



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, June 13, 2022

7:00 PM

Online

- b. 1345 Vancouver Avenue, zoned R-1 - FYI for proposed changes to a previously approved Design Review project for a second story addition to an existing single-unit dwelling.

Attachments: [1345 Vancouver Ave - Memorandum](#)

[1345 Vancouver Ave - Attachments](#)

[1345 Vancouver Ave - Plans](#)

- > *Pulled for further discussion. Commissioners noted the following concerns:*

Concerned with proposed changes to exterior and balcony; there was no explanation given of why changes were being proposed; plans need to show originally approved and proposed front elevation on same sheet (this should be done for each building elevation); and plans need to clearly label previously approved and proposed elevations.

6/16/2022

Permit# B20-0044

Address: 1345 Vancouver Avenue, Burlingame, CA 94010

Revision Letter:

The revisions done were due to material shortage. We could no longer get the material needed so we had to change the plans to accommodate the supply issue.

Please let me know if you have any questions.

Thank you



Jason Wong



CS-1a & CS-1b COVER SHEET, PREVIOUS/WALL REVISION

A-2.0a & A.0b PROPOSED 1ST FLOOR PLAN, PREVIOUS/WALL REVISIONS

A-2.1a PROPOSED 2ND FLOOR AND ROOF PLAN, PREVIOUS

A-3.0a PROPOSED FRONT NORTHEAST ELEVATION- PREVIOUS/WALL REV.

A-3.0b PROPOSED REAR SOUTHWEST ELEVATION- PREVIOUS/WALL REV.

A-3.1a PROPOSED LEFT SOUTHEAST ELEVATION- PREVIOUS/WALL REV.

A-3.1b PROPOSED RIGHT NORTHWEST ELEVATION- PREVIOUS/WALL REV.

A-4.0a PROPOSED GARAGE FLOOR, ROOF PLAN ELEVATIONS- PREVIOUS/WALL REV.



Project Application - Planning Division

Type of Application: Accessory Dwelling Unit Conditional Use/Minor Use Permit Hillside Area Construction Permit Minor Modification
 Design Review Variance Other
 Special Permit

Project Address: 1345 Vancouver Ave **Assessor's Parcel #:** _____ **Zoning:** _____

Project Description:

redo siding of home. Have to make changes due to material shortage

Applicant

Name: same as property owner
Address: _____

Property Owner

Name: Jason Wong
Address: _____

Phone: _____

E-mail: _____

Architect/Designer

Name: Wilson Ng
Address: _____

Phone: 415-684-0632

E-mail: wilsonng2323@yahoo

Burlingame Business License #: _____

* Architect/Designer must have a valid Burlingame Business License.

Authorization to Reproduce Project Plans:
 I hereby grant the City of Burlingame the authority to post plans submitted with this application on the City's website as part of the Planning approval process and waive any claims against the City arising out of or related to such action.

 (Initials of Architect/Designer)

Applicant: I hereby certify that the information herein is true and correct to the best of my knowledge and belief.

Applicant's signature: _____

Date: 7/5/22

Property Owner: I hereby authorize the above applicant to submit this application to the Planning Division.

Property owner's signature: _____

Date: 7/5/22

Date Application Received (staff only): 6/20/22



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, October 28, 2019

7:00 PM

Council Chambers

- d. 1345 Vancouver Avenue, zoned R-1 - Application for Design Review and Special Permit for building height for a new, two-story single family dwelling and detached garage. This project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (a). (Joseph Ho, applicant and designer; Xiaochuang (Henry) Lin, property owner) (122 noticed) Staff Contact: Michelle Markiewicz

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

[1345 Vancouver Ave - Attachments](#)

[1345 Vancouver Ave - Plans](#)

All Commissioners had visited the project site. Commissioner Loftis noted that he did not attend the design review study meeting for this project, but was able to watch the video. There were no ex-parte communications to report.

Senior Planner Keylon provided an overview of the staff report.

> *There were no questions of staff.*

Chair Comaroto opened the public hearing.

Henry Lim and Joseph Ho, represented the applicant.

Commission Questions/Comments:

> *Is there going to be a guardrail required at the front porch? (Ho: A guardrail is not required since the height of the porch is less than 30 inches with the landscape planter below.) You may need a guardrail at the side of the porch because there is no planter there, so the porch is more than 30 inches. (Ho: Yes, thank you.)*

> *Did you consider reducing the size of the second floor deck at the rear of the house? (Ho: Yes, we reduce the size of the second floor deck.)*

> *Think plans state that the second floor deck was reduced from 196 to 143 square feet, is that correct? (Ho: Yes, that's correct. We also have a partially solid wall at the deck so it provides more privacy to the neighbor.)*

Public Comments:

> *There were no public comments.*

Chair Comaroto closed the public hearing.

Commission Discussion/Direction:

- > *Like the changes they've made, think it's a nice project.*
- > *Concerned about size of second floor deck. We consistently ask applicants to limit them to 100 square feet or less out of a concern for privacy for neighbors.*
- > *Also concerned with the deck, would like to see it reduced to 100 square feet, if that's possible.*
- > *Struggling with this one, can see that some of the changes have softened the design, but still feel that it doesn't have a clear design direction. Not sure that just by applying these materials to the house makes it more a contemporary home; not convinced this is the right house for this block or this location. It's working too hard to try to be something it's not.*
- > *Struggle to generate much enthusiasm for transitional modern homes, it's neither modern nor is it traditional in a way that would easily fit into the neighborhood.*
- > *Concerned with the metal roofing and roof pitch.*
- > *Concerned with stark pseudo modern buildings in residential neighborhoods.*
- > *Applicant has addressed previous concerns with project; was previously concerned that the application of the materials wasn't consistent from the renderings to the actual application, and notes and details on the elevation drawings. However, in looking at what they worked through with the design consultant, am more in support of project now because they've made the scale more residential, they've reduced the scale on the stone and on the horizontal siding, and the window patterns and the type of windows are more residential in character, and better scale for the neighborhood. Can support the project as proposed.*
- > *Is definitely different from other houses in the neighborhood, but also look to see whether or not it feels residential in scale and character.*
- > *Can reduce size of second floor deck by adding planters or by increasing the amount of roof to get it closer to 100 square feet.*
- > *Think you did a nice job with the design consultant, like the project with the revisions.*

Commissioner Sargent made a motion, seconded by Commissioner Terrones, to approve the application with the following amended condition:

- > **that the rear second floor deck shall be reduced in size and the revised plans shall be reviewed by the Planning Commission as an FYI prior to building permit issuance.**

Comment on the motion:

- > **With the reduced roof pitch, the house is raised fairly well above the street, so it may not be as visible.**
- > **Can support the special permit for increased building height based on the change in roof slope and reduction of the second story plate height; contributed to a tighter, shorter building.**

The motion carried by the following vote:

Aye: 5 - Sargent, Comaroto, Terrones, Tse, and Loftis

Nay: 1 - Gaul

Absent: 1 - Kelly

RESOLUTION APPROVING CATEGORICAL EXEMPTION AND DESIGN REVIEW AMENDMENT

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

WHEREAS, a Categorical Exemption has been proposed and application has been made for Amendment to Design Review for proposed changes to a previously approved project for a new, two-story single-unit dwelling and detached garage at 1345 Vancouver Avenue, zoned R-1; Jason Wong, property owner, APN: 027-151-110;

WHEREAS, said matters were heard by the Planning Commission of the City of Burlingame on July 11, 2022, 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. It is hereby found that the project set forth above is Categorically Exempt from environmental 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.
2. Said Design Review Amendment is approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Design Review Amendment is set forth in the staff report, minutes, and recording of said meeting.
3. 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 11th day of July, 2022 by the following vote:

Secretary

EXHIBIT "A"

Conditions of approval for Categorical Exemption and Design Review Amendment
1345 Vancouver Avenue
Effective **July 21, 2022**
Page 1

1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped June 20, 2022, sheets CS-1a, CS-1b, A-2.0a through A-4.0a;
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 (FYI or amendment to be determined by Planning staff);
3. 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;
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; that demolition or 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;
5. 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;
6. 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;
7. 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;
8. 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:

9. 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

EXHIBIT "A"

Conditions of approval for Categorical Exemption and Design Review Amendment

1345 Vancouver Avenue

Effective **July 21, 2022**

- professional, that demonstrates that the project falls at or below the maximum approved floor area ratio for the property;
10. 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;
 11. 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 build according to the approved Planning and Building plans.



CITY OF BURLINGAME
COMMUNITY DEVELOPMENT DEPARTMENT
501 PRIMROSE ROAD
BURLINGAME, CA 94010
PH: (650) 558-7250
www.burlingame.org

Project Site: 1345 Vancouver Avenue, zoned R-1

The City of Burlingame Planning Commission announces the following virtual public hearing via Zoom **on Monday, July 11, 2022 at 7:00 P.M.** You may access the meeting online at www.zoom.us/join or by phone at (346) 248-7799:

Meeting ID: 854 9123 0621	Passcode: 625375
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Description: Application for Design Review Amendment for proposed changes to a previously approved project for a new, two-story single-unit dwelling and detached garage.

Members of the public may provide written comments by email to: publiccomment@burlingame.org.

Mailed: July 1, 2022

(Please refer to other side)

PUBLIC HEARING NOTICE

City of Burlingame - Public Hearing Notice

If you have any questions about this application or would like to schedule an appointment to view a hard copy of the application and plans, please send an email to planningdept@burlingame.org or call (650) 558-7250.

Individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed, should contact the Planning Division at planningdept@burlingame.org or (650) 558-7250 by 10 am on the day of the meeting.

If you challenge the subject application(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing, described in the notice or in written correspondence delivered to the city at or prior to the public hearing.

Property owners who receive this notice are responsible for informing their tenants about this notice.

Kevin Gardiner, AICP
Community Development Director

(Please refer to other side)

1345 Vancouver Avenue
300' noticing
APN #: 027-151-110

