

January 14, 2019

Patrick Zohrabians
3467 Ocean View Boulevard, Suite B
Glendale, CA 91208

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1825546
3522 MEVEL PLACE**

Dear Mr. Zohrabians:

On January 14, 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 add 1,066 SF to the rear of the existing 1,742 SF, one-story, single family house (constructed in 1958) on a 8,160 SF lot zoned R1, Floor Area District II, located at 3522 Mevel Place.

CONDITIONS OF APPROVAL:

1. A photograph of the existing windows and a vertical window section that shows the windows recessed and with sills is provided for review and approval by staff.
2. Revise elevation drawings to show location of gutters and downspouts.

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 site planning will remain in a similar configuration as existing, with the new addition located behind the house. The addition is 6'-9" from the east interior property line and 6'-4" from the west interior property line. There will be no changes to the existing 21'-0" non-conforming street front setback since the addition will be built at the rear of the house.
- No changes are proposed to the existing 2-car garage location and driveway.
- No new landscaping is proposed at the front. The amount of existing landscaping at the front is sufficient, in terms of code standards and complementing building design in all required setback areas.

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 one-story addition will be compatible with the existing structure and surrounding houses. The existing houses on Mevel Place are all one-story.
- The building form and profile follows the existing, primarily flat, topography of the site. The subject property respects adjacent building context by keeping the existing height at 15'-8".
- The massing will be consistent with the overall architectural concept of the existing house since the addition will retain its rectangular shape and roof form.
- Due to the location of the addition, the scale and proportion of the project fits well within the surrounding context. The addition will not look massive since the new roof has a 3:12 pitch, lower than the existing front roof. The addition will not be visible from the street.
- The existing house and garage has a hipped roof, with a 5:12 pitch, while the new addition at the rear features a hipped roof with a 3:12 pitch. The difference in pitch is not significant since the addition has a lower pitch and cannot be seen from the street.

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

- The proposed addition will be consistent with the existing building and overall architectural idea.
- All new windows on the addition and front facade will be fiberglass, a combination of casement and fixed, and block frame windows (recessed), which is appropriate to the style and period of the house. A condition of approval that a photograph of the existing windows and a vertical window section that shows the windows recessed and with sills is provided for review and approval by staff.
- The addition will be stucco, reinforcing the overall building design by keeping consistency with the existing house. A charcoal asphalt shingle roof will be installed.
- The gutters and downspouts are not shown on the drawings. A condition of approval is recommended requiring revised elevation drawings that show the location of the gutters and downspouts.

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, Danny Manasserian, at 818-937-8159 or via email at dmanasserian@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

The City of Glendale received one email during the pending decision period in regards to the size of the addition.

The total addition is located at the rear of the property and is not visible from the public right-of-way. It is screened from view by the building itself and its roof forms. Because the size of this lot and the floor area district (40% maximum F.A.R.), the proposed house size is appropriate. The North Glendale Community Plan states "expansions of existing

homes and new homes should be sensitive to the overall scales of the surrounding context and maintain the mix of styles that gives the area its charm." This addition does not affect the existing setback, massing, or garage location, due to its location, therefore, in keeping with the North Glendale Plan.

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 **January 29, 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, **Danny Manasserian**, 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, Danny Manasserian, for stamp and signature prior to submitting for Building plan check. Please contact Danny Manasserian directly at 818-937-8159 or via email at dmanasserian@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff

JP:dm