



August 16, 2017

Chris Salas
10652 Deering Avenue
Chatsworth, CA 91311

**RE: 4320 DUNSMORE AVENUE
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1707228**

Dear Mr. Salas:

On August 10, 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 add a one-story, 751 square-foot addition to an existing one-story, 1,660 square-foot single-family house, originally constructed in 1964, on a 17,715 square-foot flag lot in the R1 Zone, Floor Area District II, located at **4320 Dunsmore Avenue**. The proposal also includes construction of a new 586 square-foot attached two-car garage.

CONDITIONS OF APPROVAL:

1. That the applicant shall adhere to all of the recommendations identified in the Urban Forestry Department comments dated May 8, 2017.
2. That the applicant shall revise the drawings to provide a door schedule and details for the exterior doors and that the design shall be consistent with the style of the house.
3. That the trash storage area be identified on the plans and located out of public view.
4. That the elevation drawings be revised to identify downspouts and gutters for staff review and approval.

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 proposed 751 square-foot addition and new attached two-car garage modifies the original building footprint in an appropriate manner, and the project is appropriately sited towards the center of the lot. The proposal involves converting 490 square-feet of the existing attached two-car garage into a new master bedroom and bathroom, and adding 261 square-feet to the rear (southwest) and front (northeast) of the house, and constructing a new 586 square-foot attached garage. The subject property is a flag lot and the existing house and project proposal will not be visible from the street.
- The existing driveway width and materials will be maintained. The new two-car garage will be attached to the existing house, similar to the current development on-site. As it

relates to garage location, there is no predominant neighborhood pattern and the surrounding area features a mix of attached and detached garages.

- There are no significant alterations being proposed to the existing landscaping on the project site.
- The project site features two Coast Live Oak trees, in addition to three oak trees located on the adjacent property to the north for a total of five oak trees. Four of the oak trees are located along the driveway to the house, and there is one oak tree located to the southeast of the property that abuts the house. The Indigenous Tree Report, comments and mitigation measures from the City's Urban Forestry Department have been included with this report. A condition of approval requires that the applicant shall adhere to all of the recommendations made by the Urban Forestry Department in their comments dated May 8, 2017.

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

- The mass and proportions of the single-story addition and attached two-car garage are consistent with the existing house and surrounding neighborhood which features one-story, Traditional and Ranch-style homes.
- Currently, the overall height of the existing one-story house is 12'-9", and this will be maintained for the existing house and most of the addition. The overall height of the one-story house will increase 1'-3", for an overall height of 14'-0", for the portion of the addition that will include the new master bedroom and bathroom (southwest). The maximum height allowed in this zone is 25'-0" for a house with a pitched roof.
- The existing house features a gabled roof design with a 4:12 roof pitch throughout which will be maintained for most of the addition. At the northeast portion of the house, a portion of the existing roof and the roof of the new addition will feature a 2:12 pitch.

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

- Overall, the addition's design and detailing are appropriate and consistent with the existing style of the residence through the use of the same materials, windows, and colors.
- The existing entryway will remain unchanged as part of the proposal. A secondary access door at the front (northeast) elevation of the house will be added.
- The drawings do not provide details regarding the material and design of the new exterior doors, including the new garage doors. A condition of approval requires that the drawings be revised to provide a door schedule and details regarding the design of the new exterior doors and that they be consistent with the style of the house.
- The addition will feature a stucco finish to match the existing house in both color and texture. The existing stone chimney will be maintained in its existing condition.
- The new windows will be white vinyl with clear glass and will be a combination of sliders and fixed windows that are consistent with the style of the home. The new windows will be nail-in with a stucco edge detail. The house is located on a flag lot and is not visible from the street, as such, the window detailing is acceptable.
- The roof of the addition will be asphalt shingle to match the existing house.
- The gutters, downspouts, and location of the trash storage area are not identified on the plans. A condition of approval requires that the drawings be revised to identify these.

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, Vista Ezzati, at 818-937-8180 or via email at VEzzati@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

- 1. The new attached garage features a second smaller roll-up door at the back of the garage along the southerly elevation. The neighbor to the south of the subject property at 3543 Altura Avenue is concerned with safety and that with this second door, someone could potentially drive through the rear yard and onto their property which sits downhill on the adjacent lot below the subject property.**

An application for Design Review is analyzed in accordance with the standards outlined in both Chapter 30.47 of the Zoning Code, and the City's Comprehensive Design Guidelines which outline criteria for analyzing a project based on Site Planning, Mass and Scale, and Design and Detailing. Approval of an Administrative Design Review application does not constitute compliance with the Zoning Code, Building Code, or other applicable codes for various City Departments. Once a project receives design review approval, an application is made with the Building and Safety Department to go through the plan check process and obtain a building permit. Through the plan check process, projects are reviewed by all applicable City Departments for compliance with their codes, including Building and Safety. The neighbor's concern is related to safety and not directly related to the design of the project as outlined in the staff report in relation to the City's Comprehensive Design Guidelines. As such, staff cannot place a condition of approval on this project related to this concern. Although not a condition of approval for this Administrative Design Review decision, the applicant has informally agreed to provide a safety feature (i.e., a fence, or bollards) to address the adjacent neighbor's safety concerns.

- 2. There is a mature Oak Tree, identified as Tree #2, located along the driveway of the project site. The adjacent neighbor to the north requests that a condition of approval be added that requires only low scale construction vehicles be used to prevent damage to this tree.**

The project site features two Coast Live Oak trees, in addition to three Oak trees located on the adjacent property to the north. An Indigenous Tree Report was prepared for the project by the Arborist of Record, James Komen of "Class One Arboriculture, Inc.". In his recommendations related to Tree #2, the Arborist of Record indicates that the two methods that could reduce the likelihood of impact from construction vehicles are: (1) to require that construction personnel only use low-profile vehicles to reduce the likelihood of impacting the tree, and (2) to erect a tree protection fence along the north side of the driveway around the tree. The application was routed to the City's Urban Forestry Department and comments were received. As a condition of approval, the property owner will be required to adhere to all of the recommendations from the City's Urban Forestry Department comments, dated May 8, 2017, and attached to this decision letter. As detailed in the Urban Forestry Department comments, the property owner will be required to obtain an Indigenous Tree permit, which will also require that the owner comply with all of the recommendations made by their Arborist of Record, James Komen in the Indigenous Tree Report.

3. The adjacent neighbors to the north are concerned with noise during construction for all properties surrounding the project site.

The project is required to comply with the City's Noise Ordinance. A temporary periodic increase in ambient noise would occur during construction activities associated with the proposed project. Noise from the construction activities would be generated by vehicles and equipment involved during various stages of construction. The noise levels created by construction equipment will vary depending on factors such as the type of equipment used and the model, the mechanical/operational conditions of the equipment and the type of operation being performed.

Construction noise associated with the project will be required to comply with the City of Glendale Noise Ordinance (Municipal Code Chapter 8.36) which prohibits construction activities between the hours of 7:00 p.m. on one day and 7:00 a.m. of the next day or from 7:00 p.m. on Saturday to 7:00 a.m. on Monday or from 7:00 p.m. preceding a holiday to 7:00 a.m. following such holiday.

4. The adjacent neighbors to the north are concerned with the driveway width and emergency vehicle access to the property.

The project will be required to go through the plan check review process prior to the issuance of a building permit. The Fire Department is one of several City departments that will review the proposal for compliance with applicable regulations, including accessibility to the property/residence given the existing 15'-0" wide flag lot driveway.

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 **August 31, 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, **Vista Ezzati**, 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, Vista Ezzati, for stamp and signature prior to submitting for Building plan check. Please contact Vista Ezzati directly at 818-937-8180 or via email at VEzzati@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development


Urban Design Studio Staff

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