

MINUTES
REGULAR MEETING OF THE CITY OF GLENDALE
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING COMMISSION
MUNICIPAL SERVICES BUILDING
633 East Broadway, Room 105, Glendale, CA 91204
WEDNESDAY, NOVEMBER 6, 2024
5:00 P.M.

5:05 p.m. - Chairperson Shahbazian called to order the Regular Meeting of the Planning Commission in the Municipal Services Building, Room 105, 633 East Broadway, Glendale.

1. ROLL CALL

Present: Fuentes
Lee
Minassian
Shahbazian

Absent: Chraghchian

Community Development Department Staff

- Vista Ezzati, Principal Planner
- Milca Toledo, Senior Planner
- Roger Kiesel, Senior Planner

Legal Department Staff

- Gillian van Muyden, Chief Assistant City Attorney
- Yvette Neukian, Assistant City Attorney

2. REPORT REGARDING POSTING OF AGENDA

The agenda for this meeting was posted on Wednesday, October 30, 2024, on the Bulletin Board outside City Hall and on the City's web site.

3. APPROVAL OF MINUTES

- October 16, 2024 (Regular Meeting)

Motion

Moved by Planning Commissioner Lee, seconded by Planning Commissioner Fuentes, that the minutes be approved as presented.

Vote

Ayes: Fuentes, Lee, Minassian, Shahbazian
Noes: None
Absent: Chraghchian
Abstain: None

4. ORAL COMMUNICATIONS: None.

5. BOARD/COMMISSIONERS COMMENTS: None.

6. OLD BUSINESS: None.

7. NEW BUSINESS

➤ **NOTE: AGENDA ITEMS WERE HEARD OUT OF ORDER**

a. **LOCATION:** **3240 MENLO DRIVE**

➤ APPLICATION TYPE PARCEL MAP GLN NO. 1651 - CASE NO.
PTM 003171-2024

APPLICANT: Hayk Martirosian, Techna Land Company

ZONE: "RIR" (Restricted Residential), FAR District II

LEGAL DESCRIPTION: Portion of Teodoro Verdugo and Catalina Verdugo, 2,629.01 acres

PROJECT DESCRIPTION

The applicant is requesting approval of a tentative parcel map to subdivide an existing 109,161-square foot (2.51 acres) lot into two parcels. Parcel A will be 27,727 square feet and will include retaining an approximately 5,600-square foot two story house over a garage, which was approved in April 2005. Parcel B will be 81,434 square feet. This area of the present lot is currently undeveloped. The intent is to develop a single-family house on the parcel. The subject site is located on the east side of Menlo Drive at the terminus of this street and is zoned R1R FAR District II.

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 of the State CEQA Guidelines, because the project will involve the development of a new single-family residence in an urbanized area.

STAFF

Staff Member Roger Kiesel, Senior Planner and case planner for the proposed project, presented the staff report and highlighted the main items of the staff report. He answered questions from the Planning Commissioners.

Staff member Kiesel stated that the Community Development Department staff recommends that Parcel Map GLN No. 1651 - Case No. PTM 003171-2024, be approved with conditions as all the findings required by the Subdivision Map Act can be met. as stated in the decision letter dated November 6, 2024.

APPLICANT

- Mr. Hayk Martirosian, of Techna-Land Company and civil engineer on the project and representing the owner, presented the case. He answered questions from the Planning

Commissioners. He stated that he has read the staff report and will comply with all the conditions in the staff report dated November 6, 2024.

WRITTEN COMMUNICATION

In Support: None.
In Opposition: None.
Interested Persons: None.

SPEAKING AT THE HEARING

In Support: No one.
In Opposition: No one.
Interested Persons: No one.

CALLER:

- Cathy Kay
- Valod Keshishian

DISCUSSION BY COMMISSIONERS

Planning Commissioners discussed the project and made the following motion.

MOTION

Moved by Planning Commissioner Lee, seconded by Planning Commissioner Fuentes, that upon consideration of Parcel Map No. GLN 1651/Case No. PTM 003171-2024, to subdivide a 109,161 square-foot lot (2.51 acres) into two parcels for the development of a new single-family dwelling (the existing lot currently is developed with one single-family house) in the R1R-II zone. The parcel areas will be 27,727 square feet for Parcel A and 81,434 square feet for Parcel B. The subject site is located on the east side of Menlo Drive and will be accessible from this street, and after reviewing the records, files, reports, and all documentary evidence submitted with regard to said application for the existing lot located at 3240 Menlo Drive in the R1R (Restricted Residential) Zone, Floor Area Ratio District II, the Planning Commission hereby finds that the project is exempt from CEQA review under Section 15303 "New Construction or Conversion of Small Structures" exemption because the project will involve the development of a new single-family residence in an urbanized area, would not result in cumulative impacts, is not included on any list compiled pursuant to Section 65962.5 of the Government Code, does not include any historic resources, is not adjacent to a State Scenic Highway, nor is there a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances, and hereby approves the Parcel Map, subject to compliance with the conditions listed below, based on the following findings of fact:

1. The Parcel Map is consistent with applicable General Plan elements, including the Land Use Element that designates the project site as Low Density Residential. The recommended density for this land use designation is one to eight units per acre. The applicant is requesting to subdivide the existing 109,161-square foot site into two separate lots. The proposed lot areas are 27,727 square feet for Parcel A and 81,434 square feet for Parcel B, with an average area of 54,581 square feet. The average lot area for R1R-zoned properties within 500 feet of the site is 11,440 square feet. The proposed lots exceed the average lot size within 500 feet, the average lot size for

parcel maps in this zone and both lots meet the required minimum lot size for new R1R-zoned lots (12,000 square feet). The project includes the future development of a single-family residence. The intended use of the properties is consistent with the Land Use Element designation of the site. The development contributes to the provision of a wide range of housing types to meet the needs of current and future residents (Goal 1), and provides well designed residential neighborhoods (Goal 2) as the lot design follows the site topography and drainage, development is located in the western portion of the site close to Menlo Drive eliminating landform alteration in the eastern two-thirds of the site, and the visual appeal of the residential area will be ensured through the design review process.

Menlo Drive is classified as a local street in the Circulation Element and is adequate to serve the residential needs of the immediate community as well as the proposed development. Improved Menlo Drive ends at the proposed Parcel B. The City's Public Works Engineering staff reviewed the proposal and the installation of improvements across Parcel B will be required.

The project site is located in an area where the ambient noise contour is 65 – 70 CNEL, as shown on the map of the 2030 Noise Contours, Exhibit 2 of the City's Noise Element. Table 1 of the Noise Element indicates that low density residential projects are "conditionally acceptable" in areas where the noise levels are 65 – 70 CNEL or over. Noise insulation features will be included in the design for interior living areas of the future residence to comply with building and safety standards at permit issuance. The project is surrounded by other single-family uses (aside from the east, which is vacant and zoned SR) and is not anticipated to generate noise in excess of limits contained in the Noise Element. A temporary periodic increase in ambient noise would occur during construction associated with the proposed project. However, construction associated with the project will be required to comply with the City's Noise Ordinance (GMC Chapter 8.36) to ensure that no significant impacts would occur. Therefore, this parcel map is consistent with the Noise Element.

No historical significance is associated with either the existing single-family house or the site. Therefore, this subdivision is consistent with the Historic Preservation Element.

The project site is not located within mapped liquefaction hazard or landslide hazard zones. No known active faults cross the project site and the project site is not located within a currently-designated Alquist-Priolo Earthquake Fault Zone (CGS, 2000) and does not represent a fault rupture hazard to the proposed development. The project site is located in a Fire Hazard Area as identified in the City of Glendale General Plan Safety Element. The Glendale Fire Department rates almost two-thirds of the City as highly susceptible to wild land fires, as the City's Fire Hazard Area includes all areas with a medium, high or extreme brush fire hazard. California State law requires that fire hazard areas be disclosed in real estate transactions to ensure homeowners are informed of landscaping and structural requirements for fire safety. Additionally, hazard mitigation programs in fire hazards areas currently include fire prevention, vegetation management, legislated construction requirements, and public awareness. In order to minimize damage due to fire, the proposed project would comply with applicable fire

prevention, vegetation management, and construction requirements. No significant impacts related to safety have been identified and this request is consistent with the Safety Element.

The property is located in Recreation Planning Area 4. The area is served by four parks; Montrose Community Park, Glorietta Park, Glendale Sports Complex, and the Mayors' Bicentennial Park. The project will be subject to the Parks Development Impact Fee, which is used to fund parks and recreational facilities in the City. Recreation resources are available to serve future residents of this project, therefore, it is consistent with the Recreation Element.

No scenic vistas, as identified in the Open Space and Conservation Element (January 1993), exist within, or within view of the project site. The project site is located west of the San Rafael Hills, which provides valuable publicly-owned open space. The design of the parcel map, whereby development will occur in the western portion of the site, minimizes the need for landform alteration. The project is consistent with the Open Space/Conservation Element.

2. The design and improvement of the proposed subdivision, which includes two new lots and the future development of a single-family house on Parcel B with related grading and retaining walls, is consistent with the General Plan. The lot sizes and shapes are acceptable under Glendale's Zoning Ordinance. The proposed home on Parcel B will require the approval of the Design Review Board to ensure compatibility with the surrounding neighborhood, prior to the issuance of any building permits. General compliance with the R1R development standards of the City's Zoning Code appear to be achieved; however, a more detailed review of the requirements, including setbacks, floor area ratio, lot coverage, building and retaining wall heights, landscaping and parking will be reviewed during the design review process. The City's Hillside Development Review Policy establishes criteria to be considered while reviewing a proposal, supporting the Comprehensive Design Guideline requirements for development in the hillsides. Criteria focusses on conformity to the design objectives in the Zoning Code and Hillside Design Guidelines and preservation of native vegetation and open space, minimizing landform alteration and design compatibility with the surrounding residential neighborhood. The project is located in a hillside residential zone and the proposal to subdivide the existing lot into two parcels to allow the development of an additional single-family house is permitted under the Zoning Code. Grading proposed, approximately 3,000 cubic yards in total, will facilitate development of the site. Conceptual plans for a proposed future single-family house are included in the parcel map application; however, approval of the parcel map does not constitute approval of the design of the residence. The future single-family residence will require approval by the Design Review Board for conformance with the Hillside Design Guidelines.
3. The site of the proposed parcel map is physically suitable because the resulting two parcels are residential; one will have an existing single-family home located on it and one lot will be developed in the future with a single-family residence. The project site does not include any primary or secondary ridgelines and is outside of landslide prone areas. The geotechnical study concluded that the site

is suitable for development of a single-family residence and includes recommendations related to grading, foundations and construction that will be required to be incorporated into plans for the residence.

4. The site is physically suitable for the proposed density of development because the applicant is requesting to subdivide the existing 2.5 acre property into two separate parcels. The land use designation in the General Plan land use map allows for up to eight units per acre. The proposed parcel map shows the site can accommodate two parcels with single-family residences while complying with zoning regulations. Conceptual plans have been included with the parcel map application. Future single-family residential development (one additional home as the current site already contains a house) will require approval from the Esign Review Board.
5. The design of the parcel map is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat. The proposed parcel map limits development areas to the approximately western one-third of the 2.5 acre site. This area is adjacent to Menlo Drive. The rest of the site would remain unaltered and native vegetation would be retained. The San Rafael Hills, adjacent to where the subject site is located, are not identified as a Significant Ecological Area in the Open Space and Conservation Element. The San Rafael Hills have a high degree of fragmentation as a result of urban expansion. Although wildlife is found in this area, as fragmentation continues, populations will be reduced or eliminated. As mentioned above, a significant eastern portion of the site will continue in its natural state – existing and proposed development is focused on the western portion of the site, closest to the street.
6. The design of the subdivision will not cause serious public health problems. The proposed parcel map allows for the construction of one new single-family house (there is already a house located on the site) and does not involve the use, routine transport or disposal of hazardous materials.
7. The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

CONDITIONS OF APPROVAL

Community Development Department – Planning Requirements

That the subject property shall be subdivided in full compliance with the conditions of this grant, the City of Glendale General Plan, the State Subdivision Map Act, and Title 16 and Title 30 of the Glendale Municipal Code, and any other regulation applicable to the subdivision of the subject property. Any modification to these plans must be approved by the Community Development Department. Changes considered substantial must be reviewed by the Planning Commission. The determination of whether or not a change is substantial shall be made by the Director of Community Development.

1. That all necessary permits (e.g., fire, building, engineering, etc.) shall be obtained from the Building and Safety Division in compliance with the Glendale Building Code and all other applicable regulations.

2. That the project shall be designed to accommodate a maximum of two (2) dwelling units in conformance with the parcel map and preliminary development plans submitted therewith.
3. That Design Review approval be obtained for the proposed dwelling unit.

Community Development Department – Building and Safety Requirements

4. A full set of plans (including structural design calculations) shall be submitted to building Safety for review. Plans shall be in compliance with the current edition of the City of Glendale Building and Safety Code.
5. A grading/drainage plan shall be submitted for the Building & Safety Division's review and approval and shall be made a part of the building plans submitted with the shoring permit application, or if no shoring permit is required, with the building permit application. Grading permit requirements and application can be obtained from the City's Building & Safety Division.
6. The Geotechnical and Geological reports shall contain the Geotechnical Engineer's and Geologist's findings and recommendations on all matters pertaining to the stability of the site and adequacy of all structures, retaining walls, drainage etc.
7. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

Public Works Department - Urban Forestry Requirements

8. Accurately represent existing Indigenous Protected Trees and City Street Trees on plans. Include name, dimension, and approximate canopy shape to scale. For more information, please visit www.glendaletrees.org.

Public Works Department - Engineering Requirements

9. A Parcel Map shall be required. The subdivision shall comply with all provisions of applicable State laws, the Subdivision Ordinances, and the Glendale Municipal Code. All fees pertaining to subdivisions required by the Glendale Municipal Code and City Ordinances shall be paid in connection with the filing of the final map or prior to recording of the final map, shall be based on the fees which are in effect at such respective times. In addition, survey monuments shall be set in accordance with the standards of the Director of Public Works office and to the satisfaction of the Director of Public Works. All monumentation work shall be performed by or under the supervision of a Licensed Surveyor, licensed in the State of California.
10. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including filing of a Notice of Intent with the Los Angeles Regional Water Quality Control Board, and the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project.
11. Full street improvements (including curb and gutter) shall be required for the entire street frontage of Parcel B up to the easterly terminus of the street. The width of the roadway shall be 22 feet from curb to curb.
12. The existing sewer main shall be extended to connect a new sewer lateral for Parcel B.
13. All roof and on-site drainage shall be conveyed to the street via sheet flow through the driveway apron or cast-iron pipes/parkway drains from the property line and exiting through the curb.

14. The entire asphalt concrete roadway pavement within the vicinity of the property shall be inspected after the completion of the project. In the event of damage, because of construction-related activities, the applicant may be required to perform additional street improvement repairs, up to the reconstruction of the asphalt concrete pavement.
15. The applicant shall bear all costs involved in the relocation/reconstruction and/or adjustment to new finished grade of all utilities (underground and overhead) within the public right-of-way and easement that may be affected by the project and shall coordinate all such work with the respective utility companies.
16. All existing street appurtenances, including traffic striping, street signs, curb paintings, tree wells, utilities, and all other improvements within the public right-of-way and easement that were damaged, removed, or relocated during construction shall be restored to the satisfaction of the Director of Public Works.
17. Street and sewer improvement plans prepared by a Registered Civil Engineer licensed in the State of California shall be submitted to the Public Works Engineering Division for review and approval. Plan check fees shall apply.
18. Separate permits are required for all work within the public right-of-way. The applicant shall bear all fees for the necessary permits and inspections for all work in the public right-of-way.
19. The contractor shall not store trash bins, construction equipment, construction materials, or construction vehicles (concrete truck, dump truck, etc.) on City's Right-of-Way (sidewalk, parkway, or street) without first obtaining a "Street-Use" permit from the Public Works - Engineering Division. Permit must be displayed at job site.
20. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

Glendale Water & Power Department Requirements

21. Developer is responsible for the current cost of a water service and fire line installation in accordance with the current water fee schedule.
22. Individual water meters are required for each residential unit per Glendale Municipal Code (Chapter 13.12). The water meters are to be installed per GWP specifications. Meters will be installed on ground level only and accessible to GWP personnel.
23. A complete set of plumbing plans and fire sprinkler plans shall be submitted to GWP Water Engineering for review and approval prior to request of new domestic water service and new fire line service, respectively.
24. Fire Department approval/exemption shall be obtained when determining if existing fire flow is adequate. The applicant shall pay the cost of any necessary fire or domestic water services and recycled water service to the property, as well as offsite water facility improvements necessary to provide fire flow as required by the Glendale Fire Department.
25. All water facilities shall be protected in place during construction of the subject project. All water valves, water meter boxes, water vaults and fire hydrants must be relocated and set to finished grade, when necessary, at project's expense.
26. No water service is available to this property; a water main extension is required to obtain service for this property. A water main extension shall be across the frontage of the entire property.
27. A complete set of plans shall be submitted for review to GWP Water Engineering.

28. All proposed utilities parallel with water mains shall have a minimum 4-feet of lateral clearance if the proposed utilities are installed at the same depth as the existing water main. If the proposed utilities have a minimum 1-foot vertical clearance from the existing water main, then the lateral clearance between the proposed utilities and the existing water main shall be 2-feet.
29. All proposed utilities crossing water mains shall maintain a minimum 1-foot vertical clearance from the watermain. Plan accordingly in order to maintain the clearance between the proposed utilities and the existing water mains.
30. Developer shall pay for the main extension and a new fire hydrant installation (if an additional fire hydrant is required). Developer shall hire a licensed civil engineer to design the water main extension. Only GWP crews shall be allowed to work on the water main extension. Developer shall make payment to the City for the cost of plan review, construction, inspection, record keeping and field support.
31. Applicant shall contact GWP to determine electrical service requirements before starting the permitting process. Final construction plans shall incorporate the electric service plan information for GWP Electric Engineering to sign off the building permit application.
32. The project shall provide electrical service, including the size, single line diagram and electric load calculation per the National Electric Code (NEC).
33. All new electric substructure in the public right-of-way shall be designed and installed by GWP at the customer's expense.

Community Services and Parks Requirements

34. This project is subject to provisions of the Public Use Facilities Development Impact Fee Ordinance, which requires that fees be paid to offset impacts on parks, recreation and library facilities. The develop shall complete the Development Impact Fee forms for staff to calculate the appropriate amount of the fee due based on the new square footage and/or units added.

Miscellaneous

35. Should litigation be commenced by any third party against the City concerning any procedural or substantive aspect of this subdivision, including without limitation, any litigation concerning the application of the California Environmental Quality Act, the City shall inform applicant of the estimated cost of defense. Applicant shall, within five (5) days of said notification, provide the City with a check, in same day available funds, for the estimated cost of City's defense. City shall deposit said funds into an interest bearing account. City may update said estimate at any time during any such litigation, in which case applicant shall, within five (5) days of notification of said updated estimates, provide the City with a check in same day available funds, for the additional estimated cost of defense. Should any applicant provided monies or interest on such monies remain unspent at the conclusion of litigation; City shall refund same to applicant. City retains the right to hire outside special legal counsel to represent City.
36. This approval shall expire in 36 months, on November 6, 2027 unless the applicant files for an extension prior to that date or the applicant demonstrates that all conditions have been met and has filed a final parcel map prior to the expiration date.

Adopted this 6th day of November, 2024.

This motion shall take effect and be in force upon the tenth (10th) day after its approval.

VOTE AS FOLLOWS

Ayes: Fuentes, Lee, Minassian, Shahbazian

Noes: None

Absent: Chraghchian

Abstain: None

a. LOCATION: 1015 NORTH CENTRAL AVENUE

- APPEAL OF PLANNING HEARING OFFICER'S DECISION
- CONDITIONAL USE PERMIT CASE NO. PCUP-002795-2024, &
- VARIANCE CASE NO. PVAR-003198-2024

APPELLANT: Aram Alajajian

OWNER: The Armenian Apostolic Church of Glendale
(A Parish under the Western Diocese of the
Armenian Church of North America)

ZONE: " R-1250" (High Density Residential)

LEGAL DESCRIPTION/APN: Lot C, Parcel Map 1340, Tract 4045 and 4048 as
Per Map Book 176, Page 16 / APN: 5636-007-075 and 076

PROJECT DESCRIPTION

This is an appeal of the Planning Hearing Officer decisions to deny a conditional use permit to allow the expansion of the existing church, and setback and standards variances to allow, 1) the removal and replacement of the existing church tower with new domes/bell tower elements with an overall building height of 55 feet, construction of a new detached accessory building consisting of an outdoor open alter with an overall height of 48 feet, 5-inches to the top of the dome/bell tower element, construct new 24-foot high columns, arched architectural elements and an 18-foot high entry gate and fence in the courtyard area, 3) exceed the maximum allowed floor area of 500 square feet for the new accessory building (outdoor alter), and 4) expand the existing church floor area and construct a new fence within the required street-front setback, and construct a new accessory building (outdoor alter) with a zero setback from the south interior property line.

ENVIRONMENTAL DETERMINATION

The project is categorically exempt from the California Environmental Quality Act (CEQA) review as a Class 1 Existing Facilities per Section 15301(e) of the CEQA Guidelines, because the project is a negligible expansion to an existing use; specifically, it is an addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structure before the addition, or 2,500 square

feet, whichever is less, and it is a continuation of the same land use type (place of worship). Also, the project is exempt from CEQA review as a Class 3 “New Construction or Conversion of Small Structures” exemption pursuant to Section 15303 of the State CEQA Guidelines because the project involves the construction of a new outdoor open altar. A historic assessment report was submitted by the applicant (prepared Kaplan Chen Kaplan) for the property. The report concluded that the project site at 1015 North Central Avenue is not listed on the National Register of Historic Places, California Register of Historical Resources, or Glendale Register of Historic Resources, and has not been identified as a historic resource in any survey, and therefore, not eligible for designation at the local, state, or federal levels.

STAFF

Staff Member Milca Toledo, Senior Planner and case planner for the proposed project, presented the staff report and highlighted the main items of the staff report. She answered questions from the Planning Commissioners.

Staff member Toledo stated that the Community Development Department staff recommends that the Planning Commission sustain the Planning Hearing Officer’s decision to deny the Variances and the Conditional Use Permit requests as per Planning Hearing Officer’s decision letter dated September 17, 2024, and based on the appropriate level of CEQA analysis not being completed.

Ms. Toledo added that if the Planning Commission is inclined to reverse the Planning Hearing Officer’s decision of denial and approve the application, staff recommends that the matter be continued for two weeks to have the City Attorney draft a motion for approval.

- A lengthy discussion ensued between the planning commissioners and Ms. Neukian – Assistant City Attorney, whether to continue the hearing to a later date or to remand it back to the planning hearing Officer.
- Planning Commissioners unanimously decided to hear both the appeals.

APPLICANTS

- Mr. Aram Alajajian, architect and consultant and applicant on the project and representing the owner, presented the case. He answered questions from the planning commissioners.

- Ms. Pam O’Connor, historian from Kaplan Chen Kaplan, consultant and project manager on the project, presented the case.

- Mr. Harout Markarian, owner, was present.

WRITTEN COMMUNICATION

In Support: None.

In Opposition: None.

Interested Persons: - Francesca Smith

SPEAKING AT THE HEARING

In Support: No one.

In Opposition: No one.

Interested Persons

- Francesca Smith
- Damian Sullivan

CALLERS: None.

DISCUSSION BY COMMISSIONERS

Planning Commissioners discussed the project and made the following two motions.

MOTION

Moved by Planning Commissioner Lee, seconded by Planning Commissioner Fuentes, that upon review and consideration of all materials and exhibits of current record relative to Conditional Use Permit Case No. PCUP-002795-2024, located at 1015 North Central Avenue, and after having conducted an appeal hearing on said matter, that the Planning Commission hereby finds that one or more of the buildings and/or structures at the Project Site are not historic resources under CEQA Guidelines Section 15064.5(a)(4), and therefore, REVERSES the Planning Hearing Officer's decision and APPROVES the Conditional Use Permit to allow the expansion of the existing place of worship located in the R-1250 Zone in accord with findings C and D set forth in the Planning Hearing Officer decision letter of September 17, 2024, and findings A and B and conditions set forth in the Planning Hearing Officer staff report included as Exhibit 1 dated July 31, 2024.

A. That the proposed use will be consistent with the various elements and objectives of the general plan.

The proposed use will be consistent with the various elements and objectives of the General Plan. The Land Use Element of the General Plan designates the subject site as High Density Residential. The zone is intended for high density residential development with an overall average density of 34 - 43 units per acre. The Land Use Element is the most directly related to the approval of this use; the proposed project is consistent with the Land Use Element, which designates the project site as High Density Residential, allowing for residential uses and permitting churches to operate with an approved conditional use permit. The church use is compatible with the church and private school located across the street to the east in that it provides a service to those residential uses and is a low-intensity institutional/public assembly use. The Circulation Element identifies North Central Avenue as a Minor Arterial, West Glenoaks Boulevard as a Major Arterial, and Fairview Avenue as a Local Street that are fully developed and can adequately handle the traffic circulation around the site. The City's Traffic Engineer reviewed the project and determined that no significant increase in traffic would occur as a result of the project proposal.

Operation of the church shall be required to comply with the City's Noise Ordinance (Chapter 8.36 Noise Control), and, as such, will be consistent with the General Plan Noise Element. No other elements of the General Plan, including the Circulation, Historic Preservation, Housing, Open Space and Conservation, Recreation, and Safety

Elements, will be negatively impacted. Therefore, the proposed addition of the existing land use is consistent with the various elements and objectives of the General Plan.

B. That the use and its associated structures and facilities will not be detrimental to the public health or safety, the general welfare, or the environment.

The proposed continued operation and expansion of a place of worship and its associated structures and facilities, will not be detrimental to the public health or safety, the general welfare, or the environment, as conditioned. City records indicate that a place of worship has operated at this location since 1941. For decades, a church has operated and will continue to operate at this location without any major incident, currently owned and operated by the Armenian Apostolic Church of Glendale. The church will operate as a congregation facility for worship, education and fellowship, and as a meeting place for community members and non-profit groups. Church events and activities will take place generally, for example, between the hours of 9am to 9pm, seven days per week, with other gatherings as needed. Conditions of Approval included in this staff report suggest several measures to prevent any noise or disturbances from affecting surrounding properties. The addition to the main church building and the construction of the new ancillary structure will be visible from the street. The additional floor area is ancillary to the primary use and does not expand the church seating or viewing area; thus, no intensification of the use or associated parking demand is anticipated. Further, the Neighborhood Services Division and Police Department had no comments about the continued operation and expansion of a place of worship at the subject site; the associated structures and facilities have been operating for over 50 years as a church use with no evidence of being detrimental to the community. The use and associated facilities, therefore, are not anticipated to be detrimental to the public health or safety, the general welfare, or the environment, as conditioned.

C. That the use and facilities will not adversely affect or conflict with adjacent uses or impede the normal development of surrounding property.

That the use and facilities will not adversely affect or conflict with adjacent uses or impede the normal development of surrounding property. The subject site has been used as a church since its construction in 1941 and has not proven to adversely impact nearby uses or impede the normal development of surrounding properties. The project proposes a 987 square-foot addition to the existing church building, consisting of a main altar and a prayer altar, a backstage area behind the main altar and a baptismal area. Additionally, a new 1,156 square-foot detached accessory building is proposed, consisting of an outdoor altar, restrooms and storage area associated with the church. Approval of the conditional use permit is not anticipated to cause adverse impacts nor impede the normal development of surrounding properties since these properties are already developed and the existing church has operated since 1941 and children's day care has operated under previous Conditional Use Permits (CUPs) without incident. The immediate area includes multi-family residential, and a variety of commercial uses located nearby along North Central Avenue and West Glenoaks Boulevard. The proposed expansion is not anticipated to conflict with adjacent uses, and no other City divisions cited any concerns with the continued operation of the site as a place of worship. The proposed project will provide adequate public and private facilities, such as utilities, landscaping, parking spaces and traffic circulation.

D. That adequate public and private facilities, such as utilities, parking spaces and traffic circulation measures are provided for the use.

Adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are provided for the proposed use. The site has appropriate utilities and infrastructure necessary for the church to continue operating at the site. No changes are proposed that would render existing utilities and infrastructure inadequate or require them to be upgraded. The site has 31 parking spaces to service church patrons. The parking requirement for a church use is based on number of fixed seats or floor area of seating or viewing area. The proposed 987 square-foot addition to the church and the new, 1,156 square-foot open outdoor altar with restrooms and storage do not include any fixed seats and does not increase the seating or viewing area as defined in the zoning code; therefore, it does not trigger an increase in the required number of parking spaces. The proposed landscaping on site proposes to comply with the Zoning Code.

APPROVAL OF THE CONDITIONAL USE PERMIT SHALL BE SUBJECT TO THE FOLLOWING CONDITIONS

1. That the development shall be in substantial accord with the plans submitted with the application and presented at the hearing except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Planning Hearing Officer.
2. That all licenses and permits as required or approvals from Federal, State, County or City authorities shall be obtained and kept current at all times.
3. That the premises shall be operated in full accordance with applicable State, County, and local laws.
4. That no live entertainment shall be permitted.
5. That any expansion or modification of the facility or use which intensifies the existing conditional use permit shall require a new conditional use permit application. Expansion shall include additional floor area, changes to the use or operation, or any physical change as determined by the Planning Hearing Officer.
6. That the applicant shall comply with all Department/Division requirements as specified in their memos/interdepartmental communications to the satisfaction of the Department Director.
7. That full access to the premises shall be made available to all City of Glendale representatives, including, but not limited to, personnel from Community Development Department, Neighborhood Services Division, Police Department, and Fire Department, and Los Angeles County Department of Health Services representatives, upon request, for the purpose of verifying compliance with all laws, or verifying the conditions of this approval, or both.
8. That all necessary permits (i.e., building, fire, engineering, etc.) shall be obtained from the Building and Safety Division and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.
9. That a Business Registration Certificate shall be obtained to reference this conditional use permit.
10. That Design Review Board approval shall be obtained prior to the issuance of a building permit.
11. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash and graffiti.

12. That a lot line adjustment or lot tie covenant be submitted, approved and recorded for the subject site for purposes of combining the subject parcel with two adjoining parcels into one (APNs 5636-007-076, 5636-007-075 and 5636-007-903).
13. That the applicant shall comply with all requirements of the City Engineer, as specified in the memo dated May 26, 2022 to the satisfaction of the City Engineer.
14. That the applicant shall comply with all requirements of the Public Works - Urban Forestry Division, as specified in the memo dated February 02, 2024 to the satisfaction of the Urban Forester.
15. That the applicant shall comply with all requirements of the Public Works – Traffic Engineering Division, as specified in the memo date January 29, 2024.
16. That the applicant shall comply with all requirements of the Glendale Water and Power (Water & Electric), as specified in the memo dated May 13, 2024.
17. That the applicant shall comply with all conditions of approval for Setback and Standards Variance Case No. PVAR-003198-2024.

Adopted this 6th November, 2024.

VOTE AS FOLLOWS

Ayes: Fuentes, Lee, Minassian, Shahbazian
Noes: None
Abstain: None
Absent: Chraghchian

MOTION

Moved by Planning Commissioner Lee , seconded by Planning Commissioner Fuentes, that upon review and consideration of all materials and exhibits of current record relative to Variance Case No. PVAR-003198-2024, located at 1015 North Central Avenue, and after having conducted an appeal hearing on said matter, that the Planning Commission hereby finds that one or more of the buildings and/or structures at the Project Site are not historic resources under CEQA Guidelines Section 15064.5(a)(4), and therefore, REVERSES the Planning Hearing Officer’s decision and APPROVES the setback and standards variances to permit the expansion of an existing place of worship located in the R-1250 Zone in accord with the findings A, B and D set forth in the Planning Hearing Officer decision letter of September 17, 2024, and finding C and conditions set forth in the Planning Hearing Officer staff report included as Exhibit 1 dated July 31, 2024.

- A. That the strict application of the provisions of any such ordinance would result in practical difficulties or unnecessary hardship inconsistent with the general purposes and intent of the ordinance.

The 1.2-acre site is located on the west side of North Central Avenue, bounded by Central Avenue to the east, West Fairview Avenue to the north and West Glenoaks Boulevard to the south. The existing church building was originally constructed circa 1941 for use as a church and has continuously been used as such since then. The site is developed with an approximately 7,880 square-foot two-story church building at the corner of Central and Fairview Avenue, a two-story, approximately 14,873 square-foot children’s day care center and an on-site surface parking lot towards the westerly portion of the lot facing Fairview Avenue. The project does not include expansions of or modifications to the existing day care center or on-site surface parking lot. The subject

site is located in the R-1250 (High Density Residential) zone. This area contains high density residential development and permits churches to operate with approval of a conditional use permit. The church use is compatible with the surrounding residential uses, providing a service to residential uses offering a low-intensity institutional/public assembly use.

The applicant is requesting four variances from the zoning code related to the expansion of the existing church building and additional improvements to the site. The requested variances are to exceed the maximum height for the existing church building to be modified and expanded, to exceed the maximum height and floor area for the new accessory building (outdoor altar), to construct new 24-foot high columns and other architectural elements including an 18-foot-high entry gate in the courtyard, and to allow the main church building, new accessory building, and new gates and fences to encroach into the required street-front and interior setbacks. The strict application of the provisions of the ordinance would result in practical difficulties that are not consistent with the intent of the ordinance to allow a church establishment that provides a service to those residential uses in the neighborhood, that is a low-intensity institutional/public assembly use. The proposed remodel to the existing church building and upgrades to the church site will serve Glendale and surrounding communities.

In accordance with GMC 30.11.030, Table 30.11-B, the maximum allowed building height in the R-1250 zone is three-stories and 36 feet. The existing church tower, which includes a main altar, currently has an overall height of 55 feet and is considered legal non-conforming. The applicant's variance request to increase the church's building height involves removing the existing 55-foot church tower and replacing it with a new dome/bell tower at the main altar. The new dome/bell tower height of 55-feet will be consistent with the existing height and also includes two additional dome/bell towers proposed at a slightly reduced height of 38 feet. Similarly, the applicant is also requesting a variance to exceed the maximum 15-foot height allowed for accessory structures. The project scope includes a new outdoor altar with a proposed overall height of 48 feet, 5-inches and is necessary to accommodate the dome/bell tower element of the design. The proposed overall height of the primary church building and accessory building (outdoor altar) are inclusive of the dome/bell tower elements, which are a traditional design feature in Armenian architecture and are appropriately designed for the Apostolic Church. Additionally, new 24-foot-high columns, arched architectural elements and an 18-foot-high gate entry are proposed within the outdoor courtyard on and around the new outdoor altar. To deny the requested height increase of 19 feet for the main church, an approximate 33-foot height increase for the new accessory building/outdoor altar and the new 24-ft. high architectural features and the 18-foot-high entry gate in the courtyard would not be consistent with nor accommodate the needs of the church's religious use, traditions and church services.

In accordance with GMC 30.11.030, Table 30.11-B, the minimum required street-front setback for a building is 20 feet with an average of 23 feet and 20 feet for gates or fences, and the minimum required interior setback for a new accessory building is five feet and an average of eight feet along the south side of the property and measured from the property lines. The improvements to the church include an expansion of the main church building's footprint for purposes of creating a new covered entry facing

Central Avenue, a new main and secondary altar and a baptismal area, as well as new fence/gates that will encroach into the required street-front setback area. The applicant's request to expand the main church building and install a new fence/gate, would result in reducing the existing non-conforming street front and average setback along North Central Avenue, ranging from 5-inches at the northeast entry corner to 12 feet, 4-inches towards the south and average setback, ranging from 4 feet to 10.5 feet. Similarly, the new accessory building (outdoor altar) is proposed to be setback from the southerly interior property line, where five feet is the minimum. Without the requested variance for reduced setbacks associated with the necessary expansion, the church will not have the necessary space and features to conduct its religious traditions and services. Additionally, requiring the applicant to comply with the Zoning Code setback requirements would result in impractical changes to the existing church that would unduly restrict the use of the site as a place of worship. It would require a large majority of the existing church building to be demolished, which is impractical and would result in a hardship on the church and impact their ability to provide services to the community that are typical of a place of worship.

The new fence/gates are intended to provide safety and security for the church, its staff, and its members. To comply with the minimum required 20-foot street front setback for the new fence/gate, would not allow the church site to provide safety and security for the church, its staff and members. If this was a commercial zoned property as is the case with the adjacent parcel to the southwest and directly across Central Avenue to the east and Glenoaks Boulevard to the south, the proposed minor expansion of the existing church building could be done without the need for a variance as there is no street front setback required in the C3 zone. This is also true of the setback request for the security fence proposed in these areas of the subject property. Development of the site as proposed is consistent with the surrounding C3 zoned properties.

In accordance with GMC 30.11.020, Table 30.11-A, the maximum square footage allowed for an accessory building is 500 square-feet, and as noted above, must be setback a minimum of 5 feet, and an average of 8 feet from the interior setback. The church expansion includes construction of a new 1,156 square-foot accessory building that features an outdoor altar with restrooms and storage areas with a zero setback at the interior property line. Typically, accessory buildings/structures are associated with a residential use (e.g., guest house, recreation room, etc.) where they are subordinate and incidental to the main building located on the same lot. In this case, the new outdoor altar is subordinate and incidental to the church building and will be utilized by members for religious traditions and services. The location and size of the accessory building is necessary to accommodate the needs of the church's congregation as well as the religious traditions and services. Limiting the total floor area of the building to 500 square feet and requiring the building to comply with the minimum interior setback requirements would be impractical and unduly restrict the use of the site as a place of worship. Without the requested variances, the church and its members would be precluded from carrying out traditions and services associated with the religion.

- B. That there are exceptional circumstances or conditions applicable to the property involved or to the intended use or development of the property that do not apply generally to other property in the same zone or neighborhood.

There are exceptional circumstances and conditions applicable to the subject property that would not apply generally to other property in the same zone or neighborhood. Firstly, the project site is larger in comparison to most properties in the surrounding neighborhood, and has frontage on three streets (North Central Avenue, Fairview Avenue, and West Glenoaks Boulevard). Secondly, the project site has been in operation as a place of worship (church) in a residential zone for approximately 83 years, with development and operational needs that differ from a typical residential use. The expansion of the church and gates/fences within the street front setback area and construction of a new outdoor altar within the interior setback will maintain the usable outdoor areas of the church site, and provide safety and security for the church, its staff and congregation members. Also, the location of the new fence/gate will allow for improvements to the site and adequately secure the outdoor courtyard area, including the new outdoor altar and the existing children's day care center. The dome/bell towers featured in the project design that require height variances are a typical and key feature of Armenian architecture and the Apostolic Church building design. Thirdly, the existing site has an irregular shape with the entire easterly property line, parallel to Central Avenue, resulting in portions of the church building originally constructed within the required setback areas, a condition that continues today. Fourth, a portion of the site is adjacent to a small (approximately 3,720 square feet, undeveloped parcel of land on the south side (adjacent to Glenoaks Blvd) that is currently owned and maintained by the City. The applicant has informed the City that the Church owner intends to purchase, maintain and merge the adjacent 3,720 square-foot parcel with the subject (church) site. Should this property be acquired, and the parcels are combined, the new outdoor (accessory building) will no longer be located zero feet from the interior (south) property line, but rather, it would be located 15 feet from the street side property line (facing West Glenoaks Blvd).

- C. That the granting of the variance 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 variances associated with the church expansion and site improvements, including constructing a new outdoor altar and new security gates/fencing 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 applicant's request to reduce required setbacks (street-front and interior) for the main church building, the new accessory building, and new gates/fences, exceed the maximum allowed height for the main church building, the new accessory building (outdoor altar), and the new architectural elements in the courtyard, and to exceed the maximum allowed floor area for a new accessory building will not significantly deviate from the existing conditions. For example, portions of the existing church building currently encroach into the street front setback, ranging from 7-inches to 10-ft., 7-inches, and the existing overall height of the church building is 55 ft. The applicant's proposal requesting to expand the building footprint of the church by placing the addition, ranging from 5-inches from the street front property line (at its closest point) to 12-ft., 4-inches and constructing a new

fence/gate within the street-front setback area will not significantly deviate from the existing setback conditions. Also, as proposed the existing building height is and will remain at 55 ft. high for the main church and the proposal involves reconstructing a new dome/bell tower with the same building height of 55 ft.

Similarly, construction of a new 1,156 SF accessory building with an overall height of 48 ft., 5-inches (to the top of the bell tower) for purposes of creating an outdoor altar, restrooms and storage for the existing church 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 new outdoor altar will be located in the new courtyard adjacent to the church, abutting a 3,720 SF vacant parcel on the south side (facing W. Glenoaks Blvd.). According to the applicant, said vacant parcel is intended to be purchased by the Armenian Apostolic Church in the near future. Thus, the request to increase building height for the new outdoor altar will not conflict with adjacent properties or uses. The existing church and children's day care center are two-stories and there are similar multi-story commercial buildings with similar heights surrounding the subject site, including a two-story church and school and a three-story building across the street to the east and a four-story commercial office building located across the street, southeast of the subject site. Additionally, the subject site is located in a transition zone where a commercial zone parcel abuts the southwest portion of the site and are located across the street to the south, facing W. Glenoaks Blvd. The proposed overall height of the accessory building, inclusive of the dome/bell tower element is appropriately designed for the Apostolic Church using traditional Armenian architecture. The church remodel, new gate/fence, new outdoor altar and all improvements to the site will be required to obtain design review approval prior to the issuance of a building permit to ensure that all improvements are architecturally compatible with the existing development. Additionally, aside from the variances requested, all other Zoning Code requirements are being complied with (e.g., lot coverage, floor area ratio, landscaping, etc.).

- D. That the granting of the variance will not be contrary to the objectives of the ordinance. That the granting of the variance will not be contrary to the objectives of the ordinance because the purpose of setback requirements is to ensure that there is an effective separation between properties to foster compatibility, identity, privacy, light, air and ventilation, and provide for landscaped areas for visual relief. Additionally, the objective of requiring a street-front setback area is to maintain the open streetscape of residential neighborhoods. Similarly, the objective of the interior setback is to enable appropriate open space, light, and ventilation between properties. The purpose of height regulations is to mitigate design including mass and scale and the objective of the floor area ratio standard is to limit the overall bulk of the buildings and structures in proportion to a given lot size. Lastly, the objective of the regulation limiting floor area for accessory buildings to 500 SF is to prevent overbuilding a lot with excessively large accessory buildings, which are subordinate to the primary structure. The purpose of the variance process is to assure that no property, because of the special circumstances applicable to it, shall be deprived of privileges commonly enjoyed by other parties in the same zone and vicinity.

Construction of a new fence in the street front setback area, remodel and expansion of the existing church and construction of a new outdoor courtyard with a new outdoor altar, columns, arched architectural elements and a new entry gate will allow improvements to the church site that is consistent with and accommodates the needs of the church's religious use, traditions and church services associated with the religion. The intent of the ordinance prohibiting development in the street-front and interior setback areas, limitations to the maximum overall building height and floor area for accessory buildings applies to residential uses allowing for uniformed development that provides for cohesive neighborhoods that create the same opportunity for all properties to experience access to light and air. The subject property has been in operation as a place of worship/church in a residential zone for approximately 83 years and is located on a corner lot at the end of the block, with commercially-zoned properties in the immediate context.

While the proposed expansion and remodel of the existing church and site improvements would not fully comply with zoning regulations, notwithstanding, the church will continue to comply with the intent of the regulations as it has for decades, taking into account the existing use of the site as a church and the needs of their associated religious affiliation. The church was originally developed in a residential zone where they are permitted subject to the approval of a Conditional Use Permit (CUP) and where the development and operational needs of the church differ from a typical residential use. The requested variances will be in keeping with the character of the existing church use and will not be contrary to the objectives of the ordinance. Furthermore, for the church to come into compliance with the setback regulations, a large majority of the church would have to be demolished, resulting in a hardship, requiring more investment for the church to provide services to the community. If this was a commercial zoned property as is the case with the adjacent parcel to the southwest, directly across Central Avenue to the east and Glenoaks Boulevard to the south, the proposed minor expansion of the existing church building could be done without the need for a variance as there is no street front setback required in the C3 zone. This is also true of the setback request for the security fence proposed in these areas of the subject property, and building height is limited to 90 feet in the C3 District III zone as is the case with the property developed with a church and private school across the street to the east.

APPROVAL OF THE SETBACK AND STANDARDS VARIANCE SHALL BE SUBJECT TO THE FOLLOWING CONDITIONS

1. That the development shall be in substantial accord with the plans submitted with the application and presented at the hearing except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Planning Hearing Officer.
2. That all necessary permits (i.e. building, fire, engineering, etc.) shall be obtained from the Building and Safety section and Public Works Department and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.

3. That the applicant shall comply with all Department/Division requirements as specified in their memos/interdepartmental communications to the satisfaction of the Department Director.
4. That Design Review Board approval shall be obtained prior to the issuance of a building permit.
5. That landscaped areas shall be maintained in good condition with live plants and free of weeds and trash.
6. That all new landscaping shall comply with the provisions of GMC 30.31.020.

7. That a lot line adjustment or lot tie covenant be submitted, approved and recorded for the subject site for purposes of combining the subject parcel with two adjoining parcels into one (APNs 5636-007-076, 5636-007-075 and 5636-007-903).
 1. That the applicant shall comply with all requirements of the Public Works - Urban Forestry Division, as specified in the memo dated February 02, 2024 to the satisfaction of the Urban Forester.
 2. That the applicant shall comply with all requirements of the Public Works – Traffic Engineering Division, as specified in the memo date January 29, 2024.
 3. That the applicant shall comply with all requirements of the Glendale Water and Power (Water & Electric), as specified in the memo dated May 13, 2024.
 4. That the applicant shall comply with all conditions of approval for Conditional Use Permit Case No. PCUP-002795-2024.

Adopted this 6th November, 2024.

VOTE AS FOLLOWS

Ayes: Lee, Minassian, Fuentes Shahbazian
Noes: None
Abstain: None
Absent: Chraghchian

8. COMMUNITY DEVELOPMENT DEPARTMENT UPDATES:

Staff announced that the Planning Commission hearing on November 20, 2024, has been cancelled.

9. ADJOURNMENT

Chairperson Shahbazian adjourned the hearing at 7:00 p.m.
All present were in favor.

CHAIRPERSON – PLANNING COMMISSION

VE:sm