

December 11, 2014

Ms. Demery Matthews
3404 Buena Vista Avenue
Glendale, CA 91208

**RE: 2000 MONTECITO DRIVE
ADMINISTRATIVE EXCEPTION NO. PAE 1425461**

Dear Ms. Matthews:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44, an Administrative Exception has been processed to allow for a 20 percent deviation from Code for a new detached, one-car garage with an overall height of 17'-8" (instead of not greater than 15'-0"; 17.8% deviation) to match the pitch of the existing residence and an addition with a reduced interior setback of 5'-0" (instead of not less than 6'-0" for a residence with a roof portion greater than 30' in height; 17% deviation), in conjunction with a 162 SF addition at the ground level, conversion of 680 SF of attic space to habitable area, interior remodel, and construction of a new, detached single-car garage for the subject single family house, located at **2000 Montecito Drive** in the R1R (Restricted Residential) zone, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION: This project is exempt from environmental review. CEQA Status: Exempt – Class 1 "Existing Facility" (Section 15301(e) (1) of the State CEQA guidelines).

REQUIRED/MANDATED FINDINGS:

After thorough consideration of the statements contained in the application, the plans submitted therewith, the Community Development Director has **GRANTED WITH CONDITIONS** your application based on the following:

- A. The granting of the exception will result in design improvements, or there are space restrictions on the site that preclude full compliance with the Code requirements without hardship.**

The subject property is a 17,965 SF lot (as calculated by the designer based on a survey; +/- 18,240 SF per County Tax Assessor), developed in 1925 with a 3,918 SF single family residence and an attached two-car garage. The lot is zoned R1R, which is a single family residential zone. The project site is a corner lot with approximately 56 feet frontage on Montecito Road and approximately 173 feet frontage on El Arbolita Drive.

The proposal involves adding 162 SF at the ground floor, converting 680 SF of the attic to habitable space (master suite), remodeling portions on the first and second floors, and constructing a new, detached single-car garage. When completed, the house will have a total area of 4,796 SF and the Code-required garage parking for three cars (an attached two-car garage and a detached one-car garage).

The Administrative Exception application involves a request to construct the new detached single-car garage with an overall height of 17'-8" in order to match the pitch of the house. Code permits a maximum overall height of 15 feet for accessory buildings with a 3:12 minimum roof pitch. This exception falls within the maximum 20 percent deviation from one or more numeric standards in Title 30, per GMC 30.44.020.E. The requested height differential is two feet, eight inches greater than what is allowed by Code (17.8 percent deviation). The proposed pitch for the gabled garage roof is 12:15, which would match the steep pitch of all of the roof elements/gables of the existing house. A lower, squatter pitched roof for the new garage (in order to meet the height limit) would look out of proportion with the existing Tudor-esque residence with its characteristically steep pitched roof. Structural supports are proposed under the garage's gable roof, so this area will not be habitable space. Therefore, granting of this exception will result in overall design improvements for the garage to match the roof pitch of the existing residence and to respect the architectural character of existing conditions.

The Administrative Exception application also involves a request to allow a five foot setback for the 162 SF addition on the ground floor, instead of six feet as required by code. This exception also falls within the maximum 20 percent deviation from one or more numeric standards in Chapter 30, per GMC 30.44.020.E. The requested setback differential is one foot less than what is allowed by code (17 percent deviation). Interior setbacks are based on the overall height of the existing residence. The existing house has 134 linear feet that rise to a 29 foot roof ridge height, which would allow a five foot setback per Code. However, seven linear feet of the steeply pitched roof element has an overall ridge height of 35 feet, which would require that additions be set back a minimum of six feet. If not for this minor portion of the roof (seven linear feet of a 141 overall linear foot roof), the addition would only be required to be set back a minimum of five feet. The homeowners originally submitted a proposal that continued the existing four foot interior setback along the 8'-11" dimension of the 162 SF ground floor addition, but based on feedback, the project was redesigned to provide a five foot setback. To require the addition be set back another foot for the Code-required six foot setback would architecturally impact the exterior elevations and roof design for this addition in relation to the existing house. The reduced setback functionally enhances the interior floor plan and matches the existing house in terms of style, materials, massing, thereby resulting in a design improvement to the house.

B. The granting of the exception will not be materially detrimental to the public welfare or injurious to the property or improvements in such zone or neighborhood in which the property is located.

Granting of the exception to allow for an over-height detached garage and a reduced five foot setback for the 162 SF addition will not be materially detrimental to the public or surrounding neighborhood. The new garage is providing another on-site, covered and enclosed parking space for the 4,796 SF house (once completed), which is a requirement of the zoning code. The garage's roof design will match the existing house and the height will not be injurious to the neighboring properties. The proposed addition continues the steep roof pitch of the existing house, while providing a five foot reduced setback. The addition is adjacent to the existing house portion that features only a four foot setback; the proposal exceeds the current setback condition. The addition with its five foot setback provides enough separation between the building and the property line to allow for adequate open space, light and ventilation, and will not have any adverse effects to neighboring properties. Approval of the subject exceptions for this single family residence at this particular location and in this zone is not anticipated to be materially

detrimental to the public welfare or injurious to other properties in this zone and neighborhood.

C. The granting of the exception will not be contrary to the objectives of the applicable regulations.

The purpose of the administrative exception procedure is to provide a simplified means for considering applications for minor deviations from code standards. These standards have been developed to allow reasonable use of properties in order to promote the public health, safety, and general welfare. The proposed single-car garage and ground floor addition meet all other zoning code requirements for single family residences in the R1R Zone, such as lot coverage, floor area ratio and landscaping, except for the garage height and minimum interior setback for new additions. The 17'-8" garage height will permit the detached garage to appropriately match the roof design of the existing residence with its architecturally pitched roof design; the garage will not appear oversized in relation to the house and will not provide any additional habitable space in the taller attic. Meanwhile, the five foot interior setback for 8'-11" of length of the 162 SF addition on the ground floor will still provide a reasonable setback from the interior property line. Furthermore, the new addition is more than 50 feet away from the portion of the house's roof ridge that rises above 30 feet, so excessive massing will not be an issue. Therefore, granting the minor exceptions for garage height and the minimum interior setback for the ground floor addition will not be contrary to the objectives of the applicable regulations.

CONDITIONS OF APPROVAL

APPROVAL of this Administrative Exception shall be subject to the following conditions:

1. That the development shall be in substantial accord with the plans presented in conjunction with the application for the addition of 162 SF to the existing single family residence at the ground level, conversion of 680 SF of attic to habitable space, remodel of existing 1st and 2nd floor area, and construction of a new 1-car detached garage, except any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Director of Community Development.
2. That all necessary permits shall be obtained from the Building and Safety Section and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.
3. That any expansion or modification of the building, which is different than what is represented as part of this Administrative Exception application for the addition and garage modification shall require a new application, as determined by the Director of Community Development.
4. That the project shall obtain either a Design Review Board exemption or Design Review Board approval.
5. That the premises be maintained in a clean orderly condition, free of weeds, trash, and graffiti.

APPEAL PERIOD, TIME LIMITS, LAPSE OF PRIVILEGES, TIME EXTENSIONS

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 Planning Commission 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 Permit Services Center (PSC) or 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 **DECEMBER 26, 2014**, at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 a.m. to 12:00 p.m., or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 p.m. to 5 p.m.

GMC CHAPTER 30.41 PROVIDES FOR

Termination: Every right or privilege authorized by an Administrative Exception shall terminate two years after the granting of such, unless the exercise of such right or privilege has commenced in good faith prior to such time, except as otherwise provided for.

Cessation: An Administrative Exception may be terminated by the review authority upon any interruption or cessation of the use permitted by the Administrative Exception for one year or more in the continuous exercise in good faith of such right and privilege.

Extension: Permits granted by such right or privilege may be requested one time and extended for up to a maximum of one 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 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 administrative exception.

APPEAL FORMS available on-line <http://glendaleca.gov/appeals>

To save you time and a trip - please note that some of our FORMS are available on line and may be downloaded. AGENDAS and other NOTICES are also posted on our website.

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 sold, 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.

VIOLATIONS OF THESE CONDITIONS

Violations of conditions required by this determination may constitute a misdemeanor or infraction under section 1.20.010 of the Glendale Municipal Code (GMC) and/or a violation of other local, State or Federal laws or regulations. Unless a specific penalty is provided, any person convicted of a misdemeanor shall be punished by a fine not to exceed one thousand dollars (\$1,000.00), or imprisonment for a term not to exceed six months, or by both fine and imprisonment. Infractions are punishable by a fine not exceeding the sum of five hundred dollars (\$500.00) for each violation. Violations of conditions required by this determination may be grounds for a revocation.

REVOCACTION

Section 30.64.020 – Revocation – The Planning Division shall have continuing jurisdiction over variances, conditional use permits and administrative exceptions (individual cases heard and decided upon by the Hearing Officer). To consider the revocation, the Hearing Officer shall hold a public hearing after giving notice by the same procedure as for consideration of a variance at least 10 days notice by mail to the applicant or permittee.

NOTICE – subsequent contacts with this office

The Applicant is further advised that all subsequent contacts with this office regarding this determination must be with the Case Planner first and then, the Hearing Officer who acted on this case. This would include clarification, 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.

Should you have any questions regarding this issue, please do not hesitate to contact the case planner, Bradley Collin at (818) 548 - 3210, between 7:30 a.m. to 3:30 p.m.

Sincerely,



Howard Malis
City Resource Specialist

(For) Hassan Haghani
Director of Community Development
HH:HM:VTZ:sm

CC: City Clerk (K.Cruz); Police Dept. (Lt.S.Bickle/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(D.Nickles); Dir. Of Public Works (R.Golanian); Traffic Section (W.Ko/S.Vartanian); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G.Tom/S.Boghosian); Glendale Water & Power--Electric Section (V.Avedian/B.Ortiz); Parks, Recreation and Community Services Dept. (J.Duran/T.Alexanian); Neighborhood Services Division (A.Jimenez); Integrated Waste Management Admin. (D.Hartwell); Maintenance Services Section Admin. (D.Hardgrove); Street and Field Services Admin.; Environmental Management (M.Oillataguerra); and case planner-Vilia Zemaitaitis.