



## CITY OF GLENDALE, CALIFORNIA

Community Development  
Planning

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glendaleca.gov

February 12, 2019

Khan Consulting Inc.  
C/O Rodney V. Khan  
1111 North Brand Boulevard, Suite 403  
Glendale, CA 91202

### **RE: 429-431 NORTH BRAND BLVD PARKING EXCEPTION CASE NO. PPPEX 1828294**

Dear Mr. Khan:

Pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.32.020, the Director of Community Development has processed an application for a Parking Exception for the property located at **429-431 North Brand Boulevard**, in the "DSP/GAT" – Down Town Specific Plan/Gateway District, and described as Lot 16 of the Campbell Tract, Exclusive of alley, in the City of Glendale, County of Los Angeles.

The application is hereby **APPROVED**, based on the following analysis and findings, and subject to the following conditions.

#### **PROJECT PROPOSAL**

The applicant is requesting to add an approximately 1,780 square-foot office space to the existing 24,366 square-foot four-story office building located at 429-431 North Brand Boulevard without providing the additional required four parking spaces on-site.

#### **ENVIRONMENTAL DETERMINATION**

The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption, pursuant to State CEQA Guidelines Sections 15301 (e)(1), because the proposed addition to the existing office building will not result in an increase of more than 2,500 square feet of floor area. The project involves an addition of 1,780 square feet of floor area and a facade remodel.

#### **SUMMARY AND BACKGROUND**

The project site is currently developed with a four-story, 24,366 square-foot office building built in 1962-1963. The subject site is located at the southwest corner of Brand Boulevard and Milford Street in the DSP/GAT – Downtown Specific plan/Gateway District. Currently, the building has a total of 24 on-site parking spaces, including two ADA parking spaces, with accesses from a public alley on the west side of the building. Two of the parking spaces are located on the ground

level of the building and 22 parking spaces are located in an underground parking garage. As proposed, a total of 1,390 square feet of the existing office spaces within the building on the first, second, and fourth floors will be demolished and a total of 3,170 square-foot office space will be added to the existing building on the first, second, and fourth floors resulting in a 1,780 square-foot office space addition. As such, the parking shortfall for the total of 1,780 square-foot office space addition will be four parking spaces, which cannot be accommodated on the subject site.

### **PARKING EXCEPTION REQUEST**

The applicant is requesting a parking exception to allow an addition of 1,780 square-foot office spaces to expand the existing first, second, and fourth floors without providing the additional four required parking spaces on site.

Pursuant to Section 30.32.030 (B)(1) of the Glendale Municipal Code, upon enlargement of a building, which creates an increase in floor area devoted to a use, additional parking and loading spaces shall be provided for such new floor area without diminishing the existing parking provided for the existing use. In some cases, a strict application of the parking code to require full on-site parking for these uses is not practical or desirable, and would prevent businesses from locating in the project area.

In accordance with Section 30.32.050 of the Glendale Municipal Code, office uses in the DSP require two (2) parking spaces per 1,000 square feet of floor area; therefore, the parking shortfall for the 1,780 square-foot floor area addition for the office use will be four parking spaces. These spaces cannot be accommodated on the subject site due to the current constraints on the property as the existing building footprint covers the entire lot and it is impractical to expand the underground garage.

### **REQUIRED/MANDATED FINDINGS**

After considering the evidence presented with respect to this application, the Director of Community Development has determined that Parking Exception Case No. PPPEX 1828294, a request for a four-space parking exception in conjunction with a 1,780 square-foot office space addition to the existing office building located at 429-431 North Brand Boulevard, meets the findings of Section 30.32.020 as follows:

- A. Parking spaces required for the proposed use or construction proposal cannot reasonably be provided in size, configuration, number of spaces or locations specified by the provisions of this title without impairment of the project's viability.**

The required number of parking spaces for the additional office space cannot reasonably be provided on-site.

The subject site is located on the southwest corner of Brand Boulevard and Milford Street. The site is 8,795 square feet in area and bounded by Milford Street to the north, Brand Boulevard to the east, an alley to the west, and a commercial building to the south. The existing four-story office building with an underground parking garage covers the entire lot. The proposal includes construction of approximately 3,170 square feet of office space including a mezzanine on the fourth floor of the existing 24,366 square-foot office building. However, a total of 1,390 square

feet of office spaces within the existing building will be removed resulting in a 1,780 square-foot floor area addition to the existing building. The increase in floor area of 1,780 square feet for office uses will require an additional four parking spaces. Based on the current development of the property including the existing building location, there is no additional space to accommodate the additional parking spaces. The applicant would have to make significant modifications to the existing building, which would impair the viability of the proposed addition. As there are no on site alternatives to locate the four additional parking spaces, the required four parking spaces in conjunction with the proposed 1,780 square-foot office space addition cannot reasonably be provided on-site.

**B. The parking exception will serve to promote specific goals and objectives of the adopted plan for the former Central Redevelopment Area and will be consistent with the various elements of the General Plan and will promote the general welfare and economic well being of the area.**

The project is consistent with the intent of the goals and objectives of the former Central Glendale Redevelopment Project and the Downtown Specific Plan. Applicable goals include promoting the general welfare and economic well-being of the area. The site is located in the Gateway District of the Downtown Specific Plan (DSP) that is home to numerous corporate headquarters and businesses whose multi-storied towers are visible from the various viewpoints throughout the city and the 134 Freeway. One of the goals and objectives of the Gateway District is to focus and encourage promotion and location of corporate headquarters. The preferred land uses in this district are high-rise office and residential, hotels, and other uses which support the adjacent office uses and employees. The project will promote the economic well-being of the area by adding new office spaces. Furthermore, the proposed facade remodel will help to create an attractive visual image of Glendale for freeway users.

The project is consistent with the various elements and objectives of the General Plan. The Land Use Element encourages a vibrant array of commercial (retail, service, office, entertainment) uses, in addition to very high density, urban housing and mixed-use developments. The Circulation Element classifies Brand Boulevard as a Major Arterial that can accommodate the traffic and circulation patterns of the proposed office expansion. Milford Street is classified as an urban collector in the Circulation Element and can also adequately accommodate the traffic and circulation patterns of the proposed addition. The site is not designated for a future park or open space in the Open Space and Conservation Element or the Recreation Element. The site is not in an active fault zone as shown in the Safety Element. For all of these reasons, the project will be consistent with the various elements and objectives of the Glendale General Plan.

**C. The project involves exceptional circumstances or conditions applicable to the property involved, or the intended use or development of the property that do not apply generally to other property in the area.**

There are conditions applicable to the subject property and the intended use that do not apply generally to other property in the area. The existing building footprint covers the entire site making it infeasible to alter the size or configuration of the structure to accommodate the four additional on-site parking spaces required by the Zoning Code. Currently, the project site is a four-story, 24,366 square-foot multi-tenant office building located on the southwest corner of Brand Boulevard and Milford Street. The building was originally developed in 1962-1963 with 22 on-site parking spaces in an underground parking garage and two parking spaces at the ground level on the west side of the building with vehicular accesses from a public alley. The proposed office use expansion of 1,780 square feet is parked at 2 spaces per 1,000 square feet of floor



area; therefore, four additional on-site parking spaces are required. Based on the current development on the site, including building location, it would not be possible to extend the building or accommodate additional parking spaces without significantly altering the existing building, which would impair the project's viability. Therefore, there are exceptional circumstances that warrant approval of the requested parking exception for this project

**D. There are mitigating circumstances whereby the exception will not be materially detrimental to the public welfare or injurious to property or improvements in the vicinity of the property or in the neighborhood in which the property is located.**

The granting of the parking exception to allow the expansion of the existing office building with four parking spaces shortfall will not be detrimental to the public welfare or other developments in the surrounding neighborhood. The proposed office expansion is not anticipated to increase the demand for parking. The subject site is located in the Downtown Specific Plan (DSP). The DSP governs development of the site and surrounding area. Goals of the DSP include strengthening downtown's pedestrian, bicycle and transit-oriented characteristics while ensuring vehicular access to downtown destinations and preserving and enhancing the distinctive character of Glendale's downtown buildings, streets and views. Furthermore, the site is adjacent to a public parking structure (Orange Street Parking Structure) and to City Parking Lot 6 to the south. Both provide parking for surrounding uses and are located within short walking distances from the subject site. Therefore, the approval of a four parking space deficit is not expected to be detrimental to the public welfare or surrounding neighborhood.

Lastly, pursuant to GMC Section 30.32.020, approval of the parking exception is valid so long as the land use remains the same as at the time of permit issuance. The approval of this Parking Exception permit does not run with the land. Accordingly, the parking provided will be sufficient for the proposed use, and any potential future uses would need to obtain a new parking exception, if required.

Therefore, Parking Exception PPPEX1828294 is hereby **APPROVED**, subject to the following conditions:

**CONDITIONS OF APPROVAL**

1. That the development shall be in substantial accord with the plans submitted with the application except for any modifications as may be required to meet specific code standards or other conditions stipulated herein to the satisfaction of the Director of Community Development. Nothing in this approval letter shall authorize the proposed project to deviate from any other Zoning Code requirements that are not specifically advertised in this application.
2. That all necessary licenses, approvals and permits as required from Federal, State, County or City authorities including the City Clerk shall be obtained and kept current at all times.
3. That the Parking Exception is valid only insofar as the specific use for which it was granted remains the same. The permit runs with the office use as long as there is no intensification of the use or that other uses proposed will not require more parking as provided herein as determined by the Director of Community Development.

4. That any other changes on this project shall be subject to review and approval of the Director of Community Development.
5. That Business Registration Certificates (BRC) shall be obtained to reflect the new expanded office uses.
6. That all necessary permits 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.
7. That access to the premises shall be made available to all City of Glendale Community Development Department, Police Department, and Fire Department staff upon request for the purpose of verifying compliance with all laws and conditions of this approval.

#### 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 February 27 , 2019**, at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 a.m. to 12:00 p.m., 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:**

<https://www.glendaleca.gov/home/showdocument?id=11926>

#### 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.



**REVOCATION, CONTINUING JURISDICTION**

Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over parking exception permits. To consider the revocation, the Community Development Department shall hold a public hearing after giving notice by the same procedure as for consideration of a parking exception permit at least ten (10) days' notice by mail to the applicant or permittee. Continuing jurisdiction over any case is the purview of the Director of Community Development.

**GMC CHAPTER 30.41 PROVIDES FOR:**

TERMINATION

Every right or privilege authorized by a parking exception 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 exception 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 parking exception.

CESSATION

Any parking exception may be terminated by the review authority upon any interruption or cessation of the use permitted by the parking exception 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, 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 should have any questions regarding this issue, please do not hesitate to contact the case planner, Aileen Babakhani at (818) 937-8331 or [ababakhani@glendaleca.gov](mailto:ababakhani@glendaleca.gov)

Sincerely,



Philip Lanzafame  
Director of Community Development

PL:EK:AB:sm

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 (Larry Tan/S. Vartanian); General Manager for Glendale Water and Power (S.Zurn); Glendale Water & Power--Water Section (G. Tom/S. Boghosian); Glendale Water & Power -Electric Section (V. Avedian/B. Ortiz); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (Rene Sada); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services Section Admin. (D. Hardgrove); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna); letters and emails received; and case planner Aileen Babakhani.