glendale california

City of Glendale
Community Development
Planning & Neighborhood Services

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July 11, 2016

Mr. Gregory Tufenkian
216 South Louise Street
Glendale, CA 91205

RE: 216 SOUTH LOUISE STREET
Administrative Exemption Case No. PAE 1614875

Dear Mr. Tufenkian:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.070, the Planning Hearing Officer has processed your application for an Administrative Exception to allow a 273 square-foot atrium addition to the front of an existing two-story, 4,233 square-foot commercial building without providing one additional required parking space and also eliminating one existing parking space in the area of the addition, for a total reduction of two parking spaces (GMC 30.44.020.F). The proposal involves the conversion of the existing commercial office building to an art gallery (retail) use, which will have a total area of 4,506 square-feet with the addition. The project is located at **216 South Louise Street** in the "DSP East Broadway District", being Lot 10, Block 60, of Portion of the Town of Glendale, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION
The project is categorically exempt from CEQA review as a Class 1 (Existing Facilities) exemption, pursuant to State CEQA Guidelines Section 15301.

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Planning Hearing Officer 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.

There are space restrictions on the site that would preclude compliance with the parking requirement. The subject site is a 50' by 150' parcel, developed in 1974 with a 1,457 square-foot commercial building, which was later expanded in 1982 with a 2,776 square-foot addition (total of 4,233 square feet). The office building currently has 11 on-site parking spaces: seven spaces in front of the building with access from Louise Street and four spaces behind the building accessed from the rear alley.

The proposal involves converting the office building to an art gallery (retail use) and adding a 273 square-foot atrium to the front of the building. This addition would eliminate the parking space closest to building (one space only). The 273 addition would also trigger the requirement for one additional parking space, per GMC 30.32.030.B.1 and 30.32.050.B, based on the requirement of three spaces for every 1,000 square feet for retail and service activities. The Administrative Exception request is to allow the atrium addition with a two space parking deficit. The addition involves a 14-foot high atrium that would act as an interior gallery room to accommodate large pieces of art and sculpture. This contemporary addition has been designed to enhance the front of the currently non-descript office building, and is a necessary element for the new art gallery use. There is not enough space in either the front or rear parking areas to add the two parking spaces, nor would any changes to the layout and the existing circulation pattern result in an increase in the number of parking spaces. Furthermore, demolition of portions of the building on the ground floor at the rear in order to provide additional parking spaces would undermine the structural integrity of the building above, at significant cost to the property owner, and the resulting tandem parking would not be code-compliant for the commercial use. Therefore, full compliance with the parking requirements is not possible given the existing site plan and would require impractical changes to the existing building. Furthermore, granting of the exception will result in design improvements for the proposed art gallery building/use.

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 273 square-foot atrium addition in conjunction with the two required parking space deficit will not be detrimental to the public welfare or injurious to the property or improvements in the zone or neighborhood. The addition involves a 14-foot high atrium that would act as an interior gallery room to accommodate larger pieces of art and sculpture. The addition will not intensify the proposed art gallery use nor will it create a greater parking demand for the development. The proposed art gallery will involve the display and sale of various artworks of different sizes and onsite offices will be ancillary to the sale of the artwork. As such, the art gallery, while categorized as retail sales with a parking requirement of three spaces for every 1,000 square feet of floor area, is not like a typical retail store. According to the application, the gallery will have only two (2) employees and visitors will be by appointment only. The onsite parking spaces are expected to meet and exceed the parking demand for the proposed art gallery use, even with the 273 square-foot addition. Furthermore, the new art gallery is located within walking distance of the Maryland Arts and Entertainment District, across the street from the City's Central Library, and on the same axis as the newly opened Museum of Neon Art. Its adjacency and prime location is anticipated to help foster synergy between the art-related uses promoted for the area. Therefore, granting approval of the parking exception will not be materially detrimental to the public welfare or injurious to the surrounding properties.

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

The purpose of the administrative exception procedure is to provide a simplified means for considering applications for minor deviations from the code standards, such as adding a 237 square-foot addition to the new art gallery building without providing one additional parking space and eliminating one parking space to allow for the addition at the front of the building. The expansion is for the provision of a taller atrium space allowing for the display of larger art pieces. The existing parking lot at the front accessed from Louise Street and the tuck-under parking at the rear accessed from the alley have been used by the commercial office building employees and visitors on-site since the mid-1970s without identified parking related issues. The proposed project will still provide on-site parking to meet the employee and visitor parking demand for the use. Therefore, granting of the exception will not be contrary to the objectives of the applicable parking regulations.

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 Planning Hearing Officer.

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 building, which is different than what is represented as part of this Administrative Exception application, shall require a new application, as determined by the Director of Community Development.

4) That the project shall obtain Design Review approval.

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

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 **JULY 26, 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

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.

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.

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. 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, Vilia Zemaitaitis, during normal business hours at (818) 937-8154.

Sincerely,

Laura Stotler

Laura Stotler
Planning Hearing Officer

LS:VZ:sm

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 Vilia Zemaitaitis.