

November 17, 2011

Adnan Khoury, M.D.
1375 Balmoral Drive
Glendale, CA 91207

RE: 1376 BALMORAL DRIVE
APPEAL CASE: CONDITIONAL USE PERMIT CASE NO. PCUP 2011-016

Dear Mr. Khoury:

The Planning Commission of the City of Glendale, at its meeting held on November 16, 2011, conducted a public hearing on your appeal regarding Conditional Use Permit Case No. PCUP 2011-016 for a property located at 1376 Balmoral Drive. After due consideration, the Planning Commission **SUSTAINED** the Planning Hearing Officer's decision of approval for said conditional use permit application and **APPROVED** said application, subject to the findings and conditions listed in the motion adopted by the Planning Commission on November 16, 2011. Copy of the motion is attached.

Under the provisions of Chapter 30.62.060 of the Glendale Municipal Code, any person affected by the decision of the Planning Commission has the right to appeal said determination to the City Council 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 at the hearing. Any appeal must be filed within fifteen (15) days following the actual date of such action (**December 1, 2011**). Appeal forms will be provided upon request and must be filed in the Building and Safety Division, 633 East Broadway, Room 101, together with the required filing fee for such appeal, prior to expiration of the fifteen (15) day period.

If you have any questions, please call Vilia Zemaitaitis, Senior Planner at (818) 937-8154.

Sincerely,
Hassan Haghani, AICP
Director of Community Development Department

Vilia Zemaitaitis
Senior Planner

Attachment: Motion

CC: City Clerk; City Attorney's Dept. (M.Garcia); CDD-Redevelopment; CDD-Housing; Fire Prevention Engineering Section- (D.Nickles); CDD-(H.Malis); City Engineer; Dir. of Public Works; GWP-Water (R.Takidin); GWP-Electric (M.Kelley/M.Jackson); Community Services & Parks (M.Stirdivant); CDD-Neighborhood Services (S. Delis); PW-Int. Waste Management (D.Hartwell/T.Brady); PW-Maintenance Services (D.Hardgrove); PW-Street and Field Services; PW-Environmental Management (M.Oillataguerra); PW-Traffic & Transp. (T.Mitchell); Aram Alajajian, project architect; Fred & Teresa Lam, owners; Adnan Khoury. Appellant; Tina Yee; Board of Directors, Glen Knoll Homeowners' Assn.

VZ:ar