

September 9, 2015

Mr. Nareg Khodadadi  
417 Arden Avenue, Suite 115  
Glendale, CA 91203

**RE: 1555 FAIRFIELD STREET  
ADMINISTRATIVE EXCEPTION NO. PAE 1519279**

Dear Mr. Khodadadi:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44, an Administrative Exception has been processed to allow for less than a 20% deviation from Code for a one foot reduction or five percent deviation from the required 20 foot minimum driveway length for a new two car garage (per GMC 30.32.140.G.4), as well as a nine inch reduction or a 15% deviation to maintain an existing 4'-3" interior setback instead of not less than a five foot setback in conjunction with a new two-story addition to an existing house, located at **1555 Fairfield Street**, described as Lot 14, Block A, of Tract No. 7267, in the City of Glendale, County of Los Angeles, in the "R1" Single Family Residential Zone.

ENVIRONMENTAL DETERMINATION: Exempt from CEQA review as a Class 3 "Existing Facilities" exemption, pursuant to State CEQA Guidelines Section 15303.

**REQUIRED/MANDATED FINDINGS:**

After thorough consideration of the statements contained in the application, the plans submitted therewith, the Community Development Director has **GRANTED WITH CONDITIONS** your application based on the following:

- 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 due to the lot width and existing site plan that preclude compliance with the minimum driveway length. The Administrative Exception request is to allow a reduced driveway length of 19 feet, instead of the required minimum 20 foot driveway length in the R1 zone from the back of the

sidewalk or the property line where no sidewalk exists (GMC 30.32.140.G.4) for a new two car garage. This one foot reduction is a five percent deviation from Code (less than the 20% maximum deviation for Administrative Exception requests, per GMC 30.44.020.E).

The subject site is a corner lot located on the north-east corner of Fairfield Street and Justin Avenue. The lot is 45 feet wide and 111.25 long. The property currently features a 910 SF single-story house (constructed in 1938 with a 4'-3" interior setback) towards the front of the lot facing Fairfield Street and a detached guest house at the rear of the lot facing Justin Avenue. The guest house was previously a two car garage that was legally converted into an apartment in 1941 (Permit No. 19528). The proposal is to construct a two story addition between the house and the guest house that includes a new two car garage on the ground floor facing Justin Avenue. The proposed garage complies with the Code-required minimum interior dimensions of 20 feet by 20 feet clear; the proposed garage is 21 feet wide and 20 feet deep. The two-story addition (greater than 20 feet in overall height) is also set back the Code-required minimum of five feet from the interior property line. With no sidewalk on Justin Avenue, Code requires a minimum 20 foot long driveway from the property line. Given the combination of the required garage depth of 20 feet, the interior setback of five feet and the building walls widths on the 45 foot wide lot, the remaining driveway length can only be 19 feet maximum, one foot shy of the 20 foot minimum length. Therefore, the site width and the other various applicable code requirements preclude full compliance with minimum Code requirement for driveway length.

The Administrative Exception application includes a request to allow for the existing one-story house to maintain the current 4'-3" interior setback in conjunction with a two-story addition greater than 20 ft. in height, instead of having the entire interior elevation modified to provide the required five foot setback (15% deviation from Code). The two-story addition portion complies with the minimum five foot interior setback requirement. Allowing the existing one-story portion of the residence to maintain the existing interior setback will result in a more horizontal undulation along the interior façade, rather than a flat building plane; this is a design improvement and desired effect per the Comprehensive Design Guidelines. Furthermore, to comply with the interior setback requirement of five feet for the existing portion of the house would require significant work to remove nine inches of the entire side elevation of the house; this would be considered a severe hardship for the reasonable development of the proposed expansion featuring a two-story addition to the side/rear of the existing one-story residence.

**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 granting of the two exceptions will not be materially detrimental to the public welfare or injurious to the property or improvements in the R1-zoned

neighborhood in which the property is located. The project involves a two-story addition between the existing, 910 SF, one-story residence and the detached guest house that would feature a two-car garage on the ground floor and a master suite above, resulting in one, combined larger structure with enclosed garage parking for a house that currently has none.

Granting the request to provide only a 19 foot long driveway (instead of not less than 20 feet) for a new two-car garage would not negatively impact the surrounding neighborhood or other properties in the R1 zone, since the length of the proposed driveway still provides sufficient space for temporary parking. The driveway will only be used by the on-site residents. There is no sidewalk adjacent to the property on the eastern side of Justin Avenue, so no pedestrians would be affected/impacted by the one foot reduction in driveway length.

Approval of the Administrative Exception request to allow for the maintenance of the 4'-3" interior setback for the one-story portion of the existing residence will also not be detrimental or injurious to the surrounding properties. This setback has been in existence since the house was built in 1938. The proposed two-story addition at the rear and visible from Justin Avenue will provide the required minimum five foot interior setback. The addition in its present location does not appear to have a significant impact on the site, but rather increases the functionality of the property and provides the Code-required number of parking spaces, and would not therefore justify compliance with the interior setback requirement for the existing one-story portion.

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

The granting of the exceptions will not be contrary to the objectives of the applicable regulations. The purpose of the administrative exception procedure is to provide a simplified means for considering applications for minor deviations from the code standards. The proposed 19 foot driveway length would still provide for enough space for the temporary parking of vehicles in front of the new two car garage, as intended by Code. The maintenance of the existing 4'-3" interior setback for the one-story portion of the residence would still provide for relief, light and ventilation between the house and the neighboring property, as intended by the setback regulations. Therefore, the objectives of the driveway length and interior setbacks are generally met even with approval of the AE requests, whereas the rest of the project is in compliance with the remaining R1 Zoning Code standards.

**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 for reduced interior

rear setback adjacent to a multi-family residential zone, 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 Section 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 building, 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 the project shall obtain Design Review Board approval.
5. That the premises be maintained in a clean orderly condition, free of weeds, trash, and graffiti.

#### **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 **SEPTEMBER 24, 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.

#### **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 [www.glendaleca.gov/appeals](http://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.

### **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.

### **REVOCAION**

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 Vilia Zemaitaitis 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.

Sincerely,



Laura Stotler  
Planning Hearing Officer

LS:VTZ: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-(J.Halpert); Dir. Of Public Works (R.Golanian); 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. Mirzaian); 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- Vilia Zemaitaitis.