



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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glendaleca.gov

April 3, 2024

Robert Souva
927 9th Street
Manhattan Beach, CA 90266

**RE: 1281 Oak Circle Drive
ADMINISTRATIVE EXCEPTION CASE NO. PAE-002811-2024**

Mr. Souva:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020(E), which provides for a maximum 20% deviation from one or more numeric standards in such Title, the Community Development Department has processed your application for an Administrative Exception to allow a 14'-4" garage door width, which is a 10% deviation from the 16'-0" required by GMC 30.60.040(G), in conjunction with a 493 square-foot (SF) addition to a 1,433 SF house built in 1947. The subject property is located at **1281 Oak Circle Drive**, in the R1-II Zone (Residential Zone, Floor Area Ratio District II), described as Lot 41 Tract 13026, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION

This project is exempt from environmental review as a Class 1 "Existing Facilities," per Section 15301(e) of the State CEQA Guidelines because the project involves a minor addition to an existing single-family residence.

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.**

There are space restrictions on the subject site that preclude full compliance with the garage width standard without hardship. The subject site is a 6,000 SF interior lot with an existing 1,433 square-foot, one-story, three-bedroom single-family residence with an existing attached one-car garage. The garage is located at the south-east corner of the building and measures 16 feet wide. The existing garage door is 14'-4" wide. In order to accommodate a 16'-0" wide garage door, the garage door would

need to be reframed, and the outer (southern) wall of the garage extended, also causing structural changes. Further, this change would result in encroaching into the required setback (existing setback is five feet, which is the minimum required). Alternatively, the garage could be extended toward the north, but this would encroach into an existing bedroom and would require substantial structural changes amounting to a hardship considering the small scope of work of this project.

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.

Granting of the exception will not be detrimental to the surrounding neighborhood. The applicant has demonstrated, by photo evidence, that the garage still provides sufficient access and that it accommodates two parked vehicles. Therefore, the garage serves the code-intended use of providing off-street parking for the single-family home. Granting the exception also allows the existing setback to be maintained, thereby maintaining sufficient space between the subject and neighboring house. For these reasons, the granting of the exception will not result in detrimental or injurious impacts to the property or improvements in the subject property's zone or neighborhood.

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

Approval of the Administrative Exception to allow a minor deviation from the minimum Code-required dimension for a two-car garage door width, will not be contrary to the objectives of the parking standards regarding parking space dimensions (GMC 30.32.090(B)). The objective of the standards is to ensure sufficient space is provided in order to accommodate the required number of parking spaces. The applicant has shown that the proposed garage door width dimension will adequately accommodate two standard-sized cars and thus sufficiently provide the required two parking spaces.

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. Therefore, granting the request of an Administrative Exception to allow a minor deviation in the required garage door width dimension (10% deviation) will not be contrary to the objectives of the applicable regulations. In addition, the granting of the exception will allow reasonable development of the subject property in accordance with the General Plan Land Use Element designation, Single Family Residential, and the R1 zoning designation. The proposed development meets all other Zoning Code requirements for the R1 (FAR District II) zone, such as lot coverage, floor area ratio, landscaping, and setbacks.

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 design review approval or exemption shall be obtained prior to the issuance of a building permit.
- 4) That any expansion or modification of the dwelling unit 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.

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 and in person 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 following the actual date of the decision. Information regarding appeals and appeal forms will be provided by the Permit Services Center (PSC) or the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **April 18, 2024**.

All appeals must be filed using the City's online permit portal at www.glendaleca.gov/Permits. Create an account, click "Apply," type "appeal" in the search bar, and apply for "Appeal of Planning Decision." Information regarding appeals and fees may be obtained by calling the Community Development Department staff at 818-548-2140, or contacting the case planner, Cassandra Pruetz at CPruetz@glendaleca.gov or 818-937-8186.

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.

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.

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 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 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, Cassandra Pruet, during normal business hours at (818) 937-8186 or via e-mail at cpruett@glendaleca.gov.

Sincerely,



Erik Krause
Planning Hearing Officer

EK:cp