



PROJECT LOCATION
3016 Arguello Drive

City of Burlingame

Design Review and Hillside Area Construction Permit

Item No. 8c
Regular Action Item

Address: 3016 Arguello Drive

Meeting Date: January 27, 2020

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 Property Owners: Kim Yee Lee & Seow Hui Yeoh

APN: 025-363-110

Designer: Ha Nguyen, Ha Nguyen + Designs

Lot Area: 11,395 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)(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.

Project Description: The site is located on a sloping lot, which slopes upward from front to rear by over thirty feet and upward from right to left by four feet. The existing one-story house with an attached two-car garage contains 2,802 SF (0.25 FAR) of floor area and has six bedrooms. The applicant is proposing a first and second story addition to the main dwelling which would increase the total floor area to 4,643 SF (0.41 FAR), where 4,746 SF (0.42 FAR) is the maximum allowed.

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. Story poles have been installed to reflect the proposed project; please see attached story pole certification and story pole plan.

The existing house contains six rooms which qualify as bedrooms (four bedrooms, office and family room). With this application, the number of bedrooms will increase from six to seven (five bedrooms, music room and gym). Three off-street parking spaces, two of which must be covered, are required for this project. The interior of the existing attached garage will be remodeled and widened to provide two code compliant covered parking spaces (20'-0" wide x 21'-11" deep clear interior dimensions provided where 18'-0" x 18'-0" is the minimum required for an existing garage) and two uncovered parking spaces (20' x 20') are provided in the driveway. All other Zoning Code requirements have been met. The applicant requests 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 to an existing single family dwelling (C.S. 25.61.020).

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3016 Arguello Drive**Lot Area:** 11,395 SF**Plans date stamped:** January 16, 2020

	EXISTING	PROPOSED	ALLOWED/REQ'D
SETBACKS			
Front (1st flr): (2nd flr):	16'-4" ¹ n/a	no change 23'-3"	19'-6" (block average) 20'-0"
Side (left): (right):	12'-9" 5'-4" ²	7'-8" 10'-4"	7'-0" 7'-0"
Rear (1st flr): (2nd flr):	69'-6" n/a	48'-0" 97'-8"	15'-0" 20'-0"
Lot Coverage:	2,913 SF 25.5%	3,159 SF 27.7%	4,558 SF 40%
FAR:	2,802 SF 0.25 FAR	4,643 SF 0.41 FAR	4,746 SF ³ 0.42 FAR
# of bedrooms:	6	7	---
Off-Street Parking:	2 covered (19' x 21') + 2 uncovered (20' x 20')	2 covered (20' x 21'-11") + 2 uncovered (20' x 20')	2 covered (18' x 18' for existing conditions) + 1 uncovered (9' x 20')
Building Height:	22'-6"	30'-0"	30'-0"
DH Envelope:	---	complies	CS 25.26.075

¹ Existing nonconforming front setback.² Existing nonconforming right side setback.³ (0.32 x 11,395 SF) + 1100 SF = 4,746 SF (0.42 FAR).**Summary of Proposed Exterior Materials:**

- **Windows:** fiberglass
- **Doors:** wood entry door (front elevation); fiberglass French doors (rear elevation)
- **Siding:** wood (vertical) and thin brick veneer
- **Roof:** standing seam metal (dark gray color)

Staff Comments: The revised changes on the plans date stamped January 16, 2020 do not impact the building footprint, setbacks, or building envelope; the changes made were only to architectural details.

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Design Review Study Meeting: At the Planning Commission design review study meeting on December 9, 2019, the Commission had the following comments and concerns and voted to place this item on the regular action calendar when revised plans have been submitted and story poles installed and certified (see attached December 9, 2019 Planning Commission Minutes). Listed below is a summary of the Commission's comments and the applicant's responses:

- ***Due to neighbor concerns about blocked views and other impacts, the Commission requested that the applicant install story poles.***

The applicant had story poles installed and certified by a licensed surveyor on January 11, 2020. A copy of the certification, diagram, and photos of the story poles is included in the attachments. Also, after seeing installation of the story poles, the neighbor to the left still has major concerns and submitted a letter (via email) to the Planning Commission on January 21, 2020 (see attachments).

- ***Reduce second floor plate height; ceilings may be vaulted.***

Second floor plate height has been reduced to 8'-0".

- ***Reduce size of second floor windows so that they are smaller than the windows on the first floor and provide hierarchy.***

On both the front and rear elevations, the height of the second floor windows has been reduced so that they are smaller than the windows on the first floor.

- ***Side elevations on both floors need more attention; consider window into garage and/or kitchen.***

Two windows have been added in the kitchen area (left side elevation) and several windows on the right side elevation have been enlarged to lessen the blank wall space.

- ***Clean up notes on plans.***

Notes have been cleaned up and clarifying labels have been added to the plans.

- ***Make Landscape Plan more readable.***

The Landscape Plan has been redrawn.

For more detailed information, please refer to the applicant's response letter (see attachments), dated December 30, 2019. Revised plans were submitted to the Planning Division on January 16, 2020.

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 addition (featuring hip and gable roofs, a front porch, proportional plate heights, wood siding, and fiberglass windows) is compatible with the existing house and 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.

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 site is located on a sloping lot, which slopes upward from front to rear by 38 feet so that the properties located to the north (rear of subject site) will not be impacted by the proposed construction because they are located several feet above the subject property. The site also slopes downward from left to right by three feet, and each adjacent property is two-stories so that the properties to the west (left of subject site) will have minimal impacts on view; and that the tall, mature trees lining the rear of the property and running along the entire block minimizes any impacts on long distant views. 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 January 16, 2020, sheets G-000, G-001; sheets 1-3; sheets A-100 through A-106, A-201 through A-204, A-301 through A-302, and L-101;
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. 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;
11. 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
12. 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.

'Amelia Kolokihakaufisi
Associate Planner

- c. Kim Yee Lee & Seow Hui Yeoh, applicants and property owners
Ha Nguyen, Ha Nguyen + Designs, designer

Attachments:

December 9, 2019 Planning Commission Minutes
Applicant's Response Letter to the Planning Commission, dated December 30, 2019
Story Pole Certification Letter and Diagram, dated January 11, 2020
Photos of Story Pole Installation
Email from Neighbor, dated January 21, 2020
Application to the Planning Commission
Planning Commission Resolution (proposed)
Notice of Public Hearing – Mailed January 17, 2020
Area Map