



**PROJECT LOCATION**  
2601 Easton Drive

**City of Burlingame**  
*Design Review and Special Permits*

**Item No. 7b**  
**Consent Calendar**

**Address:** 2601 Easton Drive

**Meeting Date:** August 26, 2019

**Request:** Application for Design Review and Special Permits for declining height envelope and an attached garage for a new, two-story single family dwelling with an attached garage.

**Applicant and Architect:** Gary Diebel, Diebel and Company|Architects  
**Property Owners:** Debanjan and Liz Ray  
**General Plan:** Low Density Residential

**APN:** 027-195-090  
**Lot Area:** 7,923 SF  
**Zoning:** R-1

**Environmental Review Status:** The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per 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 may be constructed or converted under this exemption.

**Project Description:** The subject property is an interior lot and the applicant is proposing to demolish an existing house with an attached garage to build a new, two-story single family dwelling with an attached garage. The proposed house will have a total floor area of 3,566 SF (0.45 FAR) where 3,635 SF (0.46 FAR) is the maximum allowed (including 97 SF front covered porch exemption and 100 SF lower level exemption). The proposed project is 69 SF below the maximum allowed FAR.

The new single family dwelling will contain four bedrooms. Two parking spaces, one of which must be covered, are required on-site. One covered parking space is provided in the attached garage (10' x 20' clear interior dimensions); one uncovered parking space (9' x 20') is provided in the driveway. Therefore, the project is in compliance with off-street parking requirements.

The lot slopes downward from the front property line to the rear property line by more than 25%. Therefore, the applicant is also requesting a Special Permit for the second floor to extend beyond the declining height envelope along both sides of the house (80 SF along the right side of the house and 271 SF along the left side of the house). All other Zoning Code requirements have been met.

The proposed project includes removal of an existing protected size Coast live oak tree (30.2-inch diameter) along the left side property line. The tree is located in a five foot wide landscape strip between the walls of two existing houses. The tree trunk is touching the garage wall and the limbs are touching the roof of the house. In an arborist report prepared by Advanced Tree Care, dated February 9, 2019 (attached), the certified arborist notes that the tree is in fair health and condition and recommends removal. The City Arborist notes that the applicant will need to apply for and obtain a Protected Tree Removal Permit to remove this tree if the project is approved.

The applicant is requesting the following applications:

- Design Review for a new single family dwelling and attached garage (C.S. 25.57.010 (a) (1));
- Special Permit for declining height envelope along the right and left sides of the house (C.S. 25.26.035 (c)); and
- Special Permit for an attached garage (C.S. 25.26.035 (a)).

**2601 Easton Drive****Lot Area:** 7,923 SF**Plans date stamped:** July 31, 2019

	<b>PROPOSED</b>	<b>ALLOWED/REQUIRED</b>
<b>SETBACKS</b>		
<b>Front (1st flr):</b> <b>(2nd flr):</b>	25'-0" 28'-7"	23'-11" (block average) 23'-11" (block average)
<b>Side (left):</b> <b>(right):</b>	5'-10" 4'-0"	4'-0" 4'-0"
<b>Rear (1st flr):</b> <b>(2nd flr):</b>	62'-0" 65'-4"	15'-0" 20'-0"
<b>Single-car attached garage <sup>3</sup>:</b>	25'-0"	25'-0"
<b>Lot Coverage:</b>	2,030 SF 25.6%	3,169 SF 40%
<b>FAR:</b>	3,566 SF 0.45 FAR	3,635 SF <sup>1</sup> 0.46 FAR
<b># of bedrooms:</b>	4	---
<b>Off-Street Parking:</b>	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>	19'-10"	20'-0" above average top of curb for lots sloping downward more than 25% (C.S. 25.26.060 (2)(b))
<b>DH Envelope:</b>	encroachment along both sides <sup>2</sup>	Special Permit (C.S. 25.26.035 (c))

<sup>1</sup> (0.32 x 7,923) + 1,100 = 3,635 SF (0.46) FAR<sup>2</sup> Special Permit required for declining height envelope along the right and left sides of the house.<sup>3</sup> Special Permit required for an attached garage.**Summary of Proposed Exterior Materials:**

- **Windows:** aluminum clad casement windows with simulated divided lites; wood trim and shutters
- **Doors:** wood panel garage door; wood entry door with wrought iron; aluminum clad exterior doors (rear)
- **Siding:** stucco; exterior trim to be wood or cement fiber with cast stone cap
- **Roof:** clay tile
- **Other:** stone veneer clad chimney; stone veneer clad foundation; wrought iron railings and detailing

**Staff Comments:** None.

**Design Review Action Meeting:** At the action meeting on August 12, 2019, the Planning Commission noted that the changes made are a great improvement to the project (see attached August 12, 2019 Planning Commission Minutes). In addition, they also noted that adding the gable roofs brings the design closer to the traditional Spanish Revival style, the heavy timber headers and rod iron detailing provides more articulation, and the dark stained garage and front entry doors add a nice touch. The Commission advised the applicant to ensure

that the wood headers sit traditionally across the head of the windows. Lastly, the Commission commented that it would be difficult to provide a detached garage to the steep downward slope of the lot.

Because the proposed project was not publicly noticed correctly and the staff report did not reflect that a Special Permit is also required for the attached garage, action could not be taken at the August 12<sup>th</sup> meeting. Therefore, the Commission voted to bring the project back on the Consent Calendar.

**Design Review Study Meeting:** At the Planning Commission design review study meeting on July 22, 2019, the Commission had suggestions regarding this project and voted to place this item on regular action when all information has been submitted and reviewed by the Planning Division (see attached July 22, 2019 Planning Commission Minutes).

Listed below is a summary of the Commissions' comments from the July 22, 2019 Design Review Study meeting:

- Massing is well articulated and broken down;
- Revisit front elevation, add layer of depth and charm and/or articulation such as gable roofs that would bring out more of the Spanish Revival style that the design is aiming for;
- Revisit left elevation, would like to see more detailing; and
- Consider simplifying and unifying roof.

The applicant submitted a response letter dated July 30, 2019 and revised plans date stamped July 31, 2019, to address the Planning Commission's comments. In summary, the footprint remained the same, however the front and left side elevations were revised and gable roofs and more detailing (wood shutters, wrought iron elements, gable vents, and decorative tile) were incorporated into the design. Please refer to the applicant's response letter for full list of changes and responses to the Commission's comments and concerns (see attached).

**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:** That the architectural style, mass and bulk of the proposed structure (featuring a combination of hip and gable roofs, proportional plate heights, aluminum clad windows with wood trim and shutters, clay tile roofing, stucco siding, and wrought iron details) is compatible with the character of the neighborhood and that the windows and architectural elements of the proposed structure are placed so that the structure respects the interface with the structures on adjacent properties, therefore the project may be found to be compatible with the requirements of the City's five design review criteria.

**Findings for a Special Permit:** In order to grant a Special Permit, the Planning Commission must find that the following conditions exist on the property (Code Section 25.51.020 a-d):

- (a) 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;

- (b) The variety of roof line, facade, exterior finish materials and elevations of the proposed new structure or addition are consistent with the existing structure, street and neighborhood;
- (c) The proposed project is consistent with the residential design guidelines adopted by the city; and
- (d) 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, and the mitigation for the removal that is proposed is appropriate.

**Suggested Special Permit Findings (Declining Height Envelope):** That because of the downward slope of the lot from front to the rear of the property by more than 25%, the point of departure for the declining height envelope along both sides of the house is seven feet below the first story finished floor of the house which causes the declining height envelope to extend into the house at a lower elevation, that the encroachment is consistent with the design, and that the second floor wall which extends into the declining height envelope is broken up by articulated walls at various setbacks and windows distributed along the wall, the project may be found to be compatible with the special permit criteria.

**Design Review and Special Permit Findings (Attached Garage):** That the proposed attached garage is consistent with the garage pattern in the neighborhood which has a mix of both detached and attached garages. That the proposed design of the garage is integrated well into the proposed structure and that due to the downward slope (more than 25%) of the lot, it would not be possible to provide a detached garage at the rear of the lot. For these reasons, the project may be found to be compatible with the design review and special permit criteria listed above.

**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 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;

**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.

'Amelia Kolokihakaufisi  
Associate Planner

- c. Gary Diebel, applicant and architect  
Debanjan and Liz Ray, property owners

Attachments:

August 12, 2019 Planning Commission Minutes  
July 22, 2019 Planning Commission Minutes  
Applicant's Letter of Response, dated July 30, 2019  
Application to the Planning Commission  
Letter of Explanation, dated May 24, 2019  
Special Permit Application  
Arborist Report, prepared by Advance Tree Care, dated February 9, 2019  
Planning Commission Resolution (proposed)  
Notice of Public Hearing – Mailed August 16, 2019  
Area Map