

January 3, 2020

Hamlet Zohrabians
3467 Ocean View Blvd, Suite B
Glendale, CA 91208

**RE: 350 MYRTLE STREET
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1913994**

Dear Mr. Zohrabians:

On January 3, 2020, 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 to demolish an existing single-family Craftsman style residence (built in 1913), and construct a new 6,053 square-foot, two-story, five-unit, townhouse-style multi-family residential building on an approximately 6,875 square-foot lot in the R-1250 (High Density Residential) Zone. The new building features a new semi-subterranean parking garage to include 12 parking spaces.

CONDITIONS OF APPROVAL:

1. Add three (3) additional trees within the new planter area along the west property line.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

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

- The site planning of the new building is appropriate to the site and its neighboring properties consist of single-family and multi-family residential buildings.
- The new building will face Myrtle Street and will maintain the prevailing street front setback of adjacent properties along the street.
- The new semi-subterranean parking garage will be accessed from Myrtle Street and pedestrian access to the parking garage is from the rear common open space as well as a staircase at the front. The elevators and stairs are appropriately incorporated into the overall design of the building
- The outdoor common space, at the rear of the building, is well integrated into the site planning and is accessible easily from all units. Amenities and landscaped area are designed appropriately within the outdoor common space.
- The landscape plan is complementary to the building design and includes drought tolerant landscaping. However, a condition of approval is added requiring to add three (3) additional trees within the new planter area along the west property line.

- The new perimeter wall is complementary to the design concept with an appropriate set back from the front property line and consists of 3'-6" high concrete wall with cement plaster finish with 3'-0" high metal fence above it.
- The rooftop equipment is appropriately integrated into the design and adequately screened from public view.
- The trash bins and recycling containers are located in the new semi-subterranean garage and are not visible from the street.
- The light fixtures are appropriately located adjacent to the main entries and patio doors.

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

- The mass and scale of the new building are appropriate to the surrounding development pattern and fit within the neighborhood consisting of single-family and multi-family dwellings designed in a variety of architectural styles.
- The new two-story building is well-articulated with appropriate setbacks and recessed building forms which break up the two-story building mass.
- The pitched roofs reinforce the design concept of the Spanish Colonial Revival architectural style and are consistent with the architectural concept.

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

- The project's architectural details, color, and materials including smooth cement plaster finish, metal railings, metal gates, wood corbels, wood doors (to the units), pre-cast concrete door surrounds, one-piece clay tile roofing, and fiberglass windows reinforce the Spanish Colonial Revival architectural style and are consistent with the neighborhood context of variety of architectural styles.
- The new front metal entry gates are located in appropriate locations and are consistent with the new design concept.
- All new windows will be fiberglass and recessed within the walls with wood sill. The casement and fixed windows are compatible with the Spanish Colonial Revival architectural style.
- The new setbacks at the sides and rear of the building and the new landscaping at the project site provide buffers to enhance the privacy of the adjacent buildings.
- The driveway and walkway at the front of the building, facing the street, will have concrete decorative paving and the walkways inside of the building will have decorative pavers.

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 **January 20, 2020**, 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

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