



**APPLICATION  
STREAMLINED MINISTERIAL REVIEW PROCESS**

**Project Address and APN(s):**

**Application Type (check all that apply):**

SB 35

AB2011

**Concurrent Applications:**

Subdivision

Other Permits \_\_\_\_\_

**Items to be Submitted:**

**Notice of Intent - Completeness Letter** from the City of Burbank with all Attachments (SB35 Projects Only)

**Project Plans** - Electronic Set (see [Standard Plan Details & General Requirements](#))

**Eligibility Checklist Items** demonstrating the Project's compliance with affordability, location, workforce and all other criteria pursuant to state law

**Table / Matrix** Demonstrating Compliance with all City of Burbank Municipal Code and Objective Design and Development Standards

**Phase I Environmental Site Assessment (ESA)**

**Application fee** – Payment to the "City of Burbank" is required at the time of submittal by check or credit card. See the current [fee schedule](#) for applicable fees.

**Property Owner Name**

**Applicant Name (if different from owner)**

**Mailing Address**

**Mailing Address**

**Telephone**

**Telephone**

**Email**

**Email**

I hereby certify that I am the legally authorized owner of the property involved in this application or have been empowered to sign as the owner on behalf of a corporation, partnership, or business as evidenced by the documents attached hereto. I hereby grant to the applicant of this form full power to sign all documents related to this application, including any conditions or mitigation measures as may be deemed necessary. I declare under penalty of perjury that the foregoing is true and correct.

I hereby certify that the information furnished in this application and the attached materials are true and correct to the best of my knowledge and belief. Further, should the stated information be found false or insufficient, I agree to revise the information as appropriate. I understand that the City of Burbank cannot process this application until all required information is provided. I understand there is no guarantee, expressed or implied, that any permit or application will be granted. I understand that each matter must be carefully investigated and the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions. I understand that I have the burden of proof in the matter arising under this application made by me. I declare under penalty of perjury that the foregoing is true and correct.

**The Planning Division cannot accept an application without property owner signature.**

**Property Owner Signature (must be original wet signature)**

Date \_\_\_\_\_

**Applicant Signature**

Date \_\_\_\_\_

**For Planning Division Use:**

PL #: \_\_\_\_\_

Enforceable Agreement # \_\_\_\_\_ Dated: \_\_\_\_\_

Notes:

**Application Date Submitted:**