



CITY OF BURLINGAME
Community Development Department
MEMORANDUM

DATE: April 15, 2019 **Director's Report**

TO: Planning Commission **Meeting Date:** April 22, 2019

FROM: Sonal Aggarwal, Contract Planner

SUBJECT: **FYI – REVIEW OF REQUESTED CHANGES BY THE PLANNING COMMISSION TO A PREVIOUSLY APPROVED DESIGN REVIEW PROJECT, AT 1104 CLOVELLY LANE, ZONED R-1.**

Summary: An application for Design Review and Special Permit for an attached garage for a new, two-story single family dwelling at 1104 Clovelly Lane, zoned R-1, was approved by the Planning Commission on August 27, 2018 (see attached August 27, 2018 Planning Commission Meeting Minutes). The project was approved with the following conditions of approval:

- submit a revised landscape plan showing additional landscaping throughout the site, especially within the front yard; and
- encourage the applicant to work with neighbor to address privacy concerns regarding the second floor door and deck along the right side of the house; solutions to consider include changing the 8 foot wide sliding glass doors in the master bedroom to a single door with sidelites and/or adding one or two landscape trees to screen the second floor deck.

The plans have been revised to include an updated landscape plan which shows new landscaping along the front and right side of the house (see revised landscape plan, date stamped April 17, 2019). No changes were made to the size or location of doors and windows. The applicant also submitted a response letter, dated April 11, 2019, to explain the changes made to the previously approved Design Review project. A building permit application for this project was submitted in January 2019 and has not been issued yet.

There are no other changes proposed to the design of the house other than the changes detailed in the applicant's letter and revise landscape plan. If the Commission feels there is a need for more study, this item may be placed on an action calendar for a second review and/or public hearing with direction to the applicant.

Sonal Aggarwal
Contract Planner

Attachments:

August 27, 2018 Planning Commission Minutes
Explanation letter submitted by the applicant, dated April 11, 2019
Originally approved and proposed plans, date stamped April 17, 2019



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, August 27, 2018

7:00 PM

Council Chambers

- a. 1104 Clovelly Lane, zoned R-1- Application for Design Review and Special Permit for attached garage for a new, two-story single family dwelling and attached garage. The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303 (a). (Best Construction, applicant; Cornelia Haber, designer; Sumagny LLC, property owner) (109 noticed) Staff Contact: Sonal Aggarwal

Attachments: [1104 Clovelly Ln - Staff Report.pdf](#)
[1104 Clovelly Ln - Attachment.pdf](#)
[1104 Clovelly Lane - Plans - 08.27.18.pdf](#)

All Commissioners had visited the project site. Commissioner Sargent visited with the neighbors at 1105 Killarney Lane regarding the project.

Associate Planner Kolokihakaufisi provided an overview of the staff report.

There were no questions of staff.

Acting Chair Kelly opened the public hearing.

Cornelia Haber, project designer, represented the applicant.

Commission Questions/Comments:

- > Planting plan in front yard is sparse where existing trees are being removed. Could you revisit landscape plan to add some bushes to add height and scale at front of house? (Haber: Yes, that wouldn't be an issue.)*
- > Have you had any communication with the neighbor to the right about how you could address his concern regarding the balcony doors on second floor facing their yard? (Haber: Just saw the letter this afternoon, so have not had a chance to talk to the neighbor. In the previous design, there were windows facing that side. The balcony is less than four feet wide, so main purpose of balcony and doors is to provide a sense of spaciousness to the bedroom. Could look at addressing the neighbor's concern by adding landscape screening.)*
- > Not sure how landscaping could help from sight line on second floor. Neighbor may be reacting to relocating the deck and doors previously proposed at the rear of house to the side of house. (Haber: If you look at relative position of the two houses, the balcony faces the neighbor's rear yard, not their house. Adding a tree in the side yard may help to mitigate their concerns.)*
- > Encourage you to speak with your neighbor about a solution that would alleviate his concerns.*

Public Comments:

James Fitzpatrick, next door neighbor: Previous proposal had the balcony and doors along the rear of the house and windows along the side of the house, which was not a problem. Concerned that balcony and

doors will look directly into their family room. Have 10 foot tall existing landscaping along that side of the house, but don't feel it's tall enough to screen view from second floor balcony that close to the property line. Would prefer the previous design with the balcony at the rear of the house.

Acting Chair Kelly closed the public hearing.

Commission Discussion:

- > Like revised design, more traditional design fits the context of neighborhood. Massing is handled well.
- > Concern is that the landscaping is sparse, particularly within the front yard.
- > Would like to see a resolution reached with the neighbor, consider using a single door at balcony with sidelites instead of 8 foot wide sliding doors, and perhaps frosted glass.
- > Don't think there will be a lot of activity on the balcony, because the door needs to provide passage to the balcony.
- > Think the applicant could massage the issue of the window and doors and still be able to access the deck.
- > Look closely at second floor decks, have been somewhat permissive of smaller decks off bedroom spaces because they won't lead to a lot of public activity.
- > Design review process worked well for this application.
- > Encourage applicant to work with neighbor to address privacy concerns; adding one or two trees could also solve the problem.

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

> that prior to issuance of a building permit, the applicant shall submit an FYI for Planning Commission review to address the following items:

- submit a revised landscape plan showing additional landscaping throughout the site, especially within the front yard; and
- encourage the applicant to work with neighbor to address privacy concerns regarding the second floor door and deck along the right side of the house; solutions to consider include changing the 8 foot wide sliding glass doors in the master bedroom to a single door with sidelites and/or adding one or two landscape trees to screen the second floor deck.

The motion carried by the following vote:

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

Absent: 2 - Comaroto, and Gaul

April 11, 2019

To: City of Burlingame
Planning Department
Sonal Aggarwal, planner

Re: Plan Review Comments for
New home at 1104 Clovelly Lane

Dear Sonal,

Following the conditions of approval by the Planning Commission, we reached out twice to the neighbor at 1100 Clovelly with some proposed solutions. They were: adding planting along the common property line, or reducing the size of the sliding door accessing the second floor balcony.

Since we have not received any response, we are opting to install the tall plants.

Please let us know if this will be sufficient.

Thank you,

Cornelia Haber,
Designer