



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

March 1, 2024

George Grigorian
100 N. Brand Boulevard, #212
Glendale, CA 91203

**RE: 2235 Flintridge Drive
ADMINISTRATIVE DESIGN REVIEW APPLICATION NO. PADR-001936-2023**

Dear Mr. Grigorian:

On March 1, 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 for a 1,200 square-foot, second-story addition to an existing one-story, 2,353 square-foot single family house (originally constructed in 1979), located on an approximately 25,000 square-foot lot in the R1R III (Residential, Floor Area Ratio District III) Zone.

CONDITIONS OF APPROVAL:

1. Revise the design to eliminate the curved bay and balcony at the second floor. Redesign these areas to make them more consistent with the overall rectilinear quality of the existing house.
2. Revise the design of the second-floor windows and doors to have a flat head to make them compatible with the existing openings at the first floor.
3. Reduce second floor height to 9 feet (floor to ceiling height). Windows shall be adjusted accordingly.
4. Window edge details applied at the second level addition are to match existing, such as wooden or cementitious trim. Field-finished foam moldings are inconsistent with the treatment and design of the existing first level.
5. The free-standing wall shown on the plans shall comply with the Zoning Code requirements for location and height. The stucco color shall match the building color.

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 site plan remains relatively unchanged; as the project features a 1,200 square-foot second story addition that is sited above an existing attached three-car garage, facing the street. The project will not expand the footprint of the building and is entirely above the existing first level.
- As conditioned, the project's new master bedroom and bathroom above the existing 3-car garage will be set back additional 6'-6" from street from the floor level directly below. The new playroom above the building's existing front entry at the ground level is set back even further from the 3-car garage approximately 16'-6".
- No landscaping or site plan changes are proposed. The plans show a free-standing wall at the front adjacent to the garage. Any proposed new walls shall comply with the Zoning Code requirements.

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

- As conditioned, the project's massing, proportions, and architectural concept of the project are consistent with the existing residence.
- The immediate neighborhood features a combination of one- and two- story single-family residences. The subject property will be improved with a new second story that is consistent, with the massing of the neighboring properties.
- The proposed addition is designed with a gabled roof with a 4:12 pitch that is consistent with the roof form of the existing house.

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

- The project incorporates design details that are complementary to the contemporary style of the single-family dwelling, such as a stucco siding, nail-in windows with horizontal sliding operations, wooden roof fascia, and composition roof shingles. However, a condition is applied for the new windows at the addition to remove the half-circle head design to match the style of the windows applied at the existing lower level.
- The Design Guidelines suggest the design and detailing of additions should be consistent throughout the building to enhance the overall architectural idea. A condition is applied to eliminate the curved bay and balcony at the second floor to complement the rectilinear quality of the existing 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, Shoghig Yepremian, at syepremian@glendaleca.gov.

RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD

No public comments were received.

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 and appeal forms will be provided by the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **March 16, 2024 by email to the case planner, Shoghig Yepremian, syepremian@glendaleca.gov.**

APPEAL FORM available on-line:

<https://www.glendaleca.gov/home/showdocument?id=11926>

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, **Shoghig Yepremian**, 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, Shoghig Yepremian, for DRB stamp and signature prior to submitting for Building plan check. Please contact Shoghig Yepremian via email at syepremian@glendaleca.gov.

Sincerely,


for Bradly Calvert
Director of Community Development

Dennis Joe
Senior Planner

BC:JP:DJ:SKY