

NOTICE OF PLANNING HEARING OFFICER PUBLIC HEARING

CONDITIONAL USE PERMIT NO. PCUP-004123-2024

LOCATION: 1001 NORTH BRAND BOULEVARD
Glendale, CA 91202

APPLICANT: V. Jospeh Pica for PICA+SULLIVAN Architects

ZONES: “C3” (Commercial Services) and “R-1250” (High Density Residential)

LEGAL DESCRIPTION: The western portion of Lot 1, Tract No. 5865 as per Map Book 64 Page 89, and a southwestern part of Lot 6, Block 15, Glendale Boulevard Tract as per Map Book 6 Page 184; and, the eastern portion of Lot 1, and Lots 2, 3, 4, and the western portion of Lot 5, Tract No. 5865 as per Map Book 64 Page 89, and the northwestern remaining portion of Lot 2, Lot 3, a portion of Lot 4, the remaining portion of Lot 6, and the remaining portion of Lot 25, Block 15, Glendale Boulevard Tract as per Map Book 6 Page 184, and a portion of street vacated as per Miscellaneous Record Book 107 Page 213.

APN: 5644-012-020 and 5644-012-021

PROJECT DESCRIPTION

The applicant is requesting approval of a Conditional Use Permit (CUP) to expand and enhance facilities for a place of worship, private school and day care center, including demolition of a 1,560-SF detached garage and second-floor dwelling unit, a new 7,135-SF parish assembly hall and its 1,400-SF covered arcade, a net 500-SF addition to the rectory, a 108-SF addition to the parish office, and site improvements for electrical, landscaping, lighting, including outdoor gathering areas, and the east parking lot will be reduced from 70 to 42 spaces, all in the Commercial Services (C3) Zone, and the existing west parking lot and drop-off/pick-up area for the day care center in the High Density Residential (R-1250) Zone will remain as-is with 138 spaces. The project includes an AB-2097 parking exception to allow 180 in lieu of 375 required off-street parking spaces.

CODE REQUIRES

- 1) A place of worship and a private school require a conditional use permit in the C3 Zone (Table 30.12-A, GMC Section 30.12.020).
- 2) A day care center, including its drop-off-/pick-up area, where operated at a place of worship, requires a conditional use permit in the R-1250 Zone (Table 30.11-A, GMC Section 30.11.020).

APPLICANT’S PROPOSAL

- 1) A conditional use permit to allow expansion and enhancement of the Incarnation Parish Campus as part of a proposed Master Plan, which includes demolition of one ancillary 1,560-SF detached garage and second-floor dwelling unit, construction of a new 7,135-SF parish assembly hall center and its 1,400-SF covered arcade, a net 500-SF addition and remodel to the rectory office building, and a 108-SF addition and remodel to the parish office building. Site improvements include an electrical upgrade with undergrounding, a new outdoor courtyard and garden, remodeling of the children’s playground, and landscape and lighting enhancements. The east surface parking lot will be reduced from 70 to 42 spaces and reconfigured for the new landscaping, courtyard, and new parish center.
- 2) The existing west parking lot will remain as-is with 138 spaces and its drop-off/pick-up area will continue to serve the Parish’s elementary and middle school, and preschool / kindergarten.

ENVIRONMENTAL DETERMINATION

The proposed project is categorically exempt from CEQA under Sections 15301, 15303, and 15331. The project qualifies under Class 1 for minor additions and alterations to existing facilities, Class 3 for new construction of 7,135-SF floor area in an urbanized area, and Class 31 for historical resource rehabilitation. The project does not trigger CEQA Section 15300.2 exceptions, as it avoids cumulative impacts, hazardous substances, and adverse effects on historic resources.

HEARING INFORMATION

The Planning Hearing Officer will conduct a public hearing regarding the above project in Room 105 of the Municipal Services Building, located at 633 East Broadway, Glendale, CA 91206 on **JUNE 25, 2025, at 9:30 am** or as soon thereafter as possible. The purpose of the hearing is to hear comments from the public with respect to zoning concerns for the project. The hearing will be held in accordance with Glendale Municipal Code, Title 30, Chapter 30.42.

The meeting can be viewed on Charter Cable Channel 6 or streamed online at GlendaleCA.gov/live. For public comments and questions during the meeting call 818-937-8100. City staff will be submitting these questions and comments in real time to the appropriate person during the Planning Hearing Officer Hearing. You may also testify in person at the hearing if you wish to do so. If the final decision is challenged in court, testimony may be limited to issues raised before or at the public hearing.

The staff report and case materials will be available prior to the hearing date at GlendaleCA.gov/agendas.

QUESTIONS OR COMMENTS

If you desire more information on the proposal, please contact the case planner, Alan Lamberg, at alamberg@glendaleca.gov or (818) 548-2140 or (818) 937-8158.

PROCEDURES

Any person having an interest in the subject project may participate in the hearing, by phone as outlined above and may be heard in support of his/her opinion. Any person protesting may file a duly signed and acknowledged written protest with the Director of Community Development not later than the hour set for public hearing before the Hearing Officer. "Acknowledged" shall mean a declaration of property ownership (or occupant if not owner) under penalty of perjury. If you challenge the decision of this project in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Glendale, at or prior to the public hearing. In compliance with the Americans with Disabilities Act (ADA) of 1990, please notify the Community Development Department at least 48 hours (or two business days) for requests regarding sign language translation and Braille transcription services.

When a final decision is rendered, a decision letter will be posted online at GlendaleCA.gov/planning/decisions. An appeal may be filed within 15 days of the final decision date appearing on the decision letter. All appeals must be filed using the City's online permit portal: GlendaleCA.gov/permits

Dr. Suzie Abajian, The City Clerk of the City of Glendale