



**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

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February 20, 2024

Gary Akopian  
Ecumena Design, Inc.  
3786 La Crescenta Ave. Suite 201  
Glendale, CA 91208

**RE: 1540 WABASSO WAY  
ADMINISTRATIVE EXCEPTION PAE-002584-2023**

Dear Mr. Akopian:

The Community Development Department processed your application for an Administrative Exception pursuant to the provisions of the Glendale Municipal Code (GMC), Title 30 – Zoning Code, Section 30.44.020 (D), to allow a 100 square-foot (SF) addition at the front of an existing single-family house without providing two (2) off-street parking spaces, as required by 30.32.030 (B) (3) (addition of floor area) and 30.32.050, Table 30-32-A (minimum number of parking spaces required). The subject property is located at **1540 Wabasso Way**, in the Restricted Residential Zone, Floor Area District II, (R1R-II), described as Portions of Lot 175, Tract No. 250, in the City of Glendale, County of Los Angeles.

**ENVIRONMENTAL DETERMINATION**

This project is exempt from the California Environmental Quality Act (CEQA) as a Class 1 "Existing Facilities," pursuant to Section 15301 of the CEQA Guidelines because the project proposes an addition of 100 SF to an existing building that is less than 1,761SF and will not result in an increase of more than fifty percent (50%) 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.**

The applicant requests approval of an administrative exception from the Zoning Code to allow a 100 SF floor area expansion without the required two off-street parking spaces would result in design improvements and because there are space restrictions that would preclude full compliance with the Zoning Code without hardship.

The subject site is an approximately 7,653 SF lot developed with an existing 1,761-SF one-story single-family residence and a substandard 324 SF detached two-car garage (both constructed in 1925) and a 663 SF detached one-story accessory dwelling unit (constructed in 2023). The applicant proposes a 100 SF addition to the front of the existing dwelling without the required, dimensionally conforming, two off-street parking spaces. The existing detached garage is located at the rear yard and along the eastern interior property line between the existing single-family residence and the accessory dwelling unit (ADU). The existing substandard garage is configured with interior dimensions at approximately 17-feet and 1-inch wide and 17-foot length from garage door to the back of wall. To satisfy minimum interior dimensions of 20-feet width by 20-feet length and to be considered a two-car garage, the existing garage would be required to expand a minimum of 2-feet and 11-inches in width and 3-feet in length. However, there are impractical difficulties associated with expanding the garage at the front and side areas due to spatial restrictions on the property. The garage cannot be expanded sufficiently to the east because it is currently located less than a foot from the eastern property line. Additionally, the garage cannot be expanded towards the western and southern yards because it is located approximately 5-feet and 3-feet and 6-inches from the single-family dwelling and ADU, respectively, without generating conflicts with separate sections of the Zoning Code, such as 30.11.030 (minimum setbacks required for interior setbacks) and 30.70.050 (D) (definition for "detached").

Approving an administrative exception from the Zoning Code will result in design improvements and functionality to a modestly sized single-family dwelling without expanding nonconformities. Requiring the expansion of the substandard garage for the proposed 100 SF living room addition would impose a hardship that would restrict reasonable use and improvement of the property. Therefore, approval of the Administrative Exception to allow the minor floor area expansion without a code compliance two-car garage is reasonable.

**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.**

A qualifying request to allow an increase in floor area without providing the required minimum number of parking spaces will not be detrimental to the public welfare or injurious to the property or improvements in the location's neighborhood.

Unless the application demonstrates that the floor area will not lead to an increased need for parking spaces, any increase in floor area must be accompanied by an increase in the number of parking spaces as required by Zoning Code.

In this request, the proposed addition to the living room is a minor modification to the one-story house with no additional bedrooms. There is no anticipation that the resident count or the number of cars at the property will increase. The floor area will increase by 5.7%, but the single-family residential use of the building will remain. The dwelling is located 1,000 feet west of La Canada Boulevard and public transit, and within 1 mile of commercial services and amenities. Neither Wabasso Way nor the surrounding Verdugo Woodlands neighborhood require permit street parking; therefore, street parking on it and adjacent streets is readily available. Further, the property features a 100-foot-long driveway available for temporary parking.

Granting approval of an administrative exception from the Zoning Code to increase floor area without providing the required minimum number of parking spaces will not be detrimental to the public welfare, injurious to the property, or improvements in the R1R-zoned location in this neighborhood.

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

A qualifying request to grant an administrative exception from the Zoning Code to not provide the required minimum number of parking spaces will comply with the intent of the parking regulations and will not be a detriment to the public welfare.

The purpose of parking regulations is to provide for the general welfare and convenience of persons utilizing the various uses located within the city through the provision of suitable off-street parking and to protect the public safety by lessening traffic congestion on the public streets. The administrative exception procedure provides a simplified means for considering applications for minor deviations from Zoning Code standards.

In this request, the dwelling is located 1,000 feet west of a public transit stop at La Canada Boulevard, and within 1 mile to commercial services and amenities. Wabasso Way and adjacent streets have ample street parking available to residents. The property features a nearly 100-foot-long driveway available for temporary parking. There is no anticipation of an increase in the number of cars parked at the property because the project does not include the addition of a bedroom. The

development meets all other zoning requirements for the R1R zone, including floor area, lot coverage, and landscaping, and the proposal is expected to be consistent with the Comprehensive Design Guidelines for Single-Family properties.

Granting approval of an administrative exception from the Zoning Code to not provide conforming covered and enclosed parking spaces in conjunction with the proposed 100-SF addition will allow reasonable development and will not be contrary to the objectives of the applicable regulations. The request can be granted without causing harm to the public welfare or the property.

### **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 project 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) That design review approval or exemption shall be obtained prior to the issuance of a building permit.
- 5) That the premises shall be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.
- 6) That the proposed addition shall not exceed 100 SF of floor area.
- 7) That the proposed project shall comply with the Fire Department conditions listed in their interdepartmental communication dated January 30, 2024.

***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.***

## PERMIT IMPLEMENTATION, TIME LIMITS AND EXTENSIONS

### 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. (GMC Section 30.41.015.)

### 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. (GMC Section 30.41.020.)

### 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 (1) year or more in the continuous exercise in good faith of such right and privilege. (GMC Section 30.41.020.)

## 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.

## APPEALS

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. (GMC Chapter 30.62)

**All appeals must be filed using the City's online permit portal: [GlendaleCA.gov/Permits](https://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 March 6, 2024.**

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, Alan Lamberg at [ALamberg@GlendaleCA.gov](mailto:ALamberg@GlendaleCA.gov) or 818-937-8158.

## ENFORCEMENT

### VIOLATIONS

Violations of conditions required by this determination may constitute a misdemeanor or infraction under section 1.20.010 of the Glendale Municipal Code and/or a violation of other local, State or Federal laws or regulations (GMC Section 30.64.010). 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

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. (GMC Section 30.64.020.)

## 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**, 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, Alan Lamberg during normal business hours at (818) 937-8158 or via e-mail at [ALamberg@GlendaleCA.gov](mailto:ALamberg@GlendaleCA.gov).

Sincerely,  
Bradley Calvert  
Director of Community Development



Dennis Joe  
Planning Hearing Officer

DJ:AL:SM

CC: City Clerk (K.Cortes); Building and Safety (A. Sargsyan / C.Leung); Neighborhood Services Division (J.Sada); Fire Engineering Section-(J.Diaz/S.Partamian/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/E.Hakoupiani/K.Runzer); Glendale Water & Power--Electric Section (C.Babakhanlou/ S.Boghosian/E.Hakoupiani/ H.Barkhordian/ D.Scorza ); Police Dept. (Lt.A.Krikorian/Lt.S.Riley/Z.Avila); Dir. Of Public Works (Y.Emrani); Engineering and Land Development (A.Avazian/ S.Oganesyan / M.Oillataguerre/ R. Villaluna); and case planner – A.Lamberg.