

May 8, 2017

Richard Diradourian  
3786 La Crescenta Ave #207  
Glendale, CA 91208

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1629731  
3768 LA CRESCENTA AVENUE**

Dear Mr. Diradourian,

On May 8, 2017, 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 construct a 223 square-foot ground-level addition, a new 717 square-foot second story addition, and a new 445 square-foot attached two-car garage to an existing one-story 1,090 square-foot single-family residence with a 217 square-foot one-car carport (developed in 1952) on a 4,940 square-foot corner lot, zoned R1 Floor Area District II, located at **3768 La Crescenta Avenue**.

**CONDITION(S) OF APPROVAL:**

1. That the new driveway shall contain decorative paving elements, such as brick, stone or stamped concrete.

**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 project does not significantly alter the site planning of the lot.
- The location of the proposed additions and garage will complement the site planning pattern of the immediate neighborhood. The project will be sited away from La Crescenta Avenue and Sycamore Avenue, and located towards the northeast interior corner of the lot.

**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 overall massing of the project will be compatible with the adjacent dwellings in terms of mass and scale. The new second story addition will be set back from the existing first level and away from Sycamore Avenue.
- The maximum height of the dwelling will be 19 feet and is designed well to complement the surrounding neighborhood context.
- The location and configuration of the additions relate well with the building concept, neighborhood pattern, and relationship to the street corner.

**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 project incorporates design details that are complementary to the existing style of the single-family dwelling, such as a cultured stone, horizontal cementitious fiberboard siding, and asphalt shingles.

- The new nail-on sliding and fixed windows at the additions and existing dwelling will complement the style, placement, operation and fenestration pattern. The material of the windows at the additions will be constructed of vinyl and will be treated with simple wood trim surrounds.
- The second floor deck is designed to protect the privacy of adjoining neighbors.

**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, Dennis Joe, at 818-937-8157 or via email at [djoe@glendaleca.gov](mailto:djoe@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 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 **May 23, 2017** 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](http://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, **Dennis Joe**, 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, Dennis Joe, for stamp and signature prior to submitting for Building plan check. Please contact Dennis Joe directly at 818-937-8157 or via email at [djoe@glendaleca.gov](mailto:djoe@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development



---

Urban Design Studio Staff

EK:DJ