



CITY OF GLENDALE, CALIFORNIA  
COMMUNITY DEVELOPMENT DEPARTMENT  
Director of Community Development

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

November 29, 2012

Herand Der Sarkissian  
520 East Glenoaks Boulevard, Unit 'D'  
Glendale, CA 91207

**RE: 518 GLENWOOD ROAD  
STATE DENSITY BONUS PLAN CASE NO. PDBP 1230036  
WAIVERS and CONCESSIONS FINDINGS  
6-UNIT AFFORDABLE MULTI-FAMILY PROJECT**

Dear Mr. Der Sarkissian:

On November 14, 2012, the Planning Hearing Officer conducted and closed a public hearing for your request for waivers and concessions for development standards pursuant to Government Code Section 65915 and Chapter 30.36 of the Glendale Municipal Code (GMC) for the six (6)-unit affordable housing development proposed at **518 Glenwood Road**, in the "R-1650" – Medium High Density Residential Zone, described as a Portion of Lot 10, Tract No. 2737, in the City of Glendale, County of Los Angeles, has been reviewed.

**REQUIRED/MANDATED FINDINGS**

After thorough consideration of the statements contained in the application, the plans submitted, the report by the Planning Division staff, and the statements made at the public hearing with respect to this application, the Planning Hearing Officer establishes the following facts:

1. CEQA Status: This project is exempt from CEQA.
2. The Density Bonus Housing Plan shows that the proposed housing development consists of five or more dwelling units. Under this proposal, six residential units are provided (3 three- bedroom units and 3 two-bedroom units). This project will include a Density Bonus Housing Agreement subject to separate approval by the Housing Authority and the City Attorney, which provides for long-term affordability.

3. Zoning regulations for the lot allow for 4.45 dwelling units without a density bonus. The applicant is requesting 6 units, which is a density bonus of 20 percent over base density of 5 units (rounded up from 4.45 units permitted by code). The applicant is proposing to make one (1) unit affordable to moderate income for purchase, which is equivalent to providing 20% affordability. The applicant is subject to approval of a Density Bonus Housing Agreement to ensure long-term affordability for a moderate income household. Chapter 30.36.070 GMC provides for two concessions from development standards contained in the Zoning Code for ownership projects with 20% affordability for moderate income households. Section 30.36.080 allows the developer to request waivers or modifications to development standards in addition to the concessions or incentives received.
4. No specific adverse impact upon public health or safety or on the physical environment would occur by granting the requested incentives or concessions because requested incentives and concessions do not include waivers of any Building and Safety Division, Fire Department, Engineering Division, or other requirements pertaining to health or safety.
5. No specific adverse impact upon would occur to any real property that is listed in the California Register of Historical Resources by granting the requested incentives or concessions because this property and surrounding properties are not listed on the Register of Historical Resources.
6. The applicant has requested the parking provisions provided in Government Code Section 65915(p) and GMC Section 30.36.090. The request to use the parking provisions in Government Code Section 65915(p) and GMC Section 30.36.090 provides a maximum parking requirement of twelve (12) spaces inclusive of handicapped and guest parking.
7. The applicant has requested the following two concessions necessary in order to make this project affordable pursuant to Section 30.36.070 A:
  - A. To construct a condominium project with a minimum 5-foot interior setback with an average of 8 feet on the second floor where the following is required by the zoning code: a minimum 8-foot interior setback, and an 11-foot average setback on the second floor. The applicant proposes to match the first floor minimum and average interior setback on the second floor.
  - B. To construct a condominium project without providing common open space. A minimum 200 square feet of common open space per unit is required (200 square feet x 6 units = 1,200 square feet total).

8. The applicant has requested one waiver or reduction under Government Code Section 65915(e). The local government shall not be required to waive or reduce development standards if the waiver or reduction would have a specific, adverse impact, as defined in paragraph (2) of subdivision (d) of Section 65589.5, upon health, safety, or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact. The applicant has requested the following waiver in order to make this project affordable pursuant to Section 30.36.080B.
  - A. To allow the combined height of the garage and a solid wall or solid fence on top of the garage ranging from 3 to 10 feet high above the adjacent ground level. The maximum allowed combined height is 6 ½ feet above the adjacent ground level.

After considering the evidence presented with respect to this application, the Planning Hearing Officer makes the following findings concerning the requested concessions and waiver:

1. The applicant is entitled to two concessions to make this project affordable pursuant to Section 30.36.070 A because the project meets the requirement for 20% affordability to moderate income households and such threshold mandates that two concessions requested by the applicant be granted as follows:
  - A. To construct a condominium project with a minimum 5-foot interior setback with an average of 8 feet on the second floor where the following is required by the zoning code: a minimum 8-foot interior setback, and an 11-foot average setback on the second floor. The applicant proposes to match the first floor minimum and average interior setback on the second floor.
  - B. To construct a condominium project without providing common open space. A minimum 200 square feet of common open space per unit is required (200 square feet x 6 units = 1,200 square feet total) by code.
2. The applicant meets the requirements for one waiver necessary to make this affordable project economically feasible. To require a lower height for the garage would cause the project to be redesigned with increased grading, thereby increasing the cost of housing development. Therefore, requiring compliance with the wall and fence height over the garage would have the effect of precluding the construction of the housing development at the density and with the incentives identified above. Furthermore, the pattern of development in the neighborhood, including projects adjacent to the subject parcel, have similar walls and fences above the garage, so the granting of this waiver would not affect neighborhood compatibility. The requested waiver is necessary to make the housing development economically feasible.

After considering the evidence and adopted environmental document presented with respect to this application, the Planning Hearing Officer has **GRANTED** the requested concessions and waiver listed above and subject to the following conditions:

- 1) The applicant shall obtain approval of a Density Bonus Housing Agreement by the Director of Community Development Department and the City Attorney, which provides for long-term affordability for a moderate or lower income household.
- 2) The designated density bonus affordable unit shall be a three-bedroom unit. Larger units are appropriate for housing large families. Housing affordable to large families is among the greatest housing need in Glendale as identified in the City's certified Housing Element.
- 3) The designated density bonus three-bedroom unit shall remain affordable to moderate income households for a term to the satisfaction of the Director of Community Development Department and the City Attorney. State law density bonus for affordable housing was established to seek long-term affordable housing solutions for the State of California and the City's Housing Element Program Strategy #2- Production of Affordable Housing supports that goal. Therefore, a condition requiring long-term affordability is consistent with local and state goals for production of affordable housing, and the term should be consistent with other affordability covenants required by the state. Such affordability term shall be established in the Density Bonus Housing Agreement.
- 4) That the applicant shall comply with all Building and Safety Division requirements as specified in their memo dated September 24, 2012, to the satisfaction of the Building and Safety Division Official.
- 5) That the applicant shall comply with all Engineering Division requirements as specified in their memo dated September 27, 2012, to the satisfaction of the City Engineer.
- 6) That the applicant shall comply with all Glendale Fire Engineering Department requirements as specified in their memo dated October 03, 2012, to the satisfaction of the Fire Marshall.
- 7) That the applicant shall comply with all Glendale Water and Power - Electrical Engineering Section requirements as specified in their memo dated October 1, 2012, to the satisfaction of the Director of Glendale Water and Power.
- 8) That the applicant shall comply with all Glendale Water and Power - Water Section requirements as specified in their memo dated October 9, 2012, to the satisfaction of the Director of Glendale Water and Power.

- 9) That the applicant shall comply with all Housing Division requirements as specified in their memo dated October 8, 2012, to the satisfaction of the Deputy Director of Housing Division.
- 10) That the applicant shall comply with all Maintenance Services/Urban Forester Section requirements as specified in their memo dated October 15, 2012, to the satisfaction of the Deputy Director of Public Works.

**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 **DECEMBER 14, 2012** in the Building and Safety Division, 633 E. Broadway, Room 101.

**APPEAL FORMS available on-line:**  
<http://www.ci.glendale.ca.us/planning/SubmittingAProject.asp>

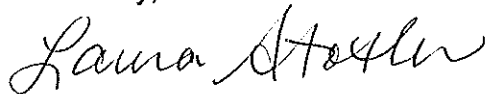
To save you time and a trip - please note that some of our FORMS are available on line and may be downloaded. AGENDAS and other NOTICES are also posted on our website.

**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 (Milca Toledo @ 818.937.8181) 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**, 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.

Should you have any questions regarding this issue, please do not hesitate to contact the undersigned.

Sincerely,



Laura Stotler  
Planning Hearing Officer

LS:sm

CC: City Clerk (K.Cortes); Police Dept. (Tim Feeley/Z.Avila); City Attorney's Dept. (attn: Mike Garcia/G.van Muyden/M.Yun); Community Development, Housing Section (Peter Zovak); Fire Prevention Engineering Section-(D.Nickles); City Engineer and Traffic & Transportation Section (Roubik Golanian); 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 (A.Jimenez); Integrated Waste Management Admin. (D.Hartwell); Maintenance Services Section Admin. (D.Hardgrove); Street and Field Services Admin.; Environmental Management (M.Oillataguerra); Jose Postachian&Claudia Yernazian;and case planner – Milca Toledo.







**PUBLIC WORKS: ENGINEERING** ✓  
- ROUBIK GOLANIAN

Comments

No Comments

1. The location of the proposed driveway apron conflicts with the location of an existing driveway apron that serves the residence at 522 W. Glenwood Rd. The applicant shall revise the location of the proposed apron to eliminate any conflict.
2. A sewer capacity increase fee in the amount of \$1,900.00 shall be paid to the City prior to any Engineering Division sign off on the project's building and/or shoring permit application.

**Conditions:**

1. A separate Grading Permit issued by the Public Works Engineering Division is required.
2. A grading/drainage plan shall be submitted for the Public Works 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 \_\_\_\_\_ feet wide, along the entire frontage of the property on \_\_\_\_\_ Name of street \_\_\_\_\_.

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 Glenwood Road, 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 5 feet wide Portland Cement Concrete sidewalk adjacent to the 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 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 No.: PDBP 1230036 Property Address: 518 W. Glenwood Road

Case Planner: Milca Toledo

Name/Signature:  Date: 9/27/12

Title: City Engineer Dept. Public Works – Engineering Tel. (Ext.): (818) 548-3945

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

DATE: 9/19/12 DUE DATE: 10/1/12  
 (PLEASE submit your response by above DATE)

TO: \_\_\_\_\_

FROM: Milca Toledo, Case Planner Tel. # 937-8181

PROJECT ADDRESS: 518 W. Glenwood Road

Applicant: Herand derSarkissian

Property Owner: Victor Minassian

PROJECT DESCRIPTION: Application for a density bonus housing plan to construct a new two-story six-unit affordable multi-family housing project. The six units are comprised of three two-bedroom units and three, three-bedroom units. A total of 12 parking spaces would be provided for the project in a semi-subterranean garage. The parking garage would be accessed from a single driveway on Glenwood Road.

**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
- (6) Redevelopment

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.: \_\_\_\_\_

DRB Case No.: \_\_\_\_\_

Tentative Tract/Parcel Map No.: \_\_\_\_\_

Zone Change/GPA: \_\_\_\_\_

Other \_\_\_\_\_ PDBP1230036

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

**Project**

**Address: 518 W. Glenwood Road** \_\_\_\_\_

**Project**

**Case No.: 1230036**

*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: 10-3-12

Print Name: GABRIEL PERA

Title: Plan checker Dept. GFP. Tel.: 8105

**a. ADDITIONAL COMMENTS:**

- 1. - Adequate separation of required Exits
  - Required clearance along Exit paths
  - Maintain adequate clearance from unprotected openings.

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

- 1. - Fire Sprinklers
  - Ladder access to reserve windows.

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

- 1.

CITY OF GLENDALE  
INTERDEPARTMENTAL COMMUNICATION

DATE: October 01, 2012  
TO: Milca Toledo, Community Development  
FROM: Belinda Ortiz, GWP Electric Engineering ✓  
SUBJECT: 518 W. Glenwood Road  
PDBP1230036

Glendale Water & Power (GWP) Electric Engineering has reviewed the application for the housing plan to construct the new two-story six-unit affordable multi-family housing project. The six units are comprised of three two-bedroom units and three, three-bedroom units. This includes a total of 12 parking spaces in the semisubterranean garage, which would be accessed from the single driveway on Glenwood Road.

Requirements as follows:

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



Plan Check 2161

- Electrical load calculations.
- Single line diagram.
- Electrical room layout.
- Switchboard elevallons.
- Architectural plans showing the proposed vault and electrical room locations.
- Elevation plans.

Fiber Optics Section (818) 548-3923

No conflict.

Street Lights Department (818) 548-4877

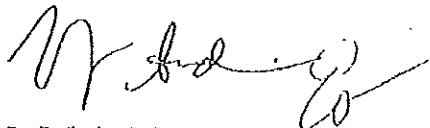
No Conflict

Transmission & Distribution Engineering (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.
- Any possible power pole relocations shall be coordinated with GWP Electrical Engineering in advance at the project's expenses.
- A complete set of plans shall be submitted to GWP Electrical Engineering Department for review.
- The proposed development/project conflicts with the existing power poles and/or overhead conductors. Contact GWP Electrical Engineering Department for more information.
- Project personnel are responsible for maintaining a ten foot (10') radial clearance from all overhead electrical lines during construction, including construction equipment. If the ten foot (10') radial clearance cannot be met, contact GWP Electrical Engineering Department to determine the appropriate actions. Any work required by GWP to maintain proper clearance shall be done at the project's expense.
- The project is responsible for maintaining minimum clearance of eighteen inches (18") from the face of the power pole to the curb or driveway.
- Additional comment(s) and/or attachment(s).  
GWP has overhead power lines on the rear property line towards the south side of the project. The project shall maintain required clearances as specified in GWP requirements, GO 95 and OSHA regulations.

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

Varoojan Avedlan  
Electrical Engineer II



By Belinda Ortiz  
GWP Electric Engineering  
(818) 548-3995

S. Lau

<b>GLENDALE WATER AND POWER: WATER</b> <b>518 W Glenwood Rd.- RAJA TAKIDIN</b>
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Comments

No Comments

Conditions:

**GWP Water Department Standard Conditions**

**Potable Water**

- 1. 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.
- 2. Individual water meters are required for each residential unit per Glendale Municipal Code (Chapter 13.12). The water meters are to be installed per City specifications. Meter locations must be approved by Glendale *Water and Power* (GWP), Building and Safety, and Planning Departments
- 3. 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 the GWP Water Department following payment of the necessary fee.
- 4. 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.
- 5. 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**

- 6. Installation of a recycled water (RW) irrigation system is required, initially connected to the potable system if the recycled water system is not available. The RW irrigation system must be inspected and approved by the local health agency and GWP prior to receiving recycled water. Plumbing plans must be submitted to the local health agency and GWP Water Department for review and approval. Please contact Rosanna Lau at (818) 548-3966 for RW specifications, standard drawings and additional information.
- 7. Installation of a recycled water (RW) irrigation system for ground level irrigation only is required, initially connected to the potable system if the recycled water system is not available. The RW irrigation system must be inspected and approved by the local health agency and GWP prior to receiving recycled water. Plumbing plans must be submitted to the local health agency and GWP Water Department for review and approval. Please contact Rosanna Lau at (818) 548-3966 for RW specifications, standard drawings and additional information.

8. Dual plumbing using recycled water (RW) is required for sanitary flushing in common areas, initially connected to the potable system if the recycled water system is not available. Plumbing plans must be submitted to the Water Department for review and approval. Please contact Rosanna Lau at (818) 548-3966 for further information.

### **Water Quality**

9. 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. Final inspection and approval by the GWP Water Department of the installed facilities is required 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.

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

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

*cc* Name: Leonardo Bocanegra Date: October 9, 2012

Title: Civil Engineering Assistant Dept. GWP Water Department

Tel. (Ext.): (818) 548-2062

Housing

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

**Project Address: 518 W. Glenwood Road** **Project Case No.:1230036**

*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: 10/8/2012

Print Name: Peter Zovak

Title: Deputy Director of Housing Dept. Com. Dev. Tel.:818.548.3111

**a. ADDITIONAL COMMENTS:**

- 1.  
Developer intends to utilize Chapter 30.36 of the Zoning Code related to Density Bonus Incentives for the production of affordable housing. Consistent with the chapter, the developer shall be subject to:
  - 1) the execution of a density bonus housing agreement approved by the Director of Community Development and City Attorney. The agreement shall restrict the sale of the required percentage of dwelling units in the housing development to persons or households of very low, low, or moderate income.
  - 2) preparation of a Density Bonus Housing Plan as described in 30.36.140.

**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)

INTER-DEPARTMENTAL COMMUNICATION  
PROJECT CONDITIONS AND COMMENTS

Project Address: 518 W. Glenwood Road Project Case No.:1230036

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: 10-15-12
Print Name: Dan Hardgrove
Title: Deputy Director of Public Works Dept. PWMS Tel.: 3950

a. ADDITIONAL COMMENTS:

Street Trees
One street tree is growing in the City right-of-way at this address. Semi-mature street tree in the developed parkway appears to be in good condition at the time of inspection. Maintenance Services' concern is to sustain the condition of this street tree during the course of the project.

Indigenous Trees
None

Wastewater
Visual checks of flows in the receiving sanitary collection system main for the proposed development and observed during the week of 10/1/12 ranged from a low of 0.45 d/D at mid-day low flow to slightly greater than 0.5 d/D during the morning high flow.

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

[ ]

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

Street Trees: Maintenance Services division will require one Brisbane box tree (Lophostemon confertus) to be protected-in-place during construction. Street tree permit will be required from this division prior to any site disturbance.

Wastewater

- 1. Although not a requirement, the Maintenance Services Division highly recommends installation of a backflow prevention device in the lateral serving the proposed development at the time of construction

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

**Project**

**Address:** 518 W. Glenwood Road

**Project**

**Case No.:** 1230036

*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:** 9-28-12

**Print Name:** Dan Hardgrove

**Title:** Administrator **Dept.:** PWMS **Tel.:** 3950

**a. ADDITIONAL COMMENTS:**

Street Trees

One street tree is growing in the City right-of-way at this address. Semi-mature street tree in the developed parkway appears to be in good condition at the time of inspection. Maintenance Services' concern is to sustain the condition of this street tree during the course of the project.

Indigenous Trees

None

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

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

Street Trees: Maintenance Services division will require one Brisbane box tree (*Lophostemon confertus*) to be protected-in-place during construction. Street tree permit will be required from this division prior to any site disturbance.