glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

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September 23, 2015

Myung Lim
3021 Terraza Place
Fullerton, CA 92835

RE: 3327 HONOLULU AVENUE
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1519626

Dear Applicant:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44, the Community Development Department has processed your application for an Administrative Exception to allow the construction of a 322 square foot addition that continues along an existing building line set back 5-feet from the interior property line where 6-feet is required in the "R-3050" – Moderate Density Residential Zone, located at **3327 Honolulu Avenue,** described as Lot 110, Tract No 5547 in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION: Exempt per CEQA Guidelines, Section 15301, Class 1 "Existing Facility".

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Community Development Department has **GRANTED WITH CONDITIONS**, your application based on the following findings:

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 existing single-family house was constructed in 1948. The lot is approximately 7,250 square feet, rectangular in shape and fronts Honolulu Avenue. The lot is developed with a 930 square foot 1-story single-family house and a 400 square foot 2-car garage. There are space restrictions on the site that preclude full compliance with the Code requirement of a 6-foot interior setback including a mature oak tree and the location of the existing 2-car garage. The owner's request to construct a new 322 square foot addition to include a bedroom, bathroom, closet and hallway leading to the rear yard is reasonable given the site constraints. The proposed location of the addition at the rear of the house aligned with the existing building wall is in keeping with the original location and floor plan of the residence. To place the addition in a different location may compromise the existing oak tree and impact access to the existing 2-car garage by reducing the minimum Code required 25-foot turning radius.

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.

The proposed addition will be located along the west side of the house in line with the existing building wall setback 5-feet from the interior property line. The 5-foot interior setback has existed for many years and has not proven to be detrimental to the public welfare or injurious to the property or improvements in the zone or neighborhood. While the property is zoned multi-family, the subject and abutting properties are developed with single-family homes. As shown on the floor and elevation plans, the addition does not introduce new windows along the west elevation in order to respect the privacy of the abutting neighbors. The architectural integrity of the existing house will be maintained and the design of the project is compatible with the existing house and the neighborhood. Lastly, the addition will continue to provide adequate open space, light and ventilation for the subject residence as well as adjacent residences.

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

The proposed addition complies with the remaining "R-3050" Zoning Code standards. 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 the proposed construction of a 322 square foot addition in line with the existing 5-foot interior setback. The addition will allow reasonable development of the site and therefore, granting the exemption 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 Administrative Exception, except any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Community Development Department.

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 DRB approval/exemption shall be obtained prior to issuance of a building permit.

4) That the premises be maintained in a clean orderly condition, free of weeds, trash, and graffiti.

5) That separate permits shall be obtained for all work within the right-of-way. The applicant shall bear all fees for the necessary permits and construction inspections for work within the right-of-way.

6) That any expansion or modification of the dwelling which is different than what is represented as part of this Administrative Exception application, shall constitute adding of additional floor area or physical change as determined by the Hearing Officer.

APPEAL PERIOD

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 Design Review Board 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 **OCTOBER 8, 2015,** 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.

APPEAL FORMS available on-line www.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.

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.

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.

REVOCATION

Section 30.64.020 – Revocation – The Community Development Department - 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, Milca Toledo during normal business hours at (818) 937-8181, between 7:30 a.m. to 3:30 p.m.

Sincerely,

Erik Krause
Planning Hearing Officer

EK:MTOLEDO:sm

CC: City Clerk (K.Cruz); Police Dept. (S.Bickle/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(J.Halpert); 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 (S. Mirzaians); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services Section Admin. (D. Hardgrove); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna); and case planner-Milca Toledo.