

January 12, 2017

4C Design Group  
ATTN: Steve Wunderlich  
8714 Santa Monica Blvd.  
West Hollywood, CA 90069

**RE: 2010 BUCKINGHAM PLACE  
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1621932**

Dear Mr. Wunderlich:

On January 12, 2017, 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 134 square-feet to the first floor, 147 square-feet to the existing garage, and 946 square-feet to the second floor of an existing two-story, 2,387 square-foot house, originally constructed in 1964, on an 8,860 square-foot lot in the R1R Zone, Floor Area District II, located at **2010 Buckingham Place**.

**CONDITIONS OF APPROVAL:**

1. That the material for the retaining walls at the rear be identified and that they match the existing conditions.
2. Section details shall be submitted to staff for review indicating that the windows have external grids and are recessed into the openings with wood sills and frames.
3. That the trash storage area be identified on the plans and out of public view.
4. That the elevation drawings be revised to identify the downspouts and gutters for staff review and approval.

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

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

- The addition to the existing house does not propose any significant alterations to the existing site planning. The single-family house is sited in the middle of the lot on an existing flat pad and the addition will minimally enlarge the existing rectangular building footprint. The hillside slope of the property is approximately 32%, and there is no grading proposed.
- The addition of 922 square-feet to the existing first floor will infill an existing courtyard area at the front of the house, while still maintaining an L-shape footprint. The proposal also includes expanding the existing second floor by 1,809 square-feet.
- The existing attached two-car garage will be enlarged by 147 square-feet at the rear with driveway access from Buckingham Place. There are no changes proposed to the driveway or garage location.
- The existing walls, fences, landscaping and hardscape are proposed to remain, with the exception of the retaining walls located behind the house which will be modified and their

length extended. As noted above, a condition of approval is added that the material match the existing retaining walls.

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

- The existing single-family home is a two-story residence, and the applicant's proposal will expand the first and second floors. The neighborhood pattern features one and two story homes. As such, the applicant's proposal is consistent with the surrounding development.
- The property is upslope from Buckingham Place with the current house located on an existing flat pad and no alterations to the topography being proposed.
- The massing of the house is broken up, especially where visible from the street, using a number of architectural devices, including: changes in façade planes, projecting roof forms, and balconies.
- The north (front) façade and the west (left) façade are visible from the street and feature appropriate second floor setbacks that break up the massing. The added second floor mass will not be overbearing to the neighboring properties due to the significant elevation difference among the lots.
- The overall height of the existing two-story home is proposed to be maintained at 25'-0", where the maximum height allowed in this zone is 35'-0" for a house with a pitched roof.
- The house features gable roof forms that are consistent with the style of the new home and reinforce the overall design concept.

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

- The traditionally-styled residence incorporates appropriate cladding and detailing that reflect the chosen design.
- The existing recessed entryway will be maintained and feature a new covered patio that provides visual interest and a sense of arrival to the structure. The existing double-door entry will be maintained with new wood doors with partial glazing.
- The new windows will be dark bronze, aluminum-clad block frame windows with grids that is consistent with the traditional style. The new windows will be a combination of primarily casement windows with some awning and fixed windows. The configuration, material, and finish of the windows are complementary and appropriate.
  - As noted above, staff is recommending a condition of approval that section details be submitted for staff review and approval that clearly indicate that the windows have external grids, and that they are recessed into the openings with wood sills and frames.
- The proposed materials for the new house feature an appropriate combination of smooth-troweled plaster, and wood board and batten siding. The existing brick chimney will be maintained and painted white as part of the proposal.
- The balcony railings will be wrought-iron with a simple vertical pattern.
- The new roof will be asphalt shingle at the first and second floor with the exception of the new porches at the front and the rear which will feature a standing seam metal roof.
- The gutters, downspouts, and location of the trash storage area are not identified on the plans. Staff is recommending a condition of approval that the drawings be revised to identify these.

**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**

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 **JANUARY 27, 2017** 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)**

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, **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:ve

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

<b>Meeting/Decision Date:</b> January 12, 2017	<b>Address:</b> 2010 Buckingham Place
<b>Review Authority:</b> <input type="checkbox"/> DRB <input checked="" type="checkbox"/> ADR <input type="checkbox"/> HPC <input type="checkbox"/> CC	<b>APN:</b> 5660-030-027
<b>Case Number:</b> PDR 1621932	<b>Applicant:</b> Steve Wunderlich
<b>Prepared By:</b> Vista Ezzati, Planning Assistant	<b>Owner:</b> Rik and Doris Kinney

**Project Summary**

The applicant is proposing to add 134 square-feet to the first floor, 147 square-feet to the existing garage, and 946 square-feet to the second floor of an existing two-story, 2,387 square-foot house (originally constructed in 1964), located on an 8,860 square-foot lot in the R1R (FAR District II) zone. The addition will be located at the front of the house and will face Buckingham Place.

The proposed work includes:

- Construction of a 134 square-foot addition to the first-floor, and enlarging the existing two-car garage by 147 square-feet.
- Construction of a 946 square-foot addition to the existing second-floor of the house. The existing 118 square-foot balcony facing Buckingham Place will be demolished. A new 48 square-foot balcony is proposed along the same façade facing Buckingham Place
- The project involves demolition of approximately 46% of the total outside wall and roof area of the existing house.

**Existing Property/Background**

Originally developed in 1964, the project site is an 8,860 square-foot interior lot with frontage along Buckingham Place. The site is currently developed with a 2,387 square-foot, two-story single-family house with an attached two-car garage facing the street. The project site is an irregularly shaped lot that is upslope from Buckingham Place with a hillside slope of approximately 32%. The applicant's proposal involves demolition of approximately 46% of the total outside wall and roof area of the existing house. There is one Coast Live Oak tree located on the subject property and four Coast Live Oak trees located off-site that are within 20 feet of the project site. The project proposal does not involve the removal of these indigenous trees. An Indigenous Tree Report was prepared for this project by the Arborist of Record, Lisa Smith, and reviewed by the City's Urban Forestry Department. The Indigenous Tree Report and comments from the City's Urban Forestry Department have been included with this report (Attachments 5 thru 6).

**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: R1R 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	13,226 sq. ft.	6,835 sq. ft. - 35,288 sq. ft.	8,860 sq. ft.
Setback	28'-0"	16'-0" - 50'-0"	18'-0"
House size	2,235 sq. ft.	1,340 sq. ft. - 2,468 sq. ft.	3,496 sq. ft.
Floor Area Ratio	0.22	0.04 - 0.34	0.39
Number of stories	11 out of 14 homes surveyed are two-story	1 to 2 stories	2 stories

**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
- Alteration of landform minimized

**Yards and Usable Open Space**

- yes  n/a  no

If "no" select from below and explain:

- Avoid altering landform to create flat yards
- Outdoor areas integrated into open space
- Use of retaining walls minimized
- Provide landscaping to reduce visual impact of retaining walls
- Decorative material used for retaining walls to blend into landscape and/or complement the building design

**Garage Location and Driveway**

- yes  n/a  no

If "no" select from below and explain:

- Consistent with predominant pattern on street
- Compatible with primary structure
- Permeable paving material
- Decorative paving

### Landscape/Hardscape Design

yes  n/a  no

If "no" select from below and explain:

- Complementary to building design and surrounding site
- Maintain existing trees when possible
- Appropriately sized and located
- Maximize permeable surfaces
  
- Stormwater runoff minimized

### Walls and Fences

yes  n/a  no

If "no" select from below and explain:

- Front yard maintains sense of openness
- Appropriate style/color/material
- Appropriately sized and located

The existing retaining walls located behind the house will be modified and their length extended. Not enough details are provided as it relates to the proposed materials. A condition of approval is added that the material match the existing retaining walls.

### 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 addition to the existing house does not propose any significant alterations to the existing site planning. The single-family house is sited in the middle of the lot on an existing flat pad and the addition will minimally enlarge the existing rectangular building footprint. The hillside slope of the property is approximately 32%, and there is no grading proposed.
- The addition of 922 square-feet to the existing first floor will infill an existing courtyard area at the front of the house, while still maintaining an L-shape footprint. The proposal also includes expanding the existing second floor by 1,809 square-feet.
- The existing attached two-car garage will be enlarged by 147 square-feet at the rear with driveway access from Buckingham Place. There are no changes proposed to the driveway or garage location.
- The existing walls, fences, landscaping and hardscape are proposed to remain, with the exception of the retaining walls located behind the house which will be modified and their length extended. As noted above, a condition of approval is added that the material match the existing retaining walls.

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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
- 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 landform 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 existing single-family home is a two-story residence, and the applicant's proposal will expand the first and second floors. The neighborhood pattern features one and two story homes. As such, the applicant's proposal is consistent with the surrounding development.
- The property is upslope from Buckingham Place with the current house located on an existing flat pad and no alterations to the topography being proposed.
- The massing of the house is broken up, especially where visible from the street, using a number of architectural devices, including: changes in façade planes, projecting roof forms, and balconies.
- The north (front) façade and the west (left) façade are visible from the street and feature appropriate second floor setbacks that break up the massing. The added second floor mass will not be overbearing to the neighboring properties due to the significant elevation difference among the lots.
- The overall height of the existing two-story home is proposed to be maintained at 25'-0", where the maximum height allowed in this zone is 35'-0" for a house with a pitched roof.
- The house features gable roof forms that are consistent with the style of the new home and reinforce the overall design concept.



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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

The new windows should be recessed in the openings to be consistent with the traditional style of the home. A condition of approval is recommended that the applicant submit section details to staff for review indicating that the windows are recessed into the openings with wood sills and frames. It's not clear on the drawings if the proposed grids are internal or external, therefore, staff is adding a condition of approval that all grids on the new windows must be external.

### 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

### 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 gutters, downspouts, and location of the trash storage area are not identified on the plans. Staff is adding a condition of approval that the drawings be revised to identify these.

### 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:

- The traditionally-styled residence incorporates appropriate cladding and detailing that reflect the chosen design.
- The existing recessed entryway will be maintained and feature a new covered patio that provides visual interest and a sense of arrival to the structure. The existing double-door entry will be maintained with new wood doors with partial glazing.
- The new windows will be dark bronze, aluminum-clad block frame windows with grids that is consistent with the traditional style. The new windows will be a combination of primarily casement windows with some awning and fixed windows. The configuration, material, and finish of the windows are complementary and appropriate.
  - As noted above, staff is recommending a condition of approval that section details be submitted for staff review and approval that clearly indicate that the windows have external grids, and that they are recessed into the openings with wood sills and frames.
- The proposed materials for the new house feature an appropriate combination of smooth-troweled plaster, and wood board and batten siding. The existing brick chimney will be maintained and painted white as part of the proposal.
- The balcony railings will be wrought-iron with a simple vertical pattern.
- The new roof will be asphalt shingle at the first and second floor with the exception of the new porches at the front and the rear which will feature a standing seam metal roof.
- The gutters, downspouts, and location of the trash storage area are not identified on the plans. Staff is recommending a condition of approval that the drawings be revised to identify these.

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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. That the material for the retaining walls at the rear be identified and that they match the existing conditions.
2. Section details shall be submitted to staff for review indicating that the windows have external grids and are recessed into the openings with wood sills and frames.
3. That the trash storage area be identified on the plans and out of public view.
4. That the elevation drawings be revised to identify the downspouts and gutters for staff review and approval.

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## **Attachments**

1. Location Map
2. Neighborhood Survey
3. Photos of Existing Property
4. Reduced Plans
5. Indigenous Tree Report
6. Urban Forestry Departmental Comments