



**North Fair Oaks Community Council**  
San Mateo County Coordinated  
Departmental Response



**Date:** August 8, 2013  
**NFOCC Meeting Date:** August 22, 2013  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Members, North Fair Oaks Community Council  
**From:** Angela Chavez, Project Planner  
Planning and Building Department  
**Subject:** Use Permit  
3501 Edison Way, North Fair Oaks

**RECOMMENDATION:**

Review project proposal to provide a recommendation to Planning Staff to determine whether or not the grating of the Use Permit is appropriate for the neighborhood.

**BACKGROUND:**

**Date Filed:** April 26, 2013

**Owner/ Applicant:** Edison Technology Park/ Landmarc Laundry Services, LLC

**Project Title:** Use Permit

**County File Number:** PLN2013-00153

**Project Location:** 3501 Edison Way, North Fair Oaks

**APN:** 060-042-170

**Project Description:** Use Permit to allow for a wholesale cleaning establishment to operate within an existing commercial building.

**DISCUSSION:**

The subject parcel is zoned M-1/Edison/NFO (Light Industrial/Edison/ North Fair Oaks) and is currently developed with multiple units of warehouse and office space. The proposed project seeks to allow a commercial wholesale cleaning establishment to operate within two of the units. Per Section 6277.3.B.2 this type of use is allowed in this zoning district with the issuance of a Use Permit. The use will not result in any exterior

changes to the building but will require tenant improvements to be made to the interior. These changes include the installation of four commercial washing machines, five commercial dryers, an 80-gallon water heater, installation of hot and cold water lines, installation of a gas line to serve the dryers, upgrades to the electrical panel, and installation of partition walls to create a new 131 sq. ft. office. The proposed business hours will be open from 7:00 AM until 6:00 PM (first employee arrives at 6:30 AM) with nine employees who will work staggered schedules (all nine not present at the same time). One van operates from this location and typically makes two round trips per day.

**ATTACHMENTS:**

- A. Vicinity Map
- B. Floor Plan
- C. Operational Statement

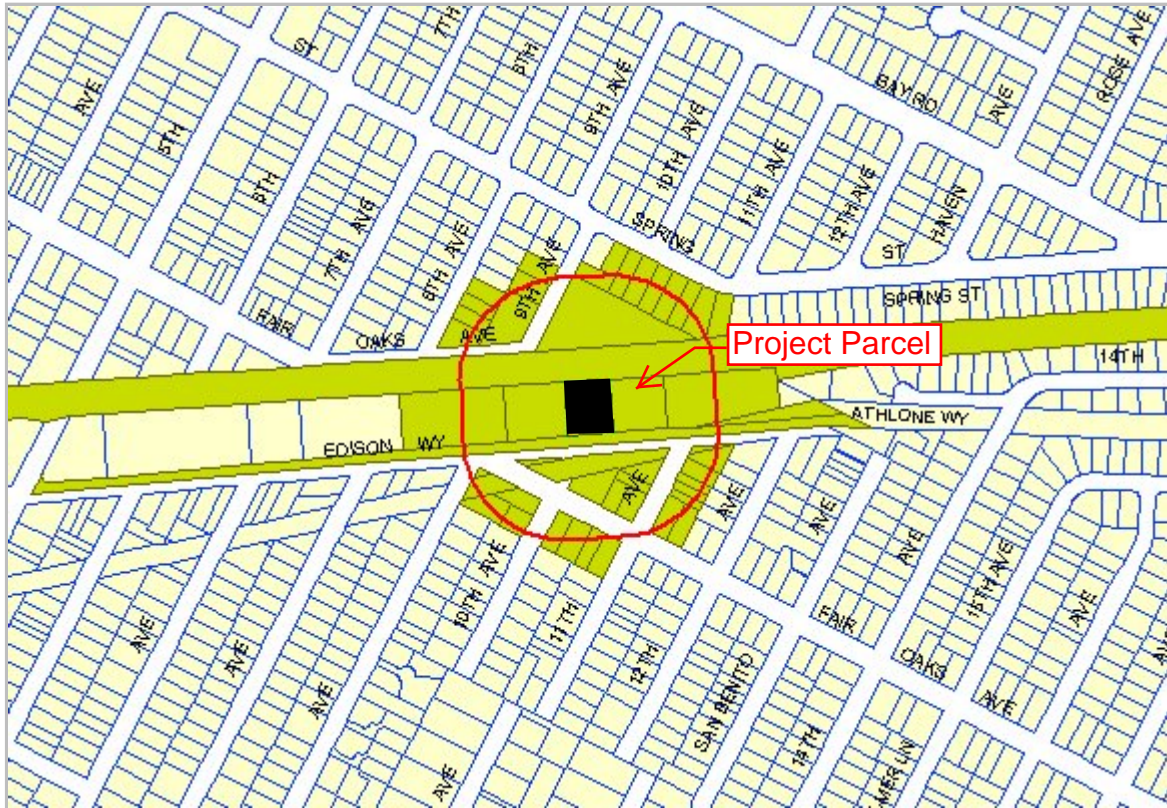
# ATTACHMENT: A

## SELECTED PROPERTY

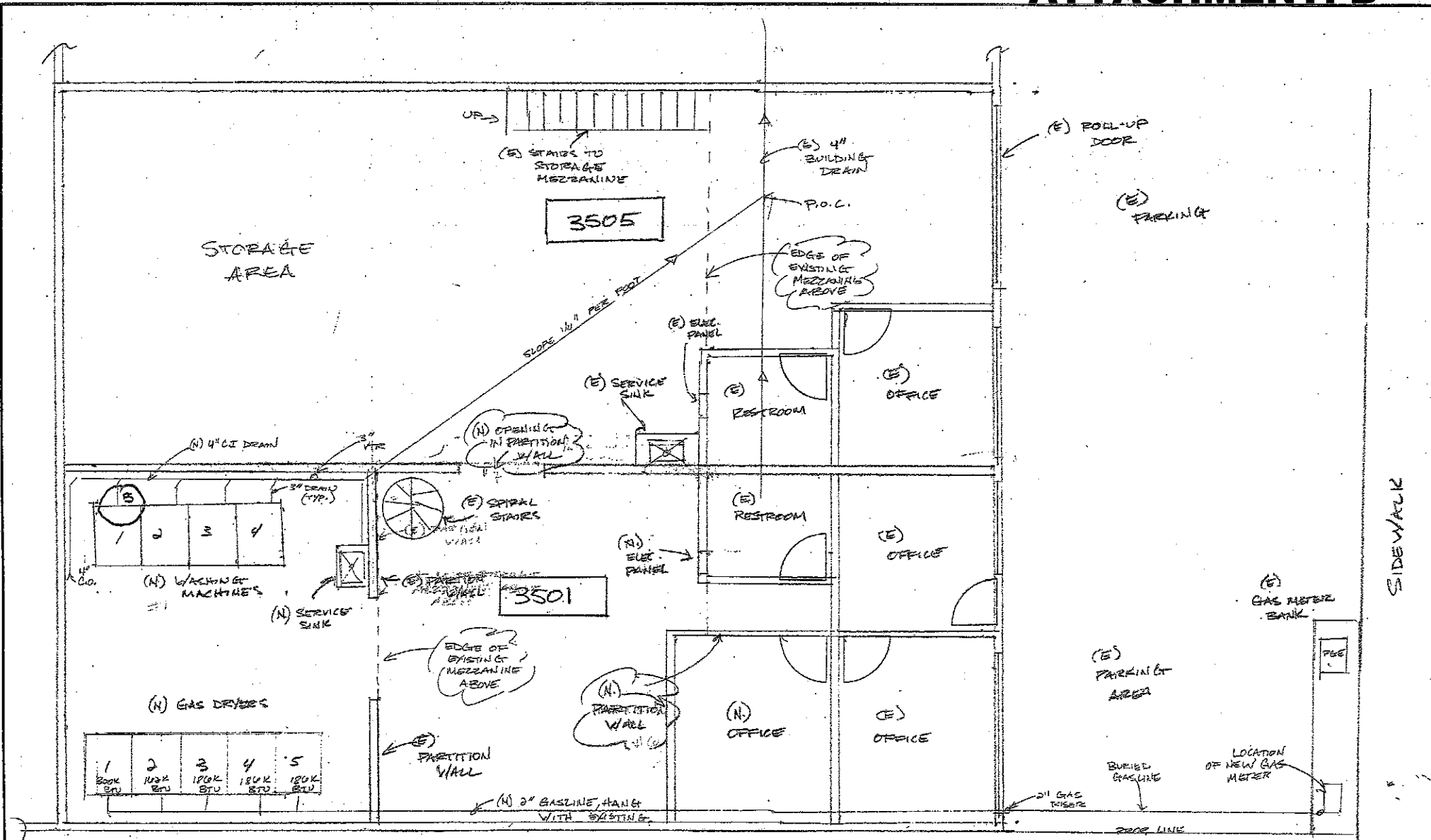
Situs: 3501 Edison Way , Menlo Park

Owner: Edison Technology Park Two Llc, 45 Martin Ln, Woodside, CA, 94062-3623

APN: 060042170



Date Created: Thursday, August 8, 2013



## TENANT IMPROVEMENTS

- 1) INSTALL NEW DRAIN WASTE AND VENT TO SERVICE WASHING MACHINES, PER COUNTY CODE, CONNECT TO EXISTING
- 2) INSTALL NEW GAS LINE TO SERVICE DRIVERS, PER COUNTY CODE, PER E
- 3) INSTALL HOT & COLD WATER LINES TO SERVICE WASHER, SERVICE SINK, CONNECT TO EXISTING
- 4) PROVIDE NEW ELECTRICAL CIRCUITS TO SERVICE WASHERS, DRYERS & UPGRADE EXISTING PANEL
- 5) INSTALL NEW 80 GALLON WATER HEATER IN MEZZANINE (#3501) & CONNECT EXISTING GAS/WATER/VENT
- 6) INSTALL NEW PARTITION WALLS FOR NEW OFFICE SPACE (#3501)
- 7) CREATE NEW OPENING IN EXISTING, NON-STRUCTURAL, PARTITION WALL

<b>LANDMARC SERVICES</b>		
SCALE: 1/4" = 1'-0"	APPROVED BY:	DRAWN BY: LANDMARC
DATE: 5/9/2005		REVISED:
3501 - 3503 EDISON WAY		
MENLO PARK, CA 94025		
DRAWING NUMBER:	ONE	

# ATTACHMENT: C



Laundry & Cleaners  
Residential • Commercial

May 28, 2013

Planning Department  
County Office Building  
455 County Center, 2nd Floor  
Redwood City, CA 94063

RE: PLN2013-00153 – Use Permit

Dear Planning,

This letter is in response to questions about our operations raised by Public Works.

Landmarc has one van operating out of this location. The van operates Monday through Friday as follows: Typically departs at 6:30 AM returning around 7:15 AM. The van departs again at approximately 7:45 AM returning around 12:00 PM. The van is then parked for the day.

Landmarc's business hours are 7:00 AM to 6:00 PM Monday through Friday. We have a total of 9 employees working from this location. We have one employee arriving at 6:30 AM, one employee arriving at 7:15 AM, and one that arrives at 8:00 AM. Two more clock in at 9:00 AM. The two early employees are typically finished by 12:00 PM and leave for the day. We then have four employees that start at 1:00 and typically finish between 5:30 PM and 6:00 PM. Of the 9 employees, 5 either walk to work or ride their bicycle to work.

We have six parking spaces for the two suites that we occupy plus off-street parking for our van.

If you should have any other questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Caine", is written over a white background.

Robert Caine  
Chief Operating Officer

**RECEIVED**

MAY 31 2013

San Mateo County  
Planning Division

Landmarc Laundry Services, LLC  
3501 Edison Way, Menlo Park, CA 94025  
(650) 241-8820

PLN2013-00153