

June 5, 2014

Rodney V. Khan
Khan Consulting Inc.
1111 N. Brand Blvd. Suite 403
Glendale, CA 91202

RE: ADMINISTRATIVE DESIGN REVIEW
CASE NO. PDR 1406984
800 South Brand Boulevard

Dear Mr. Khan,

On June 3, 2014, 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 expand the existing new car showroom by approximately 1,270 square feet in the CA Zone, located at **800 South Brand Boulevard**.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning –The site planning does not change significantly because the newly enclosed area is located below the existing building.

Mass and Scale –The mass and scale does not change significantly because clear storefront glazing is used to enclose the area, which is located below and does not extend beyond the existing building mass.

Building Design and Detailing – The design and detailing is comprised of good quality materials and details and is internally consistent with the existing architecture, as conditioned because the storefront glazing will match the existing glazing of the dealership and any vertical framing members are required to be behind existing building columns.

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, Roger Kiesel, at 818-937-8152 or via email at rkiesel@glendaleca.gov.

CONDITIONS OF APPROVAL

1. Hide vertical frame members behind the building columns and use butt joints if the glass panels cannot span the full width.
2. Landscape plans for the new 60 square-foot landscape area shall be reviewed and approved by staff.

PROJECT ANALYSIS

PROJECT DESCRIPTION: The applicant is proposing to expand the existing new car showroom (BMW) by approximately 1,270 square feet by enclosing the “outdoor” new car display area and making it an “indoor” new car display area. This addition is located under the main volume of the existing building.

CONTEXT

GENERAL PLAN: Land Use Element: Regional Commercial. The project complies with the intent of the General Plan Land Use Element.

ZONE: CA (Commercial Auto).

ENVIRONMENTAL CONSTRAINTS: None.

CEQA Status: The project is exempt from CEQA review as a Class 3 “New construction or conversion of small structures exemption pursuant to State CEQA Guidelines Section 15303.

NEIGHBORING ZONES AND USES:

	Zoning	Existing Uses
North	CA	Restaurant and Mercedes automobile dealership
South	CA	Infinity automobile dealership
East	CA	Residential and surface parking lots.
West	CA	Nissan automobile dealership, retail and restaurant
Project Site	CA	BMW automobile dealership

DESIGN GUIDELINE REVIEW AND STAFF ANALYSIS

Comprehensive Design Guidelines were approved by the City Council for commercial uses on November 29, 2011. Design considerations discussed below analyze a project’s overall site planning, its mass and scale, and its architectural design and detailing with a purpose to ensure that the development is of high quality, relates to its neighbors and enhances the overall built environment.

1. Site Planning – The subject site is currently developed with a BMW automobile dealership. At the northeast corner of Brand Boulevard and Windsor Road the dealership presently includes an outdoor display area for cars and a small landscape area. The upper floors of the dealership project over the outdoor display area. The applicant is proposing to enclose this area with storefront glazing and add a 60 square-foot landscape area immediately south the existing Brand Boulevard entrance to the showroom. Landscape plans for this area should be reviewed and approved by staff. No additional changes are proposed as a result of the project. Because the newly enclosed area is below the existing building, the change to the site plan is minimal.

2. Mass and Scale – The applicant is proposing to enclose an approximately 1,270 square feet outdoor new car display area with storefront glazing to make it an indoor display area. The upper floors of the dealership already project above this area and given that it will be enclosed entirely with clear storefront glazing to allow visibility into the showroom, the project will not increase the mass and scale of the existing dealership.

3. Design and Detailing – The design and detailing of the project is consistent with the existing architecture. The applicant will enclose the previously outdoor display area with clear storefront glazing to match the existing glazing at the dealership. The applicant should maintain the horizontal line at the upper portion of the glazing at the existing showroom. If the glass panels cannot span the full width of the enclosure, vertical frame members should be hidden behind the existing columns and butt joints used.

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 to the City Council 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 plans 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 Building and Safety Division upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **June 18, 2014**, in the Building and Safety Division, 633 E. Broadway, Room 101.

APPEAL FORMS available on-line: <http://glendaleca.gov/home/showdocument?id=11926>

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 1406984 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, Roger Kiesel, 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, Roger Kiesel, for stamp and signature prior to submitting for Building plan check. Please contact Roger Kiesel directly at 818-937-8152 or via email at rkiesel@glendaleca.gov

Sincerely,

HASSAN HAGHANI
Director of Community Development



Urban Design Studio Staff
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