



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

February 12, 2020

Ani Mnatsakanian
409 Irving Drive
Burbank, CA 91504

**RE: 1900 Montecito Drive
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDRNRAF1921404**

Dear Ms. Mnatsakanian:

On February 11, 2020, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, APPROVED your design review application for a 1,101 square foot (SF), two-story addition to an existing two-story, 2,395 SF single-family dwelling, located on an approximately 10,880 SF lot in the R1R (FAR District II) zone. The addition includes a new attached two-car garage and a 42 SF second-story, south-facing balcony. The existing two-car, detached garage will be demolished.

CONDITIONS OF APPROVAL:

1. **Keep existing roof tiles where possible. New tile roof to match existing two-piece tile roof.**
2. **New driveway paving to match existing.**
3. **Preserve Sycamore tree in front yard per Public Works Urban Forestry direction. Obtain Indigenous Tree Permit prior to commencing work on the subject site.**

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 building maintains its existing front setback of approximately 25 feet, in-line with other houses on the street. The addition is set back from the front façade by an additional 8 to 10 feet.
- The building footprint is expanded at the front of the house and along the south-west side. The overall building footprint is consistent with adjacent properties.
- The existing two-car, detached garage will be demolished and replaced with a new, two-car attached garage at the front of the house. Several adjacent and nearby houses have attached garages at the front façade, so this placement is consistent with the existing development pattern.
- Landscaping on site is maintained, including a large Sycamore tree in the front yard. An additional 700 SF of low-water use landscaping is added.



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

- The two-story addition at the front, and along the southwest side, is appropriately scaled to be compatible with the adjacent two-story houses on either side of the site.
- The addition is set back from the front façade by 8 to 10 feet, reducing the apparent massing of the building as visible from the street. The second-story addition along the southwest side is also set back from the first floor by about 10 feet.
- The front façade and roof have numerous variations in plane to break up the massing.
- The complex and multi-level roof and building forms complement the asymmetrical design of the house, true to the Spanish Colonial Revival style.
- The existing entryway is preserved, located within the prominent, front-facing, circular tower.
- The addition takes place within the existing flat building pad: therefore, alteration of existing landform is minimized.

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

- The updated Spanish Colonial Revival style is appropriate to the surrounding neighborhood which has an eclectic mix of traditional style homes.
- Building materials are high-quality and consistent with the architectural style, including smooth stucco siding, clay mission roof tiles, bronze-colored, aluminum-clad wood windows, decorative wood-paneled garage doors, and other dark-brown finishes consistent with the color scheme, including railings, window sills, etc. A condition of approval has been added to ensure the new tile roof matches the existing two-piece tile roof.
- The building uses architectural details appropriate to the style, including corbels, circular windows with decorative ironwork, arched entryways, and recessed windows with sills.
- Elongated vertical windows with external grids complement the existing circular tower and other similar vertical building forms, and are consistent in proportion with the remaining windows on the building.

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 Pruet, 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 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 **February 27, 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 p.m. to 5:00 p.m.

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 Pruet**, 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, Cassandra Pruet, for DRB stamp and signature prior to submitting for Building plan check. Please contact Cassandra Pruet directly at 818-937-8186 or via email at cpruet@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development

A handwritten signature in black ink, appearing to read "Kristine Agardi". The signature is written in a cursive, fluid style with a large initial 'K' and a distinct 'A'.

Kristine Agardi, Urban Design Studio Staff

KA:cp