

INTER-DEPARTMENTAL COMMUNICATION PROJECT CONDITIONS AND COMMENTS

Project Address: 1233 S. Glendale Avenue	Project Case Nos.: PVAR 2108841, PPRP 2108839
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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: 06-29-2021 Print Name: Sarkis Hairapetian Title: Pr. B.C.S. Dept. B&S Tel.: X-3209

Conditions:

- ☒ 1. 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.
 - A. Separate application is required for separate detached structures, demolition, retaining walls, fences and swimming pool.
- ☒ 2. 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.
- ☒ 3. That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division.
- ☒ 4. 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.
 - A. Electric vehicle (EV) charging for new construction. New construction shall comply with Glendale's CALGreen Sections 5.106.5.3 (items #4) 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.
- ☒ 5. Comply with GBSC 2020, section 117 for "Refuse and Recycling Storage" rooms.
- ☒ 6. The proposed improvements shall not increase the amount of storm water runoff to the Neighboring properties. Hydrology and hydraulic calculations shall be submitted to the City for review and approval.
- ☒ 7. Provide Low Impact Development (LID) Report, per LID Development Standards.
- ☒ 8. Any proposed drainage infrastructures shall be constructed per City standards.
- ☒ 9. Obtain a separate Grading Permit.
- ☒ 10. Additional requirements may apply after the initial submittal of the building/grading plans for review/plan checking.

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION

DATE: June 21, 2021

TO: Vista Ezzati, Community Development Department

FROM: Gerald Tom, GWP Water Engineering
Daniel Scorza, GWP Electric Engineering

SUBJECT: PVAR 2108841 & PPRP 2108839
1233 S Glendale Avenue, East End Studios

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.
- 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.
- Project to provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
- Project to convey an easement to GWP for installation of overhead or underground lines, conduits, poles and any other appurtenances for the distribution of electric power through property as required by GWP. Contact GWP Customer Service Engineering to obtain an application for easement and pay applicable fee. This fee shall be paid to GWP Electric Engineering.
- 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.
- Project is responsible for supporting and maintaining of GWP owned poles, overhead power lines and underground conduits, power lines and any other appurtenances in a safe and as-is condition.
- 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.

Fiber Optics (818) 548-3923

- No conflict.

Street Lighting (818) 548-4877

- The existing street light facilities (pull boxes, street light poles, conduits, etc.) shall be protected in place and be accessible to GWP personnel at all times.
- Relocation of any existing underground street light system in conflict with project will be at the project's expense. All connections, splices and wiring of the system shall be done by GWP. The relocation of the street light substructure can be done by the project in accordance with the plans approved by GWP Street Light Engineering. Contact GWP at (818) 548-4877 for more information.
- 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.
- Additional comment(s) and/or attachment(s).
The power pole in the alley on the north end of the project has a street light fixture. It is uncertain at this time if the pole will remain or if it will be proposed to be removed. A new street light will need to be installed with underground feed if the existing pole is to be removed.

There is an existing street light system in the west sidewalk on S. Glendale Ave. adjacent to the site. Any damage to the system will be repaired at the project's expense.

Transmission & Distribution (818) 548-3923

- Any possible power pole relocations shall be coordinated with GWP Electrical Engineering in advance at the project's expenses.
- The proposed development/project conflicts with the existing power poles and/or overhead conductors. Contact GWP Electrical Engineering Department for more information.
- Additional comment(s) and/or attachment(s).
Contact GWP engineering to discuss the project details related to the power poles in the project area. Which poles are required to be removed and which ones can stay? GWP charges to the project will vary depending on the above mentioned. A sketch of the project area will be sent to the Plan Check requester with some notes regarding the removal of the poles.

Water Engineering

Recycled Water (818) 548-2062

- No conflict.

Backflow Prevention (818) 548-2062

- Backflow prevention (BFP) devices are required for the following water services:
- Potable Water, Commercial
- Potable Water, Irrigation
- Potable Water, Fire
- See BFP requirements 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. A list of approved backflow prevention assemblies can be found at www.usc.edu/dept/fccchr/list.html.

- 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. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)
- 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. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)
- Additional comment(s) and/or attachment(s).
Please 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.

Potable Water (818) 548-2062

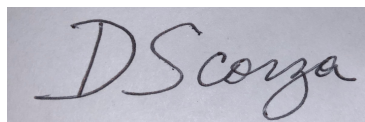
- Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
- A complete set of plumbing plans and fire sprinkler plans shall be submitted to GWP Water Engineering for review and approval prior to request of new domestic 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.
- 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.
- 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.
- 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 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.

Daniel Scorza

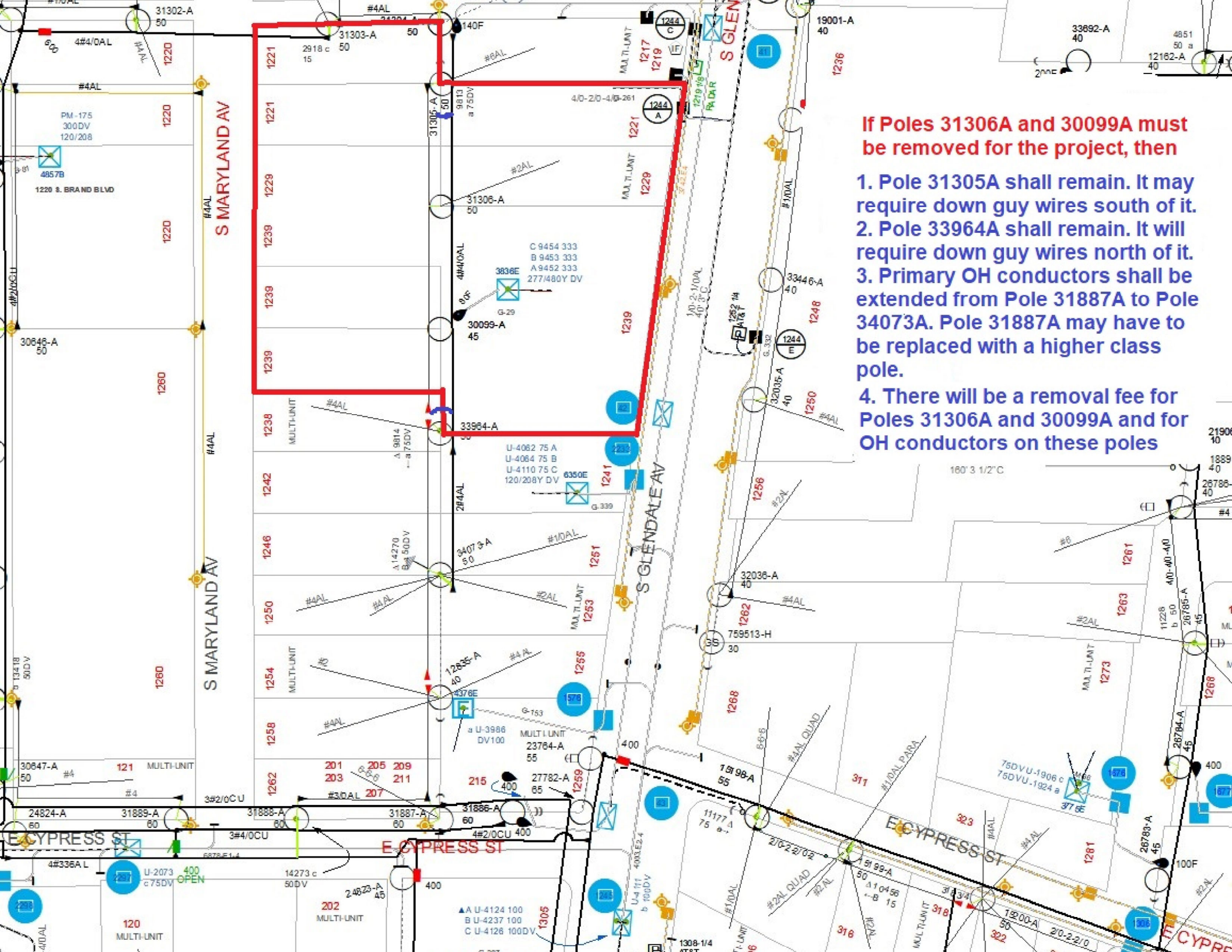
Chief Assistant General Manager

Gerald Tom

Senior Civil Engineer




DS/GT:fg/sb



If Poles 31306A and 30099A must be removed for the project, then

1. Pole 31305A shall remain. It may require down guy wires south of it.
2. Pole 33964A shall remain. It will require down guy wires north of it.
3. Primary OH conductors shall be extended from Pole 31887A to Pole 34073A. Pole 31887A may have to be replaced with a higher class pole.
4. There will be a removal fee for Poles 31306A and 30099A and for OH conductors on these poles

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Project
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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: June 16, 2021

Print Name: Dan Hardgrove
Title: Asst. PW Director /Maint Services
Dept. PW Tel.: ext 3400

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.

PUBLIC WORKS ENGINEERING
- Land Development Section-

☒ Comments/Conditions

☐ No Comments

1. Glendale Avenue shall be widened by 2.5 feet for the entire street frontage of the property.
2. The existing alley apron Glendale Avenue will be impacted by the street widening and shall be reconstructed in accordance with the Standard Plans for the Public Works Construction Manual, Standard Plan No. 130-3.
3. Remove and replace all curb, gutter, and sidewalk on Glendale Avenue.
4. The widened portion of the roadway on Glendale Avenue shall be paved with a minimum 6-inch asphalt concrete pavement over 4-inch crushed aggregate base or an alternate pavement section as recommended by a registered Civil Engineer.
5. Remove all unused driveway apron(s) on Glendale Avenue and replace with curb, gutter, and sidewalk.
6. The applicant shall bear all costs for the relocation/reconstruction and/or adjustment to new finished grade of all utilities (underground or overhead) within the public right-of-way that may be affected by the project, and shall coordinate all such work with the respective utility companies, including the Los Angeles County Department of Public Works, Glendale Water & Power, and the City's Traffic and Transportation Division.
7. Contact the City's Urban Forester at (818) 550-3416 for any tree removals, new or replacement trees, and root trimmings. All proposed landscaping in the public right-of-way shall be reviewed and approved by the Urban Forester.
8. Grind 2.5 inches off the existing asphalt concrete pavement on the easterly half Maryland Avenue and resurface the same with 1.5 inches of new asphalt concrete (AC) pavement (to match existing pavement type) over 1-inch AC pavement leveling course.
9. Remove and replace all sidewalks on Maryland Avenue and extend new sidewalk up to property line.
10. The proposed driveway apron on Maryland Avenue shall be constructed in accordance with the Standard Plans for Public Works Construction Manual - Standard Plan No. 110-2.
11. Install new landscaping and irrigation on Maryland Avenue between the back of curb and the sidewalk for the entire street frontage of the property.
12. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including filing of a Notice of Intent with the Los Angeles Regional Water Quality Control Board, and the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project. In addition, the applicant shall submit a Low Impact Development (LID) drainage system to the Building and Safety Division for review and approval.

13. 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.

14. The proposed sewer lateral connection(s) shall be of adequate size to accommodate the needs of the proposed development.

A sewage capacity increase fee in the amount of **\$8,461** 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.

15. All roof and/or 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.

16. 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.

17. All existing street appurtenances, including striping, street signs, curb paintings, tree wells, and all other improvements 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.

18. Street improvement plans prepared by a registered Civil Engineer shall be submitted to the Public Works – Land Development Section for review and approval.

19. Traffic comments shall be provided separately.

20. 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.

21. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

Case No.: PVAR 2108841 and PPRP 2108839

Address: 1233 S. Glendale Avenue

Case Planner: Vista Ezzati

Signature: _____

Yazdan T. Emrani, P.E.
Director of Public Works

Date: _____

6/23/2021

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COMMENTS:

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

Date: June 30, 2021

PC

Print Name: Pastor Casanova, T.E.
Title: Principal Traffic Engineer
Tel.: 818-937-8324

CC: Mark Anthony Bueno, P.E.
Dept. Public Works-Traffic Engineering

a. ADDITIONAL COMMENTS:

- ☐ 1. A local transportation analysis is not required for this project. The currently proposed project is estimated to generate less than 50 net peak-hour trips.
- ☐ 2. As the project does not propose driveway access on Glendale Avenue, the applicant shall remove red curb adjacent to the existing driveways to be removed, excluding red curb adjacent to fire hydrants. Minimum 15 ft of red curb on both sides of the existing fire hydrant on Glendale Avenue, adjacent to the project site, shall be maintained.

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.
- ☐ 2. An approved Construction Traffic Control plan shall be required for use during project construction. The plan shall identify all traffic control measures, signs, and delineators to be implemented by the construction contractor through the duration of demolition and construction. The plan shall also identify contractor information, hours of construction, construction worker parking information, as well as the proposed haul route.

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COMMENTS:

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

Date: June 16, 2021

Print Name: Loren Klick

Title: Urban Forester

Dept. PW Tel.: ext 3416

a. ADDITIONAL COMMENTS:

☒ 1.

Site Description

This project is located both along S. Maryland Avenue and S. Glendale Avenue. It is a high-visibility site along a major road in Glendale, and a number of healthy, mature trees are located nearby within the public right-of-way on both frontages. The preservation of the existing street trees in this location is essential to the character and aesthetic of this section of Glendale.

Indigenous Trees

Glendale Municipal Code requires all persons to submitting accurate plans showing exact locations of each protected indigenous tree in the subject area and on adjoining properties whose trunks or branches are located twenty (20) feet outside the subject property line. Guidelines for submission of entitlements, development permits or preliminary plan reviews report can be found at www.glendaletrees.org.

The project site plan should state that there are no indigenous, protected trees on the site or within 20' of the site and/or follow the above standards.

City of Glendale Street Trees – S. Maryland Avenue.

On South Maryland Avenue, a total of (5) palm trees are located within the public right-of-way. These trees are in good condition and should be protected and retained. Six (6) vacant tree sites exist within the parkway and new trees should be planted in these areas, between existing palms. Plans depicting this area do not accurately depict the five palm trees within the project and should be updated to accurately label each tree by species at diameter at breast height (DBH), as well as the locations of each new tree between existing palms.

City of Glendale Street Trees – S. Glendale Avenue.

Along South Glendale Avenue, six (6) extant street trees in good condition should be retained and protected. One (1) tree along this frontage was recently removed. On Sheet A210, this is the third tree to the south of the northernmost project boundary, just south of the property's current driveway. A replacement tree should be planted in its location.

Parking Lot Trees

On the S. Maryland side of the parking lot, 5 trees proposed for planting to meet the requirements of GMC 30.32.160 appear to be located directly underneath or adjacent to a solar canopy, to the north of the new entry gate. Please clarify or redesign so that these trees can be located elsewhere in the parking lot and so are able to reach their full size and shade the hardscape.

SUGGESTED CONDITIONS:

Please follow the recommended City Standards for City Street Trees:

1. Indicate on plans extant City street trees, proposed work to these trees, proposed tree planting locations, and the requirements regarding indigenous trees.
2. Protective fencing should be installed around each City tree to be retained and indicated on plans.
3. Submit a single Street Tree Permit application to perform work near the street trees.
4. On South Maryland Avenue, plant six (6) Cape chestnut trees (*Calodendrum capense*).
5. On South Glendale Avenue, plant one (1) sawleaf zelkova (*Zelkova serrata*).
6. All seven (7) new trees shall be 24" box in size and meet City standards for nursery stock and planting specifications.
7. New trees should be planted in the center of the parkway and be spaced equidistant from each other, as well as from hardscape boundaries, ingress/egress locations, and utilities within the ROW. Major modifications to placement or species shall be approved by Forestry, as should any questions regarding which trees to retain or replace.
8. Developer must see that trees are in good condition at the time of the project completion, and will be required to remove and replace existing street trees in the event of tree decline or death at inspection.
9. Developer shall devise a long-term irrigation system appropriate for all trees within the City right-of-way to ensure their survival of construction impacts, establishment, development of deep roots, and long-term survival.
10. Developer must see that trees are in good condition at the time of the project completion, and will be required to remove and replace existing street trees in the event of tree decline or death at 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.