ORDINANCE NO. 2006-9

AMENDING TITLE 27 OF
THE SAN MATEO MUNICIPAL CODE
ESTABLISHING SINGLE FAMILY DWELLING DESIGN
GUIDELINES AND PROCESS REVIEW

The Council of the City of San Mateo, California, ordains as follows:

Section 1. The following Sections of Title 27 shall be amended as follows:

27.08.032 SINGLE FAMILY DWELLING DESIGN REVIEW (SFDDR).

(a) Application Required. The following projects require a Single Family Dwelling Design Review (SFDDR) application and no such project shall commence prior to a final SFDDR approved application for any of the following:

(1) a new two-story residence in an R district;

(2) a replacement single-family residence when a pre-existing single-family residence is to be substantially removed in any R district;

(3) second story addition to an existing two-story residence in any R district of greater than 50 square feet;

(4) an addition of any second story square footage to an existing single story residence in an R district.

(b) Small Addition to an Existing Two-Story Residence. An addition to an existing two-story residence in an R district that does not exceed 200 sq. ft. or 20% of the existing building square footage, whichever is less, shall be approved through the issuance of a building permit without further review if the following circumstances exist:

(1) The project is consistent with the adopted Single Family Dwelling Design Guidelines; and

(2) No appeal of the decision to issue a building permit is timely filed. The Department shall send notice of its intention to issue a building permit to persons entitled to notice of an application in accordance with Chapter 27.08. An appeal may be filed in accordance with Chapter 27.08 no later than 10 calendar days after the decision is made.

(c) Application Form and Notice. Single Family Dwelling Design Review application shall be filed on the form prescribed by the Department of Community Development, and shall include such information as may be required by the Department of Community Development. The SFDDR application may be filed only after a pre-

application meeting between the applicant and the Department of Community Development Planning Division staff and after the applicant provides pre-application notification to the owners of property within 300 feet of the subject property and to neighborhood association(s) and the United Homeowners Association, in accordance with the noticing procedures adopted by the Department.

(d) Approval/Denial. In making its review, Planning Division staff, the Zoning Administrator, Planning Commission or City Council, as the case may be, shall be guided by the adopted R1 Single Family Dwelling Design Guidelines. The SFDDR application shall be approved if the decision-maker finds all of the following to exist:

(1) The structures, site plan, and landscaping are consistent with the adopted R1 Single Family Dwelling Design Guidelines;

(2) The development will not be detrimental to the harmonious and orderly growth of the City;

(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;

(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;

(5) The development will not adversely affect matters regarding police protection, crime prevention, and security.

(e)All buildings, structures, landscaping, and other improvements shall be constructed in accordance with the approved drawings.

27.18.035 SUBSTANTIAL REMOVAL OF EXISTING RESIDENCE.

(a) A special use permit shall be required for the substantial removal of an existing residence, regardless of whether it is currently inhabited. "Substantial removal" shall mean the demolition of 50% or more of the structure's exterior walls (measured in lineal feet) and/or roof (measured in square feet). Substantial removal for a roof shall not apply to permit applications for re-roofing where there is no alteration of roof pitch, or where a Single Family Dwelling Design Review (SFDDR) planning application has been submitted as part of the proposed dwelling's improvements. Doors shall not be included in the percentage calculation of an existing structure's exterior walls. This section shall not apply to an accessory building or to a residence that has been declared a public nuisance under this Code.

Note: (section b remains unchanged).

27.18.100 STRUCTURES AND BUILDING PROJECTIONS IN REQUIRED YARDS.

Note: Subsection (a) remains unchanged.
Note: Subsection (b) is added to read:

(b) The following structures, building projections and features shall be permitted in front yards:

Covered porches projecting two (2) feet or less into required front yards, and only when the required yard meets current yard setback requirements. The projection into the required yard may not be enclosed with walls or other material. The projection shall not exceed 50% of the width of the house as measured at the front property line,

Note: Existing Subsections (b) and (c) will be changed to (c) and (d) respectively.

27.18.080 SIDE YARDS.

Note: Subsections (a), (b) and (d) remain unchanged. Existing Subsection (c) is amended to read as follows:

(c) Extensions of walls having non-conforming side yards. When an existing interior side yard of a legally constructed single family dwelling is less than that required by this Section, a horizontal addition may be constructed maintaining the existing non-conforming setback line, provided that:

(1) The existing side yard setback to be extended is at least three (3) feet from the side property line;

(2) The maximum height of the extended wall is twelve (12) feet to the plateline;

(3) The length of the extension shall not exceed twenty (20) feet; and

(4) The proposed extension is the subject of Site Plan and Architectural Review (SPAR) conducted by the Zoning Administrator pursuant to the provisions of Section 27.08.030.

27.08.010 PLANNING APPLICATION AND SUBMITTAL

Note: Subsection (a) (14) is amended to read as follows:

(14) Single Family Dwelling Design Review (SFDDR)

Section 2. CEQA. This project is exempt from CEQA requirements in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment per Guidelines Section 15061(b)(3).

Section 3. PUBLICATION. This Ordinance shall be published once in the San Mateo County Times and shall be effective 30 days after the date of adoption, except that, projects that were the subject of a pre-application neighborhood meeting before this effective date shall be subject to the provisions of Title 27 of the San Mateo Municipal Code in effect immediately before the effective date.

I hereby certify this to be a correct copy of ordinance No. 2006-9 of the City of San Mateo, California, introduced on July 17, 2006 and adopted on August 14, 2006, by the following vote of the Council:
AYES: Council Members GROOM, EPSTEIN, MATTHEWS, GROTTE, LEE
NOES: NONE
ABSENT: NONE
(SEAL) /s/ NORMA GOMEZ, City Clerk