



CITY OF BURLINGAME
Community Development Department
MEMORANDUM

DATE: June 4, 2021 **Director's Report**

TO: Planning Commission **Meeting Date:** June 14, 2021

FROM: Michelle Markiewicz, Associate Planner

SUBJECT: **FYI – REVIEW OF REVISIONS REQUESTED BY THE PLANNING COMMISSION TO A PREVIOUSLY APPROVED DESIGN REVIEW PROJECT AT 1431 CAPUCHINO AVENUE, ZONED R-1.**

Summary: An application for Design Review for a new, two-story single family dwelling and a detached garage at 1431 Capuchino Avenue, zoned R-1, was approved by the Planning Commission on May 24, 2021 (see attached May 24, 2021 Planning Commission Meeting Minutes). An application for a building permit has not yet been submitted.

At the meeting, the Commission approved the project with the following condition of approval:

- that prior to issuance of a building permit, an FYI application shall be submitted to include revised plans showing smaller second floor windows in the stairway along the side and rear of the house (reduced in size or subdivided to match the rest of the house) and changing the termination vent for the fireplace to a design that looks more like a chimney.

Please refer to the attached letter and revised plans submitted by the applicant, date stamped June 2, 2021, in response to the Commission's request to revise the plans to show smaller second floor windows at the stairway along the left side and rear of the house and changing the design of the termination vent for the fireplace.

Other than the changes detailed in the applicant's letter and revised plans, there are no other changes proposed to the design of the house. If the Commission feels there is a need for more study, this item may be placed on an action calendar for a second review and/or public hearing with direction to the applicant.

Michelle Markiewicz
Associate Planner

Attachments:

May 24, 2021 Planning Commission Minutes
Explanation letter submitted by the designer, date stamped June 2, 2021
Originally approved and proposed building elevations, date stamped June 2, 2021