



**CITY OF GLENDALE, CALIFORNIA**

Community Development  
Planning

633 E. Broadway, Suite 103  
Glendale, CA 91206-4311  
Tel. (818) 548-2140 Fax (818) 240-0392  
glendaleca.gov

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December 22, 2021

New Century Automobiles, LLC  
Contact: Daniel Lin  
1235 South Brand Boulevard  
Glendale, CA 91204

**RE: 1231-1265 SOUTH BRAND BOULEVARD  
(HONDA DEALERSHIP)  
PARKING REDUCTION PERMIT PPRP 2103684**

Dear Mr. Lin:

On December 1, 2021, the Planning Hearing Officer conducted and closed a public hearing, pursuant to the provisions of the Glendale Municipal Code, Title 30, Section 30.50, Parking Reduction Permit to allow the applicant to demolish four existing one-story commercial automobile dealership buildings with a combined total of 14,118 SF (vehicle sales, showroom, repair and storage buildings), maintain an existing 3,175 SF (workshop and car wash) building and construct a new two-story, 54,000 SF automobile dealership building (Honda) and a 1,500 SF service canopy on an approximately 70,718 SF site. The project will be constructed in two phases across the entire site. The new building will be two-stories and approximately 45'-10" in height. The first level includes the dealership showroom, sales offices, parts storage and vehicle service. Access to the service reception will be from Magnolia Avenue, and vehicle access (entrance and exit) to the dealership will be from Brand Blvd. and Magnolia Avenue. The second level will include offices and parts storage. The proposed dealership building requires 235 on-site parking spaces. The applicant is proposing to provide a total of 90 on-site parking spaces, including 29 surface parking spaces and 61 rooftop parking spaces in the parking structure. The applicant is requesting a parking reduction permit for 145 parking spaces, in the "CA" – Commercial Auto Zone, located at **1231-1265 South Brand Boulevard**, in the City of Glendale, County of Los Angeles.

LEGAL DESCRIPTION/APN

Parcel 1: Lots 44, 45 & 46 of Tract No. 2482, as per map recorded in Book 26, Page 92;  
Parcel 2: Lots 1 thru 6 inclusive of Tract No. 6895, as per map recorded in Book 136

Pages 29 & 30; Parcel 3: A Portion of Lot 24, Watts Subdivision of a part of the Rancho San Rafael, in the City of Glendale, as per map recorded in Book 5 Pages 200 & 201 of Misc. Records on file in the Office of the Recorder of Los Angeles County, California, shown as Brand Boulevard on Map of Tract No. 6895 recorded in Book 136 Pages 29 & 30 of Maps in the Office of the Said Recorder Described as follows:

Beginning at the northeasterly corner of Lot 6, said Tract No. 6895, thence north 89° 50' 35" east along the easterly prolongation of the northerly line of said Lot 6, a distance of 4.00 feet; thence south 0° 05' 55" east 233 feet to the easterly prolongation of the southerly line of Lot 3, said Tract No. 6895; thence along said prolongation of said southerly line south 89° 50' 35" west 4.00 feet to the southeasterly corner of said Lot 3; thence north 0° 05' 55" west 233 feet along the easterly lines of said Lots 3 thru 6 to the point of beginning. (APN: 5640-012-001 & 002, 5640-012-005, 5640-012-033, 5640-012-035 & 036)

#### ENVIRONMENTAL RECOMMENDATION

The Community Development Department, after having conducted an Initial Study, has prepared a Mitigated Negative Declaration (MND) for the project. The Initial Study and Proposed MND and all documents referenced therein are available for review and download on the Planning Division website: [www.glendaleca.gov/environmental](http://www.glendaleca.gov/environmental).

After considering the evidence presented with respect to this application, the plans submitted therewith, the Community Development Department has **APPROVED, WITH CONDITIONS**, the Parking Reduction Permit, based on the following findings:

#### **REQUIRED/MANDATED FINDINGS**

**D. FOR A PARKING REDUCTION PERMIT BASED ON FINDINGS PURSUANT TO SECTION 30.50.040, SUBSECTION D. REGARDING 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 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 for the proposed automobile dealership building established in the Zoning Code is greater than what will be needed by the automobile dealership building because the configurations of automobile dealerships in Glendale are changing and while automobile dealerships are a retail use (and require retail parking), they are unlike many general retail uses. Vehicle sales, leasing and rental agencies are required to provide 4 parking spaces per 1,000 square feet of floor area, which is the same parking standard as all typical general retail uses are required to provide. The



automobile dealership includes 58,675 square feet of floor area and will required 235 on-site parking spaces pursuant to the City's Zoning Ordinance. The project is providing 90 parking spaces, including 29 surface parking spaces and 61 rooftop parking spaces in the parking structure, and the applicant is requesting a parking reduction permit for 145 spaces.

In Glendale because of land costs and availability, configuration of automobile dealerships is changing from a more suburban development model, where the showroom/service building is surrounded by surface parking lots, to a more urban configuration where all components of the dealership are contained in a multi-story building. In the present case, the second level of the dealership building contains inventory parking and of the 235 spaces required for the project, 50 spaces are generated by this 12,618 square-foot portion of the second floor. The parking contained on this level of the project does not in and of itself generate the need for additional parking. Had this parking been provided in a surface parking lot, the project would have resulted in a 95 parking shortfall as opposed to a 145-space shortfall.

The first floor of the new building will contain 27,000 square feet of floor area, which results in a need for 108 parking spaces. This floor will contain: a showroom, sales offices, conference room, administrative offices, and break room/kitchen, and sales and delivery bays. The second floor will contain: parts storage, offices, break/training room, parts storage, other rooms (stairs, elevator, lockers, bathrooms, etc.) and vehicle inventory parking within 27,000 square feet of floor area. As previously mentioned, had the inventory parking been provided in a surface parking lot (as it would be in a suburban dealership), no parking spaces would have been required for the parking component of this use.

The first floor includes 21 vehicle service lifts/bays as well as parts storage, and a vehicle show room, manager offices, bathrooms, trash room, and equipment rooms. Areas where customers have access is 6,383 square feet, and when parked at the retail parking standard, results in a need for 26 parking spaces. The service area is 12,574 square feet and includes 21 lifts. According to the applicant, each service technician is responsible for one lift. Therefore, if all 21 lifts are in use, 21 technicians would be anticipated and a maximum of 21 parking spaces would be needed for the technicians in the service workshop area.

Similar to the first floor, the 27,000 square-foot second floor would require 108 parking spaces under provisions of the zoning code. Using the same reasoning to the analysis used for the first floor, a more realistic parking need would require nine spaces (2.7/1,000) for the offices, conference room, break/training room and four parking spaces for 3,491 square feet of parts and storage areas, for a total of 13 parking spaces. The 12,618 square feet vehicle parking inventory does not in and of itself generate the need for additional parking to be provided.

The rooftop contains uncovered parking, which is not considered floor area and, therefore, does not require parking.

While the City's zoning code would require the proposed use to provide 235 parking spaces, a more realistic need for parking of the dealership is summarized below:

First floor	47
Second floor	13
Car Wash	10
<u>TOTAL</u>	70 parking spaces

Automobile dealerships are unlike many general retail uses. The products that dealerships sell, cars, are large and take up a significant amount of space to store and display. Customers also typically do not shop for their product on a regular basis. These facts also argue against the need to provide 4 parking spaces per 1,000 square feet of floor area for automobile dealerships like most other general retail outlets require.

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

The intent of the parking regulations is to provide suitable off-street parking and protect the public safety by lessening traffic congestion. For this case, the intent is met because the project will provide 90 parking spaces, including 29 surface spaces and 61 rooftop spaces and the actual parking need for the dealership is 70 spaces. Conditions of approval are added to the project to ensure appropriate off-street parking is provided on the site for employees and customers.

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

Sufficient parking would be provided to serve the intended use and potential future uses of the subject parcel because the project will provide 90 parking spaces with a demonstrated need for the project of 70 spaces. While the Zoning Code would require the dealership building to provide 235 parking spaces, analysis determined that 70 spaces would be sufficient to adequately accommodate the use, as proposed.

Parking reduction permits are tied to the use under which they are requested and do not "run with the land". Should the proposed automobile dealership close and a new use be proposed, the applicant for the proposed use would either need to provide code-required parking for the proposed use or apply for another parking reduction permit and receive approval for this request, to ensure sufficient parking is provided for the use.

## **CONDITIONS OF APPROVAL**

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



1. 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. All necessary licenses or permits as required from Federal, State, County or City shall be obtained and kept current at all times, including a Business Registration Certificate from the City of Glendale.
3. That all necessary permits (i.e., building, fire, engineering, etc.) shall be obtained from the Building and Safety Section and all construction shall be in compliance with the Glendale Building Code and all other applicable regulations.
4. The parking reduction permit is valid for the specific use for which it was granted or similar land use (as determined by the Planning Hearing Officer in concurrence with the Director of Community Development). The permit runs with this specific land use as long as there is not intensification of the use or that other uses proposed will not require more parking as provided herein as determined by the Planning Hearing Officer.
5. That the applicant shall mark 70 spaces of the on-site parking spaces for customer or employee parking.
6. That employee parking shall be provided on the site of the dealership.
7. Any expansion or modification of the facility or use which intensifies the existing use shall require a new Parking Reduction Permit application. Expansion shall constitute adding floor area, changes to the use or operation, or any physical change as determined by the Planning Hearing Officer, with concurrence from the Director of Community Development.
8. That any proposed exterior lighting shall be directed away from adjacent properties and public right-of-ways to the satisfaction of the Community Development Director.
9. That landscaping areas shall be maintained in good condition with live plants and free of weeds and trash.
10. The premises shall be maintained in a clean and orderly condition, free of weeds, trash and graffiti.
11. That all mitigation measures listed in the Mitigated Negative Declaration prepared for the project and adopted shall be met.

12. That the applicant shall comply with all the requirements of the Public Works Department in their memo dated April 5, 2021.
13. That the applicant shall comply with all the requirements of the Building and Safety Division in their memo dated October 7, 2021.
14. That the applicant shall comply with all the requirements of Glendale Water and Power in their memo dated March 10, 2021.
15. That the applicant shall comply with all requirements of the Urban Forester in their memo dated March 9, 2021.
16. That the applicant shall comply with all requirements of the Traffic and Transportation Division in their memo dated March 22, 2021.
17. That the applicant shall comply with all requirements of the Fire (prevention) Engineering Department in their memo dated March 22, 2021.
18. Access to the premises shall be made available upon request to all City of Glendale authorized staff (i.e. Community Development Department, Fire Department, Police Department, etc.) for the purpose of verifying compliance with all laws and the conditions of this approval.
19. An Acceptance Affidavit accepting the parking reduction permit and all its conditions shall be signed and notarized and submitted to the Community Development Director prior to the issuance of a Business Registration Certificate.

#### **APPEAL PERIOD**

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. Appeals must be filed prior to expiration of the 15-day period, on or before **JANUARY 6, 2022**. Information regarding appeals, appeal forms and fees may be obtained by calling the Community Development Department (CDD) staff at 818-548-2140, or the case planner, Vista Ezzati, at 818-937-8180.

APPEAL FORM is also available on-line:

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

Due to the current COVID-19 social distancing and work from home orders issued by federal, state and local governmental agencies, in order for any appeal to be considered timely, **the appeal must be postmarked by the JANUARY 6, 2022 deadline (mailed to Community Development Department – Planning Division, Attention Milca Toledo,**



**633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner (Milca Toledo [mitoledo@glendaleca.gov](mailto:mitoledo@glendaleca.gov)) prior to the close of said business day.** The prescribed fee must be included along with the appeal application and may be submitted either in the form of a check or credit card payment. For credit card payment, please contact Milca Toledo at 818-937-8181 to make arrangements with the cashier. Note: The standard 2.5% fee for **credit card payment** applies.

#### **GMC CHAPTER 30.41 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.

##### 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.

##### EXTENSION

Permits granted by such right or privilege 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 Reduction Permit.

#### **TRANSFERABILITY**

A request for parking reduction permit is valid only insofar 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.

#### **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

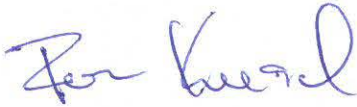
Section 30.64.020 – Revocation – The Community Development Department shall have continuing jurisdiction over Parking Reduction Permits. To consider the revocation, the Director of Community Development shall hold a public hearing after giving notice by the same procedure as for consideration of a Parking Reduction Permit at least ten (10) days' notice by mail to the applicant or permittee.

## NOTICE – subsequent contacts with this office

The Applicant is further advised that all subsequent contacts with this office regarding this determination must be with the Case Planner first and then, the Hearing Officer 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.

You may contact the case planner, Milca Toledo, during normal business hours at (818) 937-8181 or via e-mail at [mitoledo@glendaleca.gov](mailto:mitoledo@glendaleca.gov).

Sincerely,  
Philip Lanzafame  
Director of Community Development



Roger Kiesel  
Senior Planner

RK:MT:sm

CC: City Clerk (K.Cruz); Police Dept. (J.Newton/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Fire Prevention Engineering Section-(S.Demirjian/F.McLean); Traffic & Transportation Section (P.Casanova/Mark Bueno-Traffic Engineer Assoc.); General Manager for Glendale Water and Power (M.Young); Glendale Water & Power--Water Section (G. Tom/S. Boghosian/R.Takidin/C.Babakhanlou/D.Scorza); Glendale Water & Power--Electric Section (B. B.Ortiz/E.Olsen/ M.Navareete/M.Kouassi); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (R.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); and case planner Milca Toledo.



CITY OF GLENDALE  
**INTERDEPARTMENTAL COMMUNICATION**

**DATE:** March 10, 2021

**TO:** Milca Toledo, Community Development Department

**FROM:** Gerald Tom, GWP Water Engineering  
Daniel Scorza, GWP Electric Engineering

**SUBJECT: PPRP 2103684 - Parking Reduction Permit and EIF  
1235 S Brand Blvd (Honda Dealership)**

Glendale Water & Power (GWP) Engineering has reviewed the plans.  
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.
- 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 provide electric service - size, single line diagram and electric load calculation per National Electric Code (NEC).
- 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:
  - Electrical load calculations.
  - Single line diagram.
  - Electrical room layout.
  - Switchboard elevations.
  - Architectural plans showing the proposed vault and electrical room locations.
  - Elevation plans.
- Additional comment(s) and/or attachment(s).  
Project to contact GWP to obtain OH Line clearance requirements and measurements. It appears the current building design must change in order to meet these requirements.

The project must provide electrical plans to GWP before we can approve the size and location of the transformer vault room.

**Fiber Optics (818) 548-3923**

- No conflict.

**Street Lighting (818) 548-4877**

- No Conflict
- 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.

### **Transmission & Distribution (818) 548-3923**

- No conflict.

### **Water Engineering**

#### **Recycled Water (818) 548-2062**

- No conflict.

#### **Backflow Prevention (818) 548-2062**

- Backflow prevention (BFP) devices are required for the following water services:
  - Potable Water, Commercial
  - Potable Water, Irrigation
  - Potable Water, Fire
  - See BFP requirements below:
- Backflow prevention (BFP) devices are required for each service connection(s) listed above from the City of Glendale, per the GWP Cross-Connection Control Program and Glendale Municipal Code (Chapter 13.32). BFP device locations must be approved by both GWP and Planning Departments prior to installation. All BFP's are required to be installed as close as practical to the point of connection for meter service/water distribution system protection on the domestic, irrigation, and fire services. Installation of the BFP's must meet the 12" MIN – 36" MAX above finished street grade, 24" minimum front clearance, 12" minimum back and side clearance, and in a manner where it is readily accessible for inspection, testing and maintenance. The backflow installation must be inspected prior to burying or covering the pipes to confirm no cross-connection exists. GWP will also need to inspect the installed facilities prior to receiving service to ensure adequate backflow protection. The BFP device must be tested immediately upon installation and annually thereafter by a certified tester licensed by the Los Angeles County Department of Public Health (626) 430-5290 before service can be granted. A list of approved backflow prevention assemblies can be found at [www.usc.edu/dept/fccchr/list.html](http://www.usc.edu/dept/fccchr/list.html).
- A separate fire line is required for this project. A Double Check Detector Assembly (DCDA) is required to be installed as close as practical to the point of connection and the property line. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved DCDA. Please refer to the City of Glendale's Standard Detail Drawing 6561-A for installation requirements. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)
- A Reduced Pressure Principle (RP) Backflow Prevention Assembly is required to be installed as close as practical to the potable service for multi-family (4 units +), commercial and irrigation use. A RP Backflow Prevention Assembly is required to be installed as close as practical to the recycled water service for dual plumbed, commercial and irrigation use. Customer must submit plans to GWP Cross-Connection Control Program showing the location, size, manufacturer, and model number of the approved RP. Please refer to the City of Glendale's Standard Detail Drawing 6528-A for installation requirements. Please contact GWP's Cross-Connection Control Program (818)-937-8948 for approval of BFP installation location, questions and scheduling a final inspection. (PER CA CODE OF REGULATIONS, TITLE 17 & CITY OF GLENDALE ORD NO. 5678)
- Additional comment(s) and/or attachment(s).  
Please insert STD Detail Drawings 6561-A, 6528-A & 6762-A on plans and specify location/manf/model/size of backflow prevention assembly and adhere to clearance requirements. All backflow prevention assemblies are required to be installed at street grade and as close as practical to property line/service connection. SUB-LEVEL INSTALLATIONS ARE NOT ALLOWED.



**Potable Water (818) 548-2062**

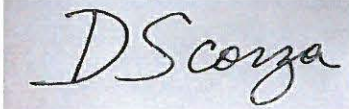
- Developer is responsible for the current cost of a water service or fire line installation in accordance with the current water fee schedule.
- A complete set of plumbing plans and fire sprinkler plans shall be submitted to GWP Water Engineering for review and approval prior to request of new domestic water service and new fire line respectively
- 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 GWP 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.
- All water facilities shall be protected in place during construction of the subject project. All water valves, water meter boxes, water vaults and fire hydrants must be relocated and set to finished grade when necessary at project's expense.
- Additional comment(s) and/or attachment(s).  
The property has an existing ¾ inch water meter and service and also an existing 1 inch water meter and service.

Daniel Scorza

Chief Assistant General Manager

Gerald Tom

Senior Civil Engineer



DS/GT:fg/sb

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

<b>Project</b>	<b>Project</b>
<b>Address: 1235 S. Brand (New Century Honda)</b>	<b>Case No.: PPRP2103684</b>

***If project comments are not received by the due date, it will be assumed that your department has no comments.***

***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: March 18, 2021**

**Print Name: Michelle Shahnazarians**  
**Title: Administrative Analyst – Housing**                      **Dept.: CDD**                      **Tel.: (818) 550 4505**

**a. ADDITIONAL COMMENTS:**

- 1. Per Chapter 4.11 of the Glendale Municipal Code (“GMC”), the Affordable Housing Commercial Development Impact Fee (“Commercial DIF”) applies to the construction or the addition of new nonresidential gross floor area, or the conversion from a use exempt from the Commercial DIF (i.e., a use which does not have the nexus to the Commercial DIF) to a use subject to the Commercial DIF.

Chapter 4.11 of the GMC does not apply to Auto Dealers. Per 4.11.020 of the GMC, Auto Dealers are defined as any person or entity who is engaged wholly or in part in the business of selling vehicles or buying or taking in trade, vehicles (as defined by Section 415 of the California [Vehicle Code](#)) for the purpose of resale, selling or offering for sale, or consigned to be sold, or otherwise dealing in vehicles, whether or not such vehicles are owned by such person.

Since the Project Description above includes the demolition and removal of an existing vehicle sales showroom, vehicle repair garage and vehicle parts storage building to construct a new two story auto dealership with rooftop parking (collectively, “Project”), the Project falls within the definition of Auto Dealers, and is therefore, exempt from the Commercial DIF.

However, should the Project later convert to a commercial development project subject to the Commercial DIF, the converted square footage will be deemed new gross floor area and the Commercial DIF shall be paid pursuant to 4.11.030 of the GMC.



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

**DATE:** 3-8-2021 **DUE DATE:** 3-22-2021  
**NOTE:** If project comments are not received by the due date, it will be assumed that your department has no comments.

**FROM:** Milca Toledo & Allen Castillo **Tel. #** 818-937-8181 or 818-937-8267

**PROJECT ADDRESS:** 1235 S. Brand (New Century Honda)  
**Applicant:** New Century Glendale Automobiles, LLC (Daniel Lin)  
**Property Owner:** Glendale MH Land

**PROJECT DESCRIPTION:**

DEMOLISH AND REMOVE EXISTING VEHICLE SALES SHOWROOM, VEHICLE REPAIR GARAGE AND VEHICLE PARTS STORAGE BUILDING. CONSTRUCT NEW TWO STORY AUTODEALERSHIP WITH ROOFTOP PARKING.

A parking reduction permit is required because the project requires 234 parking spaces, and 90 spaces are provided resulting a 145 parking deficiency.

**PLEASE CHECK:**

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

**ENTITLEMENT(S) REQUESTED**

Variance Case No.: \_\_\_\_\_  
AUP/CUP Case No.: \_\_\_\_\_  
  
ADR/DRB Case No.: \_\_\_\_\_

Tentative Tract/Parcel Map No.: \_\_\_\_\_  
Zone Change/GPA: \_\_\_\_\_  
Parking Reduction Permit and EIF:  
Case No. PPRP2103684



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

**Project** \_\_\_\_\_ **Project** \_\_\_\_\_

**Address:** 1235 S. Brand (New Century Honda) **Case No.:** PPRP2103684

***If project comments are not received by the due date, it will be assumed that your department has no comments.***

***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:** 3/9/21

**Print Name:** Loren Klick

**Title:** Urban Forester **Dept.** PW-MS **Tel.:** x3416

**a. ADDITIONAL COMMENTS:**

1.

**Site Description**

This project is located in a prominent parcel along South Brand Boulevard, intersecting Magnolia Avenue and West Cypress Street. It is a high-visibility site along a major road in Glendale.

**Indigenous Trees**

There are no indigenous trees on site or within 20' of the project. An indigenous tree permit will not be required. The developer should indicate as such on plans.

**City of Glendale Street Trees**

There are eight (8) existing Mexican fan palms (*Washingtonia robusta*) located in front of the property on S. Brand Blvd. The project is proposing to retain all trees. Forestry supports retaining these trees, which should be fenced off from the construction activity for the duration of the project at the boundary of the tree well if construction is to occur within these spaces. Otherwise, no work or staging should occur within existing tree wells. An additional six (6) trees will be required, as well as the creation of wells and irrigation systems for these new trees within the City right-of-way, on Magnolia Ave. and W. Cypress St.

**Magnolia Avenue City Street Trees**

There are no existing City street trees located on Magnolia Ave, but the proposed changes to the concrete right-of-way enable the creation of two new tree wells and the installation of trees. New 9.5' x 9.5' tree wells should be cut, one between the alley and proposed 48' driveway entry, and the other should be located between both proposed driveway entries, equidistant from the aprons. The two (2) new trees shall be 24" box Escarpment live oak (*Quercus fusiformis*). An irrigation component shall be installed appropriate for each tree.

**West Cypress Street City Street Trees**

There are no City street trees located on W. Cypress St, but the proposed changes to the paved right-of-way enable the creation of two new tree wells and the installation of trees. Four (4) new 5.5' x 5.5' tree

**INTERDEPARTMENTAL COMMUNICATION  
ENVIRONMENTAL IMPACT COMMENTS**

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

**Location:** 1235 S. Brand (New Century Honda)

Case No.  
PPRP2103684

\_\_\_\_\_ 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.

**NOTE: If project comments are not received by the due date, it will be assumed that your department has no comments.**

**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.): \_\_\_\_\_

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

**DATE:** 3-8-2021 **DUE DATE:** 3-22-2021  
**NOTE:** If project comments are not received by the due date, it will be assumed that your department has no comments.

**FROM:** Milca Toledo & Allen Castillo **Tel. #** 818-937-8181 or 818-937-8267

**PROJECT ADDRESS:** 1235 S. Brand (New Century Honda)  
**Applicant:** New Century Glendale Automobiles, LLC (Daniel Lin)  
**Property Owner:** Glendale MH Land

**PROJECT DESCRIPTION:**

DEMOLISH AND REMOVE EXISTING VEHICLE SALES SHOWROOM, VEHICLE REPAIR GARAGE AND VEHICLE PARTS STORAGE BUILDING. CONSTRUCT NEW TWO STORY AUTODEALERSHIP WITH ROOFTOP PARKING.

A parking reduction permit is required because the project requires 234 parking spaces, and 90 spaces are provided resulting a 145 parking deficiency.

**PLEASE CHECK:**

- |   |   |
|---|---|
| <p><u>      </u> <b>A. CITY ATTORNEY</b></p> <p><b>B. COMMUNITY DEVELOPMENT:</b></p> <p><u>  X  </u> • (1) <b>Building &amp; Safety</b></p> <p><u>  X  </u> • (2) <b>Neighborhood Services</b></p> <p><u>  X  </u> • (3) <b>Design Review &amp; Historic</b></p> <p><u>  X  </u> • (4) <b>Economic Development</b></p> <p>      • (5) <b>Housing</b></p> <p><u>  X  </u> • (6) <b>Urban Design &amp; Mobility</b></p> <p><u>      </u> <b>D. COMMUNITY SERVICES/PARKS:</b></p> <p><u>  X  </u> <b>E. FIRE ENGINEERING (PSC)</b></p> <p><b>F. GLENDALE WATER &amp; POWER:</b></p> <p><u>  X  </u> • (1) <b>Water</b></p> <p><u>  X  </u> • (2) <b>Electric</b></p> | <p><b>G. INFORMATION SERVICES</b><br/>(Wireless Telecom)</p> <p><u>      </u></p> <p><b>H. PUBLIC WORKS (ADMINISTRATION):</b></p> <p><u>  X  </u> • (1) <b>Engineering &amp; Land Development</b></p> <p><u>  X  </u> • (2) <b>Traffic &amp; Transportation</b></p> <p><u>      </u> • (3) <b>Facilities (city projects only)</b></p> <p><u>  X  </u> • (4) <b>Integrated Waste</b></p> <p><u>  X  </u> • (5) <b>Maintenance Services/Urban Forester</b></p> <p><u>      </u> • (6) <b>Other</b></p> <p><u>      </u> <b>J. GLENDALE POLICE</b></p> <p><b>K. OTHER:</b></p> <p><u>      </u> • (1) <b>STATE-Alcohol Beverage Control (ABC)</b></p> <p><u>  x  </u> • (2) <b>Tribal Consultations (EIFs)</b></p> <p><u>      </u> • (3) <b>City Clerk's Office</b></p> |
|---|---|

**ENTITLEMENT(S) REQUESTED**

Variance Case No.: \_\_\_\_\_  
AUP/CUP Case No.: \_\_\_\_\_  
  
ADR/DRB Case No.: \_\_\_\_\_

Tentative Tract/Parcel Map No.: \_\_\_\_\_  
Zone Change/GPA: \_\_\_\_\_  
Parking Reduction Permit and EIF:  
Case No. PPRP2103684



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

**Project**

**Project**

**Address: 1235 S. Brand (New Century Honda)**

**Case No.: PPRP2103684**

***If project comments are not received by the due date, it will be assumed that your department has no comments.***

***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: 10-07-2021**

**Print Name: Sarkis Hairapetian  
Title: Pr. B.C.S. Dept. B&S Tel.: X-3209**

**Conditions:**

1. That all necessary permits shown below to be obtained from Building and Safety Division.
- a. Planning/Zoning.
  - b. Building.
  - c. Fire,
  - d. P.W. Engineering.
  - e. GWP. Glendale water & power
  - f. Grading.
  - g. Other. Separate application is required for separate detached structures, demolition, retaining walls, fences etc.
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.) will be required upon submittal of plans for building plan check and permit.
- A. Electric vehicle (EV) charging for new construction. New construction shall comply with Glendale's CALGreen Sections 5.106.5.3 (items #4) to facilitate the future installation and use of electric vehicle (EV) chargers. Electric vehicle supply equipment (EVSE) when installed, shall be in accordance with the California Electrical Code.
5. Comply with GBSC 2020, section 117 for "Refuse and Recycling Storage" rooms.
6. The proposed improvements shall not increase the amount of storm water runoff to the Neighboring properties. Hydrology and hydraulic calculations shall be submitted to the City for review and approval.
7. For additional and detailed information on Low Impact Development (LID), please

refer to "**Glendale Municipal Code**": Click on the link below

<http://gcode.us/codes/glendale/> go to Title 13, **PUBLIC SERVICES**, then go to sub section 13.43 "**LOW IMPACT DEVELOPMENT STANDARDS (LID)**"

- 8. Provide Low Impact Development (LID) Report, per LID Development Standards.
- 9. Any proposed drainage infrastructures shall be constructed per City standards.
- 10. Obtain a separate Grading Permit.
- 11. Any proposed drainage infrastructures shall be constructed per City standards.
- 12. Additional requirements may apply after the initial submittal of the building/grading plans for review/plan checking.

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

**DATE:** 3-8-2021 **DUE DATE:** 3-22-2021  
**NOTE:** If project comments are not received by the due date, it will be assumed that your department has no comments.

**FROM:** Milca Toledo & Allen Castillo **Tel. #** 818-937-8181 or 818-937-8267

**PROJECT ADDRESS:** 1235 S. Brand (New Century Honda)  
 Applicant: New Century Glendale Automobiles, LLC (Daniel Lin)  
 Property Owner: Glendale MH Land

**PROJECT DESCRIPTION:**

DEMOLISH AND REMOVE EXISTING VEHICLE SALES SHOWROOM, VEHICLE REPAIR GARAGE AND VEHICLE PARTS STORAGE BUILDING. CONSTRUCT NEW TWO STORY AUTODEALERSHIP WITH ROOFTOP PARKING.

A parking reduction permit is required because the project requires 234 parking spaces, and 90 spaces are provided resulting a 145 parking deficiency.

**PLEASE CHECK:**

- |  |  |
|--|--|
| <p><input type="checkbox"/> <b>A. CITY ATTORNEY</b></p> <p><input type="checkbox"/> <b>B. COMMUNITY DEVELOPMENT:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> • (1) Building &amp; Safety</li> <li><input checked="" type="checkbox"/> • (2) Neighborhood Services</li> <li><input checked="" type="checkbox"/> • (3) Design Review &amp; Historic</li> <li><input checked="" type="checkbox"/> • (4) Economic Development</li> <li><input type="checkbox"/> • (5) Housing</li> <li><input checked="" type="checkbox"/> • (6) Urban Design &amp; Mobility</li> </ul> <p><input type="checkbox"/> <b>D. COMMUNITY SERVICES/PARKS:</b></p> <p><input checked="" type="checkbox"/> <b>E. FIRE ENGINEERING (PSC)</b></p> <p><input type="checkbox"/> <b>F. GLENDALE WATER &amp; POWER:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> • (1) Water</li> <li><input checked="" type="checkbox"/> • (2) Electric</li> </ul> | <p><input type="checkbox"/> <b>G. INFORMATION SERVICES (Wireless Telecom)</b></p> <p><input checked="" type="checkbox"/> <b>H. PUBLIC WORKS (ADMINISTRATION):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> • (1) Engineering &amp; Land Development</li> <li><input checked="" type="checkbox"/> • (2) Traffic &amp; Transportation</li> <li><input type="checkbox"/> • (3) Facilities (city projects only)</li> <li><input checked="" type="checkbox"/> • (4) Integrated Waste</li> <li><input checked="" type="checkbox"/> • (5) Maintenance Services/Urban Forester</li> </ul> <p><input type="checkbox"/> <b>J. GLENDALE POLICE</b></p> <p><input type="checkbox"/> <b>K. OTHER:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> • (1) STATE-Alcohol Beverage Control (ABC)</li> <li><input checked="" type="checkbox"/> • (2) Tribal Consultations (EIFs)</li> <li><input type="checkbox"/> • (3) City Clerk's Office</li> </ul> |
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**ENTITLEMENT(S) REQUESTED**

Variance Case No.: \_\_\_\_\_ Tentative Tract/Parcel Map No.: \_\_\_\_\_  
 AUP/CUP Case No.: \_\_\_\_\_ Zone Change/GPA: \_\_\_\_\_  
 ADR/DRB Case No.: \_\_\_\_\_ Parking Reduction Permit and EIF: \_\_\_\_\_  
 Case No. PPRP2103684



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

<b>Project</b>	<b>Project</b>
<b>Address: 1235 S. Brand (New Century Honda)</b>	<b>Case No.: PPRP2103684</b>

***If project comments are not received by the due date, it will be assumed that your department has no comments.***

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**COMMENTS:**

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

<b>Date: March 22, 2021</b>	<i>PC</i>	
<b>Print Name: Pastor Casanova, T.E.</b>		<b>CC: Mark Anthony Bueno, P.E.</b>
<b>Title: Principal Traffic Engineer</b>		<b>Dept. Public Works-Traffic Engineering</b>
<b>Tel.: 818-937-8324</b>		

**a. ADDITIONAL COMMENTS:**

- 1. A local transportation analysis may be required. At a minimum, applicant is required to prepare a trip generation calculation using ITE trip generation rates or local rates (if available). Trip generation calculation shall include any trip reductions as applicable to the project (e.g., existing use trip credit) and submitted to Public Works Traffic Engineering for review. A local transportation analysis will be required if the project generates at least 50 net-new peak hour vehicle trips.
- 2. For the proposed driveway on Brand Boulevard, applicant shall install 20 ft of red curb immediately north of the driveway and 10 ft of red curb immediately south of the driveway to improve sight distance and maneuverability.
- 3. The 48 ft wide driveway on Magnolia Avenue shall be reduced in width to accommodate one inbound and outbound lane. Internal circulation should be modified accordingly.

**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. The contractor shall not store trash bins, construction equipment, construction materials, 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. Permit must be displayed at job site.

- 2. An approved Construction Traffic Control plan shall be required for use during project construction. The plan shall identify all traffic control measures, signs, and delineators to be implemented by the construction contractor through the duration of demolition and construction. The plan shall also identify contractor information, hours of construction, construction worker parking information, as well as the proposed haul route.

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

**DATE:** 3-8-2021 **DUE DATE:** 3-22-2021  
**NOTE:** If project comments are not received by the due date, it will be assumed that your department has no comments.

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**Property Owner:** Glendale MH Land

**PROJECT DESCRIPTION:**  
 DEMOLISH AND REMOVE EXISTING VEHICLE SALES SHOWROOM, VEHICLE REPAIR GARAGE AND VEHICLE PARTS STORAGE BUILDING. CONSTRUCT NEW TWO STORY AUTODEALERSHIP WITH ROOFTOP PARKING.  
 A parking reduction permit is required because the project requires 234 parking spaces, and 90 spaces are provided resulting a 145 parking deficiency.

**PLEASE CHECK:**

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

**ENTITLEMENT(S) REQUESTED**

Variance Case No.: \_\_\_\_\_  
 AUP/CUP Case No.: \_\_\_\_\_  
 ADR/DRB Case No.: \_\_\_\_\_

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 Zone Change/GPA: \_\_\_\_\_  
 Parking Reduction Permit and EIF:  
 Case No. PPRP2103684



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

**Project**

**Project**

**Address:** 1235 S. Brand (New Century Honda)

**Case No.:** PPRP2103684

***If project comments are not received by the due date, it will be assumed that your department has no comments.***

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**COMMENTS:** See Below.

This office **DOES NOT** have any comment.

This office **HAS** the following comments/conditions.  (See attached Dept. Master List)

**Date:** 3/22/21

**Print Name:** Foster McLean

**Title:** Asst. Fire Marshal **Dept.** Fire **Tel.:** 7706

**a. ADDITIONAL COMMENTS:**

1. **Fire sprinkler system.** A complete automatic fire sprinkler system shall be installed throughout the new structures 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 contraindicated.
2. **Fire alarm system.** A fire alarm system shall be installed 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.
3. **Riser, FDC and FACP locations.** Ensure the location of the automatic fire sprinkler riser, Fire Department Connection (FDC – must remain visible from the street) and Fire Alarm Control Panel (FACP) is 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.
4. **Backflow prevention.** Contact GWP Water Engineering regarding the location and model of a backflow prevention device and water meter when installing a 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 is required prior to submitting plans for Fire Department approval.
5. **Water flow.** Ensure compliance with water flow requirements per the CFC. Provide request and 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.
6. **Elevator.** Elevator size shall be capable of accommodating a gurney and meet the requirements per the CBC.
7. **Aerial Apparatus Access.** Where the vertical distance between the grade plane and the highest roof surface exceeds 30' approved aerial fire apparatus access roads shall be provided. Where aerial apparatus access roads are required a minimum 26'-0" clear width and 13'6" vertical clearance is required. At least one of the required access roads shall be located a minimum of 15' and a maximum of 30' from the building and shall be positioned parallel to one entire side of the building.

**PUBLIC WORKS ENGINEERING**  
**-Land Development Section-**

Comments/Conditions

No Comments

1. 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 a Low Impact Development (LID) drainage system to the Building and Safety Division for review and approval.

2. The applicant shall enter into a Covenant & Agreement with the City for the replacement, installation, and continued maintenance of all NPDES-related drainage devices on the property and granting inspection rights to the City.

3. 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.

4. All applicable street improvements shall be constructed in accordance with the Standard Plans for Public Works Construction (SPPWC) Manual, to match and join existing street improvements, under separate permit, and to the satisfaction of the Director of Public Works:

5. Remove and replace all broken curb, gutter, sidewalk, and driveway apron along the entire street frontages of the property.

6. Any unused driveway apron shall be replaced with curb, gutter, and sidewalk.

7. All new driveway aprons shall be constructed per SPPWC Standard Plan No. 110-2.

8. Remove and replace the entire alley section between Magnolia Avenue and Cypress Street. The new alley shall be constructed per the City's typical alley section.

9. Remove and replace the existing alley aprons and install truncated dome devices on both sides of the apron.

10. Alley improvement plans prepared by a registered Civil Engineer shall be submitted to the Public Works – Land Development Section for review and approval. Separate permit and plan check fees shall apply.

11. Grind 2.5 inches off the existing asphalt concrete pavement on northerly half of Cypress Street and resurface the same with 1.5 inches of new asphalt concrete (AC) pavement (to match existing pavement type) over 1-inch AC pavement leveling course.



12. The entire asphalt concrete roadway pavement within the vicinity of the property will be inspected after the completion 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 asphalt concrete pavement.

13. 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 project. The applicant shall coordinate all such work with the respective utility owners.

14. All existing street appurtenances including traffic striping, utilities, street signs, curb paintings, landscaping, and tree wells within the public right-of-way that were damaged, removed, or relocated during construction shall be restored to the satisfaction of the Director of Public Works.

15. The 4-foot property line offset at the southeast corner of the site is no longer part of the public right-of-way. All property lines along Brand Boulevard should have a distance of 60 feet from the street centerline.

16. Separate permits are required for all work within the public-right-of-way. All applicable construction work shall conform to the SPPWC manual. The applicant shall bear all fees for the necessary permits and construction inspections for work within the public right-of-way.

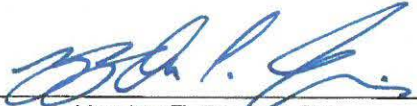
17. Comments from Traffic Section shall be submitted separately.

18. Additional requirements may apply after the initial submittal of the final engineering plans for building plan checking.

**Case No.: PPRP 2103684**

**Address: 1235 S. Brand Boulevard**

**Case Planners: Milca Toledo and Allen Castillo**

Signature: 

Yazdan T. Emfani, P.E.  
Director of Public Works

Date: 4/5/2021





**A RESOLUTION OF THE PLANNING HEARING OFFICER  
OF THE CITY OF GLENDALE, CALIFORNIA,  
ADOPTING A CERTAIN MITIGATED 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 Case No. PPRP 2103684 requesting to demolish four existing one-story commercial automobile dealership buildings in conjunction with the construction of a new vehicle automobile dealership at an existing vehicle dealership, located at 1231 – 1265 South Brand Boulevard, and heard by the Planning Hearing Officer at a public hearing on December 1, 2021, a Proposed Mitigated Negative Declaration prepared pursuant to the California Environmental Quality Act; and

**WHEREAS**, the Proposed Mitigated Negative Declaration was made available for a 20-day public review and comment period (November 1, 2021 to November 22, 2021); and

**WHEREAS**, a Final Mitigated Negative Declaration has been prepared incorporating any comments received during the review period and any responses to those comments; and

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

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

**WHEREAS**, the Planning Hearing Officer acknowledges the findings of the Director of Community Development with respect to the preparation of the Mitigated 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 and any comments received, 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 Mitigated Negative Declaration prepared on behalf of Parking Reduction Permit Case No. PPRP 2103684 and the Mitigation Monitoring and Reporting Program attached as Exhibit A.

Adopted this 22nd day of December, 2021.



\_\_\_\_\_  
Planning Hearing Officer

**MITIGATION MONITORING AND REPORTING PROGRAM (MMRP)**

The following mitigation measures shall apply to the proposed Honda automobile dealership project, located at 1231-1265 S. Brand Blvd., to reduce identified impacts to less than significant levels.

**Mitigation Measure:**

**CULTURAL RESOURCES**

MM-1 If human remains or funerary objects are encountered during activities associated with the project, work in the immediate vicinity (within a 60-foot buffer of the find) shall cease and the County coroner shall be contacted. If the human remains prove to be Native American in origin by the County Coroner, the applicant shall immediately notify the lead agency and all consulting Tribes.

- Monitoring Action** Site inspection
- Timing:** During all site preparation and construction activities when resources are discovered.
- Responsibility:** Qualified archaeologist retained by the project applicant.

MM-2 In the event that Native American cultural resources are discovered during project activities, all work in the immediate vicinity of the find (within a 60-foot buffer) shall cease and a qualified archeologist meeting Secretary of Interior standards shall assess the find. The Gabrielino-Tongva Tribe shall be contracted to consult if any such find occurs. The archaeologist shall complete all relevant California State Department of Parks and Recreation (DPR) 523 Series forms to document the find and submit this documentation to the applicant, Lead Agency and the Gabrielino-Tongva Tribe. If the Native American cultural resource is determined to be significant, as defined by consulting Tribes, a Native American monitor procured by the Gabrielino-Tongva Tribe shall be present for all ground disturbing activities that occur within the proposed project area.

- The archaeologist and Tribal monitor will have the authority to request ground disturbing activities cease within the area of a discovery to assess and document potential finds in real time.
- The Lead Agency and/or applicant shall, in good faith, consult with Gabrielino-Tongva Tribe on the disposition and treatment of any artifacts or other cultural materials encountered during the project.

- Monitoring Action** Site inspection
- Timing:** During all site preparation and construction activities when resources are discovered
- Responsibility:** Qualified archeologist retained by the project applicant.