



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

633 E. Broadway, Suite 103
Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

April 14, 2022

Jason Schmidt
1125 La Zanja Drive
Glendale, CA 91207

**RE: 1125 LA ZANJA DRIVE
ADMINISTRATIVE EXCEPTION CASE NO. PAE 2020271**

Dear Mr. Schmidt:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44, to allow for up to a maximum of 100 square feet of additional floor area without providing the required number of parking spaces, the Planning Hearing Officer has processed your application for an Administrative Exception (G.M.C. 30.44.020.B) of the Glendale Municipal Code. The proposed project is located at **1125 La Zanja Drive**, in the "R1 District II HD" (Low Density Residential, Floor Area Ratio II, Historic District) zone being Lot 1, Block 24, Rossmoyne Tract in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 1 "Existing Facility" exemption pursuant to Section 15301 of the State CEQA Guidelines, as the proposed addition will not result in an increase of more than 2,500 square feet.

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.**

There are space restrictions on the site that preclude full compliance with the code because of the lot depth and width constraints in combination with existing on-site development. The subject site is 6,700 square feet in area (62 feet x 110 feet) and located on the southeast corner of La Zanja and Moncado Drives. The existing 1,607 square-foot residence is facing La Zanja Drive and located in the center of the lot. A guest house/carport structure is located in the southern portion of the lot and faces

Moncado Drive. The house and a detached garage were constructed in 1924. In 1949, the garage was enlarged and converted into a rumpus room/guest house and a carport (17 feet x 19 feet) was added between it and Moncado Drive. The house is located in the Rossmoyne Historic District and is a non-contributor in this district.

The applicant is seeking to add 58 square feet (5.5 feet x 10.5 feet.) to the southeastern (rear) portion of the house as well as reconfigure portions of the interior of the residence. Approval of an administrative exception is requested to allow this addition without providing the required two covered and enclosed parking spaces. The existing carport will remain.

The existing carport cannot be expanded to a 20-foot x 20 feet (interior clear dimensions) two-car garage to the east, west or south. The carport is very close to the southern property line and there is not enough space between the carport and property line to create a 20-foot wide garage. In addition, expanding and converting it in this direction would exacerbate an already legal, non-conforming situation, as an accessory structure (garage attached to a guest house) cannot be located on an interior property line and requires a setback. Expanding and converting the carport to the west is infeasible for the same reason. Additionally, it will also further reduce the depth of the driveway, currently approximately 14 feet., 6 inches. The present driveway is also legal, non-conforming as the minimum driveway depth in the R1 zone is 18 feet. To the east, the carport is attached to the guest house and without significant modifications to this space, expansion and conversion of the carport cannot be done. Expansion and conversion of the carport to make it a two-car garage is somewhat feasible to the west, although it would require removal of an existing curb and regrading of land immediately adjacent to it in the backyard. Doing this would also exacerbate the non-conforming setback as well as the driveway depth issues mentioned above. The alterations required to enable a conforming two-car garage (in combination with exacerbating non-conforming situations) are significant when compared to the proposed 58 square-foot house expansion.

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 exception to allow a 58 square-foot addition to the existing residence without providing a code-required two-car garage will not be detrimental to the public welfare or injurious to the property or neighborhood because the project site has had a carport (since 1949) capable of providing covered parking for two cars. The 1,607 square-foot house is modest in size. The 58 square-foot proposed addition (and reconfiguring some of the interior space) will allow the creation of another bedroom and the house will remain modest. It is not anticipated that additional cars or the need for parking will be generated as a result of the small addition. The addition is proposed at the rear of the residence and, therefore, the front of the house, will remain intact. Staff has preliminarily reviewed the proposed project from a design standpoint and the addition will not jeopardize its contributing nature to the Rossmoyne Historic District.

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

The purpose of an administrative exception is to provide a simplified means for considering applications for minor deviations from Zoning Code standards. These standards have been developed to allow reasonable use of properties to promote the public health, safety and general welfare. The purpose of garage standards is to provide sufficient on-site parking for residential uses and avoid the use of on-street parking in part to protect the public safety by lessening traffic congestion on the public streets. As noted in Finding B above, the existing carport, constructed in 1949 will continue to provide off-street covered parking for two cars albeit not entirely enclosed. The residence is located on the southwest corner of La Zanja and Moncado Drives, both considered local streets in the city's Circulation Element, serving residential single-family uses. Restricting street parking to lessen traffic congestion is not an issue in this neighborhood. Therefore, granting of the exception 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 Planning Hearing Officer.
- 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) Design Review Board approval or design review exemption shall be obtained prior to the issuance of a building permit.
- 4) That separate permits are required for all work in the public right-of-way. The applicant shall bear all fees for the necessary permits and construction inspections for work within the public right-of-way.
- 5) That any expansion or modification of the dwelling unit 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.

- 6) That if any buildings, sidewalks, curb or gutter, fencing or landscape areas, etc., adjacent to the site are damaged during the course of construction on public or private property, the damage shall be repaired to the satisfaction of the Planning Hearing Officer for private property and the Director of Public Works for public property.

- 1) That if any buildings, sidewalks, curb or gutter, fencing or landscape areas, etc., adjacent to the site are damaged during the course of construction on public or private property, the damage shall be repaired to the satisfaction of the Planning Hearing Officer for private property and the Director of Public Works for public property.

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 **APRIL 29, 2022**, any appeal must be filed on the prescribed forms within fifteen (15) days following the actual date of the decision. Information regarding appeals, appeal forms and fees will be provided by the Community Development Department (CDD) staff upon request by calling 818-548-2140, or the case planner at 818-937-8152.

APPEAL FORM is also available on-line:

<https://www.glendaleca.gov/home/showdocument?id=11926>

Due to the current COVID-19 social distancing and work from home orders issued by federal, state and local governmental agencies, in order for any appeal to be considered timely, **the appeal must be postmarked by the April 29, 2022 deadline (mailed to Community Development Department – Planning Division, Attention Roger Kiesel, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner (Roger Kiesel at rkiesel@glendaleca.gov) prior to the close of said business day.** The prescribed fee must be included along with the appeal application and may be submitted either in the form of a check or credit card payment. For credit card payment, please contact Roger Kiesel at 818-937-8152 to make arrangements with the cashier. *Note:* The standard 2.5% fee for credit card payment applies.

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 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 exception at least ten (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, Roger Kiesel, during normal business hours at (818) 937-8152 or via e-mail at rkiesel@glendaleca.gov.

Sincerely,
Director of Community Development



Milca Toledo
Senior Planner
MLT:RK:sm

CC: City Clerk (K.Cruz); Police Dept. (J.Newton/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(J.Halpert); Traffic & Transportation Section (P.Casanova/Mark Bueno-Traffic Engineer Assoc.); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G. Tom/S. Boghosian/R.Takidin/C.Babakhanlou/D.Scorza); 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 – Roger Kiesel.