

# City of Burlingame

## *Amendment to Design Review*

Item No. 9a  
Regular Action Item

**Address:** 1588 Columbus Avenue

**Meeting Date:** July 8, 2024

**Request:** Application for Amendment to Design Review for proposed changes to a previously approved first and second story addition to an existing single-unit dwelling.

**Applicant and Designer:** James Chu, Chu Design Associates Inc.

**APN:** 027-141-410

**Property Owner:** Vincent Ko

**Lot Area:** 5,112 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 15301 (e)(2), which states that additions to existing structures are exempt from environmental review, provided the addition will not result in an increase of more than 10,000 SF in areas where all public services and facilities are available and the area in which the project is located is not environmentally sensitive.

**History and Amendment to Design Review:** An application for Design Review for a first and second story addition to an existing single-unit dwelling at 1588 Columbus Avenue, zoned R-1, was approved by the Planning Commission on July 10, 2023 (see attached July 10, 2023 Planning Commission Meeting Minutes). A building permit was issued on October 31, 2023 and construction is underway.

The property owners decided to make a series of exterior modifications, which now requires an application for Amendment to the previously approved Design Review project. Please see the applicant's explanation letter, date June 16, 2024, for changes made to the plans, which include:

- Change the exterior stucco finish from a waved stucco pattern texture to smooth stucco.
- Alter the style and material of the garage door from wood to steel (please see attached brochure).
- Increase the size of the front door from 36" x 83" to 42" x 96".

**Description of Previously Approved Project:** The subject property is an interior lot that contains an existing one-story single-unit dwelling and an attached one-car garage. The approved project includes a first floor addition at the rear of the house and a new 935 SF second story, which increases the floor area from 1,277 SF (0.25 FAR) to 2,725 SF (0.53 FAR) where 2,736 SF (0.54 FAR) is the maximum allowed (includes covered porch exemption).

With this project, the number of bedrooms increased from two to four. Two parking spaces, one of which must be covered, are required on-site. One existing covered parking space is provided in the attached garage (9'-2" x 17'-2", clear interior dimensions) and one existing uncovered parking space (9' x 18') is provided in the driveway. The existing covered parking space is nonconforming in length (18'-0" minimum required). However, because there is no change in the number of covered parking spaces required, a Variance for the nonconforming length was not required.

The following application was approved by the Planning Commission on July 10, 2023:

- Design Review for a first and second story addition to an existing single-unit dwelling (C.S. 25.68.020 (C)(1)(b)).

The development table on the following page provides information for the originally approved project with this Amendment application. With this Design Review Amendment application, there are no changes proposed to the development standards.

**1588 Columbus Avenue****Lot Area:** 5,112 SF**Plans date stamped:** June 25, 2024

	EXISTING	PROPOSED	ALLOWED/REQ'D
<b>SETBACKS</b>			
<b>Front (1st flr):</b> <b>(2nd flr):</b>	13'-0" <sup>1</sup> n/a	no change 20'-2½"	20'-2½" (block average) 20'-2½" (block average)
<b>Side (left):</b> <b>(right):</b>	0'-11" <sup>2</sup> 8'-3"	7'-2½" (to addition) 10'-2½" (to addition)	6'-0" 6'-0"
<b>Rear (1st flr):</b> <b>(2nd flr):</b>	42'-3" n/a	15'-0" (to addition) 27'-9" (to addition)	15'-0" 20'-0"
<b>Lot Coverage:</b>	1,277 SF 25%	1,790 SF 31%	2,045 SF 40%
<b>FAR:</b>	1,277 SF 0.25 FAR	2,725 SF 0.53 FAR	2,736 SF <sup>3</sup> 0.54 FAR
<b># of bedrooms:</b>	2	4	---
<b>Off-Street Parking:</b>	1 covered (9'-2" x 17'-2" clear interior)  1 uncovered (9' x 18')	no change	1 covered (9' x 18' for existing conditions)  1 uncovered (9' x 18')
<b>Building Height:</b>	16'-7"	24'-10"	30'-0"
<b>Plate Height</b> <b>(1<sup>st</sup> flr):</b> <b>(2<sup>nd</sup> flr):</b>	9'-4" and 10'-4" n/a	9'-0" (at addition) 8'-0"	9'-0" 8'-0"
<b>DH Envelope:</b>	complies	complies	C.S.25.10.055(A)(1)

<sup>1</sup> Existing nonconforming front setback to attached garage.<sup>2</sup> Existing nonconforming left side setback to attached garage.<sup>3</sup> (0.32 x 5,112 SF) + 1,100 = 2,736 SF (0.54 FAR)**Summary of Proposed Exterior Materials:**

- **Windows:** aluminum clad wood windows with simulated true divided lites
- **Doors:** wood main and entry doors
- **Siding:** smooth stucco
- **Roof:** clay tile roofing
- **Other:** decorative gable vents and wood planter box

**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.

**Suggested Findings for Amendment to Design Review:** That the architectural style, mass and bulk of the proposed structure and proposed revisions are compatible with the character of the neighborhood and that the 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 seven 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 25, 2024, sheets AC and A1.0 through A5.0 and revised sheets A.6 through A.9;
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 (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 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;
12. 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
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.

Fazia Ali  
Assistant Planner

- c. James Chu, Chu Design Associates Inc., designer, and applicant  
Vincent Ko, property owner

Attachments:

July 10, 2023 Planning Commission Minutes  
Application to the Planning Commission  
Applicant Letter of Explanation, dated June 16, 2024  
Garage Door Brochure  
Planning Commission Resolution (proposed)  
Notice of Public Hearing – Mailed June 28, 2024  
Area Map