



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

May 12, 2022

Hamlet Sadekyan
111 East Cedar Avenue #202
Burbank, CA 91502

**RE: ADMINISTRATIVE EXCEPTION CASE NO. PAE 2203201
637 WEST LEXINGTON DRIVE**

Dear Mr. Sadekyan:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020 (B), regarding an extension into a setback area to permit the continuation of an existing building line, and Section 30.44.020 (E) for a maximum twenty (20) percent deviation from one or more numeric standards in Title 30, the Community Development Department has processed an Administrative Exception application to maintain an existing 24'-0" non-conforming street-front setback where the minimum street-front setback required is 25'-0", and to allow for a porch to encroach 2'-6" into the required street-front setback (10% deviation) in conjunction with a 699 square-foot addition to an existing single-family residence located at **637 West Lexington Drive** in the R-3050 (Moderate Density Residential) Zone, and described as Lot 71, Tract No. 1448, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption pursuant to Section 15301 (e)(1) of the State CEQA Guidelines because the proposed addition to the existing structure will not result in an increase of more than 2,500 square-feet of floor area.

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 **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 6,000 square-foot lot that was originally developed in 1921

with a 764 square-foot, one-story, Craftsman-style single-family residence with a detached one-car garage towards the rear. The existing house consists of two bedrooms, one bathroom, a living room, dining room, and a kitchen with a nook. The applicant is proposing to add 699 square feet of floor area to the existing single-family residence, demolish the existing detached one-car garage, and build a new two-car garage that complies with the Zoning Code requirements for a single-family house located in the R-3050 multi-family zone. The design of the proposed addition and new two-car garage will be compatible with the existing architectural style and will maintain the integrity of the residence.

The granting of the administrative exception request will result in design improvements for the project. The first request is to allow the continuance of a non-conforming street-front setback line for an addition to the side of the existing residence for a width of 5'-1". Currently, the existing house is setback from the street-front property line 24 feet, where the Zoning Code requires a 25-foot street-front setback. By allowing the continuance of the 24-foot street-front setback for the addition, the design of the house will maintain a simple, rectangular floor plan which is consistent with the Craftsman style. The width of the addition at the front is minor at 5'-1", and requiring the applicant to set the addition back one-foot would result in an awkward design at the front that would not be consistent with the Craftsman style of the residence. The second request is to allow the construction of a new entry porch that encroaches 2'-6" (a 10% deviation) into the required street-front setback of 25 feet, and is centered within the front elevation. Currently, there is an entry porch centered along the front elevation that is setback 21'-6" from the street-front property line. The request is to build a new entry porch that is centered along the front elevation. Because the addition is extending the width of the house at the front, in order for it to be centered, it will need to be rebuilt. Entry porches, along with a symmetrical composition are character-defining features of the Craftsman style, and by granting the requested exception, the project will result in design improvements.

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 continue an existing non-conforming street-front setback line and build a new entry porch that encroaches 2'-6" (a 10% deviation) into the required street-front setback will not be materially detrimental to the public welfare or injurious to the surrounding properties in the R-3050 zoned neighborhood in which the property is located. Currently, the house is setback 24'-0" from the street-front property line, and this will be maintained with the proposed addition. Additionally, the existing porch is setback 21'-6" from the street-front property line, and this will be maintained with the construction of the new porch. The requested administrative exceptions are minor deviations from the Zoning Code standards to accommodate a modest addition to the modest-sized house that is also architecturally compatible with the Craftsman residence, and consistent with the existing conditions. As such, the project will not be detrimental to the public welfare or 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 objective of the setback regulations is to establish reasonable standards of design for air, light and ventilation between buildings. Additionally, the objective of street-front setbacks is to provide uniformity along the streetscape and a sense of openness along the front elevations that are intended for landscaping and to provide visual relief from the street. The applicant's request to continue the non-conforming street-front setback line and build a new porch that encroaches into the required street-front setback will comply with the intent of the setback regulations and will not be a detriment to the public welfare because there will still be a reasonable amount of space to allow for adequate air, light and ventilation at the street-front setback area. 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 applicant's request to continue an existing non-conforming street-front setback line and build a new entry porch that encroaches 2'-6" (a 10% deviation) into the required street-front setback will allow reasonable development of the subject property and will not be contrary to the objectives of the applicable regulations. The development meets all other zoning requirements for the R-3050 zone, including floor area, public open space, setbacks, and parking.

CONDITIONS OF APPROVAL

APPROVAL of the **Administrative Exception** shall be subject to the following:

1. That the development shall be in substantial accord with the plans submitted with the application for an administrative exception, except for any modifications as may be required to meet specific code standards or other conditions stipulated herein to the satisfaction of the Planning Hearing Officer. Nothing in this approval letter shall authorize the proposed project to deviate from any other Zoning Code requirements that are not specifically advertised in this application.
2. That all necessary permits (i.e. building, fire, engineering, etc.) shall be obtained from the Building & Safety section and Public Works Department 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 project, which is different than what is represented as part of this administrative exception application, shall require a new application.
4. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.

5. That Design Review approval shall be obtained.

APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION

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, appeal forms and fees will be provided by the Community Development Department (CDD) staff upon request by calling 818-548-2140.

The completed appeal form must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **May 27, 2022**.

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 May 27, 2022 deadline (mailed to Community Development Department – Planning Division, Attention Vista Ezzati, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner Vista Ezzati at VEzzati@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 the case planner to make arrangements with the cashier. Note: The standard 2.5% fee for credit card payment applies.

APPEAL FORMS available on-line: 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. Visit us.

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.

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 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.

REVOCACTION

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 contact with this office regarding this determination must be with the case planner, **Vista Ezzati**, 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.

Should you have any questions regarding this issue, please do not hesitate to contact the case planner, Vista Ezzati, during normal business hours at her direct line (818) 937-8180 or via email at VEzzati@glendaleca.gov, between 8:30 a.m. to 5:30 p.m. weekdays.

Sincerely,



Roger Kiesel
Planning Hearing Officer

RK:VE: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.Mardians); 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 –Vista Ezzati.