

City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2222
(650) 286-3200
FAX (650) 574-3483

September 20, 2006

Dan James
Manager, Pitcairn Homeowners' Association
Mulqueeney & Associates
P.O. Box 4726
Foster City, CA 94404

Subject: Prototype Approvals for front doors in Pitcairn (File #UP-75-008E)

Dear Mr. James:

The Pitcairn Homeowners Association received an approval for a prototypical design for front doors on September 1, 1998. City and state regulations for these types of improvements have changed since that time:

On January 21, 1999, the Planning Commission revised their policy on prototype designs for property improvements in planned developments to state that the following types of improvements would not require prototypical designs or Architectural Review permits:

- Front doors (same size)
- Decks (non-waterfront, lower than 18", at least 5' from the property line, and in R-1/PD district)
- Air conditioning condenser units (ground-mounted units on non-waterfront properties in R-1/PD district)

We have conducted a review of existing prototype approvals and note that your planned development has a prototype design approved for one or more of these types of improvements. By copy of this letter, we are informing you that the City will no longer require City Architectural Review of these types of improvements. The homeowners association may continue to regulate these types of improvements pursuant to their CC&Rs.

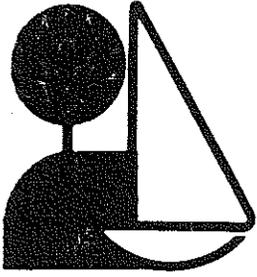
Please contact me at lcarmichael@fostercity.org or 650 286-3236 if you need any additional information.

Sincerely,

Leslie J. Carmichael
Planning Manager

Attachment

Prototype approval for front doors
Planning Commission Policy No. P-1-94 (Revised January 21, 1999)



City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2299
(650) 288-3200
FAX: (650) 574-3483

CITY OF FOSTER CITY COMMUNITY DEVELOPMENT DIRECTOR'S ACTION NOTICE OF DECISION

ACTION DATE: September 1, 1998

CASE NO. : UP-75-008E

APPLICANT: Pitcairn Planned Development c/o The Manor Association

APPLICANT ADDRESS: 500 Harbor Boulevard, Belmont, CA 94002-4075

APPLICATION FOR: Prototpye Design for Garage Doors, Front Doors, Windows, and Siding

LOCATION: Pitcairn Planned Development

ZONING: R-1/PD (Single-Family Residence/Planned Development) District

ACTION TAKEN: Approved with Conditions

On the date listed above, the Community Development Director of the City of Foster City, took the action described above on the subject Architectural Review application based on the following findings:

1. That the proposal to establish prototype designs for the replacement of garage doors, front doors, windows, and exterior wood siding for houses in the Pitcairn Planned Development, as conditioned in Exhibit A, is consistent with the Foster City General Plan and Title 17, Zoning, and Chapter 2.28, Planning, of the Foster City Municipal Code because the proposed prototypical designs will improve the appearance of houses in the development, will allow for necessary maintenance and repair of houses, will preserve "the quality of the City's residential neighborhoods" as stated in the Land Use and Circulation Goal (LUC-A) and Land Use Policies (LUC-38 and LUC-39) contained in the Land Use and Circulation Element of the Foster City General Plan, and will be consistent with the residential use of the houses in the development.
2. That the design of the proposal is appropriate to the City, the neighborhood and the lots on which it is proposed because the design, colors, and materials of the prototypical property improvements will be compatible with the architectural style, character, and proportions of houses in the development and they will be in keeping with similar improvements in the neighborhood.
3. That the design of the proposal is compatible with its environment with respect to use, forms, materials, colors, setbacks, location, height, design, or similar qualities as specified in Section 17.58.010, Intent and Purpose, of Chapter 17.58, Architectural Control and Supervision of the Foster

City Municipal Code because the prototypical designs will provide guidelines to ensure that the specified property improvements are orderly and consistent for all houses in the development, and therefore, the overall architectural style and characteristics throughout the planned development will be preserved.

4. That the proposal will not, under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use, and will not be injurious or detrimental to property and improvements in the neighborhood or the general welfare of the City because the prototypical designs will ensure that all houses maintain similar architectural characteristics, will meet the requirements of Section 17.58.010, Intent and Purpose, of Chapter 17.58, Architectural Control and Supervision, of the Foster City Municipal Code, and will not have detrimental visual impacts on the neighborhood, the planned development, or the property values in the area.

This action is subject to any conditions contained in Exhibits A and B, attached.

Expiration

Any Architectural Review approval shall, without further action, become null and void if not used within two (2) years from the date of approval thereof, or within any shorter or longer period of time if so approved by the Community Development Director.

Appeal

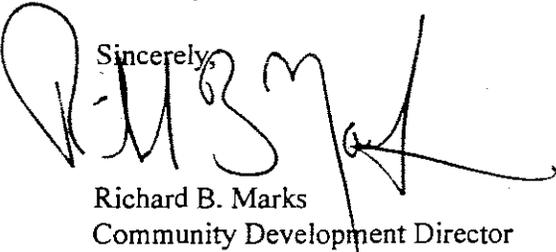
Pursuant to Section 17.06.150 of the Foster City Municipal Code, an action of the Community Development Director on an application may be appealed within ten (10) calendar days after the date of the Community Development Director's decision, in writing, to the Planning Commission. Appeals may be filed using the appeal form available in the Community Development Department or by letter. There is a fee for filing an appeal. All appeals must be filed in accordance with Section 17.06.150.

Acknowledgment by Applicant

Pursuant to Section 17.58.040.E of the Foster City Municipal Code, any Architectural Review decision shall not be effective until the permittee acknowledges acceptance of any conditions of approval and any appeal period has lapsed, or if there is an appeal, until a final decision has been made on the appeal.

In order to demonstrate that you are aware of and understand the Architectural Review conditions of approval (attached hereto as Exhibit A), please sign the original of this letter and return it to the Planning/Code Enforcement Division. Please keep the duplicate for your records.

Sincerely,


Richard B. Marks
Community Development Director

(Applicant's Name) (Please Print)

Planner Initials: VEJ

(Applicant's Signature)

EXHIBIT A

PITCAIRN HOMEOWNERS' ASSOCIATION

Prototypical Design Guidelines for Garage Doors, Front Doors, Windows, and Siding

The following guidelines shall govern the installation, replacement, and modification of all garage doors, front doors, windows, and siding in the Pitcairn Planned Development:

CONDITIONS OF APPROVAL

1. All construction shall be designed, constructed, installed, and maintained in a professional manner and appearance.
 2. All materials and colors shall be as approved. Once constructed or installed, all improvements shall be maintained in accordance with the approved plans. Any changes which affect the exterior character of the work shall be resubmitted for approval.
 3. All vents, gutters, downspouts, flashings, etc. shall be painted to match the color of the adjacent surfaces. No electrical conduits or similar piping shall be allowed on the exterior of the building unless approved prior to installation by the Community Development Director.
 4. Standard residential security requirements as established by Chapter 15.28 of the Foster City Municipal Code shall be provided.
 5. Prior to installation, a Building Permit shall be obtained from the Building Division. Four (4) sets of final drawings shall be submitted with the building permit application.
 6. Prior to any final inspection approval, these conditions and all improvements shall be completed to the satisfaction of the City.
 - * 7. All new metal sectional garage doors shall have a wood-like appearance.
 - * 8. When any window on a house's front, side, or rear elevation is replaced with one that has a different design (with respect to frame color and grids), the other windows on that elevation shall be replaced such that all windows on a single elevation share one consistent design and frame color. *transom windows dont need grids if trapezoids, per LDC 1-20-99. JFW*
 - * 9. The replacement of wood siding shall consist of one of the following materials:
 - Natural wood (to match the style, size, dimensions, thickness, placement pattern, and other visual characteristics consistent with the original construction of houses in the development); or
 - "HardiPlank" fiber cement horizontal lapped siding (with a board width of approximately 8"); or
 - Wood shingles
 - * 10. All replacement front doors, garage doors, and siding shall be painted to match the exterior trim or primary walls of the house and shall be a color approved by the City for use in the development.
 - * 11. Unless previously approved, all new materials proposed for the replacement of wood siding shall require Architectural Review approval by the Community Development Director. As new siding materials are approved, they will be added to the list of permitted materials noted in Condition of Approval No. 9.
 - * 12. All prototypical designs for property improvements shall be consistent with the guidelines established by the Pitcairn Homeowners' Association, as indicated in Exhibit B (attached), except as modified by these Conditions of Approval in Exhibit A.
- * Site Specific Conditions

APPROVAL PROCESS

For the replacement of garage doors, front doors, and windows:

1. The homeowner or contractor shall apply for a Building Permit from the Building Inspection Division and shall submit any required drawings and fees.
2. The Planning/Code Enforcement Division staff will review the Building Permit application to confirm that the proposal is consistent with the prototypical design approved for the particular property improvement.

For the replacement of exterior wood siding:

1. If the siding material has not been previously approved by the City, the homeowner shall submit an Architectural Review application and filing fee (one-half the typical filing fee for a siding change). The submittal shall include a material sample and three (3) sets of elevation drawings which illustrate the siding's placement and pattern on the house.
2. The Planning/Code Enforcement Division staff will review the Architectural Review application package to determine whether the proposed material and placement pattern substantially replicates other existing and approved siding materials in the development.
3. Following Architectural Review approval, or if the proposed siding material has previously been approved by the City (through any prototype or Architectural Review approval), the homeowner or contractor shall apply for a Building Permit from the Building Inspection Division and shall submit any required drawings and fees.

Marc Ramsey, Managing Agent
The Manor Association
Pitcairn Homeowners' Association

Date

Richard B. Marks, Community Development Director
City of Foster City

Date

PITCAIRN HOMEOWNERS' ASSOCIATION



FOSTER CITY
RECEIVED

JUL 17 1998

PLANNING
DIVISION

EXHIBIT B

July 13, 1998

Michelle Fodge
City of Foster City
610 Foster City Boulevard
Foster City, CA 94404

RE: Prototype Requests

Dear Ms. Fodge:

Regarding prototype UP.75.008A approved August 5, 1993, e.g; garage door, front doors and windows. Please consider the following additions:

- 1) garage doors - wood or metal 4 or 5 sectional roll up panel door. Clear or obscured glazing pattern division is acceptable at the top section of the door only. Please refer to Association Guidelines for color designation.
- 2) front door - entry door type and style are open to Homeowners choice. Painted door is pursuant to Association approved colors. Natural clear wood finish is acceptable.
- 3) windows - white wood or vinyl clad, grids acceptable. Any number of grids horizontal or vertical are allowable.
- 4) siding - vertical or horizontal wood siding and shingle siding are allowable. All materials are acceptable with a wood like appearance except vinyl or steel siding.

All prototypicals do not require Association approval, however home additions do require approval.

Sincerely,
THE MANOR ASSOCIATION, INC.

A handwritten signature in black ink, appearing to read 'Marc Ramsey', is written over a circular stamp or seal.

Marc Ramsey
Managing Agent