



Requirements for the Installation of a Temporary Frame for Projects in the R1, R1R and ROS Zones

A temporary frame shall be constructed for proposed new dwelling units in the ROS or R1R zones, and, at the discretion of the Planning Director, for all other projects in the ROS and R1R zones and construction of enclosed space above the first floor level in the R1 zone (Mun. Code Sec. 30.40.020(H)). The intent of this requirement is to assist the public, staff and the Design Review Board in the visualization of the project on the site. The temporary frame shall represent the height and mass of the structure by defining the perimeter of the building and the ridges of the roof. Prior to the installation of the temporary frame, consult with Glendale Water and Power at 548-3921 to ensure that there are no conflicts with utility lines.

Procedure:

1. Prior to installation, a Temporary Frame Plan shall be submitted and approved by the case planner for the project.
2. The application for the project will not be deemed complete until the temporary frame is installed on the property.
3. The installation shall be certified accurate (see attached certification document) by a licensed architect, engineer or surveyor.
4. Once installed, the applicant shall submit photographs from at least 2 vantage points showing the completed frame.
5. The applicant must also submit a waiver (attached) indemnifying the City for any damage or injury caused by the construction, or subsequent failure, of the frame.
6. Temporary frames must remain in place until the end of the appeal period for a design review decision, or, when an appeal has been filed, until the appeal body has made a design review decision, plus any appeal period for that decision.
7. The frame shall be removed within 7 days following the end of all appeal periods or when a final decision on the project is rendered.

Temporary Frame Plan:

1. The applicant shall use 11"x17" versions of the proposed roof plan and elevations for the project to demonstrate the location of the frame.
2. The frame shall be superimposed on black and white versions of each sheet.
3. At a minimum, the poles shall be placed at all outside building corners and at each end of the prominent ridgelines of the structure to accurately demonstrate the different roof lines and maximum roof heights. The rooflines represented by the temporary frame may be simplified in order to enhance clarity at the discretion of the case planner.
4. The existing grade elevations shall be indicated at the base of each pole and the elevation of the ridges shall also be shown on the plan. If the frame is constructed entirely above an existing structure such that the posts do not touch existing grade, the existing grade at the base of the existing structure shall be shown on the elevations along with the peak height of the new roofline.

Material:

1. The temporary frame shall, at a minimum consist of wood posts or other sturdy and rigid material at all corners of the structure(s) and at either end of all proposed ridgelines, with a taut rope of minimum 1/23 inch diameter marked with triangular flagging connecting the posts. The Director of Planning may, upon showing of good cause, approve an alternative method other than the construction of a temporary frame which aids envisioning the project proposal.
2. The frame shall be braced with guy wires, supporting beams or other materials in order to ensure the health, safety and general welfare of the public, and to ensure that the frame withstands the wind and weather on the site.
3. The poles shall be painted in contrasting colors in 1-foot increments beginning 10 feet above the ground.
4. The frame shall be removed immediately if the City determines at any time there is a risk to public safety.



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Certification of the Accuracy of the Temporary Frame

I, _____, the project (architect/engineer/surveyor), hereby certify that the temporary frame as constructed for the project at _____ is an accurate representation of the height and mass of the project and accurately defines the building perimeter and prominent roof ridgelines.

Signature

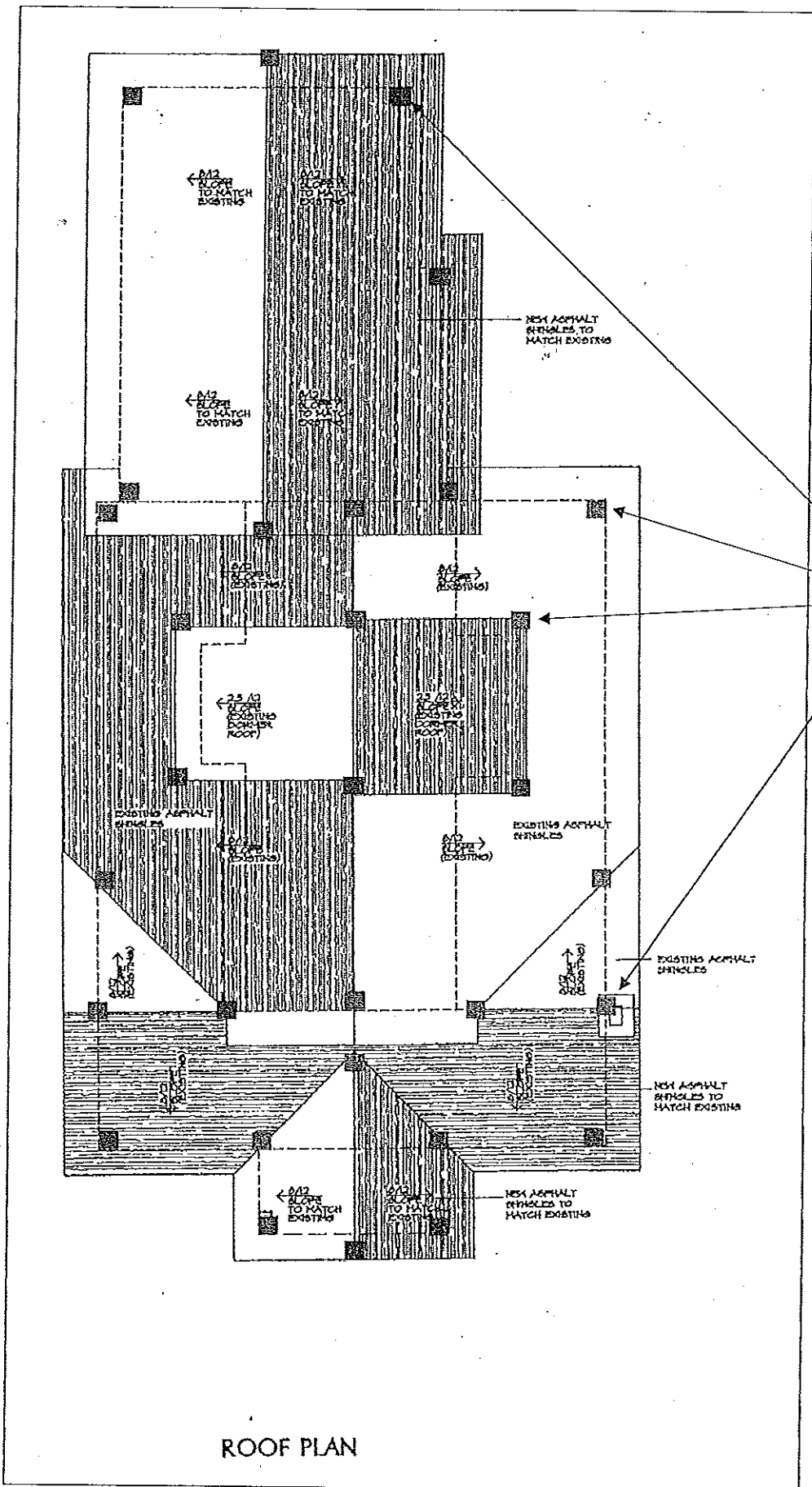
Date

Waiver of Liability

I _____ am the owner of property located at _____ in the City of Glendale and wish to apply to the City for permission to construct a temporary frame for the proposed (house/2nd story addition) on the subject property. I understand that I must construct and maintain a temporary frame as a visual aid for evaluating the impacts of the proposed (house/2nd story addition). I hereby indemnify the City for any damage or injury caused by the construction of the frame or by any subsequent failure of the frame. Furthermore, said project silhouette will be temporarily erected in a manner that will not result in any permanent addition or alteration to any existing structure(s) on the property. Said project silhouette will be removed no later than 7 days following the end of all appeal periods or when a final decision on the project is rendered unless subsequent approval is secured from the Director of Planning which authorizes an alternate removal date.

Owner signature

Date



ROOF PLAN