



City of Burlingame

BURLINGAME CITY HALL
501 PRIMROSE ROAD
BURLINGAME, CA 94010

Meeting Minutes Planning Commission

Monday, July 22, 2019

7:00 PM

Council Chambers

- b. 2601 Easton Drive, zoned R-1 - Application for Design Review and Special Permit for declining height envelope and attached garage for a new, two-story single family dwelling with an attached garage. (Gary Diebel, Diebel and Company | Architects, applicant and architect; Liz and Debanjan Ray, property owners) (90 noticed) Staff Contact: 'Amelia Kolokihakaufisi

Attachments: [2601 Easton Dr - Staff Report](#)

[2601 Easton Dr - Attachments](#)

[2601 Easton Dr - Plans](#)

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

Senior Planner Keylon provided an overview of the staff report.

Questions of Staff:

There were no questions of staff.

Chair Comaroto opened the public hearing.

Gary Diebel represented the applicant, with property owners Liz and Debanjan Ray.

Commission Questions/Comments:

- > *Massing is well articulated and broken down. Why are all the roofs hip roofs? (Diebel: Studied both, seemed to work the best, minimizes the mass.)*
- > *Rear elevation has a lot of charm, front seems a bit bare. Some gable roofs would allow more decorative elements.*
- > *Stained wood door for the garage door to provide depth? (Diebel: That has been proposed, both on the garage door and entry door.)*
- > *Would like more of the decorative items in the front.*
- > *Is the face of the proposed garage in the same plane as the current garage? (Diebel: Many are built at 15 feet since it is a steep hill. This garage is at about 25 feet.)*
- > *Side windows*
- > *How large is the deck off the kitchen? (Diebel: 20' x 19')*

Public Comments:

There were no public comments.

Chair Comaroto closed the public hearing.

Commission Discussion:

- > Steep slope indicates a need for declining height envelope relief.
- > Look at adding more charm to the front elevation.
- > Busy roofline, almost every part of the house has its own roof form. Could simplify. Also consider some gable roofs.
- > Note on plan indicates wood or stucco brackets; should specify wood.
- > Tree removal is supportable given it is growing into the house.
- > Existing front elevation is simple but has nice details; should try some of those types of elements on the new house.
- > Would like some reference to neighbors, particularly those on the left, to make sure they are OK and windows are not aligned.
- > Garage is set back so is not in the face of the neighbor.
- > Cognizant of the deck being close to the neighbors. Assumes entertaining since it is from the kitchen. Suggest some shrubbery to screen for the neighbors.

30 July 2019

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

Re: New House at 2601 Easton Drive

Dear Commissioners,

Thank you for reviewing the proposed new house for 2601 Easton Drive. We appreciate your comments from the study session and have incorporated your recommendations.

- We reconsidered gable roofs on the front elevation that are in our preliminary study sketches. Gables have been added above the garage and living room. The gables have clay tile vents that are similar to the existing house and neighboring properties.
- Details, articulation and character in the back elevation is developed further in the front and sides of the house.
- Spanish character have been emphasized by rendering wood materials, adding wrought iron and other details.
- The window in the children's bathroom on the left side of the second floor has been centered for symmetry.
- The added gables, clay tile vents, decorative wrought iron, lintels, and other added details further develop the Spanish character, articulation and charm. They give the house a more of a 1920s-30s feel.
- The roof forms and plan has been simplified where possible, including gable roofs.
- The notes on wood or stucco corbels have been changed to just wood.
- We verified that the windows on the left side of the house will not be directly across from the neighbor's windows. They are actually at different heights that are staggered by a half story. The second floor bedroom windows look toward the neighbor's roof. The garage and laundry room windows do not align with the neighbor's windows.
- Screening is in the landscape plan for the deck and backyard. The landscape architects indicated Rhamnus, which is a dense plant that is good for screening. They are fast growing and are about 20' tall. We ghosted in the plantings in the Left Elevation for clarity. The neighbor's do not have windows in the vicinity. The deck is across from the neighbor's solid stucco wall.

We look forward to discussing the project. 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



APPLICATION TO THE PLANNING COMMISSION

Type of application:

- ☒ Design Review ☐ Variance ☒ Parcel #: 027.195.090
☐ Conditional Use Permit ☒ Special Permit ☐ Zoning / Other: _____

PROJECT ADDRESS: 2601 Easton Drive

APPLICANT

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

PROPERTY OWNER

Name: Debanjan and Liz Ray

Address: 2601 Easton Drive

City/State/Zip: Burlingame, CA 94010

Phone: 415.823.7111

E-mail: dray54@gmail.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

RECEIVED

MAY 29 2019

CITY OF BURLINGAME
CDD-PLANNING DIV.

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: This project involves demolition of the existing house and construction of a new house with attached garage. A Special Permit is required for encroaching on the Declining Height Envelope due to the steep site.

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:** 5.24.2019

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:** 5.24.2019

Date submitted: _____

RECEIVED

MAY 29 2019

CITY OF BURLINGAME
CDD-PLANNING DIV.

24 May 2019

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

Re: New House at 2601 Easton Drive

Dear Commissioners,

Thank you for reviewing the proposed new house for 2601 Easton Drive.

The homeowners, Debanjan and Liz Ray, decided to settle in Burlingame in 2014 for its great schools and neighborhood feel. They were attracted to the neighborhood for its location near Hoover Elementary and Broadway. They were drawn to the Spanish character of the house. Their son, Cavan, was in the inaugural first grade class at Hoover and will start 4th grade in September, while his sister, Maya, will be starting Kindergarten at Hoover in the fall. The Rays have built friendships with many of the families along Easton and adjoining streets. They have fallen in love with the neighborhood. However, the original house, which was built in the 1920s and 1930s time period when the neighborhood was developed, has become impractical for the family. It has an unusual entry into the bedroom area of the house, resulting in limited privacy from Easton Drive into the bedrooms. The other living spaces on lower floors descend the steep downhill site, making the house feel disconnected for the family. Eclectic additions have been added in decades after it was originally built that contrast with the Spanish architecture.

The existing structure is nonconforming to the zoning. It is approximately 900 square feet over the allowable floor area ratio. The garage parking space is nonconforming to the required 18' depth for existing parking. The slab is only 16' deep.

A new house is proposed on the site. The design has a consistent architectural style fitting with the original house.

The front yard is terraced down to help the house meet the 20' maximum height for the steep downhill site. The grading fits with the natural grade. It allows entry to the first floor that has the Living Room, Dining Room and Kitchen with second floor bedrooms above. The ground floor has the Family Room, an additional bathroom, and allows access to the backyard.

The proposed garage adds a parking space that meets requirements for length and width where the existing garage failed to comply. Its width is reduced compared to the existing, which allows a wider porch.

A Special Permit is required for the severe declining height envelope that is a result of the site's steep downhill slope. Otherwise, the proposed house meets all other zoning codes including, floor area ratio, lot coverage, overall height, first and second-story setbacks.

We look forward to discussing the project. 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

RECEIVED

MAY 29 2019

CITY OF BURLINGAME
CDD-PLANNING DIV.**Exhibit A****City of Burlingame
Special Permit Application
2601 Easton Drive**

This Special Permit Application is required for encroaching on the Declining Height Envelope on both sides of the property where one side is permitted. Neighboring houses on both the left and right are multistory houses.

1. Explain why the blend of mass, scale, and dominant structural characteristics of the new construction or addition are consistent with the existing structure's design and with the existing street and neighborhood.

The new house design is consistent with the original Spanish house and more cohesive. The FAR is reduced approximately 900 square feet. It is less bulky and massive than the existing structure and scale fitting with the surrounding neighborhood. The house meshes with the fabric of the neighboring ones on the street and in the neighborhood.

2. Explain how the variety of roof line, facade, exterior finish materials and elevations of the proposed new structure or addition is consistent with the existing structure, street and neighborhood.

The house is designed to meet the original neighborhood pattern of minimal traditional houses. Roofs, materials and other exterior elements give appropriate scale to the elevations in a unified way. The exterior design fits with other nearby structures.

3. How will the proposed project be consistent with residential design guidelines adopted by the city (C.S. 25.57)?

1. The architectural style is compatible with the existing house and the new design is more compatible with the original 1920's-1930's neighborhood character.
2. Garages toward the front are predominate for similarly steep sites that have grades too steep for rear garages.
3. The proposal is compatible in character with the surrounding street and neighborhood. It helps transition from houses at the 15' front setback to the average block setback.
4. The proposed house helps transition from houses at the 15' front setback to the average block setback. Structures on adjacent properties are multistory.
5. Landscape architects have skillfully designed the site development. The design softens surrounding structures and creates more useful and enjoyable outdoor areas.

4. Explain how the removal of any trees located within the footprint of any new structure or addition is necessary and is consistent with the city's reforestation requirements. What mitigation is proposed for the removal of any trees? Explain why this mitigation is appropriate.

No trees are needed to be removed in the footprint of the new house. A coast live oak is recommended for removal by the arborist, Advanced Tree Care. The tree removal was coordinated with the City Arborist Bob Disco.

po box 1044
burlingame, california
94011-1044

t.) 650.558.8885
e.) gdiebel@diebelstudio.com

Advanced Tree Care

965 East San Carlos Ave, San Carlos

650 839 9539

Debanjan Ray
2601 Easton Dr
Burlingame, CA 94010

February 9, 2019

Site: 2601 Easton Dr, Burlingame

RECEIVED

MAY 29 2019

CITY OF BURLINGAME
CDD-PLANNING DIV.

Dear Debanjan,

Re: Health and condition of coast live oak at side of house

The property at 2601 Easton Drive will be remodeled and a second story addition added to the garage. A coast live oak is close to the proposed construction and is currently impacting the existing foundations and garage wall, prompting the need for this report.

I looked at the coast live oak at the side of the house and have the following observations and summary.

Observations

The coast live oak is located between the houses at 2601 Easton Dr and 2525 Easton Dr, Burlingame. The tree can be seen in the attached photos.

Coast live oak, *Quercus agrifolia*
Diameter at Standard Height: 30.2"
Height: 40 feet
Canopy Spread: 40 feet by 50 feet

The coast live oak is in fair health and condition. The tree is located between the two houses in a narrow strip of land along the property line. The strip of land is approximately 5 feet wide between the walls of the 2 houses. The trunk of the tree is touching the wall of the garage and is bending the wall inwards. The large scaffold limbs are touching the roof of the house and the canopy is growing almost entirely over the roof of the house at 2601 Easton Dr. The canopy is thinning and the tree may be declining. The roots of the tree are extending below the property at 2601 Easton and may also be impacting the foundations of the property at 2525 Easton Dr.

Advanced Tree Care

965 East San Carlos Ave, San Carlos

650 839 9539

Summary and Recommendations

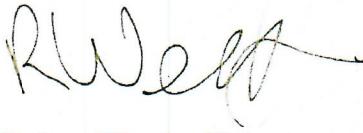
The tree is in fair health and condition and provides good shade and aesthetic value to the property, however it is currently impacting the existing house. The garage is in need of remodeling and it would be very difficult to redesign the garage such that it would not impact the health and stability of the tree. The coast live oak can grow into a large tree but requires a lot more space to do so.

Recommendations

I recommend removal of this tree.

If you have any questions or I can be of further assistance, please don't hesitate to call.

Sincerely



Robert Weatherill
Certified Arborist WE 1936a

Advanced Tree Care

965 East San Carlos Ave, San Carlos

650 839 9539



Coast live oak between houses

Advanced Tree Care

965 East San Carlos Ave, San Carlos

650 839 9539



Garage wall and lower trunk of tree

Advanced Tree Care

965 East San Carlos Ave, San Carlos

650 839 9539



Large scaffold limbs of tree touching the house

Advanced Tree Care

965 East San Carlos Ave, San Carlos

650 839 9539



Canopy over the house

**RESOLUTION APPROVING CATEGORICAL EXEMPTION,
DESIGN REVIEW, AND SPECIAL PERMIT**

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 Special Permit for Declining Height Envelope for a new, two-story single family dwelling at 2601 Easton Drive, Zoned R-1, Debanjan and Elizabeth Ray, property owners, APN: 027-195-090;

WHEREAS, said matters were heard by the Planning Commission of the City of Burlingame on August 12, 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:

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 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 is exempt from environmental review.

1. Said Design Review and Special Permit is approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Design Review and Special Permit are set forth in the staff report, minutes, and recording of said meeting.
2. 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 12th day of August, 2019, by the following vote:

Secretary

EXHIBIT "A"

Conditions of Approval for Categorical Exemption, Design Review, and Special Permit

2601 Easton Drive

Effective **August 23, 2019**

Page 1

1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped July 31, 2019, sheets A1.1 through A3.8, and sheets L1 through L3;
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, in effect at the time of building permit submittal, as amended by the City of Burlingame;

EXHIBIT "A"

Conditions of Approval for Categorical Exemption, Design Review, and Special Permit
2601 Easton Drive
Effective **August 23, 2019**

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 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: 2601 EASTON DRIVE

The City of Burlingame Planning Commission announces the following public hearing on **MONDAY, AUGUST 12, 2019 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Application for Design Review and Special Permit for declining height envelope for a new, two-story single family dwelling with an attached garage at

2601 EASTON DRIVE zoned R-1. APN 027.195.090

Mailed: August 2, 2019

(Please refer to other side)

**PUBLIC HEARING
NOTICE**

**CITY OF BURLINGAME
501 PRIMROSE RD
BURLINGAME, CA 94010**

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)

This map shows a residential neighborhood in San Francisco, with property boundaries and street names clearly marked. The map is color-coded to highlight different areas: a large central area is shaded in light blue, a surrounding area is shaded in light orange, and a third area is shaded in light green. The map includes street names such as Hillside Dr, Montez Ave, Easton Dr, Jackson Dr, and Sheldon Way. House numbers are visible on many of the properties.

APN # 027.195.090