City of Burlingame

Environmental Scoping and Design Review Study

Item No. 11d
Environmental Scoping & Design Review Study

Address: 567 Airport Boulevard **Meeting Date:** November 23, 2020

Request: Environmental Scoping and Design Review Study for an Application for Environmental Review, Commercial Design Review, and Conditional Use Permit for floor area ratio and building height for a new, eight-story office/research and development building and parking garage.

Applicant and Property Owner: EW-PG Airport Owner, LLC **APN:** 026-363-590 and 026-363-470
Architect: DES Architects **Zoning:** AA (Anza Area)
General Plan: Bayfront Commercial **Lot Area:** 558,962 SF (12.832 acres)
Adjacent Development: Office buildings, Sanchez Channel and Burlingame Lagoon

Current Use: Office
Proposed Use: Office/Research & Development (retain existing office use)
Allowable Use: Office, including research and development office with associated laboratories.

Environmental Review: Environmental review is required for this project under the California Environmental Quality Act (CEQA). As a part of preparing the Initial Study for the environmental document for this project, staff is requesting that the Planning Commission comment on any potential environmental effects which it feels should be investigated. These potential environmental effects which will be considered in the CEQA document include:

- Aesthetics
- Agriculture
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation
- Tribal Cultural Resources
- Utilities and Service Systems
- Wildfire
- Cumulative Impacts

Any additional issues identified by the Commission will be incorporated into the environmental document for the project. At this time staff notes that based on preliminary analysis, it appears that the type of CEQA document required will be a Mitigated Negative Declaration. However, the type of CEQA document will be finalized during the environmental review process. The City has entered into a contract with ICF Jones & Stokes, Inc. to prepare the CEQA document for this project.

During preliminary review, Planning staff identified that the following applications are required for this project:

- Commercial Design Review (Code Sections 25.47.060 and 25.57.010(c));
- Conditional Use Permit for Floor Area Ratio greater than 0.6 FAR (0.9 FAR proposed) (Code Section 25.47.040 (a)); and
- Conditional Use Permit for Building Height (133’-0” proposed to the top of the office building and 65’-0” proposed to the top of the parking structure, where 65’-0” is the maximum allowed) (Code Section 25.47.025 (l)).

Project Summary: The project site has an address of 555-577 Airport Boulevard; the proposed Office/Research and Development (Office/R&D) building would have an address of 567 Airport Boulevard. The project site is located on Airport Boulevard, however the majority of the site is located behind three existing office buildings (on separate parcels) fronting Airport Boulevard (411, 433 and 533 Airport Boulevard). The subject site is comprised of 555 and 577 Airport Boulevard, as well as a leased parcel (State Land Commission) bordering the site along the Sanchez Channel and Burlingame Lagoon; the total site area measures 12.83 acres.

The project site is bordered by three existing adjacent office buildings at 411, 433 and 533 Airport Boulevard; Anza Parking (615 Airport Boulevard) is located to the west of the parcel; and the Sanchez Channel, Burlingame Lagoon, and the San Francisco Bay Conservation and Development Commission (BCDC) shoreline bands are located along the east and south sides of the site. Uses in the area include offices, office/life science uses, hotels and long-term airport parking uses.

The project site currently contains two multi-tenant office buildings (120,579 SF office building at 555 Airport Boulevard and 139,154 SF office building at 577 Airport Boulevard), surface level parking and landscaping. The existing office buildings will be retained. The project plans show a parcelization which would create two parcels (Parcels 1 and 2) for ownership/management purposes. However, for review of development standards, the review is based on one parcel since it will continue to function as one parcel (e.g., parking, vehicular access, etc.).

The proposed project consists of constructing a new eight-story, 241,679 SF Office/R&D building and a six-level parking garage. The garage will contain five levels of covered parking with the sixth level being open to the sky. The applicant notes that the proposed density and floor plate size is intended to allow tenant flexibility, particularly focused on life science and information technology. At this time a tenant has not been determined. The new parking garage and existing surface level parking spaces would provide parking for all three buildings on the site. The total building area on site (existing and new buildings) would increase to 501,412 SF. The proposed project also includes the following improvements:

- New surface parking area and access driveways.
- New service / trash enclosures, and truck parking area. The existing trash enclosure next to the bay trail will be demolished.
- New landscaped promenades connecting all three buildings and parking garage.
- New landscaped open space and paved plaza on the south and east side of the new building.
- New stormwater treatment areas connecting to existing pump and outfall to Burlingame Lagoon.
- New and re-located site utilities and equipment supporting the buildings.

A total of 1,520 on-site parking spaces would be provided in surface level parking and in a proposed six-level parking garage, and would serve to provide parking for all three buildings on the site. The top (or sixth level) of the parking garage would be open. There would be 376 parking spaces provided in open surface parking areas throughout the site and 1,144 parking spaces in the proposed parking garage. All of the parking spaces provided would be independently accessible and are code compliant (see Off-Street Parking section for additional details).

The Bay Trail, seating nodes, mature trees and vegetation currently exist along the shoreline. The project intends to maintain public access to the BCDC shoreline during and after construction, including the Bay Trail and 15 public Bay Trail access parking spaces. The Bay Trail, vegetation, and other amenities within the BCDC shoreline bands would not be altered. During construction, the parking areas along Burlingame Lagoon and Sanchez Channel will be fenced off. The 15 public access parking spaces will be relocated temporarily during construction (still close to the Bay Trail) and will be restored back to existing location afterwards.

For a more detailed description of the proposed project, please refer to the attached Project Description submitted by the applicant, dated November 12, 2020.
The following table provides a summary of the project's compliance with the AA District development standards.

567 Airport Boulevard
Lot Area: 558,962 SF (12.832 acres) **Plans date stamped:** November 12, 2020

	Proposed	**Allowed/Required**
Use and Floor Area Ratio:	Office/R&D 0.9 FAR [1] 501,412 SF Total (120,579 SF (e) office at 555 Airport) (139,154 SF (e) office at 577 Airport) (241,679 SF new office/R&D at 567 Airport Blvd)	Office/R&D 0.6 FAR 335,377 SF
SETBACKS:		
Front:	277'-7" to building Parking structure is not adjacent to front property line	30'-0" for 1st two stories/ 40'-0" for above two stories
Left Side:	410'-0" to building 235'-0" to parking structure	10'-0"
Right Side:	340'-0" to building 10'-0" to parking structure from interior property line	10'
Rear:	142'-0" to building 342'-0" to parking structure	25'-0"
Shoreline Setback:	Complies	Average of 65' between structure & shoreline
(Burlingame Lagoon):	142'-0" to building 342'-0" to parking structure	
(Sanchez Channel):	410'-0" to building 235'-0" to parking structure	

[1] Conditional Use Permit for Floor Area Ratio greater than 0.6 FAR (0.9 FAR proposed) (Code Section 25.47.040 (a)).

567 Airport Boulevard

	Proposed	Allowed/Required
BUILDING ENVELOPE:		
Lot Coverage:	25% 141,891 SF	35% 195,636 SF
Building Height:	133'-0" to top of building parapet [2] 65'-0" to top of parking structure [2]	65' or 5 stories- whichever is less CUP required for heights exceeding this limit
View Corridor:	56% unblocked	50% unblocked
OFF-STREET PARKING:		
Number of Parking Spaces:	1505 spaces for office buildings + 15 public access spaces **1,520 total spaces**	1,672 spaces based on 1:300 SF ratio ——————— 1,520 spaces based on reduction by implementation of TDM Plan (3 cars per 1:1000 SF or 1:330 SF ratio)
Drive Aisle/ Clear Back-up Space:	24'-0" or greater	24'-0"
Parking Space Dimensions:	8'-6" x 18'-0" (standard) 8'-0" x 17'-0" (compact)	8'-6" x 18'-0" (standard) 8'-0" x 17'-0" (compact)
LANDSCAPING		
Total Site Landscaping:	35%	15%
Front Setback Landscaping:	69%	60%
Parking Areas:	11.7%	10%
Trash Enclosure/Truck Loading Access:	Located between 567 and 577 Airport Blvd buildings, is setback more than 100' from the shoreline	Must be located at sides or rear of building(s), must be setback at least 75' from rear property line, and not within 100' of the shoreline

[2] Conditional Use Permit for Building Height (133'-0" proposed to the top of the office building and 65'-0" proposed to the top of the parking structure, where 65'-0" is the maximum allowed) (Code Section 25.47.025 (l)).

Informational Meeting: The applicant held an Informational Meeting via Zoom on November 10, 2020, where they provided an overview of and answered questions about the project. Information about the meeting was included in the Burlingame eNews digital newsletter and was also sent to persons on the project interest list.

General Plan: In January 2019, the City adopted a new General Plan and certified the Environmental Impact Report (EIR). The General Plan designates this site as Bayfront Commercial. The Bayfront Commercial designation provides opportunities for both local and tourist commercial uses. Permitted uses include entertainment establishments, restaurants, hotels and motels, retail, and higher-intensity office uses. Because the project is an Office/R&D development, it is consistent with the land use designation.

Design Review: Design Review is required for new commercial buildings pursuant to C.S. 25.57.010(c)(1). Design Review was instituted for commercial projects in 2001 with the adoption of the Commercial Design Guidebook. The criteria for design review in the Anza Area is detailed in Code Section 25.47.052 and requires the proposed project to be reviewed by the Planning Commission for the following considerations:

1. Support of the pattern of diverse architectural styles as defined in the design guidelines for the Anza subarea and the role of the shoreline in creating a network of interconnected open spaces; and

2. Respect and promotion of the streetscape by the placement of buildings to maximize the commercial use of the street frontage, off-street public spaces, and by locating parking so that it does not dominate street frontages, and for properties with any water frontage, that the design is sensitive to the surrounding bodies of water, physical and visual presence of the Bay Trail, and the orientation of the prevailing winds; and

3. On visually prominent sites and sites with shoreline as defined by the Bay Conservation and Development Commission, the design shall fit the site, support the Bay Trail and its park and recreational uses, provide for maximum user access and support recreational use by those who work in the area as well as those who visit; and the design fits the site and is compatible with the surrounding development and consistent with the design guidelines for the Anza subarea; and

4. Compatibility of the architecture and landscaping with the design guidelines for the Anza subarea including materials used in existing development, location and use of plant materials, and compatibility with transitions where changes in land use occur nearby; and

5. Architectural design consistency by using a single architectural style on the lot that is consistent among primary elements of the structure(s) and with the directives of the design guidelines for the Anza subarea; and

6. Provision of site features identified in the design guidelines such as orientation to minimize wind obstruction on San Francisco Bay, protection of the Bay environment, and landscaping and pedestrian circulation which enriches and enhances the existing recreation opportunities of the area, including extension of the Bay Trail as well as the commercial neighborhood.

Materials proposed for the exterior of the Office/R&D building include pre-finish metal panels, fins, columns and rooftop screening, and metal sunshades and canopies. High-performance glazing is proposed for the exterior window system. The new Office/R&D building would be located between the two existing office buildings at 555 and 557 Airport Boulevard and behind the proposed parking garage. A materials board will be available for review prior to the meeting.

Materials proposed for the exterior of the parking structure include painted concrete columns and spandrels, pre-finish metal panels, metal fins, metal wire mesh or perforated metal panels, cable railing, and Low-E green/blue tinted vision glazing. The new six-level parking garage would be located behind the adjacent buildings at 433 and 533 Airport Boulevard and associated parking deck on the northwest side. The garage will contain five levels of covered parking with the sixth level being open to the sky. The parking structure is approximately 73 feet from the proposed office/R&D building and the top parking level is setback another 60 feet. There are two access points from the main campus driveway into the parking garage.

To better help visualize the proposed project, perspectives of the proposed project are provided in the Graphics Package submitted by the applicant. For additional information with respect to the proposed design approach, please refer to the Project Description submitted by the applicant (attached).

Floor Area Ratio – Request for Conditional Use Permit: Planning staff would note that the maximum FAR allowed under the adopted new General Plan is 3.0, so the proposed 0.9 FAR proposed on the site with this project is in compliance with the General Plan. An application for a Conditional Use Permit is required for the proposed 0.9 FAR on the site (Conditional Use Permit required to exceed 0.6 FAR). Please refer to the attached Conditional Use Permit form completed by the applicant.

Building Height – Request for Conditional Use Permit: The maximum building height allowed by right in the AA District is 65'-0" or 5 stories. Code Section 25.47.025 (l) allows for projects with a structure over 65'-0" or 5 stories in height to apply for a Conditional Use Permit. The applicant is requesting a Conditional Use Permit for the Office/R&D building (133'-0" proposed to the top of the building) and parking six-level parking structure (65'-0" proposed to the top of the parking structure). Staff would note that the existing office buildings surrounding the project are five to eight stories in height. Please refer to the attached Conditional Use Permit form completed by the applicant.

In addition, the project must also comply with Federal Aviation Administration (FAA) standards. The applicant has submitted the project for FAA review and is in the process of obtaining a Letter of "No Hazard" for the project.

View Corridor: To provide a view corridor, the width of any structure or combined structures on a lot shall not obstruct more than fifty (50) percent of the street frontages. This is an irregularly-shaped lot with three segments of street frontages along Airport Boulevard, two of which serve as driveway access points from Airport Boulevard to the buildings on the site. The applicant submitted a diagram on sheet A3.2 showing the proposed building and the view corridor calculation. Based on the project's street frontage on Airport Boulevard, the proposed project would comply with this requirement by preserving 56% of the view corridor.

Off-Street Parking/Transportation Demand Management (TDM) Plan: With the proposed project, there would be a total of 501,412 SF of office and office/R&D uses on the site (120,579 SF existing office building at 555 Airport Boulevard; 139,154 SF existing office building at 577 Airport Boulevard; and the proposed 241,679 SF office/R&D building at 567 Airport Boulevard). Code Section 25.70.040 requires 1 space per 300 SF for office uses, which would result in a total of 1,672 off-street parking spaces for all three buildings. In addition, 15 spaces must be provided for for public Bay Trail Access parking. In total, 1,687 parking spaces would be required. However, the required off-street parking may be reduced through implementation of a Transportation Demand Management Plan.

Krupka Consulting prepared a Transportation Demand Management Plan (TDM) for the proposed project (see attached TDM Plan, dated November 6, 2020). The purpose of the TDM Plan is to define specific TDM measures to be implemented by the Project to meet the City's TDM Program goal, which is: at least 20% of all employees regularly commute to work using modes other than single occupant vehicles (SOVs) or use an

alternative work hour schedule. This would help to reduce traffic congestion, reduce greenhouse gas emissions and other air pollution, and reduce the demand for parking. Equally important with regard to purpose is C/CAG's (City/County of Associated Government) stipulation that local jurisdictions must require the developer and all subsequent tenants to reduce demand for all new peak hour trips projected to be generated by developments. C/CAG established several choices for local jurisdictions, including implementing TDM Programs that have the capacity to fully reduce the demand for new peak hour trips. Therefore, the purpose of the TDM Plan was expanded to address the C/CAG requirement.

With this application, the applicant is proposing a total of 1,505 parking spaces for the office buildings and 15 required public Bay Trail access spaces, for a total of 1,520 parking spaces. This equate to a ratio of 1 space per 330 SF (or 3 cars per 1,000 SF). This is accomplished through implementation of the TDM Plan, which would reduce the parking demand by 20%, which in this case would be 1,338 parking spaces plus 15 public Bay Trail access parking spaces. With the proposed project, 167 additional parking spaces are provided than would be allowed with the TDM Plan (1,505 – 1,338 = 167 spaces). Implementation of a TDM Plan is consistent with General Plan Policies M-7.5 (allowing creative parking approaches) and M-7.6 (reduction in parking demand through travel options programs such as parking cash-out and other TDM strategies), therefore a Variance for reduced parking is not required.

There would be 376 parking spaces provided in open surface parking areas throughout the site and 1,144 parking spaces in the proposed six-level parking garage. The 1,520 parking spaces provided would consist of 1,188 standard, 300 compact and 32 disabled-accessible spaces. Of those spaces, there would be 14 clear air vanpool, 31 electric vehicle and 13 electric-vehicle ready spaces as required by code. Bicycle parking for 41 bicycles would also be provided on-site (4 short-term and 37 long-term).

Proposed TDM measures are described in greater detail in the TDM Plan, but in summary they include the following:

- Bicycle Parking - The Project would include 41 bicycle parking spaces, with 37 Class I (secure) spaces in the bicycle enclosure on the first floor of the parking structure and 4 Class II spaces in 2 bike racks near building entries.

- Shower Facilities - The new building would include shower rooms for men and women on the first floor, with a total of eight shower stalls, to support employees who bicycle and walk to work or exercise during the day, or both.

- Dedicated peak period shuttle service to BART/Caltrain that serves at least 60 round trip riders during the peak hour. This would be provided through direct contract or shared arrangement with a shuttle service sponsored by another development or entity.

- Subsidized transit passes for at least 25% of employees with value of at least $20 per month per pass, or equivalent commuter benefit allowance or subsidy. This would be an employee benefit for the duration of employment and subject to change and customization to meet particular tenant conditions.

- Parking Management - The Project would include preferential parking of the following kinds:

    - Accessible ("ADA Stalls") - 32 total stalls (6 van, 26 standard), located in the parking structure and adjacent to existing buildings.
    - Clean Air Vehicle - 14 stalls, located in the parking structure.
    - Electric Vehicle Charging - 45 total (32 equipped, 13 ready), located in the parking structure and adjacent to the new building.

- Bay access stalls ("BCDC Stalls) - 15 stalls located adjacent to the Bay Trail - 45 EV parking (32 installed)

Evaluating the performance and success of the TDM plans is essential to ensure TDM measures are implemented and effective. The TDM will require regular monitoring and reporting to ensure that tenants are in compliance. The TDM Plan includes a monitoring and reporting plan that consists of an annual survey of employees and preparation of an annual report.

A Traffic Impact Analysis Report (TIA) was prepared by TJKM for the proposed project. The purpose of the report is to evaluate the project's traffic impacts to the surrounding transportation system pursuant to requirements under CEQA. To evaluate the impacts on the transportation infrastructure due to the addition of traffic from the proposed project, the study intersections were evaluated in accordance with the standards set forth by the level of service (LOS) policies of the City of Burlingame and the City/County Association of Governments of San Mateo County (C/CAG). Additionally, because three of the study intersections are located in the City of San Mateo, LOS policies from this jurisdiction were also considered for these intersections. TJKM also performed a Vehicle Miles Traveled (VMT) analysis for the project for informational purposes. The TIA will be peer reviewed as part of the CEQA document preparation.

Landscaping: Proposed landscaping throughout the site is shown on the Landscape Plans (refer to sheets L1.1 through L5). In their Project Description, the applicant notes the following:

"The landscape design incorporates the preservation of 148 existing trees on-site and adds 251 new trees. The outdoor program incorporates flex amenity spaces adjacent to each building and ties the landscape together with the use of similar plant material, hardscape geometry, and paving materials. The generous amount of open space at the southern exposure adjacent to the new building provides ample opportunity for outdoor amenities. It provides an overlook to capitalize on the lagoon and hill views as well as provides a variety of seating, dining opportunities, and lawn games. The plant palette is derived from a combination of drought tolerant native and adaptive plants which have a high success rate in this part of Burlingame. They are located on the site to maximize on microclimate factors such as sun exposure, shade, wind, etc. The plant palette is coordinated with C3 treatment measures such as bio-retention areas, such that the bio-retention areas fit seamlessly within the landscape design."

The AA District standards required that 15% of the site be landscaped. The project proposes 35% site landscaping and therefore complies with the site landscaping requirements. Within the parking area, 10% of the area is required to contain landscaping (11.7% proposed). Lastly, 80% of the front setback is required to be landscaped. The existing front setback landscaping is nonconforming, with only 69% of the front setback containing landscaping; there are no changes proposed to the landscaping areas within the front setback. Based on the unique configuration of the lot, much of the front setback areas consists of driveways that provide access to the buildings on the site.

Public Facilities Impact Fees: The purpose of public facilities impact fees is to provide funding for necessary maintenance and improvements created by development projects. Public facilities impact fees are based on the uses and the amount of square footage to be located on the property after completion of the development project.

Based on the proposed Office/R&D building, the required public facilities impact fees for this development project total $562,145.35 and is required to be paid in full, prior to issuance of the building permit.

Commercial Linkage Fees: Commercial Linkage Fees are based on the land use and square footage for new commercial development projects. The intent of this fee is, in summary, to offset the demand for affordable housing that is created by new development and mitigate environmental and other impacts that accompany new commercial development. These fee calculations include gross square feet of floor area, excluding enclosed parking areas. In addition, the rates vary for prevailing wage and non-prevailing wage for labor used for the construction of the project. The fees for office uses are charged per square feet ($20.00 per SF if utilizing prevailing wages or $25.00 per SF if not utilizing prevailing wages). Based on the proposed Office/R&D building, the required Commercial Linkage Fee for this development project totals $4,833,580 (with prevailing wages) or $6,041,975 (without prevailing wages) and is required to be paid in full, prior to issuance of the building permit.

Bayfront Development Fees: The purpose of Bayfront Development Fees is to provide funding for future construction, improvement and enlargement of major arterials and traffic control devices for the primary purpose of carrying through traffic and providing a network of roads within the Bayfront area on the east side of US 101 and to impose charges to support and defer the cost of the benefits rendered to owners and occupants of lands enjoying these improvements.

The fees for office uses are charged per thousand square feet ($2,781 per thousand square feet), and based on the proposed Office/R&D building, the Bayfront Development fees for this development project total $672,109.30. Half of this fee is required to be paid prior to issuance of the building permit and the second half of the fee is required to be paid prior to scheduling the final inspection.

Staff Comments: None.

Planning Commission Action:

1. **Environmental Scoping**: As the first discussion item, the Planning Commission should review and take public comment on the proposed project and the areas of potential environmental effects as listed in the staff report. The Commission should add any additional effects of the project that it believes should be addressed in the CEQA document. The areas of investigation for environmental evaluation as defined by CEQA are listed in the attached Initial Study Checklist for your reference.

2. **Design Review Study:** As the second discussion item, the Commission should comment on the design of the project as required by Chapter 25.57 and Chapter 25.47.052 of the Zoning Ordinance, Design Review, and to the following design criteria for commercial projects:

a. Support of the pattern of diverse architectural styles that characterize the city's commercial, industrial and mixed use areas; and

b. Respect and promotion of pedestrian activity by placement of buildings to maximize commercial use of the street frontage, off-street public spaces, and by locating parking so that it does not dominate street frontages; and

c. On visually prominent and gateway sites, whether the design fits the site and is compatible with the surrounding development; and

d. Compatibility of the architecture with the mass, bulk, scale, and existing materials of existing development and compatibility with transitions where changes in land use occur nearby; and

e. Architectural design consistency by using a single architectural style on the site that is consistent among primary elements of the structure, restores or retains existing or significant original architectural features, and is compatible in mass and bulk with other structures in the immediate area; and

f. Provision of site features such as fencing, landscaping, and pedestrian circulation that enriches the existing opportunities of the commercial neighborhood.

In addition, the following design review criteria for commercial development in the Anza Area are outlined in the zoning code (C.S. 25.47.052):

1. Support of the pattern of diverse architectural styles as defined in the design guidelines for the Anza subarea and the role of the shoreline in creating a network of interconnected open spaces; and

2. Respect and promotion of the streetscape by the placement of buildings to maximize the commercial use of the street frontage, off-street public spaces, and by locating parking so that it does not dominate street frontages, and for properties with any water frontage, that the design is sensitive to the surrounding bodies of water, physical and visual presence of the Bay Trail, and the orientation of the prevailing winds; and

3. On visually prominent sites and sites with shoreline as defined by the Bay Conservation and Development Commission, the design shall fit the site, support the Bay Trail and its park and recreational uses, provide for maximum user access and support recreational use by those who work in the area as well as those who visit; and the design fits the site and is compatible with the surrounding development and consistent with the design guidelines for the Anza subarea; and

4. Compatibility of the architecture and landscaping with the design guidelines for the Anza subarea including materials used in existing development, location and use of plant materials, and compatibility with transitions where changes in land use occur nearby; and

5. Architectural design consistency by using a single architectural style on the lot that is consistent among primary elements of the structure(s) and with the directives of the design guidelines for the Anza subarea; and

6. Provision of site features identified in the design guidelines such as orientation to minimize wind obstruction on San Francisco Bay, protection of the Bay environment, and landscaping and pedestrian circulation which enriches and enhances the existing recreation opportunities of the area, including extension of the Bay Trail as well as the commercial neighborhood.

Because a CEQA document is being prepared for this project, it is important that any changes to the building envelope be made early enough in the process so that any changes are reflected in the environmental review. Subsequent changes once the CEQA process has begun may result in the need for additional studies and analysis and will require additional time for the CEQA process to accommodate the review of such changes.

Ruben Hurin
Planning Manager

c. EW-PG Airport Owner, LLC, applicant and property owner
DES Architects, architect

Attachments:

- Application to the Planning Commission
- Project Description, submitted by the applicant, dated November 12, 2020
- Conditional Use Permit Applications
- TDM Plan, prepared by Krupka Consulting, dated November 6, 2020
- Environmental Information Form
- Notice of Public Hearing – Mailed November 13, 2020
- Area Map