

November 8, 2017

Khan Consulting Inc.  
C/O Rodney V. Khan  
1111 N. Brand Blvd. STE 403  
Glendale, CA 91202

**RE: 130 WEST EULALIA STREET  
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1719198**

Dear Mr. Khan:

On November 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 new, 3-story, 4,074 square-foot commercial building on an existing 7,500 square-foot, vacant lot, located at **130 West Eulalia Street** in the C3 (Height District III) Zone. The proposal consists of retail (375 sq. ft.) at the first level, and medical office (3,700 sq. ft.) on the second and third floors, and includes eleven on-site parking spaces located at the rear in a surface parking lot.

**CONDITIONS OF APPROVAL:**

1. That the drawings shall be revised to identify the new paving material with consideration given to the use of permeable pavers and light colored pavement.
2. That the new boundary walls shall be a decorative material and that the wall along the easterly property line shall be reduced in length so as not to extend beyond the security gate.
3. That the drawings shall be revised to indicate exterior light fixture locations and provide a cut sheet of the fixtures for staff review and approval.

**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 three-story medical office building will be located adjacent to the West Eulalia Street property line, which is encouraged by the Commercial Design Guidelines to focus activity along the street. The ground floor facing the street has an open appearance with the building lobby and retail space facing the street with glazing.
- The project site features eleven parking spaces at the rear of the project site that will be accessed via a 10'-0" driveway from West Eulalia Street. The location of the parking, screened behind the new building, is appropriate and helps focus pedestrian activity

along the street. The paving materials are not identified on the drawings and staff is recommending a condition of approval that the drawings be revised to identify this with consideration given to the use of permeable pavers and a light colored pavement.

- The project features new drought tolerant landscaping at the building entrance and in the rear parking lot. The landscaping provided at the building entrance is adjacent to the sidewalk and improves the pedestrian experience.
- New boundary walls are proposed along the east and west property line, but no additional information is provided. Staff is recommending a condition of approval that the new walls be decorative and that the wall along the easterly property line be reduced in length so it does not extend beyond the security gate. There is an existing boundary wall adjacent to the southerly property line that belongs to the neighbor at the south.
- The rooftop mechanical equipment will be appropriately screened by the parapet which will be 2'-10".

**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 proposed three-story commercial building are appropriate for the site and the adjacent, primarily medical office/hospital, properties. The proposed building is consistent with the adopted vision in the area and for which the properties are zoned.
- The new commercial building will be located adjacent to the Glendale Memorial Hospital Campus. The surrounding context of the site consists of a six-story parking structure to the north, a three-story hospital building to the west, a one-story commercial bank building to the south, and a parking lot to the east.
- The massing of the west elevation is broken up through the use of different materials and colors.
- The south and east elevations step in to soften the transition to the adjacent developments which feature a parking lot and a one-story commercial bank building.

**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 design reinforce the architectural concept of the new three-story, contemporary, commercial building.
- The exterior finish materials consist of metal panels in two different shades of gray, stainless steel rails with tensioned cable, and a brick veneer base. The new windows will feature a light green glass.
- The design features a metal canopy that projects over the base of the building at the front entry and is well integrated into the overall building design.
- The building lobby and retail space on the ground floor provide large window areas that enhance the pedestrian experience.
- The drawings do not identify any lighting or the paving materials for the walkways, driveway, and parking lot. Staff is recommending conditions of approval that the drawings be revised to identify these items.

**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](mailto:VEzzati@glendaleca.gov).**

### **RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD**

Staff did not receive any written comments from the community during the public comment period. Staff received one phone call from a nearby property owner with concerns about the parking requirements per the City's Zoning Code. The project is providing 11 parking spaces which complies with the parking requirements outlined in Chapter 30.32 of the Zoning Code.

### **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 **November 27, 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**

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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](mailto:VEzzati@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development



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Urban Design Studio Staff

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