

MINUTES
REGULAR MEETING OF THE CITY OF GLENDALE
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING COMMISSION
MUNICIPAL SERVICES BUILDING
633 East Broadway, Room 105, Glendale, CA 91206
WEDNESDAY, FEBRUARY 17, 2021
5:00 P.M.

5:00 p.m. - Chairperson Chraghchian called to order the Regular Meeting of the Planning Commission in the Municipal Services Building, 633 East Broadway, Room 105, Glendale.

Present: Chraghchia (via teleconference)
Fuentes (via teleconference)
Lee (via teleconference)
Minassian (via teleconference)
Shahbazian (via teleconference)
Absent: None

Community Development Department Staff

- Kristen Asp, Principal Planner (via teleconference)
- Roger Kiesel, Senior Planner (via teleconference)
- Aileen Babakhani, Planner (via teleconference)
- Dennis Joe, Planner (via teleconference)

Legal Department Staff

- Gillian van Muyden, Chief Assistant City Attorney (via teleconference)

2. REPORT REGARDING POSTING OF AGENDA

The agenda for this meeting was posted on Wednesday, February 10, 2021, on the bulletin board outside City Hall and on the City's web site.

3. PLEDGE OF ALLEGIANCE

Chairperson Chraghchian led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS: NONE.

5. ELECTION OF CHAIRPERSON & CHAIRPERSON PRO-TEM

➤ Planning Commissioner Minassian was unanimously nominated as Chairperson of the Planning Commission for the year 2021, by the Commissioners present.

VOTE

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

Planning Commissioner Minassian, accepted the nomination for the position of Chairperson of the Planning Commission for the year 2021.

- Planning Commissioner Lee was unanimously nominated as Chairperson Pro-Tem of the Planning Commission for the year 2021, by the Commissioners present.

VOTE

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

Planning Commissioner Lee, accepted the nomination for the position of Chairperson Pro-Tem of the Planning Commission for the year 2021.

6. APPROVAL OF MINUTES

- November 4, 2020 (Regular Meeting)

MOTION

Moved by Planning Commissioner Lee, Seconded by Planning Commissioner Minassian, that the minutes be approved as presented.

VOTE

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

7. ZONING APPEALS

OLD BUSINESS: NONE.

NEW BUSINESS: NONE.

8. PLANNING COMMISSION ITEMS

OLD BUSINESS: NONE.

NEW BUSINESS

(1) LOCATION: 1735, 1737, AND 1739 HOLLY DRIVE

- TENTATIVE TRACT MAP NO. 82944 (PTTMCP 2003243)

APPLICANT/OWNER: JK & Associates/Fortunate Realty Corp.

ZONE: "R-2250" - (Medium Density Residential)

CASE PLANNER: Aileen Babakhani, Planner

LEGAL DESCRIPTION: Lot 13, Block B of Tract No. 5106 in the City of Glendale, County of Los Angeles

PROJECT DESCRIPTION

A tentative tract map has been filed showing the proposed subdivision of a proposed development of land at 1735, 1737, and 1739 Holly Drive for the purpose of creating a new seven (7)-unit residential condominium project.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 32 "Infill Development" exemption pursuant to Section 15332 of the State CEQA Guidelines, because the project meets all the conditions of an in-fill development project.

STAFF

Staff Member Aileen Babakhani, Planner, presented the staff report and highlighted the main items of the staff report. She answered questions from the Planning Commissioners.

Staff member Aileen Babakhani stated that Community Development Department staff recommends that the Planning Commission approve Tentative Tract Map No. 82944 (PTTMCP 2003243) located at 1735, 1737, And 1739 Holly Drive, with findings and conditions as stated in the staff report dated February 17, 2021.

APPLICANT: No one was present.

WRITTEN COMMUNICATION

In Support: None.

Interested Persons: None

In Opposition: None.

SPEAKING AT THE HEARING

In Support: No one.

In Opposition: No one.

Interested Persons: No one.

DISCUSSION BY COMMISSIONERS

Planning Commissioners discussed the project and made the following motion.

MOTION
(TENTATIVE TRACT 82944)

Moved by Planning Commissioner Lee, seconded by Commissioner Minassian?????, that upon review and consideration of Tentative Tract No. 82944, and after reviewing the records, files, report, and all documentary evidence submitted with regard to said tentative tract, that Tentative Tract No. 82944 is hereby approved subject to compliance with the State Subdivision Map Act, Chapters 16.16 and 16.32 of Title 16 of the Glendale Municipal

Code, Title 30 of the Glendale Municipal Code, and the seventy-five (75) additional conditions listed below; and the Planning Commission hereby makes each and all of the following findings of fact:

- A. The density of the subject tract is 17 dwelling units per acre, which is consistent with the R-2250 Zone, and the medium density residential standards of the Land Use Element; Holly Drive has been designated as a local street according to the 1998 Circulation Element; the project site is located in an area where the ambient noise contour level is 70 CNEL and over, as shown on the map of the 2030 Noise Contours of the City's Noise Element and the on-site acoustical characteristics will lower the noise levels to acceptable levels, suitable for residential living; the project is compatible with the goals and objectives of the Housing Element as it contributes to the provision of a wide range of housing types to meet the needs of current and future residents (Goal 1), it provides increased opportunities for home ownership (Goal 3), it provides equal housing opportunities for all persons (Goal 5), and provides housing that is sensitive to environmental and social needs (Goal 6); the Recreation Element places the subject property in Recreation Planning Area No. 10, which is completely lacking in neighborhood parks and it underserved only by two parks. The applicant is subject to payment of park fees to offset impacts to parks. Additionally, the project provides on-site common open space and a private patio(s) and/or a balcony(s) per unit in compliance with Zoning regulations; the Historic Preservation Element does not identify any historical sites in the project area; the Safety Element does not identify major hazards that could impact development in the subject area; the Open Space Element does not designate this site as open space.
- B. Provided the project's design and improvements are implemented in conformance with the conditions of approval, the project will be consistent with the approved and adopted General Plan Elements cited in the preceding paragraph. No Specific Plans are applicable to the project site and its environment.
- C. The site is physically suitable for the proposed multi-family residential development in that the project site is on generally level land underlain by earth material that is suitable for residential construction. The Safety Element indicates that the project site is not subject to geologic or seismic hazards. The project represents the natural progression of private redevelopment in the neighborhood. On-site drainage will be channeled into the existing storm drain system in a manner satisfactory to the Public Works Division. Water and power facilities for this project exist adjacent to the project site and will be provided to the development in accordance with requirements of the Glendale Water and Power Division.
- D. The site is physically suitable for the proposed density. The project will provide for a density equal to that allowable under the existing R-2250 zoning classification and the density will be consistent with the recommendations of the Land Use Element. The density will be comparable to that of apartments and condominiums already existing in the area.

- E. Adherence to the development criteria and conditions of approval will prevent substantial environmental damage and any impact to fish or wildlife or their habitat. This development is exempt from environmental review in accordance with the California Environmental Quality Act, as a Class 32 "Infill Development" exemption pursuant to Section 15332 of the State CEQA Guidelines because the project meets all the conditions of an in-fill development project.
- F. Compliance with subdivision design standards and criteria of Glendale and the conditions of approval will protect the residential living environment, protect the public health and welfare, and prevent any serious public health problems.
- G. The project will not conflict with any easements acquired by the public at large for access through or use of property within the project site.
- H. The sanitary sewer system is adequate to accommodate new developments in this area, and discharge of waste into the system from this project will not violate water quality standards.
- I. The water and power demands that will be generated by the project will not alter the City's ability to serve the project or any other areas of the community nor would the project impact available fiscal resources of the community.
- J. The project provides for future passive or natural heating or cooling opportunities to the extent feasible in consideration of constraints imposed by topography, lot design, and configuration, etc.

CONDITIONS

Public Works Department Requirements Engineering & Land Development

1. A Tract 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.
2. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal Low Impact Development (LID) drainage system to the Building and Safety Division for review and approval.
3. The applicant shall enter into a Covenant & Agreement with the City for the replacement, installation, and continued maintenance of all NPDES-related drainage devices on the property and granting inspection rights to the City.
4. All roof and on-site drainage shall be conveyed to the street via cast iron pipes and/or parkway drains from the property line and exiting through the curb.
5. The proposed driveway apron shall be constructed per SPPWC Standard Plan No. 110-2. Remove any existing unused driveway apron and replace with curb, gutter, sidewalk, landscaping, and irrigation.

6. All broken curb, gutter, sidewalk, landscaping, and irrigation along the entire street frontage of the property shall be removed and new concrete integral curb and gutter, sidewalk, landscaping, and irrigation shall be constructed.
7. The applicant shall coordinate with the City Arborist at (818) 550-3402 regarding tree requirements in the public right-of-way.
8. The entire asphalt concrete roadway pavement within the vicinity of the property will be inspected after the completion of the construction of the project. In the event of damage, as a result of construction-related activities, the applicant may be required to perform additional street improvement repairs, up to the reconstruction of the asphalt concrete pavement, restoration of parking restriction curb painting and striping, and restoration of landscaping and irrigation if necessary, at no cost to the City and to the satisfaction of the Director of Public Works.
9. 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 that may be affected by the project. The applicant shall coordinate all such work with the respective utility owners.
10. All existing street appurtenances including traffic striping, utilities, street signs, curb paintings, landscaping, and tree wells within the public right-of-way that were damaged, removed, or relocated during construction shall be restored to the satisfaction of the Director of Public Works.
11. Separate permits are required for all work within the public-right-of-way. All applicable construction work shall conform to the SPPWC manual. The applicant shall bear all fees for the necessary permits and construction inspections for work within the public right-of-way.
12. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

Public Works Department Requirements

Traffic Engineering

13. Red curb damaged/removed during project construction shall be refurbished by the applicant. Any new curb and gutter along Holly Street, adjacent to the project site shall include red curb.
14. Show existing R26(CA) sign, adjacent to the project site, on site plan.
15. Any proposed abutment walls adjacent to the drive aisle leading to subterranean parking shall not block visibility of pedestrians on the sidewalk.

Public Works Department Requirements

Maintenance Services/Urban Forester

16. Two (2) Lagerstroemia x fauriei trees shall be planted in the public right-of-way on Holly Drive. New trees shall be 24" box in size and meet City standards for nursery stock and planting specifications.
17. New trees should be planted in the center of the parkway to be spaced equidistant from each other and from hardscape boundaries. Major modifications to placement or species shall be approved by Forestry.
18. Developer shall devise a long-term irrigation system for the new trees within the City right-of-way to ensure their establishment, development of deep roots, and long-term survival.

19. Developer must the contact the urban forester at least 48 hours prior to trees being delivered in order to arrange for tree inspection and final placement of trees.
20. Developer must see that trees are in good condition at the time of project completion.

Fire Engineering Requirements

21. Emergency access walkway: Ensure an adequate an emergency access walkway leading from fire apparatus access road to exterior opening per the CFC; access walkway must be able to accommodate a 20-foot long ladder. Landings shall be provided beneath rescue windows or doors to provide fire department access around the home. The architectural and landscape design shall omit any present or future obstructions that may hinder access and placement of fire department ladders.
22. Emergency escape: Ensure that basements and sleeping rooms below the fourth story above grade plane have at least one exterior emergency escape and rescue opening in accordance with the CBC.
23. Water flow: Ensure compliance with water flow requirements per the CFC. Provide request a payment for fire flow verification report and flow test. A completed copy of the report must be provided to the Fire Department upon submittal of the first plan check for the fire sprinkler system.
24. Fire water line: Installation of a fire water line is required for installation of new automatic fire sprinkler systems. GWP approval is required prior to submitting plans for Fire Department approval.
25. Backflow prevention: Contact GWP Water Engineering regarding the location and model of a backflow prevention device and water meter when installing a fire water line. Coordinate model, location, setback and obscuring of backflow prevention device (may not be visible from the street) with GWP Water Engineering, CDD Zoning and the Fire Department. GWP and CDD Zoning approval is required prior to submitting plans for Fire Department approval.

Community Development Department Requirements

Planning Division

26. The project approved herein shall be constructed as depicted on those sets of plans stamped approved by staff. Any modification to these plans must be approved by the Planning Division staff prior to the changes on the working drawings or in the field. 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.
27. The project shall be designed to accommodate a maximum of seven (7) dwelling units in substantial conformance with the tentative tract map and preliminary development plans submitted therewith.
28. The project shall comply with the design approved in Design Review Case No. PDR1905549.
29. All ground and roof-mounted equipment shall be fully screened from view.
30. The applicant shall modify the building permit for construction of a new condominium, not an apartment building. The building shall comply with new condominium standards in GMC Chapter 16.16.
31. The location, design and accessibility of the gas meters shall be to the satisfaction of the Director of Community Development.

32. The applicant shall provide down drains and drip pans to the satisfaction of the Director of Community Development.
33. The applicant shall pay all appropriate development impact fees established by City ordinance and resolutions to the satisfaction of the Building Official.
34. All electrical, communication, fire alarm, and television service shall be provided underground.
35. That backflow prevention devices shall be installed in a location to the satisfaction of the Director of Community Development.
36. The guest parking spaces must be marked and accessible (either located within an ungated parking area or within a gated parking area that has intercom access) to the satisfaction of the Director of Community Development.
37. The Covenants, Conditions and Restrictions (CC&Rs) for the project shall include a provision for the maintenance of the gates to the parking garage.
38. The parking spaces required for each unit shall be assigned and specified in the CC&Rs and condominium plan to the satisfaction of the Director of Community Development.
39. Each residential unit shall have 90 cubic feet of private storage space per the Glendale Municipal Code, and designated in the CC&Rs.
40. Any changes to CC&Rs will require the approval of Director of Community Development.

Building and Safety Division Requirements

41. 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.
42. That the premises shall be made available and accessible to any authorized City personnel (Building, Fire, Police, Neighborhood Services, Planning, etc.), for inspection to ascertain that all conditions of approval of this conditional use permit are complied with.
43. That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division.
44. That additional or other building code requirements or specific code requirements (i.e. CA Green Building Code, etc.) shall comply per GBS-2019 for New_Res CalGreen Mandatory Checklist.
45. The applicant shall comply with GBSC 2020, section 117 for "Refuse and Recycling Storage" rooms.
46. The applicant shall comply with GBSC 2020, Residential Security provisions of Ordinance 4518.
47. Drip Pans: Cloth washers, dishwashers and hot waters and other appliances which the building section determines to be a potential source of water leakage or flooding shall be installed with built up drip pans and appropriate drains (except in the case of concrete slab floors on grade).
48. Shut off of all plumbing fixtures within an individual unit shall be possible without shutting off the water supply to other units.
49. Lift/Elevator shall be maintained/repared regularly per CC&R.

GWP (Electric Engineering) Requirements

50. The applicant shall 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.
51. Permanent structures above ground will not be allowed under high voltage power lines, with the exception of fencing (e.g., wood, chain link, or block wall). All fences shall comply with the required overhead line clearances as specified by GWP Customer Service Engineering. In order to build any fencing, contact GWP Customer Service Engineering to obtain a Permit to Occupy (PTO) application and pay applicable fee.
52. Project to provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
53. Permanent subterranean and underground structures below GWP overhead line require a Permit to Encroach (PTE) from GWP. Contact GWP Customer Service Engineering to obtain a PTE application and pay applicable fee. The items listed below shall be provided by the developer when applying for a PTE:
 - PTE Application filled out.
 - Current copy of recorded Grant Deed for each property.
 - Site and survey plans shall be provided by the developer when applying for a PTE.
 - The survey plan shall include all power poles adjacent to the property.
 - This fee shall be paid to GWP Electric Engineering.
54. The location of power poles shall be clearly shown on the proposed plans for approval. Project to maintain a minimum of five (5) feet clearance from face of power pole in all horizontal directions. Clearance shall extend from below ground level and clear to sky. Contact GWP Customer Service Engineering to obtain pole height and line clearance requirements.
55. 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.
56. Electrical load calculations will determine if the property requires an on-site transformer facility or if it can be fed from the utility's distribution system.
57. The subdivider shall provide a street lighting system in accordance with plans approved by GWP Street Light Engineering at the project's expense. The new street light standards shall be fed from an underground circuit.
58. Any work to be done by Glendale Water & Power, as a result of this project, shall be coordinated with GWP Street Light Engineering department in advance at the project's expense.
59. Project personnel are responsible for maintaining a ten foot (10') radial clearance from all overhead electrical lines during construction, including construction equipment. If the ten foot (10') radial clearance cannot be met, contact GWP

Electrical Engineering Department to determine the appropriate actions. Any work required by GWP to maintain proper clearance shall be done at the project's expense.

60. The project is responsible for maintaining minimum clearance of eighteen inches (18") from the face of the power pole to the curb or driveway.
61. The distance from the curb or the edge of driveway to pole 26436A on Holly Drive must not be less than eighteen inches (18").

GWP (Water Engineering) Requirements
Backflow Prevention

62. Backflow prevention (BFP) devices are required for the following water services:

- Potable Water, Irrigation
- Potable Water, Fire
- Potable Water, Multi-family (4 units +)
- BFP requirements shall apply as below:

Backflow prevention (BFP) devices are required for each service connection(s) listed above from the City of Glendale, per the GWP Cross-Connection Control Program and Glendale Municipal Code (Chapter 13.32). BFP device locations must be approved by both GWP and Planning Departments prior to installation. All BFP's are required to be installed as close as practical to the point of connection for meter service/water distribution system protection on the domestic, irrigation, and fire services. Installation of the BFP's must meet the 12" MIN – 36" MAX above finished street grade, 24" minimum front clearance, 12" minimum back and side clearance, and in a manner where it is readily accessible for inspection, testing and maintenance. The backflow installation must be inspected prior to burying or covering the pipes to confirm no cross-connection exists. GWP will also need to inspect the installed facilities prior to receiving service to ensure adequate backflow protection. The BFP device must be tested immediately upon installation and annually thereafter by a certified tester licensed by the Los Angeles County Department of Public Health (626) 430-5290 before service can be granted.

63. A separate fire line is required for this project. A Double Check Detector Assembly (DCDA) is required to be installed as close as practical to the point of connection and the property line. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved DCDA. Please refer to the City of Glendale's Standard Detail Drawing 6561-A for installation requirements. The applicant shall contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection.
64. A Reduced Pressure Principle (RP) Backflow Prevention Assembly is required to be installed as close as practical to the potable service for multi-family (4 units +), commercial and irrigation use. A RP Backflow Prevention Assembly is required to be installed as close as practical to the recycled water service for dual plumbed, commercial and irrigation use. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved RP. Please refer to the City of Glendale's Standard Detail Drawing 6528-A for installation requirements. The applicant shall contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection.

65. Insert STD Detail Drawings 6561-A, 6528-A & 6762-A on plans and specify location/manf/model/size of backflow prevention assembly and adhere to clearance requirements. All backflow prevention assemblies are required to be installed at street grade and as close as practical to property line/service connection. Sub-level installations are not allowed.

GWP (Water Engineering) Requirements
Potable Water

66. Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
67. 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.
68. 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
69. 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.
70. Any water service or fire line shall have a separate connection to the potable water main. A single connection that combines domestic and fire protection uses is not allowed.
71. 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.
72. 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.
73. The static water pressure is approximately 110 psi. The owner shall be responsible for installing and maintaining pressure reducing valves on all water services for the proposed development.

Miscellaneous Requirements

74. 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 should interest on such monies remain unspent at the conclusion of litigation, the City shall refund same to applicant. City retains the right to hire outside special legal counsel to represent City.

75. This tentative tract map approval shall be valid for thirty-six (36) months or until approval of the final map, whichever occurs first, in accordance with local and state laws.

Adopted this 17th day of February, 2021.

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

VOTE

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

(2) LOCATION: 610 WEST BROADWAY

➤ TENTATIVE TRACT CASE NUMBER PTTMCP2005724

APPLICANT: Hayk Martirosian/Techna Land Co. Inc.
ZONE: "SFMU " - (Commercial/Residential Mixed Use)
LEGAL DESCRIPTION: Lots 1 and 2, Tract No.10419
CASE PLANNER: Roger Kiesel, Senior Planner

PROJECT DESCRIPTION

Request to subdivide an approved commercial development currently under construction into 28 commercial units for condominium purposes in the SFMU (Commercial/Residential Mixed Use) zone.

ENVIRONMENTAL DETERMINATION

A Mitigated Negative Declaration was certified and adopted for this project on September 29, 2009.

STAFF

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

Staff member Roger Kiesel stated that The Community Development Department staff recommends that the Planning Commission approve Tentative Tract Number 83052 (Case Number Pttmcp2005724), located at 610 West Broadway, with findings and conditions as stated in the staff report dated February 17, 2021.

APPLICANT (via teleconference)

Mr. Hayk Martirosian civil, engineer on the project presented the project. He stated that staff has given a complete presentation of the proposed project. He has read the staff report and will comply with all the conditions in the staff report.

WRITTEN COMMUNICATION

In Support: None.

Interested Persons: None
In Opposition: None.

SPEAKING AT THE HEARING

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

DISCUSSION BY COMMISSIONERS

Planning Commissioners discussed the project and made the following motion.

MOTION
(TENTATIVE TRACT NUMBER 83052)

Moved by Planning Commissioner Shahbazian, seconded by Planning Commissioner Chraghchian, that upon consideration of Tentative Tract No. 83052, and after reviewing the records, files, reports, and all documentary evidence submitted with regard to said tentative tract, that Tentative Tract No. 83052 is hereby approved subject to compliance with the State Subdivision Map Act, Chapters 16.16 and 16.32 of Title 16 of the Glendale Municipal Code, Title 30 of the Glendale Municipal Code, and the fifty (50) additional conditions listed below; and the Planning Commission hereby makes each and all of the following findings of fact:

- A. The retail and general/medical offices uses proposed within the development are consistent with commercial/service designation of the Land Use Element; West Broadway abuts the site and its improvements meet the standards for a minor arterial street, as stated in the Circulation Element; on-site noise levels are 70 CNEL and above, which is conditionally acceptable for commercial office development with conventional construction methods; the Recreation Element places the property in Recreation Planning Area No. 7, and it does not identify the subject site for recreational purposes; the Historic Preservation Element does not identify any historical sites on the project site; the Safety Element does not identify hazards that could impact development in the subject area.
- B. Provided the project's design and improvements are implemented in conformance with the conditions of approval, the project will be consistent with the approved and adopted General Plan Elements cited in the preceding paragraph.
- C. The site is physically suitable for the proposed development in that the project site is on generally level land underlain by earth material that is suitable for commercial construction. The Safety Element indicates that the project site is not subject to geologic or seismic hazards. On-site drainage will be channeled into the existing storm drain system in a manner satisfactory to the Public Works Division. Water and power facilities for this project exist adjacent to the project site and will be provided to the development in accordance with requirements of Glendale Water and Power.
- D. The site is physically suitable for the proposed development. The project is 58 feet in height and 4-stories, which is within the development standards of the SFMU zone and the commercial/services land use designation.

- E. Adherence to the development criteria and conditions of approval will prevent any substantial environmental damage. A Mitigated Negative Declaration was certified for this project on September 29, 2009.
- F. Compliance with subdivision design standards and criteria of Glendale and the conditions of approval will protect the surrounding commercial and residential environment, protect the public health and welfare, and prevent any serious health problems.
- G. The project will not conflict with any easements acquired by the public at large for access through or use of property within the project site.
- H. The sanitary sewer system is adequate to accommodate new developments in this area, and discharge of waste into the system from this project will not violate water quality standards.
- I. The water and power demands that will be generated by the project will not alter the City's ability to serve the project or any other areas of the community nor would the project impact available fiscal resources of the community.
- J. The project provides for future passive or natural heating or cooling opportunities to the extent feasible in consideration of constraints imposed by topography, lot design and configuration, etc.

CONDITIONS

Public Works Department Engineering Requirements

1. The applicant shall comply with all Engineering Requirements under Grading Permit No. 1807.
2. A Tract 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.
3. The sewer lateral connection(s) shall be of adequate size to accommodate the needs of the proposed development.
4. A sewage capacity increase fee in the amount of \$3,915 will be assessed. The fee is based on the increase in sewage flow generated by the project compared to the sewage flow from the current use of the site.
5. All roof and on-site drainage shall be conveyed to the street via cast iron pipes and/or parkway drains from the property line and exiting through the curb.
6. Remove all broken curb, gutter, and sidewalk, along the entire street frontage of the property and construct new concrete new curb, gutter, and sidewalk.
7. Any unused driveway apron shall be removed and replaced with new integral curb and gutter, and sidewalk.
8. The proposed driveway apron on shall be constructed per SPPWC Standard Plan No. 110-2.
9. The entire asphalt concrete roadway pavement within the vicinity of the property will be inspected after the completion of the project. In the event of damage, as a result of construction-related activities, the applicant may be required to perform additional street improvement repairs, up to the reconstruction of the asphalt concrete

pavement, restoration of parking restriction curb painting and striping, and restoration of landscaping and irrigation if necessary, at no cost to the City and to the satisfaction of the Director of Public Works.

10. 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 that may be affected by the project. The applicant shall coordinate all such work with the respective utility owners.
11. All existing street appurtenances including traffic striping, utilities, street signs, curb paintings, landscaping, and tree wells within the public right-of-way that were damaged, removed, or relocated during construction shall be restored to the satisfaction of the Director of Public Works.
12. Traffic comments shall be submitted separately.
13. Separate permits are required for all work within the public-right-of-way. All applicable construction work shall conform to the SPPWC manual. The applicant shall bear all fees for the necessary permits and construction inspections for work within the public right-of-way.
14. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

Public Works Department Maintenance Services Requirements

15. Indicate on plans three (3) Zelkova serrata (sawleaf zelkova) trees along the West Broadway frontage, and location of new tree wells within City right of way, which should be no less than six (6) feet by six (6) feet in length and width.
16. Trees shall be 24" box in size and meet City standards for nursery stock and planting specifications.
17. Trees should be planted in the center of the parkway to be spaced equidistant from each other and from hardscape boundaries. Major modifications to placement or species shall be approved by Forestry.
18. Developer shall devise a long-term irrigation system for the new trees within the City right-of-way to ensure their establishment, development of deep roots, and long-term survival.

Planning Division Requirements

19. The project approved herein shall be constructed as depicted on those sets of plans stamped approved by staff. Any modification to these plans must be approved by the Planning Division staff prior to the changes on the working drawings or in the field. Changes considered substantial by staff shall 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.
20. The project shall be designed to accommodate a maximum of twenty-eight (28) commercial units in substantial conformance with the vesting tract map and preliminary development plans submitted therewith.
21. All ground and roof-mounted equipment shall be fully screened from view.
22. The location, design and accessibility of the gas meters shall be to the satisfaction of the Director of Community Development.
23. Impact fees shall be paid prior to final map approval.
24. All electrical, communication, fire alarm, and television service shall be provided underground.

25. That backflow prevention devices shall be installed in a location to the satisfaction of the Director of Community Development.

Building and Safety Requirements

26. 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. Separate application is required for separate detached structures, demolition, retaining walls, fences and swimming pools.
27. That the premises shall be made available and accessible to any authorized City personnel (Building, Fire, Police, Neighborhood Series, Planning, etc.), for the inspection to ascertain that all conditions of approval of this application are complied with.
28. Building areas are allowed to be increased per 506.3 when automatic sprinkler system is used. These increases are not allowed in addition to height and story increase per 504.2.
29. That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division.
30. That additional or other building code requirements or specific code requirements (i.e. CA Green Building Code, etc.) will be required upon submittal of plans for building plan check and permit. New construction shall comply with Glendale's CalGreen Sections 4.106.4.2 (Item #6) to facilitate the future installation and use of electric vehicle (EV) chargers. Electric vehicle supply equipment (EVSE) when installed, shall be in accordance with the California Electrical Code.
31. Comply with GBSC 2017, section 117 for "Refuse and Recycling Storage" rooms.

GWP Requirements

32. Existing street light facilities shall be protected in place and be accessible to GWP personnel at all times.
33. Relocation of any existing underground street light system in conflict with the project shall be at the applicant's expense. All connections, splices and wiring of the system shall be done by Glendale Water and Power. The relocation of the street light substructure shall be done by the project in accordance with the plans approved by GWP Street Light Engineering.
34. The project is responsible for maintaining minimum clearance of eighteen (18) inches from the face of the power pole to the curb or driveway.
35. There is a high voltage transmission line on the pole-line at the rear of the property. Construction will intrude into the 10-foot clearance requirement from GWP high voltage overhead lines during construction. The maintenance of the radial 10-foot clearance during construction is the sole responsibility of the contractor. The contractor shall notify GWP, Electrical Engineering when there is a need to work within the 10-foot radial clearance.
36. Backflow prevention (BFP) devices are required for each service connection(s) per the GWP Cross-Connection Control Program and Glendale Municipal Code. BFP device locations shall be approved by both Glendale Water and Power and the Planning Division prior to their installation. BFP are required to be installed as close as practical to the point of connection for meter service/water distribution system projection on the domestic, irrigation, and fire services. Installation of the BFPs must meet the 12" minimum – 36" maximum above finished street grade, 24" minimum front clearance, 12" minimum back and side clearance, and in a manner where it is readily accessible for inspection, testing

- and maintenance. The backflow installation must be inspected prior to burying or covering the pipes to confirm no cross-connection exists. GWP will also need to inspect the installed facilities prior to receiving service to ensure adequate backflow protection. The BFP device shall be tested immediately upon installation and annually thereafter by a certified tester licensed by the Los Angeles County Department of Public Health.
37. A separate fire line is required. A Double Check Detector Assembly (DCDA) is required to be installed as close as practical to the point of connection and the property line. Customer shall submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer and model number of the approved DCDA.
 38. A Reduced Pressure Principle (RP) Backflow Prevention Assembly shall be installed as close as practical to the potable service for multi-family, commercial and irrigation use. A RP Backflow Prevention Assembly is required to be installed as close as practical to the recycled water service for dual plumbed, commercial and irrigation use. Customer shall submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer and model number of the approved RP.
 39. STD Detail Drawings 6561-A, 6528-A and 6762-A shall be inserted on plans and specify location/manufacturer/model/size of backflow prevention assembly and adhere to clearance requirements. All backflow prevention assemblies are required to be installed at street grade and as close as practical to property line/service connection. Sub-level installations are not allowed.
 40. Proposed fire service DCDA Wilkins 350 VU is not acceptable at its current location. The new proposed location shall be in the front of the building within a planter area adjacent to the driveway. The applicant shall provide the size, manufacturer and model number with plan submittal.
 41. Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
 42. A complete set of plumbing plans and fire sprinklers 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.
 43. Any water service or fire line connection must be permanently abandoned by Glendale Water and Power when no longer needed by the customer.
 44. Water service or fire line service shall have a separate connection to the potable water main. A single connection that combines domestic and fire protection uses is not allowed.
 45. 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 recycling water service to the property as well as offsite water facility improvements necessary to provide fire flow as require.
 46. 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.
 47. The owner shall be responsible to install all required pressure reducing valves as needed for the domestic and irrigation services.

Community Services and Parks

48. The project is subject to appropriate provisions of the Public Use Facilities Development Impact Fee Ordinance which requires that fees be paid to offset the

impacts on parks, recreation and library facilities. The developer shall complete the Development Impact Fee forms for staff to calculate the appropriate amount of the fee due based on the net new square footage and/or new units added.

Miscellaneous Requirements

49. 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 should interest on such monies remain unspent at the conclusion of litigation, the City shall refund same to applicant. City retains the right to hire outside special legal counsel to represent City.
50. This tentative tract map approval shall be valid for thirty-six (36) months or until approval of the final map, whichever occurs first, in accordance with local and state laws.

Adopted this 17th day of February, 2021.

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

VOTE

Ayes: Chraghchian, Fuentes, Lee, Shahbazian, Minassian

Noes: None

Abstain: None

Absent: None

(3) LOCATION: 6231 – 6325 SAN FERNANDO ROAD
(to include Alley 23)

➤ ALLEY VACATION CASE NO. 178V

APPLICANT: Diego Rico

ZONES: "IMU" - (Industrial/Commercial Mixed Use) zone, &
"C3 I" - (Commercial Services, Height District I) zone

LEGAL DESCRIPTIONS: Alley 23: Portion of Lots 21, Tract Map No. 7345;
6231 – 6325 San Fernando Road: Lots 3 – 11, Tract No. 6454,
Portion of Block97, Rancho Providencia and Scott Tract, Lots
1 and 2, Tract No. 6454, Parcel "C" Parcel Map Glendale No.
981-A, Portion of 21, Tract No. 7345, Lots 11, 12, 13 and
Portions of Lots 10, 14 AND 21, Tract No. 7345, Portion of lot

21, Tract No. 7345. (Contact staff at the information below for full legal description)

CASE PLANNER: Dennis Joe, Planner

PROJECT DESCRIPTION

Request to vacate the first alley southeasterly of Sonora Avenue and southwesterly of San Fernando Road (Alley 23) to be incorporated into the development site for a project approved by the Design Review Board on January 9, 2020, to construct additions and remodel the facades of the existing four buildings to create a campus for general commercial office uses.

ENVIRONMENTAL DETERMINATION

An Initial Study was prepared and circulated December 16, 2019 to January 6, 2020 for a 20-day review period. On January 9, 2020, the Design Review Board approved the Final Mitigated Negative Declaration for the building expansions and façade improvement project.

STAFF

Staff Member Dennis Joe, Planner, presented the staff report and highlighted the main items of the staff report. He answered questions from the Planning Commissioners.

Staff member Dennis Joe, stated that Community Development Department staff recommends that the Planning Commission approve 6231 – 6325 San Fernando Road (to include Alley 23), Alley Vacation Case No. 178V, with findings and conditions as stated in the staff report dated February 17, 2021.

APPLICANT (via teleconference)

Mr. Weston Cookler, representing the applicant, presented the project. He stated that staff has given a complete presentation of the proposed project. He has read the staff report and will comply with all the conditions in the staff report.

WRITTEN COMMUNICATION

In Support: None.

Interested Persons: None

In Opposition: None.

SPEAKING AT THE HEARING

In Support: No one.

In Opposition: No one.

Interested Persons: No one.

DISCUSSION BY COMMISSIONERS

Planning Commissioners discussed the project and made the following motion.

MOTION

(FOR ALLEY VACATION CASE NO. 178V)
(to include Alley 23)

Moved by Planning Commissioner Shahbazian, seconded by Planning Commissioner Lee, that upon consideration of Vacation Case No. 178V, and after reviewing the records, files, reports, and all documentary evidence submitted with regard to said alley vacation, subject to compliance with State Government Code Section 65402 and Chapters 2.68 and 12.24 of the Glendale Municipal Code, the Planning Commission find and recommend to the City Council that the requested conditional vacation of the first alley southeasterly of Sonora Avenue, southwesterly of San Fernando Road (Alley 23) is consistent with the goals and objectives of the Comprehensive General Plan of the City of Glendale.

Adopted this 17th day of February, 2021.

VOTE

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

9. COMMENTS FROM STAFF: None.
10. COMMENTS FROM COMMISSIONERS: None.
11. ADJOURNMENT
Chairperson Minassian, adjourned the meeting at 6:30 p.m.
All present were in favor.

CHAIRPERSON – PLANNING COMMISSION

KA:sm