



# City of Burlingame

BURLINGAME CITY HALL  
501 PRIMROSE ROAD  
BURLINGAME, CA 94010

## Meeting Minutes Planning Commission

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Monday, August 26, 2019

7:00 PM

Council Chambers

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- e. 1319 Capuchino Avenue, zoned R-1 - Application for Design Review for a new, two-story single family dwelling and detached garage. (James Chu, Chu Design Associates, Inc., applicant and designer; Patrick Gilson, property owner) (122 noticed) Staff Contact: Michelle Markiewicz

Attachments: [1319 Capuchino Ave - Staff Report](#)  
[1319 Capuchino Ave - Attachments](#)  
[1319 Capuchino Ave - Plans](#)

*Chair Comaroto and Commission Sargent were recused from this item because they own property within 500 feet of subject property.*

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

*Senior Planner Lewit provided an overview of the staff report.*

*There were no questions of staff.*

*Acting Chair Tse opened the public hearing.*

*James Chu, Chu Design Associates, Inc., represented the applicant.*

*Commission Questions/Comments:*

- > Plans show full divide lite clad wood casement windows? Will windows be full divided or simulated true divided lite windows? (Chu: Will be simulated true divided lite windows.)*
- > Like interior courtyard. The large bi-folding doors off the den seems to be in the way of the doors in the living room, may want to consider using a multi-slide door or a pocketed multi-slide door that would disappear to help your flow.*
- > Indicate spacing of batts on siding on plans, don't want them to get too wide. (Chu: Believe plans indicate less than 24 inches.)*
- > Would you consider lowering plate height on second floor? This will be a two-story house surrounded by existing one-story houses in the neighborhood; vertical siding on house will make it appear tall and massive in comparison to the neighborhood. (Chu: Client requested proposed plate height, was approved with a 9'-6" plate height on a previous project.)*
- > House is very vertical, is tall in its plate heights and vertical siding makes for some tall pieces, am concerned in that regard. Should also consider lowering plate height at front porch, don't see reason why it needs to be that tall.*

*Public Comments:*

*Elisa Marcaletti, 1315 Capuchino Avenue: Live to the left of the proposed house. Not here to oppose project and am happy that existing house will be replaced. Have three young children, concerned about stairway window looking into kitchen window. Also concerned about proposed height of house, feel like it*

will dwarf the existing one-story houses in the neighborhood. Recently built house and proposed house across the street are designed differently, so you don't feel the vertical height as much as the proposed house. Noticed that there are several existing trees being removed and new trees to be planted along the left side property line, have questions about whether or not the existing fence is proposed to be removed, just replaced it a few years ago. Existing sewer line was also replaced a few years ago, don't want to see new sewer line damaged.

Chu: Existing fence is proposed to be replaced, however will revisit the fence with the neighbor to determine if it can be retained. Landscape plan show two or three trees to be planted in the rear yard for privacy, no heavy landscaping is proposed along the left side property line. Will revisit stairway window, also want to maintain privacy.

Acting Chair closed the public hearing.

Commission Discussion/Direction:

- > Proposed design doesn't fit in with the neighborhood of mostly smaller homes, building is insensitive to the neighborhood. Walked the neighborhood, only remember seeing two, two-story houses, one at the end of the block; all of the other houses are small.
- > Concerned with the central courtyard, places the noise-making, partying activity against the side wall of the neighboring property, is not a pattern in the city. Takes activity that normally happens in the backyard and places it right at the neighbor's wall. Don't think it fits, have allowed a few of them in the past and regret it. Courtyard is located off living room, dining room and den and will encourage gathering, won't be pleasant for the neighbor. This is a pattern that we should be avoiding.
- > Porch is out of scale.
- > House would be very elegant and beautiful in right context, however in this context the house overpowers and overscales the neighborhood.
- > Have often times disallowed large courtyards on sides of houses that face neighbors, but have allowed small areas such as breakfast patios. In this case, proposed courtyard is large and is in the confluence of semi-public gathering spaces for the house. Concerned that activity in courtyard will be intrusive to the neighbors.
- > Voted against Spanish style house to be built across the street because I didn't think it fit in with the neighborhood; think this proposed design may fit in less.
- > Smaller houses in the neighborhood will begin disappearing over the next 15-20 years, neighborhood now consists of smaller houses, so two-story houses to be built have to be sensitive to the neighborhood.
- > Generally support the rights of the property owner to build what is allowed by right, location suffers the calamity that neighborhood is made up of small houses, not really sure what design would be sensitive to the neighborhood.
- > Design guidelines clearly state that houses should fit in with the neighborhood, should be a slow transition, two-story houses should be sensitive to the neighborhood now.
- > Not opposed to replacing a house with a new two-story house, however design chosen which is vertical and tall in nature, is out of context in terms of architecture and fitting in with the neighborhood.
- > There may be other styles, because of their detailing, whether it's Spanish revival or Craftsman, that might work with the proposed plate heights.

**Commissioner Terrones made a motion, seconded by Commissioner Loftis, to place the item on the Regular Action Calendar when revisions have been made as directed. The motion carried by the following vote:**

**Aye:** 4 - Terrones, Tse, Gaul, and Loftis

**Absent:** 1 - Kelly

**Recused:** 2 - Sargent, and Comaroto





October 7, 2019

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

Re: New residence at  
1319 Capuchino Ave  
Burlingame, CA 94010

Dear Planning Commissioner:

Per your design review comments, we have re-design the proposed new residence at 1319 Capuchino Ave, Burlingame. The new style is Craftsman, the court yard was completely eliminated. The applicant is not requesting any special permit, only design review. On landscape plan, we have added a row of privacy screening tree, with new 6 foot fence replacing the existing.

Thank you for your time in reviewing the revised plan, we will be happy to answer any question at the Planning Commission meeting.

Sincerely,

*James Chu*

James Chu  
Chu Design

September 6, 2019

From:

Ernestine Anderson (Renee Landworth)

Burlingame

RECEIVED

SEP 6 2019

CITY OF BURLINGAME  
PLANNING COMMISSION

To: Burlingame Planning Commission

Regarding unacceptable side-patio design planned for 1319 Capuchino Ave,  
Burlingame.

I am the homeowner next to 1319 Cap. and I am shocked and disturbed and afraid of the noise I would have to endure if a side-patio would be built. I could not live with people constantly having gatherings, parties, etc out on a side-patio right in front of my living room, dining room, and kitchen windows. I would have to flee to my bedroom most evenings- no longer would I be able to open my windows on a hot summer night. Such a big house being planned- yet they have to encroach on my privacy? The backyard on 1319 Capuchino has no apartment facing it, so lots of patio space to have gatherings. I am a senior citizen and I fear that my quality of life will be ruined. Furthermore, the future of my property will drastically decrease. Any potential buyers would immediately look at that side-patio and realize it would be a constant space of noise, aggravation, and bickering with the neighbors. Side patios produce disharmony.





COMMUNITY DEVELOPMENT DEPARTMENT • 501 PRIMROSE ROAD • BURLINGAME, CA 94010  
p: 650.558.7250 • f: 650.696.3790 • www.burlingame.org

## APPLICATION TO THE PLANNING COMMISSION

### Type of application:

☒ Design Review ☐ Variance ☐ Parcel #: 026-086-090  
☐ Conditional Use Permit ☐ Special Permit ☐ Zoning / Other: \_\_\_\_\_

**PROJECT ADDRESS:** 1319 CAPUCHINO AVE

### APPLICANT

Name: CHU DESIGN ASSOCIATES

Address: 55 W. 43RD AVE.

City/State/Zip: SAN MATEO, CA 94403

Phone: 650-345-9286 x104

E-mail: james@chudesign.com

### PROPERTY OWNER

Name: Mr. Patrick Gilson

Address: [REDACTED]

City/State/Zip: [REDACTED]

Phone: [REDACTED]

E-mail: [REDACTED]

### ARCHITECT/DESIGNER

Name: JAMES CHU

Address: 55 W. 43RD AVE.

City/State/Zip: SAN MATEO, CA 94403

Phone: 650-345-9286 x104

E-mail: james@chudesign.com

Burlingame Business License #: 22684

### 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. JC (Initials of Architect/Designer)

**PROJECT DESCRIPTION:** DEMO EXISTING SINGLE STORY RESIDENCE AND DETACHED GARAGE.  
REBUILD NEW TWO STORY RESIDENCE AND TWO CAR DETACHED GARAGE.

**AFFIDAVIT/SIGNATURE:** I hereby [REDACTED] certify that the information given herein is true and correct to the best of my knowledge and belief.

**Applicant's signature:** James Chu [REDACTED] Date: JUNE 18, 2019

I am aware of the proposed application of the above applicant to submit this application to the Planning Commission.

**Property owner's signature:** [REDACTED] Date: JUNE 18, 2019

**Date submitted:** \_\_\_\_\_

# Kielty Arborist Services LLC

Certified Arborist WE#0476A

P.O. Box 6187

San Mateo, CA 94403

650- 515-9783

June 20, 2019

Gilson, Development  
Attn: Mr. Patrick Gilson  
1731 Adrian Road #13  
Burlingame, CA 94010

Site: Capuchino, Burlingame, CA

Dear Mr. Gilson,

As requested on Tuesday, June 18, 2019, I visited the above site for the purpose of inspecting and commenting on the trees. A new home is planned for this site and your concern as to the future health and safety of the trees has prompted this visit.

## Method:

All inspections were made from the ground; the trees were not climbed for this inspection. The trees in question were located on a map provided by you. The trees were then measured for diameter at 48 inches above ground level (DBH or diameter at breast height). The trees were given a condition rating for form and vitality. The trees condition rating is based on 50 percent vitality and 50 percent form, using the following scale.



1	-	29	Very Poor
30	-	49	Poor
50	-	69	Fair
70	-	89	Good
90	-	100	Excellent

The height of the trees were measured using a Nikon Forestry 550 Hypsometer. The spread was paced off. Comments and recommendations for future maintenance are provided.

**Photo of site with redwood in the rear.**



**Survey:**

Tree#	Species	DBH	CON	HT/SP	Comments
1	Silver maple ( <i>Acer saccharinum</i> )	28	55	45. 45	Fair vigor, fair form, street tree.
2	Coast live oak ( <i>Quercus agrifolia</i> )	12.3	40	30/35	Good vigor, poor form, leans heavily to the northeast.
3	Acacia ( <i>Acacia melanoxydon</i> )	8.4	45	25/30	Good vigor, poor form, poor species.
4	Redwood ( <i>Sequoia sempervirens</i> )	48	50	50/35	Fair vigor, poor form, topped in past, codominant at 35 feet.

**Summary:**

The trees on site are a mix of a native oak and several species of imported trees. The trees are in poor-fair condition with no good or excellent trees. The street tree is in fair condition but is outgrowing its root zone. The tree will be protection with standard protection.

The oak and acacia have very poor form and should be removed. Trimming of the two trees will not improve their form or lessen their chances of failure making them a hazard.

The redwood has poor form, a past topping has resulted in a codominant tree subject to breaking. The location of the tree is poor and will obstruct the new proposed driveway. Removal of the poorly formed redwood is recommended.

**Redwood with poor form in the rear of the property.**

**Tree Protection Plan:**

Tree protection zones should be established and maintained throughout the entire length of the project. Fencing for the protection zones should be 6 foot tall metal chain link (minimum 12 gauge) supported by 2 inch galvanized iron post pounded into the ground by no less than 2 feet. The support poles should be spaced no more than 10 feet apart on center. This detail shall appear on grading, demolition, and building permit plans.



No excavation shall be allowed inside tree protection zones without the Site Arborist consent. Signs should be placed on fencing signifying "Tree Protection Zone - Keep Out". No materials or equipment should be stored or cleaned inside the tree protection zones. It is recommended to mulch the tree protection zones using 4-6 inches of wood chips. Tree protection fencing can only be removed at the end of the project by approval from the Town Arborist.

**Root cutting**

Any roots to be cut should be monitored and documented. Large roots measuring 2 inches in diameter or larger will need to be inspected by the site arborist before cut. If possible roots should be cut back to sound lateral roots under the supervision of the Site Arborist. The site arborist will likely recommend irrigation if root cutting is significant. Cut all roots clean with a saw or loppers. Roots to be left exposed for a period of time should be covered with layers of burlap and kept moist. The site arborist will be on site for excavation near all protected trees on site. If injury is to take place to tree roots proper mitigation measures will need to be applied.

**Trenching**

Trenching for irrigation, electrical, drainage or any other reason should be hand dug in combination with an air spade when beneath the driplines of protected trees. Hand digging and carefully laying pipes below or beside protected roots will dramatically reduce root loss of desired trees thus reducing trauma to the entire tree. Trenches should be backfilled as soon as possible with native material and compacted to near its original level. Trenches that must be left exposed for a period of time should also be covered with layers of burlap and kept moist. Plywood over the top of the trench will also help protect exposed roots below. All trenching within a tree protection zone will need to be observed by the Site Arborist so that proper mitigation measures can be recommended.

**Grading**

The grading contractors are required to meet with the Project Arborist and the Town Arborist at the site prior to beginning grading to review tree protection measures. The Project Arborist shall perform an inspection during the course of rough grading adjacent to the tree protection zone to ensure trees will not be injured by compaction, cut or fill, drainage and trenching, and if required, inspect aeration systems, tree wells, drains and special paving. The Site Arborist shall be notified at least 48 hours before an inspection is needed. If compaction from grading has taken place within a tree protection zone proper mitigation measures will need to be applied.

**Irrigation**

Normal irrigation should be maintained throughout the entire length of the project. The imported trees on this site (redwood tree #5) will require irrigation during the warm season months. Some irrigation may be required during the winter months depending on the seasonal rainfall. During the summer months the trees on this site should receive heavy flood type irrigation 2 times a month. During the fall and winter 1 time a month should suffice. Mulching the root zone of protected trees will help the soil retain moisture, thus reducing water consumption. The native oak trees on site shall not be irrigated unless their root zone are traumatized. Any existing irrigation underneath native oak trees should be permanently suspended.



1319 Capuchino/6/20/19

(4)

Kiely Arborist Services can be reached at (650) 515-9783 (Kevin), (650) 532-4418 (David), or by email at kkarbor0476@yahoo.com. This information should be kept on site at all times. The information included in this report is believed to be true and based on sound arboricultural principles and practices.

Sincerely,

Kevin R. Kiely  
Certified Arborist WE#0476A

David P. Beckham  
Certified Arborist WE#10724A

## RESOLUTION APPROVING CATEGORICAL EXEMPTION AND DESIGN REVIEW

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 for a new, two story single family dwelling and detached garage at 1319 Capuchino Avenue, Zoned R-1, Patrick Gilson, property owner, APN: 026-086-090;

WHEREAS, said matters were heard by the Planning Commission of the City of Burlingame on October 28, 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:

1. 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) of the CEQA Guidelines, 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, is hereby approved.
2. Said Design Review is approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Design Review is set forth in the staff report, minutes, and recording of said meeting.
3. It is further directed that a certified copy of this resolution be recorded in the official records of the County of San Mateo.

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Chairman

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 28th day of October, 2019 by the following vote:

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Secretary



## **EXHIBIT "A"**

Conditions of Approval for Categorical Exemption and Design Review

**1319 Capuchino Avenue**

Effective **November 7, 2019**

Page 1

1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped September 23, 2019, sheets A.1 through A.6, N.1, and L1.0, L2.0 and L2.5;
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;
10. that prior to scheduling the foundation inspection, a licensed surveyor shall locate the property corners, set the building footprint and certify the first floor elevation of the new structure(s) based

## EXHIBIT "A"

Conditions of Approval for Categorical Exemption and Design Review

**1319 Capuchino Avenue**

Effective **November 7, 2019**

Page 2:

on the elevation 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 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.





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

**Site: 1319 CAPUCHINO AVENUE**

The City of Burlingame Planning Commission announces the following public hearing on **MONDAY, OCTOBER 28, 2019 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Application for Design Review for a new, two-story single family dwelling and detached garage at

**1319 CAPUCHINO AVENUE** zoned R-1. APN 026.086.090

**PUBLIC HEARING  
NOTICE**

**Mailed: October 18, 2019**

*(Please refer to other side)*

**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)*



1319 Capuchino Avenue  
300' noticing  
APN #: 026.086.090

