

May 9, 2018

Ms. Kelly Sutherlin  
McLeod Architecture  
3827 Long Beach Blvd.  
Long Beach, CA 90807

**RE: Design Review Application No. PDR1728913  
1618 Ard Eevin Avenue**

Dear Ms. Sutherlin:

On May 9, 2018, 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 for a ground-level addition of 904 square feet and a covered patio of 156 square feet to the rear of the existing single-story 2,217 square-foot single-family dwelling (including 86 sq.ft. basement) constructed in 1930, on a 11,212 square-foot lot, located in the R1-I-HD zone. The house would have a total floor area of 3,121 square feet. The addition would not be visible from the public right-of-way.

#### **CONDITIONS OF APPROVAL**

1. Revised plans that include the basement shall be provided.
2. Screening for the mechanical equipment located on the south side of the addition shall be provided.

#### **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 maintains the site planning of the lot. The proposed addition is located to the rear of the existing house and appears to be an extension of the house.
- The existing three-car detached garage is not proposed to be modified.
- Landscaping and non-indigenous trees in the area of the addition are proposed to be removed. The remaining existing landscaping is proposed to remain.
- A two-foot high retaining wall is proposed for grading the area between the addition and the pool.

**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 location of the house is not proposed to be modified. The addition is proposed to the rear of the house, is not facing the street and is single-story designed as an extension of the house.
- The addition is designed in the same architectural style as the existing house and incorporates architecturally consistent proportions, windows, roofs (flat and pitched), materials, finishes and other architectural elements.
- A new parapet wall is proposed to accommodate the top of the pitched roof over the new patio at the rear. The top one-foot of this parapet wall will extend above the ridge of the pitched roof at the front. Since this new parapet wall is set back substantially from the front of the house, no effect on the front of the house and the streetscape is expected.
- The addition will be of limited visibility from the neighbor to the south due to the long one-story structure built along the adjoining property line.

**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 main entrance to the house is not proposed to change.
- The new windows, window trims and color for the addition are specified to match the existing.
- The addition is single-story, adjacent to an accessory building on the property to the south and is not expected to result in privacy concerns.
- Finish materials and colors, e.g., stucco and tile roof, are specified to match the existing house.
- Mechanical equipment is proposed to be located on the south side of the addition and is required to be screened. A condition to this effect is included.

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

No comments were received.

**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, Chris Baghdikian, at 818-937-8182 or via email at [cbaghdikian@glendaleca.gov](mailto:cbaghdikian@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 24, 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](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, **Chris Baghdikian**, 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, Chris Baghdikian, for stamp and signature prior to submitting for Building plan check. Please contact Chris Baghdikian directly at 818-937-8182 or via email at [cbaghdikian@glendaleca.gov](mailto:cbaghdikian@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development

A handwritten signature in black ink, appearing to be 'PL', written over a horizontal line.

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Urban Design Studio Staff  
PL:JP:CB