



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

September 13, 2022

Sean Choe
3301 Honolulu Avenue
Glendale, CA 91214

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 2205172
3301 HONOLULU AVENUE**

Dear Mr. Choe:

On September 12, 2022, 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 demolish the existing detached, two-car garage and add 1,011 square-feet (72 square-feet directly facing the street, a new 539 square-foot second-story, and a new 400 square-foot, attached garage) to an existing one-story, 1,092 square-foot single-family residence (originally constructed in 1924) on a 7,402 square-foot lot located at **3301 Honolulu Avenue** in the R-3050 Zone. The project also includes the construction of a new two-story, 1,554 square-foot dwelling unit with an attached, two-car garage located at the rear of the property.

CONDITIONS OF APPROVAL:

1. That the applicant shall comply with all of the recommendations identified in the Urban Forestry Division comments dated August 11, 2022.
2. That the landscape plans and site plan be revised to be consistent with one another and that the plant palette be revised so all new landscaping is drought tolerant and feature California-native plants with a low or very low water use designation in keeping with Phase III of the City's Water Conservation Ordinance.
3. That the driveway paving material be revised to be decorative, with consideration given to a permeable paving material, and to the satisfaction of the City's Urban Forestry Division.
4. That the fence and gate be relocated to be in line with the addition along the easterly façade and that the design of the gate be submitted for staff review and approval.

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 building footprint for each of the residential units are appropriately sited on the lot in such a way as to address zoning regulations, including setbacks, parking, and common open space, and to maintain the oak tree on-site.
- The project provides the required, functional common and private outdoor spaces for each unit.
- The design of the new attached garages is fully integrated into the overall project. The plans indicate that the asphalt along the existing driveway will be replaced with new asphalt. A condition of approval requires that the driveway paving material be revised to be decorative, with consideration given to a permeable paving material, and to the satisfaction of the City's Urban Forestry Division.
- The proposed landscape design complements the project, with drought tolerant landscaping proposed throughout. A condition of approval will require that the plant palette be revised to feature plantings with low and very low water usage to satisfy Phase III of the City's Water Conservation Ordinance that is currently in effect.
- The site plan identifies a new fence and gate located along the easterly portion of the site that is in line with the front façade of the existing house and new deck, and no information is provided regarding the design. A condition of approval will require the fence and gate be setback to be in line with the addition along the easterly façade, not the new deck and building wall, and that the design of the gate be submitted for staff review and approval.

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

- The property is located in a moderate density residential zone with the surrounding neighborhood featuring a mix of multi-family and single-family development, ranging in height from one to three stories. As such, the proposal to build a new two-story, multi-family development is appropriate.
- The project's massing is broken up using a number of architectural devices, including recessed building forms, changes in façade planes, and appropriately stepping the second floor back from the first.
- The overall height of the front unit will be 24'-8", and the overall height of the rear unit will be 23'-7", where the maximum height permitted is 31'-0" for a development with a pitched roof.
- The proposed gable roof forms are compatible with the style of the development, and the use of a 4:12 roof pitch is consistent throughout the project.

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

- Overall, the consistent use of materials and colors throughout the project helps to reinforce the proposed style of the residences.
- The surrounding neighborhood features a mix of architectural styles, and as such, the proposed design of the new development is appropriate.

- The entryways for each unit are well defined, appropriately integrated into the design, and avoid a sense of monumentality with each unit featuring a single-door and recessed entry.
- The new windows will be wood with a white finish, clear glass, and recessed in the openings with wood sills and frames.
- The proposed materials for the buildings include an asphalt shingle roof, cementitious lap siding, a natural river rock wainscoting, and wood railings for the stairs and porches.

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, Vista Ezzati, at 818-937-8180 or via email at VEzzati@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

Staff did not receive any community input during the comment period regarding this application.

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, appeal forms and fees will be provided by the Permit Services Center (PSC) or the Community Development Department (CDD) staff upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **September 28, 2022** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00 pm, or the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 pm to 5:00 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, **Vista Ezzati**, 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, Vista Ezzati, for stamp and signature prior to submitting for Building plan check. Please contact Vista Ezzati directly at 818-937-8180 or via email at VEzzati@glendaleca.gov.

Sincerely,

JOHN TAKHTALIAN
Interim Director of Community Development


Urban Design Studio Staff

JP:ve