

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

**Thursday, September 26, 2024**

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Meeting called to order at 5:00 p.m. in MSB Room 105, 633 E. Broadway.

**1. ROLL CALL:**

Present: Lockareff, Kaskanian, Simonian, Welch

Absent: Tchaghanyan

Community Development Department Staff: Roger Kiesel, Eric Ji, Shoghig Yepremian, Aileen Babakhani

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

The Agenda for the September 26, 2024 Regular Meeting of the Glendale Design Review Board was posted on the City's website on August 19, 2024, and on the Bulletin Board outside City Hall on August 23, 2024.

**3. APPROVAL OF MINUTES:**

a. Approval of Design Review Board Minutes from August 8, 2024.

Motion: Welch

Second: Simonian

b. Approval of Design Review Board Minutes from August 22, 2024.

Motion: Simonian

Second: Kaskanian

**4. ORAL COMMUNICATIONS:** None.

**5. BOARD/COMMISSION MEMBER COMMENTS:** None.

**6. OLD BUSINESS:** None.

**7. NEW BUSINESS:**

**a) 3442 Downing Avenue  
DRB Case No. 002979-2024**

Speaking on the item: Demery Matthews, applicant  
Alan Durham, caller

Motion: Approved (Record of Decision attached)

Moved by: Kaskanian  
Second: Simonian

Vote as follows:

Ayes: Lockareff, Kaskanian, Simonian, Welch  
Noes: -  
Absent: Tchaghanyan  
Abstain: -

**b) 3700 First Avenue  
DRB Case No. 002882-2024**

Speaking on the item: Peter Park, owner  
Jinwon Kim, applicant  
Shannon Marshall, neighbor  
Donald Lendt, neighbor

Motion: Approved with Conditions (Record of Decision attached)

Moved by: Welch  
Second: Simonian

Vote as follows:

Ayes: Kaskanian, Simonian, Welch  
Noes: -  
Absent: Tchaghanyan  
Abstain: Lockareff

**c) 137 Aspen Oak Lane  
DRB Case No. 003429-2024**

Speaking on the item: Alen Malekian, applicant/architect

Motion: Approved with Conditions (Record of Decision attached)

Moved by: Welch  
Second: Simonian

Vote as follows:

Ayes: Lockareff, Kaskanian, Simonian, Welch  
Noes: -

Absent: Tchaghanyan  
Abstain: -

**d) 157 Aspen Oak Lane  
DRB Case No. 003435-2024**

Speaking on the item: Alen Malekian, applicant/architect

Motion: Approved with Conditions (Record of Decision attached)  
Moved by: Kaskanian  
Second: Simonian

Vote as follows:

Ayes: Lockareff, Kaskanian, Simonian, Welch  
Noes: -  
Absent: Tchaghanyan  
Abstain: -

Board Member Simonian recused at 7:30 p.m. from meeting.

**e) 318 Brockmont Drive  
DRB Case No. 002979-2024**

Speaking on the item: George Avetisyan, applicant  
Guillaume Lemoine, neighbor  
Marta Phillips, neighbor  
Sheldon Phillips, neighbor

Motion: Approved with Conditions (Record of Decision attached)  
Moved by: Kaskanian  
Second: Welch

Vote as follows:

Ayes: Lockareff, Kaskanian, Welch  
Noes: -  
Absent: Simonian, Tchaghanyan  
Abstain: -

**f) 1754 Hillcrest Avenue  
DRB Case No. 003318-2024**

Speaking on the item: Mane Meleyan, applicant/architect

Motion: Approved with Conditions (Record of Decision attached)

Moved by: Welch

Second: Kaskanian

Vote as follows:

Ayes: Lockareff, Kaskanian, Welch

Noes: -

Absent: Simonian, Tchaghanyan

Abstain: -

**8. COMMUNITY DEVELOPMENT DEPARTMENT UPDATES:** None.

**9. ADJOURNMENT:** 9:00 p.m.

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Danielle Lockareff  
Chair



- The project plan proposes to remove 106 SF of existing brick paving at the rear yard, but the overall landscape will remain as existing, and all existing trees will be preserved.
- The existing garage, walls and fences will be maintained.

The project's **massing and scale** are appropriate to the site and its surroundings for the following reasons:

- While the surrounding neighborhood features predominately one-story homes, the massing of the new second story addition will be broken up using recessed building forms, with the second-floor setback approximately 2 feet from the first floor along the east and west facades and approximately 8 feet and 6 inches from the front facade.
- The proposed new two-story addition will maintain the existing 12:12 roof pitch and includes two front dormers with matching gable roofs that are placed symmetrically and balanced proportionately above the existing windows.
- The use of 12:12 slope gable roof is consistent throughout the addition with variation in forms and height to break up the massing.
- The design also features appropriately sized windows that visually helps to diminish the apparent size of the addition and fits well with the surrounding neighborhood.

### **Determination of Compatibility: Design and Detailing**

The project's **design and detailing** are appropriate, as modified by conditions, to the site and its surroundings for the following reasons:

- The project proposes to change the existing Tudor Revival style to a Colonial Revival style by removing the half timbering and symmetrical gable roofs at the front. The addition will feature side gabled roof forms that are symmetrically balanced with the center door, the accentuated main entry, and the dormers.
- The proposed addition will be in keeping with the new Colonial Revival style and materials include a natural stone veneer, white smooth stucco, an asphalt shingle roof to match the existing conditions and metal gutters and downspouts in black.
- The new windows will be black, fiberglass and are an appropriate combination of casement and fixed windows. Along the north elevation, there will be one awning window in proposed bathroom number four with limited visibility based on the location. The window schedule and section in the submitted plan indicates that the new windows will be a block frame installation with new sills and stone trim.

- The light fixtures are appropriately located at the front entry, and the black lantern sconce proposed is consistent with the architectural style.
- New mechanical equipment will be located along the side yard facing south and will be enclosed with a 4-foot-tall wooden lattice screen.

DRB Staff Member Eric Ji, Planning Associate

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:** September 26, 2024

**Design Review Case No:** PDR-002882-2024

**Address:** 3700 First Avenue

**Applicant:** Jinwon Kim

**Project Summary:**

The applicant is proposing to demolish a 134 square-foot accessory building and a 207 square-foot detached carport with a 50 square-foot storage room, and to construct first and second level floor area additions (totaling 843 square feet) and a 480 square-foot attached garage to an existing one-story 943 square-foot single-family residence (constructed in 1948) on a 4,493 square foot lot, zoned RI II (Low Density Residential Zone, Floor Area Ratio II).

**Design Review Board:**

Board Member	Motion	Second	Yes	No	Absent	Abstain
Lockareff						X
Kaskanian			X			
Simonian		X	X			
Tchaghayan					X	
Welch	X		X			
Totals			3	0		
DRB Decision		<b>Approve with Conditions</b>				

**Conditions:**

1. The proposed garage floor to ceiling height shall not exceed 8 feet.
2. Restudy the roof form and walls to enable a more cohesive and uniform appearance and transition between the existing house and the new addition.
3. Relocate the exit/egress windows of the second-floor bedrooms to face Lauderdale Avenue and the interior setback opposite this street. South facing windows shall be clearstory with a minimum sill height of 5 feet.
4. Restudy materials used for the project with the intent of integrating the existing house and the new addition and reducing the appearance of mass.
5. Propose a consistent window design, appropriate for ranch style houses, such as recessed windows with sills.
6. Provide decorative paving for the driveway.

**Considerations:**

1. Consider stepping back the second-floor addition from the southerly building line.
2. Consider reducing the height of the second floor and the height above the family room.

**Determination of Compatibility: Site Planning**

The proposed site planning is appropriate to the site and its surroundings for the following reasons:

- The siting of the proposed two-story addition is appropriate for the site given physical limitations, including its lot size, corner location and sloping terrain.

**Determination of Compatibility: Mass and Scale**

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

- As conditioned, the floor to ceiling height of the proposed garage shall be reduced to 8 feet.
- As conditioned, the materials used on the residence shall be restudied with the partial intent of reducing the appearance of mass.

**Determination of Compatibility: Design and Detailing**

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

- As conditioned, the roof form and walls shall be restudied to enable a more cohesive and uniform appearance and transition between the existing house and the new addition.
- As conditioned, certain egress windows shall be relocated, clearstory windows shall be used and consistent window detailing shall be implemented for a more sensitive design.
- As conditioned, materials used for the project shall be restudied with the partial intent of integrating the existing house and the new addition.

DRB Staff Member Shoghig Yepremian, Planner

**Notes:**

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# DESIGN REVIEW BOARD RECORD OF DECISION

**Meeting Date**      September 26, 2024      **DRB Case No.**    PDR-003429-2024  
**Address**                      137 Aspen Oak Lane  
**Applicant**                      Alen Malekian

**Project Summary:**

To construct a new 4,103 square-foot, three-story single-family residence with an attached three-car garage on a 31,955 square-foot hillside, vacant lot with an average current slope of 66 percent, located in the R1R-III (Restricted Residential - Floor Area Ratio District III) zone.

**Design Review:**

Board Member	Motion	Second	Yes	No	Absent	Abstain
Lockareff			X			
Kaskanian			X			
Simonian		X	X			
Tchaghayan					X	
Welch	X		X			
Totals			<b>4</b>	<b>0</b>	<b>1</b>	
<b>DRB Decision</b>		Approved with conditions				

**Conditions**

1. Update landscape and irrigation plan to indicate planting of four coast live oak (*Quercus agrifolia*) trees within the public right-of-way and obtain the required permits from Urban Forestry prior to construction.
2. Work with Planning staff to restudy the use of the exterior materials to improve the design and reduce the visual massing.

**Determination of Compatibility: Site Planning**

The project's **site planning** is appropriate to the site and its surroundings for the following reasons:

- The new three-story house follows the site's topography, which slopes sharply upward from the street frontage. The design is integrated into the up-sloped terrain with the upper stories stepping back from the street frontage. The pool deck and open patio at the side and rear also follow the existing natural terrain and are well-integrated into the design and existing topography.
- New retaining walls with the maximum height of 5 feet will have stone cladding, which complements the building design. The retaining wall at the rear of the house will be 13 feet in height (maximum 15 feet). New landscaping is proposed along the walls to reduce visual impacts.
- New drought-tolerant landscaping is proposed and the plant palette illustrated on the landscape plans complements the building design. While there are no protected trees on or within 20-feet of the project site, the Public Works Urban Forestry Division will require four coast live oak (*Quercus agrifolia*) trees to be planted within the public right-of-way. A condition of approval is added requiring the applicant to update the landscape and irrigation plans to comply with this requirement and obtain all required permits from Urban Forestry prior to construction.
- The design and location of the attached garage and driveway (with decorative pavers) are compatible with the overall design of the primary structure. The new driveway with access from the southeast corner of the site will be approximately 83 feet long and 11.5 feet wide, with a maximum 20 percent slope.

The project's **massing and scale** are appropriate to the site and its surroundings for the following reasons:

- The mass and scale of the new 4,103 square-foot, three-story house with an attached three-car garage and pool deck are appropriate to the site and relate to the surrounding context of three-story homes with various architectural styles. The design presents appropriate proportions and transitions in mass and scale in relation to the site topography and surroundings. The new design follows the Hillside Design Guidelines as it is built into the up-sloped lot and follows the natural terrain.
- The overall mass and scale reinforce the contemporary Modern architectural concept appropriately.
- The overall height of the proposed house is 32 feet which meets the maximum height limit for primary buildings in the R1R zone.
- The proposed flat roof and overhangs are appropriate to the design concept.

### **Determination of Compatibility: Design and Detailing**

The project's **design and detailing** are appropriate, as modified by conditions, to the site and its surroundings for the following reasons:

- The architectural details and colors of the design reinforce the proposed contemporary Modern architectural concept and include long thin brick, smooth stucco finish, synthetic horizontal wood siding, streamlined roof form, large roof overhangs, steel posts, stucco finish columns, generous use of glass surfaces, and

glass railings. For better distribution of exterior materials and colors, a condition of approval is added requiring the applicant to work with Planning staff to restudy the use of the exterior materials in order to improve the design and reduce the visual massing.

- The location and design of the front on-grade concrete steps are appropriate to the design and reinforce the proposed Modern design concept.
- The proposed house will not create privacy conflicts with the surrounding neighbors across the street (south side) as well as the proposed adjacent house located at 157 Aspen Oak Lane (west side). There are no direct views from windows of public rooms and outdoor spaces to neighboring homes; and significant distances to the existing neighboring homes and their outdoor spaces, landscape buffers, and building's orientation help block views from the subject development to the existing neighboring homes as well as the proposed house at 157 Aspen Oak Lane.
- The proposed fenestration complements the design concept and features recessed black color Aluminum clad windows with an appropriate combination of casement and fixed operation without exterior sill and trim.
- The project proposes internal gutters. New air-conditioning units and trash storage bins are appropriately located out of public view.
- The proposed design and location of the light fixtures appear appropriate to the overall design.

DRB Staff Member Aileen Babakhani, Senior 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**      September 26, 2024      **DRB Case No.**      PDR-003435-2024  
**Address**                      157 Aspen Oak Lane  
**Applicant**                      Alen Malekian

**Project Summary:**

To construct a new 4,541 square-foot, three-story single-family residence with an attached three-car garage on a 29,022 square-foot hillside, vacant lot with an average current slope of approximately 75 percent, located in the R1R-III (Restricted Residential - Floor Area Ratio District III zone).

**Design Review:**

Board Member	Motion	Second	Yes	No	Absent	Abstain
Lockareff			X			
Kaskanian	X		X			
Simonian		X	X			
Tchaghayan					X	
Welch			X			
<b>Totals</b>			<b>4</b>	<b>0</b>	<b>1</b>	
<b>DRB Decision</b>		Approved with conditions				

**Conditions**

1. Update landscape and irrigation plan to indicate planting of eight coast live oak (*Quercus agrifolia*) trees within the City’s right-of-way and obtain all required permits from Urban Forestry prior to construction.
2. Work with Planning staff to restudy the use of the exterior materials to improve the design and reduce the visual massing.

**Determination of Compatibility: Site Planning**

The project’s **site planning** is appropriate to the site and its surroundings for the following reasons:

- The new three-story house follows the site's topography, which slopes sharply upward from the street frontage. The design is integrated into the up-sloped terrain with the upper stories stepping back from the street frontage. The pool deck and open patio at the side and rear also follow the existing natural terrain.
- New retaining walls with the maximum height of five feet will have stone cladding, which complements the building design. The retaining wall at the rear of the house will be 15 feet in height. New landscaping is proposed along the walls to reduce visual impacts.
- The project includes new drought-tolerant landscaping and the plant palette illustrated on the landscape plans complements the building design. While there are no protected trees located on or within 20-feet of the project site, the Public Works Urban Forestry Division will require eight coast live oak (*Quercus agrifolia*) trees to be planted within the right-of-way. A condition of approval is added requiring the applicant to update the landscape and irrigation plans to comply with this requirement and obtain all required permits from Urban Forestry prior to construction.
- The design and location of the attached garage and driveway (with decorative pavers) are compatible with the overall design of the primary structure. The new driveway with access from the southeast corner of the site will be approximately 73 feet long and 14 feet wide with a maximum 20 percent slope.

The project's **massing and scale** are appropriate to the site and its surroundings for the following reasons:

- The mass and scale of the new 4,541 square-foot, three-story house with an attached three-car garage are appropriate to the site and relate to the surrounding context of three-story homes with various architectural styles and with the neighborhood's average home size of 5,184 square feet. The design presents appropriate proportions and transitions in mass and scale in relation to the site topography. The new design follows the Hillside Design Guidelines as it is built into the up-sloped lot and follows the natural terrain.
- The overall mass and scale reinforce the contemporary Modern architectural concept appropriately.
- The overall height of the proposed house is 32 feet which meets the maximum height limit for primary buildings in the R1R zone.
- The proposed flat roof and deep roof overhangs reinforce the design concept.

### **Determination of Compatibility: Design and Detailing**

The project's **design and detailing** are appropriate, as modified by conditions, to the site and its surroundings for the following reasons:

- The architectural details and colors of the design reinforce the proposed contemporary Modern architecture and include long thin brick, smooth stucco finish, synthetic horizontal wood siding, streamlined roof form and fascia, large roof overhangs, steel posts, stucco finish columns, generous use of glass surfaces, and glass railings. For better distribution of exterior materials and colors, a condition of approval is added

requiring the applicant to work with Planning staff to restudy the use of the exterior materials in order to improve the design and reduce the visual massing.

- The location and design of the front on-grade concrete steps are appropriate to the design and reinforce the proposed Modern design concept.
- The proposed house will not create privacy conflicts with the surrounding neighbors across the street (south side) as well as the proposed adjacent house located at 137 Aspen Oak Lane (east side). There are no direct views from windows of public rooms and outdoor spaces to neighboring homes; and significant distances to the existing neighboring homes and their outdoor spaces, landscape buffers, and building's orientation help block views from the subject development to the existing neighboring homes as well as the proposed house at 137 Aspen Oak Lane.
- The proposed fenestration complements the design concept and features recessed black color Aluminum clad windows with an appropriate combination of casement and fixed operation without exterior sill and trim.
- The project proposes internal gutters. New air-conditioning units and trash storage bins are appropriately located out of public view.
- The proposed design and location of the light fixtures appear appropriate to the overall design.

DRB Staff Member Aileen Babakhani, Senior 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**      September 26, 2024      **DRB Case No.**      PDR 002979-2024  
**Address**                      318 Brockmont Drive  
**Applicant**                      Avetect LLC

**Project Summary:**

To construct a new 2,305 SF two-story single-family residence and an attached two-car garage on a 5,793 SF vacant lot in the R1R, FAR District III zone. The first floor will contain 1,072 SF and the second floor will contain 1,233 SF.

**Design Review:**

Board Member	Motion	Second	Yes	No	Absent	Abstain
Lockareff			X			
Kaskanian	X		X			
Simonian					X	
Tchaghayan					X	
Welch		X	X			
Totals			<b>3</b>	<b>0</b>	2	
<b>DRB Decision</b>		Approved with Conditions				

**Conditions:**

1. Ipe siding shall be thoughtfully integrated more fully into the façade of the residence, particularly the street-facing facade.
2. Fiberglass windows or quality-equivalent material shall be installed in the residence, with staff review and approval.
3. Decorative paving shall be provided at the driveway, with staff review and approval of the design.
4. Restudy the color scheme of the residence to use more neutral, earthtone colors.
5. Revise rear elevation so that walls on the same plane are faced with the same materials.

**Consideration**

1. Install decorative paving at the front walk leading from the street to the front door.

### **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 residence is sited on the subject site in a very similar position to the previous residence.
- The front-facing garage is consistent with the surrounding neighborhood.
- The landscape plans propose drought-tolerant landscaping, including palo verde and toyon trees, hopseed bush, agave and coyote bush, that will complement the contemporary style of the residence.

### **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 residence follows the terrain of the site and given site constraints including its small size and existing infrastructure (swimming pool) steps back slightly with the topography.
- The size of the residence is modest.
- The main entry to the residence is well-located within the front façade and is not monumental.
- The proposed flat roof is consistent with the contemporary design of the 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:

- The contemporary design of the house is re-enforced with the use of smooth stucco, lpe siding, glass railings and a flat roof.
- Trash storage is located within the attached two-car garage.
- The proposed balcony should not pose privacy issues, given its size, location and orientation.
- As conditioned, the applicant shall provide decorative paving material for the driveway and is encouraged to use decorative paving at the front entrance walk.
- As conditioned, the applicant shall install fiberglass or quality equivalent window instead of the wood clad vinyl.
- As conditioned, the proposed lpe siding shall be thoughtfully integrated more fully into the façade of the residence.
- As conditioned, the color scheme of the residence shall be restudied to provide a more neutral, earthtone color scheme.

DRB Staff Member     Roger Kiesel, Senior Planner

**Notes:**

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- The site planning as a result of the project does not change significantly from the present condition. The garage and driveway location/configuration are not being altered. While the entry to the residence is in a location of a proposed first floor addition, its slight relocation will not meaningfully modify the site plan.
- As a suggestion, the Board should consider requiring the installation of shrubs/vines at the base of the front retaining wall to soften the appearance of this feature.

### **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 mass and scale of homes in the area surrounding the project site varies widely. The subject residence, after the proposed addition, is consistent with its neighborhood.
- Additions to the residence follow the form of the site's topography.
- As conditioned, the applicant shall revise fenestration sizes and proportions, material placement and other items such that better cohesion and a consistent architectural concept is achieved.
- As conditioned, the applicant shall revise the design of the house to provide a front-facing front door.

### **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:

- Finish material proposed for the residence is high quality and re-enforce the design aesthetic.
- No privacy concerns will result from implementation of the project.
- As conditioned, aspects of the design shall be revised to achieve a consistent architectural concept and bring about a better relationship between the first and second floors of the residence.

DRB Staff Member  Roger Kiesel, Senior Planner

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