



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, January 28, 2019

7:00 PM

Council Chambers

- c. 1350 Columbus Avenue, zoned R-1 - Application for Design Review and Lot Coverage Variance for a first and second story addition to an existing single family dwelling. (Gary Diebel, Diebel and Company, applicant and architect; Rich Schoustra and Holly Rogers, property owners) (123 noticed) Staff Contact: 'Amelia Kolokihakaufisi

Attachments: [1350 Columbus Ave - Staff Report](#)
[1350 Columbus Ave - Attachments](#)
[1350 Columbus Ave - Plans](#)

All Commissioners had visited the project site. There were no ex-parte communications to report.

Senior Planner Keylon provided an overview of the staff report.

Questions of staff:

> Is there a maximum a variance can exceed over the 40% limit? (Keylon: No limit. Anything from 40% to 41% can be processed as a minor modification, otherwise it would be a variance and there is no limit.)

Chair Gaul opened the public hearing.

Gary Diebel, Diebel and Company Architects, represented the applicant, with property owner Rich Schoustra.

Commission Questions/Comments:

> Are both windows on the front being replaced? (Diebel: They are close to the existing but are being replaced.) Should be indicated as new on the plans, with specification that they have simulated true divided lites.

> There is an alcove just outside the kitchen. Was there thought of having a door leading out? (Diebel: There was an existing door but there was privacy concern from the adjacent neighbor. Thinking of it more as a garden area.)(Schoustra: That side of the house is dark.)

> Has there been discussion of an elevator instead of expanding the first floor? (Schoustra: Does not feel safe with an elevator with the wheelchair. Original plan did not have the deck, but the variance is driven by the deck and need for access from the wheelchair.)

> Size of variance seems large. Could tighten up the ground floor a bit. (Schoustra: If the lot was flat there would not need to be a variance. The slope of the lot causes the deck to be counted towards lot coverage.)

Public Comments:

There were no public comments.

Chair Gaul closed the public hearing.

Commission Discussion:

- > *Can support the variance. The slope of the lot creates a unique condition, requiring a lot coverage variance that would not be required if the site was flat.*
- > *Second floor has been added in very cleverly, fits with the context and detailing of the existing house. It looks like it was original, including the clipped gable.*

Commissioner Terrones made a motion, seconded by Commissioner Tse, to place the item on the Regular Action calendar when plans have been revised as directed. The motion carried by the following vote:

Aye: 5 - Kelly, Comaroto, Gaul, Terrones, and Tse

Absent: 2 - Sargent, and Loftis

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FEB - 1 2019

CITY OF BURLINGAME
CDD-PLANNING DIV.

31 January 2019

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

Re: 1350 Columbus Avenue Design Review and Lot Coverage Variance

Dear Commissioners,

Thank you for reviewing the plans for the addition and remodel to 1350 Columbus Avenue. We are pleased with your support of the architectural design and Lot Coverage Variance.

We have revised the architectural plans to clarify that all the windows are new aluminum clad ones with simulated true divided lights. A General Note has been added to the floor plan sheets A2.5 and A2.6.

Thank you for your time and consideration.

Sincerely,
Diebel and Company Architects



Gary Diebel, AIA, Architect
C-25284

po box 1044

burlingame, california

94011-1044

t.) 650.558.8885

e.) gdiebel@diebelstudio.com

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FEB - 1 2019

CITY OF BURLINGAME
CDD-PLANNING DIV.

01.28.19 PC Meeting
Item 9c
1350 Columbus Avenue
Page 1 of 1

*COMMUNICATION RECEIVED
AFTER PREPARATION
OF STAFF REPORT*

RECEIVED

JAN 25 2019
CITY OF BURLINGAME
CDD – PLANNING DIV.

From: Naveen Sastry []
Sent: Friday, January 25, 2019 9:12 AM
To: CD/PLG-Amelia Kolokihakaufisi <ameliak@burlingame.org>
Cc: seshuksastry <
Subject: 1350 Columbus ave

Amelia -- can you forward the following letter to the planning commission for 1350 Columbus Ave (on the Monday docket, I understand). Thank you.

Naveen

=====

Dear Burlingame Planning Commission,

We live at 1354 Columbus Avenue and are directly adjacent to Rich and Holly. We have lived in our home for 10 years and love our neighborhood. We have had a chance to go through and see Rich and Holly's renovation plans and are very supportive of their project.

We wish them best of luck in the project and expediency in their construction.

Best regards,

Naveen & Seshu

01.28.19 PC Meeting
Item 9c
1350 Columbus Avenue
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*COMMUNICATION RECEIVED
AFTER PREPARATION
OF STAFF REPORT*

RECEIVED
JAN 28 2019
CITY OF BURLINGAME
CDD – PLANNING DIV.

-----Original Message-----

From: janicescattini

Sent: Sunday, January 27, 2019 9:07 AM

To: CD/PLG-Amelia Kolokihakaufisi <ameliak@burlingame.org>

Cc: hollyrogers98@yahoo.com

Subject: 1350 Columbus Avenue

Hello Amelia,

Please forward this letter of support to the planning commission for the Schoustra project - 1350 Columbus Avenue.

January 26, 2019

Dear Burlingame Planning Commission,

Our family has lived at 1359 Columbus Avenue since 1994 and have been neighbors of the Schoustra Family for over 20 years. We are in full support of their renovation project at 1350 Columbus Avenue. We have seen the plans and are not only comfortable with the design but also very happy the Schoustras will be remodeling their home to better suit their needs and stay on our block.

Kind regards,

Janice and Pete Scattini
1359 Columbus Avenue, Burlingame

01.28.19 PC Meeting
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1350 Columbus Avenue
Page 1 of 1

*COMMUNICATION RECEIVED
AFTER PREPARATION
OF STAFF REPORT*

RECEIVED
JAN 28 2019
CITY OF BURLINGAME
CDD – PLANNING DIV.

From: ellen verducci
Sent: Sunday, January 27, 2019 5:05 PM
To: CD/PLG-Amelia Kolokihakaufisi <ameliak@burlingame.org>
Subject: 1350 Columbus Ave--Neighbor Support Letter

Hello, Amelia:

I would like to submit my Neighbor Letter of Support, listed below, and ask that it be included with the Planning Commission Meeting Agenda for Monday, January 28th.

Thank you,
Ellen Verducci

1356 Columbus Avenue
Burlingame, CA 94010

January 27, 2019

Burlingame Planning Department
Burlingame City Hall
501 Primrose Road
Burlingame, CA 94010

Attention: Amelia Kolokihakaufisi

To Whom It May Concern:

Subject: 1350 Columbus Avenue

I am writing to express my full support for the planned renovation project at the subject address. I have lived on Columbus Avenue for over 26 years, having known the family for much of that time. Their plans are in keeping with the integrity of the neighborhood, and I am extremely supportive that this wonderful and deserving family can renovate their home in a manner that suits their current and future needs. I wish them the very best.

Sincerely,

Ellen Verducci

01.28.19 PC Meeting
Item 9c
1350 Columbus Avenue
Page 1 of 1

*COMMUNICATION RECEIVED
AFTER PREPARATION
OF STAFF REPORT*

RECEIVED
JAN 28 2019
CITY OF BURLINGAME
CDD – PLANNING DIV.

-----Original Message-----

From: Robert & Jacque Bigelow
Sent: Monday, January 28, 2019 6:48 AM
To: CD/PLG-Amelia Kolokihakaufisi <ameliak@burlingame.org>
Subject: 1350 Columbus Avenue Design Review

Robert and Jacqueline Bigelow
1346 Columbus Avenue
Burlingame, California 94010

January 25, 2019

To the Burlingame Planning Commission,

We are writing this letter to support Holly Rogers' and Richard Schoustra's planned renovation of their home located at 1350 Columbus Avenue in Burlingame. Their planned design will not only make their home more comfortable and accessible for their entire family, but the exterior is charming and very similar to their existing home. In addition, as their next-door neighbors, we feel that their design in no way encroaches on either our privacy or theirs. In fact, they have been quite considerate in sharing their plans with us!

We do hope that the City of Burlingame approves their design at the upcoming meeting on January 28th.

Sincerely,

Robert and Jacqueline Bigelow



APPLICATION TO THE PLANNING COMMISSION

Type of application:

- ☒ Design Review ☒ Variance ☐ Parcel #: _____
☐ Conditional Use Permit ☐ Special Permit ☐ Zoning / Other: _____

PROJECT ADDRESS: 1350 Columbus Avenue

APPLICANT

Name: Diebel and Company I Architects, Gary Diebel, AIA

Address: PO Box 1044

City/State/Zip: Burlingame, CA 94011

Phone: 650.558.8885

E-mail: gary@diebelstudio.com

PROPERTY OWNER

Name: Rich Schoustra and Holly Rogers

Address: 1350 Columbus Avenue

City/State/Zip: Burlingame, CA 94010

Phone: (650) 219-9512

E-mail: hollyrogers98@yahoo.com, rschoustra@yahoo.com

ARCHITECT/DESIGNER

Name: Diebel and Company I Architects

Address: PO Box 1044

City/State/Zip: Burlingame, CA 94011

Phone: 650.558.8885

E-mail: gary@diebelstudio.com

Burlingame Business License #: 18146

Authorization to Reproduce Project Plans:

I hereby grant the City of Burlingame the authority to reproduce upon request and/or 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. GD (Initials of Architect/Designer)

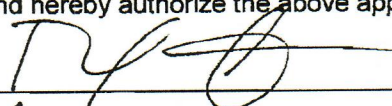
PROJECT DESCRIPTION: The goal of the project is to allow one-story living in meeting accessibility needs of users.

Necessary spaces for daily living will all be on the first floor. A Master Bedroom is added to this main floor level for accessibility and the second floor remodeled for children bedrooms. The existing sunken Living Room will be raised level with the remainder of first floor and the existing deck will remain to allow access to the backyard area.

AFFIDAVIT/SIGNATURE: I hereby certify under penalty of perjury that the information given herein is true and correct to the best of my knowledge and belief.

Applicant's signature:  Date: 12.1.2018

I am aware of the proposed application and hereby authorize the above applicant to submit this application to the Planning Commission.

Property owner's signature:  Date: 12/5/2018

Date submitted: 12/5/18

December 5, 2018

Burlingame Planning Commission
Burlingame City Hall
501 Primrose Road
Burlingame, CA 94010

RECEIVED

DEC 10 2018

CITY OF BURLINGAME
CDD-PLANNING DIV.

Re: Design Review of 1350 Columbus Avenue / Request for Variance explanation

Dear Commissioners:

In 2009 our plans for a remodel with no variances was approved by the City of Burlingame Planning Commission. This approval came 1 day (March 10, 2009) after a life-changing accident impacted our family. It has taken us 9+ years living with our 'new-normal' to develop the current submission of plans for remodel being considered by The Planning Commission.

The Lot Coverage variance we are requesting is driven by 2 specific things:

1. Universal Design/Wheelchair access – Since March 9, 2009, we have lived on the first floor. A wheelchair is used daily, dictating open, universal design for our 1st floor bedroom, bathroom, kitchen and living spaces + flush access to the backyard deck.
2. Geographic slope: Our lot elevation declines about 6 feet from front to back. In order for the back deck to be flush with the back door (necessary for wheelchair access), the deck is more than 30 inches above the ground on this part of our lot. The deck provides our only egress out the back door; and because it is wheelchair accessible, allows us to spend most evenings there when the weather is nice.

Our design is modest, and we are committing ourselves to a home that will allow us to live without compromising our mobility. The proposed layout is a functional 1st floor living space to accommodate our needs. While the plans slightly exceed the lot coverage requirements, the overall FAR is 40 square feet under the maximum FAR.

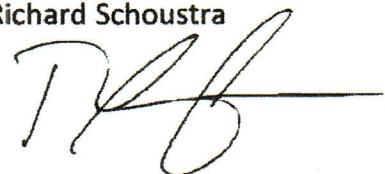
We appreciate your consideration and look forward to working together with the Planning Commission in order to arrive at the best possible outcome for our family's future living here in Burlingame.

Thank you.

Holly Rogers



Richard Schoustra



RECEIVED

DEC 10 2018

CITY OF BURLINGAME
CDD-PLANNING DIV.

6 December 2018

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

Re: 1350 Columbus Avenue Design Review

Dear Commissioners,

A traumatic accident nearly ten years ago changed the homeowner's lives and created new mobility needs. Homeowners, Rich Schoustra and Holly Rogers, are seeking to remodel their family home of over twenty years so that it has everything that they require on the first floor.

The homeowner's asked us to help design their project with the goal of making their home wheelchair accessible. We have developed plans for configuring more open space and expanding the first floor of the house. This level has all spaces required for daily living, including a master bedroom addition. The existing sunken living room will be raised level with the remainder of first floor and the existing deck will remain to allow access to the backyard. The deck is level with the interior finished floor for accessibility. The second floor will be remodeled for children bedrooms.

Holly and Rich carefully planned the house with us. Inches can make a big difference for mobility issues for the user.

We developed the design to enhance the existing architecture and were attentive to the scale, massing, and details. The second floor is expanded slightly and built into the main roof form. Overall, the design is a consistent architectural style and compatible with the neighborhood context.

This project is unique in that it is designed for level one-story wheelchair living on a sloping site. The property drops from the front to the back. The back deck would not be considered in the Lot Coverage calculations if the grade sloped the opposite direction or was flat. It would be similar to the front porch that is less than 30 inches above grade. The deck is essentially what pushes the proposal over the maximum lot coverage, but the homeowners want to keep wheelchair access to the back with the deck. It is existing and has no new impact on neighbors. The use will remain the same to give the family a place to gather together outside when the weather is good.

We look forward to discussing this application with you and answering any questions. Thank you for your time and consideration.

Sincerely,
Diebel and Company | Architects



Gary Diebel, AIA, Architect
C-25284

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burlingame, california
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t.) 650.558.8885
e.) gdiebel@diebelstudio.com

DEC 10 2018

CITY OF BURLINGAME
CDD-PLANNING DIV.

Exhibit A

City of Burlingame
Lot Coverage Variance
1350 Columbus Avenue

This Lot Coverage Variance deals with the existing back deck being more than thirty inches above grade, which is due to the property slope from front down to the back.

a. Describe the exceptional or extraordinary circumstances or conditions applicable to your property which do not apply to other properties in this area.

This project is unique in that it is designed for level one-story wheelchair living on a sloping site. The property drops from the front to the back. The back deck would not be considered in the Lot Coverage calculations if the grade sloped the opposite direction or was flat. It would be similar to the front porch that is less than thirty inches above grade.

b. Explain why the variance request is necessary for the preservation and enjoyment of a substantial property right and what unreasonable property loss or unnecessary hardship might result from the denial of the application.

The deck is essentially what pushes the proposal over the maximum lot coverage, but the homeowners want to keep wheelchair access to the back with the deck. The use will remain the same to give the family a place to gather together outside when the weather is good.

c. Explain why the proposed use at the proposed location will not be detrimental or injurious to property or improvements in the vicinity or to public health, safety, general welfare or convenience.

The existing deck is well built and is proposed to remain unchanged. It is level with the existing first floor for wheelchair access to backyard outdoor space. The master bedroom is mandatory for single-level wheelchair access. Overall, the proposal will have no adverse affect on public health, it improves safety due to new fire sprinklers, the project preserves/enhances the existing environment, and significantly improves wheelchair accessibility.

d. How will the proposed project be compatible with the aesthetics, mass, bulk and character of the existing and potential uses on adjoining properties in the general vicinity?

The design maintains a constant architectural style and enhances the existing architecture. It is compatible in scale, massing, and details with the existing house. It maintains its fit in the neighborhood context. The first floor master bedroom addition and the second story reconfiguration has minimal affect on neighbors.

po box 1044

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RESOLUTION APPROVING CATEGORICAL EXEMPTION, DESIGN REVIEW, AND VARIANCE

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

WHEREAS, a Categorical Exemption has been prepared and application has been made for Design Review and Lot Coverage Variance for a first and second floor addition to an existing single family dwelling at 1350 Columbus Avenue, Zoned R-1, Rich Schoustra and Holly Rogers, property owners, APN: 027-152-310;

WHEREAS, said matters were heard by the Planning Commission of the City of Burlingame on February 11, 2019 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 15301 (e)(1) of the CEQA Guidelines, which states that additions to existing structures are exempt from environmental review, provided the addition will not result in an increase of more than 50% of the floor area of the structures before the addition, is hereby approved.
2. Said Design Review and Variance are approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Design Review and Variance are 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 February, 2019 by the following vote:

Secretary

EXHIBIT "A"

Conditions of Approval for Categorical Exemption, Design Review, and Variance
1350 Columbus Avenue
Effective **February 22, 2019**

Page 1

1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped January 18, 2019 sheets A0.1- A2.4, A2.8-A3.2, A3.6-A4.1,L1.0 and date stamped February 1, 2019 sheets A2.5, A2.6, A3.3, and A3.4;
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;
5. 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;
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, 2016 Edition, 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

EXHIBIT "A"

Conditions of Approval for Categorical Exemption, Design Review, and Variance

1350 Columbus Avenue

Effective **February 22, 2019**

professional, that demonstrates that the project falls at or below the maximum approved floor area ratio for the property;

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 built according to the approved Planning and Building plans.



CITY OF BURLINGAME
COMMUNITY DEVELOPMENT DEPARTMENT
501 PRIMROSE ROAD
BURLINGAME, CA 94010
PH: (650) 558-7250 • FAX: (650) 696-3790
www.burlingame.org

Site: 1350 COLUMBUS AVENUE

The City of Burlingame Planning Commission announces the following public hearing on **MONDAY, FEBRUARY 11, 2019 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Application for Design Review and Lot Coverage Variance for a first and second story addition to an existing single family dwelling at **1350 COLUMBUS AVENUE** zoned R-1.
APN 027-152-310

Mailed: February 1, 2019

(Please refer to other side)

**PUBLIC HEARING
NOTICE**

City of Burlingame

A copy of the application and plans for this project may be reviewed prior to the meeting at the Community Development Department at 501 Primrose Road, Burlingame, California.

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.

For additional information, please call (650) 558-7250. Thank you.

Kevin Gardiner, AICP
Community Development Director

PUBLIC HEARING NOTICE

(Please refer to other side)

1350 Columbus Avenue
300' Radius
APN #027.152.310

