

January 17, 2018

Jeantine Nazar
1109 Campbell Street
Glendale, CA 91207

**RE: 1109 CAMPBELL STREET
ADMINISTRATIVE EXCEPTION CASE NO. PAE1712309**

Dear Ms. Nazar,

Pursuant to the provisions of the Glendale Municipal Code, Chapter 30.44.020 (B) for extension into a setback area to permit the continuation of an existing building line for minor additions or building modifications in this Title, the Community Development Department has processed your application for an Administrative Exception to legalize an existing 157 square-foot shed attached to a legal non-conforming one-car garage, 1'-0" from the north interior property line where a 5-foot minimum, 8-foot average interior setback is required. The house and garage were built in 1951 on a 5,300 SF lot. The subject property is located at **1109 Campbell Street**, in the R1250 (High Density Residential) Zone, and described as Portions of Lots 3 and 4, Peardon Tract 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, pursuant to Section 15301(e)(1) of the State CEQA Guidelines because it is a minor alteration of an existing facility involving negligible expansion.

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Planning Hearing Officer 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 a 5,300 square-foot lot with two detached residential units in the R-1250 Zone. The existing 1,180 square-foot, one-story single family residence with an attached 1-car garage was constructed in 1951. An 80 square-foot enclosed service porch was added to the rear of the house in 1954. The house was built 25 feet from the front property line. The existing attached one-car garage is approximately 55 feet from the street-front property line and 1'-0" from the north interior property line. It is accessed by a 9-foot wide driveway on the north side of the property. The existing garage complied with code standards at the time it was built.

The existing 336 square-foot rear unit at 1109 Campbell Street was located at 329 East Dryden prior to a lot split. It was originally built as a garage and was converted into a dwelling unit in 1949 (consisted of a living room, bath room, and kitchen). The garage and rear unit are legal non-conforming. The applicant is proposing to legalize a 157 square-foot recreation room behind the existing one-car garage in line with the existing garage.

The site is unique in this high density neighborhood in that it contains two units (where four units are allowed) with 63 percent of the lot landscaped, and a landscape courtyard area with mature trees and walkways separating the two units. Allowing the addition in line with the garage will preserve this landscape courtyard and area. Design improvements would occur by providing amenities such as fitness equipment, and spaces for games, painting and reading activities in the recreation room. Additionally, legalizing the proposed addition will improve the design by complying with building code requirements and the exterior facade will be upgraded to be in character with the existing buildings.

Requiring the minimum interior setback for this minimal deviation unduly restricts the flexibility for reasonable use and improvement of the property for a modest addition.

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 purpose of the recreation room is to provide amenities for the residents. This proposed expansion will be located at the rear of the garage due to the large landscaped area between the two residential units and is not visible from the street. The proposed addition is located adjacent to a 12-foot driveway on the adjacent property, and separated by a wooden fence. Recreational facilities for more than one dwelling unit do not require additional parking, and the existing garage will continue to provide one enclosed parking space. Also, the approximately 55-foot long driveway provides temporary off-street parking outside of the street-front setback area. As such, the project will not be detrimental to the public welfare, injurious to the property, or improvements in the zone. The recreation room will maintain the large landscaping area, existing architectural style of the existing units, provide for adequate open space, light, and ventilation for the subject residence as well as adjacent residences.

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

Aside from the minimum interior setback, the proposed recreation room meets all other Zoning Code requirements of the R1250 Zone, such as 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 were developed to allow reasonable use of properties in order to promote the public health, safety, and general welfare. The proposed 157 square-foot addition will allow reasonable development of the site and will maintain the existing landscaping between the two units. Therefore, granting the minor exception for less than the minimum interior setback 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 submitted with the application except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Hearing Officer. Plans shall be printed and/or drawn at the correct scale for plan check.
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 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 which is different than what is represented as part of this Administrative Exception application shall require a new application as determined by the Hearing Officer.

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.

APPEAL PERIOD

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 **February 1, 2018** 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.

APPEAL FORMS are available on-line at: <http://www.glendaleca.gov/appeal>

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 the City's website at www.glendaleca.gov.

TIME LIMITS (GMC Chapter 30.41)

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.

Lapse of Privilege

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.

Time 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.

REVOCAION

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 customer 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, Kathy Duarte during normal business hours at her direct line (818) 937-8163 or office line (818) 548-2115 or kduarte@glendaleca.gov.

Sincerely,



Laura Stotler, Principal Planner
Planning Hearing Officer

KWD

CC: Jay Kjartanson, Neighborhood Services