CITY OF GLENDALE, CALIFORNIA
Community Development
Planning

633 E. Broadway, Suite 103
Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

January 25, 2019

Aram Alajajian
320 Arden Avenue #120
Glendale, CA 91203

**RE: 4116 SAN FERNANDO ROAD**
**ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1828566**

Dear Mr. Alajajian:

On January 25, 2019, 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 remodel the façade of an existing commercial building (originally constructed in 1945, and remodeled in 2007) located on the south-east corner of San Fernando Road and West Cypress Street at **4116 San Fernando Road** in the C3 (Height District I) zone. The project does not include any added floor area and will result in a contemporary looking building.

**CONDITION OF APPROVAL:**

1. The drawings do not indicate how the new parapets and wall cladding will be integrated with the required roof drainage. Revise the drawings to address this issue in a manner that maintains the smooth, clear lines of the proposed façade remodel.

**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 applicant's proposal is only to remodel the façade of an existing building. The project does not include any added floor area.
- There are no changes proposed to the existing site planning. All existing site characteristics including building footprints, parking and access, and landscaping will be maintained.

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

- The proposed façade remodel does not impact the overall height, mass, or scale of the building in relation to the surrounding neighborhood context.
- The parapets at the north and east façades will be raised to match the height of the parapet at the primary (west) façade facing San Fernando Road. While making this façade taller, this will not significantly change the overall massing, and the overall height will remain the same.

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

- Overall, the finish materials incorporated within the contemporary design reinforce the architectural concept of the façade remodel.
- The remodel involves cladding the visible façades of the brick building with new "Porcelanosa" tile panels. The existing brick will be maintained behind the new cladding.
- All of the existing windows are proposed to remain at the San Fernando (west) façade. The new design will maintain the transparency of the large display windows facing the street. Several small windows will be closed at the side (north) and rear (east) façades. These areas are proposed to be covered with the opaque tiles and their closure will be offset by the large new glazed entry opening on the façade.
- New backlit Plexiglas panels are also proposed in a similar off-white color as the new tile. The placement of these Plexiglas tiles along each of the façades is appropriately balanced. This new lighting feature will provide visual interest and highlight the new contemporary façade design.
- New entry doors on the northwest corner of the building are proposed that are consistent and well integrated into the overall design.
- Currently, the façade along San Fernando Road features a 3'-6" parapet. The façade remodel involves increasing the existing parapet height 6 inches and continuing the parapet along all of the affected façades. The existing roof of the building will be maintained. The raised parapets will affect roof drainage and the smooth appearance of the new cladding will be disrupted if the current downspout configuration is retained. A condition of approval requires the drawings to be revised to address this issue.

**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, Vista Ezzati, at 818-937-8180 or via email at VEzzati@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 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 **February 11, 2019** 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, **Vista Ezzati**, 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, Vista Ezzati, for stamp and signature prior to submitting for Building plan check. Please contact Vista Ezzati directly at 818-937-8180 or via email at VEzzati@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development

Urban Design Studio Staff

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