

City of Burlingame

Design Review

Item No. 9b
Regular Action Item

Address: 1472 Drake Avenue

Meeting Date: July 8, 2024

Request: Application for Design Review for a new, two-story single-unit dwelling and attached garage.

Applicants and Property Owner: Tan Tseng
Designer: Debo Sodipo, dZXYN Management Group
General Plan: Low Density Residential

APN: 026-042-190
Lot Area: 6,000 SF
Zoning: R-1

Project Description: The subject property is an interior lot with an existing single-unit dwelling and an attached garage. The applicant is proposing to demolish the existing dwelling and attached garage and build a new, two-story single-unit dwelling with an attached garage and accessory dwelling unit (ADU). The proposed floor area is 3,016 SF (0.50 FAR) where 3,020 SF (0.50 FAR) is the maximum allowed (includes covered porch and basement exemptions).

The new single-unit dwelling would contain four bedrooms. Two parking spaces, one of which must be covered, are required for a four-bedroom house. One covered parking space (11'-0" x 20'-0" clear interior dimensions) is provided in the attached garage and one uncovered parking space (9'-0" x 18'-0") is provided in the driveway. Per C.S. 25.48.030(L)(3)(c), no parking is required for the ADU. Therefore, the project is in compliance with off-street parking requirements. Staff would note that Per C.S. 25.10.035(1), a Special Permit is not required in cases where an existing attached garage is being replaced with a new attached garage. All other Zoning Code requirements have been met.

The site contains an existing protected size Magnolia tree (36-inch diameter) and two fruit trees (6 and 7-inch diameter). All three trees are proposed to be removed as part of this application. An Arborist Report, prepared by Mathey Tree Care, dated May 29, 2024 (attached), notes that the Magnolia tree is in poor health and recommends removal of the tree "as this tree is located in an unsuitable location and the space for the tree to grow is far too limited", and that "the tree is in severe decline". The Parks Division has reviewed the Arborist Report.

Based on the proposed floor area, three landscape trees are required on-site. The proposed landscape plan includes three new 24-inch box landscape trees to be planted in the front yard, including one Chinese pistache, one Japanese blueberry, and one Southern magnolia. Therefore, the project complies with the Urban Reforestation Ordinance requirements. Staff would note that currently there is one street tree along the parcel frontage which would remain.

Accessory Dwelling Unit

This project includes the construction of a new 500 SF ADU on the first floor of the dwelling. Per State law, review of the ADU Permit application is administrative only and is not reviewed by the Planning Commission. Staff has determined that the ADU complies with the ADU regulations. The attached ADU is exempt from lot coverage and floor area regulations.

The applicant is requesting the following application:

- Design Review for a new, two-story single-unit dwelling and attached garage (C.S. 25.68.020 (C)(1)(a)).

1472 Drake Avenue

Lot Area: 6,000 SF

Plans date stamped: July 1, 2024

	PROPOSED	ALLOWED/REQ'D
Front Setbacks <i>(1st flr):</i> <i>(2nd flr):</i> <i>(attached garage):</i>	25'-10" 34'-4" 31'-9"	24'-9" (block average) 20'-0" 25'-0" for single-car garage
Side Setbacks <i>(left):</i> <i>(right):</i>	5'-8" 4'-0"	4'-0" 4'-0"
Rear Setbacks <i>(1st flr):</i> <i>(2nd flr):</i>	35'-3" (23'-3" to deck) 34'-11"	15'-0" 20'-0"
Lot Coverage:	2,164 SF 37%	2,400 SF 40%
FAR:	3,016 SF 0.50 FAR	3,020 SF ¹ 0.50 FAR
# of bedrooms:	4	---
Off-Street Parking:	1 covered (11'-0" x 20'-0" clear interior dimensions) 1 uncovered (9' x 18')	1 covered ² (10'-0" x 18'-0" clear interior dimensions) 1 uncovered (9' x 18')
Building Height:	25'-11"	30'-0"
Plate Height: <i>(1st flr):</i> <i>(2nd flr):</i>	9'-0" 8'-0"	9'-0" 8'-0"
Declining Height Envelope:	complies	CS 25.10.055(A)(1)

¹ (0.32 x 6,000 SF) + 1,100 SF = 3,020 SF (0.50 FAR).

² Per C.S. 25.48.030(L)(3)(c), no parking is required for the ADU.

Summary of Proposed Exterior Materials:

- **Windows:** composite (wood fiber and thermoplastic polymer) windows with divided lites
- **Doors:** fiberglass entry door and glass panel garage door
- **Siding:** stucco on the first floor and wood lap siding on the second floor
- **Roof:** composition shingle and standing seam metal over the front porch
- **Other:** wood trim

Staff Comments: None.

Design Review Study Meeting: At the Planning Commission Design Review Study meeting on June 24, 2024, the Commission expressed concerns about the size of the proposed windows at the front of the dwelling, the design of the proposed columns and roof gables, as well as the proposed retaining wall having adequate retainage. The Commission also suggested adding different materials to parts of the façade to add some architectural interest. The Commission voted to place this item on the Regular Action Calendar when all information has been submitted and reviewed by the Planning Division (see attached June 24, 2024 Planning Commission Minutes).

The applicant submitted a response letter and revised plans, both dated July 1, 2024, 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 new 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 dwelling is consistent with the design guidelines; that the mass and bulk of the proposed structure is in scale with the lot and in relation to neighboring properties, and that architectural details follow a simple contemporary design, including the composite windows with divided lites, a fiberglass front entry door, stucco and wood lap siding, and composition shingle and standing seam metal roofing, making the project compatible with the character of 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, building height, declining height envelope, and parking requirements.

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 1, 2024, sheets A0.0 through A6.0, sheet L1.0, and topographic survey;
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 (level of review to be determined by Planning staff);
3. that any changes to the size or envelope of the 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 foundation inspection, a licensed surveyor shall locate the property corners, set the building footprint and certify the first-floor elevation of the new structure(s) based on the elevation at the top of the form boards per the approved plans; this survey shall be accepted by the City Engineer;

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;
12. 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
13. 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.

Brittany Xiao
Assistant Planner

- c. Tan Tseng, applicant and property owner
Debo Sodipo, dZXYN Management, designer

Attachments:

June 24, 2024 Planning Commission Minutes
Applicant's Response Letter, dated July 1, 2024
Project Application
Arborist Report, prepared by Mathey Tree Care, dated May 29, 2024
Email submitted by Rich Sargent, dated June 23, 2024
Planning Commission Resolution (Proposed)
Notice of Public Hearing – Mailed June 28, 2024
Area Map