

City of Burlingame

Design Review

Item No. 9c
Regular Action Item

Address: 3 Victoria Road

Meeting Date: October 12, 2021

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

Applicant and Property Owner: James Kwan

APN: 029-304-130

Designer: Jesse Geurse, Geurse Conceptual Designs, Inc.

Lot Area: 5,184 SF

General Plan: Low Density Residential

Zoning: R-1

Environmental Review Status: The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (a) of the CEQA Guidelines, which states that construction of a limited number of new, small facilities or structures, including one single-family 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-family residences as part of a project.

Project Description: The subject property is a corner lot that contains an existing two-story single family dwelling with an attached garage. The applicant is proposing to demolish the majority of the first floor existing exterior walls, the attached garage, and the entire existing second floor to build a new two-story house and detached garage. The proposed house would have a total floor area of 2,829 SF (0.55 FAR) where 2,835 SF (0.55 FAR) is the maximum allowed (including 23 SF covered porch exemption).

The new single family dwelling would contain four bedrooms. Two parking spaces, one of which must be covered, are required on-site. One covered parking space is provided in the detached garage (10' x 24'-6" clear interior dimensions); one uncovered parking space (9' x 20') is provided in the driveway. Therefore, the project is in compliance with off-street parking requirements. All other Zoning Code requirements have been met.

The applicant is requesting the following application:

- Design Review for a new, two-story single family dwelling and detached garage (C.S. 25.57.010 (a) (1)).

3 Victoria Road

Lot Area: 5,184 SF

Plans date stamped: September 22, 2021

	PROPOSED	ALLOWED/REQUIRED
SETBACKS		
Front (1st flr): (2nd flr):	23'-4" 42'-1 ½"	23'-4" (block average) 23'-4" (block average)
Side (interior): (exterior):	5'-0" 11'-9" (to porch)	4'-0" 7'-6"
Rear (1st flr): (2nd flr):	26'-4 ½" 26'-10 ½"	15'-0" 20'-0"
Lot Coverage:	1,839 SF 35.5%	2,074 SF 40%
FAR:	2,829 SF 0.55 FAR	2,835 SF ¹ 0.55 FAR

¹ (0.32 x 5,184 SF) + 900 SF + 276 SF = 2,835 SF (0.55 FAR)

3 Victoria Road

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Plans date stamped: September 22, 2021

	PROPOSED	ALLOWED/REQUIRED
# of bedrooms:	4	---
Off-Street Parking:	1 covered (10' x 24'-6" clear interior) 1 uncovered (9' x 20')	1 covered (10' x 20' clear interior) 1 uncovered (9' x 20')
Building Height:	28'-4 1/2"	30'-0"
DH Envelope:	complies	CS 25.26.075

Summary of Proposed Exterior Materials:

- **Windows:** aluminum clad with simulated true divided lites
- **Doors:** aluminum clad wood
- **Siding:** wood
- **Roof:** asphalt shingle
- **Other:** metal chimney shroud, wood trim board with water table, wood porch columns, shed roof with standing seam metal

Staff Comments: None.

Design Review Study Meeting: At the Planning Commission Design Review Study meeting on September 13, 2021, the Commission had several suggestions regarding this project and voted to place this item on the Regular Action Calendar when all information has been submitted and reviewed by the Planning Division (see attached September 13, 2021 Planning Commission Minutes).

The following is a summary of the Commission’s comments/suggestions from the Design Review Study meeting:

- Frontage on Peninsula Avenue – revise size of first floor windows to fit in with rest of the house, rework so it does not look like side of the house; and
- On Victoria Road side, add more landscape definition or fencing that works well with adjoining neighbor.

The applicant submitted a response letter (see attachments), dated September 20, 2021, and revised plans, date stamped September 22, 2021, to address the Planning Commission’s comments.

Design Review Criteria: The criteria for design review as established in Ordinance No. 1591 adopted by the Council on April 20, 1998 are outlined as follows:

1. Compatibility of the architectural style with that of the existing character of the neighborhood;
2. Respect for the parking and garage patterns in the neighborhood;
3. Architectural style and mass and bulk of structure;
4. Interface of the proposed structure with the structures on adjacent properties; and
5. Landscaping and its proportion to mass and bulk of structural components.

Suggested Findings for Design Review: That the architectural style, mass and bulk of the proposed structure (featuring gable roofs, asphalt shingle roof, proportional plate heights, aluminum clad windows with simulated true divided lites, aluminum clad wood doors, wood siding, and wood details), including the design of the detached garage, is compatible with the character of the neighborhood and that the windows and architectural elements of the proposed structure are placed so that the structure respects the interface with the structures on adjacent properties. For these reasons, the project may be found to be compatible with the requirements of the City's five design review criteria.

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

1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped September 22, 2021, sheets T.0, BMP.1, SP.1, PW.1, DM.1, A.1 through A.9 and AD.2;
2. that any changes to building materials, exterior finishes, windows, architectural features, roof height or pitch, and amount or type of hardscape materials shall be subject to Planning Division or Planning Commission review (FYI or amendment to be determined by Planning staff);
3. that any changes to the size or envelope of the basement, first or second floors, or garage, which would include adding or enlarging a dormer(s), shall require an amendment to this permit;
4. that any recycling containers, debris boxes or dumpsters for the construction project shall be placed upon the private property, if feasible, as determined by the Community Development Director;
5. that demolition for removal of the existing structures and any grading or earth moving on the site shall not occur until a building permit has been issued and such site work shall be required to comply with all the regulations of the Bay Area Air Quality Management District;
6. that prior to issuance of a building permit for construction of the project, the project construction plans shall be modified to include a cover sheet listing all conditions of approval adopted by the Planning Commission, or City Council on appeal; which shall remain a part of all sets of approved plans throughout the construction process. Compliance with all conditions of approval is required; the conditions of approval shall not be modified or changed without the approval of the Planning Commission, or City Council on appeal;
7. that all air ducts, plumbing vents, and flues shall be combined, where possible, to a single termination and installed on the portions of the roof not visible from the street; and that these venting details shall be included and approved in the construction plans before a Building permit is issued;
8. that the project shall comply with the Construction and Demolition Debris Recycling Ordinance which requires affected demolition, new construction and alteration projects to submit a Waste Reduction plan and meet recycling requirements; any partial or full demolition of a structure, interior or exterior, shall require a demolition permit;
9. that the project shall meet all the requirements of the California Building and Uniform Fire Codes, in effect at time of building permit submittal, as amended by the City of Burlingame;

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

10. that prior to scheduling the framing inspection the applicant shall provide a certification by the project architect or residential designer, or another architect or residential design professional, that demonstrates that the project falls at or below the maximum approved floor area ratio for the property;
11. that prior to scheduling the 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.

'Amelia Kolokihakaufisi
Associate Planner

- c. James Kwan, applicant and property owner
Jesse Geurse, Geurse Conceptual Designs, Inc., designer

Attachments:

September 13, 2021 Planning Commission Minutes
Applicant's Response Letter, dated September 20, 2021
Application to the Planning Commission
Planning Commission Resolution (proposed)
Notice of Public Hearing – Mailed October 1, 2021
Area Map