glendale california

City of Glendale
Community Development Department
Planning Division

633 E. Broadway, Room 103
Glendale, CA 91206-4386
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August 20, 2018

Nareg Khodadadi
213 N. Orange Street, Suite E
Glendale, CA 91203

RE: 1883 LOS ENCINOS AVENUE
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1805628

Dear Mr. Khodadadi:

The Community Development Department has processed your application for an Administrative Exception pursuant to the provisions of the Glendale Municipal Code (GMC), Title 30, Chapter 30.44.020(D), to allow a 95 square-foot (SF) addition to an existing single-family house with a one-car garage without providing the Code-required two-car garage. The subject property is located at **1883 Los Encinos Avenue**, in the "R1R-II" Zone (Restricted Residential Zone, Floor Area Ratio District II), described as Lot 27 of Tract number 9088, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION
This project is exempt from environmental review as a Class 1 "Existing Structure," per Section 15301(e)(1) of the State CEQA Guidelines because the project involves a minor addition to an existing single-family residence.

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Community Development Department has **APPROVED 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.

There are space restrictions on the subject site that preclude full compliance with the garage width standards without hardship. The subject site is a 5,234 square-foot lot with an existing 1,152 square feet, one-story, two-bedroom single-family residence with an existing attached one-car garage. The garage is located at the south-west corner of the building and measures 13 feet and 6 inches wide, 21 feet and 4 inches deep, and has a 10-foot wide garage door. The applicant is proposing to add 95 square feet of living and bathroom space at the front (south) façade of the building. The new total square footage for the building will be 1,247, which per GMC Chapter 30.32, requires a two-car garage with 20 feet by 20 feet interior dimensions. Because the west side of the existing garage is five feet from the

property line, there is only one foot available to expand the garage in that direction and still comply with the minimum four-foot interior setback, whereas an additional six feet and six inches is needed for a two-car garage. To expand the garage to the east to meet the 20-foot width requirement would require a 139 square-foot expansion into the adjacent living room, which would exceed the proposed new 95 square feet for that room and thus defeat the purpose of the project. Alternatively, lost floor area due to the garage expansion could be made up by successively reconfiguring adjacent rooms to result in the new floor area being added to the back of the building. This alternative, however, would result in a remodel of the entire building. Either scenario would cause hardship to the applicant.

The addition will also improve the functionality of the house and bring it up to current housing standards by providing a second bathroom for the two-bedroom 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 an increase in floor area without providing the required parking will not be detrimental to the surrounding neighborhood. The resulting 1,247 square-foot house is modest in size and, in addition to the existing one-car garage, has temporary parking spaces available within the existing driveway. Although the project will add floor area to the living room and an additional bathroom, it will not result in permanent increased occupancy and the associated increase in parking demand. The design changes to the façade of the building are consistent with the traditional architectural style of the building and thus will not negatively impact the aesthetic quality of the neighborhood. For these reasons, the granting of the exception will not result in detrimental or injurious impacts to the property or improvements in the subject property's zone or neighborhood.

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

Approval of the Administrative Exception to allow a minor deviation from the minimum Code-required parking will not be contrary to the objectives of the parking standards regarding the minimum number of parking spaces required (GMC 30.32.050). The objective of the standards is to ensure sufficient parking is provided on-site to accommodate occupants of the building and thus to not impact the surrounding neighborhood. The two-bedroom house has operated with a one-car garage since 1948 and the proposed new square feet will not increase the permanent occupancy and thus parking demand of the building.

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. Therefore, granting the request for an Administrative Exception to allow deviation from the minimum number of parking spaces required will not be contrary to the objectives of the applicable regulations. In addition, the granting of the exception will allow reasonable development of the subject property in accordance with the General Plan Land Use Element designation, Single Family Residential, and the R1R zoning designation. The proposed development meets all other Zoning Code requirements for the R1R (FAR District II) zone, such as lot coverage, floor area ratio, landscaping, and setbacks.

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 design review approval or exemption shall be obtained prior to the issuance of a building permit.

4) That any expansion or modification of the dwelling unit which is different than what is represented as part of this Administrative Exception approval shall require a new application 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 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 **September 4, 2018** 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 http://www.glendaleca.gov/appeals

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.

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.

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 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 an administrative exception at least ten (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.

You may contact the case planner, Cassandra Pruett, during normal business hours at (818) 937-8186 or via e-mail at cpruett@glendaleca.gov.

Sincerely,
Philip Lanzafame
Director of Community Development

Milca Toledo
Planning Hearing Officer

MT:CP:sm

CC: City Clerk (K.Cruz); Police Dept. (A.Jenks/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(J.Halpert); Traffic & Transportation Section (P.Casanova); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G. Tom/S. Boghosian/R.Takidin); Glendale Water & Power--Electric Section (B. B.Ortiz/E.Olsen/ M.Navareete/M.Kouassi); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (R.Sada/J.Jouharian/); 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 (Cassandra Pruett).