



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 26, 2019

Pablo Alvarez
1940 Chilton Drive
Glendale, CA 91201

**RE: ADMINISTRATIVE DESIGN REVIEW NO. PDR1912758
1940 CHILTON DRIVE**

Dear Mr. Alvarez,

On September 26, 2019, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your design review application proposing to demolish an existing, 117 SF balcony at the second-floor, in order to reroof and cover the existing, 364 SF, first-floor patio with a new, 364 SF, second-floor balcony. The newly covered patio and balcony are located at the rear of an existing, 2,024 SF, two-story, single family dwelling on a 7,473.5 square-foot lot, located in the R1 (FAR District I) Zone.

SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION

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

- The proposed project will not alter the site planning of the lot, as no changes are proposed to the existing site planning. No floor area modification is proposed to the existing dwelling. The existing dwelling and detached garage will remain as-is, apart from the project.
- The proposed site planning is consistent with surrounding sites, which contain balconies at the rear, out of public view.
- The location of the proposed second-floor balcony addition will meet the required interior setbacks. The existing second-floor balcony is currently set back from the side property line by 9 feet. The interior setbacks will remain unchanged.

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

- The overall massing of the project will be compatible with the adjacent dwellings in terms of scale and proportion. The proposed balcony addition will not significantly affect the dwelling's mass and scale, and will not increase the existing, overall height of the dwelling.
- Roof forms of the existing dwelling will remain unchanged. The proposed balcony addition will be open to the sky and does not propose any roof forms.

- The form of the addition relates well with the overall building concept and surrounding context of the neighborhood, as other dwellings on Chilton Drive also feature two-story buildings with balconies in the rear.

Building Design and Detailing – The proposed design and detailing are appropriate, as modified by any conditions, to the site and its surroundings for the following reasons:

- The proposed balcony addition is compatible with the existing dwelling and utilizes a simple design that does not negatively affect the existing style of the dwelling.
- The proposed balcony addition does not raise any privacy concerns because a second-floor balcony currently exists in the proposed location and existing setbacks will be maintained. The patio cover and the second-floor balcony is currently set back approximately 9 feet, 30 feet, and 23.5 feet from the western, northern (rear), and eastern property lines, respectively. The adjacent property to the west is improved with a two-story dwelling, which is located approximately 2.5 feet from the subject property's western property line. While there are two windows that are in direct view of the proposed balcony addition, the proposed distance of 11.5 feet between the expanded second-floor balcony and the existing dwelling to the west is adequate. The existing second-floor balcony was already in direct view of one of the two abovementioned windows, with the same distance of 11.5 feet; no issues of privacy concerns were previously raised.
- The proposed materials for the balcony addition includes: 42 inch high railings with horizontal siding, wooden posts, and fascia boards. All proposed materials will be painted to match the existing residence. The selected materials and color complement the simple style of the existing dwelling.

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, Minjee Hahm, at 818-937-8178 or via email at mhahm@glendaleca.gov.

RESPONSE 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 and appeal forms will be provided by the Permit Services Center (PSC) or 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

October 11, 2019 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 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

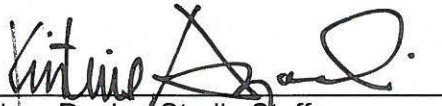
The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner, **Minjee Hahm**, who acted on this case. This would include clarification and verification of condition compliance and plans or building permit applications, etc., 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, Minjee Hahm, for stamp and signature prior to submitting for Building plan check. Please contact Minjee Hahm directly at 818-937-8178 or via email at mhahm@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development


Urban Design Studio Staff
KA:MH