

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

DATE: 9/11/2024 DUE DATE: October 2, 2024
NOTE: If project comments are not received by the due date, it will be assumed that your department has no comments.

FROM: Alan Lamberg, Planner Alamberg@GlendaleCA.gov **Tel. #** 818-937-8158

PROJECT ADDRESS: 707 N Pacific

Applicant: Araz Parseghian for Applicant Abraham

Property Owner: Pacific 2017, LLC c/o Stergios Rapis

PROJECT DESCRIPTION: Adaptively reuse the former pharmacy building as a banquet hall in the Freemont Park neighborhood, including site work to parking lot and landscaping.

PLEASE CHECK:	
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A. CITY ATTORNEY

G. INFORMATION SERVICES (Wireless Telecom)

B. COMMUNITY DEVELOPMENT:

H. PUBLIC WORKS (ADMINISTRATION):

- **(1) Building & Safety**

- **(1) Engineering & Land Development**

X

x

- | | |
|--------------------------------|---|
| • (2) Neighborhood Services | x |
| • (3) Design Review & Historic | |
| • (4) Economic Development | |
| • (5) Housing | |
| • (6) Urban Design & Mobility | x |

- **(2) Traffic**
- **(3) Facilities (city projects only)**
- **(4) Integrated Waste**
-
- **(5) Maintenance Services/Urban Forester**

X

D. COMMUNITY SERVICES/PARKS:

J. GLENDALE POLICE

X

E. FIRE ENGINEERING (PSC)

K. OTHER:

F. GLENDALE WATER & POWER:

- (1) Water _____
- (2) Electric _____

- **(1) STATE-Alcohol Beverage Control (ABC)**
- **(2) Tribal Consultations (EIFs)**
- **(3) City Clerk's Office**

[illegible]

Variance Case No.:

AUP/CUP Case No.: PCUP-003300-2024

ADR/DRB Case No.: _____

Tentative Tract/Parcel Map No.:

Zone Change/GPA: _____

Other: _____

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

Project

Address: 707 North Pacific Avenue

Project

Case No.: PCUP-003300-2024

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

NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.

COMMENTS:

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

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

Date: 10/01/2024

Print Name: Colin Leung

Title: Principal Code Specialist **Dept.** CDD / BSD **Tel.:** 818-937-8183

Comments:

1. All submittals shall be digital through City of Glendale **GlendalePermits** portal.
2. The following separate permits will be required to be obtained through Building & Safety.
 - a. Building:
 - b. Electrical:
 - c. Mechanical:
 - d. Plumbing:
 - e. Fire: (Separate permits will be required through Glendale Fire Dept. such as Fire Sprinkler Systems and Fire Alarm System)
 - f. Exterior features: Such as trash enclosure, garden walls/fences, retaining walls etc.
 - g. Exterior Business Signs
3. Obtain approvals from the following City of Glendale departments/divisions:
 - a. Planning/Zoning Division
 - b. Building & Safety
 - c. Glendale Fire Department
 - d. Glendale Water & Power – Electrical
 - e. Glendale Water & Power – Water
 - f. Public Works Engineering
 - g. Public Works Traffic
 - h. Public Works Waste Management
 - i. Housing Division

4. Project shall comply with the following codes. Reference each on the Title Sheet of submittal plans.
 - 2023 - Glendale Building & Safety Codes **GBSC** (Glendale amendments to the California Building Standards Code)
 - 2022 - California Building Code, **CBC**
 - 2022 - California Fire Code, **CFC**
 - 2022 - California Electrical Code, **CEC**
 - 2022 - California Mechanical, Code, **CMC**
 - 2022 - California Plumbing Code, **CPC**
 - 2022 - California Energy Code, **CEnC**
 - 2022 - California Green Building Standards Code, **CGBSC**
5. The following are common comments observed for this type of project. This is by no means a complete review. ***A complete review shall be conducted upon formal submittal To Building & Safety for a submittal to review application to obtain permits for construction. Additional plan check comments may follow.***
6. All plans shall be stamped and signed by California registered professional Architects and Engineers for their appropriate expertise in accordance with California Board for Professional Engineers, Land Surveyors, and Geologists and the California Architects Board.
7. Provide a plumbing fixture count analysis on plans for the required number of toilets, urinals, sinks, etc. per CA Plumbing Code (CPC) Chapter 4.
8. Accessibility
 - a. Proposed project shall be in full compliance to CBC Ch. 11B
9. Fire Sprinkler are required for proposed change to more hazard use per GBSC 903.2.21. Separate permits are required for fire sprinkler systems and alarm systems and shall be submitted to Glendale Fire Department for review and approval.
10. Site and grading work (if any)
 - a. Civil engineering plans are required for grading LID, NPDES, SWPP, water conservation, drainage design, in compliance with, but limited to, City of Glendale Municipal Code, California, Green Building Code, California building Code, Chapter 18. Glendale Building & Safety Code - Amendments (GBSC) Section J103.1 & J103.2 for required permits.
 - b. Obtain a grading permit, prepared by a California license Civil Engineer by submitting complete drawings.
 - c. A complete geotechnical report prepared by a California licensed Geotechnical Engineer is required in compliance with CBC Chapter 18, including slope stability analysis (project is located on a hillside).
 - d. No cross-lot drainage to adjacent properties will be allowed for this project.
 - e. Maintain slope setbacks per CB Chapter 18 and Section 1808.7.
 - f. Hydrology and hydraulic calculations may be submitted for the review and approval.
 - g. Provide low impact development, LID report, per LID development standards per Glendale Municipal Code Chapter 13.43.
 - h. All designated projects must retain 100% of the SWQDV on site through infiltration, evapotranspiration, stormwater, runoff harvest and use, or a combination thereof, unless it is demonstrated that they it is technically infeasible to do so.
 - i. Any propose drainage infrastructure shall be constructive per city standards.
 - j. NPDES compliance is required. See Glendale Municipal Code Title 13.42.
11. Water saving measures need to be incorporated as per Glendale municipal code Title 13.
12. For trash, recycling, and organics facilities on property, contact PW Integrated Waste Management for requirements and clearance approvals.
13. **Additional comments shall follow upon submittal to Building & Safety.**

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

Project

Address: 707 North Pacific Avenue

Project

Case No.: PCUP-003300-2024

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

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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: November 13, 2024

Print Name: Amirah Limayo

Title: Senior Administrative Analyst **Dept:** Community Services & Parks **Tel:** (818) 548-2057

a. ADDITIONAL COMMENTS:

- ☒ 1. Once this project is completed, the Applicant should inform their clients/users and valet that they are not allowed to park at Fremont Park. There will be signs at the park that will note that no parking will be allowed other than park use. The gates to the parking lot of Fremont Park will be closed by 10:00PM so no entry or exit to the parking lot will be allowed.

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.

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

Project Address: 707 North Pacific Avenue	Project Case No.: PCUP-003300-2024
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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: 11/15/24

Print Name: Sita Partamian

Title: Principal FESS **Dept.** Fire **Tel.:** 818-937-8105

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.

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

Project Address: 707 North Pacific Avenue	Project Case No.: PCUP-003300-2024
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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: 09-24-2024

Print Name: Jessica Sada

Title: Admin. Associate Dept. Neighborhood Services/CDD

Tel.: 818-937-8167

a. ADDITIONAL COMMENTS:

☒ 1. There is an open code case (# PV-0436-01-2024) assigned to Code Compliance Inspector Ernest Jimenez for protentional work without permits, however no violations cited yet due to the inspector not seeing any construction activity as time of inspection.

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.

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

DATE: 11/7/2024 **DUE DATE:** November 20, 2024

NOTE: If project comments are not received by the due date, it will be assumed that your department has no comments. **(Amended for additional entitlements.)**

FROM: Alan Lamberg, Planner Alamberg@GlendaleCA.gov **Tel. #** 818-937-8158

PROJECT ADDRESS: 707 N Pacific Ave

Applicant: Araz Parseghian & Abraham Stepanian

Property Owner: Pacific 2017, LLC c/o Stergios Rapis

PROJECT DESCRIPTION: A Conditional Use Permit (CUP) to establish a banquet hall with entertainment, subject to the standards listed in GMC 5.16, through the adaptive reuse of a former retail building, including a 1,760-SF mezzanine addition, two outdoor patios, and a drop-off/pick-up area, and an Administrative Use Permit (AUP) for the on-site sales, service and consumption of alcoholic beverages in the Community Commercial – C2 zone. The project includes an AB-2097 parking exception to allow 50 in lieu of 213 required off-street parking spaces.

PLEASE CHECK:

<p><input type="checkbox"/> A. CITY ATTORNEY</p> <p><input 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 checked="" type="checkbox"/> (3) Design Review & Historic<input checked="" type="checkbox"/> (4) Economic Development<input type="checkbox"/> (5) Housing<input type="checkbox"/> (6) Urban Design & Mobility <p><input checked="" 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 checked="" type="checkbox"/> (1) Water<input checked="" 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 checked="" type="checkbox"/> (5) Maintenance Services/Urban Forester <p><input checked="" type="checkbox"/> J. GLENDALE POLICE</p> <p><input type="checkbox"/> K. OTHER:</p> <ul style="list-style-type: none"><input checked="" 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.:

PAUP-004144-2024

AUP/CUP Case No.:

PCUP-003300-2024

Tentative Tract/Parcel Map No.:

Zone Change/GPA:

Revised 10 September 2024 –VE

To update department/division contacts, please email Vista Ezzati (VEzzati@glendaleca.gov)

INTER-DEPARTMENTAL COMMUNICATION PROJECT CONDITIONS AND COMMENTS

Project Address: 707 North Pacific Avenue	Project Case No.: PCUP-003300-2024 PAUP-004144-2024 PAB2097-004140-2024
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If project comments are not received by the due date, it will be assumed that your department has no comments.

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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: November 14, 2024

Print Name: Alex Krikorian

Title: Police Lieutenant Dept. Police Tel.: 818-937-8434

a. **ADDITIONAL COMMENTS:**

- ☐ 1. Applicant Aran Parseghian & Abraham Stepanian is in the process of obtaining an amendment to the original CUP for this location that was approved on October 1, 2024. Applicants are requesting a Conditional Use Permit (CUP) to establish a banquet hall with entertainment, subject to the standards listed in GMC 5.16, through the adaptive reuse of a former retail building, including a 1,760-SF mezzanine addition, two outdoor patios, and a drop-off/pick-up area, and an Administrative Use Permit (AUP) for the on-site sales, service and consumption of alcoholic beverages in the Community Commercial – C2 zone. The project includes an AB-2097 parking exception to allow 50 in lieu of 213 required off-street parking spaces.

This establishment is located in census tract 3017.01 which allows for 3 On-Sale establishments. There are currently no On-Sale licenses in this tract. Based on arrests and Part 1 crime statistics for census tract 3017.01 in 2023 there were 183 crimes, 42% below the city wide average of 317.

Per the ABC website, there is no “active” or “pending” ABC license for this location.

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)

Banquet Hall Conditions

1. This premises may be utilized for banquets, private parties, or other events, provided that all events comply with the provisions of the applicant's Alcoholic Beverage Control License, and provided they have appropriate Conditional use Permits and Use Variances if required.
2. If this establishment is a Banquet hall and is not in possession of an Alcohol Beverage Control License, they shall document in the contract with the Cater or Renter, strict serving guidelines that would mirror those outlined by the ABC.
3. Sales, service or consumption of alcoholic beverages shall be permitted only between the hours of 1000 am to 2:00 am each day of the week (*hours to be determined by the Planning / Zoning Administrator – week night and weekend restrictions may be considered*).
4. The sale of beer, wine and distilled spirits is strictly prohibited without an ABC License.
5. When alcoholic drinks are being provided by a sponsor of the event, staff must be aware of the signs and symptoms of an obviously intoxicated person and take appropriate action to prevent an incident.
6. That the proprietor and his/her employees shall make an active and conscientious effort to keep customers and employees from trespassing on other nearby properties or otherwise making disturbances in the area.
7. There shall be no video machine maintained upon the premises.
8. Dancing is only allowed on the premises in designated dance floor areas.
9. Live entertainment is permitted with the exception that no karaoke, no bikini activities or events, no lingerie activities or events, no swimwear activities or events, nor any similar activities or events be allowed where partial clothing of male, female or any individual for entertainment is provided.
10. Music or noise shall be contained within the edifice of the establishment. The business shall comply with all state and local laws and ordinances concerning excessive noise and disturbing the peace. The hearing officer's opinion shall prevail to arbitrate any conflicts.

11. The front and back doors of the establishment shall be kept closed at all times while the location is open for business, except in case of emergency. Panic bar hardware with automatic alarm shall be provided.
12. An establishment that primarily provides for the on-premises sale, serving and consumption of alcoholic beverages and that derives more than fifty (50) percent of gross revenues from the sale of alcoholic beverages is by definition of the code a "tavern" and requires approval of a separate conditional use permit. Taverns include bars, pubs, cocktail lounges and similar establishments.
13. No employee, while working, shall solicit or accept any alcoholic or non-alcoholic beverage from any customer while on the premises. No employee, while working, shall be engaged for the specific purpose of sitting with or otherwise spending time with customers while on the premises.
14. No booth or group seating shall be installed which completely prohibits observation of the occupants.
15. Dedicated security staff is required on-site in addition to any audio-visual surveillance technology the applicant may wish to utilize. An audio-visual system will not take the place of security staff and in and of itself, is not sufficient. It is recommended that the security staff be identified either by uniform or professional blazers.
16. That a minimum of 2 security guards and 1 Banquet Manager shall be present for events exceeding 100 patrons, so that they may intervene in disturbances and be a direct contact for a police response.
17. That parking areas shall be kept adequately illuminated for security purposes during all hours of darkness.
18. The management staff shall comply with the City of Glendale Clean Air Act, smoking ordinance.
19. Excessive police calls for service (4 or more) may result in a temporary or permanent revocation of CUP.

Note: Nothing in these conditions shall be construed to permit any person to violate any provisions of the Alcoholic Beverage Control Act.

On-Sale Conditions

20. At all times when the premises are open for business, the service of any alcoholic beverage shall be made only in the areas designated with an ABC license. Consumption of alcoholic beverages will only be on those same licensed areas.
21. Sales, service or consumption of alcoholic beverages shall be permitted only between the hours of _____ to _____ each day of the week (*hours to be*

determined by the Planning / Zoning Administrator – week night and weekend restrictions may be considered).

22. No patron to any of the business establishments will be allowed to bring into any establishment or maintain in the establishments, any alcoholic beverage unless that alcoholic beverage was purchased within that same establishment unless the facility has an established corkage policy allowing and regulating such.
23. The restaurant shall remain open to the public during business hours. If the establishment has a private party during normal business hours, the restaurant still needs to remain open for business to regular customers.
24. That the proprietor and his/her employees shall make an active and conscientious effort to keep customers and employees from trespassing on other nearby properties or otherwise making disturbances in the area.
25. Those premises may be utilized for banquets, private parties, or other events, provided that all events comply with the provisions of the applicant's Alcoholic Beverage Control license, and provided they have appropriate Conditional Use Permits and Use Variances if required.
26. There shall be no video machine maintained upon the premises.
27. Dancing is only allowed on the premises in designated dance floor areas, with a proper "Dance" permit.
28. No live entertainment is permitted without a "Live Entertainment Permit". No karaoke, no bikini activities or events, no lingerie activities or events, no swimwear activities or events, nor any similar activities or events be allowed where partial clothing of male, female or any individual for entertainment is provided.
29. Music or noise shall be contained within the edifice of the establishment. The business shall comply with all state and local laws and ordinances concerning excessive noise and disturbing the peace.
30. The front and back doors of the establishment shall be kept closed at all times while the location is open for business, except in case of emergency.
31. An establishment that primarily provides for the on-premises sale, serving and consumption of alcoholic beverages and that derives more than fifty (50) percent of gross revenues from the sale of alcoholic beverages is by definition of the code a "tavern" and requires approval of a separate conditional use permit. Taverns include bars, pubs, cocktail lounges and similar establishments.
32. Any establishment serving alcoholic beverages which has a dance floor of greater than 200 square feet is considered a nightclub and will require a separate conditional use permit.

33. The sale of beer, wine, and/or distilled spirits for consumption off the premises is strictly prohibited.
34. The Manager and or Staff should be proactive in the enforcement of the City of Glendale Fresh Air Ordinance (Title 8, Chapter 8.52 of the Glendale Municipal Code).

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

Project Address: 707 North Pacific Avenue

Project Case No.: PCUP-003300-2024
PAUP-004144-2024
PAB2097-004140-2024

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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: November 13, 2024

Prepared by: Jeff Brown, Assistant Parking Manager
Tommy Chow, T.E., Traffic Engineering Associate
CC: Pastor Casanova, T.E., Principal Traffic Engineer

Dept. Public Works-Traffic Engineering


Tel.: 818-937-8323

a. ADDITIONAL COMMENTS:

Traffic Comments

- ☒ 1. Applicant to confirm the property line for the northerly section of the parking lot. The submitted site plan (Sheets T2.0, A1.0, and A1.1) indicates that the northerly parking bay and aisle are outside the property's boundary. If the property line is accurately depicted on the site plan, this would impact 19 off-street parking spaces.
- ☒ 2. Proposed landscaping near driveway entrances and exits must be maintained at a height of 30 inches or less from the roadway elevation to ensure pedestrian visibility on adjacent sidewalks.
- ☒ 3. All existing City-installed red curbs must be preserved. Any red curb damaged or removed during project construction must be restored by the applicant.
- ☒ 4. Applicant to confirm that proposed drop-off and pick-up area will be fully contained within the project site and not extend onto City streets.

Parking Comments

- ☒ 1. On-street parking is in high demand in this project area. Any new development that does not meet parking requirements as per code may impact parking availability in the area. On and off-street parking availability may fluctuate as parking demand in this area may increase over time. Any change in use at the facility may impact on-site parking and increase off-site parking use on adjacent streets. At any time, on-street parking spaces may be restricted which may adversely affect parking in this area.

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. 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.

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COMMENTS:

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

Date: 10/1/2024

Print Name: Jose A. Munoz

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

a. ADDITIONAL COMMENTS:

☐ 1. **SUMMARY**

The subject property is structure formerly operating as a Rite Aid Pharmacy, with a proposal to change use of location to become a banquet hall. Property is in the North Glendale vicinity, 91203. Plans include the addition of a second story space totaling 1780 square feet, and interior/exterior modifications that will likely not encroach on protected trees adjacent to subject property.

INDIGENOUS TREE ORDINANCE

It appears that there are no Indigenous Protected Tree Species on site or within 20' of subject property. Applicant must verify if there are any Oak, bay, or sycamore on site or within 20 feet of subject property. Please see below.

CITY STREET TREES

There are a total of six (6) City Street Trees adjacent to 707 N. Pacific Avenue: Four (4) Brisbane Box (*Lophostemon confertus*) along Pacific Avenue and two (2) Desert willow (*Chilopsis linearis*) adjacent to Burchett Street, all listed to be in fair condition. These City Street Trees must be represented on plans, including proper name, dimension, and approximate canopy shape to scale. Please see below.

RECCOMENDATIONS

1. Accurately represent existing Indigenous Protected Trees (Oak, California Bay, Western sycamore) and City Street Trees on plans. Include name, dimension, and approximate canopy shape to scale. For more information, please visit www.glendaltrees.org.
2. If there are no Oak, bay, or sycamore on site or within 20' of subject property, applicant may 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 plans.
3. Apply for a Street Tree Permit while in plan review.

I can be contacted at x. 3402 or JoseMunoz@GlendaleCa.Gov

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.

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION

DATE: October 02, 2024

TO: Alan Lamberg, Community Development Department

FROM: Kevin Runzer, GWP Water Engineering
Catherine Babakhanlou, GWP Electric Engineering

**SUBJECT: PCUP-003300-2024
707 N Pacific Avenue**

Glendale Water & Power (GWP) Engineering has reviewed the plans.
Requirements are as follows:

Electric Engineering

Customer Service (818) 548-3921

- Project to contact GWP Customer Service Engineering to determine electric service requirements before starting the permitting process. Final construction plans must incorporate the electric service plan information for GWP Electric Engineering to sign off the building plan application.
- Project to provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
- Project will require an on-site transformer vault facility for the electrical service. GWP will start the new vault design after the project has provided the following:
 - Electrical load calculations.
 - Single line diagram.
 - Electrical room layout.
 - Switchboard elevations.
 - Architectural plans showing the proposed vault and electrical room locations.
 - Elevation plans.
- Additional comment(s) and/or attachment(s).
Project to show existing outdoor rated electrical switchgear on their plans. Project to provide electrical load calcs to verify existing service is adequate for new banquet hall. If larger electrical service is required then a new GWP padmount and new switchgear will be required. GWP design for a service change will take a few months.

Fiber Optics (818) 548-3923

- No conflict.

Street Lighting (818) 548-4877

- No Conflict

Transmission & Distribution (818) 548-3923

- No conflict.

Water Engineering

Recycled Water (818) 548-2062

- No conflict.

Backflow Prevention (818) 548-2062

- No conflict.
- Additional comment(s) and/or attachment(s).
THERE IS AN EXISTING 6" BACKFLOW PREVENTION DEVICE FOR THE EXISTING 6" FIRELINE. THERE IS AN EXISTING 2" BACKFLOW PREVENTION DEVICE FOR THE EXISTING 2" DOMESTIC WATER LINE. THERE IS AN EXISTING 1" BACKFLOW PREVENTION DEVICE FOR THE EXISTING 1" IRRIGATION WATER LINE.

Potable Water (818) 548-2062

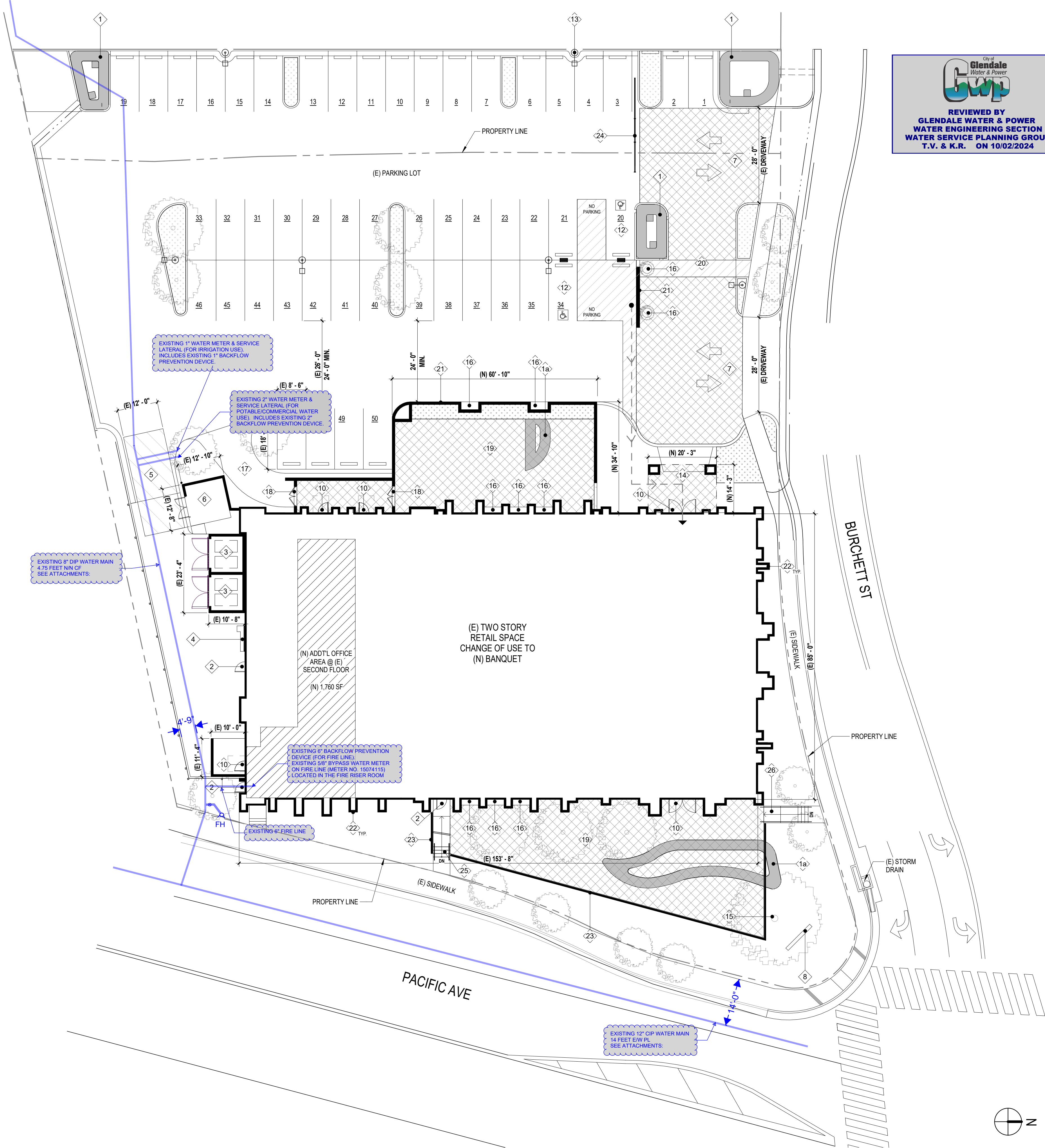
- A complete set of plumbing plans and fire sprinkler plans shall be submitted to GWP Water Engineering for review and approval prior to request of new domestic water service and new fire line respectively
- Any water service or fire line connection, when no longer needed by the customer, must be permanently abandoned (disconnected at water main and water meter removed) by GWP following payment of the necessary fee.
- 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.
- Add all existing facilities per attached drawing(s).
- Revise as marked on check prints.
- Please contact GWP Water Engineering at (818) 548-2062 prior to construction.
- Please add the following to the General Notes: 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. Please contact GWP Water Engineering at (818) 548-2062 prior to construction.
- 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 minimum 2-feet.
- All proposed utilities crossing water mains shall maintain a minimum 1-foot vertical clearance from the water main. Please plan accordingly in order to maintain the clearance between the proposed utilities and the existing water mains.
- Additional comment(s) and/or attachment(s).
THERE IS AN EXISTING 6" FIRELINE WITH A 5/8" BY-PASS METER. THERE IS AN EXISTING 2" COMMERCIAL DOMESTIC WATER SERVICE LATERAL WITH A 2" WATER METER. THERE IS AN EXISTING 1" IRRIGATION SERVICE LATERAL WITH A 1" WATER METER.

Catherine Babakhanlou
Senior Electrical Engineer

Kevin Runzer
Senior Civil Engineer



CB/KR:sb/eh

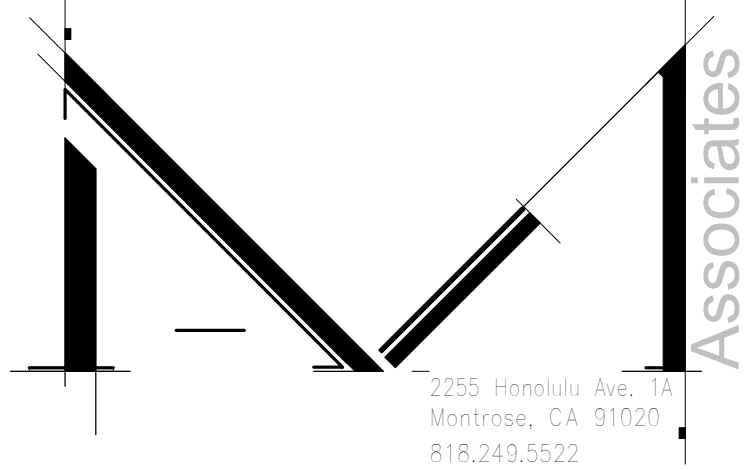
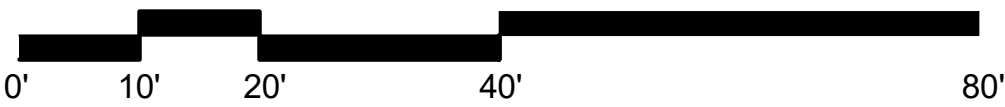


City of
Glendale
Water & Power
REVIEWED BY
GLENDALÉ WATER & POWER
WATER ENGINEERING SECTION
WATER SERVICE PLANNING GROUP
T.V. & K.R. ON 10/02/2024

PROPOSED SITE PLAN KEYNOTES	
1	(E) BASIN TO REMAIN
1a	(E) BASIN TO BE MODIFIED PER NEW SITE PLAN
2	(E) EXIT DOOR TO REMAIN
3	(E) TRASH/RECYCLE ENCLOSURE TO REMAIN
4	(E) ROLL-UP DOOR TO REMAIN
5	(E) LOADING AREA TO REMAIN
6	(E) ELECTRICAL VAULT TO REMAIN
7	(E) PARKING LOT ENTRY/EXIT TO REMAIN
8	(E) PEDESTAL SIGN TO REMAIN
9	REMOVE (E) TRASH; ENCLOSURE TO REMAIN
10	(N) EXIT DOOR
12	RELOCATION OF ACCESSIBLE PARKING
13	(E) LAMP POST TYP.
14	(N) COVERED ENTRY
15	PROTECT (E) TREE
16	(N) PLANTER
17	(E) PATHWAY TO REMAIN
18	(N) 6' - 0" GATE
19	(N) PROPOSED OUTDOOR PATIO
20	(N) DROP OFF AND PICK UP AREA
21	(N) 7' - 0" PONY WALL
22	(N) STONE CLADDING TO MATCH (E) STONE CLADDING BUMP OUTS
23	(N) 8' - 0" PERIMETER CMU WALL FENCE
24	(N) SLIDING GATE FOR DRIVEWAY
25	(E) EMERGENCY EXIT
26	(N) SECONDARY EMERGENCY EXIT

PROPOSED SITE PLAN LEGEND

- LANDSCAPING
- GROUND FLOOR ADDITION
- SECOND FLOOR ADDITION
- ACCESSIBLE PATH OF TRAVEL



Grandmanor - Glendale

707 N. Pacific Ave.
Glendale, CA 91202

4/18/2024 9:56:45 AM
PROJECT NAME

PROPOSED SITE PLAN

ISSUE PHASE
Project Status
ISSUE DATE
PROJECT NUMBER
Project Number
DRAWN BY
CHECKED BY

D-A1.2

1 PROPOSED SITE PLAN
1/16" = 1'-0"