



**CITY OF GLENDALE, CALIFORNIA**  
Community Development  
Planning

633 E. Broadway, Suite 103  
Glendale, CA 91206-4311  
Tel. (818) 548-2140 Fax (818) 240-0392  
glendaleca.gov

July 19, 2019

Leo Wu  
1445 Huntington Drive, Suite 230  
South Pasadena, CA 91030

**RE: 236 SOUTH GLENDALE AVENUE (REVISED)**  
**ADMINISTRATIVE EXCEPTION CASE NO. PAE1828025**

➤ (See: STANDARDS VARIANCE CASE NO. PVAR 1828024)

Dear Applicant:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.44.020 (E), the Community Development Department has processed your application for an Administrative Exception to increase driveway curb openings to 59.3% where 52% is the maximum (total deviation of 14.06%) and an 8'-0" setback on Glendale Avenue where 10'-0" is required (total deviation of 20%), located at **236 South Glendale Avenue**, in the "C3" – Commercial Service Zone, described as Lots 16 & 17, Block 3 of the Glendale Orange Grove Tract, in the City of Glendale, County of Los Angeles.

**CODE REQUIRES**

**Administrative Exception**

- (1) Driveway curb openings shall not exceed fifty-two (52) percent of the total length of the front or street side property line (G.M.C. 30.32.130.A.).
- (2) All buildings shall maintain a setback distance of not less than ten (10) feet from any public right-of-way (G.M.C. 30.34.030.B.).

**APPLICANT'S PROPOSAL**

**Administrative Exception**

- (1) Increase driveway curb openings to 59.3% (total deviation of 14.06%) on Orange Grove Avenue.
- (2) Providing an 8'-0" setback on Glendale Avenue (total deviation of 20%).

**ENVIRONMENTAL DETERMINATION**

The project is exempt from CEQA review as a Class 3 "New Construction or Conversion of Small Structures" exemption pursuant to State CEQA Guidelines Section 15303, because the project involves the construction of a new self-service car wash where a full-service car wash currently exists.

## REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the plans submitted therewith, the Community Development Department has **APPROVED 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 applicant is proposing a 59.3% driveway curb opening where 52% is the maximum, a total deviation of 14.06%, where up to 20% deviation may be allowed and an 8'-0" setback on Glendale Avenue where 10'-0" is required, a total deviation of 20%. The entrance to the car wash on Orange Grove Avenue features two separate driveways, each 34'-0" wide, providing vehicle access to the wash bays. The lot's size and configuration precludes the project from full compliance with the Code. The lot has an irregular shape, which makes it difficult to comply with the maximum 30-foot wide driveway. The shape of the lot is an irregular polygon consisting of 90 degree angles at the easterly corners and irregular angles along the north and west property lines. Due to the lot's irregularity, the length of the northerly property line is approximately 114 feet, compared to the southerly property line at approximately 192 feet. For this reason, two 34-foot wide driveway entrances are proposed on the north side of the property facing Orange Grove Avenue. The extra four feet of width on each driveway will improve the on-site traffic circulation, especially when vehicles initially access the property and proceed to a wash bay. To strictly enforce 30-foot driveway widths instead of 34 feet, customers will have difficulty turning into and circulating on the property. Moreover, the wash bays are designed to be closely aligned with the driveway approach so that more than one vehicle can approach the driveway and safely access a wash bay.

The Zoning Code requires a minimum setback of 10 feet from any public right-of-way. In this case, a 10-foot setback is required from the right-of-way along Glendale and Orange Grove Avenues to the building. As proposed, the new building will be set back approximately 20 feet from Orange Grove Avenue and 10 feet from Glendale Avenue with the exception of a small portion of the building encroaching two-feet into the 10-foot setback. The two-foot encroachment is proposed in order to comply with the Americans with Disabilities Act (ADA) for a bathroom, which requires a circular clearance of 60 inches to allow a wheelchair to turn. The applicant is requesting a 20% deviation from the required 10'-0" setback in order to comply with a Building and Safety requirement. To meet this requirement, a portion of the building would need to be angled off, which would impact the overall design and size of the carwash. Further, to comply with the 10-foot setback requirement, the size of the building would need to be reduced including the width of the individual wash bays by approximately three inches. This would result in customers having less space to wash their cars and could potentially impact on-site traffic flow. Granting of the exception will result in improved on-site traffic circulation where vehicles can adequately approach the property, access a wash bay, and avoid negative traffic-related issues.

**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.**

Granting of the exception will not be materially detrimental to the public welfare or injurious to the properties or improvements in the zone or neighborhood. The proposed 59.3% driveway curb opening will result in eight feet of additional driveway width on Orange Grove Avenue (a four-foot increase per driveway). The purpose of increasing driveway openings is to make traffic flow more efficient. Further, the increased driveway width will not only benefit traffic flow by reducing the queuing of cars on Orange Grove, but also improve on-site traffic circulation by allowing vehicles to safely enter the property and reduce congestion. Additionally, removing the existing driveway entrance on Glendale Avenue and introducing two new 34-foot wide driveway entrances along Orange Grove Avenue would improve ingress and egress on-site and mitigate traffic on Glendale Avenue.

A 20% deviation from the code-required 10-foot setback will result in an 8'-0" setback on a portion of the building along Glendale Avenue. The purpose of reducing the setback by 2'-0" is necessary in order to comply with State disability requirements. Further, providing a ten-foot setback would result in reducing the width of each wash bay by approximately three inches. As a result, customers would have less space to wash their cars and could potentially impact on-site circulation. Therefore, granting the exception to allow two new 34-foot driveways along Orange Grove Avenue and reducing the setback by 2'-0" on a portion of the building facing Glendale Avenue would benefit the subject site, the neighborhood and traffic in this area.

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

The subject proposal meets all other zoning code requirements for a new self-service car wash, including minimum lot size, parking, lot coverage, and height. The purpose of the administrative exception procedure is to provide a simplified means for considering applications for minor deviations from Code standards. These standards have been developed to allow reasonable use of properties in order to promote the public health, safety, and general welfare.

The proposed driveway widths on Orange Grove Avenue and a two-foot setback reduction on Glendale Avenue will provide adequate space for vehicles to enter the property, access the wash bays, and comply with State disability requirements. Granting of the exceptions to deviate from the Zoning Code by 14.06% to increase the driveway curb opening along Orange Grove Avenue and a 20% setback reduction along Glendale Avenue will allow reasonable development of the site. Therefore, 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 Planning Hearing Officer.

- 2) That all necessary permits shall be obtained from the Building and Safety Division and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.
- 3) That Design Review Board approval shall be obtained prior to the issuance of a building permit.
- 4) That if any buildings, sidewalks, curb or gutter, fencing or landscape areas, etc., adjacent to the site are damaged during the course of construction on public or private property, the damage shall be repaired to the satisfaction of the Planning Hearing Officer for private property and the Director of Public Works for public property.
- 5) That any proposed exterior lighting shall be directed onto the driveways, walkways and parking areas within the development and away from adjacent properties, especially existing residential uses located to the east and the public right-of-way to the satisfaction of the Planning Hearing Officer.
- 6) That the premises shall be maintained in a clean and orderly condition, free of weeds, trash, and graffiti.
- 7) That sufficient measures be enforced to effectively eliminate exterior loitering, parking congestion, disturbing noise, disturbing light, loud conversation, and criminal activities.
- 8) That noise shall be contained to the site, such that persons of normal sensitivity off-site are not disturbed.
- 9) That any expansion or modification of the facility or use may require a new variance application. Expansion shall constitute adding floor area, increased hours of operation, changes to the use or operation, or any other physical change as determined by the Planning Hearing Officer.
- 10) That the premises shall be made available to any authorized City personnel (Fire, Building and Safety, Neighborhood Services, etc.), for inspection to ascertain that all conditions of approval of this variance are complied with.
- 11) That the development shall comply with the conditions of approval as specified in the Glendale Water and Power conditions received on November 29, 2018 (see attached).
- 12) That the development shall comply with the conditions of approval as specified in the Public Works Engineering conditions received on December 13, 2018 (see attached).
- 13) That the applicant shall comply with the conditions of approval as specified in the Public Works Urban Forestry conditions received on December 6, 2018 (see attached). Applicant shall obtain approval from Urban Forestry prior to zoning approval.
- 14) That there shall be an on-site attendant at all times to ensure that all customer vehicles que onsite. If vehicles are backing out into the public right-of-way, a time limit of three

minutes shall be set per bay and attendant shall close off bay on the far west side of property (bay closest to Glendale Avenue).

- 15) That the operating hours of the self-service car wash shall be between the hours of 7:00 a.m. to 12:00 a.m. daily.
- 16) That the proposed self-service car wash adhere to the City's Noise Ordinance, Title 8, Chapter 8.36 of the Glendale Municipal Code.
- 17) That a Business Registration Certificate be obtained for the operation of the self-service carwash.
- 18) That the applicant shall comply with all conditions of approval specified in Variance Case No. PVAR 1828024.

### **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 **AUGUST 5, 2019**, 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 pm to 5 pm.

**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 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.

### **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.

### **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**

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 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.

You may contact the case planner, Danny Manasserian, during normal business hours at (818) 937-8159 or via e-mail at [dmanasserian@glendaleca.gov](mailto:dmanasserian@glendaleca.gov).

Sincerely,



Milca Toledo  
Planning Hearing Officer

MT:DM: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); R.Ajabi; C.Ajabi; and case planner Danny Manasserian.

**PUBLIC WORKS: ENGINEERING**  
**- Land Development Section-**

Comments/Conditions

No Comments

1. 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.

2. A separate Demolition Permit issued by the City's Building and Safety Division is required. All existing sewer laterals serving the project site shall be capped at the property line prior to the start of demolition operations.

3. The method of discharge of the onsite drainage shall be approved by the Director of Public Works:

a. 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 (SPPWC) manual, and under separate permit.

b. 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.

4. 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 Glendale Avenue and Orange Grove Avenue in accordance with the SPPWC manual, to match and join the existing street improvements, under separate permit, and to the satisfaction of the Director of Public Works:

a. Remove all broken curb, gutter, sidewalk, driveway apron, landscaping, and irrigation along the entire frontage of the property and construct new concrete integral curb and gutter, sidewalk, landscaping, and irrigation, under separate permit, and to the satisfaction of the Director of Public Works.

b. Any unused driveway apron shall be removed and replaced with new PCC integral curb and gutter, sidewalk, landscaping, and irrigation as necessary.

c. The proposed driveway aprons shall be constructed per SPPWC Standard Plan No. 110-2. The proposed driveway shall conform to Chapter 30.32.130 – Chart IV of the Glendale Municipal Code.

d. 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 Director of Public Works.

5. The entire asphalt concrete roadway pavement and concrete alley 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 asphalt 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.

6. 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.

7. 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 LID to be integrated into the design of the project.

8. Onsite trench drains shall be constructed adjacent to the proposed driveways and drainage shall be diverted to the LID system for treatment.

9. Comments from Traffic Section, if any, shall be submitted separately.

10. Consult with the City Arborist, Katherine Williams (818-550-3402), for the proposed landscaping in the public right-of-way.

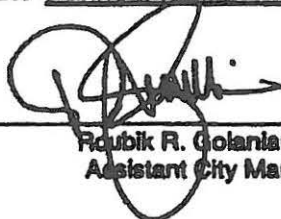
11. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

**Case No.: PYAR 1626024 & AE 1626025**

**Address: 236 S. Glendale Avenue**

**Case Planner: Danny Manassarian**

Signature: \_\_\_\_\_



Rubik R. Golanian, P.E.  
Assistant City Manager

Date: \_\_\_\_\_

12/13/18

CITY OF GLENDALE  
**INTERDEPARTMENTAL COMMUNICATION**

**DATE:** November 29, 2018

**TO:** Danny Manasserian, Community Development Department

**FROM:** Gerald Tom, GWP Water Engineering  
Darrell Hahn, GWP Electric Engineering

**SUBJECT:** PVAR1828024  
236 S Glendale Ave

Glendale Water & Power (GWP) Engineering has reviewed the plans.  
Requirements are as follows:

**Electric Engineering**

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

- ⌚ Additional comment(s) and/or attachment(s).  
No conflict with the requested variance, but the project must provide electrical load calculations to GWP and request a meter spot for the new electrical meter panel(s) needed for the new building/structure. The existing electrical meter panels and utility service must be removed prior to demolition.

**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.
- ⌚ GWP shall assess the age and condition of any GWP assets (e.g., poles, transformers) in the vicinity of this project and may opt to replace the aged or worn equipment, at GWP expense, in coordination with this project.
- ⌚ The proposed development/project conflicts with the existing power poles and/or overhead conductors. Contact GWP Electrical Engineering Department for more information.
- ⌚ 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.
- ⌚ Additional comment(s) and/or attachment(s).  
The power pole cannot be relocated. Please contact GWP engineering for further information.

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

- ⌚ No conflict.

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

- ⌚ Backflow prevention (BFP) devices are required for the following water services:
  - ⌚ Potable Water, Commercial
  - ⌚ Potable Water, Irrigation
  - ⌚ Potable Water, Fire
  - ⌚ See BFP requirements below:
  - ⌚ Backflow prevention (BFP) devices are required for each service connection(s) listed above from the City of Glendale, per the GWP Cross-Connection Control Program and Glendale Municipal Code (Chapter 13.32). BFP device locations must be approved by both GWP and Planning Departments prior to installation. All BFP's are required to be installed as close as practical to the point of connection for meter service/water distribution system protection on the domestic, irrigation, and fire services. Installation of the BFP's must meet the 12" MIN – 36" MAX above finished street grade, 24" minimum front clearance, 12" minimum back and side clearance, and in a manner where it is readily accessible for inspection, testing and maintenance. The backflow installation must be inspected prior to burying or covering the pipes to confirm no cross-connection exists. GWP will also need to inspect the installed facilities prior to receiving service to ensure adequate backflow protection. The BFP device must be tested immediately upon installation and annually thereafter by a certified tester licensed by the Los Angeles County Department of Public Health (626) 430-5290 before service can be granted. A list of approved backflow prevention assemblies can be found at [www.usc.edu/dept/fccchr/list.html](http://www.usc.edu/dept/fccchr/list.html).
  - ⌚ A separate fire line is required for this project. A Double Check Detector Assembly (DCDA) is required to be installed as close as practical to the point of connection and the property line. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved DCDA. Please refer to the City of Glendale's Standard Detail Drawing 6561-A for installation requirements. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)
  - ⌚ A Reduced Pressure Principle (RP) Backflow Prevention Assembly is required to be installed as close as practical to the potable service for multi-family (4 units +), commercial and irrigation use. A RP Backflow Prevention Assembly is required to be installed as close as practical to the recycled water service for dual plumbed, commercial and irrigation use. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved RP. Please refer to the City of Glendale's Standard Detail Drawing 6528-A for installation requirements. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)
  - ⌚ Additional comment(s) and/or attachment(s).  
Please insert STD Detail Drawings 6561-A, 6528-A & 6762-A on plans and specify location/manf/model/size of backflow prevention assembly and adhere to clearance requirements. All backflow prevention assemblies are required to be installed at street grade and as close as practical to property line/service connection. SUB-LEVEL INSTALLATIONS ARE NOT ALLOWED.

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

- 2 Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
- 2 A complete set of plumbing plans and fire sprinkler plans shall be submitted to GWP Water Engineering for review and approval prior to request of new domestic water service and new fire line respectively
- 2 Any water service or fire line connection, when no longer needed by the customer, must be permanently abandoned (disconnected at water main and water meter removed) by GWP following payment of the necessary fee.
- 2 Fire Department approval/exemption shall be obtained when determining if existing fire flow is adequate. The applicant shall pay the cost of any necessary fire or domestic water services and recycled water service to the property, as well as offsite water facility improvements necessary to provide fire flow as required by the Glendale Fire Department.
- 2 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.
- 2 Please contact GWP Water Engineering at (818) 548-2062 prior to construction.
- 2 Additional comment(s) and/or attachment(s).  
Relocation of existing water meter and service is needed where proposed driveway is to be constructed. Please contact GWP Water Engineering at (818) 548-2062.

Darrell Hahn

Electrical Services Administrator

Gerald Tom

Senior Civil Engineer



DH/GT:fg/sb

**CITY OF GLENDALE**  
**INTERDEPARTMENTAL COMMUNICATION**  
**Community Development Department**  
**Request for Comments Form (RFC)**

**DATE:** November 16, 2018

**DUE DATE:** December 7, 2018

**NOTE:** If project comments are not received by the due date, it will be assumed that your department has no comments.

**FROM:** Danny Manasserian, Planning Assistant Tel. # X 8159

**PROJECT ADDRESS:** 236 South Glendale Avenue

Applicant: Leo Wu

Property Owner: Cynthia Ajabi

**PROJECT DESCRIPTION:** Variance application to reduce landscaped planter widths adjacent to the sidewalk in conjunction with demolition of an existing full-service car wash and construction of a new self-service car wash (7 wash bays) and an Administrative Exception to propose 59.3% driveway curb openings where 52% is the maximum, total deviation of 14.06%.

**PLEASE CHECK:**

- |   |  |
|---|--|
| <p><u>      </u> <b>A. CITY ATTORNEY</b></p> <p><u>      </u> <b>B. COMMUNITY DEVELOPMENT:</b></p> <p><u>  X  </u>     • (1) Building &amp; Safety</p> <p><u>      </u>     • (2) Economic Development</p> <p><u>      </u>     • (3) Housing</p> <p><u>  X  </u>     • (4) Neighborhood Services</p> <p><u>      </u>     • (5) Planning &amp; Urban Design<br/>                  EIF/Historic District</p> <p><u>      </u> <b>D. COMMUNITY SERVICES/PARKS:</b></p> <p><u>  X  </u> <b>E. FIRE ENGINEERING (PSC)</b></p> <p><u>  X  </u> <b>F. GLENDALE WATER &amp; POWER:</b></p> <p><u>  X  </u>     • (1) Water</p> <p><u>  X  </u>     • (2) Electric</p> | <p><u>      </u> <b>G. INFORMATION SERVICES</b><br/>(Wireless Telecom)</p> <p><u>      </u> <b>H. PUBLIC WORKS (ADMINISTRATION):</b></p> <p><u>  X  </u>     • (1) Engineering &amp; Land<br/>                  Development</p> <p><u>  X  </u>     • (2) Traffic &amp; Transportation</p> <p><u>      </u>     • (3) Facilities (city projects only)</p> <p><u>  X  </u>     • (4) Integrated Waste</p> <p><u>  X  </u>     • (5) Maintenance Services/Urban<br/>                  Forester</p> <p><u>  X  </u> <b>J. GLENDALE POLICE</b></p> <p><u>      </u> <b>K. OTHER:</b></p> <p><u>      </u>     • (1) STATE-Alcohol Beverage<br/>                  Control (ABC)</p> <p><u>      </u>     • (2) Tribal Consultations (EIFs)</p> <p><u>      </u>     • (3) City Clerk's Office</p> |
|---|--|

**ENTITLEMENT(S) REQUESTED**

Variance Case No.: PVAR1828024  
AUP/CUP Case No.:                     
ADR/DRB Case No.:                   

Tentative Tract/Parcel Map No.:                     
Zone Change/GPA:                     
Other                   AE1828025



**INTER-DEPARTMENTAL COMMUNICATION  
PROJECT CONDITIONS AND COMMENTS**

**Project  
Address: 236 South Glendale Avenue**

**Project  
Case No.: PVAR1828024**

*If project comments are not received by the due date, it will be assumed that your department has no comments.*

*NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.*

**COMMENTS:**

- This office DOES NOT have any comment.
- This office HAS the following comments/conditions.     (See attached Dept. Master List)

**Date: 12/6/18**

**Print Name: Katherine Williams  
Title: Arborist Technician    Dept. PW/Maintenance Services    Tel.: x3402**

**a. ADDITIONAL COMMENTS:**

- 1.

**Street Trees**

The subject property is located at the southeast corner of S. Glendale Ave and Orange Grove Ave. It is currently developed with a car wash facility. The (4) trees on site are within the private property of the lot and are not considered protected indigenous trees or city street trees.

The Orange Grove Ave side of the property includes a 4' wide parkway space along the length of the sidewalk adjacent to the property. There are no street trees currently planted in this parkway, despite the ample space. At this time, the entire length of the property along Glendale Ave is utilized as a driveway approach by the existing car wash.

The project proposes to reduce the driveway on Glendale Ave to one single driveway approach and redevelop the Orange Grove Ave parkway and curb into two new driveway approaches, thereby eliminating the parkway planter space.

It appears that the reduction of the driveway approach on Glendale Ave will allow for new parkway planter spaces to be installed on Glendale Ave.

**Forestry Requirements**

Forestry requests the installation of new street tree wells on Glendale Ave. to mitigate for the loss of the open soil parkway space on Orange Grove Ave. Please provide more details on the availability of space in the Right of Way on Glendale Ave, with species to be determined by Forestry staff.