



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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glendaleca.gov

February 1, 2024

David Law
c/o Law Design Group
1500 W. Alhambra Road, Suite 6
Alhambra, CA 91801

**RE: Design Review Case No. PADR-000989-2023
1614 Don Carlos Avenue, Glendale CA 91208**

Dear Applicant:

On February 1, 2024 the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your design review application proposing to construct a 500 square-foot family room addition at the rear, main level of the existing house and add a new 472 square-foot bedroom suite at the rear, lower level (approximately feet below existing grade) of the existing 2,085 square-foot, two-story single-family house (built in 1926) with an existing 828 square-foot detached garage. Also, the existing raised wood deck attached to the rear of the house will be removed and a new approximately 180 square-foot deck is proposed at the main of the house. The subject site is a 13,875 square-foot lot located in the R1-I (Low Density Residential, Floor Area Ratio District I) zone.

CONDITIONS OF APPROVAL

After a review of the plans, exhibits and consideration of community input, the Director of Community Development has placed the following condition of approval on this project:

Conditions:

1. Submit window sections depicting a typical opening, recessed within the opening with a wood frame and sill underneath.
2. Ensure that all gutters and downspouts are appropriately located on the building, painted to match the adjacent wall color.
3. Show light fixtures on the addition that complements and matches the existing Tudor style of the house. And provide a cutsheet of the light fixture for staff review and approval.

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 site plan remains relatively unchanged. The existing raised wood deck at the rear of the house will be removed and a new 500 square-foot addition at the home's main level,

a new 472 square-foot master bedroom suite at the lower level and a 138 square-foot outdoor terrace are all proposed at the rear of the existing house.

- The new addition will be setback approximately 14 feet from the west interior property line and approximately 16 feet from the east interior property. The new addition at the rear will not be visible from the street. Overall, the proposed setbacks are appropriate to the site and the neighborhood.
- The existing garage is and will remain located towards the rear of the lot and accessed from the existing driveway on the east side of the property, appropriate to the site and the neighborhood.
- A new 138 square-foot outdoor raised deck is proposed at the rear of the house at the main (upper) level of the house, overlooking the backyard. The new raised deck is appropriately located on the site and respects the privacy of adjacent residential development.

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:

- Overall, the mass, height, proportions, and architectural concept of the project are consistent with the existing residence.
- The mass and scale of the family room addition at the main (upper) level and the new master suite addition at the lower level are compatible with those of adjoining and nearby properties in the neighborhood. The additions are proposed at the rear of the house, not visible from the street.
- The existing house is and will remain two stories. The mass and scale of the addition appropriately relate to the existing house and surrounding context. The height of the addition will be approximately 16 feet, significantly lower than the existing overall building height of approximately 25 feet.
- The addition will provide appropriate setbacks from the east and west interior property lines of 14'-9" and 16'-10" at the side façades to avoid an overbearing presence toward the neighbors and provide a visual indication that it is an addition to the original house.
- The addition features a flat roof design and a 14-foot by 7-foot skylight in the middle. The roof reinforces the design concept appropriate to the existing house and the neighborhood.
- The proportions of the addition are modest and do not have a monumental appearance. As previously mentioned, the addition to the house is located at the rear of the existing house and will not be visible from the street. The height of the addition is significantly lower than the existing roof, and the sides of the addition are setback further than the existing building wall on the east and west sides. Overall, the facades are appropriately articulated through setbacks, stepping back the addition from the sides, breaks in plane, roof forms, balcony, use of fenestration, and architectural details. The building's proper use of design elements appropriately complements and integrates with the existing house and the neighborhood.

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:

- Overall, the addition's design and detailing are compatible with the English Tudor style of the house through the use of architectural treatments, materials, windows, and color to match existing.
- The aluminum clad wood framed windows for the addition are similar to existing. Their operation will be casement, nail-in frame, and they will be recessed within the opening with a wood frame and sill underneath. The existing windows on the rest of the house will remain unchanged. A condition is included to provide window sections depicting a typical opening.
- The exterior finish of the addition consists of smooth plaster painted similar to a sand color, appropriately matching the new paint color on the house.
- The new 138 square-foot outdoor raised deck located at the rear of the house would not compromise the privacy of adjacent residences.

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, Milca Toledo, at 818-937-8181 or via email at Mitoledo@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 to the City Council 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 plans 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 Building and Safety Division upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **February 15, 2024**, in the Building and Safety Division, 633 E. Broadway, Room 101.

APPEAL FORMS available on-line:

<http://www.ci.glendale.ca.us/planning/SubmittingProject.asp>

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, Milca Toledo, 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, Milca Toledo, for stamp and signature prior to submitting for Building plan check. Please contact Milca Toledo directly at 818-937-8181 or via email at mitoledo@glendaleca.gov.

Sincerely,

BRADLEY CALVERT
Director of Community Development


Urban Design Studio Staff
BC:JP:MLT