



February 16, 2018

Rodney Khan
1111 North Brand Boulevard, Suite 403
Glendale, CA 91202

**RE: 1146 NORTH BRAND BOULEVARD
PARKING REDUCTION PERMIT NO. PPRP 1720155**

Dear Mr. Khan:

On February 14, 2018, the Planning Hearing Officer conducted and closed a public hearing, pursuant to Section 30.50.040, subsection D. of the Glendale Municipal Code, on your application for a Parking Reduction Permit No. PPRP 1720155, to allow a 972 square-foot addition to the second story of an existing 3,097 square foot medical office building, providing nine (9) parking spaces, where 20 parking spaces are required, located at **1146 North Brand Boulevard**, in the "C3" - Commercial Service Zone, described as Lots 4, Tract No. 1970, in the City of Glendale, in the County of Los Angeles.

CODE REQUIRES

- (1) Twenty (20) on-site parking spaces are required for a 4,069 square foot medical office building - (Five (5) spaces per 1,000 square feet).

APPLICANT'S PROPOSAL

- (1) A Parking Reduction Permit to allow a 972 square-foot addition to an existing 3,097 square-foot medical building without providing the additional required parking (5 spaces). A previous parking reduction permit was approved for the existing 3,097 square-foot building. No changes are proposed for the 9 existing on-site parking spaces.

ENVIRONMENTAL DETERMINATION

This project is exempt from environmental review as a Class 1 "Existing Facilities" exemption, pursuant to Section 15301 of the State CEQA Guidelines because the project involves negligible expansion of an existing use.

REQUIRED/MANDATED FINDINGS

After thorough consideration of the statements contained in the application, the plans submitted therewith, the report by the Community Development Department staff thereon, and the statements made at the public hearing with respect to this application, the Planning Hearing Officer has **GRANTED WITH CONDITIONS** your parking reduction application based on the following:

For a parking reduction permit based on findings pursuant to Section 30.50.040, subsection D. regarding any other circumstance where the applicant wishes to request a parking reduction. Such reduction may be granted where the review authority finds that:

1. The parking need for the land use is not as great as for similar land uses or the parking requirement for the land use established in the Zoning Code is greater than what will be needed by the land use. Additional parking will not be required for the new addition due to the specialized use and operation of the building. A significant amount of the floor area is used only for surgical procedures that require large pieces of medical equipment. The surgical center space is used for one surgery at a time and the medical office space is not operational when the surgery center is being used. Approximately four employees are needed to operate the business. The new floor area proposed to be added (approximately 972 square feet currently attic space used for storage) is for Doctor Harry Hovanessian's office space and restroom when he is at this facility. Doctor Hovanessian's main offices are located at 409 North Central Avenue at his primary Eye Care and Eye Exam facility. The exterior of the building will not be changed except for the addition of exterior exit stairs in order to meet Building Code requirements. Surgeries will be performed predominantly on Wednesday and Thursday afternoons, and occasionally on Saturday mornings. The remainder of the time the new floor space will not be used.
2. The intent of the parking regulations, in compliance with all other applicable provisions of this Chapter, is met. Parking regulations are intended to provide sufficient on-site parking for a land use and avoid negative impacts to surrounding uses by reducing parking demand and traffic congestion. The existing building has been used for medical offices since 1980 (with the addition of the Surgical Center in 2015) without noted impacts to the surrounding neighborhood and uses. The conversion of attic space to a doctor's office and restroom will not increase the need for additional parking. Therefore, the intent of the parking regulations to provide enough on-site parking will be met. In addition, traffic circulation will continue to meet City standards as no changes will be made to the existing driveway and parking area.
3. Sufficient parking would be provided to serve the use intended and potential future uses of the subject parcel. As noted above, the existing building was used for medical uses for the last 38 years, with the addition of the Surgical Center for the past three years, with sufficient parking. The proposed medical use, with the eye surgery center addition, will be occupied by one tenant with surgeries and office hours not conducted at the same time. The complimentary use and operation of the addition will not increase the need for additional parking. Therefore, sufficient parking will be provided for the proposed and future use of the building. The applicant provided the number of spaces required for each land use on an hourly basis between 6 am to midnight. The numbers provided show that a maximum of nine spaces will be needed between 10 a.m. and noon on a weekday; all other times required less than nine spaces. A maximum of eight spaces will be needed between 10 a.m. and noon on Saturdays. The site will contain nine spaces.

CONDITIONS OF APPROVAL

APPROVAL of this Parking Reduction Permit shall be subject to the following conditions:

1. The development shall be in substantial accord with the plans submitted with the application and presented at the hearing except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Planning Hearing Officer.
2. All necessary licenses or permits as required from Federal, State, County or City shall be obtained and kept current at all times, including a Business Registration Certificate from the City of Glendale.
3. The facilities shall not be rented, leased or otherwise occupied for purposes not specified in these applications.
4. The parking reduction permit is valid for the specific use for which it was granted or similar land use (as determined by the Planning Hearing Officer in concurrence with the Director of Community Development). The permit runs with this specific land use as long as there is not intensification of the use or that other uses proposed will not require more parking as provided herein as determined by the Planning Hearing Officer.
5. The medical offices and surgery center shall not be used at the same time.
6. Any expansion or modification of the facility or use which intensifies the existing use shall require a new Parking Reduction 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.
7. The premises shall be maintained in a clean and orderly condition, free of weeds, trash and graffiti.
8. Access to the premises shall be made available upon request to all City of Glendale authorized staff (i.e. Community Development Department, Fire Department, Police Department, etc.) for the purpose of verifying compliance with all laws and the conditions of this approval.
9. An Acceptance Affidavit accepting the parking reduction permit and all its conditions shall be signed and notarized and submitted to the Planning Hearing Officer prior to the issuance of a Business Registration Certificate.
10. The authorization granted herein shall be valid for a period of **TEN (10) YEARS, UNTIL FEBRUARY 16, 2028**, at which time, a reapplication must be made.

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 **MARCH 5, 2018**, at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00 pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 p.m. to 5 p.m.

APPEAL FORMS available on-line: <http://www.glendaleca.gov/appeals>

TRANSFERABILITY

This authorization runs with the use for which it was intended for and approved. In the event the property is to be 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.

REVOCACTION, CONTINUING JURISDICTION

Section 30.16.610 of the Glendale Municipal Code, 1995, provides for the Director of Community Development to have continuing jurisdiction over any Parking Reduction Permit which is or has been granted and may revoke any Parking Reduction Permit in whole or in part at any time for failure to comply with any condition or requirement imposed at the time of approval.

GMC CHAPTER 30.4 PROVIDES FOR

Termination

Every right or privilege authorized by a Parking Reduction Permit 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.

Extension

An extension of the Parking Reduction Permit 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 use permit.

Cessation

A Parking Reduction Permit may be terminated by the review authority upon any interruption or cessation of the use permitted by the Parking Reduction Permit for one year or more in the continuous exercise in good faith of such right and privilege.

NOTICE – subsequent contacts with this office

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner. This would include clarification and 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, Kathy Duarte, during normal business hours at (818) 937-8163 or via e-mail at kduarte@glendaleca.gov.

Sincerely,



Laura Stotler
Planning Hearing Officer

LS:KD: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. Alshanti/B.Ortiz/E.Olsen); 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/J.Cawn); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna); S.Bersell; B.Dumler; T.Kevonian; N.Lioce; and case planner Kathy Duarte.