



**CITY OF GLENDALE, CALIFORNIA**

Community Development  
Planning

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glendaleca.gov

December 21, 2022

Dr. Serozh Akopyan  
1440 Ardmore Avenue  
Glendale, CA 91202

**RE: 717 GLENWOOD ROAD  
REASONABLE ACCOMMODATION NO. PRACCOM-002-2022**

Dear Dr. Akopyan:

On December 21, 2022, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.52, **APPROVED WITH CONDITIONS** your application for a Reasonable Accommodation for an Accessory Dwelling Unit (ADU) in addition to the existing accessory living quarters (guest house) currently on the property. The requested accommodation is to allow for the conversion of the existing garage (with no added square footage) into an ADU, despite the fact that a guest house currently exists on the lot. The property is located the "R1 I" **Low Density Residential Zone, Floor Area District I**, addressed at **717 Glenwood Road**, in the City of Glendale, County of Los Angeles.

After considering the evidence presented with respect to this application, the Director of Community Development has granted with conditions, your application based on the following findings:

- A. The dwelling on the project site is currently owned and will be used by a person with disabilities, as defined under the Federal Fair Housing Amendments Act of 1988 and California's Fair Employment and Housing Act, herein known as the "Acts".
- B. The requested accommodation is necessary to make the property available to an individual with a disability protected under the Acts. As noted in Finding A, an individual with a disability owns the subject property, where family members reside in the main dwelling and requires the use of a wheelchair and medical lifter. To make the property habitable with enough space to use the required equipment, conversion of the garage into an ADU is necessary. The existing guest house is over eighty feet from the main dwelling with no direct access to the driveway. The detached garage is approximately twenty-five feet from the main dwelling with direct access to the driveway for ease of loading and unloading, both features that will minimize the distance of wheelchair use. Additionally, the space within the existing main dwelling is not large enough for the required medical lifter to be used and the load bearing wall in the hallway cannot be moved to make access to the bathroom with the equipment possible. The request will allow for the property owner to live closer to family, as the disability is progressive and will grow in severity over time requiring assistance in daily activities.

- C. The requested accommodation of allowing the conversion of the existing garage into an ADU in addition to maintaining the existing guest house on the property is directly and reasonably related to the individual's disability, as described in Finding B. The accommodation will provide safer and more accessible ingress and egress and living accommodations for the individual with a disability.
- D. The requested accommodations will not impose an undue financial or administrative burden on the City. The applicant will be required to obtain all necessary approvals and permits for the ADU and satisfy all standard required prerequisites prior to obtaining such approvals/permits, including, but not limited to, planning review from the Planning Department, permit(s) from the Building and Safety Department for the conversion of the existing detached garage into an ADU, and execution and recordation of a covenant related to maintenance of the ADU. The applicant will pay for all construction work, materials and permits and will impose no financial or administrative burden on the City.
- E. The requested accommodation will not require a fundamental alteration in the nature of the City's overall land use and zoning program. The subject lot is in the "R1 I" Low Density Residential Zone, Floor Area District I, and is improved with a one-story, 1,152 square-foot, single-family residence, detached guest house, and detached garage.

According to GMC 30.34.080 (A) (1), ADUs are permitted on lots developed or proposed with dwelling units in areas zoned for single family and multifamily residential and GMC 30.34.080 (D) (9) states that a lot where only one residential dwelling unit exists may have an ADU or one accessory living quarters, but not both. The property currently has a permitted detached guest house constructed in 2006 at the rear of the lot approximately 80 feet from the main dwelling. The requested accommodation would allow for an ADU on the lot (conversion of the existing detached garage) that is approximately 25 feet from the main dwelling with direct driveway access in addition to the existing guest house. The ADU will allow for the individual with a disability to easily live closer to family while providing a safer and more accessible ingress and egress to the closer unit while minimizing required wheelchair use. The accommodation would not add any additional lot coverage as the ADU will be converted from the existing detached garage and there will be no changes to the current setbacks of the buildings.

The land use will remain single-family residential and as a result, the request will not require fundamental alterations in the overall land use and zoning program for the City.

- F. The requested accommodation, in the form of allowing the existing detached garage to be converted to an ADU, considered singly and the project in total, would be in keeping with and not detrimental to the neighborhood character and would not result in a substantial increase in traffic. Traffic on Glenwood Road will remain generally unaffected. In addition, the requested accommodation does not propose any changes to the existing 1,152 square-single-family dwelling which will continue to maintain its existing appearance. The converted detached garage will be altered minimally on the street facing façade with the ADU entrance not visible from the public right-of-way which would retain the single-family character of the neighborhood. Therefore, the requested accommodation will neither alter the neighborhood character nor increase the demand for parking or traffic to the single-family residence.

- G. The requested accommodation shall not run with the land. The ADU must be converted back to a detached garage once the individual with a disability no longer lives on the property or upon sale of the property. A covenant is required to provide notice to future owners that a reasonable accommodation has been granted and that such approval shall terminate when the individual with a disability vacates the premises or no longer requires the accommodation, or upon sale of the property.

**APPROVAL** of this Reasonable Accommodation shall be subject to the following conditions:

1. That the reasonable accommodation of allowing a detached ADU on the property in addition to the existing guest house shall continue to be used and maintained by the individual with a disability for the duration of his or her tenancy in the dwelling. This approval shall be terminated at such time as the individual for whom the permit was granted no longer resides at the property, or no longer requires the reasonable accommodation. The reasonable accommodation shall be removed within 60 days of the termination of the tenancy, in accordance with GMC 30.41.070.
2. That the development shall be in substantial accord with the plans submitted with the application 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.
3. That all necessary planning approvals and permits for the ADU shall be obtained from the Planning Department and the Building and Safety Department and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.
4. Prior to any issuance of any permits relative to this approved reasonable accommodation (PRACCOM 002-2022), the applicant shall record a covenant in the County Recorder's Office acknowledging and agreeing to comply with the terms and conditions established in the decision, or when the individual no longer resides at the property, or if the accommodation is no longer essential for the individual.
5. That the reasonable accommodation permit may be terminated by the review authority upon any interruption or cessation of the reasonable accommodation use for one year or more in the continuous exercise in good faith or such right or privilege.

#### **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 and Ordinance No. 5582, 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 and incompleteness may be corrected before the appeal period **JANUARY 5, 2023**, 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 at the Permit Services Center (PSC), 633 East Broadway, Room

101, Monday thru Friday 7:00 a.m. to 12:00 p.m., or at the Community Development

**APPEAL FORMS available on-line:** <https://www.glendaleca.gov/home/showdocument?id=11926>

**GMC CHAPTER 30.4 PROVIDES FOR**

The rights and privileges granted by this Reasonable Accommodation will expire two years from the date of this grant unless exercised in good faith prior to such time.

**REVOCAION, CONTINUING JURISDICTION**

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over Reasonable Accommodation (individual cases heard and decided upon by the Planning Hearing Officer). To consider the revocation, the Planning Hearing Officer shall hold a public hearing after giving notice by the same procedure as for consideration of a Reasonable Accommodation at least ten (10) days' notice by mail to the applicant or permittee. Continuing jurisdiction over any case is the purview of the Planning Hearing Officer, with concurrence by the Director of Community Development.

**NOTICE – subsequent contacts with this office**

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner. 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.

Should you have any questions regarding this issue, please do not hesitate to contact the case planner, Kasey Conley at (818) 937.8185 or [kconley@glendaleca.gov](mailto:kconley@glendaleca.gov)

Sincerely,  
Bradley Calvert  
Director of Community Development



Erik Krause  
Deputy Director of Community Development

EK:KC:sm

CC: City Clerk (K.Cruz); Police Dept. (J.Newton/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(S.Demirjian/F.McLean); Traffic & Transportation Section (P.Casanova/Mark Bueno-Traffic Engineer Assoc.); General Manager for Glendale Water and Power (M.Young); Glendale Water & Power--Water Section (G. Tom/S.Boghosian/R.Takidin/ C.Babakhanlou/D.Scorza); Glendale Water & Power--Electric Section (B. B.Ortiz/E.Olsen/ M.Navareete/M.Kouassi); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (R.Mardians/J.Sada); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services Section Admin. (D. Hardgrove); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna); and case planner – Kasey Conley.