



MILLBRAE PLANNING COMMISSION MINUTES May 6, 2019

Millbrae City Council Chambers – 621 Magnolia Ave. – Millbrae, CA 94030

REGULAR MEETING: 7:00 p.m.

1. **PLEDGE OF ALLEGIANCE:**
2. **ROLL CALL:** Present: Chair Davis, Vice-Chair-Fung, Commissioners Wong, Quigg, Joh.
3. **AGENDA REVIEW:** Accepted
4. **MINUTES:** 1/7/2019 (re-submit). Continued from Previous Sessions also requested to make notes on previous meeting dates and pertinent information.

Commissioner Fung Motioned to approve, Seconded by Commissioner Joh, Passed 5-0.

5. **PUBLIC COMMUNICATION:** Reserved for persons wishing to comment on any item not appearing on the agenda. Fill out a speaker request slip. Public Communication is limited to no more than thirty (30) minutes, with each speaker given no more than three (3) minutes. If more than ten (10) speakers are present, speakers' time shall be reduced so that all speakers have an equal time to speak.
6. **OLD BUSINESS:** None
7. **PUBLIC HEARINGS:**

- a. **646 HEMLOCK AVENUE:** DESIGN REVIEW PERMIT to allow the construction of a new second-story and the addition and renovation to an existing single-story residence; a VARIANCE allowing less than the required minimum ground floor setback; and SETBACK EXCEPTIONS to allow less than the minimum required second floor setbacks in a Single-Family Residential (R-1) Zoning District (Public Hearing)

Planner Linda Roberson presented design review permit. Lot is odd shaped triangular with back easement on a corner. 1969 infill added to front yard for a larger 2 car garage which was converted to living space. Request to change back to 1 car garage to align with 2nd floor by 5 feet with one surface parking space to be adequate. *Two exceptions and one variance request.* Bradley Misner-Director-This will be a Garage Variance. Original application submitted 10/26/2017 with 6 iterations of re-submissions.

Commission Comments and Questions: between 1969 and present previously granted variance was illegally converted to livable space. The home was purchased knowingly without a garage. The request will widen not shorten the driveway. Approval of new variance, depends on the approval of both exceptions.

Applicant and owner, Shawn Scott, wants garage to hold one car legally. Addition cannot expand side to side; need to go "up" (north to south). Car will not extend onto the sidewalk, as street has no sidewalk and home is at the end of the block. Variance is on the 1st floor and exceptions will be on the 2nd floor to accommodate the living space desired.

Additional Commission Comments: Re-configuration and numerous changes can be considered. Can the existing variance be modified? There will be no structure on easement and applicant is trying to conform to the setback requirement. Variance would not be an issue if they are able to build out due to triangle lot and easement. Suggested changing or moving wall within garage and dining room by 4 feet instead of moving outward 5 feet.

Public Comments-None.

Commissioner Wong Motioned to approve, Seconded by Commissioner Joh, Passed 3-2. Opposed by Commissioner Fung and Quigg. Chair Davis stated there is a 10-day appeal period. Quigg stated she made comments against the variance.

- b. **826 ROBIN LANE:** DESIGN REVIEW PERMIT to allow for a new addition to an existing single-story residence in a Single-Family Residential (R-1) Zoning District. (Public Hearing)

Planner Linda Roberson Presented Design review permit. One story home, proposing complete interior and some exterior changes. All neighbors are in support. Cleared environmental review. Suggest proposed resolution and application be approved.

Applicant-Architect-Daniel Roberson-Growing family with modern layout and no 2nd floor. Ridge roof remains but add flat roof for addition. Extension mostly in the back of house and well within FAR requirements. Front Door is prominent which matches neighborhood with curb appeal.

Public Comments-None.

Commission Comments and Questions: Garage is stained siding with same but lighter color. Thoughts on overhang, in relation to 8 foot interior ceiling and 7 foot windows, will be unable to "see the sky". Landscape is not on the scope but is being considered. Stepping stones permeable? Not required, but other areas in home are.

Commissioner Fung Motioned to approve, Seconded by Commissioner Quigg, Passed 5-0. Chair Davis stated there is a 10-day appeal period.

- c. **354 LUDEMAN LANE:** DESIGN REVIEW PERMIT to allow a first floor renovation and second-story addition to a single-family residence and a SETBACK EXCEPTION to allow less than the required minimum second floor setbacks and FAR EXCEPTION to allow more than the required maximum floor area ratio in the Single-Family (R-1) Zoning District. (Public Hearing).

Senior Planner, Sam Fielding, Presented Staff Report. Requested re-design due to reduced setback and FAR exception, with partial demolition to be done. Entry is on Ludeman Lane side and internal stairway is to the 2nd floor.

Applicant-Architect and Owner-John Mufarreh- Some interior work has been done since purchase in 2008. Various adjustments and reductions have been made to the maximum but as to not minimize the area of interior rooms. Increase is setback to north and wants mass addition to be on corner portion of lot.

Public Comments:

Andrew Wong, 16 Seville Court, Asking for a rejection of permit in order to protect scenic views. Will only see "mass of wall" when looking out windows of his home and will impair desirability to future buyers.

Joanne McMahon, 350 Ludeman Lane, East side of proposal and has no objections to plans.

Close Public Comment.

Commission Comments and Questions: Were neighbors contacted? Inquired if additional trees could be planted on Ludeman Lane? Pictures provided by neighbors from address for view. Stairway is not a hardship and cannot be setback, but can stairs be changed from North/South to East/West? Applicant states change of stairs would protrude into bedrooms and mass area on 2nd floor would have to be changed. B. Misner-It is an exception request not variance. Suggested a total of 50 sq. feet can be adjusted with lots of room to cut in various areas. View sheds are not protected by any ordinance, the concern is for the FAR to stay within the context of the Design Review Permit request. View issue is not enough to stop project but better design for triple exception needs to be done.

Commissioner Fung Motioned to Continue, pending further re-design to reduce FAR, Seconded by Commissioner Quigg, 5-0 to Continue. Applicant can withdraw or work with staff.

- d. **527 CAPUCHINO DRIVE:** DESIGN REVIEW PERMIT to allow a second-story addition to a single-family residence and a SETBACK EXCEPTION to allow less than the minimum required second floor setbacks, of a single-family residence in the Single-Family (R-1) Zoning District. (Public Hearing)

Senior Planner, Sam Fielding, presented plan and staff report with details. There are no privacy concerns. Staff recommends approval of resolution.

Applicant-Architect-Adam O'Dea-Only the master bedroom is upstairs at this time and wants children's bedrooms and a bathroom upstairs as well.

Public Comments-None.

Commission Comments and Questions: There is a cement area in the rear of home with standalone shed that can be used for parking. This is not a setback exception as it is on the backside of Green Hills Golf Course and not a standout official feature that will be seen. There is no change to landscape. Only change in front will be removal of bricks and new stucco and siding.

Commissioner Fung Motioned to approve, Seconded by Commissioner Joh, Passed 5-0. Chair Davis stated there is a 10-day appeal period.

8. **NEW BUSINESS:** None

8. **COMMISSION COMMENTS:**

- a. What is a Junior ADU? No more than 500 square feet. Is there a list of ADU's on website? No.
- b. All Commissioners attended the planning & building seminar for San Mateo County.

9. **STAFF UPDATES:**

- a. 210 Vallejo-Appealed to City Council-which was remanded back to Planning commission with a Community Outreach meeting.
- b. In the format of staff reports there is now an executive summary and staff are continuing to work on it. Staff is changing the narrative of how the process for applicants is done.
- c. Staff is drafting an ADU ordinance and working with Planning and Housing to bring to Commission as to receive input along with Community Outreach.
- d. Request clarification of sight visits and what Commission is allowed to do. Note: By-Laws are on Millbrae Website.

10. **ANNOUNCEMENTS:**

- a. Website updates regarding ADU's website link, STR ordinance, active development projects list (TOD's and large projects).
- b. Green Hills 5th Grade Teacher, Tom Gallagher, passed away.

11. **ADJOURNMENT:** 10:45PM