

CITY OF BURBANK COMMUNITY DEVELOPMENT DEPARTMENT 150 North Third Street, P.O. Box 6459, Burbank, California 91510-6459 www.ci.burbank.ca.us

March 19, 2021

K&M ENGINEERING & DESIGN, CORP. 6854 FOOTHILL BLVD. TUJUNGA, CA 91042

# RE: Project No. 20-0002362 (Single Family Development Permit) – Approved 608 N Bel Aire Drive

Dear K&M Engineering & Design, Corp.:

This letter is to notify you that the Community Development Director has approved your application for a Single Family Special Development Permit (Project No. 20-0002362) to construct a 754 square-foot, first story addition, and 750 square-foot, second story addition to an existing 1,388 square foot single family residence. The property is located at 608 N Bel Air Dr. in the Single-Family Residential (R-1) zone. Enclosed is the approval with conditions.

Please be advised that the decision of the Community Development Director will become final fifteen (15) days from the date of this letter, unless the decision is appealed to the Planning Board within fifteen days. Any appeal of the Director's decision must be submitted to the Planning Division with the applicable filing fee of \$1,049 prior to the expiration of the fifteen (15) day appeal period, or 5:00 p.m. on **April 5, 2021**. 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 concerning this letter, please call me at (818) 238-5250.

Sincerely,

LUCIA HWANG, Assistant Planner COMMUNITY DEVELOPMENT DEPARTMENT

# **Community Development Department Director's Decision**

**DATE:** March 19, 2021

**PROJECT TITLE:** Project No. 20-0002362 – Single Family Development Permit

**PROJECT ADDRESS:** 608 N Bel Air Drive

**APPLICANT:** K&M Engineering & Design, Corp.

**PROJECT DESCRIPTION:** The project includes the construction of a 754 square-foot, first story addition, and 750 square-foot, second story addition to an existing 1,388 square foot single family residence. There are no proposed changes to the existing detached garage and accessory dwelling unit. 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 conforms to the Burbank Municipal Code and required neighborhood compatibility design guidelines. The proposed Floor Area Ratio (FAR) is 0.379 in compliance with the maximum FAR permitted (3,392 or 0.385). The proposed lot coverage is 31.5 percent, within the maximum allowable of 50 percent. No additional front elevation setback is required for the second story when the front yard setback for the finished wall of the first floor is greater than 35 feet. As required for upper-story stepbacks, the second story addition complies with the side yard modulations "Alternative C" where the second story is below the 45-degree inclined daylight plane extending from the intersection of the side property line and the existing grade at a point 12 feet above finished grade, and "Alternative A" where at least 40 percent of the length of the second story is set back 4 feet from the first floor building face. The overall building height is a maximum of 25'-8", within the maximum allowed of 30 feet.

**ENVIRONMENTAL REVIEW:** This project has been determined to be exempt from the California Environmental Quality Act (CEQA) in accordance with Section 15301(e)(2) of the State CEQA Guidelines for existing facilities based on specific criteria, where the addition to an existing structure will not result in an increase of more than 10,000 square-feet; the project is in an area where the public services and facilities are available to allow for maximum development permissible in the General Plan; and the area in which the project is located is not environmentally sensitive. The project qualifies for this exemption.

**DATE SIGN POSTED ON-SITE:** 

February 4, 2021

**DATE PUBLIC NOTICE MAILED:** February 10, 2021

DATE OF DIRECTOR'S DECISION: March 19, 2021

END OF APPEAL PERIOD:

April 5, 2021

Lucia Hwang, Assistant Planner Planning Division (818) 238-5250 Patrick Prescott Community Development Director

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#### Single Family Development Permit (Permit No. 20-0002362) (608 N Bel Aire Dr – K&M Engineering & Design, Corp., Applicant)

#### Findings for a Single Family Development Permit

The Community Development Director finds that the proposed project satisfies the requisite findings contained in the Municipal code and policies necessary for approval of the Single Family Development Permit, subject to the attached conditions of approval.

# 1) The house conforms to all of the required standards of this Article (Article 6) 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.

- There are no proposed changes to the existing from yard setback. The front yard setback is 35'-10" on the first story and complies with the average front yard setback of approximately 35'-6' for the neighborhood, which is defined as houses located on the same side of the block within 250' of the subject property.
- The second story is setback an additional 25'-3" beyond the first story. However, no additional setback is required when the front yard setback for the finished wall of the first floor is greater than 35 feet, consistent with Section 10-1-603(E)(1)(a). Additionally, the side yard setback complies with minimum 10% of lot width, or 6'-0", with 6'-4" proposed for the East side yard and no changes proposed for the West. The second story complies with upper story side yard building modulation Alternative C for the West elevation, where the side yard setbacks comply with the 45-degree inclined daylight plane extending from the intersection of the side property line and the existing grade at a point 12 feet above finished grade, and Alternative A for the East elevation, where at least 40 percent of the length of the second story is set back 4 feet from the first floor building face.
- The maximum top-of-roof height is 25'-8", within the maximum permitted height of 30' from adjacent natural grade. The maximum top-of-plate height is 20'-0", aligning with the maximum permitted of 20'and is conditioned to be measured from adjacent natural grade.
- The proposed FAR is 0.379 at 3,392 square feet total this is within the maximum allowed floor area of 3,433.8 square feet. Additionally, the proposed lot coverage is below the maximum of 50 percent at 31.5 percent.
- There are no proposed changes to the existing 465 square foot detached garage within the rear half of the lot.
- The front yard complies with the minimum 55 percent landscaped area, with 56 percent landscape area provided.
- The project proposes two new trees in the front yard, complying with the requirements of Section 10-1-603(L).
- There are no proposed changes to the existing hedges and legal nonconforming retaining walls along the front property line. No additional new fences or walls are proposed.
- 2) If the house has an FAR greater than 0.35, or is larger than 3,000 square feet, or involves an addition or remodel that requires a Permit (but the FAR remains less than 0.40 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 neighborhood compatibility and complies with the adopted Design Guidelines. Enclosed is a completed Neighborhood Compatibility Review – Design Guidelines Checklist for the project. The proposed addition is consistent with the existing single family residence for a Minimal Traditional/New Traditional Italian Renaissance architectural style, as demonstrated through the overall building form and detail. Although the design of the proposed renovated house is not one of the seven identified architectural styles within the City of Burbank Neighborhood Compatibility Review and Design Guidelines, the design guidelines allows for other architectural styles as long as the design elements extend to all exterior portions of the structure and the house complies with all checklist requirements. This project meets the design intent.

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 satisfy required findings and standard city conditions to mitigate construction impacts of the project and protect the public health, safety, convenience, and welfare of the community. The project has been designed to comply with the City's Neighborhood Compatibility Design Guidelines and conditions 1 through 65 have been incorporated into the project to ensure neighborhood compatibility and protection of public health, safety, and welfare.

#### Single Family Development Permit (Permit No. 20-0002362) (608 N Bel Aire Dr – K&M Engineering & Design, Corp., Applicant)

### **CONDITIONS OF APPROVAL**

#### **Planning Division**

- 1. Project No. 20-0002362, Single Family Special Development Permit, approves construction of a 754 square-foot, first story addition, and 750 square-foot, second story addition to an existing 1,388 square foot single family residence. The property is located at 608 N Bel Aire Drive in the R-1 zone.
- Landscaping within the front yard area that meets the definition of a "Hedge" in Section 10-1-203 of the Burbank Municipal Code shall not exceed 6 feet in height as measured from the lowest abutting grade.
- 3. The top of plate measurement shall be taken from the lowest abutting natural grade.
- 4. When submitting for plan check, provide a landscaping plan showing that the new areas of landscaping within the front yard comply low maintenance lawn alternatives and ground covers, and that the landscaping at the building is foundation plants and/or shrubs.
- 5. To avoid glare and light intrusion between adjoining and adjacent residences, all exterior lighting (including existing exterior lighting) shall utilize shielded fixtures. This will help minimize light spill over.
- 6. The applicant or property owner must send a mailed notice to the occupants and property owners of 616 N Bel Aire Dr., 602 N Bel Aire Dr., and 1015 E Cypress Ave. notifying them of the start of construction. This mailed notice shall be sent no later than 10 days prior to the start of construction. City Staff must confirm that this mailed notice has been sent prior to issuance of a demolition permit.
- 7. An Accessory Structure Covenant must be recorded for the fixtures in the detached garage prior to the issuance of the building permit.
- 8. This permit shall expire if the scope of work is not initiated within one year of the date of this approval (expires on March 19, 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.
- 9. The operation/construction on the site shall remain in substantial conformance with the request and with the application materials submitted by the applicant dated December 23, 2020 and the project plans dated December 23, 2020 and approved and placed on file in the office of the Planning Division.
- 10. 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.

- 11. 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.
- 12. 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.
- 13. 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.

# **Building Division**

- 14. All projects shall comply with Title 9, Chapter 1, of the Burbank Municipal Code, and the current 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. <u>The 2016 California Building Standards Code is applicable to projects that submit a building permit application on or before December 31, 2019. The 2019 California Building Standards Code is applicable to projects that submit application on or after January 1, 2020.</u>
- 15. 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 <u>building@burbankca.gov</u>.
- 16. All conditions of approval are to be reproduced on the construction document drawings as part of the Approved Construction Set.
- 17. 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.
- 18. Justify Floor Area Ratio per current Burbank Municipal Code 10-1-601 (ARTICLE 6. RESIDENTIAL USES AND STANDARDS)
- 19. Provide corrected Demolition Calculations (demolition calculations are based upon the *length* <u>of walls</u>, not the square footage of walls).
  - a. Total <u>*length*</u> of all walls to be demolished divided by total <u>*length*</u> of all existing walls = Demolition Percentage.
  - b. <u>*Length*</u> of walls are to include interior and exterior walls, including openings, and any walls attached to existing structure.

- 20. 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.
- 21. Grading and drainage plans will be required. Topographical contour lines are to be indicated, showing existing and proposed contours.
- 22. Construction projects must comply with Best Management Practices for construction and stormwater runoff requirements of the National Pollutant Discharge Elimination System MS4 Permit.
- 23. 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.
- 24. 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.
- 25. 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.
- 26. 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.
- 27. 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.

28. Approved hours of construction are:

Monday – Friday	8:00 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.

- 29. 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.
- 30. 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.

# **Landscaping**

31. New construction projects with an aggregate landscape area of 500 sq. ft. or greater shall comply with the Water Efficient Landscape Ordinance. A Landscape Documentation Package shall be submitted for review and approval. Projects with an aggregate landscape area of 2,500 or less may comply with the performance requirements (Appendix B, attached) of the ordinance or conform to the prescriptive measures contained in Appendix D (attached).

# Parks and Recreation

- 32. Provide an Arborist Valuation for all trees and landscape removed for this project.
- 33. All street trees are to remain.
- 34. Park Development Fee shall be paid prior to issuance of building permits of \$150/bedroom for a total of \$300 for the two bedrooms.
- 35. Contact Forestry for list of approved street trees if any need to be replaced.
- 36. Add note on planting plan: 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.
- 37. Must comply with Art in Public Places Ordinance if building costs are over \$500,000.

# **Burbank Water and Power (Water Services Division)**

- 38. There currently is a 3/4" meter at this address.
- 39. The applicant shall be responsible for submitting final plans for BWP review and approval.
- 40. The submitted final plans must show the existing water service location and the location of the new water service (if needed).

- 41. Please complete attached "Sizing Water Meter and Service Line" form with the quantities of each type of plumbing fixtures that are existing and proposed for the main house and existing ADU shown on the site map. This form will help determine the adequate water meter and service size required.
- 42. 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.

### Public Works Department

#### Engineering General Requirements

- 43. 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].
- 44. 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].
- 45. 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 of survey shall be filed with the county surveyor prior to the recording of a certificate of completion for the project.
- 46. 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; <a href="http://file.burbankca.gov/publicworks/OnlineCounter/main/index.htm">http://file.burbankca.gov/publicworks/OnlineCounter/main/index.htm</a>
- 47. Prior to the 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].
- 48. Prior to issuance of Certificate of Occupancy, any portion of public sidewalk, curb or gutter that is broken, uneven or uplifted at the end of the project must be reconstructed to the satisfaction of the City Engineer. That reconstruction will be required whether the damage is pre-existing or is a result of the project. Contact the 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].

49. If any utility cuts or construction related impacts are made on Bel Aire Drive adjacent to the property, applicant will have to restore the street fronting the property per City of Burbank paving requirements.

#### Water Reclamation and Sewer

50. The location, depth, and dimensions of all sanitary sewer lines and easements must be shown on the plans.

# Wastewater Requirements

- 51. 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].
- 52. No person shall connect to or tap an existing public sewer without obtaining a permit [BMC 8-1-301].
- 53. Any existing fixture or connection to the sewer main line must be capped before a building demolition occurs.
- 54. 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 Requirements

- 55. 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.
- 56. Certain construction and re-construction actives 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 BMCC 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.

# Field Services- Solid Waste

57. There shall be a designated location on the property for all solid waste containers and/or bins. Containers are not to be visible from the street.

# Police Department

- 58. All outside lighting shall comply with the requirements of Section 5-3-505 BMC. Required lighting devices shall have vandal resistant covers.
- 59. Secure fencing around the construction site with locking gates and appropriate lighting shall be installed during construction to prevent trespassing and theft. During construction, the Police Department shall be given emergency contact information of contractors and owners for any problems encountered after normal construction hours.
- 60. To ensure that construction personnel are aware of the restricted construction times, the developer shall install professionally made sign(s) 2 ft. X 3 ft. in size in location(s) satisfactory to the City Planner and the Police Department that states, "NOTICE: THE CITY OF CONSTRUCTION BURBANK LIMITS ACTIVITIES OF THIS PROJECT (DEMOLITION, EXCAVATION, GRADING, ACTUAL CONSTRUCTION, AND LANDSCAPING) as follows: 7:00 AM TO 7:00 PM MONDAY THROUGH FRIDAY, AND FROM 8:00 AM TO 5:00 PM ON SATURDAY. THERE SHALL BE NO WORK PERFORMED ON SUNDAYS OR ON MAJOR HOLIDAYS." Any exceptions would be subject to the approval of the Directors of both the Community Development and Public Works Departments.
- 61. All residential structures shall display a street number in a prominent position so that it is easily visible from the street. The numbers shall be at least four (4) inches in height, of a color contrasting to the background, and located so they may be clearly seen and read. The numbers shall be illuminated during darkness. If the structure has rear vehicle access, numbers shall be placed there as well (9-2-505.1(a) BMC). *The Fire or Police Departments may require the size of the numbers to be increased or provided in additional locations if the distance from or orientation to the street limits visibility.*

# <u>Fire Department</u>

- 62. If this project meets fire sprinkler requirements of the city of Burbank municipal code fire sprinklers shall be required.
- 63. Provide smoke detection for dwelling units, congregate residences and hotel or lodging guestrooms that are used for sleeping purposes.
- 64. 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.
- 65. 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.
- 66. 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.

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Signature of Applicant/Permittee

Signature of Property Owner

#### NEIGHBORHOOD COMPATIBILITY REVIEW - DESIGN GUIDELINES CHECKLIST

#### Single Family Development Permit (Permit No. 20-0002362) (608 N Bel Aire Dr – K&M Engineering & Design, Corp., Applicant)

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

#### **1. Front Yard Setbacks**

The front yard setback is 35'-10" on the first story and complies with the average front yard setback of 35'-6" for the neighborhood, which is defined as houses located on the same side of the block within 250' of the subject property.

#### 2. Side Yard Setbacks

The proposed addition complies with the interior side yard setback requirements of 10% of the width of the lot. The required side yard setback is 6'-0", with 6'-4" proposed for the East side yard and no changes proposed for the West side yard.

#### 3. Rear Yard Setbacks

The project complies with the 15 foot rear yard setback requirement. The proposed addition is setback 64'-6" from the rear property line of the lot, exceeding the minimum 15-foot rear yard setback requirement.

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

#### **1. Dwelling Frontage Orientation**

There are no proposed changes to the front entry design. The existing front entry leads the eye and person the entry by raising the front door 3 steps above the grade of the front yard and placing the entry within minor mass, subordinate to the overall form of the house.

#### **DWELLING ORIENTATION CONTINUED** (Table C: Must meet both)

There are no proposed changes to the existing detached garage. The garage is placed behind the main dwelling within the rear half of the lot with alley access.

#### **<u>ROOFLINES</u>** (Table D: Must meet minimum 1 of 3)

#### **1. Pitched Roofs**

The project proposes a consistent side facing gable for the second story addition. With one of the adjacent homes being of lesser height, bulk, and mass, the project proposes a transition in height and mass from the adjacent dwelling to the high point of the new roof through 5:12 pitched roofs and upper story stepbacks where the second story is below the 45-degree inclined daylight plane extending from the intersection of the side property line and the existing grade at a point 12 feet above finished grade.

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

# 1. Major & Minor Massing

The proposed house includes building modulation and interest, in relation to its massing, rooflines, and setbacks. The front building plane is broken into three prominent plane breaks. There is the front entry, then the main first story building plane setback an additional 4.5', and finally the second story set back an additional 20'-9" from the main front façade. The proposed addition incorporates a second story that is smaller than the first story to reduce the overall sense of mass and bulk. Additionally, the proposed house incorporates multi-level ridgelines at different heights which creates visual modulation and interest.

### 3. Residential Modulation, Side Yards

The side building plane of the proposed house incorporates modulation along the length and height of the structure. This is incorporated through second story stepbacks that create horizontal and vertical movement in the building, and through side facing gable roofs.

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

(*Table F: With one story only, must meet minimum 1 of 2 below, and then do not complete Table G*)

The house is two-stories. Table F is skipped.

**RESIDENTIAL DWELLING HEIGHT CONTINUED** (With two or more stories, skip Table F and complete Table G. Table G: With two stories or more, must meet minimum 3 of 4)

# 1. Residential Height and Upper Levels, Adjoining Existing One-Story Dwellings

Single-story components are provided along both the front yard and side yards of the house. This results from compliance with the upper-story front yard requirements, and the upper-story West side yard building modulation Alternative C, where the second story is below the 45-degree inclined daylight plane extending from the intersection of the side property line and the existing grade at a point 12 feet above finished grade, and the East side yard building modulation Alternative A, where at least 40 percent of the length of the second story is set back 4 feet from the first floor building face. This provides a height transition to the neighboring one-story home on the West.

# 2. Upper Stories, New Construction

The second story footprint is 22.11% of the total building square floor area. The second story is 750 square-feet, while the first story is 2,142 square-feet.

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

The project design consists of one balcony at the rear of the house. The balcony is set back 10'-4" from the side property line, meeting the minimum requirement of 10 feet, and 58'-6" from the rear property line.

# **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 J: Must meet minimum 1 of 4)

#### 3. 360° Additions

The proposed additions are similar and complimentary in character to the details of the existing residence. The addition extends the architectural character of the home to all building elevations by incorporating building modulation and architectural design elements consistently on all sides of the structure, such as exterior finish with stucco, stone siding, and asphalt shingle roofing.

#### ACCESSORY STRUCTURES (Table K: Must meet one item)

Not applicable to project since no accessory structures are proposed.

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

Not applicable to project since no fences or retaining walls at front and street-facing side yards are proposed.

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

#### **3. Hardscape, Front Yards**

Hardscape is 44.4% of the front yard area and less than majority of the available landscape.

#### 4. Trees

The project proposes two new trees within the front yard.

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

#### **3.** Landscape at Buildings

New landscaping shall be planted along at visible street-facing building perimeters and are conditioned to be foundation plants and/or shrubs.

#### 4. Side Yard Landscaping

The existing hedges are utilized to enhance privacy between adjoining dwellings and are limited to City requirements.

#### 6. Exterior Lighting

The exterior lighting may enhance safety between the public rights of way and entries and is conditioned to utilize shielded fixtures to avoid glare and light intrusion between adjoining and adjacent residences.

#### **USE OF CHARACTERISTIC OR OTHER ARCHITECTURAL STYLES**

(*Table N: Meet 1 of 2*)

#### 2. Use of Other Architectural Styles

The project has been reviewed for neighborhood compatibility and complies with the adopted Design Guidelines. The existing house was built with architectural elements seen in the Minimal Traditional/New Traditional Italian Renaissance style. Although the design of the proposed renovated

house is not one of the seven identified architectural styles within the City of Burbank Neighborhood Compatibility Review and Design Guidelines, the design guidelines allows for other architectural styles as long as the design elements extend to all exterior portions of the structure and the house complies with all checklist requirements. The additions at the rear of the first floor and second story are designed to match the overall existing style of the house, as evidence through the same exterior materials (shingle roof, stucco and stone siding), window design, and proportional massing. The Minimal Traditional/New Traditional Italian Renaissance home has asymmetrical facades with the placement of the door and windows, beige, natural stone color siding, round arched front door and porch, and entrance porch accented by small classical columns in the front elevation. The roof form of the second story addition is consistent with the overall building form and is expressed as a secondary mass rising behind the side facing gable ridgeline.