



CITY OF SAN MATEO
COMMUNITY DEVELOPMENT DEPARTMENT

330 W. 20th Avenue
San Mateo, CA 94403
www.cityofsanmateo.org
(650) 522-7000

January 3, 2024

Steve Lesley
588 Mastick Ave.
San Bruno, CA 94066
Sent Via Email: sslesley@gmail.com

Subject: PA-2023-017, 619 W. 39th Ave., SFDDR
619 W. 39th Ave., APN 042-093-020

Dear Steve:

This letter is a follow up to your Planning Application submittal of March 20, 2023, as referenced above. Enclosed is a copy of the Zoning Administrator's decision to approve the application as well as applicable Conditions of Approval. This approval by the Zoning Administrator is final unless appealed within ten (10) calendar days of the date of this approval. You will be contacted if an appeal is filed.

Any required Building Permits can be submitted online at www.cityofsanmateo.org/onlinepermitcenter. In accordance with Municipal Code section 27.08.085, this Planning Application approval is valid for two years. If this approval expires, a new Planning Application must be resubmitted subject to all codes and policies in effect at the time of the new submittal. Please also note that the time within which judicial review may be sought is governed by Code of Civil Procedure Section 1094.6. In addition, the time within which the imposition of fees, dedications, reservations, or other exactions may be challenged is governed by Government Code Section 66020. Please contact me at (650) 229-8535 or via email at rrobinson@cityofsanmateo.org for any questions.

Sincerely,

Ralph Robinson
Associate Planner

Enclosure: Decision of the Zoning Administrator and Conditions of Approval

Cc: Margo McCann, Property Owner (luis.larrazabal0987@gmail.com)
Project Planner (*Email Distribution*)
Development Review Board Members (*Email Distribution*)
Planning Manager/Zoning Administrator (*Email Distribution*)
Deputy Zoning Administrator (*Email Distribution*)
City Clerk (*Email Distribution*)
Planning Commission (*Email Distribution*)

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DECISION OF THE ZONING ADMINISTRATOR

PA#: PA-2023-017

PA NAME: 619 W. 39th Ave., SFDDR

ZONING CLASSIFICATION: R1-B

ADDRESS/APN: 619 W. 39th Ave. / APN 042-093-020

PROJECT DESCRIPTION: Single-Family Dwelling Design Review (SFDDR) for a 438 square-foot third story addition to an existing two-story, single-family residence with an attached garage. The total floor area of the residence and garage as a result of the addition will be 3,022 square feet. This project is consistent with the Single-Family Dwelling Design Guidelines and complies with the applicable Zoning Code requirements.

PLANNING APPLICATION APPROVALS:

 X SINGLE FAMILY DWELLING DESIGN REVIEW

PROJECT PLANNER: Ralph Robinson, Associate Planner

APPROVAL DATE: 1/3/2024

FINDINGS FOR APPROVAL:

I. CEQA CLEARANCE

The project is categorically exempt from environmental guidelines (*Class 1 §15301, Existing Facilities*) since it represents an addition to a single-family dwelling of less than 10,000 square feet of floor area.

II. SINGLE FAMILY DWELLING DESIGN REVIEW (Zoning Code Section §27.08.032)

1. The structures, site plan, and landscaping are consistent with the adopted R1 Single Family Dwelling Design Guidelines in that:
 - a. The proposed addition is well integrated into the existing architectural character of the neighborhood and does not change the current configuration of the site. The surrounding neighborhood consists of a mix of one- and two-story homes with a variety of architectural styles. In the surrounding neighborhood, garages are typically attached and located at the front of the residence. The addition will result in a three-story residence and preserves the location and orientation of the garage, which is also along the front of the residence.
 - b. To reduce impacts to views for neighboring properties up hill to the rear and right of the project site, the project locates the addition above the left-side of the existing second story. The addition also has a smaller footprint area to further minimize impacts to views. This is consistent with the Single Family Dwelling Design Guidelines, which encourage minimizing blockage of established views through configuring living space in areas where it would have less impact to views. The project also proposes a hipped roof with a slope of 4:12, which reduces the apparent massing and view impacts, and is consistent with the roof design of the existing residence. Lastly, the proposed third story windows are offset from neighboring windows and do not present privacy impacts for neighboring yards and living areas.
 - c. The residence will appear as a two-story residence from the side and rear elevations due to the lot slope which exposes the face of the garage on the first story. The project will also continue the use of vertical board siding on the second and third stories, brick veneer on the first story, and a composition shingle roof. These materials are common throughout the neighborhood.
2. The development will not be detrimental to the harmonious and orderly growth of the City in that the proposed addition is designed in accordance with the San Mateo Zoning Code and adheres to the maximum floor area ratio (FAR), minimum setback, and maximum building height. The proposed residence is in the R1-B zoning district which allows for a maximum floor area of 0.50 for parcels up to 6,000 square-feet plus 0.20 for any parcel area over 6,000 square-feet. The proposed floor area is 3,022 square-feet,

which is within the maximum of 3,033 square-feet. The maximum height is 24 feet to the plate line and 32 feet to the roof peak. The proposed building is 24 feet to the plate line and 27 feet, six inches to the roof peak.

3. The development will not impair the desirability of investment or occupation in the vicinity, and otherwise is in the best interests of the public health, safety, or welfare in that the proposed project is design in a manner that is sensitive and compatible with the surrounding neighborhood.
4. The development meets all applicable standards as adopted by the Planning Commission and City Council, conforms with the General Plan, and will correct any violations of the zoning ordinance, building code, or other municipal codes that exist on the site in that the proposed dwelling does not exceed the height limitation, parking, or daylight plane requirements for the site and will be constructed in conformance with the California Building Code.
5. The development will not adversely affect matters regarding police protection, crime prevention, and security in that it will be constructed in accordance with the City's Security ordinance.

III. GENERAL PLAN CONFORMITY

The project conforms to the following Land Use policies of the General Plan:

LU 1.9: Single-Family and Duplex Preservation. Protect established predominantly single-family areas by limiting new development in such areas to single-family uses, and protect predominantly duplex areas by limiting new development to low-density residential uses as delineated on the Land Use Map. Consider re-designating multi-family areas to single-family and low-density residential uses where such uses predominate and where the creation of additional legal non-conforming uses would be minimized.

LU 1.9a: Single-Family Dwelling Projects. Enhance the livability of San Mateo neighborhoods by reviewing Single-Family Dwelling Design Review planning applications for compatibility with neighborhood character, relationship to the neighborhood, and elements of design and site layout as described in the City's Single-Family Design Guidelines.

The project conforms to these policies in that the construction of the addition to an existing single-family residence will not impact the single-family character of the neighborhood, increase the intensity of use on the property, or exceed the allowable floor area ratio or single-family building height.

ZONING ADMINISTRATOR DECISION:

 X APPROVED


CEQA CLEARANCE: §15301

CATEGORICAL EXEMPTION

CLASS 1 – Additions to existing structures.

CONDITIONS OF APPROVAL: See Attached.

SIGNATURE



Rendell Bustos, Deputy Zoning Administrator

DATE: 1/3/2024*

* This decision is final unless appealed in writing within ten (10) calendar days of the above date.