



**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

February 23, 2023

Pilar Mutuc  
20720 Ventura Boulevard, Suite 220  
Woodland Hills, CA 91364

**RE: 742 WEST CALIFORNIA AVENUE  
ADMINISTRATIVE EXCEPTION CASE NO. PAE-000566-2022**

Dear Pilar Mutac:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020 (D), the Community Development Department has processed your application for an Administrative Exception to allow a 100 square-foot addition to an existing 1,021 square-foot single-family house located on a 6,171 square-foot lot without providing a code compliant, two (2)-car covered and enclosed parking garage as required by Chapter 30.32.030.B.3 and 30.32.050 of the Glendale Municipal Code. The subject property is located at **742 West California Avenue** in the "IMU" (Industrial/Commercial Mixed Use Mixed) Zone, and described as Tract 5468, Lot 37 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 of the State CEQA Guidelines because the project proposes an addition to existing building that is less than 2,500 square-foot and will not result in an increase of more than fifty percent of the floor area of the structures before the addition.

**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.**

Granting approval of the Administration Exception to allow the maintenance of an existing garage configured with a non-conforming interior dimensions and a substandard garage door width, in conjunction with 100 square-foot addition at the rear of an existing single family residence will result in design improvements with additional functionality and flexibility of the property. The subject property is a 6,171 square-foot lot that was originally developed in 1942 with a 1,021 square-foot, one-story single-family residence and one-car garage. The site is located on the south side of California Avenue between Concord Street and San Fernando Road. The existing dwelling is improved with three bedrooms, one bathroom, a living room, a dining room, and a kitchen. The applicant is proposing to improve the functionality of the dwelling with a 100 square-foot bathroom addition that will be directly accessible from the existing bedroom located at the rear. By Chapter 30.32.030.B.3 of the Zoning Code, additional floor area to any dwelling unit may be permitted only when the number of off-street parking spaces provided is equal to or greater than the number that would be currently required for the entire building if it were newly constructed. While the Zoning Code recognizes existing garages with the minimum interior dimensions of 16 feet wide by 18 feet deep as a two-car garage (by Glendale Municipal Code section 30.60.040 G), the existing garage is substandard because the interior dimensions are 10'-4" (width) by 18'-4" (length). Because the interior garage length is 5'-8" inches short to satisfy the non-conforming section of the Zoning Code, the wall lengths and widths of the garage are required to comply current Zoning Code minimum dimension at 20 feet each.

The proposal is a 100 square-foot addition that would allow for the expansion of an existing bedroom, and a new bathroom. This addition is a modest proposal that would not result in a significant increase in the parking demand for the existing single-family house.

Requiring modifications, such as, lengthening the interior wall dimensions, widening the two-car door width, or entirely reconstructing a new two-car garage would impose impractical difficulties onto the property. The existing interior dimensions of the garage are currently 10'-4" (width) by 18'-4" (length), which are deficient from the minimum interior garage standards by 9'-8" and 1'-8", respectively. In order to elongate the garage walls and satisfy current Zoning Code development standards, two of the four garage walls will have to be completely demolished followed by the reconstruction of these two walls to accommodate the wall span at 20 feet minimum. Additionally, because the garage door header has been designed and engineered to accommodate an approximately 9' wide garage door, this wall will essentially have to be re-engineered and reconstructed with a header that can soundly support the revised garage wall lengths, as well a 16-foot

wide garage door. Last, if the garage walls were to be elongated, the existing roof above the garage will also have to be redesigned with longer ceiling joists to effectively span across the revised garage size, and a redesigned with shallower roof pitch to effectively to cover the larger foot print of the garage and avoid an awkward roof design above the garage.

As a result, the existing detached garage would have to be significantly altered/demolished to comply with the minimum interior dimensions and garage door width. Requiring the expansion of the garage and garage door for this minimal deviation unduly restricts the flexibility for reasonable use and improvement of the property for a reasonable addition. Overall, the granting approval of the Administrative Exception to allow the existing garage to remain in its present conditions is justifiable.

**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 this exception will not be detrimental to the public welfare because the proposed addition is located at the rear of the house and will not be visible from W California Avenue. It is not anticipated that additional cars or the need for parking will be generated because the project will provide the occupants with greater functionality of the property with a bathroom directly accessible to an existing bedroom. As a result, the requested minor deviations solely involve the existing detached garage at the rear.

Furthermore, this exception will not change the use of the subject property as a single-family residence. While the residence will become larger, the addition will maintain code-compliant landscaping, light and ventilation for the subject residence as well as adjacent residences. The existing garage will continue to provide one enclosed parking space for the sole purpose of parking vehicles on-site. In addition, the approximately 76-foot long driveway also provides temporary off-street parking outside of the street-front setback area. 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 granting of this exception is not contrary to the objectives of the zoning code because the proposed addition meets all other Zoning Code requirements of the IMU zone such as lot coverage, floor area ratio, landscaping, and setbacks. 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 100 square-foot addition will allow reasonable development of the site, and the existing one-car garage will continue to provide an enclosed parking space that serves the single-family residence. As such, granting of the Administrative 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 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) Design Review Board approval or design review exemption shall be obtained prior to the issuance of a building permit.
- 5) 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.
- 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.

#### **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. Any appeal must be filed online with the prescribed fee prior to expiration of the 15-day appeal period, on or before **MARCH 9, 2023**.

All appeals must be filed using the City's online permitting and licensing portal: [www.GlendalePermits.org](http://www.GlendalePermits.org), at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 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 p.m. Information regarding appeals, appeal forms and fees may be obtained by calling the Community Development Department staff at 818-548-2140, or the case planner, Chloe Cuffel, at 818-937-8162.

APPEAL FORM is also available on-line:  
<https://www.glendaleca.gov/home/showdocument?id=11926>

#### **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 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 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, Chloe Cuffel at (818) 937-8162 or via e-mail at [ccuffel@glendaleca.gov](mailto:ccuffel@glendaleca.gov).

Sincerely,  
Bradley Calvert

Director of Community Development



Dennis Joe  
Planning Hearing Officer

DJ:CC: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- (S.Demirjian/F.McLean); Traffic & Transportation Section (P.Casanova/Mark Bueno-Traffic Engineer Assoc.); General Manager for Glendale Water and Power (M.Young); 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/A.Limayo); Neighborhood Services Division(J.Sada/R.Mardian); Integrated Waste Management Admin. (D. Hartwell);Maintenance Services Section Admin. (D. Hardgrove); Street and Field ServicesAdmin.; Engineering and Environmental Management (C.Chew/R. Villaluna); and case planner – Chloe Cuffel.