



CITY OF GLENDALE, CALIFORNIA  
COMMUNITY DEVELOPMENT DEPARTMENT  
Planning Division

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[www.ci.glendale.ca.us](http://www.ci.glendale.ca.us)

November 1, 2012

Peter Farson  
1392 Greenmont Drive  
Glendale, CA 91208

**RE: 1392 GREENMONT DRIVE  
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1229370**

Dear Mr. Farson:

Pursuant to the provisions of Glendale Municipal Code, Title 30, Chapter 30.44, the Community Development Department has processed your application for an Administrative Exception to permit rooftop equipment that includes new ducting not previously located on the roof and the replacement of an existing roof mounted A/C unit in the "R1"- Low Density Single Family Zone, located at **1392 Greenmont Drive**, described as Tract No. 22902 Lot com at most W corner of Lot 2 TH NE on NW Line of SD Lot 20 FT TH S 29 30' E 85 FT TH S 28° 03' 30" E 29.68 feet TH S 63° 56' 16" E 28.13 FT to NE ... see mapbook for missing Portion ... Lot 3, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION: Exempt.

#### **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 granting of the exception would be appropriate because there are space restrictions on the site that would preclude full compliance with code requirements without hardship. The existing residence is designed with a flat roof with no attic or crawl space. The existing ducting is embedded in the concrete slab foundation of the house and is unserviceable without significant work to the building foundation. As a result, there is no financially feasible alternative to placing the new ducting on the roof required to bypass the degraded ducting in the concrete slab.



WE RECYCLE

**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 residence is designed with a flat roof with large horizontal overhangs ranging from six feet to 20 feet. When viewed at the ground level, these overhangs effectively conceal equipment on the roof, including the existing three foot extension of the fireplace chimney above the roof. The existing permitted A/C unit is currently located on the roof. The new unit would be located in the same position. The existing ducting is located in the concrete slab and is no longer serviceable. As a result, the new ducting is proposed to be located on the existing flat roof. The maximum diameter of the proposed ducting would be 16 inches at the A/C unit, quickly tapering down as the air is distributed to six and eight inches in diameter at the supply ends. The majority of the ducting would be located in the center of the flat roof at furthest point possible from the edge minimizing the amount of ducting necessary to maximize the efficiency of the A/C system.

The residence is located on a flag lot above Greenmont Drive and therefore, the proposed rooftop equipment is not visible from the street when standing at driveway entrance. Although, the subject property is at a higher elevation than the majority of the surrounding properties the rooftop equipment could be visible from the surrounding neighborhood located at higher elevations. Conditions have been added to the project to minimize the visibility of the proposed ducting from the residential neighborhood located at higher elevations by requiring the equipment to match the existing color of the roofing materials and by reducing the distance of the longest supply runs by relocation of the supply ends in the master bedroom and office.

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

Granting of the exception will not be contrary to the objectives of the applicable regulations because the intent of the R1 zone standards is to protect the community from the adverse effects of poor design and encourage high quality development. Conditions of the approval requiring the equipment to match the existing color of the roofing materials and reducing the distance of the longest supply runs by relocation of the supply ends in the master bedroom and office would minimize any adverse effects of the design of the roof top equipment.

**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 Director of 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 length of ducting shall be minimized by relocating air distribution points in the master bedroom and office to the closest point possible to the A/C unit.
- 5) That the subject rooftop equipment shall be painted to match the color of the existing roofing material.

#### **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 Building and Safety Division upon request and must be filed with the prescribed fee **prior to expiration of the 15-day period, on or before November 16, 2012** in the Building and Safety Division, 633 East Broadway, Room 101.

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.

**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.

**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.

**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, Erik Krause at (818) 937-8156.

Sincerely,



Kristen Asp  
Senior Planner

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cc: City Clerk; City Attorney's Dept. (G. van Muyden/M.Yun); Police Dept. (Lt. T. Feeley); Fire Prevention Engineering Section-(D.Nickles); Community Development Dept. (H.Malis); City Engineer; Dir. of Public Works Dept.; Water Section (R.Takidin); Electric Section (Belinda Ortiz); Dir. of Parks, Recreation and Community Services Dept.; Neighborhood Services Admin. (A.Jimenez); Integrated Waste Management Admin. (D.Hartwell); Maintenance Services Section Admin. (D.Hardgrove); Street and Field Services Admin.; Environmental Management (M.Oillataguerra); Traffic & Transportation Division; case planner Erik Krause.