glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

633 E. Broadway, Room 103
Glendale, CA 91206-4311
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www.glendaleca.gov

April 5, 2016

Franco Noravian
409 West Broadway
Glendale, CA 91204

RE: 1311 San Luis Rey Drive
Design Review PDR 1521089

Dear Mr. Noravian,

On March 28, 2016, the Director of Community Development, pursuant to the provisions of the Glendale Municipal code, Title 30, Chapter 30.47, **APPROVED WITH CONDITIONS** your design review application to add 157 square feet to the first floor and a new 498 square foot second story addition to an existing 1,362 square foot split-level house with attached two-car garage. In addition, the exterior colors and materials are proposed to change. The second floor will be setback 15 feet from the front property line in keeping with the minimum front setback requirement. The property is located on a 15,500 square foot lot in the RIR (Restricted Residential) Zone, Floor Area Ratio District II. The new unit will be compatible with the existing neighborhood in terms of mass and scale, architectural style and materials located at **1311 San Luis Rey Drive**.

CONDITIONS OF APPROVAL

1. Show the location of any light fixtures on elevation drawings. Provide a product cut sheet for review by staff.
2. Show the location of all gutters and downspouts on exterior elevations for final review by staff.
3. Provide a detailed landscape plan for the front yard and side planter, showing the location, species and size of planting materials for review by staff. Use drought tolerant plants.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning

The proposed site planning is appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The overall site planning is minimally changed as only 122 square feet is being added to the side of the first floor and the existing split-level building, garage, and driveway will remain.
- The new 498 square foot second story addition steps back 15 feet from the front property line.
- The existing stairs leading to the front door, garage, and driveway will remain.
- Planters and additional landscaping will be added.

Mass and Scale

The proposed massing and scale are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The various roof forms and heights create an interesting roofline that helps break up the overall massing.

Building Design and Detailing

The proposed design and detailing are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The design of the addition maintains the overall character of the existing house in form.
- The architectural style and details are consistent throughout.
- Existing windows and new windows will be wood and are appropriately placed.
- The white, grey and black colors are appropriate for the style of the house and are compatible with the residences in the neighborhood.
- The existing roofing material and new roof area will be replaced with a similar material of a different color.
- The roof forms of the addition will be compatible with the existing roof form.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

1. A letter of support was received from the Verdugo Woodlands West Homeowners Association.

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, Kathy Duarte, at 818-937-8163 or via email at KDuarte@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 Planning Commission 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 , **April 15, 2016** 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

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 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, 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,

PHILIP LANZAFAME
Director of Community Development

Urban Design Studio Staff

KA:kd

Attachment: Design Review Staff Report
Cc: Annet Arakelian, Property Owner