



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, June 27, 2022

7:00 PM

Online

- c. 2758 Summit Drive, R-1 - Application for Design Review and Hillside Area Construction Permit for a first and second story addition to an existing single-unit dwelling. The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301 (e)(2) of the CEQA Guidelines. (Raymond Frank, applicant and architect; Charles Chiparo and Laura Rupenian, property owners) (77 noticed) Staff Contact: Erika Lewit

Attachments: [2758 Summit Dr - Staff Report](#)
[2758 Summit Dr - Attachments](#)
[2758 Summit Dr - Plans](#)

All Commissioners have visited the project site. Planning Manager Hurin provided an overview of the staff report.

Chair Gaul opened the public hearing.

Raymond Frank, architect, represented the applicant and answered questions regarding the project.

Public Comments:

> *There were no public comments.*

Chair Gaul closed the public hearing.

Commission Discussion/Direction:

> *Provide drawings to show the location of the neighbor's kitchen and bedroom windows so we can have a better idea of how those windows relate to the proposed addition and decks.*

> *It's greatly improved from the last time. I appreciate that it looks more together and is a tighter design. We received the e-mail from the neighbor regarding trees and staff responded to it. Suggest helping the neighbor, who appears very close to this project, by planting additional landscaping to make this work out for her, that would be greatly appreciated. The project has come along nicely.*

> *I would echo that, thanks to the applicant and the architect for listening to all the comments and making all of those changes. It fully reflects the conversation we had at the last meeting.*

> *Planters should be added at the sides of all three decks in order to provide privacy between the subject property and the neighbor to the right. I would like to make sure we do see those permanent planters put on the decks with the final plan; that could potentially come back as an FYI.*

> *I would also like to see a more developed landscape plan. It is pretty bare between the two houses and if you go into the neighbor's house on the right, you look right out at the deck. It would be a benefit to both parties, especially if this deck is going to be increased in size, if the applicant would add trees on that property line. A landscape plan showing additional plantings along the right side property line should be provided to investigate further opportunities for new landscaping that can provide enhanced privacy.*

Chair Gaul made a motion, seconded by Commissioner Horan, to approve the application with

the following added condition:

> that prior to issuance of a building permit, an FYI application shall be submitted showing planters at the sides of each of the three decks and a more developed landscape plan to provide screening along the right side property line between the two single-unit dwellings.

Aye: 5 - Comaroto, Gaul, Horan, Pfaff, and Tse

Absent: 2 - Lowenthal, and Schmid

July 1, 2022

City of Burlingame
Planning Division
501 Primrose Road
Burlingame, CA 94010

RE: 2758 Summit Drive


To Whom It May Concern:

As requested by the Planning Commission, we have provided a landscape plan to show a new screening shrub to be planted at the right side of the property, adjacent to the proposed deck. The proposed planting is a Cherry Laurel, which is a fast-growing plant that has a mature height at 20 feet to 25 feet. This would be sufficient to address the concerns of the neighbor.

We have also indicated that there will be permanent planters on both sides of the new decks at the main and lower level 1. Lower level 2 will have a permanent planter installed at the right side only.

I trust this information has been sufficient to satisfy your questions and concerns. Please do not hesitate to contact me directly if you have any further questions or require any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Raymond D. Frank Jr.", written in a cursive style.

Raymond D. Frank Jr.