

May 13, 2016

Sonja Yates  
San Gabriel Valley Habitat for Humanity  
400 South Irwindale Avenue  
Azusa, CA 91702

**RE: 634 AND 700 EAST LOMITA AVENUE  
VARIANCE CASE NO. PVAR 1600807**

Dear Ms. Yates:

On May 11, 2016, the Planning Hearing Officer conducted and closed a public hearing, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.43, on your application for Variances to construct a new affordable six unit, townhouse-style building in the "R-2250" - (Medium Density Residential) Zone on two lots, 14,000 square feet in size. A total of 12 parking spaces will be provided in six 2-car garages, located at **634 and 700 East Lomita Avenue**, in the "R-2250" - Medium Density Residential Zone, described as Lots 9 and 10 of Glen-Ina Tract, in the City of Glendale, County of Los Angeles.

CODE REQUIRES

- 1) Parking required in subterranean or semi-subterranean.
- 2) Interior Setbacks require a 5-foot minimum, 8-foot average for the first residential floor, and an 8-foot minimum, 11-foot average at the second floor.
- 3) Trash enclosures are required to be outside the minimum interior setback of five feet.
- 4) A minimum 20-foot by 20-foot interior two-car garage dimension.

APPLICANT'S PROPOSAL

- 1) Provide at-grade parking in six individual 2-car garages.
- 2) Interior setbacks of 5-feet at the first and second floor.
- 3) Trash enclosure with no interior setback.
- 4) Two-car garages with a minimum interior dimension of 19 feet by 18 feet.

### ENVIRONMENTAL DETERMINATION

This project is exempt from CEQA review as a Class 3 (New Construction or Conversion of Small Structures) exemption, pursuant to State CEQA Guidelines Section 15303.

### **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. The strict application of the provisions of any such ordinance would result in practical difficulties or unnecessary hardship inconsistent with the general purpose and intent of the ordinance.**

The Code intends to promote reasonable development or use of property. To deny the request would unduly restrict the flexibility for the proposed affordable housing use. The site is 14,000 square feet, designed with six townhouse-style units and at-grade parking. With an at-grade parking design, the required setbacks, landscaping, driveway accessibility combined with the smaller size of the site at 100 feet by 140 feet the ability to design a functional project suitable for families while also providing amenities is limited.

The zoning code requires that when more than four units, or more than one dwelling unit for each 2,500 square feet of lot area are proposed on a single lot, all required off-street parking be provided in a subterranean or semi-subterranean garage. The project would be required to provide parking in a subterranean or semi-subterranean garage because there are six units, and one unit for each 2,333 square feet of lot area. Placing the garages at grade creates many benefits for the project. The project utilizes reduced setbacks and provides floor area at the ground floor to make reasonably sized units intended for families with three bedrooms, and ample living area. Access to the individual garages is through one driveway.

The required interior setbacks place further restrictions on the habitable space of each unit. Applying the code-required setbacks to this project would result in the loss of living space on the ground floors and loss of bedrooms on the second floors. The project provides a minimum five foot setback on the first and second stories. The units are attached in two buildings, the six units have been designed on the site to create a low-density townhouse-style development that appears less massive and has a more intimate impression than a more traditional stacked unit configuration. Four of the six units are attached in the front building, directly face the street and contain front patios.

Individual attached two-car garages are tucked behind. The two units in the rear building also offer attached individual garages located directly across from garages of the front building and are concealed from street view.

The proposed site plan, parking, driveway configuration and required landscaping coupled with the property having a slightly smaller than average depth of 140 feet instead of a more typical 150 feet limits the area available for both ground floor living space and at-grade garages. Therefore, the proposed individual garages are designed slightly smaller at 19 feet by 18 feet (depth/width) instead of the code-required 20 feet by 20 feet clear interior dimension. The required minimum garage door width and back-up distance are provided. The intent of the City's minimum interior garage standards are to ensure that two cars can adequately access and utilize covered and enclosed parking spaces while allowing for minimal storage. As proposed, these smaller dimensioned garages with compliant garage door widths and back-up distance will be able to provide sufficient space to access and accommodate two parked cars and would therefore, not be contrary to the intent of the ordinance.

The proposed site plan layout, setbacks of the buildings, driveway location, parking configuration, and landscaping, coupled with the property having a slightly smaller than average depth of 140 feet instead of a more typical 150 feet limits the area available to locate a trash enclosure outside required setbacks. From a site planning perspective, to provide a location commonly accessible to all units for trash purposes, it was necessary to place the trash enclosure at the end of the drive aisle against the east property line. Other locations would compromise on-site circulation. In general, the purpose of setbacks is to ensure that the use of a property does not infringe on neighboring properties and allows room for adequate air, light and ventilation. Immediately adjacent to the east property is the driveway of the adjacent property, therefore no impact is anticipated to the neighboring property.

The project has been designed to meet the Code's intention, and the requested standards variances allow for a more attractive, healthy and safe environment for future homeowners.

**B. 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.**

The unusual site size and the affordable restrictions placed on the property there are exceptional circumstances/conditions that apply to the property that do not apply to other property in the same neighborhood. The applicant received a loan for the acquisition of the property from the City of Glendale Housing Authority with a condition that the new residential development be

reserved exclusively for low income families for a period of not less than 45 years. This requirement is attached to the property and ultimately affects the use of the land, creating a hardship to its development. No other property in the vicinity of the project is required to meet this affordability component. The applicant has agreed to develop the site for affordable housing use and is seeking four standards variances that are the minimum necessary to build a project that makes economic sense. As previously mentioned, the shallowness of the site impacts the ability to design units which might otherwise meet Code standards for setbacks, at-grade garage location and minimum garage dimensions, and trash enclosure location.

**C. The granting of the variance 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 proposed project will meet all building and fire code requirements. With the exception of subterranean or semi-subterranean parking, minimum garage dimensions and setbacks, the project complies with all R-2250 zoning requirements. This project has been designed to provide townhouse-style units with private garages. The R-2250 zoning designation is intended for multi-family residential development and all parking is provided in individual garages. Many two-story buildings exist in the neighborhood and this project will be compatible. Because the project is proposed as a two-story building, both the driveway and garages will be at the street level, greatly reducing the amount of grading required for the project. Further, the code seeks to prevent large, highly visible on-grade parking areas, as they do not promote a pleasant pedestrian environment. By providing enclosed parking in garages and first-floor living space in each unit, the project maintains a pedestrian-friendly appearance. As a result, the granting of the variances will not be contrary to the objectives of the ordinance, materially detrimental to the public welfare, or injurious to the property or the neighborhood.

**D. The granting of the variance will not be contrary to the objectives of the ordinance.**

The proposed project is consistent with the goals and objectives of the Glendale Municipal Code and the Land Use Element of the General Plan. The project is zoned R-2250. Granting the requested variances would not be contrary to the objectives of the ordinance in that the intent of this zone to provide multi-family residential uses that are pleasant, inviting and efficient and that considerations of amenities and attractiveness are appropriate in the promotion of the health, safety and general welfare. In addition, a primary objective of the Zoning Code (and Housing Element) is to include provisions for affordable housing. The project is a six-unit affordable homeownership project for families that provides private parking, three bedrooms and reasonable living areas. It is designed to be consistent with surrounding

developments, therefore promoting a more attractive, healthy and safe environment for future homeowners as well as the surrounding community.

### **CONDITIONS OF APPROVAL**

**APPROVAL** of this Standards Variance shall be subject to the following conditions:

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 (i.e. building, fire, engineering, etc.) shall be obtained from the Building and Safety section and Public Works Department and all construction shall be in compliance with the Glendale Building Code UBC (Universal Building Code) and all other applicable regulations.
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 Design Review approval shall be obtained prior to the issuance of a building permit.
5. That the applicant shall comply with all Section/Department requirements as specified in their memos/interdepartmental communications to the satisfaction of the City or Department Director. These memos include Public Works Engineering (February, 18, 2016), GWP (January 21, 2016), Building and Safety Section (February 17, 2016), Community Services and Parks (January 21, 2016), and Integrated Waste (January 22, 2016).
6. That any proposed exterior lighting shall be directed onto the driveways, walkways and parking areas within the development and away from adjacent properties and the public right-of-way to the satisfaction of the Planning Hearing Officer.
7. That a landscape plan proposing water conserving materials and a complete irrigation plan shall be prepared by a person licensed to prepare such plans and shall be approved through Design Review prior to the issuance of a building permit.
8. That landscaped areas shall be maintained in good condition with live plants and free of weeds and trash.

9. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash and graffiti.
10. That any expansion or modification of the facility or use shall require a new variance application. Expansion shall constitute adding of additional units, floor area, or any physical change as determined by the Planning Hearing Officer.

### **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. 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 31, 2016**, 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 p.m. to 5 p.m.

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

### **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 30.16.610 of the Glendale Municipal Code, 1995, provides for the Director of Community Development to have continuing jurisdiction over any Variance which is or has been granted and may revoke any Variance in whole or in part at any time for failure to comply with any condition or requirement imposed at the time of approval.

### **GMC CHAPTER 30.4 PROVIDES FOR**

#### Termination

Every right or privilege authorized by a variance 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 variance 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 Variance.

#### Cessation

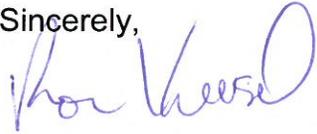
A variance may be terminated by the review authority upon any interruption or cessation of the use permitted by the variance for one year or more in the continuous exercise in good faith of such right and privilege.

### **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. This would include clarification and 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

RK:KA: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- (J.Halpert); 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-Kristen Asp.

**PUBLIC WORKS: INTEGRATED WASTE MANAGEMENT**  
**- DEAN HARTWELL**

**Comments**

**No Comments**

- 1. The City's Integrated Waste Management Division personnel does not provide service on private property or private streets, alleys or driveways to collect refuse containers. Please make sure that your containers are on the nearest public street in a place where a refuse truck can get to it on the day of collection. [for Residential].
- 2. Integrated Waste Management Division only provides trash, recycling and green waste collection on public streets. No backyard or roll-out services are provided [for Residential].
- 3. Integrated Waste Management Division personnel will not go onto private property to collect refuse containers. Please make sure that your containers are on the street in a place where a truck can get to it on the day of collection. [for Residential].

**Conditions:**

**Conditions Specific to Integrated Waste Management**

- 1. Because the size of the structure/tenant improvement/residential addition will likely be equal to or greater than 1,000 square feet, the applicant shall comply with Glendale Municipal Code 8.58, the Construction and Demolition Waste Reduction and Recycling Plans. More information on this Code is available at [www.ci.glendale.ca.us](http://www.ci.glendale.ca.us). Call the Building and Safety Division at (818) 548-3200 to make an appointment. [Commercial and Residential]
- 2. Proposed area on plans for the trash containers shall allow Integrated Waste field crew proper clearance to safely make collection. Revise plans in consultation with the Integrated Waste Management Division or re-submit new plan. (818) 548-3916. [for Commercial and Residential]
- 3. Proposed area on plans for the recycling containers shall allow Integrated Waste crew proper clearance to safely make collection. Revise plans in consultation with the Integrated Waste Management Division or re-submit new plan. (818) 548-3916. [for Commercial and Residential]
- 4. Identify the area where trash containers (trash enclosure) will be kept. [for Commercial and Residential]
- 5. Recycling containers shall be provided for collection of all cans, glass and plastic bottles that will be discarded. Recycled items shall be properly placed in containers. Contact the Integrated Waste Management Division at 818-548-3916 for more information. [Commercial]

**CITY OF GLENDALE**  
**“MASTER LIST” OF STANDARD CONDITIONS OF APPROVAL**  
**RESIDENTIAL- COMMERCIAL- INDUSTRIAL ZONES**  
**(Variances / CUPs/ PUPs / PPRs / Etc.)**

**GENERAL:**

**Permits**

- 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 Hearing Officer.
- That all licenses, 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.
- That all necessary permits (i.e., building, fire, engineering, etc.) shall be obtained from the Building and Safety Division, Permit Services Center and all construction shall be in compliance with the Glendale Building Code, Fire Code and all other applicable regulations.

- ❑ 6. Provide a site plan that shows the location and dimensions of trash enclosures. (Glendale Building Code 4101 - 4103). [Residential]
- ❑ 7. Provide a site plan that shows the location and dimensions of recycling enclosures. (Glendale Building Code 4101 - 4103). [Residential]

**Case-specific Code Requirements: (not standard code requirements)**

**Suggested conditions: (may or may not be adopted by Hearing Officer)**

CASE No.: PDBP 1529626 Property Address: **900 block South Adams**

Name/Signature Dean Hartwell Date: 1-22-16

Title: Admin. Associate Dept. PWIWM Tel. (Ext.): 818-550-3485



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

**Project Address:** 700 E Lomita Ave . **Project Case No.:** PVAR 1600807

*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:** Since the project is 100% affordable housing per Mike Fortney & Peter Zovak, the project would be exempt from paying Development Impact Fees. The developer should still fill out the DIF form and ask Peter to sign off in the appropriate section confirming that the project is exempt. This way we will have it documented. Thanks.

- This office **DOES NOT** have any comment.
- This office **HAS** the following comments/conditions.  (See attached Dept. Master List)

**Date:** 1/21/16

**Print Name:** Tereza Aleksanian

**Title:** Comm Services Manager **Dept.:** Comm Services & Parks **Tel.:** x4303

**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.



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

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*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:** 2/17/2016  
**Print Name:** Sarkis Hairapetian  
**Title:** Pr. Bld'g Code Sp. Dept. Bld'g & safety. Tel.: X-3209

**Conditions:**

- 1. That all necessary permits (i.e., building, fire, engineering, etc.) shall be obtained from the Building and Safety Division and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.
- 2 That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division, including first floor powder room and the kitchen.
- 3. That additional or other building code requirements or specific code requirements (i.e. CA Green Building Code, etc.) will be required upon submittal of plans for building plans check and permit.

**PUBLIC WORKS: ENGINEERING  
- ROUBIK GOLANIAN**

Comments/Conditions

No Comments

1. A separate Grading Permit issued by the City's Engineering Division is required.

2. A grading/drainage plan may be required. Indicate the earthwork quantities on the plans including earthwork recommendations by the Soil's Engineer.

3. A Tract Map shall be required. The subdivision shall comply with all provisions of applicable State laws, the Subdivision Ordinances and the Glendale Municipal Code. All fees pertaining to subdivisions required by the Glendale Municipal Code and City Ordinances shall be paid in connection with the filing of the final map or prior to recording of final map, shall be based on the fees which are in effect at such respective times. In addition, survey monuments shall be set in accordance with the standards of the Director of Public Works office and to the satisfaction of the Director of Public Works. All monumentation work shall be performed by or under the supervision of a Licensed Surveyor, licensed in the State of California.

4. The subject property and this development must be connected to the City's Sanitary Sewer system. All costs involved in extending the sewer main line to serve the subject property shall be borne solely by the applicant at no cost to the City and to the satisfaction of the Director of Public Works. Sewer laterals shall only be connected to sewer pipes and not on manholes or cleanouts

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

A sewage capacity increase fee in the amount of \$xxxx will be assessed. The fee is based on the increase in sewage flow generated by the project compared to the sewage flow from the current use of the site.

6. The applicant shall dedicate to the City for sidewalk use purposes, strips of land of variable widths, to provide for a 10 feet wide sidewalk, along the entire frontage of the property on xxxxxxxxxx. The dedicated portion shall be paved with new Portland Cement Concrete sidewalk pavement to match and join the new adjacent Portland Cement Concrete improvements.

7. The applicant shall dedicate to the City for sidewalk use purposes, portions of the property at the corner of xxxxxxxxxx, of sufficient area, in order to accommodate the ADA-compliant handicap ramps.

8. The applicant shall dedicate to the City for street use purposes, a strip of land 5 feet wide along the entire frontage of the property on xxxxxxxxxx.

9. A recorded ingress/egress, drainage and utility easement for the common private driveway is required. The easement shall be recorded against all the properties

involved and shall be binding upon all owners, future owners, encumbrances, successors, heirs and assigns, and shall continue in effect until released by the Director of Public Works at the request of the owners, and based on the evidence that the easement is no longer necessary.

10. The property owner shall provide to the City, an Irrevocable Offer to Dedicate for street/alley use purposes, a strip of land \_\_\_\_\_ feet wide, along the entire frontage of the property on  Name of street and/or description of alley , and if required, a portion of the \_\_\_\_\_ corner of the property, of sufficient area, in order to accommodate the future widening of the curb return and the construction of an ADA-compliant handicap ramp.

11. The property owner shall enter into a Covenant and Agreement with the City agreeing to pay for the total cost of improving or widening the roadway fronting their property, at such time when the City elects to improve or widen  Name of street . The cost of improving or widening the roadway shall include, but not be limited to, all new Portland Cement Concrete curbs, gutters and sidewalks, new asphaltic concrete pavement, including the resurfacing of the street to its centerline, relocation and/or modification of driveway apron, relocation of utilities or adjustment to the new finished street surface, removal of existing street trees or tree roots, planting new trees and landscaping. This Covenant and Agreement shall be recorded against the property and shall be binding upon its owners, future owners, encumbrances, successors, heirs and assigns, and shall continue in effect until released by the Director of Public Works at the request of the owner, and based on the evidence that the terms of the Covenant and Agreement has been satisfied or is no longer necessary.

12. The applicant shall grant to the City a driveway apron easement along the frontage of the property on  Name of Street , of sufficient area to accommodate the construction of the entire proposed driveway apron to be located within the easement.

13. The method of discharge of the onsite drainage shall be approved by the Director of Public Works:

a. All roof and on-site drainage shall be conveyed to the street via sheet flow through the driveway apron or cast iron pipes/parkway drains from the property line and exiting through the curb per Standard Plans for Public Works Construction (SPPWC), and under separate permit.

b. Drainage from all new improved surfaces, roof, and on-site drainage shall be conveyed to the street via cast iron pipes and/or parkway drains from the property line and exiting through the curb per Standard Plans for Public Works Construction (SPPWC) manual, and under separate permit.

c. All onsite drainage inlet devices shall meet the NPDES requirements, and the applicant shall enter into a Covenant and Agreement with the City for the replacement, installation and continued maintenance of all NPDES-related drainage inlet devices on the property and granting inspection rights to the City.

14. The applicant shall perform at its sole expense, and at no cost to the City, the following street improvements along the entire frontage of the property on Lomita Avenue in accordance with the SPPWC manual, to match and join the existing street improvements, under separate permit, and to the satisfaction of the Director of Public Works:

a. Remove all existing curb, gutter, driveway apron, sidewalk, landscaping and irrigation, and construct new Portland Cement Concrete integral curb and gutter, driveway apron, sidewalk, landscaping and irrigation, in accordance with the SPPWC manual.

b. Remove all broken/damaged/deteriorated curb, gutter, sidewalk, and landscaping and irrigation along the entire frontage of the property and construct new concrete integral curb and gutter, sidewalk, and landscaping and irrigation per the SPPWC manual, under separate permit, and to the satisfaction of the Director of Public Works.

c. Any unused driveway apron shall be removed and replaced with new Portland Cement Concrete integral curb and gutter, sidewalk, landscaping and irrigation as necessary.

d. Construct the proposed driveway apron on Lomita Avenue and the sidewalk immediately behind the new apron with new 6-inch Portland Cement Concrete pavement. The entire proposed driveway shall conform to Chapter 30.32.130 of the Glendale Municipal Code. Driveway profiles shall comply with the Code.

e. Construct new Portland Cement Concrete curb and gutter fronting the entire property in \_\_\_\_\_.

f. Construct new \_\_\_\_\_-foot wide Portland Cement Concrete sidewalk adjacent to the property line.

g. Construct a new ADA-compliant handicap ramp at the xxxxxxxxxxxxx.

h. Widen the southerly half of xxxxxxxxxx along the frontage of the project to accommodate a parking lane, an exclusive eastbound right turn lane and a two way left turn lane in front of the project as shown on the attached exhibit. The widened portion of the roadway and any additional pavement removals shall be paved with a minimum pavement structural section of 1-1/2 inches of Asphalt Rubber Hot Mix (ARHM) pavement over 4-1/2 inches of asphaltic concrete pavement over 6 inches of crushed aggregate base, or the required pavement structural section based on engineering calculations prepared by a Registered Civil Engineer licensed in the State of California and submitted to the City for review and approval.

i. Grind 2-1/2 inches off the existing asphaltic concrete pavement on the xxxxxxxxxx and replace the same with 1-1/2 inches of new asphalt concrete (AC) pavement (to match existing pavement type) over 1 inch AC pavement leveling course.

j. The 2.5 feet wide dedicated portion along the Alley fronting the property shall be constructed with new 6-inch Portland Cement Concrete pavement.

k. The alley approach on \_\_\_\_\_ adjacent to the site shall be reconstructed with new Portland Cement Concrete per the Standard Plans for Public Work Construction.

l. The applicant shall bear all costs involved in the relocation/reconstruction and/or adjustment to new finished grade of all utilities (underground and overhead) within the public right-of-way that may be affected by the proposed street improvements, and shall coordinate all such work with the respective utility companies, including the Los Angeles County Department of Public Works, Glendale Water and Power, and the City's Traffic and Transportation Division. In addition, the applicant shall restore all traffic lane striping, curb painting and markings, and pavement markings to the satisfaction of the City Engineer.

15. The entire asphaltic concrete roadway pavement and concrete alley within the vicinity of the property will be inspected after the completion of the construction of the project. In the event of damage, as a result of construction-related activities, the applicant may be required to perform additional street improvement repairs, up to the reconstruction of the asphaltic concrete pavement and the restoration of all parking restriction curb painting, traffic delineation, striping, and pavement markings, per California Department of Transportation (CALTRANS) Standards, at no cost to the City and to the satisfaction of the Director of Public Works.

16. Separate permits are required for all work within the public-right-of-way. The applicant shall bear all fees for the necessary permits and construction inspections for work within the public right-of-way.

17. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including filing of a Notice of Intent with the Los Angeles Regional Water Quality Control Board, and the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project. In addition, the applicant shall submit an approved Low Impact Development (LID) to be integrated into the design of the project.

18. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project. In addition, the applicant shall submit an approved LID to be integrated into the design of the project.

19. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project.

21. A dual sump pump design is required for basement or subterranean parking.

22. Street and storm drain improvement plans prepared by a Registered Civil Engineer licensed in the State of California shall be submitted to the Engineering Division and the Los Angeles County Department of Public Works (connection to County storm drain facility) for review and approval. In addition, the improvement plans shall show the location and/or the relocation/reconstruction of all existing and proposed utilities, including their underground structures (i.e. water meters, pull boxes, valves, manholes, street lights, fire hydrants, etc.).

23. The existing slopes above the proposed project may be subject to surficial slumping and sliding during the rainy season or with landscape watering. The Geotechnical and Geological reports shall provide an assessment of surficial stability of the slope and a determination as to whether mitigation measures are necessary for the protection of life and property associated with this project.

24. The site is located within an Earthquake-induced Landslide Zone as indicated in the State of California Seismic Hazard Zones Map (\_\_\_\_\_ Quadrangle) issued by the California Department of Conservation, Division of Mines and Geology. The Geotechnical and Geological reports shall contain the Geotechnical Engineer's and Geologist's findings and recommendations on all matters pertaining to the stability of the site and adequacy of all structures, retaining walls, drainage etc. This requirement is to fulfill the above major concern regarding earthquake-induced landslide conditions.

25. The site is located within a Liquefaction Zone as indicated in the State of California Seismic Hazard Zones Map (Pasadena Quadrangle) issued by the California Department of Conservation, Division of Mines and Geology. The Geotechnical and Geological reports shall contain the Geotechnical Engineer's and Geologist's findings and recommendations on all matters pertaining to the stability of the site and adequacy of all structures, retaining walls, drainage etc. This requirement is to fulfill the above major concern regarding liquefaction conditions.

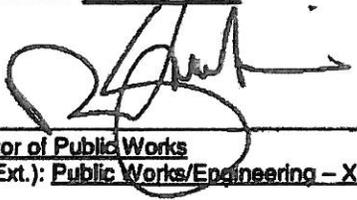
26. A separate Demolition Permit issued by the City's Building and Safety Division is required. All existing sewer laterals serving the project site shall be capped at the property line prior to the start of demolition operations.

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

**Case No.: PVAR 1600807**

**Address: 700 E. Lomita Avenue**

**Case Planner: Kristen Asp**



**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

2/18/16

**Title: Director of Public Works**

**Dept. Tel. (Ext.): Public Works/Engineering - X 3945**

CITY OF GLENDALE  
**INTERDEPARTMENTAL COMMUNICATION**

**DATE:** January 21, 2016

**TO:** Kristen Asp, Community Development Department

**FROM:** Gerald Tom, GWP Water Engineering  
Varoojan Avedian, GWP Electrical Engineering

**SUBJECT: 700 E. Lomita Ave.  
PVAR 1600807**

Glendale Water & Power (GWP) Engineering has reviewed the plans for the 6 attached townhouse-style units.

Requirements are as follows:

**Electric Engineering**

**Customer Service (818) 548-3921**

- Project to contact GWP Customer Service Engineering to determine electric service requirements before starting the permitting process. Final construction plans must incorporate the electric service plan information for GWP Electric Engineering to sign off the building plan application.
- Project to provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
- The location of power poles shall be clearly shown on the proposed plans for approval. Project to maintain a minimum of five (5) feet clearance from face of power pole in all horizontal directions. Clearance shall extend from below ground level and clear to sky. Contact GWP Customer Service Engineering to obtain pole height and line clearance requirements.
- Project is responsible for supporting and maintaining of GWP owned poles, overhead power lines and underground conduits, power lines and any other appurtenances in a safe and as-is condition.
- Project will require an on-site transformer vault facility for the electrical service. GWP will start the new vault design after the project has provided the following:
  - Electrical load calculations.
  - Single line diagram.
  - Electrical room layout.
  - Switchboard elevations.
  - Architectural plans showing the proposed vault and electrical room locations.
  - Elevation plans.

**Fiber Optics (818) 548-3923**

- No conflict.

**Street Lighting (818) 548-4877**

- In any new subdivisions, the subdivider shall provide a street lighting system in accordance with plans approved by GWP Street Light Engineering at the project's expense. The new street light standards shall be fed from an underground circuit.
- Any work to be done by Glendale Water & Power, as a result of this project, shall be coordinated with

GWP Street Light Engineering department in advance at the project's expense.

### **Transmission & Distribution (818) 548-3923**

- The existing electrical facilities (vaults, pull boxes, power poles, etc.) shall be protected in place and be accessible to GWP personnel at all times.
- Project personnel are responsible for maintaining a ten foot (10') radial clearance from all overhead electrical lines during construction, including construction equipment. If the ten foot (10') radial clearance cannot be met, contact GWP Electrical Engineering Department to determine the appropriate actions. Any work required by GWP to maintain proper clearance shall be done at the project's expense.
- Additional comment(s) and/or attachment(s).  
There is a power pole in the public right of way between 634 and 700 E. Lomita Ave. and overhead conductors on the south side of E. Lomita Ave. The power pole shall be depicted in the plans.

### **Water Engineering**

#### **Potable Water (818) 548-2062**

- Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
- Individual water meters are required for each residential unit per Glendale Municipal Code (Chapter 13.12). The water meters are to be installed per GWP specifications. Meters will be installed on ground level only and accessible to GWP personnel.
- A complete set of plumbing plans and fire sprinkler plans shall be submitted to GWP Water Engineering for review and approval prior to request of new domestic water service and new fire line respectively
- Any water service or fire line connection, when no longer needed by the customer, must be permanently abandoned (disconnected at water main and water meter removed) by GWP following payment of the necessary fee.
- Any water service or fire line shall have a separate connection to the potable water main. A single connection that combines domestic and fire protection uses is not allowed.
- Fire Department approval/exemption shall be obtained when determining if existing fire flow is adequate. The applicant shall pay the cost of any necessary fire or domestic water services and recycled water service to the property, as well as offsite water facility improvements necessary to provide fire flow as required by the Glendale Fire Department.
- All water facilities shall be protected in place during construction of the subject project. All water valves, water meter boxes, water vaults and fire hydrants must be relocated and set to finished grade when necessary at project's expense.

#### **Recycled Water (818) 548-2062**

- No conflict.

#### **Backflow Prevention (818) 548-2062**

- Backflow prevention (BFP) devices are required for the following water services:
- Potable Water, Irrigation
- Potable Water, Fire
- Potable Water, Multi-family (4 units +)
- See BFP requirements below:

- Backflow prevention (BFP) devices are required for each service connection(s) listed above from the City of Glendale, per the GWP Cross-Connection Control Program and Glendale Municipal Code (Chapter 13.32). BFP device locations must be approved by both GWP and Planning Departments prior to installation. All BFP's are required to be installed as close as practical to the point of connection for meter service/water distribution system protection on the domestic, irrigation, and fire services. Installation of the BFP's must meet the 12" MIN – 36" MAX above finished street grade, 24" minimum front clearance, 12" minimum back and side clearance, and in a manner where it is readily accessible for inspection, testing and maintenance. The backflow installation must be inspected prior to burying or covering the pipes to confirm no cross-connection exists. GWP will also need to inspect the installed facilities prior to receiving service to ensure adequate backflow protection. The BFP device must be tested immediately upon installation and annually thereafter by a certified tester licensed by the Los Angeles County Department of Public Health (626) 430-5290 before service can be granted. A list of approved backflow prevention assemblies can be found at [www.usc.edu/dept/fccchr/list.html](http://www.usc.edu/dept/fccchr/list.html).
- A separate fire line is required for this project. A Double Check Detector Assembly (DCDA) is required to be installed as close as practical to the point of connection and the property line. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved DCDA. Please refer to the City of Glendale's Standard Detail Drawing 6561-A for installation requirements. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)
- A Reduced Pressure Principle (RP) Backflow Prevention Assembly is required to be installed as close as practical to the potable service for multi-family (4 units +), commercial and irrigation use. A RP Backflow Prevention Assembly is required to be installed as close as practical to the recycled water service for dual plumbed, commercial and irrigation use. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved RP. Please refer to the City of Glendale's Standard Detail Drawing 6528-A for installation requirements. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)

Varoojan Avedian  
Principal Electrical Engineer

Gerald Tom  
Senior Civil Engineer



VA/GT:bo

## INSTALLATION REQUIREMENTS

1. ALL INSTALLATIONS MUST BE COORDINATED WITH GLENDALE WATER & POWER (GWP). ANY UNAUTHORIZED CONNECTION TO, OR OPERATION OF, A GWP FACILITY MAY BE GROUNDS FOR DENIAL OF WATER SERVICE.
2. BACKFLOW PREVENTION ASSEMBLY (BFP) MUST BE APPROVED BY THE FOUNDATION FOR CROSS-CONNECTION CONTROL AND HYDRAULIC RESEARCH AT THE UNIVERSITY OF SOUTHERN CALIFORNIA AND MUST BE INSTALLED IN THEIR ORIGINAL (UNALTERED) MANUFACTURED FORM.
3. THE ASSEMBLY SHALL BE INSTALLED AS CLOSE TO THE METER OR TO THE RIGHT-OF-WAY LINE AS PRACTICAL (SEE STANDARD DRAWING No. 6528-A & 6561-A).
4. THE BFP MUST BE TESTED BY A GWP-AUTHORIZED TESTER PRIOR TO ACTUAL SERVICE (SEE GWP'S APPROVED TESTER LIST).
5. ANY UNAUTHORIZED CONNECTION TO A BFP WILL RESULT IN DISCONNECTION OF SAID CONNECTIONS AND POSSIBLE SHUT OFF OF WATER SERVICE.
6. PLEASE CONTACT (818) 937-8948 FOR APPROVAL OF BFP INSTALLATION LOCATION PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD. No. 5678.
7. FOR A LIST OF APPROVED BFP, PLEASE CONTACT (818) 937-8948. NEW DEVICES MUST BE INSPECTED BY GWP AND TESTED BY LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH CERTIFIED BACKFLOW TESTER IMMEDIATELY UPON INSTALLATION BEFORE WATER SERVICE IS APPROVED.
8. ACCORDING TO CALIFORNIA AND GLENDALE CITY CODE AND REGULATIONS, ALL COMMERCIAL FIRE SERVICES AND IRRIGATION SERVICES WILL REQUIRE SOME FORM OF BACKFLOW PREVENTION SYSTEM TO PROTECT THE POTABLE WATER SYSTEM. PLEASE BE SURE TO THOROUGHLY REVIEW GWP STANDARD DRAWINGS. (SEE STANDARD DRAWINGS 6528-A & 6561-A)
9. ALL BFP SHALL BE LOCATED AS CLOSE AS PRACTICAL TO THE USER'S CONNECTION. THEY WILL BE INSTALLED A MINIMUM OF TWELVE INCHES (12") AND NOT MORE THAN THIRTY SIX INCHES (36") ABOVE FINISHED STREET GRADE MEASURED FROM THE BOTTOM OF THE DEVICE. A MINIMUM OF TWELVE INCHES (12") SIDE CLEARANCE, AND TWENTY-FOUR INCHES (24") FRONT CLEARANCE, LOCATED WHERE IT IS READILY ACCESSIBLE FOR INSPECTION, TESTING AND MAINTENANCE.

**GLENDALE WATER & POWER  
CITY OF GLENDALE  
CALIFORNIA**

**INSTALLATION REQUIREMENTS FOR  
BACKFLOW PREVENTION  
ASSEMBLY DEVICE (BFP)**

APPROVED



07/14/2015

GERALD TOM, SENIOR CIVIL ENGINEER, R.C.E. No. C51209 DATE  
GLENDALE WATER AND POWER - WATER DEPARTMENT

DES: LB  
D: GR/PN  
C:

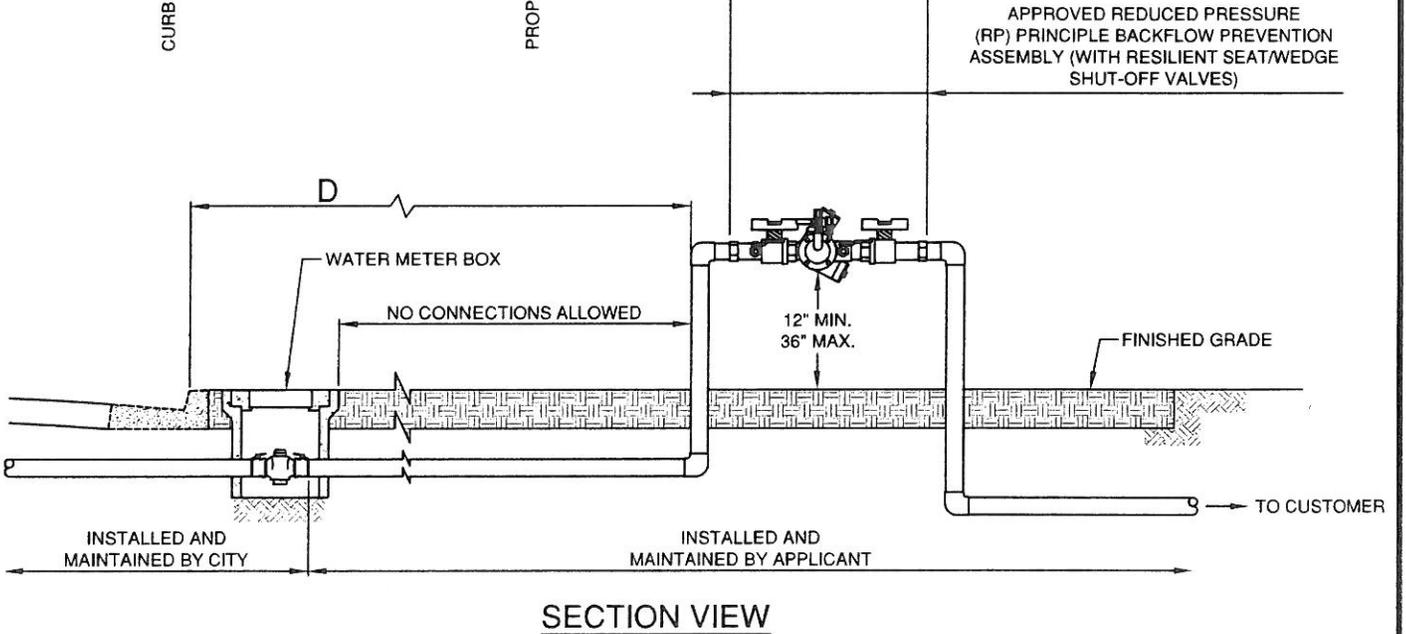
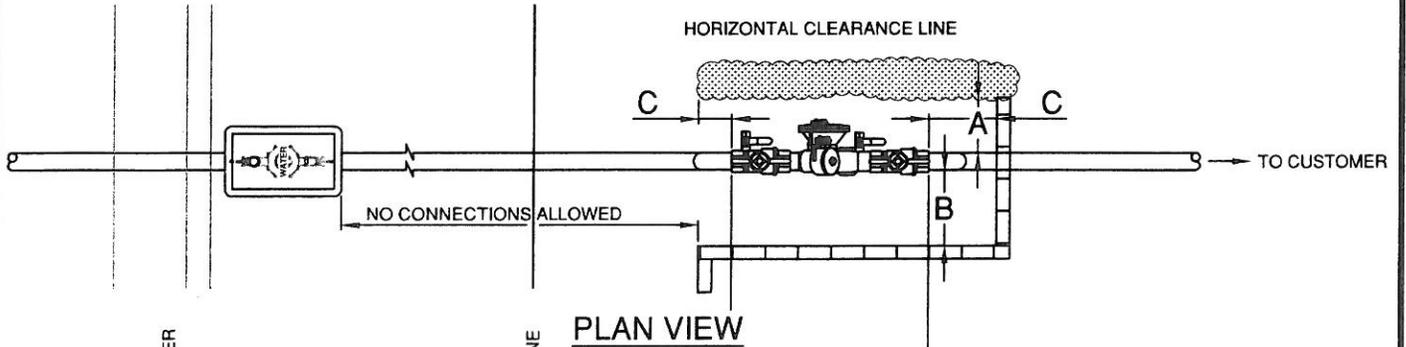
SCALE: NONE  
DATE: 07/14/15  
APP:

SHEET No. 1 OF 1

**6762-A**

MINIMUM CLEARANCE SCHEDULE

SIZE (BFPD)	A	B	C	D
3/4" - LARGER	12"	24"	12"	34" - 40' MAX. 26" - 30' MAX.



\* ACCOMPANYING GWP STD. DWG. No. 6562-A

GLENDALE WATER & POWER  
CITY OF GLENDALE  
CALIFORNIA

REDUCED PRESSURE  
PRINCIPLE ASSEMBLY  
(ALL SIZES)

APPROVED

07/14/2015

GERALD TOM, SENIOR CIVIL ENGINEER, R.C.E. No. C51209 DATE  
GLENDALE WATER AND POWER - WATER DEPARTMENT

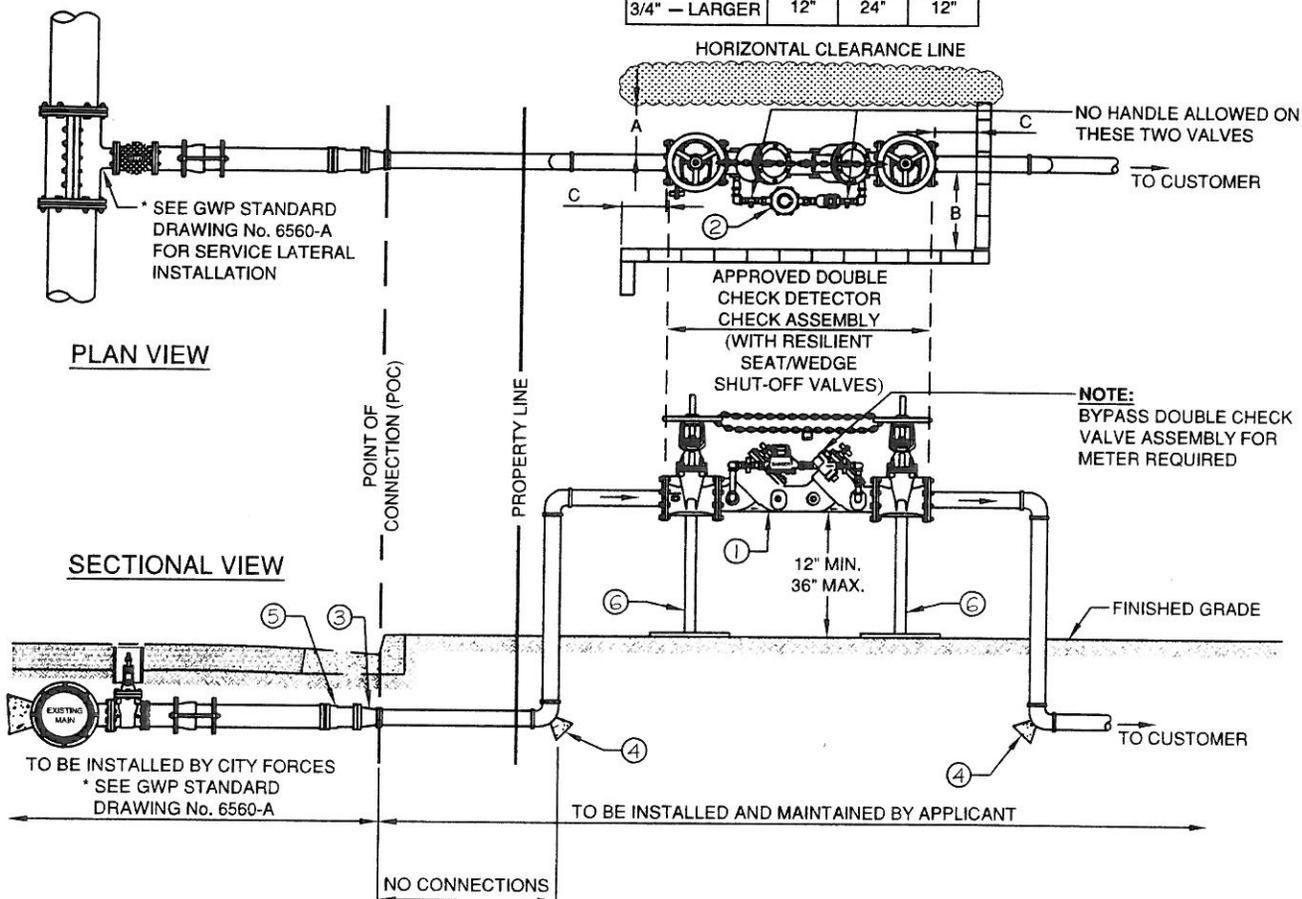
DES: RO/LB  
D: GR/PN  
C:

SCALE: NONE  
DATE: 07/14/15  
APP: RSN

SHEET No. 1 OF 1

6528-A

MINIMUM CLEARANCE SCHEDULE			
SIZE (BFPD)	A	B	C
3/4" - LARGER	12"	24"	12"



DETAIL	DESCRIPTION
①	DOUBLE CHECK DETECTOR CHECK ASSEMBLY-APPROVED BY HEALTH AGENCY.
②	BYPASS METER TO BE FURNISHED BY GWP AT CUSTOMERS EXPENSE.
③	4" x 3" FLG. x FLG. REDUCER (WHEN NEEDED)
④	SEE GWP STD. DWG. No. 6083-A FOR THRUST BLOCK INSTALLATION
⑤	4" M.J. x FLG. ADAPTOR
⑥	ADJUSTABLE PIPE SUPPORT. SEE GWP STD. DWG. No. 6682-A.

\* ACCOMPANYING GWP STD. DWG. No. 6083-A, 6560-A, 6528-A, 6682-A & 6562-A

**GLENDALE WATER & POWER  
CITY OF GLENDALE  
CALIFORNIA**

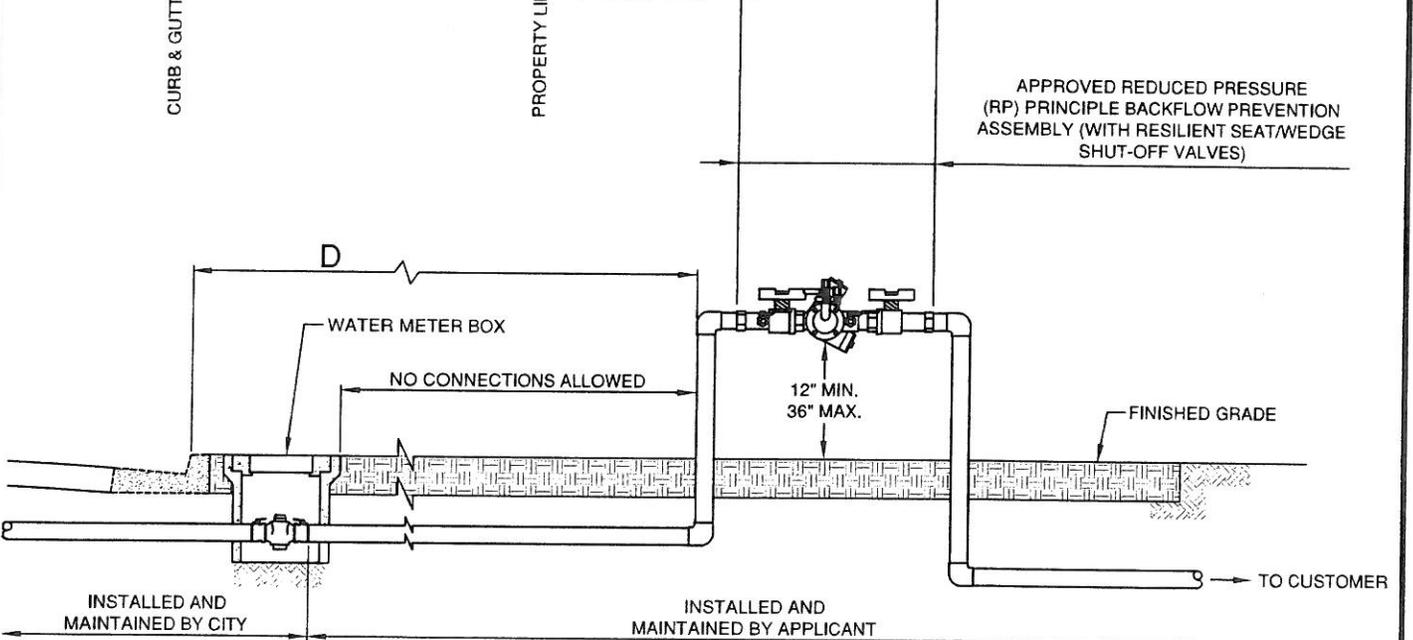
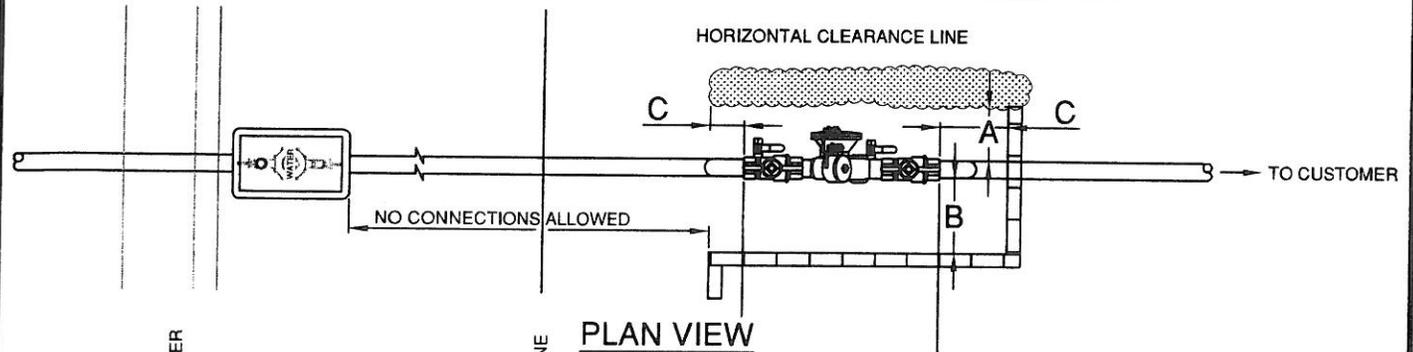
**STANDARD FIRE LINE INSTALLATION  
WITH DOUBLE CHECK DETECTOR  
CHECK ASSEMBLY - (3" - 12")**

DES: LB D: GR/PN C: GT	SCALE: NONE DATE: 07/14/15 APP:	SHEET No. 1 OF 1  <b>6561-A</b>
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APPROVED  07/14/2015  
GERALD TOM, SENIOR CIVIL ENGINEER, R.C.E. No. C51209 DATE  
GLENDALE WATER AND POWER - WATER DEPARTMENT

MINIMUM CLEARANCE SCHEDULE

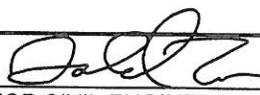
SIZE (BFPD)	A	B	C	D
3/4" - LARGER	12"	24"	12"	34" - 40' MAX. 26" - 30' MAX.



SECTION VIEW

\* ACCOMPANYING GWP STD. DWG. No. 6562-A

**GLENDALE WATER & POWER**  
**CITY OF GLENDALE**  
**CALIFORNIA**  
**REDUCED PRESSURE**  
**PRINCIPLE ASSEMBLY**  
**(ALL SIZES)**

APPROVED  07/14/2015  
 GERALD TOM, SENIOR CIVIL ENGINEER, R.C.E. No. C51209 DATE  
 GLENDALE WATER AND POWER - WATER DEPARTMENT

DES: RO/LB D: GR/PN SCALE: NONE  
 C: DATE: 07/14/15 APP: RSN

SHEET No. 1 OF 1  
**6528-A**

