

July 7, 2015

**APPLICANT:**

Mr. Robert J Jacknewitz  
2324 Hampton Avenue  
Saint Louis, MO 63139

**RE: ADMINISTRATIVE DESIGN REVIEW**

**Case No. PADR 1500588**

**3200 Foothill Boulevard, Glendale, CA 91214**

Dear Mr. Jacknewitz,

On July 7, 2015, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, Conditionally **APPROVED** your design review application to construct a one-story commercial building on the southwest corner of Foothill Boulevard and Pennsylvania Avenue and demolish an existing structure located towards the southern portion of the lot. The property is located in an CH (Commercial Hillside) Zone.

**STAFF RECOMMENDATION: APPROVAL with CONDITIONS**

**CONDITIONS OF APPROVAL:**

1. Provide five green screens instead of four.
2. Provide a 7 foot split-face concrete block wall along the south property line to avoid visibility from the parking lot toward adjacent residences.
3. Increase the height of the caps at the top of the stone pilasters at the northwest and northeast pavilions to match the height of the caps of the planter walls below. Specify concrete as the material for all pilaster and planter caps.
4. Increase the height of the stucco band course wrapping the rear half of the building to match that of the adjacent pilaster caps.
5. Specify painted wood for the decorative lintels above the window and door openings in the corner pavilions to match the painted wood fascia below the sloping roof areas.
6. The landscape planters at the perimeter of the parking lot shall be at least 5'-0" wide measured inside curb to inside curb.
7. Any parking lot lighting should be located away from the southern property line and should be shielded down and away from the residential neighbors to the south.
8. Signs shall be placed at the driveway exits that require traffic to make right turns only on Foothill Boulevard and Pennsylvania Avenue – subject to the approval of the Traffic and Transportation Division of the Public Works Department.

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

**Site Planning** – The project encompasses two parcels of land (3200 Foothill Boulevard, 14,810 sq. ft., and 3210 Foothill Boulevard, 9,580 sq. ft., for a total lot area of 24,390 sq. ft.). The site is a corner lot with frontage on Foothill Boulevard and Pennsylvania Avenue. The proposed building will be located at the front of the lot along Foothill Boulevard and will be

built over both parcels, effectively tying them together as one. The proposed structure is set back about 5 feet from the north property line (Foothill Boulevard), about 50 feet from the east property line (Pennsylvania Avenue), about 45 feet from the south property line (rear), and about 77 feet from the west property line. One of the parcels, 3210 Foothill Boulevard, has an existing 3,153 sq. ft. structure which will be demolished. Both parcels of land are located in the CH (Commercial Hillside) zone. The proposed commercial building will be one-story, 3,335 sq. ft., and have 31 parking spaces, including 2 disabled stalls which will be located on the southern portion of the lot. There will be 2 vehicular entrances; one on Foothill Boulevard, and another on Pennsylvania Avenue.

**Mass and Scale** – The proposed structure is a one-story building with a maximum height of 28'-1" at its highest point. The height is downplayed because of its architectural roof form, giving it a balanced feel rather than a boxy appearance. The building's horizontal emphasis and combination of pitched and flat roofs make it compatible with the surrounding commercial buildings on Foothill Boulevard. The building will occupy the northern portion of the site, limiting its visual impact on the residential properties to the south.

**Building Design and Detailing** – The proposal features a simple design anchored by two pavilions at the east and west. The hipped roofs at the corners and stone veneer cladding give the modern design something of a traditional character. The veneer stone also recalls the native stone that is a characteristic feature of the neighborhood. The project's design and detailing are comprised of high quality materials (stone veneer, metal roofing, stucco, steel awnings), neutral colors and contemporary details; such detailing and materials reinforce the overall project's design and will be internally consistent throughout the building. As conditioned and executed, the architecture and design of this new project will create a focal point along the intersection of Foothill Boulevard and Pennsylvania Avenue.

**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, Brad Collin, at 818-548-3210 or via email at bcollin@glendaleca.gov.**

**PROJECT ANALYSIS**

**GENERAL PLAN:** Land Use Element: Commercial Hillside. The project complies with the intent of the General Plan and Land Use Element.

**ZONE:** Commercial Hillside – CH

**ENVIRONMENTAL CONSTRAINTS:** None. CEQA Status: Exempt. Project is exempt from CEQA review pursuant to State CEQA Guidelines Section 15301, Class 3 – Small Structures.

**NEIGHBORING ZONES AND USES:**

	Zoning	Existing Uses
North	CH	2-story commercial building
South	R3050	1-story multi-family residential
East	N/A (L.A. County)	1-story commercial
West	CH	1-story commercial building (restaurant)
Project Site	CH	1-story commercial building

## **DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS**

The North Glendale Plan is intended to shape positive community change and foster sustainable land use patterns, while balancing the unique character of the community with citywide policies and regional initiatives. The Comprehensive Design Guidelines provide design direction to architects, designers and the Design Review Boards for specific building types, such as commercial buildings. Design considerations discussed below analyze the 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.

## **SITE PLANNING**

The applicant is proposing to build a new 3,335 sq. ft. commercial bank on a 24,390 sq. ft. lot, addressed at 3200 Foothill Boulevard. An existing structure located on 3210 Foothill Boulevard will be demolished. A 5 ½ foot tall wall is proposed to separate the residential properties adjoining the south portion of the lot with the subject lot, which is the minimum height required by the zoning ordinance. The site will have a total of 31 parking spaces and meet all landscaping requirements. There will be two vehicle entry points; one on the north side, Foothill Boulevard, and another on the east side, Pennsylvania Avenue. Seven Lophostemon Confertus trees (with a potential height of 45' with a possible canopy of 25') will be planted along the wall adjacent to the residential zoned properties. The planters towards the east side of the site provide a buffer between the parking lot and the sidewalk. Two pedestrian entrances will be located on the site; one facing the west portion of the parking lot, and another adjoining Foothill Boulevard. The site planning is consistent with the intent of the Design Guidelines and is compatible with the placement of other commercial buildings along Foothill Boulevard and Pennsylvania Avenue.

**Building Location:** The subject building is set back about 5 feet from the north property line (Foothill Boulevard), about 50 feet from the east property line (Pennsylvania Avenue), about 45 feet from the south property line (rear), and about 77 feet from the west property line.

**Usable Open Space:** Not applicable.

**Access and Parking:** The new parking lot will have vehicular access from Foothill Boulevard and Pennsylvania Avenue. There will be a total of 31 parking spaces, 20 of them located on the southern portion of the site, 8 of them located on the western portion, and 3 of them on the eastern portion. Planters will be located near both driveways, leading into the parking lot. A total of 12 parking spaces are required, per Title 30.31.050 which states, 4 spaces per 1,000 feet of financial customer service area, plus 2.7 spaces per 1,000 square feet of office floor area. The subject site meets parking standards. While the parking spaces on the southern portion will face the residential properties, a block wall and code compliant landscaping planters and trees will provide a buffer. All spaces will measure 9'-0" x 18'-0" (with the exception of two spaces); and will have a 24-foot backup.

**Landscaping:** Approximately 8,050 sq. ft. of the project site will be landscaped. The landscaping consists of planters along the building's edges and throughout the site. There are a total of seven Lophostemon Confertus trees (with a potential height of 45' with a possible canopy of 25') along the back portion of the parking lot, separating the

bank from the residential neighbors. As conditioned, five green screens will be located at the rear of the building, facing Pennsylvania Avenue.

**Walls:** A 5 ½ foot high concrete wall is proposed to separate the subject property from residentially zoned neighbors to the south of the site. A condition is added to increase the height of this wall to seven feet to ensure there is no line of visibility between the parking lot and the adjoining residences. The wall shall also be built of split-face concrete block.

**Screening:** There will be no rooftop mechanical equipment.

### **MASS AND SCALE**

The proposed building will be one-story, with a height of 28'-1", which complies with current code standards being below the maximum allowable height of 35 feet. The proposed building is compatible with the adjacent building heights, rooflines, and massing and scale. The architectural roof form provides an appropriate transition at the intersection of Foothill Boulevard and Pennsylvania Avenue.

**Relate Buildings to Existing Context:** The building's horizontal emphasis and combination of pitched and flat roofs make it compatible with the surrounding commercial buildings on Foothill Boulevard. The building will occupy the northern portion of the site, limiting its visual impact on the residential properties to the south. The adjoining commercial building, located west of the subject lot is also a one-story building.

**Scale and Proportion/Monumentality:** The height is downplayed because of its architectural roof form, giving it a balanced feel. The rectangular window pattern wrapped along the building provides a horizontal emphasis. The "red/yellow" design element creates a transition from the roof to the windows. Furthermore, the existing context around the busy vehicular intersection is similar, or even larger in scale and proportion to the proposed structure, allowing it to be a compatible element in its surroundings.

**Roof Forms:** The proposed roof is flat with two pyramidal structures on the north corners, which help de-emphasize the building's mass. The "cap" separating the bottom portion of the roof and the rest of the building creates an appropriate transition, though its proportions should be modified as a condition of this approval. The building's pyramidal roof structures are one of the main focal points of the project.

### **DESIGN AND DETAILING**

The proposal features a simple design anchored by two pavilions at the east and west. The hipped, pyramidal roofs at the corners and stone veneer cladding give the modern design something of a traditional character. The veneer stone also recalls the native stone that is a characteristic feature of the neighborhood. The design would be improved if the proportions of the band course and window lintels were revised per the condition applied to this approval.

The project's design and detailing are comprised of high quality materials (stone veneer river rock, metal roofing, stucco, steel awnings), neutral colors and contemporary details; such detailing and materials reinforce the overall project design and will be internally consistent throughout the building.

As conditioned and executed, the architecture and design of this new project will create a focal point along the intersection of Foothill Boulevard and Pennsylvania Avenue.

**Entryways:** The proposed structure includes two entryways beneath the northwest pyramidal roof; one street entrance from Foothill Boulevard, and another entryway from the west side of the parking lot. The entries have been designed to provide a sense of arrival to the structure and to add visual interest while promoting pedestrian activity, as encouraged by the Design Guidelines.

**Windows:** New commercial storefronts with rectangular windows are proposed along three sides of the building. The rear wall will feature green screens. The fixed frames will be aluminum. The design of the windows coordinates with the architectural design of the proposed building.

**Finish Materials:**

- Roof: "Berridge" Raised Seam Metal Roofing
- Siding: Stucco Plaster – Sand Finish
- Windows and Doors: Aluminum-framed storefront window and doors
- "Eldorado" River Rock Veneer

**Color:** The exterior of the building will consist of beige stucco, punctuated by the aluminum-framed windows and doors, stone veneer, metal roofing, and offset by the "red/yellow" design element. The streamlined, neutral palette is appropriate for the contemporary building and neighborhood context.

**Lighting:** While the plans do not indicate any parking lot lighting, a condition has been added to require any proposed lighting away from the southern property line and to focus any lighting down and shield it away from the adjacent residential properties to the south.

**Paving Materials:** Paving materials for new walkways around the building are not specified.

**RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD**

1. **The parking lot at the rear of the lot, adjacent to the residential zone, would reduce the privacy of the neighbors to the south. The required property line wall should be increased in height to protect the privacy of the residential neighbors.**

Based on staff's evaluation of the existing site and the residential neighbors south of the subject site, raising the property line wall from 5 ½ feet high to seven feet should increase the privacy level of the residential neighbors south of the subject site. A condition of approval has been added to require the wall height to be increased to seven feet. In addition, there will be several trees planted along the southern boundary which will provide a natural screen and help buffer the transition for the residential neighbors.

2. **Parking lot lighting should be either shielded and directed away from the residential properties to the south or located away from the southern property line, adjacent to the residential properties.**

A condition of approval has been added requiring any parking lot lighting to be located away from the south property line and be directed away and shielded from the residential properties to the south.

**3. In order to promote safety, Customers of the bank should make right turns only out of the subject parking lot.**

A condition of approval has been added requiring a sign being installed directing customers of the bank to make a right turn only out of the parking lot. This has been discussed with the City's Traffic and Transportation staff in the Public Works Department and they agree the signs would help to mitigate traffic issues.

**4. A question was raised about the necessity of a traffic study.**

The proposed bank was reviewed by the City's Traffic and Transportation staff from the Public Works Department. It was determined that due to the size of the bank and its peak hour traffic volume; a traffic study would not be required.

**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 **July 22, 2015**, in the Building and Safety Division, 633 E. Broadway, Room 101.

***APPEAL FORMS available on-line:***  
**<http://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**

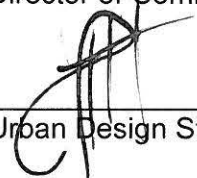
The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner, Bradley Collin, who acted on this case. This would include clarification and verification of condition compliance and plans or building permit applications, etc., 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, Bradley Collin, for stamp and signature prior to submitting for Building plan check. Please contact Bradley Collin directly at 818-548-3210 or via email at [bcollin@glendaleca.gov](mailto:bcollin@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development



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Urban Design Studio Staff

PL:JP:BC