



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

633 E. Broadway, Suite 103
Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

April 24, 2019

Aram Mnatsakanian
409 Irving Dr.
Burbank, CA 91504

**RE: 1325 Sonora Avenue
ADMINISTRATIVE DESIGN REVIEW APPLICATION NO. PDRNRAF1828390**

Dear Mr. Mnatsakanian:

On April 24, 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 a 332 square-foot (SF), one-story addition at the southwest (left) façade of an existing one-story, 1,523 SF single-family house (built in 1925) and located on a 9,576 SF lot zoned R1-l.

CONDITIONS OF APPROVAL:

1. Replace any existing windows visible from the street that are sliding, or have internal grids, in order to comply with the Window Replacement Design Guidelines. Maintain window operation of all existing double casement windows visible from street, unless required by Building Code to be single casement.

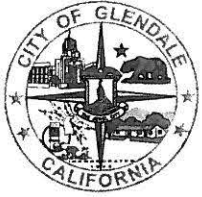
SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning – The proposed site planning is appropriate to the site and its surroundings for the following reasons:

- The 332 SF addition is an up to nine-foot wide addition for the length of the existing house that maintains the required four-foot interior setback.
- The addition maintains the prevailing street-front setback, and its placement is consistent with neighboring houses that have front facades extending the full width of the property.

Mass and Scale – The proposed massing and scale are appropriate to the site and its surroundings for the following reasons:

- The minor addition consists of an extension of the front façade by approximately five feet.
- The addition continues the existing roof and wall line at the front and the decorative roof and wing wall forms at the location of the addition. These roof and wall forms break up the massing and are consistent with the existing Spanish Revival style.



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- The addition on the southwest façade (facing the neighbor) maintains a variation in planes to help break up the massing.

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

- The proposed modifications are consistent with the existing Spanish Revival style house. The stucco on the entire house is being updated to a smooth finish with a light gray color which, along with the Spanish tile roofing on the parapet, will continue onto the addition.
- The new front façade window duplicates the existing adjacent window in style and appearance, including the arched stucco imprint above the window which is a common Spanish Revival feature.
- All new and replacement windows visible from the street are recessed with wood trim and sill to match the original windows on the house.
- New window locations are staggered from windows on the adjacent house to preserve privacy.

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, Cassandra Pruett, at 818-937-8186 or via email at cpruett@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

Staff did not receive any public comments during the comment period.

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



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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 **April 26, 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.

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, **Cassandra Pruett**, 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.



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An appointment must be made with the case planner, Cassandra Pruett, for DRB stamp and signature prior to submitting for Building plan check. Please contact Cassandra Pruett directly at 818-937-8186 or via email at cpruett@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development

A handwritten signature in black ink, appearing to read "Kristine Agardi".

Kristine Agardi, Urban Design Studio Staff

KA:cp