glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

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April 28, 2015

Herand Der Sarkissian
520 E. Glenoaks Blvd. #D
Glendale, CA 91207

RE: ADMINISTRATIVE EXCEPTION CASE NO. PAE 1505113
1731 WEST GLENOAKS BOULEVARD, SUITE 101

Dear Mr. Der Sarkissian:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44 an Administrative Exception has been processed to allow the change of a commercial use without providing one additional parking space in an 823 square-foot suite, which, when combined with the existing 1,875 square-foot medical office, results in a combined 2,698 square-foot suite, as required by Chapter 30.32.050 of the Glendale Municipal Code. The subject property is located at **1731 West Glenoaks Boulevard, Suite 101**, in the "C2" (Community Commercial) Zone, and described as portions of Lots 7 and 8, Tract No. 4411, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION: This project is exempt from environmental review as a Class 1 "Existing Facility" exemption (Section 15301 (e) (1) of the State CEQA Guidelines).

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Community Development Department has **GRANTED WITH CONDITIONS**, your application based on the following findings:

A. The granting of the exception will result in design improvements, or there are space restrictions on the site that preclude full compliance with the Code requirements without hardship.

The subject property is on a 10,376 square-foot lot developed in 2006-2007 with a 9,314 square-foot commercial building, providing 29 onsite parking spaces. There is an existing subterranean and ground-level garage with access from the southern and eastern sides of the lot, respectively.

The 823 square-foot subject suite is located on the ground floor, facing the southern side of the lot, and is visible from the street. This suite is proposed to be acquired by the tenant of the adjacent 1,875 square-foot medical office and through tenant improvements have a combined square footage of 2,698 square-feet. Because the larger suite exceeds 2,000 square feet, the change of use requires additional parking to be provided. The proposed change in use from retail to medical office would require the applicant to provide one (1) additional parking space pursuant to Chapter 30.32 of the Glendale Municipal Code.

The suite, which has been in operation as an imaging center since 2008, will expand the available medical services of the office (cat scans), and will enable doctors to provide additional services to its patient base. Despite the more intense parking requirements for medical office use, it is reasonable to assume that the change of use in the suite may potentially decrease the parking demand from the previous retail use because the cat scan equipment is a low-intensity use, requiring two operators working with a single patient. Due to the low-occupancy nature of the service, it is not anticipated that the change in use will alter parking demand in any substantial manner.

The lot is built out, and there is no additional space to expand parking onsite. By granting this administrative exception, the medical office will be able to expand services without burdening parking demand or restricting the reasonable use of the property.

B. The granting of the exception 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 exception will not be detrimental to the public welfare. Again, the applicant notes that over 50 percent of the 823 square-foot suite will be occupied by two large instruments that require two operators working with a single patient. Because the cat scan equipment will take up a significant portion of the additional floor area, the expanded use will not result in increased traffic and parking congestion in the neighborhood. In fact, there is likely to be less demand for parking with the new use, resulting in fewer cars in the neighborhood, and in turn, making the streets safer for pedestrians, bicyclists, and other motorists.

Furthermore, the purpose of the new use will contribute positively to public welfare by providing an additional medical service in a medical office that has the patient base to seek expansion.

C. The granting of the exception will not be contrary to the objectives of the applicable regulations.

The proposed change in use will not impact any Zoning Code requirements of the C2 Zone aside from parking. The purpose of the administrative exception procedure is to provide a simplified means for considering applications for minor deviations from Code standards. These standards have been developed to allow reasonable use of properties in order to promote the public health, safety, and general welfare. The proposed change of use with the reduced parking will allow the medical office to serve the needs of the community, for which it was established.

CONDITIONS OF APPROVAL

APPROVAL of this Administrative Exception shall be subject to the following conditions:

1) That the development shall be in substantial accord with the plans presented in conjunction with the application for the Administrative Exception, except any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Community Development Department.

2) That all necessary permits shall be obtained from the Building and Safety Section and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.

3) That any expansion or modification of the unit which is different than what is represented as part of this Administrative Exception approval shall require a new application as determined by the Hearing Officer.

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

5) That all necessary permits and/or approvals be obtained from the Urban Forestry department regarding the existing Oak tree prior to Zoning approval.

APPEAL PERIOD, TIME LIMITS, LAPSE OF PRIVILEGES, TIME EXTENSIONS

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper City and public agency.

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 Planning Commission 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 13, 2015** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday through Friday from 7:00 a.m. to 12:00 p.m., or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 p.m. to 5:00 p.m.

GMC CHAPTER 30.41 PROVIDES FOR

TERMINATION: Every right or privilege authorized by an Administrative Exception 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.

CESSATION: An Administrative Exception may be terminated by the review authority upon any interruption or cessation of the use permitted by the Administrative Exception for one year or more in the continuous exercise in good faith of such right and privilege.

EXTENSION: Permits granted by such right or privilege 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 administrative exception.

APPEAL FORMS available on-line http://www.glendaleca.gov/appeals

To save you time and a trip - please note that some of our FORMS are available on line and may be downloaded. AGENDAS and other NOTICES are also posted on our website.

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 sold, 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

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over variances, conditional use permits and administrative exceptions. 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.

NOTICE – subsequent contacts with this office

The Applicant is further advised that all subsequent contacts with this office regarding this determination must be with the Case Planner first and then, the Hearing Officer who acted on this 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.

You may contact the case planner, Greg Mirza-Avakyan, during normal business hours at (818) 937-8162 or via e-mail at gmirza-avakyan@glendaleca.gov.

Sincerely,

Roger Kiesel
Senior Planer

RK:gm

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); Dir. Of Public Works (R.Golanian); Traffic & Transportation Section (W. Ko/S. Vartanian); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G. Tom/S. Boghosian); Glendale Water & Power--Electric Section (V. Avedian/B. Ortiz); Parks, Recreation and Community Services Dept. (T. Aleksanian); 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) and case planner Greg Mirza-Avakyan.