

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

ACTION DATE: May 19, 2011

APPLICANT: Howard Littman
5525 Softwind Way
Agoura Hills, CA 91301

CASE NOS.: 11-SPR-002

LOCATION: 5525 Softwind Way (A.P.N. 2053-017-015)

REQUEST: Request for approval of a Site Plan/Architectural Review to construct a 1,379 square-foot, first and second floor addition to an existing 1,286 square foot, single-story, single-family residence with a 477 square foot garage.

ENVIRONMENTAL ANALYSIS: Categorically Exempt from CEQA per Section 15303. (New Construction or Conversion of Small Structures.)

RECOMMENDATION: Staff recommends the Planning Commission adopt a motion to approve the proposed Site Plan/Architectural Review Case No. 11-SPR-002, subject to Conditions, based on the findings of the attached draft Resolution.

ZONING DESIGNATION: RS-(3)-10,000 [Single-Family Residential, (maximum 3 units per gross acre), 10,000 square foot minimum lot size] zone.

GENERAL PLAN DESIGNATION: RS (Residential Single-Family)

I. BACKGROUND

In 2009, the City of Agoura Hills adopted the Residential Neighborhood Compatibility Ordinance and Guidelines (RNCO). The purpose of the RNCO was to address the compatibility of new homes and additions to existing houses in the City's residential neighborhoods. The Single-Family Residential (RS) zone district consists of existing

subdivisions or neighborhoods that were typically built at the same time using similar development standards, lot configurations and architectural styles. The RNCO contained specific provisions and guidelines applicable to the RS zone district outside of Old Agoura to address additions and remodels that are out of character with the other homes in the surrounding neighborhood. The zoning ordinance now requires larger additions and all new second story additions be reviewed by the Planning Commission as part of a Site Plan/Architectural Review. Also, the notification requirements have been expanded from adjacent properties to all properties from within 750 feet (instead of 300 feet) of the project site. Neighborhood input also helps contribute to assessing neighborhood compatibility.

The applicant is proposing a first- and second-story addition to an existing single-story residence. A copy of the RNCO guidelines is attached for the Planning Commission's reference.

PROJECT DESCRIPTION

The applicant, Howard Littman, is requesting approval of a Site Plan/Architectural Review to construct a 260 square foot first floor addition and a 1,119 square foot addition to the second floor addition to an existing 1,286 square foot, one-story, single-family residence with an attached 477 square foot, two car garage, built in 1969. The lot is 6,557 square feet in size and is located at 5525 Softwind Way in the RS (Single-Family Residential) zone. The site is surrounded by existing single-family homes to the north, south, and east and an open space area to the west.

The existing residence and the proposed addition are permitted uses in the Single-Family Residential (RS) zone. Listed below are the proposed development data pertaining to the project:

Development Standards	Existing	Proposed	Allowed/ Required
1. Lot Size	6,557 sq. ft.	N/A	10,000 sq. ft. min.
2. Lot Width	71 ft.	N/A	90 ft. min.
3. Lot Depth	94 ft.	N/A	100 ft. min.
4. Building Height	15 ft. (single-story)	30 ft. (two-story)	two-stories/ 35 ft. max.

Development Standards	Existing	Proposed	Allowed/ Required
5. Building Size			
First Floor:	1,286 sq. ft.	1,546 sq. ft.	N/A
Second Floor:	<u>0 sq. ft.</u>	<u>1,119 sq. ft.</u>	N/A
Sub-Total:	1,286 sq. ft.	2,665 sq. ft.	
Garage:	<u>482 sq. ft.</u>	<u>482 sq. ft.</u>	400 sq. ft. min.
Total:	1,763 sq. ft.	3,142 sq. ft.	
6. Bldg. Lot Coverage			
	34.9%	34.9%	35% max.
	(incl. 525 sq. ft. of trellises to be demolished)		
7. Building Setbacks			
a. Front (east) to garage:	11 ft.	11 ft.	25 ft. min.
b. Rear (west):	30 ft.	30 ft.	25 ft. min.
c. Side (south):			
1 st Floor	16 ft.	14.5 ft.	10 ft. min. (22 ft. combined)
2 nd Floor	0 ft.	14.5 ft.	10 ft. min (22 ft. combined)
d. Side (north):			
1 st Floor	5 ft.	5 ft.	10 ft. min. (22 ft. combined)
2 nd Floor	0 ft.	10 ft.	10 ft. min. (22 ft. combined)

III. STAFF ANALYSIS

Site Plan

The existing house is single-story in design and is located on the west side of Softwind Way, adjacent to an open space area to the west. The proposal includes a request to allow an additional 260 square feet to the first floor to accommodate interior stairs on the east front side of the house, allowing for interior access to the second floor level, and to expand the kitchen area at the south elevation, immediately behind the garage. The proposed 1,119 square foot, second-story addition will allow for more living space, which includes constructing a new study, an art room, storage area and bathroom, above the majority of the first floor level and behind the garage. New balconies are proposed to be constructed to the

(rear) west side of the house, connecting to the proposed art room and proposed deck, as well as a balcony to the (front) east side of the house, on the second floor of the residence. A new roof deck is proposed to be constructed above the existing first story at the northwest corner of the house. The existing trellises will be removed at the rear and south side of the residence.

The existing 30-foot rear yard setback from the west property and the existing non-conforming 11-foot front yard setback from the east property line to the garage will be maintained. The existing non-conforming 5-foot side yard setback from the north property line will be maintained. The existing side yard setbacks are 5 feet on the north side and 16 feet on the south. The Zoning Ordinance allows for first-story room additions to maintain existing side yard setbacks. In this instance, the applicant is requesting 5 feet on the north side and 14.5 feet on the south side, which does not meet the existing requirement. The applicant has indicated that the plans will be revised to meet the additional 1.5-foot setback that is required. Because a Variance was not requested by the applicant, staff is requesting the project meet the existing 16-foot side yard setback on the south side. Second-story additions may also be placed directly above a first-story, provided that the minimum combined side yards are met for the second-story addition. The proposed combined side yard setback for the second-story addition is 24.5 feet, which exceeds the required 22-foot minimum combined setback requirement for the RS zone.

To minimize the mass and visual prominence of the residence as viewed from the street, the second-story addition will be placed behind the garage, located at the front of the residence, and designed with separate rooflines that steps back 30 feet and 35 feet from the front property line, as called for in the Architectural Design Standards and Guidelines for neighborhood compatibility. The total lot coverage of this site, including the existing residence, the proposed addition, balconies, and deck is 2,288 square feet, or 34.9% of the lot. The maximum allowable lot coverage for the zone is 35%.

In an effort to evaluate the compatibility of the proposed design and size of the home with other properties in the neighborhood, a survey of 39 neighboring developed lots was conducted. The results revealed an average lot size of 6,386 square feet (excluding garage) and an average dwelling unit size of 1,730 square feet, resulting in an average floor/area ratio of 0.27. The applicant is proposing a house size of 1,546 square feet on a 6,557 square-foot lot, which results in a floor/area ratio of 0.24. The proposed size of the residence is below the neighborhood average. The sizes of the neighboring homes, (excluding garage), varies from 1,286 square feet to 2,312 square feet and nearly half are two-stories. The largest residence on Softwind Way is 2,312 square foot, which includes a 357 square foot addition that was built in 1987. The RNCO has no size of FAR limits in the RS zone, but the issue of neighborhood compatibility is at the discretion of the Planning Commission.

Architectural Review

The existing house consists of cream colored stucco, white trim with a light brown shingle roof. The applicant has chosen new exterior building materials and colors, which

includes off-white stucco, various tones of gray trim and red painted entry doors. Stone veneer is proposed on the front façade of the residence, gray in color to match the trim and roof. The proposed roofing material consists of medium gray textured blend composition shingles. Wood railing painted white is proposed for the front balcony and square tube metal rail prefinished charcoal or black is proposed for the rear deck and balcony railing.

The applicant has located the proposed second-story addition to be behind the garage located at the front of the residence to be consistent with the neighboring structure to the south of the subject property and other second-story structures in the immediate neighborhood. Staff recommended to the applicant the application of more articulation to the south elevation of the residence. The applicant has opted not to modify the plans to reflect this suggestion. The proposed project is not subject to review by the Hillrise Homeowner's Association, nor the City Architectural Review Panel.

Currently, the roof ridge is at 15 feet above average grade and with the addition, the ridge would be 30 feet at its highest point, which is below the maximum building height of 35 feet allowed for the RS zone and is compatible with the established building heights in the neighborhood, as called for in the Architectural Design Standards and Guidelines for neighborhood compatibility.

Engineering/Public Works Department Review

Since grading quantities for construction of the proposed additions are anticipated to be less than 50 cubic yards, a grading permit will not be required for the project. The parcel is connected to the public sewer system. No street improvements are required for the proposed addition.

Environmental Review

The project consists of a 1,379 square foot addition to an existing 1,286 square foot single family residence. It is categorically exempt from the California Environmental Quality Act Guidelines, per Section 15303 (New Construction or Conversion of Small Structures) because the addition will not result in an increase of more than 10,000 square feet in size to an existing single-family residence and the area in which the project is located is not environmentally sensitive.

IV. RECOMMENDATION

Based on the foregoing review and analysis, staff recommends that the Planning Commission approve Site Plan/Architectural Review Case No. 11-SPR-002, subject to conditions

IV. ATTACHMENTS:

- Draft Resolution and Draft Conditions of Approval
- Exhibit A: Friedl Letter from Public
- Exhibit B: Vicinity Map
- Exhibit C: Square Footage Analysis Map
- Exhibit D: Reduced Photocopies of the Architectural Plans
- Exhibit E: Environmental Determination
- Exhibit F: Rendering and Photographs of the Site and Adjacent Properties
- Exhibit G: Color and Material Board
- Exhibit h: Neighborhood Compatibility Design Guidelines

Case Planner: Renee Madrigal, Associate Planner

DRAFT RESOLUTION NO. _____

A RESOLUTION OF THE PLANNING COMMISSION OF THE
CITY OF AGOURA HILLS
APPROVING SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002

THE PLANNING COMMISSION OF THE CITY OF AGOURA HILLS HEREBY FINDS, RESOLVES, AND ORDERS AS FOLLOWS:

Section 1. An application was duly filed by Howard Littman with respect to the property located at 5525 Softwind Way (Assessor's Parcel Number 2053-017-015), requesting approval of a Site Plan/Architectural Review Case No. 11-SPR-002 to construct a 1,379 square-foot, first and second floor addition to an existing 1,286 square foot, single-story, single-family residence with a 477 square foot garage. A public meeting was duly held on May 19, 2011, at 6:30 p.m. in the Council Chambers at City Hall, 30001 Ladyface Court, Agoura Hills, California 91301. Notice of the time, date and place and purpose of the aforesaid was duly given.

Section 2. Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid Public Meeting.

Section 3. The Planning Commission, pursuant to the Agoura Hills Zoning Ordinance, finds as follows:

A. The proposed use, as conditioned, is consistent with the objectives and provisions of the Zoning Ordinance and the purposes of the land use district in which the use is located and the newly adopted Residential Neighborhood Compatibility Ordinance No. 09-358 regarding first- and second-story additions. The proposed addition is a permitted use in the RS zone.

B. The proposed addition, as conditioned, will not be detrimental to the public health, safety, or general welfare. The property will be improved and maintained according to City Building Code standards and all building plans will be reviewed and approved by the City's Building and Safety Department. The placement of the additions will be below the maximum building height of 35 feet, thereby allowing for privacy, light, and air to adjacent structures and is compatible with the established building heights in the neighborhood as called for in the Architectural Design Standards and Guidelines for neighborhood compatibility. The parcel is connected to the public sewer system.

C. The proposed addition, as conditioned, will not conflict with the character and design of the buildings in the surrounding area in that the proposed exterior materials consisting of off-white stucco walls, gray trim, stone veneer and a gray composition shingle roof will be compatible with the existing residence and neighboring homes.

D. The proposed use, as conditioned, will comply with each of the applicable provisions of the Zoning Ordinance in that the project is consistent with the development standards of the Single-Family Residential zone in that the project does not exceed the maximum lot coverage established for the zone.

E. That the proposed use, as conditioned, is consistent with the goals, objectives and policies of the General Plan. The proposed room additions to the existing residence serves an understandable and efficient relationship between its purpose and the single family land use which it serves, and is compatible with the surrounding community in regard to the exterior colors, textures, and materials, as called for in the Community Design Element of the General Plan.

F. The proposed use, as conditioned, preserves and enhances the particular character and assets of the surrounding area and its harmonious development. The proposed additions to the existing single-family residence will consist of off- white stucco walls, gray trim, stone veneer, and gray composition shingle roof that are consistent with the architecture of the surrounding area. The proposed room additions are logical expansions to the existing single-family residence and will be constructed in accordance with the development standards of the RS zone.

Section 4. The proposed project consists of a 1,379 square-foot addition to an existing single-family residence and is, therefore, categorically exempt from the requirements of the California Environmental Quality Act, per Section 15303 because the addition will not result in an increase of more than 10,000 square feet and the area in which the project is located is not environmentally sensitive.

Section 5. Based on the aforementioned findings, the Planning Commission hereby approves Site Plan/Architectural Review Case No. 11-SPR-002, subject to the attached conditions, with respect to the property described in Section I hereof.

PASSED, APPROVED, and ADOPTED this 19th day of May, 2011, by the following vote to wit:

AYES: (0)
NOES: (0)
ABSTAIN: (0)
ABSENT: (0)

Steve Rishoff, Chairperson

ATTEST:

Doug Hooper, Secretary

CONDITIONS OF APPROVAL (Case No. 11-SPR-002)

STANDARD CONDITIONS

1. This decision, or any aspect of this decision, can be appealed to the City Council within fifteen (15) days from the date of Planning Commission action, subject to filing the appropriate forms and related fees.
2. This action shall not be effective for any purpose until the applicant has agreed in writing that the applicant is aware of, and accepts all Conditions of these Permits with the Department of Planning and Community Development.
3. Except as modified herein, the approval of this action is limited to and requires complete conformation to the approved labeled exhibits: Site Plan, Elevation Plans, Floor Plans, and Roof Plan.
4. All exterior materials used in this project shall be in conformance with the materials samples submitted as a part of this application.
5. It is hereby declared to be the intent that if any provision of this Permit is held or declared to be invalid, the Permit shall be void and the privileges granted hereunder shall lapse.
6. It is further declared and made a Condition of this action that if any Condition herein is violated, the Permit shall be suspended and the privileges granted hereunder shall lapse; provided that the applicant has been given written notice to cease such violation and has failed to do so for a period of thirty (30) days.
7. All requirements of the Zoning Ordinance and of the specific zoning designation of the subject property must be complied with unless set forth in the Permit or on the approved architectural plans.
8. No occupancy shall be granted for any building until all Conditions of Approval have been complied with as determined by the Director of Planning and Community Development.
9. The applicant shall comply with all applicable Public Health Statutes, Ordinances, and Regulations related to the disposal of sewage.
10. All structures shall conform to the requirements of the Division of Building and Safety of the City of Agoura Hills.
11. Unless this permit is used within two (2) years from the date of City approval, Case No. 11-SPR-002 will expire. A written request for a one (1) year extension may be considered prior to the expiration date.

12. The applicant shall comply with the school impact fee requirements of the Las Virgenes Unified School District. The current fee is \$2.97 per gross square foot for residential construction.
13. No roof-mounted equipment, other than attic ventilation systems and solar panels, as allowed by the Municipal Code, shall be allowed.
14. Prior to the issuance of a Building Permit, the applicant shall pay the Fire District Development Fee, at the rate in effect at the time of Building Permit issuance. The current rate is \$ 0.9296 per square foot.
15. The applicant shall pay to the City the applicable General Plan Update Recovery Fee prior to the issuance of a Building Permit. The current fee is \$1.41/\$1,000 of building valuation. Actual fees will be determined at the time of building permit issuance.

SOLID WASTE MANAGEMENT STANDARD CONDITIONS

15. To ensure that solid waste generated by the project is diverted from the landfill and reduced, reused, or recycled, the applicant shall submit a "Waste Reduction & Recycling Plan" to the City for review and approval. The plan shall provide for at least 50% of the waste generated on the project to be diverted from the landfill. Plans shall include the entire project area, even if tenants are pursuing or will pursue independent programs. The plan shall be submitted to and approved by the Department of Planning and Community Development prior to issuance of a building permit. The plan shall include the following information: material type to be recycled, reused, salvaged, or disposed; estimated quantities to be processed, management method used, and destination of material including the hauler name and facility location. The City's Waste Reduction & Recycling Plan form or a similar format shall be used.
16. The project shall comply with the plan and provide for the collection, recycling, and/or reuse of materials (i.e. concrete, wood, metal, cardboard, green waste, etc.) and document results during demolition and/or construction of the proposed project. After completion of demolition and/or construction, the applicant shall complete a Waste Reduction & Recycling Summary Report and provide legible copies of weight tickets, receipts, invoices or letters of verification for materials sent to disposal or reuse/recycling facilities. For other discarded or salvaged materials, the applicant shall provide documentation, on the disposal facility's letterhead, identifying where the materials were taken, type of materials, and tons or cubic yards disposed, recycled or reused and the project generating the discarded materials. The Waste Reduction & Recycling Summary Report shall be submitted and approved prior to issuance of a certificate of occupancy, or final inspection if issuance of a certificate of occupancy is not applicable.
17. The applicant shall arrange for materials collection during construction, demolition, and occupancy with a City permitted hauling company, or shall arrange for self-hauling to an authorized facility.

BUILDING AND SAFETY CONDITIONS

18. All exterior materials used for eaves, sidings, porch, patio, carport and other similar structures need to meet the Very High Fire Hazard Severity Zone (VHFHSZ) as outlined in Chapter 2 of Article VIII in the Agoura Hills Municipal Code (AHMC). The applicant shall identify the types of material being used.
19. As part of the permitting process and prior to permit issuance, two (2) full sets of construction plans including, Electrical, Plumbing, Mechanical, Title 24, Structural calculations shall be submitted to Building and Safety Department for plan review and approval.
20. Los Angeles County Fire Department approval is required for any new structures over 1,000 sq ft.
21. Fire sprinklers are required per Section 903.2 of Agoura Hills Municipal Code.

SPECIAL CONDITIONS

18. The project shall comply with the minimum side yard requirement for first- and second-story development additions to existing residences. The project must meet the existing 16-foot side yard setback on the south side.
19. No construction activity shall occur between the hours of 7:00 p.m. and 7:00 a.m., Monday through Saturday. Construction activity is also prohibited on Sundays and holidays, per Municipal Code Section 4100.

END



**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

**FOR THE PROPERTY LOCATED AT
5525 SOFTWIND WAY, AGOURA HILLS**

EXHIBIT A

FRIEDL LETTER FROM PUBLIC

Sally & Jim Friedl
29416 Greengrass Court
Agoura Hills, California 91301

CITY OF AGOURA HILLS

2011 MAY 11 PM 1:01

CITY CLERK

Mr. Mike Kamins
City of Agoura Hills
Re: Case No 11SPR-002

Dear Mike:

I drove by the house
at 5525 Softwind Way and
see no reason why Mr. Littman
shouldn't be able to double
the size of his "tiny" house
considering the house backs
up to open space.

Every consideration should
be made for the houses on
either side and across the
street in regard to start
and end dates for construction
and amount of time the street

will be inconvenienced by
dumpsters, etc. Portable toilets
should be concealed from the
street during construction.

In the end, the remodeled
house will raise the property
values of all houses in Hillrise.

Thank you for asking
residents for their input.

Sincerely,

Sally Friedl



**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

**FOR THE PROPERTY LOCATED AT
5525 SOFTWIND WAY, AGOURA HILLS**

**EXHIBIT B
VICINITY MAP**

Site Plan/Architectural Review Case No. 11-SPR-002
(A.P.N. 2053-017-015)





**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

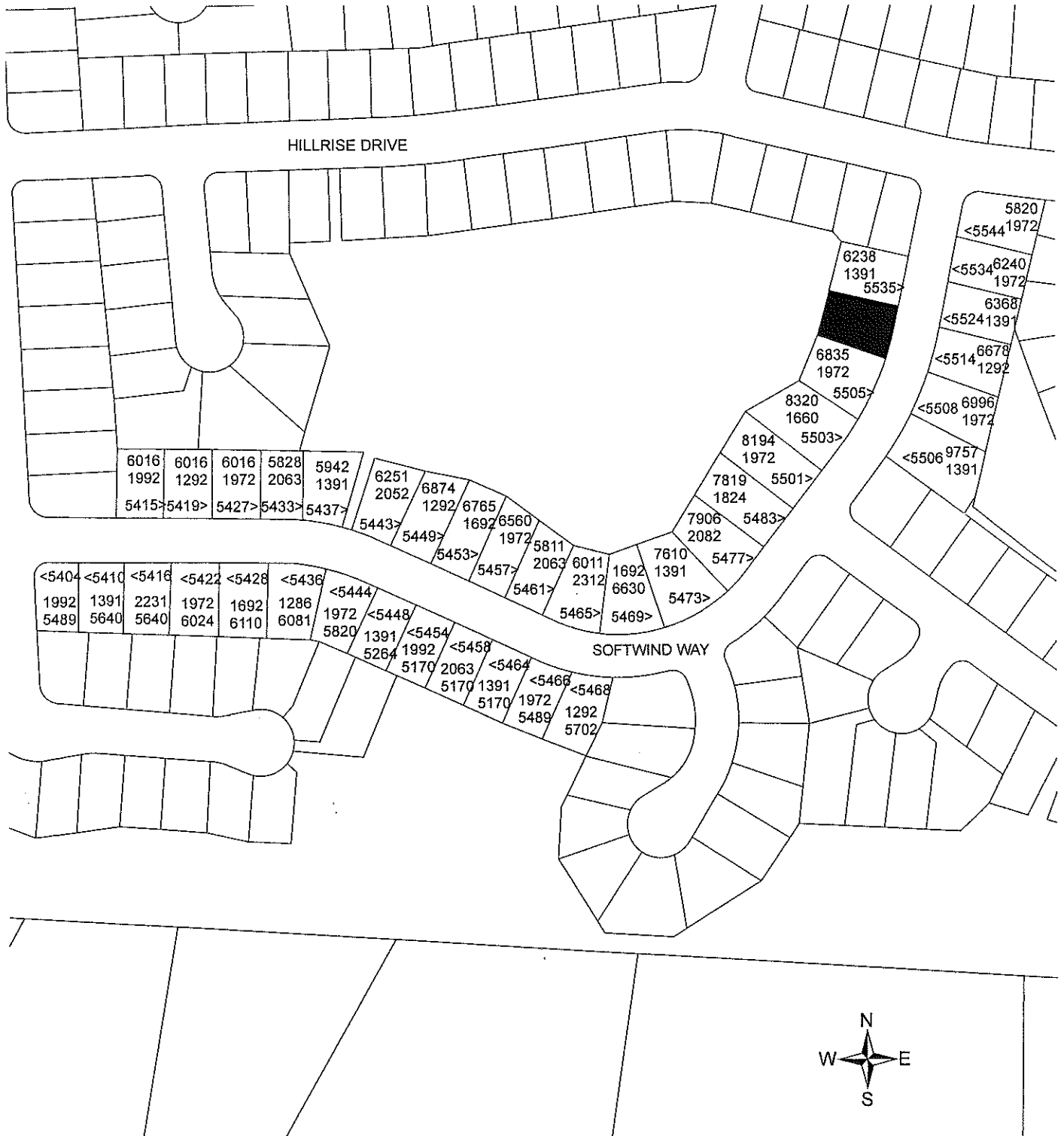
**FOR THE PROPERTY LOCATED AT
5525 SOFTWIND WAY, AGOURA HILLS**

EXHIBIT C

SQUARE FOOTAGE ANALYSIS MAP

SITE PLAN/ARCHITECTURAL REVIEW CASE NO. 11-SPR-002
(A.P.N. 2053-017-015)

Square Footage Analysis Map



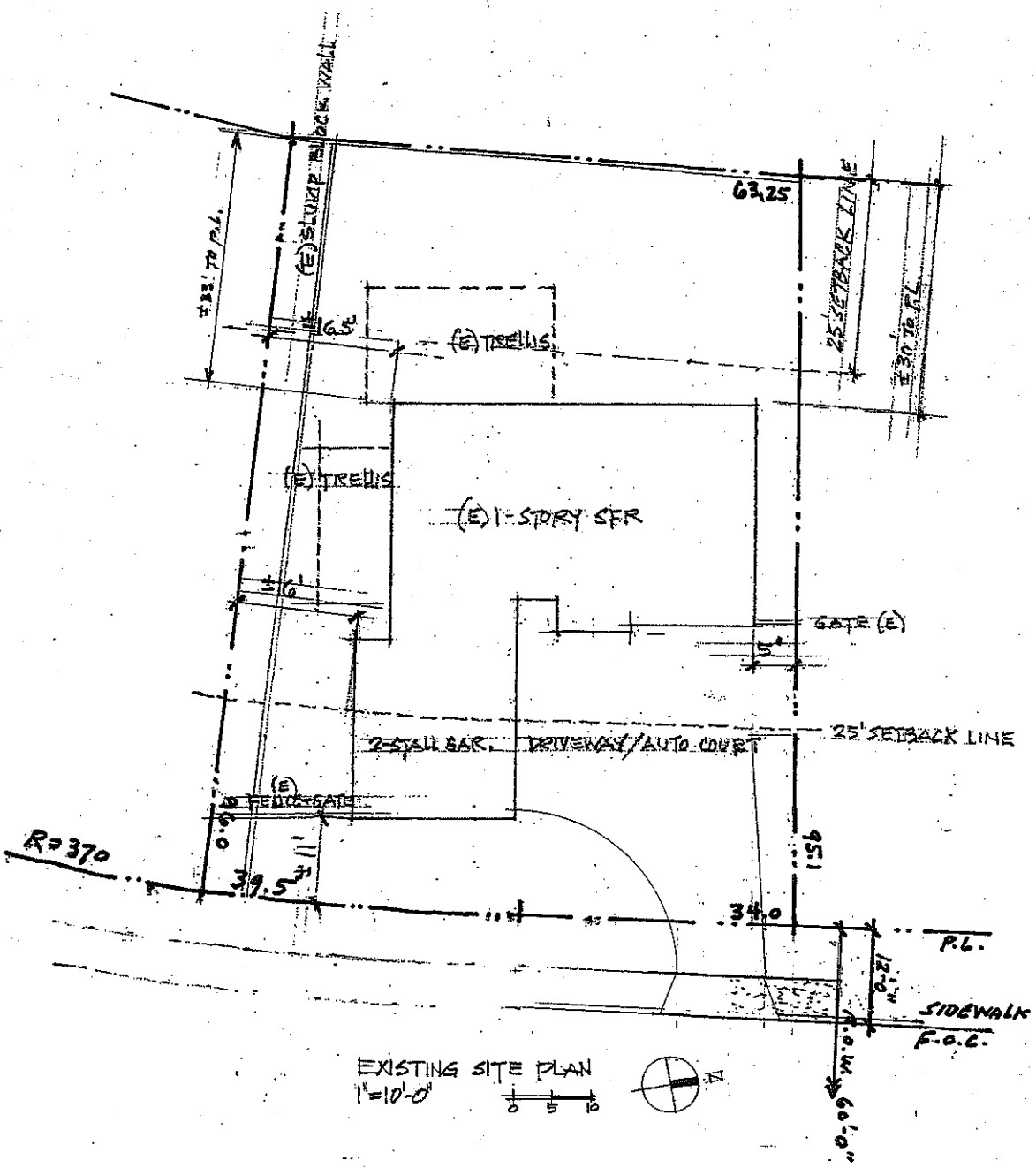


**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

**FOR THE PROPERTY LOCATED AT
5525 SOFTWIND WAY, AGOURA HILLS**

EXHIBIT D

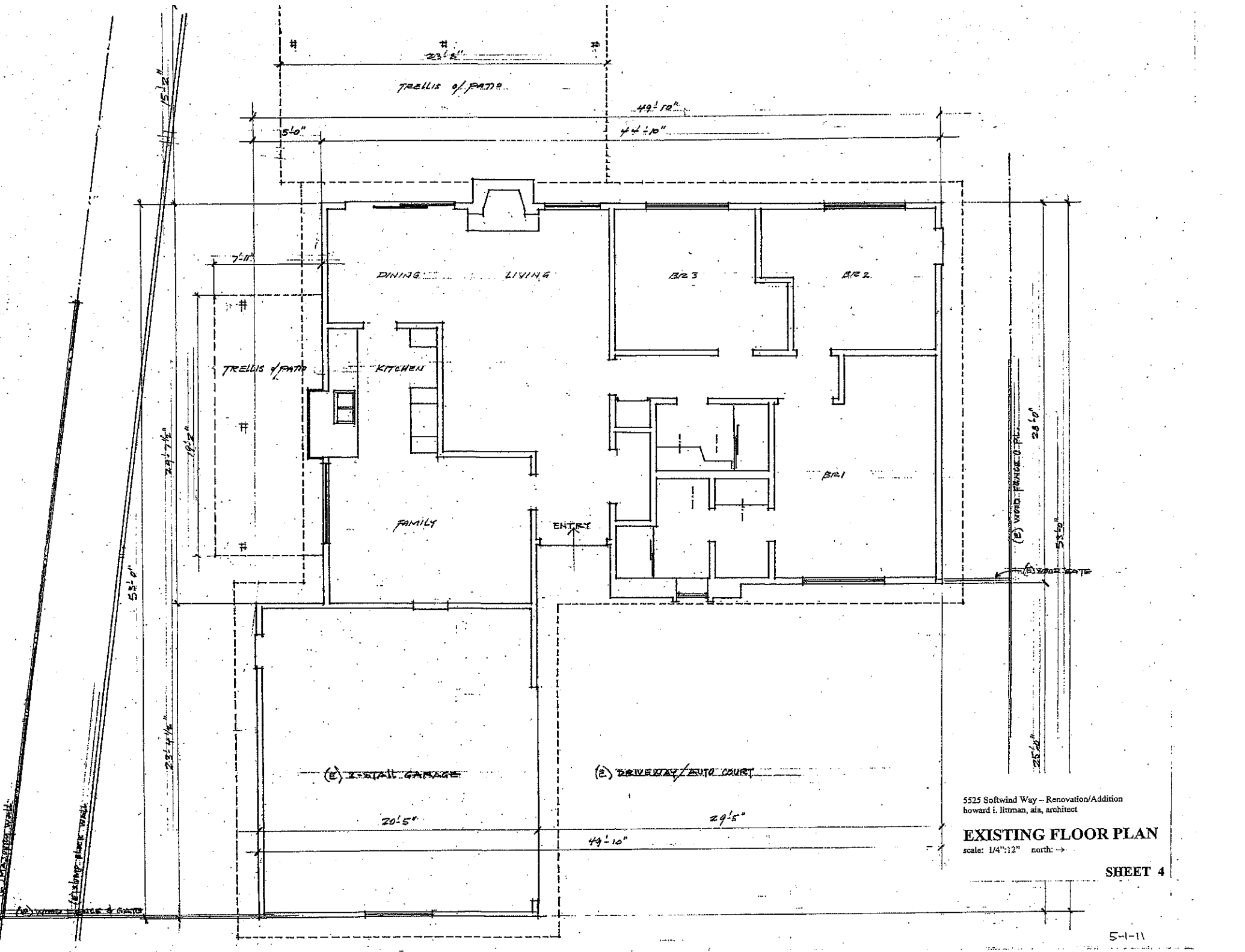
REDUCED PHOTOCOPIES OF THE PLANS



5525 Softwind Way - Renovation/Addition
 Howard I. Hittman, aia, architect

EXISTING SITE PLAN

scale: 1/10"=12" north: →



5525 Softwind Way - Renovation/Addition
 howard i. litman, aia, architect

EXISTING FLOOR PLAN
 scale: 1/4"=12" north →

SHEET 4

REMOVE TRELLIS & POSTS

REMOVE TRELLIS & POSTS

REMOVE ALL CLOSED WALLS, FLOOR CASING & ROOF FRAMING ABOVE. SLAB TO REMAIN.

REMOVE ROOF FRAMING ABOVE THIS AREA. RETAIN CEILING FRAMING & FINISHES.

CUT (H) OPS

REMOVE WINDOW & SEAL PORTION

RETAIN ROOF FRAMING OVER THIS AREA

ENTRY

CUT (H) OPS
REMOVE WINDOW & SEAL PORTION

(E) WOOD GATE

REMOVE (E) GATE

SEAL OPS

CUT (H) OPS

REMOVE POP-OUT & FALSE ARCH

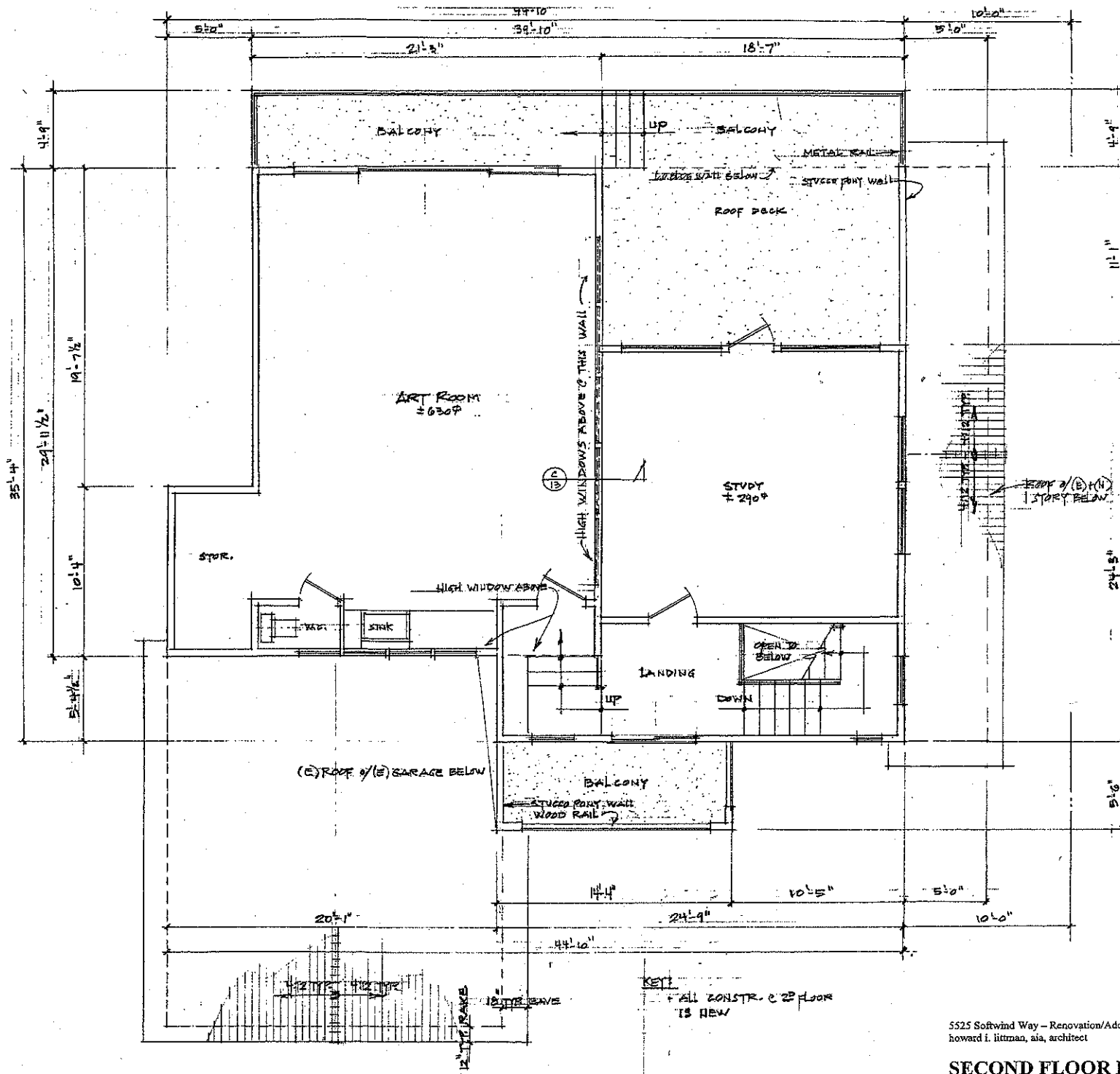
(E) INSTALL GARAGE

(E) DRIVEWAY/AUTO COURT

5525 Softwind Way - Renovation/Addition
howard i. litman, aia, architect

DEMOLITION PLAN

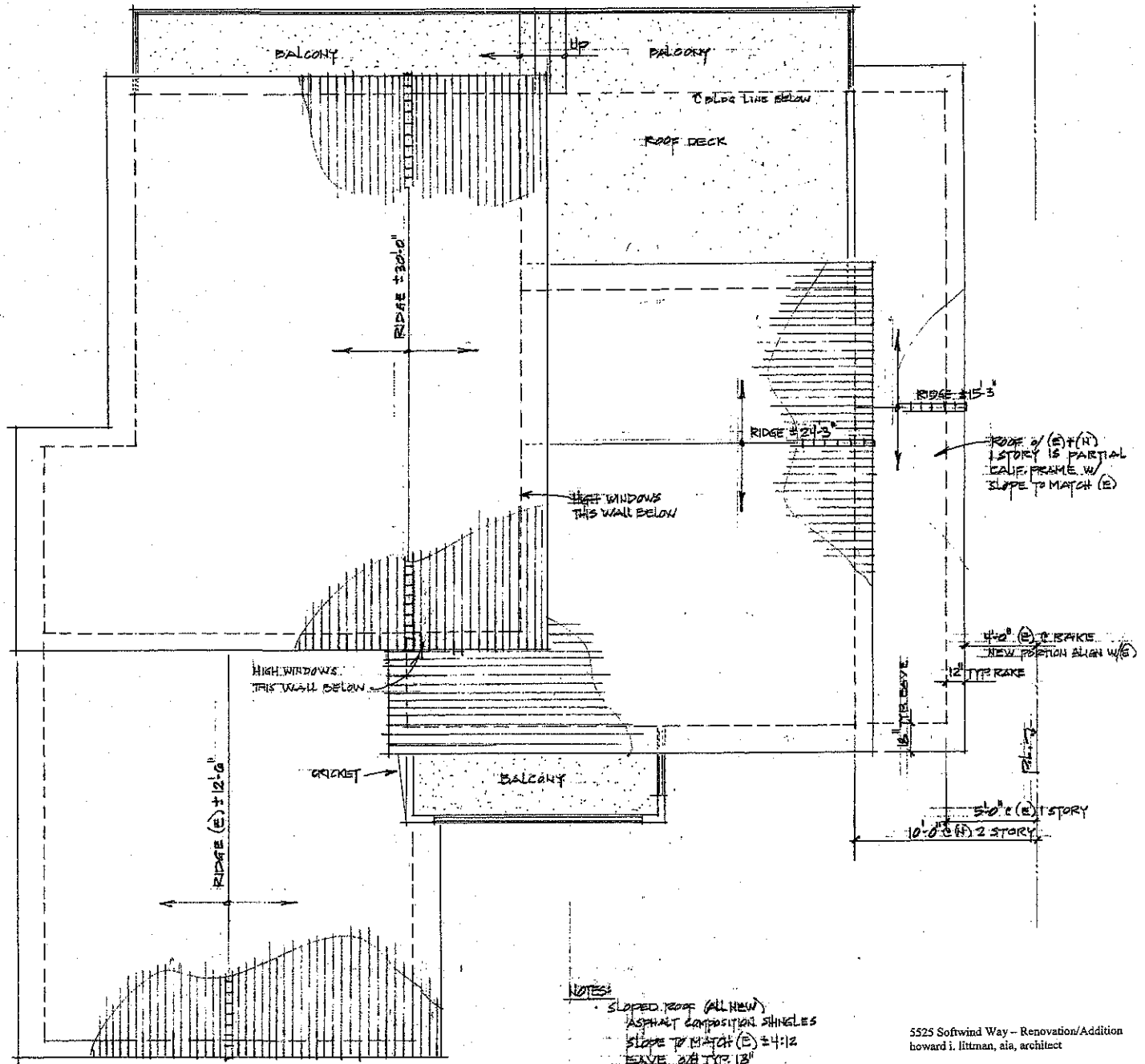
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KEY
 + ALL CONSTR. @ 2ND FLOOR IS NEW

5525 Softwind Way - Renovation/Addition
 Howard I. Litman, AIA, Architect

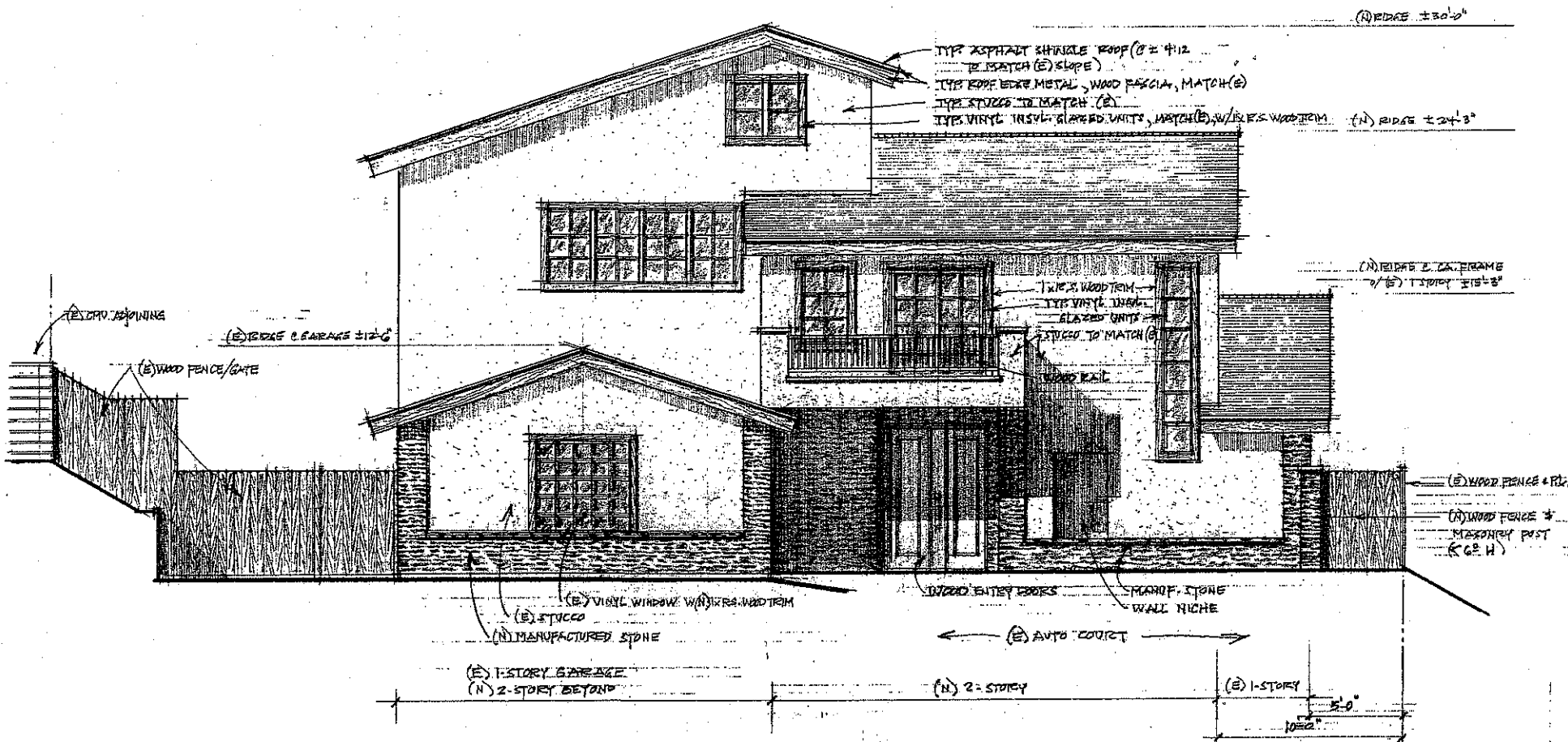
SECOND FLOOR PLAN
 scale: 1/4" = 12" north: →



- NOTES:**
- SLOPED ROOF (ALL NEW)
 - ASPHALT COMPOSITION SHINGLES
 - SLOPE TO MATCH (E) 3:4:12
 - EAVE 2" H TYP. 18"
 - RAKE 2" H TYP. 12"
 - ROOF DECK & BALCONIES
 - DECK CONTING TBS
 - SLOPE 1/4":12" TO DRAINAGE EDGE

5525 Softwind Way - Renovation/Addition
 Howard I. Littman, AIA, Architect

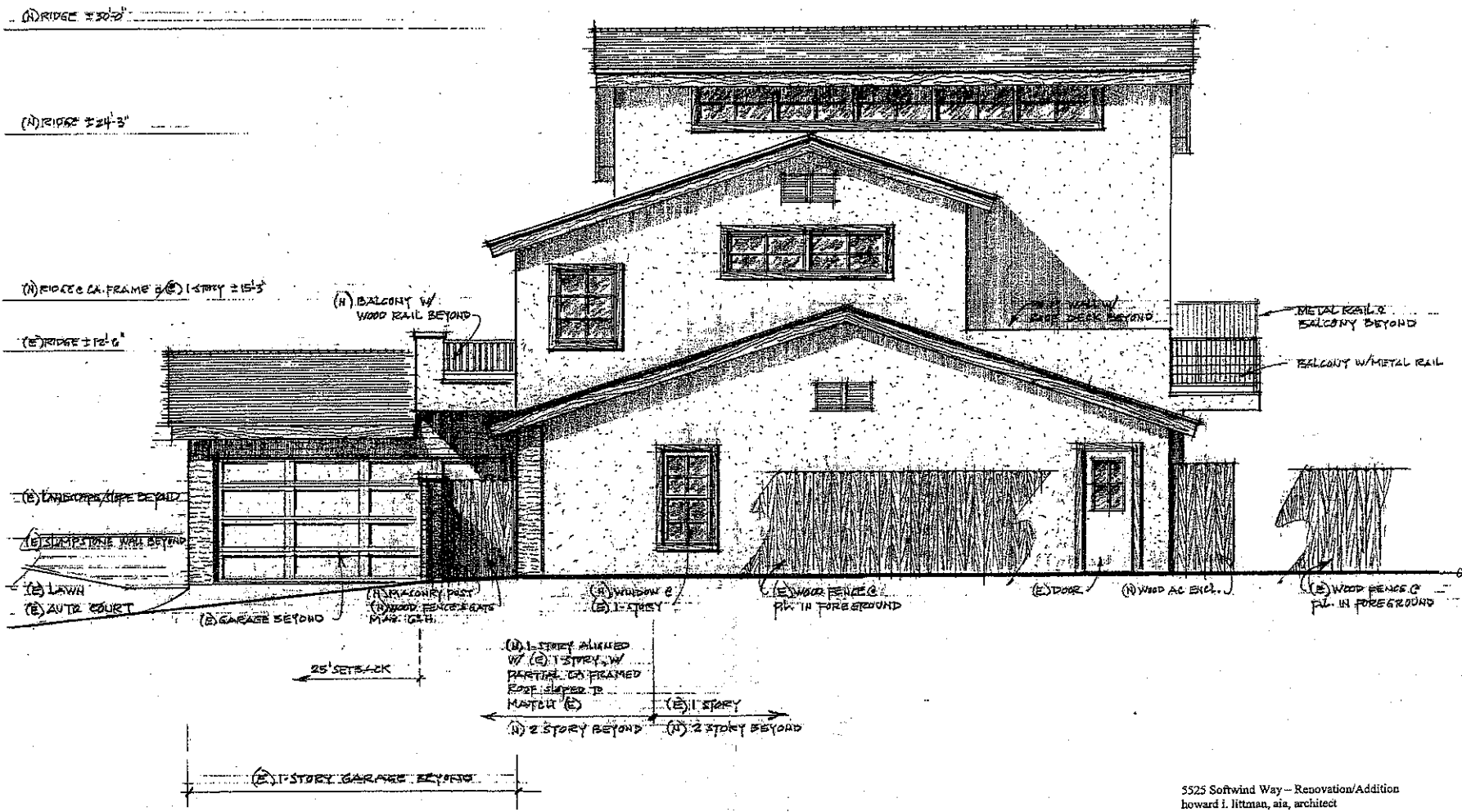
ROOF PLAN
 scale: 1/4"=12" north →



5525 Softwind Way - Renovation/Addition
 howard i. litman, aia, architect

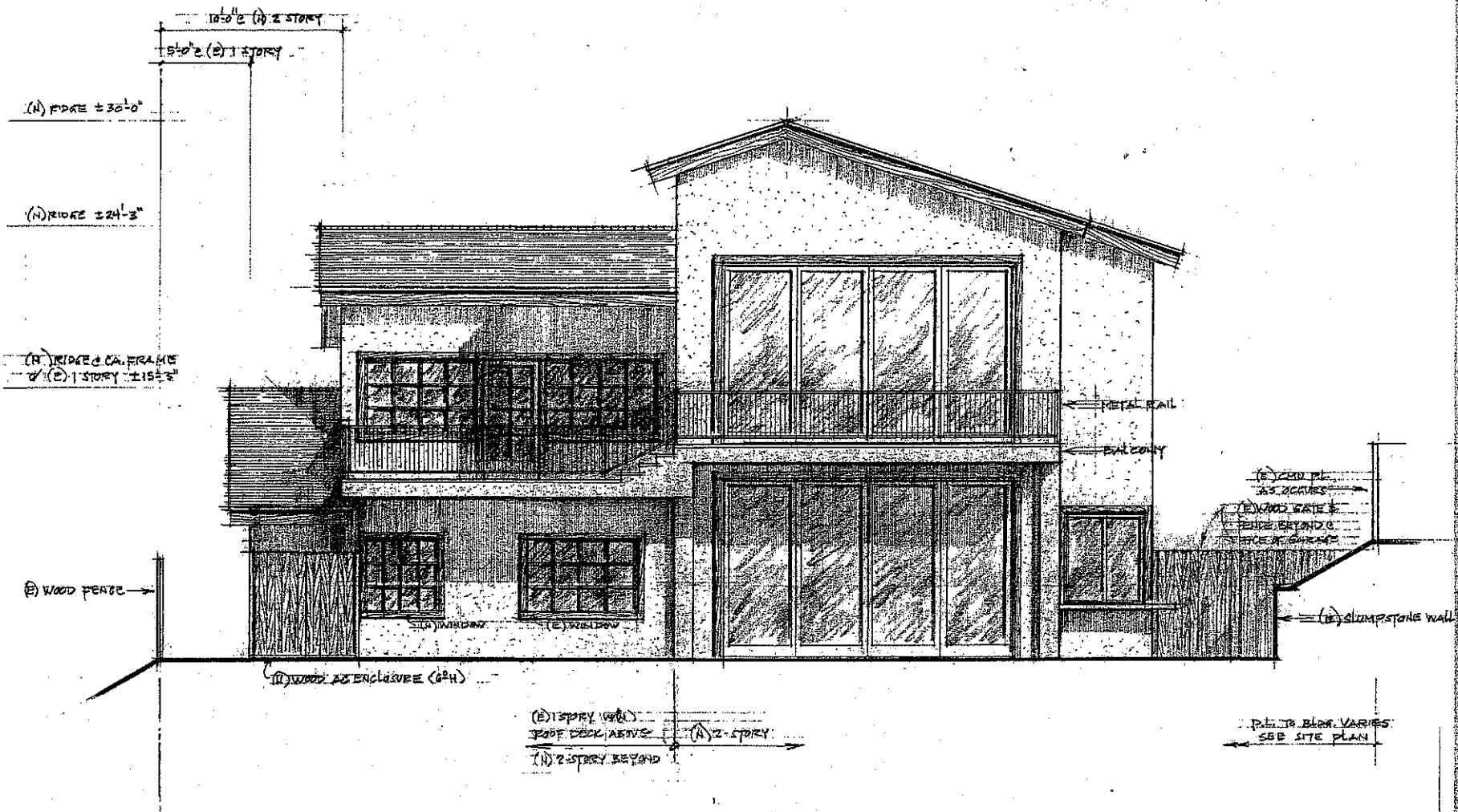
ELEVATION - EAST

scale: 1/4"=12"



5525 Softwind Way - Renovation/Addition
 howard i. littman, aia, architect

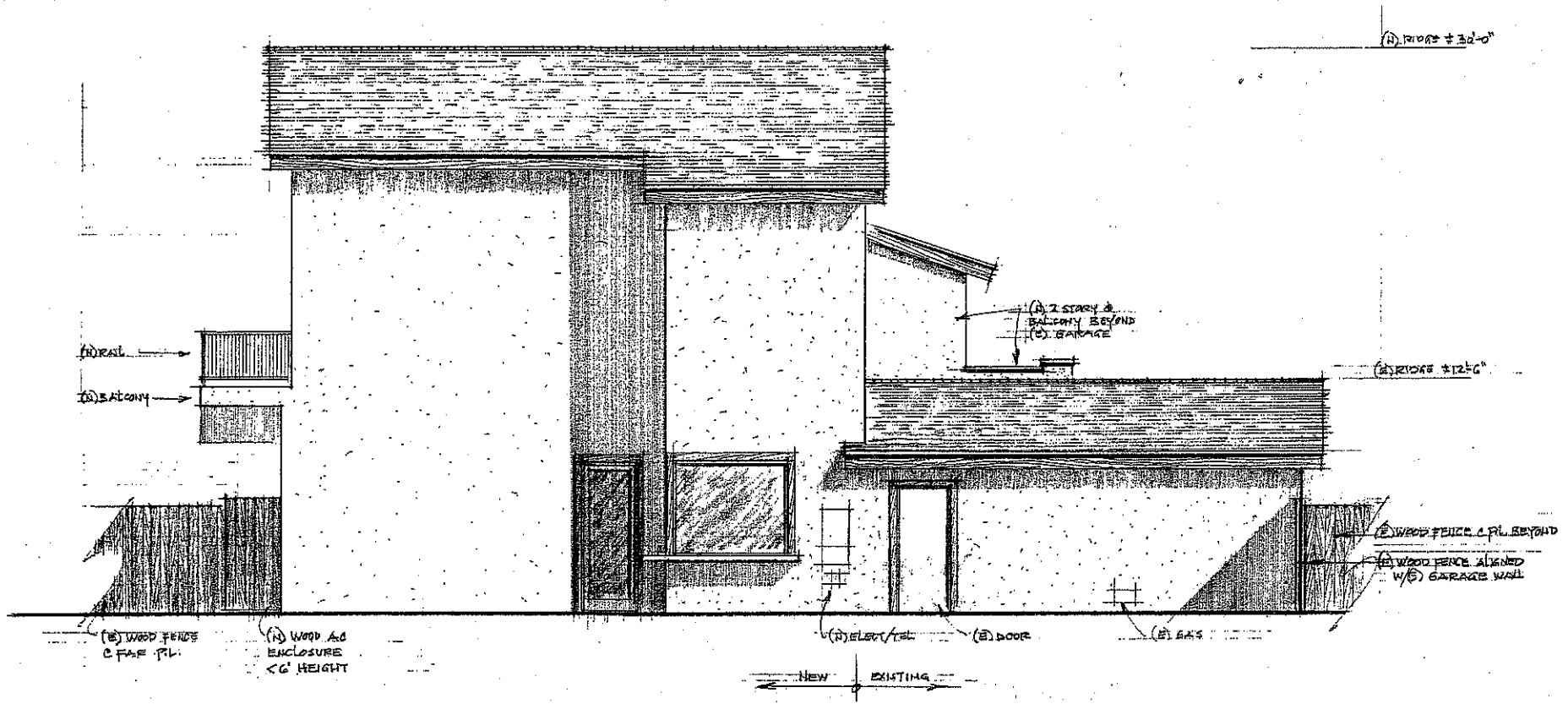
ELEVATION - NORTH
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5525 Softwind Way - Renovation/Addition
 howard i. littman, aia, architect

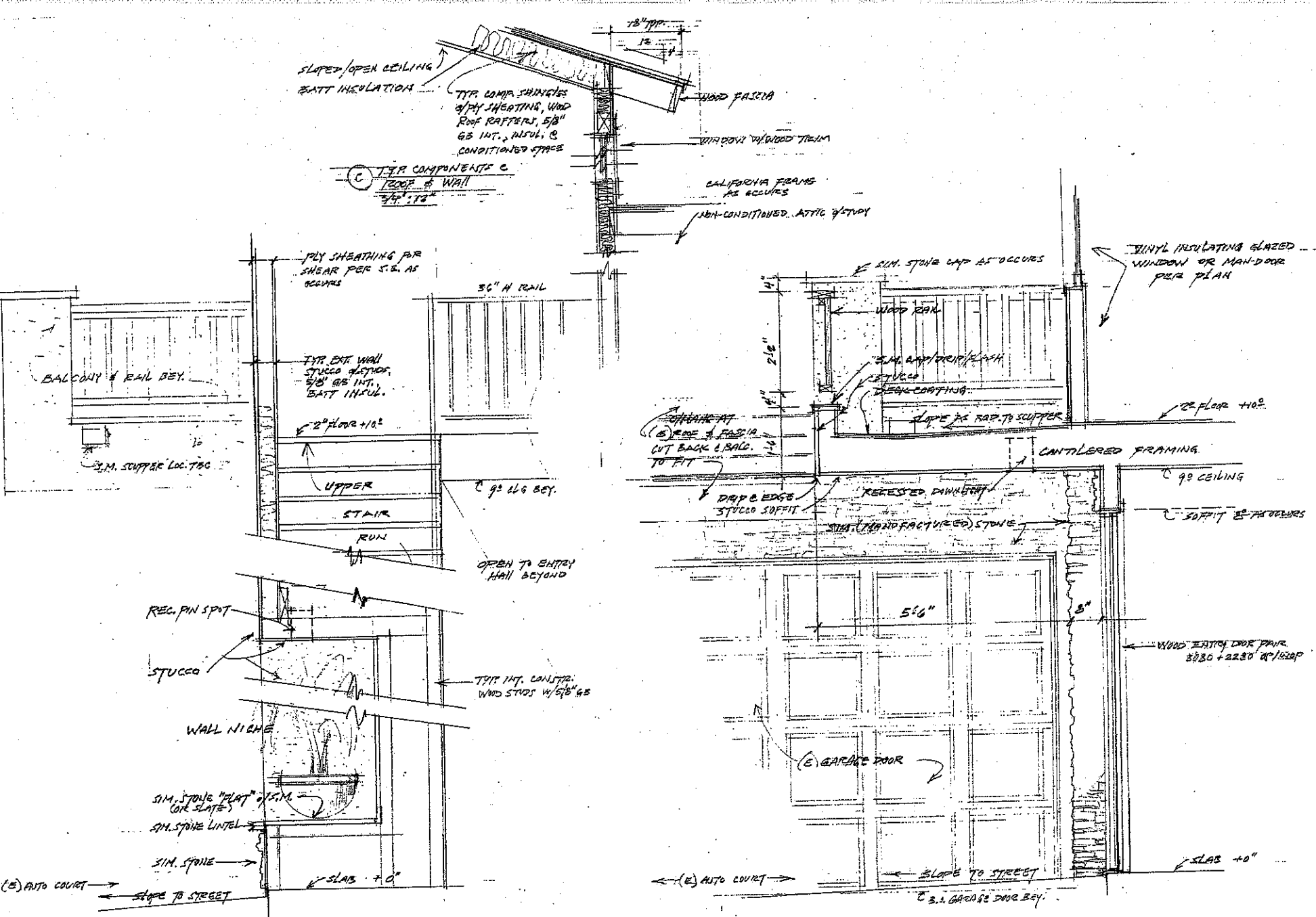
ELEVATION - WEST
 scale: 1/4"=1'-0"

SHEET 11



5525 Softwind Way - Renovation/Addition
 howard i. littman, aia, architect

ELEVATION - SOUTH
 scale: 1/4"=12"



5525 Softwind Way - Renovation/Addition
 Howard I. Litman, AIA, Architect

TYPICAL SECTIONS
 scale: 3/4" = 12"



**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

**FOR THE PROPERTY LOCATED AT
5525 SOFTWIND WAY, AGOURA HILLS**

EXHIBIT E

ENVIRONMENTAL DETERMINATION

Notice of Exemption

To: Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, Ca 95814

From: City of Agoura Hills
30001 Ladyface Court
Agoura Hills, CA 91301

County Clerk
County of Los Angeles
Los Angeles County Clerk
12400 E. Imperial Hwy.
Norwalk, CA 90659

Project Title: Littman Single Family Residential Addition
(Case #11-SPR-002)

Project Location-Specific: 5525 Softwind Way (APN 2053-017-015)

Project Location-City: City of Agoura Hills

Project Location-County: Los Angeles

Description of Nature, Purpose, and Beneficiaries of Project: The project involves the construction of a 1,379 square-foot, first and second-story addition, front balcony, and rear deck to an existing 1,763 square-foot, single-story residence with a 477 square foot garage.

Name of Public Agency Approving Project: City of Agoura Hills

Name of Person or Agency Carrying Out Project: Howard Littman

Exempt Status: (Check One)

- Ministerial (14 Cal Code of Regs. Sec. 15268);
- Declared Emergency (14 Cal Code of Regs. Sec. 15269(a))
- Emergency Project (14 Cal Code of Regs Sec. 15269(b),(c), (d) and (e)). State subsection letter
- Statutory Exemption (14 Cal. Code of Regs. Sections 15260 et seq.) State Statutory Number
- Categorical Exemption (14 Cal Code of Regs. Sections 15300 et seq.) State of California CEQA Guidelines Section 15303, Class 3. New Construction or Conversion of Small Structures
- No possibility of physical impact. (14 Cal Code of Regs. Section 15061 (b)(3))

Reasons why project is exempt: The project consists of the construction of an addition to an existing single-family home. The project site is not within: 1) an environmentally sensitive resource area; 2) a state designated scenic highway area; 3) a hazardous waste site; or 4) an historical resource area.

Lead Agency Contact Person: Renee Madrigal, Associate Planner, City of Agoura Hills

Area Code/Telephone/Extension: (818) 597-7339

Signature: Renee Madrigal Date: 5/5/11 Title: Associate Planner



**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

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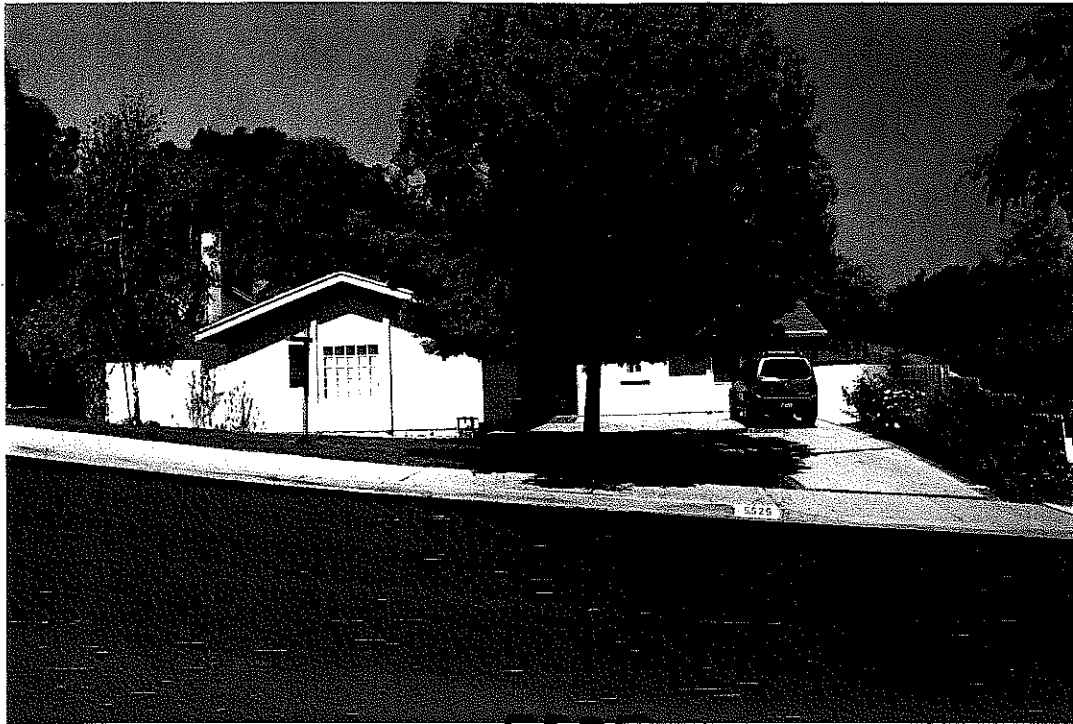
EXHIBIT F

**RENDERING AND PHOTOGRAPHS OF THE SITE
AND ADJACENT PROPERTIES**

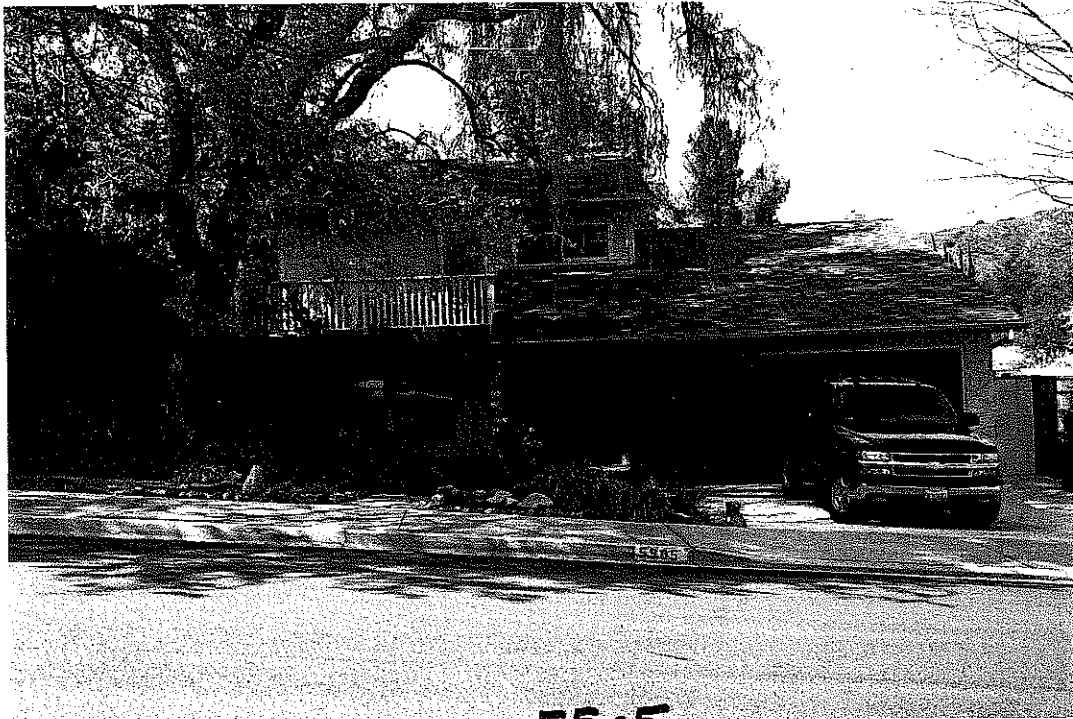


5525 Softwind Way - Renovation/Addition
 howard i. litman, aia, architect

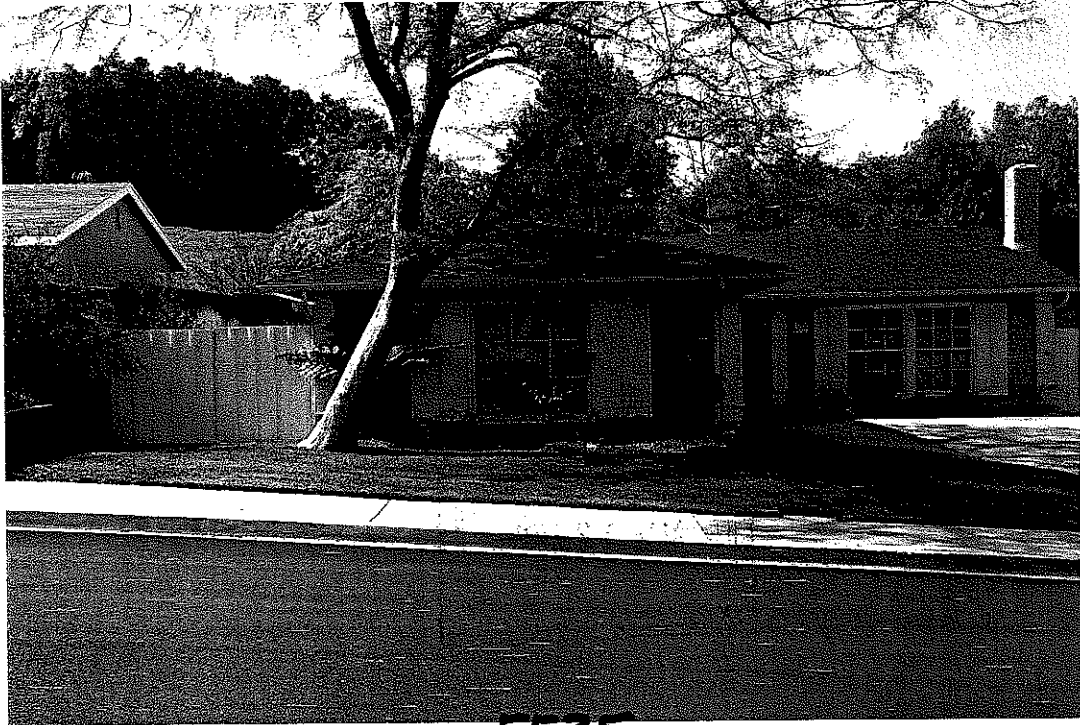
ELEVATION - EAST
 scale: 1/4"=12"



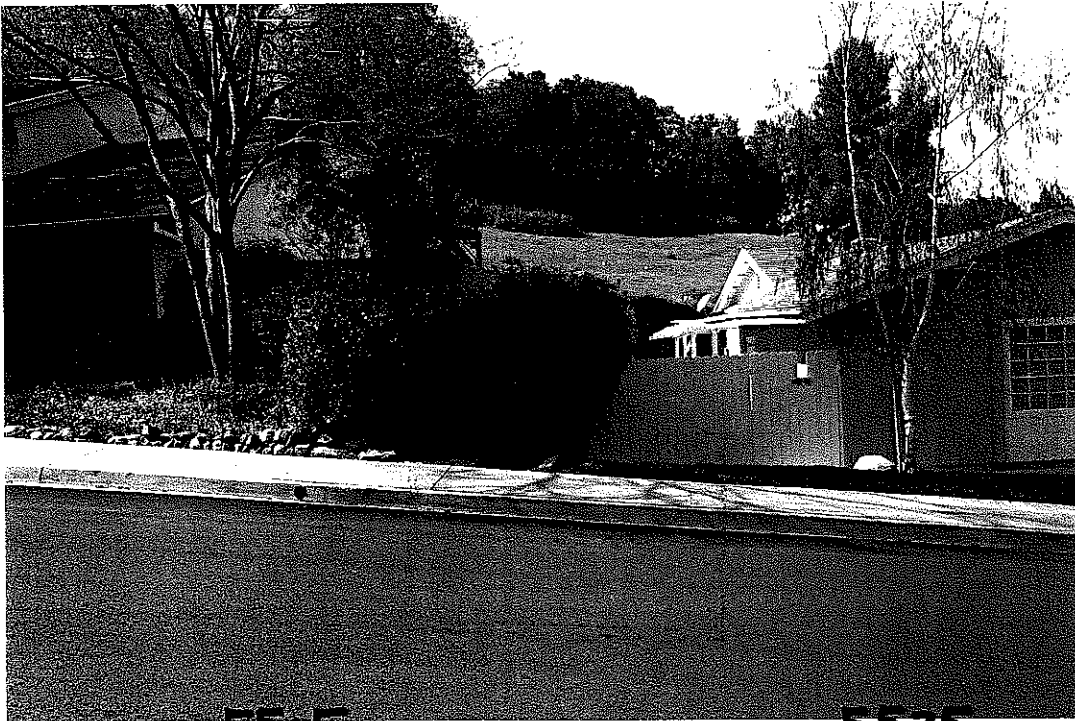
5525



5505

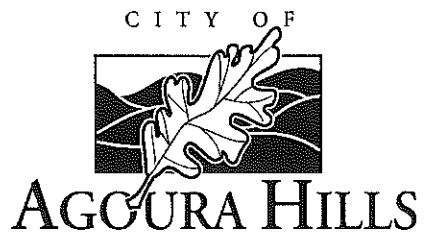


5535



5505

5525



**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

**FOR THE PROPERTY LOCATED AT
5525 SOFTWIND WAY, AGOURA HILLS**

EXHIBIT G

COLOR AND MATERIAL BOARD

5525 Softwind Way – proposed renovation and addition - materials and colors

Primary components:

Roof: Medium gray textured blend composition shingles.

Stucco: Off-white. Match existing texture.

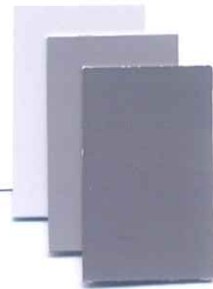
Masonry and accessory pieces: Medium/dark gray simulated/manufactured stone.



Secondary components:

Wood fascia, wood and metal trim:

Various complementary shades of gray paint, to match hues of roof and manufactured stonework.



Front entry door pair: Wood, painted red as shown.



Front (east) balcony railing: Wood rail and pickets, painted white.



Windows: White vinyl, to match existing type, divided-light style where shown.



Gutters/leaders: Prefinished gray metal to blend with fascia, as occurs.

Garage door: Existing white enamel on metal to remain.



Fencing w/gates: Existing dog-ear cedar fencing to remain. New to match. White paint where visible from street, to match existing.

Driveway paving: Existing concrete w/brick to remain.

Rear (west) deck railing: Square tube metal rail prefinished charcoal or black.



Determination of actual products/materials and precise colors to be incorporated into the project will occur during preparation of construction documents and associated specifications, and are anticipated to be substantially consistent with the above.



**SITE PLAN/ARCHITECTURAL REVIEW
CASE NO. 11-SPR-002**

**FOR THE PROPERTY LOCATED AT
5525 SOFTWIND WAY, AGOURA HILLS**

EXHIBIT H

NEIGHBORHOOD COMPATIBILITY DESIGN GUIDELINES

Neighborhood Compatibility Guidelines for Single Family Homes in Existing Neighborhoods

The following guidelines are intended to ensure that new homes or additions to existing homes are harmonious with and enhance the surrounding neighborhood character. Neighborhoods that were constructed as part of a residential tract or by the same builder generally have common features, such as similar lot sizes, setbacks, architectural styles and details. To meet the intent of the Neighborhood Compatibility Standards, a new or modified structure should be designed so that it is similar to the neighboring structures.

For purposes of these Guidelines, "neighborhood character" means a combination of unique features that make up a distinct character of a given neighborhood including but not limited to the following: architectural style, mass and bulk, height number of stories, and roof design, scale orientation, setbacks, open space, architecture style, texture, color and building materials.

1. Early Neighbor Notification. Applicants are encouraged to notify owners of property located within 100 feet of the property and any homeowners' association within 30 days of application submittal.
2. Setbacks. The minimum front yard setback should be equal to the average of the front yards of existing buildings within the block face.
3. Heights. Building heights should be compatible with the size of a lot, as well as the context of the surrounding neighborhood. The height of a structure should be compatible with the established building heights in the neighborhood.
4. Roof Pitch. Roof lines influence the overall mass and scale of a structure. Low to medium roof pitch should be provided with a minimum number of hips and valleys.
5. Plate Height. Tall plate heights unnecessarily add to the volume of a structure. Eight foot plate heights, the most common for single family homes, are encouraged.
6. Eaves. Adjusting the height of an eave may be used to lower the mass and scale of a structure by lowering the building plate.
7. Second Story Wall Height. Second story wall heights greater than six feet, as measured from the second story finished floor, should have building wall offsets to help articulate second story mass. The offsets should comprise the full height of the wall plane.
8. Entry Feature Height. The height of entry features should match the height of eaves in the neighborhood so not to create an overwhelming entry feature

9. Second Story Decks. New or expanded second story decks or balconies with views into neighboring residential side or rear yards should address privacy protection to the greatest extent possible. The Director may refer second story decks or balconies to the Planning Commission if issues of privacy are present.

10. Second Story Design. Special sensitivity must be shown in the design of two story homes and additions, as they have a greater visual impact on the neighborhood. The construction of two-story buildings or additions can be compatible provided the design incorporates features which reduce the visual prominence of the second floor. Design features which generally reduce visual prominence include:
 - Provision of second floor offsets to avoid an unrelieved two-story wall.
 - Placing the second floor towards the back of the house to avoid a two-story profile at the street.
 - Placing the second floor in the middle of the footprint to provide a one-story transition to adjacent homes.
 - Where appropriate to the architectural style, consider architectural features that indicate where a first story ends and a second story begins when the structure is viewed from the street. Examples of appropriate floor delineations for some architectural styles include adding rooflines.
 - Where appropriate, some portions of the second story roof should be brought down to the gutter or eave line of the first story roof to reduce the apparent volume of the building.
 - First and second floor plate heights should be consistent with those established on other homes in the neighborhood.
 - Long, uninterrupted side walls should be avoided. Second stories should be setback further from the side property line than the first floor.
 - Windows on side elevations should have window and sill heights high enough to mitigate intrusion into a neighbor's privacy.