



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

November 29, 2023

Nareg Khodadadi
213 N. Orange St, Suite E
Glendale, CA 91203

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PADR-001035-2023
1201 SAN LUIS REY DRIVE**

Dear Nareg Khodadadi:

On November 29th, 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 to add a total of 816 square feet at the front and rear of an existing single-story, 1,918 square-foot single-family dwelling (built in 1957) with an attached 395 square-foot garage located on a 11,520 square-foot corner lot. The proposed addition includes 263 square feet at the front façade, 553 square feet at the rear, and an attached 332 square-foot covered patio. The total floor area of the house with the additions will be 2,734.

CONDITIONS OF APPROVAL:

1. That a cut sheet of the proposed front door be provided for Planning Review during the plan check process.
2. That the Window Schedule be revised to eliminate sliders where visible from the street.
3. Provide details of proposed driveway if materials will be revised to match new design of the house.

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 additions are appropriately integrated into the design of the existing house and will not significantly change the site planning.
- The 263 square-foot addition at the front façade maintains street front setback requirement and is in keeping with the style of the existing residence.

- The 553 square-foot addition at the rear of the house will not alter the existing home's appearance as viewed from the street.
- Landscaping and trees along the front and sides of the property will be retained on the site.

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

- Overall, the mass, height, proportions, and architectural concept of the project are consistent with and appropriate to the existing residence and the neighborhood.
- The roof features pitched gables at the front and sides with varying slopes.

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

- The overall design, detailing and architectural concept of the additions will be consistent with the character of the existing Ranch style house.
- The finish materials are appropriate to the Ranch style including Hardie plank siding, stucco finish, and stone siding.
- The proposed windows are vinyl with a combination of single-hung and fixed operations, which will be compatible with the proposed design. A condition is included to revise the window schedule to eliminate any visible slider windows.
- Charcoal gray shingle roof is proposed for the addition to match existing roof color and material, which is appropriate to the house and the neighborhood.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

During the public comment period, staff received no comments in opposition to or in support of project.

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, Chloe Cuffel, at 818-937-8162 or via email at ccuffel@glendaleca.gov.

APPEAL PERIOD, 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 application within fifteen (15) days following the actual date of the decision. Information regarding appeals will be provided by the Community Development Department (CDD) staff upon request by calling 818-548-2140. Any appeal must be filed online with the prescribed fee prior to expiration of the 15-day appeal period, on or before **December 14, 2023, at 5:00 p.m.** All appeals must be filed using the City's online permitting and licensing portal, please visit www.GlendalePermits.org to submit the application.

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.

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.

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, **Chloe Cuffel**, 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, Chloe Cuffel, for stamp and signature prior to submitting for Building plan check. Please contact Chloe Cuffel directly at 818-937-8162 or via email at ccuffel@glendaleca.gov.

Sincerely,

BRADLEY CALVERT, AICP
Director of Community Development



Erik Krause
Deputy Director of Community Development