



CITY OF GLENDALE, CALIFORNIA
Community Development
Planning

633 E. Broadway, Suite 103
Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

April 1, 2019

Armineh Teimourian
409 West Broadway
Glendale, CA 91204

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1828095
2911 OAKENDALE PLACE**

Dear Ms. Teimourian:

On April 1, 2019, 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 one-story, 1,755 square-foot addition to an existing one-story, 828 square-foot single-family residence (originally constructed in 1945), on a 7,476 square-foot lot located at **2911 Oakendale Place** in the R1 (FAR District II) Zone. The proposal also includes demolition and replacement of the existing detached garage at the rear, with a new 420 square-foot, two-car garage attached at the front of the residence.

CONDITIONS OF APPROVAL:

1. The applicant shall comply with all of the recommendations identified in the Urban Forestry Department Comments dated January 28, 2019.
2. The drawings shall be revised to identify existing and new landscape areas, with new landscape materials identified. All new landscaping shall be drought tolerant.
3. The trash storage area shall be identified on the plans and located out of public view.
4. The location of the mechanical equipment shall be identified on the plans and screened from public view.
5. The drawings shall be revised to include vertical and horizontal window section details for the new windows for each window type, and wall finish.
6. The drawings shall be revised to include details that show how the siding will wrap corners, and how different materials will meet.
7. The elevation drawings shall be revised to identify exterior light fixtures, 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 proposed addition modifies the original building footprint in an appropriate manner with the house centrally sited on the lot. The neighborhood does not feature a prevailing setback and the addition will bring the house closer to the street with a 33'-3" street-front setback which is greater than the neighborhood average of 31'-0".
- There is no consistent neighborhood pattern related to the garage location. The project includes a new attached garage located at the front of the house with access proposed via a new driveway at the southeast portion of the lot.
- The existing landscaping is proposed to be maintained. There is one oak tree located on-site, and seven oak trees located within twenty feet of the property. All of these trees will be maintained as part of the proposal, and no removal is proposed. The applicant has submitted an Indigenous Tree Report and Addendum letter (Attachments 6 & 7). The City's Urban Forestry Department has reviewed the application and did not cite any major concerns with the proposal. A staff recommended condition of approval requires the applicant to comply with the Urban Forestry Department Comments, dated January 28, 2019, which will require the applicant to obtain an Indigenous Tree Permit prior to construction.

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

- The immediate neighborhood features one-story single-family residences. While the house will remain one-story in height, the overall height will increase approximately 5'-0" (from 11'-4" to 16'-0").
- The project's massing is broken up by changes in façade planes, changes in material cladding, and varying roof heights. There will be a new attached trellis patio located at the rear of the property that visually breaks up the massing.
- The proposed gable roof forms are compatible with the style of development. The use of a 4:12 roof pitch is consistent throughout the design.

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

- The new design will enhance the appearance of the house and its design and detailing are appropriate and consistent with the style of the residence through the use of the same materials, windows, and colors.
- The new recessed entryway is integrated into the overall design and avoids a sense of monumentality.
- The window schedule indicates that the new windows will be a combination of dark brown wood windows with a block frame installation for the front façade and dark brown vinyl windows with a nail-on installation, at the sides and rear. The new windows will be a combination of fixed and hung windows with one slider window located in a bathroom along the northeast elevation. Staff is recommending a condition of approval that the window section details be revised to include vertical and horizontal section details that correctly identify the window operation, frame type, and that all the new windows be recessed in the openings with a wood sill and frame.
- The house and attached garage will feature hardieplank lap siding, smooth stucco, and a composition shingle roof. Staff is recommending a condition of approval that details be provided that show how the hardieplank lap siding will wrap at the corners and how the two siding materials will meet. Additionally, exterior light fixtures are not identified on the drawings, though they are likely needed. A staff condition of approval will require the

elevation drawings be revised to identify any proposed light fixtures and that they shall be architecturally compatible with the design of the house.

- The drawings do not identify the trash storage area or mechanical equipment A/C equipment. Additionally, the elevation drawings do not identify all of the downspouts and gutters accurately. Staff recommended conditions of approval will require the drawings to be revised to identify these items

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.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

1. Concerns related to construction impacts, primarily dust, were raised by an adjacent neighbor.

A temporary periodic increase in ambient noise and dust will occur during construction activities associated with the proposed project. Best Management Practices for dust control will be enforced by the Building and Safety Division during construction of the project.

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 **April 16, 2019** 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, **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.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Kertine Aguilera
Urban Design Studio Staff

KA:VZ:ve

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project
Address: 2911 Oakendale Place

Project
Case No.: PDR 1828095

If project comments are not received by the due date, it will be assumed that your department has no comments.

NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.

COMMENTS:

This office **DOES NOT** have any comment.

This office **HAS** the following comments/conditions. (See attached Dept. Master List)

Date: 1-28-19

Print Name: Katherine Williams

Title: Arborist Technician Dept. Forestry/Maintenance Services Tel.: x3402

a. ADDITIONAL COMMENTS:

1.

Summary:

Forestry can support the proposed design on the condition that construction monitoring and other general tree protection measures are performed throughout construction.

Project Background:

The subject property is located in the Glendale neighborhood of Verdugo City. This residential area is fairly wooded and includes many protected coast live oak trees, which provide the community significant character, benefits, and value.

Forestry has reviewed the July 3, 2018 Indigenous Tree Report and the January 7, 2019 Addendum to the Indigenous Tree Report prepared by project arborist Arsen Margossian; performed a site inspection; and discussed project impacts on site with the project owner and project arborist.

All oaks are proposed for preservation.

The proposed construction includes an addition to the existing residence and the demolition of the existing driveway. The ITR shows that only (1) on site oak tree and (1) off site oak tree will experience impact due to this construction.

Potential Impact to Protected Trees Adjacent to Construction:

Impact to on site oak tree #1 appears minimal. Demolition of the driveway should be performed by hand in order to preserve roots in this area.

Impact to off-site oak tree #2 appears potentially moderate. The foundation of the new addition appears to be located less than 10' from the large double trunk of this tree. The cumulative DBH of this tree is 47". Industry standard for the potential appropriate distance for root impact is 3-5 times the DBH of the tree. In this case, the recommended distance to root impact is approximately 12 to 20 feet from the base of the tree. Significant root severance may occur along the new footprint of the addition's foundation.

Other site changes, including the removal of the adjacent driveway, may benefit this tree by opening the soil space and increasing water and gas exchange in the critical root zone. This tree has also adapted to the hardscape and structures around it and due to its condition and vigor may continue to be tolerant of the site changes.

At Forestry's request, the January 7, 2019 Addendum to the Indigenous Tree Report was prepared to further examine potential impacts to off-site oak tree #2.

The Addendum documents root observations from an exploratory trench that was excavated along the proposed foundation location adjacent to off-site oak tree #2. Forestry requested that the trench be excavated to the depth and location required by construction to install the proposed foundation. The intent of the exploratory trench is to reveal major roots in this area that would require severance by the proposed construction.

The Addendum found a collection of roots smaller than 1" in diameter and one root that was approximately 2" in diameter. From these observations, the project arborist determined that the root impact in this location will not adversely impact the health or condition of off-site oak tree #2.

Conclusion:

Forestry can support the proposed design with the following conditions:

1. The Arborist of Record will be retained throughout construction to monitor the condition of the indigenous tree on the property and observe root impacts during construction.
2. Forestry will issue an Indigenous Tree Protection Guideline sheet as part of our approval of the project. The guidelines on this sheet will be adhered throughout construction.
3. An Indigenous Tree Permit will be required.

b. CASE SPECIFIC CODE REQUIREMENTS: (these are not standard code requirements)

- 1.

c. SUGGESTED CONDITIONS: (may or may not be adopted by the Hearing Officer)

- 1.