



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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Glendale, CA 91206-4311
Tel. (818) 548-2140 Fax (818) 240-0392
glendaleca.gov

May 17, 2023

Arvin Shirinyans
20720 Ventura Boulevard, Suite 220
Woodland Hills, CA 91364

**RE: 316 ALLEN AVENUE
ADMINISTRATIVE EXCEPTION CASE NO. PAE-000175-2022**

Dear Arvin Shirinyans:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020 (E), for a maximum 20 percent deviation from one or more numeric standards in this Title, the Community Development Department has processed your application for an Administrative Exception to allow a six-inch reduction (8.9% deviation) from the minimum driveway width requirement of nine feet, as required by Section 30.32.130 of the Glendale Municipal Code in conjunction with the development of a new second unit on the site. The subject property is located at **316 Allen Avenue** in the "R-3050 H" (Moderate Density Residential, Horse Overlay) Zone, and described as Lot 13, Tract No. 8620, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION: The project is exempt from CEQA review as a Class 3 "New Construction or Conversion of Small Structures exemption pursuant to Section 15303 (b) of the State CEQA Guidelines because the project is in an urbanized area and involves the addition of a second unit on the property, where the maximum allowed under this exemption is six units.

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.

The subject property is a 4,175 square-foot rectangular-shaped lot that was originally developed in 1931 with a 1,434 square-foot, one-story single-family house and a detached, 346 square-foot garage with an attached stable. The applicant's proposal is to demolish the existing stable, maintain the existing dwelling unit and detached garage, and construct a new, two-story, 1,026 square-foot dwelling unit with an attached two-car garage at the rear of the subject site. Vehicular access to the site is from an existing driveway along Allen Avenue which will be maintained as part of the overall project.

The space restriction on the site that precludes full compliance with the code without hardship is the existing on-site development. City records indicate that the existing 8-foot, 4-inch (8'-4") driveway width is the original permitted condition. The applicant is requesting an administrative exception to maintain the existing, nonconforming driveway in its current form for the portion that is adjacent to the existing dwelling unit which has an overall length of 28 feet, 2-inches (28'-2"). Beyond this portion of the building, the driveway width increases to a minimum of nine feet, eight-inches (9'-8"), where the zoning code requires a minimum driveway width of nine feet. The existing space restriction on the property, the location of the existing dwelling, precludes expanding the portion of the existing driveway that is adjacent to the building. To widen this portion of the driveway to comply with the minimum driveway width of nine feet in the zoning code would result in significant hardship and require impractical changes to the existing site because it would require demolishing a portion of the existing dwelling unit. Approval of this administrative exception would allow for reasonable development of the site, while taking into account the site restriction of the existing on-site development.

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 a reduced driveway width in conjunction with the development of a new second unit will not be materially detrimental to the public welfare or injurious to the property or improvements in the R-3050 neighborhood in which the property is located. As noted above, the applicant's request is to maintain the existing non-conforming driveway width for the portion that is adjacent to the existing dwelling unit, and will comply with the minimum driveway width requirement of nine feet for the remainder of the driveway length. The requested administrative exception is a minor deviation from the zoning

code standards to accommodate the development of a new dwelling unit on the site. The property was originally developed in 1931, and the existing driveway has provided adequate access without any problems to the residents and the neighborhood. The driveway will continue to provide vehicular access for ingress and egress to the required parking for the two dwelling units. The project will meet all other zoning code requirements and will also be required to obtain design review approval to ensure that the development is compatible with the neighborhood and the City's Comprehensive Design Guidelines. For these reasons, the administrative exception request to maintain the reduced driveway width 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 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. Granting the administrative exception for the reduced driveway width for the portion that is adjacent to the existing building in conjunction with the construction of a second dwelling unit, will allow for reasonable development of the site. The objective of the minimum driveway width is to provide safe and efficient ingress to and egress from required parking. The existing driveway has provided adequate vehicular circulation and access to the existing parking garage at the rear of the subject property since the site was originally developed. As noted in Finding B above, the existing driveway will continue to provide safe and efficient ingress to and egress from required parking for the project site. Therefore, granting the request of an administrative exception to allow the existing driveway to remain with its current width of 8-feet, 4-inches, a deviation from the minimum width of 9 feet as required by the Zoning Code, will not be contrary to the objectives of the applicable regulations. The proposed addition meets all other Zoning Code requirements of the "R3050" (Moderate Density Residential) Horse Overlay Zone, such as height, lot coverage, floor area ratio, landscaping, setbacks and parking.

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 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.
- 4) That design review approval shall be obtained prior to issuance of a building permit.
- 5) That any expansion or modification of the dwelling units 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 the premise shall be maintained in a clean and orderly condition and free of weeds, trash and graffiti.
- 7) That the premises shall be made available to any authorized City personnel (Fire, Planning and Neighborhood Services, etc.), for inspection to ascertain that all conditions of approval of this administrative exception are complied with.
- 8) That the existing driveway gate shall either be removed from the site or relocated such that the minimum driveway width is at least 8 feet, 4-inches. Any relocation of the gate shall be reviewed and approved by the Planning 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.

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 so that imperfections/incompleteness may be corrected before the appeal period expires. Any appeal must be filed within fifteen (15) days following the actual date of the decision, on or before **JUNE 1, 2023.**

All appeals must be filed using the City's online permit portal: www.glendaleca.gov/Permits. Create an account, click "Apply," type "appeal" in the search bar, and apply for "Appeal of Planning Decision." Any appeal must be filed within fifteen (15) days following the actual date of the decision with the prescribed fee prior to the expiration of the 15-day appeal period, on or before

JUNE 1, 2023. Information regarding appeals and appeals and fees may be obtained by calling the Community Development Department staff at 818-548-2140, or contacting the case planner, Chloe Cuffel, at CCuffel@glendaleca.gov or 818-937-8162.

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Chloe Cuffel, at CCuffel@glendaleca.gov or 818-937-8162.

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.

REVOCAATION

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 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.

Sincerely,
Director of Community Development



Vista Ezzati
Planning Hearing Officer
VE:CC:sm

CC: City Clerk (K.Cruz); Building and Safety (S.Hairapetian); Neighborhood Services Division (J.Sada); Design Review & Historic (J.Platt); Economic De. (M.Berry); Housing (P.Zovak / M. Fortney); Urban Design and Mobility F.Zohrevand); Parks, Recreation and Community Services and Park (T. Aleksanian/ A.Limayo); Information Services (G.Arnold); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Engineering Section-(J.Diaz/ D.Stimson); Traffic & Transportation Section (P.Casanova/S.Roudsari); General Manager for Glendale Water and Power (M.Young); Glendale Water & Power--Water Section (S.Boghosian/R.Takidin/F.Garcia); Glendale Water & Power--Electric Section (C.Babakhanlou/ S.Boghosian / F.Garcia/ H.Barkhordian/ D.Scorza); Police Dept. (Lt.S.Riley/Z.Avila); Dir. Of Public Works (Y.Emrani); Engineering and Land Development (A.Avazian/ S.Oganesyan / M.Oillataguerre/ R. Villaluna); Integrated Waste Management Admin. (D. Hardgrove); Maintenance Services/Street and Field / Urban Forester (L.Klick / C.Linares / O. Urquidez); case planner Chloe Cuffel.