

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

**Thursday, September 28, 2023**

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Meeting called to order at 5:15 p.m. in MSB Room 105, 633 E. Broadway.

**1. ROLL CALL:**

Present: Kaskanian, Simonian, Welch

Absent: Lockareff, Tchaghanyan

Community Development Department Staff: Milca Toledo, Vista Ezzati, Roger Kiesel,  
Chloe Cuffel

Election of Chair Pro-Tem: Joseph Kaskanian

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

The Agenda for September 28, 2023 Regular Meeting of the Glendale Design Review Board was posted on the City's website on September 21, 2023, and on the Bulletin Board outside City Hall on September 11, 2023.

**3. APPROVAL OF MINUTES:**

a. Approval of Design Review Board Minutes from September 14, 2023.

Motion: Welch

**4. ORAL COMMUNICATIONS:** None.

**5. BOARD/COMMISSION MEMBER COMMENTS:**

**6. OLD BUSINESS:** None.

**7. NEW BUSINESS:**

Change in order of the item agenda numbers.

**a) 1751 Chevy Knoll Drive**  
**DRB Case No. 2210411**

Speaking on the item: Kyle Kovacs, designer  
Mary Kovacs, designer  
Shake Josephber, neighbor  
Housik Josephin, caller

Motion: Return for Redesign (Record of Decision attached)  
Moved by: Simonian  
Second: Welch

Vote as follows:

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

**b) 2960 Saint Gregory Road  
DRB Case No. 1918940**

Speaking on the item: Crosby Haffner, applicant  
Ricetras Coppola, neighbor  
Leo Saragueta, neighbor  
Sante Reedy-Solano, neighbor  
Narcisco Solano, neighbor  
Tim Hidecker, caller  
Janette Solano, caller  
Anette Faenza, caller  
Mark Smith, architect

Motion: Approve with Conditions (Record of Decision attached)  
Moved by: Simonian  
Second: Welch

Vote as follows:

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

**c) 1661 Capistrano Avenue  
DRB Case No. 001303-2023**

Speaking on the item: Ani Mnatsakanian, applicant

Motion: Approve with Conditions (Record of Decision attached)  
Moved by: Welch  
Second: Simonian

Vote as follows:

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

**d) 2508 Saint Andrews Drive  
PDR-001558-2023**

Speaking on the item: Kaaren Khoudikian, architect  
David Brizuela

Motion: Return for Redesign (Record of Decision attached)  
Moved by: Welch  
Second: Simonian

Vote as follows:

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

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

**9. ADJOURNMENT – 8:50 PM**

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Joseph Kaskanian  
Chair Pro-Tem

# DESIGN REVIEW BOARD RECORD OF DECISION

**Meeting Date** September 28, 2023      **DRB Case No.** PDR 2210411

**Address** 1751 Chevy Knoll Drive

**Applicant** Mary Kovacs

## Project Summary:

To construct a new three-story, 4,270 square-foot single-family residence with an attached 824 square-foot three-car garage and a swimming pool on a 51,836 square-foot lot in the R1R, District II zone. The subject site is currently vacant.

## Design Review:

Board Member	Motion	Second	Yes	No	Absent	Abstain
Lockareff					X	
Kaskanian			X			
Simonian	X		X			
Tchaghayan					X	
Welch		X	X			
Totals			3	0	2	
<b>DRB Decision</b>		Return for Redesign.				

## Conditions:

1. Work with a civil engineer to accurately determine a grading plan depicting the retaining walls necessary to accommodate the design of the proposed residence and the driveway accessing it. The information shall include top and bottom elevations of the retaining walls. This plan shall also include cut and fill information.
2. Restudy the back-up distance of the third car garage.
3. Provide directions of section cuts and a full site section.
4. Restudy all floor footprints to better conform with the topography of the site with an emphasis on pulling the house toward the hillside for a terraced appearance. This should also include the eastern portion of the residence to reduce the appearance of mass.

5. Restudy the paving at the front of the residence with the intent of only providing what is necessary for car maneuvering and entry into the residence.
6. Add landscaping adjacent to the front entrance of the residence to make this area a focal point in its overall design.

### **Determination of Compatibility: Site Planning**

The proposed site planning is not appropriate to the site and its surroundings for the following reasons:

- An accurate grading plans needs to be provided, which needs to depict the retaining walls necessary to accommodate the residence and the driveway leading to the residence.
- Clarification of the section cuts and the provision of a full site section is necessary.
- The amount of paving in front of the residence needs to be restudied with the intent of only providing what is necessary for car maneuvering and entry into the residence.
- The back-up distance for the third car garage needs to be restudied.

### **Determination of Compatibility: Mass and Scale**

The proposed massing and scale are not appropriate, to the site and its surroundings for the following reasons:

- The footprints of all floors need to better conform with the topography of the site and the house needs to pull more toward the hillside.
- The eastern portion of the residence is massive in appearance and needs to be restudied.

### **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 residence is internally consistent.
- As conditioned, the area adjacent to the front entry of the residence shall be restudied to make it an appropriate focal point in the overall design of the project.
- Privacy should not be a concern as the third floor balcony faces the street and adjacent homes on either side of the proposed residence are a significant distance away.
- High quality materials are proposed for the residence, including bronze-colored aluminum windows and doors, smooth stucco, Eldorado stone, Garapa wood siding and a cable railing design.

DRB Staff Member Roger Kiesel, Senior Planner

#### **Notes:**

Contact the case planner for an appointment for a DRB stamp. DRB stamps will no longer be stamped over the counter without an appointment.

The Design Review Board approves the design of project 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.

## DESIGN REVIEW BOARD RECORD OF DECISION

**Meeting Date** September 28, 2023

**DRB Case No.** PDR-001303-2023

**Address** 1661 Capistrano Avenue

**Applicant** Ani Mnatsakanian

### Project Summary:

The applicant is proposing to add 616 square-feet (SF) to an existing one-story, 2,067 SF single-family house (originally built in 1921) and enlarge the existing detached two- car garage on a 13,440 SF lot zoned R1 (FAR District I). The proposal involves an architectural style change and demolition of more than 50% of the existing wall and roof area, classifying the project as a new single-family dwelling.

### Design Review:

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

### Conditions:

1. At the garage, the new window shall be the same material as the primary residence and the operation shall be revised to either fixed or single-hung to match the primary residence.
2. The windows schedule and vertical and horizontal window section details shall be revised to show the external grids.
3. That the width of the walkways be reduced to not exceed four feet and that the driveway and paving materials be a decorative material that is consistent with the design, with consideration given for a permeable paving material.
4. The applicant shall submit an exterior lighting proposal with fixtures that are

consistent with the style of the development for review by staff prior to plan check submittal.

**Considerations:**

1. That the limestone wainscoting be revised to a coral stone.
2. That the corbels be redesigned to reflect a more authentic (true) corbel design, and not as a decorative add-on feature.

**Determination of Compatibility: Site Planning**

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

- Overall, the site planning remains relatively unchanged with the building footprint centrally sited on the lot similar to the existing conditions, but with an expanded footprint at the street-frontages and the rear.
- There is no predominant setback pattern along either of the two streets. The setback along the Capistrano frontage will be maintained at 23'-4" because the proposed addition does not extend beyond the existing building line. Along the Cañada frontage, the addition will bring the house closer to the street by approximately 8'-3".
- The existing landscaping on-site is proposed to remain, including the Magnolia and Palm trees in the front yard.

**Determination of Compatibility: Mass and Scale**

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

- Overall, the mass and scale of the one-story project is appropriate to the design concept and the context of the surrounding neighborhood which features a mix of architectural styles.
- The surrounding neighborhood features primarily one-story homes, with a few two-story homes in the immediate area, including the property directly to the west of the project site. The applicant's proposal to build a one-story house will be consistent with the neighborhood and the existing conditions on-site.
- While the house will remain one-story, and with the gradual slope up from the street taken into consideration, the overall height will increase from approximately three feet. The new house will have an overall height that ranges from approximately 16'-10" to 20'-11".
  - Currently, the overall height of the house ranges from approximately 13'-10" to 17'-3" and features gable-roof forms with two roof pitches, 3:12 and 8:12.
- The project's massing is broken up using stepped building forms, varied roof heights, and changes in façade planes.
- The new house and detached two-car garage will feature a hipped-roof design



that is compatible with the design concept for the new residence, and the use of a 4:12 roof pitch is consistent throughout.

- A new attached covered patio is proposed along the Capistrano frontage and the roof has been integrated appropriately into the overall design of the house.

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

The proposed design and detailing are appropriate 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 proposed architectural concept of the house.
- The entryway has been integrated with the proposed design and features a covered, recessed, double-door entry that is setback from the street and at a corner angle.
- The new windows will be dark bronze aluminum clad wood and are an appropriate combination of fixed and single-hung windows. Along the north elevation, there are five slider windows proposed, however they have limited visibility based on their location. The details indicate that the windows will be nail-in and recessed in the opening with a precast stucco sill and frame.
- The proposed materials for the house also include a brown flat tile roof, limestone veneer wainscoting, and wood corbels.

DRB Staff Member      Vista Ezzati, 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 28, 2023 **DRB Case No.** PDR 1918940

**Address** 2960 Saint Gregory Road

**Applicant** Crosby Haffner

## Project Summary:

To construct a 616 SF addition to the first floor and a new 1,045 SF second story to the existing 1,815 SF one-story single-family residence. After the proposed addition, the residence will be 3,476 SF. The subject site is zoned R1R, FAR District II and is 11,821 SF. The existing house was constructed in 1962. The existing detached garage as well as swimming pool, both located north of the residence, will remain.

## Design Review:

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

## Conditions:

1. Restudy and redesign the western portion of the residence such that the second floor roof is pulled back and does not go beyond the roofline below it.
2. Revise the window plan to make ribbon windows at the second floor bathroom east elevation and either eliminate the two easternmost windows on the north elevation of the bathroom or make them ribbon windows.
3. The residence shall be no larger than 3,476 square feet in area. This maximum size shall be certified by the architect/engineer/surveyor during plan check.
4. The applicant shall apply for an indigenous tree permit, as required by the Urban Forester.

## Consideration:

1. Consider utilizing the post and beam rafter tails to mirror what is on the first floor.

## 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 site planning of the site remains similar to the existing conditions. The first floor addition is proposed in the southern portion of the site in an area that is already graded. The proposed second floor is above the first floor and extends over a portion of the existing residence.
- A variance was approved to maintain the existing 3.5 ft. interior setback.
- No changes to the garage and driveway are proposed as a result of the project.

#### **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:

- At the north elevation, the project steps with the topography of the site. The site slopes up from north to south. The proposed second floor is set well back from the first floor on the north elevation.
- The proposed flat roof over the addition is consistent with the contemporary style of the residence.
- As conditioned, the western portion of the proposed residence shall be revised such that the second floor roof is pulled back and does not go beyond the roofline.
- As conditioned, the residence shall be no larger than 3,476 square feet in area.

#### **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:

- A deck/balcony is proposed on the second floor addition; however, given its northern and western orientation and the location of the primary bathroom, this feature should not create privacy issues for the surrounding neighborhood.
- As conditioned, the window plan shall be revised to make ribbon windows at the second floor bathroom east elevation and either eliminate the two easternmost windows on the north elevation of the bathroom or make them ribbon windows.
- The materials proposed for the addition are consistent with the residence and its contemporary style.

DRB Staff Member     Roger Kiesel, Senior Planner

#### **Notes:**

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## DESIGN REVIEW BOARD RECORD OF DECISION

**Meeting Date** September 28, 2023

**DRB Case No.** PDR-001558-2023

**Address** 2508 Saint Andrews Drive

**Applicant** Kaaren Khoudikian

### Project Summary:

The applicant is proposing to construct a new 2,010 square-foot, three-story, single-family house with an attached two-car garage on a vacant 6,708 square-foot downhill sloped lot in the Chevy Chase Canyon Neighborhood located in the R1R (Restricted Residential) zone and with an average current slope of 60 percent. Site improvements involve grading 375 cubic yards of cut, 400 cubic yards of fill, with 25 cubic yards of import, and 3,060 square feet open, ungraded space in conjunction with the proposed development.

The project proposes 180 square feet (SF) of floor area in the upper/street level, 1,000 SF of floor area on the second/middle level consisting of a kitchen, living and dining rooms, and 830 SF of floor area on the lower level features a master bedroom and bathroom and a secondary bedroom. Three successive 18-inch tall retaining walls will line the southern end of the property on the downslope and will use decorative material.

### 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>Return for Redesign.</b>				

The Board motioned to Return for Redesign the construction of the new single-family, three-story, residence as conditioned below. Revised drawings of all work must be submitted to staff and reviewed by the Board.

### Conditions:

1. Rotate the building placement towards the street thereby reducing the grading and number of proposed retaining walls and reducing overall mass and scale.

2. Canopy at the rear shall be extended across the entire rear façade and be in an earth tone color to match the overall style of the house.
3. Submit cutsheets of the following for staff review and approval:
  - a. Driveway pavers and front walkway pavers
  - b. Front entry door and railing at the front driveway
4. Applicant shall comply with all the recommendations identified in the Urban Forestry Department comments dated June 13, 2023.
5. Submit lighting specification proposed on the building. The exterior lighting should be modern fixtures, consistent with the contemporary aesthetic of the building.
6. Clearly depict gutters and downspouts on the drawings and paint the gutters and downspouts to match the adjacent color.

DRB Staff Member Chloe Cuffel, Planning Associate

Notes:

***All resubmittals require a DRB application and fee payment. According to Section GMC 30.47.075, projects submitted after 180 days following the DRB's decision date are to be considered as new projects and must submit a new DRB application and all corresponding materials, including new mailing list and labels.***