

MINUTES
REGULAR MEETING OF THE DESIGN REVIEW BOARD MEETING
COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF GLENDALE, CA

THURSDAY, JUNE 12, 2025

(Action Minutes)

DRB Meeting called to order at 5:00 p.m.

1. **ROLL CALL:** Present: Halajian, Kaskanian, Simonian, Welch,
Absent: Lockareff

Community Development Department Staff

- Paulina Safarian, Associate Planner
- Alan Lamberg, Planner
- Milca Toledo, Senior Planner

2. **REPORT REGARDING POSTING OF THE AGENDA**

The Agenda for the June 12, 2025 Regular Meeting of the Glendale Design Review Board was posted on June 9, 2025 on the Bulletin Board Outside City Hall, and on the City's website on June 5, 2025

3. **APPROVAL OF MINUTES**

Approval of Design Review Board Minutes from May 22, 2025.

Motion: Halajian
Second: Welch
Vote: 4-0

4. **ORAL COMMUNICATIONS:** None.

5. **BOARD/COMMISSION MEMBER COMMENTS:** Chair Kaskanian welcomed Planning staff, Paulina Safarian, who made her first formal presentation to the Design Review Board.

6. **OLD BUSINESS:** None.

7. **NEW BUSINESS**

a. **1530 WEST KENNETH ROAD**
DRB Case No. PDR 004383-2025

SPEAKING ON THE ITEM

- Vardan Kasemyan, applicant and representing the owner, presented the proposed project. He answered questions from the Board Members.
- Laurel Gates, owner, presented the proposed project.
- Richard Westwood

No Callers For This Item.

MOTION: APPROVED WITH CONDITIONS (Record of Decision attached)

Moved by: Halajian

Seconded: Simonian

Vote

Ayes: Halajian, Simonian Welch, Kaskanian

Noes: None

Recused: None

Absent: Lockareff

Abstain: None

**b. 1920 LAS FLORES DRIVE
DRB Case No. PDR 003957-2024**

SPEAKING ON THE ITEM

- Stephanie Harroch, applicant and representing the owner presented the proposed project. She answered questions from the Board Members.
- Mary Sherbetdjian,, owner, presented the project.

- Joe Volpe

No Callers For This Item.

MOTION: APPROVE WITH CONDITIONS (Record of Decision attached)

Moved by: Simonian

Seconded: Welch

Vote

Ayes: Halajian, Simonian Welch, Kaskanian

Noes: None

Recused: None

Absent: Lockareff

Abstain: None

**c. 1921 CHILTON DRIVE
DRB Case No. PDR 004173-2024**

SPEAKING ON THE ITEM

- Hamlet Zohrabians, applicant and representing the owner presented the proposed project. He answered questions from the Board Members.

- Denise Alves

No Callers For This Item

MOTION: APPROVE WITH CONDITIONS (Record of Decision attached)

Moved by: Halajian

Seconded: Simonian

Vote

Ayes: Halajian, Simonian Welch, Kaskanian

Noes: None

Recused: None

Absent: Lockareff

Abstain: None

8. ADJOURMENT – 7:30 p.m.

Chairperson – Design Review Board



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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DESIGN REVIEW BOARD RECORD OF DECISION

Meeting Date June 12, 2025 **DRB Case No.** PDR-004383-2025

Address 1530 W Kenneth Road

Applicant Vardan Kasemyan

Project Summary:

To add a new 578 sq. ft. second story addition above the existing (two-car) garage and add 143 sq. ft. to the ground level of the garage currently attached to an existing one-story 2,002 sq. ft. single-story single-family residence (built in 1936) located on an 8,750 sq. ft. corner lot in the R1-I (Low-Density Single-Family Residence, Floor Area District I) Zone.

Design Review:

Board Member	Motion	Second	Yes	No	Absent	Abstain
Kaskanian			x			
Lockareff					x	
Simonian		x	x			
Halajian	x		x			
Welch			x			
Totals			4	0		
DRB Decision		Approved with Conditions				

Conditions:

1. Revise the color of the new wood side entry gate to match the off-white/beige color on the house.
2. Include the material for the new balcony railing on the addition and submit a cut sheet of the new balcony railing on the new addition, appropriate to the style of the house for staff review and approval.
3. Submit planting details for the new landscape area proposed on the southeast side of the property adjacent to the driveway for staff review and approval. Landscape should be drought-tolerant plant.

4. Revise the window section/detail (sheet A-14) to correspond to the (nail-in) frame shown on the window schedule and revise the window schedule to reflect and show existing "wood" window material instead of vinyl.
5. Submit a detail/cut sheet for the new windows on the second floor addition for staff for review and approval. The new windows should match existing windows, including their profile, as closely as possible.
6. Remove the new shutters on the addition facing Ruberta Avenue (south elevation) or restudy the second-floor windows on the addition facing Ruberta Avenue in order to achieve a more balanced and less cluttered appearance on the street-facing facade.
7. Identify the trash area on the site plan and mechanical equipment at an appropriate location for staff review and approval.

Determination of Compatibility: Site Planning

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

- Overall, the site planning remains relatively unchanged with the building footprint sited on the lot similar to the existing conditions, but with an expanded footprint along the westerly portion of the site.
- There is no predominant setback pattern along the street. The setback along the Ruberta Avenue frontage will be maintained at 26'- 8" since the proposed addition only extends beyond the existing building line by one foot.
- The attached garage will remain facing the street (Ruberta Avenue), consistent with the existing street pattern, and the design with the addition above the garage is integrated with the overall design of the residence.
- The existing driveway is to remain as existing with the exception of adding landscape to the southwest corner of the lot to minimize hardscape.
- The landscape plan shows that the existing landscape will remain in its current form with the exception that new landscaping is proposed on the south side of the driveway leading to the backyard. As conditioned, that new landscaping details be provided that include drought tolerant plant material for staff review and approval.
- The new six-foot high wooden gate is consistent with the Minimal Traditional home. As conditioned by the Board, the color of the new wood side gate to be painted off-white/beige color, complementary to and consistent with the off-white color of the house.

Determination of Compatibility: Mass and Scale

The proposed massing and scale are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The proposed project's mass and scale associated with the new second story addition above the garage appropriately relates and fits into its surroundings. While the adjacent and majority of homes in the neighborhood are one-story, the home's mass and scale appropriately relate to the surrounding context. This was accomplished by placing the new two-story addition above the existing (attached) garage, setback approximately 28 feet away from the street side property line along Ruberta Avenue. Given the site's topography where the rear of the lot is lower compared to the front of the house (facing Kenneth Road), the new second story addition will not be significantly taller than the existing 18'-10" overall height of the house. With the addition above the garage, the overall height of the house will increase approximately four and a half feet, proposing 23' - 4" overall height for the house with the

addition. The overall massing of the building is consistent with that of other two-story homes in the neighborhood.

- The new second floor is appropriately setback approximately 28 feet from the street side property line, and it is recessed approximately one foot from the lower level.
- The addition will provide appropriate setbacks from the first-floor wall planes at the side façades to avoid an overbearing presence toward the adjacent neighbors. The new second-story is sensitive to the existing context and considers adjacent one-story development. The home's proportions are modest, and do not have a monumental appearance especially when viewed from the street. The facades are appropriately articulated through setbacks at the street front and sides of the building, stepping back the second floor from the ground level, breaks in plane, roof forms, balcony, use of fenestration, and architectural details. The building's proper use of design elements appropriately articulates the building and helps visually fit the remodeled home into the surrounding neighborhood context.
- The house addition features a hip roof design with a 4:1 slope to match the existing residence.

Determination of Compatibility: Design and Detailing

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

- Overall, the consistency in the use of materials and colors throughout the project helps to reinforce the Traditional style and architectural concept of the house.
- The entryway remains unchanged and is appropriately integrated with the design of the house.
- New vinyl windows for the addition will be casement operation and nail-in frame, recessed within the opening with a frame and wood sill underneath the window. Their operation, installation and material are appropriate and similar to the existing windows on the house. As conditioned by the Board, submit a detail/cut sheet for the new windows on the second floor addition for staff review and approval, and that the new windows should match existing windows, including their profile, as closely as possible since existing windows on the house will remain unchanged. Also, the Board conditioned that the window section/detail (sheet A-14) be revised and correspond to the (nail-in) frame shown on the window schedule and revise the window schedule to reflect and show existing "wood" window material instead of vinyl.
- New window shutters are proposed at the front façade of the addition, facing the street, contribute to a visually congested façade. As conditioned by the Board, remove the new shutters on the addition facing Ruberta Avenue (south elevation) or restudy the second-floor windows on the addition facing Ruberta Avenue in order to achieve a more balanced and less cluttered appearance on the front facade.
- The proposed off-white color, textured stucco finish to match existing, new composition shingle roof material for the existing house and the new addition, and existing brick cladding at the base to remain in its present form are appropriate to the site and the neighborhood. However, although not visible from the public view, the balcony railing material is not clearly noted on the plans. As conditioned by the Board, that the plans be revised, showing the proposed railing material on the new balcony for staff review and approval. Overall, the proposed color palette integrates well with the house other buildings in the neighborhood, which are painted with neutral warm colors.
- The new light fixture is appropriately located on the new addition, avoiding over-lighting and spillover. Downspouts are appropriately located and the utilities are screened from view.
- The plans do not identify a trash area on the site. As conditioned by the Board, identify the trash area and mechanical equipment on the site plan at an appropriate location for staff review and approval. The proposed second-story balcony is set back from the rear yard to minimize privacy impacts on the neighboring properties. The location of the balcony on the addition overlooking the back yard of the subject property and away from existing development is appropriate to the site and the neighborhood.

DRB Staff Member: Paulina Safarian, Associate Planner

NOTES:

Contact the case planner for an appointment for a DRB stamp prior to submittal for plan check. The Design Review Board approves the design of projects only. Approval of a project by the Design Review Board does not constitute an approval of compliance with the Zoning Code and/or Building Code requirements.

If an appeal is not filed within the 15-day appeal period of the Design Review Board decision, plans may be approved for Building Division plan check. Prior to Building Division plan check submittal, Design Review Board approved plans must be stamped approved by the Design Review staff.

Any changes to the approved plans may constitute returning to the Design Review Board for approval. Prior to Building Division plan check submittal, all changes in substantial conformance with approved plans by the Design Review Board must be on file with the Planning Division.



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DESIGN REVIEW BOARD RECORD OF DECISION

Meeting Date June 12, 2025 **DRB Case No.** PDR-003957-2024

Address 1920 Las Flores Dr

Applicant Stephanie Harroch

Project Summary:

A new two-story, 3,623-square-foot (SF) single-family dwelling with attached 715-SF 3-car garage, 664-SF aggregate covered patios, 226-SF aggregate balconies, 225-SF detached cabana, and 461-SF pool, on the 9,680-SF site, located in the R1R-II (Restricted Residential, Floor Area Ratio District II) Zone. The project includes demolition of existing 1,825-SF single-family residence and accessory structures.

Design Review:

Board Member	Motion	Second	Yes	No	Absent	Abstain
Halajian			X			
Lockareff					X	
Kaskanian			X			
Simonian	X		X			
Welch		X	X			
Totals			4	0		
DRB Decision		Approved with Conditions				

Conditions:

1. Revisions to the site plan, elevations, roof plan, floorplans, and/or details of the new construction shall be submitted to staff for review and approval prior to plan check submittal:
 - a. That the exterior lighting fixtures shall be shielded and limited in reasonable quantity to their location to the main entry, egress door(s), and vehicle entrance. Plan shielded light fixtures on the street-facing facade one by the garage, one by the north side gate, and one may locate on the either on or under the covered patio.

- b. That there will be inclusion of all equipment, enclosures, rain gutters, downspouts, and utility connections, ensuring their placement complements the building's materials and colors.
 - c. That the landscape plans must be revised to ensure that all selected plant species are classified as low or very-low water usage.
 - d. That the plans submitted June 12, 2025 with the 3-car garage and rear-expanded second-floor plan represent the project approved by the Design Review Board.
2. Protect and provide for city-owned and indigenous trees. This includes adding a forestry note representing that no indigenous trees exist on the property, except within 20 feet of its boundary. It also involves revising the plans to replace a second city street tree, drafting a tree protection plan, obtaining a street tree permit, planting a second city street tree, and coordinating with Public Works Urban Forestry to finalize the permit.

Determination of Compatibility: Site Planning

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

- The proposed house is appropriately placed on the lot and has a compact footprint that follows the topography of the site, presenting minimal impact on the existing neighborhood.
- Vehicular access at the driveway leads to attached garage parking, which is in keeping with the predominant neighborhood pattern.
- As conditioned, the project will protect and provide for city-owned and indigenous trees. This includes adding a forestry note representing that no indigenous trees exist on the property, except within 20 feet of its boundary. It also involves revising the plans to replace a second city street tree, drafting a tree protection plan, obtaining a street tree permit, planting a second city street tree, and coordinating with Public Works Urban Forestry to finalize the permit.
- The provision of living plant material in the majority of landscape areas (per GMC §30.31.010) offer shade, mitigates heat, and contributes to an environmentally clean streetscape and minimizes stormwater runoff. Most of the proposed living plants are drought-tolerant, except for the Carolina Cherry Laurel (*Prunus laurcerasus*) and Snow in Summer (*Cerastium tomentosum*). As conditioned, the landscape plans shall be revised before plan check so that all plants are low or very-low water usage.

Determination of Compatibility: Mass and Scale

The proposed massing and scale are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The building is designed to be compatible with the neighborhood's pattern of one- and two-story single-family-houses.
- Although the proposed building is slightly taller than the north-adjacent building, the lower topographic elevation of the site offsets this height difference.
- Massing of the house is softened by varying low-pitched rooflines, projecting volumes, carefully positioned fenestration, uncovered balconies, and changes in facade planes. The straightforward setback along the building plane of the second-floor bedroom and bathroom sufficiently reduces the perceived massing at the north corner.
- The revised June 12, 2025 plan, which provides a 3-car garage and expands the rear of the second floor plan by 167-SF, does not result in perceived massing as seen from the public ways and neighboring properties.

Determination of Compatibility: Design and Detailing

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

- The design and detailing of the residence are consistent with a Mediterranean or Transitional Spanish Revival architectural styles, featuring smooth stucco walls in light tones, a low-pitched, asymmetrical roof form, recessed windows with wrought iron grilles, small balconies, and elaborate entry door with decorative limestone precast surrounds.
- The project will feature quality materials that re-enforces the architectural style of the residence, including smooth stucco, natural red barrel clay tile roofing, under-eave wood corbels, black recessed window frames finished in statuary bronze, and wrought iron gates.
- Placement of windows and balconies have no privacy concerns for neighboring properties.
- The visual balance of the street-facing facade is sufficient regarding the entryway height, and the landscaped planter areas on the parapet roof also soften the facade.
- As conditioned, the plan shall include only three shielded light fixtures on the street-facing facade, including under the covered entry. Furthermore, no soffit or eave lights will be permitted. Exterior light fixtures shall be shielded and limited in reasonable quantity to their location to the main entry, egress door(s), and vehicle entrance.
- As conditioned, elevations shall be revised to accurately depict all equipment, enclosures, rain gutters, downspouts, vents, utility connections, and other roof protrusions, ensuring their placement complements the building's materials and colors.

DRB Staff Member Alan Lamberg, Planner

Notes:

Contact the case planner for an appointment for a DRB stamp prior to submittal for plan check.

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DESIGN REVIEW BOARD RECORD OF DECISION

Meeting Date June 12, 2025 **DRB Case No.** PDR-004173-2024

Address 1921 Chilton Drive

Applicant Hamlet Zohrabians

Project Summary:

To demolish the existing, one-story, 1,645 square-foot (SF) single-family house (built in 1937) and construct a new, two-story, 2,645 SF single-family house with an attached 500 SF, two-car garage on an approximate 8,825 SF lot, zoned R1-I (Low Density Residential, Floor Area Ratio District I).

Design Review:

Board Member	Motion	Second	Yes	No	Absent	Abstain
Lockareff					X	
Kaskanian			X			
Simonian		X	X			
Halajian	X		X			
Welch			X			
Totals			4	0		
DRB Decision		Approved with Conditions				

Conditions:

1. Submit a detail for the proposed pre-cast window surround, specifying the material to be of high quality, not foam.
2. Submit details of all junctions where different materials intersect, including corner details where materials turn the corners for staff review and approval prior to plan check submittal.
3. Reduce the number of light fixtures shown on the front façade, specifically adjacent to the front picture (bedroom) window, limiting lighting on the building to the main entry and patio doors.
4. Replace the solid railing at the front balcony (facing the street) with a short metal railing to match the proposed side entry gates on-site.

Consideration:

1. Relocate the garage from the front to the rear of the house, proposing a detached garage similar to existing site conditions, adjacent development and the neighborhood pattern.

Determination of Compatibility: Site Planning

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

- The new house appropriately follows the site's topography. The proposed site plan reflects the lot's current topographical features, with the new house proposed in generally the same location as the existing, but within an enlarged footprint that conforms to the building pad on the site.
- The new house will be accessible from Chilton Drive and driveway access will remain on the west side of the property, on or about in the same location as the existing driveway.
- Overall, the location of the new house and the attached garage at the front of the house provide appropriate setbacks to the site and the neighborhood. The project proposes a 25-foot street front setback and six-foot interior/side setback. The Board included a consideration, suggesting that a detached garage could be located towards the rear of the site.
- New drought tolerant landscaping is proposed, appropriate to the site and the neighborhood, and the existing swimming pool will remain in its present form. Additionally, new driveway material will be decorative, featuring permeable, interlocking pavers on sand appropriate to the site and the neighborhood.
- A covered entry porch and both a covered and trellis patio are proposed at the rear, lower level of the house, and two balconies are proposed on the upper level – one at the front of the house oriented towards the street and another is proposed at the rear, centered on the second level, oriented towards the back yard. The patio on the lower level and the balconies on the second floor are appropriately located on the site, respecting the privacy of adjacent properties.

Determination of Compatibility: Mass and Scale

The proposed massing and scale are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The proposed home's size and scale are modest. The homes directly adjacent to the property are one-story, and a two-story home is located across the street. While the adjacent and most homes in the neighborhood are one-story, the new home's mass and scale is appropriately articulated by placing the new second story away from the street, stepping back the second floor from the ground level, especially along the sides (east/west) of the house, adjacent to existing one-story development. Also, the facades are appropriately articulated with cladding material, fenestration, volumes, breaks in plane and roof line, design details, etc., which helps minimize the building's perceived mass.
- The two-story volume appropriately steps back away from the first level, thereby minimizing its perceived mass and scale from the street and adjacent homes. As proposed, the second-floor steps back two feet from the ground level. Overall, the proposed two-story house with an overall building height of 27'-8" fits well on the site and in the neighborhood.
- The building footprint relates to its topography in that its form and profile follows the existing topography. Much of the house is situated on a flat portion of the site except for portions of the sides of the house where there is a gradual change in grade. Placement of the new house conforms to the contoured building pad, appropriately following the site's topography.
- Overall, the scale and proportions of the new home are appropriate to the style of the house and the neighborhood. The roof design features thoughtfully sloped forms and breaks. Additionally, the hipped roof design on the second floor helps minimize stucco wall surfaces, introducing more roof surfaces. Overall, the roof design reinforces the design of the building, and its configuration is appropriate to the site and the neighborhood.

Determination of Compatibility: Design and Detailing

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

- The new house is designed in a contemporary modern style with some traditional style elements. The house employs a variety of volumes and mix of materials for architectural effect. The façades are appropriately articulated through the use of color, fenestration, cladding, and roof design.
- The proposed materials include a variety of finishes, which help reinforce the overall contemporary building design including, white smooth stucco finish combined with a gray color cultured stone cladded base, and black color fiberglass windows. Also, the front entry and garage door and railings consists of a black metal finish. Overall, the building's contrasting colors - black, white and gray color combination, proposed building finishes and details are appropriate to the site, the overall design of the house and the neighborhood.
- The main entryway to the house consists of a modest, single metal door, properly integrated into the front-covered entry roof and overall building design. The entry is not monumental in scale or character.
- The design of the new house includes a front and rear balcony on the upper level and a covered patio at the rear, lower level of the house. The front balcony is oriented towards the front yard and the street, and the rear balcony is centered on the second floor, oriented towards the backyard, away from adjacent development so as to not compromise the privacy of adjoining development. As conditioned by the Board to replace the solid railing at the front (street-facing) balcony with a short metal railing to match the proposed side-entry metal gates on-site, would complement the house and the site.
- Windows are proposed to be constructed with black color fiberglass material, nail-on frame installation, and recessed within the opening. Their operation consists of a mix of casement, sliding and fixed windows with a frame and sill underneath. A condition is included to submit a detail for the proposed pre-cast window surround, specifying the material to be high quality, not foam.
- Light sconces shown on the house are appropriate to the contemporay style and design of the new house. A condition is included to reduce the number of light fixtures shown on the front façade, specifically adjacent to the front picture (bedroom) window. The proposed lighting on the building should be limited to the main entry and patio doors.

DRB Staff Member Milca Toledo, Senior Planner

NOTES:

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