



CITY OF GLENDALE, CALIFORNIA
Community Development
Planning

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glendaleca.gov

April 6, 2020

Mike Geragos
3501 Buena Vista Avenue
Glendale, CA 91208

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1925466
2752 SYCAMORE AVENUE**

Dear Mr. Geragos,

On April 3, 2020, 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 construct a 10 square foot front entry addition, a 307 square foot ground level rear addition and a 422 upper level rear addition to an existing two story, 1,515 square foot, single-family residence (constructed in 1951), with an existing attached two-car garage on a property approximately 5,610 square foot lot, located in the R1 (FAR District II) Zone, located at **2752 Sycamore Avenue**.

CONDITION(S) OF APPROVAL:

1. That prior to building plan check submittal, the materials and design of the posts, fascia, railings and roofing materials at the front entry and rear balcony cover shall be specified for staff review and approval.
2. That prior to plan check submittal, a window section shall be provided to staff demonstrating the recessed placement into the wall.
3. That prior issuance of a building permit the applicant shall obtain approval of an indigenous tree permit from the Public Works – Maintenance Services Division.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning – The proposed site planning is appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The proposed project will be sited at the rear yard and will not change the street front setback pattern of the neighborhood on Sycamore Avenue.
- The addition maintaining the existing setback from the adjoining property and will not significantly alter the relationship between the two houses.
- As conditioned, the project will mitigate potential negative effects to the existing five oak trees.

Mass and Scale – The proposed massing and scale are appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The mass of the addition is diminished from the street because the expanded areas will be located at the rear and side yards. Additionally, the rear first and second level additions will be designed with a flat roof which are set lower than the building's existing pitched roof. The overall height of the dwelling will not be increased.
- The overall massing of the project will be compatible with the adjacent dwellings in terms of mass and scale because the sloping site allows the new second floor mass to extend directly behind the one story volume of the existing house.
- The form of the addition relates well with the overall building concept and surrounding context of the neighborhood.

Building Design and Detailing – The proposed design and detailing are appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The project incorporates design details that are complementary to the existing style of the single-family dwelling, such as a stucco, horizontal siding, asphalt shingles, and a brick base band.
- The new recessed single-hung windows at the addition will complement the existing style, placement, operation and pattern of the exiting dwelling.

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, Dennis Joe, at 818-937-8157 or via email at djoe@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/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 21, 2020** 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.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

Staff did not receive any community input during the comment period regarding this application.

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, **Dennis Joe**, 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, Dennis Joe, for stamp and signature prior to submitting for Building plan check. Please contact Dennis Joe directly at 818-937-8157 or via email at djoe@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff

EK:DJ