



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

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December 23, 2020

Tigran Azatian
1370 East Colorado Street
Glendale, CA 91205

**RE: 211 NORTH BRAND BOULEVARD
PARKING EXCEPTION CASE NO. PPPEX 1910557**

Dear Mr. Azatian:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.32.020, the Director of Community Development has processed an application for a Parking Exception for the property located at **211 North Brand Boulevard**, in the “DSP/AT” – Down Town Specific Plan/Alex Theatre District, and described as Lot 10, Block 6 of the Glendale Boulevard Tract, exclusive of alley, in the City of Glendale, County of Los Angeles. The application is hereby **APPROVED**, based on the following analysis and findings, and subject to the following conditions.

PROJECT PROPOSAL

The applicant is requesting to expand an office use by approximately 1,913 square feet and convert 13,614 square feet of existing office space to retail space within an existing 20,230 square-foot two-story office building located at 211 North Brand Boulevard without providing the additional required 17 parking spaces on-site.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 1 “Existing Facilities” exemption, pursuant to State CEQA Guidelines Sections 15301 (e)(1), because the proposed addition to the existing office building will not result in an increase of more than 2,500 square feet of floor area. The project involves an interior expansion of 1,913 square feet, a change of use, and a facade remodel.

SUMMARY AND BACKGROUND

The project site is currently developed with a two-story, 20,230 square-foot office building built in 1930. The subject site is located on the west side of Brand Boulevard abutting two buildings in the DSP/AT – Downtown Specific Plan/Alex Theatre District. Currently, the building has no on-site parking because the existing structure predates existing parking codes. The expansion of the office uses on the mezzanine and second floor will result in 1,913 square feet of new floor area. The change of use in the basement and first floor from

office to retail will result in 13,614 square feet of new retail space. As such, the parking shortfall for the total expansion and change of use will be 17 parking spaces, which cannot be accommodated on the subject site.

PARKING EXCEPTION REQUEST

The applicant is requesting a parking exception to allow an expansion of office uses and a conversion of existing office uses to retail without providing the additional 17 required parking spaces on site.

Pursuant to Section 30.32.030 (B)(1) of the Glendale Municipal Code, upon enlargement of a building, which creates an increase in floor area devoted to a use, additional parking and loading spaces shall be provided for such new floor area without diminishing the existing parking provided for the existing use. In some cases, a strict application of the parking code to require full on-site parking for these uses is not practical or desirable, and would prevent businesses from locating in the project area.

In accordance with Section 30.32.050 of the Glendale Municipal Code, office uses in the DSP require two parking spaces per 1,000 square feet of floor area and retail uses require three parking spaces per 1,000 square feet of floor area; therefore, the parking shortfall for the 1,913 square-foot expansion of office space and the 13,614 square-foot change of use from office to retail will be 17 parking spaces. These spaces cannot be accommodated on the subject site due to the current constraints on the property as the existing building footprint covers the entire lot and it is impractical to add a subterranean garage.

REQUIRED/MANDATED FINDINGS

After considering the evidence presented with respect to this application, the Director of Community Development has determined that Parking Exception Case No. PPPEX 1910557, a request for a 17-space parking exception in conjunction with a 1,913 square-foot office space expansion and 13,614 square-foot change of use from office to retail within the existing office building located at 211 North Brand Boulevard, meets the findings of Section 30.32.020 as follows:

A. Parking spaces required for the proposed use or construction proposal cannot reasonably be provided in size, configuration, number of spaces or locations specified by the provisions of this title without impairment of the project's viability.

The required number of parking spaces for the office expansion and new retail use cannot reasonably be provided on-site.

The subject site is located on the west side Brand Boulevard abutting two buildings. The site is 7,500 square feet in area bounded by a commercial building on the north and south, Brand Boulevard to the east, and an alley to the west. The existing two-story office building covers the entire lot. The proposal includes converting the existing 6,807 square-

foot basement and 6,807 square-foot first floor from office to retail, which requires an additional 12 parking spaces, expanding the existing mezzanine by 835 square feet, requiring an additional two (2) spaces, and expanding the second floor by 1,078 square feet, requiring an additional three (3) spaces, resulting in a total of an additional 17 spaces.

Based on the current development of the property including the existing building location, there is no additional space to accommodate the additional parking spaces. The applicant would have to make significant modifications to the existing building, which would impair the viability of the proposed project. As there are no on site alternatives to locate the 17 additional parking spaces, the required parking in conjunction with the expansion and change of use cannot reasonably be provided on-site.

B. The parking exception will serve to promote specific goals and objectives of the adopted plan for the former Central Redevelopment Area and will be consistent with the various elements of the General Plan and will promote the general welfare and economic well-being of the area.

The project is consistent with the intent of the goals and objectives of the former Central Glendale Redevelopment Project and the Downtown Specific Plan. Applicable goals include promoting the general welfare and economic well-being of the area. The site is located in the Alex Theatre District of the Downtown Specific Plan (DSP), near the historical Alex Theatre, which is focal point of the low-scale commercial strip of Downtown Glendale. Concentrated along Brand Boulevard, north of Wilson Avenue and south of Lexington Drive, the two block commercial area features a variety of intimate scale retail, restaurant and service uses located within traditional storefronts. The Alex Theatre district encourages entertainment activities, restaurants, small-scale retail businesses and other such pedestrian-oriented activities. The proposed retail use on the ground floor is consistent with the specific goals and objectives of the Alex Theatre District by encouraging pedestrian traffic compared to the existing office use on the ground floor. The project will promote the economic well-being of the area by creating 13,614 square feet of retail use. Furthermore, the proposed facade remodel will help to create an attractive visual image of Glendale by maintaining the traditional "old downtown main street" character of this section of Brand Boulevard.

The project is consistent with the various elements and objectives of the General Plan. The Land Use Element encourages a vibrant array of commercial (retail, service, office, entertainment) uses, in addition to very high density, urban housing and mixed-use developments. The Circulation Element classifies Brand Boulevard as a Major Arterial that can accommodate the traffic and circulation patterns of the proposed office expansion and new retail use. Wilson Avenue is classified as a Minor Arterial in the Circulation Element and can also adequately accommodate the traffic and circulation patterns of the proposed expansion and new retail use. The site is not designated for a future park or open space in the Open Space and Conservation Element or the Recreation Element. The site is not in an active fault zone as shown in the Safety Element. For all of these reasons, the project will be consistent with the various elements and objectives of the Glendale General Plan.

C. The project involves exceptional circumstances or conditions applicable to the property involved, or the intended use or development of the property that do not apply generally to other property in the area.

There are conditions applicable to the subject property and the intended use that do not apply generally to other property in the area. The existing building footprint covers the entire site making it infeasible to alter the size or configuration of the structure to accommodate the 17 additional on-site parking spaces required by the Zoning Code. Currently, the project site is a two-story, 20,230 square-foot single-tenant office building located on the west side of Brand Boulevard. The building was originally developed in 1930 with no on-site parking spaces with a public alley at the rear. The proposed office use expansion of 1,913 square feet within the mezzanine level and second floor is parked at two spaces per 1,000 square feet of floor area; the change of use from 13,614 square feet of office space to retail at the basement and first floor is parked at three spaces per 1,000 square feet of floor area; therefore, 17 additional on-site parking spaces are required. Based on the current development on the site, including building location, it would not be possible to extend the building or accommodate additional parking spaces without significantly altering the existing building, which would impair the project's viability. Therefore, there are exceptional circumstances that warrant approval of the requested parking exception for this project.

D. There are mitigating circumstances whereby the exception will not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity of the property or in the neighborhood in which the property is located.

The granting of the parking exception to allow the expansion of office space and change of use without providing the required 17 on-site parking spaces will not be detrimental to the public welfare or other developments in the surrounding neighborhood. The proposed office expansion and change of use is not anticipated to increase the demand for parking. The subject site is located in the Downtown Specific Plan (DSP). The DSP governs development of the site and surrounding area. Goals of the DSP include strengthening downtown's pedestrian, bicycle and transit-oriented characteristics while ensuring vehicular access to downtown destinations and preserving and enhancing the distinctive character of Glendale's downtown buildings, streets and views. Furthermore, the site is adjacent to a public parking lot (City Parking Lot 15) and to the Orange Street Parking Structure to the north-east. Both provide parking for surrounding uses and are located within short walking distances from the subject site. Therefore, the approval of a 17 parking space deficit is not expected to be detrimental to the public welfare or surrounding neighborhood.

Lastly, pursuant to GMC Section 30.32.020, approval of the parking exception is valid so long as the land use remains the same as at the time of permit issuance. The approval of this Parking Exception permit does not run with the land. Accordingly, the parking provided within the immediate vicinity will be sufficient for the proposed use, and any potential future uses would need to obtain a new parking exception, if required.

Therefore, Parking Exception PPPEX1910557 is hereby **APPROVED**, subject to the following conditions:

CONDITIONS OF APPROVAL

1. That the development shall be in substantial accord with the plans submitted with the application 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. Nothing in this approval letter shall authorize the proposed project to deviate from any other Zoning Code requirements that are not specifically advertised in this application.
2. That all necessary licenses, approvals and permits as required from Federal, State, County or City authorities including the City Clerk shall be obtained and kept current at all times.
3. That the Parking Exception is valid only insofar as the specific use for which it was granted remains the same. The permit runs with the office/retail use as long as there is no intensification of the use or that other uses proposed will not require more parking as provided herein as determined by the Director of Community Development.
4. That any other changes on this project shall be subject to review and approval of the Director of Community Development.
5. That Business Registration Certificates (BRC) shall be obtained to reflect the new office uses and new retail spaces.
6. 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.
7. That access to the premises shall be made available to all City of Glendale Community Development Department, Police Department, and Fire Department staff upon request for the purpose of verifying compliance with all laws and conditions of this approval.

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 **JANUARY 7, 2021**.

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 JANUARY 7, 2021 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 (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>

To save you time and a trip - please note that some of our FORMS are available on line and may be downloaded.

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 exception permits. To consider the revocation, the Community Development Department shall hold a public hearing after giving notice by the same procedure as for consideration of a parking exception permit at least ten (10) days notice by mail to the applicant or permittee. Continuing jurisdiction over any case is the purview of the Director of Community Development.

GMC CHAPTER 30.41 PROVIDES FOR:

TERMINATION

Every right or privilege authorized by a parking exception 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 exception 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 parking exception.

CESSATION

Any parking exception may be terminated by the review authority upon any interruption or cessation of the use permitted by the parking exception 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. You should have any questions regarding this issue, please do not hesitate to contact the case planner, Danny Manasserian at (818) 937-8159 or dmanasserian@glendaleca.gov

Sincerely,



Philip Lanzafame
Director of Community Development

PL:EK: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); and case planner Danny Manasserian.