



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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glendaleca.gov

May 21, 2019

Rodney Khan
Khan Consulting, Inc
1111 N. Brand Boulevard, Suite 403
Glendale, CA 91202

**RE: 1811 SOUTH GLENDALE AVENUE
PARKING REDUCTION PERMIT NO. PPRP1831223
(ARMENIAN YOUTH ASSOCIATION OF CALIFORNIA)**

Dear Mr. Khan:

On May 15, 2019, the Planning Hearing Officer conducted and closed a public hearing, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.49, on your application for a Parking Reduction Permit to allow a reduction of 34 parking spaces (55 spaces required; 21 spaces provided) to accommodate the construction of a 36 square-foot addition at the ground level and a new 2,067 square-foot, second story office addition to an existing one-story, 3,994 square-foot, commercial building (constructed in 1965), on a 15,037 square-foot site located in "C3-1" - Commercial Service, Height District I Zone, located at **1811 South Glendale Avenue**, described as Lots 6, 7, 8, 9 and 10, Tract 5824, in the City of Glendale, County of Los Angeles.

CODE REQUIRES

(1) Approval of a Parking Reduction is required to decrease the number of required off-street parking spaces for a place of assembly in the C3 zone. Places of assembly require 28.6 parking spaces per 1,000 square-feet of seating or viewing area. The assembly area for the Armenian Youth Association is 1,918 square-feet and, therefore, requires 55 parking spaces.

APPLICANT'S PROPOSAL

(1) To reduce the number of required off-street parking spaces for a place of assembly use (21 parking spaces proposed; 55 parking spaces required) in the C3 zone.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption pursuant to State CEQA Guidelines Section 15301 (e) (1) because the proposed additions are less than 2,500 square-feet of floor area.

After considering the evidence presented with respect to this application, the Director of Community Development has **APPROVED WITH CONDITIONS** your request based on the following findings:

REQUIRED/MANDATED FINDINGS

After thorough consideration of the statements contained in the application, the plans submitted therewith, the report by the Community Development staff thereon, and statements made at the public hearing with respect to this application, this parking reduction permit application is **APPROVED** based on the following:

GMC 30.50.040 Findings of Fact

D. For 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; and**

The Armenian Youth Association of California (AYAC) provides services for at-risk youth, personal development and cultural education. The AYAC has operated a Youth Assembly Hall at the subject site since 1996, for which three previous variances (1996, 1998 and 2003) and a parking reduction permit (2013) were approved to allow the establishment to operate with 21 spaces. At present, the project site is developed with one-story, 3,994 square-foot, commercial building that consists of a 1,918 square-foot multi-purpose room (assembly use) and 2,076 square-feet of rooms that support AYAC's operations (such as office, conference room, kitchen, storage and restrooms). AYAC is proposing to improve the subject one-story commercial building with a 36 square-foot addition at the ground level and construct a new 2,067 square-foot, second story for administrative offices.

The proposed addition is an expansion of the current building and therefore requires a new parking use permit. However, the AYAC is not a typical assembly use and does not require as much parking as required for the land use established in the Zoning Code. Places of assembly require 28.6 parking spaces per 1,000 square feet of seating or viewing area, per Code. The subject one-story, 3,994 square-foot, commercial building consists of a 1,918 square-foot multi-purpose room (assembly use) and 2,076 square-feet of rooms that support AYAC's operations (such as offices, conference room, kitchen, storage and restrooms); Code would require a total of 55 parking spaces for the assembly portion of the building. For the past 22 years, AYAC has operated at this location with the same amount of assembly use area with 21 parking spaces, based on three variance approvals and a parking reduction permit to operate with a reduced in amount of required parking, without any parking impacts to the use or adjacent neighbors. AYAC is different from a typical assembly facility or auditorium type use in that it provides educational and meeting facilities for very specific disciplines and cultural groups, and services for small-focused clientele (at-risk youth and personal development). AYAC is proposing to improve the subject one-story commercial building with a 36 square-foot addition at the ground level (at the front entries) and a new 2,067 square-foot second story for office purposes. Because the proposed additions will be for improving back office support operations to support the primary assembly use and not expanding or adding assembly areas, the Zoning Code does not require additional parking spaces for the new second floor area for administrative offices. Nevertheless, because of the expansion of the building, a new parking reduction permit is required.

2. The intent of the parking regulations, in compliance with all other applicable provisions of this chapter, is met; and

The purpose of parking regulations is to provide for suitable and sufficient off-street parking facilities so that nearby land uses are not negatively impacted, and to protect the public safety by lessening traffic congestion on public streets. AYAC is proposing to construct a modest 36 square-foot addition to the ground level and a 2,067 square-foot second story, while maintaining the existing 21 on-site parking spaces. The additions will be for administrative offices supporting the organization's operations, and will not be used for assembly purposes. The operation of the new offices will be during typical business hours (8:00 a.m. until 5:00 p.m.) Monday through Friday, and on limited occasions during the weekends during the day. The assembly activities will continue to occur during the late afternoon/evening hours during weekdays and on weekends. As a result, the parking demand of the two internal functions of the establishment will be reciprocal in nature and may minimally overlap during late business hours.

Based upon parking counts for a typical weekday and weekend, as noted in the parking study submitted by the applicant, the peak utilization for the parking lot occurred during the evening hours, where a maximum of 19 of the 21 parking spaces were used at 8 p.m. on weekdays and a maximum of 18 of the 21 parking spaces were used between hours of 9 p.m. and 11 p.m. on Saturdays. The parking study substantiates that the current parking sufficiently meets the parking demand for the uses in the building.

Comments provided by the Police Department and Neighborhood Services Division did not indicate concerns related to the application. The Public Work's Department commented that street parking demand in this area is in high demand, and any reduction of on-site parking spaces may impact street parking availability. The adjacent uses include a gas station to the south, a public park and parking lot to the west and north, and elementary school to the north above the park's parking lot, and a cemetery across South Glendale Avenue to the east; the majority of these uses have different peak operating hours than the subject AYAC's typical assembly activities, so conflicts for on-street parking are not anticipated. Furthermore, a condition is included that if an assembly exceeds 30 people, a valet attendant will be required to assist with parking.

Therefore, despite the expansion of the building, the project will meet the intent of the parking regulations.

3. Sufficient parking would be provided to serve the use intended and potential future uses of the subject parcel.

Sufficient parking would be provided to serve the use intended and potential future uses of the subject parcel, even with the second floor addition of administrative offices. The Youth Assembly Hall has occupied the subject site since 1996. The 21 existing on-site spaces have been sufficient for the activity in the building and no complaints regarding any lack of parking have been brought to the City's attention. The various uses and activities appear to be at staggered times (business hours versus evening hours versus weekends), with the parking demand not concentrated at one time for the all uses within the entire building. A parking study confirmed that the existing parking sufficiently accommodates the existing uses and the new administrative offices within the second floor addition are expected to negatively impact the existing parking supply. On the occasion where more than 30 people attend a special event at the site, a valet parking attendant will be required to supervise and regulate parking, as is currently required as a

previous condition of approval. Parking reduction permits are tied to the use under which they are requested; in this case, this approved Parking Reduction Permit is for the AYAC and its proposed floor plans and uses. Potential, future uses of the site will either need approval of a new parking reduction permit or will need to provide the minimum number of on-site parking spaces as specified in the zoning code at the time in which they are proposed.

CONDITIONS OF APPROVAL

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

1. That the development shall be in substantial accord with the plans submitted with the application, including the proposed building plans and the parking lot plan, 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 the new second floor will be solely for administrative office purposes and no additional assembly areas, aside from the existing 1,918 square-foot multi-purpose room (assembly use) and conference room on the first floor, are permitted.
3. That all necessary licenses as required from Federal, State, County or City authorities including the City Clerk shall be obtained and kept current at all times.
4. That all necessary permits (i.e. building, fire, engineering, etc.) shall be obtained from the Building and Safety section and Public Works Department and all construction shall be in compliance with the Glendale Building Code USC (Universal Building Code) and all other applicable regulations.
5. That noise shall be contained to the site, such that persons of normal sensitivity off-site are not disturbed. The Planning Hearing Officer's opinion shall prevail to arbitrate any conflicts.
5. That the premise shall be made available and accessible to any authorized City personnel for inspection to ascertain that all conditions of approval of this parking reduction permit are complied.
6. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash and graffiti.
7. That landscaped areas shall be maintained in good condition with live plants and a functioning irrigation system.
8. That adequate means be provided for the collection of solid waste generated at the site and that all recyclable items be collected and properly disposed of to the satisfaction of the Integrated Waste Management Administrator of the City of Glendale.
9. That the facilities shall not be rented, leased or otherwise occupied for purposes not specified in this application.
10. That a valet attendant be on site for any function which exceeds 30 people.

11. That Design Review approval shall be obtained prior to the issuance of a building permit.
12. That any proposed exterior lighting shall be directed away from adjacent properties and the public right-of-way to the satisfaction of the Planning Hearing Officer.
13. That there shall be no expansion, changes in mix of activities within the building, or in operating characteristics of the facility without approval of the Director of Community Development.
14. That the parking reduction permit may not be implemented and is not valid until and unless the owner of the property for which the parking reduction has been requested signs a notarized affidavit in a form acceptable to the City Attorney, accepting the permit and all its conditions, and records the document against the property with the Los Angeles County Assessor's Office, and provides proof to the City of such recording.
15. That the existing iron swing gate encroaching in the alley shall be removed.
16. That all work within the public right-of-way requires a permit. The applicant shall bear all fees for the permit and construction inspection for work within the public right-of-way.

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 **June 5, 2019**, at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 a.m. to 12:00 p.m., or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 p.m. to 5 p.m.

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

TRANSFERABILITY

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

REVOCAION, CONTINUING JURISDICTION

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over Parking Reduction Permits, (individual cases heard and decided upon by the Planning Hearing Officer).

To consider the revocation, the Planning Hearing Officer shall hold a public hearing after giving notice by the same procedure as for consideration of a conditional use permit at least ten (10) days' notice by mail to the applicant or permittee. Continuing jurisdiction over any case is the purview of the Planning Hearing Officer, with concurrence by the Director of Community Development.

GMC CHAPTER 30.4 PROVIDES FOR

Termination

Every right or privilege authorized by an 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

Any 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, 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, Dennis Joe at (818) 937-8157 or djoe@glendaleca.gov.

Sincerely,

Philip Lanzafame
Director of Community Development



Vilia Zemaitaitis, AICP
Planning Hearing Officer

VZ:DJ:sm

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