



## City of Burlingame Minor Use Permit Application

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The Director or Planning Commission (if appealed) is required by law to make findings as defined by the City's Ordinance (Code Section 25.66.060). Your answers to the following questions can assist the Director or Planning Commission in making the decision as to whether the findings can be made for your request. Refer to the end of this form for assistance with these questions.

**A. How will the proposed use be consistent with the General Plan, Zoning Ordinance, and any applicable Specific Plan?**

**B. How will the design, location, size, and operating characteristics of the proposed activity be compatible with the existing and future land uses in the vicinity?**

**C. Explain how the type, density, and intensity of use being proposed will not adversely affect the public convenience, health, interest, safety, or general welfare, constitute a nuisance, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zoning district in which the property is located.**

**D. Explain how the site is physically suitable in terms of:**

- 1. Its design, location, shape, and size to accommodate the use, and all fences, landscaping, loading, parking, spaces, walls, yards, and other features required to adjust the use with the land and uses in the neighborhood;**
- 2. Streets and highways adequate in width and pavement type to accommodate public and emergency vehicle (e.g., fire and medical) access;**
- 3. Public protection services (e.g., fire protection, police protection, etc.); and**
- 4. The provision of utilities (e.g., potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.).**

**A. How will the proposed use be consistent with the General Plan, Zoning Ordinance, and any applicable Specific Plan?**

Ask the Planning Division for the General Plan Designation and Zoning District for the proposed project site, and an explanation of each designation. Once you have this information, you can compare your proposal with the stated designated use and zoning, then explain why this proposal would fit accordingly.

**B. How will the design, location, size, and operating characteristics of the proposed activity be compatible with the existing and future land uses in the vicinity?**

How does the proposed structure or use compare with the design, location, size and operating characteristics in the existing neighborhood and structures in the vicinity? If changes to a structure are proposed, are the improvements designed to match the existing architecture and development pattern on adjacent properties in the area? If a use will affect the way a neighborhood/area looks, compare your proposal to other uses in the area and explain why it fits.

How will the proposed project be compatible with existing and potential uses in the general vicinity? Compare your project with existing uses. State why your project would be consistent with existing and potential uses in the vicinity.

**C. Explain how the type, density, and intensity of use being proposed will not adversely affect the public convenience, health, interest, safety, or general welfare, constitute a nuisance, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zoning district in which the property is located.**

How will the proposed structure or use within the structure affect neighboring properties or structures on those properties? If neighboring properties will not be affected, state why. Think about traffic, noise, lighting, paving, landscaping sunlight/shade, views from neighboring properties, etc.

Convenience. How would the proposed structure or use affect public convenience (such as access to or parking for this site or adjacent sites)? Is the proposal accessible to particular segments of the public such as the elderly or handicapped?

Public health includes such things as sanitation (garbage), air quality, discharges into sewer and stormwater systems, water supply safety, and things which have the potential to affect public health (i.e., underground storage tanks, storage of chemicals, situations which encourage the spread of rodents, insects or communicable diseases).

Public safety. How will the structure or use within the structure affect police or fire protection? Will alarm systems or sprinklers be installed? Could the structure or use within the structure create a nuisance or need for police services (i.e., noise, unruly gatherings, loitering, and traffic) or fire services (i.e., storage or use of flammable or hazardous materials, or potentially dangerous activities like welding, woodwork, engine removal).

**D. Explain how the site is physically suitable in terms of:**

- 1. Its design, location, shape, and size to accommodate the use, and all fences, landscaping, loading, parking, spaces, walls, yards, and other features required to adjust the use with the land and uses in the neighborhood;**
- 2. Streets and highways adequate in width and pavement type to accommodate public and emergency vehicle (e.g., fire and medical) access;**
- 3. Public protection services (e.g., fire protection, police protection, etc.); and**
- 4. The provision of utilities (e.g., potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.).**

Briefly explain how the sites' design, location, shape and size will be able to accommodate the proposed structure or use. Will improvements be required to accommodate public and emergency vehicle access, public protection services, and utilities? If improvements to these elements are required, please list them here.