

## **CHAPTER 30.46 – ZONING USE CERTIFICATE**

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### **30.46.010 – Purpose and Authority**

The purpose of the zoning use certificate procedure is to provide an administrative review process to ensure compliance with Title 30 of this Code prior to the establishment or change of any business within the city. The Director of Community Development, or his or her designee, shall consider and render decisions on all applications for zoning use certificates.

### **30.46.020 – Zoning Use Certificate Required**

No person, firm, corporation or other entity shall conduct any business, including but not limited to non-profit institutions, private schools and churches, within the City without having first obtained a valid zoning use certificate from the Director of Community Development. Said zoning use certificate shall not be required for businesses operated pursuant to Chapter 30.45 of this Code for home occupation permits. All zoning use certificates shall be prominently displayed on the premises at all times during business hours.

### **30.46.030 – Filing Fees**

For filing fees, see Chapter 30.40.

### **30.46.040 – Inspection and Issuance of Certificates**

Upon receipt of a zoning use certificate application and fee, the Director of Community Development, or any designee thereof, shall cause an inspection of the premises to be made and, upon his or her determination that the subject premises complies with all requirements of Title 30 of this Code, shall issue a zoning use certificate. Pursuant to such inspection, the Director of Community Development, or any designee thereof, shall advise the applicant of any corrections necessary for compliance. Upon the completion of all required corrections, the Director of Community Development, or any designee thereof, shall issue a zoning use certificate.

### **30.46.050 – Certificates Nontransferable**

No permit issued pursuant to this chapter shall be transferable or assignable to any person, firm, corporation or other entity. Any change in tenant or occupant of premises, change in proprietor or owner of a business, or change of business name shall constitute a change for which a new zoning use certificate

shall be required. Any change in business location or change of the person or entity from that which is shown on the issued zoning use certificate shall require a new certificate to be obtained.

**30.46.060 – Denial, Suspension, Revocation**

The Director of Community Development, or any designee thereof, shall have the power to deny, suspend or revoke a zoning use certificate upon the grounds that the business does not comply with the requirements of Title 30 of this Code, or any Title of the GMC. The exercise of such power shall be subject to the affected applicant or certificate holder having been given adequate notice of said action, the reasons therefore, a copy of the charges upon which such action is based and opportunity to appeal said action as provided herein. The decision of the Director of Community Development shall become final fifteen (15) days following the date of the decision unless an appeal to the Planning Commission is filed as herein provided.

**30.46.070 – Resubmittal of Applications**

No zoning use certificate application which has been denied in whole or in part shall be filed again within six (6) months from the date of such denial except upon proof of changed conditions or by permission of the Director of Community Development.

**30.46.070 – Appeal Procedure**

For appeals procedure, see Chapter 30.62.

**30.46.080 – Supersedure of Use and Occupancy Permits**

Effective June 7, 2001, holders of valid use and occupancy permits issued pursuant to section 110 of the Glendale building and safety code, which section was repealed by Ordinance No. 5284 and all pending applications therefore shall be subject to Chapter 30.46. The adoption of Chapter 30.46 does not affect any civil or criminal lawsuit or prosecutions instituted or filed for ordinance violations committed on or prior to June 7, 2001, and does not waive any fee or penalty due and unpaid prior to said date.

**30.46.090 – Enforcement**

The provisions of this chapter are nonexclusive and supplementary to existing rights and remedies. Nothing set forth herein shall prevent the city from commencing any appropriate action with respect to enforcement of Title 30 of this code. This Section shall supplement and be in addition to other regulatory codes, statutes and ordinances heretofore or hereafter enacted by the city, state or any other legal entity or agency having jurisdiction.