glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

633 E. Broadway, Room 103
Glendale, CA 91206-4311
Tel 818.548.2140 Tel 818.548.2115
www.glendaleca.gov

October 18, 2016

Jean-Pierre Boladian
835 Mission St.
South Pasadena, CA 91030

RE: Administrative Design Review Case PDR 1611761
1029 MELROSE AVENUE

Dear Mr. Boladian,

On October 18, 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 demolish an existing single-family Craftsman Style residence built in 1920 along with a secondary residence built in 1922, and a detached two-car garage and construct a new 7,366 square-foot, six-unit, two-story multi-family residential building over a subterranean garage on an approximately 8,600 square-foot lot located at **1029 Melrose Avenue**.

CONDITIONS OF APPROVAL:

1. Provide revised drawings to show the walls on the front setback do not exceed 18 inches in height.
2. Provide revised drawings and change proposed metal fences on the property lines at the north, south, and west (boundary walls) to be decorative masonry walls to enhance the privacy of adjacent propoerties.
3. Provide revised drawings to indicate all exterior light fixtures will be shielded.
4. Clearly identify on the drawings that the proposed roof tile will be two-piece tile (barrel tile).
5. Revise drawings to show the casement windows at the first and second floor of the middel portion on the south elevation (units# 102, 103, 201, and 202) will have divided-light panes to be architecturally consistent with the windows detail on the north elevation.
6. Submit revised elevation drawings that clearly identify all downspouts and gutters for review and approval by staff.
7. Submit revised drawings to design a door from the south side of the elevator (ground floor) to provide a direct access from Melrose Avenue to the building and parking space.
8. Revise drawings to show a taller cooping (precast trim) across the top of the stone entry wall to be consistent with the trim around the entry door and other trims on the building elevations.
9. Submit the revised drawings to lower the height of the proposed shed roof above the projecting bay window on the front elevaton to better inegrate into the oevrall design.

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 building will face Melrose Avenue and will maintain the prevailing street front setback for the residential properties along Melrose Avenue.
- The proposed landscaping plan is complementary to the building design and includes drought tolerant landscaping.
- The building will have two entries (staircase) facing Melrose Avenue, a primary entry at the northeast corner and a secondary entry at the southeast corner of the property. Both of these entrances lead to the common open space.
- The primary pedestrian entrance is clearly defined by a stone wall and an arched entryway.
- Access to the subterranean parking garage is at the side of the lot, allowing for a continuous landscape area along most of the frontage. An elevator access is incorporated into the overall design of the front entrance; however, a condition of approval is recommended to revise drawings to clearly depict the grade level entry door to the elevator.
- A wrought iron fence is proposed for the boundary walls along north, south, and west side of the lot, a condition of approval has been added requiring the boundary walls to be decorative masonry walls.
- The trash bins and recycling containers are located in the subterranean garage and adequately screened from public view.
- Painted galvanized steel panels are proposed to screen the proposed rooftop equipment at the flat portion of the roof.
- Downspouts and gutters are not clearly identified on the proposed drawings. A condition of approval is proposed requiring submittal of revised elevation drawings that clearly identify all downspouts and gutters for review and approval by staff.
- Light fixtures are appropriately located adjacent to the main entries, private patios, and balconies. The proposed light fixtures are designed to be architecturally consistent with the proposed Spanish Colonial Revival style. A condition of approval is recommended to revise drawings to indicate all exterior light fixtures are shielded.

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 two-story massing is compatible with multi-family development in the surrounding neighborhood, which consists of two and three-story, multi-family residential buildings in a variety of architectural styles.
- The building's massing is reduced by creating recessed building forms at the front and side elevations to minimize a boxy mass and to be more consistent with the Spanish Colonial Revival architectural style.
- The maximum overall height of the new two-story, multi-family residential building will be 28 feet. The maximum allowable height is 31 feet for a building with a pitched roof.

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:

- The architectural details of the proposed Spanish Colonial Revival building are consistent with the style.
- All new windows will be recessed aluminum clad wood windows with wood trim and sills. The combination of the fixed and casements windows will have clear glass and divided-light panes. The style of the proposed windows is compatible with the Spanish Colonial Revival architectural style. A condition of approval is recommended to provide divided-light casement windows at the first and second floor bedrooms of the middle portion on

the south elevation to have them consistent with the details of proposed divided-light casement windows on the north elevation.

- The walls of the proposed two-story building will have a smooth stucco finish and decorative stone veneer.
- Precast stone trim is proposed around the large fixed windows at the front (east) and rear (west) elevation.
- Precast stone trim is also proposed as horizontal bands on the north and south elevation visually separating the first and second floor.
- The proposed flat roof is surrounded by clay tile hipped roofs (3:12 pitch) with exposed wood rafter tails. A condition of approval is proposed to submit revised drawings that clearly identify the proposed roof tile to be two-piece tile (barrel tile).
- The material of the front entry doors/gates, balconies railing, and the Juliet balconies will be wrought iron with vertical bars and decorative features.
- The entry doors will have rounded top wood doors, which will provide visual interest.
- The proposed driveway, walkways, and common open space will have decoartive paving (patterned Travertine tile).

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, Aileen Babakhani, at 818-937-8331 or via email at ababakhani@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

Comment (received from the Glendale Historical Society):
A decision about 1029 Melrose Avenue should await the preparation of an intensive survey by a historic preservation professional qualified under the Secretary of the Interior's Professional Qualification Standards. The staff Historic Assessment Report relies heavily on the out-of-date Craftsman Survey (2006-2007). The City must begin to consider cumulatively considerable impacts of its decisions regarding demolitions of Craftsman houses and other potential and identified historic resources as required under CEQA.

Response:

1029 Melrose Avenue was identified with a status code of "6L" in the 2006-2007 Reconnaissance Craftsman Survey. The "6L" status code indicates that the existing buildings do not possess the architectural character or artistic value to meet either the local or state designation criteria. A Historic Resource Assessment Report (May 26, 2016) was prepared by the Community Development Department staff who meets the Secretary of the Interior's Professional Qualification Standards for Historic Preservation. Staff examined existing conditions of the property and found no substantial material changes from the time of the 2007 survey that would result in a change to the property status code. Therefore, the property does not warrant designation under Criterion 3 of Glendale or California Registers based on its architecture.

Staff found that "no people or events known to be associated with the subject properties have achieved any level of significance in the history of the city, state, or nation, making it ineligible for designation under Criteria 1 and 2. No archaeological resources are known to exist at the site or within it immediate vicinity, making it ineligible for designation under Criterion 4. It does not qualify under Criterion 5 because this category is used exclusively for property owners choosing to preserve existing, intact early structures not eligible for designation under any other criteria in exchange preserve for Mills Act benefits. Furthermore, the Glendale Historical

Society has not introduced evidence that changes the City's staff determination. Accordingly, it is appropriate for the City to conclude that the project is categorically exempt under CEQA.

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 **November 2, 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, **Aileen Babakhani**, 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, Aileen Babakhani, for stamp and signature prior to submitting for Building plan check. Please contact Aileen Babakhani directly at 818-937-8331 or via email at ababakhani@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development

Urban Design Studio Staff

JP:ab