



CITY OF BURBANK  
COMMUNITY DEVELOPMENT DEPARTMENT

150 North Third Street, P.O. Box 6459, Burbank, California 91510-6459  
www.burbankca.gov

March 17, 2022

YOMAR DE LA VEGA  
19611 VICTORY BLVD.  
RESEDA, CA. 91335

**RE: Notice of Determination– Approved**  
**Project No. 21-0004449 (Single Family Special Development Permit)**  
**Located at 920 E Cedar Ave**

Dear Mr. De La Vega:

This letter is to notify you that the Community Development Director has approved your application for a Single Family Special Development Permit (Project No. 21-0004449) for a 706 square foot two-story addition to the side of existing single-story, single-family house. The design of the proposed addition is consistent with the architectural style of the existing house. The property is located in the R-1, Single Family Residential, zoning district. Enclosed is the approval with conditions.

Please be advised the decision of the Community Development Director will become final fifteen (15) days from your approval date (April 1, 2022), unless the decision is appealed to the Planning Board within these 15 days. Any appeal of the Director's decision must be submitted to the Planning Division with the applicable filing fee prior to the expiration of the fifteen (15) day appeal period, or by 5:00 p.m. on April 1, 2022. Please note, an appointment with the Project planner must be made for filing an appeal during the City's modified COVID-19 operations. If no appeal is filed, then you can submit to the Building Division for Building Plan Check review the first business day following the conclusion of the 15-day appeal period.

If you have any questions, please contact Joseph Pangilinan, Planning Technician, by email at [JPangilinan@burbankca.gov](mailto:JPangilinan@burbankca.gov).

Sincerely,

JOSEPH PANGILINAN  
Planning Technician  
Community Development Department

**Community Development Department Director's Decision**

**DATE:** March 17, 2022

**PROJECT TITLE:** Project No. 21-0004449 – Single Family Special Development Permit

**PROJECT ADDRESS:** 920 E Cedar Ave

**APPLICANT:** Yomar De La Vega

**PROJECT DESCRIPTION:** The proposed project is a 706 square foot two-story addition to the side of existing single-story, single-family house, and would connect the house to the existing detached three car garage. The design of the proposed addition is consistent with the architectural style of the existing house. The property is located in the R-1, Single Family Residential, zoning district.

**ZONING:** R-1                      **GENERAL PLAN:** Low Density Residential

**MUNICIPAL CODE CONFORMANCE:**

The project was reviewed by staff and determined to be conforming with the Burbank Municipal Code and the required neighborhood compatibility design guidelines. The proposed Floor Area Ratio (FAR) is 0.25, at 1,602 sq. ft. which is below the maximum permitted FAR of 0.4. The proposed lot coverage is 26.8%, also below the maximum allowable of 50%. The proposed first-story addition will be located at the rear house of the house, setback 7'-0" from west property line, which complies with the minimum 7'-0" side setback requirement or 10% of the 70'-0" lot width. The entire length of the second-story addition is stepped back from the first-story façade by 5'-0" and does not encroach into the 45-degree daylight plane, compliant with both the front and side second-story setback requirements. The overall building height is 17'-6" to the top plate and 24'-8" to top of roof, within the maximum allowed of 20'-0" to the top plate and 30'-0" to top of roof.

**ENVIRONMENTAL REVIEW:** This project has been determined to be exempt from the California Environmental Quality Act (CEQA) in accordance with Section 15301(e) of the State CEQA Guidelines pertaining to additions to an existing structure. The project qualifies for this exemption.

**DATE SIGN POSTED ON-SITE:** March 6, 2022

**DATE PUBLIC NOTICE MAILED:** February 17, 2022

**DATE OF DIRECTOR'S DECISION:** March 17, 2022

**END OF APPEAL PERIOD:** April 1, 2022

Joseph Pangilinan, Planning Technician  
Planning Division (818) 238-5250



Patrick Prescott  
Community Development Director

**SINGLE FAMILY SPECIAL DEVELOPMENT PERMIT – PERMIT NO. 21-0004449**  
**(920 E Cedar Ave – Yomar De La Vega, Applicant)**

**Findings for Granting a Single Family Special Development Permit**

The Community Development Director finds the proposed project satisfies the requisite findings contained in the Burbank Municipal Code Section 10-1-607(C) necessary for approval of the Single Family Special Development Permit, subject to the attached conditions of approval.

*1) The house conforms to all of the required standards of this Article unless an exception has been approved. The project complies with applicable standards set forth in the Burbank Municipal Code, including building setbacks, heights, floor-area ratio (FAR), and lot coverage for the house.*

- The average prevailing front yard setback for the project site is 21.8 feet. The proposed house complies with the minimum required front yard setback by providing a 31'6" front yard setback.
- The proposed first-story addition will be located in the rear house of the house along the eastern, which is setback 7'-0" from west property line, which complies with the minimum 7'-0" side setback requirement or 10% of the 70'-0" lot width.
- The entire length of the second-story addition is stepped back from the first-story façade by 5'-0" and does not intersect with the 45-degree daylight plane as measure from the eastern side property line, making the project compliant with both front and side second-story setback requirements.
- The top-of-roof height is 24'-8", within the maximum permitted height of 30' from adjacent natural grade. The maximum top-of-plate height is 17'-6", within the maximum permitted height of 20' as measured from adjacent natural grade.
- The proposed Floor Area Ratio (FAR) is 0.25, at 1,602 square feet total, within the maximum allowed 0.4 FAR for the property per BMC section 10-1-603(D). The proposed lot coverage is below the maximum of 50 percent at 26.8 percent.

*2) If the house has a FAR greater than .35, or is larger than 3,000 square feet, or involves an addition or remodel that requires a Permit (but the FAR remains less than .40 with the addition), the house has been reviewed against the Neighborhood Compatibility and the house complies with the City's Single Family Design Guidelines.*

The project has been reviewed for consistency with the applicable Design Guidelines. Enclosed is a completed Neighborhood Compatibility Review – Design Guidelines Checklist for the project. The architectural style of the existing house is Minimal Traditional. The Minimal Traditional Style is among the seven identified architectural styles within the City of Burbank Neighborhood Compatibility Review and Design Guidelines. The proposed two-story addition is consistent with the character defining features of the Minimal Traditional architectural style of the existing one-story house, and includes a gabled roof, exterior siding, and bay windows.

*3) Conditions are necessary for the purpose of satisfying the required findings, ensuring conformance with the Design Guidelines, mitigating environmental or other impacts of the project, and/or protecting the public health, safety, convenience, or welfare.*

Permit conditions have been placed upon the project to ensure compliance with the required findings throughout all phases of review and construction. Standard conditions have also been incorporated into this decision to address common construction impacts to protect the public health, safety, convenience, and welfare of the community.

**SINGLE FAMILY SPECIAL DEVELOPMENT PERMIT – PERMIT NO. 21-0004449**  
**(920 E Cedar Ave – Yomar De La Vega, Applicant)**

**CONDITIONS OF APPROVAL**

**PLANNING DIVISION**

1. Project No. 21-0004449, Single Family Special Development Permit, approves a 702 square-foot two-story addition to the side of an existing one-story, single-family house, connecting the house to the existing detached three-car garage. The property is located in the R-1, Single Family Residential, zoning district.
2. This permit shall expire if the scope of work is not initiated within one year of the date of this approval (expires on April 1, 2022), unless the Property Owner has diligently developed the proposed project as shown by the issuance of a grading, foundation, or building permit and the construction of substantial improvements.
3. The plans submitted for Building Plan Check review, including exterior materials and architectural details, shall conform to the approved set of plans dated February 7, 2022 (Attachment A). Any modifications to the design or materials must be reviewed and approved by the Planning Division prior to the issuance of a building permit.
4. The operation/construction on the site shall remain in substantial conformance with the approved project plans submitted by the applicant dated February 7, 2022.
5. The Applicant shall comply with all federal, state, and local laws. Violation or conviction of any of those laws in connection with the use will be cause for revocation of this permit.
6. This permit may be modified or revoked by the City should the determination be made that the structure or conditions under which it was permitted present detrimental impacts on neighboring properties.
7. The Applicant shall list these conditions of approval in all construction plans submitted to the Building Division for a building permit. The Applicant shall also provide a separate written document outlining how, or where, each of the conditions have been addressed in the building permit plan set for all City Division/Department conditions enclosed and provide the same number of copies as building plan sets submitted for Building Plan Check.
8. By signing and/or using this Single-Family Development Permit, the permittee acknowledges all of the conditions imposed and accepts this permit subject to those conditions and with full awareness of the provisions of the Burbank Municipal Code. Failure of the permittee or property owners to sign these conditions does not affect their enforceability by the City or other responsible entity. These conditions are binding upon all future property owners and occupants of the subject property.
9. No visual obstruction over three (3) feet high and under seven (7) feet high shall be placed within the five (5) foot by five (5) foot corner cut-off at the intersection of the driveway and the sidewalk.
10. The window placement, design, and dimensions shown on final building elevations during Building Plan Check review shall match that of the approved Project plans.

11. The following dimensions shall be clearly depicted on the plans submitted for Building Plan Check review:

- a. Approved top of the plate height for the proposed addition is 17'-6" and approved top of the roof height of the proposed addition is 24'-8".

## **BUILDING DIVISION**

12. All projects shall comply with Title 9, Chapter 1, of the Burbank Municipal Code, and the **2019 edition** of the California Building Code, California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and Building Energy Efficiency Standards.

13. Plans and reports submitted for Plan Check Review are to be submitted electronically. For more information about the online submittal process, please contact the Building Division at 818-238-5220 or via email at [building@burbankca.gov](mailto:building@burbankca.gov).

14. All conditions of approval are to be reproduced on the construction document drawings as part of the Approved Construction Set.

15. All Departments that have provide Conditions of Approval are to review drawings and provide final approval via online electronic review, prior to issuance of Building Permit.

16. Justify Floor Area Ratio per current Burbank Municipal Code 10-1-601 (ARTICLE 6. RESIDENTIAL USES AND STANDARDS)

17. Provide corrected Demolition Calculations (demolition calculations are based upon the length of walls, not the square footage of walls).

- a. Total length of all walls to be demolished divided by total length of all existing walls = Demolition Percentage.
- b. Length of walls are to include interior and exterior walls, including openings, and any walls attached to existing structure.

18. Provide existing easements. Verify locations and sizes with Public Works and Planning Divisions. Provide location of existing open trellis adjacent to pool area.

19. New construction projects within the City of Burbank are subject to MWELo review. New landscape areas for residential and non-residential projects between 500 and 2,500 square feet requiring a building or landscape permit, plan check or design review will be required to complete, either a Performance or Prescriptive Compliance Method.

20. Grading and drainage plans will be required. Topographical contour lines are to be indicated, showing existing and proposed contours.

21. Construction projects must comply with Best Management Practices for construction and stormwater runoff requirements of the National Pollutant Discharge Elimination System MS4 Permit.

22. The City's mandatory Construction & Demolition Debris Diversion Ordinance requires the recycling and diversion of at least 65% of construction and demolition debris. A refundable deposit and non-refundable administrative fee will be collected prior to permit issuance. The Ordinance applies to all demolitions and to new construction, additions, remodels, renovation, tenant improvement and alteration projects over 500 square feet in scope of work.
23. A stamped setback certification by a Licensed Surveyor will be required to certify the location of the new construction in relation to the setbacks prior to the first foundation inspection.
24. The California Division of Mines and Geology Active Fault Near-Source Zones Map for Burbank indicates the city is within 2 km - 5 km of the Verdugo and Hollywood Faults. Structural design of construction projects must address the impact of the Near-Fault Zones.
25. Plans submitted for plan check must be stamped by State-licensed architect or engineer unless the project is one of the following listed below and complies with conventional light wood frame construction requirements in the CBC:
- Wood-framed, single-family dwellings not more than two stories in height;
  - Wood-framed, multi-family dwellings not more than two stories in height, and limited to four dwelling units per parcel;
  - Wood-framed, garages or accessory structures for single-family dwellings not more than two stories in height;
  - Non-structural or non-seismic storefronts, interior alterations or additions.
26. A Building Permit may be issued to the Property Owner provided that the work is limited to:
- A single-family dwelling of wood frame construction not more than two stories and a basement in height.
  - Garages or other structures appurtenant to single-family dwellings of wood frame construction not more than two stories and basement in height.
  - Nonstructural or non-seismic alterations or additions.
27. Approved hours of construction are:
- |                 |                    |
|-----------------|--------------------|
| Monday – Friday | 7:00 am to 7:00 pm |
| Saturday        | 8:00 am to 5:00 pm |
- No construction is permitted by contractors or subcontractors after hours, on Sunday or on City holidays without prior written request and approval from the Community Development Department.
28. Deferral of any submittal items shall have prior approval of building official. The registered design professional in responsible charge shall list the deferred submittals on construction documents for review.
29. Screening will be required for equipment located in front and side yards. The screening will include the electrical panels, A/C compressor units, gas meters, and transformers. All screening will be subject to approval by Planning and Building divisions, and BWP.

## **PUBLIC WORKS DEPARTMENT**

### *ENGINEERING DIVISION*

30. Applicant shall protect in place all survey monuments (City, County, State, Federal, and private).



Pursuant to California Business and Professions Code Section 8771, when monuments exist that may be affected by the work, the monuments shall be located and referenced by or under the direction of a licensed land surveyor or licensed civil engineer legally authorized to practice land surveying, prior to construction, and a corner record or record of survey of the references shall be filed with the county surveyor. A permanent monument shall be reset or a witness monument or monuments set to perpetuate the location if any monument that could be affected and a corner record or record of survey shall be filed with the county surveyor prior to the recording of a certificate of completion for the project.

31. Show the width and location of all existing and proposed easements [BMC 9-1-1-3203]. Plans must show a 5 feet public utility easement long the west property line and a 3 feet public utility easement long the east property line.
32. No building appurtenances for utility or fire service connections shall encroach or project into public right-of-way (i.e. streets and alleys). Locations of these appurtenances shall be shown on the building site plan and the off-site improvement plans [BMC 7-3-701.1].
33. No structure is permitted in any public right-of-way or any public utility easements/pole line easements [BMC 7-3-701.1, BMC 9-1-1-3203].
34. Any work within the public right-of-way must be permitted and approved by the Public Works Department before construction can commence. All construction work in the public right-of-way must comply with Burbank Standard Plans and must be constructed to the satisfaction of the City Engineer. A Public Works **Excavation Permit** is required. The excavation permit requires a deposit acceptable to the Public Works Director to guarantee timely construction of all off-site improvements. Burbank Standard Plans can be accessed at; <http://file.burbankca.gov/publicworks/OnlineCounter/main/index.htm>
35. Prior to issuance of a building permit, submit on site drainage plans to Public Works for review. On-site drainage shall not flow across the public parkway (sidewalk) or onto adjacent private property. It should be conveyed by underwalk drains to the gutter through the curb face. [BMC 7-1-117, BMC 7-3-102].
36. Prior to issuance of a building permit, Public Works Permit Division will verify (and sign off) that the 5'-0" public utility easement along the west property line and a 3'-0" public utility easement along the east property line are cleared of any existing and/or proposed permanent structures prior to the start of construction.
37. Prior to issuance of a building permit, plans shall include easements, elevations, right-of-way/property lines, dedication, location of existing/proposed utilities and any encroachments.
38. Prior to issuance of a building permit, a Public Works "Right-of-Way Protection" Permit shall be required to verify that any proposed fence locations are not encroaching into the public right-of-way.
39. Prior to issuance of a building permit, the applicant shall contact Burbank Water and Power for vertical and horizontal clearance restrictions
40. Prior to the issuance of the Certificate of Occupancy, provide verification from the City of Burbank, Building Division, indicating the 5'-0" public utility easement at the rear of the property is cleared of any existing and/or proposed permanent structures after construction is completed.

41. Prior to the issuance of the Certificate of Occupancy, any portion of the public parkway that is broken, uneven or uplifted at the end of the project must be reconstructed to the satisfaction of the City Engineer. The repairs and/or reconstruction will be required whether the damage is pre-existing or is a result of the project. Contact Public Works Inspection Office at (818) 238-3955 to have these areas inspected and identified after obtaining a Public Works Excavation Permit [BMC 7-3-501].
42. If any utility cuts or construction-related impacts are made on E. Cedar Avenue adjacent to the property, applicant will have to restore the street fronting the property per City of Burbank paving requirements. For additional information or questions, please contact Anthony Roman, Civil Engineer Associate, at (818) 238-3945.

#### *WATER RECLAMATION AND SEWER DIVISION*

43. The location, depth, and dimensions of all sanitary sewer lines and easements must be shown on the plans.
44. Every building or structure in which plumbing fixtures are installed which conveys sewage must be connected to the municipal wastewater system [BMC 8-1-104].
45. No person shall connect to or tap an existing public sewer without obtaining a permit to do so [BMC 8-1-301].
46. Any existing fixture or connection to the sewer main line must be capped before a building demolition occurs.
47. A backwater valve is required on every private sewer lateral(s) connected to a private building(s), unless it can be shown that all fixtures contained therein have flood level rim elevations above the elevation of the next upstream maintenance hole cover of the public sewer serving the property, or a conditional waiver is granted by the Director [BMC 8-1-313], Please note that Public Works' Wastewater Division will not sign off on the Certificate of Occupancy until the owner/developer provides proof that the backwater valve(s) has been installed.

#### *STORMWATER DIVISION*

48. Per BMC 9-3-407, Best Management Practices shall apply to all construction projects and shall be required from the time of land clearing, demolition or commencement of construction until receipt of a certificate of occupancy.
49. Certain construction and re-construction activities on private property will need to comply with post-construction Best Management Practices (BMPs), which include Sections 8-1-1007 and 9-3-414.D of the BMC authorizing the City to require projects to comply with the Standard Urban Stormwater Mitigation Plan provisions and the City's Low Impact Development (LID) ordinance. For questions on these requirements, please contact the City's Building Division at (818) 238-5220.



## *TRAFFIC ENGINEERING*

50. No visual obstructions shall be erected or maintained in the 5'-0" by 5'-0" visibility cut-off above 3'-0" high or below 10'-0" high at the intersection of street and driveway [BMC 10-1-1303 (C)]. Such requirement applies to all driveways.

## *FIELD SERVICES*

51. There must be an appropriate location on the property for all solid waste containers or bins. Solid waste containers shall not to be visible from the street.

## **FIRE**

52. If the Project meets the City of Burbank Municipal Code requirements for fire sprinklers, fire sprinklers shall be required.
53. Provide smoke detection for dwelling units, congregate residences and hotel or lodging guestrooms that are used for sleeping purposes.
54. Power and location of smoke detectors in Group R occupancies shall be in compliance with the California Fire Code, California Building Code as amended by the Burbank Municipal Code.
55. All existing single-family dwelling units intended for human occupancy shall have installed on or before July 1, 2011 carbon monoxide detectors in accordance with the Health & Safety Code §17926.
56. All existing Multi-dwelling units intended for human occupancy shall have installed on or before January 1, 2013 carbon monoxide detectors in accordance with the Health & Safety Code §17926.
57. All items reviewed are based on information provided at time of review. The comments provided do not limit or relieve the owner and the owner's architect and/or contractor from the responsibility of ensuring compliance with all applicable provisions of fire/life safety codes. Such compliances may include but are not limited to fire department access for firefighting, including fire department vehicle access, fire water supplies and appurtenances. Further reviews may require additional requirements or limitations as the project develops and is not limited to the requirements provided in these comments.

## **PARKS AND RECREATION DEPARTMENT**

58. Submit landscape and irrigation plans prepared by a licensed landscape architect.
59. Project must comply with Municipal Water Efficient Landscape Ordinance (MWLEO) requirements if the project includes over 500 square feet of landscape.
60. Do not remove any Street/Parkway Trees.
61. New Trees and landscaping in Parkway will require a covenant agreement, prior to final approval.
62. Do not remove any trees on property for this project. Tree protection zones will need to be in place prior to any construction.

63. A Park Development Fee shall be paid prior to issuance of a building permit in the amount of \$150 per additional bedroom (1 X \$150.00 = \$150).
64. Revise plans must include the following street trees: Contact Forestry for list of approved street trees. Street Trees are required.
65. All street trees shall be a minimum of 24" box size. Trees in grass shall be installed with Arbor Guards.
66. On final plans submitted for Building Plan Check review, add a note as follows:
  - Owner to install the street trees, they must contact the Forestry Supervisor, at (818) 238-5343, at least forty-eight (48) hours prior to installation. Failure to contact the City for inspection and installation may cause the removal and replacement at the owner's expense.
67. Tree wells are required.
68. Provide irrigation bubbler to street trees.
69. Provide automatically controlled irrigation system to the parkway.
70. Must comply with Art in Public Places Ordinance if building costs are over \$500,000.
71. Do not remove any Street/Parkway Trees

## **BURBANK WATER AND POWER (BWP)**

### **WATER DIVISION**

72. There is an existing 5/8" water meter which is substandard and will have to be upgraded.
73. The site plans should show the size and location of the existing water meter.
74. The applicant shall be responsible for submitting final plans for BWP review and approval.
75. Please see "Sizing Water Meter and Service Line" form and complete quantities of plumbing fixtures that are existing and proposed for the entire property. This form will help determine the adequate water meter and service line size required.
76. The applicant shall be responsible for all additional costs of connection, installation and abandonment of water services in accordance with Burbank Water and Power (BWP) Rules and Regulations.

### **ELECTRIC DIVISION**

77. The proposed second story addition will conflict with the existing electrical service panel, so the applicant will need to contact the Residential Service Planner at 818-238-3647 to obtain a confirmation of electric service for overhead and temporary power. BWP can provide electric service of 400 amps or less to the property. Overhead service may be possible in the same location contingent a new service riser is constructed to extend the service periscope above the new second story addition. Temporary power may be possible at the rear of the property with conditions.

78. Prior to final plan approval, contact the Residential Service Planner to determine the new service location and to discuss BWP's electric service requirements. A load schedule should be provided at that time.

X

\_\_\_\_\_  
Signature of Applicant/Permittee

X

\_\_\_\_\_  
Signature of Property Owner

**SINGLE FAMILY SPECIAL DEVELOPMENT PERMIT – PERMIT NO. 21-0004449**  
**(920 E Cedar Ave – Yomar De La Vega, Applicant)**

**Neighborhood Compatibility Checklist**

**DWELLING SETBACKS** *(Table A: Must meet all 3)*

**1. Front Yard Setbacks**

The average prevailing front yard setback for the project site is 21.8 feet. The proposed a 31'-6" front yard setback complies with the minimum required front yard setback.

**2. Side Yard Setbacks**

The proposed first-story addition will be located in the rear house of the house and setback 7'-0" from west property line, which complies with the minimum 7'-0" side setback requirement or 10% of the 70'-0" lot width.

**3. Rear Yard Setbacks**

The proposed addition is setback 32'-11" from the rear property line, complying with the minimum 15' required rear yard setback.

**DWELLING ORIENTATION** *(Table B: Must meet minimum 1 of 4)*

**1. Front Entry Orientation**

The Project does not propose any changes to the existing front entrance. The existing front entry orientation is centrally located, easily visible, and accessible from the front yard and sidewalk.

**2. Front Entry Design**

The Project does not propose any changes to the existing front entrance. The existing front entry is located within a front porch designed to lead the eye to the entry.

**DWELLING ORIENTATION CONTINUED** *(Table C: Must meet minimum 1 of 2)*

**1. Garage Orientation, General**

No changes are proposed to the existing attached two-car garage.

**ROOFLINES** *(Table D: Must meet minimum 1 of 3)*

**1. Pitched Roofs**

Pitched roofs are utilized in the building design. The proposed house has a hipped roof with multiple intersecting ridgelines, which reduces the appearance of overall mass and bulk.

**MAJOR AND MINOR MASSING & MODULATION** *(Table E: Must meet minimum 2 of 4)*

**1. Major and Minor Massing**

The design of the proposed addition is consistent with the simple massing arrangement of the existing house. The proposed addition would result in a remodeled structure that has appropriate height modulation and multi-level intersecting ridge lines to create visual modulation and interest

**2. Residential Modulation, Front Yards**

The front building plane is modulated and broken up along both length and height resulting from presence of bay windows, second-story stepbacks and a front porch that is lower than the overall height of the building. There are no proposed changes to the first-story street-facing elevation.

## **RESIDENTIAL DWELLING HEIGHT, UPPER STORIES & HEIGHT TRANSITIONS**

*(Table F: With one story only, must meet minimum 1 of 2 below, and then do not completed Table G; With two or more stories, skip Table F and completed Table G)*

Due to the proposed two-story design, Table F is skipped.

## **RESIDENTIAL DWELLING HEIGHT, UPPER STORIES & HEIGHT TRANSITIONS**

*(Table G: With two stories or more, must meet minimum 3 of 4)*

### **1. Upper Stories, New Construction**

Two-story homes are permitted by-right per Table 10-1-603(A) in the R-1 zoning district. The existing house is one-story, and the applicant is proposing to add a second story on the eastern portion of the home and an addition to the rear of the existing one-story house. To minimize the visual impact of the proposed addition the second story has a smaller footprint than the first floor. The overall area of the second story is 616 square feet, which is smaller than the footprint of the first story which has an area of 1,220 square foot.

### **2. Window, Balcony, and Roof Terrace Placement, at Upper Stories Overlooking Side Yards**

The proposed addition does not alter the side yard setbacks of the existing house along both the side property lines. The proposed first-story addition would be located on the rear existing house and would maintain the existing side setback of 7'-0" from the eastern property line, complying with minimum 7'-0" side setback requirement. The proposed second-story addition does not encroach into the 45-degree daylight plane. Additionally, the lot has existing landscaping along the shared side property lines to further mitigate potential privacy concerns.

### **3. Window, Balcony, and Roof Terrace Placement, at Upper Stories Overlooking Rear Yards**

The proposed addition is setback 32'-11" from the rear property line, complying with the minimum 15' required rear yard setback. Additionally, the lot has existing landscaping along the rear property line that provides screening to further mitigate potential privacy concerns.

## **RESIDENTIAL DWELLING HEIGHT CONTINUED** *(Table H: With third story, must meet 1 item).*

The project does not include a third story. Table H is skipped.

## **WINDOWS AND 360° ARCHITECTURE** *(Table I: Must meet minimum 1 of 4)*

### **1. 360° Additions**

The proposed addition is consistent with the character, massing, and design of the existing Minimal Traditional style house. The proposed two-story addition incorporates character defining features of the Minimal Traditional architectural style such as a pitched roof, bay windows, exterior siding, windows with simulated divided lites, and bandeaux shutters.

## **ACCESSORY STRUCTURES** *(Table J: Must meet 1 item)*

The Project does not include any accessory structure.

**FENCES AND PROPERTY LINE WALLS** *(Table K: If provided, must meet all 3)*

1. No walls are being proposed in the front yard and this property does not have a street facing side yard. Table K is skipped.

**LANDSCAPE** *(Table L: Must meet minimum 2 of 4)*

**1. Artificial Turf, Front Lawns**

The project does not include artificial turf.

**2. Hardscape, Front Yards**

The proposed landscape area meets the minimum required of 55% with approximately 63% of the front yard identified as landscaped area.

**LANDSCAPE CONTINUED** *(Table M: Must meet minimum 3 of 7)*

**1. Landscape along Street Frontages**

The existing front yard area will remain open along the block face. Outside of the driveway and pedestrian path to the entry, the front yard is entirely landscaped area.

**5. Side Yard Landscape**

The project site has landscaping in the form of shrubs and trees along both the side property lines to enhance privacy between adjoining properties.

**6. Rear Yard Landscape**

The project site has landscaping in the form of shrubs and trees along the rear property line to enhance privacy between adjoining properties.

**USE OF CHARACTERISTIC OR OTHER ARCHITECTURAL STYLES**

*(Table N: Meet 1 of 2)*

**1. Use of Characteristic Architectural Style**

The design of the proposed two-story addition is consistent with the Minimal Traditional architectural style of the existing house by incorporating character defining features such as a pitched roof, bay windows, exterior siding, windows with simulated divided lites and faux shutters.