



CITY OF GLENDALE, CALIFORNIA
Community Development
Planning

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glendaleca.gov

January 24, 2020

Haik Patian
80 W. Sierra Madre Blvd. #4
Sierra Madre, CA 91024

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1901564
3036 EMERALD ISLE DRIVE**

Dear Mr. Patian:

On January 24, 2020, 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 590 square feet to the first floor, and 645 square feet to the second floor of an existing two-story, 2,410 square-foot house (originally constructed in 1979), on a 10,897 square-foot lot located at **3036 Emerald Isle Drive** in the R1R (FAR District III) Zone.

CONDITIONS OF APPROVAL:

1. The new retaining wall material shall be decorative to blend into the landscape, or be finished in a material that matches the building design
2. The amount of hardscape in the front yard shall be reduced and replaced with new drought tolerant landscaping adjacent to the driveway along the south side of the property.
3. The details of the new windows details shall match the existing, and the applicant shall provide horizontal and vertical window section details for staff review and approval.
4. That the location of the trash storage area shall be identified on the drawings and out of public view.

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 existing single-family house is centrally sited on the lot on an existing flat pad. The addition does not propose any significant alterations to the existing site plan and modifies the original building footprint in an appropriate manner.
- The neighborhood has a prevailing street-front setback of 20'-0", which will be maintained as part of the proposal.
- At the first floor, the proposal features a 113 square-foot addition at the front with a new covered entry. The addition does infill a portion of the landscaping in the front yard area.

- The proposal also includes a 1,122 square-foot, two-story addition at the rear of the house on an existing concrete pad area.
- While some landscaping at the rear will be removed for the addition, there are no significant alterations being proposed to the existing landscape on-site. The project will maintain the minimum 40% landscape requirement per the Zoning Code.
- The Hillside Design Guidelines encourage minimizing the amount of paved areas for garages and driveways. A condition of approval will require that the amount of hardscape in the front yard be reduced and that new drought tolerant landscaping be introduced adjacent to the driveway along the south side of the property.
- Along the south side of the property, a new walkway with a 3'-6" tall, concrete block retaining wall is proposed for circulation around the site. In accordance with the Hillside Design Guidelines, a condition of approval will require that the new retaining wall material be decorative to blend into the landscape, or be finished in a material that matches the building design.

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 one-story addition at the front and two-story addition at the rear is consistent with the existing style and building massing.
- The existing single-family house is a two-story residence with an overall height of 24'-4" which will be maintained.
- The project's massing is broken up using a number of architectural devices, including cantilevered building forms setback from the street and at the rear, hipped roof forms at the first floor addition in the front, and a new balcony at the rear.

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

- Overall, the addition's design and detailing are appropriate and consistent with the existing style of the residence.
- The new covered entry has been appropriately integrated into the overall design with the doors recessed. The entry features a double-door design that is consistent with the existing conditions as well as the surrounding neighborhood.
- The new windows will be white in color, vinyl, nail-in and a combination of hung, fixed and sliding windows. The provided elevation drawings and window schedule show that the new windows will be consistent in style and detailing as the existing windows. A condition of approval will require the applicant to provide window section details for staff review and approval.
- The proposed materials include a flat concrete tile roof, and a new stone veneer. The consistent use of materials and colors throughout the project is compatible with the style of the house. As noted above in the "Site Planning" section, a condition of approval requires that the new retaining wall material be decorative to blend into the landscape, or be finished in a material that matches the building design.
- The drawings do not identify the location of the trash storage area. A condition of approval shall require that the drawings be revised to identify the location, and that it shall be out of public view.

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, Vista Ezzati, at 818-937-8180 or via email at VEzzati@glendaleca.gov.

RESPONSES 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 **February 10, 2020** 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, **Vista Ezzati**, 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, Vista Ezzati, for stamp and signature prior to submitting for Building plan check. Please contact Vista Ezzati directly at 818-937-8180 or via email at VEzzati@glendaleca.gov.

Sincerely,

PHILIP LANZAFAME
Director of Community Development



Urban Design Studio Staff