

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION
Community Development Department
Request for Comments Form (RFC)

DATE: 10/24/2024**DUE DATE:** 11/25/2024

NOTE: If project comments are not received by the due date, it will be assumed that your department has no comments.

FROM: Nikola Hlady, Senior Planner**Tel. #** x8161**PROJECT ADDRESS:** 700 Kimlin Drive (APN: 5665-019-001)

Applicant: Richard Herman (rh@rsharch.com)

Property Owner: Glendale Adventist Academy

PROJECT DESCRIPTION: Requesting approval of a setback variance to allow the construction of 605-lineal feet of fencing (including two vehicular gates, eight swinging pedestrian gates and one rolling pedestrian gate) located within the street-front setback areas of an existing private school, Glendale Adventist Academy, located at 700 Kimlin Drive in the RIR I Zone. The proposed fences and gates are not proposed to extend into the street-front setback areas beyond the existing buildings. The purpose of the fence is to secure the Glendale Adventist Academy campus.

PLEASE CHECK:

<p><input type="checkbox"/> A. CITY ATTORNEY</p> <p><input checked="" type="checkbox"/> B. COMMUNITY DEVELOPMENT:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> (1) Building & Safety <input checked="" type="checkbox"/> (2) Neighborhood Services <input type="checkbox"/> (3) Design Review & Historic <input type="checkbox"/> (4) Economic Development <input type="checkbox"/> (5) Housing <input type="checkbox"/> (6) Urban Design & Mobility <p><input type="checkbox"/> D. COMMUNITY SERVICES/PARKS:</p> <p><input checked="" type="checkbox"/> E. FIRE ENGINEERING (PSC)</p> <p><input type="checkbox"/> F. GLENDALE WATER & POWER:</p> <ul style="list-style-type: none"> <input type="checkbox"/> (1) Water <input type="checkbox"/> (2) Electric 	<p><input type="checkbox"/> G. INFORMATION SERVICES (Wireless Telecom)</p> <p><input type="checkbox"/> H. PUBLIC WORKS (ADMINISTRATION):</p> <ul style="list-style-type: none"> <input type="checkbox"/> (1) Engineering & Land Development <input checked="" type="checkbox"/> (2) Traffic <input type="checkbox"/> (3) Facilities (city projects only) <input type="checkbox"/> (4) Integrated Waste <input type="checkbox"/> (5) Maintenance Services/Urban Forester <p><input type="checkbox"/> J. GLENDALE POLICE</p> <p><input type="checkbox"/> K. OTHER:</p> <ul style="list-style-type: none"> <input type="checkbox"/> (1) STATE-Alcohol Beverage Control (ABC) <input type="checkbox"/> (2) Tribal Consultations (EIFs) <input type="checkbox"/> (3) City Clerk's Office
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ENTITLEMENT(S) REQUESTED

Variance Case No.: _____

AUP/CUP Case No.: _____

ADR/DRB Case No.: PVAR-004024-2024

Tentative Tract/Parcel Map No.: _____

Zone Change/GPA: _____

Other: _____

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project
Address: 700 Kimlin Drive

Project
Case No.: PVAR-004024-2024

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COMMENTS:

✖ This office **DOES NOT** have any comment.

☐ This office **HAS** the following comments/conditions. ☐ (See attached Dept. Master List)

Date: 11-04-2024

Print Name: Jessica Sada

Title: Admin. Associate Dept. Neighborhood Services, CDD Tel.: 818-937-8167

a. ADDITIONAL COMMENTS:

☐ 1.

b. CASE SPECIFIC CODE REQUIREMENTS: (these are not standard code requirements)

☐ 1.

c. SUGGESTED CONDITIONS: (may or may not be adopted by the Hearing Officer)

☐ 1.

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Date: 11/18/2024

Print Name: Jose A. Muñoz

Title: Arborist Technician **Dept.** PW Forestry **Tel.:** x.3402

a. ADDITIONAL COMMENTS:

☐ 1. **SUMMARY**

The subject property is an existing private-education center (Glendale Adventist Academy) located in the northeast Woodbury neighborhood in Glendale, 91206. Plans include the installation of 605 linear feet fencing with included pedestrian and vehicular gates. Provided plans are supportable by Forestry given applicant satisfies requirements listed in "Recommendations" below.

INDIGENOUS TREE ORDINANCE

It appears there are no Indigenous Protected Trees on site or within 20 feet of proposed Work. Please see recommendations below.

CITY STREET TREES

Proposed scope of work will not encroach on City Street Trees. Please see recommendations below.

RECCOMENDATIONS

1. Add the note "Protected oak, sycamore, bay trees or City Street trees on the property and within 20' of the property are inaccessible to the proposed construction activity and will experience NO impact. No protective fencing is required" to the project site plan.

b. CASE SPECIFIC CODE REQUIREMENTS: (these are not standard code requirements)

- 1.

c. SUGGESTED CONDITIONS: (may or may not be adopted by the Hearing Officer)

- 1.

POINT PERSON – DEPARTMENTS/DIVISION

CITY ATTORNEY – GILLIAN VAN MUYDEN (Miah Yun and Yvette Neukian, Alternates)

CITY CLERK – KAREN CORTES

COMMUNITY DEVELOPMENT:

Building and Safety – COLIN LEUNG, ARA SARGSYAN and CELINE SARKISLOO

Neighborhood Services – JESSICA SADA

Design Review & Historic (Glendale Register & Historic Districts) – JAY PLATT

Economic Development – MARK BERRY

Housing – PETER ZOVAK, MIKE FORTNEY and AARON BROWNELL

Urban Design & Mobility – FRED ZOHREVAND (For VMT Analysis)

COMMUNITY SERVICES AND PARKS – TEREZA ALEKSANIAN and AMIRAH LIMAYO

INFORMATION SERVICES DEPT.

Wireless Communications – GORDON ARNOLD

FIRE ENGINEERING – JOVAN DIAZ, SITA PARTAMIAN and DAVE STIMSON

GLENDALE WATER AND POWER:

Water – SEDA BOGHOSIAN, EDEN HAKOUPIANI and KEVIN RUNZER

Electric – CATHERINE BABAKHANLOU, SEDA BOGHOSIAN and EDEN HAKOUPIANI (Hovsep Barkhordian, and Daniel Scorza Alternates)

POLICE – LT. ALEX KRIKORIAN and ZAZIL AVILA, C.S.O.

PUBLIC WORKS:

Engineering & Land Development – ARMEN AVAZIAN, SARKIS OGANESYAN, and RUEL VILLALUNA

Traffic – PASTOR CASANOVA and AREK HARMANDAYAN
Integrated Waste – DAN HARDGROVE
Maintenance Services/Street & Field/Urban Forester – LOREN KLICK,
CARLOS LINARES, and ORLANDO URQUIDEZ
Facilities (City projects) – KEVIN TODD

OTHERS:

STATE ABC – PATRICIA HALPIN (Patricia.Halpin@abc.ca.gov),

TRIBAL CONSULTATION (EIF Applications Only) –

THCP Officer (Tribal Historic and Cultural Preservation Department,
Fernandeno Tataviam Band of Mission Indians)

JOSEPH ONTIVEROS (Cultural Resource Director, Soboba Band of Luiseno
Indians)

LINDA CANDELARIA (Co-Chairwoman, Gabrielino-Tongva Tribe)

(Sample Letters on Planning Share: [..\..\..\Environmental\Tribal Consultation Sample Letters](#))

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Date: 11/18/2024

Print Name: Colin Leung
Title: Principal Code Specialist Dept. CDD / BSD Tel.: 818-937-8183

COMMENTS:

1. Where proposed fence is near the existing ramp / stairs. Please verify minimum stairs / ramps landing dimension is provided.
2. Minimum landing dimension required at each side of fence door / gate per CBC Ch. 10 & 11B
3. Fence doors / gate serve as egress purpose shall be readily openable from the egress side without the use of a key or special knowledge or effort.
4. Structural design and anchorage details between the fence post to fence support or foundation is required.