



City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2222

FOSTER CITY
RECEIVED

MAR 21 2018

BUILDING
DIVISION

PROTOTYPE

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

APPLICATION RECEIVED: January 4, 2018

APPLICATION COMPLETE: February 28, 2018

ACTION DATE: March 6, 2018

CASE NO: UP2018-0002 (Amending UP-76-012CC)

OWNER: Sea Colony Homeowners' Association c/o Strong Management Co.

ADDRESS: Sea Colony Homeowners' Association, c/o Strong Management Co.,
Foster City, CA 94404, Attn: Paul Strong

APPLICATION FOR: Modification to Prototype Design for Window Replacement

LOCATION: Sea Colony 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 Use Permit Modification Review application based on the following findings:

1. The proposal to modify the prototype design for the replacement of windows and sliding doors in the Sea Colony 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 Sea Colony 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 Sea Colony Planned Development, or the property values in the area.

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

Expiration

Any Use Permit Modification 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 Use Permit Modification 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 Use Permit Modification 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. *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

SEA COLONY HDA Paul Strong
(Owner's Name) (Please Print)

Paul Strong
(Owner's Signature)

EXHIBIT A

SEA COLONY HOMEOWNERS' ASSOCIATION Prototypical Design Guidelines for Window Replacement UP2018-0002 (Supersedes UP-76-012CC dated September 4, 2007)

The following guidelines shall govern the installation and replacement of all windows in the Sea Colony Planned Development:

CONDITIONS OF APPROVAL


1. All construction shall be located, 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 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.
6. **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.**
7. **All windows on the same elevation shall match with respect to materials, frame style and frame width, and the use of grids or no grids.**
8. **Replacement windows can be the same operational style (i.e. slider, single hung, casement) as the existing window on that elevation, except as approved by the Sea Colony Board of Directors and the Foster City Community Development Department.**
9. **Replacement windows shall have either a white, almond (tan), bronze vinyl frame or a bronze anodized aluminum window frame and painted wood trim, consistent with existing window trim on the house.**
10. **A mix of aluminum and vinyl frame material may be permitted on an elevation as long as they are of the same color.**
11. **Replacement master bathroom windows may measure 5'-wide x 1'-high and the window frame and trim shall be consistent with the existing window frames/trims on the house consistent with Exhibit B.**

12. Replacement master bathroom windows may use double hung windows but shall be required to match existing window on that elevation in terms of frame material, color and style.

Bold: Indicates Site Specific Conditions

APPROVAL PROCESS

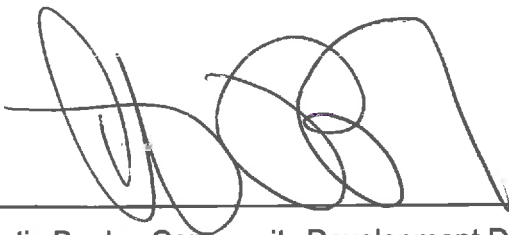
1. The homeowner/applicant shall obtain an approval letter from the Sea Colony Homeowners' Association for the proposed Window Replacement. The letter shall indicate that the proposed changes conform with the established design criteria of the prototype.
2. The homeowner or contractor shall apply for a Building Permit from the Building Inspection Division and shall submit the following:
 - Sea Colony 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 replacement windows.



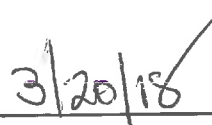
Paul Strong, Strong Management Co.
Sea Colony Homeowners Association



Date



Curtis Banks, Community Development Director
City of Foster City



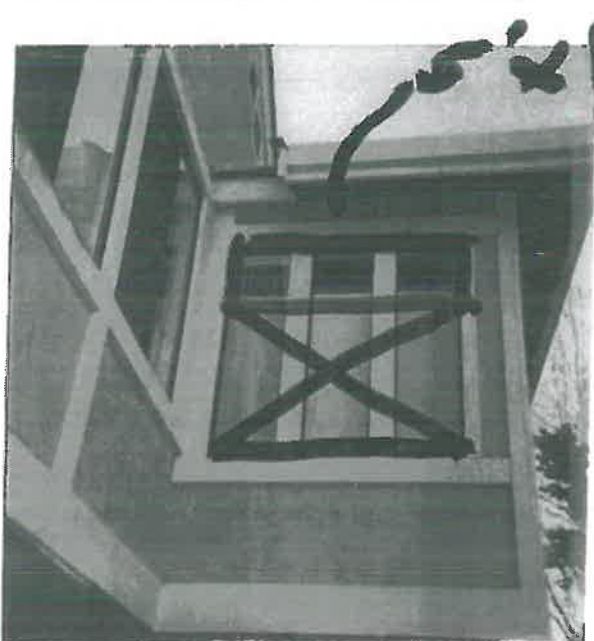
Date

EXHIBIT B

**Pictures for Master Bathroom Window Replacements
for Houses in the Sea Colony Planned Development**



Existing Window Design



**Modified Prototypical Location
of New Bathroom Window**

**CITY OF FOSTER CITY
PLANNING DEPARTMENT**

MAR 06 2018

UP2018-0002

**ADMINISTRATIVE APPROVAL
WITH CONDITIONS**