Burlingame is a scenic city in San Mateo County that extends from the top of the hillsides to the shoreline of the San Francisco Bay. With a walkable Downtown, great neighborhoods and schools, a significant shoreline, and sweeping views of the Bay, Burlingame is rich in both natural assets and community amenities.
WHAT IS THE PARKS MASTER PLAN?

Over its history, Burlingame has been committed to developing excellent parks and facilities and providing engaging recreation programs. It has become known as the “City of Trees” because of its carefully maintained urban forest and historic tree groves. Despite this legacy, Burlingame has never had a long-range guiding plan for its parks and recreation system. This Parks Master Plan (PMP) is the City’s first, and it will guide the Parks and Recreation Department in the planning, policy, and development of Burlingame’s parks and recreation system for the next 10 to 15 years. It will help the Department in its effort to fulfill its mission of creating a better community.

Why Plan? Why Now?
The City of Burlingame has planned individual parks and facilities and implemented many improvements over the years, despite not having an overall guiding PMP. In 2015, Burlingame embarked on a community-wide visioning process connected to its General Plan Update, to plan for future growth and development while protecting the small-town character residents value. Through that planning and visioning process, the Burlingame community highlighted the importance of parks, recreation facilities, and open space to Burlingame’s quality of life and reaffirmed its commitment to be a city of healthy people and healthy places. This PMP is an important implementation step in addressing growth and change by wisely investing in one of Burlingame’s most important community assets – its parks and recreation system. And because Burlingame is largely built-out, with limited land available for parks and recreation, the City must be strategic and innovative in its approach to meeting future recreation needs.

Parks & Recreation Department Mission

Burlingame Parks & Recreation Department is creating a better community in which to live and play through quality recreational environments, enriching programs, and opportunities for empowerment.
What is our planning context?

Several aspects of Burlingame’s context create opportunities and challenges when planning for parks and recreation.

Transportation and Connections

Burlingame is well connected to the larger Bay Area and beyond by highways, Caltrain, BART, SamTrans, and the San Francisco International Airport (SFO). These transportation connections and associated infrastructure have been major factors in Burlingame’s economic success. However, these assets—including Highway 101, El Camino Real, and the rail line—can also function as barriers to safe and easy travel across the city. Combined with the city’s topography and landscape, Burlingame’s transportation corridors make getting to parks and recreation facilities challenging, especially when on foot or by bike.

Economic Vitality

Proximity to employment centers in San Francisco and Silicon Valley as well as SFO has helped create a robust and growing economy in Burlingame. The city has about as many jobs as it does residents today, and job growth is projected to be slightly higher than residential growth at buildout. Strong job sectors include hospitality, automobile sales, airline support services, biotechnology, high-tech firms, and destination retail. As a result, Burlingame’s four planned growth areas anticipate more jobs, mixed-use development, and live-work options. To serve these growth areas, Burlingame will need different approaches to parks and recreation.

Figure 2: Planned Growth Areas

- North Burlingame Mixed-Use
- Rolls Road Live-Work
- Downtown
- Bayfront

![Image of Burlingame](image-url)
Residential Density

Situated between San Francisco and San Jose and nestled between San Mateo, Millbrae, Foster City, and Hillsborough, Burlingame has charming, well-established residential neighborhoods and is unique among Peninsula communities for its high share of multi-family residential and rental housing stock.

Burlingame’s residential population in 2019 was just over 30,000, giving it a higher than typical population density for cities of its size nationwide. For comparison, the National Recreation and Park Association (NRPA) considers 2,500 residents per square mile to be high density in its Park Metrics data collected from agencies around the U.S. Compared to regional neighbors, Burlingame has a higher density than Belmont, Redwood City, and San Carlos. Higher density neighborhoods mean that each park serves more people, usually translating to higher operating costs and a need for a higher level of capital investment.

Table 1: Population Density

<table>
<thead>
<tr>
<th>City</th>
<th>Residential Population Per Square Mile</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burlingame</td>
<td>6,965</td>
</tr>
<tr>
<td>Belmont</td>
<td>5,856</td>
</tr>
<tr>
<td>Redwood City</td>
<td>4,492</td>
</tr>
<tr>
<td>San Bruno</td>
<td>2,909</td>
</tr>
<tr>
<td>San Carlos</td>
<td>5,331</td>
</tr>
<tr>
<td>San Mateo</td>
<td>8,635</td>
</tr>
</tbody>
</table>

Source(s): World Population Review (2019)

Demographics and Growth

Burlingame is anticipating a 23% growth in its residential population by 2040 and is also anticipating several shifts in its demographic profile. By 2040, Burlingame’s community will include more families, children, and seniors than it does today. There will be an increase in the households at the highest and lowest income brackets. An increase in multi-family housing is planned for future growth areas and will include renter-occupied units. These demographic changes will require parks and recreation services to adjust to best serve the different needs of the changing resident population.

<table>
<thead>
<tr>
<th>Table 2: Projected Growth, Burlingame General Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
</tr>
<tr>
<td>Residential Population</td>
</tr>
<tr>
<td>Housing Units</td>
</tr>
</tbody>
</table>

Source(s): CA Department of Finance, World Population Review (2019)
**BURLINGAME'S PARKS MASTER PLAN PROCESS**

The planning process for the PMP was designed to build on the strong baseline of information from the General Plan and other planning efforts, integrate community engagement throughout, and provide comprehensive guidance for the future. Figure 3 below illustrates the steps and timing of the PMP process.

**Engaging the Community**

As shown in the process diagram below, community engagement was foundational to the PMP process. Guided by an engagement and outreach plan developed at the beginning of the project, the PMP incorporated a multi-layered outreach strategy with a variety of engagement opportunities and methods timed over the course of the project to gather a range of perspectives reflective of Burlingame’s community.

Public information, including information about opportunities to provide input, was distributed through established City communication channels including social media and mailing lists. A project webpage on the Burlingame website served as a landing pad and information portal throughout the PMP process.

“I love that I'm able to access nature, enjoy the Bay, and take a break from my everyday work-life. I believe it makes me healthier and happier.”

- Burlingame resident

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**Figure 3: PMP Process**
STAKEHOLDER INTERVIEWS
At the outset of the planning process, in-person interviews with individuals and small groups provided insights into key issues and opportunities, as well as the needs of specific interest groups. Interviewees included City staff, Commissioners, members of the Burlingame business community, field users, other recreation interest groups, and school and PTA representatives.

POP-UP ACTIVITIES
During May, June, and July of 2018, more than 300 people provided input at a series of eight pop-up events at parks, recreation facilities, and community events throughout Burlingame.

ONLINE MAP-BASED SURVEY (MAPITA)
More than 540 participants provided input on how they use Burlingame’s park system through a dynamic online interactive map-based questionnaire available from May through mid-July in 2018.

NOVEMBER 7, 2018 COMMUNITY WORKSHOP
The November public workshop provided a formal opportunity for community members to learn about the planning process and provide input through interactive boards and exercises.

TELEPHONE SURVEY
In late November and early December 2018, a statistical sample of 300 Burlingame registered voters was surveyed by telephone.

ONLINE SURVEY
An online version of the telephone survey was available to the public from late December 2018 through the end of January 2019. This allowed anyone to provide input to the same questions asked on the telephone survey in a separate data set, while maintaining the integrity of the statistical sample of the telephone survey.

PAPER SURVEY SUPPLEMENT
A paper survey that included a selection of the open access survey questions was distributed in Spring 2019 to ensure that Burlingame’s diverse residents had an opportunity to provide input that did not require online access.

ADVISORY GROUPS
Throughout the process, the Parks and Recreation Department engaged and informed elected and appointed officials in the form of in-person meetings and regular communication with the following groups:
• Master Plan Advisory Team (MPAT): This advisory group was composed of City staff members, Parks and Recreation Commissioners, and City Council members and provided guidance and input at key project milestones.
• Parks and Recreation Commission (PRC): The PRC acts in an advisory capacity to the City Council, City Manager, and Parks and Recreation Director to provide general oversight, input, and recommendations for the parks and recreation system, including guidance and advice on the PMP at meetings throughout the planning process.
• Burlingame City Council: The City Council provided input midway through the planning process and on the PMP recommendations through the public review and adoption process.

In addition, the Parks and Recreation Department also reached out to other appointed groups including the Planning Commission, the Traffic, Safety and Parking Commission, the Beautification Commission, and the Library Board.

“LOTS OF THINGS FOR KIDS TO DO INCLUDING BIKING AROUND THE PARK, PLAYING GAMES ON THE GRASS AREAS AND PLAY ON THE STRUCTURES.”
- Burlingame resident
PMP OVERVIEW

The Parks Master Plan is structured as follows:

- **Needs and Opportunities** provides a snapshot of Burlingame's existing parks and recreation resources, discusses recreation trends, and summarizes community needs.

- **Vision and Guidelines** presents the PMP vision and goals and the park system concept and associated guidelines.

- **Strategies and Recommendations** presents strategies to implement each of the eight goals and recommendations, organized by park types.

- **Implementation** discusses funding options, prioritization, and implementation.

Supporting information is contained in a set of appendices, listed in the Table of Contents and referenced in the PMP.
CHAPTER TWO

Needs and Opportunities

The City of Burlingame’s Parks and Recreation Department is responsible for planning, maintaining, and programming Burlingame’s 130+ acres of park land and recreation facilities, as well as providing a wide range of high-quality recreation programs. This section provides an overview of the existing system and services.
BURLINGAME’S EXISTING PARKS AND RECREATION SYSTEM

Park Land Inventory

Burlingame’s park system includes developed parks (many of which are quite small), undeveloped natural areas and parks, and lands owned by the California State Lands Commission and leased by private businesses. During the PMP process, the creation of Skyline Park and improvements at Mills Canyon Wildlife Area were underway.

Recreation Facilities

Within its parks, Burlingame has outdoor recreation facilities including playgrounds; sports fields for baseball, softball, and soccer; courts for tennis and basketball; a community garden; off-leash dog runs; and picnic areas. Burlingame also has four major recreation facilities:

• The Burlingame Community Center, which is in progress, is an expansion and upgrade of the existing facility in Washington Park;
• The Burlingame Aquatic Center (BAC), a joint use facility with the San Mateo Union High School District (SMUHSD), is located at the high school adjacent to Washington Park;
• A golf facility is expected to replace Burlingame’s aging driving range (anticipated opening in 2021 or 2022); and
• The Village Park Preschool, which provides facilities for classes.

Several significant recreation facility enhancement projects were underway during the PMP, including the design and construction of the Burlingame Community Center, the redesign of the Washington Park playground, and the renovation of the BAC pool.

Recreation Programs

The Burlingame Parks and Recreation Department offers a full-service and very popular set of recreation programs and special events. Partnerships and agreements between the Department and other local serving agencies and organizations increase the City’s capacity to meet the recreation needs of Burlingame residents. The Department collaborates with other City departments; has partnerships and/or joint use agreements with other public agencies including the two school districts; manages contracts with outside entities; and has strong relationships with numerous community organizations.

Developed Parks

<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>Acres</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ALPINE PARK</td>
<td>0.10</td>
</tr>
<tr>
<td>2</td>
<td>BAYSIDE PARK</td>
<td>36.00</td>
</tr>
<tr>
<td>3</td>
<td>CUERNAVACA PARK</td>
<td>5.00</td>
</tr>
<tr>
<td>4</td>
<td>HERITAGE PARK</td>
<td>0.40</td>
</tr>
<tr>
<td>5</td>
<td>“J” LOT PLAYGROUND</td>
<td>0.05</td>
</tr>
<tr>
<td>6</td>
<td>LAGUNA PARK</td>
<td>0.50</td>
</tr>
<tr>
<td>7</td>
<td>MURRAY FIELD</td>
<td>20.60</td>
</tr>
<tr>
<td>8</td>
<td>PALOMA PLAYGROUND</td>
<td>0.10</td>
</tr>
<tr>
<td>9</td>
<td>PERSHING PARK</td>
<td>1.10</td>
</tr>
<tr>
<td>10</td>
<td>RAY PARK</td>
<td>5.90</td>
</tr>
<tr>
<td>11</td>
<td>SHOREBIRD SANCTUARY</td>
<td>2.00</td>
</tr>
<tr>
<td>12</td>
<td>TRENTON PLAYGROUND</td>
<td>0.10</td>
</tr>
<tr>
<td>13</td>
<td>VICTORIA PARK</td>
<td>0.90</td>
</tr>
<tr>
<td>14</td>
<td>VILLAGE PARK</td>
<td>1.90</td>
</tr>
<tr>
<td>15</td>
<td>WASHINGTON PARK</td>
<td>18.90</td>
</tr>
</tbody>
</table>

Developed Parks Total: 93.55 Acres
**Natural Park Areas**

- **MILLS CANYON WILDLIFE AREA**
  - 34.50 Acres

- **SKYLINE PARK**
  - 3.30 Acres

**Natural Park Areas Total:** 37.80 Acres

**State Lands Commission**

- **ROBERT E. WOOLEY STATE PARK**
  - Leased by Embassy Suites
  - 1.76 Acres

- **FISHERMAN’S PARK**
  - Maintained by County Parks
  - 0.70 Acres

**State Lands Commission Total:** 2.46 Acres

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*Figure 5: Existing Parks and Recreation System: Natural Park Areas and State Lands Commission*
NATIONAL AND REGIONAL TRENDS

Several broader national and regional trends, described below, are especially pertinent to Burlingame’s planning issues and provide context for community preferences and priorities.

A Public Health and Wellness Movement
To combat the national rise of obesity, diabetes, and heart disease, public and private entities are exploring ways to promote preventative healthcare and active living, which reduce healthcare costs and improve public health. This includes initiatives such as Park Rx, through which health care practitioners prescribe time outdoors in nature to improve health outcomes.

Connecting Youth with Nature
Across the country, there is a movement to reconnect youth with nature and the outdoors. This is largely in response to the decreased time kids spend outdoors compared to previous generations and the associated negative physical and mental health impacts. Parents and professionals alike express concerns about the ill effects of a sedentary lifestyle, too much screen time, and too little exploratory, unstructured outside play for children. Public health organizations and parks and recreation departments are working to reverse the negative impacts of “Nature Deficit Disorder.”

Participation in Trail-Based Recreation
While trail-related recreation such as walking, hiking, and running is among the most popular outdoor activities nationwide, Californians in particular spend even more recreation time participating in these activities than the national average.

The Digital World
Given Burlingame’s proximity to San Francisco and Silicon Valley, technology has a significant impact on the City’s economic, cultural, and social landscape. Digital devices are changing how people interact with the world, with public agencies, and with each other. Technology is offering parks and recreation providers new opportunities as well as new challenges, including the emergence of a counter-trend calling for technology-free parks and environments.

Need for Culturally Responsive Services
California is now a majority-minority state, meaning that less than half of its population identifies as non-Hispanic white. Research has shown that cultural and ethnic groups use public spaces differently and that there is a growing need for public agency-hosted events, vendors, and entertainment to reflect a wider array of interests and cultures.

An Active Aging Population
The Baby Boomer and Millennial generations are the largest population segments driving outdoor lifestyle trends, with activities such as walking and biking becoming part of day-to-day life. As people live longer, the population of “seniors” encompasses multiple generations, including retirees who are in good health, physically active, and uninterested in participating in typical “senior center” activities. Instead, there is growing interest in leisure activities for older adults, such as art-related programs and senior sports clubs.
COMMUNITY PRIORITIES

Through all public engagement opportunities during the PMP process, Burlingame residents indicated they have a high level of satisfaction with the City of Burlingame’s parks and recreation programs, maintenance, and facilities. Feedback also indicates that people regularly use parks, facilities, and recreation programs, especially those close to their homes. They value the proximity of parks and typically get there by foot or bike. They use parks for relaxing in the outdoors, playing with kids, and for community events. When they go to the Bayfront, they typically drive and are interested in more access and water recreation.

While satisfaction with existing services is high, the Burlingame community has strong interest in further enhancing parks and recreation services. Community priorities that emerged from the public engagement process include:

- **Access to Nature, Wildlife, and Scenery.** In keeping with national trends regarding connecting with nature, Burlingame residents would like more opportunities to connect with nature in parks and on the Bayfront.

- **Walking and Biking for Health and Fitness.** People are interested in walking and biking more, especially for health and fitness, and would like to increase walking and biking opportunities in the park system.

- **More Amenities.** Community members would like more restrooms and more fenced-in dog parks. They are also interested in water-based recreation and adventure activities in the park system.

- **Safety.** The Burlingame community identified a need for enhanced safety, especially for pedestrians, through lighting, fencing, and safe routes.

- **Community Events.** People in Burlingame appreciate the availability of events and activities and would like to continue and expand on these.

- **Expanded Programming.** Community members would like an expansion in arts and sports programs in particular.

- **Aesthetics.** There is an interest in elevating park and facility design, and in integrating local character and identity.

- **Sustainability.** The Burlingame community values sustainability and would like the park system to demonstrate environmental stewardship and sustainable design and operations.

- **Spaces and Programs for All.** Community members prioritize inclusiveness, so that people of all ages, abilities, and recreation interests can find a place in parks, recreation facilities, and programs.
Burlingame Parks Master Plan

Chapter Two | Needs and Opportunities

10-MINUTE WALK ANALYSIS

Burlingame is on trend with communities striving to ensure their residents are within walking distance of a park and set a target in its General Plan to provide every resident access to a park within one-half mile of home. One-half mile equates to about a 10-minute walk and is the basis for the recent #10-Minute-Walk campaign undertaken by the NRPA, the Trust for Public Land, and the Urban Land Institute. Burlingame residents confirmed they value the proximity of parks and the ability to walk and bike to them.

Conducting a citywide park “walkshed analysis” is a way to reveal areas that lack access to a park within the desired distance. The walkshed analysis uses ESRI’s Network Analyst extension in ArcGIS to show half-mile and quarter-mile walksheds from each of Burlingame’s parks. The analysis methodology factors in physical barriers such as highways, train tracks, disconnected street networks, and water bodies. It also uses the City’s street system and trail network data to simulate the path of travel for pedestrians and bicyclists.

Figure 6 shows the result of the walkshed analysis in Burlingame, which confirms that most residents have access to a park within walking distance. According to the Trust for Public Land, 74 percent of residents live within a 10-minute walk of a park. Compared to the national average of 54 percent (Source: www.tpl.org/parkscore). However, underserved areas exist around schools and within areas targeted for growth.

VISITOR EXPERIENCE

Community feedback shows that people value parks that are close to home, but they want more to do in those parks. As seen in Figure 7, some parks in Burlingame’s neighborhoods provide a limited range of amenities. The very small size of many Burlingame parks is a factor in where and which amenities are provided. Adding amenities to smaller-scale parks is challenging and may not always be possible. However, finding ways to provide a broader range of amenities that people can easily get to from home is key to enhancing the experience for Burlingame park visitors.

IMPLICATIONS

Burlingame’s existing parks and recreation system and set of services provide a foundation for the future. Considering community priorities, national and regional trends, and analyses of existing parks and facilities clarified opportunities and potential directions for the future. These were vetted through the statistically valid survey and companion methodologies, validating the plan direction laid out in the next three chapters.
Vision and Guidelines

The vision framework articulates the direction for Burlingame’s parks and recreation system, building upon the Parks and Recreation Department Mission and themes from the public engagement process.
VISION FRAMEWORK
The vision framework, depicted in the graphic on the next page, includes three elements:

The Parks and Recreation Department Mission, describing the purpose of the department;
The PMP Vision, a statement that articulates the community’s aspirations for the parks and recreation system; and
Eight PMP Goals, that provide strategic direction to achieving the vision.

The vision framework is a guiding structure for the Department and the City for the next 10 to 15 years. The recommendations, strategies, and guidelines in Chapters 3, 4, and 5 of this PMP are aimed at realizing the vision, using the goals as an organizing element.

PMP Goals
The eight goals reflect community priorities and City initiatives.

1. **Enhance Public Spaces** to make all of Burlingame’s parks and recreation facilities a thriving part of a complete park system.
2. **Support Healthy People** with park facilities and recreation programs that provide opportunities for physical fitness as well as ecological and social connections that promote overall health and well-being.
3. **Create Ecologically Healthy Places** by creating resource-efficient, ecologically sensitive, Bay-friendly landscapes throughout Burlingame’s parks and recreation system.
4. **Establish Strong Physical Connections** that improve the safety, comfort, and ease of traveling to and between parks.
5. **Ensure Strategic Growth** so parks and recreation facilities and services throughout the city will continue to meet the needs of Burlingame’s growing and changing community.
6. **Advance Stewardship** of Burlingame’s parks and recreation assets through top-quality maintenance and operations practices.
7. **Expand Partnerships** and work with other agencies, departments, and private entities that support the PMP goals and recommendations.
8. **Stabilize Funding** to ensure diverse sources of support for Burlingame’s parks and recreation system.
Burlingame’s parks and open space system can grow with its community. This park system concept forms the basis for PMP recommendations and will guide decisions about where to include amenities, when to activate underutilized areas, and how to provide interesting experiences so that the City of Burlingame’s parks and open space system can grow with its community. This park system concept directly responds to and supports PMP Goals 1, 2, 4, and 5.

**A Park System of Hubs and Clusters**

As illustrated in Figure 8, Burlingame’s park system is composed of Recreation Hubs and Park Clusters that are physically and conceptually connected. This organizing structure establishes a strong framework with city-serving and neighborhood-level amenities that are complementary and accessible to all. This park system concept forms the basis for PMP recommendations and will guide decisions about where to include amenities, when to activate underutilized areas, and how to provide interesting experiences so that the City of Burlingame’s parks and open space system can grow with its community. This park system concept directly responds to and supports PMP Goals 1, 2, 4, and 5.

**Recreation Hubs**

**Recreation Hubs** are flagship sites that include a diverse range of recreation experiences. Their character reflects their physical, natural, and cultural context. These sites function as recreation magnets with a variety of experiences at one distinct site or a group of related sites. They are intended to serve the entire Burlingame community and also provide for the daily recreation needs of nearby residents.

The concept is organized around **three existing Recreation Hubs**:

- **The Hillside Recreation Hub** centers on Cuernavaca Park, with Mills Canyon and the planned Skyline Park playing supporting roles.
- **The Civic Recreation Hub** consists of Washington Park and the Community Center and has functioned as Burlingame’s primary Recreation Hub for many years.
- **The Bayfront Recreation Hub** knits together Bayside Fields, the Bayside Dog Park, Murray Field, the future Topgolf site (formerly the Golf Center), the planned fitness clusters, the Bay Trail, and Robert E. Wooley State Park (located and managed by the Embassy Suites Hotel) into Burlingame’s largest Recreation Hub in terms of land area.

The Recreation Hubs are connected to one another by Burlingame’s pedestrian and bicycle network, allowing park visitors to safely traverse the city to these three recreation destination areas. As part of the upcoming update to the Bicycle and Pedestrian Master Plan, a review of appropriate routes will be evaluated.
Park Clusters

Park Clusters are groups of interconnected parks. These parks are, or will be, linked by pedestrian and bicycle connections to provide a full suite of park amenities. Each site within a cluster has its own identity and features that are distinct from and complementary to the other sites.

A total of five Park Clusters will primarily serve the daily recreation needs of their surrounding residential areas. Three of these clusters exist in 2019, and two are future opportunities to enhance and connect the system.

- **The Northern Park Cluster**, which includes Laguna Park, Ray Park, and Village Park and primarily serves residential areas north of Broadway.
- **The Eastern Park Cluster**, which includes Alpine Park, Trenton Playground, and Victoria Park and primarily serves residential areas east of the railroad and around Burlingame High School.
- **The Future Park Clusters** are proposed in two areas that are currently underserved by recreation amenities including the North Burlingame/Rollins Road growth areas and the areas surrounding Hillside Drive. Creating Park Clusters in these areas would provide the surrounding areas with a range of recreation options, from play areas to nature connections. If future opportunities and development warrant it, a Recreation Hub may also be appropriate in the North Burlingame and North Rollins Road growth areas.

**Park-links** are safe and pleasant pedestrian and bicycle routes that connect individual park sites. While specific details about routes within the city may be identified in the Bicycle and Pedestrian Master Plan, the intent is to provide enjoyable looped walking and running routes to and around parks. These routes could incorporate distance markers (by mile) as well as locally inspired identity and wayfinding features. Establishing safe, well-marked routes creates opportunities for everyone, from families to walking groups, to use Park-links for fitness and fun in Burlingame.

**Northern Park Cluster: Park-links**

Ray Park, Village Park, and Laguna Park are safely connected for pedestrians and bicyclists via Park-links on Balboa Way, Ray Drive, Rosedale Avenue, California Drive, Mills Avenue, Laguna Avenue, Grove Avenue, Capuchino Avenue, Highway Road, and Adeline Drive. Together, these connections equal an approximately 1.45-mile looped route.

**Southern Park Cluster: Park-links**

"J" Lot Playground, Heritage Park, and Pershing Park are safely connected for pedestrians and bicyclists via Park-links on Crescent Avenue, Ralston Avenue, Occidental Avenue, Bellevue Avenue, Primrose Road, Bayswater Avenue, Cypress Avenue, Central Avenue, and Newlands Ave. Together, these connections equal just under 1.22 miles of looped routes.

**Eastern Park Cluster: Park-links**

Alpine Park, Trenton Playground, Victoria Park, and Washington Park are safely connected for pedestrians and bicyclists via Park-links on Carolan Avenue, Park Avenue, Winchester Drive, Oak Grove Avenue, Rollins Road, Dwight Road, Lexington Way, Channing Road, Burlingame Avenue, Victoria Road, Howard Avenue, and Bloomfield Road. Together, these connections equal 2.56 miles of looped routes. Burlingame High School and Washington Park are other destinations in close proximity to these bicycle and pedestrian routes.
PARK DESIGN GUIDELINES

Purpose of Guidelines

The park design guidelines will ensure that each park is planned, designed, and managed to meet the needs of the community it serves. Images in this section are intended to be inspirational as they do not depict existing Burlingame parks and recreation facilities.

The guidelines:

• Encourage thoughtful and well-designed spaces that are representative of community needs and values and that respond to the unique characteristics of individual park sites.

• Serve as park design objectives, promoting design flexibility and adaptability, while allowing park designers and planners, the community, and decision-makers to communicate design parameters that are clear and consistent.

How and When to Apply Guidelines

The guidelines should be applied towards the planning, design, and approval of both public and privately developed projects. As the City grows and improves its existing parks and recreation assets, the park design guidelines will assist in identifying, designing, and renovating parks and open space sites, features, amenities, and character.

The guidelines identify key characteristics for Recreation Hubs, Park Clusters, and Park-links, which are the overarching components of Burlingame’s parks and recreation system. Site-specific recommendations for each of Burlingame’s existing sites, found in Chapter 4, follow from the guidelines.

The following definitions are provided for context:

• Revenue facilities are recreation facilities that generate revenue to offset their operating costs. Examples include pools, sports complexes, rental facilities, and pavilions.

• Signature amenities are distinct recreation elements or features that draw visitors from the entire city and beyond.
RECREATION HUBS are flagship sites that include a diverse range of recreation experiences. Their character reflects their physical, natural, and cultural context. These sites function as recreation magnets with a variety of experiences at one distinct site or a group of related sites. They are intended to serve the entire Burlingame community and also provide for the daily recreation needs of nearby residents.

Service Area
There are single-site Recreation Hubs and multi-site Recreation Hubs. Multi-site Recreation Hubs comprise multiple parks in close proximity to each other. All Recreation Hubs serve the entire city.

Site Character
The character of each Recreation Hub is closely tied to its site context. Sites are visually and physically accessible to their surrounding areas, with strong curb appeal and inviting gateway features, elements, and entry experience for visitors. A relationship to the surrounding environment, i.e., the Bayfront, Hillside, or Downtown area, is reinforced by visual connections even if direct physical contact to those elements does not exist.

Recreation Hub sites feature unique, flagship elements and consistent site graphics or color schemes to strengthen site character and identity. All Recreation Hubs include site identification elements and signage for wayfinding, kiosk, facilities, and facility/amenity regulations to enhance user experience. Thematic signage may be found throughout the site to strengthen site identity.

Site Connectivity
All Recreation Hubs are physically connected to surrounding areas by safe pedestrian and bicycle routes. Multi-site Recreation Hubs feature pedestrian and bicycle connections between sites and strong wayfinding components to reinforce their relationship. Single-site Recreation Hubs should have a strong street presence with strong curb appeal and inviting entries, and be visually and physically accessible to the surrounding neighborhood on at least one major street. Sites include trail linkage to other parks when possible. Details of pedestrian and bicycle connections are identified in the Bicycle and Pedestrian Master Plan.

Circulation and Parking
On-street parking adjacent to the park is preferred to maximize usable park space. Off-street parking, including Americans with Disabilities Act (ADA) compliant spaces, may be included to support the amenities. Where driveways pass through park space, traffic calming devices and design techniques to prioritize pedestrians should be incorporated. All Recreation Hubs should include site elements for bicycle parking and accessible entry paths.

Site Amenities
Recreation Hubs include at least:
- Four Signature Amenities
  - loop trails
  - sports fields
  - sports courts
  - sports complexes
- multipurpose recreation center
- aquatic center
- reservable picnic facilities
- large shelters/pavilions
- community playground with features appropriate for both younger and older children
- One Area for Flexible-Use
  - open lawn
  - open, informal natural area
  - open paved area
  - plaza
- One Public Restroom
- One Revenue Facility
- Drinking Fountains
- water bottle-filling stations
Park Clusters are groups of small parks that are interconnected. These parks are linked by pedestrian and bicycle connections to provide a full suite of park amenities. Each site within a cluster has its own identity and features that are distinct from and complementary to the other sites.

Service Area
Park Clusters primarily serve their local, residential neighborhoods and surrounding areas.

Site Character
All sites within Park Clusters include unique elements as well as consistent site graphics and/or color schemes to strengthen site identity.

Site Connectivity
Park Clusters have a strong relationship to their surrounding neighborhoods. Each individual park site within a cluster has strong curb appeal and inviting entries, and is visually and physically accessible to the surrounding neighborhood. Sites within Park Clusters are typically located on a local or collector street. If near an arterial street, park sites within clusters may have natural or artificial buffers or barriers.

Circulation and Parking
Each Park Cluster has unique wayfinding signage to identify Park-link routes between park sites, including distance markers. Within each Park Cluster, individual park sites include consistent park identification, wayfinding, and facility/amenity regulations to enhance user experience. Parking is not required at park sites within Park Clusters but if included, accounts for fewer than 10 cars and provides for ADA access, with at least one van accessible parking space. When needed, widened on-street parking is the preferred option for parking in order to minimize park space dedicated to cars. Traffic calming devices, such as lane narrowing, curb extensions, expanded

Street planting areas, speed bumps, or raised pedestrian crossings are encouraged throughout Park Clusters, especially adjacent to individual park sites.

Site Amenities
Park Clusters are comprised of multiple individual park sites and do not include revenue facilities. Park Clusters include at least:

- Four Signature Amenities
  - loop trails
  - feature gardens, formal planting area
  - pollinator planting
  - stormwater planting elements
  - seating areas/elements
  - multi-use fields
  - sports courts
  - reservable picnic facilities
  - shelters/pavilions
  - off-leash dog area
  - playground with shade elements and features appropriate for young children
  - playground with shade elements and features appropriate for older children
- One Area for Flexible-Use
  - open lawn
  - open natural area
  - open paved area
  - plaza
- One Public Restroom, if practical
- Drinking Fountains
  - water bottle-filling stations
Other Regulations

In addition to these guidelines and Burlingame’s local codes and standards, other regulations are applicable to the City’s parks and recreation system. Listed below, these requirements provide a baseline to ensure safety, universal access, and comfort for all park users.

- ADA, which prohibits discrimination against individuals with disabilities in all areas of public life – including public and private places that are open to the general public.
- ADA Accessibility Guidelines (ADAAG), which provide scoping and technical requirements for accessibility to buildings and facilities by individuals with disabilities under the ADA.
- Title 24 Code of Regulations, or California Building Standards Code, published by the California Building Standards Commission, which are State of California regulations that govern the design and construction of buildings, associated facilities and equipment.

- California Playground Safety Regulations, Title 22 of California Code of Regulations, Division 4, Chapter 22.
Strategies and Recommendations

Strategies are systemwide policy recommendations that should guide the Department’s approach to system operations, design, and investments. These strategies are organized by Goals 1-8 presented in Chapter 3 on page 29. These systemwide recommendations are followed by site-specific recommendations for all Recreation Hubs and Clusters.
Chapter Four | Strategies and Recommendations

GOAL 1
Enhance Public Spaces to make all of Burlingame’s parks and recreation facilities a thriving part of a complete park system.

RECOMMENDATIONS
1-A. Repurpose low-use and single-purpose areas to create more flexible spaces that can accommodate multiple functions and provide greater amenity value to the entire community.
1-B. Strategically layer in more activities in existing parks to get more function out of each.
1-C. Add walking loops to existing parks where appropriate.
1-D. Provide restroom facilities at all Recreation Hubs and strive to provide a restroom within each park cluster.
1-E. Increase shade (structures and tree canopy), especially in play and seating areas.
1-F. Create additional fenced-in off-leash dog areas in parks.
1-G. Create universal design play areas that are accessible for all abilities that meet or exceed ADA requirements and enrich the play experience for all by providing a range of visual characteristics, materials, and developmental offerings.
1-H. Integrate art in parks and recreation facilities to enhance identity and interpret the local environment.
1-I. Design landscapes to enhance site context, theme, and experience, as well as to strengthen visual connections to the surrounding environment.
1-J. Design sites that feature large-canopy shade trees, stormwater planting, flowering plant material, and formal planting areas to create areas of interest at appropriate site locations like entries and gathering areas.
1-K. Use appropriately scaled lighting that minimizes light pollution, including amenity lighting, sport field light standards, and security lighting when applicable to enhance site character, safety, and security.

GOAL 2
Support Healthy People with park facilities and recreation programs that provide opportunities for physical fitness as well as ecological and social connections that promote overall health and well-being.

RECOMMENDATIONS
2-A. Expand programs that promote personal wellness including nutrition, mindfulness, and connections with nature.
2-B. Connect people to nature by creating natural play areas that encourage interaction with the natural world through active, tactile nature discovery.
2-C. Enhance awareness of and access to natural features in parks and open space throughout the city (including Shorebird Park and Sanchez Lagoon).
2-D. Expand programming for walking and biking throughout the city.
  • Introduce programs such as "Bike-about-town," 5k runs, and organized walks that are supported by the City and community organizations.
2-E. Incorporate adventure experiences, such as challenge courses or small zip lines, into parks and recreation areas.
2-F. Continue to address demand for sports fields and courts.
  • Maximize use of existing sports fields through strategic enhancements, such as converting fields to artificial turf and efficient field-use coordination.
  • Continue and expand partnerships with other cities and school districts to increase access to sports fields and courts.
2-G. Explore opportunities for a new indoor gym, sports center, or field house.
2-H. Continue the legacy of exceptional programming at the Community Center.
  • Increase arts, cultural, and recreation events with the expanded capacity at the Community Center.
GOAL 3
Create Ecologically Healthy Places by creating resource-efficient, ecologically sensitive, Bay-friendly landscapes throughout Burlingame’s parks and recreation system.

RECOMMENDATIONS
3-A. Employ climate-appropriate vegetation that is low water use and does not require intensive maintenance practices.
3-B. Incorporate stormwater management into parks through rain gardens and green infrastructure.
3-C. Expand the collection and use of solar power and other renewable energy sources at parks and facilities.
3-D. Use non-toxic methods and materials for site and facility maintenance as appropriate.
3-E. Use water-efficient technology when replacing or installing new irrigation systems.
3-F. Conduct water use audits at regular 10-year intervals and set targets for water use reduction that align with or exceed statewide water reduction goals.
3-G. Use energy efficient and “smart” technology when replacing or installing new site features.
3-H. When practical, select durable and locally sourced site and facility furnishings, materials, and elements.
3-I. Feature nature and natural elements in site design.
3-J. Expand educational and stewardship efforts focused on Burlingame’s local watershed, creeks, vegetation, and wildlife.
3-K. Incorporate interpretive signage throughout the parks and recreation system that educates the public about the natural world (including Burlingame’s major creeks where they are accessible or visible: El Portal/ Trousdale, Mills, Easton, Sanchez, Terrace, Burlingame, and Ralston).
3-L. Include electric vehicle (EV) charging stations at all park and recreation facility parking lots.

GOAL 4
Establish Strong Physical Connections that improve the safety, comfort, and ease of traveling to and between parks.

RECOMMENDATIONS
4-A. Support walking and biking connections throughout Burlingame, especially between parks and neighborhoods and from the hillsides to the Bayfront, in collaboration with the Bicycle and Pedestrian Master Plan.
4-B. Implement the Park-links in coordination with the Community Development and Public Works Departments.
4-C. Improve trails within parks, especially at Mills Canyon, by adding loop trails and signage to encourage use.
4-D. Develop citywide wayfinding graphics that strengthen Burlingame’s identity as a walkable, bikeable city.
GOAL 5
Ensure Strategic Growth so parks and recreation facilities and services throughout the city will continue to meet the needs of Burlingame’s growing and changing community.

RECOMMENDATIONS
5-A. Provide unique recreation options that serve growth areas, strengthen their unique character, and support adopted planning policies.
5-B. Provide new urban parks and recreation amenities for those who live and work in high-density transit-oriented developments (TOD) in North Burlingame.
5-C. Encourage a network of pedestrian and green spaces focused along the creeks in the Rollins Road area to provide a usable outdoor recreational asset circulation amenity to residents and employees.
5-D. Develop additional community-serving public spaces in Downtown Burlingame, including implementing the Burlingame Square Beautification project and Lorton Park improvements.
5-E. Collaborate to expand and promote recreation facilities and programs along the San Francisco Bay shoreline and Anza Lagoon, including cultural, arts, food, and sports related events.
5-F. Establish requirements for all new Bayfront development to provide public space amenities that support the goals and vision of this PMP as a condition of approval.
5-G. Consider non-traditional park space, including plazas, parklets, and small-scale pedestrian open space whenever opportunities arise throughout Burlingame.
5-H. Continue to engage the Burlingame community, including new residents, employees, and employers to ensure improvements and investments reflect evolving needs.

GOAL 6
Advance Stewardship of Burlingame’s parks and recreation assets through top-quality maintenance and operations practices.

RECOMMENDATIONS
6-A. Continue Burlingame’s sound operational approaches to parks and facilities to deliver high-quality maintenance and excellent long-term value.
6-B. Maximize the use of sustainable and green fleet, equipment, and power sources.
6-C. Ensure staff capacity and operational resources match the needs of Burlingame’s park system. The system requires a higher level of effort than the average for California communities due to Burlingame’s relatively small total park acreage and high per-acre level of use.
6-D. Increase landscaped areas that provide benefits and ecosystem services at parks and recreation sites by increasing pollinator gardens, native planting areas, and stormwater retention elements, especially in underutilized turf areas.
6-E. Consider reducing mowed turf where it is not serving a recreation purpose and replace with lawn alternatives or low water use plantings.
6-F. Coordinate with community-based organizations and user groups (e.g., garden club, youth service organizations) to help maintain specific park areas, e.g., rose garden, community garden, dog parks.
6-G. Advance natural area / natural resource management skills and practices internally or through contract relationships to support the city’s extensive natural areas.
6-H. Implement an enhanced level of maintenance at Recreation Hubs, in Downtown, and at sports fields.
6-I. Continue providing standard maintenance levels at Recreation Clusters and Recreation Hubs.
6-J. Continue urban forestry best practices in coordination with the City’s Urban Forestry Management Plan and related efforts.
6-K. Continue staff development and training on a wide range of topics such as inclusive design and programming, cultural competency, health and fitness, senior and youth issues as appropriate.
GOAL 8
Stabilize Funding to ensure diverse sources of support for Burlingame’s parks and recreation system.

RECOMMENDATIONS
8-A. Periodically review the guiding fee policy and update fees accordingly in coordination with the citywide master fee schedule.
8-B. Leverage developer fees and/or exactions to create high quality public parks and open space that meet the needs of Burlingame’s growing residential and working population.
8-C. Expand funding through donations, grants, and alternative sources.
8-D. Explore new funding mechanisms, especially for operations.
8-E. Consider public/private partnerships and vendor agreements that bring additional amenities and opportunities into the park system.
8-F. Leverage and expand partnerships that support stewardship and fundraising efforts for Burlingame’s parks and recreation system, such as with the Burlingame Parks and Recreation Foundation.

GOAL 7
Expand Partnerships and work with other agencies, departments, and private entities that support the PMP goals and recommendations.

RECOMMENDATIONS
7-A. Continue and expand partnership agreements with schools to maximize use of existing recreation amenities and make them available to the public.
7-B. Continue and expand collaboration with local organizations whose missions are focused on parks and open space in Burlingame.
7-C. Consider partnering with community arts and culture organizations as well as other non-government groups to bring arts and culture programming and installations into City parks.
7-D. Look for new opportunities to form mutually beneficial partnerships and agreements with public, private, and non-profit organizations whose missions support the vision of this PMP.
7-E. Continue the partnership with the SMUHSD to provide community access to the Burlingame Aquatic Center.
7-F. Look for new opportunities to form mutually beneficial partnerships and agreements with public, private, and non-profit organizations whose missions support the vision of this PMP.
The Bayfront Recreation Hub will remain Burlingame’s waterfront and active recreation destination. Together, the sites making up the Bayfront Recreation Hub draw people from throughout Burlingame and beyond to use the Bay Trail, walk their dogs, fish, play sports, and take advantage of the stunning views of the San Francisco Bay.

Images in this section are intended to be inspirational as they do not depict existing Burlingame parks and recreation facilities.

EXISTING PARKS AND AMENITIES

• Bayside Park (including Burlingame’s Dog Exercise Park and Community Garden)
• Murray Field
• Burlingame Golf Center (under redevelopment)
• Bay Trail
• Robert E. Wooley State Park (owned by the State Lands Commission and leased by Embassy Suites)
• Fisherman’s Park State Park (owned by the State Lands Commission and maintained by County Parks)
• Shorebird Sanctuary

RECOMMENDATIONS

A. Develop and implement a program to link the sites within the Bayfront Recreation Hub with a Bayfront identity, wayfinding elements, and San Francisco Bay-focused art elements. This includes better entry demarcation and gateways into each site.

B. Enhance entry areas, entry monumentation/gateways, and arrival experiences.

C. Improve the appearance of the wastewater treatment plant with public art.
   » Upgrade the Airport Boulevard parking lot and frontage, including adding recreation elements to the west of the driveway into the plant.

D. Consider relocating the dog exercise area to the property along Airport Boulevard currently used for storage, allowing for increased visibility.

E. Maintain the community garden and monitor demand for plots to determine the need for additional space.

F. Strengthen pedestrian and bicycle connections among the Bayfront sites, including the pathway linking the Burlingame Golf Center and Murray Field. Develop a continuous pedestrian loop path with distance markers.

G. Add more seating areas along the Bay Trail and develop stronger connections to the Bay Trail within the Recreation Hub, including pedestrian crossings from the Bay Trail access across Airport Boulevard.

H. Retrofit parking lots with Bay-friendly Landscaping and improved pedestrian movement.

I. Enhance operational efficiency at existing sports and active recreation facilities through LED lighting and field surfacing upgrades.

J. Add active recreation elements that can fit into small spaces around the peripheries of existing features, such as futsal courts, pickleball courts, or a climbing wall. Explore opportunities for:
   » The edges of the Bayside Park parking lot, including in and around the roundabout.
   » The hillside and path area leading to the Golf Center.

K. Seek partnerships to provide access to water and water-based recreation opportunities.

L. Add shaded seating areas throughout the recreation hub including seating with protection from the wind where warranted.
A  Wayfinding Elements
B  Gateway Feature
C  Beautify Treatment Plant Façade
D  Consider Relocating Dog Park
E  Maintain Community Garden
F  Improve Ped / Bicycle Connections
G  Establish Ped / Bicycle Crossings
H  Retrofit Parking Lot
I  Field Upgrades
J  Retrofit Small Spaces
K  Expand Water Access
L  Add Shaded Seating
Civic Recreation Hub

Washington Park is the oldest park in Burlingame and has served as the recreational heart of Burlingame. Formerly the Gunst Estate and adjacent to Burlingame High School, Washington Park is characterized by a traditional Olmstedian park landscape with an expansive tree canopy and green lawns. The vision for Washington Park and associated recreation amenities is to retain and strengthen its historic park landscape character and function, while supporting strategic enhancements to serve Burlingame’s recreation needs today and into the future.

Existing Parks and Amenities
- Washington Park (including picnic tables, tennis courts, a playground, baseball facilities, bocce ball, horseshoe pits, cornhole, walking paths, sports courts, and small gardens)
- Burlingame Community Center (a new community center building will replace the existing one)
- Lions Club Hall (City-owned but operated by the Burlingame Lions Club)
- Burlingame Aquatic Center (owned and maintained by the SMUHSD)

Recommendations
A. Continue implementing the Burlingame Community Center project as planned, the demolition of the existing Recreation Center, and the construction of the new Community Center and associated parking improvements.
B. Use the materials and forms of the new Community Center as a palette for new buildings and structures within the park, such as picnic shelters, storage buildings, or free-standing restrooms.
C. Develop and implement a pedestrian circulation plan for Washington Park that creates a pathway hierarchy, improves ADA and universal access, develops a wayfinding strategy, and better connects the areas of the park and potentially the high school.
D. Develop a Washington Park monument/entry sign or feature on the island at Burlingame Avenue and East Lane.
E. Maintain and enhance the open lawn character of the park, including developing a better visual and pedestrian connection between the lawn fronting on Carolan Avenue and the new playground. Consider improving the bocce courts and horseshoe pits to increase pedestrian visibility and connection.
F. Continue locating formal gardens and garden features in Washington Park and retain and enhance existing gardens.
G. Add pickleball markings to some tennis courts.
H. Convert field illumination to LED lights.
I. Upgrade the parking lots and add EV charging stations and bicycle parking at activity hubs within the park, expanding on the enhancements that will occur with the Community Center project.
J. Collaborate with community groups on a program to use public art to interpret Burlingame history within the park.
K. Continue to work with the Burlingame Lions Club to integrate their Lions Club Hall into the park landscape.
Add Pickleball Markings
Convert to LED Lights
Parking Lot Upgrades
Public Art Installations
Integrate Lions Club Hall
New Community Center
Cohesive Materials
Pedestrian Circulation Plan
Gateway Feature
Enhance Open Lawn
Formal Gardens
HILLSIDE RECREATION HUB

The Hillside Recreation Hub intermixes developed and natural park landscapes, incorporating hilly topography and natural features that contrast with Burlingame’s two other recreation hubs.

EXISTING PARKS AND AMENITIES
- Cuernavaca Park
- Mills Canyon Wildlife Area
- Skyline Park (new passive hillside park that allows off-leash dogs)

RECOMMENDATIONS
A. Continue implementing Skyline Park improvements.

B. Strengthen pedestrian and bicycle connections between the Skyline, Cuernavaca, and Mills Canyon major entrances, connecting along Skyline Boulevard to Rivera, then along Rivera and Hunt to Cuernavaca Park, and along Escalante Way/Arguello to the Arguello trailhead at Mills Canyon.

C. Provide greening along the Alcazar and Hunt frontages of Cuernavaca Park, while maintaining views of San Francisco Bay from surrounding properties.

D. Develop a guiding master plan for Cuernavaca Park that considers the following improvements:
- Retain and continue reinvestment in the sports field.
- Renovate the landscape to replace sheared hedges with climate appropriate plantings.
- Implement a planting program for eucalyptus and other tree replacement consistent with Burlingame’s tree replacement policy.
- Enhance screening to adjacent residential properties.

- Add more picnic areas and seating, including upgrading the tables under the arbor adjacent to the playground. Consider a medium-sized reservable picnic area on the open lawn.
- Add a fenced-in off-leash dog area.
- Redesign the playground when playground replacement is needed to increase play value and capacity. Consider a hill slide and other features that take advantage of the park’s topography. Add nature play elements.
- Add seating at the basketball court. Consider adding striping for pickleball and a bin for net storage.
- Add more shade strategically, being sure to retain views from and across the park.
- Upgrade the restroom.
- Add greening enhancements to the parking lot.
- Add bicycle parking.
- Maximize on-street parking adjacent to the park for park visitors.

E. Enhance Mills Canyon Wildlife Area access points.
- Create a seating area, small nature play area, and enhanced trail sign with adjacent bicycle parking at the entrance from Arguello.
- Work with an artist to create Mills Canyon-inspired treatments along the narrow pedestrian accessways at Escalante/Arguello and Margarita Avenue, including a bollard or sign to demarcate the path.
- Improve the parking area at the Adeline Drive access, including an enhanced trail sign and map. Evaluate the feasibility of a permanent restroom, including restroom alternatives such as a composting toilet (such as at Crystal Springs Golf Course or the Presidio’s El Polin Spring).
- Explore securing access from the Mercy Center to Mills Canyon.

F. Continue to monitor and maintain the hiking trails within Mills Canyon. Provide information about the challenge level of the trails online and at entry points.

G. Develop and implement a natural resources management plan within the Canyon.
A  Skyline Park Improvements
B  Improve Ped / Bicycle Connections  Proposed
C  Provide Greening
D  Develop Guiding Master Plan
E  Enhance Mills Canyon Wildlife Area
F  Maintain Hiking Trails
G  Natural Resources Management Plan
The Northern Park Cluster includes Laguna Park, Ray Park, and Village Park and primarily serves residential areas north of Broadway.

### Northern Park Cluster

#### Laguna Park
- Replace the playground to include more features and types of play experiences. Layer in more uses and amenities for different age groups and abilities, such as outdoor fitness equipment and small picnic or seating areas.
- Consider adding movable furniture to the lawn on the west side of the tennis courts.
- Replace the lawn to the west of the tennis courts with an ecolawn or lawn alternative and native or pollinator plants to reduce mowing needs and increase ecological value.

#### Village Park
- Add nature play to the site, expanding on the play experiences offered by the existing playground.
- Add shade sails or a structure and more seating options between the court and the playground.
- Add a soft-surface loop trail around the open lawn.
- Enhance the entry from Eastmoor with a reconfigured and more welcoming entry sequence that includes a wider pathway with a curb cut from the accessible parking spot, updated park signs and landscaping, removal of chain link fencing around the entry point, and bicycle parking.

#### Ray Park
- Implement the planned ballfield improvements.
- Add a fenced-in off-leash dog area.
- Consider adding a loop trail and more shaded seating areas.

#### Park-Links
- Work with Public Works to implement Park-links.
The Southern Park Cluster includes Heritage Park, “J” Lot Playground, Paloma Playground, and Pershing Park and primarily serves residential areas west of the railroad and south of the Downtown area.

**“J” Lot Playground**
- Redesign and expand to include more creative play experiences for children, additional seating and play options for teens and adults, and better linkages to Downtown businesses.

**Paloma Playground**
- Add more seating and art elements, potentially even artist-designed benches or seat walls.

**Heritage Park**
- Retain the less developed character of Heritage Park.
- Add nature play elements and a more rustic picnic shelter.
- Strengthen connections to the creek, such as an overlook or riparian plantings.
- Expand pollinator and native plants on-site to enhance ecological value.

**Pershing Park**
- Add a permanent restroom.
- Add more shaded seating around the playground.

**Park-Links**
- Work with Public Works to implement Park-links.
ALPINE PARK
- Redesign play area to be more compact with vertical play elements that have a smaller fall zone. Consider a disc swing instead of the swings.
- Introduce artistic and sculptural elements to the site to create more interest.
- Add a shelter structure and bicycle parking.
- Replace lawn with ecolawn or drought-tolerant plantings.
- Coordinate with Public Works to add curb extensions into select areas of the parking lane on Carolan Ave. to provide space for tree planting.

TRENTON PLAYGROUND
- Implement greening along Rollins Road, potentially within the street right-of-way, to allow the addition of more trees. Work with Public Works to explore curb extensions into Trenton Way or a planting island at the intersection of Trenton and Dwight with Rollins.
- Enhance the sound wall along Highway 101. Consider art (a mural or an artist-designed enhancement) or additional plantings with visual interest in front of the sound wall, potentially adding tree wells along Rollins Road.
- Replace the playground, creating a more layered urban park that incorporates social spaces and has appeal for more ages. Incorporate play features that require less fall zone surfacing (such as spinners) to allow seating, shade structures, and other amenities to be incorporated into the park, rather than lined along the edges.
- Consider small-scale features such as outdoor ping pong tables, climbing rocks, and exercise equipment.

VICTORIA PARK
- As the largest park within the Eastern Park Cluster, Victoria Park offers the greatest potential for enhanced recreation value.
- Develop a plan for a complete park renovation that can be completed in phases. Use the guidance for park clusters in Chapter 3 when developing options for this site, developing a design program that makes Victoria Park special.
- Eliminate chain-link fencing.
- Consider community gardens, adventure play elements, a large net climber, swings, picnic shelters, a small off-leash dog area, and a loop trail as additional amenities.
- Add a permanent restroom.

PARK-LINKS
- Work with Public Works to implement Park-links.
NEW PARKS, PUBLIC SPACES, AND FACILITIES

DOWNTOWN
Downtown Burlingame is a vibrant area centered around a commercial corridor on Burlingame Avenue. “J” Lot Playground is the only public space in Downtown and is discussed as part of the Southern Park Cluster recommendations.

The Burlingame community has long expressed interest in creating more gathering spaces in Downtown, and the public engagement efforts associated with this PMP underscore that desire. Downtown will continue to grow as an employment hub as well as a destination for both residents (including teens) and visitors. As the daytime and evening population in and around Downtown continues to grow, so will demand for public spaces. The following recommendations are consistent with the 2010 Downtown Specific Plan Open Space Recommendations.

RECOMMENDATIONS
A. Coordinate with Planning staff to identify opportunities for a signature open space in Downtown, such as a town square or green, through land dedication or acquisition (e.g., converting a City parking lot to an open space).

B. Work with Planning staff and developers to ensure that new Downtown public spaces, including privately-owned public spaces, adhere to the goals and guidelines of this PMP.

C. Convert a portion of Lot F to Lorton Park, a passive urban park with picnic and game tables. Ensure its amenities, design, public art, and features complement the J Lot and other Downtown public spaces.

D. Advance efforts to implement the Southern Pacific Circle / Burlingame Square improvements. Review and revise the design concepts to ensure consistency with the goals and guidelines of this PMP.

E. Enhance visual connections to Washington Park from Downtown and Burlingame Square.

F. Add a signature feature, such as an interactive fountain or public art, to a Downtown park, playground, or public space.

G. Identify opportunities to add seating, amenities, and programming to the City Hall Lawn and/or Civic Center Circle, potentially in coordination with the Library.
The tree grove at the intersection of Benito Avenue and Hale Drive (the Benito Triangle) is owned by the City of Burlingame. It is home to a small stand of mature redwood trees and is located within a residential neighborhood. This publicly owned site represents a unique opportunity to add to the City’s parkland by adding appropriately scaled park amenities.

**RECOMMENDATIONS**

A. Ensure the protection of the redwoods.

B. Engage nearby neighbors to develop and refine a plan for improvements to the Benito Triangle. Add seating and identify other context-appropriate amenities.

C. Identify long-term opportunities for pedestrian connections to Mills Canyon / the Hillside Recreation Hub and to the future southwestern hills park cluster. Explore a partnership with Mercy to allow public access across their site.

D. Provide safe access to Benito Triangle.

The North Burlingame area is slated for new high-density, transit-oriented development that includes hundreds of residential units. As the area redevelops into Burlingame’s densest neighborhood, new urban-style parks, amenities, and open space will be needed to meet the needs of this new community.

**RECOMMENDATIONS**

A. Plan for a sequence of linked urban spaces created as a part of new developments that include outdoor social spaces, ping pong tables and games, urban fenced off-leash areas, outdoor exercise equipment, small performance or event spaces, and play environments. Consider community gardens; courts for basketball, tennis/pickleball, or futsal; and a skatepark as options.

B. Provide safe routes for walking and biking that link together public spaces and parks.

C. Design spaces to support outdoor programming of various types (e.g., small concerts, fitness classes, movies, and outdoor landscape painting).

D. Explore opportunities to work with the Mills–Peninsula Medical Center / Sutter Health and other large landowners on public space enhancements and programming.

E. Depending on growth and development, this area may warrant a recreation hub rather than a park cluster.
ROLLINS ROAD AREA

The Rollins Road area has traditionally been an industrial neighborhood with very limited open space. Several private indoor and outdoor recreation amenities are located in this area.

Going forward, the Rollins Road area will become home to a new mixed-use live-work neighborhood providing residential opportunities within walking distance to the Millbrae Intermodal (BART/Caltrain) station. The area further to the south will be primarily employment land with limited indoor recreational uses. Parks and open space are needed throughout Rollins Road to meet the needs of Rollins Road residents and employees.

RECOMMENDATIONS

A. As redevelopment occurs, work with Planning staff and developers to carefully site and program new privately-owned public spaces and/or dedicated parkland to create a network of complementary spaces that are connected by safe pedestrian and bicycle routes.

B. Ensure new spaces are complementary and connected to the planned Adrian Court project park.

C. Explore the possibility of creating a north-south linear park in the utility easement.

D. Site new parks and/or open space along Mills and Easton Creeks and the utility easement north of Mills Creek wherever possible.

E. Create an interconnected system of trails and green spaces throughout the district.

F. Tailor the park amenities to the live-work environment. Consider off-leash dog areas, outdoor fitness equipment, and adult game areas.

G. Consider indoor facilities such as a gymnasium or fieldhouse, potentially in partnership with a private or non-profit entity.

H. Explore parks with access to refreshments, such as a public plaza adjacent to a coffee shop or restaurant or a public park with a food/beverage concessionaire.

SOUTHWESTERN BURLINGAME

The existing western neighborhoods of Burlingame, including Easton Addition, are built out but lack local park access. A future park cluster is desirable in this area to provide close-to-home recreation opportunities. (See Figure 10.)

RECOMMENDATIONS

A. Explore partnerships with public property owners, such as the Central County Fire Department Station and public schools, to provide park amenities.

B. Work with Public Works to explore right-of-way enhancements such as neighborhood-focused walking and biking routes and parklets.

C. Explore opportunities with non-profit and private landowners for joint use or public access.

D. Proactively monitor this area for willing seller property acquisition opportunities.
CHAPTER FIVE

Implementation

The PMP sets forth a comprehensive direction for the enhancement of Burlingame’s park system over the next 10 to 15 years. The keys to achieving the PMP vision are preparation and flexibility. Chapter 5 outlines how Burlingame can make the best use of opportunities presented to implement the PMP.
PRIORITIZING PROJECTS AND INITIATIVES

The recommendations presented in this PMP represent 10 to 15 years of enhancement and development of the parks and recreation system in Burlingame. Over this period, factors such as staff time, financial resources, and the actions of private landowners—some of which are outside of City control—will affect the timing of implementation. A key step is to develop a clear framework that articulates the status of a project or initiative. This framework is organized into three status categories: active, pending, and future.

Active Projects and Initiatives

Active projects and initiatives are those that are currently underway. Burlingame is constantly implementing enhancements. Those projects that are actively underway require continued community investment in staff time, consulting fees, or capital resources until completion.

- Burlingame Golf Center redevelopment
- Burlingame Community Center redevelopment, including associated Washington Park projects
- Skyline Park development
- Burlingame High School Pool renovations
- Fitness Equipment on the Bayfront
- Improvements at: » Cuernavaca Park
  » Mills Canyon
  » Murray Field
  » Paloma Park
  » Village Park

Pending Projects and Initiatives

Projects or initiatives in the “Pending” category are ready to move forward to a next step but require a commitment of capital dollars and staff time to make this happen. For example, a Pending project may be a site for which a master plan has been completed and that is awaiting resources for construction or implementation.

- Washington Park tennis court landscaping improvements
- Ray Park Master Plan implementation
- Burlingame Square (Southern Pacific Circle, by the Burlingame Train Station)

Future Projects and Initiatives

These are projects and initiatives that have not yet been started. Some are “conditional,” meaning that there is a triggering action that must occur and is outside the control of the City, such as the relocation of a large existing use or a redevelopment proposal in an area identified for a future park site. Future projects and initiatives are those discussed in Chapters 3 and 4 of this PMP that are not already active or pending. In addition, during the life of this plan, new projects and initiatives will almost certainly be proposed. Once vetted for consistency with the PMP, these will be added to the Future Projects and Initiatives list.

- Lorton Park development
- Adrian Court Park development
- Ingold Park development

DEcision-Making Criteria

Over the lifetime of this PMP, Burlingame will need to determine which projects and initiatives to move forward into the “Active” category. The decision-making criteria in this section are intended to help City officials determine which projects and initiatives represent the best use of resources available to move projects and initiatives forward, including capital and operating dollars along with workload capacity of Burlingame’s staff.

The criteria below will help Burlingame determine how to prioritize resources when projects or initiatives are considered for moving from either the Future or Pending categories to Active.

- Completes a phased project: Projects that represent the second or final phase of development for a new or existing park with an adopted site master plan should be considered a high priority to move forward.
- Funding availability: Projects or initiatives for which Burlingame has identified capital and operating funding sources should be moved to active status as capacity allows. An additional consideration is whether the costs are one-time or recurring. Multiple benefit projects or initiatives, those that advance the goals, projects, and directions of other City plans as well as the PMP, often have more sources for funding.
- Reduces operating costs or generates revenue: Projects or initiatives that can create additional revenue, improve maintenance or operations efficiencies, and conserve or reduce water usage should be given high priority to move forward.
- Time-limited opportunity: Opportunities arise, and often come with a time constraint, such as a property coming up for sale, a new residential or commercial development, or a project being completed by another department or agency. Time-limited opportunities should be leveraged.
- Partnership potential: Partnerships are an important aspect of Burlingame’s approach to parks and recreation services. Those projects or initiatives with one or more partners who will help with implementation and or ongoing operation should take precedence.
- Quick win: Some projects can be quickly implemented, demonstrating results to the community. Providing quick wins keeps staff and the community motivated and invested while longer term and more complicated projects are underway.
- Project complexity: Burlingame is a complex environment for moving projects forward. There is limited capacity to advance complicated projects at one time, which means Burlingame should consider project complexity and available staff capacity as part of the decision-making process.
**FUNDING SOURCES**

There are a variety of funding sources available for parks and recreation, many of which are already used by Burlingame. Different funding sources have different limitations on use.

- **Capital improvement funding** can be used for land acquisition, design, and construction, including new parks and facilities and expansion or renovation of existing parks and facilities.

- **Operations funding** supports ongoing services, such as maintenance, facility operations, recreation programming, events, marketing, and management.

To implement PMP recommendations, Burlingame will need to diversify and increase both capital and operations funding. The City should increase existing sources of revenue where feasible and explore new sources.

The tables on the following pages summarize funding sources and their potential uses.

### Table 3: Potential Funding Sources - Bonds

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bonds</strong></td>
<td></td>
</tr>
<tr>
<td>General Obligation Bonds</td>
<td>These are voter-approved bonds with the assessment placed on real property for a specified period of time (usually 15-20 years). Passage of a General Obligation bond requires a two-thirds voter majority, a high bar that makes passage challenging.</td>
</tr>
<tr>
<td>Revenue Bonds</td>
<td>Revenue bonds are sold to finance revenue-generating facilities, such as community centers, performing arts centers, and in some cases, sports complexes. The interest and capital are paid from the revenue produced from the operation of such a facility. Typically, the city issuing the bond will have to guarantee the repayment, meaning that if revenue does not cover the necessary payments, the city will be required to pay in some other way.</td>
</tr>
</tbody>
</table>
### Table 4: Potential Funding Sources - Taxes and Assessments

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
<th>Capital</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Taxes and Assessments</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Fund</td>
<td>The General Fund is the pool of unrestricted tax dollars and other revenues that a city uses to pay for most of the services it provides. General Funds are allocated in Burlingame’s budgeting process, and dollars for park operations must compete with other City needs for limited resources. Within Burlingame’s budget, the Leisure and Neighborhood Services portion of the General Fund includes the Aquatics Center, Library, and Parks and Recreation (including the Parks Division, Recreation Division, and Aquatics Division).</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Mello-Roos Community Facility District</td>
<td>The Mello-Roos Community Facilities Act of 1982 allows any county, city, special district, school district, or joint powers authority to establish a Mello-Roos Community Facilities District (“CFD”) to finance public improvements and services. Formation of a CFD requires a two-thirds vote of residents living within the proposed boundaries. If there are fewer than 12 residents, then the vote is instead conducted of current landowners. The assessment is based on the size of the property or square footage of structures. By law, the CFD is also entitled to recover expenses needed to form the CFD and administer the annual special taxes and bonded debt. The special assessment continues until bonds are paid off and then is typically reduced to a level to maintain the investments.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Landscaping and Lighting Assessment Districts</td>
<td>The Landscaping and Lighting Act of 1972 allows public agencies to create assessment districts to fund improvements and operations for landscaping and lighting public areas, including parks and streets. Agencies can use the revenues incrementally or can sell bonds to receive a lump sum, which would then be paid back with the annual revenues generated by the assessment. Establishing or revising a district requires a majority of property owners to vote in favor of establishing the district.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Parcel Tax</td>
<td>A parcel tax is a special tax on units of real property collected as part of a property tax bill. Unlike the property tax, the parcel tax cannot be based on property value. Establishing a parcel tax requires approval by two-thirds of voters. California cities, school districts, and special districts have increasingly sought approval of parcel taxes. In 2016, Los Angeles County voters approved Measure A, a parcel tax of 1.5 cents per square foot of structural improvements (buildings) to fund parks and recreation countywide, an example that many cities in California are looking at as a model approach.</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

### Table 5: Potential Funding Sources - Development-Related Exactions

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
<th>Capital</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Development-Related Exactions</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quimby Parkland Dedication and In-Lieu Fees</td>
<td>The parkland dedication fee is authorized under the Quimby Act (California Government Code §66477), allowing cities to require that developers set aside land, donate conservation easements, or pay fees in lieu of providing land as part of the land subdivision process. The land dedication or fee in lieu of dedication is calculated based on the city’s service level in terms of acreage of park land per 1,000 residents. The Act establishes a maximum dedication requirement of five acres per 1,000, even if a city has a higher level of service. It also establishes a minimum, allowing cities to set Quimby requirements at three acres per 1,000 even if their service level is lower. The Quimby Act is a valuable funding mechanism in many California communities but is less applicable to Burlingame due to its built-out nature and the planned multi-family housing growth.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Impact Fees</td>
<td>An Impact Fee is a monetary exaction charged by a local governmental agency to an applicant in connection with approval of a development project for the purpose of defraying all or a portion of the cost of park facilities related to the proposed development project. The legal requirements for enactment of a development impact fee program are set forth in Government Code § 66000- 66025 (the “Mitigation Fee Act”), the bulk of which was adopted as 1987’s Assembly Bill (AB) 1600 and thus are commonly referred to as “AB 1600 requirements.” If a development impact fee does not relate to the impact created by development or exceeds the reasonable cost of providing the public service, then the fee may be declared a special tax and must then be subject to a two-thirds voter approval. These fees are collected at the time building permits are issued for new construction and are based on a measurable impact of additional people to the system. As part of the Parks Master Plan, Burlingame is evaluating and updating its park impact fees.</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
### Table 6: Potential Funding Sources - User Fees

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
<th>Capital</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>User Fees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facility-Charges</td>
<td>Facility charges generate revenue for parks by charging for the use of City facilities (e.g., sport fields, picnic shelters, pool usage, open space access, and multi-purpose rooms at park facilities). These charges may cover direct costs generated by facility use, such as field lighting or trash removal. Rates may also be set higher to subsidize parks maintenance and address the long-term impacts of facility use.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Programming Fees</td>
<td>User fees for recreation programming generate revenue by charging users for some or all of the costs of providing services and materials. Charges for programming are often based on a cost-recovery strategy or fee philosophy determined by the city. The fee philosophy or cost-recovery strategy may partially subsidize (with General Fund or other revenue) some types of programs due to their community benefit, while requiring others to fully recover their cost. Some communities charge higher fees for non-residents than for residents. Some programming fees also include built-in charges for facility use, maintenance, and even for ongoing capital reinvestment.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Entry Fees</td>
<td>Park entry fees, day-use fees, or parking fees are used by some larger jurisdictions to generate revenue for parks. These are more commonly seen at larger regional parks or for specialized facilities such as swimming pools or recreation centers, rather than at neighborhood and community parks. Some communities charge entry fees for certain special events.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Concessions</td>
<td>Food, beverage, and merchandise vendors or concessionaires that operate restaurants, coffee kiosks, rentals of equipment such as bicycles or kayaks, or provide other revenue-generating facilities or services in parks can also generate excess revenues to support the park system. The City can set-up specific arrangements with vendors and concessionaires for these services.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Park Sponsorships</td>
<td>The City may solicit sponsors who are willing to pay for advertising, signage, facility naming rights, etc., generating funds to support operations. In addition, sponsors are often sought to support a particular event or program.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Miscellaneous Rentals and Leases</td>
<td>Many cities and districts are evaluating a variety of opportunities to generate revenue in parks. For example, some agencies generate revenue from cellular phone towers or billboards on park land. Some agencies provide vendor pads with hookups, where food carts can be parked, offering a rental space rather than taking a portion of proceeds from vendor sales in a concessions agreement. Burlingame’s contract with Topgolf is an example of a lease of a facility.</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

### Table 7: Potential Funding Sources - Partnerships

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
<th>Capital</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Partnerships</td>
<td>Partnerships between agencies are useful in terms of providing both facilities and programs. For example, a joint-use agreement between a city and a school district sets out the conditions for public use of school fields and athletic facilities.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Interagency Partnerships</td>
<td>This concept is increasingly popular for parks and recreation agencies. The public agency enters into a working agreement with a private corporation to help fund, build, and/or operate a public facility. The public agency often will approach the partnership with one of three incentives: offering free land (often a park) on which the partner can place a facility, access to an existing facility, or certain tax advantages.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Public/Private Partnerships</td>
<td>A city may craft agreements with various community organizations for park improvements, operations, and maintenance. Many park agencies work with organizations to help develop facilities, such as dog parks, community gardens, bicycle trails, and conservation projects. Neighborhood groups can also fund projects, such as new playgrounds, sports organizations, sports field improvements, or maintenance. This type of partnership requires careful consideration and agreements to clarify roles and responsibilities.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Public/Non-profit Partnerships</td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Partnerships with Community Organizations</td>
<td>Volunteers can increase the quality and quantity of public services at a minimal cost while providing an opportunity for citizens to contribute to community enhancement. Studies suggest that for every dollar invested in volunteers, a city can realize as much as $10 in benefits. With tight fiscal conditions, more local governments are expanding volunteer programs. These can include individuals or groups who agree to take on specific tasks or perform certain services, such as maintenance, restoration, programming, capital development, and special event support. Volunteers may provide direct and indirect support to the park system.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Volunteers</td>
<td>Volunteers can increase the quality and quantity of public services at a minimal cost while providing an opportunity for citizens to contribute to community enhancement. Studies suggest that for every dollar invested in volunteers, a city can realize as much as $10 in benefits. With tight fiscal conditions, more local governments are expanding volunteer programs. These can include individuals or groups who agree to take on specific tasks or perform certain services, such as maintenance, restoration, programming, capital development, and special event support. Volunteers may provide direct and indirect support to the park system.</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
### Table 8: Potential Funding Sources - Other

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
<th>Capital</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Other</strong></td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Private Grants and Foundations</td>
<td>Grants and foundations provide money for a wide range of projects and make awards based on criteria related to their mission and funding priorities. Public agencies are often not eligible for funding from these sources, but registered nonprofits are eligible. In some cities, parks conservancies or friends groups pursue private funding. Under the right circumstances, foundations may provide funding assistance for larger capital improvement projects or specific programs, such as specialized facilities that are consistent with their mission statement and philanthropic values.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Shared Facilities</td>
<td>In some situations, other services provided in the city, or in private utilities, may be able to share the cost of improvements that would benefit the parks, recreation, and natural areas system. One example is utility corridors; in many cases, land used for sanitary sewer, water, or power lines may make an excellent trail corridor.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Community Development Block Grants (CDBG)</td>
<td>These grants from the Department of Housing and Urban Development are available for a wide variety of projects, in areas of the community that are low or moderate income. Grants can cover up to 100% of project costs.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Government Grant Programs</td>
<td>The federal and state governments offer a variety of grant programs for parks and recreation projects. Available grant programs change regularly; potential applicants should monitor federal and state agencies for forthcoming grant opportunities. Grants are not a sustainable or reliable source of funding and should not be relied upon. When available, however, grants can be used to augment other funding sources. The following is a partial list of federal and state grant programs that fund parks and recreation projects:</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>» National Park Service: Land and Water Conservation Funds</td>
<td>Grantdependent</td>
<td>Grantdependent</td>
</tr>
<tr>
<td></td>
<td>» U.S. Fish and Wildlife Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>» The California Parks and Recreation Department: Recreation Trails Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>» The California Office of Grants and Local Services: Habitat Conservation Fund</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>» California Department of Fish and Wildlife</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>» California Bicycle Funds</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>» The California Department of Transportation (Caltrans): Transportation Development Act Funds</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>» California Statewide Park Bonds</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>» Bay Area Quality Management District: Transportation Funding for Clean Air</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Table 8: Potential Funding Sources - Other Continued

<table>
<thead>
<tr>
<th>Source</th>
<th>Description</th>
<th>Capital</th>
<th>Operations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Other Continued</strong></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Public Land Trusts</td>
<td>Land trusts such as the Trust for Public Land, Inc. and the Nature Conservancy will acquire and hold land for eventual acquisition by a public agency or community land trust. These private and nonprofit organizations can also assist local agencies in identifying land for protection, as well as help raise funds through charitable campaigns and legislative or voter initiatives to acquire open space lands.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Donations</td>
<td>The donations of cash, land, or in-kind services by service agencies, private groups, or individuals can be an effective way to raise money for specific projects. The Burlingame Parks and Recreation Foundation, a non-profit, 501(c)(3) group, is set up to take tax-deductible donations.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Exchange of Property</td>
<td>If the City has an excess piece of property with some development value, it could be traded for a private piece of property more suitable for park use.</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
**ACTION PLAN**

The action plan presented in the matrix on the following pages identifies high priority actions, based on the context in 2019.

The action plan presents each action, indicates which goal or goals it helps implement, and identifies a service area. In addition, the implementation lead is identified for each action, along with potential partners.

Each action is assigned one of four timeframes: completed within one to three years, completed within three to five years, initiated five years or more from now, or ongoing.

This action plan is intended to be updated over the life of the PMP, and the version here represents a snapshot in time.
Table 9: Action Plan

<table>
<thead>
<tr>
<th>Goal(s)</th>
<th>Service Area</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-8</td>
<td>Citywide</td>
<td>Update the list of Active and Pending Projects on an Annual Basis using the PMP decision-making criteria.</td>
</tr>
<tr>
<td>5</td>
<td>Future Park Clusters</td>
<td>Monitor land use activity and seek park improvements when development is proposed in growth areas.</td>
</tr>
<tr>
<td>5</td>
<td>Downtown</td>
<td>Monitor Downtown for opportunities to secure park land.</td>
</tr>
<tr>
<td>2</td>
<td>Citywide</td>
<td>Monitor opportunities for new facilities.</td>
</tr>
<tr>
<td>3, 6</td>
<td>Citywide</td>
<td>Continue to evolve and innovate in sustainable maintenance and operations practices.</td>
</tr>
<tr>
<td>1</td>
<td>Citywide</td>
<td>Complete all Active projects.</td>
</tr>
<tr>
<td>8</td>
<td>Citywide</td>
<td>Update impact fees.</td>
</tr>
<tr>
<td>2</td>
<td>Civic Recreation Hub</td>
<td>Develop expanded programming for the new Community Center.</td>
</tr>
<tr>
<td>1, 3, 4</td>
<td>Hillside Recreation Hub</td>
<td>Develop Master Plan for Cuernavaca Park and an implementation program. Implementation of the plan will occur in the 5+ year timeframe.</td>
</tr>
<tr>
<td>1, 4</td>
<td>Bayfront Recreation Hub</td>
<td>Develop a Bayfront wayfinding program and implement priority enhancements. Additional implementation will occur in the 5+ years timeframe.</td>
</tr>
<tr>
<td>1</td>
<td>Eastern Park Cluster</td>
<td>Develop a park renovation plan for Victoria Park and install a new play structure. Complete the plan in the 5+ years timeframe.</td>
</tr>
<tr>
<td>1</td>
<td>Southern Park Cluster</td>
<td>Add a permanent restroom to Pershing Park.</td>
</tr>
<tr>
<td>1</td>
<td>Northern Park Cluster</td>
<td>Develop a park renovation plan for Village Park. Implementation of the plan will occur in the 5+ year timeframe.</td>
</tr>
<tr>
<td>1, 8</td>
<td>Citywide</td>
<td>Secure funding for Pending projects to move them to Active status.</td>
</tr>
<tr>
<td>1-8</td>
<td>Citywide</td>
<td>Use PMP decision-making criteria to move projects from Future to Active status.</td>
</tr>
<tr>
<td>4</td>
<td>Citywide</td>
<td>Work with Public Works to implement low cost, quick win park-links enhancements.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lead</th>
<th>Potential Partners</th>
<th>1-3 Years</th>
<th>3-5 Years</th>
<th>5+ Years</th>
<th>Ongoing</th>
</tr>
</thead>
<tbody>
<tr>
<td>P&amp;R</td>
<td>Public Works, School Districts, community organizations</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R, Community Development</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R, Community Development</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>User groups, private operators</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R, Public Works</td>
<td>Community organizations, community members</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>Public Works, School Districts, community organizations</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Council, Community Development</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>Public Works, user groups, community members</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>Public Works</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>Public Works, user groups, community members</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>Public Works, Community Development</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>Public Works, user groups, community members</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
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</tr>
<tr>
<td>Public Works, P&amp;R</td>
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### Table 9: Action Plan Continued

<table>
<thead>
<tr>
<th>Goal(s)</th>
<th>Service Area</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Citywide</td>
<td>Develop and evaluate pilot recreation programs and events to test new formats and program approaches that address needs identified in the PMP.</td>
</tr>
<tr>
<td>4</td>
<td>Citywide</td>
<td>Work with Public Works on higher cost, more complex park-links enhancements, such as crossing improvements.</td>
</tr>
<tr>
<td>2</td>
<td>Civic Recreation Hub</td>
<td>Prioritize and complete additional upgrades to the pedestrian path system in Washington Park.</td>
</tr>
<tr>
<td>1, 3, 4</td>
<td>Hillside Recreation Hub</td>
<td>Design and implement Mills Canyon Wildlife Area access points and trail enhancements.</td>
</tr>
<tr>
<td>1, 4</td>
<td>Bayfront Recreation Hub</td>
<td>Develop and implement a park renovation plan for Bayside Park.</td>
</tr>
<tr>
<td>1</td>
<td>Eastern Park Cluster</td>
<td>Develop a park renovation plan for Trenton Park.</td>
</tr>
<tr>
<td>1, 3</td>
<td>Southern Park Cluster</td>
<td>Develop a park improvement plan for Heritage Park that highlights its connections to nature and the creek.</td>
</tr>
<tr>
<td>1</td>
<td>Northern Park Cluster</td>
<td>Develop a park renovation plan for Laguna Park.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lead</th>
<th>Potential Partners</th>
<th>Timeframe</th>
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<tbody>
<tr>
<td>P&amp;R</td>
<td>User groups, community members</td>
<td>1-3 Years</td>
</tr>
<tr>
<td>P&amp;R</td>
<td>Public Works, user groups, community members</td>
<td>X</td>
</tr>
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<td>P&amp;R</td>
<td>User groups, community members</td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>User groups, community members</td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>User groups, community members</td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>User groups, community members</td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>User groups, community members</td>
<td></td>
</tr>
<tr>
<td>P&amp;R</td>
<td>User groups, community members</td>
<td></td>
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</table>
## Table 10: Inventory of Parks and Recreational Facilities, 2019

<table>
<thead>
<tr>
<th>Park/Facility</th>
<th>Location</th>
<th>Acres</th>
<th>Baseball Field</th>
<th>Basketball Court/Full Court</th>
<th>Bocce Ball Court/Horseshoe Pit</th>
<th>Children's Classrooms</th>
<th>Community Garden</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEVELOPED PARKS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alpine Playground</td>
<td>831 Alpine and Carolan Ave</td>
<td>0.10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bayside Park</td>
<td>1125 Airport Blvd</td>
<td>36.00</td>
<td>5</td>
<td></td>
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<tr>
<td>Cuernavaca Park</td>
<td>3051 Alcazar Drive at Hunt Dr</td>
<td>5.00</td>
<td>1.5</td>
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<td></td>
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<tr>
<td>Heritage Park</td>
<td>1575 Ralston at Occidental Ave</td>
<td>0.40</td>
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<td></td>
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<tr>
<td>&quot;J&quot; Lot Playground</td>
<td>248 Primrose Rd</td>
<td>0.05</td>
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<td></td>
<td></td>
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<tr>
<td>Laguna Park</td>
<td>1414 Laguna Ave</td>
<td>0.50</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Murray Field</td>
<td>250 Anza Blvd</td>
<td>20.60</td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Paloma Playground</td>
<td>Paloma Ave and 1328 Edgehill Dr</td>
<td>0.10</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Pershing Park</td>
<td>138 Crescent Dr at Newlands Ave</td>
<td>1.10</td>
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<tr>
<td>Ray Park</td>
<td>1525 Balboa Ave at Deveroux Dr</td>
<td>5.90</td>
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<tr>
<td>Shorebird Sanctuary</td>
<td>Bayshore Highway at Mills Creek</td>
<td>2.00</td>
<td></td>
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</tr>
<tr>
<td>Trenton Playground</td>
<td>600 Trenton Way and Rollins Rd</td>
<td>0.30</td>
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<td></td>
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<td></td>
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<tr>
<td>Victoria Park</td>
<td>30 Howard Ave</td>
<td>0.90</td>
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<tr>
<td>Village Park</td>
<td>1535 California Dr</td>
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<tr>
<td>Washington Park</td>
<td>850 Burlingame Ave at Carolan Ave</td>
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<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>1</td>
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<tr>
<td><strong>DEVELOPED PARKS TOTAL</strong></td>
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<td><strong>93.55</strong></td>
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</tbody>
</table>

| **NATURAL PARK AREAS** |                                         |       |                |                             |                                |                       |                  |
| Mills Canyon Wildlife Area | Arguello at Sebastian                  | 34.50 |                |                             |                                |                       |                  |
| Skyline Park           | 1672 Skyline Blvd                      | 3.30  |                |                             |                                |                       |                  |
| **NATURAL PARK AREAS TOTAL** |                                             | **37.80** |                |                             |                                |                       |                  |

| **STATE LAND COMMISSION** |                                         |       |                |                             |                                |                       |                  |
| Robert E. Woolsey State Park | 111 Anza Blvd                           | 1.76  |                |                             |                                |                       |                  |
| Fisherman’s Park        | 350 Airport Blvd                        | 0.70  |                |                             |                                |                       |                  |
| **STATE LAND COMMISSION TOTAL** |                                             | **2.46** |                |                             |                                |                       |                  |