



CITY OF GLENDALE, CALIFORNIA

Community Development
Planning

633 E. Broadway, Suite 103
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glendaleca.gov

February 17, 2021

David Sun
Fortunate Realty Corp.
121 W. Lexington Drive, Suite 260
Glendale, CA 91203

&

Johnson Karam
1295 Los Angeles Street, Suite 4
Glendale, CA 91204

**RE: 1735, 1737, AND 1739 HOLLY DRIVE
SUBDIVISION OF LAND - TENTATIVE TRACT MAP NUMBER 82944
CASE NO. PTTMCP 2003243**

Dear Applicants:

The Planning Commission of the City of Glendale, at its meeting held on February 17, 2021, conducted a public hearing on your application and **APPROVED WITH CONDITIONS (seventy-five (75) conditions)**, for a tentative subdivision map filed showing the proposed subdivision of a proposed development of land at 1735, 1737, and 1739 Holly Drive for the purpose of creating a new seven (7)-unit residential condominium project., in the "R-2250" - (Medium Density Residential) Zone, described as Lot 13, Block B of Tract No. 5106 in the City of Glendale, County of Los Angeles.

ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 32 "Infill Development" exemption pursuant to Section 15332 of the State CEQA Guidelines, because the project meets all the conditions of an in-fill development project.

A copy of the adopted motion is enclosed.

Under the provisions of Section 16.24.180 of the Glendale Municipal Code, any person affected by the above decision may appeal said determination to the City Council within **ten (10) days (MARCH 1, 2021)**, following the date of the Planning Commission's action.

Information regarding appeals and appeal forms will be provided by the Building and Safety Section or the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the ten (10)-day period, on or before **MARCH 1, 2021**, at the Building and Safety Section, 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 FORM is also available on-line:
<https://www.glendaleca.gov/home/showdocument?id=11926>

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 MARCH 1, 2021 deadline (mailed to Community Development Department – Planning Division, Attention Aileen Babakhani, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner (Aileen Babakhani at ababakhani@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 Aileen Babakhani at 818-937-8331 to make arrangements with the cashier. *Note:* The standard 2.5% fee for **credit card payment** applies. If you have any questions, please do not hesitate to call me at (818) 937-8331..

Sincerely,

Phil Lanzafame
Director of Community Development Department

Aileen Babakhani
Planner



AB:sm

CC: City Clerk (K.Cruz); Police Dept. (J.Newton/Z.Avila); City Attorney's Dept. (G. Van Muyden/Y.Neukian); Fire Prevention Engineering Section-(J.Halpert); Dir of Public Works (Y.Emrani);Traffic & Transportation Section (P.Casanova); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services Section Admin. (D. Hardgrove/T.Dodson); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G. Tom/S. Boghosian/R.Takidin); Glendale Water & Power--Electric Section (B. Alshanti/B.Ortiz/E.Olsen); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (R.Sada/J.Jouharian); and case planner-Aileen Babakhani.

MOTION

(TENTATIVE TRACT 82944)

Moved by Commission Member Lee, seconded by Commission Member Minassian, that upon review and consideration of Tentative Tract No. 82944, and after reviewing the records, files, report, and all documentary evidence submitted with regard to said tentative tract, that Tentative Tract No. 82944 is hereby approved subject to compliance with the State Subdivision Map Act, Chapters 16.16 and 16.32 of Title 16 of the Glendale Municipal Code, Title 30 of the Glendale Municipal Code, and the seventy-five (75) additional conditions listed below; and the Planning Commission hereby makes each and all of the following findings of fact:

- A. The density of the subject tract is 17 dwelling units per acre, which is consistent with the R-2250 Zone, and the medium density residential standards of the Land Use Element; Holly Drive has been designated as a local street according to the 1998 Circulation Element; the project site is located in an area where the ambient noise contour level is 70 CNEL and over, as shown on the map of the 2030 Noise Contours of the City's Noise Element and the on-site acoustical characteristics will lower the noise levels to acceptable levels, suitable for residential living; the project is compatible with the goals and objectives of the Housing Element as it contributes to the provision of a wide range of housing types to meet the needs of current and future residents (Goal 1), it provides increased opportunities for home ownership (Goal 3), it provides equal housing opportunities for all persons (Goal 5), and provides housing that is sensitive to environmental and social needs (Goal 6); the Recreation Element places the subject property in Recreation Planning Area No. 10, which is completely lacking in neighborhood parks and it underserved only by two parks. The applicant is subject to payment of park fees to offset impacts to parks. Additionally, the project provides on-site common open space and a private patio(s) and/or a balcony(s) per unit in compliance with Zoning regulations; the Historic Preservation Element does not identify any historical sites in the project area; the Safety Element does not identify major hazards that could impact development in the subject area; the Open Space Element does not designate this site as open space.

- B. Provided the project's design and improvements are implemented in conformance with the conditions of approval, the project will be consistent with the approved and adopted General Plan Elements cited in the preceding paragraph. No Specific Plans are applicable to the project site and its environment.

- C. The site is physically suitable for the proposed multi-family residential development in that the project site is on generally level land underlain by earth material that is suitable for residential construction. The Safety Element indicates that the project site is not subject to geologic or seismic hazards. The project represents the natural progression of private redevelopment in the neighborhood. On-site drainage will be channeled into the existing storm drain system in a manner satisfactory to the Public Works Division. Water and power facilities for this project exist adjacent to the project site and will be provided to the development in accordance with requirements of the Glendale Water and Power Division.
- D. The site is physically suitable for the proposed density. The project will provide for a density equal to that allowable under the existing R-2250 zoning classification and the density will be consistent with the recommendations of the Land Use Element. The density will be comparable to that of apartments and condominiums already existing in the area.
- E. Adherence to the development criteria and conditions of approval will prevent substantial environmental damage and any impact to fish or wildlife or their habitat. This development is exempt from environmental review in accordance with the California Environmental Quality Act, as a Class 32 "Infill Development" exemption pursuant to Section 15332 of the State CEQA Guidelines because the project meets all the conditions of an in-fill development project.
- F. Compliance with subdivision design standards and criteria of Glendale and the conditions of approval will protect the residential living environment, protect the public health and welfare, and prevent any serious public health problems.
- G. The project will not conflict with any easements acquired by the public at large for access through or use of property within the project site.
- H. The sanitary sewer system is adequate to accommodate new developments in this area, and discharge of waste into the system from this project will not violate water quality standards.
- I. The water and power demands that will be generated by the project will not alter the City's ability to serve the project or any other areas of the community nor would the project impact available fiscal resources of the community.
- J. The project provides for future passive or natural heating or cooling opportunities to the extent feasible in consideration of constraints imposed by topography, lot design, and configuration, etc.

CONDITIONS

Public Works Department Requirements

Engineering & Land Development

1. A Tract Map shall be required. The subdivision shall comply with all provisions of applicable State laws, the Subdivision Ordinances and the Glendale Municipal Code. All fees pertaining to subdivisions required by the Glendale Municipal Code and City Ordinances shall be paid in connection with the filing of the final map or prior to recording of the final map, shall be based on the fees which are in effect at such respective times. In addition, survey monuments shall be set in accordance with the standards of the Director of Public Works office and to the satisfaction of the Director of Public Works. All monumentation work shall be performed by or under the supervision of a Licensed Surveyor, licensed in the State of California.
2. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal Low Impact Development (LID) drainage system to the Building and Safety Division for review and approval.
3. The applicant shall enter into a Covenant & Agreement with the City for the replacement, installation, and continued maintenance of all NPDES-related drainage devices on the property and granting inspection rights to the City.
4. All 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.
5. The proposed driveway apron shall be constructed per SPPWC Standard Plan No. 110-2. Remove any existing unused driveway apron and replace with curb, gutter, sidewalk, landscaping, and irrigation.
6. All broken curb, gutter, sidewalk, landscaping, and irrigation along the entire street frontage of the property shall be removed and new concrete integral curb and gutter, sidewalk, landscaping, and irrigation shall be constructed.
7. The applicant shall coordinate with the City Arborist at (818) 550-3402 regarding tree requirements in the public right-of-way.
8. The entire asphalt concrete roadway pavement 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, restoration of parking restriction curb painting and striping, and restoration of landscaping and irrigation if necessary, at no cost to the City and to the satisfaction of the Director of Public Works.
9. 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 project. The applicant shall coordinate all such work with the respective utility owners.

10. All existing street appurtenances including traffic striping, utilities, street signs, curb paintings, landscaping, and tree wells within the public right-of-way that were damaged, removed, or relocated during construction shall be restored to the satisfaction of the Director of Public Works.
11. Separate permits are required for all work within the public-right-of-way. All applicable construction work shall conform to the SPPWC manual. The applicant shall bear all fees for the necessary permits and construction inspections for work within the public right-of-way.
12. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

Public Works Department Requirements

Traffic Engineering

13. Red curb damaged/removed during project construction shall be refurbished by the applicant. Any new curb and gutter along Holly Street, adjacent to the project site shall include red curb.
14. Show existing R26(CA) sign, adjacent to the project site, on site plan.
15. Any proposed abutment walls adjacent to the drive aisle leading to subterranean parking shall not block visibility of pedestrians on the sidewalk.

Public Works Department Requirements

Maintenance Services/Urban Forester

16. Two (2) *Lagerstroemia x fauriei* trees shall be planted in the public right-of-way on Holly Drive. New trees shall be 24" box in size and meet City standards for nursery stock and planting specifications.
17. New trees should be planted in the center of the parkway to be spaced equidistant from each other and from hardscape boundaries. Major modifications to placement or species shall be approved by Forestry.
18. Developer shall devise a long-term irrigation system for the new trees within the City right-of-way to ensure their establishment, development of deep roots, and long-term survival.
19. Developer must contact the urban forester at least 48 hours prior to trees being delivered in order to arrange for tree inspection and final placement of trees.
20. Developer must see that trees are in good condition at the time of project completion.

Fire Engineering Requirements

21. Emergency access walkway: Ensure an adequate emergency access walkway leading from fire apparatus access road to exterior opening per the CFC; access walkway must be able to accommodate a 20-foot long ladder. Landings shall be provided beneath rescue windows or doors to provide fire department access around the home. The architectural and landscape design shall omit any present

or future obstructions that may hinder access and placement of fire department ladders.

22. Emergency escape: Ensure that basements and sleeping rooms below the fourth story above grade plane have at least one exterior emergency escape and rescue opening in accordance with the CBC.
23. Water flow: Ensure compliance with water flow requirements per the CFC. Provide request a payment for fire flow verification report and flow test. A completed copy of the report must be provided to the Fire Department upon submittal of the first plan check for the fire sprinkler system.
24. Fire water line: Installation of a fire water line is required for installation of new automatic fire sprinkler systems. GWP approval is required prior to submitting plans for Fire Department approval.
25. Backflow prevention: Contact GWP Water Engineering regarding the location and model of a backflow prevention device and water meter when installing a fire water line. Coordinate model, location, setback and obscuring of backflow prevention device (may not be visible from the street) with GWP Water Engineering, CDD Zoning and the Fire Department. GWP and CDD Zoning approval is required prior to submitting plans for Fire Department approval.

Community Development Department Requirements

Planning Division

26. The project approved herein shall be constructed as depicted on those sets of plans stamped approved by staff. Any modification to these plans must be approved by the Planning Division staff prior to the changes on the working drawings or in the field. Changes considered substantial must be reviewed by the Planning Commission. The determination of whether or not a change is substantial shall be made by the Director of Community Development.
27. The project shall be designed to accommodate a maximum of seven (7) dwelling units in substantial conformance with the tentative tract map and preliminary development plans submitted therewith.
28. The project shall comply with the design approved in Design Review Case No. PDR1905549.
29. All ground and roof-mounted equipment shall be fully screened from view.
30. The applicant shall modify the building permit for construction of a new condominium, not an apartment building. The building shall comply with new condominium standards in GMC Chapter 16.16.
31. The location, design and accessibility of the gas meters shall be to the satisfaction of the Director of Community Development.
32. The applicant shall provide down drains and drip pans to the satisfaction of the Director of Community Development.

33. The applicant shall pay all appropriate development impact fees established by City ordinance and resolutions to the satisfaction of the Building Official.
34. All electrical, communication, fire alarm, and television service shall be provided underground.
35. That backflow prevention devices shall be installed in a location to the satisfaction of the Director of Community Development.
36. The guest parking spaces must be marked and accessible (either located within an ungated parking area or within a gated parking area that has intercom access) to the satisfaction of the Director of Community Development.
37. The Covenants, Conditions and Restrictions (CC&Rs) for the project shall include a provision for the maintenance of the gates to the parking garage.
38. The parking spaces required for each unit shall be assigned and specified in the CC&Rs and condominium plan to the satisfaction of the Director of Community Development.
39. Each residential unit shall have 90 cubic feet of private storage space per the Glendale Municipal Code, and designated in the CC&Rs.
40. Any changes to CC&Rs will require the approval of Director of Community Development.

Building and Safety Division Requirements

41. That all necessary permits (i.e., building, fire, engineering, etc.) 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.
42. That the premises shall be made available and accessible to any authorized City personnel (Building, Fire, Police, Neighborhood Services, Planning, etc.), for inspection to ascertain that all conditions of approval of this conditional use permit are complied with.
43. That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division.
44. That additional or other building code requirements or specific code requirements (i.e. CA Green Building Code, etc.) shall comply per GBS-2019 for New_Res CalGreen Mandatory Checklist.
45. The applicant shall comply with GBSC 2020, section 117 for "Refuse and Recycling Storage" rooms.
46. The applicant shall comply with GBSC 2020, Residential Security provisions of Ordinance 4518.
47. Drip Pans: Cloth washers, dishwashers and hot waters and other appliances which

the building section determines to be a potential source of water leakage or flooding shall be installed with built up drip pans and appropriate drains (except in the case of concrete slab floors on grade).

48. Shut off of all plumbing fixtures within an individual unit shall be possible without shutting off the water supply to other units.
49. Lift/Elevator shall be maintained/repared regularly per CC&R.

GWP (Electric Engineering) Requirements

50. The applicant shall contact GWP Customer Service Engineering to determine electric service requirements before starting the permitting process. Final construction plans must incorporate the electric service plan information for GWP Electric Engineering to sign off the building plan application.
51. Permanent structures above ground will not be allowed under high voltage power lines, with the exception of fencing (e.g., wood, chain link, or block wall). All fences shall comply with the required overhead line clearances as specified by GWP Customer Service Engineering. In order to build any fencing, contact GWP Customer Service Engineering to obtain a Permit to Occupy (PTO) application and pay applicable fee.
52. Project to provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
53. Permanent subterranean and underground structures below GWP overhead line require a Permit to Encroach (PTE) from GWP. Contact GWP Customer Service Engineering to obtain a PTE application and pay applicable fee. The items listed below shall be provided by the developer when applying for a PTE:
 - PTE Application filled out.
 - Current copy of recorded Grant Deed for each property.
 - Site and survey plans shall be provided by the developer when applying for a PTE.
 - The survey plan shall include all power poles adjacent to the property.
 - This fee shall be paid to GWP Electric Engineering.
54. The location of power poles shall be clearly shown on the proposed plans for approval. Project to maintain a minimum of five (5) feet clearance from face of power pole in all horizontal directions. Clearance shall extend from below ground level and clear to sky. Contact GWP Customer Service Engineering to obtain pole height and line clearance requirements.
55. Project will require an on-site transformer vault facility for the electrical service. GWP will start the new vault design after the project has provided the following:
 - Electrical load calculations.
 - Single line diagram.
 - Electrical room layout.

- Switchboard elevations.
 - Architectural plans showing the proposed vault and electrical room locations.
Elevation plans.
56. Electrical load calculations will determine if the property requires an on-site transformer facility or if it can be fed from the utility's distribution system.
57. The subdivider shall provide a street lighting system in accordance with plans approved by GWP Street Light Engineering at the project's expense. The new street light standards shall be fed from an underground circuit.
58. Any work to be done by Glendale Water & Power, as a result of this project, shall be coordinated with GWP Street Light Engineering department in advance at the project's expense.
59. 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.
60. The project is responsible for maintaining minimum clearance of eighteen inches (18") from the face of the power pole to the curb or driveway.
61. The distance from the curb or the edge of driveway to pole 26436A on Holly Drive must not be less than 18"

GWP (Water Engineering) Requirements

Backflow Prevention

62. Backflow prevention (BFP) devices are required for the following water services:
- Potable Water, Irrigation
 - Potable Water, Fire
 - Potable Water, Multi-family (4 units +)
 - BFP requirements shall apply as 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.

63. 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. The applicant shall contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection.
64. 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. The applicant shall contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection.
65. 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.

GWP (Water Engineering) Requirements

Potable Water

66. Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
67. Individual water meters are required for each residential unit per Glendale Municipal Code (Chapter 13.12). The water meters are to be installed per GWP specifications. Meters will be installed on ground level only and accessible to GWP personnel.
68. 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
69. 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.
70. Any water service or fire line shall have a separate connection to the potable water main. A single connection that combines domestic and fire protection uses is not allowed.

71. 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.
72. 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.
73. The static water pressure is approximately 110 psi. The owner shall be responsible for installing and maintaining pressure reducing valves on all water services for the proposed development.

Miscellaneous Requirements

74. Should litigation be commenced by any third party against the City concerning any procedural or substantive aspect of this subdivision, including without limitation, any litigation concerning the application of the California Environmental Quality Act, the City shall inform applicant of the estimated cost of defense. Applicant shall, within five (5) days of said notification, provide the City with a check, in same day available funds, for the estimated cost of City's defense. City shall deposit said funds into an interest bearing account. City may update said estimate at any time during any such litigation, in which case applicant shall, within five (5) days of notification of said updated estimates, provide the City with a check in same day available funds, for the additional estimated cost of defense. Should any applicant provided monies or should interest on such monies remain unspent at the conclusion of litigation, the City shall refund same to applicant. City retains the right to hire outside special legal counsel to represent City.
75. This tentative tract map approval shall be valid for thirty-six (36) months or until approval of the final map, whichever occurs first, in accordance with local and state laws.

Adopted this **17th day of February, 2021**.

This motion shall take effect and be in force upon the tenth (10th) day after its passage.

VOTE AS FOLLOWS

Ayes: Chraghchian, Fuentes, Lee, Shahbazian, Minassian
Noes: None
Absent: None
Abstain: None