glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

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November 18, 2015

Mr. Mike Geragos
2155 Verdugo Blvd., #614
Montrose, CA 91020

RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1523954
2725 Sycamore Avenue

Dear Mr. Geragos,

On November 16, 2015, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your design review application to add 1,009 sq.ft. to an existing 936 sq.ft., single-story house on an 10,875 sq.ft., lot in the R1 (FAR District II) zone. The addition will match the existing house architectural style and materials.

CONDITION OF APPROVAL

1. All new windows to have exterior grids only (no interior grids to be permitted). The sizes and proportions of the proposed windows facing the street shall be approved by staff.
2. The project is an addition to a single family house; it may not have a kitchen and may not be rented out (not a second dwelling unit). Such notations must be included on the permit plans.
3. All existing river rock details on the house must be retained and maintained.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning - The proposed site planning is appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The project involves two additions to the existing 936 sq.ft. residence: a 491 sq.ft addition to the north-west corner of the building and a 518 sq.ft. addition to the east side of the residence. The two additions are set back over 12 feet from the front elevation, and meet the required interior setbacks.
- The 1,945 sq.ft. house will be slightly larger than the average size (1,747 sq.ft.) in the immediate survey area, but its increased mass and larger building footprint are mitigated by the setbacks from the front of the house and the lot width, which is wider than average at 72.5 feet.
- No changes to the garage or landscaped street setbacks are proposed. The existing river rock retaining walls and fences should remain "as-is".

Mass and Scale - The proposed massing and scale are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The one-story additions on the east and west sides of the one-story residence will be compatible with the mass and scale of the existing house; the existing cross gable roof

system will be extended to cover the additions and the tallest ridge will remain at an overall height of approximately 18'-6". This is consistent with the scale of the surrounding one-story residences.

Design and Detailing - The proposed design and detailing are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The addition has been designed to match and be complementary to the existing Craftsman style residence in terms of its design details, colors and materials (including siding, wood frames and sills for the new fiberglass windows, composite roof shingles and river rock accent bases).
- The existing cross-gabled roof forms will be extended to cover the new additions and will be clad in new asphalt shingles.
- All new windows will be block frame, fiberglass windows with exterior grids (Craftsman-style, 3 or 2 smaller panes over 1), set within either existing or new wood frames with wood sills, as shown on the elevation plans.
- The horizontal siding, wood fascia and corbels, window design and rock column bases are all typical Craftsman-inspired design details that are compatible with the existing architecture and appropriate for the neighborhood.

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, Vilia Zemaitaitis, at 818-937-8154 or via email at VZemaitaitis@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD:

A letter was received from the Montrose/Verdugo City/Sparr Heights Neighborhood Association on November 13, 2015, in support of staff's recommendation and proposed conditions of approval. The neighborhood association also suggested a third condition that all existing river rock details on the house be retained and maintained; staff agrees with this suggested condition and has included it in the final decision.

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 said decision to the Design Review Board 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 imperfections/incompleteness 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 **December 3, 2015** at the Permit Services Center (PSC), 633 East Broadway, Room 101,

Monday thru Friday 7:00 am to 12:00 pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 pm to 5 pm.

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

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 online.

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, **Vilia Zemaitaitis**, 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, Vilia Zemaitaitis, for stamp and signature prior to submitting for Building plan check. Please contact Vilia Zemaitaitis directly at 818-937-8154 or via email at VZemaitaitis@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development

Urban Design Studio Staff

PL:KA:vz