

**City of Burlingame**  
*Design Review and Special Permit*

**Item No. 10a**  
**Design Review Study**

**Address:** 1235 Cabrillo Avenue

**Meeting Date:** May 22, 2023

**Request:** Application for Design Review and Special Permit for second story balcony for a second story addition to an existing single-unit dwelling.

**Applicant and Designer:** Tim Raduenz, Form One  
**Property Owner:** Daniel Giffin  
**General Plan:** Low Density Residential

**APN:** 026-171-350  
**Lot Area:** 6,000 SF  
**Zoning:** R-1

**Project Description:** The subject property is an interior lot that contains an existing two-story single-unit dwelling and an attached garage. The applicant is proposing to expand the existing second story at the front of the house with a shed dormer to convert existing attic storage areas to living spaces with appropriate ceiling heights.

The existing house is nonconforming in floor area (3,286 SF, 0.55 FAR existing where 3,020 SF, 0.50 FAR is the maximum allowed). With this application, the project proposes a total floor area of 3,269 SF (0.54 FAR). Because there is no increase in the existing nonconforming floor area, a Variance is not required (includes front porch and JADU exemptions).

A Special Permit is being requested for a 69 SF second story balcony at the front of the house (Special Permit required for any second story balcony; 75 SF maximum allowed). The proposed balcony is designed so that it extends over and incorporated into the roof of the existing attached garage.

There would be no increase in the number of bedrooms (four existing; expanded spaces do not qualify as bedrooms since they are a part of existing bedrooms). Two parking spaces, one of which must be covered, are required for a four-bedroom house. The existing attached garage provides two covered parking spaces (21'-0" x 26'-6" clear interior dimensions) and one uncovered space (9' x 18') is provided in the driveway. All other Zoning Code requirements have been met.

*Junior Accessory Dwelling Unit*

This project includes a junior accessory dwelling unit (JADU) (418 SF) located within the main dwelling. No on-site parking is required for the JADU. Review of the JADU application is administrative only and is not reviewed by the Planning Commission. Staff has determined that the JADU complies with the ADU regulations.

The applicant is requesting the following applications:

- Design Review for a second story addition to an existing single-unit dwelling (C.S. 25.68.020(C)(1)(b)); and
- Special Permit for second floor balcony (69 SF proposed where up to 75 SF is allowed with a Special Permit) (C.S. 25.10.030 and 25.78.020(A)(7)).

*This space intentionally left blank.*

**1235 Cabrillo Avenue**

**Lot Area:** 6,000 SF

**Plans date stamped:** April 28, 2023

	<b>EXISTING</b>	<b>PROPOSED</b>	<b>ALLOWED/REQUIRED</b>
<b>SETBACKS</b>			
<b>Front (1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b>	20'-0" 57'-7"	no change 47'-0"	15'-0" or block average 20'-0"
<b>Side (left):</b> <b>(right):</b>	4'-0" 5'-0"	no change no change	4'-0" 4'-0"
<b>Rear (1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b>	30'-0" 35'-0"	no change no change	15'-0" 20'-0"
<b>Lot Coverage:</b>	2,289 SF 38.2%	1,871 SF 31.1%	2,400 SF 40%
<b>FAR:</b>	3,286 SF * 1 0.55 FAR	3,269 SF * 0.54 FAR	3,020 SF 2 0.50 FAR
<b># of bedrooms:</b>	4	no change	---
<b>Off-Street Parking:</b>	2 covered (21'-0" x 26'-6" clear interior) 1 uncovered (9' x 18')	no change	1 covered (10' x 18' clear interior) 1 uncovered (9' x 18')
<b>Building Height:</b>	24'-10½"	no change	30'-0"
<b>Plate Height</b> <b>(1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b>	8'-1" 8'-1"	no change No change	9'-0" 8'-0"
<b>DH Envelope:</b>	does not comply – existing nonconforming	complies	C.S. 25.10.055(A)(1)
<b>Second Floor Balcony:</b>	n/a	69 SF 3 (12'-0" right side setback)	75 SF (8'-0" side setbacks)

\* JADU is exempt from lot coverage and floor area ratio.

1 Existing nonconforming floor area.

2 (0.32 x 6,000 SF) + 1,100 SF = 3,020 SF (0.50 FAR)

3 Special Permit required for a second floor balcony (69 SF second floor balcony proposed where 75 SF is the maximum allowed).

**Summary of Proposed Exterior Materials:**

- **Windows:** aluminum clad wood with simulated divided lights and wood trim
- **Doors:** wood entry door
- **Siding:** combination stucco, wood and brick veneer
- **Roof:** composition shingle
- **Other:** wood roof eave brackets and wood porch posts

**Staff Comments:** None.

**Design Review Criteria:** The criteria for design review as established in Ordinance No. 2000 adopted by the City Council on December 6, 2021 are outlined as follows:

1. Consistency with any applicable design guidelines;
2. Compatibility of the architectural style with that of the existing character of the neighborhood;
3. Respect for the parking and garage patterns in the neighborhood;
4. Architectural style and consistency and mass and bulk of structures, including accessory structures;
5. Interface of the proposed structure with the structures on adjacent properties;
6. Landscaping and its proportion to mass and bulk of structural components; and
7. In the case of an addition, compatibility with the architectural style and character of the existing structure as remodeled.

**Required Findings for Design Review:** Any decision to approve a Major Design Review application shall be supported by written findings addressing the criteria set forth in Chapter 25.68. In making such determination, the following findings shall be made:

1. The project is consistent with the General Plan and is in compliance with all applicable provisions of Title 25, all applicable design guidelines, all other City ordinances and regulations, and most specifically, the standards established in the Design Review Criteria above, as applicable.
2. The project will be constructed on a parcel that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development; and
3. The project is designed and arranged to provide adequate consideration to ensure the public health, safety, and general welfare, and to prevent adverse effects on neighboring property.

**Required Findings for a Special Permit:** Any decision to approve a Special Permit application in the R-1 zoning district pursuant to Chapter 25.78 shall be supported by written findings. In making such determination, the following findings shall be made:

1. 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 well-defined character of the street and neighborhood;
2. The variety of roof line, façade, exterior finish materials, and elevations of the proposed new structure or addition are consistent with the existing structure, street, and neighborhood;
3. The proposed project is consistent with the residential design guidelines adopted by the City; and
4. 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, and that the mitigation for the removal that is proposed is consistent with established City policies and practices.

Ruben Hurin  
Planning Manager

- c. Tim Raduenz, Form One, applicant and designer  
Daniel Griffin, property owner

Attachments:

Application to the Planning Commission  
Special Permit Application

Letter submitted by Mr. and Mrs. Hans Geiger, date stamped April 20, 2023

Email submitted by Eric Zankman and Pamela Kaufmann, dated April 26, 2023

Notice of Public Hearing – Mailed May 12, 2023

Area Map