

June 10, 2014

Yaghob Majidi-Ku
YMK Consulting
121 West Lexington #342
Glendale, CA 91203

**RE: ADMINISTRATIVE DESIGN REVIEW
CASE NO. PDR 1408785
1500 Glenwood Road**

Dear Mr. Majidi-Ku,

On June 10, 2014, 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 a 450 square-foot, single-story addition to the street side of an existing 1,142 square-foot, single-story house in the R1 Zone, Floor Area District I located at **1500 Glenwood Road**.

CONDITIONS OF APPROVAL

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

1. The proposed single- or double-hung windows shall be either wood, aluminum or fiberglass block frame windows, recessed within wood frames with wood sills, with horizontal muntins, to match the existing windows.
2. The proposed rear door facing the garage shall be a simple, wood panel door to match the Traditional style.

SUMMARY OF THE COMMUNITY DEVELOPMENT DIRECTOR'S DECISION:

Site Planning – The addition to the house on the side street elevation will bring the expanded house closer to the center of the lot, while maintaining the existing street setback from Glenwood Road. The proposed site plan is consistent with the character of other residences in the neighborhood and with the intent of the Design Guidelines.

Mass and Scale – The one-story addition to the house is sensitive to height, roofline, mass and scale of the existing one-story house, as well as the mass and scale of neighboring one-story homes.

Building Design and Detailing – The addition has been designed to be an extension of the existing Traditional style house in terms of color, material, window configuration and design. As conditioned, the proposed windows will match the single- and double-hung wood windows with horizontal muntins, set within wood frames with wood sills. The proposal's design and detailing are comprised of good quality materials, colors and details, and will be internally consistent with the existing architecture and compatible with the design character of neighboring homes and with the intent of the Design Guidelines.

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, Vilia Zemaitaitis, at 818-937-8154 or via email at vzemaitaitis@glendaleca.gov.

PROJECT ANALYSIS

PROJECT DESCRIPTION: The applicant is proposing to add a 450 square-foot, single-story addition to the street side of an existing 1,142 square-foot, single-story house. The addition will match the existing house's style, color and materials. Once the addition is completed, the overall house area will be 1,592 sq.ft.. The existing two-car, detached garage will remain "as is".

CONTEXT

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

ZONE: R1 (FAR District I)

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: Exempt.

NEIGHBORING ZONES AND USES:

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

DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS

Comprehensive Design Guidelines were approved by the City Council for single-family developments in November 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.

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	68.18 sq. ft.	4,882 to 9,600 sq. ft.	6,150 sq. ft.
Setback	25 ft.	25 ft. to 30 ft.	27 ft.
House size	1,384 sq. ft.	819 to 1,938 sq. ft.	1,592 sq. ft.
Floor Area Ratio	0.21	0.13 to 0.33	0.25
Number of stories	100% of homes surveyed are 1-story	1-story	1-story

1. Site Planning – The existing 1,152 sq.ft. house is located on a corner lot of Glenwood Road and Sonora Avenue, closer to the interior property line parallel to Sonora. The 450 sq.ft. addition is proposed to expand the house towards Sonora Avenue; the addition will feature an 11'-6" setback from the property line along Sonora and will remain in line with the house as set back from Glenwood Road. The existing, detached two-car garage is accessed off a driveway on Sonora Avenue and will remain "as is". The new addition will be highly visible from both streets, yet the expanded house will be located more centrally on the lot. The site plan is consistent with the placement and construction of other residences and garages in the neighborhood and with the intent of the Design Guidelines.

Building Location: The single-story addition will be attached to the side of the existing house and will continue inline with the existing setback from Glenwood Road. The addition will provide a 11'-6" setback from Sonora Avenue. The existing, detached garage and rear yard area will remain "as is".

Landscaping, Yards and Usable Open Space: Code requires a minimum 40% landscaping. A total of 45% of the property will remain landscaped. The size of the usable yards and open space will be reduced to accommodate the new addition to the house, yet the yard area locations will be similar to the existing condition.

Garage Location and Driveways: The proposed detached, two-car garage facing Sonora Avenue on the corner lot is consistent with the typical location of garages in the neighborhood. No changes are proposed to the garage or driveway.

Site Walls: No changes to the fences and walls are proposed at this time.

2. Mass and Scale – The 450 sq.ft., single-story addition's height, roof pitches, building mass and proportion match the existing house. The proposed low-profile massing for both the house and garage is compatible with the existing house and is consistent with the Design Guidelines.

Relate Buildings to Existing Context: The single-story addition to the existing house will continue the same roofline form and design as the existing single-story house. No changes to the setbacks are proposed to the street front and interior sides of the house.

Scale and Proportion/Monumentality: The proposed house addition is comparable to the existing mass, scale and proportions. The addition to the existing house will not change its overall height of 13'-4" feet.

Roof Forms: The hipped roof form and slope for the house addition will match the existing house.

3. Design and Detailing – The intent of the proposal is to provide a reasonable addition to the house that will match the existing house’s architecture and materials.

Windows and Doors –

- The addition will have wood block-frame, double-hung or single-hung windows with horizontal muntins to match the existing windows, as depicted on the submitted material board. The windows will be recessed within wood frames with wood sills. The new windows will be compatible with the window operation and installation typical of Traditional-style homes of this era. A condition has been added to this approval specifying that if the window material changes, such as to aluminum or fiberglass clad windows, the windows remain block frame, single- or double-hung, recessed within wood frames with wood sills.
- The new rear door facing the garage should be a wood panel door.

Finish Materials and Colors –

- Asphalt shingles will be installed to match the existing shingles.
- Highland stucco will be applied to the addition to match the existing building exterior treatment and color.
- Wood fascia, rafter and beams are proposed to match the existing.
- Cement fiber boards, finished in white, will be used at all fascias and corners clad with siding.

Paving Materials –

- No changes are proposed to the hardscape and driveway.

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 **June 25, 2014** in the Building and Safety Division, 633 E. Broadway, Room 101.

APPEAL FORMS available on-line:

<http://glendaleca.gov/home/showdocument?id=11926>

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, Vilia Zemaitaitis, 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, Vilia Zemaitaitis, for stamp and signature prior to submitting for Building plan check. Please contact Vilia Zemaitaitis directly at 818-937-8154 or via email at vzemaitaitisi@glendaleca.gov.

Sincerely,

HASSAN HAGHANI
Director of Community Development



Kristine Agardi - Urban Design Studio Staff

HH:KA:vz

cc: Mohammad and Shabrina Rahman, 1500 Glenwood Road, Glendale, CA 91201