



PROJECT LOCATION
1515 Los Altos Drive

City of Burlingame
Design Review and Hillside Area Construction Permit

Item No. 8b
Regular Action Item

Address: 1515 Los Altos Drive

Meeting Date: November 12, 2019

Request: Application for Design Review and Hillside Area Construction Permit for a first and second story addition to an existing single family dwelling.

Applicant and Architect: Ryan Morris, Morris Architecture

APN: 027-043-030

Property Owners: Stefanie Wen and Peter Wise

Lot Area: 9,071 SF

General Plan: Low Density Residential

Zoning: R-1

Environmental Review Status: The project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15301 (e)(1) of the CEQA Guidelines, which states that additions to existing structures are exempt from environmental review, provided the addition will not result in an increase of more than 50% of the floor area of the structures before the addition.

Project Description: The existing two-story house with an attached two-car garage contains 3,202 SF (0.35 FAR) of floor area. The proposed project includes additions to both the first and second story that would increase the floor area to 3,980 SF (0.44 FAR), where 4,003 SF (0.44 FAR) is the maximum allowed (including a 43 SF covered front porch exception).

The subject property is located in the Hillside Area and Code Section 25.61.020 of the Burlingame Municipal Code states that no new structure or any addition to all or a portion of an existing structure shall be constructed within the affected area without a Hillside Area Construction Permit. In addition, it states that review by the Planning Commission shall be based upon the obstruction by the construction of the existing distant views of nearby properties. Emphasis shall be given to the obstruction of distant views from habitable areas within a dwelling unit.

The existing house contains three bedrooms and the proposed project is increasing to seven bedrooms (office qualifies as a bedroom since it measures at least 70 SF, is enclosed and contains a window). Three parking spaces, two of which must be covered, are required for a seven-bedroom house. The existing garage (20'-2½" x 20'-2½" clear interior dimensions) complies with the minimum required size for a two-car garage. One uncovered parking space (9'-0" x 20'-0") is provided in the driveway. Therefore, the project is in compliance with off-street parking requirements. All other zoning code requirements have been met. The applicant is requesting the following applications:

- Design Review for a first and second story addition to an existing single-family dwelling (C.S. 25.57.010 (a)(2)); and
- Hillside Area Construction Permit for a first and second story addition (C.S. 25.61.020).

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1515 Los Altos Drive**Lot Area: 9,071 SF****Plans date stamped: October 30, 2019**

	Existing	Proposed	Allowed/ Required
Front Setback (1st flr): (2nd flr): Attached garage:	33'-9" 29'-0 ³ / ₄ " 18'-0 ¹ / ₄ "	20'-9 ¹ / ₄ " 21'-3 ¹ / ₄ " no change	20'-3" is block average 20'-3" 35'-0" to single door two-car garage ¹
Side Setback (left): (right):	5'-9 ¹ / ₂ " ² 2'-0" (to garage) ²	no change 9'-0 ¹ / ₂ " (to addition)	7'-0" 7'-0"
Rear Setback (1st flr): (2nd flr):	71'-9 ³ / ₄ " 76'-4 ¹ / ₂ "	no change no change	15'-0" 20'-0"
Lot Coverage:	2,133 SF 23.5%	2,382 SF 26.3%	3,629 SF 40%
FAR:	3,202 SF 0.35 FAR	3,980 SF 0.44 FAR	4,003 SF ³ 0.44 FAR
# of bedrooms:	3	7	---
Off-Street Parking:	2 covered (20'-2 ¹ / ₂ " x 20'-2 ¹ / ₂ ") 1 uncovered (9' x 20')	no change	2 covered (20' x 20') 1 uncovered (9' x 20')
Building Height:	23'-9 ¹ / ₄ "	22'-7 ¹ / ₂ "	30'-0"
Declining Height Envelope:	Existing second story encroaches into DHE ⁴	no change	C.S. 25.26.075

¹ Existing, non-conforming front setback to garage door (18'-0¹/₄" existing where 35'-0" is required).² Existing, non-conforming left side setback (5'-9¹/₂" existing where 7'-0" is required) and non-conforming right side setback (2'-0" existing where 7'-0" is required).³ (0.32 x 9,071 SF) + 1,100 SF = 4,003 SF (0.44 FAR).⁴ The existing second story encroaches into DHE on the left elevation by 70 square feet. No proposed changes to further increase nonconformity.**Summary of Proposed Exterior Materials:**

- **Windows:** aluminum clad wood.
- **Doors:** aluminum clad wood doors on house; aluminum frosted glass garage door.
- **Siding:** horizontal wood siding; proposed stucco siding with aluminum reveals, stone veneer.
- **Roof:** low slope roofing membrane.
- **Other:** metal railing.

Staff Comments: None.

Design Review Study Meeting: At the Planning Commission design review study meeting on August 26, 2019, the Commission had several comments regarding this project and voted to refer this project to a design review consultant (see attached August 26, 2019 Planning Commission Minutes). A discussion of the analysis of the revised project and recommendation by the design review consultant is provided in the next section.

The designer submitted a response letter dated November 7, 2019, and revised plans, date stamped October 30, 2019, to address the Planning Commission's questions and comments. Please refer to the August 26, 2019, Planning Commission minutes included in the staff report for the list of Planning Commission questions and comments. Listed below is a summary of the Commission's comments.

- Ensure consistency in character and overall architectural features.
- Revisit scale, size, and material of windows.
- Revisit proposed height and roof type.

Analysis and Recommendation by Design Reviewer: The design review consultant visited the site and surrounding area, met with the project architect and property owners to discuss the Planning Commission's concerns with the project, and reviewed revised plans. Please refer to the attached design reviewer's analysis and recommendation, date stamped October 7, 2019, for a detailed review of the project.

Listed below are revisions made by the designer (please refer to the attached meeting minutes, the design consultant's recommendation, and the designer's response letter for a detailed list of the Commission comments and the architects plan revisions).

- Ensured consistency in contemporary character through materials proposed on the exterior of the house.
- Revisited scale, size, and material of windows to be consistent with contemporary design.
- Revisited roof type and incorporated a flat roof to be consistent with contemporary style.

In summary, the design review consultant is recommending approval of the proposed project, noting that "this is a perfect location for a contemporary home, which will stand out well, while still blending into the neighborhood".

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: The proposed project includes an existing attached garage, which is consistent with the garage patterns within the neighborhood. The project proposes a variety of materials including stucco and horizontal wood siding, large format stone veneer, and aluminum clad doors and windows. The articulation provides visual interest on all elevations and the architectural elements of the proposed contemporary style structure compliment the neighborhood; for these reasons the project may be found to be compatible with the requirements of the City's five design review criteria

Required Findings for Hillside Area Construction Permit: Review of a Hillside Area Construction Permit by the Planning Commission shall be based upon obstruction by construction of the existing distant views of nearby properties. Emphasis shall be given to the obstruction of distant views from habitable areas within a dwelling unit (Code Sec. 25.61.060).

Suggested Findings for Hillside Area Construction Permit: That the proposed single family dwelling structure is designed in such a way that is not enlarging the existing structure's envelope and steps downward with the existing slope on the lot, and that the structure contains a flat roof; for these reasons the project does not obstruct distant views from habitable areas with nearby dwelling units and therefore the project may be found to be compatible with hillside area construction permit criteria.

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 October 30, 2019, sheets A0.2 through A3.5;
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 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

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.

Michelle Markiewicz
Associate Planner

c. Ryan Morris, applicant and architect

Attachments:

August 26, 2019 Planning Commission Minutes
Applicant's Response Letter, November 7, 2019
Design Reviewer's Recommendation, dated October 7, 2019
Application to the Planning Commission
Planning Commission Resolution (Proposed)
Notice of Public Hearing – Mailed November 1, 2019
Area Map