



CITY OF GLENDALE, CALIFORNIA
Planning Department

633 East Broadway, Room 103
Glendale, California 91206-4385
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September 22, 2011

Per Ordinance Numbers 5302, 5585 and 5747:

As of March 13, 2002, December 11, 2007, and September 22, 2011, the Public Noticing Materials required are modified to include the following information:

1. Mailing labels with the names and addresses of all **REAL PROPERTY OWNERS**, shown on the latest equalized assessment roll, **within a 500 foot radius** from the exterior boundaries of the subject property. The small individual mailing labels should be printed on 8 ½" x 11" sheets.
2. Mailing labels with the names and addresses for all **OCCUPANTS within a 500 foot radius** from the exterior boundaries of the subject property. The small individual mailing labels should be printed on 8 ½" x 11" sheets.
3. A Xerox copy of all of the labels on 8 ½" x 11" paper.
4. Property ownership/occupant map keyed to the mailing labels at a 1" = 200' scale (the base map can be obtained from room #204 of the Municipal Services Building).
5. Letter of certification that the mailing labels are from the latest equalized assessment roll and that the information is correct to the best of the applicants' knowledge.

Affidavit
Certified Property Owners and Occupants

City of Glendale
Planning Division

State of California
County of Los Angeles

I, _____, hereby certify that the attached list contains the names and address of **ALL PERSONS TO WHOM ALL PROPERTY IS ASSESSED**, as they appear on the latest available assessment roll of the County within the area described and for a distance of five hundred (500) feet from all exterior boundaries of subject property pursuant to Section 30.61 of the Glendale Municipal Code.

I, _____, further certify that the attached list contains the addresses of all **OCCUPANTS** within the area described and for a distance of five hundred (500) feet from all exterior boundaries of subject property pursuant to Section 30.61 of the Glendale Municipal Code.

Address of Subject Property: _____

Legal Description of
Subject Property: _____

Applicant's Signature: _____ Date: _____



POSTING OF PUBLIC HEARING SIGN

Per Ordinance No. 5585 a poster size (3' x 4') public hearing sign must be prepared and posted by the applicant at least 10 days prior to the hearing.

The sign information shall include but not be limited to the following:

NOTICE OF PUBLIC HEARING/MEETING ON PROPOSED DEVELOPMENT

Insert: CASE NUMBER

PROPOSED ON THIS SITE: *Insert Address and project description*
Please contact your project planner for specific information to be placed here.

PUBLIC HEARING

DATE: Insert Date
TIME: Insert Time
LOCATION: MSB 633
E BROADWAY RM 105

FOR MORE INFORMATION CONTACT:

CITY OF GLENDALE
PLANNING DEPARTMENT
633 E BROADWAY RM 103
GLENDALE, CA 91206
818-548-2115

At least ten (10) days prior to the hearing, the applicant shall cause notice thereof to be posted in a conspicuous place on the property involved, including, for a parking use permit, both the property for which a parking use permit is sought and the off-site parking facility as follows:

1. A poster-size sign shall be mounted on 4" x 4" wooden posts and shall be able to withstand all types of weather conditions.
2. The poster-size sign shall not exceed six (6) feet above grade and shall be visible from adjacent streets.
3. The poster-size sign shall be a height of three (3) feet and width of four (4) feet.
4. The poster-size sign shall be located not less than five (5) feet inside the property line in residential zones and not less than one (1) foot inside the property line in all other zones. In all instances, the sign shall be located in areas that are most visible to the public but not within the public right-of-way.

5. The poster-size sign shall:
 - a. Not be illuminated;
 - b. Be limited to only one per street frontage of the property;
 - c. Clearly be legible;
 - d. Consist of black lettering on a white background.
6. Additional poster-size signs may be required to the discretion of Planning Director.
7. The poster-size sign shall be removed within 15-calendar days after final action of the City.
8. In situations where the above requirements are not physically possible due to site constraints, a comparable notice shall be prepared and located to the satisfaction of the Director of Planning.

Z:\Procedures Manual with Forms and Examples\POSTING OF PUBLIC HEARING SIGN HANDOUT.doc

Application Service Firms

Updated September 27, 2010

Note: This list is provided as a convenience only. The City of Glendale assumes no responsibility for the product or actions of the companies herein described.

Williams Land Use Services

Janelle P. Williams
2418 Honolulu Ave., Suite B
Glendale, CA 91020
(818) 542-4109
CELL (818) 749-0363
FAX (818) 542-3172
williamslanduse@yahoo.com

Alcoholic Beverage Licensing Co.

11500 W. Olympic Blvd., Suite 400
(310) 854-5386

Archway Architectural & Mapping

Armen Semerdjian
7631 Foothill Blvd.
Tujunga, CA., 91042
(818) 273 - 9212
archwaymaps@yahoo.com

Arttech Design

Araz 'Oz' Babegian
409 W. Broadway Ave.
Glendale, CA 91204
(818) 409-8921
FAX (818) 247-5827
CELL (818) 441-9715

California Property Consultants

P.O. Box 7570
Van Nuys, CA 91409-7570
(818) 996-0204
FAX (818) 996-0005

Consistency in Planning

3699 Wilshire Blvd., Suite 850
Los Angeles, CA 90010
(213) 252-3436

Continental Mapping Services

6325 Van Nuys Blvd.
Van Nuys, CA 91401
(818) 787- 1663
FAX (818) 787-1321

Donnal Poppe – Permitage

17045 Osborne St.
Northridge, CA 91325
(818) 998-5454

E.B.E. Associates, Inc.

3125 Andrita St.
Los Angeles, CA 90065-2358
(323) 550- 8335
FAX (323) 550-8336

EZ Mapping Services

P.O. Box 661464
Arcadia, CA 91066
(626) 241-5151
Email: ezmapping@yahoo.com

G.C. Mapping Service

3055 W. Valley Blvd.
Alhambra, CA 91803
(626) 441-1080
FAX (626) 441-8850

George Quintero & Associates

16935 Vanowen St., Suite 202
Van Nuys, CA 91406
(818) 881-7113

Heron Maps

20756 Seaboard Road
Malibu, CA 90265
(310) 317-1515

Hollywood Mapping Service

1840 DeLoz Avenue
Los Angeles, CA 90027
(323) 467-8631
FAX (323) 467-8631

Interdesign

Edward Abedi
417 Arden Ave., Suite 121A
Glendale, CA 91203
(818) 548-9646

JPL Zoning Services

Maria Falasca
6257 Van Nuys Blvd., Suite 101
Van Nuys, CA 91401-2711
(818) 781-0016
FAX (818) 781-0929
Email: lamishaw@jplzoning.com
www.jplzoning.com

Application Service Firms

Updated September 27, 2010

L.A. Mapping Service

Robert Castro
8062 Whitmore St.
Rosemead, CA 91770
(626) 280-8382
Voicemail (213) 371-7203
robert@publicnoticemaps.com

More Services

12106 Lambert Ave.
El Monte, CA 91732
(626) 350-5944
FAX (626) 350-1532
Email: MoreServices@sbcglobal.net

Morey Group & TMG Solutions

5757 W. Century Blvd., Suite 604
Los Angeles, CA 90045
(310) 337-7290
FAX (310) 641-8414

Nieves and Associates

Planning, Drafting & Mapping
115 South Juanita Ave., Suite A
Redondo Beach, CA 90277
(310) 375-5925

Nor Associates

1471 South Bedford St., Suite 2
Los Angeles, CA 90035
(310) 854-6103
ckeys1@ca.rr.com

Planning Associate, Inc.

4040 Vineland Ave., Suite 108
Studio City, CA 91604
(818) 487-6756
FAX (818) 487-6760
Email jjs@pai-la.com

The Afriat Consulting Group

4107 Magnolia Blvd.
Burbank, CA 91505
(818) 450-2770
FAX (818) 558-7688

Quality Mapping Service

14549 Archwood St., Suite 301
Van Nuys, CA 91405
(818) 997-7949
FAX (818) 997 0351

Radius Maps, Etc.

3544 Portola Ave.
Los Angeles, CA 90032-2218
(323) 221-4555

Sir Speedy Mapping Service

James Chang
1073 Kendall Dr.
San Gabriel, CA 91775
(626) 281-6274

SM Consultants Inc.

2310 W. Magnolia Blvd., Suite A
Burbank CA 91506
(818) 260-0800
FAX (818) 260-0881
Ask for Vic

SEC

16823 Saticoy St.
Van Nuys, CA 91406
(818) 782-2788
FAX (818) 782- 0111
Email: admin@spindlereng.com

Stanley Szeto

GIS and Cartography
879 W. Ashiya Rd.
Montebello, CA 90640
(626) 512-5050
FAX (323) 838-0515
Email: stanleyszeto@sbcglobal.net

The Trouble Shooter

KA. (Al) Pratt
22225 Leadwell St.
Canoga Park, CA 91303
(818) 346-4096

AM Mapping

9785 Baseline Rd. #127
Rancho Cucamonga, CA
(626) 403-1803
FAX (626) 403-2972

Vertical Aeronautics International

6221 Hesperia Ave.
Encino, CA 91316-7114
(818) 996-0345
FAX (818) 996-0005