



May 28, 2019

Tony Nasar
8615 Keokuk Avenue
Winnetka, CA 91306

**RE: 3723 La Crescenta Avenue
Design Review PDR1905381**

Dear Mr. Nasar:

On May 28, 2019, 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 proposing to construct a 787 square-foot addition to the front and side of an existing 1,413 square-foot, one-story house with a detached two-car garage. The house, built in 1942, is located on a 12,350 square-foot lot, zoned R1 (Residential) Zone, Floor Area Ratio District II at **3723 La Crescenta Avenue**.

CONDITIONS OF APPROVAL:

1. Extend the shingle siding and wood header to the southeast corner of the addition to better integrate with the existing design.
2. Provide a vertical section drawing of a typical new window and opening, indicating the window will be recessed within the opening.
3. Provide sills below all window openings at the addition to match those found at existing openings. New windows shall have external grids to match the existing windows. Revise elevations and vertical section appropriately.
4. Provide the locations of the air conditioning unit, trash storage, and downspouts on the drawings for staff review and approval.
5. Provide a single hung master bedroom window (instead of a sliding window) to match the existing front bedroom window.
6. Provide appropriate landscaping at the base of the house facing La Crescenta.

CONSIDERATION:

1. Provide a small window on the west elevation of the addition at the master bedroom.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

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 building footprint will remain in the same location with the new addition at the front and side of the house, which will be in line with the front of the existing house and consistent with the surrounding neighborhood.

- The driveway, garage, fences, and front walkway will remain in the same location maintaining the existing trees and landscaping.

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 new front facing gable will not be taller than the existing roof and is in keeping with the house's other gable roof forms.
- The house forms are appropriately proportioned and fit in with the existing design.
- The character defining features of the existing modest, residence, including the siding and front porch are maintained and incorporated into the proposed project.

Building 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 new vinyl windows with wood frames, cedar siding, and composition roof will match the existing colors and materials is in keeping with the neighborhood character.
- The new master bedroom window will be changed to single or double hung, or casement to match the existing front bedroom window.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

1. Staff received comments from the Montrose/Verdugo City/Sparr Height Neighborhood Association requesting that the design details be reconsidered and the integration of the facades be revised to have a more coordinated appearance and from a neighbor requesting that appropriate building materials and increased fenestration and a window at the addition façade. Renderings and drawings do not always convey a sense of scale and the proposed rendering poorly displayed the existing and proposed siding. The intent, which is indicated in the elevation drawings, is to provide materials to match the existing wood shingle siding in color, dimensions and exposure. A condition is added that the shingles and wood header be extended across the entire west façade of the addition to better integrate with the existing design. The North Elevation incorrectly shows existing stucco on the bay window, where wood exists. Since stucco exists on the north elevation, we are not requiring changes. Because of the layout of the new addition, the new windows are located on the south elevation and are visible from the street, but not when viewed head-on. Staff is recommending that the applicant consider the addition of a small window on the west elevation of the addition.

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, Kathy Duarte, at 818-937-8163 or via email at KDuarte@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 Planning Commission 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 **June 12, 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

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

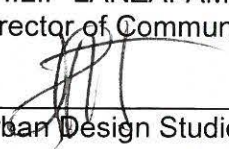
The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner, Kathy Duarte, who acted on this case. This would include clarification and verification of condition compliance and plans or building permit applications, etc., and 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, Kathy Duarte, for stamp and signature prior to submitting for Building plan check. Please contact Kathy Duarte directly at 818-937-8163 or via email at KDuarte@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff

JP:KWD

Cc: Tim and Megan Oppelt, 3723 La Crescenta Ave., Glendale, 91208