



January 7, 2015

Sohail Barsum  
4607 Lakeview Canyon Road, # 190  
Westlake Village, CA 91361

**RE: 2360 PENNERTON DRIVE  
ADMINISTRATIVE EXCEPTION CASE NO. PAE 1422400**

Dear Mr. Barsum:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.070(E) for a maximum twenty (20) percent deviation from one or more numeric standards in this Title, the Community Development Department has processed your application for an Administrative Exception to allow the construction of a new three story 2,299 square-foot single-family house, without providing the required front and interior setbacks and minimum driveway depth in the "R1R" – Restricted Residential Zone, Floor Area Ratio District II, at **2360 Pennerton Drive** being Lot 16, Tract No. 10232, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL RECOMMENDATION:

The Community Development Department, after having conducted an Initial Study, prepared a mitigated negative declaration (MND) for the project (PEIF No. 2006-037). On February 27, 2007, the Director of Community Development approved the Initial Study prepared for the construction of a new single-family dwelling on a lot with an average current slope of 65 percent.

On June 21, 2007, the Zoning Administrator adopted the environmental document. The proposed revisions to the project do not significantly deviate compared to what was originally evaluated in the environmental document. Thus, staff determined that re-circulation of the MND is not required. An addendum was prepared to address changes in the project.

## REQUIRED/MANDATED FINDINGS

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

The proposed project involves the construction of a new three-story 2,299 square-foot single family house with two single car attached garages on a 7,800 square-foot lot. The lot has an irregular shape with an average current slope of 65 percent. The front of the lot along Pennerton Drive is narrow with an approximate width of 43.33 feet while the rear of the lot is wider with an approximate width of 108.2 feet.

A significant characteristic of the site is its steep downhill slope, which starts within a few feet of the front property line. Similarly, the majority of the lots along the south side of Pennerton Drive have steep downhill topography. For this reason, most of the properties in this neighborhood have been granted setback variances to construct a home and/or garage ranging from four to twelve feet from the front property line due to its topographic conditions. In the case of the subject site, its steep downhill slope from the street and narrow frontage make compliance with the required 15-foot front setback, a 10-foot interior setback along the sides and an 18-foot driveway depth infeasible without constructing numerous retaining walls and additional grading. In addition, the reduced front and interior setbacks and driveway depth reduction provides some flexibility in site planning and building design. The project proposes the following: a 12-foot front setback, an eight-foot setback along the sides (interior) and 14 feet, 6-inch driveway depth.

As previously indicated, existing site constraints, including the steep downhill slope at the front of the property and the narrow front width of the lot precludes reasonable development of the property. Deviation from the requested standards are the minimum necessary in order to achieve a design that does not require numerous retaining walls, significant grading and other methods of construction contrary to the City's hillside development guidelines as per section 30.33.040, GMC. Additionally, the lot is irregular in shape and the house is designed in an angular fashion. To require the minimum 15-foot front and 10-foot interior setbacks and an 18-foot driveway depth as required by the Zoning Code is impractical given the lot characteristics that would unduly restrict the use of the site for reasonable development of the proposed single-family residence.

**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 proposed development of a three-story 2,299 square-foot single-family house with a reduced front setback of 12 feet, an eight-foot interior setback at the sides and a 14 feet, 6-inch driveway depth will not be detrimental to the public welfare or injurious to the property or neighborhood. Over time, the majority of homes along Pennerton Drive with similar topographic and site characteristics were granted variances or exceptions for reduced front setbacks ranging from four to twelve feet from the front property line. For this reason, the existing homes along Pennerton Drive are located close to the street within a few feet from the front property line. In addition, the existing homes in the area were developed prior to 1991, at a time when interior setback standards were significantly less than the current 10-foot interior setback requirement. Similarly, the request for reduced front and interior setbacks, and a reduced driveway depth are not unreasonable requests. The proposed front and interior setbacks and driveway depth reduction is not out of character with the neighborhood as it exceeds the neighborhood 8-foot front setback average and interior setback average ranging from three to seven feet.

The subject site is located next to vacant lots. The proposed interior setback along the west side will have a minimum of approximately 8 feet, 2 inches towards the front of the house and gradually increases to 12 feet, 7 inches towards the rear. However, the reduced interior setback of eight feet at the west side, which abuts a developed property, will not compromise the existing home's open space, light and ventilation as a result of the development of a new house since the reduced setback occurs mainly towards the front of the house on the upper floor and gradually increases towards the rear and lower floors as noted above.

While the driveway depth is proposed at 14 feet, 6 inches, it is possible to park a small vehicle in this area and avoid the use of on-street parking. Further, the subject property is located within a few feet of a dead end street where vehicular traffic is not and should not be a problem in the future. Thus, the proposed development of a new single-family house will not create additional parking or traffic issues. The proposed house will be compatible with the neighborhood in terms of its use, site planning, open space and will be reviewed by the Design Review Board.

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

The proposed development of a single family house complies with the remaining "R1R" Floor Area Ratio District II, Zoning Code standards. The purpose of the administrative exception procedure is to provide a simplified means for considering applications for minor deviations from code standards for a three-foot front setback reduction, two-foot interior setback reduction and a three and a half foot driveway depth reduction. Granting the exception will allow reasonable development of the site and granting the exemption 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 Department.
- 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 DRB approval shall be obtained prior to issuance of a building permit.
- 4) That the premises be maintained in a clean orderly condition, free of weeds, trash, and graffiti.
- 5) That all mitigation measures listed in the Mitigated Negative Declaration resulting from the processing of Environmental Information Form/Initial Study No. PEIF 2006-037 and amendment dated November 2014 shall be met.
- 6) That the applicant shall comply with all mitigation measures recommended in the Indigenous Tree Report dated December 16, 2014 and addendum dated January 5, 2015.
- 7) That the applicant shall comply with all Engineering conditions stated in their memo dated December 10, 2014.
- 8) That the applicant shall comply with all GWP comments stated in their memo dated December 2, 2014.

- 9) That the applicant shall comply with all Urban Forestry Comments stated in their memo dated December 22, 2014 and January 6, 2015.

#### **APPEAL PERIOD, TIME LIMITS, LAPSE OF PRIVILEGES, TIME EXTENSIONS**

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 Building and Safety Division upon request and must be filed with the prescribed fee **prior to expiration of the 15-day period, on or before JANUARY 22, 2015**, in the Building and Safety Division, 633 East Broadway, Room 101.

#### **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://glendale.ca.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.

**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.

**REVOCAATION**

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 (Milca Toledo) 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.

Should you have any questions regarding this issue, please do not hesitate to contact the case planner, Milca Toledo during normal business hours at (818) 937-8181, between 7:30 a.m. to 3:30 p.m.

Sincerely,



Howard R. Malis  
City Resource Specialist

HM:MTOLEDO:sm

CC: City Clerk (K.Cruz); Police Dept. (Lt.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 (R.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.

**ADDENDUM TO MITIGATED NEGATIVE DECLARATION  
NEW SINGLE FAMILY HOUSE  
2360 PENNERTON DRIVE**

**INTRODUCTION**

On June 21, 2007, the Zoning Administrator adopted Final Mitigated Negative Declaration (MND) PEIF 2006-037 that evaluated the construction of a new 2,433 square foot single-family house with an attached 2-car garage on a vacant 7,800 square foot lot with an average current slope of 65% located in the "R1R"- Restricted Residential Zone. At the time of the proposal, the project required the approval of a Conditional Use Permit (CUP) because the average current slope of the lot exceeds 50%. The purpose of this addendum is to evaluate a new single family house proposed on the same lot that is similar in size and characteristics to the single family residence evaluated in the previously adopted MND.

**DISCUSSION OF PROJECT CHANGES**

The current proposal includes the construction of a new 2,299 square foot single-family house with two attached one-car garages. The site conditions have remained unchanged in that the topography of the site remains a steep down-hill lot with an average current slope of 65 percent.

**CEQA GUIDELINES**

Pursuant to Title 14 CCR Section 15162, Subsequent Negative Declarations, subsection (a), when a negative declaration has been adopted for a project, no subsequent negative declaration shall be prepared for that project unless the lead agency determines, on the basis of substantial evidence in the light of the whole record, one or more of the following:

- (1) Substantial changes are proposed which will require major revisions of the previous negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
- (2) Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or
- (3) New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous negative declaration was adopted, shows any of the following:
  - (A) The project will have one or more significant effects not discussed in the previous negative declaration;
  - (B) Significant effects previously examined will be substantially more severe than shown in the previous negative declaration;



Section 15164 of Title 14 CCR allows for the preparation of an addendum if some changes to a previously adopted negative declaration are necessary but none of the conditions described in Section 15162 calling for the preparation of a subsequent negative declaration have occurred.

## **ENVIRONMENTAL ANALYSIS**

### **Aesthetics**

As analyzed in Section A of the MND, no significant impacts to aesthetics are identified and no mitigation measures are required. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Agricultural Resources**

As analyzed in Section B of the MND, no impacts to agricultural resources are identified and no mitigation measures are required. No forest land could be converted to non-forest use under the proposed project. No additional agricultural or forest land will be lost as a result of the revised project. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Air Quality**

As analyzed in Section C of the MND, no significant impacts to air quality are identified and no mitigation measures are required. Results from the URBEMIS 2007 (Version 9.2.2) air quality modeling software, provided by the SCAQMD and CARB, indicate that the proposed project would not exceed thresholds for construction, area or operational impacts. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Biological Resources**

As analyzed in Section D of the MND, there are two protected oak trees on the site and one located on the adjacent property within 20 feet of the subject site. One oak tree is located on subject property in the lower center of the property and the second oak located on the subject site is located near the south property line below the proposed home. The third oak tree is located to the northeast side on the adjacent property. Similar to the previous proposal, the existing oak trees will be preserved and will not be impacted as a result of the new development. No impacts to biological resources are identified. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND. A new tree report dated December 16, 2014 and addendum dated January 5, 2015 was prepared by Craig Crotty Arbor Culture LLC and submitted by the applicant. Similar to the original tree report prepared in 2007, the new updated tree report also concluded that there are no significant impacts associated with development of the property and the existing trees. The recommendations presented in the arborist report will be included as a condition of approval if the project is approved.

### **Cultural Resources**

As analyzed in Section E of the MND, no impacts to cultural resources are identified and no mitigation measures are required. No new or substantially greater impacts would occur with

implementation of the revised project when compared to those identified in the previously adopted MND.

### **Geology and Soils**

As analyzed in Section F of the MND, no significant impacts to geology and soils are identified and no mitigation measures are required. However, the project is located in a landslide prone area. As with the previous project, the revised project will have less than significant environmental impacts with mitigation incorporated. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Greenhouse Gas Emissions**

Greenhouse Gas (GHG) Emissions are said to result in an increase in the earth's average surface temperature commonly referred to as global warming. This rise in global temperature is associated with long-term changes in precipitation, temperature, wind patterns, and other elements of the earth's climate system, known as climate change. These changes are now broadly attributed to GHG emissions, particularly those emissions that result from the human production and use of fossil fuels.

Climate changes resulting from GHG emissions could produce an array of adverse environmental impacts including water supply shortages, severe drought, increased flooding, sea level rise, air pollution from increased formation of ground level ozone and particulate matter, ecosystem changes, increased wildfire risk, agricultural impacts, ocean and terrestrial species impacts, among other adverse effects.

In 2006, the State passed the Global Warming Solutions Act of 2006, commonly referred to as AB 32, which set the greenhouse gas emissions reduction goal for the State of California into law. The law requires that by 2020, State emissions must be reduced to 1990 levels by reducing greenhouse gas emissions from significant sources via regulation, market mechanisms, and other actions.

Senate Bill 375 (SB 375), passed in 2008, links transportation and land use planning with global warming. It requires the California Air Resources Board (ARB) to set regional targets for the purpose of reducing greenhouse gas emissions from passenger vehicles. Under this law, if regions develop integrated land use, housing and transportation plans that meet SB 375 targets, new projects in these regions can be relieved of certain review requirements under CEQA. The Southern California Association of Governments (SCAG) has prepared the region's Sustainable Communities Strategy (SCS) which is part of the Regional Transportation Plan (RTP). Glendale has an adopted Greener Glendale Plan which meets regional greenhouse gas reduction targets, as established by SCAG and adopted by the ARB. The Greener Glendale Plan uses land use development patterns, transportation infrastructure investments, transportation measures and other policies that are determined to be feasible to reduce GHG.

It should be noted that an individual project's GHG emissions will generally not result in direct impacts under CEQA, as the climate change issue is global in nature, however an individual project could be found to contribute to a potentially significant cumulative impact.

The project would not result in cumulatively considerable impacts associated with GHG emissions since the update is consistent with the Greener Glendale Plan. The proposed project is substantially the same as a previously approved. As a result, no new impacts are anticipated

to result from the project. For the reasons above, the project will not conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases.

### **Hazards and Hazardous Materials**

As analyzed in Section G of the MND, no significant impacts to hazards and hazardous materials are identified and no mitigation measures are required. The revised project will not change the potential for impacts related to hazards and hazardous materials. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Hydrology and Water Quality**

As analyzed in Section H of the MND, all housing projects will follow Best Management Practices (BMPs) as specified by the NPDES permit and an approved SWPPP during construction, potential impacts associated with this issue will be reduced to a less than significant level. No significant impacts to hydrology and water quality are identified and no mitigation measures are required. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND..

### **Land Use**

As analyzed in Section I of the MND, no land use impact where identified and no mitigation measures are required. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Mineral Resources**

As analyzed in Section J of the MND, no impacts to mineral resources are identified and no mitigation measures are required. No additional land with mineral resources will be converted to residential development as a result of the revised project. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Noise**

As analyzed in Section K of the MND, no significant impacts to noise are identified and no mitigation measures are required. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

### **Population and Housing**

As analyzed in Section L of the MND, no impacts to population and housing are identified and no mitigation measures are required. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

## **Public Services**

As analyzed in Section M of the MND, no significant impacts to public services are identified and no mitigation measures are required. The changes to the project are similar to those identified in the MND; therefore, no new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

## **Recreation**

As analyzed in Section N of the MND, no impacts to recreation are identified and no mitigation measures are required. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

## **Traffic and Transportation**

As analyzed in Section O of the MND, no impacts to traffic and transportation have been identified as potentially significant. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

## **Utilities and Service Systems**

As analyzed in Section P of the MND, no significant impacts to utilities and service systems are identified and no mitigation measures are required. No new or substantially greater impacts would occur with implementation of the revised project when compared to those identified in the previously adopted MND.

## **CEQA FINDINGS**

This Addendum concludes that the proposed single-family residence will not result any of the circumstances requiring a subsequent or supplemental MND. The information and analysis in this Addendum shows that:

- (1) No substantial changes are proposed, or have occurred, in the previously evaluated project, which will require major revisions to the previously adopted MND due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
- (2) No substantial changes are proposed or have occurred with respect to the circumstances under which the project is undertaken that will require major revisions of the previously adopted MND due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; and
- (3) No new information as defined by Public Resources Code Section 21166 and *State CEQA Guidelines* Section 15162 related to the approved Project results in any new or more severe significant effects not discussed or shown in the previously adopted MND.

**CRAIG CROTTY  
ARBOR CULTURE LLC**

January 5, 2015

John Aslanian  
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Glendale, CA 91214  
818 517-0011581-8780  
[vatchik@vatchik.com](mailto:vatchik@vatchik.com)

**INDIGENOUS TREE REPORT  
ADDENDUM**

**RE:** Proposed Construction of a Single Family Dwelling  
located at 2360 Pennerton Drive, Glendale, CA 91206

This addendum further clarifies work procedures within the dripline of Oak Tree #1 located directly below the proposed new residence. These procedures are intended to minimize negative impacts to tree roots during placement of the lower retaining wall if the project is approved by the City of Glendale.

Recommendations (additional per this addendum)

- Any and all excavation or digging within the tree dripline should be done carefully by hand to discover and protect oak tree roots larger than one and a half inch in diameter.
- Careful soil removal may be done with hand tools or by compressed air.
- Root preservation may include use of boxing and bridging construction techniques as well as cushioned sleeves.
- All trench routes for utilities, or other uses such as landscape irrigation trenching, should be routed outside the tree protection zone or dripline.

Recommendations (original report):

- Monitor clearance pruning to raise and clear the west crown above the proposed work area.
- Install temporary protection fencing at the limit of construction before any site work begins. The fence is to be six feet height, chain link with poles driven into grade and to remain in place to the final completion of the project.
- Provide fine mesh fencing at lower two feet of the tree protection fence to prevent soil migration down slope over the root crown.
- At completion of retaining wall construction, restore original grades by removing built up soils over the root crown within the tree dripline; remove excess soil by hand, place beyond dripline.
- Monitor any work done within the tree protection zone (dripline plus one foot), especially excavation, trenching of any kind, and root pruning, if necessary.

**CRAIG CROTTY ARBOR CULTURE LLC**  
P.O. Box 246, Verdugo City, CA 91046 Tel. 818 636-4917  
[craigcrotty@arborconsultant.com](mailto:craigcrotty@arborconsultant.com)

**CRAIG CROTTY  
ARBOR CULTURE LLC**

December 16, 2014

John Aslanian  
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[vatchik@vatchik.com](mailto:vatchik@vatchik.com)

**INDIGENOUS TREE REPORT  
CITY OF GLENDALE**

**RE:** Proposed Construction of a Single Family Dwelling  
located at 2360 Pennerton Drive, Glendale, CA 91206

**Purpose and Description:**

The purpose of this report is to identify and discuss potential impacts to indigenous trees at the proposed construction of a single family dwelling and retaining walls at 2360 Pennerton Drive. The proposal is for a new house on the steep slope below the street. A site inspection was made on December 15, 2014

The site is a hillside, east facing slope, located above Glenoaks Canyon. It could be described as the outer, higher elevation edge of the oak woodland situated mostly in the valley below. Native oaks on this hillside are scattered outliers, the outer edge trees of the larger oak woodland.

The proposed residence would be the ultimate house at the north terminus of Pennerton Drive on the east side of the street. The home is accessed from street level with floors at and below street level. A series of three retaining walls are to be placed below the residential structure and above the larger of two oak trees located within the site boundaries.

There are two indigenous oak trees located within the site. One is encroached within the protection zone on the uphill, west side. The other site oak would not be encroached by construction. These two site trees are indentified as number one and two. One other indigenous oak tree is located off-site to the north, but the crown spread is near the north property boundary, and is thus included in the discussion.

**Summary**

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|---|
| Tree Removal- No proposed indigenous tree removals.<br>Tree Encroachment- Oak #1 significant encroachment.<br>Oak #2- no encroachment.<br>North Off site Oak- Minor encroachment. |
|---|

**CRAIG CROTTY ARBOR CULTURE LLC**  
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[craigcrotty@arborconsultant.com](mailto:craigcrotty@arborconsultant.com)

**PUBLIC WORKS: ENGINEERING  
- ROUBIK GOLANIAN**

Comments

No Comments

1. All surface drainage and subdrain flows shall be pumped and drained to Pennerton Drive.
2. The retaining wall portion of the existing wall fronting the property provides lateral support for Pennerton Drive and shall not be removed. Any modification to the existing wall shall be made by a Registered Civil Engineer licensed in the State of California to insure that the wall's structural integrity is not compromised. All wall modifications shall be submitted to the City for review and approval.
3. Provide a detailed earthwork calculations for the project

**Conditions:**

1. A separate Grading Permit issued by the City's Engineering Division is required.
2. A grading/drainage plan shall be submitted for the Engineering Division's review and approval, and shall be made a part of the building plans submitted with the shoring permit application, or if no shoring permit is required, with the building permit application.
3. A Tract map may be required. If required, the subdivision shall comply with all provisions of applicable State laws, the Subdivision Ordinances and the Glendale Municipal Code. All fees pertaining to subdivisions required by the Glendale Municipal Code and City Ordinances shall be paid in connection with the filing of the final map or prior to recording of final map, shall be based on the fees which are in effect at such respective times. In addition, survey monuments shall be set in accordance with the standards of the City Engineer's Office and to the satisfaction of the City Engineer. All monumentation work shall be performed by or under the supervision of a Licensed Surveyor, licensed in the State of California.
4. The subject property and this development must be connected to the City's Sanitary Sewer system. All costs involved in extending the sewer main line to serve the subject property shall be borne solely by the applicant at no cost to the City and to the satisfaction of the City Engineer.
5. The existing sanitary sewer system downstream of the project may not have the capacity to handle the additional sewage discharge generated by the proposed project. The proposed sewer lateral connection(s) shall be of adequate size to accommodate the needs of the proposed development.  
  
A sewage capacity increase fee will be assessed if no sewer system upgrades are required. The fee is based on the increase in sewage flow generated by the project compared to the sewage flow from the current use of the site.
6. The applicant shall dedicate to the City for street use purposes, strips of land of various wide, along the entire frontage of the property on \_\_\_\_\_. The dedicated portion shall be paved with new Portland Cement Concrete sidewalk pavement to match and join the new adjacent Portland Cement Concrete improvements.
7. The applicant shall dedicate to the City for street use purposes, portions of the property on \_\_\_\_\_, of sufficient area, in order to accommodate the ADA-compliant handicap ramps.

8. The applicant shall dedicate to the City for alley use purposes, a strip of land \_\_\_ feet wide.
9. A recorded ingress/egress, drainage and utility easement for the common private driveway is required. The easement shall be recorded against all the properties involved and shall be binding upon all owners, future owners, encumbrances, successors, heirs and assigns, and shall continue in effect until released by the City Engineer at the request of the owners, and based on the evidence that the easement is no longer necessary.
10. The property owner shall provide to the City, an Irrevocable Offer to Dedicate for street/alley use purposes, a strip of land \_\_\_\_\_ feet wide, along the entire frontage of the property on Name of street and/or description of alley, and if required, a portion of the \_\_\_\_\_ corner of the property, of sufficient area, in order to accommodate the future widening of the curb return and the construction of an ADA-compliant handicap ramp.
11. The property owner shall enter into a Covenant and Agreement with the City agreeing to pay for the total cost of improving or widening the roadway fronting their property, at such time when the City elects to improve or widen Name of street. The cost of improving or widening the roadway shall include, but not be limited to, all new Portland Cement Concrete curbs, gutters and sidewalks, new asphaltic concrete pavement, including the resurfacing of the street to its centerline, relocation and/or modification of driveway apron, relocation of utilities or adjustment to the new finished street surface, removal of existing street trees or tree roots, planting new trees and landscaping. This Covenant and Agreement shall be recorded against the property and shall be binding upon its owners, future owners, encumbrances, successors, heirs and assigns, and shall continue in effect until released by the City Engineer at the request of the owner, and based on the evidence that the terms of the Covenant and Agreement has been satisfied or is no longer necessary.
12. The applicant shall grant to the City a driveway apron easement along the frontage of the property on Pennerton Drive, of sufficient area to accommodate the construction of the entire proposed driveway apron to be located within the easement.
13. The method of discharge of the onsite drainage shall be approved by the Director of Public Works:
- a. All roof, on-site drainage, and subdrain shall be conveyed to the street via sheet flow through the driveway apron or cast iron pipes/parkway drains from the property line and exiting through the curb per Standard Plans for Public Works Construction, and under separate permit.
- b. Drainage from all new improved surfaces ~~roof and on-site drainage~~ shall be conveyed to the street via cast iron pipes and/or parkway drains from the property line and exiting through the curb per Standard Plans for Public Works Construction, and under separate permit.
- c. All onsite drainage inlet devices shall meet the NPDES requirements, and the applicant shall enter into a Covenant and Agreement with the City for the replacement, installation and continued maintenance of all NPDES-related drainage inlet devices on the property and granting inspection rights to the City.



14. The applicant shall perform at its sole expense, and at no cost to the City, the following street improvements along the entire frontage of the property on Pennerton Drive in accordance with the Standard Plans for Public Works Construction, to match and join the existing street improvements, under separate permit, and to the satisfaction of the City Engineer:
- a. Remove all existing curb and gutter, ~~driveway aprons, and sidewalk~~, and construct new Portland Cement Concrete integral curb and gutter ~~sidewalk, and driveway apron~~ along the entire frontage of the property in Pennerton Drive.
  - b. Remove all broken/damaged/deteriorated curb, gutter, sidewalk, landscaping and irrigation along the entire frontage of the property and construct new Portland Cement Concrete integral curb and gutter, sidewalk, landscaping and irrigation per the Standard Plans for Public Works Construction, to match and join the existing street improvements, under separate permit, and to the satisfaction of the City Engineer.
  - c. Any unused driveway apron shall be removed and replaced with new Portland Cement Concrete integral curb and gutter, sidewalk, landscaping and irrigation as necessary.
  - d. Construct the proposed driveway apron ~~and the sidewalk immediately behind the new apron~~ with new 6-inch Portland Cement Concrete pavement. The entire proposed driveway shall conform to Chapter 30.32.130 of the Glendale Municipal Code. Driveway profiles shall comply with the Code. Construct new PCC curb and gutter along the entire frontage of the property.
  - e. Construct new Portland Cement Concrete curb and gutter fronting the entire property in xxxxxxxx xxxx.
  - f. Construct new \_\_\_\_\_-foot wide Portland Cement Concrete sidewalk adjacent to the property line.
  - g. Construct new ADA-compliant handicap ramp at \_\_\_\_\_.
  - h. Widen the \_\_\_\_\_ half of \_\_\_\_\_ by \_\_\_\_\_ feet in order to obtain a half roadway width of \_\_\_\_\_ feet. The widened portion of the roadway and any additional pavement removals shall be paved with a minimum pavement structural section of 1-1/2 inches of Asphalt Rubber Hot Mix (ARHM) pavement over 4-1/2 inches of asphaltic concrete pavement over 6 inches of crushed aggregate base, or the required pavement structural section based on engineering calculations prepared by a Registered Civil Engineer licensed in the State of California and submitted to the City for review and approval.
  - i. Grind 2-1/2 inches off the existing asphaltic concrete pavement on the southerly half of Fairview Avenue and replace the same with 1-1/2 inches of new AC pavement (to match existing pavement type) over 1 inch Asphaltic Concrete leveling course.
  - j. The entire width of the alley fronting the property shall be reconstructed with new 6-inch Portland Cement Concrete pavement.
  - k. The alley approach on \_\_\_\_\_ adjacent to the site shall be reconstructed with new Portland Cement Concrete per the Standard Plans for Public Work Construction.

- l. The entire asphaltic concrete roadway pavement within the vicinity of the property will be inspected after the completion of the construction of the project. In the event of damage, as a result of construction-related activities, the applicant may be required to perform additional street improvement repairs, up to the reconstruction of the asphaltic concrete pavement and the restoration of all parking restriction curb painting, traffic delineation, striping, and pavement markings, per California Department of Transportation (CALTRANS) Standards, at no cost to the City and to the satisfaction of the Director of Public Works.
- m. The applicant shall bear all costs involved in the relocation/reconstruction and/or adjustment to new finished grade of all utilities (underground and overhead) within the public right-of-way that may be affected by the proposed street improvements, and shall coordinate all such work with the respective utility companies, including the Los Angeles County Department of Public Works, Glendale Water and Power, and the City's Traffic and Transportation Division. In addition, the applicant shall restore all traffic lane striping, curb painting and markings, and pavement markings to the satisfaction of the City Engineer.
15. Separate permits are required for all work within the public-right-of-way. The applicant shall bear all fees for the necessary permits and construction inspections for work within the public right-of-way.
16. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including filing of a Notice of Intent with the Los Angeles Regional Water Quality Control Board, and the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project. In addition, the applicant shall submit an approved Standard Urban Stormwater Mitigation Plan (SUSMP) to be integrated into the design of the project.
17. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project. In addition, the applicant shall submit an approved Standard Urban Stormwater Mitigation Plan (SUSMP) to be integrated into the design of the project.
18. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project.
19. A dual sump pump design is required for basement or subterranean parking.
20. Street improvement plans prepared by a Registered Civil Engineer licensed in the State of California shall be submitted to the Engineering Division and the Los Angeles County Department of Public Works (catch basin relocation) for review and approval. In addition, the improvement plans shall show the location and/or the relocation/reconstruction of all existing and proposed utilities, including their underground structures (i.e. water meters, pull boxes, valves, manholes, street lights, fire hydrants, etc.).

- 21. The existing slopes above the proposed project may be subject to surficial slumping and sliding during the rainy season or with landscape watering. The Geotechnical and Geological reports shall provide an assessment of surficial stability of the slope and a determination as to whether mitigation measures are necessary for the protection of life and property associated with this project.
- 22. The site is located within a Earthquake-induced Landslide Zone as indicated in the State of California Seismic Hazard Zones Map (  Pasadena Quadrangle) issued by the California Department of Conservation, Division of Mines and Geology. The Geotechnical and Geological reports shall contain the Geotechnical Engineer's and Geologist's findings and recommendations on all matters pertaining to the stability of the site and adequacy of all structures, retaining walls, drainage etc. This requirement is to fulfill the above major concern regarding earthquake-induced landslide conditions.
- 23. The site is located within a Liquefaction Zone as indicated in the State of California Seismic Hazard Zones Map (  Burbank Quadrangle) issued by the California Department of Conservation, Division of Mines and Geology. The Geotechnical and Geological reports shall contain the Geotechnical Engineer's and Geologist's findings and recommendations on all matters pertaining to the stability of the site and adequacy of all structures, retaining walls, drainage etc. This requirement is to fulfill the above major concern regarding liquefaction conditions.
- 24. The submitted site plan shows the proposed \_\_\_\_\_, to be constructed over an existing \_\_\_\_\_ easement. This creates an obstacle to the maintenance or replacement/repair of the existing structure/pipes/conduits within the easement. No permanent structure, footing, foundation, or any portion thereof, shall be located within the existing easement.
- 25. The applicant shall submit to the Engineering Division, drawings (Plans, profiles, cross-sections, detail drawings, etc.) which show that the proposed structure is designed so that no portion of its footings is located within the easement. In addition, the footings for the proposed structures adjacent to the easement shall be designed with sufficient depth to ensure that no structural surcharge is imposed upon the existing pipe and/or conduit or upon the potential open trench during replacement/repair operations for maintenance purposes.
- 26. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

**Case-specific Code Requirements: (not standard code requirements)**

**Suggested conditions: (may or may not be adopted by Hearing Officer)**

Case No.: None

Address: 2360 Pennerton Drive

Case Planner: Milca Toledo

Name: \_\_\_\_\_ Date: 12/10/14

Title: Director of Public Works

Telephone: Public Works/Engineering – X 3945

CITY OF GLENDALE  
**INTERDEPARTMENTAL COMMUNICATION**

**DATE:** December 02, 2014

**TO:** Milca Toledo & Mark Berry, Community Development Department

**FROM:** Gerald Tom, GWP Water Engineering  
Varoojan Avedian, GWP Electrical Engineering

**SUBJECT:** 2360 Pennerton Drive

Glendale Water & Power (GWP) Engineering has reviewed the plans for 2360 Pennerton Drive.

Requirements are as follows:

**Electric Engineering**

**Customer Service (818) 548-3921**

- Project to contact GWP Customer Service Engineering to determine electric service requirements before starting the permitting process. Final construction plans must incorporate the electric service plan information for GWP Electric Engineering to sign off the building plan application.
- Permanent structures above ground will not be allowed under high voltage power lines, with the exception of fencing (e.g., wood, chain link, or block wall). All fences shall comply with the required overhead line clearances as specified by GWP Customer Service Engineering. In order to build any fencing, contact GWP Customer Service Engineering to obtain a Permit to Occupy (PTO) application and pay applicable fee.
- Project to provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
- The location of power poles shall be clearly shown on the proposed plans for approval. Project to maintain a minimum of five (5) feet clearance from face of power pole in all horizontal directions. Clearance shall extend from below ground level and clear to sky. Contact GWP Customer Service Engineering to obtain pole height and line clearance requirements.
- Project is responsible for supporting and maintaining of GWP owned poles, overhead power lines and underground conduits, power lines and any other appurtenances in a safe and as-is condition.

**Fiber Optics (818) 548-3923**

- No conflict.

**Street Lighting (818) 548-4877**

- No Conflict

**Transmission & Distribution (818) 548-3923**

- The existing electrical facilities (vaults, pull boxes, power poles, etc.) shall be protected in place and be accessible to GWP personnel at all times.
- Any work to be done by GWP, as a result of this project, shall be coordinated with GWP Electrical

Engineering Department in advance at the project's expense.

- Project personnel are responsible for maintaining a ten foot (10') radial clearance from all overhead electrical lines during construction, including construction equipment. If the ten foot (10') radial clearance cannot be met, contact GWP Electrical Engineering Department to determine the appropriate actions. Any work required by GWP to maintain proper clearance shall be done at the project's expense.
- The project is responsible for maintaining minimum clearance of eighteen inches (18") from the face of the power pole to the curb or driveway.
- Additional comment(s) and/or attachment(s).  
There is a power pole on the south west corner of this lot. There is a down guy and anchor on the south property line and a sidewalk anchor on the west property line of the lot. These shall be shown on the plans and shall be protected in place.

### Water Engineering

#### **Potable Water (818) 548-2062**

- Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
- All water facilities shall be protected in place during construction of the subject project. All water valves, water meter boxes, water vaults and fire hydrants must be relocated and set to finished grade when necessary at project's expense.

#### **Recycled Water (818) 548-2062**

- No conflict.

#### **Backflow Prevention (818) 548-2062**

- No conflict.

Glendale Water & Power Engineering has no other issues or comments related to this project.

Varoojan Avedian  
Senior Electrical Engineer

Gerald Tom  
Senior Civil Engineer



VA/GT:bo

## INTERDEPARTMENTAL COMMUNICATION

### PROJECT COMMENTS – 12/8/2014

#### Revised Comments – 12/22/2014

**Location:** 2360 Pennerton Drive.

**Project No.:** Not Yet Assigned

You may review complete plans, maps and exhibits in our office. We appreciate your consideration and look forward to your comments.

#### **MAJOR CONCERNS:**

##### Street Trees

No presence of the street trees at the location.

##### Indigenous Trees

This project poses serious impact to indigenous trees.

#### **CODE REQUIREMENTS:**

##### Street Trees

No requirements for the street trees at the location.

##### Indigenous Trees

Glendale Municipal Code 12.44 Indigenous Trees Ordinance.

#### **SUGGESTED CONDITIONS:**

##### Indigenous Trees

Before comments can be made Forestry is requesting an updated tree report prepared by a consulting arborist to replace the previous 2007 report prepared by Craig Crotty, Arbor Culture January 8, 2007. New report must address current Indigenous Tree Ordinance requirements and include updated site plan showing accurate drip lines, elevations and distances from the oak tree trunks to proposed construction.

The report will also need to address impact of the project on indigenous trees, including but not limited to hydrology, view issues, soil slippage, protections and monitoring and effect of proposed retaining walls at the rear of the structure.

Applicant has submitted a certified arborist letter-style narrative prepared by John Windsor, Certified Arborist, dated November 26, 2014; however, this document lacks the level of detail that is required for this project. (This is a new submittal that will require a new Indigenous Tree Report prepared by a consulting arborist.)

**12-22-14**

- 1. Required Updated Tree Report dated December 16, 2014 prepared by Craig Crotty; Consulting Arborist has been submitted for review and approval. Project will encroach into the drip line of 3 existing, naturalized oaks located down slope and adjacent to project footprint.**
- 2. Retaining walls associated with this project appear supportable by Forestry. All recommendations contained in this report shall be closely adhered to. The Consulting Arborist shall be present to supervise all phases of construction within the trees' protected zone, TPZ, currently defined as drip line plus 1 foot.**

**1-6-15**

- 1. Applicant shall adhere to all recommendations contained in the approved arborist addendum report dated January 5, 2015 prepared by Craig Crotty, Consulting Arborists**

**Environmental Information Form Comment Sheet Attached (Page 3): Yes or No X**

**INTERDEPARTMENTAL COMMUNICATION**  
**ENVIRONMENTAL IMPACT COMMENTS**

**Location:** 2360 Pennerton Drive. **EIF No.:** \_\_\_\_\_

\_\_\_\_\_ The project **would not** have adverse environmental effects on areas regulated by this Division/Section.

The project **would** have potential environmental impacts on areas regulated by this Division/Section identified below.

POTENTIAL ENVIRONMENTAL IMPACT(S):

Indigenous Trees

PROPOSED MITIGATION MEASURE(S):

**INDIGENOUS TREE PROTECTION MEASURES**  
**2360 Pennerton Drive 12/22/2014**

1. All project plans; including grading, site improvements, utility locations, and landscaping shall indicate the exact trunk location of the native oak(s) and its protected zone. Construction is to be completed without negative direct impact on native tree(s) of the subject site.
2. Applicant is permitted to perform work near 3 protected coast live oak trees for the purposes of developing subject property, including the construction of a single family house, retaining walls and driveway. Applicant shall adhere to all recommendations contained in the approved arborist report dated December 16, 2014 prepared by Craig Crotty, Consulting Arborists. Permission is contingent upon the City of Glendale approval of the proposed plan for site development.
3. On the project site and adjacent to the project site there are approximately 3 protected trees; 2 of these trees are on the property site and 1 are within 20 feet of the property, therefore, an Indigenous Tree encroachment permit (s) from the Public Works Building and Safety Division will be required. Current permit fee is \$659 and may be subject to change based on Fee Schedule at the time of permit issuance.
4. Applicant will employ the Arborist of Record (AOR) for professional arboricultural services for further advice and oversight of this project. A signed copy of the AOR contract will be submitted as part of the approval process.
5. All recommendations contained in the approved arborist report will be adhered to carefully. All work within the protected zone of affected trees will be directed by the AOR.
6. The AOR will notify the City of any unsatisfactory conditions or of any non-compliance issues with conditions of approval or Indigenous Tree permit conditions. Site monitoring is required and will be supported by regular reports submitted to the City of Glendale Public Works Division as a condition of approval.
7. Inspection of the protective tree fencing installation is required prior to any site disturbance, including grubbing, demolition and mobilization. Contact the Public Works Forestry Section at (818) 548-3950 to arrange for inspection. The fencing installation shall be maintained per approved tree report.
8. City will require post-construction monitoring of protected trees and the applicant must plant new indigenous trees to replace any that die as a result of impacts from construction. The AOR will



prepare a Monitoring Plan for the oak trees impacted by this project, and will conduct all post-monitoring inspections. Frequency for all inspections will be at the discretion of the Urban Forester, which will be based on findings of the AOR's last report and approved Monitoring Plan, and determined at the end of the project, but before final sign-off.

9. All site development plans, including grading, planting and irrigation and their installation are subject to approval by the Public Works Department.
10. The approved Indigenous Tree Permit shall be maintained on the project site at all times and shall be presented upon request to any City official.
11. In general, take such steps as necessary to protect roots, bark, trunk, branches and leaves from injury during construction.
12. Monitor protected trees for drought stress throughout construction and irrigate as needed to maintain health.
13. Maintain three inches (3") of natural leaf litter beneath the dripline of each protected tree. Use approved organic mulch if leaf litter is not available.
14. No herbicides shall be used within one hundred feet (100') of any protected tree unless approval is provided in writing by the Director of Public Works.
15. No tools, equipment, materials, vehicles, debris, paint, concrete, mortar, cement, stucco, paint, solvent, excess soil or other foreign materials shall be placed within the protected zone of any protected tree at any time, except as authorized by the Director of Public works.
16. All utility improvements with installation of hook-up boxes, including but not limited to water, sewer, electrical, cable and phone lines are to be located outside the indigenous tree protected zone (TPZ). Utility lines shall be routed outside of the protected zone of protected trees, unless otherwise approved by the Director of Public Works.
17. Any approved excavation within the protected zone of any protected tree shall be performed with hand tools only under the direct observation of the designated project arborist at all times. Light construction equipment may be used with the written approval of the Director of Public Works.
18. Excavate and tunnel beneath roots one-inch (1") in diameter and greater where feasible. Roots to be removed shall be pruned with a sharp pruning tool at the edge of the excavation. Cover temporarily exposed roots with moist burlap until backfill occurs.
19. All approved pruning or cutting of roots shall be performed under the supervision of AOR in accordance with The Pruning Standards of the Western Chapter of the International Society of Arboriculture.
20. Contact the Public Works Maintenance Services Forestry section upon completion of work for Final Inspection and card sign-off.
21. Failure to comply with these mitigation measures may result in work stoppage and will result in fee of \$1,000.00 per tree, per violation. Work shall resume only when the City of Glendale deems reparations satisfactory.
22. Questions should be directed to the Public Works Department Permit Services Center at (818) 548-3200.

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Property Owner Signature

Date