



CITY OF GLENDALE, CALIFORNIA
COMMUNITY DEVELOPMENT DEPARTMENT
Planning Division

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November 29, 2021

Helbert Moradian
6854 Foothill Blvd.
Tujunga, CA 91042

**RE: Design Review Case No. PDR 2106786
3419 Montrose Avenue**

Dear Mr. Moradian,

On November 19, 2021 the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **CONDITIONALLY APPROVED** your design review application proposing to construct additions at the front and rear of the existing house, build a new two-story residential unit and garages behind the house, and demolish the existing garage. The property is located in the R-3050 (Moderate Density Residential) zone.

CONDITION OF APPROVAL

After a review of the plans, exhibits and consideration of community input, the Director of Community Development has placed the following condition of approval on this project:

Condition:

1. Propose somewhat darker color for cement fiber siding at new unit for staff review and approval.

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 new two-story residential dwelling unit at the rear of the property will have an attached four-car garage. This garage will serve the new residential unit as well as the existing single-family house.
- The building footprint of the existing single-family house will change with the front addition bringing the west side of the house closer to Montrose Avenue (30'-9" existing setback to 27'-1" new street front setback). The existing 24'-4" setback at the east side will remain and the new footprint will not disrupt the prevailing setback pattern.

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- The new unit will be integrated with the existing site conditions and relate to the existing front dwelling and surrounding properties in the neighborhood.
 - The new residential unit and garage is designed with an L-shape building footprint, which is appropriately setback from all property lines to reflect existing neighborhood setbacks.
 - Access to the new garage for the existing single-family house and new rear unit will be from the existing driveway located on the west side of the property, which is consistent with the existing site conditions and other properties in the neighborhood.
 - Overall, the placement of the new building at the rear of the site is appropriate because it respects the front house and adjoining properties through setbacks as recommended by the Comprehensive Guidelines. Also, areas not occupied by buildings will be landscaped with the exception of the driveway and walkways.

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 roof design, building mass and proportions of the new unit at the rear is consistent with the style of the existing single-family house and neighborhood context. The west portion of the second floor is stepped back by 3'-0" to break up the mass. The new unit at the rear will provide appropriate setbacks to avoid being overbearing towards adjacent properties.
 - The addition's volumes are well articulated and set behind the new four-car garage, helping break up the overall mass.
 - The new building's two-story mass and overall height of 21'-2" fits well with the existing front house and the surrounding one and two-story buildings in the neighborhood.
 - The new unit is located behind the existing front unit, which is appropriately setback from the street. Having this generous setback appropriately pushes the taller new mass toward the rear of the site and will respect the single-family house at the front and adjoining properties.
 - The facades of the new unit minimize a boxy profile through the use of varying forms and offsets. A mix of materials, stucco and horizontal siding integrate well with the existing front house and the neighborhood context.
 - The roof of the new unit is designed with various hipped forms, which are appropriate for the traditional style proposed.

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 traditional design of the new unit is appropriate to the neighborhood and the existing house.
- The placement of the proposed cement fiber siding on the new unit is appropriate, however, as proposed, the color is the same as the stucco. A condition has been added to choose a somewhat darker color to complement the white stucco.
- All windows will be vinyl, recessed with a wood sill and frame to match the proposed windows on the front house. As proposed, the windows are appropriate to the design and the neighborhood in terms of their operation and overall appearance.
- The roof material includes brown composition shingle, matching the front house.

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, Danny Manasserian, at 818-548-2140.

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 to the City Council 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 plans 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 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 the expiration of the 15-day period, on or before **December 14, 2021**.

In order for any appeal to be considered timely, **the appeal must be postmarked by the December 14, 2021 deadline** (mailed to Community Development Department – Planning Division, Attention Danny Manasserian, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner, Danny Manasserian, at DManasserian@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 2.5% fee for credit card payment applies.

APPEAL FORMS available on-line:

<http://www.ci.glendale.ca.us/planning/SubmittingAProject.asp>

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.

TIME 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, Milca Toledo, 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, Danny Manasserian, for stamp and signature prior to submitting for Building plan check. Please contact Danny Manasserian directly at 818-548-2140 or via email at DManasserian@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Jay Platt
Urban Design Studio Staff

PL:JP:DM (VZ & MT on behalf of DM)