



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

October 18, 2023

Robert Souva
927 9th Street
Manhattan Beach, CA 90266

**RE: 1719 SOMBRA DRIVE
ADMINISTRATIVE EXCEPTION APPLICATION NO. PAE-002233-2023**

Dear Mr. Souva:

Pursuant to the provisions of the Glendale Municipal Code (GMC), Title 30, Chapter 30.44.020 (D and J) for an addition of floor space up to a maximum of one hundred (100) square feet without providing the required number of parking spaces and to allow a non-conforming driveway less than eight (8) feet in width on properties with an existing single family residential use located at **1719 Sombra Drive**, in the "R1" - (Low Density Residential) zone, Floor Area Ratio District II, as described as Lots 3 and 4, 34, Selvas De Verdugo Tract, 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 proposed addition 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 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 which preclude full compliance with code requirements without hardship;**

The subject property is located in R1 II (Low Density Residential, Floor Area District II) zone and is developed with a 1,497 square foot single family house and a detached 297 square foot garage. The property is an interior parcel on the north side of Sombra Drive that consists of two tied lots with a combined area of approximately 7,426 square-feet. The site is an irregularly shaped polygon with a shallow depth of 83 feet at its shortest distance and a width of

approximately 86 feet along the street. Both the house and the garage are sited on the eastern portion of the parcel with the western portion of the property vacant with lush landscaping site contains several large mature oak trees.

The existing single family 1,497 square foot house was constructed in 1930 with a 297 square-foot detached garage. Approximately 10 mature indigenous tree species (coast live oak trees) protected by the City's Indigenous Tree Ordinance have been identified to be either sited on, or within 20 feet of the property's boundaries – which the combined shade canopy by these protected trees cover majority of the entire property and restricts placement of either a new code compliant two car garage or driveway on the western side of the property without causing detriment to the root zones of these protected trees.

The applicant is proposing to add a total of 100 square feet of floor area while maintaining the existing non-conforming 297 square foot garage and 7'-4" driveway width. The existing site conditions and space restrictions prevent the construction of a new two-car garage and a driveway to meet the required Code provisions. The existing garage location in relation to the house would not allow the garage to be enlarged and the driveway width to be widened without demolishing a significant portion of the house. Vehicular access to the rear garage is provided by a narrow 7-foot, 4-inch-wide driveway along the eastern property line that is constricted by the existing dwelling without available areas to expand. Furthermore, building a new two-car garage on the west side of the property would require major site modifications and the possible removal of existing protected oak trees. The existing house sits 9'-2" away from the front property line which is also non-conforming and proposed to be maintained.

By extending the primary bedroom and an existing bathroom, the aesthetic appearance would be enhanced, and the bedroom and bathroom area would be more functional and useable for the occupants. The proposed addition is minor (100 square feet) and therefore, will maintain the existing development layout, including the 9'-2" front setback, without requiring major modifications to the site.

- B. The granting of the exception, with any conditions imposed, 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; and**

The granting of the administrative exception to allow the substandard detached garage and the non-conforming driveway to remain at its current location for the proposed 100 square foot addition will not be detrimental to the public welfare or injurious to the property or improvements in the R1 zone neighborhood in which the property is located. The proposed minor addition will not increase the number of cars at the property or create a higher need for parking. The use of the building will remain as a single-family residence as was originally constructed. The number of parking spaces provided for the premises will be

consistent with the spaces provided at the time the building was constructed. Because the proposed addition is quite small, it will not have the potential to generate an excessive parking demand which would adversely impact on-street parking in the vicinity. Furthermore, since the existing garage is located at the rear of the property, the existing 66'-8" long driveway would allow several cars to be parked on the driveway. Therefore, on-street parking will not be impacted by the proposed addition.

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

The granting of the administrative exception will not be contrary to the objectives of the applicable regulations. The applicant's request to make minor modifications to the existing 1930s house, will maintain the existing substandard garage at its current location including the non-conforming driveway. The administrative exception approval will allow for continued enhancement of a development in those cases where changes in the regulations have made further improvements impractical. The administrative exception procedure is to provide a simplified means of considering applications for minor deviations from Code standards. These standards have been developed to allow reasonable use of properties to promote the public health, safety, and general welfare. The proposed addition meets all other zoning requirements for the R1 zone, including floor area, lot coverage, and landscaping. The proposal is consistent with the Comprehensive Design Guidelines for Single-Family properties. Furthermore, the conditions attached to this approval will ensure that the proposed addition complies with all other city regulations including oak tree protection and preservation during the construction phase.

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 submitted with the application for the 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 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, as listed in their interdepartmental Communication dated October 15, 2023.

3. That any expansion or modification of the project which is different than what is represented as part of this Administrative Exception approval shall require a new application, as determined by the Community Development Department.
4. The proposed addition shall not exceed 100 square feet of new floor area.
5. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.
6. That Design Review approval shall be obtained prior to the issuance of a building permit.
7. That the existing oak trees shall be protected and preserved throughout the project construction. The applicant shall prepare and submit an independent arborist report (ITR) to the satisfaction of the Urban Forester. The applicant shall also work with the Urban Forester to create a tree protection plan, obtain an indigenous tree permit, and follow the required tree protection measures. For more information on site plan requirements and report content, the applicant should visit www.glendaletrees.org or contact Joe Munoz, Arborist Technician, at josemunoz@glendaleca.gov, or 818-550-3402.
8. That the proposed project shall comply with the Fire Department conditions listed in their interdepartmental communication dated October 6, 2023.
9. That the proposed project shall comply with the Glendale Water and Power conditions as listed in their Interdepartmental Communication dated October 16, 2023.

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. 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 on the prescribed forms within fifteen (15) days (**NOVEMBER 2, 2023**) following the actual date of the decision.

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 NOVEMBER 02, 2023. Information regarding appeals and appeals and fees may be obtained by calling the Community Development Department staff at 818.548.2115, or contacting the case planner, Shoghig Yepremian at syepremian@glendaleca.gov or 818-937-8135.

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 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 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, Shoghig Yepremian at (818) 937-8185/or via e-mail at syepremian@glendaleca.gov.

Sincerely,
Bradley Calvert
Director of Community Development



Dennis Joe
Planning Hearing Officer

DJ:SY:sm

CC: City Clerk (K.Cruz); Building and Safety (S.Hairapetian); Neighborhood Services Division (J.Sada); Design Review & Historic (J.Platt/K.Conley); 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); and case planner– and case planner Shoghig Yepremian.

Mavandi, Shahnaz

From: Stimson, Dave
Sent: Friday, October 6, 2023 6:53 AM
To: Yepremian, Shoghig
Subject: RE: 1719 Sombra Drive (Request for Comments)

☒ **This office HAS the following comments/conditions.** ☐ (See attached Dept. Master List)

Date: October 6, 2023

Print Name: Dave Stimson
Title: Principal Fire Environmental
Specialist Dept. Fire **Tel.:** 7707

1. Fire Department Access

- A. Show physical location of **address numbers** and means for illumination on all applicable elevation sheets.
- B. Provide **fire department emergency access** to all bedroom rescue windows/doors from the public right-of-way (street or sidewalk).

2. Fuel Modification / Landscape Plans

- A. Fuel modification / Landscaping plans must be approved by Fire Engineering prior to approval of architectural plans; obtain a Fire Permit for Landscaping.
- B. Fuel modification / Landscaping must comply with the Landscape Guidelines for Hillside Development.
- C. Provide a minimum 100 foot Fuel Modification Zone per the Landscape Guidelines for Hillside Development for all proposed and existing structures. Show and identify "fuel modification zone" on plans.
- D. For remodel / addition, provide photos of ALL existing landscaping / vegetation (not pictures of the house).
- E. Obtain a Right of Entry Permit for annual hazard abatement on adjacent City Property prior to approval of plans. Contact the City Real Property Agent in the Public Works Engineering Section for assistance at 818-548-3945.
- F. CBC Chapter 7A High Fire Hazard Area Requirements: All material and material assemblies shall be in accordance with 703A CBC
 - a) Roofing (CBC 705A)
 - **Materials:** shall be a minimum of Class "A" rating; roof assembly (including coverings) shall be installed in accordance with its listing and manufacturer's instructions; provide cut sheets.
 - **Coverings:** constructed to prevent flame/ember intrusion; be firestopped with approved materials or 72 pound cap sheet.
 - **Roof valleys:** approved flashing over 72 pound cap sheet (min. 36 inches wide).
 - **Roof gutters:** debris resistant roof gutters.
 - b) Ventilation (CBC 706A)
 - Flame and ember intrusion resistant openings (max. 1/8 inch); metal wire mesh; noncombustible; corrosion resistant.
 - No eave and cornice vents.
 - c) Exterior covering (CBC 707A)
 - Includes wall material, wall assemblies, eave overhangs, eave soffits, porch ceilings, floor projections and underfloor areas.
 - Walls shall be one of the following: noncombustible material, ignition-resistant material, heavy timber assembly, SFM Standard 12-7A-1 compliant.

- Open eaves shall consist of one of the following: noncombustible material, ignition-resistant material, 5/8 inch gypsum board backing, one hour assembly.
 - Enclosed eaves shall be protected by one of the following: noncombustible material, ignition-resistant material, 5/8 inch gypsum board backing, one hour assembly, boxed in assembly compliant with SFM Standard 12-7A-3.
 - Porch ceilings shall be protected by one of the following: noncombustible material, ignition-resistant material, 5/8 inch gypsum board backing, one hour assembly, boxed in assembly compliant with SFM Standard 12-7A-3.
 - Floor projections shall be protected by one of the following: noncombustible material, ignition-resistant material, 5/8 inch gypsum board backing, one hour assembly, boxed in assembly compliant with SFM Standard 12-7A-3.
 - Underfloor areas shall consist of one of the following: noncombustible material, ignition-resistant material, 5/8 inch gypsum board backing, one hour assembly, boxed in assembly compliant with SFM Standard 12-7A-3.
- d) Exterior Windows and Doors (CBC 708A)
- Includes windows, glazed doors, glazed openings in doors, structural glass veneer.
 - Windows and glazed doors: constructed of multipane glazing with minimum of one tempered plane, glass block units, 20 minute fire-resistance rating or SFS Standard 12-7A-2.
 - Doors: noncombustible or ignition-resistant material, solid wood core 1 3/8 inch minimum width, 20 minute fire-resistant rating, or SFM Standard 12-7A-1.
- e) Decking (CBC 709A)
- Walking surface material must comply if within 10 feet of the building.
 - Deck surface must be constructed of one of the following: ignition-resistant material compliant with both SFM Standards 12-7A-4 and 12-7A-5, fire retardant treated wood, noncombustible material, any material that complies with SFM Standard 12-7A-4A.
- f) Ancillary structures (CBC 710A)
- Includes structures which may pose an exposure hazard to applicable buildings such as trellises, arbors, patio covers, carports and gazebos.
 - Shall comply with Chapter 7A when within 50 feet of an applicable building.

3. Installation of Automatic Fire Sprinkler when the valuation reaches 50%

From: Yepremian, Shoghig <SYepremian@Glendaleca.gov>

Sent: Wednesday, October 4, 2023 11:40 AM

To: Aleksanian, Tereza <TAleksanian@Glendaleca.gov>; Limayo, Amirah <ALimayo@Glendaleca.gov>; Diaz, Jovan <jodiaz@Glendaleca.gov>; Stimson, Dave <DStimson@Glendaleca.gov>; Boghosian, Seda <SBoghosian@Glendaleca.gov>; Oganessian, Sarkis <soganesyan@Glendaleca.gov>; Casanova, Pastor <PCasanova@Glendaleca.gov>; Hardgrove, Daniel <DHardgrove@Glendaleca.gov>; Klick, Loren <LKlick@Glendaleca.gov>; Linares, Carlos <CLinares@Glendaleca.gov>; Urquidez, Orlando <OURquidez@Glendaleca.gov>; Roudsari, Saed <sroudsari@Glendaleca.gov>; Villaluna, Ruel <RVillaluna@Glendaleca.gov>; Avazian, Armen <AAvazian@Glendaleca.gov>; Hakoupiani, Eden <EdenHakoupiani@Glendaleca.gov>; Runzer, Kevin <KRunzer@Glendaleca.gov>; Babakhanlou, Catherine <CBabakhanlou@Glendaleca.gov>; Hakoupiani, Eden <EdenHakoupiani@Glendaleca.gov>

Subject: 1719 Sombra Drive (Request for Comments)

Hello everyone:

I am forwarding a Request for Comments (RFC) on a project located at **1719 Sombra Drive (Administrative Exception-PAE-002233-2023)**. If you would like additional information regarding this application, please let me know.

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION

DATE: October 16, 2023

TO: Shoghig Yepremian, Community Development Department

FROM: Kevin Runzer, GWP Water Engineering
Daniel Scorza, GWP Electric Engineering

**SUBJECT: PAE-002233-2023
1719 Sombra Drive**

Glendale Water & Power (GWP) Engineering has reviewed the plans.
Requirements are as follows:

Electric Engineering

Customer Service (818) 548-3921

- No conflict.

Fiber Optics (818) 548-3923

- No conflict.

Street Lighting (818) 548-4877

- No Conflict

Transmission & Distribution (818) 548-3923

- The existing electrical facilities (vaults, pull boxes, power poles, etc.) shall be protected in place and be accessible to GWP personnel at all times.

Water Engineering

Recycled Water (818) 548-2062

- No conflict.

Backflow Prevention (818) 548-2062

- No conflict.

Potable Water (818) 548-2062

- No conflict.
- No further comments
- Additional comment(s) and/or attachment(s).
-Sectional Map -GWP Water Atlas Map -GIS Screenshot

Daniel Scorza Kevin Runzer
Chief Assistant General Manager Senior Civil Engineer

DScorza Kevin Runzer

DS/KR:fg/sb