



**August 7, 2014**

**Applicant:**

Mohammad Diab  
715 S. Glenoaks Blvd.  
Burbank, CA 91502

**RE: ADMINISTRATIVE DESIGN REVIEW  
CASE NO. PDR 1408564  
1123 Spazier Ave.**

Dear Mr. Diab,

On August 7, 2014, 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 351 square foot addition to the 756 square foot house on the property in the R2250 (Medium Density Residential) Zone, located at **1123 Spazier Avenue**.

**SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION**

**Site Planning** –The proposed addition will not dramatically change the site plan and appears consistent with the character of the neighborhood and the intent of the Design Guidelines.

**Mass and Scale** –The proposed addition will continue the existing height, maintain the overall roof form and preserve the façade proportions of the existing house. It will therefore be consistent with the existing building, the neighborhood and the City's Design Guidelines.

**Building Design and Detailing** – The proposed design and detailing will maintain the traditional style of the home when viewed from the street by using horizontal siding, using similar window details and retaining a front porch. The overall appearance is consistent with the existing architecture. The proposed addition complements the existing house and the neighborhood and will be consistent with the intent of the Design Guidelines.

**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, Jeff Hamilton, at 818-937-8157 or via email at [jhamilton@glendaleca.gov](mailto:jhamilton@glendaleca.gov).**

**PROJECT ANALYSIS**

**PROJECT DESCRIPTION:** The applicant is proposing a 351 square-foot single-story addition on the front of the existing 756 square-foot house. The addition enlarges the living room and the front bedroom. A new covered porch will be centered on the front of the house. The house addition will be compatible with the existing architecture. Horizontal siding will be used on the addition at the front and side and will also continue part-way back the north-easterly side of the home. A two-story structure is behind the house with a guest house above the garage.

## CONTEXT

**GENERAL PLAN:** Land Use Element: Medium Density Residential. The project complies with the intent of the General Plan Land Use Element because it preserves and enhances existing housing.

**ZONE:** R-2250, Medium Density Residential

### ENVIRONMENTAL CONSTRAINTS:

- Indigenous Trees: None.
- Historic Preservation: The staff reviewed the existing house with the City's Historic Preservation Planner. The house does not meet the criteria for listing on any National, State, or Local Register for Historic Resources, and it is not considered a historic resource under the California Environmental Quality Act (CEQA).
- CEQA Status: Exempt.

### NEIGHBORING ZONES AND USES:

	Zoning	Existing Uses
North	R-2250	Multi-family dwellings
South	R-2250 and C2 I (Community Services Commercial)	Multi-family dwellings and commercial uses along Glenoaks Blvd.
East	R-2250 and C2 I	Multi-family dwellings and commercial uses along Glenoaks Blvd.
West	R-2250 and C2 I	Multi-family dwellings and commercial uses along Glenoaks Blvd.
Project Site	R-2250	Single Family Dwelling

### DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS

Comprehensive Design Guidelines were approved by the City Council for single-family developments on November 29, 2011. Design considerations discussed below analyze a project's overall site planning, its mass and scale, and its architectural design and detailing with a purpose to ensure that the development is of high quality, relates to its neighbors and enhances the overall built environment. The structures in this neighborhood are primarily apartments and condominiums with a few remaining single-family homes. Commercial structures, institutional uses such as churches and some residences are located to the south along Glenoaks Boulevard. Structures in the area range from one to three stories tall.

#### Comparison of Neighborhood Survey:

Of the 17 properties within 300 linear feet of the site, only three contain single-family homes. The figures below compare the subject site with those three properties.

	Average of Properties within 300 linear feet of subject property in the R2250 zone	Range of Properties within 300 linear feet of subject property in the R2250 zone	Subject Property Proposal
Lot size	6,446 sq. ft.	5,343 to 7,843 sq. ft.	7,784 sq. ft.
Setback	28 ft.	20 ft. to 40 ft.	20 ft.
House size	1,107 sq. ft.	952 to 1,200 sq. ft.	1,107 sq. ft.
Floor Area Ratio	0.58	0.51 to 0.67	0.14
Number of stories	All 3 homes are 1-story	1-story	1-story

**1. Site Planning** – The house is located on a pad that is generally flat. The 351 square-foot single-story addition is at the front on the south and east sides of the home. Approximately 51 percent of the site is landscaped with visible planting areas located in the street-front yard facing Spazier Avenue.

**Lot Coverage:** The proposed lot coverage will be 19 percent, which is less than the 50 percent Zoning Code lot coverage Code maximum for this zone.

**Landscaping:** Approximately 68 percent of the lot will be landscaped which exceeds the 25 percent minimum required. Existing landscaping between the house and driveway will be removed.

**Parking (Including driveways):** There are no changes to the garage and driveway.

**Site Walls:** No changes to the site walls.

**Privacy:** The single-story addition faces Spazier Avenue. A two-story apartment building is on the north side of the property. A duplex is on the south side with windows facing the project house. The existing living room on the project site has a window facing the duplex to the south. The addition will also have a window on that side approximately 7 feet closer to the property line. Overall, it does not appear that privacy issues will be changed with the proposed addition.

**2. Mass and Scale** – The 351 square-foot single-story addition's height, roofline, building mass and proportionality match the existing house. The new addition will have a cross-gable roof matching the angle and materials of the existing roof. The height of the house will not change. The proposed low-profile massing is compatible with the existing house and neighborhood and is consistent with the Design Guidelines.

**Building Height:** No change to the building height.

**Setbacks:** The front setback will change from a 25-foot minimum to 20 feet. The average setback will be 23 feet. The addition will be 5-feet from the northerly property line and 25-feet from the westerly property line. A 6-foot interior setback is required for the addition. The applicant has applied for and received an Administrative Exception to allow the addition to maintain the existing 5-foot setback.

**Floor Area Ratio:** The new floor area ratio will be 0.21 which is less than the maximum allowed 0.40 in the code.

**3. Design and Detailing** – The design and detailing of the 351 square-foot addition is consistent with the existing architecture. New asphalt shingles will be installed to match the existing roof materials. The existing wood siding will be removed and replaced with horizontal Hardie Plank siding on the front of the house and additions to the sides and under the gables on the front and sides of the house. The rest of the siding on the house will be removed and replaced with stucco. New double-hung windows will be installed in wood frames with sills on the front and sides of the addition. The existing windows on the rear and northerly sides of the house will not be changed. The new windows will enhance the appearance of the front façade by providing an appropriate balance between wall and window areas.

**Textures:** The proposed finishes and materials will provide a varied textural interest, which will include:

- Stucco – La Habra 780F-6 Dark Granite
- Wood Trim – Benjamin Moore 780F-5 Anonymous
- Roof – Grey composition shingle
- Vinyl Windows

**Quality of Materials:** The proposed finishes, materials and colors appear to be of a high quality and are appropriate to the existing architecture.

#### **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 **August 22, 2014** 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: <http://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, Jeff Hamilton, 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, Jeff Hamilton, for stamp and signature prior to submitting for Building plan check. Please contact Jeff Hamilton directly at 818-937-8157 or via email at [jhamilton@glendaleca.gov](mailto:jhamilton@glendaleca.gov)

Sincerely,

HASSAN HAGHANI  
Director of Community Development

  
Urban Design Studio Staff

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