

**PUBLIC WORKS ENGINEERING**  
**- Land Development Section-**

☒ Comments/Conditions

☐ No Comments

1. The project shall comply with all National Pollutant Discharge Elimination System (NPDES) requirements.
2. All roof and on-site drainage shall be conveyed to the street via sheet flow through the driveway apron or cast iron pipes/parkway drains from the property line and exiting through the curb. No drainage shall be allowed directly into the sidewalk.
3. An encroachment permit shall be required for the portion of the existing walls and decorative driveway in the public right-of-way. The property line is 5 feet from the existing curb face.
4. Separate permit(s) are required for any work within the public-right-of-way. Permit and inspection fees shall apply.
5. 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.
6. 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, and shall coordinate all such work with the respective utility companies.
7. Comments from Traffic Section shall be submitted separately.
8. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

**Case No.: PDR 2113521**

**Address: 1766 Cielito Drive**

**Case Planner: Vista Ezzati**

Signature: 

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

Date: 7/23/2021



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

**Project**  
**Address: 1766 Cielito Drive**

**Project**  
**Case No.: PDR 2113521**

***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: September 10, 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.

**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.

CITY OF GLENDALE  
**INTERDEPARTMENTAL COMMUNICATION**

**DATE:** August 13, 2021

**TO:** Vista Ezzati, Community Development Department

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

**SUBJECT: PDR 2113521**  
**1766 Cielito Drive**

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).
- Additional comment(s) and/or attachment(s).  
Project to perfect the electrical easement.

**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**

- Backflow prevention (BFP) devices are required for the following water services:
- Potable Water, Irrigation
- 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](http://www.usc.edu/dept/fccchr/list.html).

- 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 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

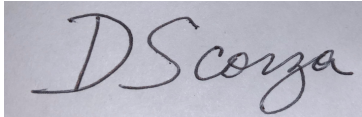
- Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
- Fire Department approval/exemption shall be obtained when determining if existing fire flow is adequate. The applicant shall pay the cost of any necessary 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.
- Additional comment(s) and/or attachment(s).  
The property has an existing 0.75 inch water meter and service. The static water pressure at the project site is approximately 87 psi, the owner shall be responsible to install all required pressure reducing valves as needed for the domestic and irrigation services.

Daniel Scorza

Chief Assistant General Manager

Gerald Tom

Senior Civil Engineer



DS/GT:fg/sb

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

**Project**  
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**Project**  
**Case No.: PDR 2113521**

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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: 08-27-2021**

**Print Name: Sarkis Hairapetian**  
**Title: Pr. BCS. Dept. B&S. Tel.: X-3209**

**Conditions:**

- ☒ 1. That all necessary permits (i.e., building, fire, engineering, grading, 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.
  - B. Projects is within the Wildland Urban Interface Fire Areas and it shall comply with Chapter 7A, Vol. 1. CBC 2019.
- ☒ 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 Structure or building on hillside with slope greater than 33% shall comply with the Section 1615 special hillside design requirements.
- ☒ 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 4.106.4.1 (items #5 ) 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 (CEC).
- ☒ 5. A grading permit is required. Refer to Grading Requirements Checklist for additional requirements.
- ☒ 6. LID for Single Family Hillside Homes: Implement measures per Glendale Municipal Code Section 13.43.030-D.
- ☒ 7. The proposed improvements shall not increase the amount of storm water runoff to the properties downstream. Hydrology and hydraulic calculations shall be submitted to the City for review and approval.
- ☒ 8. Any proposed drainage infrastructures shall be constructed per City standards.

- ☒ 9. Additional requirements may apply after the initial submittal of the plans for building plan check.

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**COMMENTS: See Below.**

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

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

**Date:** 8/25/21

**Print Name:** Foster McLean

**Title:** Asst Fire Marshal **Dept.** Fire **Tel.:** 7706

**a. ADDITIONAL COMMENTS:**

1. **Fire sprinkler system.** A complete automatic fire sprinkler system shall be installed in all new structures in accordance with the recommendations of NFPA 13D and the requirements of the Glendale Building and Safety Code. Plans and permit application shall be submitted to the Fire Department within 30 days of issuance of the building permit. Riser and all sprinkler piping shall be concealed; no exposed piping on exterior permitted. Quick response sprinkler heads are required throughout the structure unless contraindicated. Flat concealed sprinkler heads are required in all habitable areas.
2. **Address.** Approved reflectorized address numbers, building numbers or approved building identification shall be placed in a position that is plainly legible and visible from the street, road and walkways giving access to and within the property. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) high with a minimum stroke width of 0.5 inch (12.7 mm) and shall be illuminated in an approved manner (if numbers are on the exterior). Number height and stroke width shall be increased as needed for legibility based on visibility distance.
3. **Emergency escape.** Basements and sleeping rooms below the fourth story above grade plane shall have at least one exterior emergency escape and rescue opening in accordance with the CBC.
4. **Emergency access walkway** Ensure an emergency access walkway leading from fire apparatus access road to exterior openings per the CFC. Landings shall be provided beneath bedroom rescue windows or doors to provide fire department access around the home. All architectural and landscape plans shall be designed to avoid any present or future obstructions that may hinder access and placement of fire department ladders.
5. **High Fire Hazard Area.** Projects located in the High Fire Hazard Area must comply with all related regulations (see the Fire Prevention Vegetation Management section of the Glendale Fire Department website [www.glendalefire.org](http://www.glendalefire.org) for a map and related requirements).

6. **Hazard abatement.** All hazardous vegetation shall be abated per city requirements for a distance of 100 feet prior to construction of any new structure (and from any existing structures) and shall be maintained at all times.
7. **Fuel modification/Landscaping.** All landscaping/fuel modification shall comply with the Hillside Development Landscape Guidelines. Provide a minimum 100-foot Fuel Modification Zone for all proposed and existing structures. Submit plans and application to obtain a Fire Permit.
8. **Building materials.** All building material and material assemblies (walls, roofs, eaves, decks, windows, etc.) for projects within the High Fire Hazard Area shall comply with the CBC Chapter 7A.

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

- 1.

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

- 1.



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**COMMENTS:**

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

**Date:** 8/11/2021

**Print Name:** Loren Klick

**Title:** Urban Forester **Dept.** PW-MS **Tel.:** x3416

**a. ADDITIONAL COMMENTS:**

☒ 1.

**Indigenous Trees**

Glendale Municipal Code requires all persons who apply for development permits or entitlements to submit an accurate plan showing exact locations of each protected indigenous tree on the subject property 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.glendaltrees.org](http://www.glendaltrees.org).

If no such trees exist, the developer should indicate as such on plans.

**City Street Trees**

This project involves construction and landscaping adjacent to City right of way and planting easement along Cielito Drive, both in front and at the rear of the property. There are four extant city trees along the frontage, all Japanese black pine (*Pinus thunbergii*) in fair condition.

The proposed site plan indicates no new trees would be planted within the City right of way or planting easement, and all four existing City trees would be retained. The plans as shown indicate these trees are likely to survive, should GMC 12.40 be followed, as the construction impacts should occur well outside the trees' dripline. No trees are shown on plans for the rear of the property.

Forestry supports the plans as they pertain to public trees, as existing City trees are to be retained, and there are no suitable planting locations at the rear of the property due to the rocky, sloped nature of the parcel.

**SUGGESTED CONDITIONS:**

1. Indicate on plans that the four trees are protected City street trees per GMC 12.40, the species of the trees, and their diameter size in inches as measured at 4.5' above grade.

2. As per GMC 12.40.030, a Street Tree Permit will be required and CITY TREE PROTECTION MEASURES (attached) must be followed.
3. Developer must contact Forestry and see that trees are in good condition at the time of project completion. Trees that are declining due to construction impact or a violation of tree protection measures will be required removals with on-site 1:1 replacement of a species to be determined by Forestry, with commensurate irrigation system adjustments for the long-term establishment and care of any replacement trees.

If I may be of further assistance, please contact me at ext. 3416.

**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 TREE PROTECTION MEASURES**

## **1766 Cielito Drive**

1. All project plans; including grading, site improvements, utility locations, and landscaping shall indicate the exact trunk location of the City tree(s) and its protected zone. Construction is to be completed without negative direct impact(s) on City tree(s) of the subject site. Prior to any site disturbance, including grubbing, demolition and mobilization, obtain an Street Tree Permit from the Public Works Building and Safety Division for any site that contains a tree within the public right-of-way. Allow two (2) weeks from date of application to issuance.
2. All site development plans, including grading, planting and irrigation and their installation are subject to approval by the Public Works Department.
3. The approved Street Tree Permit shall be maintained on the project site at all times and shall be presented upon request to any City official.
4. In general, take such steps as necessary to protect roots, bark, trunk, branches and leaves from injury during construction.
5. Prior to any site disturbance, including demolition or mobilization, install a six-foot (6') tall temporary fence, five feet (5') outside of the drip-line of each protected tree, or to the nearest hardscape boundary.
6. Inspection of the temporary fencing installation is required prior to any site disturbance, including grubbing, demolition and mobilization. Photos can meet this requirement. Contact Forestry at (818-548-3950).
7. The temporary fencing installation shall be maintained until authorization is received for relocation or removal from the Director of Public Works or his designee.
8. Monitor trees for drought stress throughout construction and irrigate as needed to maintain health.
9. Gently spray tree canopy with water to remove construction dust build-up as needed throughout construction.
10. No tools, equipment, materials, vehicles, debris, paint, concrete, mortar, cement, stucco, paint, solvent, excess soil or other foreign materials shall be placed within the protected zone of any protected tree at any time, except as authorized by the Director of Public works.
11. No changes in grade shall be made within the tree protection zone of any protected tree at any time, except as authorized by the Director of Public Works or his designee.
12. All utility improvements with installation of hook-up boxes, including but not limited to water, sewer, electrical, cable and phone lines are to be located outside the tree protected zone (TPZ). Utility lines shall be routed outside of the protected zone of trees, unless otherwise approved by the Director of Public Works.
13. Any approved excavation within the protected zone of any protected tree shall be performed with hand tools only. Light construction equipment may be used with the written approval of the Director of Public Works or his designee.
14. Forty-eight (48) hours notice shall be provided to Forestry at (818-548-3950) prior to the start of any authorized work within the protected zone of any protected tree.
15. Contact the Public Works Permit Services Center upon completion of work for Final Inspection and card sign-off.
16. Failure to comply with these mitigation measures may result in work stoppage and will result in fee of \$1,000.00 per tree, per violation. Work shall resume only when the City of Glendale deems reparations satisfactory.
17. Questions should be directed to the Urban Forester at 818-548-3950.