

# City of Burlingame

Design Review

Item No. 8b  
Regular Action Item

**Address:** 209 Dwight Road

**Meeting Date:** September 12, 2022

**Request:** Application for Design Review for a first and second story addition to an existing single-unit dwelling.

**Applicant and Architect:** Jorge Carbonell, Carbonell

**APN:** 029-254-140

**Property Owners:** Melissa and Glen Kirk

**Lot Area:** 5,368 SF

**General Plan:** Low Density Residential

**Zoning:** R-1

**Environmental Review Status:** The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301 (e)(1) of the CEQA Guidelines, which states that additions to existing structures are exempt from environmental review, provided the addition would not result in an increase of more than 50% of the floor area of the structures before the addition.

**Project Description:** The subject property is an interior lot and contains an existing two-story single-unit dwelling with an attached garage totaling 1,941 SF (0.36 FAR). The applicant is proposing to add a first and second story addition at the rear of the house. The house is split-level so that the left side of the house is one-story with crawl space and the right side of the house is two stories. A portion of the existing crawl space along the left side of the house would be converted into living area. The project proposes a total floor area of 2,815 SF (0.52 FAR) where 2,818 SF (0.52 FAR) is the maximum allowed (includes 24 SF covered porch exemption).

The existing house contains two bedrooms. With this application, the number of bedrooms would increase to four (family room on first floor does not qualify as a bedroom). Two parking spaces, one of which must be covered, are required for a four-bedroom house. The existing attached garage measures 12'-8" x 18'-11" (clear interior dimensions) and provides the required covered parking space for the four-bedroom house; one uncovered parking space (9' x 20') is provided in the driveway. All other Zoning Code requirements have been met.

The applicant is requesting the following application:

- Design Review for a first and second story addition to an existing single-unit dwelling (C.S. 25.68.020(C)(1)(a)).

**209 Dwight Road**

**Lot Area:** 5,368 SF

**Plans date stamped:** August 26, 2022

	EXISTING	PROPOSED	ALLOWED/REQUIRED
<b>SETBACKS</b>			
<b>Front (1st flr):</b> <b>(2nd flr):</b>	24'-4" 34'-1"	No change No change	15'-0" or block average 20'-0" or block average
<b>Side (left):</b> <b>(right):</b>	5'-8" 8'-3"	5'-8" 8'-3"	4'-0" 4'-0"
<b>Rear (1st flr):</b> <b>(2nd flr):</b>	39'-3" 39'-3"	20'-1" 20'-1"	15'-0" 20'-0"

**209 Dwight Road****Lot Area:** 5,368 SF**Plans date stamped:** August 26, 2022

	EXISTING	PROPOSED	ALLOWED/REQUIRED
<b>Lot Coverage:</b>	1,386 SF 25.8%	1,746 SF 32.5%	2,147 SF 40%
<b>FAR:</b>	1,941 SF 0.36 FAR	2,815 SF 0.52 FAR	2,818 SF <sup>1</sup> 0.52 FAR
<b># of bedrooms:</b>	2	4	---
<b>Off-Street Parking:</b>	1 covered (12'-8" x 18'-11") uncovered (9' x 18')	No change	1 covered (9' x 18' for existing) 1 uncovered (9' x 18')
<b>Building Height:</b>	22'-5"	24'-1"	30'-0"
<b>Declining Height Envelope:</b>	complies	complies	C.S. 25.10.055.A.

<sup>1</sup> (0.32 x 5,368 SF) + 1100 SF = 2,818SF (0.52 FAR).

**Summary of Proposed Exterior Materials:**

- **Windows:** aluminum clad wood with simulated true divided lites
- **Doors:** wood, aluminum sliding door, wood garage door
- **Siding:** stucco
- **Roof:** asphalt shingle, brick veneer water table

**Staff Comments:** None.

**Design Review Study Meeting:** At the Planning Commission Design Review Study meeting on April 25, 2022, the Commission had several comments and suggestions regarding this project and voted to place this item on the Regular Action Calendar when all information has been submitted and reviewed by the Planning Division (see attached April 25, 2022 Planning Commission Minutes).

The applicant submitted a response letter, dated August 19, 2022 and revised plans, dated August 26, 2022, to address the Planning Commission's comments and suggestions. Please refer to the applicant's letter for a detailed list of the changes made to the project (see attachments).

**Design Review Criteria:** The criteria for design review as established in Ordinance No. 2000 adopted by the City Council on December 6, 2021 are outlined as follows:

1. Consistency with any applicable design guidelines;
2. Compatibility of the architectural style with that of the existing character of the neighborhood;
3. Respect for the parking and garage patterns in the neighborhood;
4. Architectural style and consistency and mass and bulk of structures, including accessory structures;
5. Interface of the proposed structure with the structures on adjacent properties;
6. Landscaping and its proportion to mass and bulk of structural components; and
7. In the case of an addition, compatibility with the architectural style and character of the existing structure as remodeled.

**Required Findings for Design Review:** Any decision to approve a Major Design Review application shall be supported by written findings addressing the criteria set forth in Chapter 25.68. In making such determination, the following findings shall be made:

1. The project is consistent with the General Plan and is in compliance with all applicable provisions of Title 25, all applicable design guidelines, all other City ordinances and regulations, and most specifically, the standards established in the Design Review Criteria above, as applicable.
2. The project will be constructed on a parcel that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development; and
3. The project is designed and arranged to provide adequate consideration to ensure the public health, safety, and general welfare, and to prevent adverse effects on neighboring property.

***Suggested Findings for Design Review:***

1. The proposed addition to an existing single-unit dwelling is consistent with the General Plan designation of Low Density Residential and is in compliance with all applicable provisions of Title 25; the proposed exterior improvements enhance the existing architecture; that the massing of the additions blends with the split-level construction of the existing house, and that architectural details, such as the wood garage and front door, stucco exterior, the framed entry, and front landscaping are compatible with the character of the existing dwelling and with the neighborhood.
2. The project will be constructed on a parcel that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development as shown on the proposed plans.
3. The project is designed and arranged to provide adequate consideration to ensure the public health, safety, and general welfare, and to prevent adverse effects on neighboring property because the project complies with setback, lot coverage, floor area ratio and declining height envelope requirements.

For these reasons, the project may be found to be compatible with the requirements of the City's design review criteria.

**Planning Commission Action:** The Planning Commission should conduct a public hearing on the application, and consider public testimony and the analysis contained within the staff report. Action should include specific findings supporting the Planning Commission's decision, and should be affirmed by resolution of the Planning Commission. The reasons for any action should be stated clearly for the record. At the public hearing the following conditions should be considered:

1. that the project shall be built as shown on the plans submitted to the Planning Division and date stamped August 26, 2022, sheets A0.0, L1, SU1, and A0.1 through A3.4;
2. that any changes to building materials, exterior finishes, windows, architectural features, roof height or pitch, and amount or type of hardscape materials shall be subject to Planning Division or Planning Commission review (FYI or amendment to be determined by Planning staff);
3. that any changes to the size or envelope of the basement, first or second floors, or garage, which would include adding or enlarging a dormer(s), shall require an amendment to this permit;
4. that any recycling containers, debris boxes or dumpsters for the construction project shall be placed upon the private property, if feasible, as determined by the Community Development Director;

5. that demolition for removal of the existing structures and any grading or earth moving on the site shall not occur until a building permit has been issued and such site work shall be required to comply with all the regulations of the Bay Area Air Quality Management District;
6. that prior to issuance of a building permit for construction of the project, the project construction plans shall be modified to include a cover sheet listing all conditions of approval adopted by the Planning Commission, or City Council on appeal; which shall remain a part of all sets of approved plans throughout the construction process. Compliance with all conditions of approval is required; the conditions of approval shall not be modified or changed without the approval of the Planning Commission, or City Council on appeal;
7. that all air ducts, plumbing vents, and flues shall be combined, where possible, to a single termination and installed on the portions of the roof not visible from the street; and that these venting details shall be included and approved in the construction plans before a Building permit is issued;
8. that the project shall comply with the Construction and Demolition Debris Recycling Ordinance which requires affected demolition, new construction and alteration projects to submit a Waste Reduction plan and meet recycling requirements; any partial or full demolition of a structure, interior or exterior, shall require a demolition permit;
9. that the project shall meet all the requirements of the California Building and Uniform Fire Codes, in effect at time of building permit submittal, as amended by the City of Burlingame;

**THE FOLLOWING CONDITIONS SHALL BE MET DURING THE BUILDING INSPECTION PROCESS PRIOR TO THE INSPECTIONS NOTED IN EACH CONDITION:**

10. that prior to scheduling the framing inspection the applicant shall provide a certification by the project architect or residential designer, or another architect or residential design professional, that demonstrates that the project falls at or below the maximum approved floor area ratio for the property;
11. that prior to scheduling the framing inspection the project architect or residential designer, or another architect or residential design professional, shall provide an architectural certification that the architectural details shown in the approved design which should be evident at framing, such as window locations and bays, are built as shown on the approved plans; architectural certification documenting framing compliance with approved design shall be submitted to the Building Division before the final framing inspection shall be scheduled; and
12. that prior to final inspection, Planning Division staff would inspect and note compliance of the architectural details (trim materials, window type, etc.) to verify that the project has been built according to the approved Planning and Building plans.

'Amelia Kolokihakaufisi  
Associate Planner

c. Jorge Carbonell, applicant and architect

Attachments:

April 25, 2022 Planning Commission Minutes  
Applicant's Response Letter, dated August 19, 2022  
Application to the Planning Commission  
Planning Commission Resolution (Proposed)  
Notice of Public Hearing – Mailed September 2, 2022  
Area Map