



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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February 14, 2025

Applicant:

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**RE: ADMINISTRATIVE USE PERMIT CASE NO. PAUP-003837-2024
1019-1021 EAST CHEVY CHASE DRIVE
("Adams Square Liquor")**

The Director of Community Development will render a final decision on or after February 26, 2025 for the following project:

Project proposal: Application for an Administrative Use Permit (AUP) to allow the expansion of an existing 1,584-square foot liquor store (Adams Square Liquor – 1021 E Chevy Chase Drive), with off-site sales of a full line of alcoholic beverages (ABC License Type 21), to include a new 534-square foot storage area (1019 E Chevy Chase Drive). (with no public access) in the C1 – Neighborhood Commercial Zone described as Lot 7 of Tract No. 12807.

STAFF RECOMMENDATION: APPROVE WITH CONDITIONS

DRAFT CONDITIONS OF APPROVAL

1. That the development shall be in substantial accord with the plans submitted with the application 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.
2. That any expansion or modification of the facility or use which intensifies the Administrative Use Permit shall require a new Administrative Use Permit application. Expansion shall constitute adding floor area, changes to the use or operation, or any physical change as determined by the Planning Hearing Officer, with concurrence from the Director of Community Development.
3. That all necessary licenses, approvals, and permits as required from Federal, State, Country or City authorities including the City Clerk shall be obtained and kept current at all times.

4. That the sale of alcoholic beverages for off-site consumption shall be in full accord with the regulations and conditions established by the State Department of Alcoholic Beverage Control.
5. That the applicant shall obtain the necessary building permits for the proposed expansion of the liquor store.
6. That a Business Registration Certificate be maintained in good standing for the business.
7. The consumption of alcoholic beverages on the premises is strictly prohibited.
8. That sufficient measures shall be enforced to effectively eliminate interior and exterior loitering, parking congestion, distributing noise, distributing light, loud conversation, and criminal activities.
9. That signs indicating no loitering or trespassing shall be posted.
10. That signs shall be posted clearly specifying no sales of alcoholic beverages to minors or intoxicated persons.
11. That the sales of alcoholic beverages shall be permitted only between the hours of 8 a.m. to 11 p.m. Sunday through Thursday, and 8 a.m. to midnight on Friday and Saturday.
12. That individual unit sale of alcoholic beverages shall be restricted. No individual unit sales for beer shall be allowed. No individual unit sales for wine less than a full sized bottle shall be allowed.
13. That the store shall provide training for its personnel regarding sales to minors or intoxicated persons. Alcohol Beverage Control staff is available and can provide this training.
14. That the store display racks shall be positioned such that they are in a clear line of sight by the management and staff with no restricting view.
15. That the Manager and or staff shall be proactive in the enforcement of the City of Glendale Clean Air Act.
16. That the parking area shall be kept adequately illuminated for security purposes during all hours of darkness. No lighting shall be installed or maintained that shines or reflects onto adjacent properties.
17. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.

18. That the proprietor and employees shall make an active and conscientious effort to keep customers and employees from trespassing on other nearby properties or otherwise making disturbances in the area.
19. That the liquor store shall remain open to the public during business hours.
20. That all signs shall comply with the Zoning Code and any unpermitted signage, including wall-mounted banners, ground-mounted accessory signs (feather flags), and window signage in excess of the allowances in Glendale Municipal Code Section 30.33.210 (B) shall be removed
21. That access to the premises shall be made available to all City of Glendale Planning and Neighborhood Service Divisions, Police Department, and Fire Department staff upon request for the purpose of verifying compliance with laws and conditions of this approval.

PROJECT BACKGROUND

Previous Permits for the Site:

May 7, 1976 - Certificate of Use & Occupancy Number 116 was issued for storage for Adams Square Liquor at 1019 E Chevy Chase Drive.

November 20, 1989 – Certificate of Use & Occupancy Number 11142 was issued for a retail store (Adams Square Liquor) at 1021 E Chevy Chase Drive

September 12, 1990 - Certificate of Use & Occupancy Number 11761 was issued for a Liquor Store (Tae Keon Hong dBA Adams Square Liquor) at 1021 E Chevy Chase Drive.

March 21, 1995 - Certificate of Use & Occupancy Number UO-16336 was issued for a Retail Clothing store (Nairi Gift Shop) at 1019 E Chevy Chase Drive

November 19, 2019 – Application for Alcoholic Beverage Control License No. PABC-1916193 for a Person-To-Person Transfer of the ABC License Type 21.

August 3, 2022 – Application for Alcoholic Beverage Control License No. PABC-2208983 for a Person-To-Person Transfer of the ABC License Type 21.

Related Concurrent Permit Application(s):

There are no related concurrent permit applications.

Environmental Determination:

The project is exempt from CEQA review as a Class 1 “Existing Facilities” exemption,

pursuant to State CEQA Guidelines Section 15301(e), in that the discretionary permit request is to approve the minor expansion of the existing liquor store use into an existing adjacent commercial tenant space to provide additional storage area.

General Plan:

Community Services

Zone:

C1 – Neighborhood Commercial

Description of Existing Property and Uses:

The subject site is a corner lot located at the northwest corner of the intersection of East Chevy Chase Drive and South Adams. The lot is approximately 13,384 square-feet (SF) and has a rectangular shape, with a radiused corner closest to the intersection. The site is developed with a 5,438-SF one-story commercial building with four current tenants and a 12-space parking area with access from both Chevy Chase Drive and Adams Street. The building was constructed in 1929 and was identified in the South Glendale Historic Resources Survey as a 5S3, meaning that it is potentially eligible for the Glendale Register of Historic Resources. The applicant is requesting approval of an Administrative Use Permit and the proposed project does not include any modifications to the exterior of the building. In addition to Adams Square Liquor (1021 E Chevy Chase Drive), existing businesses include a barbershop, a tax office and a laundromat. The 534 SF tenant space (1019 E Chevy Chase Drive) that the applicant is proposing to expand into was formerly a gift shop. The existing liquor store, Adams Square Liquor, has operated at this location since 1989.

Neighboring Zones and Uses

Direction	Zone	Existing Land Use
North	R1650 – Medium-High Density Residential	Multi-family Residential
South	C1 – Neighborhood Commercial	Multi-tenant Commercial Shopping Center (Adams Square)
East	C1 – Neighborhood Commercial	Multi-tenant Commercial Shopping Center
West	R1650 – Medium-High Density Residential	Multi-family Residential
Project Site	C1 – Neighborhood Commercial	Multi-tenant Commercial Shopping Center

COMMENTS FROM OTHER CITY DEPARTMENTS:

No major concerns were received from the various city divisions/departments. Conditions have been received from the Police Department to ensure that any potential negative impacts will be appropriately mitigated. These conditions will be made part of the decision letter if the Administrative Use Permit is approved.

PROJECT ANALYSIS

The applicant is requesting approval of an Administrative Use Permit (AUP) to allow for the expansion of the existing 1,584-square foot liquor store (Adams Square Liquor), with off-site sales of a full line of alcoholic beverages with a Type-21 Department of Alcoholic Beverage Control (ABC) License, to include a new 534-square foot storage area with no public access.

The proposed use will be consistent with the elements and objectives of the General Plan. The General Plan Land Use Element designation for the subject property is Commercial – Neighborhood. The site is located at the northwest corner of East Chevy Chase Drive and South Adams Street in the C1 (Neighborhood Commercial) Zone. The C1 zone is intended as a zone for small shopping centers, professional buildings, service centers and other commercial activities providing convenience goods and services to the surrounding residential neighborhood. The subject site is adjacent to both commercial and residential uses. Commercial uses can be found at all sides of the subject intersection with residential uses located further up and down Chevy Chase Drive and Adams Street. Adams Square Liquor has been in existing since 1989, when the City first issued a Certificate of Use and Occupancy for the store.

The purpose of the AUP request is to allow for the liquor store to expand into the adjacent tenant space to the south of the existing space to provide additional storage area. The 534-square foot tenant space was formerly occupied by a small gift shop. A new opening would be created to provide access from current tenant space to the new storage area. No public access would be provided for the storage area. The existing entrance to the new tenant space would remain locked and liquor store customers would access the store via the existing entrance. The expansion of the existing liquor store to provide additional storage area is appropriate in this zone and will enhance the functionality and capacity of the existing neighborhood serving liquor store use. Appropriate conditions of approval will be placed on this AUP to ensure the project complies with the City's Fresh Air Ordinance, and that any potential negative impacts will be appropriately mitigated.

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, as the development is existing, and the conditions of approval on the expanded use will mitigate any impacts.

The proposed use and its associated structures and facilities will not be detrimental to the public health or safety, the general welfare, or the environment, as conditioned. According to the Glendale Police Department, Adams Square Liquor is located in census tract 3025.04 which allows for 2 Off-Sale establishments. There are currently 3 Off-Sale licenses in this tract and Adams Square Liquor is one of the existing 3. Based on arrests and Part 1 crime statistics for census tract 3025.04 in 2023 there were 184

crimes, 42% below the city-wide average. Within the last year there were six calls for police service at the location, include a DUI and Well Being Check. The Police Department has recommended standard conditions of approval on the expanded liquor store use to mitigate any potential negative impacts to the community.

The expansion of the existing liquor store business to include new storage area is not anticipated to be detrimental to the community or adversely conflict with the community's normal development. The continued operation of the liquor store with the added storage area will not conflict with the adjacent land uses. There exist several sensitive land uses in the vicinity of the subject site: Kingdom Hall of Jehovah's Witnesses is located two properties to the north, approximately 50-feet north of the subject site. The Glendale Community College – Garfield Campus is located approximately 300-feet to the north along South Adams Street, while John Muir Elementary is located approximately 800-feet to the northeast along East Chevy Chase Drive. Adams Square Mini park is located approximately 500-feet to the south along South Adams Street. The liquor store has operated in a manner that avoids impacts to these adjacent land uses for years. The addition of the storage area to better facilitate store operations is not anticipated to create and I impacts above the existing conditions. Further, compliance with the draft conditions of approval will ensure impacts to surrounding properties are avoided.

Adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are provided for the proposed expansion of the existing use within the existing building. The addition of the storage area to the existing retail use, which replaces a previous retail use does not trigger the need to provide additional parking beyond what exists at the site.

Overall, the applicant's request to expand the existing business to provide 534-square foot additional storage area, is supportable based on the facts surrounding this application.

DRAFT FINDINGS

A. That the existing use will be consistent with the various elements and objectives of the general plan.

The proposed use will be consistent with the elements and objectives of the General Plan. The General Plan Land Use Element designation for the subject property is Commercial – Neighborhood. The site is located at the northwest corner of East Chevy Chase Drive and South Adams Street in the C1 (Neighborhood Commercial) Zone. The C1 zone is intended as a zone for small shopping centers, professional buildings, service centers and other commercial activities providing convenience goods and services to the surrounding residential neighborhood. Adams Square Liquor has been in operation since 1990. The minor expansion into the adjacent tenant suite to add 534-square feet of storage area will support the business' continued operation, which is

appropriate in this zone as a neighborhood serving retail use. Appropriate conditions of approval will be placed on this AUP to ensure the project complies with the City's Fresh Air Ordinance, and that any potential negative impacts will be appropriately mitigated.

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, as the development is existing, and the conditions of approval on the expanded use will mitigate any impacts.

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.

The proposed use and its associated structures and facilities will not be detrimental to the public health or safety, the general welfare, or the environment, as conditioned. According to the Glendale Police Department, Adams Square Liquor is located in census tract 3025.04 which allows for 2 Off-Sale establishments. There are currently 3 Off-Sale licenses in this tract. Adams Square Liquor is one of the existing 3. Based on arrests and Part 1 crime statistics for census tract 3025.04 in 2023 there were 184 crimes, 42% below the city-wide average. Within the last year there were six calls for police service at the location, include a DUI and Well Being Check. The Police Department has recommended standard conditions of approval on the expanded liquor store use to mitigate any potential negative impacts to the community. While the proposed AUP is for an off-site use, rather than an on-site use, the addition of storage area to the existing liquor store having an Department of ABC Type-21 License will not contribute to any adverse impacts associated with the oversaturation of licenses within the subject Census Tract.

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

The addition of a 534-square foot storage area to the existing Adams Square Liquor is not anticipated to be detrimental to the community or adversely conflict with community's normal development. The liquor store operates in a manner that avoids adverse impact with adjacent uses, including nearby sensitive uses. The approval of the AUP to expand into the adjacent tenant suite to add storage area is not anticipated to create novel impacts to adjacent land uses. There exist several sensitive land uses in the vicinity of the subject site: Kingdom Hall of Jehovah's Witnesses is located two properties to the north, approximately 50-feet north of the subject site. The Glendale Community College – Garfield Campus is located approximately 300-feet to the north along South Adams Street, while John Muir Elementary is located approximately 800-feet to the northeast along East Chevy Chase Drive. Adams Square Mini park is located approximately 500-feet to the south along South Adams Street. Approval of the proposed AUP gives the City opportunity to apply conditions of approval that serve to mitigate any potential impacts related to nearby sensitive uses.

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.

Adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are provided for the proposed expansion of the existing use within the existing building. The addition of the storage area to the existing retail use, which replaces a previous retail use does not trigger the need to provide additional parking beyond what exists at the site.

REQUIRED ADDITIONAL FINDINGS OF FACT FOR AN AUP FOR ALCOHOL SALES, SERVICE AND CONSUMPTION:

That all the criteria set forth in Section 30.49.030 (E) to be considered in making the findings in subsection A through D. above have all been met and thoroughly considered:

1. That where an existing or proposed on-site use is located in a census tract with more than the recommended maximum concentration of on-site uses or where an existing or proposed off-site use is located in a Census Tract with more than the recommended maximum concentration of off-site uses, both as recommended by the California Department of Alcoholic Beverage Control (ABC), such use does not or will not tend to intensify or otherwise contribute to the adverse impacts on the surrounding area caused by such over concentration as described in Finding B above.

2. That where the existing or proposed use is located in a crime reporting district with a crime rate which exceeds 20 percent of the city average for Part I crimes, as reported by the Glendale Police Department, such use does not or will not tend to encourage or intensify crime within the district because conditions of approval have been included in the approval of this application to ensure that any potential negative impacts will be appropriately mitigated, as described in Finding B above.

3. That the existing or proposed use does not or will not adversely impact any other uses within the surrounding area (church, public or private schools or college, day care facility, public park, library, hospital or residential use), for the reasons noted in Finding C above.

4. That adequate parking and loading facilities are or will be provided for the existing or proposed use or other reasonable alternatives satisfy the transportation and parking needs of the existing or proposed use as described in Finding D above.

5. That notwithstanding consideration in subsections 1 through 4 above, the addition of a 534-square foot storage area does serve a public convenience for the area because it would enhance the operation capacity of the neighborhood serving business in a manner that avoids novel adverse impacts. Conditions placed on the

approval of the project will ensure that it will not adversely impact nearby businesses and residential uses.

For more information or to submit comments, please contact the case planner, Nikola Hlady, NHlady@glendaleca.gov or (818) 937-8161.

ATTACHMENTS:

1. Location Map
2. Plans
3. Departmental Comments