



**CITY OF GLENDALE, CALIFORNIA**

Community Development  
Planning

633 E. Broadway, Suite 103  
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Tel. (818) 548-2140 Fax (818) 240-0392  
glendaleca.gov

November 7, 2022

Harry Akopian  
3786 La Crescenta Ave., Unit 201  
Glendale, CA 91208

**RE: 500 Fischer Street  
ADMINISTRATIVE DESIGN REVIEW APPLICATION NO. PDRNRAF2211435**

To Whom It May Concern:

On November 7, 2022, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your design review application for a cumulative residential floor area addition of 1,155 square feet to the rear and side of an existing 980 square-foot single-family home, including an attached two-car garage. The application also includes demolition of the existing 205 square-foot detached one-car garage on the 7,500 square-foot lot in the R-3050 Zone, originally developed in 1925

**CONDITIONS OF APPROVAL:**

None.

**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 proposed addition and attached garage to the rear and side of the house incorporate the building footprint of the existing nonconforming garage in a manner that is appropriate to the house's siting on the lot. The proposal follows the predominant pattern of the block.
- Increased paving to the south of the addition will provide access to the wider conforming garage and an outdoor area not visible from the street.
- The addition is proposed to be compliant with current setback requirements and landscaping ratios.

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

- The proposed addition is somewhat taller than the house but it is largely not visible from the public right-of-way and will not be overbearing with respect to the existing portion of the house or the adjoining properties.
- The architectural concept and roof forms are consistent throughout, and the addition is appropriately sized and placed on the site so as to provide additional outdoor space in front of the garage without disrupting proportion. The proposed massing creates transitions along the north-facing façade that break up what could be an overbearing stucco wall.

- The flat roof form behind the front façade gable also minimizes the massing impact of the addition.

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

- The overall design of the addition and attached garage are consistent with the original dwelling, well-proportioned, and with finish materials and colors to match the existing home with Spanish tile coping, textured stucco, and recessed windows with flat wood trim.
- All proposed windows will be at ground level, and they are placed well away from facing windows on adjacent properties to maximize privacy between residences.
- All proposed windows will be built with a new sill, frame, and edge detail to match the visible windows at the building's front façade.
- Downspouts and exterior equipment, trash, and lighting have been appropriately placed.

**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, Nikki Laureola, at 818-937-8158 or via email at [nlaureola@glendaleca.gov](mailto:nlaureola@glendaleca.gov).**

#### **RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD**

Staff did not receive any public comments during the comment period.

#### **APPEAL PERIOD, TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION**

The applicant's attention is called to the fact that this granting 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 **November 22, 2022** 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 p.m. to 5:00 p.m.

#### **APPEAL FORMS available online: [www.glendaleca.gov/appeals](http://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.

#### **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, **Nikki Laureola**, 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, Nikki Laureola, for DRB stamp and signature prior to submitting for Building plan check. Please contact Nikki Laureola directly at 818-937-8158 or via email at [nlaureola@glendaleca.gov](mailto:nlaureola@glendaleca.gov).

Sincerely,

BRADLEY CALVERT  
Director of Community Development



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Jay Platt, Urban Design Studio

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