



**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

January 17, 2024

Mike Geragos  
2155 Verdugo Boulevard, #614  
Glendale, CA 91020

**RE: 3457 Buena Vista Avenue  
ADMINISTRATIVE EXCEPTION APPLICATION NO. PAE-001502-2023**

Dear Mr. Geragos:

Pursuant to the provisions of the Glendale Municipal Code (GMC), Title 30, Chapter 30.44.020 (E) for an addition of 239 square foot garage area while maintaining the existing 4'-7 1/2" distance between the house and the existing garage located at **3457 Buena Vista Avenue**, in the "R1 II"- (Low Density Residential) Zone, Floor Area Ratio District II), as Lot 15, Block 25, in Sparr Heights 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 Ratio District II) Zone. The existing 1,978 square foot house was built in 1929 with a

detached 363 square foot, two car garage. The property is an interior parcel on the west side of Buena Vista Avenue and is 6,499 square feet. In 1986, an addition was constructed at the rear of the house which provided a 4'-7 ½" distance between the house and the garage.

The applicant is proposing to add 239 square feet to the rear of the existing detached garage. The existing house is 4'-7 ½" away from the garage (a 7.5% deviation from the 5 feet for the required distancing). The existing developed site conditions and space restrictions prevent the construction of a garage extension to meet the required Code provisions. To meet the Code required 5-foot distancing requirement, a portion of the garage or the house has to be demolished to provide the minimum 5-foot building separation. The new garage addition area provides an 11-foot separation between the house and the area of the garage addition.

By extending the garage further to the back, it will provide additional space for vehicles to park inside the garage. The proposed addition is minor (239 square feet) and therefore, will maintain the existing development layout, including the 4'-7 ½" distancing between the house and the existing garage, without requiring major modifications to the site. Vehicular access to the existing garage is provided by 10'-4" wide driveway along the northerly property line which will remain in place. The 93-foot-long driveway will accommodate several vehicles. There are no changes to the existing landscaping or to the house.

- 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 distance between the house and the existing garage to remain at 4'-7 ½" will not be detrimental to the public welfare or injurious to the property or improvements in the R1 II Low Density Residential Zone in which the property is located. The proposed addition to the existing garage will provide additional space for cars to be parked inside the garage.

The use of the building will remain as an enclosed garage for 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 to the existing garage is 239 square feet, it will not affect the main house.

Furthermore, since the existing garage is located at the rear of the property, the existing 93' long driveway would allow additional 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 garage, will maintain the existing substandard garage at its current location with 4'-7 1/2" distance from the house. 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 garage addition meets all other zoning requirements for the R1-II Low Density Residential Zone, including floor area, lot coverage, and landscaping. Furthermore, the conditions attached to this approval will ensure that the proposed addition complies with all other city 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 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 December 4, 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 to the garage shall not exceed 239 square feet.
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 proposed project shall comply with the Fire Department conditions listed in their interdepartmental communication dated December 12, 2023.
8. That the proposed project shall comply with the Glendale Water and Power conditions as listed in their Interdepartmental Communication dated December 11, 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 (January 31, 2024) following the actual date of the decision.

**All appeals must be filed using the City's online permit portal: [www.glendaleca.gov/Permits](http://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 January 31, 2024. 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](mailto: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

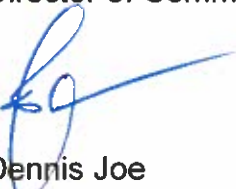
Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over administrative exceptions. To consider the revocation, the Director of Community Development shall hold a public hearing after giving notice by the same procedure as for consideration of a variance 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](mailto:syepremian@glendaleca.gov).

Sincerely,  
Bradley Calvert  
Director of Community Development



Dennis Joe  
Planning Hearing Officer

DJ:SY:as

CC: City Attorney's Dept. (G. Van Muyden/ M. Yun & Y.Neukian); City Clerk (K. Cortes); Building and Safety (C. Leung and A. Sargsyan); Neighborhood Services (J.Sada); Design Review & Historic (J.Platt); Economic Develop. (M.Berry); Housing (P.Zovak / M. Fortney & A. Brownell); Urban Design and Mobility F.Zohrevand ( For VMT Analysis); Community Services and Parks (T. Aleksanian/ A.Limayo); Information Services (G.Arnold); Fire Engineering -(J.Diaz/ D.Stimson & S. Partamian); Glendale Water & Power-Water Section (S.Boghossian/E. Hakoupiani & K. Runzer) - Electric Section (C.Babakhanlou/ S.Boghossian & E. Hakoupiani ( H. Barkhordian and D. Scorza Alternates ); Police Dept. (Lt. A. Krikorian & Z.Avila); Engineering and Land Development (A. Avazian/ S.Oganesyan & R.Villaluna); Traffic & Transportation Section (P.Casanova/S.Roudsari); Integrated Waste (D. Hardgrove); Maintenance Services/Street and Field / Urban Forester (L.Klick / C.Linares & O. Urquidez); Facilities (City projects) – K. Todd; Case planner Shoghig Yepremian.