



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

July 25, 2019

William Spencer
2300 E. Delmar Blvd. Unit #111
Pasadena, CA 91107

**RE: 536 Solway Street
ADMINISTRATIVE DESIGN REVIEW APPLICATION NO. PDRNRAF1902376**

Dear Mr. Solway:

On July 24, 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 for a two-story, 1,407 square-foot (SF) rear addition to an existing 1,016 SF two-story house built in 1930. The first floor addition is 736 SF and includes a new two-car, attached garage. The second floor addition is 671 SF. The subject lot is 5,350 SF and zoned R1R-II.

CONDITION OF APPROVAL:

Property owner shall obtain a Los Angeles County Flood Control District permit for the project or provide written documentation from them approving the project prior to obtaining a City of Glendale building permit.

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 building is being expanded toward the rear of the property, consistent with adjacent houses on Chevy Chase Drive and with other houses on Solway Street.
- The existing driveway location will be maintained and slightly extended toward the new attached garage at the rear of the property.
- The proposed landscaping is drought tolerant and appropriate to the building style.
- An Indigenous Tree Permit has been issued with conditions to ensure protection of the oak tree located on the adjacent property.
- The new fence to the right of the front façade is set back from the street and thus preserves the open front yard.

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

- The proposed two-story building mass provides an appropriate transition from the multi-family, two- and three-story buildings along Chevy Chase, to the one- and two-story single-family homes along Solway Street.
- The two-story addition is located behind the existing two-story house, which minimizes its appearance from the street.
- The rear portion of the two-story addition slightly projects toward the interior property line, which breaks up the massing. The addition is partially screened by an existing second floor projection.
- The second floor is set in from the first floor by three feet, further breaking up the massing.

- The architectural concept continues the existing Tudor Revival building massing and steep roof forms.

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

- Finish materials on the existing building will be refreshed by receiving new wood stain, stucco color coat, asphalt shingle roofing, and wood windows to match the existing (including wood frame and sill). The existing wood siding at the rear of the house will be replaced with stucco to match the rest of the house. Finish materials on the addition will match the existing house.
- Finish materials are of a natural color scheme that is compatible with the architectural style and neighborhood.
- New windows are staggered with that of the adjacent property to maintain privacy.
- The new California style driveway features a decorative paving pattern.
- Trash bins are located out of public view.

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, Cassandra Pruett, at 818-937-8186 or via email at cpruett@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

Staff did not receive any public comments during the comment period.

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 **August 9, 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 p.m. to 5:00 p.m.

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.

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, **Cassandra Pruett**, 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, Cassandra Pruett, for DRB stamp and signature prior to submitting for Building plan check. Please contact Cassandra Pruett directly at 818-937-8186 or via email at cpruett@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Kristine Agardi, Urban Design Studio Staff

KA:cp

