



**PROJECT LOCATION**  
748 Plymouth Way

# City of Burlingame

Design Review

Item No. 8a  
Regular Action

**Address:** 748 Plymouth Way

**Meeting Date:** April 8, 2019

**Request:** Application for Design Review for a second story addition and interior remodel to an existing single-family dwelling.

**Applicants and Property Owners:** Heather & Ekine Akuiyibo

**APN:** 029-162-150

**Architect:** Mark Pearcy

**Lot Area:** 6,480 SF

**General Plan:** Low Density Residential

**Zoning:** R-1

**Environmental Review Status:** The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301 (e)(1), which states that additions to existing structures are exempt from environmental review, provided that addition will not result in an increase of more than 50% of the floor area of the structures before the addition.

**Project Description:** The existing single-story house with an attached one-car garage contains 2,153 SF (0.33 FAR). The proposed project includes adding a new second story that would increase the floor area to 2,973 SF (0.46 FAR), where 3,174 SF (0.49 FAR) is the maximum allowed (including a 147 SF covered front porch exception). The proposed project is 201 SF below the maximum allowed FAR.

The existing house contains four bedrooms and the proposed project is maintaining the same number of bedrooms (play room on first floor does not qualify as a bedroom since its wall is 50% open; office on second floor does not qualify as a bedroom since it is open to the stairway). Two parking spaces, one of which must be covered, are required for a four-bedroom house. The existing garage (12'-3" x 19'-6" clear interior dimensions) will be modified to create a new bedroom behind it, but will maintain the required dimensions (10' x 20' clear interior dimensions) to provide one covered parking space. One uncovered parking space (9'-0" x 20'-0") is provided in the driveway. Therefore, the project is in compliance with off-street parking requirements. All other zoning code requirements have been met. The applicant is requesting the following application:

- Design Review for a second story addition to an existing single-family dwelling (C.S. 25.57.010 (a) (2)).

## 748 Plymouth Way

Lot Size: 6,480 SF

Plans date stamped: March 22, 2019

	EXISTING	PROPOSED	ALLOWED/REQUIRED
<b>Front Setback (1st flr):</b> <b>(2nd flr):</b>	19'-10" (to porch) n/a	no change 48'-11"	15'-0" or block average 20'-0"
<b>Side Setback (left):</b> <b>(right):</b>	5'-10" <sup>1</sup> 3'-10" <sup>2</sup>	no change no change	6'-0" 6'-0"
<b>Rear Setback (1st flr):</b> <b>(2nd flr):</b>	22'-2" n/a	no change 25'-8"	15'-0" 20'-0"
<b>Lot Coverage:</b>	2,296 SF 35.4 %	2,296 SF 35.4 %	2,592 SF 40 %
<b>FAR:</b>	2,141 SF 0.33 FAR	2,961 SF 0.46 FAR	3,174 SF <sup>3</sup> 0.49 FAR

<sup>1</sup> Non-conforming, existing left side setback (5'-10" existing where 6'-0" is required).

<sup>2</sup> Non-conforming, existing right side setback to the attached garage wall (3'-10" existing where 6'-0" is required).

<sup>3</sup> (0.32 x 6,480 SF) + 1,100 SF = 3,174 SF (0.49 FAR)

**748 Plymouth Way****Lot Size:** 6,480 SF**Plans date stamped:** March 22, 2019

	EXISTING	PROPOSED	ALLOWED/REQUIRED
<b># of bedrooms:</b>	4	4	---
<b>Off-Street Parking:</b>	1 covered (12'-3" x 19'-6" clear interior) 1 uncovered (9' x 20')	1 covered (10' x 20' clear interior) 1 uncovered (9' x 20')	1 covered (10' x 20' clear interior) 1 uncovered (9' x 20')
<b>Building Height:</b>	17'-7 1/4"	24'-5"	30'-0"
<b>DH Envelope:</b>	n/a	complies	CS 25.26.075

**Staff Comments:** None.

**Design Review Study Meeting:** At the Planning Commission Design Review Study meeting on March 11, 2019, the Commission had comments regarding adjacent neighbor views from Chatham Road and adding an additional window towards the rear of the northeast elevation (see attached March 11, 2019 Planning Commission Minutes). The Commission voted to place the project on the Regular Action Calendar.

The applicant submitted a response letter dated March 22, 2019, and revised plans date stamped March 22, 2019, to address the Planning Commission's comments.

Please refer to the copy of the March 11, 2019, Planning Commission minutes included in the staff report for the list of Planning Commission comments. Although the designer will be available to address additional comments/questions from the Commission during his presentation at the action hearing, listed below are the summarized revisions to the project and plans provided by the applicant.

1. Additional perspective views have been added to help visualize how project is seen from Chatham Road.
2. An additional window was added to the northeast elevation and an existing window in the garage was replaced to be consistent with the additional new window.

**Design Review Criteria:** The criteria for design review as established in Ordinance No. 1591 adopted by the Council on April 20, 1998 are outlined as follows:

1. Compatibility of the architectural style with that of the existing character of the neighborhood;
2. Respect for the parking and garage patterns in the neighborhood;
3. Architectural style and mass and bulk of structure;
4. Interface of the proposed structure with the structures on adjacent properties; and
5. Landscaping and its proportion to mass and bulk of structural components.

**Suggested Findings for Design Review:** The architectural style of the proposed new design of the house and addition is similar to the existing house and is consistent with the existing character of the neighborhood. The project proposes a variety of materials including composition shingle roofing, stained horizontal wood siding and cement plaster, wood fascia and columns, and aluminum clad wood casement windows and doors with simulated true divided lite grids and wood trim. The articulation provides visual interest on all elevations and the

architectural elements of the proposed craftsman and contemporary style structure compliment the neighborhood; for these reasons the project may be found to be compatible with the requirements of the City's five design review criteria.

**Planning Commission Action:** The Planning Commission should conduct a public hearing on the application, and consider public testimony and the analysis contained within the staff report. Action should include specific findings supporting the Planning Commission's decision, and should be affirmed by resolution of the Planning Commission. The reasons for any action should be stated clearly for the record. At the public hearing the following conditions should be considered:

1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped March 22, 2019, sheets A1 through A6.
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 professional, that demonstrates that the project falls at or below the maximum approved floor area ratio for the property;

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 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.

Michelle Markiewicz  
Assistant Planner

- c. Heather & Ekine Akuiyibo, applicants and property owners  
Mark Percy, architect

Attachments:

March 11, 2019 Planning Commission Minutes  
Applicant's Response Letter, dated March 22, 2019  
Application to the Planning Commission  
Letter to Planning Commission, dated March 1, 2019  
Letters from Neighbors  
Planning Commission Resolution (proposed)  
Notice of Public Hearing – Mailed March 29, 2019  
Area Map