

**September 22, 2016**

Sunil Thukral  
9253 Reseda Boulevard  
Northridge, CA 91324

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1603656  
3351 MARY STREET**

Dear Mr. Thukral,

On **September 22, 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 1,328 square-feet to an existing one-story, 702 square-foot single-family house, originally construct in 1941, on a 7,290 square-foot lot located in the R1 Zone, Floor Area District II, located at **3351 Mary Street**. The project also includes new drought tolerant landscaping at the front and rear of the site, and a new covered porch entryway.

**CONDITIONS OF APPROVAL:**

1. The location of the trash collection area shall be indicated on the plans, subject to staff review and approval.
2. The elevation drawings shall be revised to identify the downspouts, subject to staff review and approval.
3. Correct the drawings to have the siding condition depicted on the elevations (sheet 4) accurately shown on the renderings.

**SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION**

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

- The new 1,328 square-foot addition will be located towards the front of the existing house, situated between the existing detached two-car garage and the existing single-family home at the rear of the lot.
- There is no prevailing street-front setback along Mary Street as it varies from 10'-0" to 40'-0". The existing 36'-0" street-front setback will be maintained for this project.
- The existing detached garage is sited towards the front of the property and will be maintained in its current condition with no changes proposed. The existing driveway is accessed off of Mary Street and will also be maintained as part of the proposal.
- There are no indigenous trees located on or within twenty feet of the property. The applicant is proposing to maintain the existing landscaping on-site, and also provide new drought tolerant landscaping in the rear yard area.

- There are no new walls or fences being proposed as part of this project, and all existing walls and fences will be maintained. The existing fieldstone wall located at the front of the property will be maintained as part of the proposed project.

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

- The 1,328 square-foot, single-story addition building mass and proportions are consistent with the existing house and surrounding neighborhood which features an eclectic mix of architectural styles that range from one to two stories in height and include both single-family and multi-family development.
- The proposed addition is compatible with the existing mass, scale and proportions of the existing house. The existing house has an overall height of 14'-2" and is sited towards the rear of the lot which features a gradual slope. With the addition, the overall height of the house will increase to 16'-6", but based on the lot slope this new height will be more or less level with the existing height of the house.
- The existing house features a roof pitch of 8:12 and the applicant's proposal includes a maximum roof pitch of 4:12 for the addition. While the roof pitches are not consistent, the lower roof pitch of the addition is appropriate as it will be in line with the roof height of the existing house at the rear, and will reduce the massing of the addition.
- The proposed addition will have a gabled roof form, consistent with the existing house and the craftsman-inspired style.

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

- Overall, the proposed design and detailing is consistent with the Craftsman-inspired style of the house through the use of cladding materials, doors, windows, and colors.
- The new covered porch entryway is well integrated into the design and provides an appropriate focal point for the remodel house. The new entry features a nested gable with wood siding, wood posts and railings, and a stone veneer base. The new wood door with partial glazing and dual sidelites is appropriate to the style.
- All new windows will be vinyl, block frame, and feature a hung operation to match the existing house. The windows will be recessed into the wall opening with wood sills and frames.
- The colored renderings and the elevation drawings are not consistent with one another. The elevation drawings on Sheet 4 of the plans are the approved elevations as they indicate that the new hardboard siding appropriately wraps around the sides of the house and terminate appropriately.
- The hardboard cladding and stone veneer proposed for the addition are architecturally consistent with the Craftsman-inspired style.
- The addition features a composition shingle roof in the color "desert tan" to match the roof of the existing house.
- The location of the trash storage area, and the downspouts are not identified on the drawings. Staff is recommending conditions of approval that these items be identified on the plans for staff review and approval.

**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](mailto:VEzzati@glendaleca.gov).**

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

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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 **October 7, 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](http://www.glendaleca.gov/appeals)**

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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**

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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**

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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](mailto:VEzzati@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development



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Urban Design Studio Staff

JP:KA:ve

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

<b>Meeting/Decision Date:</b> September 22, 2016	<b>Address:</b> 3351 Mary Street
<b>Review Authority:</b> <input type="checkbox"/> DRB <input checked="" type="checkbox"/> ADR <input type="checkbox"/> HPC <input type="checkbox"/> CC	<b>APN:</b> 5606-019-026
<b>Case Number:</b> PDR 1603656	<b>Applicant:</b> Sunil Thukral
<b>Prepared By:</b> Vista Ezzati, Planning Assistant	<b>Owner:</b> Sunil Thukral

**Project Summary**

The applicant is proposing to add 1,328 square-feet to an existing one-story, 702 square-foot house (originally constructed in 1941) on a 7,290 square-foot lot located in the R1 (FAR District II) zone .

The proposed work includes:

- Construction of a 1,328 square-foot one-story addition to the front of an existing house.
- Interior remodeling of the existing 702 square-foot, one-story house.
- Addition of new drought tolerant landscaping at the front and rear of the project site.
- A new covered porch entryway.
- The new façade will feature hardieplank siding and a stone veneer base that compliment the Craftsman-inspired style.

**Existing Property/Background**

Originally developed in 1941, the project site is a 7,290 square-foot interior lot with frontage on Mary Street. There is an existing ten-foot wide alley located to the west of the subject property. The site is currently developed with a 702 square-foot, one-story single-family residence with a detached two-car garage. The existing detached garage is located at the front of the property with a 36'-0" setback from the street, and will be maintained as part of the proposal. The existing lot is relatively flat and has a regular, rectangular shape. Currently, the existing single-family home is setback 99'-7" from Mary Street, and with the new addition, the new building setback will be approximately 64 feet from the street.

**Staff Recommendation**

Approve     Approve with Conditions     Return for Redesign     Deny

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**Last Date Reviewed / Decision**

- First time submittal for final review.  
 Other:

**Zone: R1 FAR District: II**

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	7,327 sq. ft.	3,885 sq. ft. - 14,621 sq. ft.	7,290 sq. ft.
Setback	27'-0"	10'-0" – 40'-0"	36'-0" to the garage 64'-10" to the house
House size	1,404 sq. ft.	721 sq. ft. – 3,627 sq. ft.	2,030 sq. ft.
Floor Area Ratio	0.20	0.08 – 0.49	0.27
Number of stories	21 out of 24 homes are 1-story	1 to 2 stories	1-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 1,328 square-foot addition will be located towards the front of the existing house, situated between the existing detached two-car garage and the existing single-family home at the rear of the lot.
- There is no prevailing street-front setback along Mary Street as it varies from 10'-0" to 40'-0". The existing 36'-0" street-front setback will be maintained for this project.
- The existing detached garage is sited towards the front of the property and will be maintained in its current condition with no changes proposed. The existing driveway is accessed off of Mary Street and will also be maintained as part of the proposal.
- There are no indigenous trees located on or within twenty feet of the property. The applicant is proposing to maintain the existing landscaping on-site, and also provide new drought tolerant landscaping in the rear yard area.
- There are no new walls or fences being proposed as part of this project, and all existing walls and fences will be maintained. The existing fieldstone wall located at the front of the property will be maintained as part of the proposed project.

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**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 1,328 square-foot, single-story addition building mass and proportions are consistent with the existing house and surrounding neighborhood which features an eclectic mix of architectural styles that range from one to two stories in height and include both single-family and multi-family development.
- The proposed addition is compatible with the existing mass, scale and proportions of the existing house. The existing house has an overall height of 14'-2" and is sited towards the rear of the lot which features a gradual slope. With the addition, the overall height of the house will increase to 16'-6", but based on the lot slope this new height will be more or less level with the existing height of the house.
- The existing house features a roof pitch of 8:12 and the applicant's proposal includes a maximum roof pitch of 4:12 for the addition. While the roof pitches are not consistent, the lower roof pitch of the addition is appropriate as it will be in line with the roof height of the existing house at the rear, and will reduce the massing of the addition.
- The proposed addition will have a gabled roof form, consistent with the existing house and the craftsman-inspired style.

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**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

**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

The colored renderings and the elevation drawings are not consistent with one another. The elevation drawings on Sheet 4 of the plans are the approved elevations as they indicate that the new hardiboard siding appropriately wraps around the sides of the house and terminate appropriately. A condition has been added to correct the drawings.

**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

The location of the trash storage area is not identified on the plans. While the rain gutters are noted on the elevations, the downspouts are not identified. Staff is recommending conditions of approval that these items be identified on the plans for staff review and approval.

**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:

- Overall, the proposed design and detailing is consistent with the Craftsman-inspired style of the house through the use of cladding materials, doors, windows, and colors.
- The new covered porch entryway is well integrated into the design and provides an appropriate focal point for the remodel house. The new entry features a nested gable with wood siding, wood posts and railings, and a stone veneer base. The new wood door with partial glazing and dual sidelites is appropriate to the style.
- All new windows will be vinyl, block frame, and feature a hung operation to match the existing house. The windows will be recessed into the wall opening with wood sills and frames.
- The colored renderings and the elevation drawings are not consistent with one another. The elevation drawings on Sheet 4 of the plans are the approved elevations as they indicate that the new hardiboard siding appropriately wraps around the sides of the house and terminate appropriately.
- The hardiboard cladding and stone veneer proposed for the addition are architecturally consistent with the Craftsman-inspired style.
- The addition features a composition shingle roof in the color "desert tan" to match the roof of the existing house.
- The location of the trash storage area, and the downspouts are not identified on the drawings. Staff is recommending conditions of approval that these items be identified on the plans for staff review and approval.

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## **Recommendation / Draft Record of Decision**

Based on the above analysis, staff recommends **approval** of the project with **conditions**, as follow:

### **Conditions**

1. The location of the trash collection area shall be indicated on the plans, subject to staff review and approval.
2. The elevation drawings shall be revised to identify the downspouts, subject to staff review and approval.
3. Correct the drawings to have the siding condition depicted on the elevations (sheet 4) accurately shown on the renderings.

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## **Attachments**

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