

City of Burlingame

Design Review

Item No. 9c
Regular Action Item

Address: 114 Bayswater Avenue

Meeting Date: July 8, 2024

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

Applicant and Designer: Quinn Ye, Rockwood Home Development, LLC

APN: 029-284-160

Property Owner: Rockwood Home Development, LLC

Lot Area: 4,896 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), 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, up to three single-family residences maybe constructed or converted under this exemption.

Project Description: The subject property is an interior lot that contains an existing one-story single-unit dwelling with a detached garage. The applicant is proposing to demolish all structures on the site and build a new, two-story single-unit dwelling, a new detached accessory dwelling unit (ADU), and a new detached garage (attached to the ADU). The project proposes a total floor area of 2,874 SF (0.59 FAR) where 2,894 SF (0.59 FAR) is the maximum allowed (includes 28 SF front porch exemption).

The new dwelling would contain four bedrooms. Two parking spaces, one of which must be covered, are required for a four-bedroom house. The new detached garage (10'-0" x 20'-0" clear interior dimensions) provides the required covered parking for the four-bedroom house; one uncovered parking space (9' x 18') is provided in the driveway. All other Zoning Code requirements have been met.

As part of this project, three (3) new 24-inch box landscape trees (Magnolia 'Little Gem') are proposed throughout the site. A plant schedule for proposed trees and plantings can be found on sheet L1.0 of the proposed plans. There is one existing City tree to remain at the front of the lot.

Accessory Dwelling Unit

This project includes a detached ADU (388 SF) that is located at the rear of the lot and is connected to the new detached garage. Review of the ADU application is administrative only and is not reviewed by the Planning Commission. Staff has determined that the ADU complies with the ADU regulations.

The applicant is requesting the following application:

- Design Review for a new, two-story single-unit dwelling and detached garage (C.S. 25.68.020 (C)(1)(a)).

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114 Bayswater Avenue**Lot Area:** 4,896 SF**Plans date stamped:** June 26, 2024

	PROPOSED	ALLOWED/REQUIRED
Front Setbacks (1st flr): (2nd flr):	16'-3" 22'-3"	16'-3" (block average) 20'-0"
Side Setbacks (left): (right):	4'-0" 10'-0"	4'-0" 4'-0"
Rear Setbacks (1st flr): (2nd flr):	41'-5" 41'-5"	15'-0" 20'-0"
Lot Coverage:	1,723 SF 35.2%	1,958 SF 40%
FAR:	2,874 SF 0.59 FAR	2,894 SF ¹ 0.59 FAR
# of bedrooms:	4	---
Off-Street Parking:	1 covered (10' x 20') 1 uncovered (9'x18')	1 covered (10' x 18') 1 uncovered (9' x 18')
Plate Height:	9'-0" on 1 st floor 8'-0" on 2 nd floor	9'-0" on 1 st floor 8'-0" on 2 nd floor
Building Height:	30'-0"	30'-0"
Declining Height Envelope:	complies using window enclosure exemption along left side	C.S. 25.10.55(A)(1)

¹ (0.32 x 4,896 SF) + 1,100 SF + 227 SF = 2,894 SF (0.59 FAR)

Summary of Proposed Exterior Materials:

- **Windows:** fiberglass with simulated true divided lites
- **Doors:** wood entry door, fiberglass garage door
- **Siding:** stucco
- **Roof:** composition shingle

Staff Comments: None.

Design Review Study Meeting: At the Planning Commission Design Review Study meeting on June 24, 2024, the Commission had several comments and 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 June 24, 2024 Planning Commission Minutes).

The applicant submitted a response letter, dated June 25, 2024, and revised plans, date stamped June 26, 2024, to address the Planning Commission's comments and suggestions. Please refer to the applicant's letter for a detailed list of the changes made to the project (see attachments).

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.

Suggested Findings for Design Review:

1. The proposed new single-unit dwelling is consistent with the General Plan designation of Low Density Residential and is in compliance with all applicable provisions of Title 25; the proposed dwelling is consistent with the design guidelines; that the mass and bulk of the proposed structure is in scale with the lot and in relation to neighboring properties, and that architectural details, such as the wood entry door, fiberglass garage door and windows with simulated true divided lites, stucco siding, hip and gable roofs, are compatible with the character of the neighborhood.
2. The project will be constructed on a parcel that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development as shown on the proposed plans.
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 because the project complies with setback, lot coverage, floor area ratio, building height, declining height envelope, and off-street parking requirements.

For these reasons, the project may be found to be compatible with the requirements of the City's 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 June 26, 2024, sheets A0.1 through A4.3, L1.0 and L2.0;
2. that the window grids on all windows be simulated true divided lites or simulated divided lites with spacer bar;
3. 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);
4. that any changes to the size or envelope of the first or second floors, or garage, which would include adding or enlarging a dormer(s), shall require an amendment to this permit;
5. 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;
6. 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;
7. 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;
8. 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;
9. 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;
10. 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:

11. 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;
12. 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;
13. 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;

14. 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
15. 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. Quinn Ye, Rockwood Home Development, LLC, applicant and designer

Attachments:

June 24, 2024 Planning Commission Minutes
Applicant’s Response Letter, dated June 25, 2024
Neighbor Letter of Concern, dated June 24, 2024
Application to the Planning Commission
Applicant’s Letter of Explanation, dated January 8, 2024
Planning Commission Resolution (proposed)
Notice of Public Hearing – Mailed June 28, 2024
Area Map