

May 3, 2017

Jordan Watrous  
1361 Allen Avenue  
Glendale, CA 91201

**RE: Design Review Case No. PDR 1705040  
1361 Allen Avenue, 91201**

Dear Mr. Watrous,

On May 3, 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 proposing an exterior remodel and front and rear additions to the existing one-story, 1,314 square-foot single-family Spanish Colonial Revival Style house constructed in 1925, demolition of the existing detached garage and construction of a new detached 441 square-foot, two-car garage at the rear of the 8,220 square-foot lot located at 1361 Allen Avenue in the R1 (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 a revised plan showing the overall height of the new garage at 12 feet in compliance with the Zoning Code.
2. Submit cut sheet(s) for proposed lighting that complements the home's Spanish architectural style.
3. That an appropriate designated trash storage area be shown on the site plan.
4. That an appropriate designated area for the mechanical equipment be shown on the site plan.

#### **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 revised building footprint will be larger than the original but remain consistent with the neighborhood pattern.
- The front setback of 25 feet will remain and is similarly aligned with adjacent homes located on either side of the subject property and is within the neighborhood average of 26 feet.
- The front 136 square-foot addition involves converting and enclosing the existing front entry and the patio on the left side of entry into habitable floor area. This modification is

appropriate to the house and the neighborhood because it does not alter the existing 25-foot setback and the building footprint at the front of the house. Further, the existing setback will remain consistent with the adjacent properties and the overall neighborhood streetscape.

- The new garage at the rear northwest corner of the property is appropriate to the site and consistent with the majority of properties in the neighborhood, which typically have a garage at the rear of the site.
- The existing driveway will remain. A new portion will be added that will provide the necessary access to the new garage location at the rear.
- The existing wing wall and gate on the left side of the house will remain.
- The existing five foot high perimeter block wall will remain and may be painted to complement the house as suggested by the Design Guidelines.

**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:

- The overall scale and proportions of the project are consistent with the original house and relate well to other homes in the neighborhood.
- The existing house will remain one-story in height, which is consistent with the majority of homes in the immediate area.
- The overall height of the building is and will remain 14'5". The new roof design at the front façade including the front entry is not overwhelming and will not exceed the existing building height. The remodel to the front façade highlights additional roofing, while not emphasizing mass and scale. The new roof at the front is well balanced and is appropriately scaled given the small scale of the existing house.
- The design is appropriately articulated, especially at the front. The exterior remodel relates to the existing house and the neighborhood through thoughtful articulation including beaks in the roof line and building wall, fenestration, an architectural trellis feature at the front patio, low pony walls and planters, all which enhance the design and contributes to the low scale nature of the house and the general 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:

- The proposed white color smooth stucco finish is appropriate and complements the dark accent color depicted on the windows, the trellis and the anodized copper finish for gutters/down spouts. In addition, the proposed color palette integrates well with other homes in the neighborhood, which are painted with neutral colors.
- The roof material includes 2-piece mission Spanish tile, which is appropriate to the Spanish style of the house and the neighborhood. The roof design is primarily flat with the exception of the remodeled front portion of the house, which includes a hip at the front entry and slopes on either side of the entry. This design approach integrates well with the existing house and appropriately articulates the front façade through breaks in the roof.

- While the front remodel will be different from the existing design and involve the removal of an interesting decorative parapet above the front entry, the proposed changes to the front of the house are consistent with the original style and with the character of the neighborhood.

**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](mailto: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 **May 18, 2017**, in the Building and Safety Division, 633 E. Broadway, Room 101.

#### **APPEAL FORMS available on-line:**

<http://www.ci.glendale.ca.us/planning/SubmittingAProject.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](mailto:mitoledo@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development

  
Urban Design Studio Staff  
PL:JP:MLT