



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

633 E. Broadway, Suite 103
Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

October 13, 2022

Harut Nazaryan
1277 North Sierra Bonita Avenue
Pasadena, CA 91104

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 2209593
5105 FINEHILL AVENUE**

Dear Mr. Nazaryan,

On October 11, 2022, 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 1,237 square feet (SF) to an existing 1,280 SF, one-story, single-family residence (constructed in 1955) on a 9,269 SF corner lot, zoned R1 (Floor Area District II), located at **5105 Finehill Avenue**.

The project includes a 451 SF addition at the front of the house at the intersection of Finehill and Henrietta Avenues, a 768 SF addition at the side (north) façade that includes expansion of the garage to make it code compliant, and an 18 SF addition at the rear that is visible from Henrietta Avenue.

CONDITION:

1. Obtain an Indigenous Tree Ordinance (ITO) permit to incorporate mitigation and tree protection measures that are to the satisfaction of the City's Urban Forester to preserve the existing sycamore tree prior to any approval of a building permit.
2. Revise the submittal package to indicate that the number of window operation types will be limited, that all windows will be recessed into the wall and feature wood sills, and that detail drawings are provided to show what frame type (block or nail-in) will be used at new or existing window openings. The revisions must be reviewed and approved by Planning staff prior to issuance of a building permit.

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 additions are configured with code-compliant setbacks along the street front, street side and interior yards, and continue the setback patterns from Henrietta Avenue and Finehill Avenue.
- The project's additions will be primarily sited on flat portions on the lot. However, portions of the bedroom and garage additions at the north(side) facade require approximately 38 cubic yards of grading (all export) to allow the building to be set into the slope.
- New landscaping will be provided throughout the property with a variety of low- or very-low water use landscaping. Prior to approval of a building permit, an Indigenous Tree Ordinance (ITO)

permit is required to incorporate mitigation and tree protection measures that are to the satisfaction of the City's Urban Forester to preserve and protect the existing sycamore tree.

Mass and Scale – The proposed massing and scale are appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The entry courtyard at the front façade helps break up the overall mass by creating a separation between the front addition and the existing garage wing.
- Most of the proposed additions will be built on flat portions of the lot and will not significantly change the overall height or mass.
- The maximum height of the dwelling will be 15'- 5", which is compatible with the surrounding neighborhood context.

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 design of the additions is consistent with the existing character of the house and new cladding materials will help unify the existing and new portions of the house.
- The project includes a variety of quality materials at the street side and street front facade, such as, asphalt roofing shingles, El Dorado ledgerstone (stack stone) siding base, stucco and smooth cementitious lap siding at the gables.
- As conditioned, the new windows will be appropriate to the design of the house and their final design will be reviewed and approved by staff before issuance of a building permit.

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, Dennis Joe, at 818-937-8157 or via email at djoe@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 **October 26, 2022** 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.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

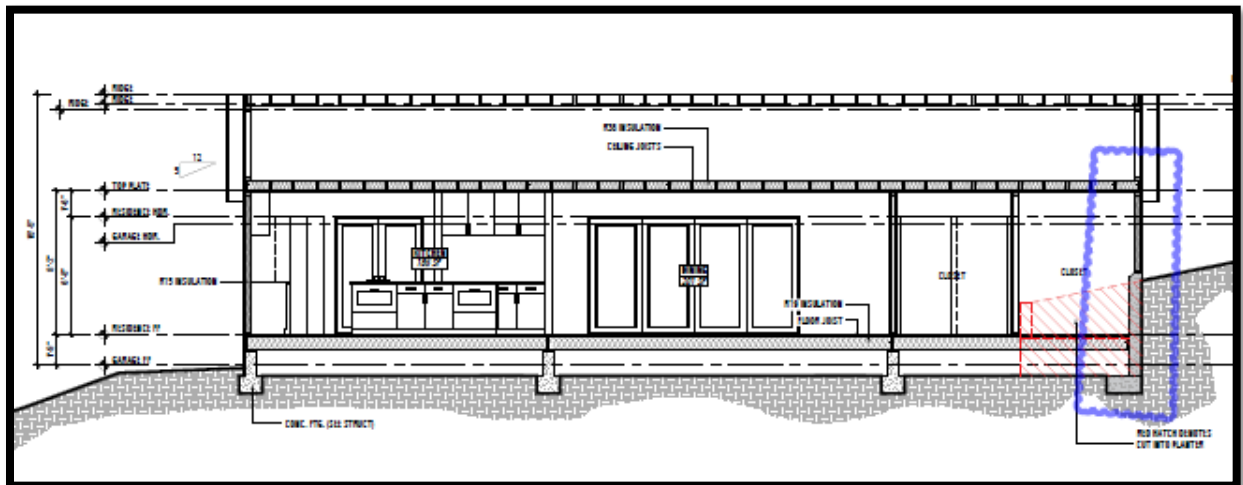
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RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

During the public comment period, staff received an email, which was in opposition to the project. Below is a summary of the key points from the comment letter, as well as staff's responses.

1. We are concerned with the 626 SF addition along the northerly interior property line along with 142 SF addition to the garage. According to what we talked about, the project is supposed to come 14 feet towards our property meaning that they will have to extensively cut into the hill. We are concerned with taking that much of the existing slope out, and it was stated there would be a walkway on that side of the house as well with no retaining wall being built.

The subject parcel is irregularly-shaped and has a subtle downward sloping topography that declines towards the south (Henrietta Avenue) and the east (Finehill Avenue). The existing house sits on an existing flat pad that was graded when the neighborhood was originally developed. Majority of the project will be primarily sited on the property's existing flat pad. However, minor grading (approximately 38 cubic yards) will occur at the northern interior yard to set the bedroom and garage additions into the existing slope and towards the north interior property line. As encouraged by the City's Hillside Design Guidelines, building locations for additions and new homes should be built into the upslope in order to set the building mass into the hillside and avoid an appearance of a monumental structure. The building wall of the addition will be set into the ground and retain approximately three to four feet of the hillside grade.



The purpose of the at-grade walkway on the dirt slope and at the northern yard is to provide general circulation around the house for maintenance or emergency egress. The applicant and

property indicated that the walkway can be removed and is not necessary for the project.

- 2. We are concerned with taking that much of the existing slope out, and it was stated there would be a walkway on that side of the house as well with no retaining wall being built. What is to keep that hill from slipping in heavy rain? In order for this scenario to be considered, a retaining wall must be built. Not only would we like to see a survey of the property line, but a geologic survey as well.**

As stated within Response #1 (above), the building wall of the addition will be set into the ground and will serve as the retaining wall for the slope.

The project site is not located within a landslide hazard zone or an area prone to liquefaction, as indicated by the City of Glendale General Plan Safety Element (August 2003). Moreover, in accordance with Chapter 13.42, Stormwater and Urban Runoff Pollution Prevention Control and Standard Urban Stormwater Mitigation Plan of the Glendale Municipal Code, a SUSMP (Standard Urban Stormwater Mitigation Plan) containing design features and BMPs to reduce post-construction pollutants in stormwater discharges would be required as part of the project and to be evaluated during the building permit plan check process.

The subject request is for approval of an Administrative Design Review application, which the intent of design review is to promote the general welfare of the community by achieving goals, such as, to protect the community from the adverse effects of poor design and to encourage good professional design practices. As state above, 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. Prior to commencement of construction activities, this project is required to submit to Building and Safety Division plan check.

- 3. The plans submitted weren't available until very recently on line as we kept checking for them.**

The architectural plans were posted on the City's website on September 14, 2022, and the website link to download the pending decision and drawings emailed directly to commenting party on September 21, 2022.

- 4. Finally, we are concerned that the close proximity that the houses are proposed to be will be a greater fire hazard to both houses if something were to happen. Therefore, if the side of 5105 is the actual retaining wall with no path way in between, this creates an even larger concern of a fire hazard.**

As is routine, the project had been internally routed to various City departments. The Fire Prevention Division did not express any concern about the proximity of the addition or circulation around property, as proposed with or without a path way adjacent to the addition.

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 **October 28, 2022** 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.

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, **Dennis Joe**, 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, Dennis Joe, for stamp and signature prior to submitting for Building plan check. Please contact Dennis Joe directly at 818-937-8157 or via email at djoe@glendaleca.gov.

Sincerely,

BRADLEY CALVERT
Director of Community Development



Urban Design Studio Staff

JP:dj