



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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Glendale, CA 91206-4311
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glendaleca.gov

September 19, 2024

Hamlet Sadekyan
111 East Cedar Avenue, #202
Burbank, CA 91502

**RE: 657 MYRTLE STREET
ADMINISTRATIVE EXCEPTION NO. PAE-001246-2023**

Mr. Sadekyan:

The Community Development Department has processed your application for an Administrative Exception pursuant to the provisions of the Glendale Municipal Code (GMC), Title 30, Chapter 30.44.020(B), to allow extension into a setback area to permit continuation of an existing building line for a minor 224 square feet (SF), one-story addition to an existing single-family house. The resulting interior setback would be 4'-7" versus six feet required pursuant to GMC Section 30.11.070(B)(4)(g). The subject property is located at **657 Myrtle Street**, in the "R-3050" Zone (Moderate Density Residential), described as Lot 266, Tract No. 1592, in the City of Glendale, County of Los Angeles, as per map recorded in Book 20, Page 133 of Maps in the Office of County Recorder of the County of Los Angeles.

ENVIRONMENTAL DETERMINATION

This project is exempt from environmental review as a Class 1 "Existing Structure," per Section 15301(e)(1) 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.**

The granting of the exception will result in design improvements to the building massing and floor plan layout. Although the addition is proposed to be in line with the existing building setback, it will still be stepped back from the façade one foot to

help break up the massing of the building. Further, the addition is aligned to an existing wall that jogs in toward the interior and thus maintains an open area for the new proposed kitchen. If the addition were required to be stepped in further to meet the required setback, it would disrupt the floor plan and functionality of the layout.

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 to allow the one-story addition to continue in line with the building instead of providing the required six-foot minimum interior setback, 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 because the addition is at the rear it is only visible to the adjacent neighbor. The addition has no windows which would intrude upon the adjacent neighbor's privacy, and there is a six-foot high property boundary wall that provides additional privacy screening. Further, the location of the addition is adjacent to the neighbor's driveway, which provides an additional buffer area.

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 reduced interior setback for a minor one-story addition will not be contrary to the objectives of the applicable regulations. The objective of the applicable setback regulations in a multi-family zone are to provide space, light, and air between higher-density buildings. Although this and the neighboring property are in a multi-family zone, both properties are developed with one-story single-family homes. The setback provided with the addition is consistent with required setbacks for additions to existing residential dwelling unit located in a multi-family zone where only one residential dwelling unit exists on the lot. Should the property be re-developed in the future as a multi-family development, it will be required to provide the code-required setback for the zone.

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 for an Administrative Exception 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, Moderate Density Residential. The proposed development meets all other Zoning Code requirements for the R-3050 (Moderate Density Residential) zone, such as lot coverage, floor area ratio, and landscaping; no variances or additional administrative exceptions are proposed or required.

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 the façade remodel design shall be brought into compliance with the Comprehensive Design Guidelines and 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 **OCTOBER 4, 2024.**

All appeals must be filed using the City's online permit portal at www.glendaleca.gov/Permits. Click "Apply," then "Planning/Zoning." 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 Pruettt at CPruett@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.

REVOCACTION

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over variances, conditional use permits, administrative 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 Pruett, during normal business hours at (818) 937-8186 or via e-mail at CPruett@glendaleca.gov.

Sincerely,
Bradley Calvert
Director of Community Development


Erik Krause
Planning Hearing Officer

EK:CP: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.Partamian); Public Works (S.Hernandez); Traffic & Transportation Section (P.Casanova/Mark Bueno); 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/A.Limayo); Neighborhood Services Division; Integrated Waste Management Admin; Maintenance Services Section Admin.; Street and Field Services Admin.; Engineering and Environmental Management; and case planner (Cassandra Pruett).