



April 11, 2024

Alex Baghdassarian
1640 Parway Drive
Glendale, CA 91206

**RE: 1640 PARWAY DRIVE
ADMINISTRATIVE EXCEPTION CASE NO. PAE-002536-2023**

Dear Mr. Baghdassarian:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020 (D), the Community Development Department has processed your application for an Administrative Exception to allow a 98 square-foot (SF) addition to an existing one-story 3,765 square-foot (SF) single family residence located on a 14,736 square-foot (SF) lot without providing three covered and enclosed parking spaces, as required by Chapter 30.32.050 of the Glendale Municipal Code. The subject property is located at **1640 Parway Drive**, in the "R1R" - Restricted Residential (Floor Area District II), and is described as portions of Lot 4, Tract No. 26394 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 State CEQA Guidelines Section 15301(e)(1), because the proposed addition to the existing structure will not result in an increase of more than 50 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 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 14,736 SF lot originally developed in 1962 with a 3,765 SF, one-story single-family residence and attached garage. The project site is an interior lot with frontage on two streets, Golf Club Drive and Parway Drive. The frontage along Golf Club Drive is at the northwest property line upslope from the street and inaccessible to the subject residence due to the steep topography of the lot. The property's only street access is on the downslope street, Parway Drive, at the southwest property line. The residence currently consists of five bedrooms, three and a half bathrooms, a living room, a family room, a laundry room, a dining room, and a kitchen. The applicant is proposing to add 98 SF at the East elevation in conjunction with an interior remodel to create an open floor plan that connects the foyer, dining room, living room, and kitchen. The 98 SF addition will enlarge the living room and kitchen towards the east and will have a 7'-4" setback from the interior property line.

The existing attached two-car garage has interior clear dimensions of 20'-6" wide by 20'-11" deep with a garage door opening of 16'-2" wide by 7'-0" tall and is accessed from Parway Drive with an approximate 15'-0" setback from the street-front property line. Chapter 30.32.030.B.3 of the Zoning Code requires that the garage be expanded to meet the minimum parking requirement upon any addition to the existing residence. The number of required parking spaces for a cumulative gross floor area of dwelling 3,500 SF to 5,999 SF is three spaces in an enclosed garage, where the site currently has two spaces. The applicant is requesting to maintain their existing two-car garage in conjunction with the proposed addition.

There are space restrictions on the site that preclude the applicant from full compliance with the Zoning Code requirements without creating hardship. The existing site constraints are the natural topography of the site and the siting of the existing building footprint which have limited the building area on the existing flat pad. An addition to the existing two-car garage to meet the current code requirements for the third parking space would reduce the existing flat pad area that is used as outdoor space, and due to the topography of the site, it would require additional grading as well as associated retaining walls that could be over 10 feet in height. Expanding the garage to comply with the third-car requirement would also require the removal of two protected indigenous trees. For these reasons, the garage cannot be expanded to encroach into the interior setback area. The other alternative would be to expand the existing garage towards the east, but this would require the demolition of the existing habitable interior area, which would be considered an undue hardship. The proposed 98 SF addition is modest that would

allow for the expansion of the living room and kitchen. The addition would not result in an additional bedroom and therefore would not result in a significant increase in the parking demand for the existing single-family house. To require the applicant to meet the minimum parking standards as required by the Zoning Code would result in significant hardship and require impractical changes to the existing site that would unduly restrict the flexibility for reasonable use and improvement of the property. Overall, the applicant's proposal is compatible with the existing architectural style and will maintain the integrity of the residence while allowing a reasonable addition to the property without causing hardship due to space restrictions.

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 exception for a 98 SF addition would not be detrimental to the public welfare or injurious to the property or improvements in the neighborhood. This exception will not change the use of the subject property as a single-family residence. While the residence will become larger, the addition will maintain adequate landscaping, light and ventilation for the subject residence as well as adjacent residences. The existing substandard two-car garage will continue to provide non-conforming enclosed parking for the sole purpose of parking vehicles on-site. The proposed 98 SF modest addition that would allow for the expansion of the living room and kitchen area is not expected to impact the parking demand and subsequently negatively impact the surrounding neighborhood. As such, the applicant's request will not be detrimental to the public welfare, injurious to the property, or improvements in the zone. The new addition will be compatible with the existing architectural style of the house, and the City's Comprehensive Design Guidelines.

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

The proposed addition meets all other Zoning Code requirements of the R1R - Restricted Residential (Floor Area District II), such as lot coverage, floor area ratio, landscaping, and setbacks. 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. The proposed 98 SF addition will allow reasonable development of the site, and the existing non-conforming garage will continue to provide enclosed parking that serves the single-family residence. As such, granting the Administrative Exception will not be contrary to the objectives of the applicable 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 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.
- 5) That the premise shall be maintained in a clean and orderly condition and free of weeds, trash and graffiti.
- 6) 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.

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. Any appeal must be filed online with the prescribed fee prior to expiration of the 15-day appeal period, on or before **APRIL 26, 2024**.

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 APRIL 26, 2024.

Information regarding appeals and appeals and fees may be obtained by calling the Community Development Department staff by contacting the case planner, Columba Diaz at codiaz@glendaleca.gov or 818-937-8188.

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.

VIOLATION 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 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, Columba Diaz, during normal business hours at (818) 937-8188 or via e-mail at codiaz@glendaleca.gov.

Sincerely,
Bradley Calvert
Director of Community Development



Milca Toledo
Planning Hearing Officer
MT:CD: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 – Columba Diaz.