



March 27, 2020

Varduhi R. Yeghiayan  
16873 McKeever St.  
Granada Hills, CA 91344

**RE: 2000 Cañada Boulevard  
ADMINISTRATIVE DESIGN REVIEW APPLICATION NO. PDRNRAF2000319**

Dear Ms. Yeghiayan:

On March 26, 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 1,698 square-foot (SF), one-story addition to an existing one-story, 1,438 SF single-family dwelling (originally constructed in 1941), located on an approximately 12,060 SF corner lot in the R1 (FAR District I) zone. The project includes reorienting the front entrance from Cañada Boulevard to Hillside Drive, and demolition of the existing detached two-car garage and construction of a new, two-car attached garage facing Hillside Drive.

**CONDITIONS OF APPROVAL:**

1. The landscape plan shall indicate that appropriate top-cover materials (e.g. wood chips, bark, decorative rock, stone, or other approved material) shall be used in all setback areas not covered with live plant material per GMC 30.31.010(A), and that interior setback areas shall not be paved per GMC 30.31.010(C).
2. The side yard fence shall use a natural-looking material appropriate to the building style (e.g. wood, hardie board, etc.).

**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 existing 25-foot street front setback from Cañada Boulevard is maintained. The addition is located to the east of the existing house, filling in the vacant area of the site toward the interior of the property. This follows the same pattern of site development as the original building configuration.
- The addition has a minimum 14'-3" street side setback on Hillside Drive. The street side setback varies across the building façade, with the garage being set back 20'-6" and the office and recreation rooms being set back 15'-6." The minimum setback required by code is six feet. The setback is appropriate to the street and neighborhood.
- The new attached garage is facing the street side, in approximately the same location as the existing garage to be removed. Given that the site is a corner lot, the attached garage is appropriate and consistent with the neighborhood.
- The front entrance and house orientation are being moved from Cañada Boulevard to Hillside Drive, which is consistent with the house directly across the street on Hillside Drive, also on a corner lot.
- The landscape plan does not indicate that area without live landscaping will use appropriate top-cover (e.g. mulch, bark, decorative stone, etc.), and also shows the

interior setback area being paved; therefore, a condition of approval has been added to address these issues.

- The proposed side yard fence facing the street is made of vinyl, not an approved material when visible from the street. A condition of approval has been added 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 visual impact of the one-story addition is minimized by its variation in plane and massing as viewed from Hillside Drive. The facades at the street side are staggered, and the roof alternates between gable ends and gable sides. This variation results in the massing being broken up and thus minimized.
- The existing overall building height of 19'-2" is being maintained.
- The building follows the topography, with the eastern part of the building being raised up on the naturally elevated part of the site. Grading and site alteration is minimized.
- The addition maintains consistency of the traditional-style, one-story gabled building forms.

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

- The overall design and detailing are consistent with the original traditional style of the home, and by use of materials such as new limestone siding, stucco, asphalt shingles, and architectural components such as recessed windows with sills and a traditional style front door.
- The street-side facing façade includes limestone wainscoting and entrance porch appropriate to the newly oriented front façade. The entrance is prominent without being overbearing.
- Materials (e.g. limestone) appropriately wrap corners and use natural colors.
- Window locations do not directly face windows on adjacent properties, thereby preserving privacy.
- Trash bins are located out of public view.
- Decorative driveway paving is used.

**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 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 approval 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 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, appeal forms and fees will be provided by the Community Development Department (CDD) staff upon request by calling 818-548-2140.

The completed appeal form must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **APRIL 13, 2020**.

Due to the current COVID-19 social distancing and work from home orders issued by federal, state and local governmental agencies, in order for any appeal to be considered timely, **the appeal must be postmarked by the April 10th deadline (mailed to Community Development Department – Planning Division, Attention Cassandra Pruett, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner (Cassandra Pruett at [cpruett@glendaleca.gov](mailto:cpruett@glendaleca.gov)) prior to the close of said business day.** The prescribed fee must be included along with the appeal application and may be submitted either in the form of a check or credit card payment. For credit card payment, please contact the case planner to make arrangements with the cashier. Note: The standard 3% fee for credit card payment applies.

**APPEAL FORM** is available online  
at: <https://www.glendaleca.gov/home/showdocument?id=11926>.

#### **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.

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



---

Urban Design Studio Staff

PL:KA:CP