

# "The City With a Heart"



Rick Biasotti, Chair  
Marie Kayal, Vice Chair  
Kevin Chase  
Mary Lou Johnson  
Sujendra Mishra  
Perry Petersen  
Joe Sammut

## AGENDA PLANNING COMMISSION MEETING

March 15, 2016

7:00 p.m.

**Meeting location: Senior Center, 1555 Crystal Springs Road, San Bruno**

Planning Commission meetings are conducted in accordance with Roberts Rules of Order Newly Revised. You may address any agenda item by approaching the microphone until recognized by the Planning Commission Chair. All regular Planning Commission meetings are recorded and televised on CATV Channel 1 and replayed the following Thursday, at 2:00 pm. You may listen to recordings in the Community Development Department. Complete packets are available online at [www.sanbruno.ca.gov](http://www.sanbruno.ca.gov) and at the library. In compliance with the Americans with Disabilities Act, individuals requiring reasonable accommodation for this meeting should notify us 48 hours prior to meeting. Notices, agendas, and records for or otherwise distributed to the public at a meeting of the Planning Commission will be made available in appropriate alternative formats upon request by any person with a disability. Please make all requests to accommodate your disability to the Community Development Department 650-616-7074.

### ROLL CALL

### PLEDGE OF ALLEGIANCE

1. **APPROVAL OF MINUTES: none**

2. **COMMUNICATIONS**

3. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA** Individuals allowed three minutes, groups in attendance, five minutes. If you are unable to remain at the meeting, ask the Recording Secretary to request that the Planning Commission consider your comments earlier. It is the Planning Commission's policy to refer matters raised in the forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Planning Commission from discussing or acting upon any matter not agendaized pursuant to State Law.

4. **ANNOUNCEMENT OF CONFLICT OF INTEREST**

5. **PUBLIC HEARINGS:**

A. **848 6<sup>th</sup> Avenue** (APN: 020-156-060)

Zoning: R-1 (Single-Family Residential)

Recommended Environmental Determination: Categorical Exemption

Request for a Use Permit to allow the construction of a two-story rear addition that would add 1,695 square feet of floor area to the existing dwelling thereby increasing its floor area by more than 50% (127%), and a request to expand the garage to 646 square feet, where 600 square feet is the maximum permitted per Sections 12.200.030.B.1 and 12.200.080.B of the San Bruno Municipal Code (S.B.M.C.). Request for a Parking Exception for tandem parking per Section 12.200.080.C of the S.B.M.C. Request for a Minor Modification to allow a 1,695 square foot addition that extends an existing 3'-3" side yard setback where 5'-0" is the minimum permitted in the district, per Section

12.120.010.A of the S.B.M.C. Jason Chan (Applicant) and Sandra Lau (Owner) **UP-15-023, PE-16-001, MM-16-001.**

**B. 1745 Holly Avenue** (APN: 020-025-060)

Zoning: R-1 (Single-Family Residential)

Recommended Environmental Determination: Categorical Exemption

Request for a Use Permit to allow an addition that would add 254 square feet of living area, convert 37 square feet of existing garage area to living area, and add 61 square feet of garage area to the existing 1,838 square feet of living area for a total of 2,129 square feet of living area, which exceeds the maximum 1,825 square feet allowed for a one-car garage, per Section 12.200.030.B.5 and 12.200.080.A.2 of the San Bruno Municipal Code. Request comes from Ken Ibarra (Applicant) J. & A. LaBagh (Owners). **UP-15-024.**

**C. No site address - Admiral Court and Commodore Drive in The Crossing**

(APNs: 020-013-250 and 020-013-260)

Zoning: P-D (Planned Development District)

Recommended Environmental Determination: The proposed action is Categorically Exempt from the California Environmental Quality Act (CEQA) in accordance with Sections 15061(b)(3) and 15312 (Surplus Government Property Sales) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, Sections 15000-15387.

Adopt a Resolution confirming review for conformance with the San Bruno General Plan of the disposition (sale) of properties (APN Nos. 020-013-250 and 020-013-260) located at Admiral Court and Commodore Drive in The Crossing development by the City of San Bruno for the purpose of developing a 152 room, five-story, high-quality, select-service hotel with 3,000 square feet of meeting/banquet space and a below-grade parking garage in addition to surface parking.

Government Code Section 65402 requires the local planning agency (the Planning Commission) to report to the local governmental body handling such matters, of the conformity of a proposed sale of property with the jurisdiction's General Plan.

**6. DISCUSSION**

**A. CITY STAFF DISCUSSION**

- Select the April 14, 2016 Architectural Review Committee members

**B. PLANNING COMMISSION DISCUSSION**

**7. ADJOURNMENT**

The next regular Planning Commission Meeting will be held on April 5, 2016 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



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**STAFF**

David Woltering, AICP, *Community Development Director*  
 Mark Sullivan, AICP, *Long Range Planning Manager*  
 Michael Smith, *Senior Planner*  
 Matt Neuebaumer, *Associate Planner*  
 Paula Bradley, AICP, *Contract Associate Planner*  
 Matt Jones, *Contract Assistant Planner*  
 Marc Zafferano, *City Attorney*

**PLANNING COMMISSION**

Rick Biasotti, *Chair*  
 Marie Kayal, *Vice Chair*  
 Kevin Chase  
 Mary Lou Johnson  
 Sujendra Mishra  
 Perry Petersen  
 Joe Sammut

**PLANNING COMMISSION  
 STAFF REPORT  
 AGENDA ITEM NO. 5.A.  
 March 15, 2016**

**Project Address:** 848 6<sup>th</sup> Avenue  
**Assessor's Parcel No:** 020-156-060  
**Application Nos.:** UP-15-023, PE-16-001, MM-16-001  
**Zoning District:** R-1 (Single-Family Residential)  
**General Plan Classification:** Low Density Residential  
**Prepared by:** Matt Jones, (650) 616-7089

**REQUEST**

Request for a Use Permit to allow the construction of a two-story rear addition that would add 1,695 square feet of floor area to the existing dwelling thereby increasing its floor area by more than 50% (127%), and a request to expand the garage to 646 square feet, where 600 square feet is the maximum permitted per Sections 12.200.030.B.1 and 12.200.080.B of the San Bruno Municipal Code (S.B.M.C.). The proposal includes a request for a Parking Exception for tandem parking per Section 12.200.080.C of the S.B.M.C. and a request for a Minor Modification to allow a 1,695 square foot addition that extends an existing 3'-3" side yard setback where 5'-0" is the minimum permitted in the district, per Section 12.120.010.A of the S.B.M.C. Jason Chan (Applicant) and Sandra Lau (Owner).

**RECOMMENDATION**

Staff recommends that the Planning Commission approve UP-15-023, PE-16-001, MM-16-001, based on Findings 1-9 and subject to Conditions of Approval 1-27.

**PROJECT DESCRIPTION**

The applicant is proposing to construct a 1,695 square foot two-story addition at the rear of an existing one-story (with attic) single-family home, which will increase the gross floor area of the existing home by greater than 50% (127%). The ground floor expansion would enlarge the garage and include a laundry room, dining room, family room, bathroom and two bedrooms, and the second floor addition would include a bathroom and master bedroom. The proposed addition would utilize exterior materials that match the existing home's finish materials. If approved and constructed, the residence would become a five bedroom, four bathroom home, with a total of 2,385 square feet of habitable area, not including the garage. The existing one-car garage would be expanded by 267 square feet with a tandem configuration for a total of 646 square feet. An existing bedroom in the attic space above the garage would be converted back into an attic storage space and the connecting stairway (which prevents the 10 foot wide free-and-clear parking requirement) would be replaced by a pull-down ladder.

## **ARCHITECTURAL REVIEW COMMITTEE**

The Architectural Review Committee (Commissioners Chase, Kayal) reviewed the project at its February 11, 2016 meeting. The Architectural Review Committee forwarded the project to the Planning Commission with the following recommendation, which have been incorporated into the plans before you:

### **Update the plans to include the following:**

1. Update the existing and proposed lot coverage to exclude the 188 square feet of attic space.
2. List the existing maximum building height limit on the first page of the plans
3. Change the scope of work language to say "Enlarge garage to park *multiple vehicles*."
4. Rename the easement in the rear as "*alley*."
5. Change the front yard pervious calculation to *impervious* and change the min to *max*.
6. Repeat the above for the total yard calculation.
7. Fix the North arrow on sheet A2.1.
8. Remove the phrase "*to remain*" for the (N) garage door N Front (West) elevation on A3.

## **ENVIRONMENTAL REVIEW**

This project is Categorically Exempt per the California Environmental Quality Act (CEQA) Guidelines Class 1, Section 15301.e: Existing Facilities.

## **LEGAL NOTICE**

1. Notices of public hearing mailed to owners of property within 300 feet on March 4, 2016.
2. Advertisement published in the San Mateo Daily Journal, Saturday, March 5, 2016

## **PUBLIC COMMENT**

No comments have been received as of the completion of this staff report.

## **REVIEWING AGENCIES**

Community Development Department  
Public Services Department  
Fire Department

## **EXISTING CONDITIONS**

The subject property is located on 6<sup>th</sup> Avenue between Walnut Street and San Bruno Avenue. The subject lot is irregularly shaped and measures approximately 6,800 square feet. The property is currently developed with a one-story single-family dwelling that contains three bedrooms (including an attic conversion) and two bathrooms. The residence includes a 379 square-foot garage at the ground floor for a total gross floor area of 1,336 square-feet. The home was constructed in 1944 and is located in the Belle Aire Park subdivision. Immediately adjacent to the subject property are single-family dwellings.

## **ADDITIONAL INFORMATION**

- **Accessory Structures:** There are no accessory structures located on the subject property.
- **Code Enforcement:** There are no active Code Enforcement cases.
- **Easements:** There are no easements, but there is a 10 foot alley adjacent to the rear property

line. Property owners residing on abutting properties on 6<sup>th</sup> and 7<sup>th</sup> Avenues are responsible for maintenance.

- **Heritage Trees:** There are no heritage trees located on-site.
- **Previous additions or alterations:** There have been no previous additions or alterations to the subject property.

### **SURROUNDING LAND USES**

North: Walnut Street – R-1 (Single Family Residential)  
South: San Bruno Avenue – C (General Commercial)  
East: 7<sup>th</sup> Avenue – R-1 (Single Family Residential)  
West: 5<sup>th</sup> Avenue – R-1 (Single Family Residential)

**PROJECT DETAILS SUMMARY**

SITE CONDITIONS		ZONING REQUIREMENTS	EXISTING CONDITIONS	PROPOSED CONDITIONS
Land Use		R-1	R-1	Same
Lot Area		6,800 s.f. 5,984 s.f. adjusted	6,800 s.f. 5,984 s.f. adjusted	Same
Lot Coverage		2,633 s.f. (39%)	1,148 s.f. (17%)	2,416 s.f. (36%)
Gross Floor Area		3,291 s.f.*	1,336 s.f.	3,031 s.f.
Floor Area Ratio		.484	.196	.446
Building Setbacks	Front	15'-0"	15'-3"	Same
	Rear	10'-0"	88'-3"	58'-5"
	R Side	5'-0"	3'-3"	Same
	L Side	5'-0"	5'-0"	Same
Building Height		28'-0"	16'-2"	22'-2"
Covered Parking		2 spaces	1 nonconforming space	2 spaces

Notes:

\*See Chart 1 in Section 12.96.060 of the SBMC for the floor area ratio adjustment factor for lot size.

\*\*Max. FAR = Lot size X adjustment factor X ratio

**Square Footage Breakdown:**

	Ground floor	Second Floor	Attic	Garage	Total
Existing	769	0	188	379	1,336
Proposed	1,001	427	0	267	1,695
Total	1,770	427	188	646	3,031

**STAFF'S PROJECT ANALYSIS**

The applicant is proposing to construct a 1,695 square foot, two-story addition at the rear of the building which would extend the depth of the building by approximately 30 feet. A Use Permit is required because the addition would increase the gross floor area of the existing home by greater than 50% (127%). The proposal would otherwise meet the lot coverage, floor area ratio, and height requirements of the zoning district. Specifically, the proposed gross floor area is 3,031 square feet, which corresponds to a .446 FAR. The addition would be approximately six feet taller than the existing building.

The existing garage is 379 square feet but does not conform to parking standards because the water heater and heating unit as well as a staircase encroach into the required free-and-clear 10'-0" wide by 20'-0" deep space per section 12.100.080.B.2 of the S.B.M.C. The staircase begins at the garage upwards to the kitchen, and then further upstairs into a converted attic space above the garage. Staff was unable to find a building permit for the attic-to-bedroom conversion and county assessor records confirmed only two bedrooms within the home. This attic bedroom will be converted back into non-habitable attic storage space and the stairs will be replaced with a pulldown ladder for access. This change allows the garage to conform to minimum width requirements and addresses the potentially

illegal room. With the proposed expansion, garage access will occur through the laundry room, which will store the washer, dryer, heater, and water heater for the home—these appliances were previously located in the garage and were encroaching into the free-and-clear vehicle area.

A Minor Modification is required because the proposed expansion would continue an existing nonconforming right side setback of 3'-3" where 5'-0" is required in the zoning district. Staff finds the minor modification to be a necessary component of the project as it enables the garage to meet the minimum parking standards and provide tandem parking without altering the existing rooms in the building. The 3'-3" setback only deviates from the 5'-0" by 1'-9", less than the 2 foot maximum permitted for a minor modification.

A Parking Exception is requested because the proposed addition brings the total habitable area to 2,385 square feet, which requires two free-and-clear 10'-0" x 20'-0" spaces for parking vehicles. The Parking Exception for a tandem parking configuration would allow for 58'-11" lengthwise of free-and-clear area for parking multiple vehicles, and would be 10'-9" wide. A side-by-side configuration is not possible without altering the living room or moving the garage to the rear of the property; both options would change the architectural style of the home to something different than the surrounding homes. While the overall square footage of the garage exceeds 600 square feet, it matches the length of the rest of the home and does not dominate the design of the home, per section 3.3.3 of the Residential Design Guidelines (RDG).

Additionally, staff found that the driveway was a substandard length of 15'-3", where 20' is required. Substandard driveways are more common in older neighborhoods in the city and are generally allowed to remain as an existing condition. However, given the increased complaints for vehicle encroachments into public right-of-way, the anticipation of greater development in the immediate vicinity as part of the Transit Corridors Plan, and the potential for the rear part of the garage to be used as storage, staff worked with the applicant to scale back the garage so it would be in line with the living room area in order to meet the 20' requirement to allow a vehicle to park in the driveway. Additionally, it reduces the visual mass of the garage.

Staff finds that the design of the addition complies with the Residential Design Guidelines. The proposed addition would be well integrated with the existing single-family dwelling and would be compatible with the immediate neighborhood which is characterized by one- and two-story single-family homes.

The addition would be located towards the rear of the building in an area that is not readily visible from the street, thus it would not affect the visual character of the neighborhood. Furthermore, both of the adjacent buildings extend much deeper than the existing building so the added building depth would be in keeping with the depths of the adjacent buildings.

The addition's primary purpose is to add more bedrooms, including a master bedroom, and additional living and dining area. The home will continue to be used as a single-family dwelling.

## **FINDINGS**

*Pursuant to the City's Municipal Code, the Commission shall grant the Use Permit if it makes the following findings. Required findings are in **bold** followed by staff's analysis of the merits of the project and how the findings can be made.*

**1. Will not under the circumstances of the particular case, be detrimental to the health, safety,**

**morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use. (SBMC 12.112.050.B.1)**

With the condition that the applicant obtain a building permit prior to construction, the home will be constructed according to the California Building Code (CBC) and, therefore, will not be detrimental to the health, safety and general welfare of the persons residing in the neighborhood.

**2. Will not be injurious or detrimental to property and improvement in the neighborhood or to the general welfare of the city. (SBMC 12.112.050.B.2)**

The applicant is proposing a two story addition that will be located in the rear yard area. The proposal will benefit the City and the surrounding neighborhood by improving the property in a well-designed manner. Therefore, staff finds that the project will not be detrimental to improvement in the neighborhood or to the general welfare of the City.

**3. That the proposed development is consistent with the San Bruno General Plan. (SBMC 12.108.050.B.3)**

The San Bruno General Plan designates the property as a Low-Density Residential district. The existing single-family dwelling is consistent with the General Plan designation.

General Plan Policy LUD-3 states, “protect the residential character of established neighborhoods by ensuring that new development conforms to surrounding design and scale.” The proposal will be complementary to other single-family homes in the area. The design of the project reinforces the residential character of the neighborhood.

**4. That the proposed development, as set forth on the plans, will not unreasonably restrict or interfere with light and air on the property and on other property in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof; and is consistent with the design and scale of the neighborhood. (12.108.040.D).**

The project would not unreasonably restrict light and air to adjacent properties because it would be only 6 feet taller than the existing building for a total height of 22'-2", which is less than the 28'-0" height limit of the R-1 zone. Additionally, the second story is stepped back 11 feet from the first story roofline, which will minimize the impact on light and air on the property and other properties in the neighborhood. While second floor windows are proposed for the building's north (left) and south (right) elevations, the adjacent homes have setbacks of 5'-3", respectively. A Use Permit would only be required for adjacent homes with side setbacks of 10'-0" or more to address privacy considerations for usable yard areas. The adjacent property does not have a 10'-0" side yard; therefore, this standard of review is not applicable.

The proposed expansion also meets the floor area and lot coverage of the zoning district. The front, rear, and left side setbacks all conform to the zoning district standards. The right side setback of 3'-3" continues an existing nonconforming first floor setback through a minor modification. The second story is stepped back significantly which diminishes the mass of the addition. Therefore, the structure should not unreasonably restrict or interfere with light and air access to the adjacent properties.

**5. That the general appearance of the proposed building, structure, or grounds will be in keeping with the character of the neighborhood, will not be detrimental to the orderly and harmonious development of the city, and will not impair the desirability of investment or occupation in the neighborhood. (SBMC 12.108.040.G).**

The proposed addition would utilize wood shingle siding and asphalt shingle roofing material, which is consistent with the existing home and the immediate neighborhood. The proposed expansion also meets the lot coverage, FAR, and height requirements of the zoning district. Therefore, staff finds that the general appearance of the proposed addition will be in keeping with the character of the neighborhood and will not be detrimental to the City. At just 17% lot coverage where 39% is permitted, the home currently occupies less than half of the permitted lot coverage on a lot that exceeds the 5,000 square foot standard. Many of the lots in the neighborhood are quite large, and other homeowners have expanded their homes towards the rear of their property.

**6. That any proposed single-family or two-family dwelling conform to the basic design principles of the residential design guidelines as adopted by resolution by the city council and as may be revised from time to time. (SBMC 12.108.040.I).**

Staff finds that the proposed addition conforms to the basic design principles of the Residential Design Guidelines. The addition is a two-story addition that continues the simple building form of the existing structure and would also incorporate matching exterior materials. The expansion is towards the rear and the second story is stepped back, thus reducing the visual mass of the building per 3.5.5. of the RDG. The garage is in a similar pattern to the rest of the neighborhood and the recessed garage will continue the same Hollywood Driveway pattern, per 3.3.1 of the RDG.

**FINDINGS:**

*Pursuant to the City's Municipal Code, the Planning Commission shall grant the Minor Modification if it makes the following findings (required findings are in **bold** followed by staff's analysis of the merits of the project and how the findings can be made):*

**7. That any proposed single-family or two-family dwelling conforms to the basic design principles of the residential design guidelines as adopted by resolution by the city council and as may be revised from time to time. (SBMC 12.120.040)**

Staff finds that the proposed addition conforms to the basic design principles of the Residential Design Guidelines. The addition is a two-story addition that continues the simple building form of the existing structure and would also incorporate matching exterior materials. The expansion is towards the rear and the second story is stepped back, thus reducing the visual mass of the building per 3.5.5. of the RDG. The garage is in a similar pattern to the rest of the neighborhood and the recessed garage will continue the same Hollywood Driveway pattern, per 3.3.1 of the RDG.

**8. That the general appearance of the proposed building or structure, or modification, thereof, is in keeping with the character of the neighborhood. (SBMC 12.120.040)**

The applicant is proposing to continue the existing 3'-3" side setback which will maintain a consistent side yard setback that is compatible with the existing single-family home and is characteristic of the surrounding neighborhood. The existing front elevation will remain, with a slightly recessed garage.

The proposed addition is well integrated into the existing house with matching materials and complementary rooflines, which makes the addition compatible with the existing home's side and rear elevations.

**9. That the minor modification will not be detrimental to adjacent real property. (SBMC 12.120.040)**

The reduced 3'-3" setback will not be detrimental to the adjacent real property as the proposed addition is well designed, meets the majority of the development standards outlined within the Municipal Code and Residential Design Guidelines. The adjacent building remains set back a sufficient distance to provide light and privacy.

The project will include investment in the property that should benefit adjacent properties. Therefore, the reduced setback will not be detrimental to the adjacent properties.

**CONDITIONS OF APPROVAL**

**Community Development Department**

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 15-023 shall not be valid for any purpose. Use Permit 15-023 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The signed copy of the Summary of Hearing shall be photocopied and included as a full size page in the Building Division set of drawings.
3. The request for Use Permit shall be built according to plans approved by the Planning Commission on March 15, 2016 labeled Exhibit C except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
4. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
5. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
6. The home shall be used only as a single-family residential dwelling unit. No portion of any residence shall be rented out as a secondary residential dwelling unit. The rental of a room does not qualify as a secondary dwelling unit. Any attempt to construct an illegal dwelling unit will result in Code Enforcement action by the City. This condition of approval shall be disclosed at the point of sale to the consumer and shall be recorded against each property.
7. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living

space as defined in the California Building Code. The residence must have the ability to park the required number of vehicles in the designated garage area. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.

8. Prior to securing a building permit, the applicant, owner, and general contractor shall meet with Planning, Building, and Public Services staff to ensure compliance with the conditions of approval during the construction process.
9. Prior to Final Inspection, the site shall be landscaped according to the plans approved by the Planning Commission on March 15, 2016 and any site landscaping damaged during construction shall be replanted to the satisfaction of the Community Development Director.
10. FAA notification and approval is required prior to building permit issuance. Alternatively, the City has established an exemption form, which may be submitted to the City in-lieu of FAA notification.
11. The applicant shall indemnify, defend, and hold harmless the City, its officers, employees and agents, from any and all claims and lawsuits from third party(s) involving or related to the City's consideration and/or approval of the applicant's application for development.
12. Comply with the 2013 California Codes, including the California Residential Code.

### **Public Services Department**

13. The front property line is located 2.0 feet behind the sidewalk at 848 6th Avenue. No fences, retaining walls, or other permanent structure shall be placed or constructed within 2.0 feet from the back of sidewalk along 848 6th Avenue. S.B.M.C. 8.08.010.
14. The building permit plans shall include a site plan that shows all property lines, setbacks and easements, and all existing and proposed grading and drainage improvements. All unpaved areas shall be graded to slope at 1% or more. All paved areas shall be graded to slope at 0.5% or more. All grading and drainage work shall conform to the current NPDES requirements. S.B.M.C. 12.16.020.
15. Show on the plans flow line diagrams for cold water lines, hot water lines, gas lines, and sanitary sewer lines to include all existing and proposed systems in accordance with the applicable California Building Code 2013.
16. If not present, the applicant shall install a sanitary sewer lateral clean out at property line per City Standards Detail SS-02, dated June 2015. Older clean outs not meeting current City standards shall be replaced.
17. Planting of one 36-inch box size approved tree or payment to the in-lieu replacement tree fund per most current fee schedule is required. Tree shall be located on 848 6th Avenue per SBMC 8.24.060. At the current rate, the impact payment required is \$540. A separate tree-planting permit is required from Parks Division for any new street tree.
18. All damaged curb, gutter, sidewalk or driveway in the public right-of-way fronting the property shall

be removed and replaced. Remove and replace all damaged and/or broken sidewalk at front of property for all locations where there are any raised or offset concrete sections greater than or equal to ¾-inch. S.B.M.C. 8.12.010.

19. Prior to final inspection, paint the address number on face of the curb near the driveway approach with black (4 inch or larger) lettering on a white background. Add a note showing the location where the street address will be painted.
20. Obtain an Encroachment Permit from Public Works Department prior to commencing any work within the City's public right-of-way. S.B.M.C. 8.16.010. The Encroachment Permit shall be issued prior to issuance of a building permit.
21. An erosion control plan and storm water pollution prevention plan is required. The applicant shall show existing storm drain inlets and other storm water collection locations protected by silt screens or silt fence. The work shall conform to the current NPDES requirements. S.B.M.C. 12.16.020.
22. Show on plans how storm water shall be collected from downspouts and other on-site drainage and drained into landscaping or collected through an under sidewalk curb drain to the gutter per City Standard Detail ST-03. Foundations shall be protected from storm water. Drainage into adjacent properties shall not be allowed. Indicate any pipes, swales, or applicable ground percolation treatments as necessary.
23. Should the project create and/or replace 2,500 square feet or more of impervious surface, the project must include one of the required C.3.i site Design Measures as required by the Municipal Regional Permit. A C.3.i. Checklist must also be completed and submitted for review.
24. Perform a water demand calculation based on the requirements in Chapter 6 of the California Plumbing Code to confirm that the existing ¾-inch water meter is sufficient to serve proposed water demand. If existing meter is undersized a new meter is required. Applicant shall pay water and sewer capacity charges based on the size of the water meter installed along with materials and installation of an upgraded water meter. S.B.M.C. 10.14.020/110. Indicate on the plans the location of the existing water meter and the available water pressure at the property.

### **Fire Department**

25. Address numbers to be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
26. Provide hard-wired smoke detectors with battery backup as required by building code.
27. Provide spark arrester for chimney if not currently in place.

**EXHIBITS**

- A:** Site Location
- B:** Photographs
- C:** Site Plan, Floor Plans, and Elevations
- D:** Green Building Statement

**848 6th Avenue**  
**020-156-060**  
**UP-15-023**



**Exhibit A: Site Location**

**Exhibit B: Photographs**



Subject Site



Property to the North (left)



Property to the South (right)



Property across street (845 6<sup>th</sup>)



Second property across street (853 6<sup>th</sup>)

**PROJECT SUMMARY**

ASSESSOR'S PARCEL NUMBER: 020-156-060  
 ZONING: R1  
 CONSTRUCTION TYPE: V-B  
 OCCUPANCY GROUP: R3/U-1  
 TOTAL LOT AREA: 6,800 +/- S.F.  
 AVERAGE LOT SLOPE: 1% +/-

ADJUSTED LOT AREA: 6,800 S.F. X 0.88 = 5,984 S.F.  
 MAX. PERMITTED AREA: 5,984 S.F. X 0.55 = 3,291 S.F.  
 MAX. PERMITTED LOT COVERAGE AREA: 3,291 S.F. X 80% = 2,633 S.F.

MAIN HOUSE FLOOR AREA:	EXISTING FL.	ADDITION FL.	TOTAL
GARAGE:	379 S.F.	267 S.F.	646 S.F.
MAIN FLOOR:	769 S.F.	1,001 S.F.	1,770 S.F.
2ND FLOOR:		427 S.F.	427 S.F.
ATTIC FLOOR:	188 S.F.		188 S.F.
<b>TOTAL BUILDING AREA:</b>	<b>1,336 S.F.</b>	<b>1,695 S.F.</b>	<b>3,031 S.F.</b>

GRAND TOTAL BUILDING AREA: 3,031 S.F. ≤ 3,291 S.F. ALLOWED  
 EXISTING LOT COVERAGE AREA: 1,148 S.F.  
 PROPOSED LOT COVERAGE AREA: 2,416 S.F. ≤ 2,633 S.F. ALLOWED

**SETBACK AND YARD REQUIREMENTS**

	PERMITTED	ACTUAL	PLANNED
FRONT SETBACK:	15'-0"	15'-3"+/-	NO CHANGE
GARAGE SETBACK:	20'-0"	15'-3"+/-	20'-4" +/-
REAR YARD SETBACK:	10'-0"	88'-3" +/-	58'-5" +/-
SOUTH SIDE YARD SETBACK:	5'-0"	3'-3" +/-	3'-3" +/-
NORTH SIDE YARD SETBACK:	5'-0"	5'-0"	5'-0"

**FRONT YARD SETBACK IMPERVIOUS CALCULATION:**

FRONT YARD AREA: 746 S.F.  
 FRONT YARD PERVIOUS AREA: 627 S.F. (84%) ≥ 60% MIN.  
 FRONT YARD IMPERVIOUS AREA: 119 S.F. (16%) ≤ 40% MAX.

**TOTAL (FRONT, SIDE & REAR) YARD IMPERVIOUS CALCULATION:**

TOTAL YARD AREA: 4,237 S.F.  
 TOTAL YARD PERVIOUS AREA: 3,545 S.F. (84%) ≥ 80% MIN.  
 TOTAL YARD IMPERVIOUS AREA: 692 S.F. (16%) ≤ 20% MAX.

**PARKING**

COVERED GARAGE SPACE: TWO  
 FRONT YARD SETBACK: ONE

EXISTING BLDG HEIGHT: 16'-1" +/-  
 PROPOSED BLDG HEIGHT: 22'-2" +/-

BUILDING CODE USE: 2013 CRC, CBC, 2013 CEC, CPC, CMC  
 2013 CALIFORNIA FIRE CODE, (2013 UFC)  
 2013 CALIFORNIA ENERGY CODE

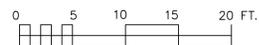
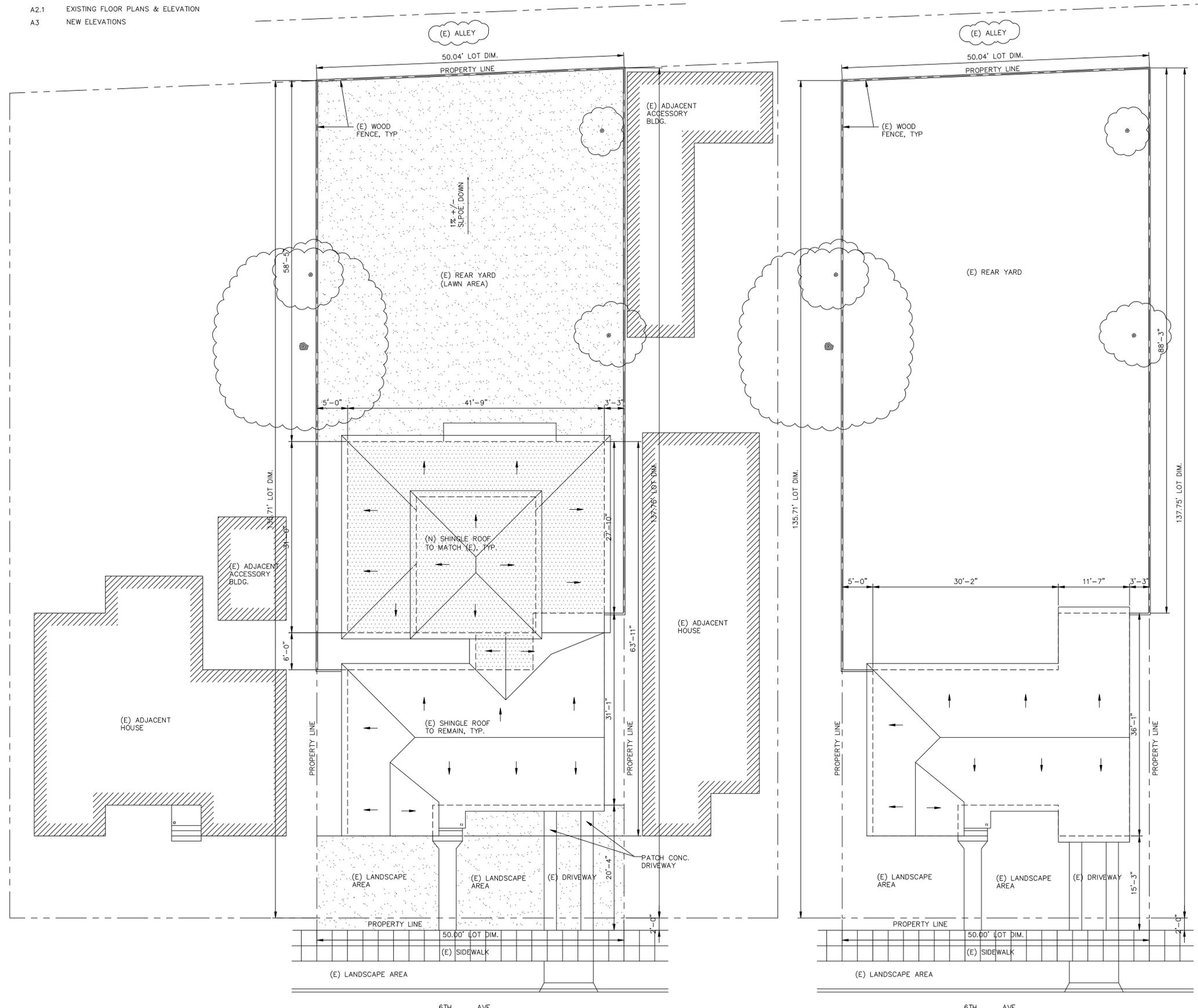
**SCOPE OF WORK:**

- ENLARGE GARAGE TO PARK MULTIPLE VEHICLES.
- ENLARGE MAIN FLOOR BY ADDING TWO BEDROOMS, ONE FAMILY ROOM, A FULL BATH AND DINING LAUNDRY AREA.
- ADD A 2ND FLOOR TO HAVE A MASTER BEDROOM AND A FULL BATH.

**DRAWING INDEX**

**ARCHITECTURAL:**

- A1 PROJECT INFORMATION, NOTES, SITE & ROOF PLANS
- A2 NEW FLOOR PLANS, SECTION
- A2.1 EXISTING FLOOR PLANS & ELEVATION
- A3 NEW ELEVATIONS



**2** REMODEL SITE & ROOF PLAN  
 1/8"=1'-0"



**1** (E) SITE & ROOF PLAN  
 1/8"=1'-0"

REVISIONS	BY
1	PLANNING DEPT. 1-22-2016
2	PLANNING DEPT. 2-12-2016

**JASON M.J. CHAN ARCHITECT**  
 615 SANTA BARBARA AVE.  
 MILLBRAE, CA 94030  
 (415) 710-8896  
 E-MAIL: jasonchan16988@gmail.com

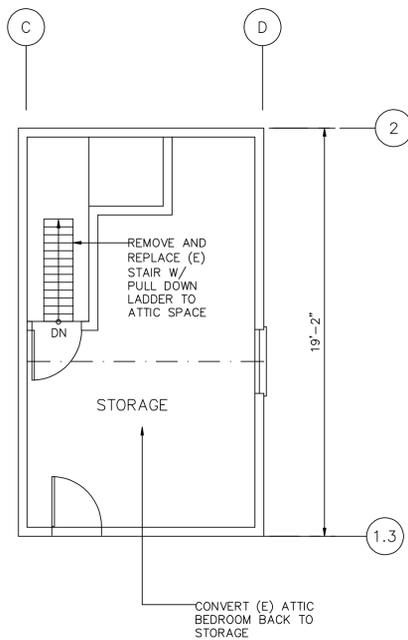


PROJECT INFO.  
 SITE/ROOF PLANS

NEW ADDITION  
 848 6TH AVE.  
 SAN BRUNO, CA 94066  
 APN: 020-156-060

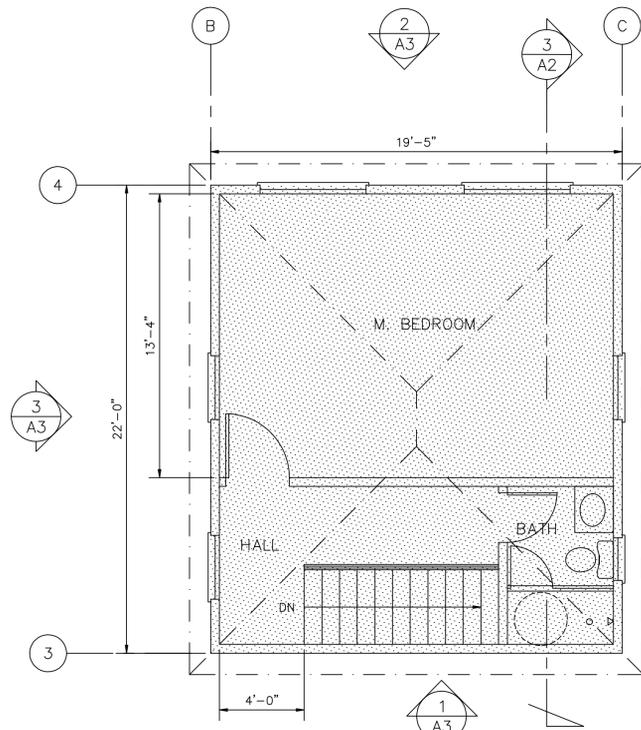
DATE	9-28-2015
SCALE	NOTED
DRAWN	
JOB	

- LEGEND:
- (E) WALL TO REMAIN
  - REMOVED (E) WALL
  - (N) WALL
  - NEW ADDITIONAL AREA



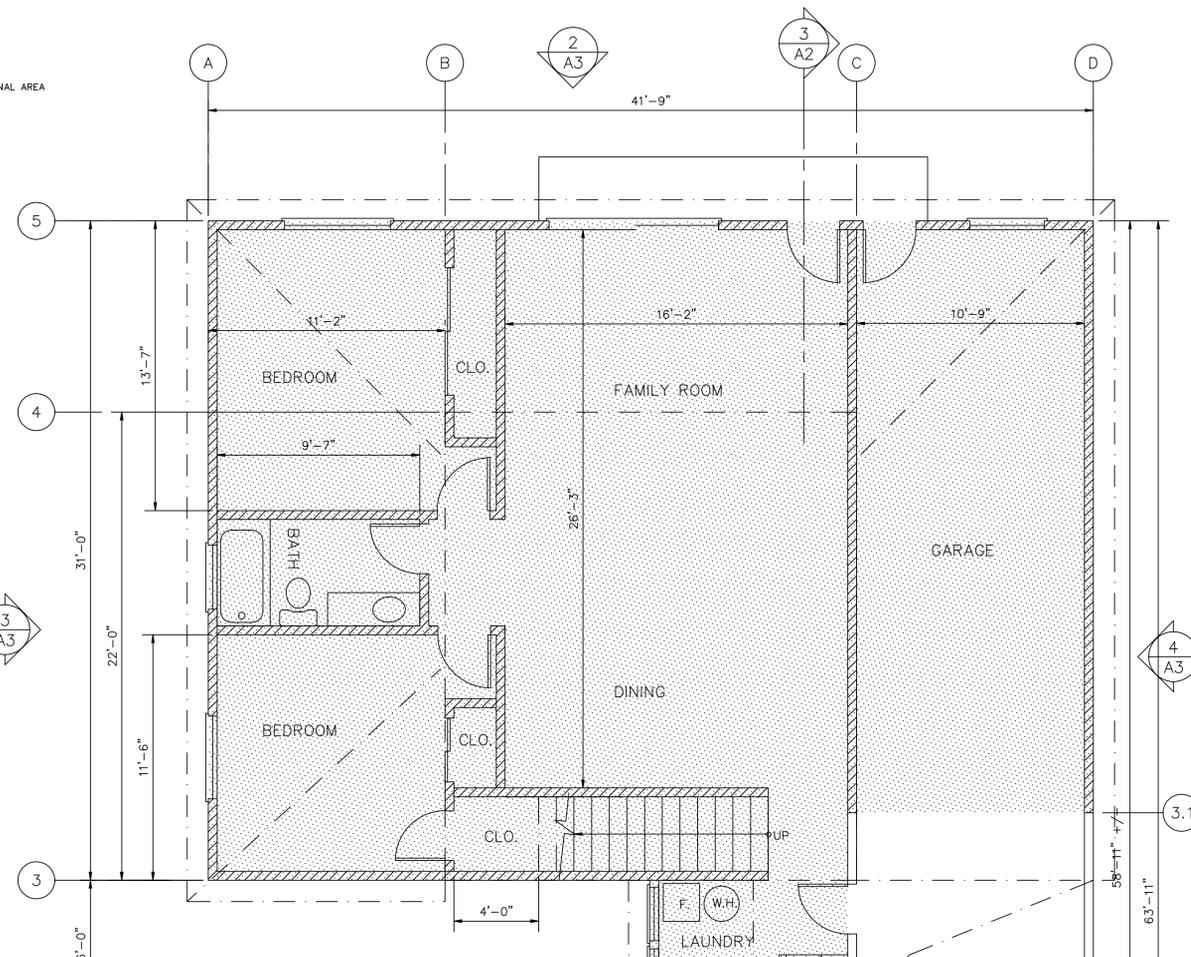
4 **MODEFIED ATTIC FLOOR PLAN**

1/4"=1'-0"



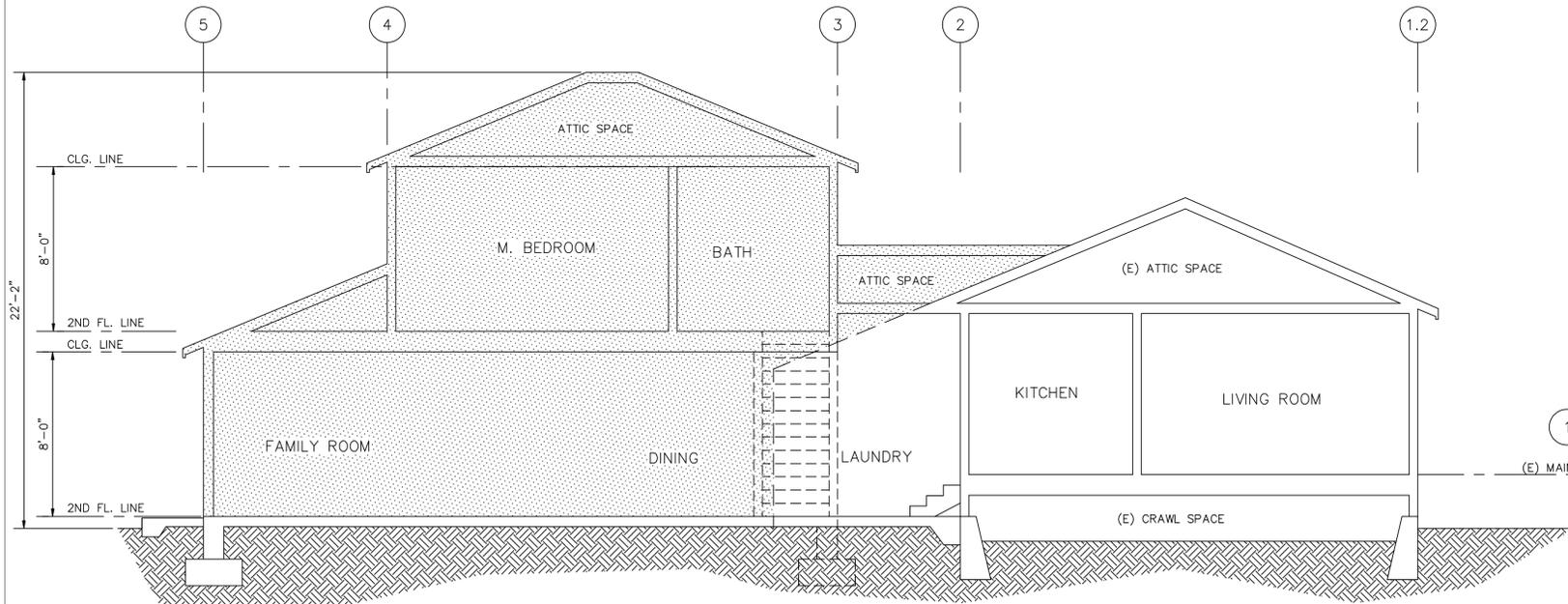
2 **ADDED 2ND FLOOR PLAN**

1/4"=1'-0"



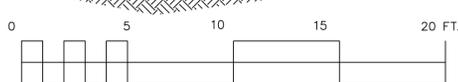
1 **REMODEL MAIN FLOOR PLAN**

1/4"=1'-0"



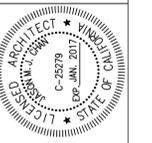
3 **(N) BLDG. SECT.**

1/4"=1'-0"



REVISIONS	BY
1	PLANNING DEPT.
2	PLANNING DEPT.

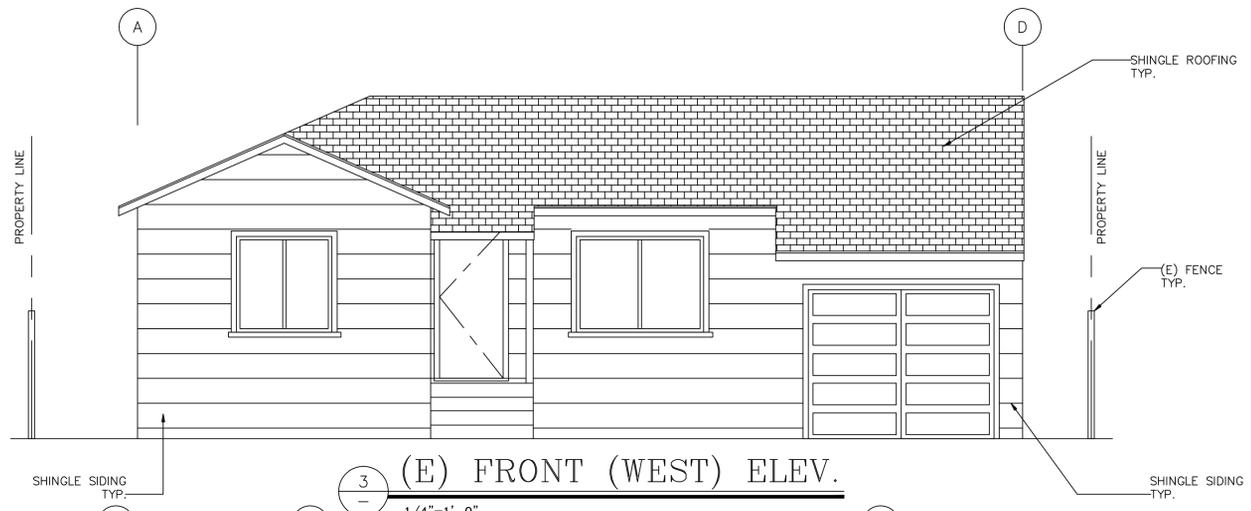
**JASON M.J. CHAN ARCHITECT**  
 615 SANTA BARBARA AVE.  
 MILLBRAE, CA 94030  
 (415) 710-8896  
 E-MAIL: jasonchan16988@gmail.com



PLANS SECTION

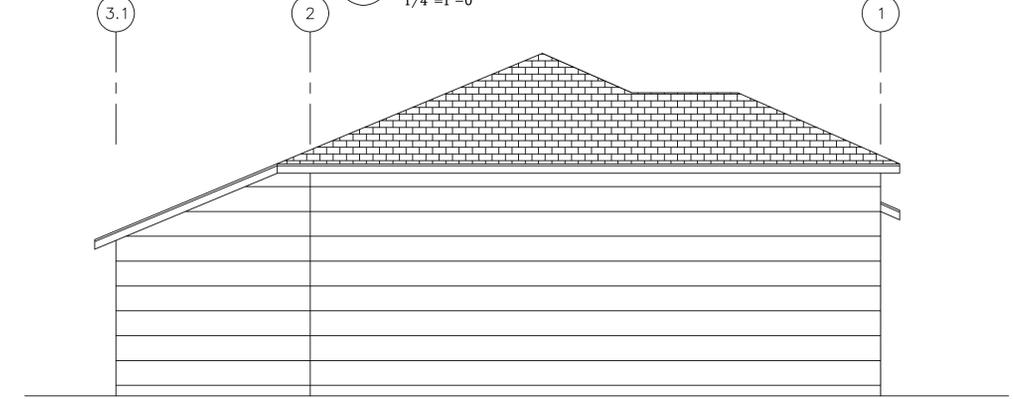
NEW ADDITION  
 848 6TH AVE.  
 SAN BRUNO, CA 94066  
 APN: 020-156-060

DATE	9-28-2015
SCALE	NOTED
DRAWN	
JOB	



**(E) FRONT (WEST) ELEV.**

1/4"=1'-0"



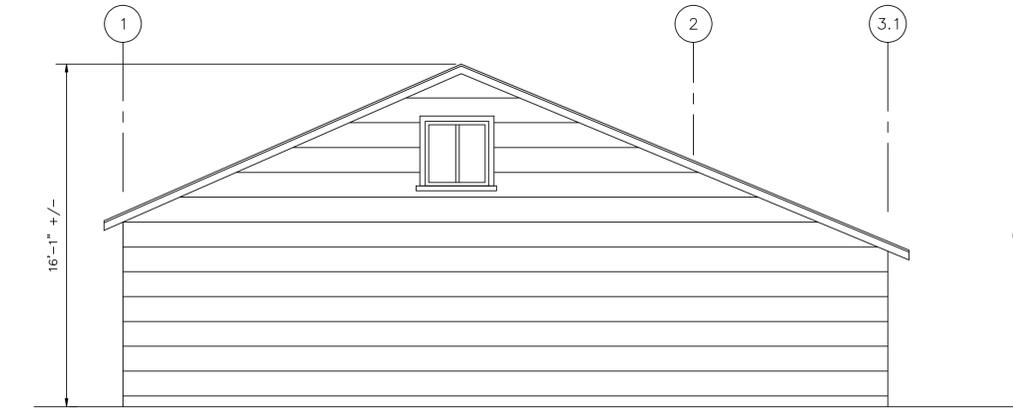
**(E) SIDE (NORTH) ELEV.**

1/4"=1'-0"



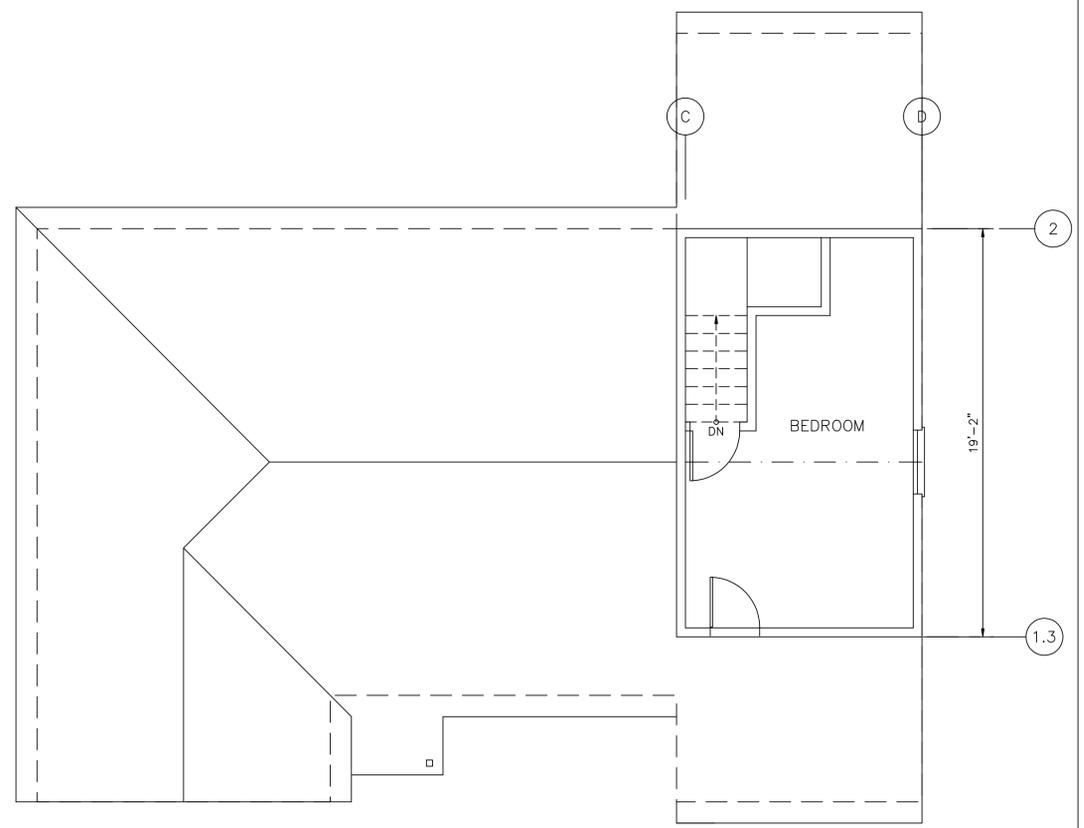
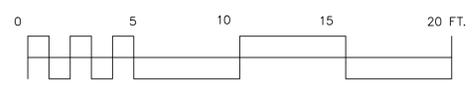
**(E) REAR (EAST) ELEVATION**

1/4"=1'-0"



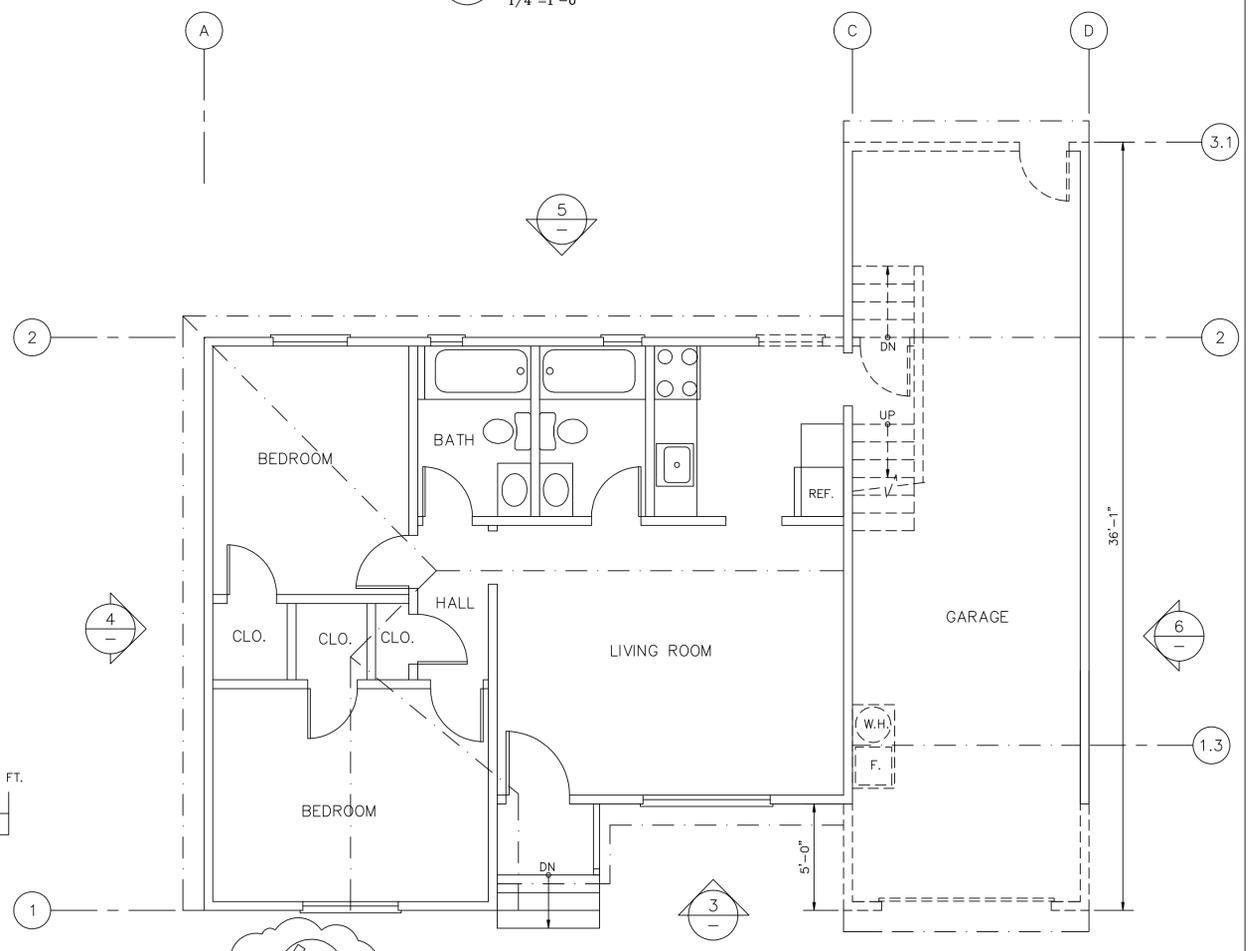
**(E) SIDE (SOUTH) ELEVATION**

1/4"=1'-0"



**ATTIC FLOOR PLAN**

1/4"=1'-0"



**(E) MAIN FLOOR PLAN**

1/4"=1'-0"

REVISIONS	BY
1	PLANNING DEPT. 1-22-2016
2	PLANNING DEPT. 2-12-2016

**JASON M.J. CHAN ARCHITECT**  
 615 SANTA BARBARA AVE.  
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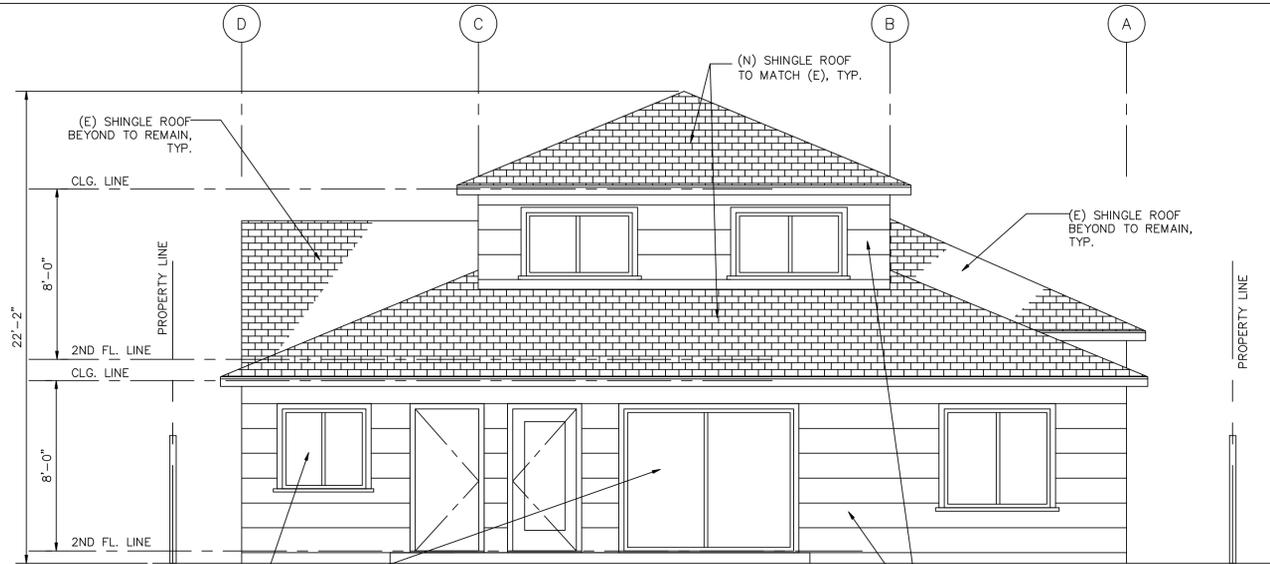
EXISTING PLANS  
 ELEVATIONS

NEW ADDITION  
 848 6TH AVE.  
 SAN BRUNO, CA 94066  
 APN: 020-156-060

DATE 9-28-2015  
 SCALE NOTED  
 DRAWN  
 JOB  
 SHEET

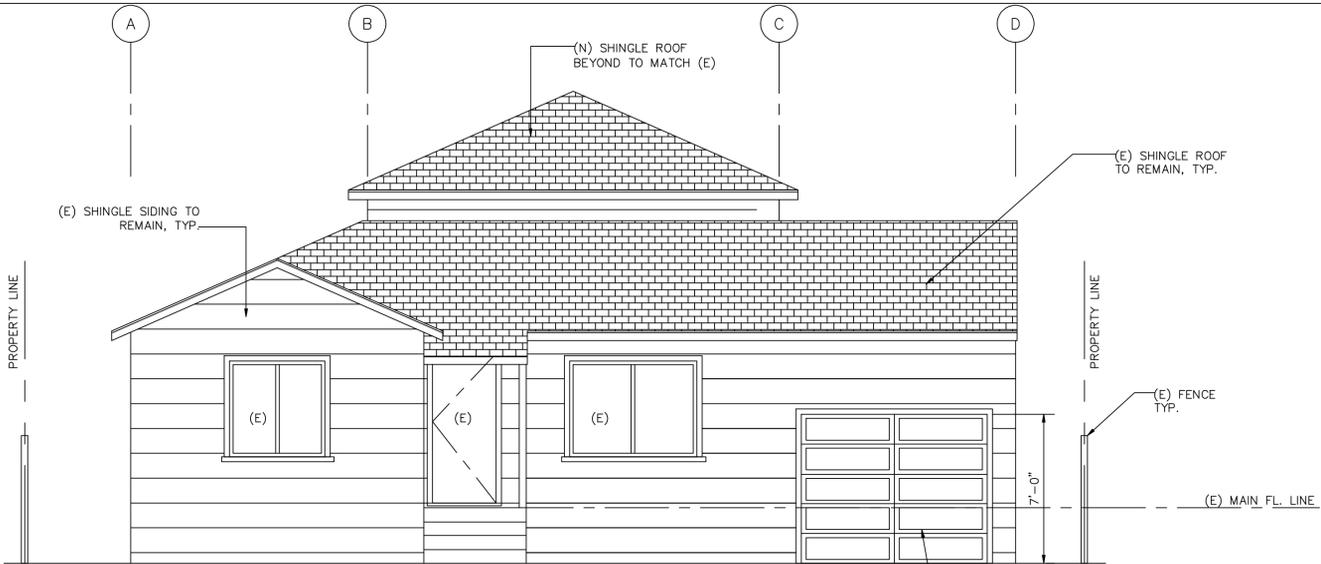
**A2.1**

OF SHEETS



(N) REAR (EAST) ELEV.

1/4"=1'-0"



(N) FRONT (WEST) ELEV.

1/4"=1'-0"

City of San Bruno  
 Building Safety Division  
 567 El Camino Real  
 San Bruno, CA 94066

Permit Center: (650) 616-7075  
 Inspection Request: (650) 616-7074  
 Fax: (650) 813-6149

**2013 CALIFORNIA GREEN BUILDING STANDARD CODE (CGC) RESIDENTIAL CHECKLIST**

These residential buildings shall be designed to include the green building mandatory measures specified in this checklist. This checklist shall also be applied to additions or alterations of existing residential buildings where the addition or alteration increases the building's conditioned area, volume, or size. The requirements shall apply only to the specific area of the addition or alteration.

BUILDING PERMIT NO.: UP15-023  
 ADDRESS: 848 6TH AVE

Feature or Measure	Yes
<b>SITE DEVELOPMENT</b>	
A plan has been developed and will be implemented to manage storm water drainage during construction per CGC 4.106.4.4 (CGC 4.106.4.4)	X
<b>WATER EFFICIENCY AND CONSERVATION</b>	
Plumbing fixtures (water closets and urinals) shall comply with the following:	
- The effective flush volume of all water closets shall not exceed 1.28 gallons (CGC 4.503.1.1)	X
- The effective flush volume of urinals shall not exceed 0.5 gallons (CGC 4.503.1.2)	X
Firings (faucets and showerheads) have all required standards listed on plans and are in accordance with CGC 4.503.1.3 and CGC 4.503.1.4	X
Automatic irrigation system controller for landscaping provided by the builder and installed at the time of final inspection shall comply with CGC 4.504	X
<b>ENHANCED DURABILITY AND REDUCED MAINTENANCE</b>	
Annular spaces around pipes, electric cables, conduits or other openings in masonry or concrete shall be sealed with a sealant that is compatible with the substrate and meets the requirements of the manufacturer's instructions	X
Concrete shall be cured in accordance with ACI 308.1R-02	X
<b>CONSTRUCTION WASTE REDUCTION, DISPOSAL AND RECYCLING</b>	
A minimum of 65% of the non-hazardous construction and demolition waste generated at the site shall be diverted to an off-site recycle, diversion, or salvage facility per CGC 4.504	X
<b>BUILDING MAINTENANCE AND OPERATION</b>	
An operation and maintenance manual will be provided to the building occupant or owner per CGC 4.410.1	X
<b>ENVIRONMENTAL QUALITY</b>	
Any gas fireplace shall be a direct-vent sealed combustion type	X
Any wood stove or pellet stove shall comply with US EPA Phase II emission limits per CGC 4.503.1	X
<b>POLLUTANT CONTROL</b>	
At the time of rough installation, during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related distribution components openings shall be covered with tape, plastic, sheet metal, or other methods acceptable to the enforcing agency to reduce the amount of water, dust or debris, which may enter the system per CGC 4.504.2.1	X
Adhesives, sealants and caulks shall meet the VOC or other toxic compound limits per CGC 4.504.2.1	X
Paints and coatings shall comply with VOC limits per CGC 4.504.2.2	X
Acrylic paints and coatings shall meet the Product-weighted VOC limits for VOC and other requirements per CGC 4.504.2.3	X
Disinfection will be provided, at the request of the Building Division, to verify compliance with VOC fresh materials per CGC 4.504.2.4	X
Carrier system installed in the building interior shall meet the testing and product requirements per CGC 4.504.3	X
Where resilient flooring is installed, at least 85% of the floor area receiving resilient flooring will comply with the requirements per CGC 4.504.4	X
Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior and exterior of the building shall comply with the low formaldehyde emission standards per CGC 4.504.5	X

P:\Building\CALGREEN RES - Information\2013 Residential Green Checklist.doc Page 1 of 2  
 Revised 7/01/2014

BLD Permit No.: UP15-023

Feature or Measure	Yes
<b>INTERIOR MOISTURE CONTROL</b>	
A supply break shall be installed if a slab on grade foundation system is used. The use of a 4" thick base of 1/2" or larger clean aggregate under a 6 mil vapor retarder with joint lap not less than 6" will be provided per CGC 4.505.2 and CRC 506.2.3	X
Building materials with visible signs of water damage shall not be installed. Wall and floor framing shall not be enclosed when the framing members exceed 19% moisture content. Moisture content shall be checked prior to finish material being applied per CGC 4.505.3	X
<b>INDOOR AIR QUALITY AND EXHAUST</b>	
Exhaust fans, which are ENERGY STAR compliant and be ducted to terminate outside the building, shall be provided in every bathroom per CGC 4.506.1	X
<b>ENVIRONMENTAL COMFORT</b>	
Heating and air conditioning system shall be sized, designed and have their equipment selected using the following methods:	
1. Heat Loss/Heat Gain values in accordance with ANSI/ACCA 2 Manual 2-2004 or equivalent.	X
2. Duct systems are sized according to ANSI/ACCA 1.1 Manual D-2009 or equivalent.	X
3. Select heating and cooling equipment in accordance with ANSI/ACCA 3 Manual S-2004 or equivalent.	X
<b>INSTALLER AND SPECIAL INSPECTOR QUALIFICATION</b>	
HVAC system installers shall be trained and certified in the proper installation of HVAC systems and equipment by a recognized training or certification program per CGC 702.1	X
<b>VERIFICATION</b>	
Upon request, verification of compliance with this code may include construction documents, plans, specifications, builder or installer certification, inspection reports, or other methods acceptable to the building department which will show substantial performance.	X

**Responsible Designer's Declaration Statement**  
 I hereby certify that this project has been designed to meet the requirements of the 2013 California Green Building Standards Code.

Name: UP15-023  
 Signature:  
 Date: 1-15-2016  
 Company: JASON CHAN ARCHITECT  
 Address: 615 SANTA BARBARA AVE  
 City: MILLBRAE State: CA Zip: 94030

**Contractor Declaration Statement**  
 I hereby certify, as the builder or installer under the permit listed herein, that this project will be constructed to meet the requirements of the California Green Building Standards Code.

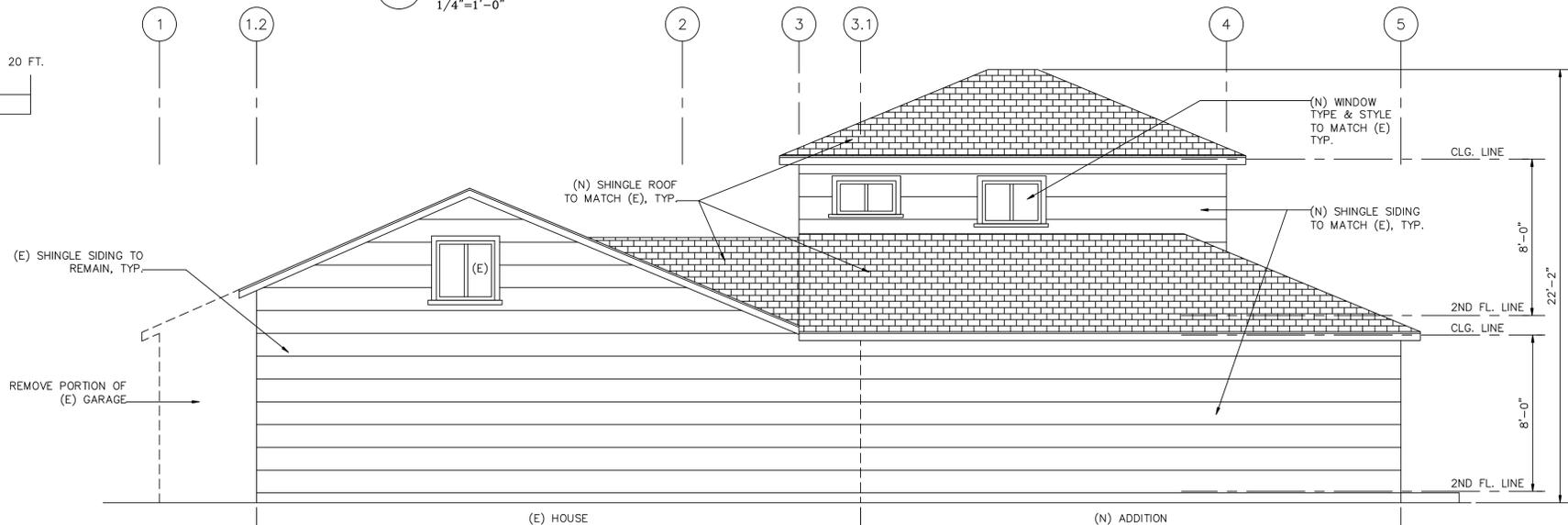
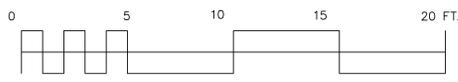
Name:  
 Signature:  
 Date:  
 License:  
 Address:  
 City: State: Zip:

P:\Building\CALGREEN RES - Information\2013 Residential Green Checklist.doc Page 2 of 2  
 Revised 7/01/2014



(N) SIDE (NORTH) ELEV.

1/4"=1'-0"



(N) SIDE (SOUTH) ELEV.

1/4"=1'-0"

REVISIONS	BY
1	PLANNING DEPT. 1-22-2016
2	PLANNING DEPT. 2-12-2016

JASON M.J. CHAN ARCHITECT  
 615 SANTA BARBARA AVE.  
 MILLBRAE, CA 94030  
 (415) 710-8896  
 E-MAIL: jasonchan16988@gmail.com



NEW ELEVATIONS

NEW ADDITION  
 848 6TH AVE.  
 SAN BRUNO, CA 94066  
 APN: 020-156-060

DATE: 9-28-2015  
 SCALE: NOTED  
 DRAWN:  
 JOB:  
 SHEET:

A3  
 OF SHEETS

# Exhibit D



City of San Bruno  
 Building Safety Division  
 567 El Camino Real  
 San Bruno, CA 94066

Permit Center: (650) 616-7076  
 Inspection Request: (650) 616-7074  
 Fax: (650) 873-6749

## 2013 CALIFORNIA GREEN BUILDING STANDARD CODE (CGC) RESIDENTIAL CHECKLIST

*New residential buildings shall be designed to include the green building mandatory measures specified in this checklist. This checklist shall also be applied to additions or alterations of existing residential buildings where the addition or alteration increases the building's conditioned area, volume, or size. The requirements shall apply only to the specific area of the addition or alteration.*

BUILDING PERMIT NO.: UP15-023  
 ADDRESS: 848 6TH AVE

**MANDATORY MEASURES SPECIFIED**  
 (Please check boxes below)

Feature or Measure	Yes
<b>SITE DEVELOPMENT</b>	
A plan has been developed and will be implemented to manage storm water drainage during construction per CGC 4.106.2 & 4.106.3	<input checked="" type="checkbox"/>
<b>WATER EFFICIENCY AND CONSERVATION</b>	
Plumbing fixtures (Water closets and urinals) shall comply with the following:	
The effective flush volume of all water closets shall not exceed 1.28 gal/flush (CGC 403.1.1)	<input checked="" type="checkbox"/>
The effective flush volume of urinals shall not exceed 0.5 gal/flush (CGC 403.1.2)	<input checked="" type="checkbox"/>
Fittings (faucets and showerheads) have all required standards listed on plans and are in accordance to CGC 4.303.1.3 and CGC 403.1.4	<input checked="" type="checkbox"/>
Automatic irrigation system controller for landscaping provided by the builder and installed at the time of final inspection shall comply with CGC 4.304	<input checked="" type="checkbox"/>
<b>ENHANCED DURABILITY AND REDUCED MAINTENANCE</b>	
Annular spaces around pipes, electric cables, conduits or other openings in sole/bottom plates at exterior walls shall be rodent proofed by closing such openings with cement mortar, concrete masonry, or similar method acceptable to the enforcing agency per CGC 4.406.1	<input checked="" type="checkbox"/>
<b>CONSTRUCTION WASTE REDUCTION, DISPOSAL AND RECYCLING</b>	
A minimum of 65% of the non-hazardous construction and demolition waste generated at the site shall be diverted to an offsite recycle, diversion, or salvage facility per CGC 4.408	<input checked="" type="checkbox"/>
<b>BUILDING MAINTENANCE AND OPERATION</b>	
An operation and maintenance manual will be provided to the building occupant or owner per CGC 4.410.1	<input checked="" type="checkbox"/>
<b>ENVIRONMENTAL QUALITY</b>	
Any gas fireplaces shall be a direct-vent sealed-combustible type.	<input checked="" type="checkbox"/>
Any wood stove or pellet stove shall comply with US EPA Phase II emission limits per CGC 4.503.1	<input checked="" type="checkbox"/>
<b>POLLUTANT CONTROL</b>	
At the time of rough installation, during storage on the construction site and until final startup of the heating, cooling and ventilating equipment, all duct and other related air distribution components openings shall be covered with tape, plastic, sheet metals, or other methods acceptable to the enforcing agency to reduce the amount of water, dust or debris, which may enter the system per CGC 4.504.1.	<input checked="" type="checkbox"/>
Adhesive, sealants and caulks shall meet the VOC or other toxic compound limits per CGC 4.504.2.1.	<input checked="" type="checkbox"/>
Paints and coatings shall comply with VOC limits per CGC 4.504.2.2.	<input checked="" type="checkbox"/>
Aerosol paints and coatings shall meet the Product-weighted MIR limits for ROC and other requirements per CGC 4.504.2.3.	<input checked="" type="checkbox"/>
Documentation will be provided, at the request of the Building Division, to verify compliance with VOC finish materials per CGC 4.504.2.4.	<input checked="" type="checkbox"/>
Carpet system installed in the building interior shall meet the testing and product requirement per CGC 4.504.3.	<input checked="" type="checkbox"/>
Where resilient flooring is installed, at least 80% of the floor area receiving resilient flooring will comply with the requirements per CGC 4.504.4.	<input checked="" type="checkbox"/>
Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior and exterior of the building shall comply with the low formaldehyde emission standards per CGC 4.504.5.	<input checked="" type="checkbox"/>

Feature or Measure	Yes
<b>INTERIOR MOISTURE CONTROL</b>	
A capillary break shall be installed if a slab on grade foundation system is used. The use of a 4" thick base of 1/2" or larger clean aggregate under a 6 mil vapor retarder with joint lapped not less than 6" will be provided per CGC 4.505.2 and CRC R506.2.3.	<input checked="" type="checkbox"/>
Building materials with visible signs of water damage shall not be install. Wall and floor framing shall not be enclosed when the framing members exceed 19% moisture content. Moisture content shall be checked prior to finish material being applied per CGC 4.505.3.	<input checked="" type="checkbox"/>
<b>INDOOR AIR QUALITY AND EXHAUST</b>	
Exhaust fans, which are ENERGY STAR compliant and be ducted to terminate outside the building, shall be provided in every bathroom per CGC 4.506.1.	<input checked="" type="checkbox"/>
<b>ENVIRONMENTAL COMFORT</b>	
Heating and air-conditioning system shall be sized, designed and have their equipment selected using the following methods: 1. Heat Loss/Heat Gain values in accordance with ANSI/ACCA 2 Manual J-2004 or equivalent; 2. Duct systems are sized according to ANSI/ACCA 1, Manual D-2009 or equivalent; 3. Select heating and cooling equipment in accordance with ANSI/ACCA 3, Manual S-2004 or equivalent.	<input checked="" type="checkbox"/>
<b>INSTALLER AND SPECIAL INSPECTOR QUALIFICATION</b>	
HVAC system installers shall be trained and certified in the proper installation of HVAC systems and equipment by a recognize training or certification program per CGC 702.1.	<input checked="" type="checkbox"/>
<b>VERIFICATION</b>	
Upon request, verification of compliance with this code may include construction documents, plans, specifications, builder or installer certification, inspection reports, or other methods acceptable to the building department which will show substantial conformance.	<input checked="" type="checkbox"/>

Responsible Designer's Declaration Statement	Contractor Declaration Statement
I hereby certify that this project has been designed to meet the requirements of the 2013 California Green Building Standards Code.	I hereby certify, as the builder or installer under the permit listed herein, that this project will be constructed to meet the requirements of the California Green Building Standards Code.
Name: UP15-023	Name:
Signature:	Signature:
Date: 1-15-2016	Date:
Company: JASON CHAN ARCHITECT	License:
Address: 615 SANTA BARABARA AVE	Address:
City: MILLBRAE State: CA Zip: 94030	City: State: Zip:



567 El Camino Real  
San Bruno, CA 94066  
Voice: (650) 616-7074  
Fax: (650) 873-6749  
www.sanbruno.ca.gov

**STAFF**

David Woltering, AICP, *Community Development Director*  
Mark Sullivan, AICP, *Long Range Planning Manager*  
Michael Smith, *Senior Planner*  
Matt Neuebaumer, *Associate Planner*  
Paula Bradley, MCP, AICP, *Contract Associate Planner*  
Matt Jones, *Contract Assistant Planner*  
Marc Zafferano, *City Attorney*

**PLANNING COMMISSION**

Rick Biasotti, *Chair*  
Marie Kayal, *Vice Chair*  
Kevin Chase  
Mary Lou Johnson  
Sujendra Mishra  
Perry Petersen  
Joe Sammut

**PLANNING COMMISSION  
STAFF REPORT  
AGENDA ITEM NO. 5.B.  
March 15, 2016**

**Project Address:** 1745 Holly Avenue  
**Assessor's Parcel No:** 020-025-060  
**Application No.:** UP-15-024  
**Zoning District:** R-1 (Single-Family Residential)  
**General Plan Classification:** Low Density Residential  
**Prepared by:** Matt Jones, 650-616-7089

**REQUEST**

Request for a Use Permit to allow an addition that would add 254 square feet of living area, convert 37 square feet of existing garage area to living area, and add 61 square feet of garage area to the existing 1,838 square feet of living area for a total of 2,129 square feet of living area, which exceeds the maximum 1,825 square feet allowed for a one-car garage, per Section 12.200.030.B.5 and 12.200.080.A.2 of the San Bruno Municipal Code. Request comes from Ken Ibarra (Applicant) J. & A. LaBagh (Owners).

**RECOMMENDATION**

Staff recommends that the Planning Commission approve Use Permit 15-024 based on Findings 1-9 and subject to Conditions of Approval 1-27.

**PROJECT DESCRIPTION**

The applicant is proposing to add 254 square feet of living area to the front entryway and to the rear of the ground floor of the home, to convert the rear 37 square feet of the garage to kitchen area, and to expand the footprint of the garage by 61 square feet in the direction of the street. The total area of the proposed garage would be 241 square feet. There are no proposed changes to the upper floor. The ground floor changes would include a kitchen and dining room expansion and remodel, a bathroom remodel, and a relocated patio. The entryway would be widened and extended forward, with a covered porch added in front of the entryway. The garage's footprint will be moved forward to accommodate the proposed interior remodel and addition. The proposed addition would utilize exterior materials that match the existing home's finish materials. If approved and constructed, the residence would remain a three bedroom, two-and-a-half bathroom home, with a total floor area of 2,129 square feet of habitable area, not including the garage.

**ARCHITECTURAL REVIEW COMMITTEE**

The Architectural Review Committee (Commissioners Biasotti, Kayal) reviewed this project at its January

14, 2016 meeting. The Architectural Review Committee forwarded the project to the Planning Commission as recommended by staff. The recommendations from staff have been incorporated into the plans before you as noted immediately below:

**Update the plans to include the following:**

- Ensure that the roofing on the other existing and proposed elevations is drawn to match the Proposed Front Elevation – North at the bottom left corner of sheet A.3. Ensure that the garage façade on the Existing Front Elevation – North is accurate.
- Ensure the garage meets the minimum vehicle parking standards by providing a free and clear 10'-0" wide by 20'-0" long garage.
- Add a carriage-style garage door to minimize the visual impact of the garage.

**ENVIRONMENTAL REVIEW**

This project is Categorically Exempt per the California Environmental Quality Act (CEQA) Guidelines Class 1, Section 15301.e: Existing Facilities.

**LEGAL NOTICE**

1. Notices of public hearing mailed to owners of property within 300 feet on March 4, 2016.
2. Advertisement published in the San Mateo Daily Journal, Saturday, March 5, 2016.

**PUBLIC COMMENT**

No comments have been received as of the completion of this staff report.

**REVIEWING AGENCIES**

Community Development Department  
Public Services Department  
Fire Department

**EXISTING CONDITIONS**

The subject property is located on Holly Avenue between Cedar Avenue and Cherry Avenue. The subject lot is a standard size measuring 5,000 square feet. The property is currently developed with a two-story single-family dwelling that contains three bedrooms and two-and-a-half bathrooms in 1,838 square feet of living space. The residence includes a 217 square-foot garage at the ground floor for a total gross floor area of 2,055 square-feet. The home was constructed in 1949 and is located in the Mills Park 4 subdivision. Immediately adjacent to the subject property are single-family dwellings.

**ADDITIONAL INFORMATION**

- **Accessory Structures:** There are no accessory structures located on the subject property.
- **Code Enforcement:** There are no active Code Enforcement cases.
- **Easements:** There is 3'-0" easement on the right side of the property and a 5'-0" easement at the rear of the property.
- **Heritage Trees:** There are no heritage trees located on-site.

- **Previous additions or alterations:** The previous owner added a family room in the rear area of the first floor and a retaining wall in the backyard in 1988, added a second floor and deck in 1989, added a half bathroom to the second floor and moved and remodeled their first floor bathroom in 1994, and remodeled their kitchen in 1996.
  - Advisory note: staff was unable to confirm that the existing first floor plan matches the last set of plans that we have on record from a 1994 first story bedroom and bathroom remodel and second story half bathroom addition.

**SURROUNDING LAND USES**

North: Juniper Avenue – R-1 (Single Family Residential)  
 South: Kains Avenue – R-1 (Single Family Residential)  
 East: Cherry Avenue – R-1 (Single Family Residential)  
 West: Cedar Avenue – R-1 (Single Family Residential)

**PROJECT DETAILS SUMMARY**

SITE CONDITIONS		ZONING REQUIREMENTS	EXISTING CONDITIONS	PROPOSED CONDITIONS
Land Use		R-1	R-1	Same
Lot Area		5,000 s.f.	5,000 s.f.	Same
Lot Coverage		2,200 s.f. (44%)	1,616 s.f. (32.3%)	1,978 s.f. (39.6%)
Gross Floor Area		2,750 s.f.*	2,055 s.f.	2,370 s.f.
Floor Area Ratio		.55	.411	.474
Building Setbacks	Front	15'-0"	20'-3"	15'-0" (porch and stairs are 10'-0")
	Rear	10'-0"	34'-4" (house) 22'-0" (deck)	Same
	R Side	5'-0"	5'-0"	Same
	L Side	5'-0"	7'-0" (2 <sup>nd</sup> story deck is 3'-0")	Same
Building Height		28'-0"	~ 22'-0"	~ 22'-0"
Covered Parking		2 spaces	1 space	Same

Notes:

\*See Chart 1 in Section 12.96.060 of the SBMC for the floor area ratio adjustment factor for lot size.

\*\*Max. FAR = Lot size X adjustment factor X ratio

**Square Footage Breakdown:**

	Ground floor	Second Floor	Garage	Total
Existing	1,399	439	217	2,055
Additions	+254		+61	315
Conversions	+37 from garage		-37	0
Total	1,690	439	241	2,370

### **STAFF'S PROJECT ANALYSIS**

A Use Permit is required because the applicant is proposing to expand their living area to 2,129 square feet, which exceeds the maximum square footage (1,825 square feet) allowed for a one-car garage, per Sections 12.200.030.B.5 and 12.200.080.A.2 of the San Bruno Municipal Code. The proposal would otherwise meet the lot coverage, setback, floor area ratio, and height requirements of the zoning district.

Staff finds that the design of the addition conforms to the Residential Design Guidelines. The proposed addition would be well integrated with the existing single-family dwelling and would be compatible with the immediate neighborhood which is characterized by one and two story single-family homes.

The proposed expansion of the garage footprint will bring the garage forward from its current position, but the entryway and porch additions will minimize the garage's visual impact. The extended entryway and porch were added after the Architectural Review Committee meeting, and staff found them to be in compliance with the S.B.M.C. and only minimally affecting the overall project. The porch and stairs extend 5'-0" past the front setback area, which is permitted by section 12.84.170.B of the S.B.M.C. Additionally, per staff recommendation, the applicant added a carriage-style garage door to minimize the visual impact of the garage. The expansion of the ground floor living area is to the rear of the home, which would not impact the visual character of the neighborhood. The addition would be finished in materials (wood siding, asphalt shingle roofing) that match the building's existing finish materials to provide visual unity in the design.

The addition's primary purpose is to enlarge the existing kitchen and add a dining area located at the rear of the building at the ground floor. Staff found no issues with the proposed expansion of living area.

Regarding parking, the addition would add common living area to the building and not additional bedrooms or bathrooms. The project would not affect parking within the neighborhood because it would not be expected to result in additional occupants which is generally associated with greater parking demand. With the proposed garage footprint expansion, the driveway is approximately 20'-6" long to back edge of sidewalk, which satisfies the minimum requirement of 20'-0". Per staff recommendation, the applicant is expanding the garage forward to the maximum front setback of 15'-0" to give them 18'-11" free and clear space to park a vehicle. The Architectural Review Committee approved the staff recommendation after the owner's confirmed that they owned a vehicle that meets the garage requirement.

### **FINDINGS**

*Pursuant to the City's Municipal Code, the Commission shall grant the Use Permit if it makes the following findings. Required findings are in **bold** followed by staff's analysis of the merits of the project and how the findings can be made.*

- 1. Will not under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use. (SBMC 12.112.050.B.1)**

With the condition that the applicant obtain a building permit prior to construction, the home will be constructed according to the California Building Code (CBC) and, therefore, will not be detrimental to the

health, safety and general welfare of the persons residing in the neighborhood.

**2. Will not be injurious or detrimental to property and improvement in the neighborhood or to the general welfare of the city. (SBMC 12.112.050.B.2)**

The applicant is proposing a ground floor addition located in the rear yard area. The project is well-designed and will have minimal overall impact. Therefore, staff finds that the project will not be detrimental to improvement in the neighborhood or to the general welfare of the City.

**3. That the proposed development is consistent with the San Bruno General Plan. (SBMC 12.108.050.B.3)**

The San Bruno General Plan designates the property as a Low-Density Residential district. The existing single-family dwelling is consistent with the General Plan designation.

General Plan Policy LUD-3 states, "protect the residential character of established neighborhoods by ensuring that new development conforms to surrounding design and scale." The proposal will be complementary to other single-family homes in the area. The design of the project reinforces the residential character of the neighborhood.

**4. That the proposed development, as set forth on the plans, will not unreasonably restrict or interfere with light and air on the property and on other property in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof; and is consistent with the design and scale of the neighborhood. (SBMC 12.108.040.D).**

The project would not unreasonably restrict light and air to adjacent properties because it maintains the existing height and it would respect the existing building's side setbacks. The adjacent property to the west of the subject property is located on a higher elevation and would look over the roof of the proposed addition. The proposed expansion also meets the floor area, lot coverage, setback, and height requirements of the zoning district. The side and rear setbacks for the proposed addition are all in compliance with the setback requirements. Therefore, the structure should not unreasonably restrict or interfere with light and air access to the adjacent properties.

**5. That the general appearance of the proposed building, structure, or grounds will be in keeping with the character of the neighborhood, will not be detrimental to the orderly and harmonious development of the city, and will not impair the desirability of investment or occupation in the neighborhood. (SBMC 12.108.040.G).**

The proposed addition would utilize wood siding cladding and asphalt shingle roofing material, which is consistent with the existing home and the immediate neighborhood. The proposed expansion also meets the lot coverage, setback, and height requirements of the zoning district. Therefore, staff finds that the general appearance of the proposed addition will be in keeping with the character of the neighborhood and will not be detrimental to the City.

**6. That any proposed single-family or two-family dwelling conform to the basic design principles of the residential design guidelines as adopted by resolution by the city council and as may be revised from time to time. (SBMC 12.108.040.I).**

Staff finds that the proposed addition, with modifications, conforms to the basic design principles of the Residential Design Guidelines. The addition is a ground floor addition that continues the simple building form of the existing structure and would also incorporate matching exterior materials. In order to minimize the garage's visual impact and to adhere to section 3.3.3 of the Residential Design Guidelines ("Avoid letting the garage dominate the design of the house"), the applicant added a carriage-style garage door. The addition of the porch minimizes the garage's impact even further.

## **CONDITIONS OF APPROVAL**

### **Community Development Department**

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 15-024 shall not be valid for any purpose. Use Permit 15-024 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The signed copy of the Summary of Hearing shall be photocopied and included as a full size page in the Building Division set of drawings.
3. The request for Use Permit shall be built according to plans approved by the Planning Commission on March 15, 2016 labeled Exhibit C except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
4. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
5. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
6. The home shall be used only as a single-family residential dwelling unit. No portion of any residence shall be rented out as a secondary residential dwelling unit. The rental of a room does not qualify as a secondary dwelling unit. Any attempt to construct an illegal dwelling unit will result in Code Enforcement action by the City. This condition of approval shall be disclosed at the point of sale to the consumer and shall be recorded against each property.
7. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the California Building Code. The residence must have the ability to park the required number of vehicles in the designated garage area. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.
8. Prior to securing a building permit, the applicant, owner, and general contractor shall meet with Planning, Building, and Public Services staff to ensure compliance with the conditions of approval during the construction process.

9. Prior to Final Inspection, the site shall be landscaped according to the plans approved by the Planning Commission on March 15, 2016 and any site landscaping damaged during construction shall be replanted to the satisfaction of the Community Development Director.
10. FAA notification and approval is required prior to building permit issuance. Alternatively, the City has established an exemption form, which may be submitted to the City in-lieu of FAA notification.
11. The applicant shall indemnify, defend, and hold harmless the City, its officers, employees and agents, from any and all claims and lawsuits from third party(s) involving or related to the City's consideration and/or approval of the applicant's application for development.
12. Comply with the 2013 California Codes, including the California Residential Code.

### **PUBLIC SERVICES**

13. The front property line is located 5.5 feet behind the sidewalk at 1745 Holly Avenue. No fences, retaining walls, or other permanent structure shall be placed or constructed within 5.5 feet from the back of sidewalk along 1745 Holly Avenue. S.B.M.C. 8.08.010.
14. The building permit plans shall include a site plan that shows all property lines, setbacks and easements, and all existing and proposed grading and drainage improvements. All unpaved areas shall be graded to slope at 1% or more. All paved areas shall be graded to slope at 0.5% or more. All grading and drainage work shall conform to the current NPDES requirements. S.B.M.C. 12.16.020.
15. Show on the plans flow line diagrams for cold water lines, hot water lines, gas lines, and sanitary sewer lines to include all existing and proposed systems in accordance with the applicable California Building Code 2013.
16. If not present, the applicant shall install a sanitary sewer lateral clean out at property line per City Standards Detail SS-02, dated June 2015. Older clean outs not meeting current City standards shall be replaced.
17. Planting of one 36-inch box size approved tree or payment to the in-lieu replacement tree fund per most current fee schedule is required. Tree shall be located on 1745 Holly Avenue per SBMC 8.24.060. At the current rate, the impact payment required is \$540. A separate tree-planting permit is required from Parks Division for any new street tree.
18. All damaged curb, gutter, sidewalk or driveway in the public right-of-way fronting the property shall be removed and replaced. Remove and replace all damaged and/or broken sidewalk at front of property for all locations where there are any raised or offset concrete sections greater than or equal to ¾-inch. S.B.M.C. 8.12.010.
19. Prior to final inspection, paint the address number on face of the curb near the driveway approach with black (4 inch or larger) lettering on a white background. Add a note showing the location where the street address will be painted.
20. Obtain an Encroachment Permit from Public Works Department prior to commencing any work within

the City's public right-of-way. S.B.M.C. 8.16.010. The Encroachment Permit shall be issued prior to issuance of a building permit.

21. An erosion control plan and storm water pollution prevention plan is required. The applicant shall show existing storm drain inlets and other storm water collection locations protected by silt screens or silt fence. The work shall conform to the current NPDES requirements. S.B.M.C. 12.16.020.
22. Show on plans how storm water shall be collected from downspouts and other on-site drainage and drained into landscaping or collected through an under sidewalk curb drain to the gutter per City Standard Detail ST-03. Foundations shall be protected from storm water. Drainage into adjacent properties shall not be allowed. Indicate any pipes, swales, or applicable ground percolation treatments as necessary.
23. Should the project create and/or replace 2,500 square feet or more of impervious surface, the project must include one of the required C.3.i site Design Measures as required by the Municipal Regional Permit. A C.3.i. Checklist must also be completed and submitted for review.
24. Perform a water demand calculation based on the requirements in Chapter 6 of the California Plumbing Code to confirm that the existing ¾-inch water meter is sufficient to serve proposed water demand. If existing meter is undersized a new meter is required. Applicant shall pay water and sewer capacity charges based on the size of the water meter installed along with materials and installation of an upgraded water meter. S.B.M.C. 10.14.020/110. Indicate on the plans the location of the existing water meter and the available water pressure at the property.

## **FIRE DEPARTMENT**

25. Address numbers to be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
26. Provide hard-wired smoke detectors with battery backup as required by building code.
27. Provide spark arrester for chimney if not currently in place.

Date of Preparation: March 11, 2016  
Prepared by: Matt Jones, Contract Assistant Planner

## **EXHIBITS**

- A:** Site Location
- B:** Photographs
- C:** Site Plan, Floor Plans, and Elevations
- D:** Green Building Statement

**1745 Holly Avenue**  
**020-025-060**  
**UP-15-024**

**Exhibit A: Site Location**



## Exhibit B: Photographs

Subject Site



Neighboring property (across street)

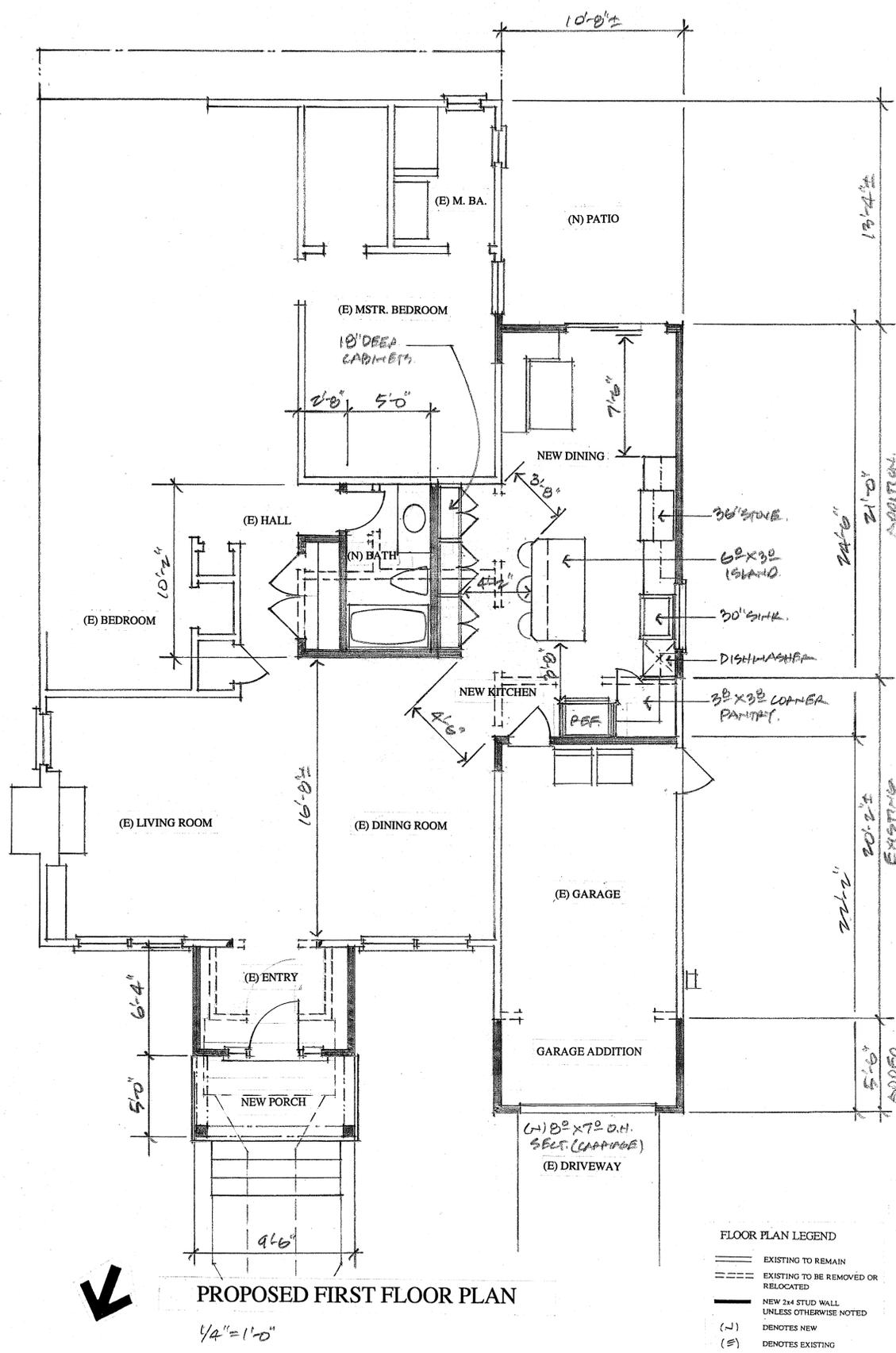


Neighboring property (to the east)



Neighboring property (to the west)





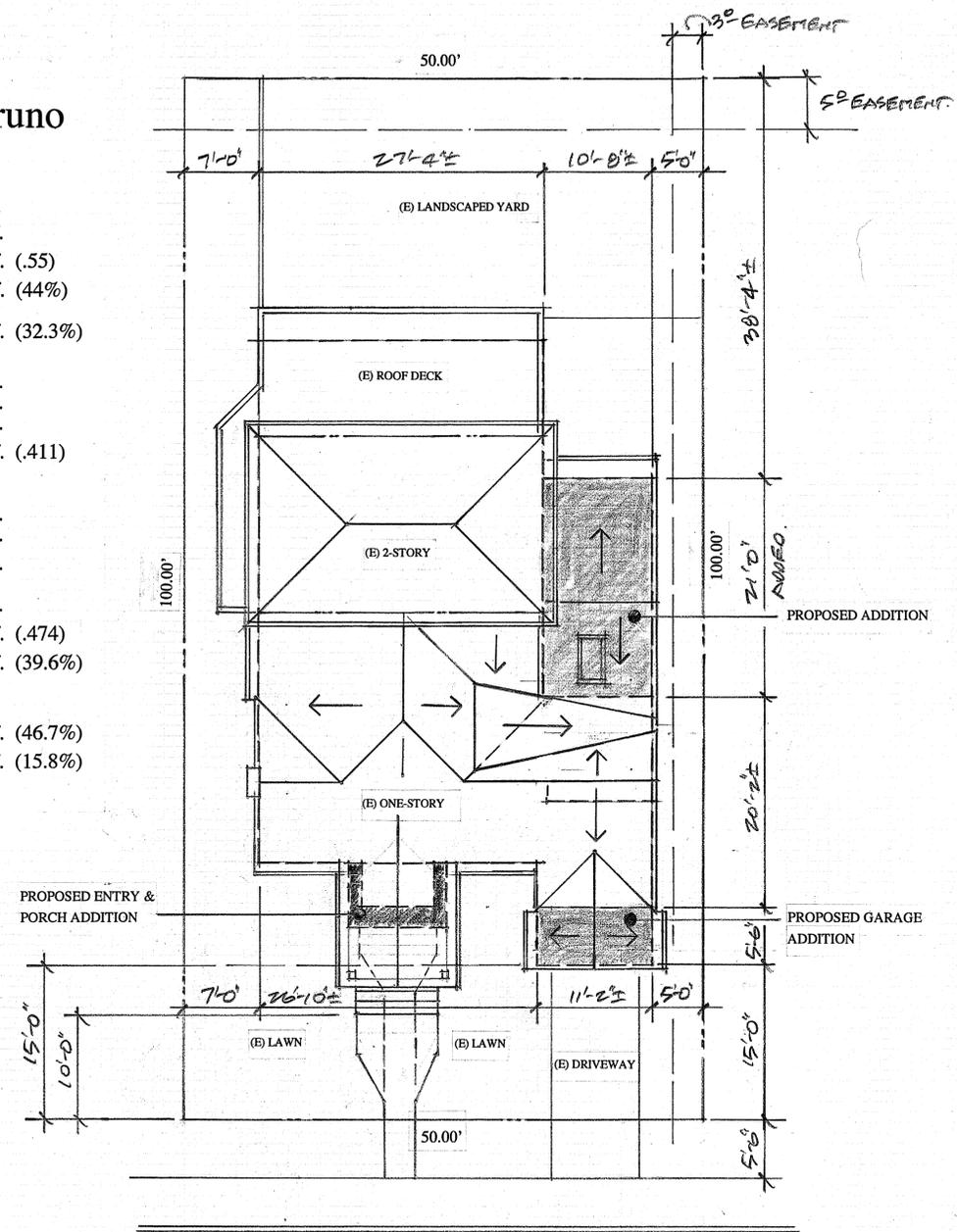
### 1745 Holly Avenue, San Bruno

Assessor's Parcel No.: 020 - 025 - 060  
Land Use: R-1 single-family residential

Lot Area: ..... 5,000 s.f.  
Permitted Floor Area (FAR): ..... 2,750 s.f. (.55)  
Maximum Lot Coverage: ..... 2,200 s.f. (44%)  
Existing Lot Coverage: ..... 1,616 s.f. (32.3%)  
Existing Building Area :  
First Floor Living Area: ..... 1,399 s.f.  
Garage Area (attached): ..... 217 s.f.  
Second Flr. Living Area: ..... 439 s.f.  
Existing Gross Floor Area: ..... 2,055 s.f. (.411)

Proposed Addition:  
First Floor Living Area: ..... 254 s.f.  
Garage Area: ..... 61 s.f.  
Total Added Floor Area: ..... 315 s.f.

Proposed Gross Living Floor Area: 2,129 s.f.  
Proposed Gross Floor Area: ..... 2,370 s.f. (.474)  
Proposed Lot Coverage: ..... 1,978 s.f. (39.6%)  
Floor Area Ratio Increase (%): ..... 15.3 %  
Proposed Landscaped Area: ..... 2,333 s.f. (46.7%)  
Proposed Pervious Area: ..... 790 s.f. (15.8%)



REVISIONS	BY

**Ibarra Associates**  
ARCHITECTURE & PLANNING  
100 LUCIA COURT  
SAN BRUNO, CA 94066  
650-589-4613

RESIDENTIAL REMODEL & ADDITION  
**1745 HOLLY AVENUE**  
SAN BRUNO, CALIFORNIA  
OWNER: J. & A. LABAGH

SITE/POOR PLAN  
PROPOSED FIRST FLOOR  
PROPOSED DRIVEWAY

Date 2.4.15  
Scale NONE  
Drawn [Signature]  
Job 205-10  
Sheet **A.1**  
Of 4 Sheets









# 1745 HOLLY AVENUE

These checklists are offered at the Planning and Permitting Departments of the cities, towns and county in San Mateo County to encourage the use of sustainable building practices in new construction and remodels or renovations. More information on individual checklist items is found in this guide.

For assistance in using the checklist, please consult with your jurisdiction's Planning or Permitting Department or call the RecycleWorks hotline at 1-888-442-2666.

	✓	No.	Item	Applicable Building Types	
COMMUNITY PLANNING	<b>Goal: Create a more sustainable community</b>				
		1	Build mixed-use developments and provide public amenities such as open space	c	m
		2	Cluster development to minimize paving and utilities, and to preserve open space	c	m
		3	Reuse a brownfield or previously occupied site	c	m
		4	Design for easy pedestrian, bicycle, and transit access	c	t m
SITE & LANDSCAPE	<b>Goal: Respect your site</b>				
	✓	5	Design and landscape to create comfortable micro-climates and reduce heat island effects	c	m s
	✓	6	Optimize building orientation for heat gain, shading, daylighting, and natural ventilation	c	m s
	✓	7	Reduce building footprint - smaller is better	c	m s
	✓	8	Limit site impacts, balance cut and fill, preserve existing vegetation and protect soil during construction	c	m s
		9	Use native plants that are drought-resistant, create habitat for indigenous species, and do not require pesticides for maintenance	c	m s
		10	Use recycled rubble for backfill drain rock	c	m s
	<b>Goal: Save water and reduce local water impacts</b>				
	✓	11	Maximize onsite stormwater management through landscaping and permeable pavement	c	m s
		12	Use rainwater harvesting	c	m s
✓	13	Use water-conserving landscape technologies such as drip irrigation, moisture sensors, and watering zones	c	m s	
WASTE REDUCTION & MANAGEMENT	<b>Goal: Reduce, reuse, recycle</b>				
	✓	14	Reuse a building (renovate) instead of tearing down and rebuilding	c	t m s
		15	Deconstruct old buildings for materials reuse (salvage)	c	t m s
	✓	16	Recycle construction & demolition waste	c	t m s
	✓	17	Design for durability and eventual reuse	c	t m s
CONCRETE	<b>Goal: Make concrete with sustainable materials</b>				
	✓	19	Use flyash in concrete	c	t m s
		20	Use recycled aggregate in non-structural concrete	c	t m s
WOOD FRAMING	✓	21	Use prefabricated forms or save and reuse wood form boards	c	t m s
	<b>Goal: Design to save wood and labor</b>				
	✓	22	Use spacings, sizes, and modular dimensions that minimize lumber use and optimize performance	c	t m s
	✓	23	Use engineered lumber or metal stud framing to replace solid-sawn lumber	c	t m s
	<b>Goal: Support sustainable forests</b>				
	24	Use sustainably harvested lumber (FSC certified) for wood framing	c	t m s	
	25	Use reclaimed or salvaged lumber	c	t m s	
EXTERIOR TREATMENTS, SIDING & ROOFING	<b>Goal: Make a sustainable roof</b>				
	✓	26	Use durable roofing materials	c	m s
		27	Use a cool roof	c	m
		28	Use a green or living roof	c	m s
	<b>Goal: Support healthy environments and sustainable forests</b>				
✓	29	Use sustainable siding materials	c	m s	
	30	Use sustainable decking materials	c	m s	

### KEY

- c** Commercial/Industrial
- t** Tenant Improvement
- m** Multi-family housing
- s** Single-family home



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	✓	No.	Item	Applicable Building Types			
WINDOWS & DOORS	<b>Goal: Save energy through passive design</b>						
	✓	31	Provide shading on east, west and south windows with overhangs, awnings, or deciduous trees	c	m	s	
	✓	32	Plan windows and skylights, light shelves, and window treatments to provide daylight that improves indoor environments	c	t	m s	
	✓	33	Choose window sizes, frame materials, and glass coatings to optimize energy performance	c	m	s	
	✓	34	Stop air leakage at doors and windows	c	m	s	
PLUMBING	<b>Goal: Save water and energy in plumbing systems</b>						
	✓	35	Use water-conserving plumbing fixtures	c	t	m s	
	✓	36	Use water-saving appliances and equipment	c	t	m s	
	✓	37	Insulate hot and cold water pipes	c	t	m s	
		38	Use heat recovery equipment, tankless water heaters and/or on-demand hot water circulation pumps	c	t	m s	
	39	Pre-plumb for future graywater use for toilet flushing and landscape irrigation	c	m	s		
<b>Goal: Reduce environmental impacts from materials production</b>							
		40	Use sustainable materials for pipes	c	t	m s	
ELECTRICAL	<b>Goal: Save energy in lighting</b>						
	✓	41	Design lighting levels for actual use, and use task lighting to reduce general lighting levels	c	t	m s	
	✓	42	Use energy-efficient lamps and lighting fixtures	c	t	m s	
	✓	43	Use lighting controls that save energy such as occupancy sensors	c	t	m s	
	<b>Goal: Save energy in equipment use</b>						
	✓	44	Use ENERGY STAR® appliances	c	t	m s	
	✓	45	Use a building energy management system	c	t	m	
HEATING & COOLING	<b>Goal: Save energy through passive design</b>						
		46	Use passive solar design, thermal mass, and insulation to reduce space heating needs	c	m	s	
		47	Replace air conditioning with natural ventilation and passive cooling	c	m	s	
		✓	48	Use ceiling fans for comfort cooling, and use a whole-building fan for night-time cooling	c	t	m s
		49	Upgrade wall, floor, and ceiling insulation to exceed minimum State requirements	c	m	s	
	<b>Goal: Save energy in equipment use</b>						
		✓	50	Use high-efficiency equipment including furnaces, boilers, fans, and pumps	c	m	s
			51	Use heat recovery equipment	c	m	s
			52	Use geothermal systems, cogeneration, or other alternatives for heating and cooling	c	m	
			53	Place ductwork within conditioned space, seal joints properly, and clean before occupancy	c	t	m s
	✓	54	Zone mechanical systems for more efficient heating and cooling	c	t		
		55	Use radiant and hydronic systems for increased efficiency, health, and comfort	c	t	m s	
		56	Use equipment without ozone-depleting refrigerants		t	m	
<b>Goal: Create healthy indoor environments</b>							
		57	Use recycled-content, formaldehyde-free fiberglass insulation, cellulose insulation, or other green insulation products	c	t	m s	
		58	Separate ventilation for indoor pollutant sources and provide advanced filtration to improve indoor air quality	c	t	m s	
		59	Use clean and efficient alternatives to wood-burning fireplaces		m	s	

**KEY**

- c** Commercial/Industrial
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- s** Single-family home

# CHECKLIST



# Checklist

These checklists are offered at the Planning and Permitting Departments of the cities, towns and county in San Mateo County to encourage the use of sustainable building practices in new construction and remodels or renovations. More information on individual checklist items is found in this guide.

For assistance in using the checklist, please consult with your jurisdiction's Planning or Permitting Department or call the RecycleWorks hotline at 1-888-442-2666.

	✓	No.	Item	Applicable Building Types		
RENEWABLE POWER & SOLAR ENERGY	<b>Goal: Replace fossil fuel use with alternatives</b>					
		60	Generate clean electricity onsite using solar photovoltaics	c	m	s
		61	Generate clean electricity onsite using wind turbines	c	m	s
		62	Use solar hot-water systems for domestic use and swimming pools	c	m	s
		63	Use solar hot-water systems for space heating	c	m	s
		64	Pre-plumb for a solar hot-water system	c	m	s
INTERIOR MATERIALS	<b>Goal: Create healthy indoor environments</b>					
	✓	65	Use low- or no-VOC, formaldehyde-free paints, stains, and adhesives	c	t	m s
	✓	66	Use low- or no-VOC carpets, furniture, particleboard, and cabinetry	c	t	m s
		67	Use exposed concrete as a finished floor	c	t	m s
		68	Use natural materials such as wool and sisal for carpets and wallcoverings	c	t	m s
		69	Use sustainable materials for flooring, trim, and interior surfaces	c	t	m s
	<b>Goal: Support the market for recycled materials</b>					
		70	Use recycled-content floor tile, carpets and pads, cabinets, and countertops	c	t	m s
	<b>Goal: Support sustainable forests</b>					
✓	71	Use reclaimed / salvaged, sustainably harvested (FSC certified), or engineered wood for flooring and trim, or use wood alternatives such as bamboo and cork	c	t	m s	
OTHER GREEN ALTERNATIVES	<b>Goal: Use creativity and innovation to build more sustainable environments</b>					
		72	Use insulated concrete forms	c	m	s
		73	Use structural insulated panels to replace wood-framed walls	c	t	m s
	✓	74	Use natural building materials and techniques	c	m	s
		75	Other sustainable methods or materials used. <i>Please describe:</i>	c	t	m s

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567 El Camino Real  
San Bruno, CA 94066  
Voice: (650) 616-7074  
Fax: (650) 873-6749  
www.sanbruno.ca.gov

**STAFF**

David Woltering, AICP, *Community Development Director*  
Mark Sullivan, AICP, *Long Range Planning Manager*  
Michael Smith, *Senior Planner*  
Matt Neuebaumer, *Associate Planner*  
Paula Bradley, AICP, *Contract Associate Planner*  
Matt Jones, *Contract Assistant Planner*  
Marc Zafferano, *City Attorney*

**PLANNING COMMISSION**

Rick Biasotti, *Chair*  
Marie Kayal, *Vice Chair*  
Kevin Chase  
Mary Lou Johnson  
Sujendra Mishra  
Perry Petersen  
Joe Sammut

**PLANNING COMMISSION  
STAFF REPORT  
AGENDA ITEM NO. 5.C.  
March 15, 2016**

**Project Address:** No site address - Admiral Court and Commodore Drive in The Crossing  
**Assessor's Parcel Nos:** 020-013-250 and 020-013-260  
**Zoning District:** P-D (Planned Development District)  
**General Plan Classification:** Visitor Services  
**Specific Plan Area:** U.S. Navy Site and Its Environs Specific Plan  
**Prepared by:** Paula Bradley, AICP, (650) 616-7038

**REQUEST**

Adopt a Resolution confirming review for conformance with the San Bruno General Plan of the disposition (sale) of properties (APN Nos. 020-013-250 and 020-013-260) located at Admiral Court and Commodore Drive in The Crossing development by the City of San Bruno for the purpose of developing a 152 room, five-story, high-quality, select-service hotel with 3,000 square feet of meeting/banquet space and a below-grade parking garage in addition to surface parking.

Government Code Section 65402 requires the local planning agency (the Planning Commission) to report to the local governmental body handling such matters, of the conformity of a proposed sale of property with the jurisdiction's General Plan.

**RECOMMENDATION**

Staff recommends that the Planning Commission adopt the attached Resolution 2016-\_\_\_, for properties (Assessor's Parcel Nos. 020-013-250 and 020-013-260) located at Admiral Court and Commodore Drive in The Crossing Development, thereby finding the City's sale of the properties for the purpose of developing a 152-room, five-story, high-quality, select-service hotel with 3,000 square feet of meeting/banquet space and a below grade parking garage in addition to surface parking is in conformance with the San Bruno General Plan and U.S. Navy Site and Its Environs Specific Plan.

**ENVIRONMENTAL REVIEW**

The proposed action is Categorically Exempt from the California Environmental Quality Act (CEQA) in accordance with Sections 15061(b)(3) and 15312 (Surplus Government Property Sales) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, Sections 15000-15387.

**BACKGROUND**

The subject properties combined are approximately 1.52 acres (66,125 square feet) and are accessed via Admiral Court and Commodore Drive within The Crossing development. The properties consist of two vacant lots that were once part of a U.S. Naval administrative facility that was demolished in 2002.

The two lots are the last remaining undeveloped sites within The Crossing. Currently, a portion of the site is used by Jack's Restaurant as an interim overflow parking lot, and the remainder of the properties are secured by a perimeter fence. The subject properties are located within the U.S. Navy Site and Its Environs Specific Plan area which designates the subject site for a 152-room, high-quality, select-service hotel with conference and meeting facilities, provided by a major operator. For the purpose of implementing this vision and policy direction, the City has been working with a firm selected in a public Request for Proposals (RFP) process to design and develop a hotel project for the site. The firm has prepared a preliminary hotel design which is intended to be consistent with the applicable General Plan and Specific Plan policies, objectives, and guidelines, and has applied for entitlements. The project site General Plan designation is "Visitors Services" and it is zoned "Planned Development" (P-D). The Specific Plan is incorporated into the General Plan (Resolution No. 2001-2).

On January 9, 2001, the City of San Bruno adopted the U.S. Navy Site and Its Environs Specific Plan and certified an associated program Environmental Impact Report (EIR). The Specific Plan had designated the general site for a hotel development sufficiently large enough (up to 500 rooms) to attract a flagship hotel. Subsequently, September 8, 2015, the City certified a Supplemental EIR (SEIR) and amended the Specific Plan to decrease the size of the hotel and because of changes in the development capacity of the site resulting from construction of earlier phases of The Crossing development that reduced the available site area for the hotel from 5.5 acres to 1.5 and to ensure consistency with the 2012 Comprehensive Land Use Compatibility Plan for the San Francisco International Airport. The SEIR analyzed development of a 152-room hotel, identified potentially significant environmental impacts, and updated mitigation measures to address those impacts in the original program EIR.

## **ANALYSIS**

The subject properties at Admiral Court and Commodore Drive in The Crossing Development are designated Visitors Services in the City's General Plan. The Specific Plan is incorporated into the General Plan by resolution. The Specific Plan designates the properties for a hotel use and ancillary services and includes land use policies, objectives, development standards and design guidelines for the site. Sale of this property by the City would be for the purpose of developing a 152-room, five-story, high-quality, select-service hotel with 3,000 square feet of meeting/banquet space and a below grade parking garage in addition to surface parking, a use that would be in conformity with the adopted San Bruno General Plan Land Use Element Policies.

Staff has reviewed the proposed sale for the intended use and finds it is supported by and conforms with San Bruno General Plan Land Use Element Policies and the US Navy Site and Its Environs Specific Plan which identifies and describes a hotel use for the subject site, as well as includes the following policies and objectives:

- LUD-45: Permit Development on The
- Crossing site (former U.S. Navy site) according to the US Navy Site and Its Environs Specific Plan. Support pedestrian friendly design with linkages across El Camino Real to the Shops at Tanforan and San Bruno BART station (General Plan).
  - LU-1.2: Establish land uses at an intensity that sustains and active pedestrian and public transit supportive environment (Specific Plan);
  - OBJECTIVE LU-1.4: Create a pedestrian friendly mixed-use Transit Oriented Development

that encourages use of transit and promotes walkability and livability as part of a cohesive interactive community (Specific Plan);

- OBJECTIVE LU-2: Create a land use development which helps assure long-term economic vitality and sustainability for the City (Specific Plan);
- OBJECTIVE DS-1.1: Establish design guidelines for hotels which promote high quality private development that contributes to the visual identity and surrounding area (Specific Plan).

The sale of the two subject properties would facilitate the City's adopted General Plan and Specific Plan to develop the properties with a 152-room, five-story, high-quality, select-service hotel with 3,000 square feet of meeting/banquet space and a below grade parking garage. The properties had previously been part of the U.S. Navy site and would be developed in accordance with the Specific Plan Development Standards and Design Guidelines, and City regulations to ensure compliance with the above-noted Specific Plan Land Use Policies. City water and sewer services available to the properties.

A hotel project would complete the build out of The Crossing development and fulfill the vision for a mixed-use transit-oriented development in the Specific Plan area. The development of a hotel project would also fulfill a key economic development objective of the Specific Plan by providing a high quality hotel with meeting and banquet space and generating long-term tax revenues to the City. Located at the prominent intersection of El Camino Real and I-380, the project would play a key role as a catalyst for economic development and revitalization on El Camino Real and the nearby Transit Corridors Plan area.

## **EXHIBITS**

**A:** Site Location

**B:** Draft Resolution 2016-\_\_\_ confirming review of and finding the disposition of the properties (APN Nos. 020-013-250 and 020-013-260) located at Admiral Court and Commodore Drive within The Crossing by the City of San Bruno for the purpose of development of a hotel is in conformance with the General Plan.

**C:** Elevation and Site Plan

**D:** 2009 General Plan available online at

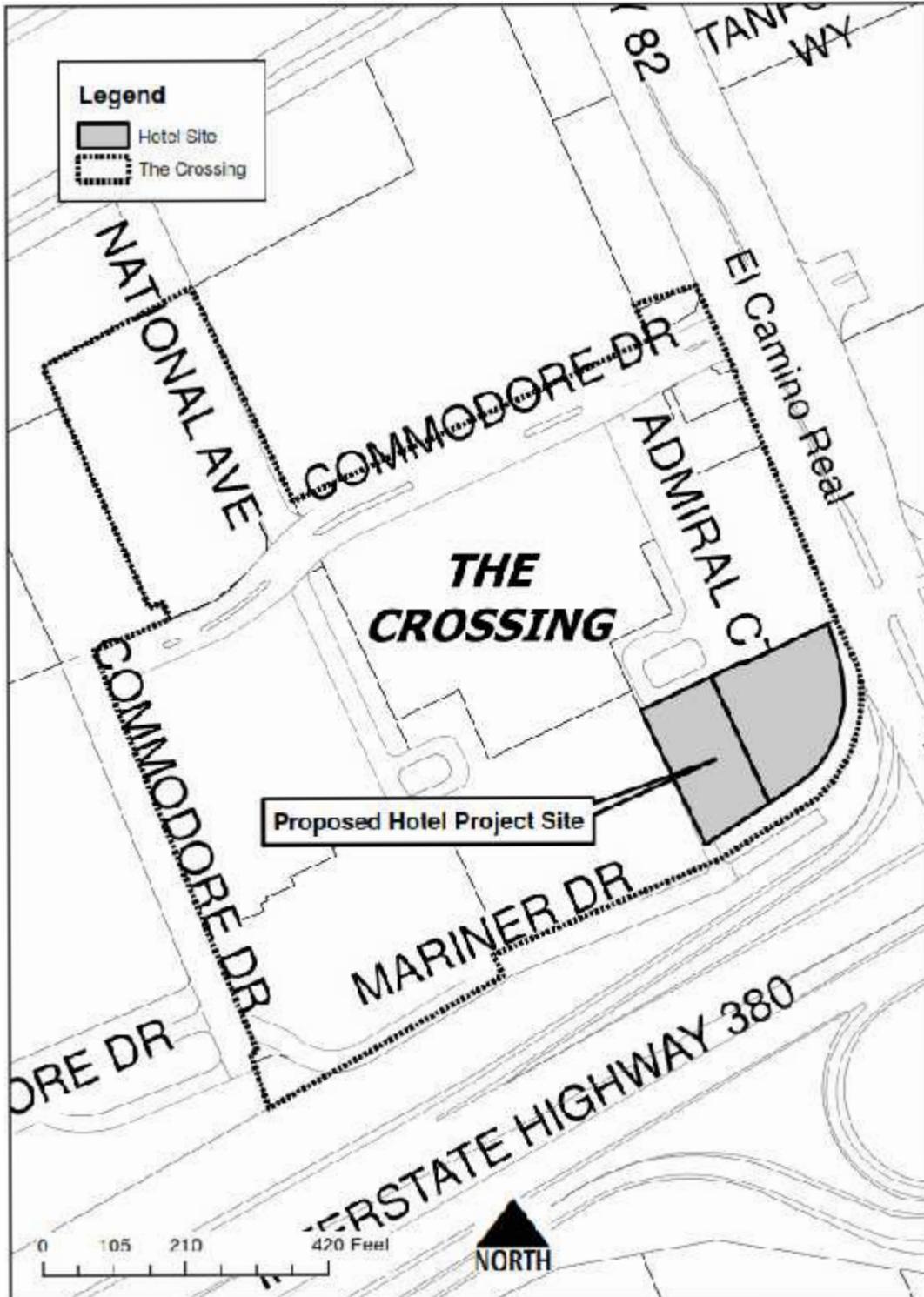
[https://www.sanbruno.ca.gov/gov/city\\_departments/commdev/planning\\_division/long\\_range\\_planning/general\\_plan.htm](https://www.sanbruno.ca.gov/gov/city_departments/commdev/planning_division/long_range_planning/general_plan.htm)

**E:** US Navy Plan and Its Environs Specific Plan Amendment, August, 11, 2015 available online at:

<https://www.sanbruno.ca.gov/civicax/filebank/blobdload.aspx?BlobID=22983>

### EXHIBIT A

**Site Location: Admiral Court and Commodore Drive**  
APNs: 020-013-250, 020-013-260



## EXHIBIT B

### RESOLUTION NO. 2016-\_\_

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN BRUNO CONFIRMING REVIEW OF AND FINDING THE DISPOSITION OF THE PROPERTIES (ASSESSOR'S PARCEL NOS. 020-013-250 AND 020-013-260) LOCATED AT ADMIRAL COURT AND COMMODORE DRIVE (THE CROSSING) BY THE CITY OF SAN BRUNO FOR THE PURPOSE OF DEVELOPMENT OF A HOTEL IS IN CONFORMANCE WITH THE GENERAL PLAN**

**WHEREAS**, the City Council of the City of San Bruno is considering the sale of property (Assessor's Parcel Nos. 020-013-250 and 020-013-260) located at Admiral Court and Commodore Drive within the Crossing Development, for developing a 152 room, five-story, high-quality, select-service hotel with 3,000 square feet of meeting/banquet space and a below grade parking garage in addition to surface parking; and

**WHEREAS**, California Government Code Section 65402 requires the local planning agency to review and report to the local agency responsible for performing the function of property acquisition and disposition as to the conformity of a proposed acquisition or disposition of property with the City's adopted General Plan and related policies; and

**WHEREAS**, the San Bruno Planning Commission has reviewed the proposed disposition of the subject property and finds that it is supported by and conforms with San Bruno General Plan Land Use Element Policies and the U.S. Navy Site and Its Environs Specific Plan as described therein and as follows:

- **LUD-45: Permit Development on The Crossing site (former U.S. Navy site) according to the US Navy Site and Its Environs Specific Plan/ Support pedestrian friendly design with linkages across El Camino Real to the Shops at Tanforan and San Bruno BART station (General Plan); and**
- **OBJECTIVE LU-1.4: Create a pedestrian friendly mixed-use Transit Oriented Development that encourages use of transit and promotes walkability and livability as part of a cohesive interactive community (Specific Plan); and**
- **OBJECTIVE LU-2: Create a land use development which helps assure long-term economic vitality and sustainability for the City (Specific Plan); and**

- **OBJECTIVE DS-1.1 Establish design guidelines for hotels which promote high quality private development that contributes to the visual identity and surrounding area (Specific Plan).**

**WHEREAS**, the disposition of the subject property is Categorically Exempt from the California Environmental Quality Act (CEQA) in accordance with Sections 15061(b)(3) and 15312 (Surplus Government Property Sales) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, Sections 15000-15387.

**NOW, THEREFORE, BE IT RESOLVED** by the San Bruno Planning Commission that it has reviewed the disposition of the properties (Assessor's Parcel Nos. 020-013-250 and 020-013-260) located at Admiral Court and Commodore Drive in The Crossing Development by the City of San Bruno, for the purpose of developing a 152 room, five-story, high-quality, select-service hotel with 3,000 square feet of meeting/banquet space and a below grade parking garage in addition to surface parking, and finds it in conformance with the adopted San Bruno General Plan and related U.S. Navy Site and Its Environs Specific Plan.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Planning Commission Chair

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Planning Commission Secretary

\_\_\_\_\_  
City Attorney

I, David Woltering, Planning Commission Secretary, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Planning Commission of the City of San Bruno on this 1st day of March 2016, by the following vote:

AYES: Commissioners: \_\_\_\_\_

NOES: Commissioners: \_\_\_\_\_

ABSENT: Commissioners: \_\_\_\_\_

**General Exterior Elevation Notes**

- Colors indicated on this drawing are approximate and will vary depending on printer/monitor display source. Refer to Colors and Materials Boards for true representation of all proposed finishes.
- All landscaping indicated on this drawing is diagrammatic and intended only to convey a sense of general landscaped areas. Refer to actual Landscape Plan for all proposed landscaping.

**Material/Finish Legend**

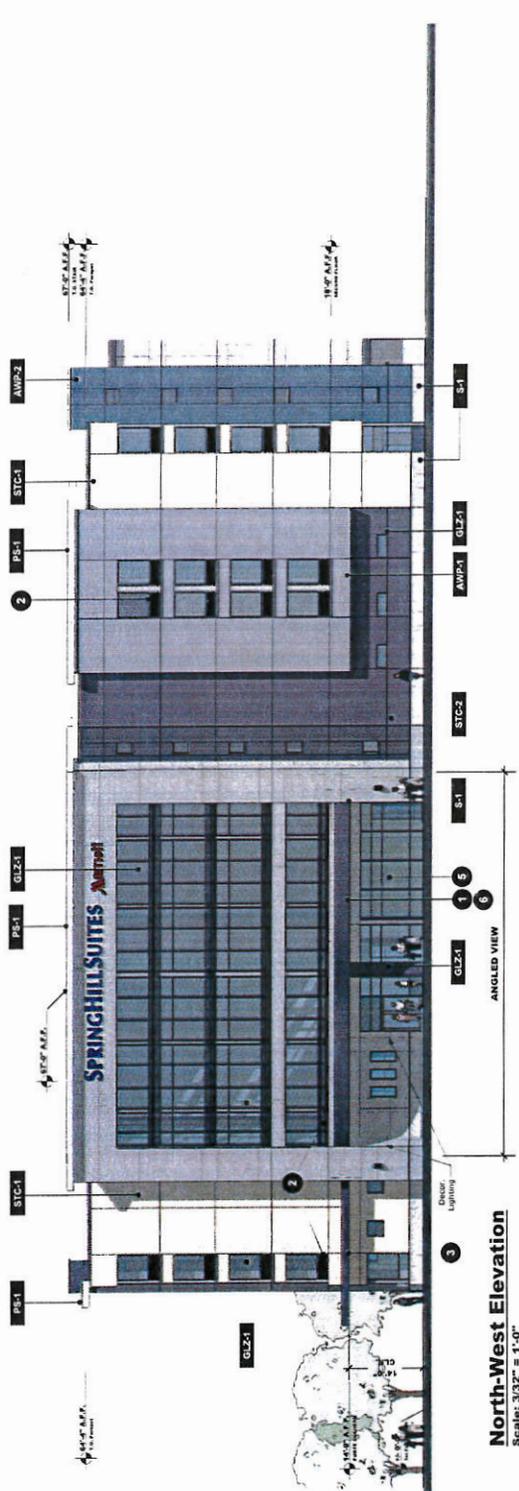
Refer to Colors and Materials Boards for true representation of all proposed finishes.

- STC-1** Painted Smooth Stucco
- STC-2** Painted Smooth Stucco
- S-1** Stone Veneer
- GLZ-1** Glazing (Vision Glass)
- PS-1** Painted Metal
- AWP-1** Metal Wall Panel System
- AWP-2** Metal Wall Panel System

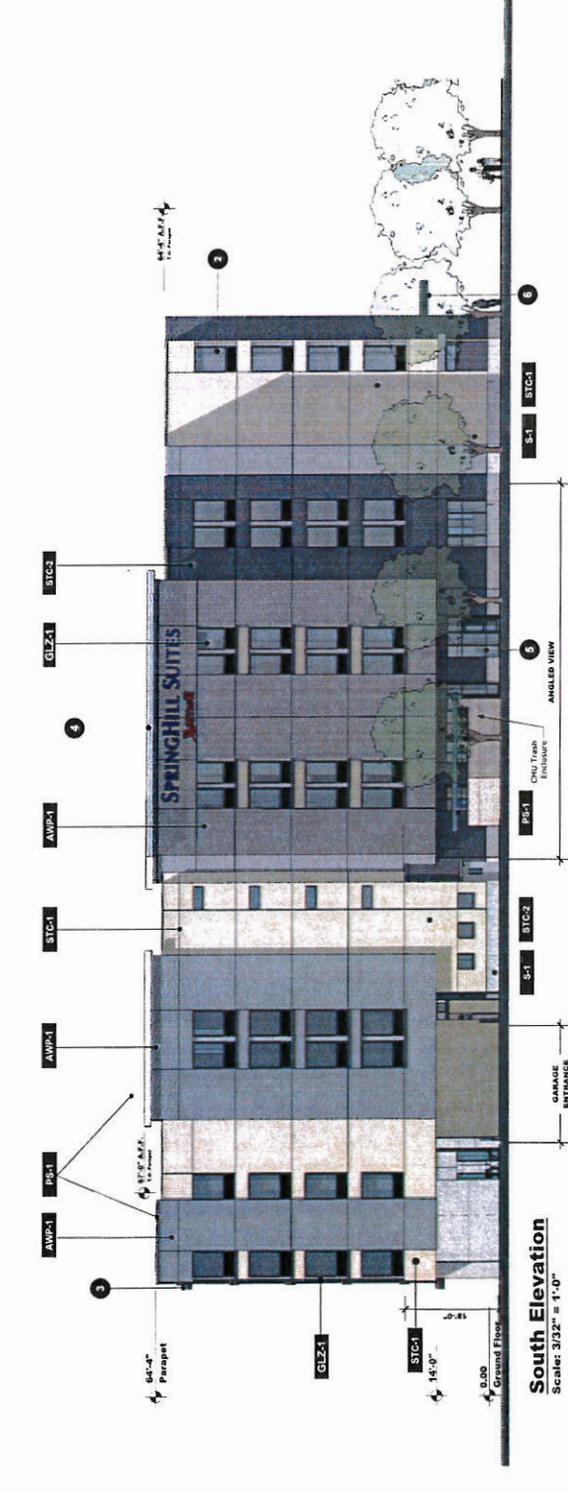
**Keynotes**

Note: Not all keynotes listed apply to this particular sheet.

- Porte Cochere.
- Packaged Terminal Air Conditioning (PTAC) unit integral to window system. Color and finish to match aluminum windows.
- Metal Sunscreen Awning.
- Internally Illuminated Channel Letter Signage.
- Aluminum Storefront System.
- Metal Canopy.
- Aluminum Window Wall System.



**North-West Elevation**  
Scale: 3/32" = 1'-0"



**South Elevation**  
Scale: 3/32" = 1'-0"



JOB NO. **OT040**  
DRAWING NO. **DR-6**  
DATE **12/01/2015**

**SPRINGHILL SUITES**  
SAN BRUNO, California

PROJECT INFO.  
300 Frank H. Ogawa Plaza, Suite 375  
Oakland, CA 94612  
TEL 510.443.8300 | FAX 510.443.8395

**ARCHITECTURAL DIMENSIONS**

**EXHIBIT C**

**PROJECT SUMMARY**

SPRINGHILL SUITES, 5 STORY.  
 NEW BUILDING  
 SITE AREA (Parcel 7 & 8) - 661,225 S.F. (1516 ACRES)  
 Position of Parcel 7 - 12,965 S.F.  
 Position of Parcel 8 - 79,089 S.F. (1815 ACRES)  
**BUILDING AREA:**  
 Ground Level: 16,386 S.F.  
 2nd Floor: 20,740 S.F.  
 3rd Floor: 20,632 S.F.  
 4th Floor: 20,632 S.F.  
 5th Floor: 20,632 S.F.  
 Subtotal: 99,022 S.F.  
 F.A.R. = 1.50 (Underground Garage is not including)  
 Underground Garage Area:  
 Level 1 Parking: 25,385 S.F.  
 Level 2 Parking: 17,722 S.F.  
 Subtotal: 50,799 S.F.  
**Total Building Area:** 148,722 S.F.

**ROOM SUMMARY**

Floor	King	O/O	Total
1st	-	-	0
2nd	26	12	38
3rd	26	12	38
4th	26	12	38
5th	26	12	38
<b>Total</b>	<b>104</b>	<b>48</b>	<b>152</b>

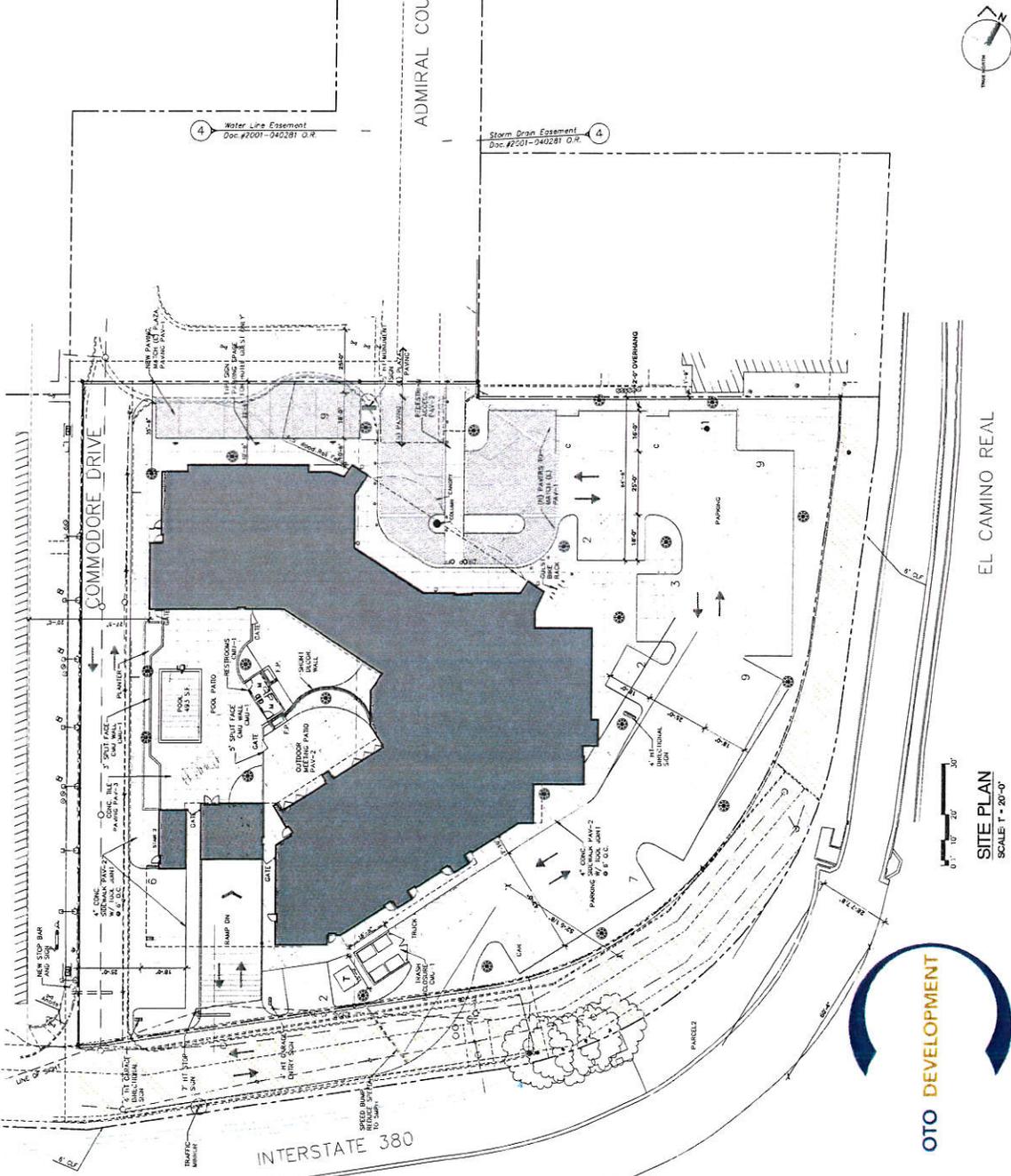
**PARKING SUMMARY**  
 Req'd 1 Space per Room + Mgr = 153 SPACES  
 Existing Room - not req'd = 60 SPACES  
 Provided: 167 SPACES  
 Garage Standard: -147 SPACES  
**SUBTOTAL**: -29 SPACES  
 Garage Tandem: -29 SPACES  
**Total Parking Provided:** 167 SPACES  
 (including 5 HC Accessible Spaces)  
**Visit Parking**  
 Ground Level: 17 SPACES  
 Garage Level P1: 14 SPACES  
 Garage Level P2: 14 SPACES  
**TOTAL**: 45 SPACES

**SITE AREA CALCULATIONS**

ADJACENT SITE	PROJECT SITE	TOTAL
PARCEL 2	PARCEL 7 & 8	10,822 S.F. - 13.5%
0	16,722 S.F. - 20.9%	18,100 S.F. - 22.2%
6,639 S.F. - 66.6%	10,225 S.F. - 15.4%	18,100 S.F. - 22.2%
4,335 S.F. - 33.4%	28,195 S.F. - 43.8%	32,775 S.F. - 41.4%
12,965 S.F. - 100%	661,224 S.F. - 100%	79,089 S.F. - 100%

**SITE LEGEND**

- PAVING AND FENCE MATERIALS SEE SHEET DR 9
- NEW PAVING MATCH (E) PAVING PAV-1
  - NEW CONCRETE PAVING PAV-2
  - NEW CONCRETE PAVING PAV-3
  - NEW LANDSCAPED AREA
  - COMPACT SPACE
  - EXTERIOR LIGHT POLE (QADRO 1 SELUX)
  - BOLLARD LIGHT (MTR BOLLARD SELUX)
  - WALL MOUNTED LIGHT (BEGA)
  - PATH OF TRAVEL RESCUE LAUNDRY
  - TRANSFORMER
  - COLUMN
  - ADJACENT SITE PORTION OF PARCEL 2



**SITE PLAN**  
 SCALE 1" = 20'-0"



**SPRINGHILL SUITES**  
 EL CAMINO REAL @ HWY 380  
 SAN BRUNO, CA 94066

PROJECT INFO  
 300 Frank H. Ogawa Plaza  
 Oakland, CA 94612  
 TEL. 510.463.8395 • FAX. 510.463.8395

**ARCHITECTURAL DIMENSIONS**

JOB NO. 01 040  
 DATE 12.02.2015  
 DRAWING INC. DR-1