



March 27, 2014

Vachik Ter-Sarkissian  
1335 Highland Avenue  
Glendale, CA 91202

**RE: 1904 GLENWOOD ROAD  
ADMINISTRATIVE EXCEPTION CASE NO. PAE1402068**

Dear Mr. Ter-Sarkissian:

Pursuant to the provisions of the Glendale Municipal Code, Chapter 30.44.020 (E) for a maximum twenty (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 an existing detached garage to be maintained with minimum interior garage dimensions of 17 feet, 4 inches by 15 feet, 6 inches where 18 feet by 16 feet minimum interior garage dimensions are required (3.7 percent and 3.1 percent deviation, respectively), a garage door width of 15 feet where a minimum 16 foot garage door width is required (9.4 percent deviation), and a driveway width of 7 feet where a minimum driveway width of 8 feet is required (12.5 percent deviation) by Chapter 30.32 of the Glendale Municipal Code in conjunction with a 174 square-foot addition at the rear of the existing house. The subject property is located at **1904 Glenwood Road**, in the "R1" – (Low Density Residential) Zone, Floor Area Ratio District II and described as Lot 34, Tract No. 4554 in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION: This project is exempt from environmental review as a Class 1 "Existing Facility" exemption (Section 15301 (e) (1) of the State CEQA Guidelines).

**REQUIRED/MANDATED FINDINGS**

After considering the evidence presented with respect to this application, the plans submitted therewith, the Planning Hearing Officer 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 subject property is a 5,600 square foot lot with an existing 1,095 square foot, one-story single family residence and a detached 295 square foot garage, which were constructed in 1927. The house consists of two bedrooms and one bathroom. A small addition to the rear bedroom is proposed, including a new bathroom and

walk-in closet (with direct access from the bedroom). The proposed addition will functionally enhance the interior living space and will match the exterior architectural style and materials. The addition will not increase the number of bedrooms. The proposed addition will be constructed in a way that is compatible with the existing architecture that will maintain the integrity of the residence. By placing the addition at the rear, design improvements would occur because the small scale character of the residence and street elevation will be maintained, while at the same time providing a reasonable use of the property. Design improvements to the interior of the residence also would occur by increasing the functionality of the floor plan.

There are space restrictions on the site which prevent the expansion of the existing driveway from complying with the Zoning Code. The existing lot is 40 feet wide. The existing house is 25 feet from the front property line with a four-foot interior setback on the north side of the property and a seven foot setback on the south side of the property. The two-car garage is 90 feet from the street property line and it is accessed by a 7-foot wide, 90-foot long driveway on the south side of the property. Limited by the narrowness of the lot, it would be difficult to expand the width of the driveway due to the existing location of the house, and impossible to widen the driveway because of the house location. Requiring the expansion of the driveway, or the construction of a new garage for these minimum deviations unduly restricts the flexibility for reasonable use and improvement of the property for this small addition.

**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.**

This proposed expansion will be located at the rear of the residence and will not create additional bedrooms and therefore is not anticipated to intensify parking demand. The existing garage will continue to provide one enclosed parking space for the sole purpose of parking vehicles. Also, the approximately 90-foot long driveway provides temporary parking. As such, the project will not be detrimental to the public welfare, injurious to the property, or improvements in the zone. The addition will not be visible from the street; it will maintain the existing architectural design of the house, and will still allow for 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 meets all other Zoning Code requirements of the R1 Zone, such as lot coverage, floor area ratio, landscaping, and setback. 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 174 square foot addition will allow reasonable development of the site and allow the existing garage to still serve the single family residence. Therefore, granting the minor exception for less than the minimum interior garage dimensions, garage door width, and driveway width 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. The development shall be in substantial accord with the plans submitted with the application except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Hearing Officer.
2. All necessary permits shall be obtained from the Building and Safety Division and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.
3. Design review approval or exemption shall be obtained prior to the issuance of a building permit.
4. Any expansion or modification of the dwelling which is different than what is represented as part of this Administrative Exception application, shall require a new application as determined by the Hearing Officer.

### **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 **April 11, 2014** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00 pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 pm to 5 pm.

**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.

### **GMC CHAPTER 30.41 PROVIDES FOR**

**Termination:** Every right or privilege authorized by an Administrative Exception shall terminate two (2) 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 (1) 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 (2) 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 (6) 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 shall have continuing jurisdiction over variances, conditional use permits and administrative exceptions. To consider the revocation, the Director of Community Development 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.

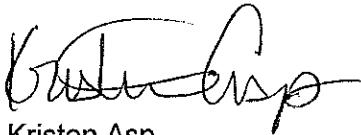
### **NOTICE – subsequent contacts with this office**

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, Kathy Duarte during normal business hours at her direct line (818) 937-8163 or office line (818) 548-2115 or [kduarte@glendaleca.gov](mailto:kduarte@glendaleca.gov).

Sincerely,



Kristen Asp  
Senior Planner

KA:KWD: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); City Engineer and Traffic & Transportation Section (R.Golianian/G.Tom); Director of Public Works and General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (R.Takidin); Glendale Water & Power--Electric Section (M.Kelley/M.Jackson); Parks, Recreation and Community Services Dept. (E.Tatevosian); 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); Property owner (Nader Ghodratizadi), and case planner-Kathy Duarte.