



November 4, 2024

Chris Kregorian  
2422 Canada Boulevard  
Glendale, CA 91208

**RE: ADMINISTRATIVE DESIGN REVIEW CASE NO. PADR-003826-2024  
2422 CANADA BOULEVARD, GLENDALE, CA 91208**

Dear Mr. Kregorian:

On November 4, 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 to remove and replace an existing carport and construct an attached 400 square-foot (two-car) garage to an existing one-story, 1,983 square-foot single-family residence (originally constructed in 1950) on a 9,000 square-foot lot located at **2422 Canada Boulevard** in the R1 (FAR District II) Zone.

**CONDITIONS OF APPROVAL:**

1. If new exterior lighting is proposed on the building, specifications (cut sheets) of exterior light fixtures and locations shall be submitted to staff for review and approval prior to plan check submittal. The exterior lighting should be appropriate to and consistent with the style of the house. And limit their location to the main entry and patio doors.
2. Label gutters and downspouts on the elevations.
3. That the material for the new garage door be called-out on the elevations.

**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. The project features a 400 square-foot attached garage located at the front of the existing house. The location of the new garage is appropriate to the site and consistent with the neighborhood.

- The proposed attached garage, facing and visible from the main street frontage on Canada Boulevard will be accessible from the existing driveway located on the north side of the property.
- Existing landscaping and swimming pool will remain unchanged.

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

- Overall, the proposed garage’s mass, scale, height, proportions, and architectural concept are consistent and integrates with the existing residence.
- The garage’s scale and proportions are appropriate to the site and the neighborhood.
- The garage addition features an asphalt shingle, gable-roof design with an 3:12 pitch, matching the existing roof pitch of the house. The garage height at 12 feet is designed to be below the existing main roof ridge of the house. The overall 12’-5” height of the existing house will remain unchanged.

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

- Overall, the design and detailing of the garage are compatible with the existing traditional style of the house through the use of architectural treatments, materials, color, etc., that match the existing house and appropriate to the neighborhood.
- The addition features an asphalt shingle gable-roof design that is consistent with the roof plan of the existing house.
- The design of the garage appropriately integrates with and complements the existing traditional style of the house. If lighting is proposed on the new garage and/or the house, a condition is included to show lighting on the building that is complementary to the design of the house, and show downspouts appropriately located on the building.

**This approval is for 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, Paulina Safarian, at 818-937-8301 or via email at [PSafarian@glendaleca.gov](mailto:PSafarian@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, appeal forms and fees will be provided by the Community Development Department (CDD) staff upon request by calling 818-548-2140. Any appeal must be filed online with the prescribed fee prior to expiration of the 15-day appeal period, on or before **November 19, 2024 at 5:00 PM.** All appeals must be filed using the City's online permitting and licensing portal, please visit [www.GlendalePermits.org](http://www.GlendalePermits.org) to submit the application.

**APPEAL FORMS available on-line:** [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 online 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, **Paulina Safarian**, 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, Paulina Safarian, for stamp and signature prior to submitting for Building plan check. Please contact Paulina Safarian directly at 818-937-8301 or via email at [PSafarian@glendaleca.gov](mailto:PSafarian@glendaleca.gov).

Sincerely,

Bradley Calvert  
Director of Community Development

A handwritten signature in black ink, appearing to read 'mjt', is written over a horizontal line.

Milca Toledo  
Senior Planner