

June 30, 2016

Hong Suk
2118 Crenshaw Boulevard
Los Angeles, CA 90016

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1529121
3041 HERMOSA AVENUE**

Dear Mr. Suk,

On June 30, 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 772 square feet to the rear of an existing 1,225 square foot one-story house. In addition, the existing 1-car garage will be converted to a 2-car garage and an on-grade deck will be added to the rear of the house on a 5,000 square-foot lot in the RI (Residential) Zone, Floor Area Ratio District II, located at 3041 Hermosa Avenue.

CONDITIONS OF APPROVAL:

1. All new landscaping shall be drought tolerant.
2. Revise drawings to show downspout and gutter locations for staff review and approval.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning – The proposed site planning is appropriate to the site and its surroundings for the following reasons:

- The new 772 square-foot addition will be located at the rear of the project site and will not have a visual impact on the existing street façade.
- There is no prevailing street front setback along Hermosa Avenue as it varies from 8'-0" to 70'-0". The proposed addition will maintain the existing 21'-0" street front setback and 4'-0" interior setbacks.
- The new two-car garage and garage door is consistent with the surrounding neighborhood with access remaining from Hermosa Avenue.
- The existing 3'-0" retaining wall located at the front, adjacent to the street, will be reduced by 18'-3" in length to accommodate the widened driveway, eliminating a portion of this non-conforming feature.
- A portion of the front yard will be re-graded to have an increasing slope and include stepping stones, leading to the main entrance, enhancing the appearance of the front yard.
- The rear yard will be re-graded and a 3-foot high retaining wall will be removed.

Mass and Scale – The proposed massing and scale are appropriate to the site and its surroundings for the following reasons:

- The 772 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 will not change the overall height of 13'-6".
- A portion of the existing roof overhang above the 1-car garage opening will be removed to provide a consistent eave line.
- The proposal will not change the existing mass and scale of the house as viewed from the street.

Building Design and Detailing – The proposed design and detailing are appropriate to the site and its surroundings for the following reasons:

- The proposed addition to the existing single-family house is architecturally consistent with the existing traditional style of the house.
- All new windows will be vinyl, block frame, single-hung windows and will be recessed with wood frames and sills.
- A composition shingle roof will be installed in a beige color to match the existing house.
- The house will be refinished with smooth stucco to match the existing color and conditions, which is appropriate to the style.
- The entry way will be reconfigured to be parallel with the street by relocating and replacing the existing door towards the center of the front façade in a manner consistent with the style.
- A new walkway in the street-front setback will allow accessibility from the public right of way, will be permeable, and have a design appropriate to the front grade.
- Downspouts and gutters are not clearly identified on the proposed drawings. A condition of approval will be added to show downspout and gutter locations.
- The new driveway will be composed of stamped decorative concrete.

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, Danny Manasserian, at 818-937-8159 or via email at dmanasserian@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 **July 15, 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

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, **Danny Manasserian**, 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, Danny Manasserian, for stamp and signature prior to submitting for Building plan check. Please contact Danny Manasserian directly at 818-937-8159 or via email at dmanasserian@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development


Urban Design Studio Staff
PL:JP/dm