



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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June 17, 2020

Suganya Ramadurai
24691 Del Prado, Suite 201
Dana Point, CA 92629

&

Richard J. Romero
1377 Kettering Drive
Ontario, CA 91761

**RE: 1260 SOUTH BRAND BOULEVARD
PARKING REDUCTION PERMIT NO. PPRP2001797**

Dear Sirs:

On June 10, 2020, the Planning Hearing Officer conducted and closed a public hearing, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.50.040, on your application for a Parking Reduction Permit No. PPRP2001797, to allow a 62 space parking reduction in conjunction with the remodel and addition to an existing vehicle sales agency. The proposal is to demolish 12,720 SF of an existing two-story, 25,987 SF vehicle sales agency and add 22,670 SF to the first and second floor of the subject building ("Building A"). The 134,745 SF, three-story service building/parking structure ("Building B") located behind "Building A" will undergo a 3,360 SF interior remodel on the first floor only (parts storage area). Reconfiguring of the surface parking lot is also proposed. The City's Zoning Code requires vehicle sales agencies to provide 4 parking spaces per 1,000 SF of floor area. Therefore, a total of 40 parking spaces will be required by the net 9,950 SF (22,670 SF addition – 12,720 SF demolition) addition. The existing property currently has 340 parking spaces. The interior remodel and reconfiguration of the surface parking lot will result in a loss of 22 parking spaces. After implementation of the project, the property will provide a total of 318 parking spaces. The applicant is requesting a Parking Reduction Permit for 62 parking spaces, located at **1260 South Brand Boulevard**, in the "CA" – Commercial Auto Zone, described as Portion of Lots 40 thru 43 and 47, All of Lots 44 thru 46, Tract No. 314, in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 1 (e) "Existing Facilities" exemption, pursuant to Section 15301 of the State CEQA Guidelines because the proposed addition to

the existing structure will not result in a net increase of more than 10,000 square feet of floor area and (A) the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and (B) the area in which the project is located is not environmentally sensitive.

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 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;**

The parking requirement for the automobile dealership established in the Zoning Code is greater than what will be needed because configurations of automobile dealerships in Glendale have changed and while automobile dealerships are a retail use (and require retail parking), they are unlike many general retail uses. Vehicle sales, leasing and rental agencies are required to provide four parking spaces per 1,000 square feet of floor area, which is the same parking standard as all typical general retail uses are required to provide. A total of 62 additional parking spaces will be required by the net 9,950 SF (22,670 SF addition – 12,720 SF demolition) addition, interior remodel, and reconfiguration of the surface parking. The project is providing 318 parking spaces and the applicant is requesting a parking reduction permit for 62 spaces.

In Glendale and other urban areas, because of land costs and availability, configuration of automobile dealerships is changing from a more suburban development model, where the showroom/service building is surrounded by surface parking lots, to a more urban configuration where all components of the dealership are contained in a multi-story building.

In Building "A", the showroom, lounge, and boutique areas totaling 11,420 square feet, results in a need for 46 parking spaces. If all 14 offices proposed on this floor are occupied at the same time, a need for 14 parking spaces is created. This calculation represents a worst case scenario; however, and in fact, parked at the standard office rate of 2.7 per 1,000 square feet, the zoning code would only require five parking spaces. A 2,082 square-foot service advisors' area (2.7/1,000) results in a need for six parking spaces. A 587 square-foot vehicle washing (car wash) area (10/1,000) results in a need for six parking spaces. The operation of the existing wash area would not employ anywhere near six people, but like the on-site offices, this assumes a worst case scenario. Twenty-one service bays results in a

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need for 11 parking spaces. A total of 83 parking spaces is a realistic measurement of the parking needs for the first floor.

The proposed 3,840 square-foot second floor of "Building A" will contain additional offices, conference rooms, and a breakroom/training room. Using the 2.7 spaces per 1,000 square-foot requirement for office uses, the second floor would require 10 parking spaces.

The first floor of "Building B" contains 26 service bays and areas like a parts storage, parts manager office, and service technician breakroom, which support the automobile maintenance space. According to the applicant, one automotive technician is responsible for two service bays and when the accessory areas are incorporated, a need for 29 parking spaces on the first floor is generated.

The addition, remodel, and on-site parking configuration requires an additional 62 spaces. As demonstrated from the discussion above, a more realistic need for parking of the dealership is 122 parking spaces. After implementation of the project, the property will provide a total of 318 parking spaces.

Automobile dealerships are unlike many general retail uses. The products that dealerships sell, cars, are large and take up a significant amount of space to store and display. Customers also typically do not shop for their product on a regular basis. These facts also argue against the need to provide four parking spaces per 1,000 square feet of floor area for automobile dealerships like most other general retail outlets.

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

The intent of the parking regulations, in compliance with all other applicable provisions of this Chapter, is met because the project will provide 318 parking spaces, while the demonstrated parking need for the dealership is 122 spaces. The intent of the parking regulations is to provide suitable off-street parking and protect the public safety by lessening traffic congestion. A total of 40 parking spaces will be required by the net 9,950 SF (22,670 SF addition – 12,720 SF demolition) addition. The existing property currently has 340 parking spaces. The interior remodel and reconfiguration of the surface parking lot will result in a loss of 22 parking spaces. After implementation of the project, the property will provide a total of 318 parking spaces, while the demonstrated need is only 122 spaces. All of the parking spaces provided will be accessible, none will be in tandem. Conditions added to approval of the project, including designating customer and employee parking, and requiring all employees to park on the site, will ensure the intent of the parking regulations are met.

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 intended use and potential future uses of the subject parcel because the project will provide 318 parking spaces with a demonstrated need for the project of only 122 spaces. Analysis determined that 122 spaces would be sufficient to adequately accommodate the use.

Parking reduction permits are tied to the use under which they are requested and do not “run with the land”. Should the proposed automobile dealership close, the new use would either need to provide code-required parking or apply for another parking reduction permit and receive approval for this request, to ensure sufficient parking is provided for the use.

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

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. That all necessary permits (i.e., building, fire, engineering, etc.) 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.
4. The parking reduction permit is valid for the specific use for which it was granted or similar land use. 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. That employee parking shall be provided on the site of the dealership.
6. That the applicant shall clearly identify the 122 spaces of the on-site parking spaces for customer and employee parking.
7. 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.
8. That any proposed exterior lighting shall be directed away from adjacent properties and public right-of-ways to the satisfaction of the Community Development Director.
9. That landscaping areas shall be maintained in good condition with live plants and free of weeds and trash.
10. The premises shall be maintained in a clean and orderly condition, free of weeds, trash and graffiti.
11. That the applicant shall comply with all the requirements of the Public Works Department in their memo dated 4/28/2020.

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12. That the applicant shall comply with all the requirements of the Building and Safety Division in their memo dated 04/10/2020.
13. That the applicant shall comply with all the requirements of Glendale Water and Power in their memo dated 04/23/2020.
14. 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.
15. An Acceptance Affidavit accepting the parking reduction permit and all its conditions shall be signed and notarized and submitted to the Community Development Director prior to the issuance of a Business Registration Certificate.

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 **July 2, 2020**.

Any appeal must be filed on the prescribed forms within fifteen (15) days following the actual date of the decision. Information regarding appeals, appeal forms and fees will be provided by the Community Development Department (CDD) staff upon request by calling 818-548-2140.

Due to the current COVID-19 social distancing and work from home orders issued by federal, state and local governmental agencies, in order for any appeal to be considered timely, **the appeal must be postmarked by the July 2, 2020 deadline (mailed to Community Development Department – Planning Division, Attention Danny Manasserian, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner (Danny Manasserian at dmanasserian@glendaleca.gov) prior to the close of said business day.** The prescribed fee must be included along with the appeal application and may be submitted either in the form of a check or credit card payment. For credit card payment, please contact the case planner to make arrangements with the cashier. Note: The standard 2.5% fee for credit card payment applies.

APPEAL FORMS available on-line

<https://www.glendaleca.gov/home/showdocument?id=11926>.

If you have any questions, please do not hesitate to call me at (818) 937-8159.

(email: dmanasserian@glendaleca.gov).

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 Parking Reduction 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 30.41 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 Permits 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 Parking Reduction 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 who acted on this case. 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.

Sincerely,
 Phil Lanzafame
 Director of Community Development


 For Roger Kiesel
 Planning Hearing Officer

EK:RK: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); D.Gokcen; L.Lederma; F.Mitchell; and case planner – Danny Manasserian.