



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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March 11, 2024

Armen Hagobian
220 S Kenwood Street, Suite 210
Glendale, CA 91205

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PADR-002378-2023
1170 N Kenilworth Avenue**

Dear Applicant:

On March 6, 2024, 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 demolish an existing 1,193 square-foot, single-family house (built in 1925) and construct a new two-story, 5,634 square-foot, three-unit multi-family residential building with three, two-car attached garages on a 9,288 square-foot lot. The contemporary style triplex will include the following total floor area: Unit "A" 1,484 square feet, Unit "B" 1,486 square feet, and Unit "C" 1,464 square feet, and each unit proposes and attached 400 square-foot garage. The site is located in the R-3050 (Moderate Density Residential) Zone.

CONDITIONS OF APPROVAL

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

Conditions:

1. Replace the sliding windows with casement, hung or fixed type window and show this information on the window schedule and elevation drawings.
2. Revise drawings to show decorative driveway material and include this information on the site plan.
3. Show the location of all proposed site lighting and light fixtures on the building limited to the main entry and patio doors.

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 new three-unit multi-family building will face North Kenilworth Avenue and will maintain the prevailing street front setback for the residential properties along this street consistent with the neighborhood.
 - The three new 400 square-foot attached garages will be accessed via an existing driveway accessible from North Kenilworth Ave. The garages are appropriately incorporated into the building's overall design and will not be visible from the street.
 - The trash bins are located towards the rear of the property behind screening that is integrated into the building and appropriate to the site.
 - The project includes 600 square feet of private open space at the rear of the property for residential use.
 - The proposal exceeds the minimum required landscaping ratio and will maintain a front lawn similar to the neighboring properties.
 - No perimeter walls or fences are called out on the plans; a condition has been included to show all fences, including material type for Planning review and approval.
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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 neighborhood.
- The site is located in a multi-family zone and is surrounded by mostly two- and three-story multi-family buildings to the north and west. Directly east and across the street to the west side of Kenilworth, there are existing one- and two-story single-family homes. The building's mass and scale are appropriate to the surrounding development pattern.
- The massing is broken up by appropriate setback, recessed building forms, breaks in roof and walls, fenestration and cladding material. Applying these techniques and features appropriately avoids long, blank horizontal facades as it creates an interesting design element and minimizes a boxy outline.
- The applicant's use of combined materials (stucco and siding) and different colors help to reinforce the reading of different volumes, appropriately articulating the facades of the building.

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 building is consistent with the Contemporary design, appropriate to the site and the neighborhood.
- The project materials include a metal roof, La Habra stucco and Hardie siding for exterior building walls, and metal balcony railings. The proposed variety of finishes for the building help reinforce the overall contemporary building design.
- Location of lighting fixtures and downspouts are not properly identified on the plans. A condition is included to show the location of all proposed site lighting and light fixtures on the building limited to the main entry and patio doors, and a condition is included to show downspouts on the building, finished to match the adjacent wall color. This information is to be submitted for staff review and approval prior to plan check submittal.

- Windows will be constructed of vinyl block frame with a white color finish. The windows are appropriate to the style of the building in terms of their material and overall appearance. However, sliding windows, especially at visible locations at the front and sides of the building should be eliminated. A condition is included to replace the sliding windows with casement, hung, or fixed operation.
- The driveway material is not identified on the plans. A condition is included to call out the proposed decorative driveway material on the site plan.
- The balconies are appropriately setback from front and interior property lines and do not pose privacy concerns to neighboring properties. The balconies facing north, neighboring a single-family residence, were thoughtfully designed with driveway separation to mitigate potential privacy concerns.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

During the public comment period, staff received correspondence from residents in the area. Below is a summary of the points from the comment letters in opposition, and staff response.

- **There will be an increase in traffic on a busy street.**

Some of the comment letters cited concern about traffic impacts associated with the new development.

Staff Response: The project complies with all required parking for multi-family units and will provide three, two-car garages, providing the minimum required on-site parking in compliance with zoning regulations. During construction, there would be a slight increase in daytime population (construction workers). However, the increase in daytime population is not considered substantial since the construction phase is short-term in nature. The project site will be served by Kenilworth Avenue, which is able to accommodate the traffic generated by the project. The project complies with the applicable Zoning standards in conformance with the comprehensive General Plan of the City. Based on the small-scale nature of the proposed building (three units), a traffic study is not required. Additionally, a Traffic Control Plan will be provided during construction that will be reviewed by Public Works to ensure street capability throughout the construction process.

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 **March 22, 2024, 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



Milca Toledo
Senior Planner

CC:mt