



May 25, 2023

Nareg Khodadadi
213 N. Orange Street, Unit E
Glendale, CA 91203

**RE: 1546 Grandview Avenue
ADMINISTRATIVE DESIGN REVIEW CASE NO. PADR-000939-2023**

Dear Mr. Khodadadi:

On **May 25, 2023**, 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 add an 1,840-square-foot one-story addition at the rear of the existing 1,604-square-foot, one-story, single-family residence designed in the Minimal Traditional style and built in 1946 as well as a covered patio at the rear of the building, replacement of windows and doors, and an ADA accessible ramp at the front entrance. The property is a 17,940 square-foot lot, located in the R1 - I Zone (Los Density Residential - Floor Area Ratio I) and is a contributor to the South Cumberland Heights Historic District.

CONDITIONS OF APPROVAL:

No conditions were included as part of this project.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

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

- The addition is appropriately located behind the house and is stepped in from the existing corners to create a differential between the existing and new.
- The street front setback along Grandview Avenue will not be altered.
- Landscaping and trees along the front façade will be retained and the site will exceed the required minimum 40% open space requirement.
- The addition at the rear of the garage will not alter the existing garage's appearance or its relationship with the existing house/lot.

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

- The entirety of the addition is set behind the existing residence, while also stepping in at the corners to ensure that the new massing is minimally visible and respectful of the existing.
- The new roof is simple in design, lower than the main existing roof form, and matches the existing pitch and hipped form.
- The proposed project relates to its surrounding context by remaining a one-story single-family residence with no mass or scale impacts to surrounding buildings.

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

- The overall design and architectural concept of the addition will be consistent with the character of the existing residence.
- The finish materials are appropriate to the Minimal Traditional style including smooth stucco finish and composition shingle roofing.
- The window replacements proposed at the front of the house and the new windows and openings at the side facades of the existing house and the addition are consistent with the style and period of the 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, Kasey Conley, at 818-937-8185 or via email at kconley@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

A comment was received regarding the Accessory Dwelling Unit (BCB2204461) under construction at the rear of the lot. The Accessory Dwelling Unit was not reviewed as part of this design review application as Accessory Dwelling Units are not subject to design review under state law. The Accessory Dwelling Unit meets all GMC 30.34.080 zoning requirements.

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 line (<https://glendaleca-energovweb.tylerhost.net/apps/SelfService#/home>) 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 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 expiration of the 15-day period, on or before **June 9, 2023** online <https://glendaleca-energogovweb.tylerhost.net/apps/SelfService#/home> or at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru 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 5:00 pm. 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: 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, **Kasey Conley**, 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, Kasey Conley, for stamp and signature prior to submitting for Building plan check. Please contact Kasey Conley directly at 818-937-8185 or via email at kconley@glendaleca.gov.

Sincerely,

Bradley Calvert
Director of Community Development



Urban Design Studio Staff

JP:KC