



**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

December 15, 2021

New Dawn Enterprises, LLC  
c/o Mikael Galestian  
3424 Country Club Drive  
Glendale, CA 91208

Techna Land Co., Inc.  
Attn: Hayk Martirosian  
1545 North Verdugo Road, #2  
Glendale, CA 91208

**RE: 3510 NORTH VERDUGO ROAD**  
TENTATIVE TRACT MAP NO. 83352 (PTTMCP 2101698)

Dear Applicants:

The Planning Commission of the City of Glendale, at its meeting held on December 15, 2021, conducted a public hearing on your application for a tentative subdivision map filed to subdivide a new mixed-use project for condominium purposes (14 residential units and 2 commercial units), in the "C3 (Height District I) – Commercial Service Zone, described as Lots 9 to 14, Block 8, Sparr Heights Tract, MB 59, Pages 34/36, in the **3510 North Verdugo Road**, in the City of Glendale, as recorded in the Office of the Recorder in the County of Los Angeles, and **APPROVED WITH CONDITIONS.**

**ENVIRONMENTAL DETERMINATION**

The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption pursuant to Section 15331(k) of the State CEQA Guidelines, because the project is a division of existing multiple-family or single-family residences into common-interest ownership and subdivision of existing commercial or industrial buildings, where no physical changes occur which are not otherwise exempt.

A copy of the adopted motion is enclosed.

**APPEAL PERIOD**

The applicant's attention is called to the fact that this approval 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 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 (DECEMBER 27, 2021)**, following the date of the Planning Commission's action, 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 so that imperfections/incompleteness may be corrected before the appeal period expires.

Any appeal must be filed on the prescribed forms **within ten (10) 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.

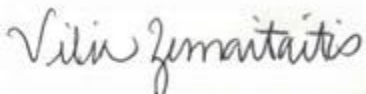
Due to the current COVID-19 social distancing and work from home orders issued by federal, state and local governmental agencies, in order for any appeal to be considered timely, **the appeal must be postmarked by the DECEMBER 27, 2021 deadline (mailed to Community Development Department – Planning Division, Attention Vilia Zemaitaitis, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner (Vilia Zemaitaitis at [vzemaitaitis@glendaleca.gov](mailto:vzemaitaitis@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: [Appeal Form](#)**

If you have any questions, please do not hesitate to call me at (818) 937-8154.  
(email: [vzemaitaitis@glendaleca.gov](mailto:vzemaitaitis@glendaleca.gov)).

Sincerely,

Phil Lanzafame  
Director of Community Development Department



Vilia Zemaitaitis  
Principal Planner

VZ: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); Traffic & Transportation Section (P.Casanova); General Manager for Glendale Water and Power (M.Young); Glendale Water & Power--Water Section (G. Tom/S. Boghosian/R.Takidin); Glendale Water & Power--Electric Section (B. B.Ortiz/E.Olsen/

**3510 NORTH VERDUGO ROAD**

TENTATIVE TRACT MAP NO. 83352 (PTTMCP 2101698)

M.Navareete/M.Kouassi); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (R.Sada); 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 –Vilia Zemaitaitis.

**MOTION**

Moved by Planning Commissioner Chraghchian, seconded by Planning Commissioner Lee, that upon review and consideration of Tentative Tract No. 83352 / Case No. PTTMCP 2101698 for 3510 North Verdugo Avenue, and after reviewing the records, files, report, and all documentary evidence submitted with regard to said tentative tract, that Tentative Tract No. 83352 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 fifty (50) 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 development is 34 dwelling units per acre, which is consistent with the R-1250 zoning standards that apply to residential development in the C3 Commercial Services zone, and the mixed-use/high density residential standards of the Land Use Element; North Verdugo Road has been designated as a Major Arterial according to the 1998 Circulation Element; the project site is located in an area where the ambient noise contour level is greater than 70 CNEL, as shown on the map of the 2030 Noise Contours of the City's Noise Element. Table 1 of the Noise Element indicates that residential multi-family projects are "Normally Unacceptable" (the project is proposed with sound attenuation features, including insulated, double paned windows, and the second and third level residential units are set back a minimum of 20 feet from the front property line along Verdugo); 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. 4, which exceeds the present standard of 1 acre per 1,000 people for neighborhood park acreage and it is served by Montrose Community Park, Glorietta Park and the Mayors' Bicentennial Park. 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.

**3510 NORTH VERDUGO ROAD**

TENTATIVE TRACT MAP NO. 83352 (PTTMCP 2101698)

- C. The site is physically suitable for the proposed mixed use development in that the project site is on generally level land underlain by earth material that is suitable for mixed-use 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 Department.
- D. The site is physically suitable for the proposed density. The project will provide for a density equal to that allowable under the existing C3 zoning that allows for residential development according to the R-1250 zoning standards 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 on the adjacent streets.
- 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. An Initial Study was prepared for the project and circulated for the required 20-day review period starting June 14, 2018 until July 5, 2018. The Final Negative Declaration was adopted by the Planning Hearing Officer on September 18, 2018 prior to approval of the Standards Variance Case No. PVAR1708690.
- 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. 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. In addition, the applicant shall submit a 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. 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.
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 sewer lateral connection(s) shall be of adequate size to accommodate the needs of the proposed development.

A sewage capacity increase fee in the amount of \$5,689 will be assessed. The fee is based on the increase in sewage flow generated by the project compared to the sewage flow from the current use of the site.

6. The applicant shall dedicate to the City a 4.5-foot wide easement for sidewalk and utility use purposes along the entire frontage of the property on Verdugo Road. The dedicated portion shall be paved with new sidewalk to match and join existing street improvements.
7. Remove replace all sidewalks fronting the property and extend up to the new easement.
8. Remove and replace all broken curb and gutter.
9. Any unused driveway apron shall be replaced with curb, gutter, and sidewalk.
10. All applicable street improvements shall be constructed in accordance with the Standards Plans for Public Works Construction (SPPWC) manual, to match and join existing street improvements, under separate permit, and to the satisfaction of the Director of Public Works.

**3510 NORTH VERDUGO ROAD**

TENTATIVE TRACT MAP NO. 83352 (PTTMCP 2101698)

11. The applicant shall revise the plans to show the proposed 4.5-foot sidewalk easement along Verdugo Road.
12. No doors shall open into the public right-of-way and easement.
13. The entire asphalt concrete roadway pavement within the vicinity of the property will be inspected after the completion 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, at no cost to the City and to the satisfaction of the Director of Public Works.
14. 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.
15. 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.
16. Separate permits shall be 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.

Public Works Department Requirements

Traffic Engineering

17. The contractor shall not store trash bins, construction equipment, construction materials, or construction vehicles (concrete truck, dump truck, etc.) on City's Right-of-Way (sidewalk, parkway, or street) without first obtaining a "Street-Use" permit from the Public Works - Engineering Division. Permit must be displayed at job site.

Public Works Department Requirements

Maintenance Services/Urban Forester

18. The one (1) City street tree adjacent to the subject property, a pink trumpet tree (*Handroanthus heptaphyllus*), on N. Verdugo Road growing out of a 4' x 4' tree well, shall be preserved and protected during construction per the City tree protection requirements, and indicated on all relevant plans.
19. As part of the project, Forestry is requiring the following:
  - a) Plant two (2) *Handroanthus heptaphyllus* (pink trumpet) trees. Developer must follow City standards and specifications for street tree planting. All trees must be 24" box size.

**3510 NORTH VERDUGO ROAD**

TENTATIVE TRACT MAP NO. 83352 (PTTMCP 2101698)

- b) Trees must be planted in new 4' x 4' tree wells along North Verdugo Road, to be irrigated using approved drip irrigation equipment and operated from a separate valve for street tree establishment. These wells should be located south of the proposed driveway, at exact locations to be sited by the developer and approved by the City.
- c) Developer must contact the Urban Forester 48 hours prior to trees being delivered in order to arrange for inspection prior to planting.
- d) Developer must see that the trees are in good condition at the time of the project completion and follow attached tree protection standards. All project plans, including grading, site improvements, utility locations, and landscaping shall indicate the exact trunk location of the City street tree(s). Construction is to be completed without negative direct impact on the retained tree.

Community Development Department Requirements

Planning Division

- 20. 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.
- 21. The project shall be designed to accommodate a maximum of 14 residential dwelling units and two commercial units in substantial conformance with the tentative tract map and preliminary development plans submitted therewith.
- 22. The project shall comply with the design approved in Design Review Case No. PDR 1808693 on April 11, 2019.
- 23. All ground and roof-mounted equipment shall be fully screened from view.
- 24. 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.
- 25. The location, design and accessibility of the gas meters shall be to the satisfaction of the Director of Community Development.
- 26. The applicant shall provide down drains and drip pans to the satisfaction of the Director of Community Development.
- 27. The applicant shall pay all appropriate development impact fees established by City ordinance and resolutions to the satisfaction of the Building Official.
- 28. All electrical, communication, fire alarm, and television service shall be provided underground.



29. That backflow prevention devices shall be installed in a location to the satisfaction of the Director of Community Development.
30. 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.
31. The Covenants, Conditions and Restrictions (CC&Rs) for the project shall include a provision for the maintenance of the gates to the parking garage.
32. 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.
33. Each residential unit shall have 90 cubic feet of private storage space per the Glendale Municipal Code (GMC 30.14.040 H) and designated in the CC&Rs.
34. Any changes to CC&Rs will require the approval of Director of Community Development.

GWP (Electric Engineering) Requirements

35. The existing street light facilities (pull boxes, street light poles, conduits, etc.) shall be protected in place and be accessible to GWP personnel at all times.
36. 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.

GWP (Water Engineering) Requirements

Backflow Prevention

37. 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

**3510 NORTH VERDUGO ROAD**

TENTATIVE TRACT MAP NO. 83352 (PTTMCP 2101698)

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.

38. 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.
39. 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.
40. 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. Project plans shall include STD Detail Drawings 6561-A, 6528-A & 6762-A and the location/manf/model/size of backflow prevention assembly, in adhere to clearance requirements.

GWP (Water Engineering) Requirements

Potable Water

41. Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
42. 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.
43. 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.
44. 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.
45. 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.

46. 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.
47. 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.
48. The City's potable water system fronting the subject property has static pressure of approximately 40 psi. With proposed buildings of 4-stories in height, an onsite booster pump system may be required for the water service to the proposed site, at the owner's expense. The booster pump system shall provide the appropriate amount of pressure to meet fire flow requirements determined by the Glendale Fire Department.

Miscellaneous Requirements

49. 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.
50. 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 **15<sup>th</sup> day of December in 2021.**

VOTE AS FOLLOWS:

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

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