



December 21, 2018

Brett Henry
1732 Aviation Boulevard, Suite 217
Redondo Beach, CA 90278

RE: 620 WEST ELK AVENUE

- NOTICE OF INTENT TO ADOPT A NEGATIVE DECLARATION
- PARKING REDUCTION PERMIT NO. PPRP 1815975

Dear Applicant:

On December 19, 2018, the Planning Hearing Officer conducted and closed a public hearing, pursuant to Section 30.50.040, subsection (D) of the Glendale Municipal Code, on your application for a Parking Reduction Permit No. PPRP 1815975 for the development of a three-story mini-storage facility, approximately 48 feet in height, on an 81,875 square-foot through lot. The project site consists of four contiguous parcels, located mid-block with frontage on West Elk Avenue to the north and Vine Street to the south, located at **620 West Elk Avenue**, in the "IMU" – Industrial/Commercial Mixed Use Zone, described as all of Lots 19 thru 24 and 28 thru 34, Block R, Glendale Valley View Tract, in the City of Glendale, in the County of Los Angeles.

The proposed storage building will be 214,745 square feet in size featuring storage units ranging in size from 25 square feet to 330 square feet on all three levels, and an office on the ground floor. The applicant is requesting a parking reduction to provide 40 parking spaces, including one handicapped parking space, where 214 parking spaces and eight loading spaces are required for the proposed personal storage facility use. All existing buildings on the project site will be demolished.

ENVIRONMENTAL RECOMMENDATION

The Community Development Department, after having conducted an Initial Study, has prepared a Negative Declaration for the project.

The Planning Hearing Officer has **approved** the Final Negative Declaration prepared for this Parking Reduction Permit. Furthermore, the Planning Hearing Officer was able to make all required findings.

Therefore, the Parking Reduction Permit is **APPROVED** based on the following findings and conditions of approval.

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 **APPROVED WITH CONDITIONS** your parking reduction application based on the following:

D. FOR ANY OTHER CIRCUMSTANCE WHERE THE APPLICANT WISHES TO REQUEST A PARKING REDUCTION, SUCH REDUCTION MAY BE GRANTED WHERE THE REVIEW AUTHORITY FINDS THAT:

- 1. The parking need for the land use is not as great as that for similar land uses or the parking requirement for the land use established in the Zoning Code is greater than what will be needed by the land use.**

The parking requirement in the zoning code for all warehousing uses is one space per thousand square feet of gross floor area. Five loading spaces are required for buildings over 50,000 square feet, plus one additional space for each additional 50,000 square feet of floor area. The subject personal storage facility building will be 214,745 square feet and would require 214 parking spaces along with eight loading spaces. The applicant is proposing to provide 40 parking spaces, including one handicapped parking space for the proposed personal storage facility. The applicant is not proposing any code-compliant loading spaces, however, 10 of the 40 proposed parking stalls are larger than a standard parking stall with dimensions of 14'-4" wide and 25'-0" long (standard loading spaces are 15'-0" wide by 25'-0" long). While these larger stalls do not meet the Zoning Code requirement for a loading zone, they are large enough to provide adequate loading and unloading for customers. The project is a personal storage facility, and is not the typical warehouse use permitted in the IMU zone. The development features 1,600 storage units ranging in size from 25 to 330 square feet. Full-sized moving trucks are seldom used for personal storage facilities with smaller unit sizes such as the subject proposal. Most customers at self-storage facilities use smaller delivery vehicles (i.e. passenger vans and smaller trucks) to transport materials to and from their storage unit; smaller delivery vehicles will be able to use regular parking stalls in most situations. Additionally, the ten larger parking stalls proposed could accommodate larger delivery vehicles when necessary, and should be ample for this facility.

Although the parking requirement for standard warehouse/wholesaling operations is the same as for personal storage facilities, the actual parking demand for personal storage facilities is less than for standard warehouse/wholesaling operations. The applicant has indicated that the project would generate four employees. As such, in comparison to typical warehouse and wholesaling operations, the employee parking demand is less. Further, the applicant submitted a parking study that analyzed the proposed use. The Institute of Traffic Engineers (ITE) has developed a parking ratio for mini-storage facilities which would yield a requirement of 31 stalls for the size of the facility proposed. The ITE parking ratio for the proposed use is 0.14 vehicles per 1,000 square feet of floor area for weekday conditions, and 0.11 vehicles per 1,000 square feet of floor area for Saturday conditions. The project will

provide 40 parking stalls including one handicap stall, 9 spaces more than the ITE parking ratio. According to the parking study for this project, the ITE parking demand is more representative of the proposed use as a personal storage facility than the warehouse or wholesaling category. In addition, research of nearby jurisdictions with parking regulations for personal storage facilities indicates that use of the ITE parking ratio results in a similar number of parking spaces. The study concluded that the proposed facility with 1,600 storage units (ranging from 25 to 330 square feet) would require between eight and 31 spaces. The applicant proposes providing 40 spaces which exceeds the actual demand for the site based on the parking study.

Accordingly, the parking need for this land use is not as great as for standard warehousing uses permitted in this zone, because the use requires far fewer employees, and based on the parking study, the actual parking demand for this use is significantly less than what the Code requires.

2. The intent of the parking regulations, in compliance with all other applicable provisions of this Chapter, is met.

The intent of the code is that adequate off-street parking and loading spaces be provided so as not to impact the surrounding area. The proposal to provide 40 parking spaces instead of the Code required 214 parking spaces meets the intent of this standard because the demand for parking can adequately be met with 40 spaces. Additionally, a personal storage facility with relatively small units (25 to 330 square feet) is not the typical warehouse function and does not have the same demand for numerous loading spaces for big trailer trucks. Full-sized moving trucks are seldom used for personal storage facilities with smaller unit sizes such as the subject proposal. Most customers at self-storage facilities park for short periods of time and use their personal vehicles (i.e. passenger vans, and small trucks) to transport goods to and from their storage units. While the ten larger stalls proposed (14'-4" by 25') do not meet the Zoning Code requirement for a loading zone (15'-0" by 25'-0"), they are large enough to provide adequate loading and unloading for customers.

The applicant submitted a parking study that analyzed the parking demand for the proposed use as a personal storage facility. The study utilized parking demand guidelines and data specifically developed for personal storage facility uses from ITE and three other jurisdictions, and analyzed existing similar developments. The study concluded that the proposed project would require between eight and 31 spaces during peak hours of operation and that the 40 parking spaces proposed are adequate to accommodate the proposed use. Therefore, the intent of the parking regulations to accommodate a personal storage facility, in compliance with all other applicable provisions of this Chapter, is met.

3. Sufficient parking would be provided to serve the use intended and potential future uses of the subject parcel.

As stated in finding number 2 above, the proposed 40 parking spaces would be sufficient for the project given that the actual demand is between eight and 31 spaces based on the parking study. Additionally, the ten oversized parking spaces are sufficient for loading and unloading purposes for the proposed use as a personal storage facility.

Pursuant to GMC Section 30.50.070, approval of the Parking Reduction Permit is valid so long as the specific land use remains the same as at the time of permit issuance, including, but not limited to, tenancy, hours of operation, clientele served, services or goods offered and mix of activities within the use. The permit does not run with the land. Accordingly, the parking provided will be sufficient for the proposed use as a personal storage facility, and any potential future uses or intensification/modification to the facility would require a new parking reduction permit.

A neighbor raised concern about on-street parking during construction of the facility due to other development that is also planned in the project vicinity. A traffic control plan will be required to address short-term construction impacts of this project. No long-term impacts to on-street parking are anticipated from the future use of this parcel. Therefore, sufficient parking would be provided to serve the use intended and potential future uses of the subject parcel.

CONDITIONS OF APPROVAL

APPROVAL of this Parking Reduction Permit shall be subject to the following conditions:

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 section 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 approval shall be obtained prior to the issuance of a building permit.
4. That the applicant shall comply with all Section/Department requirements as specified in their memos/interdepartmental communications to the satisfaction of the City or Department Director.
5. That landscaped areas shall be maintained in good condition with live plants and free of weeds and trash.
6. That any expansion or modification of the facility or use shall require a new parking reduction permit. Expansion shall constitute adding of additional floor area or any physical change as determined by the Planning Hearing Officer, with concurrence from the Director of Community Development.
7. The applicant shall prepare and follow a traffic control plan if required by Traffic Engineering.

APPEAL PERIOD

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper City and public agency.

Under the provisions of the Glendale Municipal Code, Title 30, Chapter 30.62, any person affected by the above decision has the right to appeal said decision to the Planning Commission if it is believed that the decision is in error or that procedural errors have occurred, or if there is substantial new evidence which could not have been reasonably presented. It is strongly advised that appeals be filed early during the appeal period 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 Permit Services Center (PSC) or the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **JANUARY 7, 2019**, at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00 pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 p.m. to 5 p.m.

APPEAL FORMS available on-line: <http://www.glendaleca.gov/appeals>

TRANSFERABILITY

This authorization runs with 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.

REVOCACTION, CONTINUING JURISDICTION

Section 30.41.010 of the Glendale Municipal Code, 1995, provides for the Director of Community Development to have continuing jurisdiction over any Parking Reduction Permit which is or has been granted and may revoke any Parking Reduction 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 30.4 PROVIDES FOR

TERMINATION

Every right or privilege authorized by a Parking Reduction 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 Parking Reduction 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 administrative use permit.

CESSATION

A Parking Reduction Permit may be terminated by the review authority upon any interruption or cessation of the use permitted by the Parking Reduction Permit for one year or more in the continuous exercise in good faith of such right and privilege.

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. 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.

You may contact the case planner, Vista Ezzati, during normal business hours at (818) 937-8180 or via e-mail at vezzati@glendaleca.gov.

Sincerely,



Laura Stotler
Planning Hearing Officer

LS:VE:sm

Attachment: Resolution of the Planning Hearing Officer

CC: City Clerk (K.Cruz); Police Dept. (A.Jenks/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(J.Halpert); Traffic & Transportation Section (P.Casanova); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G. Tom/S. Boghosian/R.Takidin); Glendale Water & Power--Electric Section (B. Alshanti/B.Ortiz/E.Olsen); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (R.Sada/J.Jouharian/); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services Section Admin. (D. Hardgrove/J.Cawn); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna); A. Meade-neighbor; and case planner Vista Ezzati.

**A RESOLUTION OF THE PLANNING HEARING OFFICER
OF THE CITY OF GLENDALE, CALIFORNIA,
ADOPTING A CERTAIN NEGATIVE DECLARATION
PREPARED PURSUANT TO THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT**

WHEREAS, The Director of Community Development considered the Initial Study prepared on behalf of Parking Reduction Permit No. PPRP 1815975 to allow the demolition of existing buildings and to construct a new three-story, 214,745 square-foot mini-storage facility with a total of 40 parking spaces on an 81,875 square-foot project site that consists of four contiguous parcels, located at 620 West Elk Avenue and approved on December 19, 2018, a Proposed Negative Declaration prepared pursuant to the California Environmental Quality Act; and

WHEREAS, the Proposed Negative Declaration was made available for a 20-day public review and comment period; and

WHEREAS, a Final Negative Declaration has been prepared and no comments were received during the review period; and

WHEREAS, the Final Negative Declaration reflects the independent judgment of the City of Glendale; and

WHEREAS, the Planning Hearing Officer has read and considered the Negative Declaration; and

WHEREAS, the Planning Hearing Officer acknowledges the findings of the Director of Community Development with respect to the preparation of the Negative Declaration; and

WHEREAS, the Glendale Planning Division has been identified as the custodian of record for the Mitigated Negative Declaration.

NOW, THEREFORE, BE IT RESOLVED that the Planning Hearing Officer of the City of Glendale finds on the basis of the whole record, including the Initial Study, that there is no substantial evidence that the project will have a significant effect on the environment, and that the Planning Hearing Officer adopts the Final Negative Declaration prepared on behalf of Parking Reduction Permit No. PPRP 1815975.

Adopted this 19th day of December, 2018.



Planning Hearing Officer