City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes
Planning Commission

Tuesday, October 15, 2024 | **7:00 PM** | **Council Chambers/Online**

a. 1033 Cortez Avenue, zoned R-1 - Application for Design Review for a new, two-story single-unit dwelling and detached garage and Special Permit for Side Setback for a new detached garage. (Elaine Lee, Elaine Lee Design, applicant and architect; Raymond Wong, property owner) (52 noticed) Staff Contact: 'Amelia Kolokihakaufisi

Attachments: Staff Report
Attachments
Plans

All Commissioners have visited the project site. Planning Manager Hurin provided an overview of the staff report.

Elaine Lee, designer, represented the applicant and answered questions regarding the application.

Chair Lowenthal opened the public hearing.

Public Comments:

> Public comment sent via email by Christopher Wenisch, 1037 Cortez Avenue: I'm the adjacent neighbor on the right-side elevation located at 1037 Cortez Avenue. I have not met Raymond Wong, property owner and spec builder in the community, but I understand that he is related to Peter, the current occupant of 1033 Cortez, who has been a respectful and friendly neighbor since he has occupied the property after its purchase in 2023. The architect and applicant, Elaine Lee, also designed the property we purchased at 1037 Cortez. I did not have the opportunity to directly speak with Peter or the owner, Raymond, about these plans, so I provide here my set of comments. My primary purpose is to ensure the preservation of the grade & retaining walls on the northwest side of the property, as well as to review the design plans for the new structures. The NW (right) side abuts my neighboring driveway, my existing ADU building at the rear corner of the property line and will be directly visible from our 13 windows and doors we have facing that direction. My young boys' bedrooms will face the new 2nd story, and we have 5 large windows into their shared bedrooms that will look directly at the new proposed structure. I have reviewed the submitted proposal on my own and provide my unprofessional comments regarding the design for consideration below:
1. The street-facing facade on the first page of the submitted proposal looks acceptable and I have indicated that to Peter's son, who solicited my review.
2. The rear master picture window (at bath or shower) is larger than the rest of the windows on that side of the plan. I would like to see the planning committee suggest an equal or smaller-sized window be considered for privacy of both residences, especially if this is in view of the shower or bath. We currently have small shower windows (2' x 1') on the south rear-side of our property that directly line up with the proposed window. This proposed window would also be directly viewable from most of our rear yard. (Note: the 2nd floor windows on my residence can be seen on page A1.0 of the build plan).
3. The detached garage is proposed within the side setback. If at all possible, I would like to see the garage (at its proposed height no greater than 13.5') be positioned as far back as possible on the plans/property if it will be within the side setback of our shared property line. Also, please take careful consideration that any drainage is directed away from our ADU foundation and will not impact the existing

grade when drawn up.
4. I would like to ensure that there is no planned excavation on the right side of the property and that there remains the requirement to maintain existing grade and retaining walls at the northwest corner. Any excessive disturbance to the grade, may impact my structures on my adjacent lot. An approach to preserve the grade was recommended by the arborist report dated October 31, 2023, revised September 6th, 2024. As long as the retaining walls are in good working order and the careful excavation approach is followed at the direction of an arborist, there appears to be minimal perceived risk.
5. I do have concerns as to whether or not the arborist evaluations will be followed during construction as proposed, especially as it pertains to bullet 4 above. For example, in that same arborist report, tree #3 (on the street side) was recommended to be protected and preserved in the arborist report dated October 31, 2023, revised September 6th, 2024, and is shown as preserved in the build plans, yet the tree is proposed to be removed in the staff report, second to last sentence of paragraph 6 "...one street tree...proposed to be removed due to a poor health rating." I was surprised to see that the tree is already cordoned off to be removed as of today, October 15th. There were clear guidelines in the arborist report to work around the tree including barriers noted in the build plan (see below circled area) and the tree had an acceptable structural rating, form rating, was considered suitable for preservation, and was marked as a Protected Tree. This tree is probably one of the best-looking trees on the block. It provides shade and protection on our property and driveway in the mornings, and it would take 30 years to see a similar size tree grow to replace what is present today. How can I be assured that the arborist recommendations will be followed and that the build plans will be updated and reflective of what is actually taking place on the property?

Chair Lowenthal closed the public hearing.

Commission Discussion/Direction:

> The house is lacking some details. I'd love to see some corbels, knee braces and possibly a vent above the second-floor window. It is lacking in depth. I like to see details of the light fixtures. I don't think we have any lights on the proposed project. I'm not seeing you walk up the front door without having some light fixture there. In my opinion, it needs another go-around to show us more details.

> I agree with my fellow commissioner particularly on the stucco surfaces more than the siding surfaces. The siding and the trim details around the windows work. On the stucco, with no detail around it, it feels that it is lacking. I agree with either the venting up into the attic, doing an implied header or sill into the stucco. A change of color can also help. We need window details so we can evaluate how that is going to work. Right now, it looks like a flat run in the stucco and it's not going to add a lot of value.

> There are a lot of gutters shown on the plan, but downspouts are not shown on the elevations, as well as foundations vents or lighting. These things will make things look better because they will add more detail. Since they are missing in this level, you will find out that some of the things you need to do will impact the way this project looks. We would appreciate that they are included at this stage, so we are not all surprised later.

> The whole stucco elevation at the bottom in the rear is not adding much because of the lack of details. The overhang can be good, but it also needs more details to show how it's going to pop out and make it look nicer. It is flat. As much as the shape and scale, I do appreciate the challenges faced with the oak tree at the back and trying to locate the garage to a spot where it will not kill the oak tree, even shifting the house to the left away from the neighbor is probably better than staying in the same location and going up. There's a lot of really good things about this project and there are some things that needs to be done to make it a better project.

> I agree with my fellow commissioners. The applicant has described the project as a transitional style home. Driving through the neighborhood, there are a lot of homes, particularly on that street there are some nice details, a lot of charm and character. I can recognize a home that wants to be transitional, but on this block, it will be a miss by not adding more details to this home.

> When I saw the renderings, I thought that the roof over the front living room space was flat. It looks that way from an eye-level perspective, maybe from the sidewalk. Even from a true pedestrian level, that roof looks flat. Consider doing a 3:12 slope instead of the proposed 7:12 roof slope and see if it can help improve the front elevation because it seems disappearing with this relative flatness.

> I like the scale and massing of the project. I agree with my fellow commissioners about the lack of details. For the neighbor, that side of the house only has five windows, and it sounds like the neighbor has 13, but I do agree that the bathroom window is very large. There's a corner window facing the back that is also large. Consider adjusting the size or frosting that window.

> I'm usually very supportive of plate heights but I cannot see the justification for one inch on the first floor. It could be at compliance with 9'-0". I don't know if one inch buys you that much. On the second floor, the 8'-1" plate height is in vaulted spaces and the 8'-8" is in the laundry room and that 8'-8" is not necessary either.

> The project is fundamentally approached from the right direction. I like the form and the massing. The articulation is great. I echo my fellow commissioners' comments about the lack of details. The windows on the second story have some sill that can go well at the first story. Currently, the frame on the first story windows looks like they have been taped and there is no depth to it. The beam at the porch appears to be two beams stacked up. As a transitional style architecture, it is lacking the details of what it is transitioning from. I also appreciate the applicant's efforts in saving the oak tree at the back.

> Consider changing the size of the columns at the front. See how it may look if it is a bit larger.

Commissioner Schmid made a motion, seconded by Commissioner Comaroto, to place the item on the Regular Action Calendar when plans have been revised as directed. The motion carried by the following vote:

Aye: 6 - Comaroto, Horan, Lowenthal, Schmid, Shores, and Tse

Absent: 1 - Pfaff

ELAINE LEE **design** 3223 encinal avenue, alameda CA 94501 510.847.0377 tel

October 22, 2024

City of Burlingame Planning Department
ATTN: Amelia Kolokihakaufisi

RE: 1033 Cortez Avenue New 2-story residence with new detached garage

1. First floor roof slope revised to 4/12 slope.
2. Downspouts added to elevations.
3. Additional detailing added to elevations
    a. Water table trim
    b. Decorative lintels at windows at stucco areas
    c. Exterior wall sconces shown on elevations
    d. Decorative gable vents
    e. Additional trim at front porch posts
    f. Corbels at second floor cantilever
    g. Corbels at lower floor porch
    h. Sills with aprons indicated at windows at lap siding
    i. Larger sills shown at windows at stucco, throughout
    j. Crawlspace vents indicated
4. First floor plate reduced to 9'-0".
5. Predominant second floor plate reduced to 8'-0". Plate at primary bedroom proposed to be 8'-7" (still requires Special Permit).

Sincerely,
Elaine Lee

[redacted]

ELAINE LEE **design** 3223 encinal avenue, alameda CA 94501 510.847.0377 tel

September 6, 2024

City of Burlingame Public Works
ATTN: Martin Quan

RE: 1033 Cortez Avenue New 2-story residence with new detached garage

3. Limits of flood zone (both sides of creek structure) noted on Topographic survey.
10. Statement that applicant is required to submit an elevation certificate for review/approval by the Public Works Engineering Department showing that the finish floor is 1' above the determined base flood elevation, prior to building permit final added as Public Works Note #4, sht A0 and noted at sht C-1.
11. Floor elevation shall be 35.16'. C-0 rectified. No electrical equipment shall be installed below 35.16'- noted at Public Works Note #4, sht A0 and at Site Plan, sht A1.
12. Distance from garage roof gutter to property lines indicated at all elevations, sht A6.

Sincerely,
Elaine Lee

[redacted]

ELAINE LEE **design** 3223 encinal avenue, alameda CA 94501 510.847.0377 tel

September 6, 2024

City of Burlingame Stormwater

RE: 1033 Cortez Avenue New 2-story residence with new detached garage

Current Stormwater Checklist for Small Projects completed and included in resubmittal.

Sincerely,
Elaine Lee

[redacted]

ELAINE LEE **design** 3223 encinal avenue, alameda CA 94501 510.847.0377 tel

September 6, 2024

City of Burlingame Parks Division
ATTN: Ellyn Shea

RE: 1033 Cortez Avenue New 2-story residence with new detached garage

1. Street tree shall be retained. Arborist's report revised. Tree Protection fencing reflected at Site Plan, sht A1.0, and updated Arborist's Report included in plan set, shts T1-T3.
2. Project arborist has reviewed architectural, civil, and landscape plans (noted in report). Exploratory trenching recommendation removed. Per report, grading and excavation work within the protected tree zones shall be done by hand and supervised by the Project Arborist.
3. Site Plan updated to indicate tree protection fencing and hand digging as specified in the Arborist report at Tree #1 and #3, sht A1.

Sincerely,
Elaine Lee

[redacted]

Property location: 1033 Cortez Ave, Burlingame CA

Dear Jeff Hocker and Michelle Afendakis

This letter is to advise you that we will be performing new development on our property adjacent to yours.

This is sent to you to have your support for our new build house exterior design. Please find the image attached to this letter.

Thank you for your support!

[redacted] Burlingame CA

[redacted]

(owners)

Date:

10/13/2024

Property location: 1033 Cortez Ave, Burlingame CA

Dear Chris and family

This letter is to advise you that we will be performing new development on our property adjacent to yours.

This is sent to you to have your support for our new build house exterior design. Please find the image attached to this letter.

Thank you for your support!

[redacted]

Date:

10/13/24

ELAINE LEE design 3223 encinal avenue, alameda CA 94501 510.847.0377 tel

November 6, 2023

Community Development Department
City of Burlingame
501 Primrose Road
Burlingame, CA 94010

RE: LETTER OF EXPLANATION, DESIGN REVIEW
1033 Cortez Avenue, Burlingame

This project proposes to demolish the existing residence with attached 1 car garage (Spanish bungalow style, originally built in 1921) and replace it with a new transitional style residence and a detached 1-car garage. This application requests a Special Permit for the detached garage location being outside of the rear 30% of the lot, but within 40% of the rear.

The left side of the lot is bordered on the east side by Sanchez Creek. The Creek impinges slightly on the lot at the rear left corner. For much of the length of the lot, the creek is contained between concrete retaining walls. The lot slopes up from the creek (left side of lot towards right) by approximately nine feet. There is a very large coast live oak in the rear yard.

The new residence is proposed to be built largely within the limits of the existing development, with a reduction in the area that is closest to the creek structure. From Cortez Avenue, the house appears as a two-story house. There is a partial lower level at the left side (not visible from the street), where the lot slopes down.

The new design is for a transitional style home that incorporates a mix of roofing and siding materials, gridded windows, and subdued trim detail to reduce the appearance of massing, emphasize the building's articulation, and add visual detail. A wider, street-friendly porch replaces the heavy, closed-in porch and the wide driveway that exist currently. The new driveway to the detached garage at the rear right side of the lot will allow for more distance between the houses at 1033 and 1037. The proposed green tone of the siding is intended to ground the house and to blend softly with the riparian vegetation of the creek.

Most of the primary windows are oriented towards the street, rear yard, or the creek. The floorplan and window locations were planned to minimize privacy impacts on the most affected immediate neighbor. Maximizing daylight to the house was also an important goal of the design, in consideration of the significant shade created by the surrounding vegetation.

A detached garage is proposed in the rear yard. In order to preserve the 70" oak in the rear yard, the proposed location of the garage does not fall entirely within the rear 30% of the lot. In compliance with the project arborist's recommendations, the garage is to be located 17'-6" from the tree trunk to protect the tree. The garage is proposed to fall within the rear 40% of the lot and thus, a Special Permit is requested for the garage location. The top of the garage slab is 5.5' above the base of the tree trunk due to the topography of the parcel. The existing retaining walls adjacent to the tree and the existing concrete patio will be retained in conformance with the arborist's recommendations.

Due to the site's constraints and the preservation of the large oak tree, the project proposes to provide only 2 trees in the development (the 70" oak and one new tree to be planted in the front yard).

City of Burlingame
Special Permit Application (R-1 and R-2)

The Planning Commission is required by law to make findings as defined by the City's Ordinance (Chapter 25.78). Your answers to the following questions can assist the Planning Commission in making the decision as to whether the findings can be made for your request. Refer to the end of this form for assistance with these questions.

1. **Explain why 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 existing street and neighborhood.**

   There are both older and newer houses in the neighborhood that have plate heights that exceed 9' at the first floor. Additionally, some of the neighboring houses have 2-story facades at the front setback. This project proposes that the 2nd floor is setback at the street facade; thus resulting in a street facade that is consistent with the massing of the neighborhood.

2. **Explain how the variety of roof line, facade, exterior finish materials and elevations of the proposed new structure or addition are consistent with the existing structure, street and neighborhood.**

3. **How will the proposed project be consistent with the residential design guidelines adopted by the City?**

   The requested plate heights of 8'-1" at most of the 2nd floor and 9'-1" at the 1st floor are only 1" more than the zoning code limit to allow for slightly less than 8' and 9' finished ceiling/wall heights, respectively. The 8'-8" plate requested at the Primary Bedroom and Laundry is located towards the rear of the house, away from neighboring buildings, and are set in comfortably from the DHE. It allows for cleaner articulation in the project's massing and in the roof junction with the roof at the stairs.

4. **Explain how the 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. What mitigation is proposed for the removal of any trees? Explain why this mitigation is appropriate.**

City of Burlingame
Special Permit Application (R-1 and R-2)

RECEIVED
NOV 14 2023
CITY OF BURLINGAME
CDD-PLANNING DIVISION

The Planning Commission is required by law to make findings as defined by the City's Ordinance (Chapter 25.78). Your answers to the following questions can assist the Planning Commission in making the decision as to whether the findings can be made for your request. Refer to the end of this form for assistance with these questions.

1. **Explain why 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 existing street and neighborhood.**

   The neighborhood primarily has detached garages. The proposed design would conform to this pattern.

2. **Explain how the variety of roof line, facade, exterior finish materials and elevations of the proposed new structure or addition are consistent with the existing structure, street and neighborhood.**

3. **How will the proposed project be consistent with the residential design guidelines adopted by the City?**

   The project requests to locate the garage within the rear 40% of the lot in order to protect the 70" oak that is in the rear yard.

4. **Explain how the 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. What mitigation is proposed for the removal of any trees? Explain why this mitigation is appropriate.**

1033 Cortez Ave Burlingame, CA Arborist Report 2023

Prepared For:

Ray Wong

Site: 1033 Cortez Ave

Burlingame, CA 94010

Submitted by:

David Beckham

Certified Arborist

WE#10724A

TRAQ Qualified

DAVID BECKHAM WE#10724A

DAVID BECKHAM WE#10724A

KIELTY ARBORISTS SERVICES LLC

Certified Arborist WE#10724A TRAQ Qualified

P.O. Box 6187 San Mateo, CA 94403

650- 532-4418

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

Date: October 31, 2023, Revised September 6th, 2024

Attn: Ray Wong
Site: 1033 Cortez Ave, Burlingame, CA 94010

Subject Re: Tree protection and removal for proposed new home construction at 1033 Cortez Ave, Burlingame, CA 94010

Dear Ray Wong,
At your request, Kielty Arborists Services LLC has visited the property referenced above to evaluate the trees present with respect to the proposed construction project. The report below contains the analysis of the site visit.

SUMMARY

The property hosts six distinct trees, five of which (Tree #1, 3, 4, 5, 6) are designated as protected and subject to careful management during the construction phase. Magnolia Street tree #1 is suffering from drought stress conditions, as excessive dieback and dead wood were observed within the canopy. This is the only tree that is protected and in poor condition. Regular irrigation may help to improve the tree's vigor.

Total Trees	Significant / Protected Trees	Non-Protected Trees
6	5	1

Non-protected purple leaf plum #2 has been assessed with a poor condition rating, displaying signs of being topped and abundant dead wood. Due to plum tree #2 being in decline, the non-protected tree is proposed for removal. The mature coast live oak, Tree #1, emerges as a significant focus in this survey, given its immense size, location within the existing hardscape, proximity to the proposed construction, and specialized maintenance requirements.

The construction project involves a detailed plan for tree protection, including the erection of specific fencing and the implementation of stringent guidelines. Emphasis on the conditions and individual needs of each tree, coupled with proper protection and sound cultural practices, is expected to foster their continued survival and vitality. The redesigned plan particularly considers the well-being of oak tree #1, reflecting a commitment to harmonize construction activities with the natural surroundings. By adhering to the recommended measures, all retained trees should not only survive but also thrive during and after the construction phase.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

ASSIGNMENT

At the request of 1033 Cortez Ave, Burlingame, CA 94010, Kielty Arborists Services LLC conducted a site visit on 7/19/2023 to prepare a comprehensive Tree Inventory Report/Tree Protection Plan for the proposed construction project. This report is a requirement when submitting plans to the City of Burlingame. The analysis in this report is based on the topographic survey plan received from Dains Land Surveying dated July 13th, 2023, architectural drawings A0 through A6 dated 7/15/24, civil drawings C-0 through C-2 dated 8/26/24, and landscape plan L1 dated 6/18/24.

The primary focus of this report is as follows:

- Identification and assessment of trees on the construction site that may be affected by the proposed development.
- Determination of potential impacts on tree health and stability, considering factors such as root damage and crown damage.
- Provision of recommendations for tree protection and preservation measures during the construction process to mitigate potential impacts.
- Ensuring compliance with local regulations pertaining to tree preservation, protection, and removal within the construction plans.

Please note that the report will provide specific details regarding tree assessments, impacts, and preservation measures.

INTRODUCTION

According to our past communications with city staff, the City of Burlingame requires the following tree reporting elements for development projects:

1. Inventory of all trees shown on architectural plans.
2. Map of tree locations.
3. Tree protection or removal recommendations for all trees 15 inches in diameter at a height of 54 inches above natural grade.

LIMITS OF THE ASSIGNMENT

As part of this assessment, it is important to note that Kielty Arborist Services LLC did not conduct an aerial inspection of the upper crown, a detailed root crown inspection, or a plant tissue analysis on the subject trees. Therefore, the information presented in this report does not include data obtained from these specific methods.

Furthermore, it is essential to clarify that no tree risk assessments were completed as part of this report unless stated otherwise. The focus of this assessment primarily centers on tree identification, general health evaluation, and the potential impacts of the proposed construction.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

While the absence of these specific assessments limits the scope of the analysis, the findings and recommendations provided within this report are based on available information and observations made during the site visit.

PURPOSE & USE OF THE REPORT

This report informs tree management decisions for the construction project and provides recommendations to maximize tree survival. It serves as a valuable resource for stakeholders, facilitating informed discussions and sustainable tree management practices.

TESTING & ANALYSIS

In order to assess the trees, a thorough examination was conducted using a variety of methods. For trees with accessible trunks, precise measurements of the Diameter at Breast Height (DBH) were taken using a specialized diameter tape measure. In cases where the trunks were not readily accessible, visual estimations were employed to determine the DBH. As part of the inventory process, all trees indicated on architectural plans were included.

To evaluate the health of the trees, multiple factors were considered, including their overall appearance and our team's extensive experiential knowledge of each species. This holistic approach ensured a comprehensive understanding of the tree's well-being. To accurately document the location of each tree, the site survey was used to locate each tree.

To perform this assessment, a site visit was conducted on July 19th, 2023. During this visit, meticulous observations and high-quality photographs were obtained to provide a comprehensive analysis.

The findings and recommendations presented in this report are based on the topographic survey plan received from Dains Land Surveying dated July 13th, 2023, architectural drawings A0 through A6 dated 7/15/24, civil drawings C-0 through C-2 dated 8/26/24, and landscape plan L1 dated 6/18/24. By thoroughly analyzing these plans in conjunction with our field observations, we have developed an accurate and reliable assessment of the tree conditions.

METHOD OF INSPECTION

The inspections were conducted from the ground without climbing the trees. No tissue samples or root crown inspections were performed. The trees under consideration were identified based on the provided site plan. To assess the trees, their diameter at 54 inches above ground level (DBH or diameter at breast height) was measured using a D-Tape. Additionally, the protected trees were evaluated for their health, structure, form, and suitability for preservation with the following explanation of the ratings:

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

EVALUATION FIELDS:

Tree Tag #:	Protected Tree:
Identification number for individual trees.	Specifies whether the tree is protected by the city or county ordinance.

Height (ft.) / Canopy Spread (ft.):	Trunk (in.):
Measures both the height of the tree and the spread of its canopy.	Measures the primary trunk's diameter at the required height.

Comments:	Tree Picture:
Any additional notes or observations about the tree.	A photograph of the tree for visual assessment and record-keeping.

Preserve or Remove:	Common Name / Scientific Name:
Indicates the recommended action based on the tree's condition.	Specifies the name of the tree, both in common terms and scientific nomenclature.

If more than 1 Trunks, Total Diameter:	6 ,8, 10 Times the Diameter (ft.):
If the tree has multiple trunks, this field indicates the combined diameter of all trunks.	Provides calculations based on the diameter to assist in various tree protection requirements.

Appraised Value:
An unbiased estimate of the tree's worth is performed in accordance with the current edition of the Guide for Plant Appraisal by the Council of Tree and Landscape Appraisers.

*Note that not all fields may be provided for every tree. Some might be left blank due to various reasons, such as lack of accessibility to the tree, incomplete data, or the parameter not being applicable for a particular tree.

Tree Structure Ratings:
Poor: Major uncorrectable structural flaws present; significant dead wood, decay, or multiple trunks; potentially hazardous lean.
Fair: Structural flaws exist but less severe; issues like slight lean and crowding on trunk; some uncorrectable issues through pruning.
Good: Minor flaws; mainly upright trunk, well-spaced branches; flaws correctable through pruning; symmetrical or mostly symmetrical canopy.

Tree Health Ratings:
Poor: Minimal new growth; significant dieback and pest infestation; expected not to reach natural lifespan.
Fair: Moderate new growth; canopy density 60-90%; potential external threats; not in decline but vulnerable.
Good: Vigorous growth; healthy foliage; 90-100% canopy density; expected natural lifespan.

Suitability for Preservation:
Poor: Adds little to landscape; poor health and potential hazards; unlikely to survive construction impacts.
Fair: Contributes to landscape; survival possible with protection during minor construction impacts.
Good: Valuable landscape asset; likely survival during minor to moderate construction impacts with protection.

*Suitability for Preservation: This rating is based solely on the tree itself, irrespective of potential construction impacts.

Tree Form Ratings:
Poor: Highly asymmetric or abnormal form; visually unappealing; little landscape function.
Fair: Significant asymmetries; deviation from species norm; compromised function or aesthetics.
Good: Near ideal form; minor deviations; consistent aesthetics and function in landscape.

Overall Condition Ratings:	
Very Poor	1-29
Poor	30-49
Fair	50-69
Good	70-89
Excellent	90-100

The trees were assigned a condition rating based on a combination of existing tree health, tree structure, and tree form using the following scale.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

OBSERVATIONS

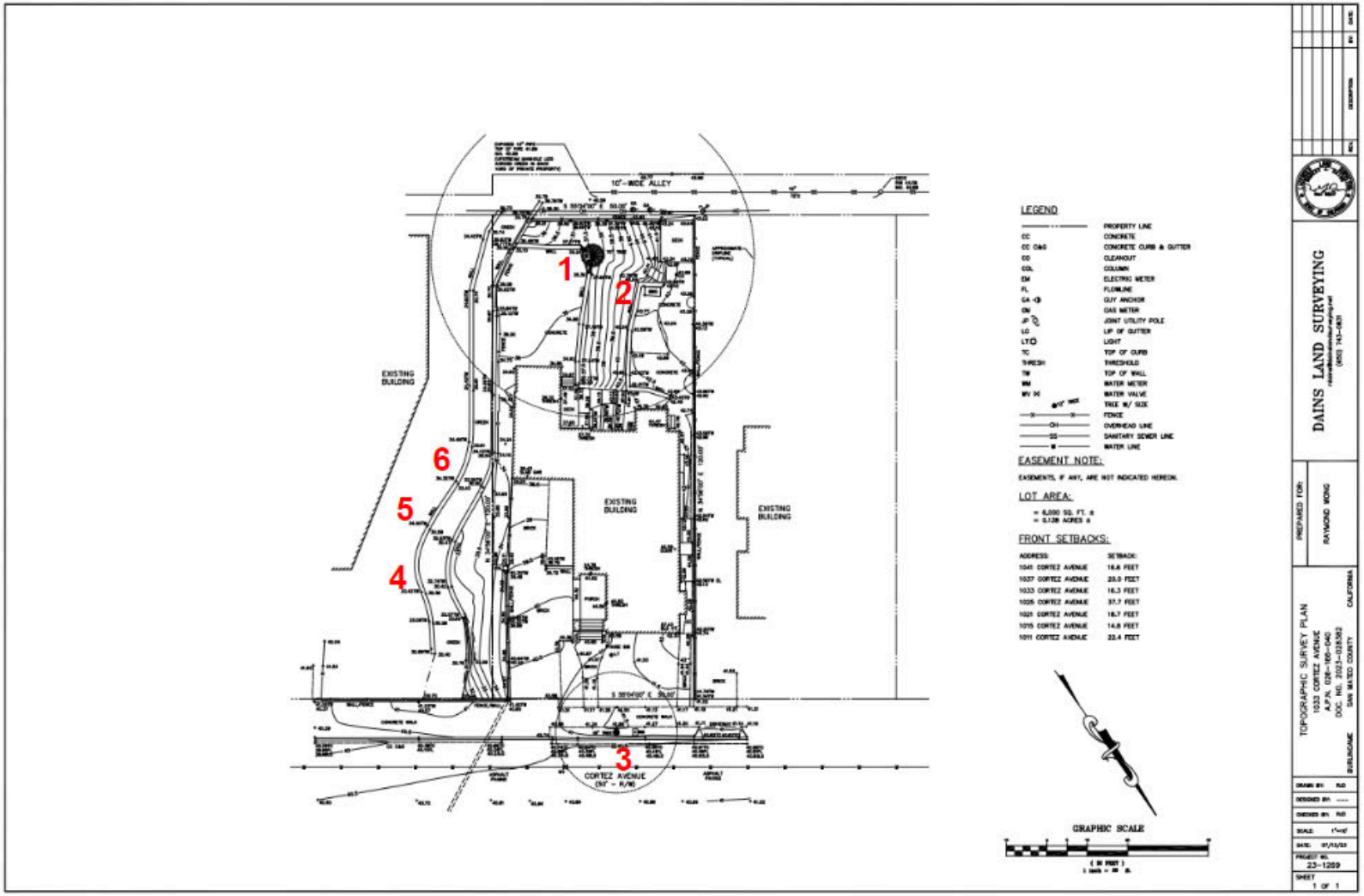
Tree Inventory Table:

Tree Tag #	Protected Tree	Preserve or Remove	Common Name / Scientific Name	Trunk 1(in.)	Height (ft.) / Canopy Spread (ft.)	Health Rating	Structural Rating	Form Rating	Suitability for Preservation	Overall Condition (0-100%)	Comments
1	Yes	(P)	COAST LIVE OAK ***Quercus agrifolia***	70	60/70	Good	Poor	Poor	Fair	50	Codominant at 6 feet with included bark, surrounded by hardscape, large 20 inch diameter limb removed at 20 feet with associated decay, many limbs observed that were removed look to have decayed back in past. Leans heavily towards neighboring properties, minor deadwood, tree root and trunk growing over hardscape in all directions. Large lateral limbs, debris in codominant unions, historical poor maintenance.
2	No	(R)	PURPLE-LEAF PLUM ***Prunus cerasifera***	10.5	12/10	Poor	Poor	Fair	Poor	30	Abundance of deadwood, topped, codominant at grade.
3	Yes	(P)	SOUTHERN MAGNOLIA ***Magnolia grandiflora***	18.1	30 30	Poor	Fair	Fair	Fair	45	Street tree, buckling sidewalk, deadwood in canopy, drought stressed.
4*	Yes	(P)	REDWOOD ***Sequoia sempervirens***	24	55/20	Fair-Poor	Fair	Good	Fair	50	Top failed in past, drought stressed, neighboring tree, adjacent to watercourse.
5*	Yes	(P)	COAST LIVE OAK ***Quercus agrifolia***	28	50/50	Good	Fair	Poor	Fair	60	Neighboring tree, adjacent to watercourse and retaining walls, leans into property.
6*	Yes	(P)	COAST LIVE OAK ***Quercus agrifolia***	36	50/45	Fair	Fair	Fair	Fair	55	Neighboring tree, Codominant at 10 feet, minor deadwood in canopy, leans heavy into property.

*** next to the tag number indicates a neighboring tree**

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

TREE MAP



KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

Species List:
6 trees were surveyed on this property. The surveyed species consist of the following:

- Coast live oak, purple leaf plum, southern magnolia, and redwood.

Tree Removal For Proposed Development:
'protected' Size Trees: None
'unprotected' Size Trees: Plum tree #2

Total Removed Trees	Significant / Protected Trees	Non-Protected Trees
1	0	1

Protected Trees Defined:
As defined by the City Of Burlingame Urban Reforestation and Tree Protection Ordinance, *All private trees in the City are protected if they measure 48" in circumference when measured 54" from natural grade (15.2" in diameter)* ***A permit is required to remove or excessively prune a protected tree. There are financial penalties for not doing so.***

Topography:
Burlingame, California, is a city located in San Mateo County on the San Francisco Peninsula. Its topography is characterized by a mix of flat coastal plains and gently rolling hills. This particular parcel is relatively flat but does slope down at the back of the property.

PROJECT PLAN REVIEW

Tree Conflicts:

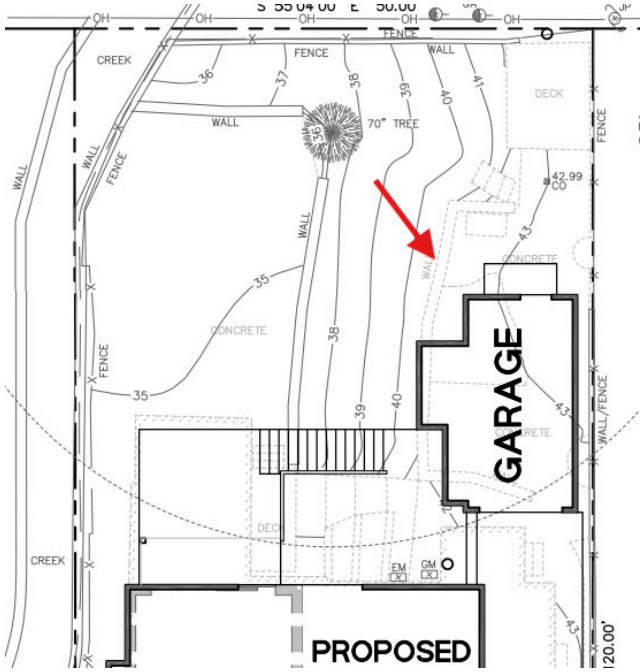
A very large, mature coast live oak tree, designated as tree #1, is situated at the rear of the property. Its overall health is good, yet significant structural and form defects are observed. The main stem is codominant at six feet, with included bark noted. This defect, where two codominant leaders (trunks) grow closely in a V-shape, can cause the leaders to break or tear, leading to severe cambium damage and making them prone to failure. This defect makes the tree more susceptible to failure during storms and heavy winds.

Several other concerns have been identified, including a 20-inch diameter limb that was removed 20 feet above grade with associated decay, poor past pruning cuts, and large heavy lateral limbs. Unfortunately, the tree has suffered from instances of poor maintenance throughout the past. Crown reduction pruning and

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

cabling of the codominant leaders are highly recommended to reduce the risk of limb failure. Additionally, annual inspections by a Certified Arborist are advised due to the tree's size and structural defects observed.

Project Construction Comments:
A detached garage has been proposed for construction. Initial plans placed it in the northwest corner of the property at 10'2" from oak tree #1, but this raised concerns due to the location of the very large coast live oak and its substantial tree protection zone. The architect has redesigned the plans to reflect the detached garage to be 17' 6" from the corner of the garage to the base of the Oak tree, adhering to the recommendations regarding the tree protection zone. This redesign respects the tree's stability, water uptake, and nutrient absorption needs. The entire proposed foundation when within 10x the diameter of the tree (58.3') is recommended/required to be excavated by hand in combination with hand tools such as an air knife, rotary hammer with clay spade attachment, or shovels, while under the direct supervision of the Project Arborist. All roots encountered within the foundation area measuring 1.5" in diameter or larger are recommended to be retained for the Project Arborist to inspect before being cleanly cut. Once inspected and documented, the roots will need to be cleanly cut using a hand saw or loppers. It is recommended that the cut root ends on the tree side be covered by 3 layers of wetted-down burlap to help avoid root desiccation. The contractor shall wet down the burlap daily while exposed. This work will be required to be documented by the city of Burlingame with a letter sent to the city arborist.



Exploratory trenching was once recommended when the detached garage was shown closer to the tree. This is no longer necessary as the garage is beyond or in line with the existing retaining wall near the tree. The existing retaining wall has likely helped to discourage root growth in the area of proposed work.

The retaining wall closest to the proposed detached garage should be demolished entirely by hand under the direct supervision of the project arborist. The demolition of the shed shall also be done entirely by hand under the direct supervision of the project arborist. Any exposed roots will need to be documented and covered in layers of wetted-down burlap. Impacts from the demolition of this retaining wall are expected to be minor to non-existent.

Showing retaining wall to be demolished

As indicated on the plans, all other retaining walls and an existing concrete slab located close to the tree are to be retained as a tree protection measure for the large oak tree.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

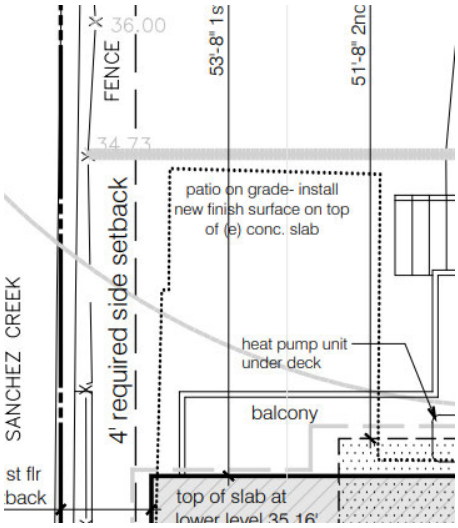
The sanitary sewer line is to be disconnected within the tree protection zone of Oak Tree #1. Excavation to disconnect the line must be done by hand under the direct supervision of the project arborist. No roots shall be cut for this work. All encountered roots must remain as damage-free as possible. Encountered roots are recommended to be wrapped in layers of wetted-down burlap to help avoid root desiccation.

New utilities

A new 4" sewer line is then to be installed and connected back to the corner of the proposed home. A new joint utility line trench is also proposed in this same area at the northwestern corner of the property. A storm drain line with a dry well, forced main lines, and a new water line to the detached garage are also proposed within the 10x diameter zone of 58.3' from oak tree #1. All utility lines are recommended to be excavated by hand in combination with an air knife and other hand tools such as a rotary hammer with a clay spade attachment and shovels. This work shall be done under the direct supervision of the project arborist when working within 10x the diameter of the tree (58.3'). All encountered roots are required to be left exposed and as damage-free as possible while getting to the required depth of the trenches. Roots to be left exposed are recommended to be covered/wrapped in layers of wetted-down burlap. The contractor is required to soak down the burlap daily with water to help avoid root desiccation. The lines are then recommended to be tunneled underneath or beside roots where possible to avoid the need to cut tree roots. Any root that needs to be cut measuring 1.5" in diameter or larger shall first be shown to the project arborist before being cleanly cut with loppers or a handsaw. All roots to be cut are required to be documented by the project arborist. Once the work is complete, the trenches are recommended to be immediately backfilled and irrigated until the top 3' of soil is saturated. The only area that will require root cutting is the dry well; however, the dry well is to be located within an existing concrete area which has likely helped to discourage root growth through compaction. If all utility lines, including the dry well, are excavated by hand with roots saved by tunneling lines underneath or besides roots where possible, as recommended under the project arborist's supervision, impacts are expected to be minor to non-existent.

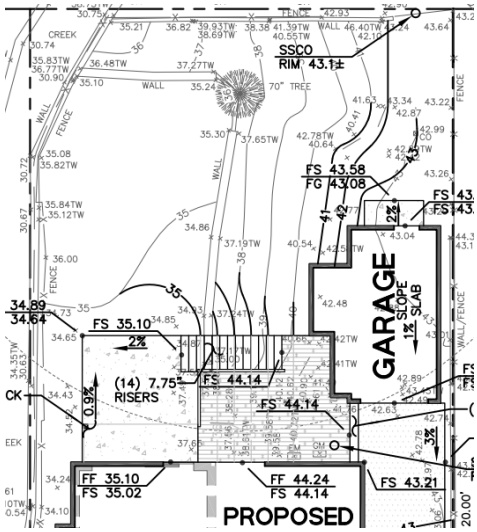
In the rear yard of the property, the construction of a deck supported by individual posts is deemed acceptable within the tree protection zone of the trees. This design approach minimizes the impact on large structural roots by avoiding extensive excavation and trenching that could damage them. The success of this approach requires close collaboration between the project designer and the arborist, who together can determine the optimal placement of posts, ensuring that the foundation of the deck does not interfere with the tree's stability, water uptake, or nutrient absorption. During construction, exploratory excavation is recommended to be performed to precisely identify the locations of large structural roots, thus tailoring the design of the post locations to avoid any detrimental impact. Continuous footings for the deck are not advised within the tree protection zone, as they require a continuous cut that could cut or damage critical roots, leading to stability issues for the tree and long-term health problems. By adopting these specific construction techniques and fostering collaboration between professionals involved, the project can successfully integrate with the natural environment without compromising the health and stability of the significant trees on the property. All of the excavation needed for the deck must be done by hand under the direct supervision of the project arborist.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418



A patio is proposed at the back of the property within 10x the diameter of oak tree #1. Notes on the site plan show the patio to be an on-grade patio with the new finished surface on top of the existing concrete slab. No impacts are expected as the work is taking place on top of the existing concrete slab.

Showing the proposed patio work



Very minor grade changes are proposed within the tree protection zone of oak tree #1. All grading in this area shall be done by hand under the direction and supervision of the project arborist. No impacts to the tree from the proposed grading are expected.

Showing the grading work within the tree protection zone

The proposed driveway work will be taking place within the tree protection zone (15') of southern magnolia tree #3. The new driveway and driveway apron are proposed at 8' from the tree at the closest point. The cut for the driveway apron and driveway aggregate section are recommended to be done by hand under the direct supervision of the project arborist when within 15' from the tree. All roots to be cut must be cut cleanly under the direct supervision of the project arborist and documented as required. Impacts are expected to be moderate as the tree is already in decline. It is recommended that the tree be irrigated every other week during the dry season using 40 gallons of water. The landscape strip and the front yard area, when within 15' from the tree, should be thoroughly irrigated until the top 8" of soil is saturated. Deep water fertilizing the tree with Nutriroot is also recommended to help improve the vigor of the tree.

A new water line is to be installed within the tree protection zone of magnolia tree #3. The water line is recommended to be excavated by hand in combination with an air knife and other hand tools such as a rotary hammer with a clay spade attachment and shovels. This work shall be done under the direct supervision of the project arborist when working within 10x the diameter of the tree. All

encountered roots are required to be left exposed and as damage-free as possible while getting to the required depth of the trench. Roots to be left exposed are recommended to be covered/wrapped in layers of wetted-down burlap. The contractor is required to soak down the burlap daily with water to help avoid root desiccation. It is then recommended that the water line be tunneled underneath or beside roots where possible to avoid the need to cut tree roots. Any root that needs to be cut measuring 1.5" in diameter or larger shall first be shown to the project arborist before being cleanly cut with loppers or a handsaw. All roots to be cut are required to be documented by the project arborist. Once the work is complete, the trench is recommended to be immediately backfilled and irrigated until the top 3' of soil is saturated. If done as recommended under the project arborist's supervision, impacts are expected to be minor to non-existent. It is recommended to deep water fertilize the tree with Nutriroot once the work has been completed as an additional mitigation measure for any minor impacts and to maintain irrigation for the tree.

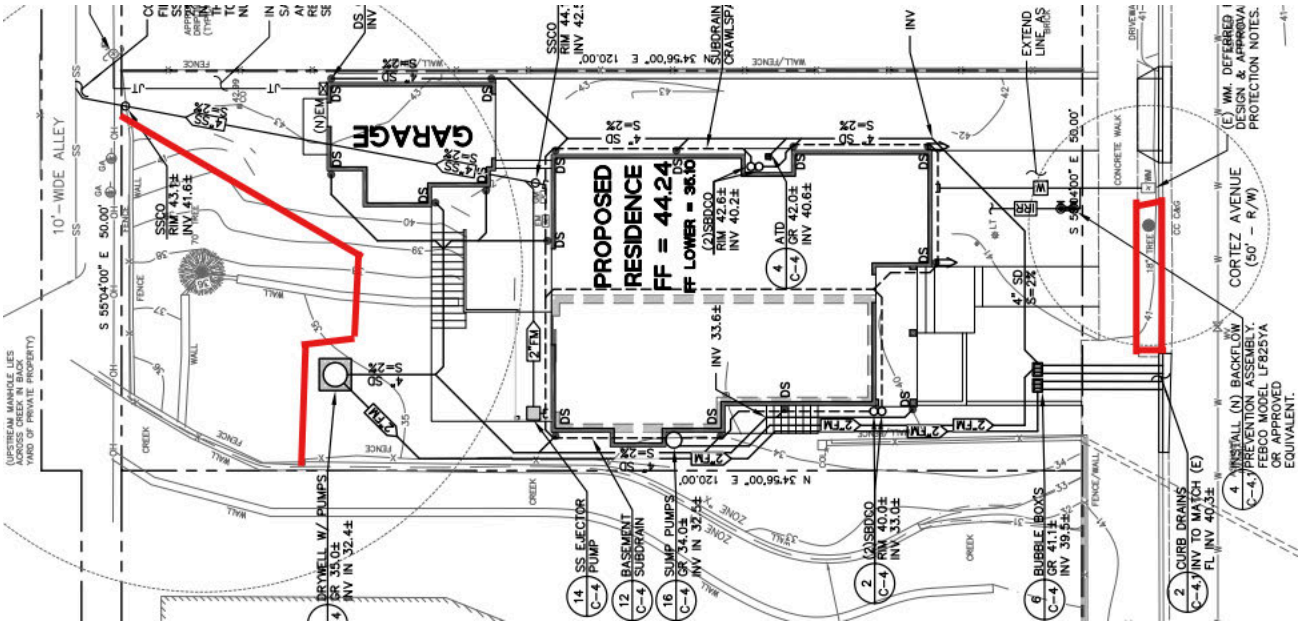
TREE PROTECTION PLAN

During the entire length of the project, Tree Protection Zones (TPZs) must be firmly established and meticulously maintained to safeguard the trees on site. The following guidelines outline the proper measures for creating these zones:

- Fencing Type and Structure: The protection zones should be encircled by 6-foot-tall metal chain-link fencing, supported by 2-inch diameter metal poles. These poles must be pounded into the ground to a depth of no less than 2 feet and spaced no more than 10 feet apart at the center.
- Location of Protection Fencing: Ideally, the fencing should be positioned at 10 times the tree diameters (type 1 fencing). However, this will not be feasible for oak tree #1 due to its substantial size. The tree protection fencing for oak tree #1 should thus be placed as close to the proposed work as possible, while still ensuring safe construction operations.
- Magnolia tree #3 shall be protected by type 2 tree protection fencing. The entire street tree planting strip is recommended to be fenced off as a tree protection zone for the tree.
- Exemptions: Trees #4-6 are located on the opposite side of a creek, and it is anticipated that they will not require tree protection fencing.
- Restricted Areas: No equipment or materials should be stored or cleaned within the protection zones. Signs reading "Tree Protection Zone - Keep Out" must be prominently displayed on the fencing.
- Access and Landscape Buffer: If fencing needs to be reduced for access or other reasons, non-protected areas must be safeguarded by a landscape buffer to maintain integrity.
- Implementation and Compliance: All tree protection measures, design recommendations, watering schedules, and construction timetables must be fully implemented by the owner and contractor. Strict adherence to these guidelines is crucial to the health and longevity of the trees.
- Diagram: Below is a diagram depicting the recommended tree protection zones. This visual representation will aid in understanding and implementing the protective measures on site.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

By adhering to these comprehensive guidelines, the project will exhibit a thoughtful and responsible approach to tree conservation. This detailed plan ensures that construction activities proceed without hindering the integrity and stability of the existing natural assets, reflecting a commitment to both the built and natural environments.



Showing the recommended tree protection in red,

Landscape Buffer

Where tree protection does not cover the entire root zone of the trees at the dripline or when a smaller tree protection zone is needed for access, a landscape buffer consisting of wood chips spread to a depth of six inches with plywood or steel plates placed on top will be placed where foot traffic is expected to be heavy. The landscape buffer will help to reduce compaction to the unprotected root zone. If plywood is used the pieces of plywood shall be attached in a way that minimizes movement.

Tree Pruning (not expected)

During construction, any Pruning will be supervised by the Project Arborist and must stay underneath 20% of the tree total foliage. ANSI A300 pruning standards are required to be followed anytime a tree is to be pruned.

Root Cutting

All work within the tree protection zone of a protected tree on site (10x diameter) must be done by hand under the Project Arborist's supervision. Any roots to be cut are recommended to be monitored and documented within this distance. Roots to be cut measuring larger than 1.5" in diameter shall be shown to the Project Arborist before being cut. The Project arborist may recommend irrigation or fertilizing at that time. Cut all roots clean with a saw or loppers. Roots to

be left exposed for a period of time should be covered with layers of burlap and kept moist daily by the contractor.

Trenching and Excavation

Trenching for irrigation, electrical, drainage, or any other reason, should be located outside of the tree's calculated critical root zone of 5 times the tree diameter when possible. If not possible, trenching shall be hand dug when beneath the dripline of desired trees. Any excavation underneath the dripline of a protected tree will need to be supervised by the Project Arborist. Hand digging and careful placement of pipes below or beside protected roots will dramatically reduce root loss, thus reducing trauma to desired trees. Trenches should be backfilled as soon as possible using native materials and compacted to near original levels. Trenches to be left open with exposed roots shall be covered with burlap and kept moist. Plywood laid over the trench will help to protect roots below. Roots retained within trenches are recommended to be wrapped in layers of wetted-down burlap to avoid root desiccation.

Irrigation

Imported trees- On a construction site, I recommend irrigation during winter months, 1 time per month. Seasonal rainfall may reduce the need for additional irrigation. During the warm season, April – November, my recommendation is to use heavy irrigation, 2 times per month. This type of irrigation should be started prior to any excavation. The irrigation will improve the vigor and water content of the trees. The on-site arborist may make adjustments to the irrigation recommendations as needed. Deep irrigation is recommended. The top foot of the soil should be saturated. The use of soaker hoses is recommended. The foliage of the trees may need cleaning if dust levels are extreme. Removing dust from the foliage will help to reduce mite and insect infestation. The native oak tree #1 is recommended to be only irrigated in the months of May and September to combat prolonged drought periods. No other dry-season irrigation is recommended unless the tree’s root zone is impacted.

Grading

All existing grades underneath the dripline of a protected tree shall remain as is where possible. Grading within the critical root zone of a protected tree is required to be done under the supervision of the project arborist.

Inspections

The site will be inspected after the tree protection measures are installed and before the start of construction. Other inspections will be carried out on an as-needed basis. It is the contractor’s responsibility to notify the site arborist when construction is to start, and whenever there is to be work performed within the dripline of a protected tree on-site at least 48 hours in advance. During the site visits the site arborist will offer mitigation measures specific to the work completed. Kielty Arborist Services can be reached at 650-532-4418, or by email at davidkieltyarborist@gmail.com.

This information should be kept on-site at all times. The information included in this report is believed to be true and based on sound arboricultural principles and practices.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

RECOMMENDATIONS

Tree Maintenance and Protection:

1. Regularly inspect the mature coast live oak tree (Tree #1) monthly by a Certified Arborist during construction..
2. Implement crown reduction pruning and cabling on Tree #1 to reduce the risk of limb failure.
3. Engage adjacent neighbors in tree pruning activities, particularly for Tree #1.
4. Retain existing concrete areas and retaining walls adjacent to trees, and replace only if necessary, under Arborist's supervision.
5. Build patios on top of the grade within the tree protection zones and avoid excavation. When needed individual post shall be used for decks.

Tree Protection Zones (TPZs):

6. Establish TPZs using 6-foot-tall chain-link fencing supported by 2-inch diameter metal poles.
7. Place TPZ fencing at shown in the provided diagram for oak tree #1 and magnolia tree #3.
8. Maintain restricted areas within TPZs and use proper signage.

Garage Construction and Site Planning:

9. Maintain an absolute minimum of 17' 6" from oak tree #1, as reflected in the revised architect's plans.
10. Conduct hand excavation around the foundation to identify roots, especially near the detached garage during the foundation excavation.

Tree Removal and Condition Monitoring:

11. Monitor the proposed driveway and driveway apron work near Magnolia street tree #1. Ensure the tree is being irrigated as recommended.
12. Provide proper care and maintenance for all trees to mitigate the effects of limited rootable space and drought-like conditions.

Cooperation and Compliance:

13. Ensure collaboration between the designer, project arborist, property owner, and contractor.
14. Comply fully with all tree protection measures and watering schedules.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

By following these recommendations, the project will demonstrate an effective and responsible approach to integrating construction with the existing natural environment, aligning with best practices for tree conservation and care.

Sincerely [redacted]

David Beckham
Certified Arborist
WE#10724A TRAQ Qualified

Date: September 6th, 2024

TREE WORK STANDARDS AND QUALIFICATIONS

To ensure high-quality tree work, including removal, pruning, and planting, the following standards and qualifications will be adhered to:

- **Industry Standards**: All tree work will be performed in accordance with industry standards established by the International Society of Arboriculture (ISA). These standards encompass best practices and guidelines for tree care and maintenance.
- **Contractor Licensing and Insurance:** The contractor undertaking the tree work must possess a valid State of California Contractors License for Tree Service (C61-D49) or Landscaping (C-27). Additionally, they must have comprehensive general liability, worker's compensation, and commercial auto/equipment insurance coverage.
- **Workmanship Standards:** Contractors must adhere to the current Best Management Practices of the International Society of Arboriculture (ISA) and the American National Standards Institute (ANSI). These standards, including ANSI A300 and Z133.1, outline guidelines for tree pruning, fertilization, and safety. Compliance with these standards ensures the use of proper techniques and practices throughout the tree work process.

By adhering to these established standards and qualifications, we can ensure the provision of professional and safe tree services that meet the industry's best practices and promote the health and longevity of the trees.

SCHEDULE OF INSPECTIONS

Kielty Arborists Services LLC:

We will conduct the following inspections as needed for the project:

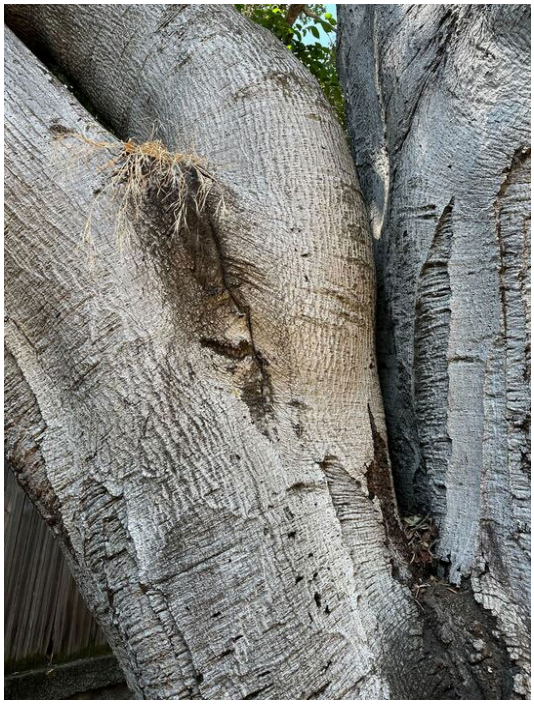
- **Pre-Equipment Mobilization, Delivery of Materials, Tree Removal, and Site Work:** Our project arborist will meet with the general contractor and owners to review tree protection measures. We will identify and mark tree-protection zone fencing, specify equipment access

routes and storage areas, and assess the existing conditions of trees to determine any additional necessary protection measures.

- **Inspection after Installation of Tree-Protection Fencing:** Upon completion of tree-protection fencing installation, our project arborist will inspect the site to ensure that all protection measures are correctly implemented. We will also review any contractor requests for access within the tree protection zones and assess any changes in tree health since the previous inspection.
- **Inspection during Soil Excavation or Work Potentially Affecting Protected Trees:** During any work within non-intrusion zones of protected trees, our project arborist will inspect the site and document the implemented recommendations. We will assess any changes in tree health since the previous inspection to monitor the well-being of the trees.
- **Final Site Inspection:** Prior to project completion, our project arborist will conduct a final site inspection to evaluate tree health and provide necessary recommendations to promote their longevity. A comprehensive letter report summarizing our findings and conclusions will be provided to the City of Burlingame.

KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

SUPPORTING PHOTOGRAPHS



KIELTY
ARBORISTS SERVICES LLC
Certified Arborist WE#10724A TRAQ Qualified
P.O. Box 6187 San Mateo, CA 94403
650- 532-4418

ASSUMPTIONS AND LIMITING CONDITIONS

- **Legal Descriptions and Titles:** The consultant/arborist assumes the accuracy of any legal description and titles provided. No responsibility is assumed for any legal due diligence. The consultant/arborist shall not be held liable for any discrepancies or issues arising from incorrect legal descriptions or faulty titles.
- **Compliance with Laws and Regulations:** The property is assumed to be in compliance with all applicable codes, ordinances, statutes, or other government regulations. The consultant/arborist is not responsible for identifying or rectifying any non-compliance.
- **Reliability of Information:** Though diligent efforts have been made to obtain and verify information, the consultant/arborist is not responsible for inaccuracies or incomplete data provided by external sources. The client accepts full responsibility for any decisions or actions taken based on this data.
- **Testimony or Court Attendance:** The consultant/arborist has no obligation to provide testimony or attend court regarding this report unless mutually agreed upon through separate written agreements, which may incur additional fees.
- **Report Integrity:** Unauthorized alteration, loss, or reproduction of this report renders it invalid. The consultant/arborist shall not be liable for any interpretations or conclusions made from altered reports.
- **Restricted Publication and Use:** This report is exclusively for the use of the original client. Any other use or dissemination, without prior written consent from the consultant/arborist, is strictly prohibited.
- **Non-disclosure to Public Media:** The client is prohibited from using any content of this report, including the consultant/arborist's identity, in any public communication without prior written consent.
- **Opinion-based Report:** The report represents the independent, professional judgment of the consultant/arborist. The fee is not contingent upon any pre-determined outcomes, values, or events.
- **Visual Aids Limitation:** Visual aids are for illustrative purposes and should not be considered precise representations. They are not substitutes for formal engineering, architectural, or survey reports.
- **Inspection Limitations:** The consultant/arborist's inspection is limited to visible and accessible components. Non-invasive methods are used. There is no warranty or guarantee that problems will not develop in the future.

ARBORIST DISCLOSURE STATEMENT

Arborists specialize in the assessment and care of trees using their education, knowledge, training, and experience.

- **Limitations of Tree Assessment:** Arborists cannot guarantee the detection of all conditions that could compromise a tree’s structure or health. The consultant/arborist makes no

warranties regarding the future condition of trees and shall not be liable for any incidents or damages resulting from tree failures.

- **Remedial Treatments Uncertainty:** Remedial treatments for trees have variable outcomes and cannot be guaranteed.
- **Considerations Beyond Scope:** The consultant/arborist's services are confined to tree assessment and care. The client assumes responsibility for matters involving property boundaries, ownership, disputes, and other non-arboricultural considerations.
- **Inherent Risks:** Living near trees inherently involves risks. The consultant/arborist is not responsible for any incidents or damages arising from such risks.
- **Client's Responsibility:** The client is responsible for considering the information and recommendations provided by the consultant/arborist and for any decisions made or actions taken.

The client acknowledges and accepts these Assumptions and Limiting Conditions and Arborist Disclosure Statement, recognizing that reliance upon this report is at their own risk. The consultant/arborist disclaims all warranties, express or implied.

CERTIFICATION

I hereby certify that all the statements of fact in this report are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

[redacted]

[redacted]

David Beckham - September 6th, 2024

Signature of Consultant

RESOLUTION APPROVING CATEGORICAL EXEMPTION, DESIGN REVIEW AND SPECIAL PERMITS

RESOLVED, by the Planning Commission of the City of Burlingame that:

WHEREAS, a Categorical Exemption has been prepared and application has been made for Design Review and Special Permits for plate heights and second floor deck for a new, two-story single unit dwelling and Special Permit for side setback for a new detached garage at 1033 Cortez Avenue, zoned R-1, Raymond Wong, property owner, APN: 026-166-040;

WHEREAS, said matters were heard by the Planning Commission of the City of Burlingame on November 12, 2024, at which time it reviewed and considered the staff report and all other written materials and testimony presented at said hearing;

NOW, THEREFORE, it is RESOLVED and DETERMINED by this Planning Commission that:

1. On the basis of the Initial Study and the documents submitted and reviewed, and comments received and addressed by this Commission, it is hereby found that there is no substantial evidence that the project set forth above will have a significant effect on the environment, and categorical exemption, per Section 15303 (a) of the CEQA Guidelines, which states that construction of a limited number of new, small facilities or structures, including one single-unit residence, or a second dwelling unit in a residential zone, is exempt from environmental review. In urbanized areas, this exemption may be applied to the construction or conversion of up to three (3) single-unit residences as part of a project, is hereby approved.

2. Said Design Review and Special Permits are approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Design Review and Special Permits are set forth in the staff report, minutes, and recording of said meeting.

3. It is further directed that a certified copy of this resolution be recorded in the official records of the County of San Mateo.

_____
Chairperson

I, _____, Secretary of the Planning Commission of the City of Burlingame, do hereby certify that the foregoing resolution was introduced and adopted at a regular meeting of the Planning Commission held on the 12th day of November, 2024 by the following vote:

_____
Secretary

1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped October 22, 2024, sheets A0 through A6, sheet T1-T3, and sheet L1;

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 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 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;

12. 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;

13. 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

14. 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.

1033 Cortez Avenue
300’ noticing
APN: 026-166-040