

August 5, 2014

Franco Noravian  
409 W. Broadway  
Glendale, CA 91204

RE: **ADMINISTRATIVE DESIGN REVIEW**  
**CASE NO. PADR 1414374**  
**3304 Community Avenue**

Dear Mr. Noravian,

On August 5, 2014, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your administrative design review application to add a one-story addition totaling 885 square feet to an existing one-story, 815 square-foot, single-family residence and construct a new 430 square-foot, two-car detached garage in the R1 Zone, Floor Area Ratio District II located at **3304 Community Avenue**.

#### CONDITIONS OF APPROVAL

After a review of the plan, exhibits and consideration of community input, the Director of Community Development has placed the following conditions of approval on this project:

1. The driveway shall be decorative and/or designed with a permeable surface.
2. The entry door shall be a simple paneled design (or similar), as shown in the north elevation.
3. The gate that adjoins the trellis shall be a simple design, as shown on the elevation drawing or similar.
4. A drought tolerant landscape palette, including grass, shall be used in all planting areas.

#### CONSIDERATION(S)

1. Consider replacing the wood fence along the side and rear of the property.

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

**Site Planning** – The existing house is situated at the rear-most portion of the property. This condition creates a generous front setback that disrupts the rhythm of the predominant street setback. The proposed addition will be to the front of the existing residence; and the new detached 2-car garage will be constructed in front of the addition and closer to the street. The proposal will be more consistent with other properties in the neighborhood.

**Mass and Scale** – The proposed addition will expand the building's footprint and volume. The perceived mass and scale is minimally impacted since the proposal is a single-story addition.

The enlarged mass is further addressed through a number of features, such as a break in the roofline and modulation of the east and west elevations.

**Building Design and Detailing** – The existing residence is a Craftsman style building and the proposed addition will maintain this appearance through the use of materials and detailing. The new addition will incorporate a covered and defined front entry set under the street-facing gable. The proportion and design of the entry is consistent with the style of the residence. The house features a combination of hipped and gable roof design clad in composition shingle. The exterior walls are clad in hardie plank horizontal siding. All of the existing windows will be replaced and all new windows, with the exception of the small bathroom casement windows, will be single-hung constructed of vinyl. These windows will be set in recessed openings consisting of wood sills and trim. The new two-car detached garage reflects the same architectural design and will be finished in the same material and color as the house.

A new trellis and gate will be constructed within a low planter finished in river rock veneer. This feature echoes the rustic sensibility of the North Glendale neighborhood. This trellis will also screen a small outdoor space between the house and garage and will provide a private outdoor area. The detailing of the trellis is consistent with the Craftsman style building and clearly defines the entry location.

**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, Rathar Duong, at (818) 937-8185 or via email at [rduong@glendaleca.gov](mailto:rduong@glendaleca.gov).**

## PROJECT ANALYSIS

**PROJECT DESCRIPTION:** The applicant is proposing to add to the front of the existing one-story house totaling 885 square feet, construction of a new 430 square-foot, two-car detached garage, and replacement of existing windows.

The lot was developed in 1932 with a one-story, 815 square-foot Craftsman style house with no garage on the property. The 5,379 square-foot lot is located within the R1 (Low Density Residential) Zone, Floor Area Ratio District II.

## CONTEXT

**GENERAL PLAN:** Land Use Element: Low Density Residential. The project complies with the intent and General Plan and Land Use Element and the Comprehensive Design Guidelines.

**ZONE:** R1-II (Low Density Residential) Zone, Floor Area Ratio District II.

## ENVIRONMENTAL CONSTRAINTS:

- Indigenous Trees: None.
- Historic Preservation: The staff reviewed the existing house with the City's Historic Preservation Planner. The house does not meet the criteria for listing on any National, State, or Local Register for Historic Resources, and it is not considered a historic resource under the California Environmental Quality Act (CEQA).

- CEQA Status: This project is exempt from environmental review as a "Class 1 "Existing Facilities" exemption (Section 15301(e) (1) of the State CEQA Guidelines).

**NEIGHBORING ZONES AND USES:**

	Zoning	Existing Uses
North	R1-II	Single-Family Dwelling
South	R1-II	Single-Family Dwelling
East	R1-II	Single-Family Dwelling
West	R1-II	Single-Family Dwelling
Project Site	R1-II	Single-Family Dwelling

**DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS**

Comprehensive Design Guidelines were approved by the City Council for single-family developments on November 29, 2011. Design considerations discussed below analyze a project's overall site planning, its mass and scale, and its architectural design and detailing with a purpose to ensure that the development is of high quality, relates to its neighbors and enhances the overall built environment. The houses in this neighborhood were designed in a variety of conventional styles, such as Minimal Traditional, Spanish Colonial Revival, and Ranch.

**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	5,292 sq. ft.	5,350 to 5,880 sq. ft.	5,379 sq. ft.
Setback	19 ft.	10 ft. to 51 ft.	25 ft.
House size	1,179 sq. ft.	542 to 2,151 sq. ft.	1,700 sq. ft.
Floor Area Ratio	0.22	0.10 to 0.41	0.31
Number of stories	Predominately 1-story	1- and 2-story	1-story

1. **Site Planning** – The project site is irregular in shape and slopes slightly downward from the front towards the rear of the property. The existing house is situated at the rear of the property, which is not consistent with the development pattern of this neighborhood. The proposed addition will bring the house forward and a new two-car garage will be in the front of the house. The proposed location of the addition and new garage will bring the property into more conformance with other properties in the neighborhood.

**Building Location:** The proposed addition will extend the building footprint towards the front of the property, while the new two-car garage will be situated in front of the house.

**Landscaping, Yards and Usable Open Space:** The site planning of the project creates a small rear yard and a larger and open front yard due to the required 25-foot front setback. The addition of a trellis and entry gate allows a smaller private front yard to be created adjacent to the garage. Overall, a total of 2,144 square feet of landscaping will be provided throughout the lot. While a landscape plan is not required for this project, all new landscape materials shall be drought tolerant.

**Garage Location and Driveways:** A new two-car detached garage will be constructed at the front of the property with direct access from the street. The new driveway needs to be decorative and/or have a permeable surface.

**Site Walls:** The property is currently enclosed with a 6-foot high wood fence, but appears to be in disrepair. The fence along the side and rear property line should be replaced with a new wood fence or block wall.

- 2. Mass and Scale** – The exiting massing and scale of the house will be affected by the proposed expansion. However, the added mass will be minimized since the addition will maintain the existing one-story height. Additionally, the roofline will be stepped and the east and west elevations will be modulated to create the appearance of smaller volumes. The side-facing gable of the garage minimizes the building's mass from the street.

**Relate Buildings to Existing Context:** The relationship between the buildings and their context will change, but in a positive manner. Siting of the proposed addition within the large open front yard will bring the site planning into more consistent alignment with neighboring properties.

**Scale and Proportion/Monumentality:** The building height will be 17'-6", which is typical for a one-story residential building. While the proposed project will expand the livable area, it will retain the one-story volume of the existing building. Other features of the project help minimize the scale of the building, such as stepping the roof and offsetting the addition from the existing house to create modulation in the building's plane along the east and west facades.

**Roof Forms:** The house is designed with a hipped and gable roof design, while the garage features side-facing gables.

**Design and Detailing** – The overall design of the Craftsman house will be retained and matched by the proposed addition. Horizontal siding and composition shingle roof will be used to clad the house. All windows, with the exception of the small bathroom casement windows, are double-hung. Each window will be set in a recessed opening with a wood sill and trim. The paneled entry door will have two glass insets. The design of this door is appropriate to the style of the residence and should remain simple.

A trellis and gate will be constructed at the front, outside of the 25-foot setback. The detailing of the trellis is consistent with the design of the house.

The new two-car garage will be designed in the same style as the residence and features a side-facing gable roof, horizontal hardie plank siding, and paneled garage door with a single row of glass lites across the top.

#### **Windows and Doors –**

- New white vinyl windows and French doors will be installed in the existing and new addition. The windows will be a combination of double hung and casement.
- A new entry paneled door will have two glass insets. The design is consistent with the style of the residence

- Fiberglass garage door

**Finish Materials and Colors –**

- New composition shingle in slate grey
- Hardie plank horizontal siding, painted beige on the exterior walls, with antique white fascia board
- Wood railing with simple pickets painted white
- White wood trellis set in a river stone veneer planter

**Paving Materials –**

- A concrete driveway is proposed. Driveways in a single-family zone shall be decorative in design and/or permeable.

---

**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 to the City Council 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 plans 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 Building and Safety Division upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **August 20, 2014** in the Building and Safety Division, 633 E. Broadway, Room 101.

**APPEAL FORMS available on-line:** <http://www.glendaleca.gov/appeals>

**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, Rathar Duong, 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 and Neighborhood Services 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 and Neighborhood Services Division.

An appointment must be made with the case planner, Rathar Duong, for stamp and signature prior to submitting for Building plan check. Please contact Rathar Duong directly at 818-937-8185 or via email at [rduong@glendaleca.gov](mailto:rduong@glendaleca.gov).

Sincerely,

HASSAN HAGHANI  
Director of Community Development

  
Urban Design Studio Staff

HH:rd