

May 12, 2014

S. Alfredo Ingrassia
Master Builders
6475 East Pacific Coast Highway #415
Long Beach, CA, 90803

**RE: 2425 EAST CHEVY CHASE DRIVE
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1402536**

Dear Mr. Ingrassia:

Pursuant to the provisions of the Glendale Municipal Code, Chapter 30.44, Section 30.44.020(E), the Community Development Department has processed your application for an Administrative Exception to allow an existing garage to be maintained with an interior clear depth of 20% less and a garage door width of 10 percent less than what is required for an existing two-car covered and enclosed garage in conjunction with a 604 square-foot addition to an existing single-family residence, as required by Chapter 30.32.050 of the Glendale Municipal Code. The subject property is located at **2425 East Chevy Chase Drive**, in the "R1R" - Restricted Residential Zone, Floor Area Ratio District II and described as Lot 21, Tract No. 8103 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, all of the required three findings can be made in support of the application. The Director of Community Development has **APPROVED** 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 site is an 8,410 square-foot lot developed in 1964 with a 2,206 square foot, one-story, three-bedroom single-family residence, and an attached 393 square-foot garage. The proposed project is a legalization of a 604 square foot storage area located between the garage level and the first level of the house. The garage's interior clear dimensions are 19'-5" wide x 17'-7" deep with a 15'-6" wide by 7'-0" high garage door. Both the garage depth and garage door width are within 20% of that required by the zoning code. The garage depth is 12% below that required by code and the garage door width is 3% below that required by code.

The lot slopes up steeply from the street level to the rear property line. The existing garage is located on the bottom level of the house and is built into the slope. The garage cannot be expanded at the front due to the existing nonconforming 15 foot driveway length (18 feet is required by code). Expanding the garage at the rear is also not possible due the upslope condition of lot and the substantial amount of grading that would be necessary. Due to these conditions, there are space restrictions on the site that preclude full compliance with the Code requirements without hardship.

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 expansion will result in a small increase of floor area at the front of the residence that is within the existing building envelope located above the garage level and below the first floor level. This area of the residence is currently underutilized. The purpose of the addition is to create storage space. No bedrooms or living area are proposed and therefore, the addition will not intensify the parking demand. With the exception of a small window along the side elevation, the addition is not visible from the street. As a result, the addition will have no impact on open space, lighting, or ventilation of the subject residence or any adjacent residences. Therefore, the granting of the exception will not be materially detrimental to the public welfare or injurious to the property or improvements.

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 "R1R" Zoning Code standards, such as setback, lot coverage, floor area ratio, and landscaping. 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 604 square foot addition will allow reasonable development of the site that meets all other Zoning regulations. Therefore, granting a 12% exception to maintain a garage width of 19'-5" and depth of 17'-7" along with a 3% exception to maintain a garage door of 15'-6", which still serves the single family residence, 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 Director of Community Development.

- 2) That 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) That 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 Director of Community Development.
- 4) That Design Review Board (DRB) approval/exemption shall be obtained prior to issuance of a building permit.

APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION

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 **May 27, 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.

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.

APPEAL FORMS available on-line
<http://www.glendaleca.gov/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 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 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, Bradley Collin at (818) 548-3210, between 7:30 a.m. to 3:30 p.m. or email at bcollin@glendaleca.gov.

Sincerely,



Erik Krause
Principal Planner

EK:BC: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.Golanian/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); and case planner – Brad Collin.