



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, August 14, 2023

7:00 PM

Council Chambers/Online

- a. 1345 Columbus Avenue, zoned R-1 - Application for Design Review and Special Permits for building height, declining height envelope, and second story balcony for a new, two-story single-unit dwelling. This project is Categorical Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (a) of the CEQA Guidelines. (Insite Design Inc., applicant and designer; Rudolf Thun and Sonali Arurkar, property owners) (55 noticed) Staff Contact: Brittany Xiao

Attachments: [1345 Columbus Ave - Staff Report](#)
[1345 Columbus Ave - Attachments](#)
[1345 Columbus Ave - Plans](#)

All Commissioners have visited the project site. Commissioner Tse was recused from this item. Assistant Planner Xiao provided an overview of the staff report.

Chair Pfaff opened the public hearing.

Lauren Lee, designer and Sonali Arurkar, property owner, represented the applicant regarding the application.

Public Comments:

> *There were no public comments.*

Chair Pfaff closed the public hearing.

Commission Discussion/Direction:

> *It is a great looking project. I appreciate the changes made. It looks lovely with the stucco exterior. The windows look nice, and I appreciate the sizing change of the stairwell window.*

> *Improvements were worthwhile. I can support the balcony; it is located on the center, it is not overlooking the neighbor, it is not very large and is within our limits. I can support the Special Permits for the height and Declining Height Envelope given the site conditions.*

Vice-Chair Lowenthal made a motion, seconded by Commissioner Schmid, to approve the application. The motion carried by the following vote:

Aye: 6 - Comaroto, Horan, Lowenthal, Pfaff, Schmid, and Shores

Recused: 1 - Tse

October 16, 2024

City of Burlingame Planning Department
501 Primrose Road
Burlingame, California 94010

Regarding: Letter of Explanation for 1345 Columbus Avenue's Amendment Submission

Dear Brittany:

This project is currently under construction. We are proposing some minor revisions to the exterior of the house to better align with our clients' desired interior design of the house. Enclosed are the revised drawings reflecting the following edits to the approved exterior of our Design Review submission:

1. To meet PG&E requirements re: fenestration near electric and gas meters we have had to relocate two family room windows on the right side to the left side.
2. Resized and changed operation of window #36 in Mudroom to match the two relocated windows #31 and #35 in the family room.
3. Reduced width of windows #39 and #40 in the Living Room to provide a little more space to build out the shed roof/corbels detail.
4. Changed grid profile on all windows.
5. Removed grid profile from Family Room bifold patio doors #9 to match existing bi-fold door at new ADU.
6. Re-arranged entry door and sidelight to be centered in foyer and between columns at front portico.
7. Revised interior layout of basement level to create more open space for a ping pong table.
8. Minor window size adjustment to windows #43 and #50 in upstairs bedrooms.
9. Minor window size adjustment and operation for Primary Suite windows #47, 48, 49 and 60.

We hope you are in support of these proposed revisions which do not alter the design intent of the proposed project. Thank you.

Respectfully submitted,

Audrey Tse
Principal, Insite Design Inc.

**RESOLUTION APPROVING CATEGORICAL EXEMPTION AND
AMENDMENT TO DESIGN REVIEW**

RESOLVED, by the Planning Commission of the City of Burlingame that:

WHEREAS, a Categorical Exemption has been prepared and application has been made for Amendment to Design Review for a previously approved new two-story single-unit dwelling at 1345 Columbus Avenue, Zoned R-1, Rudolf Thun and Sonali Arurkar, property owners, APN: 027-153-100;

WHEREAS, said matters were heard by the Planning Commission of the City of Burlingame on November 12, 2024, at which time it reviewed and considered the staff report and all other written materials and testimony presented at said hearing;

NOW, THEREFORE, it is RESOLVED and DETERMINED by this Planning Commission that:

1. On the basis of the Initial Study and the documents submitted and reviewed, and comments received and addressed by this Commission, it is hereby found that there is no substantial evidence that the project set forth above will have a significant effect on the environment, and categorical exemption, per CEQA 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, is hereby approved.
1. Said Amendment to Design Review is approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Amendment to Design Review are set forth in the staff report, minutes, and recording of said meeting.
2. It is further directed that a certified copy of this resolution be recorded in the official records of the County of San Mateo.

Chairperson

I, _____, Secretary of the Planning Commission of the City of Burlingame, do hereby certify that the foregoing resolution was introduced and adopted at a regular meeting of the Planning Commission held on the 12th day of November 2024 by the following vote:

Secretary

EXHIBIT "A"

Conditions of Approval for Categorical Exemption and Amendment to Design Review

1345 Columbus Avenue

Effective **November 22, 2024**

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1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped September 29, 2024, sheets A2.1A through A4.2;
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;

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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.

1345 Columbus Avenue
300' noticing
APN: 027-153-100

