glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

633 E. Broadway, Room 103
Glendale, CA 91206-4386
Tel 818.548.2140 Tel 818.548.2115
Fax 818.240.0392 ci.glendale.ca.us

April 16, 2014

Rodney Khan
Khan Consulting Inc.
1111 North Brand Boulevard, Suite 403
Glendale, CA 91202

&

Vazken Madenlian
Principal – Chamlian School
4444 Lowell Avenue
Glendale, CA 91214

RE: 4444 LOWELL AVENUE
(CHAMLIAN SCHOOL)

- USE VARIANCE CASE NO. PVAR 1403259
- STANDARDS VARIANCE CASE NO. PVAR 1403260
- PARKING REDUCTION PERMIT CASE NO.PPRP 1403257
- ADOPTING A MITIGATED NEGATIVE DECLARATION AND ADDENDUM

Dear Mr. Khan:

The Planning Commission of the City of Glendale, at its meeting held on April 16, 2014, conducted a public hearing for Case Nos. **Use Variance Case No. PVAR 1403259, Standards Variance Case No. PVAR 1403257, and Parking Reduction Permit Case No. PPRP 1403257**, and **Adopting a Mitigated Negative Declaration and Addendum,** located at **4444 Lowell Avenue, in the** "R1"- Low Density Residential Zone, FAR District II, described as Lot 1, Tract No. 17100, in the City of Glendale, County of Los Angeles.

PROJECT DESCRIPTION

The applicant is requesting to increase the student enrollment from 500 students to 700 students, which requires that certain conditions of the existing approvals be modified. The proposed increase in student enrollment will be accommodated within the existing buildings and no increase in building area is proposed.

NOTE In 2011, the applicant proposed to construct a new gymnasium at Chamlian School, which required the approval of a new use variance, several standard variances and a parking reduction permit. The previously approved Use Variance (PVAR 2010-023), Standards Variance (PVAR 2010-028) and Parking Reduction Permit (PPR 2010-008) each had a condition of approval limiting the student enrollment at the school to 500 students.

APPLICANT'S PROPOSAL

1) Change Condition No.2 of the approved use variance (PVAR 2010-023), which limits student enrollment from a maximum of 500 students to a maximum of 700 students.
2) Change Condition No.2 of the approved standards variance (PVAR 2010-028), which limits student enrollment from a maximum of 500 students to a maximum of 700 students.
3) Change Condition No.2 of the approved parking reduction permit (PPR 2010-008), which limits student enrollment from a maximum of 500 students to a maximum of 700 students.

ENVIRONMENTAL RECOMMENDATION

The Community Development Department, after having conducted an Initial Study, has prepared a Mitigated Negative Declaration for the project.

After due consideration, the Planning Commission:

- **APPROVED** - USE VARIANCE CASE NO. PVAR 1403259
- **APPROVED** - STANDARDS VARIANCE CASE NO. PVAR 1403260
- **APPROVED** - PARKING REDUCTION PERMIT CASE NO.PPRP 1403257
- **ADOPTED** - A MITIGATED NEGATIVE DECLARATION AND ADDENDUM

Motions adopted by the Planning Commission are attached.

Under the provisions of the Glendale Municipal Code, Title 30, Chapter 30.62, any person affected by the above decision has the right to appeal said decision to the **City Council** if it is believed that the decision is in error or that procedural errors have occurred, or if there is substantial new evidence which could not have been reasonably presented. It is strongly advised that appeals be filed early during the appeal period and in person so that imperfections/incompleteness may be corrected before the appeal period expires. Any appeal must be filed on the prescribed

forms within fifteen (15) days following the actual date of the decision. Information regarding appeals and appeal forms will be provided by the Permit Services Center (PSC) or the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **MAY 1, 2014,** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00 pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 pm to 5 pm.

APPEAL FORMS available on-line
http://www.ci.glendale.ca.us/planning/SubmittingAProject.asp

If you have any questions or need additional information on filing an appeal please contact the undersigned, in the Community Development Department at (818) 937-8152.

TRANSFERABILITY

This authorization runs with the land or the use for which it was intended for and approved. In the event the property is to be leased, rented or occupied by any person or corporation other than yourself, it is incumbent that you advise them regarding the conditions and/or limitations of this grant.

VIOLATIONS OF THESE CONDITIONS

Violations of conditions required by this determination may constitute a misdemeanor or infraction under section 1.20.010 of the Glendale Municipal Code (GMC) and/or a violation of other local, State or Federal laws or regulations. Unless a specific penalty is provided, any person convicted of a misdemeanor shall be punished by a fine not to exceed one thousand dollars ($1,000.00), or imprisonment for a term not to exceed six (6) months, or by both fine and imprisonment. Infractions are punishable by a fine not exceeding the sum of five hundred dollars ($500.00) for each violation. Violations of conditions required by this determination may be grounds for a revocation.

REVOCATION, CONTINUING JURISDICTION

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over Conditional Use Permits, Variances, Administrative Exceptions, and Parking Reduction Permits. To consider the revocation, the Director of Community Development shall hold

a public hearing after giving notice by the same procedure as for consideration of a variance at least 10 days notice by mail to the applicant or permittee.

GMC CHAPTER 30.41 PROVIDES FOR

TERMINATION: Every right or privilege authorized by Conditional Use Permits, Variances, Administrative Exceptions, and Parking Reduction Permits, shall terminate two (2) years after the granting of such, unless the exercise of such right or privilege has commenced in good faith prior to such time, except as otherwise provided for.

EXTENSION: An extension of the Conditional Use Permits, Variances, Administrative Exceptions, and Parking Reduction Permits, may be requested one time and extended for up to a maximum of one (1) additional year upon receipt of a written request from the applicant and demonstration that a reasonable effort to act on such right and privilege has commenced within the two (2) years of the approval date. In granting such extension the applicable review authority shall make a written finding that neighborhood conditions have not substantially changed since the granting of the parking reduction permit.

NOTICE – subsequent contacts with this office

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner who acted on the case. This would include clarification, verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **by appointment only**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

Sincerely,
Director of Community Development

Roger Kiesel
Senior Planner
RK:sm

CC: City Clerk (K.Cruz); Police Dept. (Lt.S.Bickle/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(D.Nickles); City Engineer and Traffic & Transportation Section

(R.Golanian/G.Tom); Director of Public Works and General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (R.Takidin); Glendale Water & Power--Electric Section (M.Kelley/M.Jackson); Parks, Recreation and Community Services Dept. (E.Tatevosian); Neighborhood Services Division (A.Jimenez); Integrated Waste Management Admin. (D.Hartwell); Maintenance Services Section Admin. (D.Hardgrove); Street and Field Services Admin.; Environmental Management (M.Oillataguerra); Jano Baghdanian-Traffic Consultant; and case planner Roger Kiesel.

DISTRIBUTION

Speaking At the Hearing: Irma Avakian; Aline Babaian; Peter Baghdassarian; Susan Bolan; Ian Currie; Don Fiske; Hunter Haeun; Arto Kazarians; Bassen Maez; Talar Malekian-ANCA Glendale; Marina Manoukian; Dan Scorza; Linda Shatz; Ken Ridel; Vince Royal; Bill Weisman; Alison Wooden; Aline Yepremian; Karen Keehne Zimmerman.

Emails Received From: Craig Baker; Ira Bland; Susan Bolan; Burk Brancheau; Larry Brown; Fe Camarador; Dadashy; ddtjscott; Eric Eggena; Claire Fortier; Hannah Hayashi; Marianne Jennings; Thomas Knickerbocker; Jo and Mary Ann Kroening; Jin Lee; Paul and Sunny Moon; Nancy Lim; Kathleen McClure; Grant Michals; Bob Michler; Ishin Morimoto; Chris Newlin; George W and Anne Marie Novinger; Linda Perry; Sherry Stubbs; Shahin Toumani; Laura Widdis; Alison Wooden; Karen and Tom Zimmerman; and Bill Weisman.

Letters Received From: Jack and Rosaline Arntzen; Donald Fiske; Carole Rounds; William and Beverly Spedden; Shon Wells.

MOTION

Moved by Planning Commissioner Yesayan, and seconded by Planning Commissioner Lee, that upon review and consideration of all materials and exhibits of current record relative to Use Variance Case No. PVAR 1403259 and Standard Variance Case No. PVAR 1403260, located at **4444 Lowell Avenue**, and after having conducted a hearing on said matter, that the Planning Commission hereby **ADOPTS** the **Mitigated Negative Declaration,** and **APPROVES** said **Use Variance Case No. PVAR 1403259 and said Standard Variance Case No. PVAR 1403260,** in accord with the findings and conditions set forth below.

A. That the strict application of the provisions of any such ordinance would result in practical difficulties or unnecessary hardship inconsistent with the general purposes and intent of the ordinance.

Strictly applying the permitted uses to the subject site, which is zoned "R1", will result in practical difficulties and unnecessary hardship inconsistent with the intent of the ordinance. The general purpose of the "R1" zoning category and the ordinances which regulate the development and uses there is to provide a high-quality residential environment for "traditional low density residential zone". It included development standards that "allow new low density development in order to promote the public health, safety and general welfare." The subject site has existed as a school use since the early 1960's. While the proposed project and existing school are not typical uses in the "R1" zone, the school's enrollment following the project implementation will be consistent with the intent of this zone. The enrollment will be similar to or smaller than most public elementary schools. The school differs from some public schools in that it draws enrollment from a larger area. A mitigation measure from the Mitigated Negative Declaration requires that additional students be bused to the school, thereby maintaining the same level of car trips to the school as are currently generated. Therefore, capping the enrollment at a figure smaller than other comparable schools is an unnecessary hardship, given that the impacts of increased enrollment will be mitigated so that the general purpose of the "R1" zone is achieved.

The proposed project will not result in additional traffic on residential streets in the area as Mitigation Measure No. 2 of the Proposed Mitigated Negative Declaration requires the school to provide bus service such that the number of trips to and from the campus do not exceed the total number of existing trips established in the submitted February 2014 Traffic and Transportation Plan and Mitigation Measure No. 3 requires periodic traffic surveys to ensure compliance with Mitigation Measure No. 2. Lowell Avenue will continue to provide access to the staff parking lot located in the eastern portion of the site. The existing driveway leading from the parking lot to Second Avenue will remain gated and locked. Strictly applying the list of permitted uses by not allowing the increased enrollment will result in practical difficulties and unnecessary hardship inconsistent with the intent of the ordinance.

B. That there are exceptional circumstances or conditions applicable to the property involved or to the intended use or development of the property that do not apply generally to other property in the same zone or neighborhood.

There are exceptional circumstances or conditions applicable to the property involved or to the intended use or development of the property that do not apply generally to other properties in the same zone or neighborhood. The subject site has contained a school for approximately 50 years. The subject site is zoned "R1" and it is unique to have a private school located in this zone. Additionally, the area's topography and the very large size of the site allow normally prohibited uses to operate with fewer impacts in proximity to houses. These facts are the exceptional circumstance regarding the subject site, which warrants granting the use variance.

The intended increase in enrollment will be accomplished without additional construction and without any increase in the days or hours per day the use will operate. As noted previously, the proposed project will not result in additional traffic on residential streets in the area as Mitigation Measure No. 2 of the Mitigated Negative Declaration requires the school to provide bus service such that the number of trips to and from the campus do not exceed the total number of existing trips established in the submitted February 2014 Traffic and Transportation Plan. Mitigation Measure No. 3 requires periodic traffic surveys to ensure compliance with Mitigation Measure No. 2. Lowell Avenue will continue to provide access to the staff parking lot located in the eastern portion of the site. The existing driveway leading from the parking lot to Second Avenue will remain gated and locked.

C. That the granting of the variances will not be materially detrimental to the public welfare or injurious to the property or improvements in such zone or neighborhood in which the property is located.

The granting of the variances would not be materially detrimental to the public welfare or injurious to the property or improvements in such zone or neighborhood in which the property is located. The increase in enrollment will be accommodated without any new square footage of construction and the operations of the school will remain the same, including the days of the year school is open, the hours per day and the number of trips to the campus.

The proposed project is not anticipated to generate additional traffic, since Mitigation Measure No. 2 of the Proposed Mitigated Negative Declaration requires the school to provide bus service such that the number of trips to and from the campus as a result of the project do not exceed the total number of existing trips established in the submitted February 2014 Traffic and Transportation Plan and Mitigation Measure No. 3 requires periodic traffic surveys to ensure compliance with Mitigation Measure No. 2. Mitigation Measure No. 1 requires that the applicant provide parking attendants to direct cars to the surface parking lot and playground (the area of the temporary parking) and use this area for parking when events are scheduled at the gymnasium. This requirement will also be made a condition of approval of the variances. The existing driveway from the staff parking lot to Second Avenue will remain gated and locked and no operational changes to this area are proposed. Therefore, the increase in enrollment will not impact development of the neighborhood.

D. That the granting of the variances will not be contrary to the objectives of the ordinance.

The granting of the variances would not be contrary to the objectives of the ordinance. To protect single-family residences in the "R1" zone from deleterious impacts, uses allowed in this zone are very limited. The increase in enrollment will be accommodated without any extension of the hours or days of operation of the school and without the construction of any new buildings. Further, the number of trips to and from the campus will not increase over the existing level. Mitigation Measure Nos. 2 and 3, requiring a student shuttle service and at minimum annual compliance surveys will ensure no additional traffic is created by the enrollment increase.

CONDITIONS OF APPROVAL

1) That the development shall be in substantial accord with the plans submitted with the application and presented at the hearing **except** for any modifications as may be required to meet specific Code standards or other conditions stipulated herein.

2) That school enrollment is limited to a maximum of seven hundred (700) students.

3) That grades taught shall remain limited to kindergarten through eighth grade only.

4) That the number of students enrolled in the eighth grade shall not exceed the number of students enrolled in the seventh grade.

5) To insure that student count and grade level requirements are observed, the Board of Directors shall furnish the Director of Community Development with attendance records by grade once a year for each school year. Such attendance affidavit shall contain a signed acknowledgement that the information is true and correct under penalty of perjury.

6) The school shall continue to undertake afternoon pick-up traffic management through the walkie-talkie/bullhorn system instituted in the 1991-92 school year, including sending parents out of the circular driveway to try again if the child has not arrived when the parent is ready. In addition, for the first four (4) to six (6) weeks of each semester, parents shall place an index card on their dashboard, visible through the front window, with the student name (or names) clearly visible in large block letters, to assist school staff in matching students with parents during the afternoons.

7) The Board of Directors/School Principal shall institute an incentive-based car-pooling/ride-sharing program, offering an incentive of at least $50 a month per family, and shall make such program open to existing students.

8) The Board of Directors shall continuously maintain the same phasing schedule for student start times, end times, recesses and lunch in future years. Any alterations thereof shall be subject to the prior written authorization of the Community Development Department. This phasing

schedule is as follows: fourth through eighth grade start at 8:00 a.m.; first through third grade begin at 8:30 a.m.; first and second grade leave at 2:45 p.m.; third through eighth grade leave at 3:15 p.m.; older children recess from 9:55 a.m. to 10:15 a.m.; younger children recess from 10:25 a.m. to 10:45 a.m.; younger pupils have lunch from 12:30 p.m. -1:00 p.m.; older pupils eat lunch from 1:00 p.m.-1:30 p.m.

9) The two slope/irrigation access openings in the south side playground perimeter block wall shall be equipped with locked gates of opaque and durable material, satisfactory to the planning hearing officer.

10) That the premises be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.

11) That landscaping areas shall be maintained in good condition with live plants and a functioning irrigation system. Drainage devices shall be kept clean and all weeds and trash rapidly eliminated.

12) That any proposed exterior lighting shall be directed away from adjacent properties and the public right-of-way to the satisfaction of the Director of Community Development.

13) The four (4) parking spaces in front on the northwest corner of the site and the proposed fifty-three (53) parking spaces in the eastern portion of the site shall be for staff use only during school hours. The four parking spaces with access directly from the drop off/pick up driveway shall be used for visitors. The Principal shall continuously encourage all staff to use the on-site parking at all times.

14) The facilities shall not be rented, leased or otherwise occupied by any use other than a private school for grades kindergarten through eighth only.

15) There shall be no expansion of facilities or enrollment without reconsideration of this variance and its conditions by reapplication.

16) That all licenses and permits as required or approvals from Federal, State, County or City authorities including the City Clerk shall be obtained and kept current at all times.

17) With the exception of an on-site household caretaker, no sleeping accommodations shall be permitted for children or adults.

18) All accessory activities on the premises shall be clearly incidental to the school's primary educational function and shall be limited to: back-to-school night for parents, open house events, graduation programs, two to three special holiday programs annually, sporting events and two to three annual fund-raising events. The abovementioned activities shall not be permitted to continue beyond 10:00 p.m. in any instance.

19) Access from Second Avenue shall be limited to maintenance vehicles and pedestrians.

20) That the applicant shall comply with all Fire Department requirements as specified in their memo dated April 3, 2014, to the satisfaction of the Fire Chief.

21) That the applicant shall comply with all Glendale Community Development Department: Building and Safety section requirements as specified in their memo dated March 28, 2014, to the satisfaction of the Director of Community Development.

22) The applicant shall provide parking attendants to safely direct cars to the surface parking lot and asphalt play area when events, such as graduations, parent meetings, opening ceremonies, sports tournaments, school festivals and similar gatherings are scheduled for exclusive use by Chamlian School.

23) That the applicant shall provide a student shuttle service to offset the increase in trips associated with the increase in enrollment to 700 students, such that at no point shall the number of trips to and from the campus exceed the total number of existing trips established in the submitted Traffic and Transportation Plan. The school shall work closely with planning staff to incrementally increase enrollment up to the cap of 700 students to ensure that total vehicle trips do not increase. All buses shall be provided to the students free of charge and the school should consider using clean fuel vehicles to bus students. The number of buses, bus stop locations and routes shall be included in the traffic control plan approved by the Directors of Public Works and Community Development and the Police Department. The applicant shall provide yearly metrics to ensure compliance with the Traffic Demand Management Plan.

24) All construction vehicles related to the proposed project shall park on the subject site.

25) To access the site, all construction traffic shall either use the existing driveway located off of Lowell Avenue or the Second Avenue driveway only between the hours of 9:00 am. and 5:00 pm.

26) The applicant shall comply with the mitigation measures contained in the Mitigation Monitoring and Reporting Program for the project.

27) That the school shall use its best efforts to implement other programs, including, but not limited to, "walk to school" events, that shall be aimed at decreasing traffic and/or parking impacts.

28) That the school shall annually publish (including online/on their website) and distribute to parents and students of the school, guidelines and rules regarding traffic, parking and safety issues.

29) That the authorization granted herein supersedes all prior discretionary approvals for the project site and shall be valid **until April 16, 2024.**

Adopted this 16th day of April 2014.

VOTE
Ayes: Astorian, Lee, Yesayan
Noes: Landregan
Abstain: None
Absent: Manoukian

MOTION

Moved by Planning Commissioner Yesayan, and seconded by Planning Commissioner Astorian, that upon review and consideration of all materials and exhibits of current record relative to **Parking Reduction Permit Case No. PPRP 1403257, located at 4444 Lowell Avenue,** and after having conducted a hearing on said matter, that the Planning Commission hereby adopts the mitigated negative declaration, and **APPROVES** said Parking Reduction Permit Case No. PPRP 1403257 in accord with the findings and conditions set forth below.

A. The parking need for the land use is not as great as for similar land uses or the parking requirement for the land use established in the Zoning Code is greater than what will be needed by the land use.

The parking requirement for the proposed project at Chamlian School, if based on the parking standard for private schools, would be greater than what will be needed by this use. The City's Municipal Code generally bases the required number of minimum parking spaces for a use on the area the use occupies; private pre-schools, kindergarten and grades 1 through 9 when used exclusively for this purpose require 2.7 parking spaces per 1,000 square feet of floor area.

In 2011, the school received approval of a parking reduction permit to allow construction of a gymnasium (currently almost completed) without providing the required minimum number of parking spaces. One of the conditions of this approval was a cap on enrollment of 500 students. The school's current request is to modify this condition to increase the enrollment cap to 700 students. No additional floor area will be added as a result of this request. The additional students will be accommodated by increasing class sizes and utilizing vacant or under-utilized classrooms. Since no additional floor area is proposed, no additional on-site parking is required. The previously granted parking reduction permit allowed 61 on-site parking spaces to be provided with a requirement that when special events take place on the campus an additional 100 temporary spaces be made available on the playground. The total, 161 parking spaces, exceeds the 147 spaces that would be required had the school been newly constructed.

B. The intent of the parking regulations, in compliance with all other applicable provisions of this chapter, is met.

The intent of the parking regulations, in compliance with all other applicable provisions of this chapter, is being met. The purpose of the parking regulations is to provide sufficient and convenient parking facilities for the proposed use.

Chamlian School would require a total of 147 on-site parking spaces, based on the parking standards for a new school. Approval of the parking reduction permit for the gymnasium allowed 61 permanent parking spaces on the school campus. The existing asphalt play area west of the re-configured parking lot is required to be converted to a temporary parking area that would accommodate up to an approximately additional 100 cars when special events are being held on-campus or in the gymnasium. No additional floor area is provided as a result of the proposed increase in enrollment; therefore, no additional parking spaces are required. Since shuttle service is required when enrollment exceeds 500 students, additional parking spaces will not be needed because additional vehicle trips will not be generated.

C. Sufficient parking would be provided to serve the use intended and potential future uses of the subject parcel.

Sufficient parking will be provided to serve the use intended and potential future uses of the subject parcel. Since the site is zoned "R1", potential future uses of the subject site are restricted to single-family residences and those uses permitted in the "R1" zone according to G.M.C. 30.11.020; new use variances are prohibited in this zone. As a part of the gymnasium project, the eastern parking lot has been re-configured to provide 53 spaces, for a total of 61 permanent parking spaces on-site. Plans depicting the "expansion" of the reconfigured parking lot west of its location were submitted with the previous parking reduction permit application. This expansion can accommodate up to 100 additional on-site parking spaces for a total of 161 spaces, which is more than the 147 parking spaces required. This plan has been kept on record for use when events specified in the conditions of approval are held at the school. The conditions of approval ensure that the parking demand for the school be addressed on-site and in a safe, effective manner. Because no additional floor area is proposed to accommodate the proposed increase in student enrollment, no additional on-site parking spaces are required. Since additional students will be transported to and from the school by shuttle,

no additional parking spaces for parents dropping off/picking up their students to the school will be needed.

CONDITIONS OF APPROVAL

1) That the development shall be in substantial accord with the plans submitted with the application and presented at the hearing except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein.

2) That school enrollment is limited to a maximum of seven hundred (700) students.

3) That grades taught shall remain limited to kindergarten through eighth grade only.

4) That the number of students enrolled in the eighth grade shall not exceed the number of students enrolled in the seventh grade.

5) To insure that student count and grade level requirements are observed, the Board of Directors shall furnish the Director of Community Development with attendance records by grade once a year for each school year. Such attendance affidavit shall contain a signed acknowledgement that the information is true and correct under penalty of perjury.

6) The school shall continue to undertake afternoon pick-up traffic management through the walkie-talkie/bullhorn system instituted in the 1991-92 school year, including sending parents out of the circular driveway to try again if the child has not arrived when the parent is ready. In addition, for the first four (4) to six (6) weeks of each semester, parents shall place an index card on their dashboard, visible through the front window, with the student name (or names) clearly visible in large block letters, to assist school staff in matching students with parents during the afternoons.

7) The Board of Directors/School Principal shall institute an incentive-based car-pooling/ride-sharing program, offering an incentive of at least $50 a month per family, and shall make such program open to existing students.

8) The Board of Directors shall continuously maintain the same phasing schedule for student start times, end times, recesses and lunch in future years. Any alterations thereof shall be subject to the prior written authorization of the Community Development Department. This phasing schedule is as follows: fourth through eighth grade start at 8:00 a.m.; first through third grade begin at 8:30 a.m.; first and second grade leave at 2:45 p.m.; third through eighth grade leave at 3:15 p.m.; older children recess from 9:55 a.m. to 10:15 a.m.; younger children recess from 10:25 to 10:45 a.m.; younger pupils have lunch from 12:30-1:00 p.m.; older pupils eat lunch from 1:00-1:30 p.m.

9) The two slope/irrigation access openings in the south side playground perimeter block wall shall be equipped with locked gates of opaque and durable material, satisfactory to the planning hearing officer.

10) That the premises be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.

11) That landscaping areas shall be maintained in good condition with live plants and a functioning irrigation system. Drainage devices shall be kept clean and all weeds and trash rapidly eliminated.

12) That any proposed exterior lighting shall be directed away from adjacent properties and the public right-of-way to the satisfaction of the Director of Community Development.

13) The four (4) parking spaces in front on the northwest corner of the site and the proposed fifty-three (53) parking spaces in the eastern portion of the site shall be for staff use only during school hours. The four parking spaces with access directly from the drop off/pick up driveway shall be used for visitors. The Principal shall continuously encourage all staff to use the on-site parking at all times.

14) The facilities shall not be rented, leased or otherwise occupied by any use other than a private school for grades kindergarten through eighth only.

15) There shall be no expansion of facilities or enrollment without reconsideration of this variance and its conditions by reapplication.

16) That all licenses and permits as required or approvals from Federal, State, County or City authorities including the City Clerk shall be obtained and kept current at all times.

17) With the exception of an on-site household caretaker, no sleeping accommodations shall be permitted for children or adults.

18) All accessory activities on the premises shall be clearly incidental to the school's primary educational function and shall be limited to: back-to-school night for parents, open house events, graduation programs, two to three special holiday programs annually, sporting events and two to three annual fund-raising events. The above-mentioned activities shall not be permitted to continue beyond 10:00 p.m. in any instance.

19) Access from Second Avenue shall be limited to maintenance vehicles and pedestrians.

20) That the applicant shall comply with all Fire Department requirements as specified in their memo dated April 3, 2014, to the satisfaction of the Fire Chief.

21) That the applicant shall comply with all Glendale Community Development Department: Building and Safety section requirements as specified in their memo dated March 28, 2014, to the satisfaction of the Director of Community Development.

22) The applicant shall provide parking attendants to safely direct cars to the surface parking lot and asphalt play area when events, such as graduations, parent meetings, opening ceremonies, sports tournaments, school festivals and similar gatherings are scheduled for exclusive use by Chamlian School.

23) That the applicant shall provide a student shuttle service to offset the increase in trips associated with the increase in enrollment to 700 students, such that at no point shall the number of trips to and from the campus exceed the total number of existing trips

established in the submitted Traffic and Transportation Plan. The school shall work closely with planning staff to incrementally increase enrollment up to the cap of 700 students to ensure that total vehicle trips do not increase. All buses shall be provided to the students free of charge and the school should consider using clean fuel vehicles to bus students. The number of buses, bus stop locations and routes shall be included in the traffic control plan approved by the Directors of Public Works and Community Development and the Police Department. The applicant shall provide yearly metrics to ensure compliance with the Traffic Demand Management Plan.

24) All construction vehicles related to the proposed project shall park on the subject site.

25) To access the site, all construction traffic shall either use the existing driveway located off of Lowell Avenue or the Second Avenue driveway only between the hours of 9:00 a.m. and 5:00 p.m.

26) The applicant shall comply with the mitigation measures contained in the Mitigation Monitoring and Reporting Program for the project.

27) That the school shall use its best efforts to implement other programs, including, but not limited to, "walk to school" events, that shall be aimed at decreasing traffic and/or parking impacts.

28) That the school shall annually publish (including online/on their website) and distribute to parents and students of the school, guidelines and rules regarding traffic, parking and safety issues.

Adopted this 16th day of April 2014.

VOTE
Ayes: Astorian, Lee, Yesayan
Noes: Landregan
Abstain: None
Absent: Manoukian

Kiesel, Roger

From: Hairapetian, Sarkis
Sent: Friday, March 28, 2014 7:19 AM
To: Kiesel, Roger
Subject: 4444 Lowel Ave. Chamlian School

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

DATE: March 17, 2014 **DUE DATE: March 28, 2014**
(PLEASE submit your response by above DATE)
TO: __ __

FROM: **Roger Kiesel** __, Case Planner **Tel. #** 8152

PROJECT ADDRESS: **4444 Lowell Avenue**
Applicant: **Rodney Khan**
Property Owner: **Western Prelacy of the Armenian Apostolic Church of America**

PROJECT DESCRIPTION: Chamlian School would like to increase their enrollment from the current c of 500 students to 700 students. Their 2010 standard variance, use variance and parking reduction approvals had a condition that capped enrollment to 500. No changes to the site are proposed as a res of the present request. The increase in student will be accommodated in the campus without construct additional buildings.

PLEASE CHECK:

x	**A. CITY ATTORNEY**		**G. INFORMATION SERVICES (Wireless Telecom)**
	B. COMMUNITY DEVELOPMENT:		**H. PUBLIC WORKS (ADMINISTRATION):**
x	• **(1) Building & Safety**	x	• **(1) Engineering**
x	• **(2) Economic Development**	x	• **(2) Environmental Management**
x	• **(3) Housing**		• **(3) Facilities (city projects only)**
x	• **(4) Neighborhood Services**	x	• **(4) Integrated Waste**
X	• **(5) Planning & Urban Design EIF/Historic District**	x	• **(5) Maintenance Services/Urban Forester**
	•	x	• **(6) Traffic & Transportation**
x	**D. COMMUNITY SERVICES/PARKS:**	x	**J. GLENDALE POLICE**
x	**E. FIRE ENGINEERING (PSC)**		**K. OTHER:**
x	**F. GLENDALE WATER & POWER:**		• **(1) STATE-Alcohol Beverage Control (ABC)**

x	• (1) Water		• (2) CO Health dept.
x	• (2) Electric		• (3) City Clerk's Office

ENTITLEMENT(S) REQUESTED

Variance Case Nos.:	1403259/1403260	Tentative Tract/Parcel Map No.:	
CUP Case No.:		Parking Reduction:	1403257
DRB Case No.:		Administrative use permit	

INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS

Project Address:_4444 Lowell Avenue_____	**Project Case Nos.: PVAR 1403259 and 1403260 and PPRP 1403257**

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: 3/28/2014

Print Name: Sarkis Hairapetian, P.E.
Title: B.C.S.II. Dept. Build'g & Safety Tel.: X-3209

☒ 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.

☒ 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.) may be required upon submittal of plans for building plans check and permit.

fire

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

DATE: March 17, 2014 **DUE DATE: March 28, 2014**
(PLEASE submit your response by above DATE)

TO: __ __

FROM: **Roger Kiesel** __, Case Planner **Tel. #** 8152

PROJECT ADDRESS: **4444 Lowell Avenue**

Applicant: **Rodney Khan**

Property Owner: **Western Prelacy of the Armenian Apostolic Church of America**

PROJECT DESCRIPTION: Chamlian School would like to increase their enrollment from the current cap of 500 students to 700 students. Their 2010 standard variance, use variance and parking reduction approvals had a condition that capped enrollment to 500. No changes to the site are proposed as a result of the present request. The increase in student will be accommodated in the campus without constructing additional buildings.

PLEASE CHECK:

x **A. CITY ATTORNEY**

B. COMMUNITY DEVELOPMENT:
- x **(1) Building & Safety**
- x **(2) Economic Development**
- x **(3) Housing**
- x **(4) Neighborhood Services**
- X **(5) Planning & Urban Design EIF/Historic District**
- ____ •

x **D. COMMUNITY SERVICES/PARKS:**

FROM
x **E. FIRE ENGINEERING (PSC)**

x **F. GLENDALE WATER & POWER:**
- x **(1) Water**
- x **(2) Electric**

G. INFORMATION SERVICES (Wireless Telecom)

H. PUBLIC WORKS (ADMINISTRATION):
- x **(1) Engineering**
- x **(2) Environmental Management**
- ____ **(3) Facilities (city projects only)**
- x **(4) Integrated Waste**
- x **(5) Maintenance Services/Urban Forester**
- x **(6) Traffic & Transportation**

x **J. GLENDALE POLICE**

K. OTHER:
- ____ **(1) STATE-Alcohol Beverage Control (ABC)**
- ____ **(2) CO Health dept.**
- ____ **(3) City Clerk's Office**

ENTITLEMENT(S) REQUESTED

Variance Case Nos.: 1403259/1403260
CUP Case No.: ____
DRB Case No.: ____
Tentative Tract/Parcel Map No.: ____
Parking Reduction: 1403257
Administrative use permit

INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS

Project Address: 4444 Lowell Avenue	**Project Case Nos.:** PVAR 1403259 and 1403260 and PPRP 1403257

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: 4/3/2014

Print Name: D. NICKLES
Title: FPC **Dept.** FIRE **Tel.:** x 3207

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.

GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments

Project Address: 4444 LOWELL AVE

Project Number(s): PVAR 1403259/1403260, PPR 1403257

☒ **Comments** ☐ **No Comments**

Code Requirements:

Architectural

☐ 1. **Occupancy classification**. Note existing and/or proposed occupancy classification on architectural plans.

☐ 2. **Elevator**. Elevator size shall be capable of accommodating a gurney and meet the requirements per the CBC.

☐ 3. **Emergency lighting and Exit signs**. Provide code-compliant emergency lighting and exit signs along entire route of exit path (to the public way) and show locations on architectural reflected ceiling plans.

☐ 4. **Maximum occupancy**. Maximum occupancy sign to be posted near the main entrance.

☐ 5. **Address**. Approved address numbers, building numbers or approved building identification shall be placed in a position that is plainly legible and visible from the street, road, alley, 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.

Fire Protection

☐ 6. **Fire sprinkler system**. A complete automatic fire sprinkler system shall be installed throughout the structure in accordance with the recommendations of NFPA 13 and the requirements of the Glendale Fire Department. 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 contra-indicated. Flat concealed sprinkler heads are required in all habitable areas.

i. Additions, remodels and tenant improvements: Installation of an automatic fire sprinkler system will be required if valuation increase is greater than or equal to 50%; alteration of existing system is required regardless.

ii. Maintenance: The building fire sprinkler system shall be serviced and maintained in a proper working order at all times.

iii. Certification: A current Five-year Fire Sprinkler System certification shall be maintained at all times in accordance with applicable codes and standards.

GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments

Project Address: _____

Project Number(s): _____

☐ 7. **Fire alarm system**. Provide a fire alarm system capable of notifying the occupants, audibly and visually, upon activation of the automatic fire sprinkler system. Plans and permit application shall be submitted to the Fire Department within 30 days of issuance of the building permit.

i. Maintenance: The building fire alarm system shall be serviced and maintained in a proper working order at all times in accordance with applicable codes and standards.

ii. Records: Service and maintenance records shall be maintained on site at all times.

☐ 8. **Fire extinguishing system**. Provide extinguishing system for the hood / spray booth; installation of hood / spray booth fire suppression system shall be approved under separate permit; submit plans within 30 days of issuance of building permit.

☐ 9. **Riser, FDC and FACP locations**. Show location of automatic fire sprinkler riser, Fire Department Connection (FDC – must remain visible from the street) and Fire Alarm Control Panel (FACP) on the architectural and landscaping plans (FDC only). Coordinate locations with Fire Department staff; provide a three (3) foot clear pathway from FDC to sidewalk; pathway shall be clearly marked on the plans.

☐ 10. **Backflow prevention**. Contact GWP Water Engineering regarding the potential need for and location of a backflow prevention device and water meter for the 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.

☒ 11. **Fire extinguishers**. Fire extinguishers shall be installed and maintained in accordance with the CFC & GBSC. Locations shall be identified on the architectural plans and subject to review by the Fire Department.

☐ 12. **Smoke detectors**. Smoke detectors shall be wired to the building electrical system, be equipped with battery backup, and emit a signal when batteries are low. Smoke alarms shall be interconnected, so that the activation of one alarm will activate all other alarms.

☐ 13. **Water main/Fire hydrant upgrade**. Water main and/or fire hydrant upgrade is/may be required; GWP approval and copy of receipt are required prior to submitting plans for Fire Department approval.

☐ 14. **Fire Hydrants**. Provide compliance for fire hydrant(s) location and spacing per the CFC. Show hydrant locations on the architectural site plan and civil drawings.

☐ 15. **Fire water line**. Installation of fire water line is required; GWP approval is required prior to submitting plans for Fire Department approval.

☐ 16. **Water flow**. Provide compliance with water flow requirements per the CFC. Provide 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.

GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments

Project Address: _____

Project Number(s): _____

High Fire Hazard Area

☐ 17. **High Fire Hazard Area**. Project is located in the High Fire Hazard Area and must comply with all related regulations.

☐ 18. **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.

☐ 19. **Fuel modification**. Provide a minimum 100 foot Fuel Modification Zone per the Hillside Development Landscape Guidelines for all proposed and existing structures; must submit plans and obtain Fire Permit.

☐ 20. **Landscaping**. All landscaping/fuel modification shall comply with the Hillside Development Landscape Guidelines; must submit plans and obtain Fire Permit.

☐ 21. **Building materials**. All building material and material assemblies for projects within the High Fire Hazard Area shall comply with the CBC.

☐ 22. **Right of Entry Permit**. Obtain a Right of Entry Permit for annual hazard abatement on adjacent City Property prior to approval of fuel modification plans.

Egress

☐ 23. **Exit routes**. Clearly show all exiting routes until termination at public right-of-way. Provide approved walkways from all building openings to the public way.

☐ 24. **Opening protection**. Provide proper opening protections for the means of egress system.

☐ 25. **Exit separation**. Verify exiting from all areas / floors is code compliant; provide adequate separation of required exits; maintain required clearance from property line and/or openings along exit paths.

☐ 26. **Exit continuity**. Provide the minimum number of exits and continuity per the CBC within all rooms, spaces, and levels.

☐ 27. **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.

☒ 28. **Egress analysis**. Provide a means of egress analysis on the plans in accordance with the CBC. Analysis shall include, but not be limited to the following:

- **i.** Occupant load (showing detailed calculation and signage location).
- **ii.** Required number of exits (including exit separation).
- **iii.** Provide detailed calculation of all stairwells, aisles, exit widths, and travel distances (common path and total travel distance).

GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments

Project Address: _____

Project Number(s): _____

☐ 29. **Door swing**. All exit doors shall swing in the direction of travel and comply with all exiting requirements.

☒ 30. **Egress aisle clearance**. All required egress aisles shall be maintained clear of obstructions at all times.

☐ 31. **Emergency lighting and exit signs**. All emergency lights and exit signs shall be maintained in an operable condition at all times.

☒ 32. **Panic hardware**. All exit doors or gates shall be provided with panic hardware when serving occupancies (A, E, I) with an occupant load of 50 or more persons.

Access

☐ 33. **Restricted access**. Project is located in an area with restricted access and/or narrow streets; limited turnaround capability exists for emergency vehicles.

☐ 34. **Emergency access walkway**. Provide an emergency access walkway leading from fire apparatus access road to exterior opening per the CFC. Landings shall be provided beneath bedroom rescue windows or doors when steps are used to provide fire department access around the home. Architect shall revise all architectural and landscape plans from any present or future obstructions that may hinder access and placement of fire department ladders.

☒ 35. **Fire Department Turnarounds**. Approved turnarounds for fire apparatus shall be provided in accordance with the CFC and fire department standards and include approved signage and markings. Turnarounds shall not be used for parking and shall be kept free of obstructions at all times.

☐ 36. **Fire Road Access Permit**. Obtain a Fire Road Access Permit; submit a Road Maintenance Access Plan for use of Fire Roads; provide documentation for legal right of access.

☒ 37. **Fire Department Access**. Applicant shall submit two (2) site plans to the Fire Department for approval of Fire Department access. Prior to occupancy, all fire lanes shall be posted with approved signage and red-marked curbs in accordance with the CFC and GBSC. All access roads/fire lanes shall have a minimum width of 20 feet and minimum vertical clearance of 13½ feet.
VERIFY COMPLIANCE WITH CONDITIONS OF APPROVAL AND SITE PLAN FOR BMOD 1231429.

☐ 38. **Construction Access**. Applicant shall submit two (2) site plans to the Fire Department for approval of Fire Department access during construction. A roadway suitable for use by Fire Department apparatus (80,000 pounds) shall be clearly identified on the plans. A minimum of 20 foot clear width shall remain free of obstruction during all construction phases and activities.

☒ 39. **Parking prohibited**. Parking is prohibited on access roads, driveways and turnarounds designated as Fire Lanes and/or Fire Department Access Routes.

☐ 40. **Address directory**. An address directory shall be provided at all entrances to the project/development at locations approved by the Fire Department. Directory plans shall be submitted to the Fire Department for review and approval prior to installation.

Project Address: _____

Project Number(s): _____

☐ 41. **Accessory room labeling**. All accessory room doors shall be labeled on the doors indicating the use of the room (Electrical Room, Riser Room, Fire Alarm Panel Inside, etc.).

☐ 42. **Sign and graphics package**. Applicant shall submit two (2) sets of sign package plans to the Fire Department for approval. Signs shall include such elements as address, exits, stairwells, fire riser, FDC, control valves, fire alarm panel, fire extinguishers, etc.

Industrial Waste / Hazardous Materials

☐ 43. **Industrial Waste Pre-treatment**. Provide pre-treatment (grease interceptor, clarifier, etc.) to serve the facility; minimum size 750 gallons located outside and connected to the sewer; show location on architectural site plan and plumbing plans for review; obtain an Industrial Waste Permit.

☐ 44. **CUPA disclosure**. Complete and submit a CUPA Hazardous Materials disclosure packet.

☐ 45. **CUPA closure letter**. Prepare and submit a CUPA Hazardous Materials Closure Letter.

Permits, Notes and Code Compliance

☒ 46. **Permits**. Obtain/Update Fire Department approval/permits for the following:

- ☐ Fire Sprinkler
- ☐ Fire Alarm
- ☒ Assembly
- ☐ Industrial Waste
- ☐ Hazardous Materials
- ☐ Extinguishing system
- ☐ Other _____

☐ 47. **Notes and submittal requirements**. Include all applicable notes on the architectural and fire protection system plans (see the Fire Prevention section of the Glendale Fire Department website www.glendalefire.org for details).

☒ 48. **Code compliance**. Must bring existing code violations into compliance (see attached notice).

Suggested conditions:

☐ 48. **Fire flow**. The project applicant shall conduct a fire flow test prior to the issuance of certificates of occupancy to determine whether the existing water system would be capable of providing a minimum fire flow of _____ gpm at 20 psi residual. In the event that fire flows are not adequate, the project applicant shall undertake and complete required improvements to meet the minimum fire flow requirement. These improvements may include but are not limited to increasing water system pipe lines serving the project site, providing booster pumps, or other means that are acceptable to the Fire Department.

☐ 49. **Fire hydrant**. The project applicant shall be responsible for providing a new city standard fire hydrant in the vicinity of the project site. The exact location of the new hydrant shall be determined by the

Project Address: _____

Project Number(s): _____

Glendale Fire Department. The fire hydrant shall have three outlets (2 1/2 x 4 x 4) and shall be installed in accordance with Fire Department standards.

☐ 50. **Smoke management system**. A complete automatic and manual mechanical smoke management system (SMS) shall be provided for the structure.

☐ 51. **Smoke-proof enclosures**. Building design shall consider the use of naturally ventilated smoke-proof enclosures.

☐ 52. **Gurney access**. All areas of the building shall be accessible by an approved gurney access path from all points of Fire Department access, to the satisfaction of the Fire Department.

☐ 53. **Emergency manual**. The project applicant shall provide an emergency manual prepared specifically for project occupants that addresses proper emergency procedures in the event of fire, earthquake natural and catastrophic disaster, power outage, medical emergency, bomb threat, violence, etc. The manual shall comply with requirements of California Code of Regulations Title 19 and be submitted to the Fire Department for review and approval prior to the issuance of the first occupancy permit.

☐ 54. **Training materials**. To assist in occupant emergency training, a video and other training materials shall be developed specifically for the project's occupants, and regularly scheduled training, in accordance with Title 19, shall be contracted. Building management, in accordance with Title 19, shall keep records of occupant training and emergency drills.

☐ 55. **Brochure**. A brochure shall be developed and be made available to all persons entering the building from any public entrance and to all occupants in the building.

☐ 56. **Sign and graphics package**. A package of signage and graphics shall be submitted within 180 days of building permit issuance, and be approved and installed prior to building occupancy. The package shall consist of the following:

- Provisions for additional performance-based facilities to aid occupant egress, including:
  - Painting of all stairwells with building standard paint or "warm/friendly" color (not industrial-type color);
  - Shoulder-height graphics in stairwells;
  - Graphic "safety quips" at every 3rd floor intermediate stairwell landing;
  - In each stairwell, at all transitions, and from the 3rd floor, provide a graphic indicator so occupants will know what to expect at each change in direction and at the stairway terminators.
  - Other performance-based measures to enhance cognitive recognition of egress facilities.
- Custom-made signage for all fire-sprinkler control valves, all fire-alarm control panels, junction boxes, terminal cabinets, smoke control panels, all other panels in the fire control room, on fire department connections, fuel control valves for the emergency generator, all motor control centers, fans, switches, panels, motors, etc., serving the smoke management system, fire pumps, pump controllers, water tank, etc.
- Signage in all service and ancillary rooms in the building, identifying the room.
- Supplementary "STAIR" signs in the parking garage, which shall be visible from drive aisles at a distance of 300 feet.
- Signage identifying the locations of fire hose valves and fire extinguishers in the parking garage shall be provided and visible from drive aisles.

Project Address: _____

Project Number(s): _____

- Custom-made signage shall be provided specifically for responding firefighters containing operating instructions for the fire alarm system, fire sprinkler/standpipe system, smoke control system, other equipment in the fire control room, fire pump room, etc.
- All code-required signage, including, but not limited to stairwell identification signage and Title 19 evacuation signs.
- Signage on exterior doors shall identify where they lead;
- Address numbers for placement on the building, on the directory in lobby, and on each unit.

☐ 57. **Fire protection system design criteria**. Building specifications for the fire protection systems shall include a narrative description detailing the design intent, shall be specifically tailored to this project, and shall include only criteria that is either in excess of, or not addressed in, the applicable design and installation standards. Specifications shall not duplicate applicable design and installation standards.

☐ 58. **Fire stopping**. All fire stopping for the project shall be consolidated under the responsibility of a single fire-stopping specialty contractor.

☐ 59. **Utility installation design**. Utilities in the building, such as electrical, telephone, data, cable, etc., shall be designed and installed in such a way as to minimize deterioration of the fire stopping, and establish a standardized fire-stopping systems that allow for tenant improvement and future utility improvements.

☐ 60. **Traffic preemption**. To assist in the timely and efficient response by emergency response vehicles, applicant shall remit payment to the City to implement traffic preemption systems at intersections the Fire Department shall so designate prior to issuance of any building permits.

☐ 61. **Barbecues**. If barbecues are permitted, the following limitations shall be incorporated:
- Common area barbecues, if provided, shall be identified on plans for location review and approval. Barbecues shall only be natural gas fired.
- Individual dwelling unit barbecues, if provided or permitted, shall be natural gas fired only. Covenant, conditions and restrictions for the project shall prohibit the use of propane or solid-fuel barbecues (or prohibit all barbecues).

☐ 62. **Test and maintenance book**. The project applicant shall be responsible for coordinating the compilation of the test and maintenance book for all building fire and life safety systems to accommodate future and routine maintenance and testing. The book shall include the design intent and all Codes (with the editions stipulated) and required test results to maintain compliance with the design intent and codes in effect at the time. The book shall be completed prior to building occupancy.

☐ 63. **Fire rated assembly protection**. Fire rated assemblies, such as corridor walls, occupancy separation walls, and others, shall not be utilized for utilities. Utilities may be installed in a furred-out wall or partition constructed over a fire-rated wall or partition.

☐ 64. **Other**:

Name: D. NICKLES Date: 4.3.2014

Title: FPC Dept. Tel. (Ext.): x 3207

CITY OF GLENDALE
FIRE DEPARTMENT

Fire Prevention & Environmental Management Center
780 Flower Street
Glendale, CA 91201-3057
(818) 548-4810 Fire Prevention
(818) 548-4030 Environmental Management Center
(818) 549-9777 FAX

Name / Company Anoush Mangassarian / Chamilian School

Inspection Location 4444 Lowell Inspection Type Annual

Date 3/31/14 an inspection was made of the above referenced property.

Your attention is called to the following item(s), which must be corrected in order to meet the minimum requirements for all fire and life safety:

(1) Remove tvs from infront of F.E. in the library lobby. the F.E. in the library lobby needs an up to date tag

(2) provide plans and submit to plancheck office at 633 E Broadway Room 101 for review for the proposed division wall in side the library and every classroom that is to increase in capacity (show desk and furniture layout per effected room)

(3) identify the fire lane from Lowell and 2nd street with red paint and no parking signs.

(4) all penetrations through walls require fire caulking seal

(5) Identify all exits in the cafeteria and remove all locks from doors or provide panic hardware for all exit doors.

(6) Provide certification for the annual Automatic Sprinkler test

You are hereby notified to correct the condition(s) listed above. A reinspection will be made on or about 30 days.
Failure to comply with this notice may result in legal action.

Inspector Gevorg N. (Telephone Hours: Monday to Thursday 7:00-8:00 am and 4:00-5:00 pm; Friday 7:00-8:00 am and 3:00-4:00 pm)

I have received a copy of this notice _____
(Signature of Owner or Owner's Agent)