glendale california

City of Glendale
Community Development Department
Planning Division

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May 21, 2018

Herand Der Sarkissian
520 E. Glenoaks Blvd., Suite D
Glendale, CA 91207

RE: 1621 Capistrano Avenue
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1806624

Dear Mr. Der Sarkissian:

On May 21, 2018, 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 for the construction of an approximately 522 square-foot, one-story addition at the front and a 366 square-foot, one-story addition at the rear of an existing one-story, 1,863 square-foot, single-family residence with an existing detached two-car garage (constructed in 1937) on a 13,875 square-foot lot, zoned R1, Floor Area Ratio District I located at **1621 Capistrano Avenue**.

CONDITIONS OF APPROVAL:

1. Provide tree protection details for the city street trees and adhere to tree protection guidelines required by the City's Urban Forestry section.
2. A withdrawal letter for the previously approved Design Review Case No. PDR 1703121 shall be provided.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

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

- The proposed addition to the front and rear of the existing one-story residence will not alter the site planning significantly.
- At the front setback, at the west side only, the addition infills the existing recess and continues the existing interior setback of 6'-4" and reduces the street front setback of 30 feet to 25 feet. The average front setback in the neighborhood is 34 feet. However, only a minimal portion of the proposed front addition will extend into the front setback.

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

- The addition's roof, building mass, and proportions are consistent with the existing volume of the house and surrounding neighborhood.
- The alteration of the front elevation, which includes the addition of two new front gable roofs is consistent with the overall mass and scale of the house.
- The new gable and shed roofs at the rear of the house integrate well with the existing roof forms, mass, and scale of the house.
- There is no change to the overall building height of 18'-4" since the ridgeline of the new roof will not be raised above the existing roof ridge.

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

- The proposed architectural style and details including wall finish (cement plaster), new horizontal wood siding (shiplap siding) at the gable ends, roof rafter tails, and new roof material (concrete tile with realistic wood appearance-Cedarlite 600) are consistent with the existing design and architectural details of the house. The new brick veneer, decorative shutters, and new vents will match the existing materials and details.
- The new aluminum-clad wood windows throughout the house will be casement, awning, double hung, slider, and fixed windows with external grids. According to the proposed window section drawing, the new windows will be recessed within the walls appropriately and match the sill details of the existing windows.
- There are no proposed changes to the existing brick chimney on the east elevation or to the brick veneer wainscot on the front and east elevations. The proposed new brick veneer matches the existing and wraps the corner at the west elevation appropriately.

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, Aileen Babakhani, at 818-937-8331 or via email at ababakhani@glendaleca.gov.

COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

A public comment was received from "Verdugo Woodlands West Homeowners Association" in support the proposal.

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 **June 5, 2018** 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, **Aileen Babakhani**, 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, Aileen Babakhani, for stamp and signature prior to submitting for Building plan check. Please contact Aileen Babakhani directly at 818-937-8331 or via email at ababakhani@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development

Urban Design Studio Staff

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