

November 7, 2017

Mr. Art Barsegian
ArtTech Design
409 West Broadway
Glendale, CA 91204

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1716713
662 SALEM STREET, GLENDALE, CA 91203**

Dear Mr. Barsegian:

On November 7, 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 demolish the existing one-car attached garage to make way for a new driveway, to add a new 2-story, 1,480 square-foot second dwelling unit with an attached 2-car garage at the rear of an existing property, to add a new attached, 2-car garage and a 1-story, 217 square-foot addition to the rear of the existing 1-story, 897 square-foot, front dwelling unit (originally constructed in 1939) on a 7,442 square-foot lot, zoned R-2250 (Medium Density Residential) Zone, located at **662 Salem Street**. The detached, second dwelling unit and garage will be compatible with the existing house in terms of architectural style and materials.

CONDITIONS OF APPROVAL

1. Install a 24" box shade tree to be planted in the common area instead of the proposed Chamaedorea Costaricana palm, and a greater variety of shrubs in addition to the buffalo grass proposed as part of the landscape plan. All existing landscaping damaged during construction must be replaced.
2. Consider introducing more contrast in the color palette.
3. Provide drainage plan on elevations showing 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 existing residence at the front of the property will be maintained, while the existing attached, on-car garage will be demolished to make way for a new common driveway. A new attached two-car garage is proposed at the rear of the existing residence, along with a 217 SF addition, thereby resulting in a total area of 1,114 SF for the front unit.
- The new two-story second dwelling unit with an attached two-car garage is sited at the rear of the property and will be accessed from the extended driveway.
- The project complies with the required setbacks, lot coverage, landscaping and open space requirements for a duplex in the R-2250 zone.
- A new 423 SF common area with landscaping and passive seating is proposed between the two units, and will be easily accessible from both units.
New landscaping is proposed along the interior property lines and in the common space patio area. All such landscaping must be drought tolerant and staff recommends that a 24" box

shade tree be planted in the common area instead of the proposed *Chamaedorea Costaricana* palm, and a greater variety of shrubs be proposed in addition to the buffalo grass. All existing landscaping damaged during construction must be replaced.

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

- The new detached, two-story second unit is situated towards the rear of the lot and behind the existing one-story residence. The additions to the existing residence will be at the rear. Therefore, the project's massing will be somewhat shielded from the street.
- The new unit features an overall height of 23'-2", which is less than 26-ft. maximum height (plus an additional five feet for a pitched roof) in the R-2250 zone.
- The proposed floor area ratio for both units is 46.4%, when a maximum of 85% is allowed by Code.
- The various roof forms, cladding materials, and front porch help break up the overall massing in a manner that is consistent with the architectural style of the unit and compatible with the scale of the neighborhood, featuring a mix of one-story single family residences and two-story apartment buildings.
- The second floor is setback on the sides from the first floor to modulate the east, west and south façades, while the overhang at the front (north) elevation provides a bit of undulation to the façade.

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

- The simple design of the proposed two-story and attached garage is compatible with the Minimal Traditional style of the existing residence, and is appropriate for the site and neighborhood.
- The windows of the existing residences will be replaced with tan-colored, block frame, single- or double-hung vinyl with wood frames and wood sills (for all windows visible from the street). The rear unit will have vinyl nail-in windows with trim and sills to match. Window openings on the second floor facing neighboring units are minimized for privacy.
- Materials and colors for the new addition include Hardie lap siding in beige, dark green composition shingles for the roof, smooth stucco in a light yellow, and tan vinyl windows. The nondescript color combination could feature more of a contrast, but are compatible with the surrounding developments.

COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD:

One comment letter was received during the public comment period. The letter was from Abundant Housing LA in support of the project.

Three phone messages were left during the comment period, all from the same person who did not leave their name and phone number. The person cited concerns regarding the proposed two-story unit in terms of massing, parking and increased density on Salem Street. The project provides one additional unit with its own two car garage, in compliance with the density and parking Zoning Code standards for the R-2250 zone, and as described in the original design review staff report and in the above findings, the two-story, detached unit at the rear of the lot is compatible with the surrounding neighborhood.

This approval is for the project design only. Administrative Design Review approval of a project does not constitute full 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 818-937-8180 or via email at VZemaitaitis@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 or 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 **November 22, 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

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, **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 DRB stamp and signature prior to submitting for Building plan check.

For more information or to schedule the appointment, please contact Vilia Zemaitaitis directly at 818-937-8154 or via email at VZemaitaitis@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff

PL:KA:vz