

July 24, 2014

Suzanne Smith  
10559 Pinyon Avenue  
Tujunga, CA 91042

**RE: 600 WEST BROADWAY – SUITE 315**  
**PARKING EXCEPTION CASE NO. PPPEX1416865**  
(Careers in Mental Health Behavioral Services Training School)

Dear Ms. Smith:

Pursuant to Chapter 30.32.020, the Director of Community Development has processed an application for a Parking Exception (Case No. PPPEX 1416865) for the property located at **600 West Broadway – Suite 315**, in the City of Glendale, County of Los Angeles. The application is hereby **APPROVED**, based on the following analysis and findings and subject to the following conditions.

#### **PROJECT PROPOSAL**

The applicant is requesting a change of use from an office use to a private specialized education and training school without providing the required on-site parking.

#### **SUMMARY AND BACKGROUND**

The subject property is located on the south side of West Broadway between Pacific Avenue and San Fernando Road within the San Fernando Road Corridor Redevelopment Project Area. The site is currently developed with an approximate 30,000 square-foot multi-tenant commercial office building. Existing and previous uses in the building include general, medical and dental offices. The most recent Zoning Use Certificate issued for the proposed tenant space,

Suite 315, is a general office use for an employment agency. The new operator, Careers in Mental Health Behavioral Service, is an adult training school which provides students training in autism behavior intervention. The proposed tenant space is 803 square feet and the proposed area of instruction will be 300 square feet. Based on the floor plan submitted, the remaining 503 square feet will be used as office space and reception area. A private special education and training school is a permitted use in the SFMU (Commercial/Residential Mixed Use) Zone.

The site is approximately 21,530 square feet. In 1985, a building permit was issued for the construction of a new three story office building over a subterranean parking garage and on-grade parking with a total of 82 parking spaces. Based on the tenant roster submitted by the applicant, presently there are 24 tenant spaces in the building, consisting of mainly general office use with the exception of two tenants, medical and dental office uses. As proposed, the applicant is requesting to occupy one of the tenant spaces, suite 315, and operate a private specialized education and training school. According to our records, a Certificate of Use and Occupancy was issued in February 8, 2001, to allow the operation of an employment agency (general office) in the subject tenant space.

The applicant has indicated that most of the tenants in the building and surrounding area generally operate weekdays starting at 8:00 a.m. and generally close between 5:00 p.m. to 6:00 p.m. and close on the weekends. Based on the nature of the new business, the proposed private specialized education and training school will operate Monday, Tuesday and Wednesday from 7:00 p.m. to 9:30 p.m. and possibly on the weekends.

The program is designed to teach a maximum of 5 to 7 students at a time. Students enrolled in the program are generally working adults, 18 years of age and older. Since the students are of driving age, it is expected that most will be driving to the facility. The applicant has indicated that based on her experience, it is not uncommon for students to carpool in an effort to mitigate the driving cost, which in turn may reduce the need to use on or off-site parking.

Based on the total floor area of 803 square feet and the change of use from office (2.7 spaces per 1,000 square feet of floor area) to a private specialized education and training school proposing 300 square feet of instruction area (28.6 spaces per 1,000 square feet of instruction area) the parking shortfall would be

seven spaces (9 spaces - 2 spaces = 7 spaces). In a worse case scenario, if all 82 on-site parking spaces were occupied, the fact that the business begins operating at 7:00 p.m. until approximately 9:30 p.m. (Monday, Tuesday and Wednesday) when most of the uses in the area close, there is enough on-street parking to accommodate the parking needs of the new school. However, it is highly unlikely that the subject office building will have all 82 parking spaces occupied after 6:00 p.m.

Staff visited the site Monday, July 14th at 6:30 p.m. and on Tuesday, July 15th at 6:30 p.m. On Monday, the subject office building's parking lot was gated or closed although staff observed plenty of available parking spaces. On Tuesday, staff observed that half of the 30 on-grade parking spaces behind the building were occupied and there were a large number of available parking spaces in the gated subterranean level parking.

In addition, field observations, indicate that nearby uses along this portion of West Broadway is comprised of a mix of uses including; convalescent hospitals, retirement facilities, warehousing, auto repair, a preschool, offices, residential, and other service uses. As described above, generally, these types of uses close at or about 6:00 p.m. weekdays with the exception of the senior facilities, convalescent hospital, and residential uses. While most of the uses are able to accommodate their parking demands on-site, the site visits showed plenty of available parking along the north side of Broadway and some on the south side.

#### **PARKING EXCEPTION REQUEST**

The Code requires that upon the change of use within an existing building, additional parking spaces be provided for the new use over and above the number of spaces required by the prior use. In many cases, a strict application of the parking code to require full on-site parking for these uses is not practical and would prevent businesses from locating in the project area.

The previous office use required 2.7 spaces per 1,000 square feet of floor area. The new private specialized education and training school will require 28.6 spaces per 1,000 square feet of the proposed 300 square-foot area used for education and training. According to Chapter 30.32.030 and 050, GMC, the parking shortfall for the new private specialized education and training school will be seven parking spaces.

Use(s)	Parking Required	Comments
Previous: 803 SF Office	2.7 spaces per 1,000 SF = 2 spaces	Pursuant to Code, 2 spaces exist from the previous use based upon 2.7/1,000 for the 803 SF office use. Only the additional spaces need to be provided.
Proposed: 300 SF Private specialized education/training school (area of instruction)	28.6 spaces per 1,000 SF =9 spaces	Conversion of office use to private specialized education/training 9 spaces. Credit is received for the 2 spaces attributed to the prior use, a net of 7 spaces are required.

The proposed use would provide adults specialized training. Based on the nature of the proposed business, hours of operation and location within the existing multi-tenant commercial office building, there is enough parking on-site to fulfill the parking demand of the proposed use. According to the applicant, this type of training is unique and does not exist in the city of Glendale. If established, this school has the potential to attract more people seeking career opportunities or knowledge in the mental health field related to autism. The proposed use would be an asset to this part of the city.

**REQUIRED/MANDATED FINDINGS**

After considering the evidence presented with respect to this application, the Director of Community Development has determined that Parking Exception Case No. PPEX 1416865, a request for a seven space parking exception in conjunction with a new private specialized education and training school at 600 West Broadway, Suite 315, meets the findings of Section 30.32.020 as follows:

**A. Parking spaces required for the proposed use or construction proposal cannot reasonably be provided in size, configuration, number of spaces or locations specified by the provisions of this title without impairment of the project's viability;**

The subject property is located on the south side of West Broadway between Pacific Avenue and San Fernando Road in the SFMU Zone. The site is currently developed with an approximate 30,000 square-foot multi-tenant commercial office building. Existing and previous uses in the building were general, medical and dental offices. The proposal involves a change of use from a general office to a private specialized education and training school. The new operator, Careers in Mental Health Behavioral Service, is an adult training school which provides students training in autism behavior intervention. The proposed tenant space is 803 square feet and the proposed area of instruction will be 300 square feet. Based on the floor plan submitted, the remaining 503 square feet will be used as office space and reception area. A private specialized education and training school is a permitted use in the SFMU (Commercial/Residential Mixed Use) Zone.

The existing office building was constructed in the 1980's with 82 on-site parking spaces located both on-grade and in a subterranean garage. The existing parking on site has provided parking for all tenants for many years. It is not possible to provide or create additional on-site parking spaces for the new use without significantly modifying the existing building. The subject property was originally built to the property line. Hence, there is no room to accommodate additional parking spaces required by the Zoning Code for the change of use.

**B. The parking exception will serve to promote specific goals and objectives of the adopted plan for the San Fernando Road Corridor Redevelopment Project Area and will be consistent with the various elements of the General Plan and will promote the general welfare and economic well being of the area.**

This site is located in the San Fernando Road Corridor Redevelopment Project Area. The primary goal of the former Redevelopment Agency's project area plan was to remove blight. This goal remains a vital economic development goal for the City. The redevelopment plan called for a mix of uses in the project area and the prevention of the re-introduction of blighting influences in the project area. The proposed private specialized education and training school use adds to the diversity of the project area while remaining consistent with and complementary to other uses. A leased and occupied building is an important factor for the economic stability of the

operator(s) and neighboring commercial uses. This will help continue to revitalize this area, remove physical blight, and it will help improve the economic welfare of the area.

The project is located in the SFMU Zone which allows for the introduction of a mix of commercial residential uses, or stand alone commercial, industrial and residential uses. The intent of this zoning is to allow for a range of uses to provide appropriate transition and greater compatibility with adjacent residential neighborhoods. The proposed private specialized education and training school would contribute to the diversity of uses in this part of the San Fernando Road Corridor area, thereby meeting the intent of the Zoning Code.

The objective of the parking regulations in the Zoning Code is to assure adequate on-site parking so as to not impact neighbors. While the proposed use will have a seven space shortfall, the shortfall is anticipated to be met and accommodated on-site based on the nature of the business and its hours of operation as follows: Monday, Tuesday and Wednesday only from 7:00 p.m. to 9:30 p.m. and possibly on the weekends. The operating hours of the proposed business is not expected to conflict with the operating hours of other existing uses in the building since the tenants are comprised of general, medical and dental offices, which typically close between 5:00 p.m. and 6:00 p.m. and close on weekends.

**C. The project involves exceptional circumstances or conditions applicable to the property involved, or the intended use or development of the property that do not apply generally to other property in the area.**

Much of the San Fernando Road Corridor Redevelopment area is typified by industrial and commercial uses. However, the area along West Broadway near the project site is home to a variety of commercial uses. In 1985, the site was developed as a multi tenant office building with 82 on-site parking space (on-grade and subterranean). Uses in the project area comprise of a mix of commercial uses including convalescent hospital(s), retirement home(s), a preschool, residential uses, a warehouse use, auto repair services, office uses and similar uses. The proposed private specialized education and training school would be an appropriate addition to this diverse commercial area.

An exceptional circumstance related to the proposed use is that if allowed, it would provide specialized career training for adults, which is not common in this part of town. Most of the uses in this area include a mix of service uses, general office, retirement facilities, convalescent hospital(s), residential, warehousing, a preschool care and other service uses. However, a specialized adult career training school is not part of the existing mix of uses in this area. If established, this new use has the potential to attract similar

uses, which provide career training in a specialized field. It may set a precedent in this part of the city and potentially introduce similar uses in this area, which would add to the mix of commercial uses. The proposed use would be an asset to this part of the city.

**D. There are mitigating circumstances whereby the exception will not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity of the property or in the neighborhood in which the property is located.**

The applicant has indicated that the business will provide instruction to students on Monday, Tuesday and Wednesday only from 7:00 p.m. to 9:30 p.m. and possibly on the weekends. The operating hours of the proposed business is not expected to conflict with the operating hours of other uses in the building since most of the tenants are primarily offices (general, medical and dental offices) which, typically close between 5:00 p.m. and 6:00 p.m. and close on the weekends. Based on the nature of the business, operating hours, location inside an existing office building, and the number of students in the class (five to seven), the parking shortfall of seven spaces is expected to be accommodated on-site so as to not spill onto the street. The 82 existing on-site parking spaces are more than enough to accommodate the needs of the new private specialized education and training school without impacting the neighborhood.

Therefore, Parking Exception PPEX 1416865 is hereby **APPROVED**, subject to the following conditions:

**CONDITIONS OF APPROVAL**

1. That any change to the exterior of the building is subject to the review and approval of the City Council if the proposed change(s) are not exempt.
2. 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 Director of Community Development..
3. 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.

4. That all signs require a separate sign permit.
5. That no signs/banners shall be permitted to be attached to the existing wrought iron fence and gate.
6. That the facilities shall not be rented, leased or otherwise occupied for purposes not specified in this application.
7. That parking exception is limited to the subject use, the private specialized education and training school.

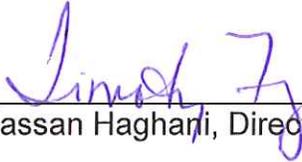
#### **APPEAL PERIOD**

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 (COD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **AUGUST 8, 2014**, 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 12:00p.m. to 5 p.m.

Should you have any questions regarding this issue, please do not hesitate to contact the case planner, Milca Toledo at 818-937-8181 or [mtoledo2@glendaleca.gov](mailto:mtoledo2@glendaleca.gov) .



Hassan Haghari, Director of Community Development

7-24-14  
Date

HH:TF:MT: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- (D.Nickles); City Engineer and Traffic & Transportation Section (Roubik Golanian/G.Tom); Director of Public Works and General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (R.Takidin); Glendale Water & Power--Electric Section (M.Kelley/M.Jackson); Parks, Recreation and Community Services Dept. (E.Tatevosian); 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-Milca Toledo