



*City of Foster City*

FEB 18 2018

**ESTERO MUNICIPAL IMPROVEMENT DISTRICT**

610 FOSTER CITY BOULEVARD  
FOSTER CITY, CA 94404-2222

**PROTOTYPE**

**FOSTER CITY  
RECEIVED**

**FEB 20 2018**

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

**PLANNING/  
CODE ENFORCEMENT**

APPLICATION RECEIVED: January 19, 2018

APPLICATION COMPLETE: January 19, 2018

ACTION DATE: February 8, 2018

CASE NO: UP2018-0006 (Amending UP-84-010I)

OWNER: Antigua Homeowners' Association, c/o The Manor, Inc.

ADDRESS: The Manor, Inc., 353 Main Street, Redwood City, CA 94063 Attn: Joel Martins

APPLICATION FOR: Amend windows prototype to allow replacing kitchen window with a greenhouse or bay window with white vinyl frames

LOCATION: Antigua Planned Development

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

CEQA DETERMINATION: Categorically Exempt – Section 15301, Existing Facilities

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 Use Permit Modification application based on the following findings:

1. The proposal to modify the prototype design for the replacement of windows and sliding doors and the installation of greenhouse and bay windows in the Antigua Planned Development, as conditioned in Exhibit A and illustrated in Exhibit B, 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 design will maintain the existing appearance of residential units 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) contained in the Land Use and Circulation Element of the Foster City General Plan, and will be consistent with the residential use in the development and the Antigua Planned Development Prototypical Guidelines.

2. That the design of the proposal would be consistent with and appropriate to the City, the neighborhood, and the lot on which they are proposed because the design, colors, and materials of the prototypical window and patio door replacement will be compatible with the architectural style, character and proportions of residential units in the development and will be in keeping with similar improvements in the neighborhood.
3. That the design of the proposal would be compatible with the site's environment with respect to use, forms, materials, colors, setbacks, of the location, height, design or similar qualities as specified in Section 17.58.010 of Chapter 17.58 (Architectural Control and Supervision) of the Foster City Municipal Code because: 1) the prototypical design will provide guidelines to ensure that window and patio door replacements are orderly and consistent for all residential units in the development, and therefore, the overall architectural style and characteristics throughout the planned development will be preserved; 2) the size of the replacement windows will be the same size as the existing windows; 3) the frame color and material of the replacement window will match on each elevation; and 4) the greenhouse or bay window will be located in the kitchen and is common with other kitchen windows found in the neighborhood.
4. That the proposal would 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, property values in the area, or the general welfare of the City because the prototypical design will ensure that all residential units 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 Antigua Planned Development, or the property values in the area.

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

#### Expiration

Any Use Permit Modification 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 Use Permit Modification 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 Use Permit Modification 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. *Please be advised that a Building Permit **will not** be issued until the Planning/Code Enforcement Division has received the signed Notice of Decision.*


Sincerely



Curtis Banks  
Community Development Director

Planners Initials: BH

Joel Martins  
\_\_\_\_\_  
(Owner's Name) (Please Print)

  
\_\_\_\_\_  
(Owner's Signature)

## EXHIBIT A

### ANTIGUA HOMEOWNERS' ASSOCIATION Prototypical Design Guidelines for Window/Patio Door Replacements and Greenhouse Windows UP2018-0006

---

The following guidelines shall govern the installation and replacement of windows, patio doors and the installation of greenhouse and bay windows in the Antigua Planned Development:

#### **CONDITIONS OF APPROVAL**

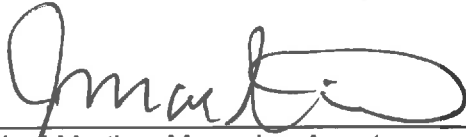
1. Prior to construction, all necessary building permits shall be obtained from the Foster City Building Division.
2. All construction shall be located, designed, constructed, installed, and maintained in a professional manner and appearance.
3. All materials and colors shall be as approved. Once constructed 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. The construction or placement of unapproved features or unapproved changes to buildings or structures which were a part of approved plans can and will result in the issuance of a "Stop Work Order" by the City, the need to revise plans and obtain City approval for all changes prior to recommending work, and the possibility of penalty fees being assessed for unauthorized work.
4. All vents, gutters, downspouts, flashings, soffits, screens 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.
5. Standard residential security requirements as established by Chapter 15.28 of the Foster City Municipal Code shall be provided.
6. Prior to any final inspection approval, these conditions and all improvements shall be completed in accordance with the approved plans and to the satisfaction of the City.
7. All architectural elements such as soffits, screens, etc. not shown or detailed on the plans shall be finished in a material and color in harmony with the exterior of the building.
8. Once a building permit is issued, it is the permit holder's responsibility to ensure that the project receives a final inspection before the building permit expires (180 days after the last inspection). Failure to receive and/or pass a final inspection will result in the expiration of the building permit which will require additional fees to reactivate.
9. Building materials, construction equipment and tools, or other items related to the construction or demolition work to be performed shall be stored behind and below required fencing/screening unless special approval to place or store the materials or items is granted by the Community Development Director.
10. **Replacement windows shall be the same type of window (i.e. slider, operable, non-operable or casement) as the existing window, except as approved by the Antigua Board of Directors and the Foster City Community Development Department.**
11. **New aluminum windows may be installed as long as they are painted white and match the remainder aluminum windows on one elevation. A mix of aluminum and vinyl windows will not be permitted on any elevation.**

- 12. Replacement windows shall have white vinyl frames.**
- 13. Window and patio door frame material, color, style, and frame width measured from the inside edge of the glass to the outside edge of the frame shall match per elevation. Windows and/or patio door of different materials cannot be mixed on the same elevation.**
- 14. All windows on the elevation facing the front of the house and facing any public or private street shall have grids.**
- 15. Any windows on the side elevation between two properties can be replaced with or without grids as long as all the windows on that elevation (1<sup>st</sup> and 2<sup>nd</sup> level) match.**
- 16. Replacement windows along the rear elevation (except those facing a public or private street) may be a mix of grids/no grids as long as all the windows on the 1<sup>st</sup> level match with respect to grids/no grids and all the windows on the 2<sup>nd</sup> level match with respect to grids/no grids but the 1<sup>st</sup> and 2<sup>nd</sup> level do not need to match.**
- 17. The kitchen window may be replaced with a greenhouse or bay window with white vinyl frames equivalent to the Tru-Frame Greenhouse Windows shown on Exhibit B or equivalent to Milgard Tuscan Bay Window, without grids or other white-colored framing material as approved by the Antigua Board of Directors.**
- 18. All replacement windows shall meet the U-factor per the California Energy Standards.**

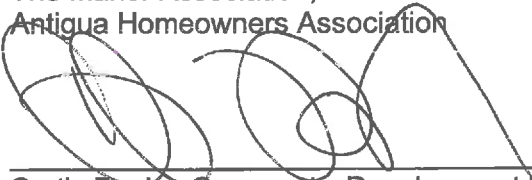
**Bold: Indicates Site Specific Conditions**

**APPROVAL PROCESS**

1. The homeowner/applicant shall obtain an approval letter from the Antigua Homeowners' Association for the proposed addition or replacement of windows and/or patio doors. The letter shall indicate that the proposed changes conform with the established design criteria of the prototype.
2. The homeowner or contractor shall apply for a Building Permit from the Building Inspection Division and shall submit the following:
  - Antigua Homeowners' Association (HOA) approval letter.
  - Window schedule indicating the location, size, color, material, and dimensions of the window and/or sliding glass door frames and trim detail and use of grids.
  - 4 sets of photos of the windows to be replaced and photos of the entire elevation (entire side of the house or unit containing the windows).
  - Manufactures Brochure/Specifications for the proposed windows and/or sliding glass doors.
  - Building Permit application and all applicable fees.
3. 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 window/patio door replacements.

  
 \_\_\_\_\_  
 Joel Martins, Managing Agent  
 The Manor Association, for  
 Antigua Homeowners Association

2 / 15 / 2018  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Curtis Banks, Community Development Director  
 City of Foster City

2/20/18  
 \_\_\_\_\_  
 Date



EXHIBIT B

T 13 2004

ANNING  
VISION

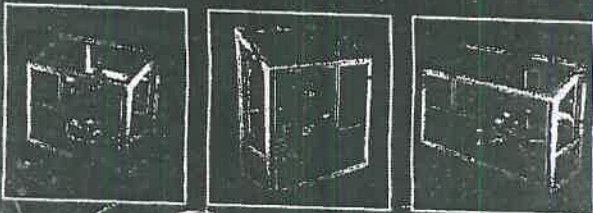
Architecturally superior and beautifully simple. Now you can enjoy all the sunlight and shinning beauty of the most architecturally and functionally superior window on the block. The new Tru-frame® vinyl Greenhouse window. Because we've taken the best of everything you could want and put it all right here for the world to see.

**It's Nicer to Have Around.**

Each greenhouse window features a tough, durable vinyl frame in white or almond color that never needs painting, and is maintenance free. With rounded corners they're stronger and safer to have around your house because the edges don't protrude. They're prettier too.

Inside, we've got fully adjustable, tempered-glass shelves. So you can have plants of different sizes, instead of half-dozen look-alikes.

The side vents have sash balances, so you can let in fresh air at the touch of a fingertip. They even have self latching security locks.



OUR GREENHOUSE WINDOWS  
**THE DIFFERENCE IS  
AROUND THE CORNER**

Modern style matches all types of architecture

Fully welded vinyl sash and frame with extruded aluminum interior supports for added strength.

Reduces heat transmission and ultraviolet rays

Installs like an aluminum window, yet performs like vinyl.

Single hung vents with sash balances for fingertip control. Self-locking latch keeps vents securely closed.

For a variety of plant sizes.

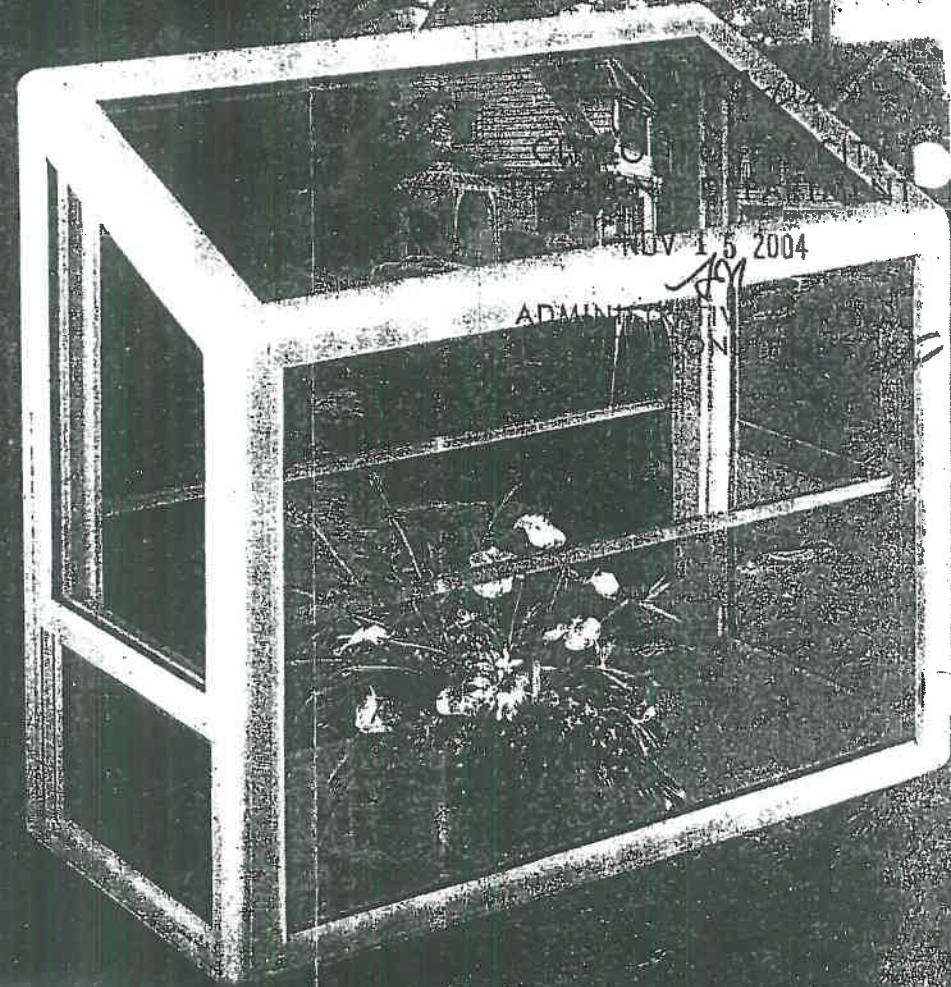
Sturdy, specially formulated rigid vinyl. 16" deep for wider plant bases.

No bars or obstructions, minimal sightlines.

White and Almond are stock. Additional colors are available as specials.



**TRU-FRAME**  
A name you can build on



Model # 5040 JUL 31 2004

OUR GREENHOUSE WINDOWS  
**THE DIFFERENCE IS  
AROUND THE CORNER**