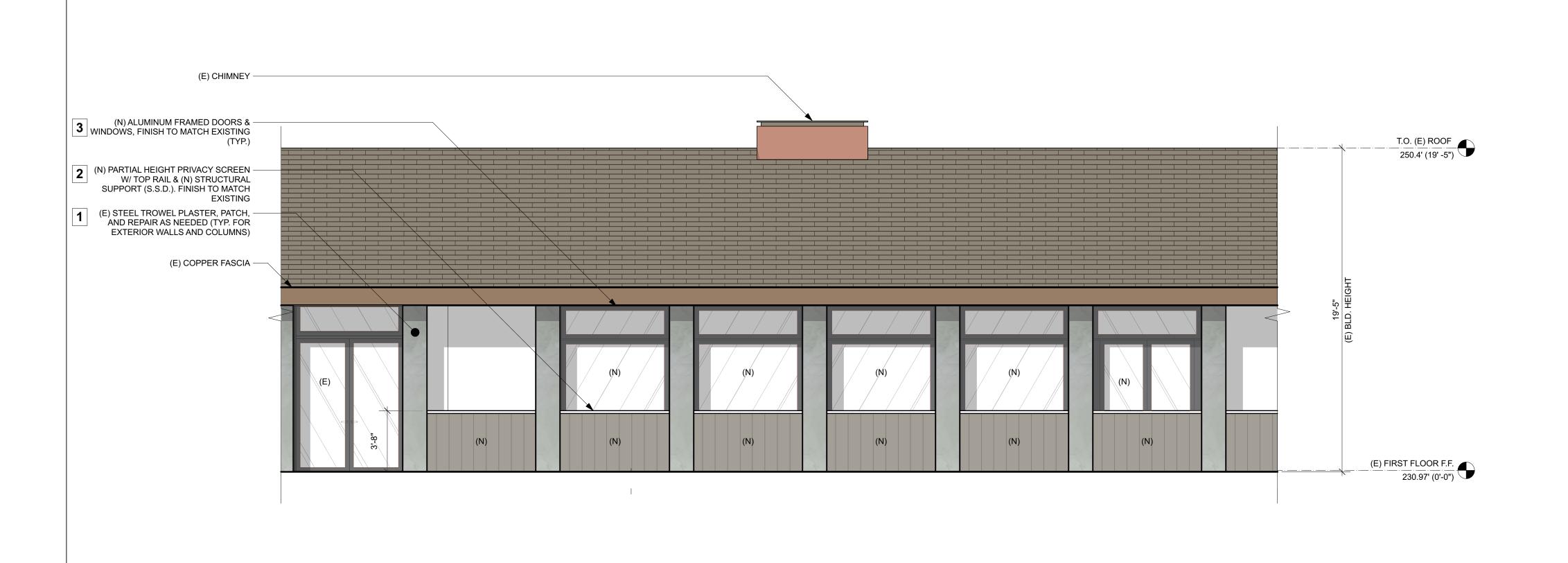


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Darryl Bowden

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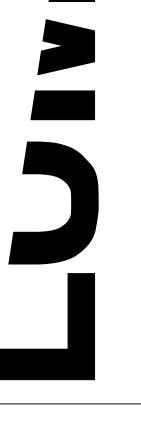
EXTERIOR ELEVATIONS

A3.02



1 ENLARGED PARTIAL EAST EXTERIOR ELEVATION - PROPOSED Scale: 1/4" = 1'-0"







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3 EXISTING ALUMINUM FRAMED DOORS AND WINDOWS

2 EXISTING WOOD PRIVACY SCREEN



ENLARGED ELEVATIONS

A3 03



Supporting Statements/Information

Project Description

Tenant improvement and a minor expansion (west elevation) of the existing building within the roof structure. New privacy screens to match existing at east and west elevations. The interior changes will include the following:

- New Kitchen
- New Reception Area
- New Flower Shop with Work Area

The project scope does not include work to alter the existing landscaping or parking. Please refer to approved permit #110817-147 and Conditional Use Permit Resolution #2013-31.

Embalming will be removed from the services provided at this site.

New signage is to be filed under a separate permit.

Conditional Use Permit

- a. The proposed project will continue the existing use of a funeral establishment, which the property is zoned for. The new proposed flower shop will support the funeral service attendees.
- b. All activities of the proposed use will occur on-site and within the existing property, therefore not affecting the surrounding properties. All required access and parking will be accommodated on-site.

Cypress Chapel Business Operational Plan

Hours of Operation

Office hours: Monday – Sunday 8:00 am – 5:00 PM

Funeral Hours: Monday – Sunday 8:00 AM – 11:00 PM upon request of the family.

Capacity and Use

The funeral home will have a seating capacity of roughly $\underline{120-200}$ to accommodate guests for funerals, memorials, and other death-related activities, including but not limited to funerals, visitations, memorial services, receptions, wakes, prayer services, and funeral arrangements.

Staff

Staffing is anticipated at four full-time and six part-time employees as needed for events and services.