

**PLANNING COMMISSION  
AGENDA REPORT**



**CITY OF MILLBRAE  
621 Magnolia Avenue  
Millbrae, CA 94030**

**SUBJECT:**

DESIGN REVIEW PERMIT to allow a first story addition and the construction of a new second story to an existing single-story single-family residence in a Single-Family Residential (R-1) Zoning District. (Public Hearing).

**ATTACHMENTS:**

1. Resolution
2. Project Description
3. Neighbor Consultation Forms
4. Site Photos
5. Project Plans
6. Color & Material Samples

**Report No. 8a**

**For Agenda of:** December 7, 2020

**Address:** 604 Santa Teresa Way

**Property Owner:** Norman Ng

**Applicant:** Joe Sabel

**Originator:** Nestor Guevara,  
Assistant Planner

**Application submittal date:**

July 1, 2020

**Application deemed complete date:** November 18, 2020

**Prior Planning Commission meeting date(s):** none

**REPORT TYPE: ACTION  INFORMATIONAL**

**ITEM TYPE: CONSENT  PUBLIC HEARING  EXISTING BUSINESS  NEW BUSINESS**

**EXECUTIVE SUMMARY**

The proposed project involves a first story addition and remodel and a new second story to an existing single-story residence. The existing house measures 1,598 square feet, with a 222 square foot covered porch that brings the total to 1,820 square feet. The applicant is proposing to remove the existing covered porch and in its room make way for a 284 square foot first story addition. A new 743 square foot second story is also proposed, bringing the new house square footage total to 2,625 square feet. The proposal is subject to Planning Commission design review because it is a second story addition over 500 square feet.

Existing House (Including Covered Porch)	1,820 square feet
Covered Porch to be <i>removed</i>	-222 square feet
Proposed First Story Addition	+284 square feet
Proposed New Second Story	+743 square feet
<b>Proposed New House Total</b>	<b>2,625 square feet</b>

The existing property is a one-story, single-family residence on a 4,922 square foot corner lot. The 1,820 square feet hipped roof house has three bedrooms, two bathrooms, a kitchen, a dining room, living room, a covered porch and an attached 2-car garage. The project proposes a first story

addition and remodel on the side of the lot facing Santa Teresa Way and a new second story.

The proposed new residence includes five bedrooms, four bathrooms, a kitchen, dining room, a living room, a laundry room, a covered porch, and an attached garage. The existing roof pitch is a 5:12 and there is no proposed change to the roof pitch.

The lot coverage would increase from 37% to 40.5% (50% is the allowable maximum) and the FAR will increase from 37% to 53.3% (55% is the allowable maximum).

## **RECOMMENDATION**

Staff recommends that the Planning Commission review the project, consider the public testimony and the Findings, as presented, and consider adopting the attached Resolution approving a first story addition and remodel and the construction of a new second story to an existing single-story single-family residence in a Single-Family Residential (R-1) Zoning District, subject to the attached Conditions of Approval.

## **LOCATION AND SURROUNDING USES**

The project site is located in the Capuchino neighborhood. Santa Teresa Way is a neighborhood street connecting Park Boulevard and Lomita Avenue. The 4,922 square foot (sf) corner lot, contains a 1,820 sf, single-family single story residence, including a two-car attached garage and covered porch, is zoned Single-Family Residential (R-1) and identified in the General Plan as Low Density Residential.

<b>Project Address: 604 Santa Teresa Way</b>					
	<b>Site</b>	<b>North</b>	<b>South</b>	<b>East</b>	<b>West</b>
<b>General Plan</b>	Low Density Residential				
<b>Zoning</b>	R-1	R-1	R-1	R-1	R-1

## **PROPOSAL**

The proposed project includes a first story addition and remodel and the construction of a new second story to an existing single-story residence at 604 Santa Teresa Way.

The proposed new residence includes five bedrooms, four bathrooms, a kitchen, dining room, a living room, a laundry room, a covered porch, and an attached garage. The existing roof pitch is a 5:12 and there is no proposed change to the roof pitch. Building Height would increase from 16'3" to 25'6". The existing first story rear setback is not met, meaning it is legal-non conforming. No work is proposed that increases the non-conformity of the structure. The proposal complies with all other R-1 Zone development standards.

The existing house measures 1,820 square feet, including an attached garage and covered porch. The proposed new residence measures 2,625 square feet. The lot coverage would increase from

37% to 40.5% (50% is the allowable maximum) and the FAR will increase from 37% to 53.3% (55% is the allowable maximum).

## **ISSUES & ANALYSIS**

The proposed addition complies with minimum and maximum development standards as follows (existing non-conforming in *italics*; proposed non-compliant in bold *italics*):

<b>Corner Lot</b>	<b>Requirement</b>	<b>Existing</b>	<b>Proposed</b>
<b>Building Setbacks</b>			
1 <sup>st</sup> Floor Front Setback	20 Ft.	30 Ft. 3 In.	No Change
1 <sup>st</sup> Floor Side Setback NORTHWEST (exterior)	10 Ft.	25 Ft. 1 In.	19 Ft.
1 <sup>st</sup> Floor Side Setback SOUTHWEST (interior)	5 Ft.	5 Ft. 3 In.	No Change
1 <sup>st</sup> Floor Rear Setback (existing legal non-conforming)	10 Ft.	4 Ft. 5 In.	No Change
2 <sup>nd</sup> Floor Front Setback	10 Ft.	N/A	10 Ft. – 15 Ft.
2 <sup>nd</sup> Floor Side Setback NORTHWEST (exterior)	7 Ft.	N/A	7 Ft.
2 <sup>nd</sup> Floor Side Setback SOUTHWEST (interior)	7 Ft.	N/A	7 Ft.
2 <sup>nd</sup> Floor Rear Setback	N/A	N/A	2 Ft. – 5 Ft.
	<b>Gross Area</b>	<b>Existing</b>	<b>Proposed</b>
Site Area	4,922 SF	4,922 SF	No Change
Maximum Lot Coverage	50% (2,461 SF)	37% (1,820 SF)	40.5% (1,992 SF)
Maximum Floor Area Ratio	55% (2,707 SF)	37% (1,820 SF)	53.3% (2,625 SF)
Maximum Building Height	30 Ft.	16 Ft. 3 in.	25 Ft. 6 in.
Minimum Rear Yard Open Space	1,000 SF	1,817 SF	No Change
Enclosed Parking	400 SF	411 SF	No Change
* <i>NOTE: Along both sides, second story portions of main buildings shall be set back a minimum of 10 feet more than the distance of the exterior building walls below; however, second story side setbacks may be reduced by 2 feet for each 1 foot that the ground floor side set back exceeds five feet, for a maximum reduction of six feet, resulting in the following:</i>			
<i>If ground floor setback is...,, 5' 6' 7' 6' Second floor setback is ... 10' 8'</i>			

## Design Review

Section 10.05.1150 (Architectural, Landscaping and Site Plan Consideration) of the Millbrae Municipal Code requires Design Review, pursuant to the City's adopted Residential Design Guidelines, for significant alterations to an existing development. The Design Guidelines include generalized review criteria that seek to integrate additions into the existing character of the structure and neighborhood, while respecting the privacy, views, and solar access of neighboring properties.

The existing single story residence is a ranch style home with asphalt roofing, similar to other buildings in the neighborhood. The front exterior is a light blue stucco, with white window frames and a brick chimney. The roof is a hip roof type with roof pitch of 5:12.

The proposed exterior finishes will be sand colored stucco, with stone veneer features, black asphalt composite shingles, dark bronze casement windows with matching trim, and dark bronze garage doors. The proposed roof pitch ratio will be 5:12.

## Neighborhood Character

The majority of homes in the area are one or two stories, and are generally ranch style with cross hipped and cross gabled roof designs. The existing residence is situated on a neighborhood street connecting to cornering Santa Teresa Way and Park Boulevard, with Capuchino High School across the street on Park Boulevard. There are no views of the San Francisco Bay from the existing property. The subject building was built in 1947.

## Parking

The project site contains a two-car, enclosed and attached garage containing 411 square feet. No work is proposed to the garage space. Pursuant to section 10.05.2100 of the Zoning Ordinance, two garage spaces are required per single-family-dwelling. The existing enclosed parking of 411 square feet provided on the site exceeds the 400 square feet required by the Zoning Ordinance and conforms to the recommended parking guidelines of two-enclosed spaces.

## Public Notice Requirement

The City of Millbrae Community Development Department follows legally required public noticing requirements outlined in the Municipal Code Section 10.05.2900 including: publishing the Planning Commission meeting date not less than ten days prior to the hearing, in a newspaper of general circulation in the city and mailing notice cards to property owners within a 300 foot radius of the subject property. In addition, ten days prior to the hearing, staff posts notices in at least three public places along the street and stakes a notice placard on the subject property. At least three days before the meeting, staff posts the project meeting date on the City website Planning Commission calendar; and on the bulletin boards at City Hall and the Millbrae Public Library.

## Neighborhood Response

In accordance with the City of Millbrae Community Development Departments' Submittal Requirements for Residential Development to notify each adjacent property owner abutting the project site, a total of 5 Proof of Neighbor Consultation forms from the adjacent residences have been submitted as follows:

Response	#	Address	Date Applicant Sent	Date Received by Staff
Support	5	1501 Magnolia 220 Park 600 Santa Teresa 603 Santa Teresa 607 Santa Teresa	4/18/20 4/18/20 4/18/20 4/18/20 4/18/20	7/1/20 7/1/20 7/1/20 7/1/20 7/1/20
Oppose	0			
Unreturned	0			

## REQUIRED FINDINGS

Pursuant to Section 10.05.2500(C)(2) of the Millbrae Municipal Code the design review application materials shall be evaluated by the Planning Commission. The following finding are required, under this Section of the Code, for the Planning Commission to approve the requested Design Review Permit:

**a. The architectural, landscaping, and general appearance of the proposed building or structure and grounds are in keeping with the character of the neighborhood;**

The existing single story residence is a ranch style home with asphalt roofing, similar to other buildings in the neighborhood. The front exterior is a light blue stucco, a brick chimney and white window frames. The roof is a hip roof type with a roof pitch of 5:12.

The proposed second-story addition will continue the ranch style look. The proposed exterior finishes will be sand colored stucco, with stone veneer features, black asphalt composite shingles, dark bronze casement windows with matching trim, and dark bronze garage doors. The proposed roof pitch ratio will be 5:12.

**b. The project complies with all applicable development regulations;**

The subject property is a corner lot and meets all floor area and height requirements. The existing property does not meet the required 10' ground floor rear setback. No work is proposed that would increase the non-conformity of the rear setback, and all other setbacks and development standards are met. The proposed work complies with all upper story setbacks. Proposed project would result in a new 2,625 square foot single-story structure. The lot coverage would increase from 37% to 40.5% (50% is the allowable maximum) and the FAR will increase from 37% to 53.3% (55% is the allowable maximum).

- c. **The project will not cause a significant visual impact to neighboring views from principal rooms of a residence (unless it is proven by the applicant that there is no other viable or cost-effective alternative);**

Based on staff site visit, plan review and neighbor responses, staff found that the project meets the intent of the design review guidelines and would not cause any negative visual impact to neighbors. The proposed house will increase the height from an existing 16'3" to 25'6". There are no views of the San Francisco Bay in the neighborhood.

- d. **The proposal is not detrimental to the orderly, harmonious and safe development of the city and will not impair the desirability of investment or occupation in the neighborhood in which the building or structure is proposed to be erected.**

The proposal will result in a two-story single family residence. The proposed project complies with all standards as identified in the Zoning Code and will be required to comply with all applicable building and fire safety codes. Therefore, based upon the above findings, the addition will not decrease the desirability of the neighborhood or disrupt the orderly development of the City.

## **ENVIRONMENTAL REVIEW**

This project has been determined to be Categorically Exempt pursuant to Section 15301 Class 1 (e) (2) of the California Environmental Quality Act that allows for an addition to an existing structure provided that the addition will not result in an increase of more than 10,000 square feet if (A) the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and (B) the area in which the project is located is not environmentally sensitive. The project meets both conditions. The subject property and/or structure is not listed on the California or National Register for historic resources or is associated with any person of historical importance.

## **PLANNING COMMISSION ACTION:**

Staff recommends that the Planning Commission review the project, consider the public testimony and the Findings, as presented, and consider adopting the attached Resolution to allow a first story addition and the construction of a new second story to an existing single-story single-family residence in a Single-Family Residential (R-1) Zoning District, subject to the attached Conditions of Approval.

## RESOLUTION NO.

### RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MILLBRAE APPROVING THE DESIGN REVIEW PERMIT FOR A FIRST STORY ADDITION AND REMODEL AND THE CONSTRUCTION OF A NEW SECOND STORY TO AN EXISTING SINGLE-STORY SINGLE-FAMILY RESIDENCE IN A RESIDENTIAL (R- 1) ZONING DISTRICT AT 604 SANTA TERESA WAY. (PUBLIC HEARING)

#### CITY OF MILLBRAE

---

WHEREAS, the applicant has filed PA-2020-0029 to request the approval to allow for a first story addition and remodel and the construction of a new second story to an existing single-story single-family residence in a Residential (R-1) Zoning District at 604 Santa Teresa Way, subject to the attached Conditions of Approval; and

WHEREAS, the proposal will consist of a first story addition and remodel totaling 284 square feet and a new 743 square foot second story addition to an existing 1,820 square foot single-story residence; and

WHEREAS, the Planning Commission found that this project is consistent with the City's General Plan, Development Code, and has determined that the project is categorically exempt per Section 15301 Class 1 (e) (2) of the California Environmental Quality Act (CEQA) Guidelines; and

WHEREAS, this Planning Commission, having considered the evidence received at the public hearing duly noticed, desires to recommend approval of the project in the manner proposed and referenced above and in accordance with the following findings;

#### Design Review Permit:

- a. The architectural, landscaping, and general appearance of the proposed building or structure and grounds are in keeping with the character of the neighborhood;**

*The existing single story residence is a ranch style home with asphalt roofing, similar to other buildings in the neighborhood. The front exterior is a light blue stucco, with a brick chimney and white window frames. The roof is a hip roof type with a roof pitch of 5:12.*

*The proposed second-story addition will continue the ranch style look. The proposed exterior finishes will be sand colored stucco, with stone veneer features, black asphalt composite shingles, dark bronze casement windows with matching trim, and dark bronze garage doors. The proposed roof pitch ratio will be 5:12.*

- b. The project complies with all applicable development regulations;**

*The subject property is a corner lot and meets all floor area and height requirements. The existing property does not meet the required 10' ground floor rear setback. No work is proposed that would increase the non-conformity of the rear setback, and all other setbacks*

*and development standards are met. The proposed work complies with all upper story setbacks. Proposed project would result in a new 2,625 square foot single-story structure. The lot coverage would increase from 37% to 40.5% (50% is the allowable maximum) and the FAR will increase from 37% to 53.3% (55% is the allowable maximum).*

- c. The project will not cause a significant visual impact to neighboring views from principal rooms of a residence (unless it is proven by the applicant that there is no other viable or cost-effective alternative);**

*Based on staff site visit, plan review and neighbor responses, staff found that the project meets the intent of the design review guidelines and would not cause any negative visual impact to neighbors. The proposed house will increase the height from an existing 16'3" to 25'6". There are no views of the San Francisco Bay in the neighborhood.*

- d. The proposal is not detrimental to the orderly, harmonious and safe development of the city and will not impair the desirability of investment or occupation in the neighborhood in which the building or structure is proposed to be erected.**

*The proposal will result in a two-story single family residence. The proposed project complies with all standards as identified in the Zoning Code and will be required to comply with all applicable building and fire safety codes. Therefore, based upon the above findings, the addition will not decrease the desirability of the neighborhood or disrupt the orderly development of the City.*

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED BY THE PLANNING COMMISSION THAT:

1. The recitals set forth above are true and correct and are hereby incorporated herein by this reference and full set forth in their entirety.
2. The adoption of the Design Review Permit will not be detrimental to the public health, safety, and general welfare.
3. This resolution shall be effective immediately.

PASSED AND ADOPTED as a Resolution of the City of Millbrae Planning Commission at the public meeting held on the 7th day of December, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

CHAIR

ATTEST:

---

SECRETARY

## **CONDITIONS OF APPROVAL**

Project: 604 Santa Teresa

Date: December 7, 2020

### **GENERAL REQUIREMENTS:**

1. This approval and all rights hereunder shall be effective for a period of one (1) year from the date of approval. The Planning Commission may extend this approval period if a written request is made and submitted by the property owner prior to the expiration of the approval period and a notice of a public hearing has been made pursuant to Section 10.05.2900 of the Millbrae Municipal Code. Applicant shall photocopy these Conditions of Approval onto the building permit application, at time of submittal, to the Building Division.
2. Violation of any of the conditions of this permit shall be cause for the issuance of an infraction or citation, prosecution, and/or revocation and termination of all rights under the permit, by the City of Millbrae.
3. In the event of transfer of ownership of the property involved in this application, the new owner shall be fully informed of the use and development of said property as set forth by this permit together with all conditions, which are a part thereof. These specific requirements must be recorded with all title conveyance documents at time of closing escrow.
4. Site development, including landscaping, shall conform to the approved plans on file in the City of Millbrae Community Development Department. No significant changes shall be made to the approved plans without prior review and approval by the Planning Commission.
5. All landscaped areas must be maintained in a neat, healthy, and growing condition, including public parkways and street trees.
6. The property shall be developed and maintained in a neat, quiet, and orderly condition and in a manner so as not to be detrimental to adjacent properties and occupants. This shall encompass the maintenance of the exterior facades of the building and all landscaping surrounding the building.
7. All structures shall conform to California Building Code requirements and all required permits from the City of Millbrae Building Division must be secured prior to initiating development under the terms of this permit.
8. Any off-site improvements found to be damaged shall be repaired and/or replaced as required by the City of Millbrae Director of Public Works.
9. All required utility easements shall be provided as indicated by the department or agency having jurisdiction.

10. The project shall comply with all applicable “City of Millbrae Public Works General Conditions of Approval” (copy provided to applicant). This condition includes project compliance with the Public Works Construction and Demolition Reuse and Recycling Requirements, including submittal of planning forms to the City’s Recycling Coordinator prior to issuance of a Building Permit.

**SPECIAL CONDITIONS:**

- A. Any proposed deviation from the Planning Commission approved plans/exhibits shall be shown to City staff for a determination of significance. All such deviations deemed significant by City staff shall be reviewed and approved by the Planning Commission and reflected in revised building plans prior to construction.
- B. All exterior colors and materials shall match those submitted by the applicant, approved by the Planning Commission, and on file with the Community Development Department.
- C. If any existing roof elements or exterior walls designated on the approved plans to remain should later need to be removed or in any way altered, the applicant shall first notify the Building Official before undertaking such work to ensure that the construction plans are revised accordingly. Depending upon the extent of such unanticipated work, Planning Commission approval, in the form of an amendment to this approval, may be required prior to revising the construction plans.
- D. Prior to issuance of any building permits, all new construction shall comply with all applicable building and fire safety codes. This condition shall also apply to the alteration of existing construction in the event that such existing construction is not already fully code compliant.
- E. Hours of construction are limited from Monday to Friday 7:30 A.M. To 7:00 P.M., Saturday 8:00 A.M. to 6:00 P.M., with Sunday and Holidays from 9:00 A.M. to 6:00 P.M.
- F. Prior to the framing inspection, a licensed surveyor shall shoot the height of the roof ridge and certify in writing that the overall building height is per the approved plans. Said certification shall be submitted to the Building Division prior to the framing inspection being scheduled.

RECEIVED

09.20.20

OCT 16 2020

TO: Nestor Guevara Assistant Planner,  
Community Development Department Planning Division  
City of Millbrae 621 Magnolia Drive Millbrae, CA. 94030  
mguevara@ci.millbrae.ca.us

CITY OF MILLBRAE  
PLANNING DIVISION

FR: Joe Sabel AERO 11 DESIGN  
855 Jefferson Ave. #475  
Redwood City, CA 94064  
650 255 8017

RE: Project Description for 604 Santa Teresa Way Second Story Addition

Dear Nestor,

Thanks again for all of your help in guiding us through the design process as we have created floor plan schemes for our second story addition, on top of an existing one story single family residence.

We are proposing to add 743 sqft of new second story space, creating three new bedrooms and two new bathrooms. One of the bedrooms will be a new master bedroom suite containing one of those bathrooms, and a new walk in closet. The master suite will overlook the high school baseball field across Park Blvd. The western small bedroom will overlook Santa Teresa Way. The other bathroom will be accessed from the second floor hallway, which will also connect to the center small bedroom overlooking the side neighbor's existing driveway and garage.

Along with the second floor addition, we are proposing to add 284 sqft of new first floor space to create a larger great room experience in the center of the floor plan on the first floor. We will be removing some interior walls of the existing kitchen, dining and living room to create that larger great room space.

We will be adding a new small laundry room next to an existing bathroom and bedroom, as well as renovate the existing master bathroom. The other bedroom will remain as existing. So the goal is to minimize the renovated areas to the great room zone, and leave the existing bedrooms and bath as is, as much as possible.

We are proposing no changes to existing grades, all to remain the same, as well as keep all existing trees. The small trees are very small ornamental trees facing the front yard on Santa Teresa Way.

The overall design was to achieve an integrated second floor massing with the first floor, centering the second floor mass to the center of the first floor mass to allow light and air to reach the first floor between structures and grade.

The other goal was to create a lot of light into the second floor areas, while maintaining privacy for the two impacted neighbors to the south and west. The larger window areas of the second floor face the streets of Park and Santa Teresa way, while the smaller windows face the neighbor's property.

The roof forms and materials are consistent with the neighborhood roof forms and material palette and colors, found throughout the neighborhood.

The owner met with the neighbors and presented the plans and all of the neighbors support the proposed addition as designed.

Once again thanks for all of your guidance and advice to get to this stage in the process. Please let me know if you have any questions.

Sincerely,

Joe Sabel

RECEIVED

OCT 16 2020

CITY OF MILLBRAE  
PLANNING DIVISION



# City of Millbrae

## PROOF OF ADJACENT OWNER CONSULTATION

(Applicant to complete the following)

I, \_\_\_\_\_, (owner/owner's agent), have met with the party listed below regarding a **Planning Application permit** (type of permit(s)) for **Second Story Addition to an existing one story house** (project description) at **604 Santa Teresa Way** (project location). I have fully explained the proposal and answered all questions to the best of my ability. I have provided a copy of the current plans to the listed party.

RECEIVED

Signature

JUL 1 2020

Date

### CITY OF MILLBRAE

#### PLANNING DIVISION

**THIS FORM IS TO BE RETURNED TO THE CITY OF MILLBRAE BY THE PROJECT APPLICANT**

(Adjacent property owner to complete the following)

I, Jesse Boise (Principal Capuchino High School), own the property located at 1501 Magnolia Ave.. On 4 / 19 / 2020, the above proposal was shown to me and I received a copy of the plans.

I support the proposal as shown to me.

Jesse Boise

4/21/2020

Signature

Date

I oppose the proposal as shown to me

Signature

Date

Name

Email

Contact Number

Comments (optional):

Project has been approved by Deputy Superintendent Ms. Elizabeth McManus.

November 2017



# City of Millbrae

## PROOF OF ADJACENT OWNER CONSULTATION

(Applicant to complete the following)

I, Norman N, (owner/owner's agent), have met with the party listed below regarding a Planning Application permit (type of permit(s)) for Second Story Addition to an existing one story house (project description) at 604 Santa Teresa Way (project location). I have fully explained the proposal and answered all questions to the best of my ability. I have provided a copy of the current plans to the listed party.

Signature

04/18/2020  
Date

### THIS FORM IS TO BE RETURNED TO THE CITY OF MILLBRAE BY THE PROJECT APPLICANT

(Adjacent property owner to complete the following)

I, Walter A. Sweeney, own the property located at 220 Park Blvd.. On 4/18/2020 the above proposal was shown to me and I received a copy of the plans.

I support the proposal as shown to me.

Walter A. Sweeney 4/18/20  
Signature Date

I oppose the proposal as shown to me

Signature Date

Name

Email

RECEIVED

650-589-4534  
Contact Number

Comments (optional):

JUL 1 2020

CITY OF MILLBRAE  
PLANNING DIVISION

November 2017

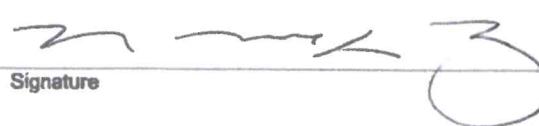


# City of Millbrae

## PROOF OF ADJACENT OWNER CONSULTATION

(Applicant to complete the following)

I, Norman Ng, (owner/owner's agent), have met with the party listed below regarding a Planning Application permit Second Story Addition to an existing one story house (type of permit(s)) for 604 Santa Teresa Way (project description) at 604 Santa Teresa Way (project location). I have fully explained the proposal and answered all questions to the best of my ability. I have provided a copy of the current plans to the listed party.

  
Signature

04/18/2020  
Date

### THIS FORM IS TO BE RETURNED TO THE CITY OF MILLBRAE BY THE PROJECT APPLICANT

(Adjacent property owner to complete the following)

I, James C. Snick, own the property located at 607 Santa Teresa Way. On 04/18/2020 the above proposal was shown to me and I received a copy of the plans.

I support the proposal as shown to me.

  
Signature

4-18-2020  
Date

I oppose the proposal as shown to me

\_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

JAMES SNICK  
Name

SNICKSRM3@SBGOLD.GAL.NET  
Email

650-576-0957  
Contact Number

Comments (optional):

RECEIVED

JUL 1 2020

CITY OF MILLBRAE  
PLANNING DIVISION

November 2017



# City of Millbrae

## PROOF OF ADJACENT OWNER CONSULTATION

(Applicant to complete the following)

I, Norman Ng, (owner/owner's agent), have met with the party listed below regarding a Planning Application permit (type of permit(s)) for Second Story Addition to an existing one story house (project description) at 604 Santa Teresa Way (project location). I have fully explained the proposal and answered all questions to the best of my ability. I have provided a copy of the current plans to the listed party.

Signature

RECEIVED

04/18/2020

Date

JUL 1 2020

CITY OF MILLBRAE

THIS FORM IS TO BE RETURNED TO THE CITY OF MILLBRAE BY THE PROJECT APPLICANT

(Adjacent property owner to complete the following)

I, Sheila Sullivan, own the property located at 604 Santa Teresa. On 4/18/2020, the above proposal was shown to me and I received a copy of the plans.

I support the proposal as shown to me.

Signature 4/19/20 Date

I oppose the proposal as shown to me

Name Sheila Sullivan Email Shish-43@yahoo.com Contact Number 650-589-8754

Comments (optional):

Inevitable & very nice addition

November 2017

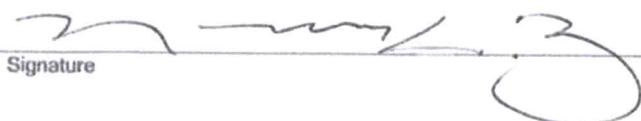


# City of Millbrae

## PROOF OF ADJACENT OWNER CONSULTATION

(Applicant to complete the following)

I, Norman Ng, (owner/owner's agent), have met with the party listed below regarding a Planning Application permit Second Story Addition to an existing one story house (type of permit(s)) for 604 Santa Teresa Way (project description) at 604 Santa Teresa Way (project location). I have fully explained the proposal and answered all questions to the best of my ability. I have provided a copy of the current plans to the listed party.

Signature

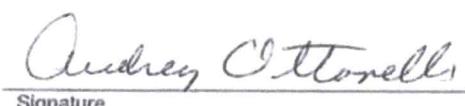
04/19/2020  
Date

### THIS FORM IS TO BE RETURNED TO THE CITY OF MILLBRAE BY THE PROJECT APPLICANT

(Adjacent property owner to complete the following)

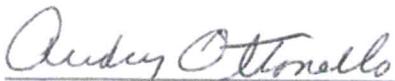
I, Audrey Ottoneillo, own the property located at 603 Santa Teresa Way. On 4/19/2020, the above proposal was shown to me and I received a copy of the plans.

I support the proposal as shown to me.

Signature 4/19/2020  
Date

I oppose the proposal as shown to me

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name

Email

RECEIVED

650-773-0766  
Contact Number

Comments (optional):

JUL 1 2020

CITY OF MILLBRAE  
PLANNING DIVISION

November 2017



EAST VIEW OF EXISTING 604 SANTA TERESA WAY



②

SOUTH VIEW OF EXISTING 604 SANTA TERESA WAY



3

WEST VIEW OF EXISTING 604 SANTA TERESA WAY



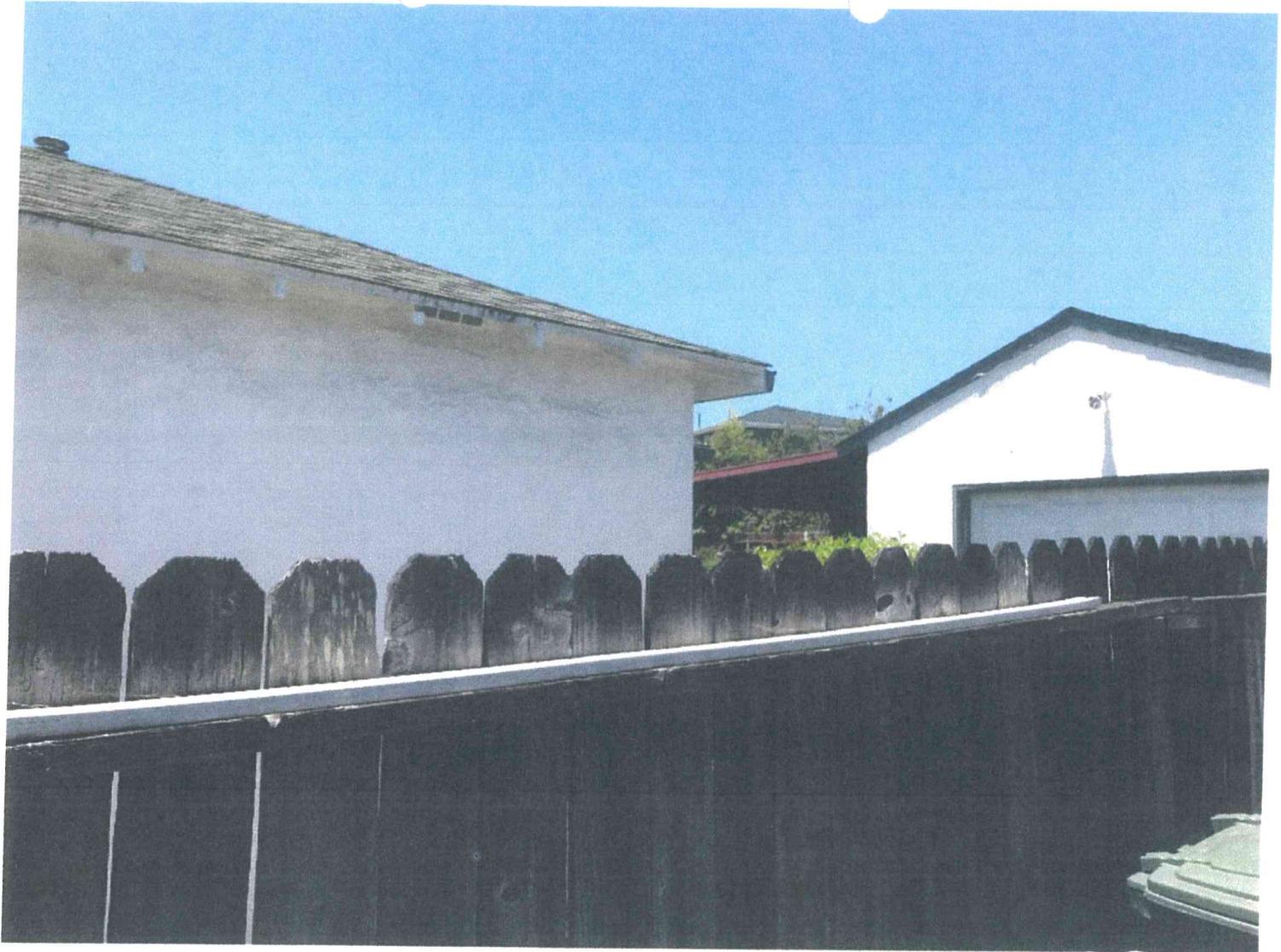
④

NORTH VIEW OF EXISTING 604 SANTA TERESA WAY



5

OPPOSITE VIEW OF HIGH SCHOOL BASEBALL FIELDS



OPPOSITE VIEW TOWARDS NEIGHBOR'S SIDE OF HOUSE



OPPOSITE VIEW TOWARDS NIEGHBOR'S SIDE OF HOUSE



⑧ OPPOSITE VIEW TOWARDS 607 S.T.W. FRONT OF HOUSE



STREET VIEW TOWARDS 603 S.T.W. FRONT OF HOUSE



STREET VIEW TOWARDS 611 S.T.W. FRONT OF HOUSE



STREET VIEW TOWARDS 220 PARK FRONT OF HOUSE



STREET VIEW TOWARDS 600 S.T.W. FRONT OF HOUSE



13 STREET VIEW TOWARDS 528 S.T.W. FRONT OF HOUSE

# NEW SECOND FLOOR ADDITION & RENOVATION

604 SANTA TERESA WAY MILLBRAE, CA. 94030

## SCOPE OF WORK:

ADD 143 SQFT SECOND FLOOR ADDITION, ADD 284 SQFT OF NEW FIRST FLOOR SPACE, RENOVATE KITCHEN, DINING, AND FAMILY ROOMS, ADD LAUNDRY AND POWDER ROOMS, OF AN EXISTING ONE STORY SINGLE FAMILY RESIDENCE.

# PROPERTY INFORMATION

EXISTING MAIN HOUSE DOES NOT  
HAVE EXIST. FIRE SPRINKLERS

**EXISTING ONE STORY RESIDENCE**

**EXISTING SITE PLAN**

SCALE: 1/8" = 1'-0"

LOT SIZE: 4,922 SQFT. (COUNTY)  
LOT COV.: 2,461 SQFT.  
MAX FAR: 2,701 SQFT.

(E) TOTAL: 1,598 SQFT  
(E) GARAGE: 411 SQFT  
(E) LIVING: 1,187 SQFT

92.43' 10'-0" REAR YARD SETBACK LINE  
5'-0" SIDEYARD SETBACK LINE  
10'-0" STREET SIDE SETBACK LINE  
20'-0" FRONT YARD SETBACK LINE  
27'-6" 30'-0" 31'-9" 22'-0" 14.00'

FRONT CONCRETE PATIO  
22'-0"

COVERED PORCH  
LANDSCAPING  
HEDGES/BUSHES  
LANDSCAPING  
HEDGES/BUSHES  
SIDE LAWN  
FLOWER BEDS  
WTR. MTR.  
TP.

EXISTING CONCRETE DRIVEWAY  
EXISTING CONCRETE DRIVEWAY  
EXISTING CONCRETE DRIVEWAY  
EXISTING CONCRETE DRIVEWAY  
EXISTING WD. FENCE  
CONCRETE WALKWAY  
CRAWLSPACE ACCESS  
EXISTING WD. FENCE  
FENCE W/GATE  
EXISTING ONE STORY DETACHED GARAGE

FRONT LAWN  
2' HIGH OPEN PICKET FENCE  
2' HIGH OPEN PICKET FENCE  
2' HIGH OPEN PICKET FENCE  
3'-9"

35'-6" 20'-0" 30'-0" 20'-0" 16'-10" 5'-0" 5'-3" 4'-9" 10'-2 1/32" 10'-0" 4'-5 1/32" 6'-7 3/32" 10'-0" 53.46'

30'-0" 20'-0" 30'-0" 20'-0" 16'-10" 5'-0" 5'-3" 4'-9" 10'-2 1/32" 10'-0" 4'-5 1/32" 6'-7 3/32" 10'-0" 53.46'

3'-9" 2'-0" 3'-9"

NEIGHOR'S ONE STORY DETACHED GARAGE

# NG SECOND STORY ADDITION

604 SANTA TERESA WAY MILBRAE, CA. 94030

11

# AERO 11 DESIGN

JOE SABEL  
855 JEFFERSON #47  
REDWOOD CITY,  
CA 94064

JOB NO. 19.19  
DATE: 06.06.20  
REVISION: 09.20.20  
11.22.20

---

---

△1

**NG SECOND STORY ADDITION**  
604 SANTA TERESA WAY MILLBRAE, CA. 94030

**11**

AERO 11  
DESIGN

JOE SABEL  
855 JEFFERSON #415  
REDWOOD CITY,  
CA 94064  
650 255 8011  
650 298 8894

JOB NO. 19.19  
DATE: 06.06.20  
REVISION: 11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20

11.22.20





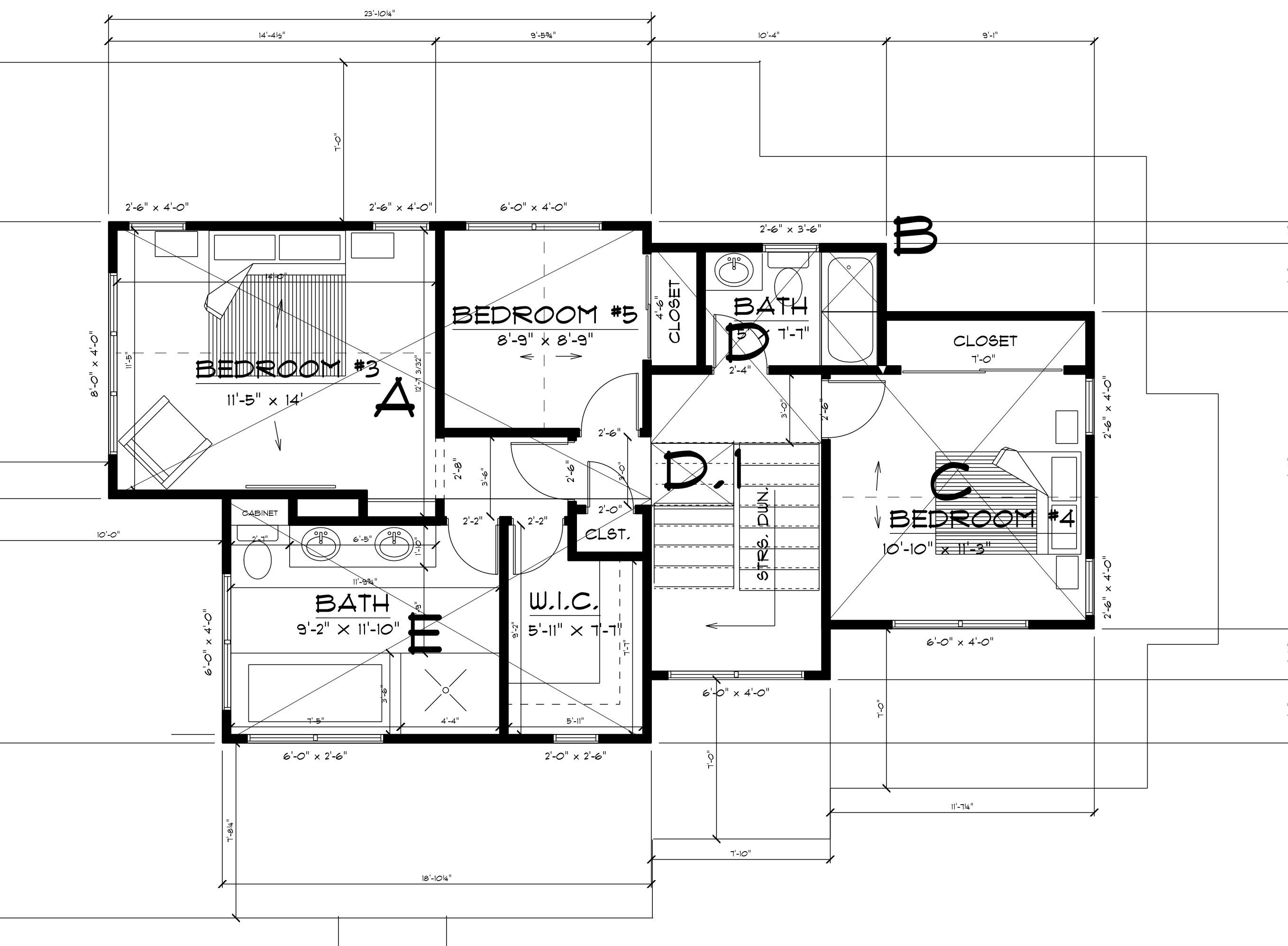
**11** NEW SECOND STORY ADDITION  
604 SANTA TERESA WAY MILLBRAE, CA. 94030

AERO 11 DESIGN

JOE SABEL  
855 JEFFERSON #475  
REDWOOD CITY, CA 94064  
650 255 2011  
650 298 8894

JOB NO. 19.19  
DATE: 06.06.20  
REVISION: 09.20.20  
11.22.20

A3.1



NEW SECOND FLOOR AREA DIAGRAM +143 SQFT.

SCALE: 1/4" = 1'-0"

A: 12'-2" x 23'-10" = 289.97

B: 2'-10" x 3'-0" = 8.5

C: 12' x 13'-11" = 167.0

D: 7'-6" x 8'-9" = 65.62

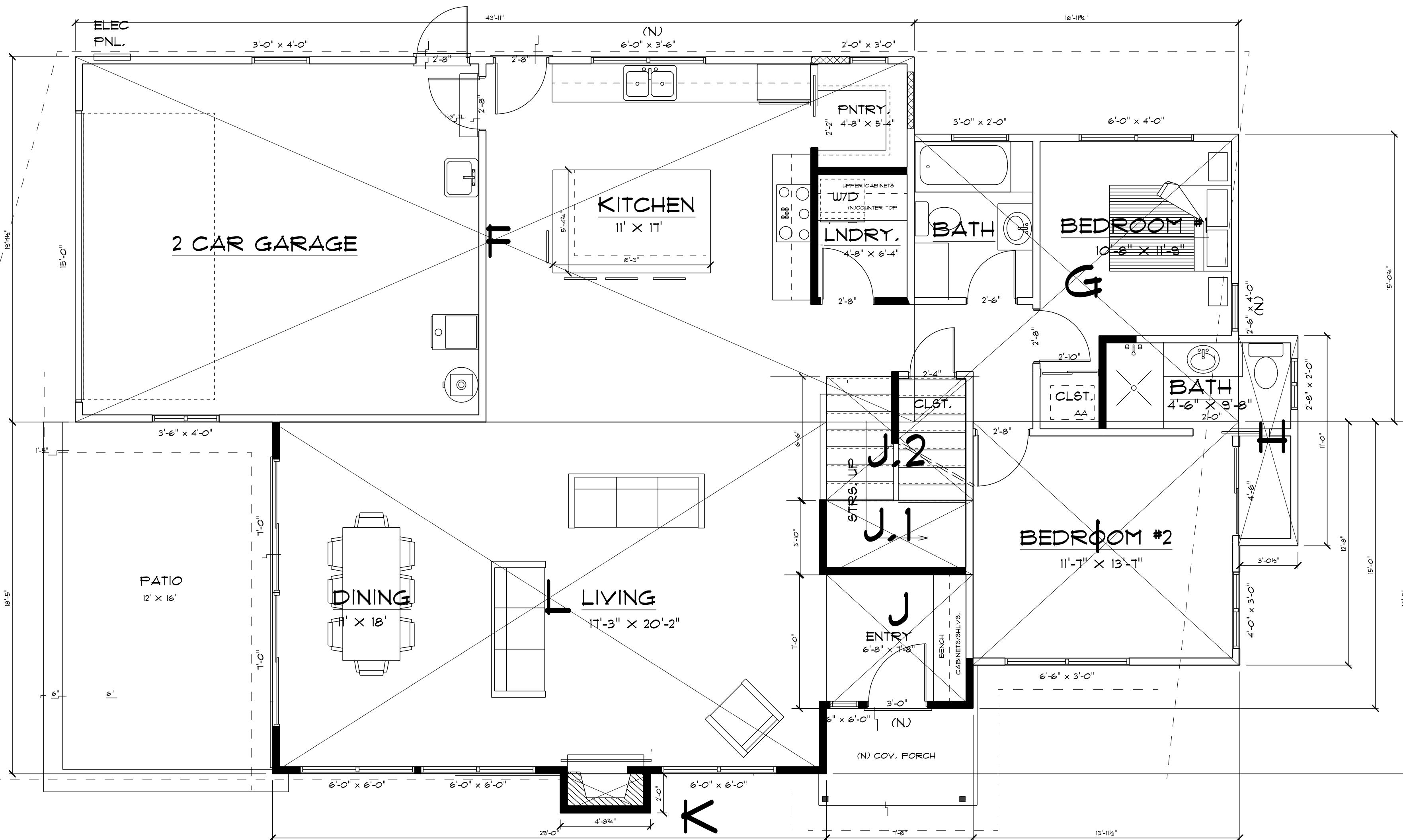
D.1: 2'-9" x 3'-7" = 9.85

E: 10'-8.5" x 18'-10" = 201.67

SUBTOTAL: 142.5 = 143 SQFT.

\*6 09.20.20

11.30.20



NEW FLOOR AREA DIAGRAM

SCALE: 1/4" = 1'-0"

(E) TOTAL: 1,598 SQFT

(E) GARAGE: 411 SQFT  
(E) LIVING: 1,187 SQFT

**NG SECOND STORY ADDITION**  
604 SANTA TERESA WAY MILLBRAE, CA. 94030

**11**

AERO 11  
DESIGN

JOE SABEL  
855 JEFFERSON #475  
REDWOOD CITY,  
CA 94064

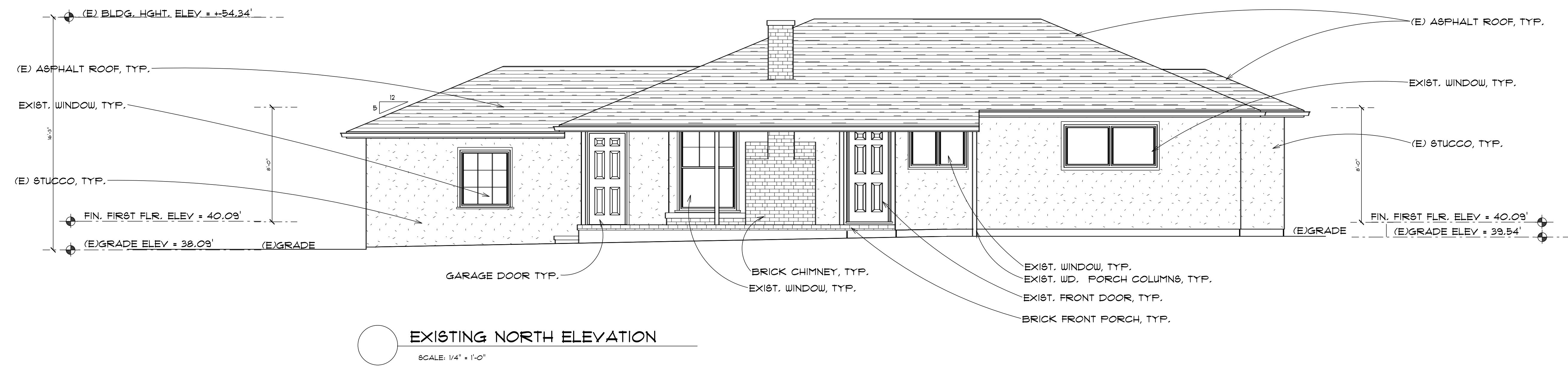
650 255 8011  
650 255 2894

JOB NO. 1919

DATE: 09.20.20

REVISION: 11.02.20

**A4**



11.30.20

# NG SECOND STORY ADDITION

# NG SECOND STORY ADDITION

11

# AERO 11 DESIGN

JOE SABEL  
355 JEFFERSON #475  
REDWOOD CITY,  
CA 94064

650 255 8017  
650 298 8894

---

JOB NO. 19.19

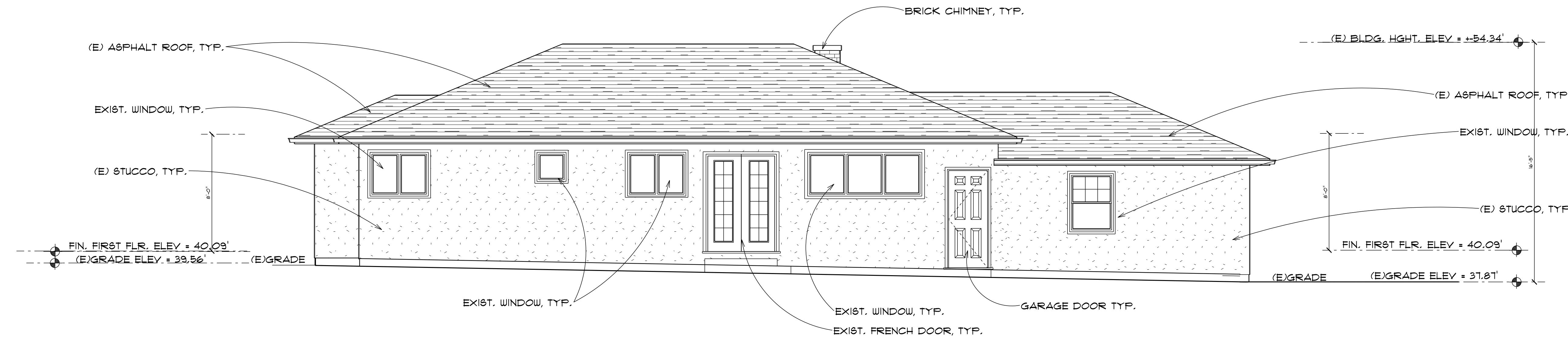
---

DATE: 09.20.20

---

REVISION: 11 02 20

△4.



## EXISTING SOUTH ELEVATION

SCALE: 1/4" = 1'-0"



## NEW SOUTH ELEVATION #15

SCALE: 1/4" =

11 30 30

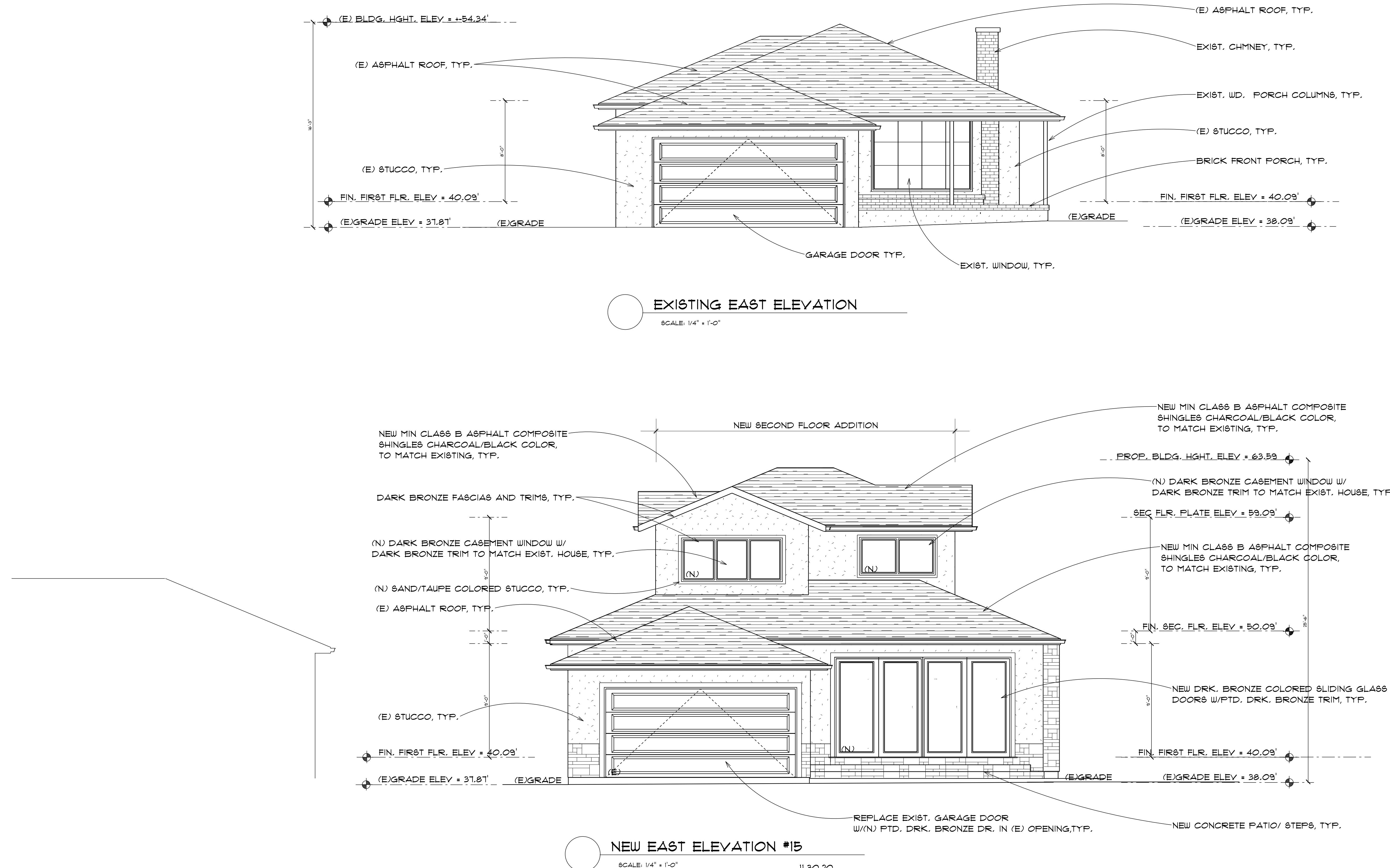
**11** NG SECOND STORY ADDITION  
604 SANTA TERESA WAY MILLBRAE, CA 94030

AERO 11  
DESIGN

JOE SABEL  
855 JEFFERSON #475  
REDWOOD CITY,  
CA 94064  
650 255 8011  
650 298 8894

JOB NO. 19.19  
DATE: 09.20.20  
REVISION: 11.02.20

Δ4.2



**NG SECOND STORY ADDITION**  
604 SANTA TERESA WAY MILLBRAE, CA 94030

**11**

AERO 11  
DESIGN

JOE SABEL  
855 JEFFERSON #415  
REDWOOD CITY,  
CA 94064

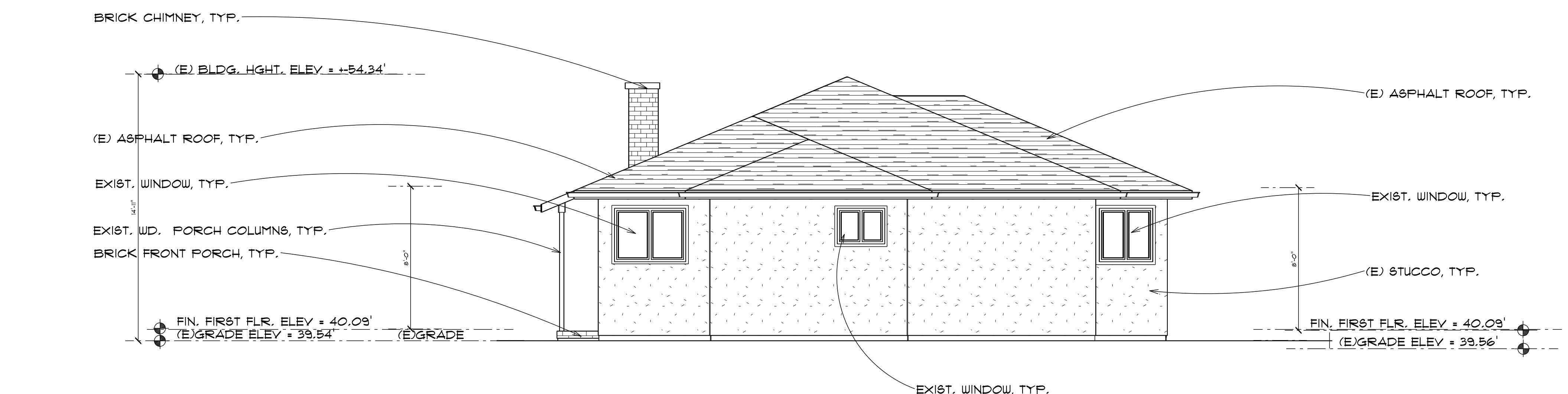
650 255 2011  
650 228 2294

JOB NO. 1919

DATE: 09.20.20

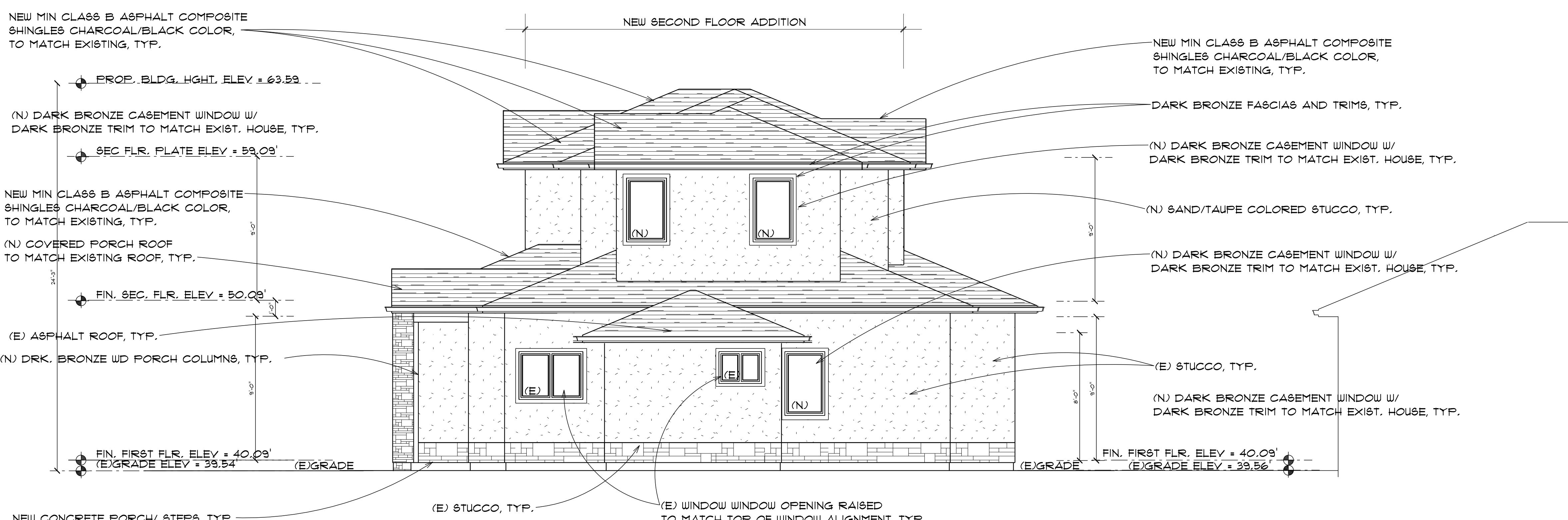
REVISION: 11.02.20

**A4.3**



EXISTING WEST ELEVATION

SCALE: 1/4" = 1'-0"



NEW WEST ELEVATION #15

SCALE: 1/4" = 1'-0"

11.02.20

**NG SECOND STORY ADDITION**  
604 SANTA TERESA WAY MILLBRAE, CA. 94030

**11**

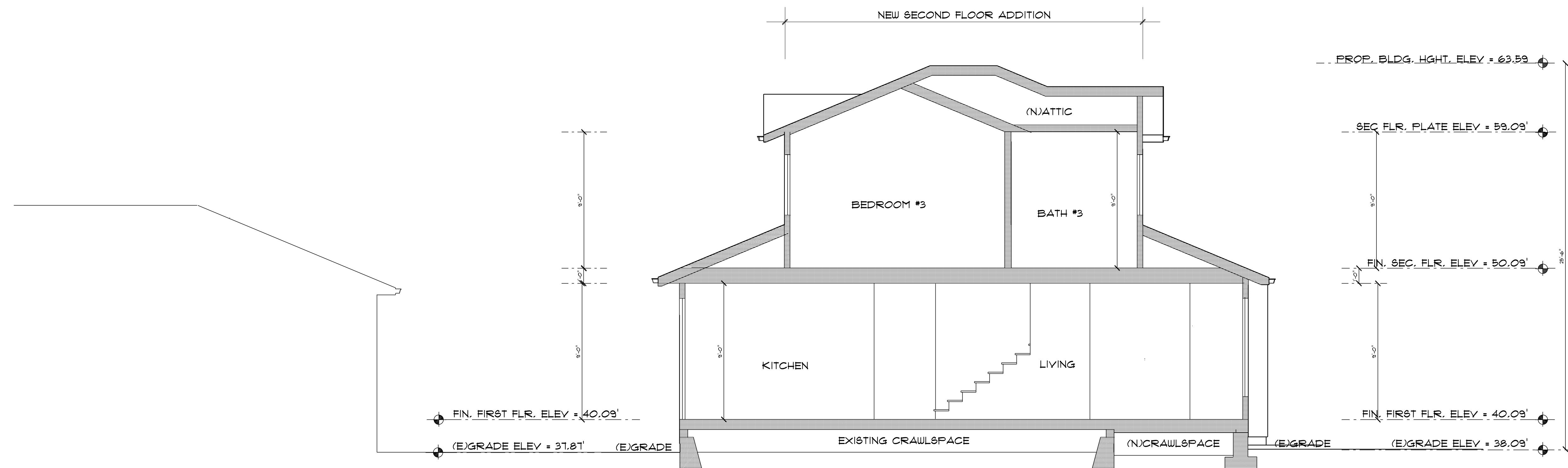
AERO 11  
DESIGN

JOE SABEL  
JEFFERSON #475  
REDWOOD CITY,  
CA 94064

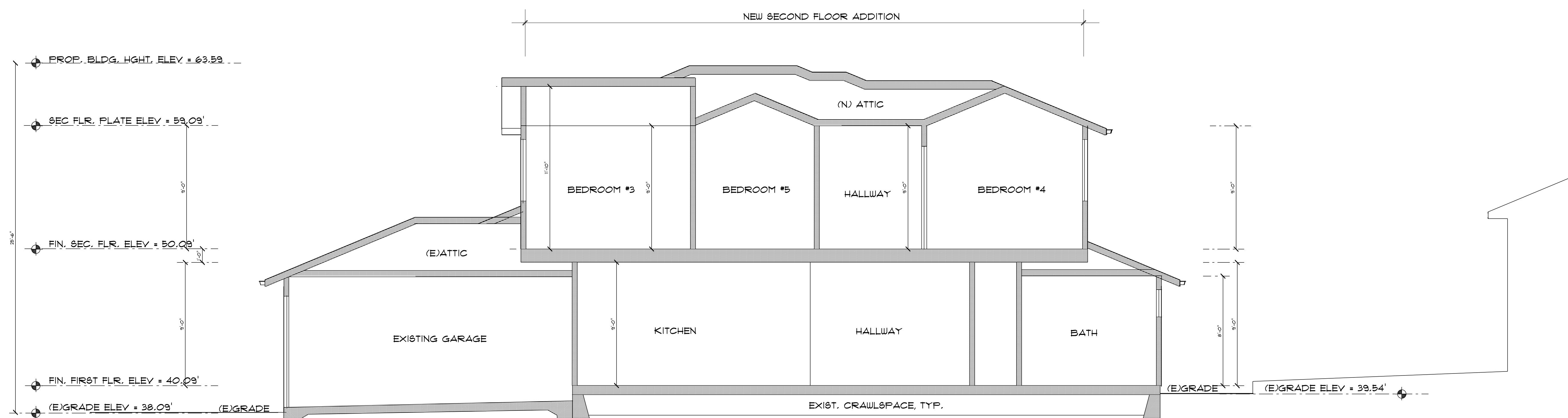
650 255 2011  
650 255 2034

JOB NO. 19.19  
DATE: 06.06.20  
REVISION:

**A5**

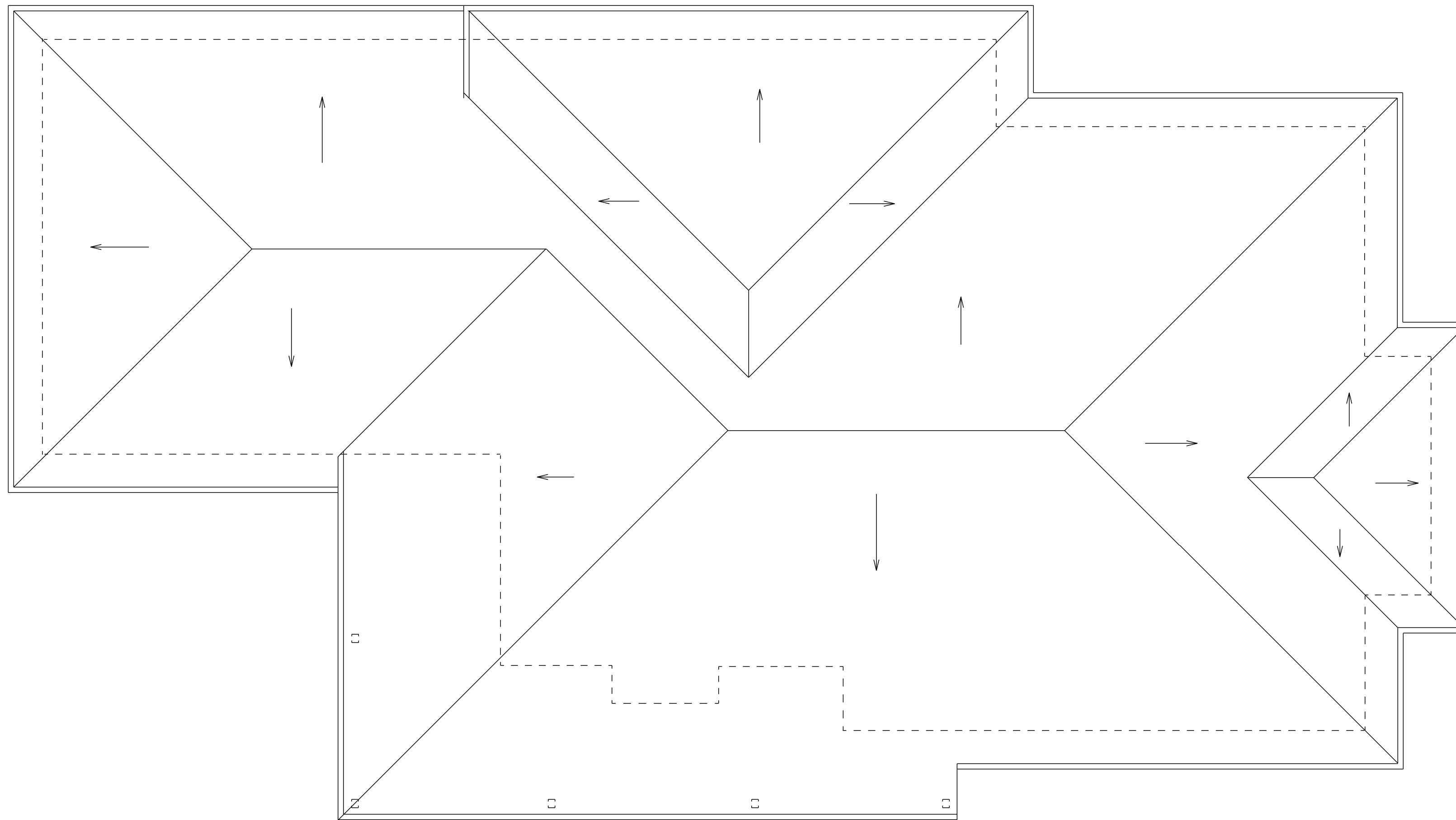


NEW CROSS SECTION B-B



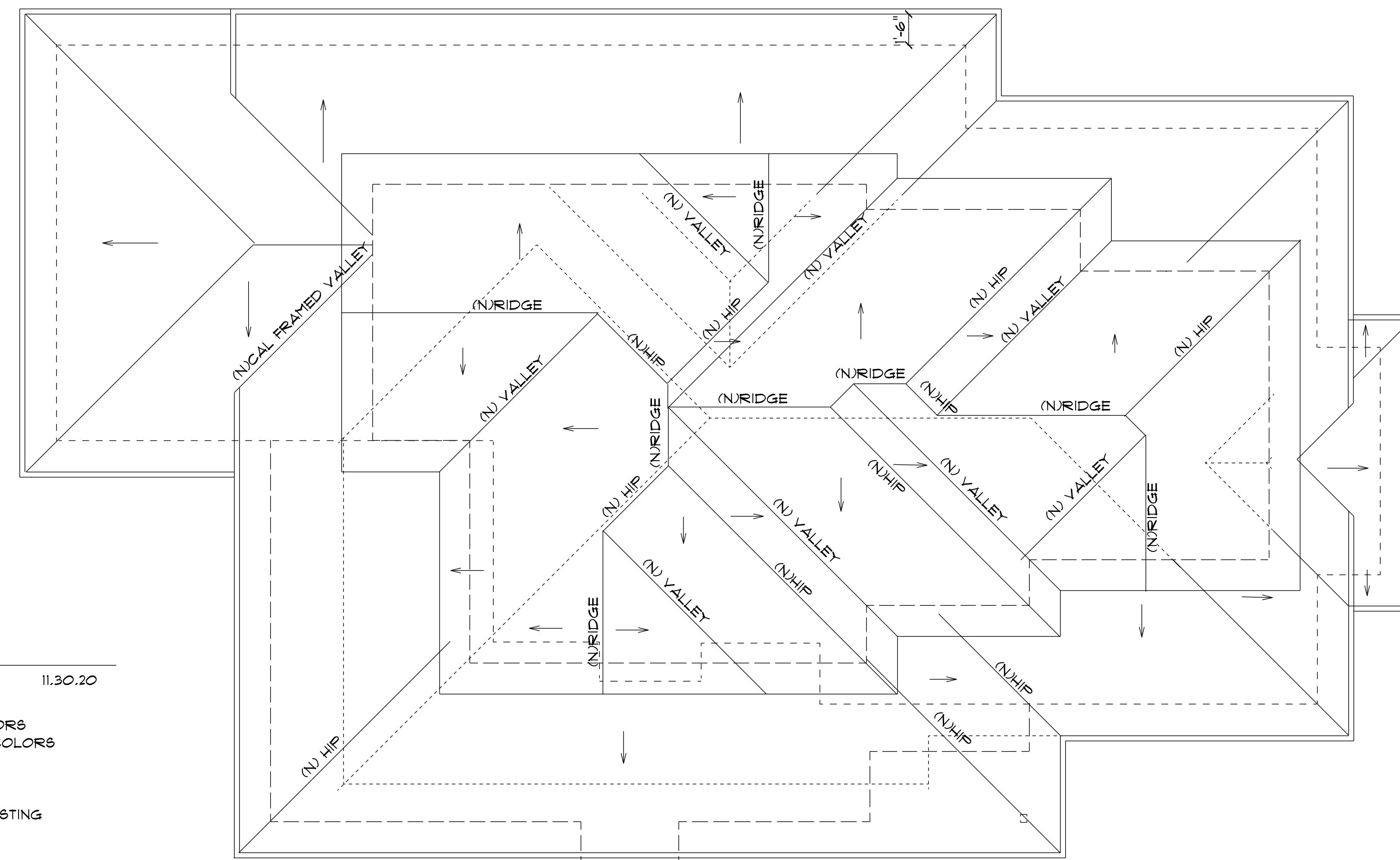
NEW LONGITUDINAL SECTION A-A

SCALE: 1/4" = 1'-0"



EXISTING ROOF PLAN

SCALE: 1/4" = 1'-0"



NEW ROOF PLAN #11

SCALE: 1/4" = 1'-0"

11.30.20

NOTE: NEW MATERIALS, FINISH AND COLORS  
TO MATCH EXISTING MATERIALS, COLORS  
AND FINISHES, TYP. U.N.O.

NEW ROOF PITCHES TO MATCH EXISTING  
ROOF PITCHES, TYP. U.N.O.

NEW ROOF PITCHES SHALL BE 5:12, TYP.

#6 09.20.20

NG SECOND STORY ADDITION  
604 SANTA TERESA WAY MILLBRAE, CA 94030

11

AERO 11  
DESIGN

JOE SABEL  
855 JEFFERSON #475  
REDWOOD CITY,  
CA 94064

650 255 2011  
650 288 8894

JOB NO. 19.19

DATE: 06.06.20

REVISION: 09.20.20

11.22.20

A6



11

AERO 11  
DESIGN

JOE SABEL  
855 JEFFERSON • 475  
REDWOOD CITY,  
CA 94064

650 255 2011  
650 298 2834

JOB NO. 19.19  
DATE: 06.06.20  
REVISION: 09.20.20  
11.22.20

A-1

NG SECOND STORY ADDITION  
604 SANTA TERESA WAY MILLBRAE, CA. 94030

