



**PROJECT LOCATION**  
2013 Easton Drive

# City of Burlingame

*Design Review and Special Permit*

Item No. 7a  
Consent Calendar

**Address:** 2013 Easton Drive

**Meeting Date:** June 28, 2021

**Request:** Application for Design Review and Special Permit for attached garage for a new, two-story single family dwelling and an attached garage.

**Applicant and Architect:** Alicia Ader, Dreiling Terrones Architecture, Inc.

**APN:** 026-173-300

**Property Owners:** Bart and Carol Gaul

**Lot Area:** 12,196 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 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. In urbanized areas, this exemption may be applied to the construction or conversion of up to three (3) single-family residences as part of a project.

**Project Description:** The subject property is an interior lot with an irregular configuration. A stormwater culvert runs under the last 10-12 feet of the rear of the property.

The applicant proposes to demolish the existing structures on the site, except for the detached garage at the rear of the lot, and to build a new, two-story single family dwelling with an attached two-car garage. The existing detached garage will be converted to an Accessory Dwelling Unit (ADU). The proposed new house and attached garage will have 4,357 SF (0.35 FAR) of floor area, where 4,860 SF (0.41 FAR) is the maximum allowed (including front covered porch exemptions).

Three off-street parking spaces, two of which must be covered, are required for the proposed five-bedroom house. The proposed garage provides two code-compliant covered parking spaces (20' x 20' clear interior dimensions); one uncovered parking space (9' x 20') is provided in the driveway. A Special Permit is requested for the proposed attached garage with two single-wide garage doors. The existing curb cut will be retained at the right side of the property, with a new driveway leading to the attached garage at the left side of the main dwelling.

No existing protected size trees are proposed to be removed with the project. A total of four landscape trees (24-inch box size minimum) are required on site, where 22 landscape trees (24-inch box size) are proposed throughout the site. All other Zoning Code requirements have been met.

### *Accessory Dwelling Unit (ADU)*

Staff notes that the application includes converting the existing detached garage to an ADU. Per State law, review of the ADU application is administrative only and is not reviewed by the Planning Commission. Staff has reviewed the proposed ADU and found it to comply with the City's Accessory Dwelling Unit ordinance requirements (Chapter 25.59).

The applicant is requesting the following applications:

- Design Review for a new, two-story single family dwelling and attached garage (C.S. 25.57.01 (a) (1)); and
- Special Permit for an attached garage (C.S. 25.26.035 (a)).

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**2013 Easton Drive****Lot Area:** 12,196 SF**Plans date stamped:** May 5, 2021

|   | <b>PROPOSED</b>  | <b>ALLOWED/REQUIRED</b>   |
|---|--|---|
| <b>SETBACKS</b>   |  |   |
| <b>Front (1st flr):</b><br><b>(2nd flr):</b><br><b>Attached Garage:</b> | 39'-2"<br>42'-6"<br>39'-2"   | 16'-4 (block average)<br>20'-0"<br>25'-0" to two single-wide doors              |
| <b>Side (left):</b><br><b>(right):</b>                                  | 6'-0"<br>8'-8"   | 6'-0"<br>6'-0"  |
| <b>Rear (1st flr):</b><br><b>(2nd flr):</b>                             | 73'-5"<br>73'-5"   | 15'-0"<br>20'-0"  |
| <b>Lot Coverage:</b>  | 2,514 SF<br>21%  | 4,878 SF<br>40%   |
| <b>FAR:</b>   | 4,357 SF<br>0.35 FAR   | 5,002 SF <sup>1</sup><br>0.41 FAR   |
| <b># of bedrooms:</b>   | 5  | ---   |
| <b>Off Street Parking:</b>  | 2 covered <sup>2</sup><br>(20' x 20' clear interior dimensions)<br>1 uncovered<br>(9' x 20') | 2 covered<br>(20' x 20' clear interior dimensions)<br>1 uncovered<br>(9' x 20') |
| <b>Building Height:</b>   | 27'-3"   | 30'-0"  |
| <b>Declining Height Envelope:</b>                                       | Complies <sup>3</sup>  | C.S. 25.26.075  |

<sup>1</sup> (0.32 x 12,196 SF) + 1100 SF = 5,002 SF (0.41 FAR)<sup>2</sup> Special Permit required for proposed attached garage (C.S. 25.26.035(a)).<sup>3</sup> C.S. 25.26.075(b)(1) exemption applied to the gable at the left side over Bedroom #2.**Summary of Proposed Exterior Materials:**

- **Windows:** Aluminum clad wood with simulated true divided lites.
- **Doors:** Stained wood doors and wood garage doors.
- **Siding:** Stucco and stone veneer.
- **Roof:** Composition asphalt single roofing.
- **Other:** Wood gable vents, window trims, and corbels. Black iron balconies and window planter boxes.

**Staff Comments:** Planning staff notes that the applicant will need to request an Encroachment Permit from the Public Works Division to retain the existing wall and gate at the front of the property that were built in the right-of-way. If Public Works Division cannot issue the Encroachment Permit, the applicant will need to revise the plans to remove these two items when the plans are submitted for Building Permit review.

**Design Review Study Meeting (May 24, 2021):** At the Planning Commission design review study meeting on May 24, 2021, the Commission complimented the design of the project. No revisions to the plans were requested and the Commission voted to place this item on the Consent Calendar (see attached May 24, 2021 Planning Commission Minutes). No revisions were made to the plans submitted for design review study and dated May 5, 2021.

**Design Review Action Meeting (June 14, 2021):** There was a lack of quorum for this item at the action meeting on June 14, 2021 and therefore was rescheduled to the June 28, 2021 Planning Commission meeting.

**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 at the May 24, 2021 design review study meeting the Planning Commission noted that the proposed house design had a mass and scale that fit into the surrounding neighborhood, including the plate height proportions and the gabled roof elements; and that the proposed architectural details, such as the iron balconies and window boxes, the aluminum clad wood windows with simulated true divided lites, and the stained wood garage doors enhance the curb appeal of the site. 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 a Special Permit:** In order to grant a Special Permit, the Planning Commission must find that the following conditions exist on the property (Code Section 25.51.020 a-d):

- (a) 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;
- (b) 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;
- (c) the proposed project is consistent with the residential design guidelines adopted by the city; and
- (d) 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, and the mitigation for the removal that is proposed is appropriate.

**Suggested Special Permit Findings (Attached Garage):** That the proposed attached garage is consistent with the garage pattern for half of the existing houses in the neighborhood; and that the proposed deep front setback (39'-2" proposed where 25'-0" is the minimum required) and the side by side garage doors, as well as the curved driveway, work to break up the massing of the garage and to shield the garage from the street view. For these reasons, the project may be found to be compatible with the special permit criteria listed above.

**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 May 5, 2021, sheets A0.0 through A8.2, Sheets L1.1 and L1.2, and Certified Property Survey dated October 2020;
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;
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.

Erika Lewit  
Senior Planner

c. Alicia Ader, applicant and architect

Attachments:

May 24, 2021 Planning Commission Minutes  
Application to the Planning Commission  
Special Permit Application  
Public Comment Email, submitted May 24, 2021  
Planning Commission Resolution (Proposed)  
Notice of Public Hearing – Mailed June 4, 2021 (project continued from the June 14, 2021 agenda to the June 28, 2021 agenda)  
Area Map