glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

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June 6, 2016

Alla Boyaljyan
1236 South Glendale Avenue, Unit B
Glendale, CA 91205

RE: 1236 SOUTH GLENDALE AVENUE, UNIT "B"
ADMINISTRATIVE USE PERMIT NO. PAUP 1601853

Dear Mr. Boyaljyan:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.49, the Director of Community Development has **APPROVED WITH CONDITIONS,** your application for an Administrative Use Permit to allow a private specialized school located at **1236 South Glendale Avenue, Suite "B",** in the "C1" – Neighborhood Commercial Zone, described as Lot A, Parcel Map No. GLN 1319A, in the City of Glendale, County of Los Angeles.

CODE REQUIRES

(1) A private specialized school requires an Administrative Use Permit in the "C1"- Neighborhood Commercial Zone.

APPLICANT'S PROPOSAL

(1) To allow a private specialized school within the "C1"- Neighborhood Commercial Zone.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption, pursuant to State CEQA Guidelines Section 15301.

REQUIRED/MANDATED FINDINGS

After thorough consideration of the statements contained in the application, the plans submitted therewith, the above analysis by Community Development Department staff, and any comments received from the public with respect to this application, this Administrative Use Permit application is **APPROVED WITH CONDITIONS**, based on the following:

A. That the proposed use will be consistent with the various elements and objectives of the General Plan.

The subject site is located in the C1 (Neighborhood Commercial) Zone and the General Plan Land Use Element designation is Commercial – Neighborhood. Goods and services offered in this zone generally attract clientele from adjoining residential neighborhoods as well as the surrounding community. Allowing a private specialized school to continue to operate within this location is appropriate in an area of the city zoned for commercial uses and will continue to provide a service in the neighborhood.

Providing music/art lessons at a private specialized school in the "C1" zone will be consistent with the elements and objectives of the General Plan. The land use designation of the site is Commercial – Neighborhood, where commercial services along major arterials, such as South Glendale Avenue, are desired. The shopping center, in which the school is located, has frontage on South Glendale Avenue and also has access from Mariposa Street. The project site is already developed and the applicant's request is to continue operating a private specialized school at this center. The existing private specialized school is surrounded by other complementary commercial uses. Residential neighborhoods adjoin the project site but are not affected by the use since there has not been any incidents relating to the operation of this private specialized school. Other elements of the General Plan, including Open Space, Recreation, Housing, and Noise Elements, will not be impacted as a result of the applicant's request. This application does not include any added floor area or modifications to the existing building; therefore, there will be no increase in required parking for the use. Adequate utilities, landscaping, and traffic circulation measures are already provided.

The Circulation Element identifies South Glendale Avenue as a major arterial. The private specialized school has been operating since 2001 and can adequately handle the existing traffic circulation around the site. The subject property has commercial uses to the north, south, and west, and residential uses abutting the east portion of the site. The applicant's request to continue to provide music/art lessons for the public in a specialized school setting is not anticipated to create any negative traffic-related impacts on South Glendale Avenue over and above the existing conditions.

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.

A private specialized school in the "C1" zone will not be detrimental to the health, safety, and public welfare of the neighborhood. The private specialized school will continue to operate in the existing commercial building. The business will not be set up in such way which gives it the appearance of a classroom. Offering music/art lessons will be beneficial and desirable for the public and community. Similar uses and facilities exist in other areas of the City and have not proven to be detrimental to the public health, and general welfare of the neighborhood and environment.

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

A private specialized school will not be detrimental to the community or adversely conflict with the community's normal development. "American International Music School" has operated since 2001 without any incidents. No changes in the operation of the school are proposed. The subject tenant space is one of many businesses located within the existing commercial building.

The private specialized school is not visible from Glendale Avenue or the project site's parking lot and is located within the building accessed by corridors. Due to the subject business location, the request to continue providing music/art lessons is not anticipated to adversely conflict with surrounding properties.

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 applicant's request to allow a private specialized school to continue to operate in the "C1" zone will not result in inadequate public or private facilities. The project site is already developed and associated facilities are existing. The existing private specialized school, "American International Music School", has been operating at this location since 2001. This application does not include any added floor area or modifications to the existing tenant space; therefore, there will be no increase in demand for parking. No changes to the operation of the school are proposed. Adequate utilities, landscaping, and traffic circulation measures are already provided. The existing parking on-site has proven to meet the parking demand of the private specialized school and has not resulted in conflicts with nearby businesses or residential development. South Glendale Avenue, as identified in the Circulation Element, is a fully developed major arterial and can adequately handle the existing traffic circulation adjacent to the site.

CONDITIONS OF APPROVAL

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

1. That the development shall be in substantial accord with the plans submitted with the application.

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

3. That any expansion or modification of the space or use or changes in the operation shall require a new Administrative Use Permit application. Expansion shall constitute additional floor area or structure, reduction of parking spaces or any physical changes as determined by the Director of Community Development.

4. That authorization granted herein shall be valid for a period of **eight (8) years until June 6, 2024**.

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 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 **June 21, 2016**, 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 (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 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over variances, administrative use permits, and 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.

GMC CHAPTER 30.41 PROVIDES FOR

Termination
Every right or privilege authorized by an administrative 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.

Extension
An extension of the administrative use permit 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 use permit.

Cessation
An Administrative Use Permit may be terminated by the review authority upon any interruption or cessation of the use permitted by the Administrative Use Permit 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, 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.

Should you have any questions regarding this issue, please do not hesitate to contact the case planner, Danny Manasserian at (818) 937-8159 or dmanasserian@glendaleca.gov.

Sincerely,
Philip Lanzafame
Director of Community Development

Roger Kiesel
Planning Hearing Officer

RK:DM: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 –Daniel Manasserian.