



March 2, 2017

Mr. Johnson Chow
915 Marview Ave.
Los Angeles, CA 90012

**RE: 504 GRISWOLD STREET
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1620712**

Dear Mr. Chow:

On March 2, 2017, 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 new two-story dwelling unit with an attached two-car garage to the rear of the existing single-story dwelling unit on the 7,997 square-foot lot in the R-3050 – Moderate Density Residential Zone located at 504 Griswold Street. The front dwelling unit will be modified by reducing the size of a bedroom to allow for the required driveway width. A new two-car detached garage is also proposed to be constructed between the two dwelling units to serve the front dwelling unit.

CONDITIONS OF APPROVAL:

1. All windows to be recessed within their openings. A vertical section shall be provided depicting a typical window opening including head and sill for review and approval.
2. The first floor windows at the new building shall have sill heights in keeping with the second floor and front house.
3. Revised plans shall be provided showing gutters and downspouts for staff review and approval.
4. Revised plans shall be provided showing the use of decorative and permeable paving materials for staff review and approval.
5. The common outdoor space shall contain outdoor seating.

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 new dwelling unit will be located in the rear portion of the lot and the garages located between the front and rear units. The front dwelling unit will remain in its location and will not impact the established street scape.
- The proposal will provide for a functional common and landscaped outdoor space located between the garages of each unit and equally and easily accessible to both units. A condition is added to provide required seating in this area.
- The proposed garages will be located to the rear of the front dwelling unit and recessed from the driveway which will screen the garage openings from the street. Also, the garage doors will not be facing the street.

- The existing driveway leading the garages in the mid portion of the lot will be maintained and will not alter the existing curb cuts or streetscape.
- The proposed landscape plan specifies new drought-tolerant landscaping around most of the perimeter of the lot and also for the front yard and areas internal to the lot. The existing parkway trees will be maintained.
- There are existing 6-ft. high block walls along the perimeter of the lot, except in the front yard where they are not permitted. These walls should provide privacy between the subject property and the neighboring development.
- The mechanical equipment for the new dwelling unit will be located on the ground and screened by the building and attached garage.
- The gutters, downspouts are not identified on the drawings. A condition of approval is added to require revised drawings showing gutters and downspouts for staff review and approval.
- Lighting fixtures are specified on the plans to illuminate building access locations and balcony.

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

- The proposed project is located in a moderate density residential zone with predominantly one- and two-story multi-family residential development. The proposed two-story dwelling unit and the existing dwelling unit on the lot will be comparable in mass and scale to the development abutting the site and will be more modest compared to the larger scale buildings nearby.
- The massing of the development will be divided into three buildings, i.e., the front dwelling unit, the detached garage and the rear dwelling unit with attached garage, thereby reducing from the overall mass. Also, the front dwelling unit will remain single-story and will relate to the development pattern of the abutting single-story buildings and the single-story buildings across the street from the site.
- The new two-story dwelling unit with attached garage will have an articulated building mass resulting from attaching the lower-profile garage space to the taller two-level habitable portion of the building.
- The front dwelling unit will maintain the existing gabled-roof. The new detached garage and new dwelling unit with attached garage will have hipped-roofs. All roofs appear to be appropriately integrated into the overall design.

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

- Exterior building materials are used consistently on both dwelling units and garages. They consist of tan-painted wood siding, white-painted wood trim, brown colored roofing compositions shingles and white-framed vinyl windows.
- The balcony on the proposed rear unit will have redwood railing.
- Entrances and windows will be the dominant elements visible from the street. Garage openings will be recessed and will not be facing the street.
- The proposed windows will be block frame, single-hung, white vinyl, with no grids and will be accentuated by wood sills and wood trim.
- The existing concrete driveway within the front portion of the lot will remain. The paving material of the newly-paved areas leading to the garages and walkways is not specified on the plans and a condition to require decorative and permeable paving materials is recommended, subject to staff review and approval.
- There is an existing 6-ft. high perimeter block wall and it is proposed to remain.

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, Chris Baghdikian, at 818-937-8182 or via email at cbaghdikian@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 **March 17, 2017** 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: 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, **Chris Baghdikian**, 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, Chris Baghdikian, for stamp and signature prior to submitting for Building plan check. Please contact Chris Baghdikian directly at 818-937-8182 or via email at cbaghdikian@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff

JP:cb