glendale california
City of Glendale
Community Development
Planning & Neighborhood Services

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October 22, 2015

Khan Consulting Inc.
c/o Rodney V. Khan
1111 North Brand Boulevard, Suite 403
Glendale, CA 91202

RE: 411 N. BRAND BOULEVARD, &
121 WEST LEXINGTON DRIVE
CONDITIONAL USE PERMIT NO. PCUP 1510035

(SEE: PPUP 1510037)

Dear Mr. Khan:

On September 30, 2015, the Planning Hearing Officer conducted and closed a public hearing, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.42, on your application for a Conditional Use Permit to allow a new Private Specialized Education/Training School (Acting School) on a secondary frontage street with 43 off-site parking spaces in the "DSP/GAT" -Downtown Specific Plan/Gateway District. The subject property is located at **411 North Brand Boulevard and 121 West Lexington Drive**, described as a Portion of Lot 5, Block 11 of Glendale Boulevard Tract as per Map Recorded in Book 5, Page 167 of Maps in the Office of the Recorder of the County of Los Angeles; and Portion of Lot 1 and Lot 5, Tract 4230 as per Map Recorded in Book 46 page 31 of Maps in the Office of the Recorder of the County of Los Angeles; and, Portion of Lot 19 and Lots 20 and 21, Campbell Tract as per Maps Recorded in Book 9, Page 112 of Maps in the Office of the Recorder of the County of Los Angeles.

CODE REQUIRES

1) A Private Specialized Education/Training School requires a Conditional Use Permit in the "DSP/GAT" Downtown Specific Plan/Gateway District on a secondary frontage street.

APPLICANT'S PROPOSAL

1) Allow a new Private Specialized Education/Training School (Acting School) in an existing office building on a secondary frontage street (Brand Boulevard).

ENVIRONMENTAL DETERMINATION

The project is exempt from environmental review per State CEQA Guidelines Section 15301, Class 1 "Existing Facilities".

REQUIRED/MANDATED FINDINGS

After thorough consideration of the statements contained in the application, the plans submitted therewith, the report by the Community Development Department staff thereon, and the statements made at the public hearing with respect to this application, the Planning Hearing Officer has **GRANTED WITH CONDITIONS** your application based on the following:

A. That the proposed use will be consistent with the various elements and objectives of the general plan.

The applicant is proposing to locate an acting school (HPC) at the Hollywood Production Center campus located at 411 North Brand Boulevard. The school will include a classroom along with a production studio with live audiences and associated facilities, including audio, control, engineering and wardrobe rooms. The production studio (without a live audience) recently received a business registration certificate and will be incorporated into the proposed acting school, with live audiences. The acting school is considered a private specialized education/training school in the city's zoning code. The subject site is located within the Downtown Specific Plan (DSP)-Gateway District. In the DSP, Brand Boulevard adjacent to the subject site is considered a secondary frontage street. Private specialized education/training schools require approval of a conditional use permit on secondary frontage streets in this zone.

The DSP-Gateway District is comprised of a mix of commercial establishments, including retail, service, office, restaurant and entertainment uses. One of the goals of the DSP is to attract a wide range of activities to maintain a dynamic environment. The focus of the Gateway District, in particular, is the continued promotion and location of corporate headquarters, new hotels, mixed-use and residential buildings, complementary/accessory services and retail businesses at the street level. The proposed acting school is consistent with the DSP – Gateway District in that this facility will bring another type of use to the immediate area and operate from 8:00 am until 8:00 pm., seven days a week, re-enforcing the above stated DSP goal. Further, this use will complement the many related entertainment offices currently located in the HPC. The HPC acting school will activate the visible ground floor area along Brand Boulevard by introducing people and movement, which will enhance the pedestrian quality of the street.

The Circulation Element identifies Brand Boulevard adjacent to the site as a major arterial street and Lexington Drive, Orange Street and Milford Street adjacent to the site as urban collector streets. These streets have the capacity to accommodate the incremental increase in traffic generated from the proposed

use. Other General Plan Elements, including the Noise, Housing, Recreation, Safety and Open Space and Conservation Elements should not be impacted as a result of the proposed project.

B. That the use and its associated structures and facilities will not be detrimental to the public health or safety, the general welfare, or the environment.

The Hollywood Production Center is located on the northwest corner of Brand Boulevard and Lexington Drive. The tenant space in which the acting school is proposed is located mid-block on Brand Boulevard. The proposed use will complement the entertainment production uses within the Center. Aside from tenant improvements to the interior of the tenant space, neither the existing building nor site will be altered as a result of the proposed project. The operation of the acting school (8:00 am. – 8:00 pm. seven days a week) would not infringe upon or negatively impact the general welfare or environment.

C. That the use and facilities will not adversely affect or conflict with adjacent uses or impede the normal development of surrounding property.

The proposed acting school is complementary to the entertainment production offices in the HPC campus. There are no churches, public or private schools, day care facilities, public parks, libraries, hospitals or residential uses within the surrounding area. Regardless, the proposed use, given it will take place within an enclosed building, should not conflict with adjacent uses. The surrounding area is already developed and; therefore, the acting school would not impede the normal development of surrounding properties. The proposal is not anticipated to cause any negative impacts with any future redevelopment of the area, given the Gateway District is targeted for a wide range of uses. Section 30.64.020 of the Glendale Municipal Code provides for continuing jurisdiction over the use to ensure no adverse impacts will result.

D. That adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are or will be provided for the proposed use.

The site is fully developed. With the exception of tenant improvements, no changes to the site or HPC campus are proposed. In conjunction with the conditional use permit application, the applicant was granted a parking use permit (Case No. PPUP1510037) to provide the required parking spaces off-site in a parking structure across the alley and to the west of the site. Therefore, adequate parking will be provided for patrons, students and employees. The surrounding street network consists of a major arterial street (Brand Boulevard) and urban collector streets (Lexington Drive, Orange Street and Milford Street) and has excess capacity to accommodate the incremental

increase in traffic generated from the proposed uses. Associated utilities exist and neither the Public Works Department nor Glendale Water and Power cited concerns related to this proposed project.

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 to the satisfaction of the Planning Hearing Officer.

2. That all necessary permits 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.

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

4. That sufficient measures shall be enforced to effectively eliminate loitering, parking congestion, disturbing noise, disturbing light, loud conversation and criminal activities.

5. That noise shall be contained to the site, such that persons of normal sensitivity off-site are not disturbed. The Planning Hearing Officer's opinion shall prevail to arbitrate any conflicts.

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

7. That the facilities shall not be rented, leased or otherwise occupied for purposes not specified in this application.

8. That any expansion or modification of the facility or use which intensifies the existing Conditional Use Permit shall require a new Conditional Use Permit application. Expansion shall constitute adding floor area, increased hours of operation, changes to the use or operation, or any physical change as determined by the Planning Hearing Officer.

9. That all music, lighting, noise and odors shall be confined to the occupancy so as not to disturb occupants of other businesses or properties and patrons on the public right-of-way.

10. That adequate means shall be provided for the collection of solid waste generated at the site and that all recyclable items shall be collected and properly disposed of to the satisfaction of the Integrated Waste Administrator of the City of Glendale. No trash containers shall be stored in any parking, driveway, or landscaping area.

11. That all signs displayed shall conform to the requirements of the Glendale Municipal Code.

12. That access to the premises shall be made available upon request to all City of Glendale authorized staff (i.e. Planning and Neighborhood Services Division, Building and Safety Division Fire Department, Police Department, etc.) for the purpose of verifying compliance with all laws and the conditions of this approval.

13. That the applicant shall comply with all applicable conditions of Parking Use Permit Case No. PPUP 1510037.

14. That a new Business Registration Certificate is required to reflect the changes to the existing business (production studio).

15. That the authorization granted herein shall be valid for a period of **FIVE YEARS (OCTOBER 22 , 2020)** at which time, a reapplication must be made.

APPEAL PERIOD

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. I t 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 (COD) upon request and must be filed

with the prescribed fee prior to expiration of the 15-day period, on or before **November 6, 2015**, at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 a.m. to 12:00 p.m., or at the Community Development Department (COD), 633 East Broadway, Room 103, Monday thru Friday 12:00 p.m. to 5 p.m.

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

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

GMC CHAPTER 30.41 PROVIDES FOR

Termination: Every right or privilege authorized by a Conditional Use Permit 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: A Conditional Use Permit may be terminated by the review authority upon any interruption or cessation of the use permitted by the Conditional Use Permit for one year or more in the continuous exercise in good faith of such right and privilege.

Extension: Conditional Use Permit 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 such variance.

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, CONTINUING JURISDICTION

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over Conditional Use Permits (individual cases heard and decided upon by the Planning Hearing Officer).

To consider the revocation, the Planning Hearing Officer shall hold a public hearing after giving notice by the same procedure as for consideration of a Conditional Use Permit at least ten (10) days notice by mail to the applicant or permittee. Continuing jurisdiction over any case is the purview of the Planning Hearing Officer, with concurrence by the Director of Community Development.

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 (Bradley Collin *at 818-548-3210*) first and then, the Planning 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.

Sincerely,

Roger Kiesel
Planning Hearing Officer

CC: City Clerk (K.Cruz); Police Dept. (S.Bickle/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(J.Halpert); 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 (S. Mirzaians); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services Section Admin. (D. Hardgrove); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna); and case planner – Bradley Collin.