



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

October 10, 2024

Applicant:

Gerret Wikoff
write with inc
13018 West Marlowe Ave
Morrison, CO 80465

**RE: Administrative Design Review Case No. PADR-003056-2024
506 West Elk Avenue**

The Director of Community Development will render a final decision on or after **October 28, 2024** for the following project:

PROJECT DESCRIPTION:

The applicant proposes to construct a detached one-story, 1,000-SF metal building as accessory storage with a landscaped parking lot for an existing manufacturing company on a 18,750-SF parcel of 3 lots, located in a mixed-use corridor in the IMU-R (Industrial/Commercial-Residential Mixed Use) Zone.

STAFF RECOMMENDATION: APPROVE WITH CONDITIONS

For more information or to submit comments, please contact the case planner, Alan Lamberg, at 818-937-8158 or ALamberg@GlendaleCA.gov.

Comments must be received prior to **October 28, 2024**, in order to be considered by the Director.

DECISION: A decision letter will be posted online on or after the date listed above and may be accessed online at GlendaleCA.gov/planning/decisions. You may also request notification of the decision when the decision is rendered.

Should you wish to file an appeal of the decision, all appeals must be filed using the City's online permit portal at GlendaleCA.gov/Permits. Create an account. Click "Apply" and "Planning/Zoning." Any appeal must be filed within fifteen (15) days following the actual date of the decision with the prescribed fee prior to the expiration of the 15-day appeal period.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan Lamberg".

Alan Lamberg, AICP
Planner

DRAFT



PENDING DECISION

CITY OF GLENDALE, CA

DESIGN REVIEW STAFF REPORT – COMMERCIAL / INDUSTRIAL / MIXED USE

October 28, 2024 <i>Decision Date</i>	560 West Elk Avenue <i>Address</i>
Administrative Design Review (ADR) <i>Review Type</i>	5696-007-055 <i>APN</i>
PADR-003056-2024 <i>Case Number</i>	Gerret Wikoff, write with inc <i>Applicant</i>
Alan Lamberg, Planner <i>Case Planner</i>	Garrard, Glenn and Takouhie Trust <i>Owner</i>

Project Summary

The applicant proposes to construct a detached one-story, 1,000-SF metal building as accessory storage within a landscaped parking lot for an existing manufacturing company on a 18,750-SF parcel of 3 lots, located in a mixed-use corridor in the IMU-R (Industrial/Commercial-Residential Mixed Use) Zone.

Environmental Review

The project is exempt from CEQA review as a Class 3 “New Construction or Conversion of Small Structures” exemption pursuant to Section 15303 of the State CEQA Guidelines because the project is an accessory storage use in a new 1,000-SF building in an urbanized area on a site zoned for such use, not involving the use of significant amounts of hazardous substances, where all necessary public services and facilities are available and the surrounding area is not environmentally sensitive. Additionally, the property does not appear eligible for historic designation at the federal, state, or local level and is therefore not considered a historic resource under CEQA.

Existing Property/Background

The project site consists of three lots originally developed in 1925 with single-family homes. By the 1960s, these lots were redeveloped into small-scale manufacturing buildings. Since 1978, Bittree has operated in the 4,540-SF building at 600 West Elk Avenue, using the adjacent lot for parking and storage. The 3,600-SF building at 604 West Elk Avenue, damaged by fire in 2000 and repaired, was acquired by Bittree in 2010 and expanded into with a covenant holding all three lots as one parcel. In 2011, a facade improvement plan was approved. The landscaping and irrigation work required for this plan led to pavement excavation, which removed the parking lot striping. The site is secured by a wrought-iron fence and gates. At 560 West Elk Avenue, there are two mature shade trees and vehicle parking. However, the area also contains two containers used for outdoor storage, which are visible from the public way.

The site is in a mixed-use corridor on a local street connecting to major thoroughfares, such as Interstate 5 and San Fernando Road. Situated in the Pacific-Edison neighborhood, midblock between San Fernando Road and South Pacific Avenue, the surrounding area includes industrial, commercial, and residential mixed-uses with multifamily apartments up to five stories tall. A medium-density residential district with single-family and multifamily dwellings is 200 feet to the east.

Staff Recommendation

Approve with Conditions

Last Date Reviewed / Decision

First time submittal for final review.

Zone: IMU-R - Ind./Comm'l - Res. Mixed Use **Height District:** N/A

Although this design review does not convey final zoning approval, the project has been reviewed for consistency with the applicable codes and no inconsistencies have been identified.

Active/Pending Permits and Approvals

There is a concurrent application for an AB-2097 parking exception to allow ten (10) parking spaces instead of the required fourteen (14) spaces.

Site Slope and Grading

None proposed.

DESIGN ANALYSIS

Site Planning

Are the following items satisfactory and compatible with the project site and surrounding area?

Building Location

yes **n/a** **no**

If "no" select from below and explain:

- Located at or near front property line
- Conforms to prevailing setbacks on the street
- Maintains appropriate sidewalk width

Usable Open Space

yes **n/a** **no**

If "no" select from below and explain:

- Incorporates outdoor pedestrian space
- Integrated with design and overall context
- Appropriate relationship with adjoining properties

Access and Parking

yes **n/a** **no**

If “no” select from below and explain:

- Parking location is appropriate to the site and its neighborhood context
- Appropriate pedestrian and vehicle access points
- Appropriate service and loading locations
- Landscape screening for street-facing parking
- Techniques employed to reduce stormwater runoff
- Decorative or colored paving to delineate pedestrian areas

Landscape Design

yes **n/a** **no**

If “no” select from below and explain:

- Complementary to building design
- Appropriately sized and located

While landscaping is generally depicted on the site plan, landscape plans were not provided for the site, as required by GMC §30.31.020, which must include interior parking lot landscaping, including concrete curb, irrigation system, and materials, as required by GMC §30.32.160. A condition is included, prior to the issuance of any building permit, that all landscape and irrigation plans shall be submitted to staff for review and approval prior to plan check submittal.

Walls, Fences, and Retaining Walls

yes **n/a** **no**

If “no” select from below and explain:

- Minimize use whenever possible
- Use decorative material to complement building and/or landscape design
- Provide landscaping to minimize visual impact

Screening

yes **n/a** **no**

If “no” select from below and explain:

- Mechanical equipment appropriately screened
- Trash bins appropriately located and screened

The project does not include an elevation and detail of the enclosure for trash and recycling. A condition is included, prior to the issuance of any building permit, that an elevation and detail of the enclosure for trash and recycling, as required by GMC §30.30.030, shall be submitted to staff for review and approval prior to plan check submittal.

Determination of Compatibility: Site Planning

The proposed site planning is appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The building is well-positioned at the rear property boundary away from the street and screened from view by the mature trees in the landscaping adjoining street right-of-way.
 - The proposed landscaping and staging area between the primary building and proposed accessory building enhances the urban aesthetic with usable open space.
 - The provision of parking lot landscaping maintains an innocuous and clean appearance of this mixed-use corridor.
 - The preservation of the existing shade trees and the addition of new parking lot landscaping offer shade, mitigates heat, and contributes to an environmentally clean streetscape and minimizes stormwater runoff, per GMC §30.31.020, and §30.32.160. A condition is included, prior to the issuance of any building permit, that all landscape and irrigation plans shall be submitted to staff for review and approval prior to plan check submittal.
 - The trash and recycling containers will be hidden from public view, per GMC §30.30.030. A condition is included, prior to the issuance of any building permit, that an elevation and detail of the enclosure for trash and recycling shall be submitted to staff for review and approval prior to plan check submittal.
-

Massing and Scale

Are the following items satisfactory and compatible with the project site and surrounding area?

Building Relates to its Surrounding Context

yes n/a no

If "no" select from below and explain:

- Appropriate proportions and transitions
- Articulation, solid/void balance, and open space relate to predominant pattern

Building Relates to Existing Topography

yes n/a no

If "no" select from below and explain:

- Form and profile follow topography
- Alteration of existing land form minimized
- Retaining walls terrace with slope to minimize height

Consistent Architectural Concept

yes n/a no

If "no" select from below and explain:

- Concept governs massing and height

Scale and Proportion

yes **n/a** **no**

If “no” select from below and explain:

- Articulation avoids overbearing forms
- Appropriate solid/void relationships
- Entry and major features well located

Massing

yes **n/a** **no**

If “no” select from below and explain:

- Larger masses broken into separate volumes
- Long, unbroken street walls avoided
- Visual impact of larger building minimized

Determination of Compatibility: Mass and Scale

The proposed massing and scale are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The proposed industrial storage building relates to its surrounding context of mixed uses.
- While the building is generally not articulated, it is well-positioned at the rear property boundary away from the street.
- While the height of the proposed building is slightly taller than the adjacent building, it does not exceed the maximum height of the existing building on the far west side.
- The proposed plan includes landscaped open space and interior parking lot landscaping that provides a visual buffer between the new storage building and the street.

Design and Detailing

Are the following items satisfactory and compatible with the project site and surrounding area?

Overall Design and Detailing

yes **n/a** **no**

If “no” select from below and explain:

- Consistent architectural concept
- Proportions appropriate to project and surrounding neighborhood
- Appropriate solid/void relationships

Entryway

yes **n/a** **no**

If “no” select from below and explain:

- Well integrated into design
- Location promotes pedestrian activity
- Design provides appropriate focal point

Storefronts and Windows

yes **n/a** **no**

If “no” select from below and explain:

- Maximize transparency at ground floor
- 12-15’ floor-to-floor height at ground-floor is encouraged
- Coordinate design with overall style of building
- Use durable materials for windows, such as aluminum or steel
- Locate security gates/grilles inside commercial spaces, preferably set back from storefront

Awnings and Canopies

yes **n/a** **no**

If “no” select from below and explain:

- Integrate awnings and canopies into overall building design
- Avoid long treatments spanning multiple openings
- Back-lit awnings are not allowed

Lighting

yes **n/a** **no**

If “no” select from below and explain:

- Light fixtures are appropriate to the building design
- Avoid over-lit facades; consider ambient light conditions when developing lighting scheme
- Utilize shielded fixtures to avoid light spillover onto adjacent properties

Lighting location and detail are not depicted on the plans, as required by GMC §30.30.040. A condition is included, prior to the issuance of any building permit, that a site plan, elevation and cut sheet corresponding to any site lighting and fixtures shall be submitted to staff for review and approval prior to plan check submittal.

Finish Materials and Color **yes** **n/a** **no***If “no” select from below and explain:*

- Textures and colors reinforce design
- High-quality, durable materials used, especially facing the street
- Materials appropriately enhance articulation and facade hierarchies
- Wrap corners and terminate cladding appropriately
- Cladding is well detailed, especially at junctions between materials
- Foam trim, finished on site, is prohibited

Paving Materials **yes** **n/a** **no***If “no” select from below and explain:*

- Decorative material at entries/driveways
- Permeable paving when possible
- Material and color related to design

While drive isles, parking lot striping, and landscape areas are generally depicted on the site plan, the final site and landscape plans must detail the configuration and features of paving materials at the driveway entrance, including use of permeable paving when possible, and identifying material and color as it relates to the overall design. A condition is included, prior to the issuance of any building permit, that revised plans for site and landscaping shall include decorative paving materials at the driveway entrance, and said plans shall be submitted to staff for review and approval.

Roof Forms **yes** **n/a** **no***If “no” select from below and explain:*

- Configure roofline to provide visual interest and deemphasize mass
- Roof forms are consistent with overall design
- Continue roofs and parapets around building or terminate in logical manner

Determination of Compatibility: Design and Detailing

The proposed design and detailing are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- Siting the proposed building at the rear of the lot and providing parking lot landscaping improvements mitigates the lack of compatibility in design and detailing between the proposed and existing buildings.
- The proposed storage building will use durable, corrosion-resistant galvanized steel, aligning with a nearby multifamily building accented in architectural metal panels. The blue color relates to the trim of existing buildings. The white roof saves energy.

Recommendation / Draft Record of Decision

Based on the above analysis, staff recommends **Approval with Conditions**. This determination is based on the implementation of the following recommended conditions:

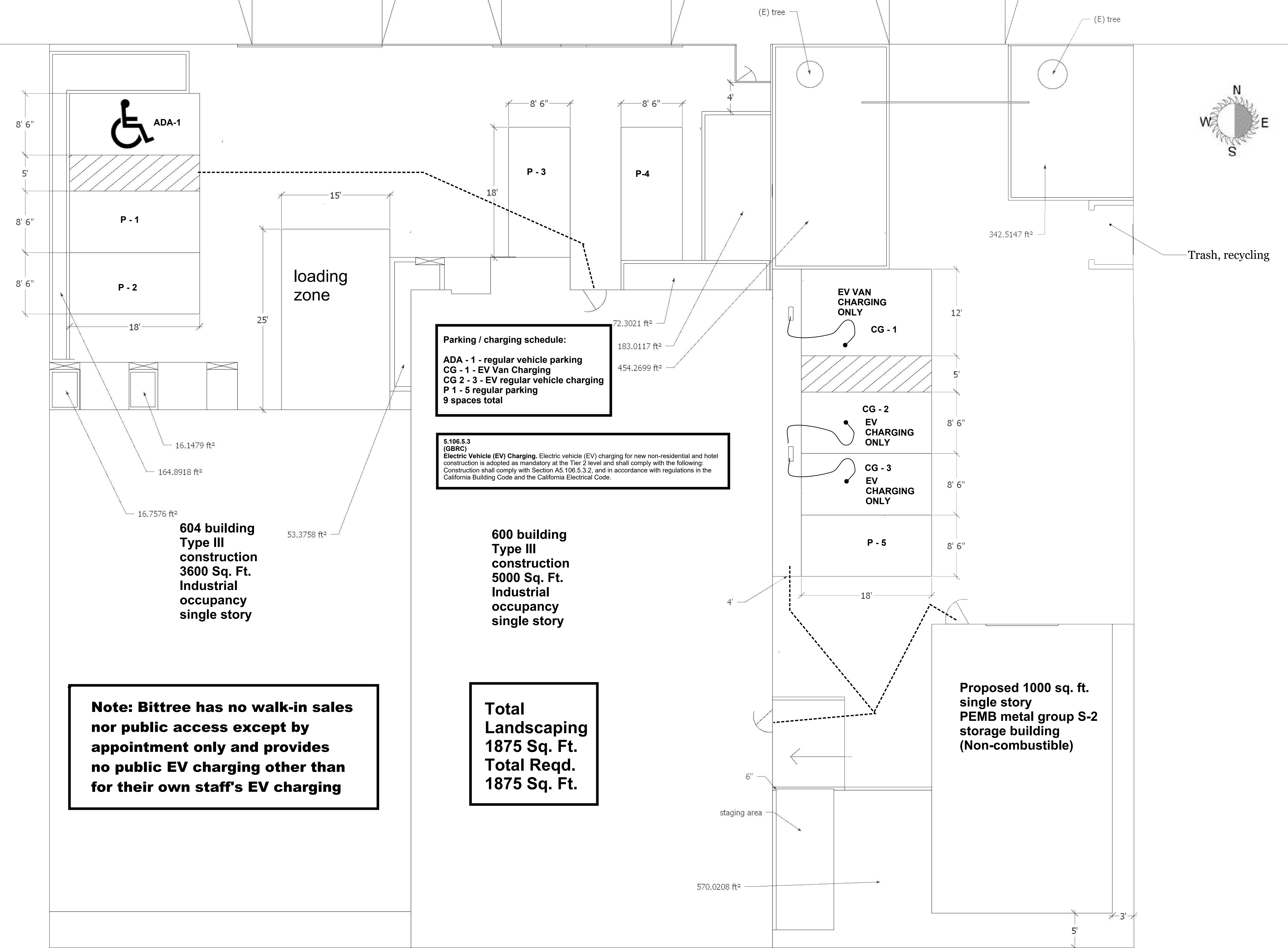
Conditions

1. The following responsible agencies provided comments with conditions. Amend plans accordingly prior to plan check submittal:
 - Glendale Department of Community Development, Building & Safety Division
 - Glendale Water & Power
 - Glendale Department of Public Works Forestry Section Urban Forester
2. Prior to the issuance of any building permit, the following shall be submitted to staff for review and approval prior to plan check submittal:
 - Landscape plan, including materials, and plant list, drought-tolerant for low and very-low water usage, and notes on irrigation;
 - Enclosure for trash and recycling as depicted on elevation and detail;
 - Site lighting and fixtures as depicted on site plan, elevation and specifications (cut sheets); and,
 - Decorative paving materials at the driveway entrance as depicted on site and landscaping plans.

Attachments

1. Reduced Plans
2. Photos of Existing Property
3. Location Map
4. Neighborhood Survey
5. Correspondence from Responsible Agencies

← Elk Ave. →



Parking / charging schedule:
 ADA - 1 - regular vehicle parking
 CG - 1 - EV Van Charging
 CG 2 - 3 - EV regular vehicle charging
 P 1 - 5 regular parking
 9 spaces total

5.106.5.3 (GBRC)
 Electric Vehicle (EV) Charging. Electric vehicle (EV) charging for new non-residential and hotel construction is adopted as mandatory at the Tier 2 level and shall comply with the following: Construction shall comply with Section A5.106.5.3.2, and in accordance with regulations in the California Building Code and the California Electrical Code.

600 building
 Type III construction
 5000 Sq. Ft.
 Industrial occupancy
 single story

Total Landscaping
 1875 Sq. Ft.
Total Req'd.
 1875 Sq. Ft.

Note: Bittree has no walk-in sales nor public access except by appointment only and provides no public EV charging other than for their own staff's EV charging

604 building
 Type III construction
 3600 Sq. Ft.
 Industrial occupancy
 single story

Bittree
 High-Performance Patching Systems

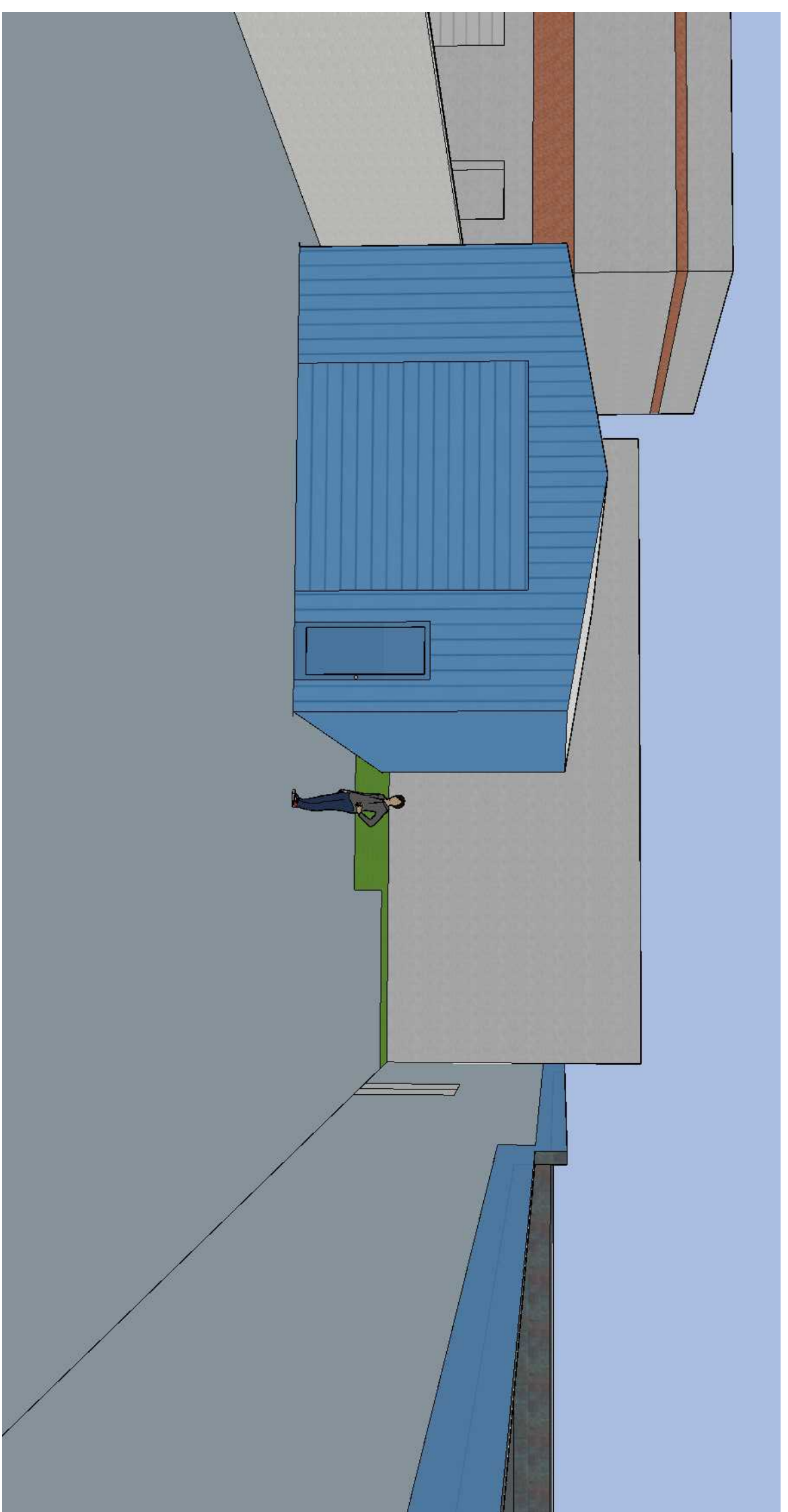
Bittree, Inc.
 600 West Elk Avenue
 Glendale, CA 91204
 USA

Project Address:
 560 W ELK AVE
 GLENDALE CA,
 91204-1402
 AIN: 5696 007 016

Use Code: 3800 (Parking Lot (Industrial Use Property))
Zoning: GLM1A Total SqFt (GIS):6119
Legal Description:
 GLENDALE VALLEY VIEW TRACT LOT 16 BLK R

A-1-1

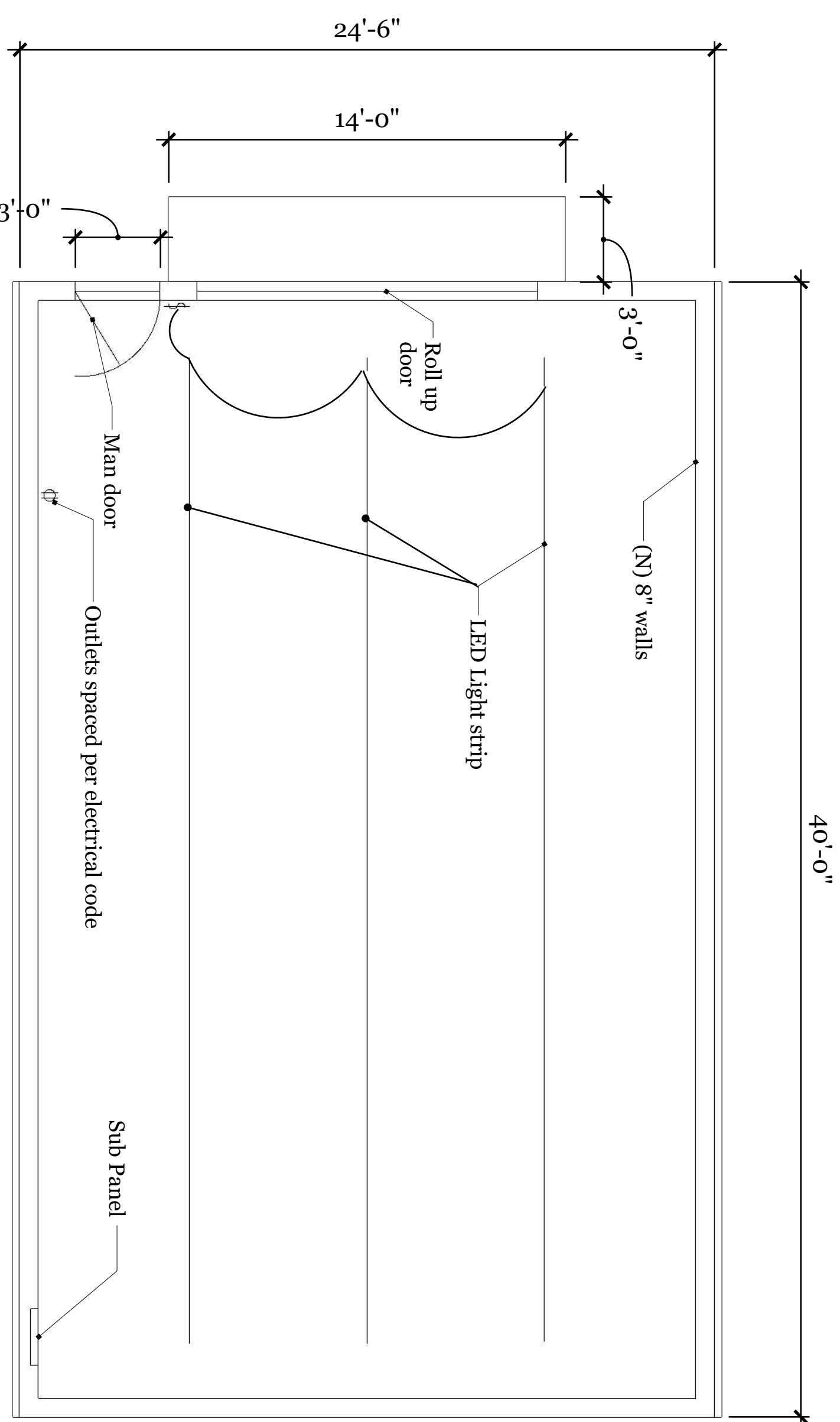
Parking plan
Landscape Plan



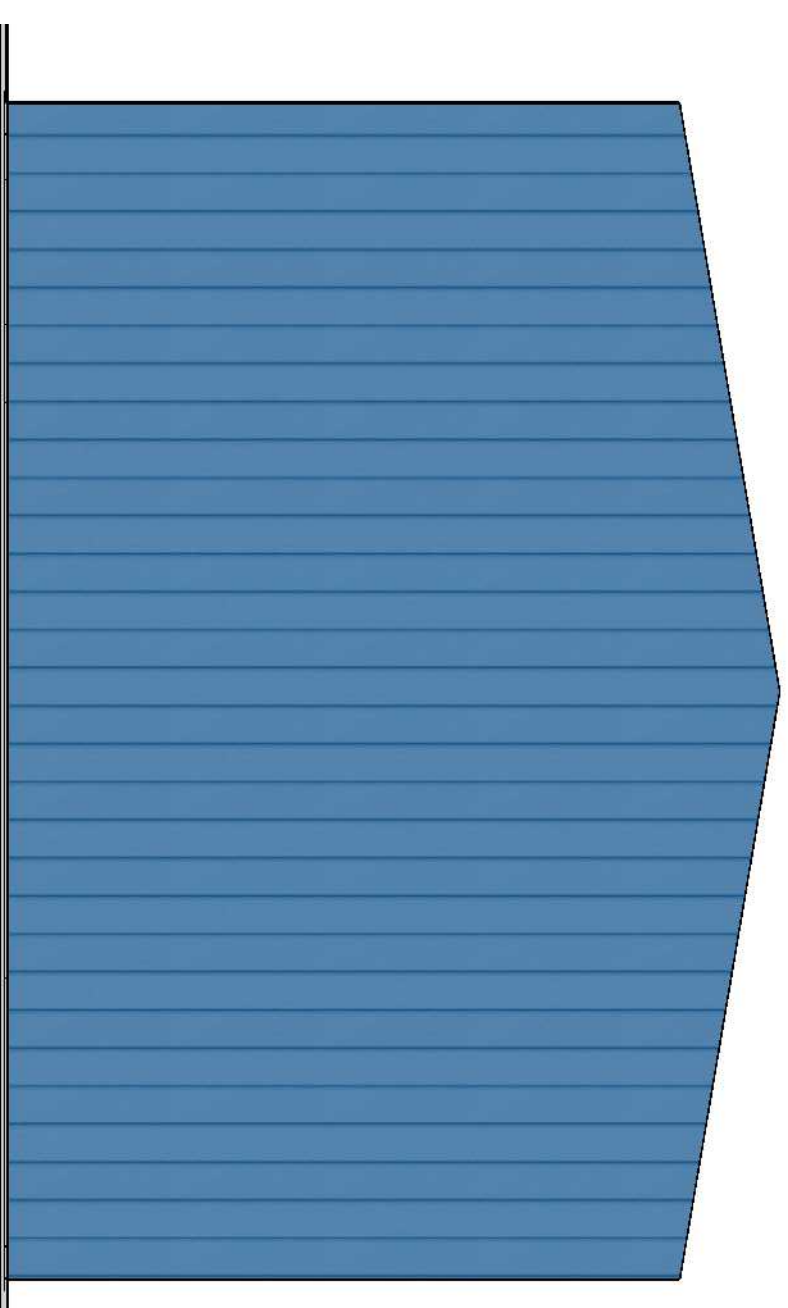
3/4 View proposed metal storage building

Project:
 Pour new slab and footings
 Erect pre-fab metal accessory
 building 24' 6" x 40'

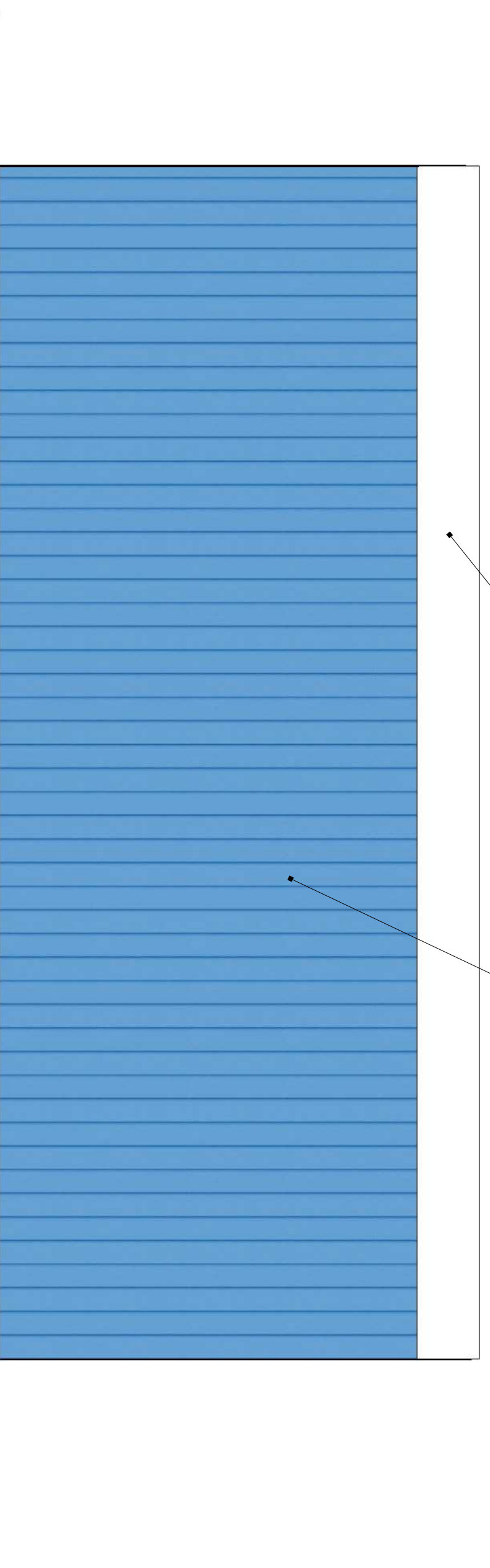
Door Schedule
 3-0, 7-0 metal door
 12-0 x 12-0 rollup door



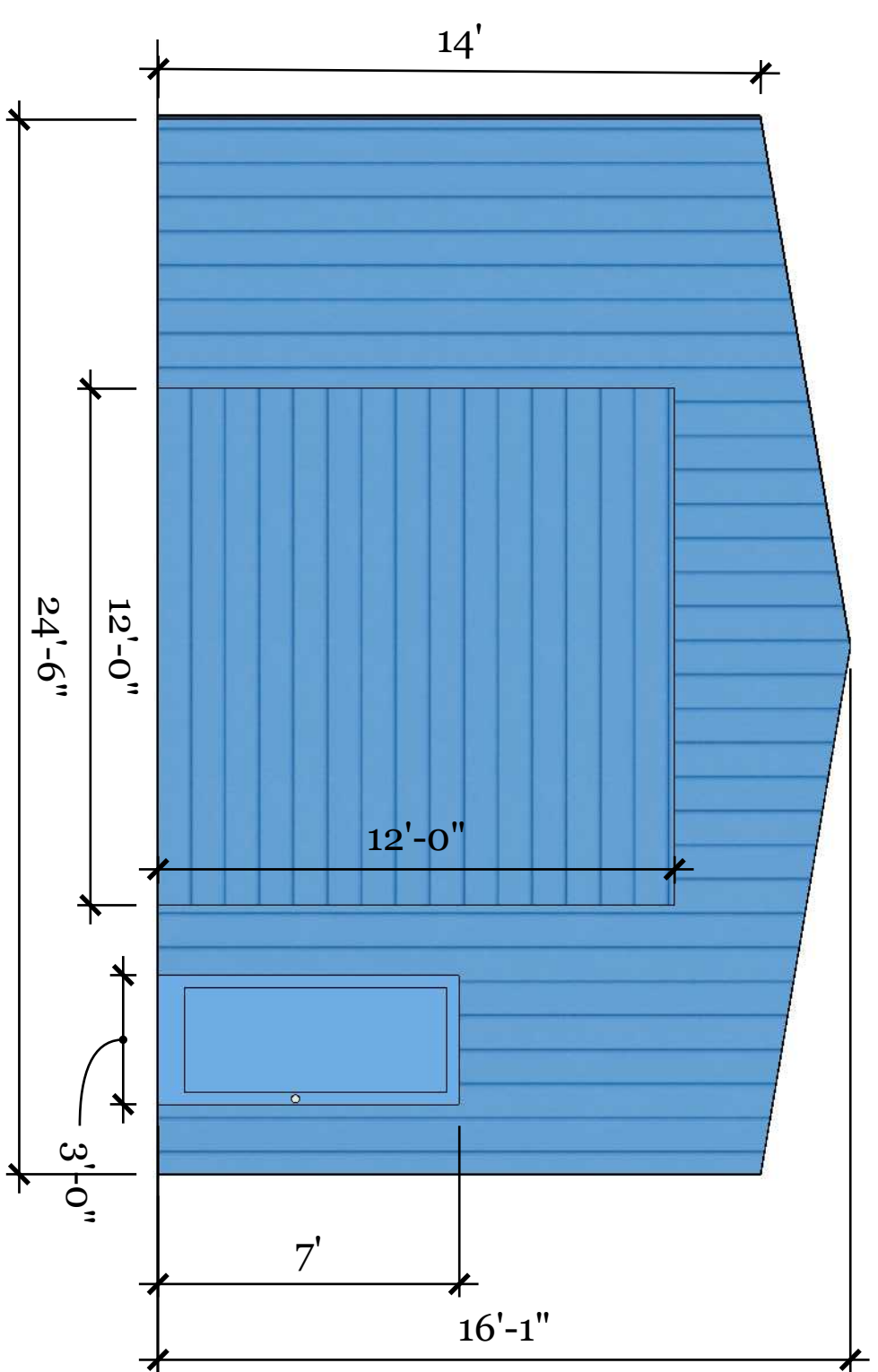
Floor Plan - 1/4" scale



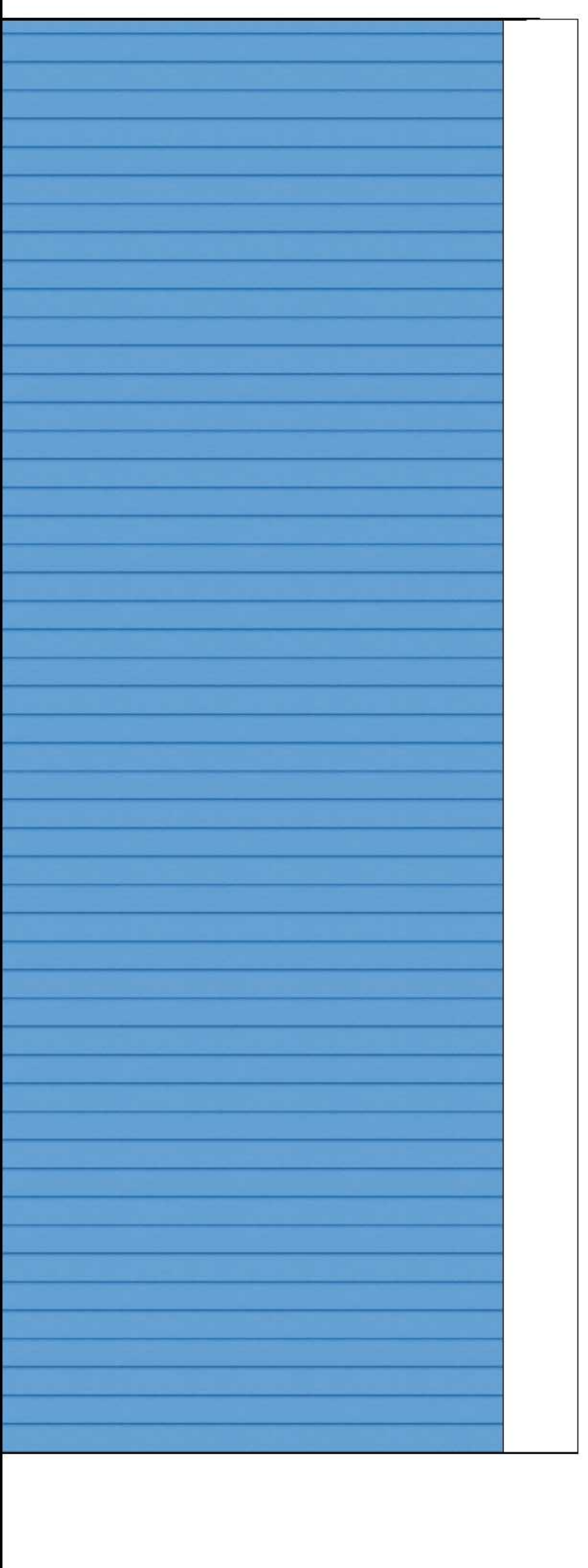
North Elevation



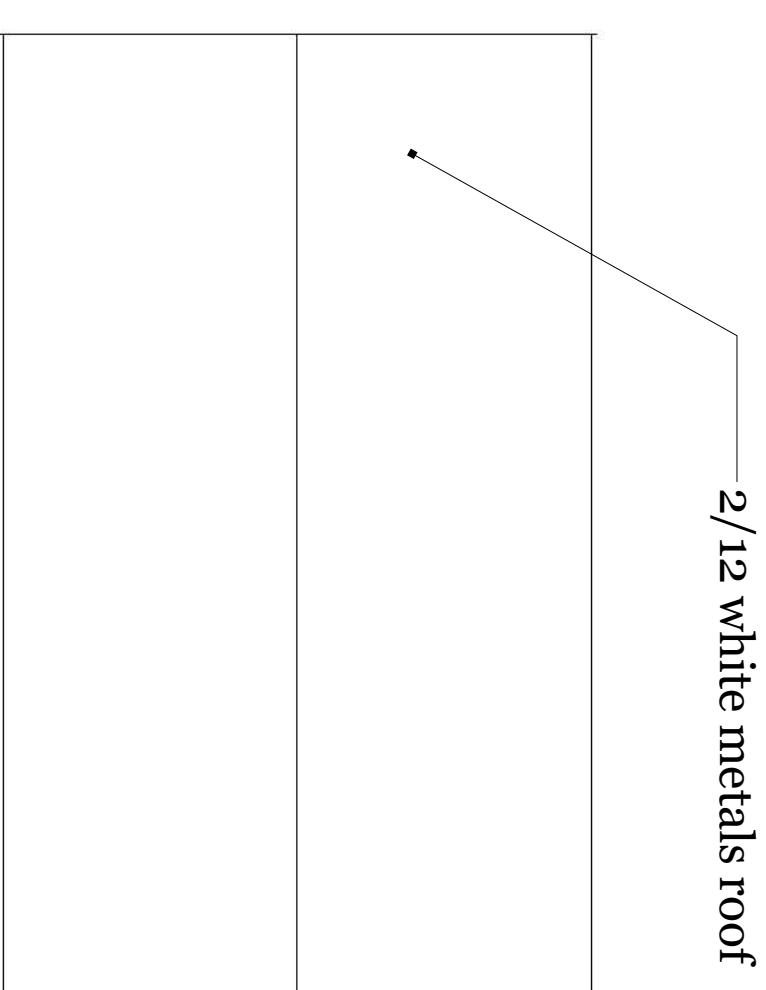
East Elevation



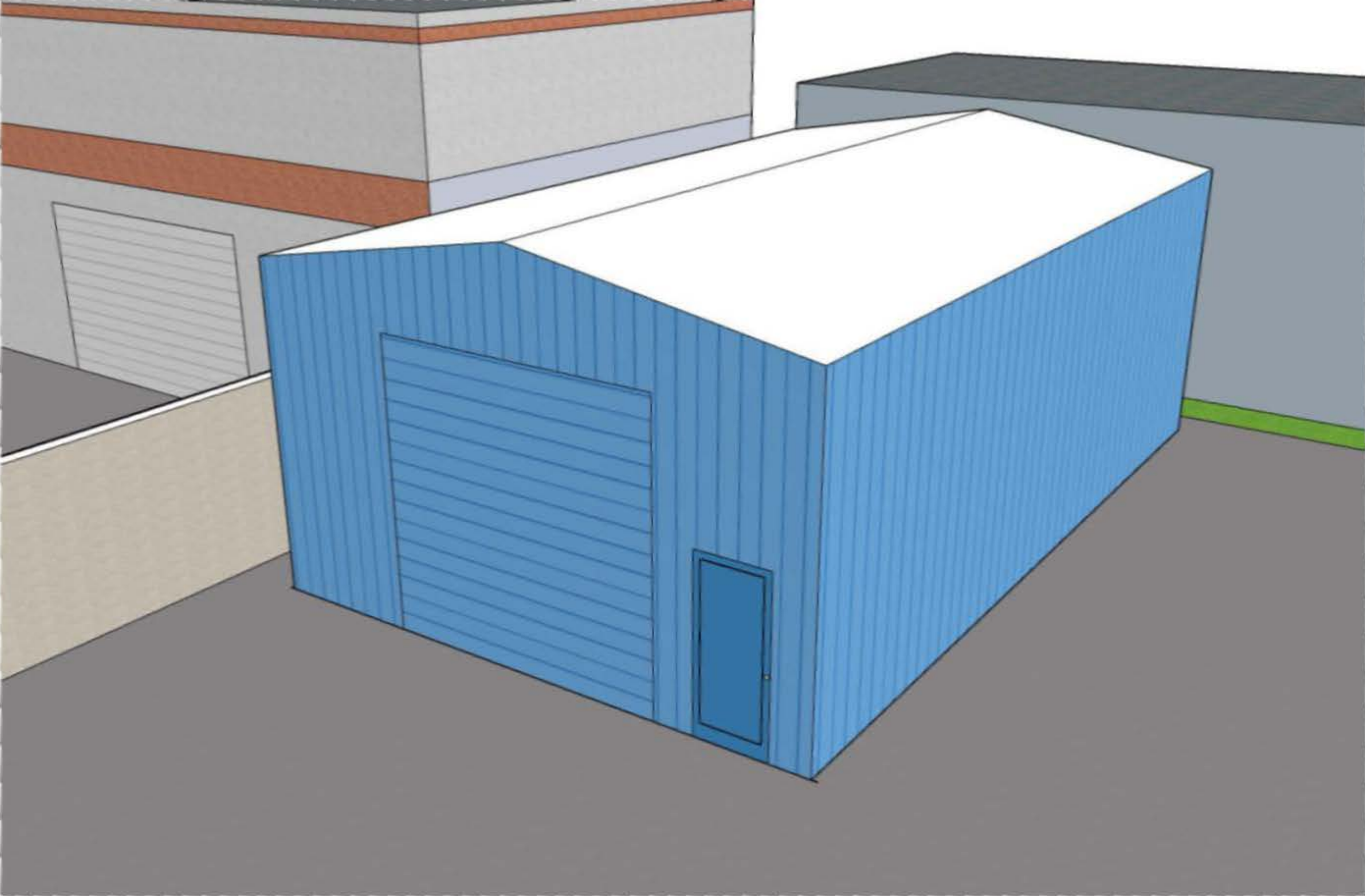
South Elevation

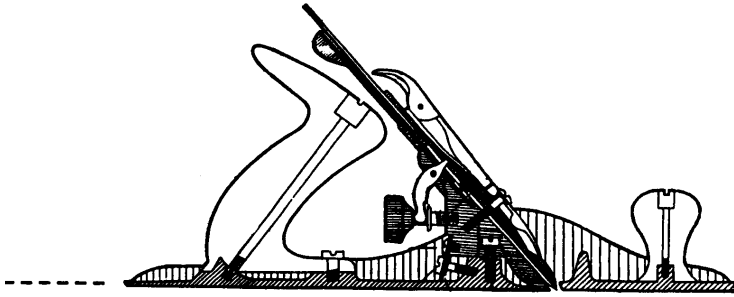


West Elevation



Roof Plan





City of Glendale Ca
 Engineering Division Room 204
 633 E. Broadway

Mar 3 2024

A) Design constraints:

This is an accessory building in a commercial zone adjacent to apartments and an auto body shop on the east side and Trojan Storage on the west side

There is little foot traffic along this portion of West Elk Ave., though there are 2 retail stores on San Fernando Road to the west (Printnerd and D&D Wholesale Furniture)

The property is opposite the Colorado off ramp of the #5 freeway on the north side of the street which has no buildings or foot traffic to the west and apartments to the east of the off ramp. The vehicle traffic largely goes to the west towards San Fernando road.

His company manufactures electronic equipment for the entertainment industry, government facilities, to large business's such as board room audio visual presentations and his business and his buildings are geared towards achieving that end. He has an international client base interested in his products. Thus the owner's company has little foot traffic; most sales are repeat business, solicited by phone or via internet. His is a business to business company so walk in traffic is virtually non-existent. This proposed accessory building will help him in achieving his business endeavors.

- B) The accessory building is a metal building, and is for storage and other uses. The blue color was chosen to pick up the trim color of the owner's 2 other buildings on the adjacent lots. Coincidentally, blue trim is utilized on the Trojan Storage building further to the west.
- C) The white roof is an energy savings design choice.
- D) The Commercial guide lines focus is mainly on visually attractive buildings for attracting passersbys and people interested in purchasing the goods and food sold in the various stores, restaurants etc. of which this industrial section does not fit. In those areas good design is paramount. In this industrial area the utility of the buildings is more important.

Write With, inc, General Contractor B1 - 450336
Gerret Wikoff, pres. • gerret@sbcglobal.net • Cell# (213) 804-8647
13018 West Marlowe Ave, Morrison , Colorado 80465

- E) The Suburban Corridor section likewise aims at certain aesthetic objectives similar to the Commercial Guide lines. The owner has achieved an aesthetic look in his buildings fitting with these design objectives. Keeping that in mind along with budget constraints, he has placed the proposed accessory building to the rear of the property to reduce its visibility from the street. The balance of the property will remain as it is now, parking.
- F) Immediately to the east is an auto body shop and the front of it is a cinder block wall with a wrought iron gate, a strictly utilitarian visage.
- G) Immediately to the west is the three story Trogan Storage building and its drive in entry is further to the west.
- H) Thus this accessory building, sited at the back of the lot, is not clashing with this document's goals.

Best,
Gerret Wikoff

Write With, inc, General Contractor B1 - 450336
Gerret Wikoff, pres. • gerret@sbcglobal.net • Cell# (213) 804-8647
13018 West Marlowe Ave, Morrison , Colorado 80465



LMG
 Map Prepared by:
 Leon Mapping & GIS Services
 15031 Chatsworth St, Ste 17
 Mission Hills, CA 91345
 818-235-7649
 leonmapping@hotmail.com
 www.laradiusmaps.com

LEGAL DESC; GLENDALE VALLEY VIEW TR LOTS 16, 17 AND 18 BLK R
 (APN) 5696-007-055

RADIUS 500'


560 W ELK AVE
 GLENDALE CA 91204-1402

62 PARCELS
 50 UNIQUE OWNERS

CASE #
 USES: FIELD
 SCALE; 1"=200'

ACREAGE: ± 0.42
 DATE: 3/6/2024
 UPDATE: _____

CONTACT: GERRET WIKOFF
 PHONE : 213-804-8647

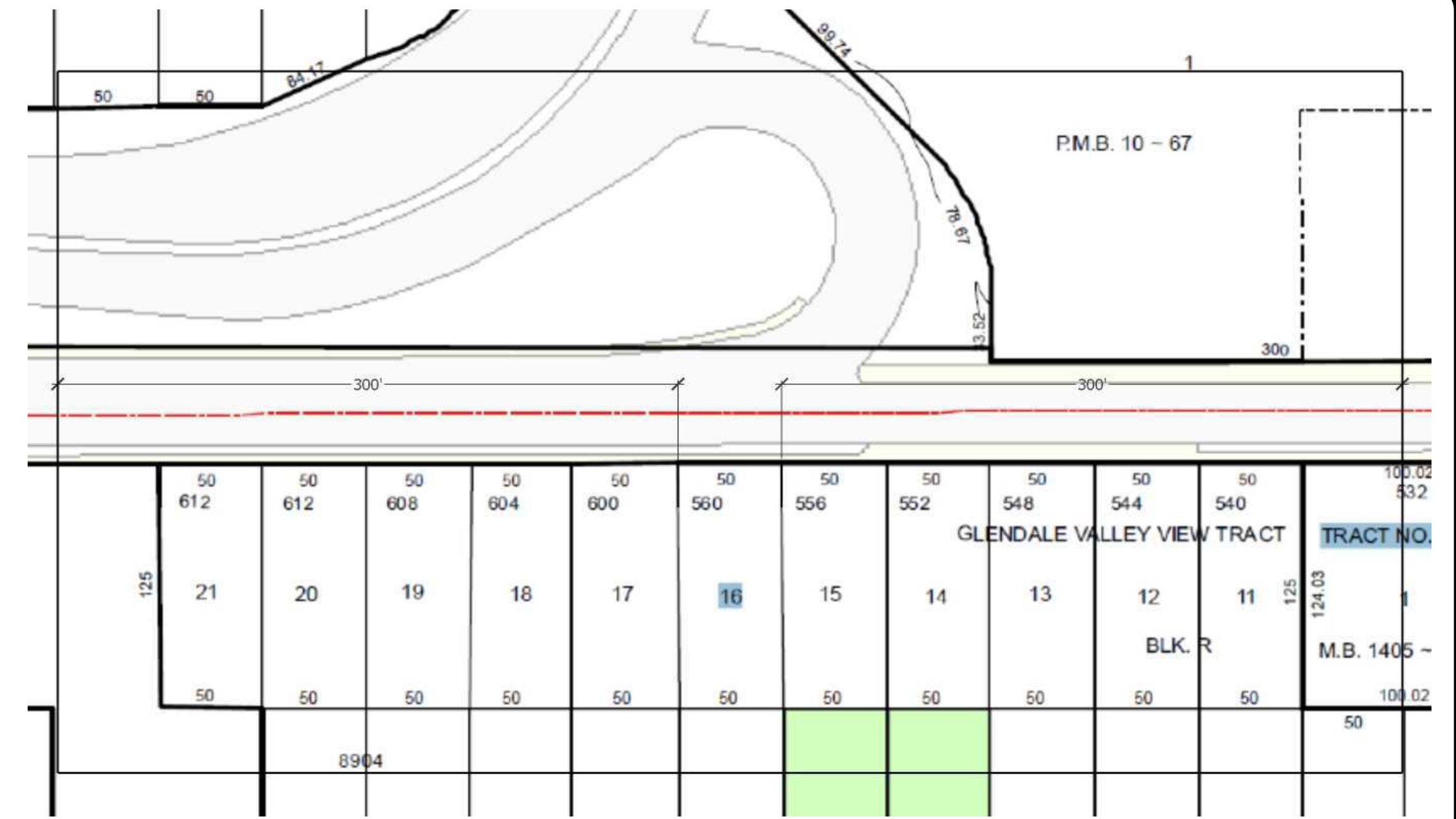

 N



556 West Elk - note metal building



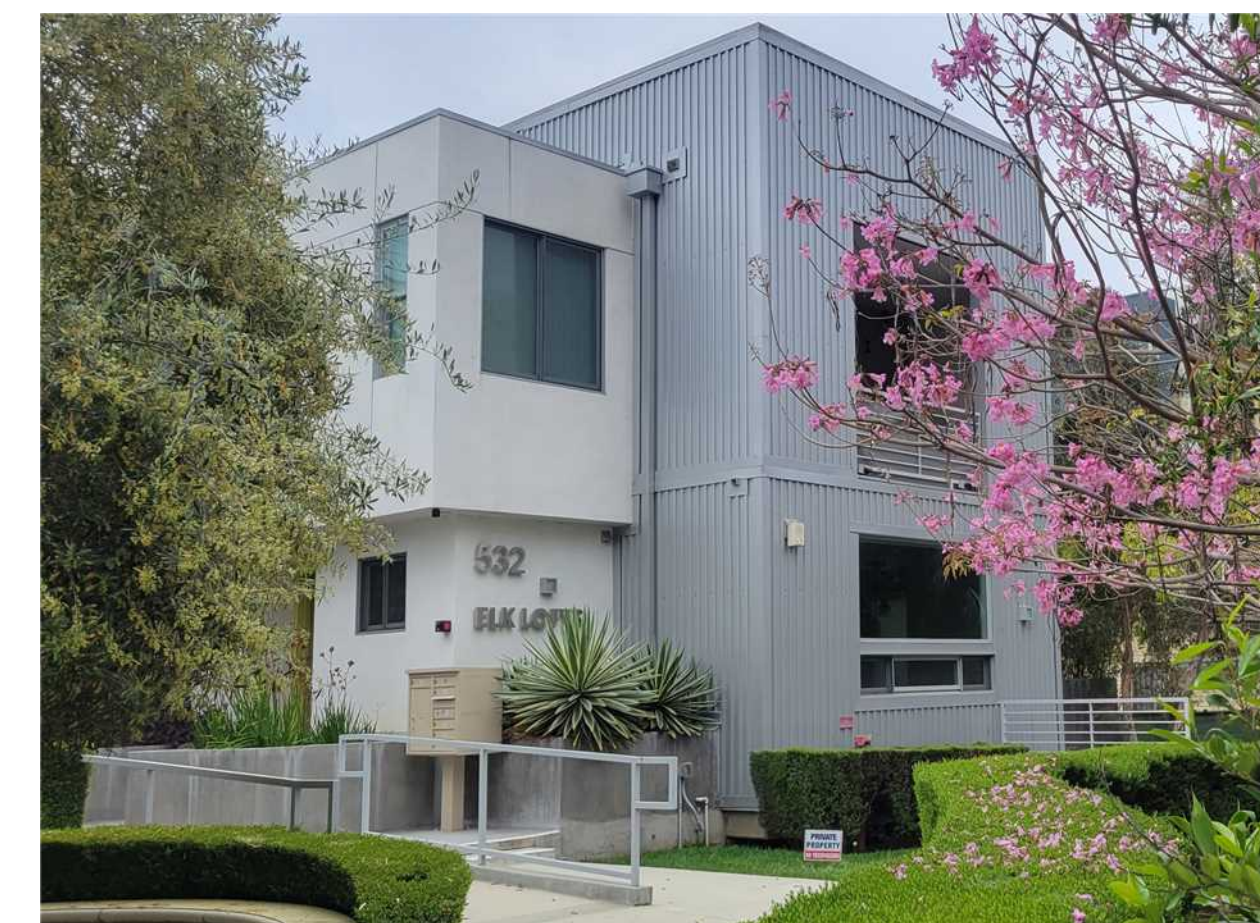
526 West Elk



552 West Elk



529, 535, 551, 533 West Elk



534 West Elk



Vacant lot across from 606-620 West Elk



5 Freeway off ramp



606-620 West Elk



Bittree, Inc.
 600 West Elk Avenue
 Glendale, CA 91204
 USA

Project Address:
 560 W ELK AVE
 GLENDALE CA,
 91204-1402
 AIN: 5696 007 016

Use Code: 3800 (Parking Lot (Industrial Use Property))
 Zoning: GLM1A Total SqFt (GIS): 6119
 Legal Description :
 GLENDALE VALLEY VIEW TRACT LOT 16 BLK R

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

DATE: July 1, 2024 **DUE DATE:** July 30, 2024
NOTE: If project comments are not received by the due date, it will be assumed that your department has no comments.

FROM: Alan Lamberg, Planner **Tel. #** 818-937-8158

PROJECT ADDRESS: 560 W Elk Ave, 91208
Applicant: Gerret Wikoff for Write with Inc
Property Owner: Glenn Garrard for Bitree, Inc

PROJECT DESCRIPTION: One-story metal building (1,000 SF) as accessory storage for an audio/video production manufacturing company in a mixed-use & residential corridor of the Pacific-Edison area.

PLEASE CHECK:

- A. CITY ATTORNEY**
- B. COMMUNITY DEVELOPMENT:**
- (1) Building & Safety
 - (2) Neighborhood Services
 - (3) Design Review & Historic
 - (4) Economic Development
 - (5) Housing
 - (6) Urban Design & Mobility

- G. INFORMATION SERVICES (Wireless Telecom)**
- H. PUBLIC WORKS (ADMINISTRATION):**
- (1) Engineering & Land Development
 - (2) Traffic
 - (3) Facilities (city projects only)
 - (4) Integrated Waste
 - (5) Maintenance Services/Urban Forester

- D. COMMUNITY SERVICES/PARKS:**
- E. FIRE ENGINEERING (PSC)**
- F. GLENDALE WATER & POWER:**
- (1) Water
 - (2) Electric

- J. GLENDALE POLICE**
- K. OTHER:**
- (1) STATE-Alcohol Beverage Control (ABC)
 - (2) Tribal Consultations (EIFs)
 - (3) City Clerk's Office

ENTITLEMENT(S) REQUESTED

Variance Case No.: _____
AUP/CUP Case No.: _____
ADR/DRB Case No.: PADR-003056-2024

Tentative Tract/Parcel Map No.: _____
Zone Change/GPA: _____
Other: _____

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

**Project
Address: 560 W Elk Ave**

**Project
Case No.: PADR-003056-2024**

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: 7/30/2024

**Print Name: Ara Sargsyan
Title: Building Official, Building & Safety Division Tel: 818-548-3200**

a. ADDITIONAL COMMENTS:

- 1. If the prefab structure is approved by the State, then the State approved plans and the placard stating the permitted occupancy group shall be provided. Foundation plans need to be submitted if not a part of the preapproved plan.
- 2. If there is no State preapproved plan, then a full set of plans (including structural design calculations) shall be submitted to building Safety for review. Plans shall be in compliance with current edition of the City of Glendale Building and Safety Code.
- 3. After initial plan check submittal, additional requirements may follow 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.

CITY OF GLENDALE
INTERDEPARTMENTAL COMMUNICATION

DATE: July 29, 2024

TO: Alan Lamberg, Community Development Department

FROM: Kevin Runzer, GWP Water Engineering
Catherine Babakhanlou, GWP Electric Engineering

SUBJECT: PADR-003056-2024
560 W Elk Avenue

Glendale Water & Power (GWP) Engineering has reviewed the plans.
Requirements are as follows:

Electric Engineering

Customer Service (818) 548-3921

- 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.
- 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.
- Additional comment(s) and/or attachment(s).
Any new above ground structure is not allowed under GWP electrical overhead lines.

Fiber Optics (818) 548-3923

- No conflict.

Street Lighting (818) 548-4877

- No Conflict

Transmission & Distribution (818) 548-3923

- The existing electrical facilities (vaults, pull boxes, power poles, etc.) shall be protected in place and be accessible to GWP personnel at all times.
- Project personnel are responsible for maintaining a ten foot (10') radial clearance from all overhead electrical lines during construction, including construction equipment. If the ten foot (10') radial clearance cannot be met, contact GWP Electrical Engineering Department to determine the appropriate actions. Any work required by GWP to maintain proper clearance shall be done at the project's expense.
- Additional comment(s) and/or attachment(s).
Permanent structures are not allowed under electrical lines or within the five feet of the power poles. The project shall depict the power poles on the plan.

Water Engineering

Recycled Water (818) 548-2062

- No conflict.

Backflow Prevention (818) 548-2062

- No conflict.

Potable Water (818) 548-2062

- No conflict.

Catherine Babakhanlou
Senior Electrical Engineer

Kevin Runzer
Senior Civil Engineer

CB/KR:sb/eh

Lamberg, Alan

Subject: Urban Forestry requests for comments 560 W Elk Ave PADR-003056

From: Lamberg, Alan
Sent: Tuesday, July 2, 2024 1:56 PM
To: Klick, Loren
Subject: RE: Thank you RE: requests for comments 560 W Elk Ave PADR-003056

I think that is a good analysis and I may include that in my report and leave it up to the higher level planners to decide what would be best.

Alan

From: Klick, Loren
Sent: Tuesday, July 2, 2024 10:39 AM
To: Lamberg, Alan
Subject: Re: Thank you RE: requests for comments 560 W Elk Ave PADR-003056

Hi Alan,

Great questions! My concern with requiring trees is that the private trees will suppress their growth, and encourage City trees to grow into the roadway. I suppose as a condition we could always require that they cut back their private trees to the PL.

If there was some landscaping component I'd require two new trees and appropriate irrigation to them. But, given the scope of the project and the existing private trees, I opted not to require any additional street trees.

However, if your guidance is to encourage the planting of more trees, I'd be happy to revise accordingly.

Best,
Loren

From: Lamberg, Alan
Sent: Tuesday, July 2, 2024 9:00:11 AM
To: Klick, Loren
Subject: Thank you RE: requests for comments 560 W Elk Ave PADR-003056

Thank you, Loren. I was curious to know whether anything would be required in this case. When we look at the street parkway, there are empty rectangles that I thought should be street trees. But then I realized that the trees on the private property side may have substituted for street trees when they redeveloped the façade and provided some landscaping in 2010.

Street view:
<https://www.google.com/maps/@34.1416428,-118.2672252,3a,75y,126.05h,81.58t/data=!3m7!1e1!3m5!1sbqN2DOSVn89c5DuAJhLEbg!2e0!6shttps:%2F%2Fstreetviewpixels->

pa.googleapis.com%2Fv1%2Fthumbnail%3Fpanoid%3DbqN2DOSVn89c5DuAJhLEbg%26cb_client%3Dmaps_sv.share%26w%3D900%26h%3D600%26yaw%3D126.04829413058513%26pitch%3D8.424944257625839%26thumbfov%3D90!7i16384!8i8192?coh=205410&entry=ttu

Have a great day,
Alan

From: Klick, Loren
Sent: Tuesday, July 2, 2024 6:16 AM
To: Urquidez, Orlando Munoz, Jose Lamberg, Alan
Subject: FW: requests for comments 560 W Elk Ave PADR-003056

Hi Alan,

No comments from PW Forestry.

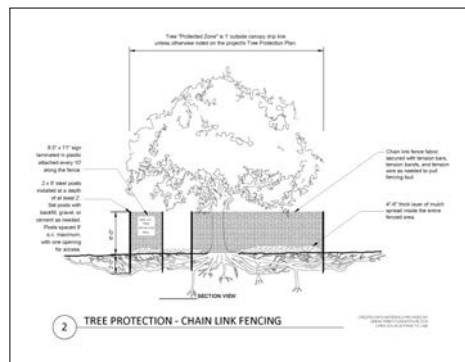
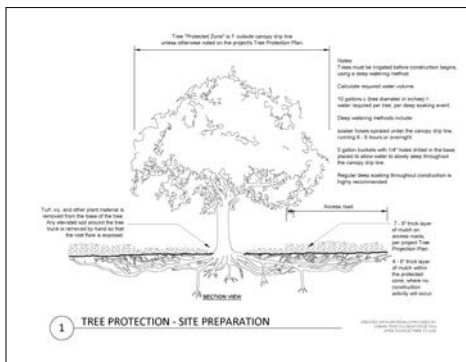
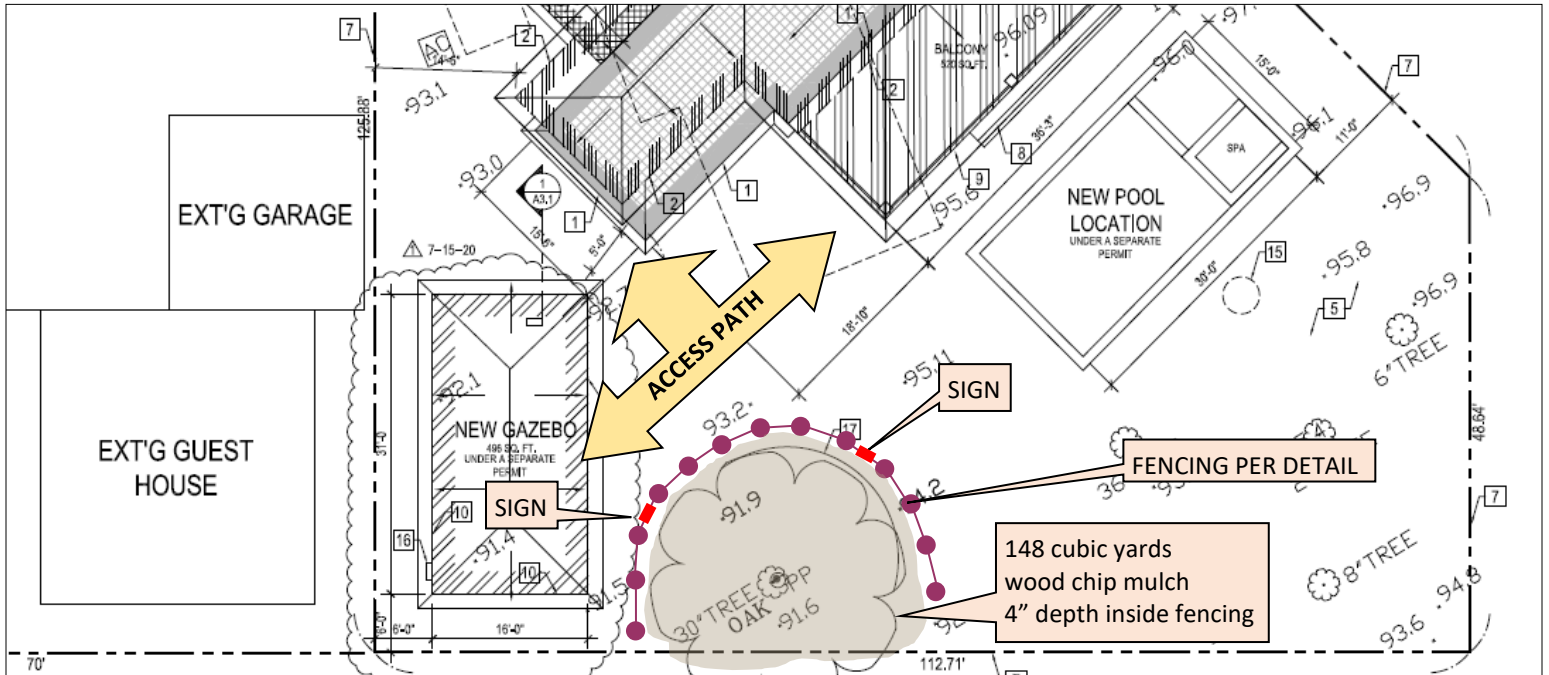
Thanks,
Loren

Loren Klick, Urban Forester • City of Glendale • Public Works/Maintenance Services
541 W. Chevy Chase Dr. • Glendale, CA 91204 • (818) 550-3416 • lklick@glendaleca.gov • ISA Certified Arborist, WE-11649AUM • Public Works Emergency
Hotline: 818-548-3950

How Do I Create a Tree Protection Plan?

- 1 Make sure your site plan shows the location of ALL construction activities planned — including grading, over-excavation, trenching, compaction, and the installation of underground utilities, as well as all protected trees on site and within 20' of the site.
- 2 DRAW THE CONSTRUCTION ACCESS PATH for foot traffic, heavy machinery, deliveries, and material storage.
- 3 DRAW the TREE PROTECTION FENCING around the protected trees on site. Show exactly where each fence POST will be installed in the ground and where each SIGN will be installed on the fencing, per the attached detail. The fencing should enclose as much of the Protected Zone (under the canopy, plus 1' outside) as possible.
- 4 NOTE where soil conditions must be improved per the attached detail, and include the volume of WOOD CHIP MULCH to be installed on site (cubic yards).

EXAMPLE TREE PROTECTION PLAN



WARNING
TREE PROTECTION ZONE
 KEEP OUT.
 CALL 818-648-3950 TO REPORT VIOLATIONS

ADVERTENCIA
ZONA DE PROTECCIÓN DE ÁRBOLES
 NO ENTRAR.
 LLAMAR AL TEL 818-648-3950 PARA REPORTAR INFRACCIONES

For more information, visit www.glenclaretrees.org

INDIVIDUAL TREE PROTECTION MEASURES

1. **20' PROTECTED ZONE** - The 20' protected zone is the minimum distance between the tree and any construction activity. This zone is established by a 20' wide buffer zone around the tree canopy. The 20' protected zone is established by a 20' wide buffer zone around the tree canopy. The 20' protected zone is established by a 20' wide buffer zone around the tree canopy.

2. **CHAIN LINK FENCING** - Chain link fencing shall be installed around the tree canopy and the 20' protected zone. The fence shall be a minimum of 42" high and shall be supported by 4" x 4" posts. The fence shall be supported by 4" x 4" posts. The fence shall be supported by 4" x 4" posts.

3. **MULCH** - A minimum of 4" of wood chip mulch shall be installed inside the chain link fence. The mulch shall be a minimum of 4" deep and shall be installed inside the chain link fence. The mulch shall be a minimum of 4" deep and shall be installed inside the chain link fence.

4. **SIGN** - A sign shall be installed on the chain link fence. The sign shall be a minimum of 18" x 18" and shall be visible from all directions. The sign shall be a minimum of 18" x 18" and shall be visible from all directions. The sign shall be a minimum of 18" x 18" and shall be visible from all directions.

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

Project
Address: 560 W Elk Ave

Project
Case No.: PADR-003056-2024

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: 7/2/24

Print Name: Jessica Sada

Title: Admin. Associate **Dept.** Neighborhood Services, CDD **Tel.:** 818-97-8167

a. ADDITIONAL COMMENTS:

- 1.

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.