

July 28, 2014

Vachik Ter Sarkissian
1335 Highland Avenue
Glendale, CA 91202

**RE: ADMINISTRATIVE DESIGN REVIEW
CASE NO. PDR 1411487
625 West Kenneth Road**

Dear Mr. Ter Sarkissian,

On July 25, 2014, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED WITH CONDITIONS** your administrative design review application to enclose the existing rear patio, thereby adding 866 square feet to an existing 3,826 square-foot single-story house on a 42,132 square foot lot, zoned R1-Residential Zone, Floor Area Ratio District 1. The existing car port will be enclosed to provide a two-car garage and a detached one-car garage will be added (per Code requirements). The addition will match the existing house in terms of architectural style and materials.

CONDITIONS OF APPROVAL

1. New stucco and trim and materials to match the existing house.
2. New stone veneer on garages to match the existing house.
3. Decorative concrete in keeping with the style of the house shall be provided in that portion of the new driveway in the front setback area.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning –The addition is located at the rear of the house and encloses the existing patio. The new one-car garage is located on the north side of the property, while the proposed converted car port is at the west side of the property. The site plan will remain largely unchanged, with the detached garage occupying only a small portion of the rear yard adjacent to Hillcrest Avenue. The addition appears consistent with the character of the neighborhood and the intent of the Design Guidelines.

Mass and Scale –The one-story addition is sensitive to and consistent with the height, roofline, and mass and scale of the existing building, the neighborhood, and the City's Design Guidelines. With the exception of the low-scale detached garage, the entire addition will be located beneath the existing roof, resulting in a minimal change to the building's form and mass.

Building Design and Detailing – The proposed design and detailing is comprised of good quality materials, colors and details and appears internally consistent with the existing architecture. The new stucco will match the stucco of the existing rear walls. The proposed addition complements the existing house and the neighborhood and will be consistent with the intent of the Design Guidelines.

PROJECT ANALYSIS

PROJECT DESCRIPTION: The applicant is proposing to add an 866 square foot single-story addition (enclose the existing covered patio) to the rear of the existing 3,826 square-foot house. It will consist of an office, storage room, and new dining room. The house addition will match the existing architecture and materials. The entire house will be repainted. The existing car port will be enclosed to provide a two-car garage and a new detached one-car garage will be provided.

CONTEXT

GENERAL PLAN: Land Use Element: Low Density Residential. The project complies with the intent and General Plan and Land Use Element.

ZONE: R1-I Residential.

ENVIRONMENTAL CONSTRAINTS:

- Indigenous Trees: None.
- CEQA Status: The project is exempt from CEQA review as a Class 3 ("Construction or conversion of small structures") exemption pursuant to State CEQA Guidelines Section 15383.

NEIGHBORING ZONES AND USES:

	Zoning	Existing Uses
North	R1-I	Single Family Dwelling
South	R1-I	Single Family Dwelling
East	R1-I	Single Family Dwelling
West	R1-I	Single Family Dwelling
Project Site	R1-I	Single Family Dwelling

DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS

Comprehensive Design Guidelines were approved by the City Council for single-family developments on November 29, 2011. Design considerations discussed below analyze a project's overall site planning, its mass and scale, and its architectural design and detailing with a purpose to ensure that the development is of high quality, relates to its neighbors and enhances the overall built environment. The houses in this neighborhood were designed in functional and conventional styles including the immediate area which is a mix of one and two-story, Spanish Colonial Revival, Colonial Revival, and Traditional Ranch style homes.

Comparison of Neighborhood Survey:

	Average of Properties within 300 linear feet of subject property	Range of Properties within 300 linear feet of subject property	Subject Property Proposal
Lot size	14,725 sq. ft.	9,630 to 26,140 sq. ft.	42,132 sq. ft.
Front Setback	31 ft.	25 ft. to 40 ft.	75 ft.
House size	3,052 sq. ft.	1,923 to 4,858 sq. ft.	4,692 sq. ft.
Floor Area Ratio	0.21	0.13 to 0.41	0.11
Number of stories	30.8% of homes are 1-story	1 to 2-story	1-story

1. Site Planning – The property is located at the northwest corner of Kenneth Road and Hillcrest Avenue. The existing house is located approximately 75 feet from the front property line on Kenneth Road and about 30 feet from the street side property line on Hillcrest Avenue. The house sits on a level pad, while the property slopes uphill from the corner. The proposed 866 square foot single-story addition (which encloses the existing patio) will be located at the rear of the house and will be entirely covered by the existing roof. It is not visible from the street. The existing car port is to be converted to a 2-car garage and a new detached 1-car garage is to be added. No changes are proposed for the landscaping. Approximately 71 percent of the site is landscaped with visible planting areas located in the street front yard facing Kenneth Road and the street side yard. A swimming pool is located in the backyard at the north side of the property.

Lot Coverage: The proposed lot coverage will be 11.1 percent, which is less than the 40 percent Zoning Code lot coverage Code maximum for this zone.

Landscaping: Approximately 71 percent of the lot will be landscaped which, exceeds the 40 percent minimum required.

Parking (including driveways): The existing car port will be converted to a 2-car parking garage with access from Kenneth Road. In addition, a new 1-car garage is proposed (per Code requirements) with access from Hillcrest Avenue.

Site Walls: No changes to the site walls.

Privacy: The one-story addition will enclose the existing patio at the rear of the house. The existing five foot, four inch interior setback on the west side of the property will not change. The new garage will be approximately 56 feet from the neighbor's south property line

2. Mass and Scale – The 866 square-foot single-story addition's height, building mass and proportionality match the existing house. The existing roof will not be changed, as the patio area will be enclosed. The proposed low-profile massing is compatible with the existing house and is consistent with the Design Guidelines.

Building Height: No change to the building height.

Setbacks: No changes to the setbacks, except at the north side of the property where the new one-car garage will be located. It is setback 29 feet, 9 inches from the side street (Hillcrest Avenue), which exceeds the six foot minimum requirement, and 56 feet from the interior setback, which exceeds the four foot minimum requirement.

Floor Area Ratio: The new floor area ratio will be 0.11 which is less than the maximum allowed in the code.

3. Design and Detailing – The design and detailing of the 866 square-foot addition, enclosed two-car garage, and new detached one-car garage is consistent with the existing architecture. All existing trim and stucco will be painted to match the new trim and stucco. The new stone veneer will match the existing. The new aluminum doors and windows will be compatible with the existing. The roof will remain the same. Overall, the detailing reinforces the building design.

Textures: The existing housing and addition will be newly painted. The new stone veneer and roof will match the existing. The proposed finishes and materials will include:

- Stucco – DE6249 Trinity Islands
- Wood Trim – DE6244 Smoky Forest
- Aluminum Framed Windows – to match existing
- Stone Veneer – to match existing
- Roof – no changes to the existing roof

Quality of Materials: The proposed finishes, materials and colors appear to be of a high quality and are appropriate to the existing architecture.

APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper City and public agency. Under the provisions of the Glendale Municipal Code, Title 30, Chapter 30.62, any person affected by the above decision has the right to appeal to the City Council if it is believed that the decision is in error or that procedural errors have occurred, or if there is substantial new evidence which could not have been reasonably presented. It is strongly advised that appeals be filed early during the appeal period and in person so that plans may be corrected before the appeal period expires. Any appeal must be filed on the prescribed forms within fifteen (15) days following the actual date of the decision. Information regarding appeals and appeal forms will be provided by the Building and Safety Division upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **August 12, 2014** in the Building and Safety Division, 633 E. Broadway, Room 101.

APPEAL FORMS available on-line:
<http://www.glendaleca.gov/appeals>

TRANSFERABILITY

This authorization runs with the land or the use for which it was intended for and approved. In the event the property is to be leased, rented or occupied by any person or corporation other than yourself, it is incumbent that you advise them regarding the conditions and/or limitations of this grant.

EXTENSION: An extension of the design review approval may be requested one time and extended for up to a maximum of one (1) additional year upon receipt of a written request from the applicant and demonstration that a reasonable effort to act on such right and privilege has commenced within the two (2) years of the approval date. In granting such extension the applicable review authority shall make a written finding that neighborhood conditions have not substantially changed since the granting of the design review approval.

NOTICE – subsequent contacts with this office

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner, Chris Baxter, who acted on this case. This would include clarification and verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **by appointment only**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

If an appeal is not filed within the 15-day appeal period of the decision, plans may be submitted for Building and Safety Division plan check. **Prior** to Building and Safety Division plan check submittal, approved plans must be stamped approved by Planning Division staff. **Any** changes to the approved plans will require re-submittal of revised plans for approval. **Prior** to Building and Safety Division plan check submittal, **all** changes to approved plans must be on file with the Planning Division.

An appointment must be made with the case planner, Kathy Duarte, for stamp and signature prior to submitting for Building plan check. Please contact Kathy Duarte directly at 818-937-8163 or via email at kduarte@glendaleca.gov.

Sincerely,

HASSAN HAGHANI
Director of Community Development



Urban Design Studio Staff

HH:KWD