



# City of Burlingame

BURLINGAME CITY HALL  
501 PRIMROSE ROAD  
BURLINGAME, CA 94010

## Meeting Minutes Planning Commission

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Monday, November 25, 2019

7:00 PM

Council Chambers

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- b. 1034 Morrell Avenue, zoned R-1 - Application for Design Review and Special Permit for declining height envelope for a first and second story addition to an existing single family dwelling. (Michael Boros, property owner and applicant; Mia Zinni, Mark Zinni Architects, Ltd., designer) (84 noticed) Staff Contact: Fahteen Khan

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

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

*Questions of staff:*

> *Noticing in the staff report that the lot area is noted as 5,760 square feet, but it looks like it's 6,000 square foot lot. (Hurin: The lot dimensions are 50 feet x 120 feet, however because it's a parallelogram the lot measures 5,760 square feet in area. The applicant will need to revise the plans to accurately reflect the correct lot size.)*

*Chair Comaroto opened the public hearing.*

*Mia and Mark Zinni and Michael and Erin Boros, represented the applicant.*

*Commission Questions/Comments:*

- > *Plans note aluminum clad exterior wood frame windows with integral dividers. What is meant by integral dividers? (Zinni: We're going to have insulated glass which is good for acoustics, might even vary one of the pane thicknesses to reduce reverberation. If you want to get a more traditional look or a shadow line, we'll put a bar in between the panes so when you look at it, you get a true shadow line.)*
- > *So it's a simulated true divided light, it's not integral as in between-the-glass or a snap-on grid, but it's a simulated light. Please indicate the on the plans, it's what we like to see, so it's clear you're getting the reflection as you're indicating, and you get that muntin on both the interior and exterior expressed external to the glazing; it's a detail we look for because we typically don't allow muntins integrated in between the glazing.*
- > *You mentioned roaming around the neighborhood and looking at spanish-style details, what are some things that you saw that you liked? (Boros: It's a house on Burlingame Avenue, it has a lot of arches at the front and we really like that; there are details like the clay pipes and tile roofing.)*
- > *Should consider adding weather protection over the door to the mud room, could be a tile roof detail or something to protect one when coming in with groceries and little children. (Zinni: Great comment.)*
- > *On the floor plan, the walkway leading up to the entrance appears to be lined up with one of the double doors, but on the declining height envelope diagram the walkway is oriented more in line with the front door. Is there one that you're choosing over the other? (Zinni: We could probably shift it to align with the front door, was trying to give a little more green space.)*
- > *With the existing house, you follow the walkway and it's very clear that you're oriented toward the front door, and that seems more natural than walking up and having to move laterally to the front door, I would like to see that preserved. Curious as to what the intention was. (Zinni: We'll discuss this point with the property owners.)*

- > *Think a little more study of spanish style and the examples around town are going to be real good as far as how you can deal with the eaves and the flatness of the walls. Think the recessing of the windows on the front helps, but don't see it anywhere else.*
- > *There are some things that just aren't credible here. Arches, especially the large arches, are not credible, they're bearing on spindles and you never see that. If it got that thin, you would see a column instead of a wall surface. Typically, if you saw a big arch you would see a smaller arch to one side.*
- > *Concerned with long blank elevations.*
- > *Stairwell bay seems odd, out of place.*
- > *Windows seem properly sized, but with very little detail.*
- > *Proposed northeast side facade is largely blank with no detail and it's incredibly disorderly, there seems to be no ordering principal, think that facade needs help.*

**Commissioner Loftis made a motion, seconded by Commissioner Kelly, to refer the application to a design review consultant. The motion carried by the following vote:**

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

**DESIGN REVIEW ANALYSIS  
CITY OF BURLINGAME**

February 14, 2020

City of Burlingame  
Planning Division  
501 Primrose Road  
Burlingame, CA 94010

**Project Address:** 1034 Morrell Avenue  
**Applicant and Designer:** Mia Zinni, MZA, Ltd.  
**Property Owners:** Michael Boros  
**Planner:** Erika Lewit

Dear Planning Commissioners,

I have received and reviewed the original plans submitted by Mia Zinni, MZA, Ltd., to the Planning Commission for 1034 Morrell Avenue. I listened to the Planning Commission's comments in the meeting video from the November 25, 2019, Study Session. I met with the Owner, Planner, and Designer at City Hall to discuss the Planning Commission's comments in addition to providing feedback on subsequent iterations. The design submitted reflects the following changes in response to Planning Commission feedback:

**REVISIONS TO ORIGINAL DESIGN**

- Massing broken down so no longer two-story box with flat sides.
- Added single-story element facing street with large arched window typical of this style/neighborhood.
- Right side articulated with offset between floors and addition of gable dormers.
- Stair defined as architectural element on left side with gable dormer and larger window.
- At rear, overhang extends above mud room door and adjacent window to create element centered under windows and gable above.
- Added details to support Spanish Mission style: Gables with turned over tile, round vents, wood brackets, stucco sills, and decorative lighting. Clay tile roof to match existing.
- Porch wall space between arches increased. Large porch arch width matches adjacent window arch to create rhythm and consistency.
- Arch point of departure standardized to unify elements of different widths.
- Windows aligned vertically.
- Front yard walkway leads to front door.
- Removed sliding doors. Changed to French doors so more appropriate for proposed style.
- Bedroom 3 door moved to TV area to eliminate potential fifth bedroom.

## DESIGN GUIDELINES

### 1. Compatibility of the architectural style with that of the existing character of the neighborhood

This project is in the Burlingame Gardens neighborhood comprised of modest single-family residences of varying styles. The existing house is a Spanish Bungalow with painted stucco exterior and arched elements. It has a sloped clay tile roof when viewed from the street. However, the majority of the house beyond has a flat roof with parapets. The proposed house maintains details and elements of the Spanish Mission style and favors the sloped clay tile roof over the flat roof for improved massing.

### 2. Respect for the parking and garage patterns in the neighborhood

This neighborhood has mostly detached garages, as does this current and proposed residence. No change is proposed to the existing garage, driveway or curb cut location.

### 3. Architectural style and mass and bulk of structure

The proposed second story massing is articulated to reduce the bulk and mass. The single-story massing facing the street creates pedestrian scale. The large arched window references similar houses of this style in the neighborhood. Gable dormer elements help break down the larger roof form. The right side second story massing steps away from the neighbor. Smaller details typical of the Spanish Mission style add charm and scale like window grids, gables with turned over tile, round vents, wood brackets, stucco sills, and decorative lighting. Material choices like stucco and clay tile further support the style and result in a cohesive design consistent in aesthetics and massing with the Spanish Mission style.

### 4. Interface of the proposed structure with the structures on adjacent properties

This residence is located on Morrell between Carolan and Linden. A driveway creates separation on the left side. On the right side, the second story massing is set back. No impact on adjacent properties is anticipated.

### 5. Landscaping and its proportion to mass and bulk of structural components.

All existing mature trees are to remain and will provide screening. The front walkway has been reoriented to lead to the proposed front door and porch.

## SUMMARY

It is my opinion that the new design meets the requirements of the design guidelines.

As further justification for the DHE encroachment, it is noted that the average second floor setback is greater than the required second floor setback. Given that the existing house is skewed on the property relative to the property line, the average seems relevant. It is a similar calculation to how the side yard average grade is calculated to determine the DHE point of departure.

→ Distance from second floor front right house corner to P.L. = 6'-5.5"  
→ Distance from second floor back right house corner to P.L. = 9'-4.25"  
Average second floor setback:  $(15'-9.75'') \div 2 = 7'-10.8''$

*The required second floor setback is 7'-10" (< 7'-10.8" average proposed)*

Please feel free to contact me with any questions or clarifications.

Sincerely,

Jeanne Davis





# 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

1034 MORRELL AVE BURLINGAME 94010 029024030

PROJECT ADDRESS

ASSESSOR'S PARCEL # (APN)

ZONING

## PROJECT DESCRIPTION

Proposed second story addition, with exterior + interior renovation of existing first story. Proposed rear back loggia and relocate covered front entry. All existing and new windows to be wood frame aluminum clad. Exterior siding to continue existing stucco or tile clay roof.

APPLICANT INFORMATION

MICHAEL BOROS

PROPERTY OWNER NAME ☒ APPLICANT?

ADDRESS

PHONE

E-MAIL

MIA ZINNI, Mark Zinni Architects, Ltd.

ARCHITECT/DESIGNER ☐ APPLICANT?

ADDRESS

(708) 704-7948

PHONE

E-MAIL

33534

BURLINGAME BUSINESS LICENSE #

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

MICHAEL BOROS

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

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

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

DATE RECEIVED:

RECEIVED

AUG 20 2019

CITY OF BURLINGAME  
CDD-PLANNING DIV.

STAFF USE ONLY



## CITY OF BURLINGAME SPECIAL PERMIT APPLICATION

1034 Morrell Ave. - Proposed Addition - Boros Residence

Contact: Mia Zinni, MZArchitects, Ltd.: [miazinni@gmail.com](mailto:miazinni@gmail.com)

The Planning Commission is required by law to make findings as defined by the City's Ordinance (Code Section 25.50). Your answers to the following questions can assist the Planning Commission in making the decision as to whether the findings can be made for your request. Please type or write neatly in ink. Refer to the back of this form for assistance with these questions.

1. ***Explain why the blend of mass, scale and dominant structural characteristics of the new construction or addition are consistent with the existing structure's design and with the existing street and neighborhood.***

The proposed second story addition is designed to appear as though it was original to the Spanish Mission Style home in its bulk and mass. By keeping the existing footprint, the proposed addition extends up instead of out to preserve trees and previous landscaping. The design utilizes minimal massing shifts and overhangs to preserve the simplistic yet elegant massing, emblematic of Spanish Mission style architecture. Additionally the second story addition is in keeping with the neighboring properties, especially to its closest and direct neighbor to the east.

2. ***Explain how the variety of roof line, facade, exterior finish materials and elevations of the proposed new structure or addition are consistent with the existing structure, street and neighborhood.***

The addition was designed to match the existing home in massing, materials and decorative elements. Consistent with Spanish Mission architecture materiality, the varying sloped roofs are designed to be clad in Spanish-S profile red clay tiles and the exterior wall finish to be smooth white stucco. In keeping with Mission Style architecture, supportive arches are used to frame the new covered entry and back loggia, along with decorative arches repeated on the second level. Arches and stucco wall finish can be seen on numerous neighboring properties. The proposed new front quatrefoil window is used to reflect traditional Mission Style arched fenestration.

3. ***How will the proposed project be consistent with the residential design guidelines adopted by the city (C.S. 25.57)?***

1. The proposed addition is designed to reflect the existing Spanish Mission Style home and appear to be part of the original house. Two story homes are visible throughout the neighborhood.
2. The parking and garage for the project will not change, currently the house has an existing two car garage and long driveway to support additional parking off the street if ever needed.
3. The proposed addition is designed in keeping with traditional Mission Style architecture in its materiality, decorative elements, bulk and mass. (See detailed description on question 1 and 2).
4. The proposed addition is in keeping with the neighboring two story homes.
5. The proposed addition was specifically designed to extend up instead of out to preserve all trees and landscaping on the property.

4. ***Explain how the removal of any trees located within the footprint of any new structure or addition is necessary and is consistent with the city's reforestation requirements. What mitigation is proposed for the removal of any trees? Explain why this mitigation is appropriate.***

No trees are to be removed for this project.



**RESOLUTION APPROVING CATEGORICAL EXEMPTION, DESIGN REVIEW, AND SPECIAL PERMIT**

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 and Special Permit for a new, two-story single family dwelling with a detached garage at 1034 Morrell Avenue, Zoned R-1, Michael and Erin Boros, property owners, APN: 026-024-030;

WHEREAS, said matters were heard by the Planning Commission of the City of Burlingame on February 24, 2020, 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 and Special Permit are approved subject to the conditions set forth in Exhibit "A" attached hereto. Findings for such Design Review and Special Permit 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.

\_\_\_\_\_  
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 24th day of February, 2020 by the following vote:

\_\_\_\_\_  
Secretary



## EXHIBIT "A"

Conditions of Approval for Categorical Exemption, Design Review, and Special Permit  
**1034 Morrell Avenue**  
Effective **March 5, 2020**

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1. that the project shall be built as shown on the plans submitted to the Planning Division date stamped February 10, 2020, sheets T1.0, and A1.0 through A3.3, and including Boundary and Topographic Survey dated December 21, 2011;
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 for 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 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 professional, that demonstrates that the project falls at or below the maximum approved floor area ratio for the property;

## **EXHIBIT "A"**

Conditions of Approval for Categorical Exemption, Design Review, and Special Permit  
**1034 Morrell Avenue**  
Effective **March 5, 2020**

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11. 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;
12. that 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;
13. 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
14. 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

## **PUBLIC HEARING NOTICE**

### **Site: 1034 MORRELL AVENUE**

The City of Burlingame Planning Commission announces the following public hearing on **MONDAY, FEBRUARY 24, 2020 at 7:00 P.M.** in the City Hall Council Chambers, 501 Primrose Road, Burlingame, CA:

Application for Design Review and a Special Permit for declining height envelope for a new, two-story single family dwelling with a detached garage at

**1034 MORRELL AVENUE** zoned R-1. APN 029.024.030

**Mailed: February 14, 2020**

*(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)*



1034 Morrell Avenue  
300' noticing  
APN #: 029.024.030

