

City of Burlingame

Design Review

Item No. 7b
Consent Calendar

Address: 520 Howard Avenue

Meeting Date: October 25, 2021

Request: Application for Design Review for a first and second story addition to an existing single family dwelling.

Applicant and Architect: James Stavoy
Property Owners: David Hackos and Lauren Cony
General Plan: Low Density Residential

APN: 029-254-200
Lot Area: 6,090 SF
Zoning: R-1

Environmental Review Status: The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301 (e)(1) of the CEQA Guidelines, which states that additions to existing structures are exempt from environmental review, provided the addition will not result in an increase of more than 50% of the floor area of the structures before the addition.

Project Description: The subject property is a corner lot at the intersection of Howard Avenue and Clarendon Road with an existing split-level house. Based on the Zoning Code definition of "lot front", the front of the lot abuts Howard Avenue and the existing attached garage faces the exterior side of the lot that abuts Clarendon Road.

The applicant proposes a first and second story addition at the rear, right side of the existing house, which would increase the floor area from 2,428 SF (0.40 FAR) to 2,836 SF (0.47 FAR), where 2,849 SF (0.47 FAR) is the maximum allowed (including front covered porch exemptions).

With this application, there is no increase in the number of bedrooms proposed (four existing). Two off-street parking spaces, one of which must be covered, are required for the existing and proposed four-bedroom house. The existing parking on site is nonconforming in the number of spaces provided. The existing attached garage provides one code-compliant covered parking space (10' x 18' clear interior dimensions), but the driveway in front of the garage does have the length to qualify as an uncovered parking space (6'-6" existing length where 18'-0" is required). The proposed project does not increase the number of bedrooms on site and therefore the nonconforming parking condition is allowed to remain without a Variance.

The existing landscaping on site is proposed to remain, including five Laurel trees at the right side property line adjacent to the proposed addition. The code requires a total of three on-site landscape trees. All other Zoning Code requirements have been met.

The applicant is requesting the following application:

- Design Review for a first and second story addition to an existing single family dwelling (C.S. 25.57.010 (a) (2)).

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520 Howard Ave**Lot Area:** 6,090 SF**Plans date stamped:** September 23 and October 18, 2021

	EXISTING	PROPOSED	ALLOWED/REQUIRED
SETBACKS			
Front (1st flr): (2nd flr):	15'-0" 36'-6"	No change No change	15'-0" (block average) 20'-0"
Side (left): (right):	4'-11" ¹ 11'-9"	No change No change	7'-6" 6'-0"
Rear (1st flr): (2nd flr):	39'-6" 39'-6"	27'-6" 27'-6"	15'-0" 20'-0"
Lot Coverage:	1,864 SF 30.6%	1,906 SF 31.3%	2,436 SF 40%
FAR:	2,428 SF 0.40 FAR	2,836 SF 0.47 FAR	2,849 SF ² 0.47 FAR
Basement:	None ³	---	---
# of bedrooms:	4	No change	---
Off Street Parking:	1 covered ⁴ (15'-3" x 19'-2") 0 uncovered (9' x 6'-6")	No change	1 covered (10' x 18') 1 uncovered (9' x 18')
Building Height:	19'-5"	25'-6"	30'-0"
Declining Height Envelope:	complies	complies	C.S. 25.26.075

¹ Existing and non-conforming exterior side setback.² (0.32 x 6,090 SF) + 900 SF = 2,849 SF (0.47 FAR).³ Existing crawl space is accessed with an interior drop down ladder and new crawl space has exterior access through 30-inch height storage doors.⁴**Summary of Proposed Exterior Materials:**

- **Windows:** Existing to remain and new windows are aluminum clad wood with simulated true divided lites.
- **Doors:** Wood front door and paneled wood garage door.
- **Siding:** Stucco.
- **Roof:** Clay Spanish tiles.
- **Other:** Wrought iron railings.

Staff Comments: None.

Design Review Study Meeting: At the Planning Commission Design Review study meeting on October 12, 2021 the Commission complimented the proposed design and placement of the addition and voted to place this item on the Consent Calendar when all information has been submitted and reviewed by the Planning Division (see attached October 12, 2021 Planning Commission Minutes).

The Commission had one suggested revision for the architect to consider, which was to adjust the shape of the sculpted parapet at the rear of the second floor. The applicant submitted revised elevations on sheets A01.1, A4.1, and A5.0 to reflect this suggested change.

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 at the October 12, 2021 Design Review study meeting the Planning Commission noted that the proposed addition is modest and matches the Spanish bungalow architecture of the existing house; that the existing mature trees at the right side property line will be retained with construction and will shield the addition from surrounding neighbors; and that the placement of the addition maintains an open rear yard space and results in a reduced impact to the street view from Clarendon Road for this corner lot. 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 and date stamped September 23, 2021, sheets A0.0 through A4.0, L1.0 through L2.5, and October 18, 2021, sheets A01.1, A4.1, and A5.0;
2. that any changes to building materials, exterior finishes, windows, architectural features, roof height or pitch, and amount or type of hardscape materials shall be subject to Planning Division or Planning Commission review (FYI or amendment to be determined by Planning staff);
3. that any changes to the size or envelope of the basement, first or second floors, or garage, which would include adding or enlarging a dormer(s), shall require an amendment to this permit;
4. that any recycling containers, debris boxes or dumpsters for the construction project shall be placed upon the private property, if feasible, as determined by the Community Development Director;
5. that demolition for removal of the existing structures and any grading or earth moving on the site shall not occur until a building permit has been issued and such site work shall be required to comply with all the regulations of the Bay Area Air Quality Management District;

6. that prior to issuance of a building permit for construction of the project, the project construction plans shall be modified to include a cover sheet listing all conditions of approval adopted by the Planning Commission, or City Council on appeal; which shall remain a part of all sets of approved plans throughout the construction process. Compliance with all conditions of approval is required; the conditions of approval shall not be modified or changed without the approval of the Planning Commission, or City Council on appeal;
7. that all air ducts, plumbing vents, and flues shall be combined, where possible, to a single termination and installed on the portions of the roof not visible from the street; and that these venting details shall be included and approved in the construction plans before a Building permit is issued;
8. that the project shall comply with the Construction and Demolition Debris Recycling Ordinance which requires affected demolition, new construction and alteration projects to submit a Waste Reduction plan and meet recycling requirements; any partial or full demolition of a structure, interior or exterior, shall require a demolition permit;
9. that the project shall meet all the requirements of the California Building and Uniform Fire Codes, in effect at time of building permit submittal, as amended by the City of Burlingame;

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

10. that prior to scheduling the framing inspection the 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; 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.

Erika Lewit
Senior Planner

c. James Stavoy, applicant and architect

Attachments:

October 12, 2021 Planning Commission Minutes
Application to the Planning Commission
Neighbor emails in support of the project
Planning Commission Resolution (Proposed)
Notice of Public Hearing – Mailed October 15, 2021
Area Map