



CITY OF BURLINGAME PLANNING COMMISSION STAFF REPORT

Agenda Item: 8a	Hearing Date: January 27, 2025
Project No.	DSR24-0016
Applicant	Mike Ma, MArch Design
Property Owner	Jason Ni
Staff	'Amelia Kolokihakaufisi, Associate Planner
Location	628 Vernon Way APN: 029-182-170
General Plan Designation	Low Density Residential
Zoning	R-1 (Low Density Residential)

PROJECT DESCRIPTION

Review of an application for Major Design Review, Variances for front and side setbacks, and Special Permits for plate heights for a first and second story addition to an existing single-unit dwelling in the R-1 (Low Density Residential) zoning district.

BACKGROUND

The subject property is an interior lot and currently contains a one-story single-unit dwelling and an attached one-car garage. The applicant proposes to demolish portions of the front side of the house to widen the existing garage by four feet and reduce the size of the front porch by 18 SF. Also proposed is an addition to the rear of the house and a new, 1,169 SF second story. At the front right side of the house, 538 SF of existing living area is being converted into a new attached ADU. The total proposed floor area would be 2,699 SF (0.54 FAR), where 2,700 SF (0.54 FAR) is the maximum allowed (including 538 SF ADU exemption).

The applicant is requesting a Special Permit for a 10'-0" plate height at the first floor great room located at the rear of the house (10'-0" proposed where 9'-0" is the maximum allowed on the first floor). A Special Permit is also requested for the new second story plate height (8'-6" proposed where 8'-0" is the maximum allowed).

The existing one-car attached garage has a nonconforming front setback of 16'-8" (25'-0" minimum front setback required for an attached one-car garage). The applicant proposes to widen the garage by 4'-0" along the right side and maintain the existing front setback; the garage would still be considered a one-car garage. Therefore, a Variance for front setback is required for the new portion of the attached garage (16'-8" proposed where 25'-0" is the minimum required).

Also requested are Variances for left and right side setbacks for the proposed addition at the rear of the house. The length of the wall extension along the left side is approximately 10'-2" and would be setback 3'-2" from the property line where 4'-0" is the minimum required. The length of the wall extension along the right side is 2'-5" and would be setback 2'-8" from the property line where 4'-0" is the minimum required.

With the proposed project, the number of bedrooms would increase from two to three. Two parking spaces, one of which must be covered, are required on site. The attached garage provides one covered parking space (15'-3" x 18'-5" clear interior dimension) and one uncovered parking space (9' x 18') is provided in the driveway. No parking is required for the ADU because it is within an existing primary residence. Therefore, the project is in compliance with off-street parking requirements.

The applicant is requesting the following applications:

- Major Design Review for a first and second story addition to an existing single-unit dwelling (C.S. 25.68.020.C.1.b.);
- Special Permit for plate height on the first floor (10'-0" proposed where 9'-0" is the maximum allowed) (C.S. 25.10.030 and 25.78.020.A.6.);
- Special Permit for plate height on the second floor (8'-6" proposed where 8'-0" is the maximum allowed) (C.S. 25.10.030 and 25.78.020.A.6.);
- Variance for front setback to attached garage (16'-8" proposed where 25'-0" is minimum required) (C.S. 25.10.050.B.2.c.i.);
- Variance for left side setback (3'-2" proposed where 4'-0" is minimum required) (C.S. 25.10.030); and
- Variance for right side setback (2'-8" proposed where 4'-0" is minimum required) (C.S. 25.10.030).

ANALYSIS

Table 1: Project Information

	EXISTING	PROPOSED	ALLOWED/REQ'D
Front Setback (1st flr): (2nd flr): Attached garage:	16'-8" n/a 16'-8"	no change 22'-9" 16'-8" ²	17'-8" (block average) 20'-0" 25'-0"
Side Setback (left): (right):	3'-2" 2'-8"	3'-2" ³ 2'-8" ⁴	4'-0" 4'-0"
Rear Setback (1st flr): (2nd flr):	32'-0" n/a	28'-11" 40'-11"	15'-0" 20'-0"
Lot Coverage:	1,768 SF 35.4%	1,868 SF 37.4%	2,000 SF 40%
FAR:	1,695 SF 0.34 FAR	2,699 SF 0.54 FAR	2,700 SF ¹ 0.54 FAR

¹ (0.32 x 5,000 SF) + 1,100 SF = 2,700 SF (0.54 FAR)

² Variance for front setback required (16'-8" proposed where 25'-0" is required).

³ Variance for left side setback required (3'-2" proposed where 4'-0" is required).

⁴ Variance for right side setback required (2'-8" proposed where 4'-0" is required).

	EXISTING	PROPOSED	ALLOWED/REQ'D
Off-Street Parking:	1 covered (9'-5" x 19'-1" clear interior) 1 uncovered (9' x 18')	1 covered (15'-3" x 18'-5" clear interior) 1 uncovered (9' x 18')	1 covered (10' x 18' clear interior) 1 uncovered (9' x 18')
Building Height:	18'-8"	27'-4"	30'-0"
Plate Height:	8'-0" n/a	9'-0" and 10'-0" ⁵ 8'-6" ⁶	9'-0" 8'-0"
DH Envelope:	n/a	Complies	C.S. 25.26.075

⁵ Special Permit for plate height on first floor (10'-0" proposed where 9'-0" is the maximum allowed).

⁶ Special Permit for plate height on second floor (8'-6" proposed where 8'-0" is the maximum allowed).

Summary of Proposed Exterior Materials:

- **Windows:** fiberglass
- **Doors:** wood front door and garage door, and aluminum frame sliding doors
- **Siding:** smooth cement plaster and stone veneer
- **Roof:** concrete tile

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.

Environmental Review

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 that the addition will not result in an increase of more than 50% of the floor area of the structures before the addition.

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Attachments:

Area Map
Proposed Plans dated December 20, 2024