



North Fair Oaks Community Council
San Mateo County Coordinated
Departmental Response



DATE: January 17, 2025
NFOCC MEETING DATE: January 23, 2025
SPECIAL NOTICE/HEARING: 10 Days, within 300 feet
VOTE REQUIRED: Majority

TO: North Fair Oaks Community Council

FROM: Planning Staff

SUBJECT: Consideration of an Off-Street Parking Exception, pursuant to Section 8.344.040 of the San Mateo County Zoning Regulations, to allow for the continued use of one covered parking space where two covered parking spaces are required, in association with an internal remodel of an existing single-family residence which includes the creation of a new bedroom.

County File Number: PLN2024-00139 (Guzman-Lopez)

PROPOSAL

The applicant, Stephanie Alejandra Guzman-Lopez, is requesting an Off-Street Parking Exception to allow the continued use of a one-car garage where two covered parking spaces are required. This exception is associated with an internal remodel of the existing single-family residence which includes the creation of a fourth bedroom. The proposed project does not include the creation of new square footage.

RECOMMENDATION

That the North Fair Oaks Community Council provide a recommendation to the Director of Planning and Building on the proposed Off-Street Parking Exception to allow for the continued use of a one-car garage where two covered parking spaces are required.

BACKGROUND

Report Prepared By: Jonathan Bruns, Project Planner

Owner/Applicant: Stephanie Alejandra Guzman-Lopez

Location: 3041 Glendale Avenue, North Fair Oaks

APN: 060-261-100

Parcel Size: 6,000 sq. ft.

Existing Zoning: R-1/S-73 (Single-Family Residential / 5,000 sq. ft. Minimum Parcel Size)

General Plan Designation: Residential, Medium Density Residential

Existing Land Use: Single-Family Residence

Water Supply: California Water Service – Bear Gulch

Sewage Disposal: Fair Oaks Sewer District

Flood Zone: Zone X (Area of Minimal Flood Hazard); FEMA Panel No. 06081C0302E, Effective October 16, 2012

Environmental Evaluation: This project is categorically exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15301, Class 1, as the project involves minor alterations to an existing structure, involving negligible or no expansion of existing or former use.

Setting: The project site is a flat parcel located within an existing residential neighborhood. The surrounding development is comprised largely of single-family residences also with one-car covered parking garages. The property is at the intersection of Glendale and Dexter Avenues. All surrounding parcels in the neighborhood are developed.

Chronology:

<u>Date</u>	<u>Action</u>
January 18, 2024	- Building Permit, BLD2024-00131, submitted to remodel existing residence.
May 14, 2024	- Off-Street Parking Exception application submitted
October 4, 2024	- Project Deemed Complete
January 23, 2025	- North Fair Oaks Council Meeting

DISCUSSION

A. KEY ISSUES

1. Compliance with the General Plan

Urban Land Use Policies

Policy 8.9 (*Designation of Existing Urban Communities*) of the General Plan identifies North Fair Oaks as an urban community and the North Fair Oaks Community Plan has designated the land use density as Single-Family Residential. Policy 8.36 (*Uses*) seeks to allow uses in zoning districts that are consistent with the overall land use designation and to adopt the land use designations of the North Fair Oaks Community Plan.

The subject parcel is zoned R-1/S-73 (One-Family Residential / 5,000 sq. ft. minimum parcel size). The subject property is developed with a single-family residential development which is an allowed use in this zoning district. The proposed project would continue the single-family residential use of the parcel and does not introduce any new or incompatible uses.

Policy 8.40 (*Parking Regulations*) seeks to establish minimum on-site parking requirements and parking development standards to accommodate the parking needs of development, provide convenient and safe access, and prevent congestion of public streets.

Chapter 8.344 of the Zoning Regulations establishes the minimum parking requirements for development. The regulations require two-covered parking spaces for each dwelling unit having two or more bedrooms. While this project seeks an exception to this provision, the Zoning Regulations provide an exception process for cases where compliance would result in practical difficulties and unusual hardship.

2. Compliance with the North Fair Oaks Community Plan

Chapter 3: Circulation and Parking

Chapter 3 of the North Fair Oaks Community Plan provides in part, an overview of current and future parking needs and recommended parking management strategies for North Fair Oaks. Policy 5E seeks to modify parking policies to allow affordable housing developments, minor expansions of single-family homes, transit-supportive development projects, and other uses where reduced parking demand can be demonstrated to qualify for further reduced parking requirements or exemptions per approval from the County Planning Department.

The proposed project is to allow an interior remodel of the existing home. The project does not alter the square footage of the existing garage and proposes to maintain the exterior of the residence to its fullest extent leaving no available area to enlarge the existing garage without a significant re-configuration of the residence. The Off-Street Parking Exception is intended to remedy the non-conforming situation because compliance with the current parking requirement (two-covered parking spaces) would not be practical or feasible given existing site conditions and proposed scope of work.

3. Compliance with the Zoning Regulations

a. S-73 Development Standards

The proposed project involves the remodel of the existing residence which largely consists of updates to the kitchen and bathrooms, upgrades to finishes, window replacement, and conversion of the dining room to a bedroom. The project does not include the addition of any new square footage, changes to the setbacks, lot coverage, or height of the existing structure. While the project does include minor alterations to the existing floor plan of the residence the configuration remains largely the same. As mentioned previously, the off-street parking exception is required because the project proposes to create a new bedroom and the current residence only has a one-car garage where two covered spaces are required. However, given the limited project scope and layout of the existing residence, the creation of an additional covered space would be infeasible.

b. Parking Requirements

The proposed project includes the request to allow for continued use of a one-car garage, where two covered parking spaces are required. The project, as proposed, also includes the provision of one uncovered, off-street parking space located in the front yard area of the residence.

Section 8.344.030 of the County's Zoning Regulations defines the number of parking spaces required for development. As mentioned previously, the regulations require that, for each dwelling unit having two or more bedrooms, two off-street covered spaces are provided. The project proposes to add a fourth bedroom to the existing residence which triggers compliance with the parking requirements currently in effect. The existing residence has an attached one-car garage that was constructed as part of the original residence. Given that the existing residence has been constructed to the minimum setback requirements, there is insufficient space to expand the

existing garage to accommodate the required two-car covered parking. While there is sufficient space to construct a conforming detached garage at the rear of the property there is insufficient space to provide a driveway to access said garage. The applicants propose to continue the use of the oversized driveway on site to accommodate parking at least one additional car off-street.

4. Compliance with Off-Street Parking Exception Findings

The granting of an Off-Street Parking Exception is subject to the following findings:

- a. **That the establishment, maintenance and/or conducting of the off-street parking facilities as proposed are as nearly in compliance with the requirements set forth in Section 8.344.030 of the Zoning Regulations as are reasonably possible.**

The project proposes to allow the continued use of an existing one-car garage, where two covered spaces would be required for the proposed scope of work. Based on the existing development configuration on the parcel, staff has found that there is insufficient space on the parcel to provide an additional covered space which would conform to the development standards of the zoning district. The oversized driveway provides one additional off-street space albeit uncovered and within the front yard setback brings the project into substantial conformance with the Zoning Regulations.

- b. **That the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, be detrimental to the public welfare or injurious to property or improvements in said neighborhood.**

The project parcel is zoned and developed for single -family residential development. The proposed project is limited to the project parcel and does not propose a new use. The resulting development remains consistent with the Zoning Regulations and North Fair Oaks Community Plan. The project was reviewed in consultation with the Department of Public Works and received conditional approval. All neighbors within 300 feet of the subject property have been notified of the project. The noticing period began on June 10, 2024, and ended on June 20, 2024. No comments were received. In addition, a notice of this meeting was sent to all neighbors, located within 300-feet of the project site. Therefore, project involves no aspects that are detrimental to public welfare or injurious to property or improvement in said neighborhood.

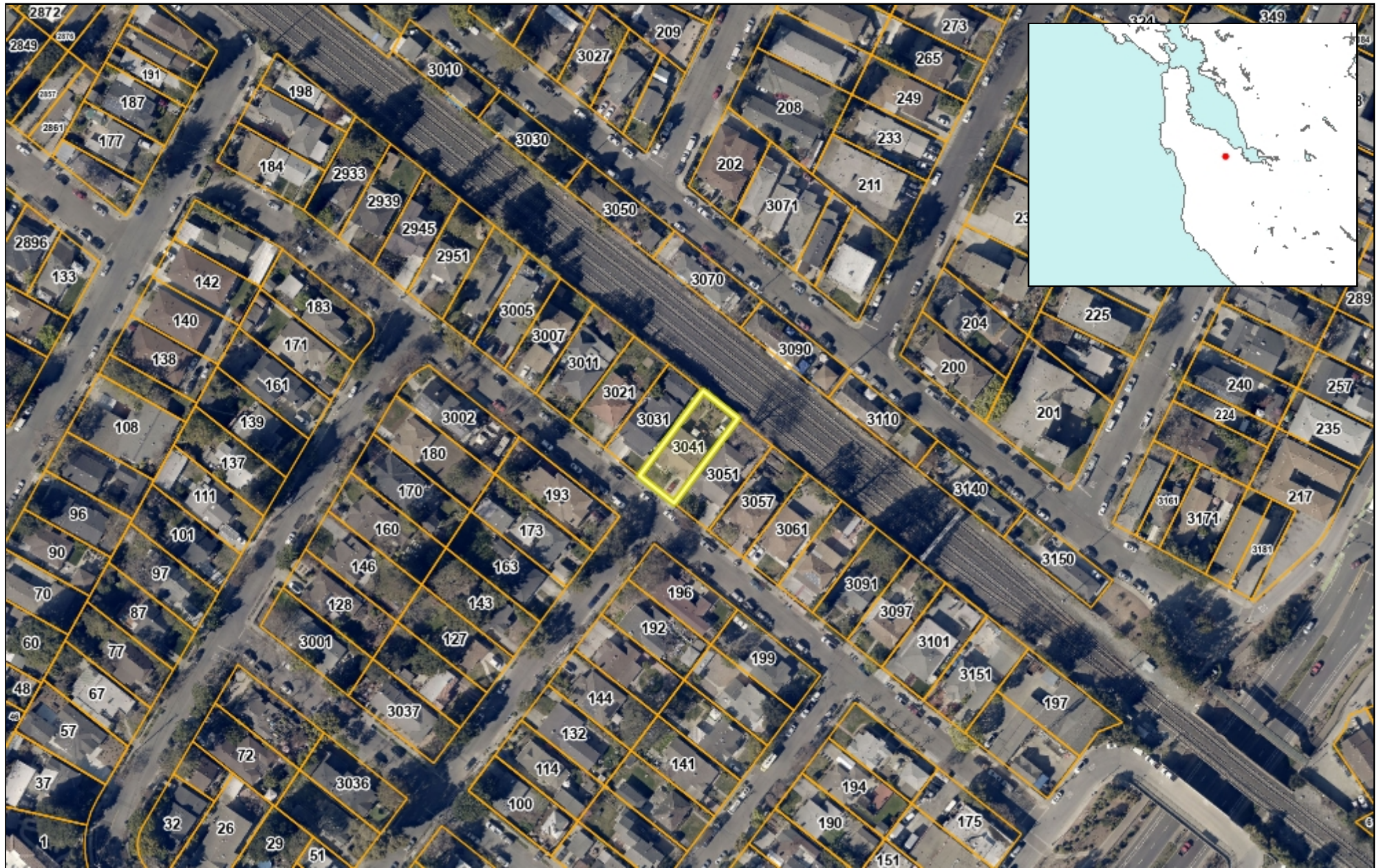
ATTACHMENTS

- A. Location Map
- B. Plans



COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

ATTACHMENT A



0.07 0 0.04 0.07 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere
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1:2,257



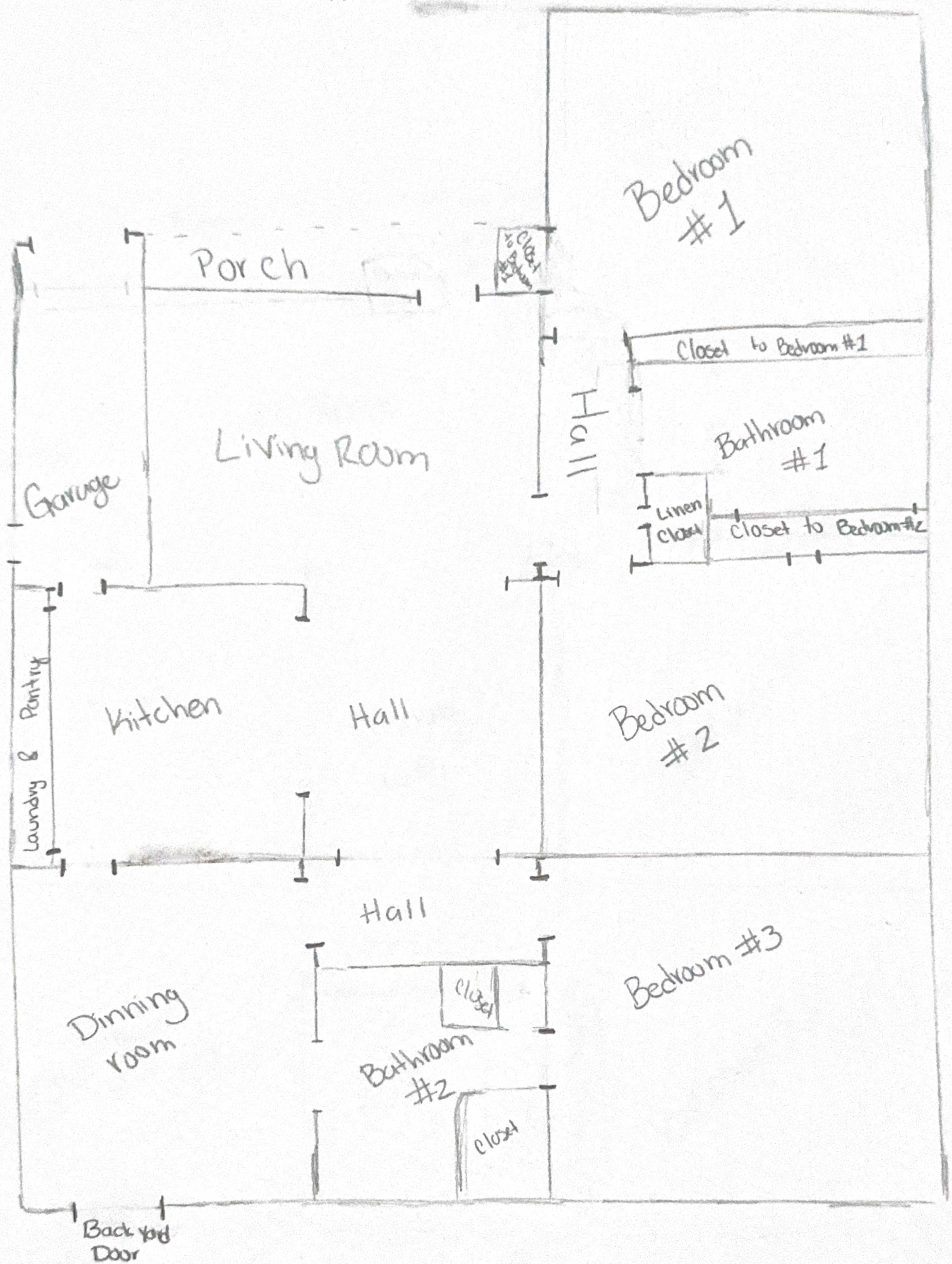
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COUNTY OF SAN MATEO - PLANNING AND BUILDING DEPARTMENT

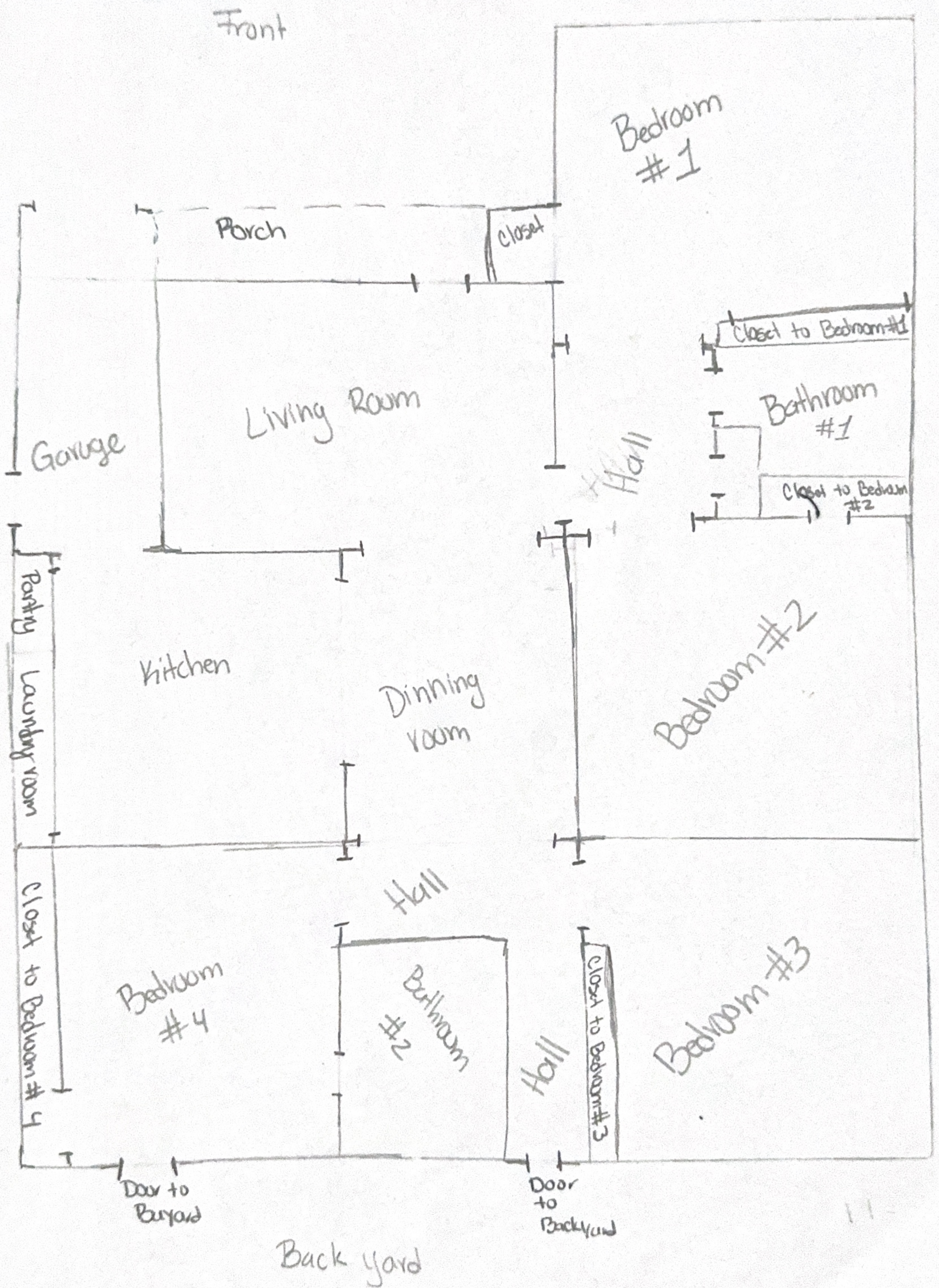
ATTACHMENT B

Front



Back yard

* Old Floor Layout



* New Floor Layout