

City of Burlingame
Design Review and Special Permit

Item No. 8b
Regular Action Item

Address: 2229 Adeline Drive

Meeting Date: August 8, 2022

Request: Application for Design Review and Special Permit for Declining Height Envelope for a two and a half story addition to an existing single-unit dwelling.

Applicant and Designer: Form + One, Tim Raduenz

APN: 027-161-160

Property Owners: Cameron and Shannon Foster

Lot Area: 5,190 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 will 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 which slopes down approximately four feet between the front and rear property lines. Due to this slope, the existing house has three separate living levels, consisting of a lower level (at the rear only), a main living (1st floor at front), and a second floor. The existing single-unit dwelling has four bedrooms and is 2,727 SF in floor area, including a detached garage.

The applicant is proposing a rear addition to all living levels. The lower floor addition would include an expansion at the rear of the house. This space is currently used as a den and would be converted to an accessory dwelling unit (ADU). The proposed addition also includes a small expansion to the main living level at the rear onto the existing rear deck, as well as a second story addition that would be located at the rear of the existing second story. There is no construction or changes proposed to the existing detached garage. While the proposed addition would add approximately 500 SF at the rear, because the lower floor would be converted to an ADU and that square footage is not counted toward the overall FAR, the total floor area is being reduced with the proposed addition from 2,727 SF (0.50 FAR) to 2,624 SF (0.50 FAR) where 3,160 SF (0.60 FAR) is the maximum allowed.

With this application, the number of bedrooms would remain at four. Two parking spaces, one of which must be covered, are required on site. The existing detached garage has two separate garage doors for two covered off-street spaces. However, because the interior dimensions measure 17'-7" wide by 22'-6" deep (18' x 18' clear interior dimensions required for an existing two-car garage), the existing detached garage is only counted as a one-car garage; one uncovered parking space (9' x 18') is provided in the driveway. Per C.S. 25.48.030(L)(3)(a), no on-site parking is required for the ADU because it is located within one-half mile walking distance of public transit.

The existing left side of the second floor currently encroaches into the declining height envelope. Given the downward slope on the property, the proposed second floor addition would continue this encroachment into the declining height envelope. Therefore, the application includes a request for a Special Permit for Declining Height Envelope since 169 SF of the left side of the proposed second floor addition would encroach into the declining height envelope.

Planning staff would note that a Special Permit is not required for the deck at the rear of the house since it does not qualify as a second story deck (deck floor is 7'-6" above grade).

Accessory Dwelling Unit (ADU)

This project includes building a new attached 467 SF ADU by converting a portion of the existing lower level and by adding 174 SF at the rear of the lower floor to accommodate the new ADU. Review of the ADU application is administrative only and is not reviewed by the Planning Commission. Staff has determined that the ADU complies with the regulations in Code Section 25.48.030 (Accessory Dwelling Units). Among those regulations

is an exemption from both lot coverage and FAR for ADUs that are 850 SF or less in size. Therefore, this proposed attached ADU did not count towards the overall lot coverage or FAR for this project.

The applicant is requesting the following applications:

- Design Review for a two and a half story addition to an existing single-unit dwelling (C.S. 25.68.020(C)(1)(b)); and
- Special Permit for Declining Height Envelope (DHE) along the left side of the house (169 SF of the proposed addition would extend beyond the DHE) (C.S. 25.10.055).

2229 Adeline Drive

Lot Area: 5,190 SF

Plans date stamped: July 26, 2022

| | EXISTING | PROPOSED | ALLOWED/REQUIRED |
|---|--|---|--|
| SETBACKS | | | |
| Front (Lower flr): (Main flr): (Upper flr): | N/A 15'-0" 35'-10" | No change No change No change | 15'-0" 15'-0" 20'-0" |
| Side (left): (right): | 4'-3" 10'-2" | 4'-3" to addition No change | 4'-0" 4'-0" |
| Rear (Lower flr): (Main flr): (Upper flr): | 48'-1" 48'-1" 48'-1" | 40'-9" 31'-5" 40'-9" | 15'-0" 20'-0" 20'-0" |
| Lot Coverage: | 1,822 SF 35.0% | 1,948 SF 38% | 2,760 SF 40% |
| FAR: | 2,727 SF 0.50 FAR | 2,624 SF (3,212 SF – 588 SF ADU) 0.50 FAR | 3,160 SF ¹ 0.60 FAR |
| # of bedrooms: | 4 | No change | --- |
| Off-Street Parking: | 1 covered (17'-7" x 22'-6" clear interior) 1 uncovered (9' x 18') | No change | 1 covered (9' x 18' clear interior for existing) 1 uncovered (9' x 18') |
| Building Height: | 28'-0" | 26'-7" at addition | 30'-0" |
| Plate Height (1st flr): (2nd flr): | 8'-3" 8'-4" | 8'-3" (matching) 8'-4" (matching) | 9'-0" 8'-0" |
| DH Envelope: | Encroachment ² | Special Permit requested for DHE encroachment on left side ³ | C.S. 25.10.055 |

¹ (0.32 x 5,190 SF) + 1,100 SF + 400 SF = 3,160 SF (0.60 FAR).

² Existing nonconforming Declining Height Envelope along left side.

³ Special Permit requested for Declining Height Envelope (169 SF encroachment into the DHE on left side of house).

None of the changes made to the revised plans, date stamped July 26, 2022, resulted in changes to the zoning code compliance documented in the table above.

Staff Comments: While the new Zoning Code requires a Special Permit for upper floor plate heights exceeding 8'-0" (C.S. 25.10.035(A)(6)), staff has made a determination that a Special Permit would not be required for second floor additions where the plate height of the addition matches the existing plate height up to 8'-6" above second floor. This will be incorporated into the Zoning Code with the next code update.

Summary of Proposed Exterior Materials:

- **Windows:** Wood clad windows with simulated true divided lites with wood trim around windows.
- **Siding:** Stucco.
- **Roof:** Terracotta barrel tiles.
- **Other:** Wood railing and wood decking.

Design Review Study Meeting: At the Planning Commission Design Review Study meeting on July 11, 2022, the Planning 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 July 11, 2022 Planning Commission Minutes).

The applicant submitted a response letter and revised plans, date stamped July 26, 2022 to address the Planning Commission's comments and suggestions. The only change to the plans includes labeling of the existing landscaping in the rear yard, which provides screening to the neighbors. Please refer to the applicant's letter with a summary of the neighbor outreach in response to the public comments received at the Design Review Study meeting.

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, with the exception of the declining height envelope for which a Special Permit is being requested; the addition is at the rear portion of the house with the mass of the addition concentrated toward the back of the lot; that the addition is sensitive to the architectural style, mass and bulk of the existing house with multiple levels as well as sensitive to the siting of the house on this sloped lot; and that the addition has been designed to include elements of the existing architectural style to help integrate the addition into the existing structure.
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.

Required Findings for a Special Permit: Any decision to approve a Special Permit application in the R-1 zoning district pursuant to Chapter 25.78 shall be supported by written findings. In making such determination, the following findings shall be made:

1. The blend of mass, scale, and dominant structural characteristics of the new construction or addition are consistent with the existing structure's design and with the well-defined character of the street and neighborhood;
2. The variety of roof line, façade, exterior finish materials, and elevations of the proposed new structure or addition are consistent with the existing structure, street, and neighborhood;
3. The proposed project is consistent with the residential design guidelines adopted by the City; and
4. Removal of any trees located within the footprint of any new structure or addition is necessary and is consistent with the City's reforestation requirements, and that the mitigation for the removal that is proposed is consistent with established City policies and practices.

Suggested Special Permit Findings for Declining Height Envelope:

1. The blend of mass, scale, and dominant structural characteristics of the proposed addition are consistent with the character of the street and neighborhood which consists of one and two-story single-unit dwellings in a variety of architectural styles and massing.
2. The variety of roof line, façade, exterior finish materials, and elevations of the proposed addition are consistent with the existing street and neighborhood in that the hip and gable roof configurations and pitches, stucco siding, and articulation in elevations are consistent with those architectural features found on existing structures in the neighborhood; that the lot slopes downward from the front property line to the rear property line therefore causing the point of departure for the declining height envelope to be below the finished floor of the house; that because the existing house placement of the existing house it is currently nonconforming encroaching into the declining height envelope on the left side; and that the architectural style that would result from a code complying project would not be compatible or true to the massing and style of the house if the second floor were offset in order to comply with Declining Height Envelope.

3. The proposed project is consistent with the residential design guidelines adopted by the City in that the proposed structure is compatible with the requirements of the City's design review criteria as noted above.

For these reasons, the project may be found to be compatible with the requirements of the City's Special Permit 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 date stamped July 26, 2022, sheets T1.0, A1.0 through G2.0;
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 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;
11. that prior to scheduling the roof deck inspection, a licensed surveyor shall shoot the height of the roof ridge and provide certification of that height to the Building Division; and
12. that prior to final inspection, Planning Division staff will 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.

Catherine Keylon
Senior Planner

c. Tim Raduenz, Form + One,, applicant and designer

Attachments:

July 11, 2022 Planning Commission Minutes
Applicant's Response Letter to the Planning Commission, dated July 26, 2022
Application to the Planning Commission
Special Permit Application
Neighbor comment letter, G. Heeran, August 1, 2022
Planning Commission Resolution (Proposed)
Notice of Public Hearing – Mailed July 29, 2022
Area Map