



**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

May 18, 2022

Southland Civil Engineering & Survey, LLP  
Attn: Larry Mar  
87 North Raymond Avenue, Suite 300  
Pasadena, CA 91103

**RE: 2652 MANHATTAN AVENUE  
TENTATIVE TRACT MAP NO. 83492 (Case No. PTTMCP 2119123)**

Dear Sirs:

The Planning Commission of the City of Glendale, at its meeting held on May 18, 2022, conducted a public hearing on your application for a tentative subdivision map filed for the purpose of subdividing a new duplex into two residential condominium units, in the "R-3050" – Moderate Density Residential Zone, described as Portion of Lots 32 and 33, Tract No. 5157/5610-027-032, and **APPROVED WITH CONDITIONS** with twenty-sixty (26) conditions, in the City of Glendale, County of Los Angeles.

**ENVIRONMENTAL DETERMINATION**

The project is exempt from CEQA review as a Class 15 Categorical Exemption per Section 15315 of the State CEQA Guidelines as it involves a minor land division. Section 15315 exempts tentative parcel maps provided certain criteria are met. This project meets all of the criteria with no exceptions being required since the property is zoned for residential use, the proposed subdivision is for four or fewer parcels, and the subdivision is in conformance with the General Plan and zoning requirements. No variances or exception are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous two years, and the parcel does not have an average slope great than 20 percent.

A copy of the adopted motion is enclosed.

**APPEAL PERIOD**

The applicant's attention is called to the fact that this approval 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 Section 16.24.180 of the Glendale Municipal Code, any person affected by the above decision may appeal said determination to the City Council within **ten (10) days (MAY 31, 2022)**, following the date of the Planning Commission's action, 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 so that imperfections/incompleteness may be corrected before the appeal period expires.

Any appeal must be filed on the prescribed forms within ten (10) days following the actual date of the decision. Information regarding appeals, appeal forms and fees will be provided by the Community Development Department (CDD) staff upon request by calling 818-548-2140.

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 MAY 31, 2022, deadline (mailed to Community Development Department – Planning Division, Attention Vista Ezzati, 633 East Broadway, Room 103, Glendale, CA 91206) OR emailed to the case planner (Vista Ezzati at [vezzati@glendaleca.gov](mailto:vezzati@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 the case planner to make arrangements with the cashier. Note: The standard 2.5% fee for credit card payment applies.

**APPEAL FORMS available on-line**

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

If you have any questions, please do not hesitate to call me at (818) 937-8180 (email: [vezzati@glendaleca.gov](mailto:vezzati@glendaleca.gov)).

Sincerely,

Director of Community Development Department



Vista Ezzati

Planner

VZ:sm

CC: City Clerk (K.Cruz); Police Dept. (J.Newton/Z.Avila); City Attorney's Dept. (G. van Muyden/Y.Neukian); Building and Safety (S.Hairapetian); 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 (C.Babakhanlou/S.Boghosian/F.Garcia); Parks, Recreation and Community Services Dept. (T. Aleksanian); Neighborhood Services Division (J.Sada/R.Mardians/M.Chong); Integrated Waste Management Admin. (D. Hartwell); Maintenance Services Section Admin. (D. Hardgrove/K.Todd); Street and Field Services Admin.; Engineering and Environmental Management (C.Chew/R. Villaluna; and case planner – Vista Ezzati.

### MOTION

Moved by Planning Commissioner Chraghchian, seconded by Planning Commissioner Commission Member Minassian, that upon review and consideration of Tentative Tract No. 83492, and after reviewing the records, files, report, and all documentary evidence submitted with regard to said tentative tract, that Tentative Tract No. 83492 is hereby approved subject to compliance with the State Subdivision Map Act, Chapters 16.16 and 16.32 of Title 16 of the Glendale Municipal Code, Title 30 of the Glendale Municipal Code, and the twenty-six (26) additional conditions listed below; and the Planning Commission hereby makes each and all of the following findings of fact:

- A. The density of the subject tract is 14 dwelling units per acre, which is consistent with the R-3050 Zone, and the moderate density residential standards of the Land Use Element. Manhattan Avenue has been designated as a local street according to the Circulation Element. Local streets are streets that perform a variety of functions and accommodate both vehicular, bicyclist, and pedestrian traffic. In most instances, they serve the residential needs of the immediate community, carrying low volumes of traffic to and from collectors and arterials. Since the primary functions of a local street is to provide access to adjacent properties, they should not carry through traffic. The project site is located in an area where the ambient noise contour level is 70 CNEL and over, as shown on the map of the 2030 Noise Contours of the City's Noise Element and the on-site acoustical characteristics will be suitable for residential living with utilization of special insulation techniques. The project is compatible with the goals and objectives of the Housing Element as it contributes to the provision of a wide range of housing types to meet the needs of current and future residents (Goal 1), it provides increased opportunities for home ownership (Goal 3), it provides equal housing opportunities for all persons (Goal 5), and provides housing that is sensitive to environmental and social needs (Goal 6). The Recreation Element places the subject property in Recreation Planning Area No. 4 that is served by three parks and two special service facilities. The project also provides private open space (balconies) for each unit, as well a common open space (rear yard) area in compliance with Zoning regulations. The applicant is subject to payment of park fees to offset impacts to parks. The Safety Element does not identify major hazards that could impact development in the subject area. The Open Space Element does not designate this site as open space so it is suitable for multi-family residential purposes. The project site is located in the Verdugo City Residential Neighborhood of the North Glendale Community Plan (NGCP) area where a mix of single-and multi-family homes currently exist, with multi-family development such as this located closer to public transportation and commercial activities.

The Historic Preservation Element does not identify any historical sites in the project area. A Historical Evaluation was prepared for the property by Sapphos Environmental, Inc., dated December 18, 2017. The evaluation concluded that the previous building did not meet any criteria for designation at the national, state, or local level. The previous building, now since demolished, was not a distinctive example of the architectural style, and no evidence was found indicating the site was associated with important events or people in history. As such, the previous residence was determined not a historic resource under CEQA. At this time, the project is under construction.

- B. Provided the project's design and improvements are implemented in conformance with the conditions of approval, the project will be consistent with the approved and adopted General Plan Elements and the North Glendale Community Plan (NGCP) NGCP cited in the preceding paragraph. No Specific Plans are applicable to the project site and its environment.
- C. The site is physically suitable for the proposed multi-family residential development in that the project site is on generally level land underlain by earth material that is suitable for residential construction. The Safety Element indicates that the project site is not subject to geologic or seismic hazards. The project represents the natural progression of private redevelopment in the neighborhood. On-site drainage will be channeled into the existing storm drain system in a manner satisfactory to the Public Works Division. Water and power facilities for this project exist adjacent to the project site and will be provided to the development in accordance with requirements of the Water and Power Division.
- D. The site is physically suitable for the proposed density. The project will provide for a density equal to that allowable under the existing R-3050 zoning classification and the density will be consistent with the recommendations of the Land Use Element. The density will be comparable to that of apartments and condominiums already existing in the area.
- E. Adherence to the development criteria and conditions of approval will prevent substantial environmental damage and any impact to fish or wildlife or their habitat. This development is exempt from environmental review in accordance with the California Environmental Quality Act.
- F. Compliance with subdivision design standards and criteria of Glendale and the conditions of approval will protect the residential living environment, protect the public health and welfare, and prevent any serious public health problems.
- G. The project will not conflict with any easements acquired by the public at large for access through or use of property within the project site.

- H. The sanitary sewer system is adequate to accommodate new developments in this area, and discharge of waste into the system from this project will not violate water quality standards.
- I. The water and power demands that will be generated by the project will not alter the City's ability to serve the project or any other areas of the community nor would the project impact available fiscal resources of the community.
- J. The project provides for future passive or natural heating or cooling opportunities to the extent feasible in consideration of constraints imposed by topography, lot design, and configuration, etc.

### **CONDITIONS**

Planning Division staff recommends that Tentative Tract No. 83492 be approved subject to compliance with the State Subdivision Map Act, Chapters 16.32 (Final Maps) and 16.16 (New Condominiums) of Title 16 of the Glendale Municipal Code, and the following additional conditions:

#### **Public Works Department Requirements**

1. That a Tract map shall be required. The subdivision project shall comply with all provisions of applicable State laws and Subdivision Ordinances of the City of Glendale, and the Glendale Municipal Code. All fees pertaining to subdivisions required by the Glendale Municipal Code and City Ordinances to be paid in connection with the filing of the final map or to be paid prior to recording of final map, shall be based on the fees which are in effect at such respective times. Survey monuments shall be set in accordance with the standards of the Director of Public Works office and to the satisfaction of the Director of Public Works. All monumentation work shall be performed by or under the supervision of a Licensed Surveyor, licensed in the State of California.
2. That the project shall comply with all National Pollutant Discharge Elimination System (NPDES) requirements.
3. That all roof and on-site drainage shall be conveyed to the street via sheet flow through the driveway apron or cast iron pipes/parkway drains from the property line and exiting through the curb, and that no drainage shall be allowed directly into the sidewalk.
4. That the applicant shall perform at its sole expense, and at no cost to the City, the following street improvements along the entire frontage of the property on Manhattan Avenue in accordance with the Standard Plans for Public Works Construction

(SPPWC) Manual, to match and join the existing street improvements, under separate permit, and to the satisfaction of the Director of Public Works:

- a. Remove all broken curb, gutter, sidewalk, landscaping, and irrigation along the entire frontage of the property and construct new concrete integral curb and gutter, sidewalk, landscaping, and irrigation.
  - b. For Unit A, remove and reconstruct the existing driveway apron in conformance with the Standard Plan No. 110-2 of the SPPWC Manual.
  - c. For Unit B, construct a new driveway apron in conformance with Standard Plan No. 110-2 of the SPPWC Manual.
5. That the entire asphalt concrete roadway pavement within the vicinity of the property shall be inspected after the completion of the construction of the project. In the event of damage, as a result of construction-related activities, the applicant may be required to perform additional street improvement repairs, up to the reconstruction of the asphaltic concrete pavement, restoration of parking restriction curb painting and striping, and restoration of landscaping and irrigation if necessary, at no cost to the City and to the satisfaction of the Director of Public Works.
  6. That 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, and shall coordinate all such work with the respective utility companies, including the Los Angeles County Department of Public Works, Glendale Water and Power, and the City's Traffic and Transportation Division.
  7. That separate permits shall be 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.
  8. That 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, and that the permit must be displayed at the job site.
  9. That additional requirements may apply upon official review of the building plans.

#### **Building Division Requirements**

10. That all necessary permits (i.e., building, fire, engineering, etc.) 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.

11. That a separate application is required for separate detached structures, demolition, retaining walls, fences, and swimming pools.
12. 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 Tentative Tract Map are complied with.
13. That State Accessibility Standards shall be met for all parking requirements and building entrance and accessibility as required by the Building and Safety Division.
14. 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 as required by the Glendale Municipal Code or other acts of law.

#### **Fire Engineering Requirements**

15. That the owners of both units shall have access to the sprinkler riser and control valve because the fire sprinkler system for Units A and B is one complete system for the entire structure with one sprinkler riser and control valve.

#### **Planning Division Requirements**

16. That the project approved herein shall be constructed as depicted on those sets of plans stamped approved by staff. Any modification to these plans must be approved by the Planning Division staff prior to the changes on the working drawings or in the field. Changes considered substantial must be reviewed by the Planning Commission. The determination of whether or not a change is substantial shall be made by the Director of Community Development.
17. That the project shall be designed to accommodate a maximum of two (2) dwelling units in substantial conformance with the tentative tract map and preliminary development plans submitted therewith.
18. That all ground and roof-mounted equipment shall be fully screened from view.
19. That the applicant shall modify the building permit for construction of a new condominium, not an apartment building. The building shall comply with new condominium standards in GMC Chapter 16.16.
20. That the location, design and accessibility of the gas meters shall be to the satisfaction of the Director of Community Development.
21. That the applicant shall provide down drains and drip pans to the satisfaction of the Director of Community Development.



22. That the applicant shall pay all appropriate development impact fees established by City ordinance and resolutions to the satisfaction of the Building Official.
23. That all electrical, communication, fire alarm, and television service shall be provided underground.
24. That backflow prevention devices shall be installed in a location to the satisfaction of the Director of Community Development.

**Miscellaneous Requirements**

25. Should litigation be commenced by any third party against the City concerning any procedural or substantive aspect of this subdivision, including without limitation, any litigation concerning the application of the California Environmental Quality Act, the City shall inform applicant of the estimated cost of defense. Applicant shall, within five (5) days of said notification, provide the City with a check, in same day available funds, for the estimated cost of City's defense. City shall deposit said funds into an interest bearing account. City may update said estimate at any time during any such litigation, in which case applicant shall, within five (5) days of notification of said updated estimates, provide the City with a check in same day available funds, for the additional estimated cost of defense. Should any applicant provided monies or should interest on such monies remain unspent at the conclusion of litigation, the City shall refund same to applicant. City retains the right to hire outside special legal counsel to represent City.
26. That this tentative tract map approval shall be valid for thirty-six (36) months or until approval of the final map, whichever occurs first, in accordance with local and state laws.

Adopted this 18th day of May, 2022.

This motion shall take effect and be in force upon the tenth (10th) day after its passage.

**VOTE**

Ayes: Chraghchian, Fuentes, Minassian, Shahbazian, Lee  
Noes: None  
Absent: None  
Abstain: None