



July 7, 2017

Santiago Coronado  
1613 Chelsea Road, #251  
San Marino, CA 91108

**RE: 3224 LOS OLIVOS LANE  
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1707188**

Dear Mr. Coronado:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44 an Administrative Exception has been processed to allow a six-inch reduction, or 10 percent deviation, from the required minimum five-foot interior setback, as required by Table 30.11 B of Chapter 30.32.030 of the Glendale Municipal Code, in conjunction with a 383 square-foot first level and a 421 square-foot second level addition to the rear of an existing one-story, 1,628 square-foot single-family residence with an attached 341 square-foot two-car garage. The subject property is located at **3224 Los Olivos Lane**, in the "R1- II" (Low Density Residential Zone, Floor Area District II), and described as Lot 64, Tract No. 14034, 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 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 subject property is an approximately 6,120 square-foot lot that was originally developed in 1948 with a 1,628 square-foot, one-story single-family residence with an attached garage. The height of the existing single-story dwelling is approximately 18-feet, 3-inches and is centrally sited on the lot with four-foot, six inch interior setbacks from the east and west property lines. The application proposes to construct a 315 square-foot first level addition and a new 421 square-foot second story at the rear of the property. The new second level will extend the height of the dwelling an additional five-feet, five-inches, to an overall height of 23-feet, 8-inches. Per Table 30.11 B of Chapter 30.32.030 of the Zoning Code, buildings (which are over 20-feet and less than 30-feet in height) and additions to such buildings are required to be set back a minimum of five-feet from the interior property lines. Because the subject dwelling is configured with four-foot, six-

inch interior setbacks from the east and west property lines, and the new second story will extend the height of the building over 20-feet and below 30-feet, portions of the existing dwelling that are sited four-foot, six-inches from the east and west property lines encroach into the minimum five-foot interior setbacks by six inches. As a result, the applicant is requesting a six-inch reduction, or 10 percent deviation, from the required minimum five-foot interior setback to maintain the existing four-foot, six-inch interior setbacks of the dwelling. The proposed rear additions will comply with the minimum five-foot interior setback, and there are no improvements at the front of the building.

The granting of this administrative exception will result in design improvements. The roof design over affected portions of the existing dwelling consists of a street facing gabled roof above bedroom #1 (along the western property line). If the dwelling wall along the western interior property line were to be reduced six inches, the balance of the street-facing façade will be impacted with either a lopsided gable lengths at opposing ends of the building, or an off-centered volume below the ridge of the gabled roof. Ultimately the street-facing facade will be impacted with an awkward appearance that is disharmonious with the dwelling's original design. Additionally, reducing the dwelling six inches along the eastern and western interior property line will result in unnecessary structural renovations. Significant alterations/demolition, such as, reducing the sizes of two bedrooms, two bathrooms and the kitchen, will be required to accommodate the minimum five-foot interior setbacks.

**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 Administrative Exception to allow the applicant to construct additions to the existing residence 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 the addition of 315 square-feet to the first level and a new 421 square-foot project of the existing single-family home. The project will provide the occupants with greater functionality of the property with an additional bedroom, bathroom and recreational room in the residence. The requested six-inch reduction, or 10 percent deviation, from the required minimum five-foot interior setback is only for the existing portions of the dwelling. The rear addition will comply with required interior setbacks, as well as all other Zoning Code requirements. As such, the applicant's request will not be detrimental to the public welfare, injurious to the property, or improvements in the zone.

**C. The granting of the exception 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 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 additions at the rear will meet all requirements by the Zoning Code, as well as the interior setback requirement. The application is requesting a six-inch reduction, or 10 percent deviation, from the required minimum five-foot interior setback to maintain the existing four-foot, six-inch interior setbacks at existing portions of the dwelling along the east and west property lines. The proposed additions will allow reasonable development of the site and will allow for the dwelling unit to maintain the existing four-foot, six-inch interior setbacks without causing hardship on the applicant.

Therefore, granting the Administrative Exception to allow the proposed addition will not be contrary to the objectives of the applicable regulations and will allow reasonable development of the site. Conditions of approval have been included that would mitigate any potential negative impacts.

### 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 any expansion or modification of the dwelling 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.
- 4) A Design Review Board approval/exemption for the proposed 383 square-foot first level and a 421 square-foot second level addition to the rear shall be obtained prior to the issuance of a building permit.
- 5) That the premises be maintained in a clean orderly condition, free of weeds, trash, and graffiti.

### 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 July 24, 2017** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday from 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 5:00 p.m.

**APPEAL FORMS available on-line <http://www.glendaleca.gov/appeals>**

## **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**

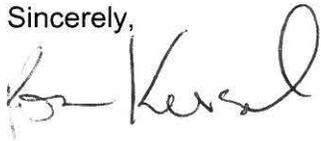
Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over variances, conditional use permits and administrative exceptions. To consider the revocation, the Director of Community Development shall hold a public hearing after giving notice by the same 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.

You may contact the case planner, Dennis Joe, during normal business hours at (818) 937-8157 or via e-mail at [djoe@glendaleca.gov](mailto:djoe@glendaleca.gov).

Sincerely,



Roger Kiesel  
Senior Planner  
RK:DJ: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 (B. Alshanti/B. Ortiz); Parks, Recreation and Community Services Dept. (A. Isayan); Neighborhood Services Division (A. Jimenez); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services/ Street & Field/ Urban Forester. (D. Hardgrove/J. Cawn); Engineering & Environmental Management (C.Chew/R. Villaluna); and case planner - Dennis Joe.