



**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

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November 1, 2021

Alen Malekian  
2255 Honolulu Avenue #1A  
Montrose, CA 91020

**RE: ADMINISTRATIVE DESIGN REVIEW NO. PDR2112281  
1543 Bel Aire Drive**

Dear Mr. Malekian,

On November 1, 2021, 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 proposing to remodel the existing one-story, 3,785 square-foot single-family dwelling and to construct a new 440 square-foot, two-car garage at the front. The site is an approximately 33,535 square-foot lot in the R1-I (Low Density Residential, Floor Area District I) Zone, at **1543 Bel Aire Drive**.

**CONDITIONS OF APPROVAL:**

1. Provide live plant material between proposed permeable pavers in lieu of artificial turf.

**SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION**

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

- There are no alterations being proposed to the existing building footprints (residence, garage, pool house) or site planning, aside from the new garage. The existing single-family dwelling and all existing associated accessory buildings and structures are proposed to remain as-is, aside from the exterior remodel.
- The street front setback for the residence will be reduced from 64'-7" to 29'-3" with the construction of the new two-car garage. The proposed location of the garage at the front of the existing dwelling is appropriate, as many homes in the neighborhood feature garages at the front with either a front- or side-facing garage. The new garage will be accessible from the existing curb cut and the driveway, which will be expanded to provide enough space to access the new garage. The front portion of the property will be redesigned to provide adequate amount of paving for the garage while also incorporating new drought-tolerant landscaping. The applicant's proposal includes permeable pavers. A condition of approval requires the applicant to provide live plant material between the proposed permeable paving materials in lieu of the proposed artificial turf.

- New walls and parapets are proposed for the existing dwelling to enhance the appearance and to successfully transition into a different architectural style. These walls and parapets will be treated with trowel-finished stucco and are appropriate in style, color, and material. In addition, a new six-foot, masonry wall is proposed by the southeast property line. This partial property line wall is not visible from the street and is proposed to match the adjacent neighbor's existing wall in the same location.
- The proposed landscaping plan is complementary to the development of the site and complies with the minimum landscaping requirement for the zone. New drought-tolerant plants will be provided at the front of the property, with all other existing landscaping and accessory buildings and structures at the rear of the lot to remain.

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

- The existing one-story house will be remodeled and no other changes are proposed other than the addition of a new garage. However, because the new garage is considered attached to the main dwelling due to the less than five feet distance between the two buildings and is constructed at a slightly lower elevation than the existing dwelling, the proposed height (20') will be slightly higher than the original overall height (19'-2").
- The new 15'-2" tall garage will not significantly impact the overall massing and scale of the property and will be compatible with the nearby dwellings in terms of scale and proportion.
- The new garage relates well with the overall building concept and surrounding context of the neighborhood, as many homes in the neighborhood feature garages at the front. While the massing of the structure will be brought closer to the street than the existing condition, ample street-front and interior setbacks, along with the proposed landscaping work at the front of the property, will prevent the new garage from having an overbearing presence on the street or toward the immediate neighbors.
- The new garage will be flat-roofed to complement the style change for the house, which will receive new walls and parapets to give the look of a flat-roofed, modern style home when viewed from the street. This effect will be enhanced by the slope of the site, which will allow the existing hipped roof forms to be screened by the parapets.

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

- The surrounding neighborhood features a mix of architectural styles. The new garage along with the existing dwelling's style change from Minimal Traditional to a more contemporary appearance is compatible with the neighborhood context and will add to the mix of various styles in the area.
- The new garage will feature a narrow strip window that spans across the entire wall facing the street. This will complement the home's new modern appearance

- The aluminum window at the garage will feature a dark finish and be placed into the wall with a slight recess. The replacement windows at the house will be at the same locations and have the same operation and sizes as the previous windows. They will be aluminum block-frame sash with a combination of sliding and fixed operations. A new screen wall and the garage will hide the windows at the front of the house from view, in keeping with the modern design conception.
- The new color and material palette will include light colored trowel-finished stucco for existing walls, new horizontal wood siding, aluminum windows and doors, and new metal roofing, all of which are appropriate to the chosen style.

**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, Minjee Hahm, at via email at [mhahm@glendaleca.gov](mailto:mhahm@glendaleca.gov).**

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

No community input was received 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 **November 16, 2020** via email at [Zoning@glendaleca.gov](mailto:Zoning@glendaleca.gov).

**APPEAL FORMS available on-line: [www.glendaleca.gov/appeals](http://www.glendaleca.gov/appeals)**

To save you time and a trip - please note that some of our FORMS are available online 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, **Minjee Hahm**, 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 email 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, **Minjee Hahm**, for stamp and signature prior to submitting for Building plan check. Please contact Minjee Hahm directly at via email at [mhahm@glendaleca.gov](mailto:mhahm@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development



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Urban Design Studio Staff  
JP:MH