

STAR



City of Brisbane Monthly Newsletter
July 2021 Volume 18, Issue 7

Welcome Back, Brisbane!



On July 6th, **City Hall** will be reopening for regular walk-in hours to the public. Since March, City Hall had been open on Mondays and Thursdays only, from 9am – 1pm. After the Fourth of July holiday, City Hall's new walk-in hours will be: **M, Tu, Th: 9am – 4pm, W: 9am – 7pm, F: 9am – 1pm**. City staff will be adhering to current health and safety guidelines in that those who haven't yet been vaccinated, or have been vaccinated but choose to still wear a mask, will be wearing them. We will continue at this time to have an employee greeter at the front door, who will be asking all visitors whether they've been vaccinated. If they have been vaccinated, they do not need to wear a mask. If they reply no or prefer not to answer, our greeter will ask them to please wear a mask while at City Hall and supply a disposable one if needed.

Furthermore, we are still taking peoples' names at the front door in case of a future COVID incident for contact tracing purposes. If you have any questions, please call (415) 508-2100 or visit brisbaneca.org/online-services to see what you can take care of conveniently from home!

On June 21st, the Senior Sunrise Room reopened with modified hours. Again, State and County Health Guidelines are being followed and thus we are requiring masks for unvaccinated individuals to enter the building. For fully vaccinated individuals, masks will be optional and up to the discretion of each individual. Note: **On Mondays, the Sunrise Room will be open from 1-4pm and 12-4pm Tuesday through Friday**. For more information, please contact Recreation Supervisor Steve Beaty at (415) 508-2144 or sbeaty@brisbaneca.org.



The **Community Pool** has started up swim lessons and rec swim again, and is getting weekly visits from our Summer Camp kids! See brisbaneca.org/pool for the latest

Pool Schedule. Private Parties & Rentals are also back on Saturdays 4:15pm-8:30pm, please contact Recreation Coordinator Jeff Franco at (415) 657-4320 or jfranco@brisbaneca.org for more information.



Remember, you should still watch out for symptoms of

COVID-19, especially if you've been around someone who is sick. If you have symptoms of COVID-19, you should get tested and stay home and away from others.

Thank you for doing your part to keep our community safe! In the event you haven't yet been vaccinated, please visit myturn.ca.gov. You can also call the CA COVID-19 Hotline at 1-833-422-4255 (available in multiple languages) for scheduling support. We look forward to serving you in-person again soon, if not already! Stay safe and healthy.

Do I Need A Building Permit?

Thinking of doing some home improvements this summer? Don't forget that you must apply for and receive a building permit from the City before you construct, enlarge, alter, move, replace, repair, improve, convert, demolish, or change the occupancy of a building or structure on your property!

Common projects that require a building permit include:

- Bathroom and kitchen remodel projects
- Window and patio door replacements
- New accessory structures with habitable space (any size, whether or not it includes electrical, mechanical, or plumbing)
- Patio covers
- Termite and dry rot repair
- Roofing projects
- Solar panel installation
- Most deck repairs
- Installing or replacing sinks, toilets, irrigation, water heaters furnaces, garage door openers, air conditioners, etc. (generally, any mechanical, structural, plumbing, or electrical work)



A building permit is not required for some work, such as new one-story detached accessory structures that are **not habitable** (e.g. sheds and playhouses) and are less than 120 square feet, fences less than 7 ft., and retaining walls under 4 ft. in height (when measured from the bottom of the footing to the top of the wall).

For a complete list of work exempt from permit requirements, refer to California Residential Code Section R105 and California Building Code Section 105.

If you are in doubt as to whether a permit is required for your project, please call the Community Development Department at (415) 508-2120 or email us at building@brisbaneca.org before starting work! To apply for a permit, estimate permit fees, check what permits have been issued for your home or in your neighborhood, or submit a code enforcement complaint for unpermitted work, visit the online Permit Information Center at brisbaneca.org/pic.

Why Do I Need a Building Permit?

Permits are required to ensure buildings and other structures in the City are safe for human occupation and do not pose a hazard to residents, customers, or employees. Other important factors include compliance with energy efficiency and sustainability regulations at both the State and local level. Remember, building permits ensure safety and add value to your property; they certify that all work in your home or business is done properly, and will save you time and money when you sell your home or commercial property.

Do I Need a Permit for Tree Removal and Landscaping?

It depends...

TREES. When it comes to trees, two tree maintenance activities require City approval before starting work. These activities apply to both **living** and **dead** trees:

- **Severe trimming or removal** of any mature tree. "Severe trimming" means removal of more than 50% of the tree's crown or more than 30% of the tree's height.
- **Severe trimming or removal** of any protected juvenile tree.

The City's Code (BMC Chapter 12.12) defines mature trees as any tree having a trunk circumference of 30 inches or more

measured from 24 inches above the ground. Juvenile trees are any tree having a trunk circumference of less than 30 inches.

Protected trees are defined as:

- Any mature California Bay, Coast Live Oak, or California Buckeye
- Any tree designated as protected by the City Council
- Any tree of any size required by the City to be planted as a condition for the granting of a permit, license, or other approval, or any tree that existed at the time of the granting of such permit, license, or other approval and required by the City to be preserved as part of such approval.
- Three or more mature trees of any non-invasive species that are proposed to be removed from the same property or from adjacent property under common ownership.

Refer to these two charts below to determine if your tree-related activity requires City approval:



The forms for a 7-day Notice or Tree Removal Application are available online at brisbaneca.org/tree-removal-landscaping. **Note:** trees on all commercial properties and areas maintained by an HOA are considered as permit protected, since such properties have design permit requirements. Filing forms for such properties must be signed by an officer of the company that owns the land or HOA board member.

LANDSCAPING. Any landscaping projects – **including single-family homes** – that involve either new irrigated landscape area of 500 square feet, or replacement irrigated landscape area of 1,000 square feet are subject to the City’s Water Conservation in Landscaping Ordinance, BMC Chapter 15.70. To avoid triggering this ordinance, consider your design carefully and use as many native or climate-adapted (low water use) plant species as possible to minimize the area of irrigated landscape on your property.

New landscaping and replacement landscaping of **any size** for **commercial** and **multi-family residential** properties requires staff approval to verify that the plant species are appropriate to the context, non-invasive, and are drought tolerant.

Why Do I Need Permits to Trim or Remove Trees or Install Landscaping on My Property?

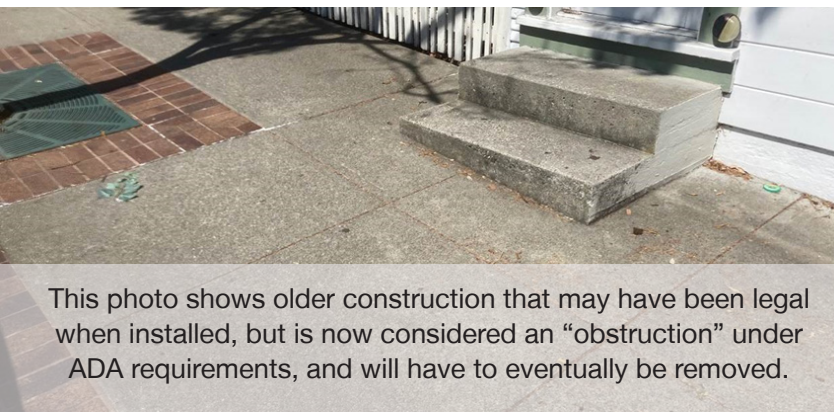
The City’s permit requirements respect property owner rights to maintain their private properties in balance with the greater impacts those actions may have on the community at large. Tree trimming or removal should not cause a nuisance to neighbors, and when protected trees are removed, planting of appropriate replacement trees is important to maintain the City’s urban tree canopy. Landscape permits, when required, ensure that invasive species do not proliferate so close to San Bruno Mountain, which is home to many sensitive and native, endemic (only found here!) species, and that we (continued on next page)

remain a drought-resilient community by choosing plant species that are fire-safe and have adapted to our local climate.

Why Do I Need Permits to Modify/Replace the Sidewalk or Driveway in Front of My House?



This photo shows a new curb cut and sidewalk remodel that meets City and ADA standards, including widening to a required width and accommodations for utilities.



This photo shows older construction that may have been legal when installed, but is now considered an “obstruction” under ADA requirements, and will have to eventually be removed.

Sidewalks and the “curb cuts” for driveways are located in the public right-of-way, and fall under different regulatory requirements than private improvements (e.g., only an “A” license contractor may work in the public ROW). Perhaps more important than the regulatory control issue, is that sidewalks are an essential component of the urban environment and serve as key corridors for people, goods, and commerce. The design and location of sidewalks and driveway openings should respect that purpose. An additional concern for both of these improvements is that they must be completed in accordance with accessibility guidelines required by the Americans with Disabilities Act. If not, the homeowner can be cited with a Code Enforcement Violation.

If you have a project that includes a voluntary upgrade to your driveway and/or if the project triggers a requirement to improve the frontage of your residence, the applicable standards can be found on the city’s web page under Departments > Public Works > City Standard Details or brisbaneca.org/city-standard-details. If you have any questions about improvements in the public right-of-way, please reach out to Public Works at (415) 508-2130 and we will be happy to assist!



 **CA COVID-19
RENT RELIEF**

**Get help with
rent and utilities.**

**Learn more at
HousingKey.com
or call 833-430-2122.**

Water your Street Tree – Borrow a Tree Watering Bag

Is your street tree looking stressed this summer? Tree watering bags can help by slowly releasing the right amount of water directly onto tree roots where the water is needed, saving time and money, and saving trees from dehydration.



Contact City staff by calling (415) 508-2130, by filling out a GORrequest maintenance request (via the City’s website [brisbaneca.org/contact](https://www.brisbaneca.org/contact) or the GORrequest app), or by emailing joefriars@brisbaneca.org. Let us know which public street tree you’d like to water through the hotter, drier summer months by providing a location and description of the tree, and a picture if possible. We will confirm it is an appropriate tree and provide you with a water bag asap!

Simply attach the bag around the trunk at the base of the tree and fill it one to two times per week, then let the bag work for you. If you’re already in the practice of capturing your shower water in a bucket before it heats up to reuse, this is a great use for it.

Water bags work better on smaller, younger trees, but in some cases two can be used around a larger tree. They should be removed by wintertime. Thank you for caring about and for Brisbane’s street trees!



Scan the QR code with your camera app to be taken to the Contact Form on City’s website.

Credit Card Autopay Bill Payment Option Available

Credit Card Autopay is now part of our existing online utility payment platform. You will be able to schedule your recurring utility bill payments on your own. There are many benefits to enrolling in our online utility payment portal, such as:

- Managing your credit card information
- Scheduling one-time or recurring future payments
- Receiving email notifications and reminders
- Viewing your payment and statement history
- Viewing your usage history



To enjoy all the benefits from the online utility payment portal, please enroll using the link below or by scanning the QR code to the right with your camera app:

[brisbaneca.org/utility-payment-portal](https://www.brisbaneca.org/utility-payment-portal)



When you enroll, you will need to provide the following to access the ability to manage your payment:

- Email address
- Utility account number
- Last payment amount

If you enroll, you can schedule your recurring payment to be made on the due date.

If you have additional questions or want to provide your email address, please contact Ligia Ferreira at (415) 508-2154 or lferreira@brisbaneca.org.

A Note from Utility Billing

Due to the pandemic, we have not been charging late fees since March 2020. Effective with the June 2021 bill, we will be reinstating late fees for payments made past the due date of August 5. A late notice with a \$5.00 late fee will be sent the day after the due date. If you think you might be late, please contact us before the due date, so we can work out a payment plan with you prior to imposing a late fee. Also, if you are on the PG&E CARE program remember we offer a discount for water and sewer costs as well. All you need to do is provide us your PG&E bill showing you receive the CARE rate.



July City Calendar



The City's Meals for **Seniors Lunch Program** takes place **Mondays** from **12-12:45pm** outside the Senior Sunrise Room (2 Visitation Avenue) for drive-thru pick-up. Call (415) 508-2144 if you would like to participate in the meal program or adjust your participation.

The **Brisbane Farmers' Market** takes place **Thursdays** from **3-7pm** in the Community Park. Please wear a face covering if you are not vaccinated.

Brisbane Community Calendar: brisbaneca.org/calendar

No-Cost COVID-19 Testing is safe, easy, and available now at the Community Park **Thursdays from 10am – 4pm**. Sign up at cur.tv/Brisbane the Monday before. Walk-ups are also welcomed.

Public Meeting Agendas may be viewed online at brisbaneca.org/meetings at least 24 hours prior to a Special Meeting, and at least 72 hours prior to a Regular Meeting.

05, Monday, All Day

City Hall Closed in Observance of Independence Day

08, Thursday, 7:30pm

Planning Commission Meeting, B

14, Wednesday, 6:30pm

Parks and Recreation Commission Meeting, B

15, Thursday, 7:30pm

City Council Meeting, B

22, Thursday, 7:30pm

Planning Commission Meeting, B

28, Wednesday, 6:30pm

Open Space and Ecology Meeting, B

B – Broadcast on Comcast Ch. 27 and youtube.com/brisbaneca

City Hall Walk-In Service Hours: M, Tu, Th: 9am – 4pm, W: 9am – 7pm, F: 9am – 1pm (see our What's Open Guide: brisbaneca.org/whatsopen)

Staff available by phone or email: M, T, Th: 8am-5pm, W: 8am-8pm, F: 8am-1pm

Do you have questions about the STAR or have an article to suggest? Articles are due by the 15th of each month. Contact Caroline Cheung at ccheung@brisbaneca.org or (415) 508-2157.

A Note from San Mateo County Libraries:




In-library hours will be expanded in early August. For more info: smcl.org

NO COST COVID-19
MOBILE TESTING

THURSDAYS

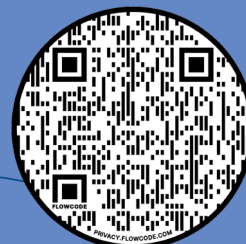
10AM-4PM



QUICK AND EASY
ORAL SWAB TEST
WALK UPS AVAILABLE

OR SIGN UP HERE: [CUR.TV/BRISBANE](https://cur.tv/brisbane)

**San Mateo County
Residents:
Your input is needed!**



Multijurisdictional Local Hazard
Mitigation Survey

Are you Foodware Aware?



This past spring, the City of Brisbane joined the County of San Mateo and many other Peninsula cities by adopting a Disposable Foodware Ordinance. The Ordinance, which will be enforced beginning March 25, 2022, aims to reduce single-use foodware made from plastics, which are pervasive pollutants with long-term, harmful impacts on our health, as well as our streets, storm drains, and waterways.

As a result, facilities serving prepared food (not pre-packaged) must discontinue the use of most plastic items, including compostable plastics, which can easily be confused in the waste stream. Although reusable foodware is not included in the Ordinance, the City and County encourage its use wherever possible. Most items which are single-use/disposable must be made from natural, fiber-based materials, including four specific accessories and their packaging: straws, stirrers, utensils, cocktail/toothpicks. Larger items (plates, bowls, cups, clamshells, and other containers) may have a compostable plastic lining but must be approved by Biodegradable Products Institute (BPI certified) to ensure that they are compostable and do not contain harmful fluorinated chemicals.

Another provision of the Ordinance is that accessories cannot be bundled and must be distributed only upon request, acceptance of offer, or at self-serve areas. No more forks, straws, and other items you don't need accumulating in that pile in your junk drawer, or receiving a plastic-wrapped bundle that is discarded mostly unused except for one fork. While the ordinance doesn't go into effect for many months, we're encouraging our local food businesses and residents to begin to #SkipTheStuff right away! Together, we can save local restaurants money, and our local landfill a lot of trash.

What you can do:

- **Food businesses:** Take the County's pledge (brisbaneca.org/foodware-pledge) and receive signage to show your customers that you are only providing small items (utensils, napkins, condiments) when requested. Feel free to ask your customers if they need these, just don't default to providing them!
- **Consumers:** Request disposable accessories only when needed, take only what you need at self-serve stations, and use your own reusables whenever possible. Consider asking your favorite take-out restaurant to "skip the stuff!" And remember to be kind to restaurant staff as they learn about and begin to implement these programs.
- **Volunteers:** Join the City and County as an Ambassador to help spread the word to our local restaurant community. Training and materials will be provided. Email aetherthon@brisbaneca.org with subject line "Skip the Stuff volunteer" by **July 16**.

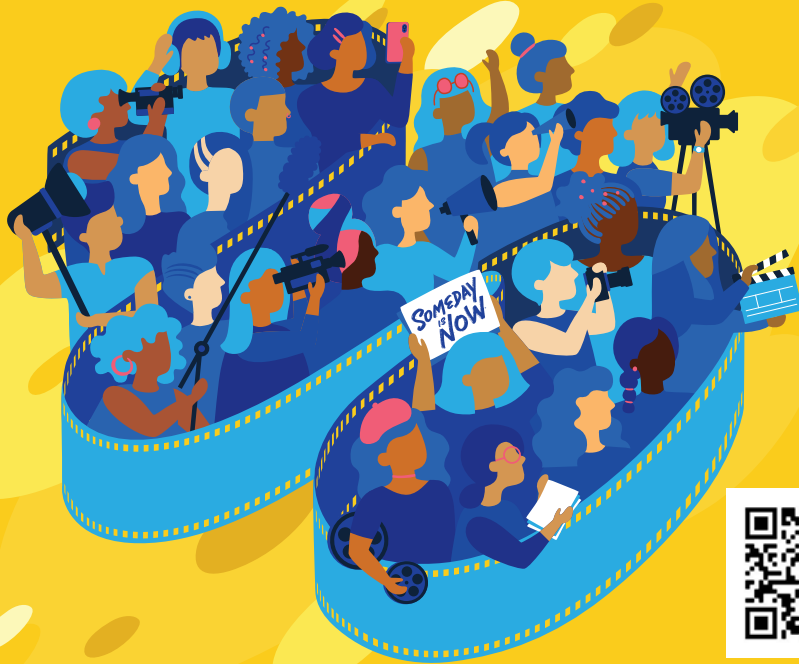
AYSO Fall Registration for Kids 4-13



Brisbane AYSO youth soccer pre-registration is now open in anticipation of their fall 2021 season. Fall soccer remains tentative as AYSO continues to monitor evolving local guidelines and requirements. Parents can pre-register their children until **July 31st**; no payment is due until AYSO confirms that the fall soccer season will move forward. AYSO soccer is a fun, exciting program whose main goal is to get kids on the field, provide them with good coaches, and teach them to play the game. No previous soccer experience is needed—the focus is on developing players and cultivating good sportsmanship at all ages. Brisbane AYSO soccer welcomes participants from Brisbane and surrounding areas and offers generous scholarships. Cost for the season is \$100 and includes player uniform. Email brisbaneayso@gmail.com for more information. Pre-register now at: brisbanesoccer.org.



LUNA FEST



20 YEARS OF PROGRESS
SPOTLIGHTING FILMS BY AND ABOUT WOMEN

THE CITY OF BRISBANE
PRESENTS
**LUNAFEST: FILMS BY AND
ABOUT WOMEN**

**JOIN US LIVE OR VIRTUALLY
SATURDAY, SEPTEMBER 25, 2021**

12:30PM (MATINEE) & 6PM (VIP GALA & DANCE PARTY)

MISSION BLUE CENTER

475 MISSION BLUE DRIVE, BRISBANE, CA

TICKETS: \$20 MATINEE / \$60 VIP GALA

TO LEARN MORE AND PURCHASE TICKETS:
brisbaneca.org/lunafest



All proceeds will go to the Brisbane Lions Club scholarship fund for women pursuing degrees in male-dominated fields

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BENEFITING:



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HIGH EFFICIENCY TOILET REPLACEMENT PROGRAM

SIGN UP TODAY:

[BRISBANECA.ORG/HETREPLACEMENTPROGRAM](https://brisbaneca.org/hetreplacementprogram)

You May Qualify for a **FREE REPLACEMENT TOILET** and **FREE INSTALLATION!**

All Brisbane residents and businesses can take part in the High Efficiency Toilet Replacement Program.

To qualify, you must have an active water account and your toilet must use 3.5 gallons per flush (GPF), or greater. It will be replaced with a new high efficiency toilet (1.3 GPF or less).

Only 200 replacement toilets are available; get yours while supplies last!

Sign up at:

[brisbaneca.org/
HETReplacementProgram](https://brisbaneca.org/hetreplacementprogram)

or scan the QR code!



Fireworks Safety

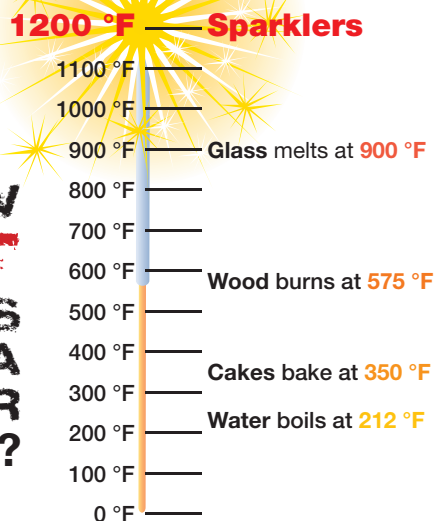


FIREWORKS are often used to mark special events and holidays. The only safe way to view fireworks is to attend a professional show. With many professional firework shows being canceled this year, it is important to know that **fireworks are not safe in the hands of consumers**. Fireworks cause thousands of injuries each year.

A few ideas to get into the patriotic spirit, without fireworks:

1. Use glow sticks, they glow in the dark and are a safe alternative to a sparkler. Fun for all ages.
2. Loud and proud. Noise makers are sure to make a statement. They can be found at local party supply stores or make your own.
3. Outdoor movie night. Set up a screen and projector. Don't forget the bug spray!
4. Red, white and blue silly string...fun for all ages.
5. Make a patriotic craft with the family.
6. Throw a birthday party for the USA, and don't forget the cake.

**HOW
HOT
DOES
A
SPARKLER
BURN?**



FACTS

- ! More than 19,500 reported fires are started by fireworks annually.
- ! Burns account for 44% of the 9,100 injuries treated in emergency rooms seen in the month around July 4.
- ! Half of the fireworks injuries seen at emergency rooms were extremities: hand, finger, or leg. One-third were to the eye or other parts of the head.
- ! Children ages 10–14 had the highest rate of fireworks injury, with more than one-third (36%) of the victims of fireworks injuries under age 15.
- ! Sparklers account for roughly one-quarter of emergency room fireworks injuries.

Source: U.S. Consumer Product Safety Commission (CPSC) 2018 Fireworks Annual Report



NATIONAL FIRE PROTECTION ASSOCIATION
The leading information and knowledge resource on fire, electrical and related hazards

North County Fire Authority





Entrepreneurs: The 4 Paws

We recently saw the 4 Paws featured by the Peninsula Humane Society (PHS) on their social media. If you haven't heard, this budding small business is comprised of three good friends: Isabel, Karina, and Samantha. They are rising eighth graders at Lipman, and when we learned that they had started their own dog walking and pet sitting business, and donated HALF of their earnings to pet shelters and wildlife rescue organizations, we knew we had to learn more...

How did you start your business, the 4 Paws?

In 5th grade, the three of us were casually talking at recess when someone mentioned dog walking and pet sitting. Instead of moving on from the subject we took a moment to think about it. Soon enough, we decided to make our own club: the 4 Paws, a dog walking and pet sitting business. Our first step was to make a flyer and after brainstorming creative ideas for it, the business was coming together.



What services do you offer? Are you expanding any during the summer?

Our services include dog walking and pet sitting. We are available weekdays 3:30pm-6pm and weekends 9am – 6pm but we will be expanding our hours during summer. We charge \$10 a dog for an hour or less. For pet sitting, please contact us for more information. We have recently donated close to \$1,000 to our local SPCA in Burlingame with the money that we earned these past 2 years.

Do you have dogs and cats, or other pets, yourselves?

Currently, Karina has a cat, Mitten; Isabel has 2 dogs, Beni and Canelo; and Samantha has one dog, Luna.

What advice would you give others that are interested in starting their own business?

When you're starting your own business, you will need to be passionate, hardworking, and willing to get out of your comfort zone. In addition, you should know that there's going to be people telling you that you can't do it because of your age or other reasons. Regardless though, you should always remember that their opinion doesn't matter as long as you are happy.

What have you learned so far about having your own business?

Some things we learned were how to manage our time, and money. We also learned to keep persevering when things are "ruff". 😊

How can people contact you if they're interested in becoming customers?

You can either find our flyers around Brisbane, or call our numbers below:
Karina: (650) 515-5146 | Isabel: (415) 570-3952

Thanks for sharing your newfound learnings and wisdom with us; may 4 Paws continue to flourish and grow! ★

LOOK OUT FOR A FOLLOW-UP RESIDENTIAL DESIGN PREFERENCE SURVEY IN JULY!

The City is in the process of updating its design review ordinance and residential zoning district standards to comply with State laws that require our housing design standards to be objective, a process we're calling the "ODDS" project (short for Objective Design and Development Standards).

In mid-January, the City conducted a survey to collect community input regarding residential and mixed-use architectural styles and design elements. Thank you to everyone who participated in the first survey!



ACCESS THE SURVEY USING THIS QR CODE

The City will publish a follow-up survey in July on the ODDS project webpage, brisbaneca.org/sb2. The survey will build on the feedback received from the first survey and will drill down further into **district-specific architectural design preferences**. The input provided in these survey responses will guide project consultants Good City Co. and City staff in drafting ODDS that will shape the design of residential development to reflect the community's vision and comply with State law. The survey will be available through the month of July! Hard copies of the survey may be picked up at the Community Development Department counter starting July 6.

Save the Date!

ODDS Project Update to the City Council on July 15, 2021



In January 2021, the City began the process of updating its design review ordinance and mixed-use and residential zoning district standards to comply with State laws (e.g., Senate Bill 35 and Housing Accountability Act) that require cities to adopt and act on residential development applications based on objective design and development standards ("ODDS").

Please join the City Council on **Thursday, July 15, 2021** for a project update on the **objective design and development standards (ODDS) project**. Project consultants Good City Co. and City staff will provide an update on the project and a general overview of how design codes translate into the built environment.

For more information on the ODDS project, visit brisbaneca.org/sb2, and don't forget to sign up for project email notifications by visiting brisbaneca.org/subscribe.



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BRISBANE, CA 94005

WHAT IS YOUR PARKS & RECREATION STORY?



SEND US PHOTOS, VIDEOS, AND
STORIES OF YOUR PARKS & REC
EXPERIENCES FROM THIS PAST
YEAR BEFORE JULY 8TH!



FOR DETAILS VISIT:

BRISBANECA.ORG/YOURSTORY



THERE WILL BE EXTRA STAFFING

July 4th



TO ENSURE THE SAFETY OF EVERYONE
REMEMBER, ALL FIREWORKS ARE
PROHIBITED IN BRISBANE



SMCALERT.INFO



This is how the City will
communicate with you
in the event of an
emergency.

PLEASE SIGN UP!

