



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Agenda Planning Commission

Monday, June 14, 2021

6:00 PM

Online

Please note that the Zoom Webinar login information for the Study Session and Regular Planning Commission Meeting are the same.

STUDY SESSION - 6:00 p.m. - Online

To log into the Study Session, please click on the link below:

To access by computer:

Go to www.zoom.us/join

Meeting ID: 925 2091 5073

Passcode: 888501

To access by phone:

Dial 1-669-900-9128

Meeting ID: 925 2091 5073

Passcode: 888501

a. Zoning Code Update - Review of Parking Regulations and Historic Resources Chapters

Attachments:

[Staff Memo](#)

[Draft - Parking Regulations Chapter](#)

[Draft - Historic Resources Chapter](#)

Agenda continues on next page.

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Governor's Executive Order N-33-20 issued on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, the Council Chambers will not be open to the public for the June 14, 2021 Burlingame Planning Commission meeting.

Members of the public may view the meeting by logging on to the Zoom meeting listed below. Additionally, the meeting will be streamed live on YouTube and uploaded to the City's website after the meeting.

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

Emailed comments should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda or is on the consent agenda. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 words. To ensure your comment is received and read to the Planning Commission for the appropriate agenda item, please submit your email no later than 5:00 p.m. on June 14, 2021. The City will make every effort to read emails received after that time, but cannot guarantee such emails will read into the record. Any emails received after the 5:00 p.m. deadline which are not read into the record will be provided to the Planning Commission after the meeting.

To Join the Zoom Meeting:

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1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- a. Draft May 10, 2021 Planning Commission Meeting Minutes

Attachments: [Draft May 10, 2021 Planning Commission Meeting Minutes](#)

4. APPROVAL OF AGENDA

5. PUBLIC COMMENTS, NON-AGENDA

Members of the public may speak about any item not on the agenda. Members of the public wishing to suggest an item for a future Planning Commission agenda may do so during this public comment period. The Ralph M. Brown Act (the State local agency open meeting law) prohibits the Planning Commission from acting on any matter that is not on the agenda. Speakers are limited to three minutes each; the Chair may adjust the time limit in light of the number of anticipated speakers.

6. STUDY ITEMS

- There are no Study Items

7. CONSENT CALENDAR

Items on the consent calendar are considered to be routine. They are acted on simultaneously unless separate discussion and/or action is requested by the applicant, a member of the public or a commissioner prior to the time the Commission votes on the motion to adopt.

- a. 2013 Easton Drive, zoned R-1 - Application for Design Review and Special Permit for attached garage for a new, two-story single family dwelling and attached garage. This project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303 (a). (Alicia Ader, Dreiling Terrones Architecture, applicant and architect; Bart and Carol Gaul, property owners) (83 noticed) Staff Contact: Erika Lewit

Attachments: [2013 Easton Dr - Staff Report](#)
 [2013 Easton Dr - Attachments](#)
 [2013 Easton Dr - Plans](#)

- b. 1349 Cabrillo Avenue, zoned R-1 - Application for Design Review for a new, two-story single family dwelling and detached garage. This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (a) of the CEQA Guidelines. (Tim Raduenz, Form + One, designer; Cabrillo Ave LLC, property owner) (78 noticed) Staff Contact: 'Amelia Kolokihakaufisi

Attachments: [1349 Cabrillo Ave - Staff Report](#)
 [1349 Cabrillo Ave - Attachments](#)
 [1349 Cabrillo Ave - Plans](#)

8. REGULAR ACTION ITEMS

- There are no Regular Action Items

9. DESIGN REVIEW STUDY

- a. 1235 Paloma Avenue, zoned R-1 - Application for Design Review for a new, two-story single family dwelling and detached garage. (James Chu, Chu Design Associates, Inc., applicant and designer; Chung Lee, property owner) (179 noticed) Staff Contact: 'Amelia Kolokihakaufisi

Attachments: [1235 Paloma Ave - Staff Report](#)
 [1235 Paloma Ave - Attachments](#)
 [1235 Paloma Ave - Plans](#)

- b. 1233 Drake Avenue, zoned R-1 - Application for Design Review for a new, two-story single family dwelling and detached garage. (James Chu, Chu Design Associates Inc., applicant and designer; Mickey Ou, property owner) (108 noticed) Staff Contact: Catherine Keylon

Attachments: [1233 Drake Ave - Staff Report](#)
 [1233 Drake Ave - Attachments](#)
 [1233 Drake Ave - Plans](#)

- c. 1204 El Camino Real, zoned C-1, Broadway Commercial Area - Application for Commercial Design Review for exterior facade changes to an existing commercial building and Parking Variance for a change in use from automobile shop to retail and personal service uses. (1480 Broadway Properties LLC , property owner; Suheil Shatara, Shatara Architecture Inc., architect and applicant) (150 noticed) Staff Contact: Michelle Markiewicz

Attachments: [1204 El Camino Real - Staff Report](#)
 [1204 El Camino Real - Attachments](#)
 [1204 El Camino Real - Plans](#)

10. COMMISSIONER'S REPORTS

11. DIRECTOR REPORTS

- Commission Communications
- City Council regular meeting of June 7, 2021

- a. 1548 Balboa Avenue - FYI for review of requested changes to a previously approved Design Review project.

Attachments: [1548 Balboa Ave - Staff Memo](#)
 [1548 Balboa Ave - Attachments](#)
 [1548 Balboa Ave - Plans](#)

- b. 728 Lexington Way - FYI for review of revisions requested by the Planning Commission to a previously approved Design Review project.

Attachments: [728 Lexington Way - Staff Memo](#)

[728 Lexington Way - Attachments](#)

[728 Lexington Way - Plans](#)

- c. 1431 Capuchino Avenue - FYI for review of revisions requested by the Planning Commission to a previously approved Design Review project.

Attachments: [1431 Capuchino Ave - Staff Memo](#)

[1431 Capuchino Ave - Attachments](#)

[1431 Capuchino Ave - Plans](#)

12. ADJOURNMENT

Notice: Any 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 at the meeting, should contact Ruben Hurin, Planning Manager, by 10:00 a.m. on Monday, June 14, 2021 at rhurin@burlingame.org or (650) 558-7256. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for inspection via www.burlingame.org/planningcommission/agenda or by emailing the Planning Manager at rhurin@burlingame.org. If you are unable to obtain information via the City's website or through email, contact the Planning Manager at 650-558-7256.

An action by the Planning Commission is appealable to the City Council within 10 days of the Planning Commission's action on June 14, 2021. If the Planning Commission's action has not been appealed or called up for review by the Council by 5:00 p.m. on June 24, 2021, the action becomes final. In order to be effective, appeals must be in writing to the City Clerk and must be accompanied by an appeal fee of \$1,075.00, which includes noticing costs.