



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda Planning Commission

Monday, September 8, 2025

7:00 PM

Council Chambers/Zoom

To Attend the Meeting in Person:

Location: Council Chambers, City Hall, 501 Primrose Road, Burlingame, California 94010

To Attend the Meeting via Zoom:

Consistent with Government Code Section 54953, this Planning Commission Meeting will be held in person and virtually via Zoom.

Please use the following link to attend the hearing virtually using Zoom:

Go to www.zoom.us/join

Meeting ID: 881 7216 3578

Passcode: 672628

To access the meeting by phone:

Dial 1-669-444-9171

Meeting ID: 881 7216 3578

Passcode: 672628

Please note that the public may not make public comments via Zoom during Planning Commission meetings. The public may either attend the meeting in person to comment or send an email to publiccomment@burlingame.org (see below).

To Provide Public Comment in Person:

Members of the public wishing to speak will be asked to fill out a "Request to Speak" card located on the table by the door and then hand it to staff. The provision of a name, address, or other identifying information is optional. Speakers are limited to three minutes each, however, the Chair may adjust the time limit in light of the number of anticipated speakers

To Provide Public Comment via Email:

Members of the public may provide written comments by email to publiccomment@burlingame.org for an agenda item. Emailed comments should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda or is on the Consent Calendar.

To ensure the Planning Commission receives your comment, please submit your email no later than 4:00 p.m. on the day of the meeting. Any emails received after 4:00 p.m. will not be sent to the Planning Commission prior to the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. REQUEST FOR AB 2449 REMOTE PARTICIPATION

Announcements/consideration and approval of requests by Planning Commissioners to participate remotely pursuant to AB 2449 (Government Code Section 54943(f)).

4. REVIEW OF AGENDA

5. PUBLIC COMMENTS, NON-AGENDA

Members of the public may speak about any item not on the agenda. Public comments for scheduled agenda items should wait until that item is heard by the Planning Commission.

Persons are required to limit their remarks to three (3) minutes unless an extension of time is granted by the Chair. Speakers desiring answers to questions should direct them to the Planning Commission and, if relevant, the Commission may direct them to the appropriate staff member. The Ralph M. Brown Act (the State local agency open meeting law) prohibits the Planning Commission from acting on any matter that is not on the agenda.

a. Public Comment, Non-Agenda Item

Attachments: [Public Comment](#)

6. CONSENT CALENDAR

Items on the consent calendar are considered to be routine. They are acted on simultaneously unless separate discussion and/or action is requested by the applicant, a member of the public or a commissioner prior to the time the Commission votes on the motion to adopt.

a. Approval of August 25, 2025 Planning Commission Meeting Minutes

Attachments: [Draft August 25, 2025 Planning Commission Meeting Minutes](#)

b. Major Design Review at 1341 Drake Avenue (Project No. DSR25-0011)

Application for Major Design Review for a new, two-story single-unit dwelling and detached garage in the R-1 (Low Density Residential) zoning district.

Recommendation: That the Planning Commission, by resolution, approve Major Design Review as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (a) of the CEQA Guidelines.

Staff: Brittany Xiao, Associate Planner.

Applicant and Designer: Tim Raduenz, Form+One
Property Owner: XLC, LLC

Attachments: [1341 Drake Ave - Staff Report](#)
[1341 Drake Ave - Area Map](#)
[1341 Drake Ave - Resolution](#)
[1341 Drake Ave - Arborist Report](#)
[1341 Drake Ave - Proposed Renderings](#)
[1341 Drake Ave - Proposed Plans](#)
[1341 Drake Ave - Previous Plans](#)

- c. Major Design Review, Condominium Permit, and Tentative Parcel Map at 1115 Paloma Avenue (Project No. DSR22-0050)

Application for Major Design Review, Condominium Permit, and Tentative Parcel Map for a new, three-story, three-unit residential condominium building.

Recommendation: That the Planning Commission, by resolution, approve Major Design Review and Condominium Permit as conditioned and recommend approval of the Tentative Parcel Map.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303(b) of the CEQA Guidelines.

Staff: Ruben Hurin, Planning Manager

Applicant and Architect: Simon Kwan, Kwan Design Architects
Property Owner: Jeffery Chan

Attachments: [1115 Paloma Ave - Staff Report](#)
[1115 Paloma Ave - Area Map](#)
[1115 Paloma Ave - Arborist Report](#)
[1115 Paloma Ave - Public Works Dept Memorandum](#)
[1115 Paloma Ave - Resolution](#)
[1115 Paloma Ave - Proposed Plans](#)
[1115 Paloma Ave - Previous Plans](#)

7. ACTION ITEMS (PUBLIC HEARING)

- a. Major Design Review and Hillside Area Construction Permit at 1812 Castenada Drive (Project No. DSR22-0006)

Application for Major Design Review and Hillside Area Construction Permit for a first and second story addition to an existing single-unit dwelling in the R-1 (Low Density Residential) zoning district.

Recommendation: That the Planning Commission, by resolution, approve the Major

Design Review and Hillside Area Construction Permit as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301 (e)(1) of the CEQA Guidelines.

Staff: Erika Lewit, Senior Planner

Applicant: Yury Kogan

Property Owner: Marat Diner

Attachments: [1812 Castenada Dr - Staff Report](#)
 [1812 Castenada Dr - Area Map](#)
 [1812 Castenada Dr - Design Review Consultant Analysis](#)
 [1812 Castenada Dr - Resolution](#)
 [1812 Castenada Dr - Proposed Plans](#)
 [1812 Castenada Dr - Previous Plans](#)

- b. Major Design Review and Special Permit at 728 Newhall Road (Project No. DSR25-0009)

Application for Major Design Review and Special Permit for plate height for a new, two-story single-unit dwelling and detached garage in the R-1 (Low Density Residential) zoning district.

Recommendation: That the Planning Commission, by resolution, approve Major Design Review and Special Permit as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (a) of the CEQA Guidelines.

Staff: Brittany Xiao, Associate Planner.

Applicant and Designer: Behrooz Nemati

Property Owner: 728 Newhall Road LLC

Attachments: [728 Newhall Rd - Staff Report](#)
 [728 Newhall Rd - Area Map](#)
 [728 Newhall Rd - Arborist Report](#)
 [728 Newhall Rd - Public Comment Email](#)
 [728 Newhall Rd - Resolution](#)
 [728 Newhall Rd - Proposed Plans](#)
 [728 Newhall Rd - Previous Plans](#)

- c. Major Design Review and Special Permits at 229 Bancroft Road (Project No.

DSR25-0008)

Application for Major Design Review and Special Permits for plate height, second floor balcony, and attached garage for a new, two-story single-unit dwelling and attached garage in the R-1 (Low Density Residential) zoning district.

Recommendation: That the Planning Commission, by resolution, approve Major Design Review and Special Permits as conditioned.

CEQA Determination: This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (a) of the CEQA Guidelines.

Staff: Ruben Hurin, Planning Manager

Applicant: Xiaowen Song

Property Owner: Hongzhi Liang

Attachments: [229 Bancroft Rd - Staff Report](#)
 [229 Bancroft Rd - Area Map](#)
 [229 Bancroft Rd - Resolution](#)
 [229 Bancroft Rd - Proposed Plans](#)
 [229 Bancroft Rd - Previous Plans](#)

8. STUDY SESSION (PUBLIC HEARING)

- a. Lot Subdivision, Major Design Review, Hillside Area Construction Permit and Special Permits at 1385 Hillside Circle - Lot 1 (Project No. DSR24-0023)

Application for Lot Subdivision, Major Design Review, Hillside Area Construction Permit, and Special Permits for declining height envelope and attached garage for a new, two-story single-unit dwelling and attached garage in the R-1 (Low Density Residential) zoning district.

Staff: Catherine Keylon, Senior Planner

Applicant and Designer: James Chu; Chu Design Associates, Inc.

Property Owner: Sherman Chiu and Jen Ngo

Attachments: [1385 Hillside Cir - Lot 1 - Staff Report](#)
 [1385 Hillside Cir - Lot 1 - Area Map](#)
 [1385 Hillside Cir - Lot 1 - Arborist Report](#)
 [1385 Hillside Cir - Lot 1 - Public Comment Emails](#)
 [1385 Hillside Cir - Lot 1 - Proposed Plans](#)

- b. Lot Subdivision, Major Design Review, Hillside Area Construction Permit and Special

Permits at 1385 Hillside Circle - Lot 2 (Project No. DSR24-0024)

Application for Lot Subdivision, Major Design Review, Hillside Area Construction Permit, and Special Permits for declining height envelope and attached garage for a new, two-story single-unit dwelling and attached garage in the R-1 (Low Density Residential) zoning district.

Staff: Catherine Keylon, Senior Planner

Applicant and Designer: James Chu; Chu Design Associates, Inc.

Property Owner: Sherman Chiu and Jen Ngo

Attachments: [1385 Hillside Cir - Lot 2 - Staff Report](#)
 [1385 Hillside Cir - Lot 2 - Area Map](#)
 [1385 Hillside Cir - Lot 2 - Arborist Report](#)
 [1385 Hillside Cir - Lot 2 - Public Comment Emails](#)
 [1385 Hillside Cir - Lot 2 - Proposed Plans](#)

- c. Lot Subdivision, Major Design Review, Hillside Area Construction Permit and Special Permits at 1385 Hillside Circle - Lot 3 (Project No. DSR24-0025)

Application for Lot Subdivision, Major Design Review, Hillside Area Construction Permit, and Special Permits for declining height envelope and attached garage for a new, two-story single-unit dwelling and attached garage in the R-1 (Low Density Residential) zoning district.

Staff: Catherine Keylon, Senior Planner

Applicant and Designer: James Chu; Chu Design Associates, Inc.

Property Owner: Sherman Chiu and Jen Ngo

Attachments: [1385 Hillside Cir - Lot 3 - Staff Report](#)
 [1385 Hillside Cir - Lot 3 - Area Map](#)
 [1385 Hillside Cir - Lot 3 - Arborist Report](#)
 [1385 Hillside Cir - Lot 3 - Public Comment Emails](#)
 [1385 Hillside Cir - Lot 3 - Proposed Plans](#)

9. STAFF/COMMISSION REPORTS

10. ADJOURNMENT

Notice: Any individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Planning Division by 10:00 a.m. on Monday, September 8, 2025 at planningdept@burlingame.org or 650-558-7250. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for inspection via www.burlingame.org/planningcommission/agenda or by emailing the Planning Division at planningdept@burlingame.org. If you are unable to obtain information via the City's website or through email, contact the Planning Division at 650-558-7250.

An action by the Planning Commission is appealable to the City Council within 10 days of the Planning Commission's action on September 8, 2025. If the Planning Commission's action has not been appealed or called up for review by the Council by 5:00 p.m. on September 18, 2025, the action becomes final. In order to be effective, appeals must be in writing to the City Clerk and must be accompanied by an appeal fee of \$924.00, which includes noticing costs.