glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

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November 10, 2014

Applicant:
Marci Zion
6701 Sunnybrae Avenue
Winnetka, CA 91306

RE: ADMINISTRATIVE DESIGN REVIEW
CASE NO. PDR 1422899
1403 Garden Street

Dear Mr. Zion,

On November 10, 2014, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your design review application proposing to add a 420 square-foot, single-story addition to the street front of an existing 2,001 square-foot, single-family house and modify the existing attached garage by introducing a 179 square-foot second car garage space as it originally existed at a property located at **1403 Garden Street**, in the R1 Zone, Floor Area District II H.

CONDITIONS OF APPROVAL

After a review of the plans, exhibits and consideration of community input, the Director of Community Development has placed the following conditions of approval on this project:

CONDITIONS:

1. **The following conditions shall apply to windows A, A2 and B noted in the window schedule:**
    - **Block frame installation, recess window within the opening**
    - **Single or double hung operation**
    - **Construct new wood sill and frame**
    - **Exterior grids**

2. **Accurately revise the rear elevation to show a scupper and gutter where the two gables meet.**

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning – The site planning is consistent with the character of the neighborhood and the intent of the Design Guidelines for the following reasons: The addition is appropriately located on the site, the overall existing site plan conditions will remain and the project is consistent with the general neighborhood pattern. The addition will not alter the existing front and street side setbacks and will not raise any privacy concerns.

Mass and Scale – The proposal's sensitivity to height, roofline, mass and scale of the existing one story house as well as the overall neighborhood character will be consistent with the existing building, the neighborhood and the intent of the Comprehensive Design Guidelines. As proposed, the existing overall height of the house, the existing roof design and the existing silhouette of the house will not change. The house is and will remain one story. The applicant has made an effort to minimize any appearance of inappropriate building mass by articulating the façade through fenestration and building details.

Building Design and Detailing – The addition has been designed to be an extension of the existing Ranch style house in terms of color, materials, window configurations, and details. The two new windows on the front façade will be wood casement, recessed within the opening with a wood sill and frame. The street facing window alone will have an exterior grid. The remaining windows on the addition include sliding and double hung vinyl windows with clear glass. Overall, the proposed design is comprised of good quality materials, colors, and details. The design is consistent and compatible with the existing home's style, the character of the neighborhood, and the intent of the Design Guidelines.

This approval is for the project design only. Administrative Design Review approval of a project does not constitute compliance with the Zoning Code and/or Building Code requirements. Please refer to the end of this letter for information regarding plan check submittal. If there are any questions, please contact the case planner, Milca Toledo, at 818-937-8181 or via email at mitoledo@glendaleca.gov.

PROJECT ANALYSIS

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

ZONE: R1 (FAR District II H [Horse Overlay])

ENVIRONMENTAL CONSTRAINTS:

- Indigenous Trees: There are two protected sycamore trees in the public right of way along Garden Street and one along Davis Ave.
- Historic Preservation: The staff reviewed the existing house with the City's Historic Preservation Planner. The house does not meet the criteria for listing on any National, State, or Local Register for Historic Resources, and it is not considered a historic resource under the California Environmental Quality Act (CEQA).
- CEQA Status: CEQA Status: Exempt per CEQA Guidelines, Section 15301, Class 1 Existing Facility.

NEIGHBORING ZONES AND USES:

	Zoning	Existing Uses
North	R1-II H	Alley and Single Family Dwelling
South	City of Los Angeles jurisdiction	Open space (park and horse trail)
East	R1-II H	Single Family Dwelling
West	R1-II H	Single Family Dwelling
Project Site	R1-II H	Single Family Dwelling

DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS

Comprehensive Design Guidelines were approved by the City Council for single-family developments in November 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 a variety of conventional styles.

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	6,593 sq. ft.	5,419 to 9,759 sq. ft.	7,413 sq. ft.
Setback	22 ft.	15 ft. to 29 ft.	27'-6" ft.
House size	1,428 sq. ft.	1,000 to 2,010 sq. ft.	2,421 sq. ft.
Floor Area Ratio	0.20	0.15 to 0.28	0.33
Number of stories	77% of homes surveyed are 1-story	1 & 2 stories	1-story

1. Site Planning – The existing 2,001 square-foot house is located on the northwest corner lot of Garden Street and Davis Avenue. The total addition of 420 square feet includes a new bedroom, bathroom, a master bath and walk-in closet in the existing master bedroom. Approximately 295 square feet of the addition will be located on the west side of the property and facing Garden Street. The addition will be visible, but it will not encroach on or alter the existing street front setback of 27"-6". The remaining portion of the addition will be behind the house, not visible to the street. The site plan is consistent with the placement and construction of other residences and garages in the neighborhood and with intent of the Design Guidelines.

An existing, attached one-car garage is accessed by a driveway on Davis Avenue. Building permit records and other information on file indicate that the property received a building permit for a two-car garage and a stable. Current as-built conditions include an attached one-car garage and two stables. It appears the second car space was illegally converted to a stable. The current application reintroduces the 179 square-foot garage space in the unpermitted expanded stable area.

> **Building Location:** The single-story addition is located along the west elevation. The addition will be set back approximately 34 feet from the front property line and five feet from the westerly interior property line. The existing attached garage will be modified as follows: a second car parking space will be reintroduced as originally permitted. As previously discussed, it appears that a portion of the original garage was altered without the required permits. The applicant is proposing to remedy the situation by providing the required second car covered and enclosed parking space in the unpermitted expanded horse stable area as discussed in the site planning section above.

Landscaping, Yards and Usable Open Space: Code requires a minimum 40% landscaping. A total of 54% of the property will remain landscaped. The size of the usable yard and open space will be reduced to accommodate the new addition to the house.

Garage Location and Driveways: The existing attached garage and access driveway facing Davis Avenue will remain. As previously discussed, a portion of the existing garage will be modified to reintroduce a 179 square-foot second car covered and enclosed parking space as originally permitted, a two car garage. The remaining portion of the garage was originally permitted as a stable. However, based on our records, a portion of the garage was illegally converted to a stable. As proposed, the unpermitted stable expansion will be converted back to a two car garage at 357 square feet total for the garage. The remaining portion of the garage is and will remain a stable per the approved and final building permit issued in February of 1970.

Site Walls: No changes to the fences and walls are proposed at this time.

2. Mass and Scale – The 420 square-foot single-story addition's height, roof pitches, building mass and proportion match the existing house. The proposed low-profile massing for the addition is compatible with the existing house and is consistent with the Design Guidelines. The addition will be appropriately articulated through the use of fenestration, breaks in wall plane and architectural treatment including new gables.

Relate Buildings to Existing Context: The single-story addition to the existing house will continue the same roofline form and design as the existing single-story house. No changes are proposed to the street front and street side setbacks. The westerly interior setback will be five feet for the house addition.

Scale and Proportion/Monumentality: The proposed house addition is comparable to the existing mass, scale and proportions. The addition to the existing house will not change its overall height of 15 feet, 9 inches (15'-9").

Roof Forms: The pitched roof form and slope for the house addition will match the existing house.

3. Design and Detailing – The intent of the proposal is to provide a reasonable addition to the house that will match the existing house in architectural and style materials. A condition is included to revise the rear elevation to show a scupper and gutter where the two gables meet for adequate drainage.

Windows and Doors –

- The street front portion of the house will have wood, casement windows with a wood sill and frame. An exterior grid is proposed and shown on the new closet window facing Garden Street. Clear glass is proposed for the new side facing window at the front master bedroom. The remaining windows on the addition are proposed to be vinyl and double hung operation. Staff recommends the following modifications to the proposed new windows on the addition:
    - The new windows at the front (master bedroom and closet) and in the master bath shall be block frame and recessed within the opening.

- Add wood sill and frame for the two front façade windows at the master bedroom and closet and at the master bath.
- Add external grids at the new front façade side facing window in the master bedroom and in the master bath.

With the proposed condition above, the new windows on the addition only, will be compatible with the window operation and installation typical of Ranch style homes of this era. The remaining windows on the house will remain "as-is".

Finish Materials and Colors –

- Asphalt shingles will be installed to match the existing shingles.
- La Habra stucco will be applied to the addition to match the existing building exterior treatment and color.
- Wood fascia and siding on the gable (design, style and color) are proposed to match the existing.

Paving Materials –

- No changes are proposed to the hardscape and driveway.

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 Permit Services Center (PSC) or the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **November 25, 2014,** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 pm to 5:00 pm.

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

To save you time and a trip – please note that some of our FORMS are available on line and may be downloaded. AGENDAS and other NOTICES are also posted on our website. Visit us.

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, Milca Toledo, 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 resubmittal 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, Milca Toledo, for stamp and signature prior to submitting for Building plan check. Please contact Milca Toledo directly at 818-937-8181 or via email at mitoledo@glendaleca.gov.

Sincerely,

HASSAN HAGHANI
Director of Community Development

Urban Design Studio Staff
HH:JP:mlt