glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

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November 24, 2014

Rodney V. Khan
Khan Consulting, Inc.
1111 North Brand Boulevard, Suite 403
Glendale, CA 91202

RE: ADMINISTRATIVE DESIGN REVIEW
CASE NO. PDR 1421914
1146 North Brand Boulevard

Dear Mr. Khan,

On November 24, 2014, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED WITH A CONDITION** your administrative design review application to add a one-story 1,115 square foot surgical center to the front of an existing 1,982 square foot medical office building (for a total of 3,097 square feet), zoned C3 (Commercial Service) Zone, Height District III. The addition will complement the existing medical building in terms of mass and scale, architectural style and materials.

CONDITION OF APPROVAL

1. Maintain a horizontal running bond brick pattern with cap detail on both planters located at the front property line.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning -
A new addition of 1,115 square feet on an existing 1,982 square foot commercial building will not significantly change the existing site conditions. The new addition will front on Brand Boulevard. It will replace an existing landscaped area and feature a 2-foot deep landscape planter edging the sidewalk. Siting of the addition in the existing front landscaped area will render a building consistent with setbacks of adjacent and nearby buildings edging Brand Boulevard. A new recessed, street facing building entry is located on the southwest corner of the site, well separated from the existing northwest corner driveway location. The parking area currently existing in the rear of the building will remain essentially unchanged and will be in conformance with ADA requirements and per approved Parking Reduction Permit Case No. PRP1421912.

Mass and Scale-
The one-story addition is sensitive to the height, roofline, mass and scale of the existing one- story structure. The existing building has a lower height building extension facing the rear parking lot; and the new proposed addition is approximately 2-feet taller than the existing street facing building. The addition will create a terracing or stepping down in height of the building in three increments, from the front to the rear of the property. Vertically proportioned windows with transoms, the entry door and canopy, and the low planter box edging the sidewalk, provide an appropriate level of detail to the simple box-like addition; and the overall mass and scale are appropriate and consistent with adjacent and neighboring properties.

Building Design and Detailing-
The one-story addition is sensitive to the height, mass and scale, colors and materials of the existing one-story brick-clad structure. The addition is faced with a complimentary brick color and features a simple running bond pattern, decorative brick detailing and a soldier coarse parapet cap. The proposed brick, dark bronze anodized aluminum windows and door are high quality materials of appropriate color to complement the existing structure and the neighboring buildings.

PROJECT ANALYSIS

PROJECT DESCRIPTION: The applicant is proposing to add 1,115 square feet to the front of the existing 1,982 square-foot, one-story medical office building for a total of 3,097 square feet. The addition will consist of a reception and waiting area, changing room, and operating room (with storage area). The addition will complement the existing architecture and materials.

CONTEXT

GENERAL PLAN: Land Use Element: Community/Services Commercial. The project complies with the intent and General Plan and Land Use Element.

ZONE: C3 (Commercial Service) Zone, Height District III.

ENVIRONMENTAL CONSTRAINTS:
- Indigenous Trees: None.
- CEQA Status: The project is exempt from CEQA review as a Class 3 ("Construction or conversion of small structures") exemption pursuant to State CEQA Guidelines Section 15383.

NEIGHBORING ZONES AND USES:

	Zoning	Existing Uses
North	C3-III	Dental office
South	C3-III	Prosthetic dentist office
East	R-1250	Multi-dwelling units
West (across the street)	C3-III	Medical and offices, fire station
Project Site	C3-III	Medical office

DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS
Comprehensive Design Guidelines were approved by the City Council for commercial developments on November 29, 2011. Design considerations discussed below analyze a project's overall site planning, its mass and scale, and its architectural design and detailing with a purpose to ensure that the development is of high quality, relates to its neighbors and enhances the overall built environment.

1. **Site Planning** – The property is located on Brand Boulevard between Stocker Street and Dryden Street. A one-story 1,982 square foot building exists on an approximately 8,037 square foot rectangular-shaped lot (50 feet wide by 160 feet, 9 inches long). The existing medical office structure was constructed in 1952 with an addition in 1993. There are 9 non-conforming on-site parking spaces, including one handicapped space, located at the rear of the property. Additional landscaping will be added between the rear of the building and parking area. Access to the on-site parking spaces is provided by a 10-foot wide driveway at the north end of the property and the driveway apron on Brand Boulevard. The new addition will replace an existing landscaped front yard edging the sidewalk.

Lot Coverage: The proposed lot coverage will be 38.5 percent. There are no maximum lot coverage requirements for the C3 zone.

Landscaping: There is no minimum percentage of total lot area to be permanently landscaped in the C3 zone. Approximately 10 percent of the parking area will be landscaped, where five percent is required. In addition, a planter will be provided at the front of the building.

Parking (including driveways): Parking Reduction Permit Case No. 1421912 was approved to allow the existing 10 parking spaces to remain without providing five additional parking spaces required for the addition. However, the existing 10 parking spaces were reduced to nine to meet ADA requirements.

Site Walls: No changes to the site walls.

2. **Mass and Scale** – The one-story addition's height, building mass and proportions match the existing building. The proposed low-profile massing is compatible with the existing and surrounding buildings.

   Building Height: The maximum height of the proposed addition is 20 feet where a maximum height of 90 feet and six stories is allowed (height District III). The maximum height of the existing building is 16-feet, 8-inches (facing the driveway) with a smaller portion at 10-feet, 10-inches. The entire parcel has an elevation difference of 4-feet, 9-inches with the rear of the property being the higher point.

   Setbacks: No changes to the setbacks are proposed, except at the west side of the property where the addition will extend into the existing landscaped area along Brand Boulevard. The existing building is setback approximately 29 feet from the front property line. The proposed addition will be setback two feet from the front property line. There are no minimum setback requirements for the interior and street front setbacks.

   Floor Area Ratio: There are no floor area ratio requirements in the C3 zone.

3. **Design and Detailing** – The design and detailing of the 1,115 square foot addition will complement the existing architecture. The size and shape of the three front windows are proportional to the building. In addition, the rear windows will be replaced to be in proportion to the front windows. The three rows of brick banding and the banding at the roof line add interest to the brick work and break up the front façade. Overall, the detailing reinforces the building design.

   Textures: The brick veneer and roof will complement the existing building. The proposed finishes and materials will include:
   - 3.5" x 7.6" terra cotta color brick veneer
   - 2" x 3.5" x 7.5" terra cotta color soldier course brick
   - Dark bronze anodized aluminum door/window frame
   - Chrome color 24" x 56" metal canopy
   - Ebony black 10" sign/address (lettering)

   Quality of Materials: The proposed finishes, materials and colors appear to be of a high quality and are appropriate to the existing architecture.

APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper City and public agency. Under the provisions of the Glendale Municipal Code, Title 30, Chapter 30.62, any person affected by the above decision has the right to appeal to the City Council if it is believed that the decision is in error or that procedural errors have occurred, or if there is substantial new evidence which could not have been reasonably presented. It is strongly advised that appeals be filed early during the appeal period and in person so that plans may be corrected before the appeal period expires. Any appeal must be filed on the prescribed forms within fifteen (15) days following the actual date of the decision. Information regarding appeals and appeal forms will be provided by the Building and Safety Division upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **December 9, 2014** in the Building and Safety Division, 633 E. Broadway, Room 101.

APPEAL FORMS available on-line:
http://www.glendaleca.gov/appeals

TRANSFERABILITY

This authorization runs with the land or the use for which it was intended for and approved. In the event the property is to be leased, rented or occupied by any person or corporation other than yourself, it is incumbent that you advise them regarding the conditions and/or limitations of this grant.

EXTENSION: An extension of the design review approval may be requested one time and extended for up to a maximum of one (1) additional year upon receipt of a written request from the applicant and demonstration that a reasonable effort to act on such right and privilege has commenced within the two (2) years of the approval date. In granting such extension the applicable review authority shall make a written finding that neighborhood conditions have not substantially changed since the granting of the design review approval.

NOTICE – subsequent contacts with this office

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner, Kathy Duarte, who acted on this case. This would include clarification and verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **by appointment only**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

If an appeal is not filed within the 15-day appeal period of the decision, plans may be submitted for Building and Safety Division plan check. **Prior** to Building and Safety Division plan check submittal, approved plans must be stamped approved by Planning Division staff. **Any** changes to the approved plans will require re-submittal of revised plans for approval. **Prior** to Building and Safety Division plan check submittal, **all** changes to approved plans must be on file with the Planning Division.

An appointment must be made with the case planner, Kathy Duarte, for stamp and signature prior to submitting for Building plan check. Please contact Kathy Duarte directly at 818-937-8163 or via email at kduarte@glendaleca.gov.

Sincerely,

HASSAN HAGHANI
Director of Community Development

Urban Design Studio Staff

HH:KWD