glendale california

City of Glendale
Community Development Department

633 E. Broadway, Room 103
Glendale, CA 91206-4386
Tel 818.548.2140 Tel 818.548.2115
Fax 818.240.0392 ci.glendale.ca.us

January 19, 2016

Cody Wetzel
2454 Stow Street
Simi Valley, CA 93063

RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1510671
1217 WINCHESTER AVENUE

Dear Mr. Wetzel,

On January 19, 2016, 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 1,570 square-feet to an existing one-story, 952 square-foot single-family residence with a detached two-car garage on a 13,358 square-foot lot located in the R1 Zone, Floor Area District I, located at **1217 Winchester Avenue**.

CONDITIONS OF APPROVAL:

1. Provide a vertical wall section drawing that adequately depicts the new windows as block frame, and recessed with the glass assembly recessed from the outside face of the block frame.
2. The height of the stacked stone siding along the covered porch at the front (east) elevation be maintained across the entire front façade and along the side façades of the new living room and to the existing chimney, respectively.
3. On the right (north) elevation, use a single screened vent at the attic space to be consistent with the left (south) elevation.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

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

- The new 1,570 square-foot addition will be located at the rear and the north side of the project site facing Winchester Avenue.
- The addition will also include an interior remodel and reconfiguring the location of the existing entryway.
- There is no prevailing street front setback along Winchester Avenue as it varies from 22'-0" to 37'-0". The proposed addition will maintain the existing 25'-0" street front setback.
- There are no changes proposed to the existing garage location, driveway, or landscaping.
- There are no changes being proposed to the existing wood fence and driveway gate along the southern portion of the site. The applicant is proposing a new wood fence and pedestrian gate along the northern portion of the site that will match existing conditions.

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

- The 1,570 square-foot, single-story addition's height, roof pitches, building mass and proportions are consistent with the existing house and surrounding neighborhood.
- The proposed addition is compatible to the existing mass, scale and proportions and will not change the existing overall height of 19'-9". The addition at the rear will have a lower height at 15'-6".
- The gable roof form and slope for the house addition will match the existing house.

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

- All new windows will be vinyl, block frame, clear glass, single-hung and fixed and will be recessed with wood frames and sills. A condition is being recommended requiring a vertical wall section drawing to be provided that adequately depicts the new windows as block frame, and recessed with the glass assembly recessed from the outside face of the block frame.
- The house will be smooth stucco with a stacked stone wainscoting along the front and sides of the house. To avoid randomly changing heights of the stacked stone siding, a condition is recommended requiring that the height of the stacked stone siding along the covered porch at the front (east) elevation be maintained across the entire front façade and the side façades of the new living room and to the existing chimney, respectively.
- To integrate the vents into the design better, a condition is recommended requiring a single screened vent to be used at the attic space on the right (north) elevation to be consistent with the left (south) elevation.
- A composition shingle roof will be installed in a "Charcoal" color.

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, Vista Ezzati, at 818-937-8180 or via email at VEzzati@glendaleca.gov.

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 **FEBRUARY 3, 2016** 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

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, **Vista Ezzati**, 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, Vista Ezzati, for stamp and signature prior to submitting for Building plan check. Please contact Vista Ezzati directly at 818-937-8180 or via email at VEzzati@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Interim Director of Community Development

Urban Design Studio Staff

EK:KA:ve

City of Glendale
Community Development Department
Design Review Staff Report – Single Family

Meeting/Decision Date: January 19, 2016	**Address:** 1217 Winchester Avenue
Review Authority: ☐DRB ☒ADR ☐HPC ☐CC	**APN:** 5622-030-014
Case Number: PDR 1510671	**Applicant:** Cody Wetzel
Prepared By: Vista Ezzati, Planning Assistant	**Owner:** R. Lee Trust

Project Summary
The applicant is proposing to add 1,570 square-feet to an existing one-story, 952 square-foot single-family house on a 13,358 square-foot lot located in the R1 (FAR District I) zone. The proposed addition will be located at the rear and side (north) of the house, and will be visible from Winchester Avenue.

The proposed work includes:

- Adding 1,570 square feet of floor area to the rear and side (north) of the existing single-family home.
- Replacing all of the existing windows and relocating the existing front entry.
- Adding a stack stone wainscoting along the front and side elevations.
- Demolition of the existing attached covered patio located at the rear.

Existing Property/Background
Originally developed in 1921, the project site is a 13,358 square-foot interior lot with frontage on Winchester Avenue. The site is currently developed with a 952 square-foot single-family house. The existing detached two-car garage is located at the rear of the property and is accessed from Winchester Avenue. The existing lot is relatively flat and has a rectangular shape similar to other properties in the neighborhood. The existing single-family home is setback 25'-0" from Winchester Avenue, and this will be maintained as part of the project.

Staff Recommendation
☐ Approve ☒ Approve with Conditions ☐ Return for Redesign ☐ Deny

---

Last Date Reviewed / Decision
☒ First time submittal for final review.
☐ Other:

Zone: R1 FAR District: I
Although this design review does not convey final zoning approval, the project has been reviewed for consistency with the applicable Codes and no inconsistencies have been identified.

Active/Pending Permits and Approvals
☒ None
☐ Other:

CEQA Status:
☒ The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption pursuant to Section 15301 of the State CEQA Guidelines.
☐ The project is exempt from CEQA review as a Class 3 "New Construction or Conversion of Small Structures" exemption pursuant to Section 15303 of the State CEQA Guidelines.
☐ Other:

Site Slope and Grading
☒ None proposed

☐ Less than 50% current average slope and less than 1500 cubic yards of earth movement (cut and/or fill); no additional review required.
☐ 1500 cubic yards or greater of earth movement:

☐ 50% or greater current average slope:

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	9,254 sq. ft.	5,000 sq. ft. to 18, 358 sq. ft.	13,358 sq. ft.
Setback	30'-3"	22'-0" to 44'-0"	28'-0"
House size	1,403 sq. ft.	952 sq. ft. to 2,144 sq. ft.	2,522 sq. ft.
Floor Area Ratio	0.16	0.07 to 0.26	0.18
Number of stories	100% of homes are one-story	One-story	One-story

DESIGN ANALYSIS

Site Planning

Are the following items satisfactory and compatible with the project site and surrounding area?

Building Location
☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:
☐Setbacks of buildings on site
☐Prevailing setbacks on the street
☐Building and decks follow topography

Garage Location and Driveway
☐ **yes** ☒ **n/a** ☐ **no**

If "no" select from below and explain:
☐Predominant pattern on block
☐Compatible with primary structure
☐Permeable paving material
☐Decorative paving

Landscape Design
☐ **yes** ☒ **n/a** ☐ **no**

If "no" select from below and explain:
☐Complementary to building design
☐Maintains existing trees when possible
☐Maximizes permeable surfaces
☐Appropriately sized and located

Walls and Fences
☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:
☐Appropriate style/color/material
☐Perimeter walls treated at both sides
☐Retaining walls minimized
☐Appropriately sized and located

Determination of Compatibility: 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 new 1,570 square-foot addition will be located at the rear and the north side of the project site facing Winchester Avenue.
- The addition will also include an interior remodel and reconfiguring the location of the existing entryway.
- There is no prevailing street front setback along Winchester Avenue as it varies from 22'-0" to 37'-0". The proposed addition will maintain the existing 25'-0" street front setback.
- There are no changes proposed to the existing garage location, driveway, or landscaping.
- There are no changes being proposed to the existing wood fence and driveway gate along the southern portion of the site. The applicant is proposing a new wood fence and pedestrian gate along the northern portion of the site that will match existing conditions.

Massing and Scale

Are the following items satisfactory and compatible with the project site and surrounding area?

Building Relates to its Surrounding Context

☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:

☐Appropriate proportions and transitions
☐Relates to predominant pattern
☐Impact of larger building minimized

Building Relates to Existing Topography

☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:

☐Form and profile follow topography
☐Alteration of existing land form minimized
☐Retaining walls terrace with slope

Consistent Architectural Concept

☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:

Concept governs massing and height

Scale and Proportion

☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:

☐Scale and proportion fit context
☐Articulation avoids overbearing forms
☐Appropriate solid/void relationships
☐Entry and major features well located
☐Avoids sense of monumentality

Roof Forms

☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:

☐Roof reinforces design concept
☐Configuration appropriate to context

Determination of Compatibility: 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 1,570 square-foot, single-story addition's height, roof pitches, building mass and proportions are consistent with the existing house and surrounding neighborhood.
- The proposed addition is compatible to the existing mass, scale and proportions and will not change the existing overall height of 19'-9". The addition at the rear will have a lower height at 15'-6".
- The gable roof form and slope for the house addition will match the existing house.

Design and Detailing

Are the following items satisfactory and compatible with the project site and surrounding area?

Overall Design and Detailing

☒ **yes** ☐ **n/a** ☐ **no**

Entryway

☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:

☐Well integrated into design
☐Avoids sense of monumentality
☐Design provides appropriate focal point
☐Doors appropriate to design

Windows

☐ **yes** ☐ **n/a** ☒ **no**

If "no" select from below and explain:

☐Appropriate to overall design
☐Placement appropriate to style
☒Recessed in wall, when appropriate

A condition is being recommended requiring a vertical wall section drawing to be provided that adequately depicts the new windows as block frame, and recessed with the glass assembly recessed from the outside face of the block frame.

Privacy

☒ **yes** ☐ **n/a** ☐ **no**

If "no" select from below and explain:

☐Consideration of views from "public" rooms and balconies/decks
☐Avoid windows facing adjacent windows

Finish Materials and Color

☐ **yes** ☐ **n/a** ☒ **no**

If "no" select from below and explain:

☐ Textures and colors reinforce design
☐ High-quality, especially facing the street
☐Respect articulation and façade hierarchy
☒Wrap corners and terminate appropriately
☐Natural colors used in hillside areas

To avoid randomly changing heights of the stacked stone wainscoting, a condition is recommended requiring that the height of the stacked stone siding along the covered porch at the front (east) elevation be maintained across the entire front façade and along the side façades of the new living room and to the existing chimney, respectively.

Paving Materials
☐ **yes** ☒ **n/a** ☐ **no**

If "no" select from below and explain:
☐Decorative material at entries/driveways
☐Permeable paving when possible
☐Material and color related to design

Equipment, Trash, and Drainage
☐ **yes** ☐ **n/a** ☒ **no**

If "no" select from below and explain:
☐Equipment screened and well located
☐Trash storage out of public view
☐Downspouts appropriately located
☒Vents, utility connections integrated with design, avoid primary facades

A condition is recommended requiring a single screened vent to be used at the attic space on the right (north) elevation to be consistent with the left (south) elevation. The double vent proposed along the rear (west) elevation is acceptable.

Ancillary Structures
☐ **yes** ☒ **n/a** ☐ **no**

If "no" select from below and explain:
☐Design consistent with primary structure
☐Design and materials of gates complement primary structure

Determination of Compatibility: 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:

- All new windows will be vinyl, block frame, clear glass, single-hung and fixed and will be recessed with wood frames and sills. A condition is being recommended requiring a vertical wall section drawing to be provided that adequately depicts the new windows as block frame, and recessed with the glass assembly recessed from the outside face of the block frame.
- The house will be smooth stucco with a stacked stone wainscoting along the front and sides of the house. To avoid randomly changing heights of the stacked stone siding, a condition is recommended requiring that the height of the stacked stone siding along the covered porch at the front (east) elevation be maintained across the entire front façade and the side façades of the new living room and to the existing chimney, respectively.
- To integrate the vents into the design better, a condition is recommended requiring a single screened vent to be used at the attic space on the right (north) elevation to be consistent with the left (south) elevation.
- A composition shingle roof will be installed in a "Charcoal" color.

Recommendation / Draft Record of Decision
Based on the above analysis, staff recommends **approval** of the project with **conditions**, as follow:

Conditions
1. Provide a vertical wall section drawing that adequately depicts the new windows as block frame, and recessed with the glass assembly recessed from the outside face of the block frame.
2. The height of the stacked stone siding along the covered porch at the front (east) elevation be maintained across the entire front façade and along the side façades of the new living room and to the existing chimney, respectively.
3. On the right (north) elevation, use a single screened vent at the attic space to be consistent with the left (south) elevation.

Attachments

1. Location Map
2. Neighborhood Survey
3. Photos of Existing Property
4. Reduced Plans