



CITY OF GLENDALE, CALIFORNIA
Community Development
Planning

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glendaleca.gov

August 25, 2020

Nareg Khodadadi
213 North Orange Street, Suite E
Glendale, CA 91203

**RE: ADMINISTRATIVE DESIGN REVIEW
CASE NO. PDR 2007307
1652 Capistrano Avenue**

Dear Mr. Khodadadi:

On August 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 to construct an interior remodel and a 1,182 square-foot one-story addition to an existing one-story, 1,909 square-foot single family residence, with an attached two car garage. The project will also include a new front porch and a new rear covered patio along with a new wood entry door and new fiberglass windows. The subject site is 13,804 square feet in area and located in the R1 (Low Density Residential) zone. The staff report is attached.

CONDITIONS OF APPROVAL:

1. The site plan of the project shall be revised to reduce the width of the driveway such that a landscape area is incorporated between the adjacent property and the driveway and the driveway does not extend the garage door opening. Revised plans shall be reviewed and approved by staff.
2. Proportions of the entry door and sidelight shall be as shown on the elevations. The transom window shown above the entry shall be removed, as shown on the revised detail.
3. Landscape plans for the front yard shall be submitted for review and approval by staff.
4. Revise the front façade of the residence to incorporate additional siding.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

Site Planning:

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

- The front yard setback remains 40 feet deep. Setbacks in the neighborhood vary

widely. The existing recessed entry is filled in and a new front porch is added. Neither of these features projects in front of the existing setback.

- No changes to the garage location are proposed. The neighborhood contains a mix of front-loaded and rear garages. The existing house has a front-loaded garage.
- As conditioned, the driveway shall be reduced in width.
- As conditioned, the applicant will submit landscape plans for review and approval by staff to improve the appearance of the property from the street.

Mass and Scale:

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

- The project includes a large addition, which will make the house one of the largest in the neighborhood. However, the majority of the addition is proposed at the rear of the residence, not visible from the street, and the house will remain one-story.
- The revised entryway appropriately highlights the entrance to the home without being monumental in nature.

Design and Detailing:

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

- The project updates the existing traditional ranch home with materials such as smooth stucco and horizontal wood siding to provide a more contemporary aesthetic to the residence.
- The residence remains one-story and, therefore, infringement of privacy of adjacent neighbors should not be a concern.
- As conditioned, additional siding shall be incorporated into the front façade to soften the appearance of and provide additional texture to the residence.

Response to Community Input Received During Comment Period

The City of Glendale received one e-mail from the Verdugo Woodlands West Homeowners Association during the pending decision period. The Association was complementary of the design of the project and staff's conditions of approval.

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, Roger Kiesel, at 818-937-8152 or via email at rkiesel@glendaleca.gov.

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 **September 9, 2020**, at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday through 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 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, **Roger Kiesel**, 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, Roger Kiesel, for stamp and signature prior to submitting for Building plan check. Please contact Roger Kiesel directly at 818-937-8152 or via email at RKiesel@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff

RK:rk

Attach: staff report