glendale california
City of Glendale
Community Development
Planning & Neighborhood Services

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December 4, 2015

Onnik Manaserian
1701 West Kenneth Road
Glendale, CA 91201

RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1521912
1701 WEST KENNETH ROAD

Dear Mr. Manaserian,

On December 4, 2015, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your design review application to demolish the existing garage and guest room and build a new 425 square-foot two-car garage and a 93 square-foot bathroom to the existing one-story single-family residence in the R1 Zone, Floor Area District I, located at **1701 West Kenneth Road**.

CONDITIONS OF APPROVAL:

1. Architectural details of the new addition should match the proportions and details of the existing residence.
2. New windows shall match existing windows in detail, installation method, and materials.
3. All new landscaping shall be drought tolerant.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning – The proposed site planning is appropriate to the site and its surroundings for the following reasons:

- The new 425 square-foot two-car garage will be attached to the rear of the house and will be setback 11 feet from Western Avenue and 30 feet from the northerly property line, abutting a neighbor.
- The new attached two-car garage will maintain access from Western Avenue.
- The applicant is proposing the new two-car garage to be attached to the existing house, even though a majority of the surrounding houses have detached garages. The location of the proposed garage towards the rear of the lot with access from the street side is compatible with nearby corner lots with similar development.
- The 93 square-foot bathroom addition will be attached to the east side of the house and will protrude outward by five feet.
- The existing two-car garage and guest room are proposed to be demolished and be replaced by new landscaping, which will include a new pool.

Mass and Scale – The proposed massing and scale are appropriate to the site and its surroundings for the following reasons:

- The height of the addition is consistent with the existing one-story residence. The overall height remains at 18' 8", consistent with the scale of the existing house and surrounding one-story residences.
- The additional mass created by the garage and bathroom addition is in keeping with the existing mass of the building.

Building Design and Detailing – The proposed design and detailing are appropriate to the site and its surroundings for the following reasons:

- The proposed addition to the existing single-family house is architecturally consistent with the existing Spanish style design of the house.
- Concrete "S" shape shingles will be installed to match the existing shingles.
- The building walls will be tan stucco, which is appropriate to the proposed addition and consistent with the existing development.
- The garage and bathroom addition will incorporate windows similar to the existing house in size and appearance which will provide attractive residential character to the street.
- All new windows will be an appropriate combination of hung and fixed windows with wood frames. A recommended condition of approval will require that the new windows match existing windows in detail, installation, and materials.

This approval is for the project design only. Administrative Design Review approval of a project does not constitute compliance with the Zoning Code and/or Building Code requirements. Please refer to the end of this letter for information regarding plan check submittal. If there are any questions, please contact the case planner, Danny Manasserian, at 818-937-8159 or via email at DManasserian@glendaleca.gov.

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

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper City and public agency.

Under the provisions of the Glendale Municipal Code, Title 30, Chapter 30.62, any person affected by the above decision has the right to appeal said decision to the Design Review Board if it is believed that the decision is in error or that procedural errors have occurred, or if there is substantial new evidence which could not have been reasonably presented. It is strongly advised that appeals be filed early during the appeal period and in person so that imperfections/incompleteness may be corrected before the appeal period expires. Any appeal must be filed on the prescribed forms within fifteen (15) days following the actual date of the decision. Information regarding appeals and appeal forms will be provided by the Permit Services Center (PSC) or the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **December 21, 2015** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00 pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 pm to 5 pm.

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

To save you time and a trip - please note that some of our FORMS are available on line and may be downloaded. AGENDAS and other NOTICES are also posted on our website. Visit us.

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, **Danny Manasserian**, who acted on this case. This would include clarification and verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **by appointment only**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

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

An appointment must be made with the case planner, Danny Manasserian, for stamp and signature prior to submitting for Building plan check. Please contact Danny Manasserian directly at 818-937-8159 or via email at DManasserian@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development

Urban Design Studio Staff

BC:KA:dm