



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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January 28, 2021

Amir Kacem
29641 S Western Ave #405
Rancho Palos Verdes, CA 90275

**RE: ADMINISTRATIVE DESIGN REVIEW NO. PDR2016895
2169 East Chevy Chase Drive**

Dear Mr. Kacem,

On January 28, 2021, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED WITH CONDITIONS** your design review application proposing to construct a one-story, front and rear additions (532 square-foot combined) to an existing, one-story 1,177 square-foot single-family dwelling located on an approximately 7,847 square-foot lot in the R1R-II (Restricted Residential, Floor Area District II) Zone, at **2169 East Chevy Chase Drive**.

CONDITIONS OF APPROVAL:

1. Provide an overall landscape plan that includes a variety of drought tolerant plant material including shrubs and trees and specifically addresses areas adjacent to the proposed entryway, along the outside edge of driveway, at neighboring property line between the new addition and the garage, and at the face of the garage for aesthetics and addressing landscape guideline requirements.
2. Reduce the width of the entry walkway by adding landscaping adjacent to the house.
3. Remove the unpermitted, covered patio attached to the detached garage at the rear or reduce the size of the covered patio for staff approval prior to plan check submittal.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning – The proposed site planning is appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The proposed site planning is similar to adjacent and surrounding sites, which contain single-family buildings and detached garage buildings at the rear. The front and rear addition will enhance the existing single-family dwelling without significantly altering the site planning of the lot.
- The location of the proposed additions will meet the required setback requirements. The 199 square-foot addition will be located at the front of the existing residence, while the 333 square-foot addition will be at the rear. Even

though the new addition at the front does extend the building footprint closer to the street front property line along East Chevy Chase Drive, the new street front setback will still comply with the setback requirement for the zone. The prevailing southern and eastern interior setbacks will remain as-is.

- An unpermitted, covered patio is attached to the detached garage at the rear of the property. A condition of approval requires the applicant to either remove the covered patio or to reduce the size of the covered patio for staff approval prior to plan check submittal.
- While the percentage of required permanent landscaping provided on site meets the Code requirement, the proposed landscape design does not appear to provide adequate landscaping to maximize permeable surfaces on site. A condition of approval will require the applicant to provide an overall landscape plan that includes a variety of drought tolerant plant material including shrubs and trees and specifically addresses areas adjacent to the proposed entryway (which will require reducing the width of the proposed walkway adjacent to the house), along the outside edge of driveway, at the neighboring property line between the new addition and the garage, and at the face of the garage for aesthetics and addressing landscape guideline requirements.

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

- The overall massing of the project will be compatible with the adjacent dwellings in terms of scale and proportion. The proposed one-story additions will not alter the existing overall height (14-feet 2-inches) of the dwelling.
- The forms of the additions relate well with the overall building concept and surrounding context of the neighborhood. The massing of the house is broken up by changes in façade planes and the utilization of hipped roof forms to avoid an overbearing presence on the street or toward the immediate neighbors.
- The proposed additions are designed with hipped roof forms, which will mimic the existing roof forms of the single-family dwelling. The roof pitch at the front addition will match the 4:12 pitch of the existing building. However, the rear addition will have a slightly shallower pitch at 3.75:12. Overall, the roof designs at the addition are compatible with the building's design and will maintain the existing hierarchy of the roof forms and allow the existing roofline to remain legible.

Building Design and Detailing – The proposed design and detailing are appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The surrounding neighborhood features a mix of architectural styles. The proposed addition to the front and rear is compatible with the neighborhood context, as the addition does not propose substantial changes to the architectural style of the existing dwelling.
- The new entryway is well integrated into the design and is tucked in between two volumes that are almost symmetrical. A new front door with sidelight, new steps,

and a new column accent the entryway and provide an appropriate focal point for the single-family dwelling. A condition of approval will require the applicant to reduce the width of the entry walkway by adding landscaping adjacent to the house.

- The project will include new fiberglass windows with a combination of fixed, casement, hung and sliding operations for the entire dwelling, including the additions. The windows are complementary to the style of the existing dwelling and will be recessed with new wooden sills and trim. Overall, the proposed windows on the building are appropriate for the design of the building.
- Color and materials for the addition include grey asphalt roof shingles, light-colored stucco, and stone veneer applied at the base of the street facing portions of the dwelling. The proposed color and materials will be appropriate for the addition and minor façade change of the existing dwelling. Overall, the proposed color and materials will complement and match the simple style of the existing building.

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, Minjee Hahm, at via email at mhahm@glendaleca.gov.

RESPONSE TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

During the public comment period, staff received two emails of support regarding the project from nearby residents.

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 **February 12, 2021** via email at Zoning@glendaleca.gov.

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 online 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, **Minjee Hahm**, 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, **Minjee Hahm**, for stamp and signature prior to submitting for Building plan check. Please contact Minjee Hahm directly at via email at mhahm@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff
KA:MH