



*City of Foster City*

**ESTERO MUNICIPAL IMPROVEMENT DISTRICT**

610 FOSTER CITY BOULEVARD  
FOSTER CITY, CA 94404-2222

# PROTOTYPE

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

APPLICATION RECEIVED: January 3, 2023

APPLICATION COMPLETE: March 9, 2023

ACTION DATE: March 9, 2023

CASE NO: UP2023-0001 (supersedes UP2017-0018)

OWNER: Pitcairn Homeowners' Association, c/o Dan James, Mulqueeney & Associates

ADDRESS: PO Box 4726, Foster City, CA 94404

APPLICATION FOR: Prototypical Design Guidelines for Replacement of Garage Doors

LOCATION: Pitcairn 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 establish prototypical design guidelines for replacement of garage doors for houses in the Pitcairn Planned Development, as conditioned in Exhibit A and illustrated in Exhibit B, is consistent with the Foster City General Plan, Chapter 17.12 (R-1 Single-Family Residence District) of Title 17 (Zoning), and Chapter 2.28 (Planning) of Title 2 (Administration and Personnel) of the Foster City Municipal Code because the proposed prototypical design:
  - for the replacement garage doors will be sympathetic to the character and style of the existing houses in the Pitcairn Planned Development and will be designed to be harmonious with the existing neighborhood and therefore, will promote "proper site planning, architectural design and property maintenance" and will preserve "the quality of the City's

residential neighborhoods" as stated in the Land Use and Circulation Goals (LUC-A and LUC-B) and Land Use Policies (LUC-A-1 and LUC-B-1) contained in the Land Use and Circulation Element of the Foster City General Plan;

- will maintain the existing appearance of residential units in the development by establishing specific design parameters for the replacement garage doors in the Pitcairn development consistent with Planning Commission Policy P-1-94;
  - for the replacement garage door will be integrated into the existing building and designed such that the architectural character of the house is maintained and consistent with Section 2.28.010 of the Foster City Municipal Code; and
  - for garage door replacement will improve a typical residential use consistent with the Land Use Plan designation of Single Family Residential.
2. That the proposed amendment to the garage door prototype would be consistent with and appropriate to the City, the neighborhood, and the lot on which it is proposed and be compatible with the site's environment with respect to use, forms, materials, colors, setbacks, 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:
- the prototypical design for the garage door will provide guidelines to ensure that garage door replacements are orderly and consistent for all residential units in the development, and therefore, the overall architectural style and characteristics throughout the development will be preserved consistent with Section 17.58.010.B.1;
  - the design, color and material of the replacement garage doors will be compatible with the architectural style, character, and proportions of houses in the Pitcairn development and therefore, will enhance their site and will be harmonious with the highest standards of improvement in the surrounding area consistent with Sections 17.58.010.B.2 and 17.58.010.B.4; and
  - the replacement garage doors will be in the same location as the existing door and will be painted to match the house trim, body color, or front door color as approved by the HOA, and therefore, will be in keeping with similar improvements in the neighborhood.
3. 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 guidelines for garage door replacement will allow for the replacement of existing garage doors with high quality garage doors of durable materials and will be painted to match the house trim, body color, or front door color as approved by the HOA, and therefore, will not have any significant visual or property value impacts to the Pitcairn Planned Development, the streetscape or the adjacent neighborhood. All new and/or replacement garage door will require issuance of a building permit to ensure that the products are installed safely and in compliance with applicable regulatory standards as well as meets the established criteria per this prototype.

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

*Becki Hanan*

p.p.

Sofia Mangalam  
Community Development Director

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

*Dan James*

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

Planners Initials BH

## EXHIBIT A

### PITCAIRN HOMEOWNERS' ASSOCIATION Prototypical Design Guidelines for Garage Door Replacements UP2023-0001

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The following guidelines shall govern the replacement of garage doors in the Pitcairn 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.
3. Standard residential security requirements as established by Chapter 15.28 of the Foster City Municipal Code shall be provided.
4. Prior to any final building inspection approval, these conditions and all improvements shall be completed in accordance with the approved plans and to the satisfaction of the City.
5. 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.
6. 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.
7. **The replacement garage door design shall conform to one of the following designs:**
  - a. **The same design as the existing garage doors**
  - b. **A raised panel (roll up) sectional garage door with 4 or 5 sections in height**

- c. **A Clopay Modern Collection flush panel steel garage door Ultra-Grain Cypress Medium Finish**
  - d. **Mosaic FP14L, Mosaic FP14R, Mosaic FP14LR**
8. **The garage door shall consist of either:**
- a. **Wood to match the siding of the house**
  - b. **Wood grained composite**
  - c. **Wood grained metal (metal with simulated wood finish)**
9. **The garage door shall be stained or painted to match either the house trim, body color or, with the written approval of Pitcairn HOA, the front door color.**
10. **One row of windows shall be allowed on the upper-most section as long as they conform to one of the approved window styles as shown in Exhibit B. The windows may or may not have grids.**
11. **Window glazing shall be non-reflective with no color (clear or obscure). UV inhibiting tint is acceptable.**
12. **All custom designed doors shall be individually reviewed by the Pitcairn Homeowners' Association on a case-by-case basis.**
13. **If a replacement garage door is proposed which is not on the approved list above, the Pitcairn Homeowners' Association shall review the proposed design and amend this prototype to include the new garage door.**

**Bold Text: Indicates Site Specific Conditions**

**APPROVAL PROCESS**

1. The homeowner or contractor shall apply for a Building Permit from the Building Division and shall submit the following:
  - a. The garage door shall match either the house trim or body color. If the proposal is to have the garage door color match the front door then a written approval from Pitcairn HOA is required.
  - b. Building Permit application and all applicable fees
  - c. A manufacturers brochure or catalog cut sheet that shows the design of the garage door including the panel design, number of sections, window style, colors and material.
  - d. A photograph of the existing garage door
  
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 replacement of garage doors for the Pitcairn Development.

*Dan James*

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Dan James, Mulqueeny & Associates for  
Pitcairn Homeowners Association

\_\_\_\_\_  
Date

*Sofia Mangalam*

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Sofia Mangalam (Mar 10, 2023 11:13 PST)

\_\_\_\_\_  
Sofia Mangalam, Community Development Director  
City of Foster City

\_\_\_\_\_  
Date

**EXHIBIT B**



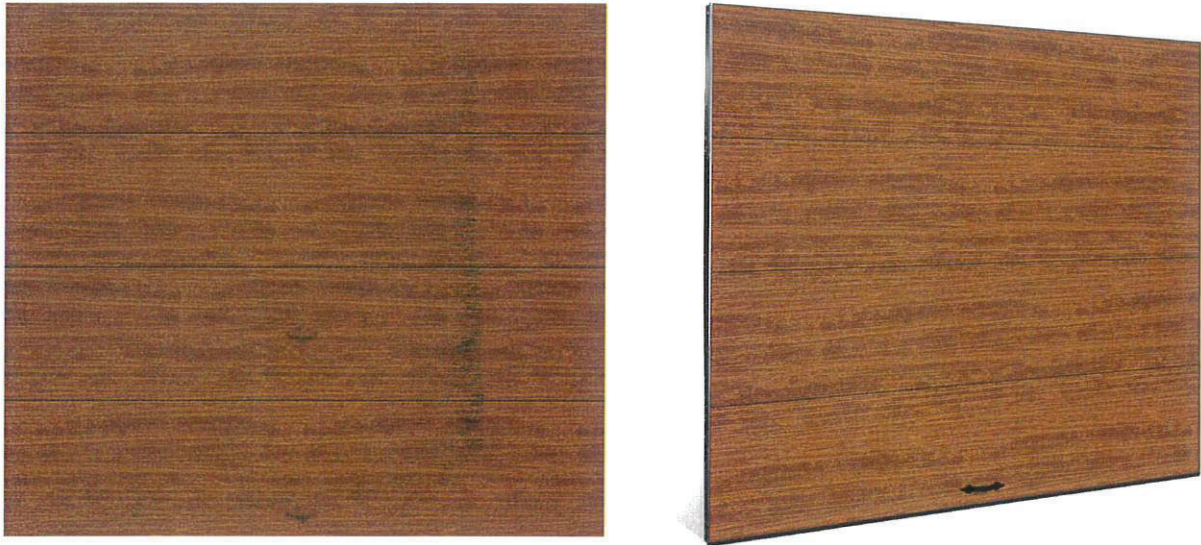
**PITCAIRN HOMEOWNERS' ASSOCIATION**  
Approved Garage Door Designs



Long Panel Garage Door – 4 Sections (can be 5 Sections)

Short Panel Garage Door – 4 Sections (can be 5 Sections)

**PITCAIRN HOMEOWNERS' ASSOCIATION**  
Approved Garage Door Designs

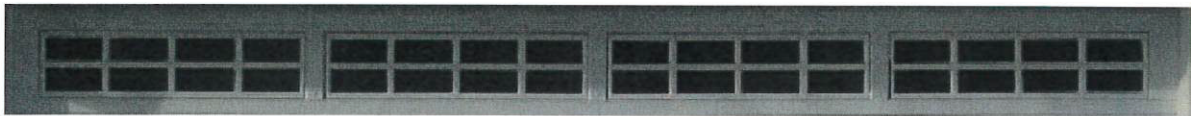
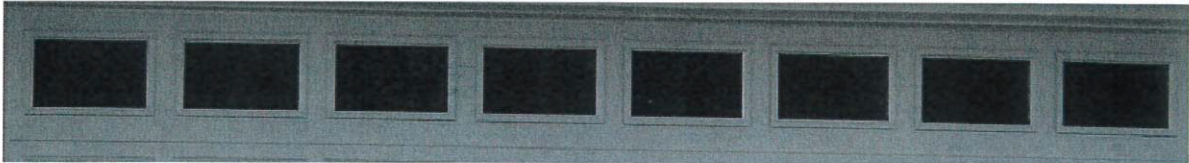


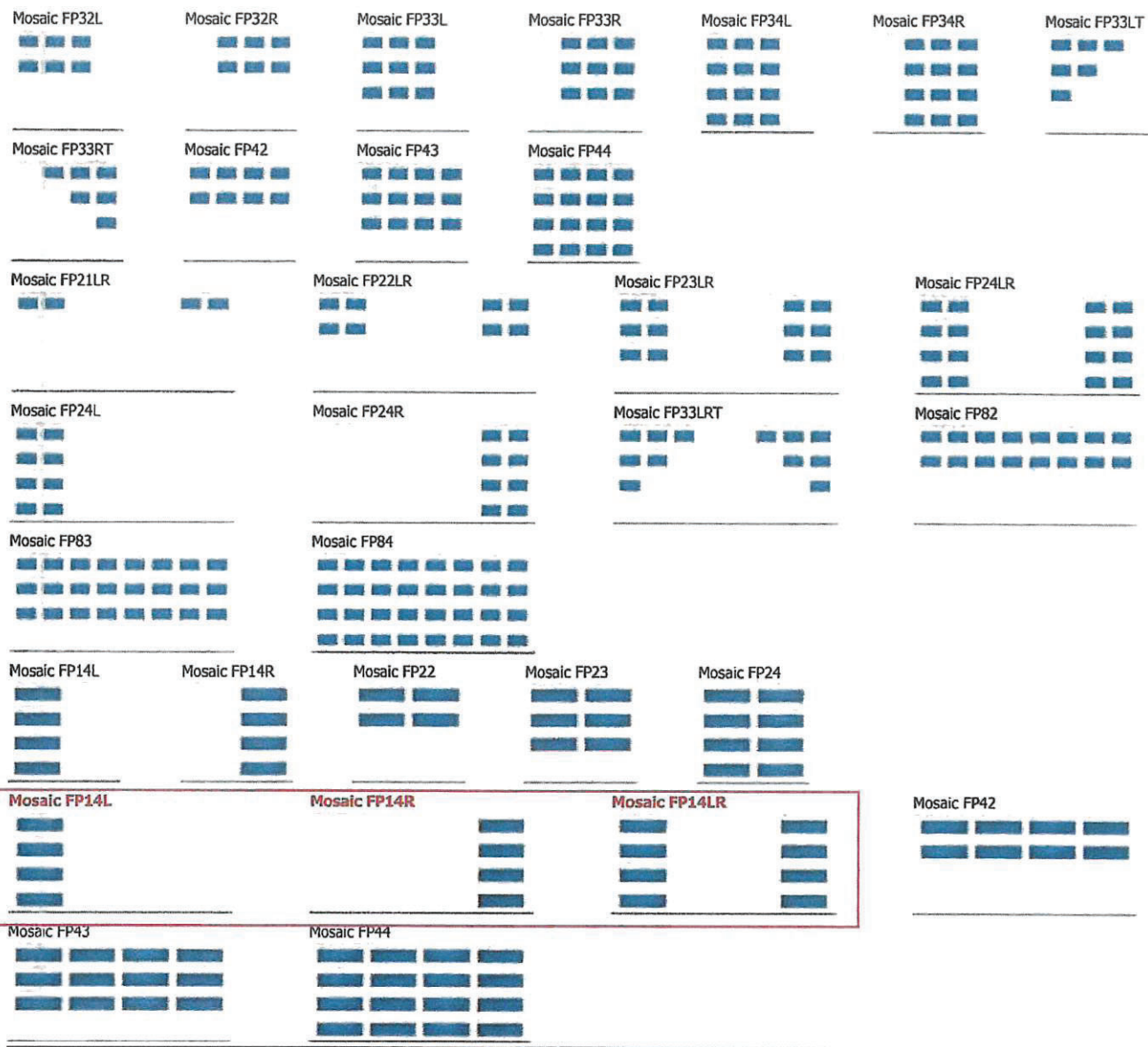
Clopay Modern Collection Flush Panel Steel Garage Door  
Ultra-Grain Cypress Medium Finish



**PITCAIRN HOMEOWNERS' ASSOCIATION**  
Approved Garage Door Window Styles

Windows do not have to match exactly, but need to be similar enough in design.





**GARAGE DOORS**

- Carriage Style Doors
- Traditional Style Doors
- Specialty Style Doors
- Steel Doors
- Wood Doors
- All Garage Doors
- Product Reviews

**OPENERS & ACCESSORIES**

- Amarr Garage Door Openers
- LiftMaster Door Openers
- Linear Garage Door Openers
- All Opener Accessories
- All Garage Accessories
- Mobile App for Door Openers

**BEFORE YOU BUY**

- Amarr Advantage
- Choosing a Garage Door
- Energy Efficiency
- Garage Door Construction
- Product Brochures
- Wind Load Garage Doors
- CE Approved Garage Doors
- Choosing a Dealer

**SERVICE & SUPPORT**

- Garage Door Repair
- Garage Door Safety
- Common Issues
- Care & Maintenance
- Glossary
- FAQs
- Owner's Manuals
- Register a Warranty
- Find a Warranty
- File a Warranty Claim

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