



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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July 17, 2024

Harry Agopian
Ecumena Design Studio
3786 La Crescenta Avenue #201
Glendale, Ca 91208

**RE: 1038 Irving Avenue
ADMINISTRATIVE DESIGN REVIEW APPLICATION NO. PADR-003134-2024**

Dear Mr. Agopian:

On July 17, 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 construction of a detached, two-story, 1,120 square-foot residential dwelling unit (Unit A) and a detached, two-story, 1,358 square-foot residential dwelling unit (Unit B) at the rear of an 8,222 square-foot lot developed with a 1,036 square foot single family dwelling (constructed in 1925), located in the R2250 (Medium Density Residential) zone.

CONDITIONS OF APPROVAL:

1. Include decorative paving materials for the driveway, walkways and common open space areas.
2. Add siding at the second level gables to provide a variety of materials.
3. The exterior stucco finish to have smooth finish throughout the proposed two new units.

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 project is to construct two detached units at the rear of the property. The project does not propose any modifications to the single-family house located at the front of the property. The existing non-conforming garage is proposed to be demolished to allow sufficient space for the construction of the new units and vehicular access to the rear units. The subject site is surrounded by other single and multi-family developments.
- The project provides a combined area of 400 square feet of common open space shared between Unit A and the existing single-family house. Unit B is provided

with 211 square feet of common open space. The project also provides 40 square foot and 43 square foot balconies at the second level for Unit A and Unit B, respectively.

- The proposed project provides five parking spaces within attached garages compatible with the surrounding buildings that are not visible from the street and subordinate the dwelling's they serve as viewed from the street.
- The plans show that the existing driveway will be maintained to access the parking spaces for the new units. However, the proposed driveway material shows as concrete. The Multi-Family Residential design guidelines suggest paving materials to include brick, stone, textured concrete, etc. A condition of approval is attached to recommend that the driveway paving material is consistent with the City's Multi-Family Design Guidelines.
- A landscape and irrigation plan is provided by a licensed landscape architect. A total of 2,331 square foot permanent landscape open space will be provided for the project. All of the plants identified on the plan show as very low and low water usage plant materials consistent with the City's water conservation ordinance.

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

- The proposed two new units are appropriately placed on the property and are compatible with the adjacent single and multi-family development.
- The new units in the rear are compatible with the existing front house in design and architecture.
- Massing of the two new, two-story units are reduced because they are sited 74 feet from the street and behind the existing unit.

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

- The proposed two new units are compatible with the existing 1925 tutor house design.
- Entryway to each new unit is designed to provide privacy for each dwelling unit.
- Both of the new units are located at the rear of the property and not in direct view from the street. The stucco finish for the new units will match the front house exterior color.
- A condition of approval is attached to apply sidings at the second level gables to provide a variety of materials.
- The project is proposing concrete paving for the driveway and walkways. The Multi-Family Residential Design Guidelines recommend the use of decorative paving treatments such as brick, pavers, stamped concrete to enhance curb appeal from the street. A condition of approval is also attached to include decorative paving materials for the driveway, walkways, and common open space areas.

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

Staff received three communications from the immediate neighbors. Two of the neighbors were concerned about the parking shortage and traffic on Irving Avenue. The third neighbor requested for the property owner to respect the survey lines, to construct a block wall on the property line between 1038 Irving Avenue and 1034 Irving Avenue, and to have a proper tree and rainwater drain system to ensure the construction of the project proceeds smoothly.

The project proposes five parking spaces for all three units (one existing unit and two new units) where six parking spaces are required. On May 28, 2024, PAB2097-003242-2024 was approved to allow one less parking space in accordance with AB 2097 Findings. The project has satisfied all of the Zoning Code provisions related to the proposed development.

The City's Building and Safety Division will require appropriate documents and reports such as site survey map, soils/geology report, site drainage, etc. for review and approval prior to any issuance of a building permit. The Building Code prevents encroachment into adjacent properties. Development plans will be in compliance with current edition of the City of Glendale Building and Safety Code (CGBSC).

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 **August 1, 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,

Bradly Calvert
Director of Community Development

Shoghig Yepremian

Shoghig Yepremian
Planner

BC: DJ:SKY