



October 21, 2019

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

**RE: 429 - 431 NORTH BRAND BLVD
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1911538**

Dear Mr. Khan:

On October 21, 2019 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 facade remodel and an approximately 1,780 square-foot floor area addition (office use) to the existing 24,366 square-foot, four-story office building (built in 1962), located at 429 – 431 North Brand Boulevard in the Downtown Specific Plan/Gateway District (DSP/GAT) Zone. Parking Exception Permit No. PPPEX1828294 was approved with conditions on February 2, 2019, to allow the new 1,780 square-foot floor area addition without providing the additionally required four (4) parking spaces onsite.

CONDITIONS OF APPROVAL:

1. Provide an exterior lighting plan (design/detail) and cut sheets depicting lighting fixtures that are compatible with the project's design concept and the design standards of the Glendale Downtown Specific Plan.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning – The site planning is appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- There is no significant change to the existing site planning. The building is rectangular in shape and has zero setbacks from the property lines on the north side (along Milford Street), south side (adjacent to neighboring, two-story commercial building), east side (along Brand Boulevard), and west side (along a public alley). However, the subject building is setback 25'-2" from the street curb along the Brand Boulevard frontage (east) and 10'-2" from the street curb along Milford Street (north). The project's floor area reduction on the first floor will provide an additional setback of 2'-0" from the east property line. This will increase the existing substantial public right-of-way setback along one of the city's signature and pedestrian-oriented streets (Brand Boulevard) as intended by the Downtown Specific Plan.

- Three entry doors will be added to the primary facade along the Brand Boulevard frontage. This will create active street level uses as intended by the Downtown Specific Plan.
- There are no new changes to the existing vehicular access to the subterranean parking garage and surface parking spaces from the rear public alley (on the west side).
- The existing roof top equipment, towards the rear of the property (west), is not visible from public view and will remain unchanged.

Mass and Scale – The massing and scale are appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The facade remodel and floor area addition will not substantially alter the massing and scale of the existing four-story building.
- The project's modulation on the north and east facades, expansion of the fourth floor, and the new roof top terrace are consistent with the intent of the Urban Design Standards and Guidelines of the Glendale Downtown Specific Plan. The facade remodel will give the building an attractive contemporary style consistent with the surrounding multi-story and high-rise commercial buildings.
- The project's facade articulation and building projections create proportions that provide visual interest, particularly in its relationship to the pedestrian realm.
- The new alterations will increase the overall height of the building by seven feet, bringing it to 61 feet, which is appropriate to the surrounding buildings because the scale and proportion of the building would not be changed significantly and the building will maintain its four-story volume.
- The project's design and floor area extension preserve the existing views of the mountains and other local landmarks as encouraged by the Urban Design Standards and Guidelines of the Glendale Downtown Specific Plan.

Building Design and Detailing – The design and detailing are appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The design is consistent with the intent of the Urban Design Standards and Guidelines of the Glendale Downtown Specific Plan. It will result in a building with a contemporary style that is consistent with the surrounding buildings.
- The design emphasizes pedestrian friendly design, which attracts pedestrians and reinforces pedestrian activity in the Glendale's signature street, Brand Boulevard.
- The design and detailing will include high quality materials and details including metal panels (VMZINC panels), new storefronts and windows, new stucco finish (grey color), parapet railings, and glass curtain walls. The new metal panel is a durable and environmentally friendly material. The new decorative metal cladding system consists of rectangular shaped panels with horizontal projecting panels for the joints.
- No exterior lighting is shown on the project drawings. A condition of approval is added to provide a lighting design/detail that is compatible with the project's design concept and design standards of the Glendale Downtown Specific Plan.
- The new aluminum windows will feature a combination of picture and awning sash creating glass curtain walls on the north and east facades.
- The new flat roof of the fourth floor and new parapet match the existing roof and details.

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, Aileen Babakhani, at 818-937-8331 or via email at ababakhani@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

No public comments were received.

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 **November 5, 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 5:00 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, **Aileen Babakhani**, 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, Aileen Babakhani, for stamp and signature prior to submitting for Building plan check. Please contact Aileen Babakhani directly at 818-937-8331 or via email at ababakhani@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff

JP:ab