



## CITY OF GLENDALE, CALIFORNIA

Community Development  
Planning

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glendaleca.gov

March 17, 2020

Jefferson Choi  
17200 Red Hill Avenue  
Irvine, CA 92614

**RE:** 800 North Pacific Avenue  
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDRNRAF1923117

Dear Mr. Choi:

On March 17, 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 to demolish an existing 1,510 square-foot (SF) service station, and one of two existing gas pump and canopy bays, and replace them with a new 1,789 SF retail building and a new 1,790 SF self-service car wash, on a 20,650 SF lot located in the C2-II zone (Community Commercial, Height District II).

### **CONDITIONS OF APPROVAL:**

1. Provide varying heights of landscaping along northern property line.
2. Provide 36" high landscape screening between sidewalk and parking area.
3. Any exterior lighting fixtures to be proposed shall be subject to review and approval by staff.
4. Prior to issuance of a building permit for the subject project, provide an acoustical analysis of the car wash and vacuum stations per GMC 8.36.140, demonstrating the project will comply with the Noise Control Chapter of the Glendale Municipal Code (GMC Section 8.36).
5. The applicant shall comply with all conditions of approval as specified in Parking Reduction Permit Case No. PPRP1923119.
6. If altering the project to comply with any conditions of approval required in Parking Reduction Permit Case No. PPRP1923119, or any other Code standards, results in a substantial change of the project as reviewed under this application, a new design review application shall be required.

### **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 proposed retail store is located at the interior (north-east) corner of the lot, and is front-facing with an open appearance. The building was not located at the exterior corner, in accordance with the Comprehensive Design Guidelines, due to the existing underground gasoline storage tank and gas pumps to remain near that location.
- The east wall of the car wash, facing the adjacent commercial office building, is designed with landscaping and variation in form and material to provide an aesthetic view to the neighboring property.
- The car wash air dryer, which generates noise, is placed toward the north end of the site, away from the neighboring office building. A condition of approval in the related

Parking Reduction Permit requires the vacuum motor to be moved to the north side as well.

- Minimum five-foot wide landscaping beds are located along both street frontages, in all areas not occupied by driveways. Further landscaping is provided along the north property line. The north boundary landscaping consists of small trees and should have shorter landscaping in front of it to provide a variation in shrub height. A condition of approval has been added to address this issue.
- The transformer, located at the south-east corner of the property, is screened from public view by landscaping. The trash area is fully screened.
- The parking area at the north-west corner of the site is required to have a three-foot high landscaping screen between the sidewalk and parking area. A condition of approval has been included in this report to address this issue.

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

- The retail and car wash buildings are one-story, consistent with the majority of other commercial buildings in the area.
- Both buildings have been designed with modest heights. The retail store has a maximum height at the top of the clock tower of 24'-0", and a top-of-parapet height of 16'-6". The car wash has a maximum height of 16'-0".
- The massing of both buildings is minimized by a variation in forms, façade and roof planes, materials and colors.
- The towers on the retail building are well-proportioned to the rest of the building.

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

- The building style for the retail store and car wash is compatible with nearby commercial buildings, with the proposed project having a more defined design and wider use of varied, high-quality materials.
- The clock tower provides a focal point near the entrance of the retail building.
- The retail store maximizes transparency at the ground floor with a glass storefront along the entire south façade.
- Awnings on the retail store front façade and at the car wash entrance and exit provide additional articulation.
- A variation of high-quality materials is used, including varying colors of smooth and sand finish stucco, stone cladding, metal louvres, window units and canopies, stamped concrete, stone cladding, a wood trellis, and planters for hanging/climbing plants.
- No exterior lighting has been proposed in addition to the existing light posts on site. Should any be added at a later time, it shall be reviewed by staff.

**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](mailto:cpruett@glendaleca.gov).**

#### **RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD**

Staff received one letter in opposition to the project; however, the opposition was based on parking concerns, not design.

## **APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION**

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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 **April 1, 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](http://www.glendaleca.gov/appeals)**

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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**

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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**

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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.

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](mailto:cpruett@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development

  
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Kristine Agardi, Urban Design Studio Staff

KA:cp