glendale california

City of Glendale
Community Development Department
Planning Division

633 E. Broadway, Room 103
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December 3, 2018

Aram Mnatsakanian
409 Irving Drive
Burbank, CA 91504

RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1821317
720 WEST KENNETH ROAD

Dear Mr. Mnatsakanian:

On December 3, 2018, 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 add 533 square-feet to an existing one-story, 3,774 square-foot single-family dwelling (originally constructed in 1937), on an approximately 23,352 square-foot lot located in the R1 Zone, Floor Area District I, located at 720 West Kenneth Road.

CONDITIONS OF APPROVAL:

1. Revise elevation drawings to show location of gutters and downspouts.

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 proposed addition is located at the west side of the house, 6'-8" from interior property line, and will be set back considerably from the front façade.
- No new landscaping is proposed at the front or rear. The amount of existing landscaping at the front is sufficient, in terms of code standards and complementing the building's design.

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

- The mass and scale of the one-story addition will be compatible with the existing structure and surrounding houses. The existing houses on West Kenneth Road are primarily one-story.
- Due to the location of the addition, the scale and proportion of the project fits well within the surrounding context. The addition will defer to the main mass of the house since it is set back 26'-0" from the front porch, not very visible from the street.
- There will be no change in the overall existing height of 20'-6".

- The new roof form will be consistent with the overall building design by having the same pitch of 4½:12 and maintaining the gabled roof form.

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

- The proposed addition will be consistent with the existing building and overall architectural idea.
- The addition will be stucco siding, reinforcing the overall building design by keeping consistency with the existing house. A metal tile roof will be installed to match the texture and color of the existing roof. The siding on the roof fascia will be white wood, matching the existing siding throughout the building. Also, the combination of stucco and wood siding will create visual interest.
- The gutters and downspouts are not shown on the drawings. A condition of approval is recommended requiring revised elevation drawings that show the location of the gutters and downspouts.

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.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

Staff did not receive any community input during the comment period regarding this application.

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 Historic Preservation 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 **December 18, 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, **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

JP:dm