glendale california
City of Glendale
Community Development
Planning & Neighborhood Services

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June 9, 2015

Domus Design
C/o Garo Nazarian
109 E. Harvard St., #306
Glendale, CA 91205

RE: 1374 EAST GARFIELD AVENUE
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1505763

Dear Mr. Nazarian:

Pursuant to the provisions of the Glendale Municipal Code, Chapter 30.44.020(E) for a maximum 20 percent deviation from one or more numeric standards in this Title, the Community Development Department has processed your application for an Administrative Exception to allow a 20 percent reduction of the required 2.5 parking spaces and a 2.3 percent reduction from required landscaping in conjunction with the construction of a 692 square-foot addition to an existing dwelling unit. The subject property is located at **1374 East Garfield Avenue,** in the "R-3050" - (Moderate Density Residential) Zone, and described as Rancho San Rafael Lot Com on SE Line of Garfield Ave. NE 153.58 FT from NE corner of Lot 3 Tract No. 5716 E 53.23 FT with a Uniform Depth of 194.26 FT E Part of Julio Verdugo 97.2 Acres Allotment of District Court Case 1621, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION: The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption, pursuant to State CEQA Guidelines Section 15301.

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Planning Hearing Officer has **DENIED** your application based on the findings below.

A. **The granting of the exception would not result in design improvements and there are no space restrictions on the site that would preclude full compliance with Code requirements without hardship.**

The subject site is 9,972 square feet in size developed with three units. An existing single family dwelling unit and detached garage was developed in 1931 toward the front of the property. In 2004, two additional units were approved at the rear of the property along with a new garage attached to the existing single family dwelling unit. At that time the project was code compliant in terms of parking, landscaping and setback averaging. This proposal is to add a 692 square foot second-story addition to the existing single family dwelling unit for use as a home office without providing one additional covered and enclosed parking space and maintaining 30 percent required landscaping. As designed, the proposed addition is not integrated into the existing single family dwelling unit and will attach that unit to the two-units at the rear. Access to the addition is only provided by an external staircase. Additionally, it appears that once code compliant landscaping has been removed and replaced with concrete.

Home occupations are allowed in residential zones as long as they are incidental to and subordinate to the residential use in which they are proposed. At 692 square feet this proposal will exceed the 10 percent floor area maximum allowed for consideration as a home occupation permit. The existing unit is 1,246 square; combined with the proposed 692 square foot addition the total unit size would be 1,938 square feet that would only permit 193 square feet for use as a home office. Additionally, the proposed addition appears to act like an additional independent unit with a large open floor plan, separate bathroom and entrance.

The existing site is flat and developed with three code compliant units. Granting the exception would not be appropriate because there are no space restrictions on the site that would preclude full compliance with code requirements without hardship. Additionally, no design improvement is made for an addition to be used as a home office, or at best a third bedroom designed with an independent separate entrance that exceeds the maximum square footage for a home occupation. Therefore as designed, not providing an additional parking space and removing code compliant landscaping is a self-imposed hardship.

B. **The granting of the exception will 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.**

Through the Administrative Exception process, the Zoning Code allows a maximum 20 percent deviation from a numeric standard. The applicant is requesting a 20 percent reduction of the required 2.5 parking spaces and a 2.3 percent reduction

from required landscaping. The unintegrated design of the addition into the existing unit is not the intent of a functional home office, or even a bedroom addition. The addition appears to have the characteristics of an additional residential unit. Based on the nature of the proposed addition with an independent entrance and not providing an additional covered and enclosed parking space and the removal of required landscaping would be detrimental to the public welfare, injurious to the property, or improvements in the zone. Therefore, granting an Administrative Exception for a 20 percent reduction in the number of code required parking spaces and 2.3 percent reduction for landscaping would contribute to inadequate parking and landscaping for the site and the surrounding neighborhood.

C. The granting of the exception will 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 the code standards, such as additions without providing the additional required parking space and removing landscaping. The addition is for a home office. The objective for building additions should be to meet all required zoning standards. Further, the site is flat and its shape is a simple rectangle. However, as mentioned above, the proposal is essentially a self-imposed hardship and is clearly contrary to the objective of the city's zoning rules.

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

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 JUNE 24, 2015** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday through Friday from 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 5:00 p.m.

APPEAL FORMS available on-line
http://www.ci.glendale.ca.us/planning/SubmittingAProject.asp

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.

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, Kristen Asp during normal business hours at his direct line (818) 937-8161 or office line (818) 548-2115 or kasp@glendaleca.gov, between 7:30 a.m. to 5:30 p.m. weekdays.

Sincerely,

Erik Krause
Planning Hearing Officer
EK: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 & Transportation 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. (T. Aleksanian); 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 – Kristen Asp.