



**CITY OF GLENDALE, CALIFORNIA**  
Community Development  
Planning

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glendaleca.gov

October 28, 2024

Mike Geragos  
2155 Verdugo Boulevard, #614  
Glendale, CA 91020

**RE: 2641 EAST GLENOAKS BOULEVARD  
ADMINISTRATIVE EXCEPTION CASE NO. PAE-004019-2024**

Dear Mike Geragos:

Pursuant to the provisions of the Glendale Municipal Code (GMC), Title 30, Chapter 30.44.020 (E) for a maximum twenty (20) percent deviation from one or more numeric standards in Title 30, the Community Development Department has processed an Administrative Exception application to allow a reduction from the minimum required interior length/depth dimension of a two-car garage (20-foot interior clear width and depth required; 18-foot proposed width, 19-foot and six-inches length/depth) to allow the construct of a new 3,253 square foot, two-story, single family residence on a 9,820 square foot lot located at **2641 East Glenoaks Boulevard** in the "R1" (Low Density Residential) Zone, Floor Area Ratio District II, and described as Portions of Lot 30, Tract 6324, in the City of Glendale, County of Los Angeles.

**ENVIRONMENTAL DETERMINATION**

The project is exempt from CEQA review as a Class 3 "New Construction or Conversion of Small Structures" exemption pursuant to Section 15303 (a) of the State CEQA Guidelines because the project involves the development of a single family residence in an urbanized area.

**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 site that preclude full compliance with Code requirements without hardship. The subject property is an approximately 9,820

square-foot (SF), rectangular-shaped interior lot with 50 feet of frontage along East Glenoaks Boulevard that was recently developed with a 3,253 square-foot, two-story single-family residence detached garage and pool. The garage was constructed with a width of 18-feet and depth of 19-feet and six-inches. In addition, a covered patio was attached to the substandard garage that will be converted to garage area resulting in an 849 square foot garage. The current owner purchased the property prior to the final building permit sign off. During final inspection, it was discovered that the garage did not meet the minimum dimension requirements. Due to the width of the lot and the location of the pool, there are space restrictions that preclude full compliance with the minimum width of 20 feet. The applicant is proposing to maintain the existing width of the garage where the zoning code requires minimum interior dimensions of 20-feet (GMC 30.60.040 (G)).

Meeting the minimum parking standards would require expansion of the existing garage or construction of a new two-car garage. Both options would require impractical changes to the development on the property to create a code-compliant two-car garage. Further, by converting the covered patio, the total depth of the garage will be expanded from 19'-6" to 48 feet, providing adequate space for a third car when parking in tandem. To expand the width of the garage and comply with current development standards, a minimum of two of the four existing garage walls would need to be reconstructed to accommodate the wall span at 20-feet minimum width. The applicant has shown that the garage along with the conversion of the covered patio to garage area will adequately accommodate two standard sized cars and thus sufficiently provides the two required parking spaces.

**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 will not be detrimental to the surrounding neighborhood. The applicant has demonstrated 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. For this reason, the granting of the exception will not result in detrimental or injurious impacts to the property or improvements in the neighborhood.

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

The purpose of the administrative exception procedure is to provide a simplified means for considering applications for minor deviations from Code standards, such as the proposed setback and driveway deviations. These standards have been developed to allow reasonable use of properties in order to promote the public health, safety, and general welfare. Granting the exception to allow a minor deviation from the minimum Code-required dimension for a two-car garage will not be a detriment to the public welfare because the applicant has shown the existing garage

is capable of accommodating two cars and therefore meets the intention of the Code requirement to provide off-street parking.

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 minimum garage dimensions 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 comply with the Glendale Building Code and all other applicable regulations.
- 3) That any expansion or modification of the dwelling 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 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 so that imperfections/incompleteness may be corrected before the appeal period expires.

**All appeals must be filed using the City's online permit portal: [www.glendaleca.gov/Permits](http://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 **NOVEMBER 12, 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, Chloe Cuffel at [CCuffel@glendaleca.gov](mailto:CCuffel@glendaleca.gov) or 818-937-8162.**

#### **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 (1) 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 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 an Administrative Exception 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, Chloe Cuffel during normal business hours at (818) 937-8162 or via e-mail at [CCuffel@glendaleca.gov](mailto:CCuffel@glendaleca.gov).

Sincerely,  
Bradley Calvert  
Director of Community Development



Erik Krause  
Deputy Director of Community Development

Cc: City Clerk (K.Cruz); Building and Safety (A.Sargysyan); 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 Chloe Cuffel.