



November 18, 2021

Herand Der Sarkissian
220 South Kenwood, Suite 320
Glendale, CA 91205

**RE: ADMINISTRATIVE DESIGN REVIEW
CASE NO. PDR 2108467
821 East Colorado Street**

Dear Mr. Der Sarkissian:

On November 18, 2021, 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 a new approximately 4,932 square-foot, three-story medical/general office building on an approximately 6,150 square-foot interior lot in the C3 (Commercial Services) zone. At the front of the site, the ground level of the building will include a 277 square-foot lobby. Thirteen grade-level parking spaces are proposed behind the lobby area. Access to the on-grade parking will be from a driveway west of the lobby. The second level will include 2,327 square feet of general office space. The third level will include 2,327 square feet of medical office space.

The existing one-story residential (built in 1921) and retail (built in 1939) buildings at the front of the site and one-story garage/residential (built in 1963) building at the rear of the site will be demolished as a result of the project.

CONDITIONS OF APPROVAL:

1. Planters shall be installed between the sidewalk and proposed building. Landscape plans shall be provided for the northeast corner of the site and in front planter areas for review and approval by staff.
2. Restudy the building entry to better highlight this area of the building.
3. Decorative/colored paving shall be installed within the driveway between the sidewalk and parking area.

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 location of the building close to the front property line is appropriate given the urban nature of Colorado Street.
- As conditioned, decorative/colored paving will be installed within the driveway area to slow car traffic and provide another layer of security for area pedestrians.

- As conditioned, landscape plans for the northeastern portion of the site and front planter shall be submitted for review and approval by staff.
- Mechanical equipment is will screened within the garage.

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 building is expressed as separate volumes through the use of materials and building projections and recessions.
- As conditioned, the pedestrian entry will be restudied to better highlight this area of the building.

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 building is contemporary in design. This style is re-enforced through the use of metal panels, CMU block and glazing.
- As conditioned, the entrance to the building shall be restudied to better highlight this area of the building.
- As conditioned, decorative/colored paving shall be installed in the driveway between the sidewalk and on-site parking area.

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.

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 **December 3, 2021**, via e-mail at Zoning@glendaleca.gov.

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 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 e-mail 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