

June 14, 2018

Flora Harvey
2085 Belhaven Avenue
Simi Valley, CA 93063

**RE: 1240 ALMA STREET
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1812658**

Dear Ms. Harvey:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020 (B), for an extension into a setback area to permit the continuation of an existing building line for minor additions or building modifications, the Community Development Department has processed your application for an Administrative Exception to allow a 387 square-foot addition on an existing single-family residence without providing the required interior setback in the "R1"- Low Density Residential Zone, per Section 30.11.030. The subject property is located at **1240 Alma Street**, being Lot 92, Tract No. 11040, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION

The 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 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 site is an 8,002 square-foot lot with a 1,722 square-foot, one-story, two-bedroom single-family residence, and a 473 square-foot detached garage. The home has an interior setback of 3'-6", on the south side, where four (4) feet is required. The applicant is requesting to maintain the existing 3'-6" setback for the new addition to keep inline with the existing wall. The applicant is proposing to build a new master bedroom with a bathroom and closet. In addition, the applicant is proposing to enclose the courtyard at the rear of the residence, attached to the 387 square-foot addition, resulting in a total addition of 518 square feet. This will result in design improvements as the addition will blend in and be more architecturally consistent with the existing house. By requiring the addition to be setback an additional half foot would create an odd break in the building wall that would detract from the design of the 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.

The proposed expansion will result in an increase of floor area located at the rear of the residence. The 518 square-foot addition at the rear will be built in-line with the existing nonconforming interior setback for a building wall length of 47 feet. The purpose of the addition is to create a master-bedroom where only two other bedrooms exist. The addition will not reduce the existing interior setback and will not negatively impact the adjacent neighbor due to the existing wall separating both properties.

The 518 square-foot single story addition will be added to the rear of the existing residence and will not cause any existing exterior walls along the interior side yard to be moved. The subject addition at the rear will not be visible from the street and will allow for adequate open space, light, and ventilation for the subject residence as well as the adjacent residence.

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

The subject addition meets all other zoning code requirements of the "R1" Zoning Code standards, including 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 existing 3'-6" foot interior setback is adequate to provide a buffer for the subject house. Granting of this exception for a 518 square-foot addition in-line with the existing building wall while maintaining the existing nonconforming interior setback will allow reasonable development of the site and therefore, granting the exemption 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

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 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 JUNE 29, 2018**, at the PSC, 633 East Broadway, Room 101, Monday through Friday 7:00 a.m. to 12:00 p.m., or at CDD, 633 East Broadway, Room 103, Monday through 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 an Administrative Use Permit 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 contact with this office regarding this determination must be with the case planner. 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) 548-2140 or bcollin@glendaleca.gov

Sincerely,

Philip Lanzafame
Director of Community Development



Erik Krause
Planning Hearing Officer

EK:DM: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 – Danny Manasserian.