



PLANNING APPLICATION

COMMUNITY DEVELOPMENT DEPARTMENT—PLANNING DIVISION

501 PRIMROSE ROAD, 2ND FLOOR, BURLINGAME, CA 94010-3997

TEL: 650.558.7250 | FAX: 650.696.3790 | E-MAIL: PLANNINGDEPT@BURLINGAME.ORG

PROJECT INFORMATION

2345 POPPY DRIVE
PROJECT ADDRESS

271-630-090
ASSESSOR'S PARCEL # (APN)

R-1
ZONING

PROJECT DESCRIPTION

1: CONVERT (E) ATTIC SPACE TO NEW BEDROOM & BATH AND ADD TWO NEW PORCHES TO (E) ROOF TO CREATE ADDITIONAL HEADROOM IN (N) BEDROOM. 2: CREATE NEW SPACE FOR LAUNDRY / MUD RM. @ REAR OF (E) GARAGE. FINISHED PROPOSED HOME TO HAVE FOUR BEDROOMS & 3 1/2 BATHS.

APPLICANT INFORMATION

BRYAN & MICHELLE DOW
PROPERTY OWNER NAME ☐ APPLICANT?

ADDRESS

PHONE

E-MAIL

CHARLES HOLMAN

P.O. BOX 63, SAN ANTONIO, CA. 74074

ARCHITECT/DESIGNER ☒ APPLICANT?

ADDRESS

510-449-9475

charlie@charlesholman.com

PHONE

E-MAIL

32400

BURLINGAME BUSINESS LICENSE #

FOR PROJECT REFUNDS - Please provide an address to which to all refund checks will be mailed to:

BRYAN DOW
NAME

ADDRESS

AFFIDAVIT OF OWNERSHIP

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 (IF DIFFERENT FROM PROPERTY OWNER)

DATE

6/18/19

I AM AWARE OF THE PROPOSED APPLICATION AND HEREBY AUTHORIZE THE ABOVE APPLICANT TO SUBMIT THIS APPLICATION TO THE PLANNING COMMISSION/DIVISION.

PROPERTY OWNER'S SIGNATURE

DATE

6/18/19

AUTHORIZATION TO REPRODUCE 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

(INITIALS OF ARCHITECT/DESIGNER)

STAFF USE ONLY

APPLICATION TYPE

- | | |
|---|--|
| <input type="checkbox"/> ACCESSORY DWELLING UNIT (ADU) | <input type="checkbox"/> VARIANCE (VAR) |
| <input type="checkbox"/> CONDITIONAL USE PERMIT (CUP) | <input type="checkbox"/> WIRELESS |
| <input checked="" type="checkbox"/> DESIGN REVIEW (DSR) | <input type="checkbox"/> FENCE EXCEPTION |
| <input type="checkbox"/> HILLSIDE AREA CONSTRUCTION PERMIT | <input type="checkbox"/> OTHER: _____ |
| <input type="checkbox"/> MINOR MODIFICATION | |
| <input checked="" type="checkbox"/> SPECIAL PERMIT (SP) <u>T.B.D.</u> | |

DATE RECEIVED:



STAFF USE ONLY

Charles Holman
P.O Box 63
San Gregorio, ca. 94074
charlie@charlesholman.com
650-747-0769

June 18, 2019

City of Burlingame
Community Development Department

Re: Letter of Explanation for addition/remodel at Dow Residence, 2345 Poppy Drive

Planning Staff-

The existing three bed room 2 ½ bath home is a pre WW2 stucco variation on the popular Tudor style. The 12:12 roof slope for the main wing of the home now contains an un-used and roomy attic space. We propose to utilize this space to create a new bedroom and small bath. Two new dormers will be added at the existing roof plane in the same area, one in the rear for added light/ egress and another in the front for added light and to provide headroom for the access stairs headroom.

Both dormers will match the existing architectural style of the home and enhance the overall look. There will be minimal change to the mass and bulk of the structure and no ill effect to adjacent next door or rear facing neighbors. A new window will be added to the North end of the home and it will not align with or infringe on the neighbor's privacy. The new window will be situated to the rear of the neighbor's existing second story and simply overlook their roof.

On Poppy Drive the immediate neighbors to each side and through out the streetscape are of similar style and the home's proposed dormer features will be consistent with architectural details of other homes on the block.

In addition to the attic conversion, we propose to convert the rear of the existing garage to a new laundry/ mud room. This will have no affect on the exterior of the home other that a new set of French doors facing the back yard.

There will be no change to existing landscaping and no trees will be affected in any way.

We hope the staff can support the above improvements to the home.



Charles Holman
Holman Design Associates



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

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08/16/2019

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ZIP 94010
041L11253239

Site: 2345 POPPY DRIVE

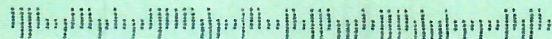
The City of Burlingame Planning Commission announces the following public hearing **on MONDAY, AUGUST 26, 2019 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Application for Design Review for an addition to existing attic space above the second story of an existing single family dwelling at

2345 POPPY DRIVE zoned R-1. APN 027.163.090

Mailed: August 16, 2019

(Please refer to other side)



**PUBLIC HEARING
NOTICE**

**CITY OF BURLINGAME/
AKOLOKIHAKAUFISI
501 PRIMROSE
BURLINGAME, CA 94010**

2345 Poppy Drive
300' noticing
APN #: 027.163.090

