



# City of Burlingame

BURLINGAME CITY HALL  
501 PRIMROSE ROAD  
BURLINGAME, CA 94010

## Meeting Minutes Planning Commission

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Monday, August 13, 2018

7:00 PM

Council Chambers

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- d. 829 Maple Avenue, zoned R-1 - Application for Design Review (Major Renovation) for first and second story additions to an existing house, Special Permits and Conditional Use Permits for an accessory structure. This project is Categorically Exempt from review pursuant to the California Environmental Quality Act (CEQA), per Section 15303 (e)(2) of the CEQA Guidelines. (Gary Diebel, AIA - Diebel and Company Architects, applicant and architect; Aidani Santos, property owner) (95 noticed) Staff Contact: 'Amelia Kolokihakaufisi

**Attachments:** [829 Maple Ave - Staff Report](#)

[829 Maple Ave - Attachments](#)

[829 Maple Ave - Plans - 08.13.18](#)

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

*Community Development Director Gardiner provided an overview of the staff report.*

*There were no questions of staff.*

*Chair Gaul opened the public hearing.*

*Gary Diebel, Deibel and Company Architects, represented the applicant.*

*There were no Commission Questions/Comments:*

*Public Comments:*

*There were no public comments.*

*Chair Gaul closed the public hearing.*

*Commission Discussion:*

- > *Revisions are great.*
- > *Excellent design that speaks of Craftsman style. A current interpretation of how to accommodate square footage in attic spaces.*

**Commissioner Terrones made a motion, seconded by Commissioner Sargent, to approve the application. The motion carried by the following vote:**

**Aye:** 7 - Sargent, Loftis, Kelly, Comaroto, Gaul, Terrones, and Tse

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**23 October 2019**

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

**Re: 829 Maple Avenue Proposed Changes**

**Dear Commissioners,**

Thank you for reviewing the proposed small roof deck change to this previously approved project. Roof deck meets all zoning codes, including declining height envelope and setbacks. The overall project is below the maximum floor area ratio and lot coverage. Another change is the addition of a skylight in the roof toward the center of the house shown in the Left Elevation.

#### **BACKGROUND**

This house addition and remodeling was previously reviewed by the Planning Commission last year and approved. Neighbors were notified and no objections were received. We heard only positive comments from neighbors.

Since then, Construction Documents were completed by the project team, a building permit application was submitted, and the permit was pulled. Foundation work and framing is currently proceeding in construction.

#### **PROPOSED CHANGES**

After the architectural design was finalized and it received Planning Commission approval, the homeowners have had time to reflect on the project. They feel that the back low-slope roof area would be better used as a roof deck. The approved plans show the area with a decorative railing around the perimeter.

The homeowners will use the roof deck as a meditation area looking toward the back Japanese Zen garden. It will be a small place to help relax after a busy day of work. The owner's stressful career is in the medical field. The deck gives a retreat with a good vantage point to see the back garden and enjoy all the hard work put into it. The homeowners spend considerable time improving and maintaining the landscape.

#### **ROOF DECK DESIGN**

The roof deck will off the back bedroom. It will be narrow with a depth of only five feet. The area is approximately sixty-five square feet. The glazed access door gives a more indoor/outdoor connection. The low decorative railing in the approved plans will be changed into a guardrail meeting building code requirements, including overall height and width of openings. The railing will be consistent with the Craftsman house style. The pergola remains at the back of the house.

## **MITIGATING FACTORS**

The deck is off the back bedroom and not a gathering space. The second floor has two bedrooms, bathroom and a reading nook. We see the use for one or two people due to being only five feet deep. It is the type of deck typically used for a short time and not suitable for parties.

Screening toward neighbors is provided by tall shrubs and neighboring accessory structures. Landscape and structures mitigate views and sounds from carrying. The back pergola also helps to soften the view. The owners want privacy for meditating and enjoy the tranquility of their garden below from the small roof deck. The deck is tucked in more than you may realize from the exterior elevation drawings.

The two-story adjacent house to the left does not have windows toward the deck and extends several feet beyond the proposed deck. The neighboring property has an accessory structure behind the house and tall shrubs along the back property line. You can see these conditions in the photo marked as "Left."

The photo marked "Back" shows only a distant glimpse between the neighboring house and the roof deck in the foreground. Neighboring accessory structures and landscape will diminish the view. Also, the new garage will block sound and views. The garage steel ridge beam is shown in the photo.

Please refer to photo marked as "Right" to see views in that direction. The property to the right is out of view due to the tall shrubs. The garage is in that direction.

## **SUMMARY**

This proposed narrow deck is only five feet wide and the homeowners want it as a quiet retreat for relaxing. It is intended for only one or two people over short durations. The deck is screened well from neighbors with views to the backyard garden. We look forward to seeing you at the hearing to answering any questions. Thank you for your time and consideration.

Sincerely,  
**Diebel and Company | Architects**



**Gary Diebel, AIA, Architect**  
C-25284

Enclosures  
cc: Clients









## 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](mailto:PLANNINGDEPT@BURLINGAME.ORG)

PROJECT INFORMATION

829 Maple Avenue

029.033.070

R1

PROJECT ADDRESS

ASSESSOR'S PARCEL # (APN)

ZONING

#### PROJECT DESCRIPTION

This application involves adding a small rear roof deck and skylight to the previously approved design. The project includes a first floor addition/remodel and adding a new second story to the existing one-story house. A new detached four-car tandem garage is added at the back of the site. Construction is proceeding on the house and garage.

APPLICANT INFORMATION

Aidani Santos

PROPERTY OWNER NAME ☐ APPLICANT?

ADDRESS

PHONE

E-MAIL

Diebel and Company | Architects

PO Box 1044, Burlingame, CA 94011

ARCHITECT/DESIGNER ☒ APPLICANT?

ADDRESS

650.558.8885

[gary@diebelstudio.com](mailto:gary@diebelstudio.com)

PHONE

E-MAIL

18146

BURLINGAME BUSINESS LICENSE #

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

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)

10.24.2019

DATE

I AM A MEMBER OF THE BURLINGAME PLANNING COMMISSION AND HEREBY AUTHORIZE THE ABOVE APPLICANT TO SUBMIT THIS APPLICATION TO THE PLANNING DIVISION.

10.24.19

DATE

#### 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 GD (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 type="checkbox"/> SPECIAL PERMIT (SP)               |  |

DATE RECEIVED:

STAFF USE ONLY

## RESOLUTION APPROVING CATEGORICAL EXEMPTION AND DESIGN REVIEW AMENDMENT

RESOLVED, by the Planning Commission of the City of Burlingame that:

WHEREAS, a Categorical Exemption has been prepared and application has been made for an application for Design Review Amendment for a previously approved application for Design Review for first and second story additions (major renovation) to an existing one-story house and Special Permits and Conditional Use Permits for an accessory structure at 829 Maple Avenue, Zoned R-1, Aidani Santos, property owner, APN: 029-033-070;

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

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 15301 (e)(2), which states that additions to existing structures are exempt from environmental review, provided the addition will not result in an increase of more than 10,000 SF in areas where all public services and facilities are available and the area in which the project is located is not environmentally sensitive, is hereby approved.
2. Said Design Review Amendment is approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Design Review Amendment are 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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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 November, 2019, by the following vote:

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Secretary

## EXHIBIT "A"

### Conditions of Approval for Categorical Exemption and Design Review Amendment

**829 Maple Avenue**

Effective **November 22, 2019**

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1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped July 27, 2018, sheets A0.1 through A2.3, A3.4, A3.5, A3.1, A3.4, A3.5, L1.1 and L2.1 and date stamped October 25, 2019 sheets A2.4, A2.5, A3.2, and A3.3;
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 basement, 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

## EXHIBIT "A"

### Conditions of Approval for Categorical Exemption and Design Review Amendment

#### 829 Maple Avenue

Effective **November 22, 2019**

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: 829 MAPLE AVENUE**

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

Application for Design Review Amendment to a previously approved Design Review project for first and second story additions (major renovation) to an existing one-story house and Special Permits and Conditional Use Permits for an accessory structure at **829 MAPLE AVENUE** zoned R-1. APN 029.033.070

**Mailed: November 1, 2019**

*(Please refer to other side)*

**PUBLIC HEARING  
NOTICE**

**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)*

829 Maple Avenue  
300' noticing  
APN #: 029.033.070

