CITY OF GLENDALE, CALIFORNIA
Community Development
Planning

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glendaleca.gov

September 20, 2018

Michael Karayan
c/o RED Architectural Group
3436 North Verdugo Road, Suite 200
Glendale, CA 91208

RE: 1212-1220 NORTH PACIFIC AVENUE
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1818446

Dear Mr. Karayan:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020 (H) for alterations to an existing surface parking lot to increase the number of parking spaces, where that facility is non-conforming with regard to the number of parking spaces serving an on-site use, and where said alteration may create, continue or exacerbate a non-conformity regarding parking design standards, the Community Development Department has processed your application for an Administrative Exception to allow modification to the existing surface parking lot to accommodate the increase of number of parking spaces from 45 to 49 which creates or continues a non-conforming parking design with regards to the amount of parking spaces for the uses on site, minimum planter widths (three-feet, three-inches proposed; five-feet minimum required). The subject property is located at **1212-1220 North Pacific Avenue**, in the "C1" - (Neighborhood Commercial) Zone, and described as Portions of Lots 3 and 4, Tract No. 2685, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION
This project is exempt from environmental review as a Class 1 "Existing Facility" exemption (Section 15301 (a) of the State CEQA Guidelines), as the proposal involves minor alterations to the existing parking lot and is not expanding the use beyond that existing configuration.

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Community Development Department has been **APPROVED 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.

The subject property is approximately 45,582 square-feet and is developed with a 15,002 square-foot commercial building (place of worship, Temple Sinai) and an approximately 3,150 square-foot commercial building (pre-school), constructed in 1949 and1958, respectively. The site is improved with a 45-space, at-grade, parking lot that is accessed via two existing driveway aprons along North Pacific Avenue. Landscaping within the existing parking lot is limited and does not conform with current development standards for planter widths, landscaped area minimums and amount of trees. According to city records, the operations for the place of worship and pre-school have existed for the past 50-60 years, since the date of construction for each respective building. The applicant is requesting to increase the number of parking spaces by reconfiguring the existing parking lot to enhance the amount of parking spaces on-site and minimize the amount of overflow of vehicle parking onto the public streets by its members.

The existing parking lot is located at the most northwest portion of the project site and is confined to an area approximately 17,580 square feet (120 feet by 146 feet, 6-inches). There are space restrictions on the property that prohibit the parking lot to expand its foot print with additional parking spaces because the remaining portions of the site are occupied by the two existing buildings. In order to improve the parking lot with additional parking spaces within the confined area without demolishing portions of the existing two buildings, the applicant proposes to alter the parking space angles, ranging from 60 degrees to 70 degrees, and reconfigure the landscape planters with interior dimensions at 3 (three) feet, 3 (three) inches at its most narrow span. The vehicular circulation pattern of the parking lot will remain with one-way drive aisles, which vehicles can only enter and exit from its respective driveway aprons.

The reduced standards for the parking lot landscaping, as well as the altered parking lot angles, still provide adequate circulation for vehicles to access the parking spaces with the advantage of providing four additional parking spaces. Therefore, the proposed alteration to the existing surface parking lot, where that facility is non-conforming with regard to the number of parking spaces, presents a benefit of additional parking spaces and outweighs the impacts of the non-conformity regarding parking design standards.

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 granting of an administrative exception to allow modification to an existing surface parking lot to increase the number of parking spaces from 45 to 49 which creates a non-conforming parking design with regards to landscaping will not be materially detrimental to the public welfare or injurious to the property or improvements in the C1 zoned neighborhood in which the property is located. The existing parking lot is currently configured with 707 square-feet (four percent) of landscaping and three canopy shade trees. While the proposed landscape design will not comply with current five percent interior parking lot landscape development requirements and one 24-inch box tree for every six spaces, the overall amount of landscaped area and canopy shade trees within the parking lot will increase above the existing condition. Thus, improving the appearance of the

parking lot with additional landscaping viewed from the public right-of-way. Additionally, the proposed parking stall dimensions (widths, lengths and back-up) will comply with current Zoning Code design standards and will be functional.

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 of considering applications for minor deviations from Zoning Code standards. These standards have been developed to allow reasonable use of properties in order to promote the public health, safety, and general welfare. The intent of landscaping requirements is to enhance the aesthetics, provide shade and reduce paved surfaces. The granting of an administrative exception to allow a reduction in the amount of landscaping and interior planter widths while increasing the number of parking spaces from 45 to 49 will allow the property to be improved with the maximized number of off-street parking spaces. Therefore, granting this exception will not be contrary to the objectives of the applicable 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 Community Development Director.

2) That all necessary permits (i.e., building, fire, engineering, etc.) 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 parking lot which is different than what is represented as part of this Administrative Exception approval shall require a new application. Expansion shall constitute additional floor area of (ex) uses on the site, or any physical change as determined by the Hearing.

4) That Design Review approval or exemption shall be obtained prior to the issuance of a building permit.

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

6) That the premises shall be made available to any authorized City personnel (Fire, Planning and Neighborhood Services, etc.), for inspection to ascertain that all conditions of approval of this administrative exception are complied with.

7) That a Business Registration Certificate be obtained for the operation of the place of worship and the pre-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 (CDD) upon request and must be filed with the prescribed fee **prior to expiration of the 15-day period, on or before October 5, 2018** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday from 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 5:00 p.m.

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.

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 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 ten (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 first and then, the Hearing Officer who acted on this case. This would include clarification, verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **BY APPOINTMENT ONLY**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

You may contact the case planner, Dennis Joe, during normal business hours at (818) 937-8157 or via e-mail at djoe@glendaleca.gov.

Sincerely,

Milca Toledo
Planning Hearing Officer

MT:DJ:sm

CC: City Clerk (K.Cruz); Police Dept. (A.Jenks/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(J.Halpert); Traffic & Transportation Section (P.Casanova); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G. Tom/S. Boghosian/R.Takidin); Glendale Water & Power--Electric Section (B. B.Ortiz/E.Olsen/ M.Navareete/M.Kouassi); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (R.Sada/J.Jouharian/); 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 – Dennis Joe.