



CITY OF GLENDALE, CALIFORNIA
COMMUNITY DEVELOPMENT DEPARTMENT
Planning Division

633 East Broadway, Room 103
Glendale, California 91206-4386
(818) 548-2140 (818) 548-2144
(818) 548-2115 Fax (818) 240-0392
www.ci.glendale.ca.us

July 31, 2013

Edward Hagobian
220 South Kenwood Street, #210
Glendale, CA 91205

**RE: 3060 HOLLYWELL PLACE
CONDITIONAL USE PERMIT NO. PCUP 1233702**

Dear Mr. Hagobian:

On June 26, 2013, the Planning Hearing Officer conducted and closed a public hearing, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.42, on your application for a conditional use permit to allow the construction of a new 2,600 square foot, 2-story single family residence with an attached two-car garage on a vacant lot having an average current slope of 79% in the Restricted Residential Zone (R1R) – located at **3060 Hollywell Place**, described as Portion of Lot 13, Tract No 22628, in the City of Glendale, County of Los Angeles.

APPLICANT'S PROPOSAL

Conditional Use Permit

- 1) To construct a new dwelling unit on a lot having an average current slope of 79%

CODE REQUIRES

Conditional Use Permit

- 1) New dwelling unit construction on a lot having an average current slope that exceeds 50%, requires the approval of a conditional use permit.

ENVIRONMENTAL RECOMMENDATION: The Community Development Department, after having conducted an Initial Study, has prepared a negative declaration for the project. The proposed negative declaration 20-day comment period began on May 21, 2013 and ended on June 10, 2013. No comments were received.

REQUIRED/MANDATED FINDINGS

After thorough consideration of the statements contained in the application, the plans submitted therewith, the report by the Community Development Department staff thereon, and the statements made at the public hearing with respect to this application, the Planning Hearing Officer has **GRANTED WITH CONDITIONS** your application based on the following:

A. The proposed use will be consistent with the various elements and objectives of the general plan.

The proposed single-family residence will be consistent with the various elements and objectives of the General Plan. The subject site has a designation of Very Low Density Residential in the Land Use Element with a corresponding R1R zoning classification. The land use designation and zoning classification are intended to preserve and protect low density residential neighborhoods and to promote the public health, safety and welfare of the community. Within this zone, the preservation of open space and physical features are also emphasized. The residence is proposed in the western-most portion of the 48,500 square-foot site; the remainder of the site will remain unaltered. The Circulation Element classifies Hollywell Place as a local street. The primary function of local streets is to provide access to adjacent properties. This type of street usually serves the residential needs of the immediate community with low volumes of traffic to and from collector and arterial streets. The proposed project will be consistent with the Circulation Element. The Open Space and Conservation Element does not identify this site for park or open space use. Existing on-site oak trees will be maintained and therefore the project is consistent with this Element. The Safety Element identifies portions of the site as being in a landslide or a landslide hazard zone area; however, the residence is not located in either zone. In addition and in an effort to mitigate any potential impacts, the Public Works Engineering Section stipulated that a new drainage swale be located behind the rear retaining wall designed and constructed to have the same or greater capacity for runoff and debris flow as the existing drainage swale and in roughly the same location. The Safety Element identifies this site as located in a fire hazard area and the project will be required to comply with the Glendale Fire Department (GFD) brush clearance requirements and require that the landscape plans be approved by GFD.

B. The use and its associated structures and facilities will not be detrimental to the public health or safety, the general welfare, or the environment.

The proposed single-family residence will not be detrimental to the public health or safety, the general welfare, or the environment. Construction of the proposed residence would involve approximately 1,200 cubic yards of grading, relatively minimal given the size of the site. The vast majority of the site will remain

untouched. Approval of the conditional use permit would not impact surrounding uses or the character of the neighborhood. Some of the existing homes in the neighborhood were constructed on manufactured pads, a construction method the city discourages. The proposed residence will be built into the natural slope of the lot, with several levels and stepped back to address the site's topography. The soils and engineering geologic investigation submitted by Geo Systems, Inc. for the project found that the proposed building site will not be subject to any hazards due to mud or debris flow, provided their recommendations are followed and integrated into the building, grading and drainage plans. The Public Works Engineering Section stipulated that a new drainage swale behind the rear retaining wall shall be designed and constructed to have the same or greater capacity for runoff and debris flows as an existing drainage swale in roughly the same location. Oak trees located on the site will be preserved and the Urban Forester stated that construction of the project will not adversely impact these trees.

C. The use and facilities will not adversely affect or conflict with adjacent uses or impede the normal development of surrounding property

The proposed project will not adversely affect or conflict with adjacent uses or impede the normal development of surrounding property. The site and surrounding area are zoned for very low density single-family housing and are developed as such. The neighborhood is almost fully developed and, therefore, the project will not impact the normal development of the surrounding property. The proposed single-family house is consistent with the surrounding uses and will not impede any redevelopment of nearby homes.

In accordance with Section 30.11.040A, the development is in keeping with the design objectives in the Glendale Municipal code, the Hillside Design Guidelines, and the Landscape Guidelines for hillside development because it provides variation in plane on each side of the structure and the second story is recessed to echo the general shape of the hillside to help reduce massing. In addition, the proposed development will maintain the natural hillside character, will follow the contours of the lot and will not modify the landforms. With an average current slope of seventy-nine (79%) percent grading is necessary to develop the property.

Among the testimony provided at the public hearing were statements from various parties regarding a mud and debris flow that occurred within the cul-de-sac of Hollywell several years ago. This mud and debris flow passed through the subject property but originated from a property above the subject lot. The soils and engineering geologic investigation submitted by Geo Systems, Inc. for the project found that the proposed building site will not be subject to any hazards due to mud or debris flow, provided their recommendations are followed and integrated into the building, grading and drainage plans. The Public Work Engineering Section will review in detail the proposed grading and drainage plan and soils report to ensure compliance with the City's regulations.

D. Adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are provided for the proposed use.

Adequate public and private facilities such as utilities, landscaping, parking spaces and traffic circulation measures are or will be provided for the proposed single-family residence. The area is an established community and has been developed for many years. Public and private utilities have been in place and will be available for the proposed residence. Glendale Water and Power did not cite concerns regarding the proposed single-family home. Hollywell Place is a local street designed to carry residentially-generated traffic. It is not expected that the demand for utilities and impact on traffic circulation in the area will be elevated to any significant degree from the existing conditions. The proposed single-family residence will be located in the far western portion of the site. The area immediately surrounding the residence will be landscaped with appropriate hillside and drought-tolerant plant material. The remainder of the site will be maintained with existing native plants. Approximately 90% of the site is landscaped, well above the minimum required 40% and approximately 85% is ungraded, well above the minimum required 40% in the R1R zone. The proposed 2,600 square-foot house includes an attached two-car garage and complies with the parking requirement for a home of this size.

SUMMARY OF PLANNING HEARING OFFICER'S DECISION

The Planning Hearing Officer was able to make all four required findings in favor of the application and considered the hillside design criteria in Title 30.12. 040 A. The proposal is for a new single family house in an area developed with single family houses. The proposed house complies with the hillside design criteria as the house will be built into the hill. In addition, the proposed house complies with all the zoning code requirements such as floor area ratio, lot coverage, landscaping, building height, ungraded open space and parking. The house is required to be reviewed and approved by the Design Review Board in order to ensure the house is architecturally consistent and that its mass and scale are compatible with the surrounding neighbors. The conditions attached to this approval will control the use in a manner necessary to allow the use to properly fit into the specific location as well as address any potential grading concerns.

CONDITIONS OF APPROVAL

APPROVAL of this Conditional Use Permit shall be subject to the following:

1. That the development shall be in substantial accord with the plans submitted with the application and presented at the hearing except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Planning Hearing Officer.

2. That all necessary permits (i.e. building, fire, engineering, etc.) shall be obtained from the Building and Safety Division and Public Works Department and all construction shall be in compliance with the Glendale Building Code UBC (Universal Building Code) and all other applicable regulations.
3. That Design Review Board approval shall be obtained prior to the issuance of a building permit.
4. That the applicant shall comply with Urban Forester requirements to the satisfaction of the Director of Public Works.
5. That if any buildings, sidewalks, curb or gutter, fencing or landscape areas, etc., adjacent to the site are damaged during the course of construction on public or private property, the damage shall be repaired to the satisfaction of the Planning Hearing Officer for private property and the Director of Public Works for public property.
6. That a complete automatic fire sprinkler system and sounding devices shall be installed throughout the entire building in accordance with the recommendations of the National Fire Protection Association, Standard No. 13D, and the requirements of the Glendale Fire Department. The fire sprinkler plans shall be submitted to the Glendale Fire Engineering Bureau prior to the issuance of any building permits.
7. That any proposed exterior lighting shall be directed onto the driveways, walkways and parking areas within the development and away from adjacent properties and the public right-of-way to the satisfaction of the Planning Hearing Officer.
8. That water conserving plant materials shall be installed as represented on the approved landscape plan. This landscaping plan shall include a complete irrigation plan with water conserving devices, shall be prepared by a person licensed to prepare such plans and to the satisfaction of the Community Development Director, prior to the issuance of a building permit.
9. That landscaping areas shall be maintained in good condition with live plants and free of weeds and trash.
10. That the applicant shall comply with all requirements of the Water Engineering and Electric Engineering Sections of Glendale Water and Power, as specified in their memo dated April 23, 2013, to the satisfaction of the Director of Glendale Water and Power.
11. That the applicant shall comply with all requirements of the Building and Safety Division of the Community Development Department, as specified in their memo dated November 4, 2012, to the satisfaction of the Building Official.

12. That the applicant shall comply with all requirements of the Maintenance Services/Urban Forester Section of the Public Works Department, as specified in their memo dated April 23, 2013, and revised on May 8, 2013 to the satisfaction of the Director of Public Works.
13. That the applicant shall comply with all requirements of the Integrated Waste Section of the Public Works Department, as specified in their memo dated November 5, 2012, to the satisfaction of the Director of Public Works.
14. That the applicant shall comply with all requirements of Fire Engineering of the Fire Department, as specified in their memo dated April 23, 2013, to the satisfaction of the Fire Chief.
15. That the applicant shall comply with all requirements of the City Engineer specified in the memo dated April 25, 2013, to the satisfaction of the City Engineer.
16. That the applicant shall comply with all requirements of Community Services/Parks, as specified in their memo dated November 14, 2012, to the satisfaction of the Director of Community Services and Parks Department.
17. That landscape plans shall be revised to include high growing plants or vines adjacent to the western portion of the retaining wall to further mask the appearance of this wall from Hollywell Place to the satisfaction of the Community Development Director.
18. That the continuation of the house wall located in the northwest portion of the house shall be eliminated as it is located within the street front setback.
19. That the applicant shall comply with all the recommendations contained in the Soils and Engineering Investigation for the proposed project.

APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION

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 Building and Safety Division upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **AUGUST 15, 2013** in the Building and Safety Division, 633 East Broadway, Room 101.

APPEAL FORMS available on-line:

<http://www.ci.glendale.ca.us/planning/SubmittingAProject.asp>

To save you time and a trip - please note that some of our FORMS are available on line and may be downloaded. AGENDAS and other NOTICES are also posted on our website.

TRANSFERABILITY

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

VIOLATIONS OF THESE CONDITIONS

Violations of conditions required by this determination may constitute a misdemeanor or infraction under section 1.20.010 of the Glendale Municipal Code (GMC) and/or a violation of other local, State or Federal laws or regulations. Unless a specific penalty is provided, any person convicted of a misdemeanor shall be punished by a fine not to exceed one thousand dollars (\$1,000.00), or imprisonment for a term not to exceed six (6) months, or by both fine and imprisonment. Infractions are punishable by a fine not exceeding the sum of five hundred dollars (\$500.00) for each violation.

Violations of conditions required by this determination may be grounds for a revocation.

Section 30.16.610 of the Glendale Municipal Code, 1995, provides for the Director of Community Development to have continuing jurisdiction over any Conditional Use Permit which is or has been granted and may revoke any Conditional Use Permit in whole or in part at any time for failure to comply with any condition or requirement imposed at the time of approval.

GMC CHAPTER 30.41 PROVIDES FOR

TERMINATION: Every right or privilege authorized by a conditional 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.

EXTENSION: An extension of the conditional use 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 conditional use permit.

NOTICE – subsequent contacts with this office

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

Sincerely,



Bradley M. Collin
Planning Hearing Officer

BC:sm

- CC: City Clerk (K.Cruz); Police Dept. (Tim Feeley/Z.Avila); City Attorney's Dept. (G. van Muyden/M.Yun); Fire Prevention Engineering Section- (D.Nickles); City Engineer and Traffic & Transportation Section (Roubik Golanian/G.Tom); Director of Public Works and General Manager for Glendale Water and Power (Stephen Zurn); Glendale Water & Power--Water Section (R.Takidin); Glendale Water & Power--Electric Section (M.Kelley/M.Jackson); Parks, Recreation and Community Services Dept. (Emil Tatevosian); Neighborhood Services Division (A.Jimenez); Integrated Waste Management Admin. (D.Hartwell); Maintenance Services Section Admin. (D.Hardgrove); Street and Field Services Admin.; Environmental Management (M.Oillataguerra); M.Baird; R.Coppola; B.Duran; A.Faenza;C.Nieves; R. Gladson; J.Peyna; L.Saragueta J.R.Ibarra; P.Roelofs; S.M.Renbeth; N. Vakalis; P.Vincenti; and case planner Roger Kiesel.

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION

DATE: April 23, 2013

TO: Roger Klesel, Community Development Department

FROM: Gerald Tom, GWP Water Engineering
Varoosan Avedian, GWP Electrical Engineering

SUBJECT: PCUP 1233702
3060 Hollywell Place

Glendale Water & Power (GWP) Engineering has reviewed the plans for the new 2,600 SF two-story single family residence in the R1R zone on a lot where the average current slope exceeds 50%.

Requirements are as follows:

Electric Engineering

Customer Service (818) 548-3921

- Project to 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.
- Project to provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
- Additional comment(s) and/or attachment(s).
Project to provide GWP with Architectural Plans in order to design electrical service. GWP will not sign any permits until the electrical service is designed by GWP.

Fiber Optics (818) 548-3923

- No conflict.

Street Lighting (818) 548-4877

- 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.
- Relocation of any existing underground street light system in conflict with project will be at the project's expense. All connections, splices and wiring of the system shall be done by GWP. The relocation of the street light substructure can be done by the project in accordance with the plans approved by GWP Street Light Engineering. Contact GWP at (818) 548-4877 for more information.
- 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.

Transmission & Distribution (818) 548-3923

- The existing electrical facilities (vaults, pull boxes, power poles, etc.) shall be protected in place and be accessible to GWP personnel at all times.
- There are existing underground electrical facilities present in vicinity of the project. Contact GWP Electrical Engineering Department to obtain the plans.

Water Engineering

Backflow Prevention (818) 548-3807

- Backflow prevention (BFP) devices are required for each separate irrigation and fire service connection(s) from the City of Glendale. A BFP device may be required if multiple service lines are needed for domestic service. Please refer to the GWP Cross-Connection Control Program and Glendale Municipal Code(Chapter 13.32) to determine the type of device required. BFP device locations must be approved by both GWP Water Department and Planning Departments prior to installation. The backflow installation must be inspected prior to burying or covering the pipes to confirm no cross connection exists. GWP Water Department will also need to inspect the installed facilities prior to receiving water to ensure adequate backflow protection. The BFP device must be tested by a certified tester licensed by the local health agency before service can be granted. Please contact Miriam Sykes at 818-548-3807 or Fabiola Wells at 818-550-4510.

Potable Water (818) 551-6908

- Applicant is responsible for the current cost of a water service or fire line in accordance with the current water fee schedule at the time of installation.
- 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 Glendale Water and Power following payment of the necessary fee.
- 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.
- 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.


Recycled Water (818) 548-3966

- No conflict.

Glendale Water & Power Engineering has no other issues or comments related to this project.

Varoojan Avedian
Electrical Engineer II

Gerald Tom
Senior Civil Engineer



VA/GT:bo

**CITY OF GLENDALE
 INTERDEPARTMENTAL COMMUNICATION
 Community Development Department
 Request for Comments Form (RFC)**

DATE: November 1, 2012 **DUE DATE:** November 15, 2012
 (PLEASE submit your response by above DATE)
TO: _____

FROM: Roger Kiesel, Case Planner **Tel. #** 818-548-8152

PROJECT ADDRESS: 3060 Hollywell Place
Applicant: Ed Hagobian
Property Owner: Mr. and Mrs. Nieves

PROJECT DESCRIPTION: Construction of a new 2,600 square-foot, two-story single family residence in the R1R zone on a lot where the average current slope exceeds 50%.

PLEASE CHECK:

- | | |
|--|--|
| <input checked="" type="checkbox"/> A. CITY ATTORNEY | <input type="checkbox"/> G. INFORMATION SERVICES
(Wireless Telecom) |
| <input checked="" type="checkbox"/> B. COMMUNITY DEVELOPMENT: | <input type="checkbox"/> H. PUBLIC WORKS (ADMINISTRATION): |
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> • (1) Building & Safety <input checked="" type="checkbox"/> • (2) Economic Development <input checked="" type="checkbox"/> • (3) Housing <input checked="" type="checkbox"/> • (4) Neighborhood Services <input checked="" type="checkbox"/> • (5) Planning & Urban Design
EIF/Historic District <input type="checkbox"/> • | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> • (1) Engineering <input checked="" type="checkbox"/> • (2) Environmental Management <input type="checkbox"/> • (3) Facilities (city projects only) <input checked="" type="checkbox"/> • (4) Integrated Waste <input checked="" type="checkbox"/> • (5) Maintenance Services/Urban Forester <input checked="" type="checkbox"/> • (6) Traffic & Transportation |
| <input checked="" type="checkbox"/> D. COMMUNITY SERVICES/PARKS: | <input type="checkbox"/> J. GLENDALE POLICE |
| <input checked="" type="checkbox"/> E. FIRE ENGINEERING (PSC) | <input type="checkbox"/> K. OTHER: |
| <input type="checkbox"/> F. GLENDALE WATER & POWER: | <ul style="list-style-type: none"> <input type="checkbox"/> • (1) STATE-Alcohol Beverage Control (ABC) <input type="checkbox"/> • (2) CO Health dept. <input type="checkbox"/> • (3) City Clerk's Office |
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> • (1) Water <input checked="" type="checkbox"/> • (2) Electric | |

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____
 CUP Case No.: 1233702
 DRB Case No.: _____

Tentative Tract/Parcel Map No.: _____
 Zone Change/GPA: _____
 Other: _____

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project Address: 3060 Hollywell Place

Project Case No.: PCUP 1233702

NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.

COMMENTS:

- This office DOES NOT have any comment.
- This office HAS the following comments/conditions. (See attached Dept. Master List)

Conditions:

1. 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.
2. 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.
3. That State Accessibility Standards be met for all parking requirements and building entrance accessibility as required by the Building and Safety Division.
4. That additional or other building code requirements or specific code requirements (i.e. CA Green Building Code, etc.) may be required upon submittal of plans for building plans check and permit.

Date:11/4/2012

Print Name: Sarkis Hairapetian
Title: B.C.S.II. Dept. Bld'g. & Safety **Tel.:** X 3209

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION
Community Development Department
Request for Comments Form (RFC)

DATE: April 10, 2013

DUE DATE: April 25, 2013

(PLEASE submit your response by above DATE)

TO: _____

FROM: Roger Kiesel, Case Planner

Tel. # 818-548-8152

PROJECT ADDRESS: 3060 Hollywell Place

Applicant: Ed Hagobian

Property Owner: Mr. and Mrs. Nieves

PROJECT DESCRIPTION: Construction of a new 2,600 square-foot, two-story single family residence in the R1R zone on a lot where the average current slope exceeds 50%.

PLEASE CHECK:

A. CITY ATTORNEY

G. INFORMATION SERVICES
(Wireless Telecom)

B. COMMUNITY DEVELOPMENT:

H. PUBLIC WORKS (ADMINISTRATION):

- (1) Building & Safety
- (2) Economic Development
- (3) Housing
- (4) Neighborhood Services
- (5) Planning & Urban Design
EIF/Historic District

- (1) Engineering
- (2) Environmental Management
- (3) Facilities (city projects only)
- (4) Integrated Waste
- (5) Maintenance Services/Urban Forester
- (6) Traffic & Transportation

D. COMMUNITY SERVICES/PARKS:

J. GLENDALE POLICE

E. FIRE ENGINEERING (PSC)

K. OTHER:

F. GLENDALE WATER & POWER:

- (1) Water
- (2) Electric

- (1) STATE-Alcohol Beverage Control (ABC)
- (2) CO Health dept.
- (3) City Clerk's Office

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____
 CUP Case No.: 1233702
 DRB Case No.: _____

Tentative Tract/Parcel Map No.: _____
 Zone Change/GPA: _____
 Other: _____

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project Address: 3060 Hollywell Place

Project Case No.: PCUP 1233702

NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.

COMMENTS:

- This office DOES NOT have any comment.
- This office HAS the following comments/conditions. (See attached Dept. Master List)

Date: April 23, 2013

Print Name: Dan Hardgrove

Title: Deputy Director **Dept.:** Public Works **Tel.:** 3950

ADDITIONAL COMMENTS:

5-8-2013 Revised Comments:

- Applicant has provided a revised site plan showing Indigenous tree locations, drip lines and trunk diameters. Based on information provided, the residential footprint does not appear to pose significant impacts to the indigenous trees located on and adjacent to the property, therefore, the requirement for an Indigenous Tree Report has been waived at this time. However, the supplemental irrigation and landscape plan currently does not appear to meet ordinance requirements for oak trees. Planting and irrigation plans shall comply with the requirements consistent with oak tree habitat and the Indigenous Tree Ordinance.
 - Comments relative to the Street Trees remain.
1. Project, as proposed, will encroach into large, open space canyon area with native vegetation present. It appears that indigenous trees have been identified on proposed plans. Glendale Municipal Code (G.M.C. 12.44.070) requires all persons who apply for development permits or entitlements to submit an accurate plan showing exact locations of each protected indigenous tree on the subject property and on adjoining properties whose trunks or branches are located twenty (20) feet outside the subject property line. This project poses significant impact on the canyon area including the indigenous trees; therefore an Indigenous Tree Report will be required.
2. Project, as proposed, will impact existing street trees. Currently site has 2 mature Aleppo pine trees located within the public right-of-way. Sufficient safeguards and protections shall be provided by the property owner so as to prevent injury to any affected city street trees. (G.M.C. 12.40.030)

b. CASE SPECIFIC CODE REQUIREMENTS: (these are not standard code requirements)

- 1.

ADDITIONAL COMMENTS:

CASE No.: PCUP 1233702 Property Address: 3060 Hollywell Place

Name/Signature: Dan Hardgrove Date: 4-23-13

Title: Deputy Director Dept. Public Works Tel. (Ext.): 3950

**CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION
Community Development Department
Request for Comments Form (RFC)**

DATE: November 1, 2012

DUE DATE: November 15, 2012

(PLEASE submit your response by above DATE)

TO: _____

FROM: Roger Kiesel, Case Planner

Tel. # 818-548-8152

PROJECT ADDRESS: 3060 Hollywell Place

Applicant: Ed Hagobian

Property Owner: Mr. and Mrs. Nieves

PROJECT DESCRIPTION: Construction of a new 2,600 square-foot, two-story single family residence in the R1R zone on a lot where the average current slope exceeds 50%.

PLEASE CHECK:

A. CITY ATTORNEY

- B. COMMUNITY DEVELOPMENT:**
- (1) Building & Safety
 - (2) Economic Development
 - (3) Housing
 - (4) Neighborhood Services
 - (5) Planning & Urban Design
EIF/Historic District
 - _____

D. COMMUNITY SERVICES/PARKS:

E. FIRE ENGINEERING (PSC)

- F. GLENDALE WATER & POWER:**
- (1) Water
 - (2) Electric

**G. INFORMATION SERVICES
(Wireless Telecom)**

- H. PUBLIC WORKS (ADMINISTRATION):**
- (1) Engineering
 - (2) Environmental Management
 - (3) Facilities (city projects only)
 - (4) Integrated Waste
 - (5) Maintenance Services/Urban Forester
 - (6) Traffic & Transportation

J. GLENDALE POLICE

K. OTHER:

- (1) STATE-Alcohol Beverage Control (ABC)
- (2) CO Health dept.
- (3) City Clerk's Office

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____

CUP Case No.: 1233702

DRB Case No.: _____

Tentative Tract/Parcel Map No.: _____

Zone Change/GPA: _____

Other: _____

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project Address: 3060 Hollywell Place	Project Case No.: PCUP 1233702
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NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.

COMMENTS:

- This office DOES NOT have any comment.
- This office HAS the following comments/conditions. (See attached Dept. Master List)

Date: <u>11-5-12</u>	
Print Name: <u>Dean Hartwell</u>	
Title: <u>Administrative Associate</u>	Dept. <u>PWIWMD</u> Tel.: <u>818-550-3485</u>

a. ADDITIONAL COMMENTS:

- 1.

b. CASE SPECIFIC CODE REQUIREMENTS: (these are not standard code requirements)

- 1.

c. SUGGESTED CONDITIONS: (may or may not be adopted by the Hearing Officer)

- 1.

CITY OF GLENDALE
"MASTER LIST" OF STANDARD CONDITIONS OF APPROVAL
RESIDENTIAL- COMMERCIAL- INDUSTRIAL ZONES
(Variances / CUPs/ PUPs / PPRs / Etc.)

GENERAL:

Permits

- That the development shall be in substantial accord with the plans submitted with the application and presented at the hearing except for any modifications as may be required to meet specific Code standards or other conditions stipulated herein to the satisfaction of the Hearing Officer.
- That all licenses, permits as required or approvals from Federal, State, County or City authorities including the City Clerk shall be obtained and kept current at all times.
- That all necessary permits (i.e., building, fire, engineering, etc.) shall be obtained from the Building and Safety Division, Permit Services Center and all construction shall be in compliance with the Glendale Building Code, Fire Code and all other applicable regulations.

PUBLIC WORKS: INTEGRATED WASTE MANAGEMENT
- MARIO NUNEZ

Comments

No Comments

- 1. The City's Integrated Waste Management Division personnel does not provide service on private property or private streets, alleys or driveways to collect refuse containers. Please make sure that your containers are on the nearest public street in a place where a refuse truck can get to it on the day of collection. [for Residential].
- 2. Integrated Waste Management Division only provides trash, recycling and green waste collection on public streets. No backyard or roll-out services are provided [for Residential].
- 3. Integrated Waste Management Division personnel will not go onto private property to collect refuse containers. Please make sure that your containers are on the street in a place where a truck can get to it on the day of collection. [for Residential].

Conditions:

Conditions Specific to Integrated Waste Management

- 1. Because the size of the structure/tenant improvement/residential addition will be equal to or greater than 1,000 square feet, the applicant shall comply with Glendale Municipal Code 8.58, the Construction and Demolition Waste Reduction and Recycling Plans. More information on this Code is available at www.ci.glendale.ca.us. Call the Building and Safety Division at (818) 548-3200 to make an appointment. [Commercial and Residential]
- 2. Proposed area on plans for the trash containers shall allow Integrated Waste field crew proper clearance to safely make collection. Revise plans in consultation with the Integrated Waste Management Division or re-submit new plan. (818) 548-3916. [for Commercial and Residential]
- 3. Proposed area on plans for the recycling containers shall allow Integrated Waste crew proper clearance to safely make collection. Revise plans in consultation with the Integrated Waste Management Division or re-submit new plan. (818) 548-3916. [for Commercial and Residential]
- 4. Identify the area where trash containers (trash enclosure) will be kept. [for Commercial and Residential]
- 5. Recycling containers shall be provided for collection of all cans, glass and plastic bottles that will be discarded. Recycled items shall be properly placed in containers. Contact the Integrated Waste Management Division at 818-548-3916 for more information. [Commercial]

- 6. Provide a site plan that shows the location and dimensions of trash enclosures. (Glendale Building Code 4101 - 4103). [Residential]
- 7. Provide a site plan that shows the location and dimensions of recycling enclosures. (Glendale Building Code 4101 - 4103). [Residential]

Case-specific Code Requirements: (not standard code requirements)

Suggested conditions: (may or may not be adopted by Hearing Officer)

CASE No.: PCUP 1205583 Property Address: 825 W. Glenoaks

Name/Signature Dean Hartwell Date: 4-4-12

Title: Admin. Associate Dept. PWIWM Tel. (Ext.): 818-550-3485

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION
Community Development Department
Request for Comments Form (RFC)

DATE: April 10, 2013

DUE DATE: April 25, 2013

(PLEASE submit your response by above DATE)

TO: _____

FROM: Roger Kiesel, Case Planner

Tel. # 818-548-8152

PROJECT ADDRESS: 3060 Hollywell Place

Applicant: Ed Hagoblan

Property Owner: Mr. and Mrs. Nieves

PROJECT DESCRIPTION: Construction of a new 2,600 square-foot, two-story single family residence in the R1R zone on a lot where the average current slope exceeds 50%.

PLEASE CHECK:

A. CITY ATTORNEY

G. INFORMATION SERVICES
(Wireless Telecom)

B. COMMUNITY DEVELOPMENT:

H. PUBLIC WORKS (ADMINISTRATION):

- (1) Building & Safety
- (2) Economic Development
- (3) Housing
- (4) Neighborhood Services
- (5) Planning & Urban Design
EIF/Historic District
-

- (1) Engineering
- (2) Environmental Management
- (3) Facilities (city projects only)
- (4) Integrated Waste
- (5) Maintenance Services/Urban Forester
- (6) Traffic & Transportation

D. COMMUNITY SERVICES/PARKS:

J. GLENDALE POLICE

E. FIRE ENGINEERING (PSC)

K. OTHER:

F. GLENDALE WATER & POWER:

- (1) Water
- (2) Electric

- (1) STATE-Alcohol Beverage Control (ABC)
- (2) CO Health dept.
- (3) City Clerk's Office

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____
 CUP Case No.: 1233702
 DRB Case No.: _____

Tentative Tract/Parcel Map No.: _____
 Zone Change/GPA: _____
 Other: _____

**GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments**

Project Address: 3060 HOLLYWELL PL

Project Number(s): CUP 1233702

Comments

No Comments

Code Required Conditions:

Architectural

- 1. **Occupancy classification.** Note existing and/or proposed occupancy classification on architectural plans.
- 2. **Elevator.** Elevator size shall be capable of accommodating a gurney and meet the requirements per the CBC.
- 3. **Emergency lighting.** Provide code-compliant emergency lighting along entire route of exit path (to the public way) and show locations on architectural plans.
- 4. **Maximum occupancy.** Maximum occupancy sign to be posted near the main entrance.
- 5. **Address.** Approved address numbers, building numbers or approved building identification shall be placed in a position that is plainly legible and visible from the street, road, alley, and walkways giving access to and within the property. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4-inches (102 mm) high with a minimum stroke width of 0.5 inch (12.7 mm) and shall be illuminated in an approved manner (if numbers are on the exterior). Number height and stroke width shall be increased as needed for legibility based on visibility distance.

Fire Protection

- 6. **Fire sprinkler system.** A complete automatic fire sprinkler system shall be installed throughout the structure in accordance with the recommendations of NFPA 13 and the requirements of the Glendale Fire Department. Plans and permit application shall be submitted to the Fire Department within 30 days of issuance of the building permit. Riser and all sprinkler piping shall be concealed; no exposed piping on exterior permitted. Quick response sprinkler heads are required throughout the structure unless contra-indicated. Flat concealed sprinkler heads are required in all habitable areas.
 - i. **Additions, remodels and tenant improvements:** Installation of an automatic fire sprinkler system will be required if valuation increase is greater than or equal to 50%; alteration of existing system is required regardless.
 - ii. **Maintenance:** The building fire sprinkler system shall be serviced and maintained in a proper working order at all times.

**GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments**

Project Address: _____

Project Number(s): _____

- iii. **Certification:** A current Five-year Fire Sprinkler System certification shall be maintained at all times in accordance with applicable codes and standards.
- 7. Fire alarm system.** Provide a fire alarm system capable of notifying the occupants, audibly and visually, upon activation of the automatic fire sprinkler system. Plans and permit application shall be submitted to the Fire Department within 30 days of issuance of the building permit.
- i. **Maintenance:** The building fire alarm system shall be serviced and maintained in a proper working order at all times in accordance with applicable codes and standards.
- ii. **Records:** Service and maintenance records shall be maintained on site at all times.
- 8. Fire extinguishing system.** Provide extinguishing system for the hood / spray booth; installation of hood / spray booth fire suppression system shall be approved under separate permit; submit plans within 30 days of issuance of building permit.
- 9. Riser and FDC locations.** Show location of automatic fire sprinkler riser, Fire Department Connection (FDC – must remain visible from the street) and Fire Alarm Control Panel (FACP) on the architectural and landscaping plans (FDC only). Coordinate locations with Fire Department staff; provide a three (3) foot clear pathway from FDC to sidewalk; pathway shall be clearly marked on the plans.
- 10. Backflow prevention.** Contact GWP Water Engineering regarding the potential need for and location of a backflow prevention device and water meter for the 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 (and copy of receipt from GWP) is required prior to submitting plans for Fire Department approval.
- 11. Fire extinguishers.** Fire extinguishers shall be installed and maintained in accordance with the CFC. Locations shall be identified on the architectural plans and subject to review by the Fire Department.
- 12. Smoke detectors.** Smoke detectors shall be wired to the building electrical system, be equipped with battery backup, and emit a signal when batteries are low. Smoke alarms shall be interconnected, so that the activation of one alarm will activate all other alarms.
- 13. Water main/Fire hydrant upgrade.** Water main and/or fire hydrant upgrade is/may be required; GWP and approval and copy of receipt are required prior to submitting plans for Fire Department approval.
- 14. Fire Hydrants.** Provide compliance for fire hydrant(s) location and spacing per the CFC. Show hydrant locations on the architectural site plan and civil drawings.

**GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments**

Project Address: _____

Project Number(s): _____

- 15. **Fire water line.** Installation of fire water line is required; GWP and approval and copy of receipt is required prior to submitting plans for Fire Department approval.
- 16. **Water flow.** Provide compliance with water flow requirements per the CFC. Provide 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.

High Fire Hazard Area

- 17. **High Fire Hazard Area.** Project is located in the High Fire Hazard Area and must comply with all related regulations.
- 18. **Hazard abatement.** All hazardous vegetation shall be abated per city requirements for a distance of 100 feet prior to construction of any new structure (and from any existing structures) and shall be maintained at all times.
- 19. **Fuel modification.** Provide a minimum 100 foot Fuel Modification Zone per the Hillside Development Landscape Guidelines for all proposed and existing structures; must submit plans and obtain Fire Permit.
- 20. **Landscaping.** All landscaping/fuel modification shall comply with the Hillside Development Landscape Guidelines; must submit plans and obtain Fire Permit.
- 21. **Building materials.** All building material and material assemblies for projects within the High Fire Hazard Area shall comply with the CBC.
- 22. **Right of Entry Permit.** Obtain a Right of Entry Permit for annual hazard abatement on adjacent City Property prior to approval of fuel modification plans.

Egress

- 23. **Exit routes.** Clearly show all exiting routes until termination of public right-of-way. Provide approved walkways from all building openings to the public way.
- 24. **Opening protection.** Provide proper opening protections for the means of egress system.
- 25. **Exit separation.** Verify exiting from all areas / floors is code compliant; provide adequate separation of required exits; maintain required clearance from property line and/or openings along exit paths.

**GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments**

Project Address: _____

Project Number(s): _____

- 26. **Exit continuity.** Provide the minimum number of exits and continuity per the CBC within all rooms, spaces, and levels.
- 27. **Emergency escape.** Basements and sleeping rooms below the fourth story above grade plane shall have at least one exterior emergency escape and rescue opening in accordance with the CBC.
- 28. **Egress analysis.** Provide a means of egress analysis on the plans in accordance with the CBC. Analysis shall include, but not be limited to the following:
 - i. Occupant load (showing detailed calculation and signage location).
 - ii. Required number of exits (including exit separation).
 - iii. Provide detailed calculation of all stairwells, aisles, exit widths, and travel distance.
- 29. **Door swing.** All exit doors shall swing in the direction of travel and comply with all exiting requirements.
- 30. **Egress aisle clearance.** All required egress aisles shall be maintained clear of obstructions at all times.
- 31. **Emergency lighting and exit signs.** All emergency lights and exit signs shall be maintained in an operable condition at all times.
- 32. **Panic hardware.** All exit doors or gates shall be provided with panic hardware when serving occupancies (A, E, I) with an occupant load of 50 or more persons.

Access

- 33. **Restricted access.** Project is located in an area with restricted access and/or narrow streets; limited turnaround capability exists for emergency vehicles.
- 34. **Emergency access walkway.** Provide an emergency access walkway leading from fire apparatus access road to exterior opening per the CFC. Landings shall be provided beneath bedroom rescue windows or doors when steps are used to provide fire department access around the home. Architect shall revise all architectural and landscape plans from any present or future obstructions that may hinder access and placement of fire department ladders.
- 35. **Fire Department Turnarounds.** Approved turnarounds for fire apparatus shall be provided in accordance with the CFC and fire department standards and include approved signage and markings. Turnarounds shall not be used for parking and shall be kept free of obstructions at all times.

**GLENDALE FIRE DEPARTMENT
FIRE ENGINEERING
Response to Request for Comments**

Project Address: _____

Project Number(s): _____

- 36. Fire Road Access Permit.** Obtain a Fire Road Access Permit; submit a Road Maintenance Access Plan for use of Fire Roads; provide documentation for legal right of access.
- 37. Fire Department Access.** Applicant shall submit two (2) site plans to the Fire Department for approval of Fire Department access. Prior to occupancy, all fire lanes shall be posted with approved signage and red-marked curbs in accordance with the CFC and GBSC. All access roads/fire lanes shall have a minimum width of 20 feet and minimum vertical clearance of 13½ feet.
- 38. Construction Access.** Applicant shall submit two (2) site plans to the Fire Department for approval of Fire Department access during construction. A roadway suitable for use by Fire Department apparatus (80,000 pounds) shall be clearly identified on the plans. A minimum of 20 foot clear width shall remain free of obstruction during all construction phases and activities.
- 39. Parking prohibited.** Parking is prohibited on access roads, driveways and turnarounds designated as Fire Lanes and/or Fire Department Access Routes.
- 40. Address directory.** An address directory shall be provided at all entrances to the project/development at locations approved by the Fire Department. Directory plans shall be submitted to the Fire Department for review and approval prior to installation.
- 41. Accessory room labeling.** All accessory room doors shall be labeled on the doors indicating the use of the room (Electrical Room, Riser Room, Fire Alarm Panel Inside, etc.).
- 42. Sign and graphics package.** Applicant shall submit two (2) sets of sign package plans to the Fire Department for approval. Signs shall include such elements as address, exits, stairwells, fire riser, FDC, control valves, fire alarm panel, fire extinguishers, etc.

Industrial Waste / Hazardous Materials

- 43. Industrial Waste Pre-treatment.** Provide pre-treatment (grease interceptor, clarifier, etc.) to serve the facility; minimum size 750 gallons located outside and connected to the sewer; show location on architectural site plan and plumbing plans for review; obtain an Industrial Waste Permit.
- 44. CUPA disclosure.** Complete and submit a CUPA Hazardous Materials disclosure packet.
- 45. CUPA closure letter.** Prepare and submit a CUPA Hazardous Materials Closure Letter.
- 46. Permits.** Obtain the following permits from the Fire Department:

Fire Sprinkler

PUBLIC WORKS: ENGINEERING ✓
- ROUBIK GOLANIAN

Comments

No Comments

- 1) The new drainage swale behind the rear retaining wall shall be designed to have the same or greater capacity for runoff and debris flows of the existing drainage swale.
- 2) The contractor shall not store trash bins, construction equipment, 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. The permit must be displayed at job site.

Conditions:

- 1. A separate Grading Permit Issued by the City's Engineering Division is required.
- 2. A grading/drainage plan shall be submitted for the Engineering Division's review and approval, and shall be made a part of the building plans submitted with ~~the shoring permit application, or if no shoring permit is required,~~ with the building permit application.
- 3. A Tract map is 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 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 City Engineer's Office and to the satisfaction of the City Engineer. All monumentation work shall be performed by or under the supervision of a Licensed Surveyor, licensed in the State of California.
- 4. The subject property and this development must be connected to the City's Sanitary Sewer system. All costs involved in extending the sewer main line to serve the subject property shall be borne solely by the applicant at no cost to the City and to the satisfaction of the City Engineer.
- 5. The existing sanitary sewer system downstream of the project may not have the capacity to handle the additional sewage discharge generated by the proposed project. If downstream deficiencies are determined, the applicant shall be required to upgrade these deficient portions of the existing sanitary sewer system. This upgrade shall be completed prior to the project's connection to the existing sanitary sewer system. In addition, the proposed sewer lateral connection(s) shall be of adequate size to accommodate the needs of the proposed development.

A sewage capacity increase fee will be assessed if no sewer system upgrades are required. 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 for street use purposes, a strip of land of sufficient land, along the entire frontage of the property on Hollywell Place to provide for a 5' wide sidewalk behind the curb.

7. The applicant shall dedicate to the City for street use purposes, a portion of the _____ corner of the property, of sufficient area, in order to accommodate the widening of the curb return and the construction of an ADA-compliant handicap ramp.
8. The applicant shall dedicate to the City for alley use purposes, a strip of land _____ feet wide, along the entire frontage of the property on _____ Description of alley _____.
9. A recorded ingress/egress, drainage and utility easement for the common private driveway is required. The easement shall be recorded against all the properties involved and shall be binding upon all owners, future owners, encumbrances, successors, heirs and assigns, and shall continue in effect until released by the City Engineer at the request of the owners, and based on the evidence that the easement is no longer necessary.
10. The property owner shall provide to the City, an Irrevocable Offer to Dedicate for street/alley use purposes, a strip of land _____ feet wide, along the entire frontage of the property on _____ Name of street and/or description of alley _____, and if required, a portion of the _____ corner of the property, of sufficient area, in order to accommodate the future widening of the curb return and the construction of an ADA-compliant handicap ramp.
11. The property owner shall enter into a Covenant and Agreement with the City agreeing to pay for the total cost of improving or widening the roadway fronting their property, at such time when the City elects to improve or widen _____ Name of street _____. The cost of improving or widening the roadway shall include, but not be limited to, all new Portland Cement Concrete curbs, gutters and sidewalks, new asphaltic concrete pavement, including the resurfacing of the street to its centerline, relocation and/or modification of driveway apron, relocation of utilities or adjustment to the new finished street surface, removal of existing street trees or tree roots, planting new trees and landscaping. This Covenant and Agreement shall be recorded against the property and shall be binding upon its owners, future owners, encumbrances, successors, heirs and assigns, and shall continue in effect until released by the City Engineer at the request of the owner, and based on the evidence that the terms of the Covenant and Agreement has been satisfied or is no longer necessary.
12. The applicant shall grant to the City a driveway apron easement along the frontage of the property on _____ Name of Street _____, of sufficient area to accommodate the construction of the entire proposed driveway apron to be located within the easement.
13. The method of discharge of the onsite drainage shall be approved by the City Engineer:
- a. All roof and on-site drainage shall be conveyed to the street via sheet flow through the driveway apron or cast iron pipes/parkway drains from the property line and exiting through the curb per Standard Plans for Public Works Construction, and under separate permit
- b. 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 per Standard Plans for Public Works Construction, and under separate permit.
- c. All onsite drainage inlet devices shall be equipped with approved fossil filters or equal, and the applicant shall enter into a Covenant and Agreement with the City for

the replacement, installation and continued maintenance of all NPDES-related drainage inlet devices on the property and granting inspection rights to the City. This Covenant and Agreement shall be recorded against the property and shall be binding upon its owners, future owners, encumbrances, successors, heirs and assigns, and shall continue in effect until released by the City Engineer at the request of the owner, and based on the evidence that the terms of the Covenant and Agreement has been satisfied or is no longer necessary.

- 14. Remove all broken/damaged/deteriorated curb, gutter, sidewalk, landscaping and irrigation along the entire frontage of the property on _____ and construct new Portland Cement Concrete Integral curb and gutter, sidewalk, landscaping and irrigation per the Standard Plans for Public Works Construction, to match and join the existing street improvements, under separate permit, and to the satisfaction of the City Engineer.
- 15. Remove any unused driveway apron or that portion of an existing driveway apron not leading to a driveway, and construct new Portland Cement Concrete Integral curb and gutter, sidewalk, and landscaping/irrigation as necessary, in accordance with the Standard Plans for Public Works Construction, to match and join the existing street improvements, under separate permit, and to the satisfaction of the City Engineer.
- 16. The applicant shall perform at its sole expense and at no cost to the City, the following street improvements along the entire frontage of the property on _____ in accordance with the Standard Plans for Public Works Construction, to match and join the existing street improvements, under separate permit, and to the satisfaction of the City Engineer:
 - a. Remove all existing curb, gutter, driveway aprons, and sidewalk, and construct new Portland Cement Concrete Integral curb and gutter, sidewalk, and driveway aprons.
 - b. Any unused driveway apron shall be removed and replaced with new Portland Cement Concrete Integral curb and gutter, sidewalk, landscaping and irrigation as necessary.
 - c. Construct the proposed driveway apron and the sidewalk immediately behind the new apron with new 6-inch Portland Cement Concrete pavement. The entire proposed driveway shall conform to Chapter 30.32.130 of the Glendale Municipal Code. Driveway profiles shall comply with the Code.
 - d. Construct new full-width Portland cement Concrete sidewalk between the property line and the back of curb.
 - e. Construct new _____-feet wide Portland Cement Concrete sidewalk adjacent to the Back of curb or property line. The unpaved portion of the parkway adjacent to the new sidewalk shall be landscaped and irrigated to the satisfaction of the Director of Public Works.
 - f. Construct new ADA-compliant handicap ramps at (Location).
 - g. The entire existing street improvements, including the asphaltic 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 asphaltic concrete pavement and the restoration of all parking restriction curb painting, traffic delineation, striping, and pavement markings, per California Department of Transportation (CALTRANS) Standards, at no cost to the City and to the satisfaction of the Director of Public Works.

- h. 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 proposed street improvements, and shall coordinate all such work with the respective utility companies, including the Los Angeles County Department of Public Works, Glendale Water and Power, and the Public Works-Traffic and Transportation Division.
- 17. Separate permits are 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.
- 18. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including filing of a Notice of Intent with the Los Angeles Regional Water Quality Control Board, and the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project. In addition, the applicant shall submit an approved Standard Urban Stormwater Mitigation Plan (SUSMP) to be integrated into the design of the project.
- 19. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project. In addition, the applicant shall submit an approved Standard Urban Stormwater Mitigation Plan (SUSMP) to be integrated into the design of the project.
- 20. The project shall comply with all National Pollutants Discharge Elimination System (NPDES) requirements, including the submittal and certification of plans and details showing preconstruction, during construction, and post-construction Best Management Practices (BMPs) that are integrated into the design of the project.
- 21. A dual sump pump design is required for basement or subterranean parking.
- 22. Street, storm drain, or sewer Improvement plans prepared by a Registered Civil Engineer licensed in the State of California shall be submitted to the Engineering Division for review and approval. In addition, the improvement plans shall show the location and/or the relocation/reconstruction of all existing and proposed utilities, including their underground structures (i.e. water meters, pull boxes, valves, manholes, street lights, fire hydrants, etc.).
- 23. The existing slopes above the proposed project may be subject to surficial slumping and sliding during the rainy season or with landscape watering. The Geotechnical and Geological reports shall provide an assessment of surficial stability of the slope and a determination as to whether mitigation measures are necessary for the protection of life and property associated with this project.

- 24. The site is located within a Earthquake-induced Landslide Zone as indicated in the State of California Seismic Hazard Zones Map (_____ Quadrangle) issued by the California Department of Conservation, Division of Mines and Geology. The Geotechnical and Geological reports shall contain the Geotechnical Engineer's and Geologist's findings and recommendations on all matters pertaining to the stability of the site and adequacy of all structures, retaining walls, drainage etc. This requirement is to fulfill the above major concern regarding earthquake-induced landslide conditions.
- 25. The site is located within a Liquefaction Zone as indicated in the State of California Seismic Hazard Zones Map (_____ Quadrangle) issued by the California Department of Conservation, Division of Mines and Geology. The Geotechnical and Geological reports shall contain the Geotechnical Engineer's and Geologist's findings and recommendations on all matters pertaining to the stability of the site and adequacy of all structures, retaining walls, drainage etc. This requirement is to fulfill the above major concern regarding liquefaction conditions.
- 26. The submitted site plan shows the proposed _____, to be constructed over an existing _____ easement. This creates an obstacle to the maintenance or replacement/repair of the existing structure/pipes/conduits within the easement. No permanent structure, footing, foundation, or any portion thereof, shall be located within the existing easement.
- 27. The applicant shall submit to the Engineering Division, drawings (Plans, profiles, cross-sections, detail drawings, etc.) which show that the proposed structure is designed so that no portion of its footings is located within the easement. In addition, the footings for the proposed structures adjacent to the easement shall be designed with sufficient depth to ensure that no structural surcharge is imposed upon the existing pipe and/or conduit or upon the potential open trench during replacement/repair operations for maintenance purposes.
- 28. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

Case-specific Code Requirements: (not standard code requirements)

Suggested conditions: (may or may not be adopted by Hearing Officer)

Case Planner: Roger Kiesel
 Case No.: PCUP 1233702
 Property Address: 3060 Hollywell Place

Name:  Date: 9/25/13

Title: Deputy Director of Public Works/City Engineer
 Dept. Tel. (Ext.): Public Works/Engineering – X 3946

**CITY OF GLENDALE
 INTERDEPARTMENTAL COMMUNICATION
 Community Development Department
 Request for Comments Form (RFC)**

DATE: November 1, 2012 **DUE DATE:** November 15, 2012
 (PLEASE submit your response by above DATE)
TO: _____

FROM: Roger Kiesel, Case Planner **Tel. #** 818-548-8152

PROJECT ADDRESS: 3060 Hollywell Place

Applicant: Ed Hagobian

Property Owner: Mr. and Mrs. Nieves

PROJECT DESCRIPTION: Construction of a new 2,600 square-foot, two-story single family residence in the R1R zone on a lot where the average current slope exceeds 50%.

PLEASE CHECK:

- | | |
|---|---|
| <input checked="" type="checkbox"/> A. CITY ATTORNEY | G. INFORMATION SERVICES
(Wireless Telecom) |
| <input type="checkbox"/> B. COMMUNITY DEVELOPMENT: | H. PUBLIC WORKS (ADMINISTRATION): |
| <input checked="" type="checkbox"/> • (1) Building & Safety | <input checked="" type="checkbox"/> • (1) Engineering |
| <input checked="" type="checkbox"/> • (2) Economic Development | <input checked="" type="checkbox"/> • (2) Environmental Management |
| <input checked="" type="checkbox"/> • (3) Housing | <input type="checkbox"/> • (3) Facilities (city projects only) |
| <input checked="" type="checkbox"/> • (4) Neighborhood Services | <input checked="" type="checkbox"/> • (4) Integrated Waste |
| <input type="checkbox"/> • (5) Planning & Urban Design
EIF/Historic District | <input checked="" type="checkbox"/> • (5) Maintenance Services/Urban Forester |
| <input type="checkbox"/> • | <input checked="" type="checkbox"/> • (6) Traffic & Transportation |
| <input checked="" type="checkbox"/> D. COMMUNITY SERVICES/PARKS: | J. GLENDALE POLICE |
| <input checked="" type="checkbox"/> E. FIRE ENGINEERING (PSC) | K. OTHER: |
| F. GLENDALE WATER & POWER: | <input type="checkbox"/> • (1) STATE-Alcohol Beverage Control (ABC) |
| <input checked="" type="checkbox"/> • (1) Water | <input type="checkbox"/> • (2) CO Health dept. |
| <input checked="" type="checkbox"/> • (2) Electric | <input type="checkbox"/> • (3) City Clerk's Office |

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____
 CUP Case No.: 1233702
 DRB Case No.: _____

Tentative Tract/Parcel Map No.: _____
 Zone Change/GPA: _____
 Other: _____

**INTER-DEPARTMENTAL COMMUNICATION
PROJECT CONDITIONS AND COMMENTS**

Project 3060 Hollywell Place
Address: _____

Project
Case No.: PCUP 1233702

NOTE: Your comments should address, within your area of authority, concerns and potentially significant adverse physical changes to the environment regarding the project. You may also identify code requirements specific to the project, above and beyond your normal requirements. Applicant will be informed early in the development process. You may review complete plans, maps and exhibits in our office, MSB Room 103. We appreciate your consideration and look forward to your timely comments. Please do not recommend APPROVAL or DENIAL. For any questions, please contact the Case Planner ASAP, so as not to delay the case processing.

COMMENTS:

- This office **DOES NOT** have any comment.
- This office **HAS** the following comments/conditions. (See attached Dept. Master List)

Date: 11/14/12

Print Name: Teresa Aleksanian

Title: Executive Analyst

Dept.: Comm Srvs & Parks

Tel.: (818) 550-4303

a. ADDITIONAL COMMENTS:

1. This project is subject to appropriate provisions of the Public Use Facilities Development Impact Fee Ordinance which requires that fees be paid to offset impacts on parks, recreation, and library facilities.

b. CASE SPECIFIC CODE REQUIREMENTS: (these are not standard code requirements)

- 1.

c. SUGGESTED CONDITIONS: (may or may not be adopted by the Hearing Officer)

- 1.

**INTERDEPARTMENTAL COMMUNICATION
ENVIRONMENTAL IMPACT COMMENTS**

(PLEASE SEND OUT THIS FORM ONLY WHEN ENVIRONMENTAL IMPACT COMMENTS ARE NEEDED.)

Location: _____

_____ The project would not have adverse environmental effects on areas regulated by this Division/Section.

_____ The project would have potential environmental impacts on areas regulated by this Division/Section identified below.

POTENTIAL ENVIRONMENTAL IMPACT(S):

PROPOSED MITIGATION MEASURE(S):

The following mitigation measures are required to reduce adverse environmental effects to less than significant. (Please do not include code requirements listed in comment below):

ADDITIONAL COMMENTS:

CASE No.: _____ Property Address: _____

Name/Signature _____ Date: _____

Title: _____ Dept. _____ Tel. (Ext.): _____