



## 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

March 28, 2024

Ha Nguyen  
Stoel Rives, LLP  
500 Capitol Mall, Suite 1600  
Sacramento, CA 95814

For Elyse Cook  
Assistant Secretary  
American Golf Corporation and its subsidiary, American Golf of Glendale

**RE: 3800 EAST GLENOAKS BOULEVARD  
ADMINISTRATIVE USE PERMIT CASE NO. PAUP-002530-2023**

Dear Ha Nguyen:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.49, the Community Development Department has processed your application for an Administrative Use Permit (AUP) to continued on-site sales, service, and consumption of beer and wine (ABC License Type 41) at the existing full-service restaurant in the clubhouse of the Scholl Golf Course and Tennis Complex in the SR (Special Recreation) Zone District, located at **3800 East Glenoaks Boulevard**, described as Portion of Lot 89, Map No. 2 of Watts' Subdivision; Lots 17 and 18, Tract No. 1 0232; Portions of Lots 8 and C, Sicomoro Canyon Tract; Portion of Lot 240, Tract 7498; Lot 2 Tract 10395; and Portions of vacated Dawes Drive and Glenoaks Boulevard., (APN: 5666-001-904), in the City of Glendale, County of Los Angeles.

### CODE REQUIRES

- 1) The sale of alcoholic beverages requires an Administrative Use Permit in the SR Zone (Glendale Municipal Code §30.15.020, Table 30.15-A).

### APPLICANT'S PROPOSAL

- 1) To allow the on-site sales, service, and consumption of beer and wine (ABC License Type 41) at an existing full-service restaurant with sidewalk dining.

### ENVIRONMENTAL DETERMINATION

The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption, pursuant to State CEQA Guidelines Section 15301(e), because the discretionary permit request is to allow for the continued on-site sales, service, and consumption of beer and wine at the existing full-service restaurant in the clubhouse of a recreational facility with no additional floor area proposed.

## REQUIRED / MANDATED FINDINGS

After thorough consideration of the statements contained in the application, the plans submitted therewith, and the analysis by Community Development Department staff, this Administrative Use Permit application is **APPROVED WITH CONDITIONS** based on the following:

**A. That the existing use will be consistent with the various elements and objectives of the General Plan because it is a commercial service compatible with the design and characteristics of the neighborhood.**

The applicant's request to continue the on-site sales, service, and consumption of beer and wine at a restaurant located at a golf course will be consistent with the various elements and objectives of the General Plan. The subject site is within the Special Recreation (SR) Zone. The Land Use Element of the General Plan designates the subject site as Recreation / Open Space. One of its programmatic goals for Community Facilities is to "Capitalize on the cultural resources and facilities of Glendale and the greater Los Angeles area to provide maximum cultural, historical, recreational, and entertainment opportunities to residents" (Land Use Element, page 8). Such low-intensity uses are desired in lands designated for Recreation / Open Space and support the intent of permitting such uses with specific performance and design criteria (Land Use Element, page 24). "Golf courses, country clubs, driving ranges and related facilities" are permitted as a use by right in the SR (Special Recreation) zone (GMC Section 30.15.020).

The on-site sales, service, and consumption of beer and wine, at the full-service restaurant, is an ancillary use at the clubhouse associated with the golf course and tennis facilities. Recreational uses offered in this zone provide and protect open space, natural physical features and scenic resources ... [with] unique and special characteristics of the variety of recreational uses possible" (GMC Section 30.15.010). The City-owned facility is a destination conducive to said services. The applicant's request for on-site sales, service and consumption of beer and wine with meals is incidental to the operation of the full-service restaurant and serves a public necessity or convenience purpose for the subject area.

There is no anticipation that the applicant's request to continue the operation of a full-service restaurant with the sale of beer and wine for on-site consumption will increase traffic nor create any negative traffic-related impacts along this street and nearby residential area beyond the existing conditions. The Circulation Element Street Classification Map identifies East Glenoaks Boulevard as a community collector street. This type of street serves the surrounding residential community (Circulation Element, p 2-9). This section of Glenoaks Boulevard has limited mobility, other than passenger vehicles and ride share for hire, since there are no transit options to the San Rafael Hills. The street infrastructure is fully developed and can adequately handle the traffic generated by the full-service restaurant.

The applicant's request is incidental and ancillary to their primary use as a recreation facility. This aligns with the goals of the Open Space and Conservation Element. Scholl Canyon is City-owned open space (Map 3-2) and proximate to natural resource ridgelines (Map 5-2). Supporting Policy 2: "The City shall provide a variety

of outdoor recreational opportunities to all residents.” The City leases the land located for Scholl Canyon Golf Course to American Golf Corporation. Certain goals support this policy. Goal 3, “Establish a management program for open space that provides for appropriate public access ...” with an objective to “provide for recreational and educational opportunities,” and Goal 7, “Continue programs which enhance community design and protect environmental resource quality,” with an objective to “ensure that the design of community facilities within open space areas is harmonious and integrated with the natural environment.” (Open Space and Conservation Element, pages 3-6 to 3-9.)

The full-service restaurant and on-site consumption of beer and wine are an ancillary use for the recreational facility. This aligns with the goals of the Recreation Element, identifies Scholl Canyon Golf & Tennis Complex as a public park site (Map 4-1). This supports Goal 1, “to have a variety of recreational opportunities and programs for all residents,” and Goal 7, “safely and sensitively designed parks.” Further supported by Objective 1, “incrementally expand the quantity and quality of recreational experiences for residents and visitors to the City of Glendale now and far into the future,” including Policy 3, “The City shall enhance and expand existing recreational facilities in response to community needs.” (Recreation Element, page 3.)

The proposal to allow the continued operation of a full-service restaurant with beer and wine for on-site consumption at the project site, which was developed within the greater context of recreation, open space, and conservation, is consistent with other elements of the General Plan. It is consistent with the Noise Element as there are no anticipated increases to the noise levels beyond the current conditions. Furthermore, the applicant’s request will not result in significant impacts to other elements, including Historic Preservation, Housing, and Safety.

**B. That the use and its associated structures and facilities will not be detrimental to the public health or safety, the general welfare, or the environment because it is a commercial service that typically does not increase crime in a low-crime census tract.**

The on-site sales, service, and consumption of beer and wine incidental to the full-service restaurant, being an ancillary use to the facility, has no or will have no detriment to the neighborhood's health, safety, and public welfare. According to comment received from the Glendale Police Department, the subject property, Scholl Canyon Golf Course, is in census tract 3009.02 which allows for 2 On-Sale establishments. The facility is located within a census tract that does not exceed twenty (20) percent of the city average for Part 1 crimes. The facility’s golf course and clubhouse have continuously operated since 1979 with no substantial incidents of crime. This location is the only existing liquor license in this tract. Based on arrests and Part 1 crime statistics for census tract 3009.02 in 2021, there were 5 crimes, 97% below the city-wide average of 167. Within the last calendar year there were 11 calls for police service at the location, none related to the sales or service of alcoholic beverages:

- 01/04/23 – 415 report (vehicles performing donuts; no DR)
- 01/08/23 – 459 report (burglar, DR #23-285)
- 04/18/23 – Trespass (DR #23-4797)

07/16/23 – Suspicious activity (trespass, No DR)  
07/22/23 – Theft report (DR #23-8991)  
09/27/23 – 459 report (burglary, DR #23-12240)  
There were also 5 false alarm calls for police service.

The Glendale Police Department did not cite any concerns with the applicant's request to allow the operation of a full-service restaurant with on-site sales, service, and consumption of beer and wine at this location. There was no evidence presented which would indicate that the applicant's request would encourage or intensify crime within the neighborhood area. The Police Department suggested conditions of approval, included herein, to mitigate any potential negative impacts.

According to a comment received from the Glendale Community Services and Parks Department, American Golf of Glendale should be the sole permittee and nobody else (including a sublessee) should be able to sell alcohol onsite.

According to a comment received from the Glendale Building and Safety Division, there are no concerns with the applicant's request to allow the operation of a full-service restaurant with on-site sales, service, and consumption of beer and wine at this location, as met by conditions pertaining to building interior and exterior plans, occupancy, and use.

**C. That the use and facilities will not adversely affect or conflict with adjacent uses or impede the normal development of surrounding property because it is situated north of downtown in a commercial service neighborhood with primarily compatible uses and characteristics.**

There is no anticipation that the applicant's request to continue operation of the facility's full-service restaurant with ancillary on-site sales, service, and consumption of beer and wine will be detrimental to the community, nor will it adversely conflict with the community's park site, open space, and surrounding neighborhood. The applicant's uses stated above have existed for decades and have not been proven to be detrimental to surrounding uses. The subject property is city-owned and includes the Scholl Canyon Golf Course and Tennis Complex, located in the San Rafael Hills overlooking the Los Angeles basin. The facility's design is compatible with surrounding low-intensity land uses, including the public park site where it is situated. The closest residential neighborhood is 0.5 mile across the mountain. The closest public facilities are Lower Scholl Canyon Park at 2849 East Glenoaks Boulevard (1.3 miles to the west), Glenoaks Park at 2531 East Glenoaks Boulevard (1.7 miles to the west), and Glenoaks Elementary School at 2015 East Glenoaks Boulevard (2.5 miles to the west). No schools, daycare facilities, libraries, hospitals, or places of worship are near the subject site. There were no concerns or comments submitted by the Police Department or Neighborhood Services Division that would indicate a negative impact from this continued ancillary use on the surrounding area. The proposed conditions of approval will mitigate any potential negative impact on the surrounding properties.

**D. That adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are or will be provided for the proposed use because it will not result in an increased demand for vehicle parking, nor require changes to the built environment.**

The applicant's request to continue the on-site sales, service, and consumption of beer and wine at a full-service restaurant as an ancillary use to the facility will not result in inadequate public or private facilities. Adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are provided for the use. Associated utilities exist within the public right of way and are adequate to continue service to the facility. There are no changes proposed for parking facilities. The parking demand is not anticipated to intensify as a result of continued alcohol sales. There are currently 157 parking spaces on-site to the west of the facility's clubhouse. Accordingly, the applicant's request to allow the continued operation of a full-service restaurant with on-site sales, service, and consumption of beer and wine in an existing city tenant facility will not require any new city services, nor will it require any changes to the parking or traffic circulation.

**REQUIRED ADDITIONAL FINDINGS OF FACT FOR AN AUP FOR ALCOHOL SALES, SERVICE AND CONSUMPTION**

That all the criteria set forth in Section 30.49.030 (E) to be considered in making the findings in subsection A through D above have all been met and thoroughly considered:

1. That where an existing or proposed on-site use is located in a census tract with more than the recommended maximum concentration of on-site uses or where an existing or proposed off-site use is located in a census tract with more than the recommended maximum concentration of off-site uses, both as recommended by the California Department of Alcoholic Beverage Control (ABC), such use does not or will not tend to intensify or otherwise contribute to the adverse impacts on the surrounding area caused by such over concentration, as described in Finding B above. Furthermore, the subject's census tract does not exceed the suggested limit for on-sale establishments.
2. That where the existing or proposed use is located in a crime reporting district with a crime rate which exceeds twenty (20) percent of the city average for Part I crimes, as reported by the Glendale Police Department, such use does not or will not tend to encourage or intensify crime within the district, because conditions of approval have been included in the approval of this application to ensure that any potential negative impacts will be appropriately mitigated, as described in Finding B above. Furthermore, the subject's census tract does not exceed twenty percent (20%) of the city-wide average for part 1 crimes.
3. That the existing or proposed use does not or will not adversely impact any other uses within the surrounding area (place of worship, public or private schools or college, day care facility, public park, library, hospital or residential use), as described in Finding C above.

4. That adequate parking and loading facilities are or will be provided for the existing or proposed use or other reasonable alternatives satisfy the transportation and parking needs of the existing or proposed use, as described in Finding D above.
5. That notwithstanding consideration in subsections 1 through 4 above, the operation of a new full-service restaurant with the on-site sales, service and consumption of alcoholic beverages does serve a public convenience for the area, because it serves local residents, businesses, and the surrounding community. Conditions placed on the approval of the project will ensure that it will not adversely impact nearby businesses and residential uses.

### **CONDITIONS OF APPROVAL**

**APPROVAL** of this Administrative Use Permit shall be subject to the following conditions:

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.
2. That all necessary licenses, approvals, and permits as required from Federal, State, Country, or City authorities including the City Clerk shall be obtained and kept current at all times.
3. That the restaurant shall be operated in full accord with applicable State, County, and local laws.
4. Any expansion or modification of the facility or use that intensifies the Administrative Use Permit shall require a new Administrative Use 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, with concurrence from the Director of Community Development.
5. That approval of this permit is not equivalent to official review and approval of plans by Glendale Building & Safety Division, that any change, made or proposed, to the building interior and/or exterior and/or site, occupancy, and/or use require official submittal to said authority.
6. That the proprietor and his/her employees shall make an active and conscientious effort to keep customers and employees from trespassing on other nearby properties or otherwise making disturbances in the area.
7. Sufficient measures shall be enforced to effectively eliminate interior and exterior loitering, parking congestion, distributing noise, distributing light, loud conversation, and criminal activities.
8. Music or noise shall be contained within the edifice of the establishment. The business shall comply with all state and local laws and ordinances concerning excessive noise and disturbing the peace.

9. That the premises shall be maintained in a clean and orderly condition, free of weeds, trash and graffiti.
10. At all times when the premises are open for business, the service of any alcoholic beverage shall be made only in the areas designated with an Alcoholic Beverage Control (ABC) license. Consumption of alcoholic beverages will only be in those same licensed areas.
11. The sale of beer, wine, and/or distilled spirits for consumption off the premises is strictly prohibited.
12. The American Golf Corporation shall be the sole permittee, and no other entity, including a sublessee, shall be able to sell alcohol on site.
13. No separate bar area shall be maintained on the premises.
14. Sales, service, or consumption of alcoholic beverages shall be permitted only between the hours of 6 a.m. to 10 p.m. each day of the week.
15. The restaurant shall remain open to the public during business hours. If the establishment has a private party during normal business hours, the restaurant still needs to remain open for business to regular customers.
16. No patron to any of the business establishments will be allowed to bring into any establishment or maintain in the establishments, any alcoholic beverage unless that alcoholic beverage was purchased within that same establishment unless the facility has an established corkage policy allowing and regulating such.
17. That the applicant will provide all current and future employees with training designated to help them recognize intoxicated or underage patrons.
18. The front and back doors of the establishment shall be kept closed at all times while the location is open for business, except in case of emergency.
19. That no exterior signs advertising the service of alcoholic beverages shall be permitted. Consumption of alcoholic beverages will only be on those same licensed areas.
20. No live entertainment is permitted without a "Live Entertainment Permit". No karaoke, no bikini activities or events, no lingerie activities or events, no swimwear activities or events, nor any similar activities or events be allowed where partial clothing of male, female, or any individual for entertainment is provided.
21. There shall be no video machine maintained on the premises.
22. That access to the premises shall be made available to all City of Glendale Planning and Neighborhood Service Divisions, Police Department, and Fire Department staff upon request for the purpose of verifying compliance with the laws and conditions of this approval.
23. That adequate means shall be provided for the collection of solid waste generated at the site and that all recyclable items shall be collected and properly disposed of to the satisfaction of the Integrated Waste Administrator of the City of Glendale. No trash containers shall be stored in any parking, driveway, or landscaping area.

24. The Manager and or Staff shall enforce the City of Glendale Fresh Air Ordinance (Title 8, Chapter 8.52 of the Glendale Municipal Code).
25. An establishment that primarily provides for the on-premises sale, serving, and consumption of alcoholic beverages and that derives more than fifty (50) percent of gross revenues from the sale of alcoholic beverages is by definition of the code a “tavern” and requires approval of a separate conditional use permit. Taverns include bars, pubs, cocktail lounges, and similar establishments.
26. Those premises may be utilized for banquets, private parties, or other events, provided that all events comply with the provisions of the applicant’s Alcoholic Beverage Control license, and provided they have appropriate Conditional Use Permits and Use Variances if required.
27. The business shall apply for a Business Registration Certificate (BRC). Apply at [GlendalePermits.org](http://GlendalePermits.org). To learn more, visit the Community Development Department on the Internet and search for “Business Registration.”

#### **RESPONSES TO PUBLIC COMMENTS RECEIVED DURING COMMENT PERIOD**

During the public comment period, the staff received an email that voiced concerns about speeding vehicles in Glenoaks Canyon. Here is a summary of the main points from the comment letter, along with the staff’s response:

- 1. The commenter reported observing vehicles speeding past his home in Glenoaks Canyon at speeds over 55 miles per hour. He indicated that he had previously reached out to the Glendale Police Department and expressed a desire for this comment to bring further attention and assistance to the issue of excessive speeding in Glenoaks Canyon.**

The above comment primarily addressed the issue of excessive speeding in Glenoaks Canyon. It did not necessarily pertain to the traffic generated by the restaurant under discussion, which is seeking approval to continue on-site sales, service, and consumption of beer and wine at its existing full-service restaurant located in the clubhouse of the Scholl Golf Course and Tennis Complex. In response to the comment, the Public Information Officer of the Glendale Police Department directly emailed the commenter, assuring that the Glendale Police Department would investigate the issue.

#### **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 so that imperfections/incompleteness may be corrected before the appeal period expires.

**All appeals must be filed using the City's online permit portal: [GlendaleCA.gov/Permits](https://www.glendaleca.gov/Permits). Create an account. Click "Apply" and "Planning/Zoning." Any appeal must be filed within fifteen (15) days following the actual date of the decision with the prescribed fee prior to the expiration of the 15-day appeal period, on or before **APRIL 12, 2024**. For any questions about the appeal application or process, contact the case planner, Alan Lamberg at [ALamberg@GlendaleCA.gov](mailto:ALamberg@GlendaleCA.gov) or 818-937-8158.**

#### **GMC CHAPTER 30.41 PROVIDES FOR**

##### TERMINATION

Every right or privilege authorized by an Administrative Use 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.

##### CESSATION

This permit may be terminated by its review authority upon any interruption or cessation of the use permitted by the Administrative Use Permit for one (1) year or more in the continuous exercise in good faith of such right and privilege.

##### EXTENSION

Permits granted by such right or privilege may be requested one time and extended for up to a maximum of one (1) additional year upon receipt of a written request from the applicant and demonstration that a reasonable effort to act on such right and privilege has commenced within the two (2) years of the approval date. In granting such extension the applicable review authority shall make a written finding that neighborhood conditions have not substantially changed since the granting of the Administrative Use Permit.

#### **TRANSFERABILITY**

This authorization runs with the land or the use for which it was intended for and approved. In the event the property is to be sold, leased, rented or occupied by any person or corporation other than yourself, it is incumbent that you advise them regarding the conditions and/or limitations of this grant.

#### **VIOLATIONS**

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.

## REVOCATION

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over Administrative Use Permits. To consider the revocation, the Director of Community Development shall hold a public hearing after giving notice by the same procedure as for consideration of a variance at least ten (10) days' notice by mail to the applicant or permittee.

## NOTICE – subsequent contacts with this office

The Applicant is further advised that all subsequent contacts with this office regarding this determination must be with the Case Planner first, and then the Hearing Officer who acted on this case. This would include clarification, verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **by appointment only**, to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

You may contact the case planner, Alan Lamberg during normal business hours at (818) 937-8158 or via e-mail at [ALamberg@GlendaleCA.gov](mailto:ALamberg@GlendaleCA.gov).

Sincerely,

Bradley Calvert  
Director of Community Development

Dennis Joe  
Planning Hearing Officer  
DJ:AL:sm

CC: City Clerk (K. Cortes); Police Dept. (A. Krikorian/Z. Avila); City Attorney's Dept. (G. Van Muyden/Y. Neukian); Fire Prevention Engineering Section-(J. Diaz/S. Partamian/D. Stimson); Traffic & Transportation Section (P. Casanova/S. Roudsari); General Manager for Glendale Water and Power (M. Young); Glendale Water & Power--Water Section (S. Boghosian/E. Hakoupiani/ /K. Runzer); Glendale Water & Power--Electric Section (C. Babakhanlou/S. Boghosian/E. Hakoupiani); Parks, Recreation and Community Services Dept. (T. Aleksanian/A. Limayo); Neighborhood Services Division (J. Sada); Integrated Waste Management Admin. (D. Hardgrove); Maintenance Services/Street and Field/Urban Forester (L Klick/, C. Linares/ O. Urquidez); Engineering and Land Development (A. Avazian/S. Oganesyanyan/R. Villaluna); (LA/Metro / P.Halpin); and, case planner (A.Lamberg).