



July 10, 2017

Herb Wedekind  
4047 Willalee Avenue  
Glendale, CA 91214

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1701363  
3915 ALTURA AVENUE**

Dear Mr. Wedekind,

On July 10, 2017, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED WITH CONDITIONS** your design review application to add 2,228 SF and a new 125 SF porch to an existing 1,128 SF, single-story, single family house (constructed in 1948) on a 17,860 SF lot in the R1 (District II) Zone, located at 3915 Altura Avenue.

**CONDITIONS OF APPROVAL:**

1. Revise elevation drawings to show location of gutters and downspouts.

**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 site planning is appropriate to the irregular shaped lot, with much of the new addition located out of view from the street. The new street front setback will not distort the prevailing setback on the street since the existing house is currently set back further than the average, at 50'-0". The new street front setback will coordinate with the design of the building, and come closer to the street at 27'-0", close to the neighborhood average.
- The existing 1-car garage will be demolished and a new 3-car garage will be built towards the south. The new garage will be fully integrated with the overall concept of the house by breaking the mass of the garage into two parts and recessing the smaller portion back. The garage doors will be facing the street, consistent with the previous design.
- New landscaping is proposed at the front and in setback areas to enhance the overall look of the building. Even though a large amount of existing landscaping will remain as is, a portion of the landscaping will be removed to provide a driveway and walkway leading to the house. The proposed landscaping will consist of a combination of grasscrete, redwood mulch, and drought tolerant plants and will provide a complementary design that provides variety and openness at the front yard.

- A new 6' wood fence will be added on the east and west sides of the house and be recessed to create visual interest, consistent with City design and zoning criteria. The front yard will maintain its open appearance towards the street since the proposed fence/gate will be located outside of the street front setback. The color of the gate (redwood) will match the proposed color of the garage door and main entry, complementing the overall building.

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

- The mass and scale of the one-story addition and new 3-car garage will be compatible with the existing structure and surrounding houses. The existing houses on Altura Avenue are all one-story and the proposed design will complement the adjacent buildings through the use of proportion and transition.
- The building form and profile follows the existing, topography of the site with the massing broken down into discrete sections to help accommodate the slightly sloped lot.
- The subject property respects adjacent building context by keeping the existing height at 17'-0".
- The massing of the project reinforces the overall architectural concept.
- The proposed addition adds mass to the existing dwelling but is mitigated by breaking up the front façade into recessed sections; therefore, the architectural concept is executed with rigor and consistency.
- The scale and proportion of the project fits well within the surrounding context. The addition will not look massive since the combination of low overall height, materials, and location of doors/windows assist in diminishing its monumentality. The location of gable vents, horizontal siding, and the recessed porch allow the project to fit into the surrounding context.
- The new roof forms will reinforce the overall building design by having the same pitch of 4:12 as the existing. The orientation of the existing gabled roof form and the new gabled roof form provides visual interest and scale and proportion to the structure. The new roof form will complement the neighboring property to the east, which has a similar roof form.

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

- The proposed addition will be consistent with the existing building and overall architectural idea and will match the high level of quality in the neighborhood.
- The entryway is properly scaled and well integrated into the overall building design. It is open to and visible to the street. The columns and railing provide a sense of arrival to the structure.
- All existing windows for this project will be replaced with fiberglass, in a combination of double-hung, fixed, and casement block frame windows. The sill and frames will complement the new style of the house.
- A combination of different materials will be used to break down the form. The addition will be tan stucco, reinforcing the overall building design by keeping consistency with the existing house. A composition shingle roof will be installed to match the texture of the existing roof. The color of the roof will be light brown to blend with the natural environment. An earth-tone stone veneer will be used at the

base of the structure to reduce the amount of stucco and will terminate around exterior corners. Dark blue staggered panels will be added at the gables at the front façade to assist in breaking up the mass. These will also match the window trim and provide accents throughout the building to create visual interest.

- The new driveway leading to the garage will be composed of decorative concrete with a sand finish, relating to the color scheme of the building. A brick ribbon will be applied along the walkway to provide contrast between the two materials.
- The gutters and downspouts are not shown on the drawings. A condition of approval is recommended requiring revised elevation drawings that show the location of the gutters and downspouts.

**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, Danny Manasserian, at 818-937-8159 or via email at [dmanasserian@glendaleca.gov](mailto:dmanasserian@glendaleca.gov).**

### **RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD**

The City of Glendale received four letters during the pending decision period. Though the letters differed in content, they generally included the following topics:

1. Incompatible mass and square footage of addition

A large portion of the added square footage extends towards the rear of the property and is screened from view by the one-story façade and roof. Because the size of this lot, it is appropriate that the house be larger than nearby houses on smaller lots.

2. The front façade with a three-car garage is not compatible

A number of houses in the vicinity have street facing attached garages. In the case of the current project, the presence of an attached garage was deemed compatible with the neighborhood. Staff reviewed a number of options to avoid the appearance of one long garage façade with three openings. The solution was to set back the east door by four feet to break up the façade. Additionally, the roof over this garage area was turned 90 degrees to also break up the massing.

3. Façade remodel was not mentioned in the public notice

Unfortunately, the public notice did not mention that the proposal called for a façade remodel. However, the staff report identified and analyzed the proposed changes. Staff will ensure to include mention of proposed façade remodels in future public notices.

4. Design review processed administratively

Prior to determining if a project is eligible for Administrative Design Review, the neighborhood patterns are analyzed. Staff believes the project meets the criteria for design review, processed administratively, primarily because it is a one-story addition and is proportional to its large flat lot size.

## **APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION**

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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 **July 25, 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)**

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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**

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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**

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The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner, **Danny Manasserian**, 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, Danny Manasserian, for stamp and signature prior to submitting for Building plan check. Please contact Danny Manasserian directly at 818-937-8159 or via email at [dmanasserian@glendaleca.gov](mailto:dmanasserian@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development



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Urban Design Studio Staff  
PL:JP:dm