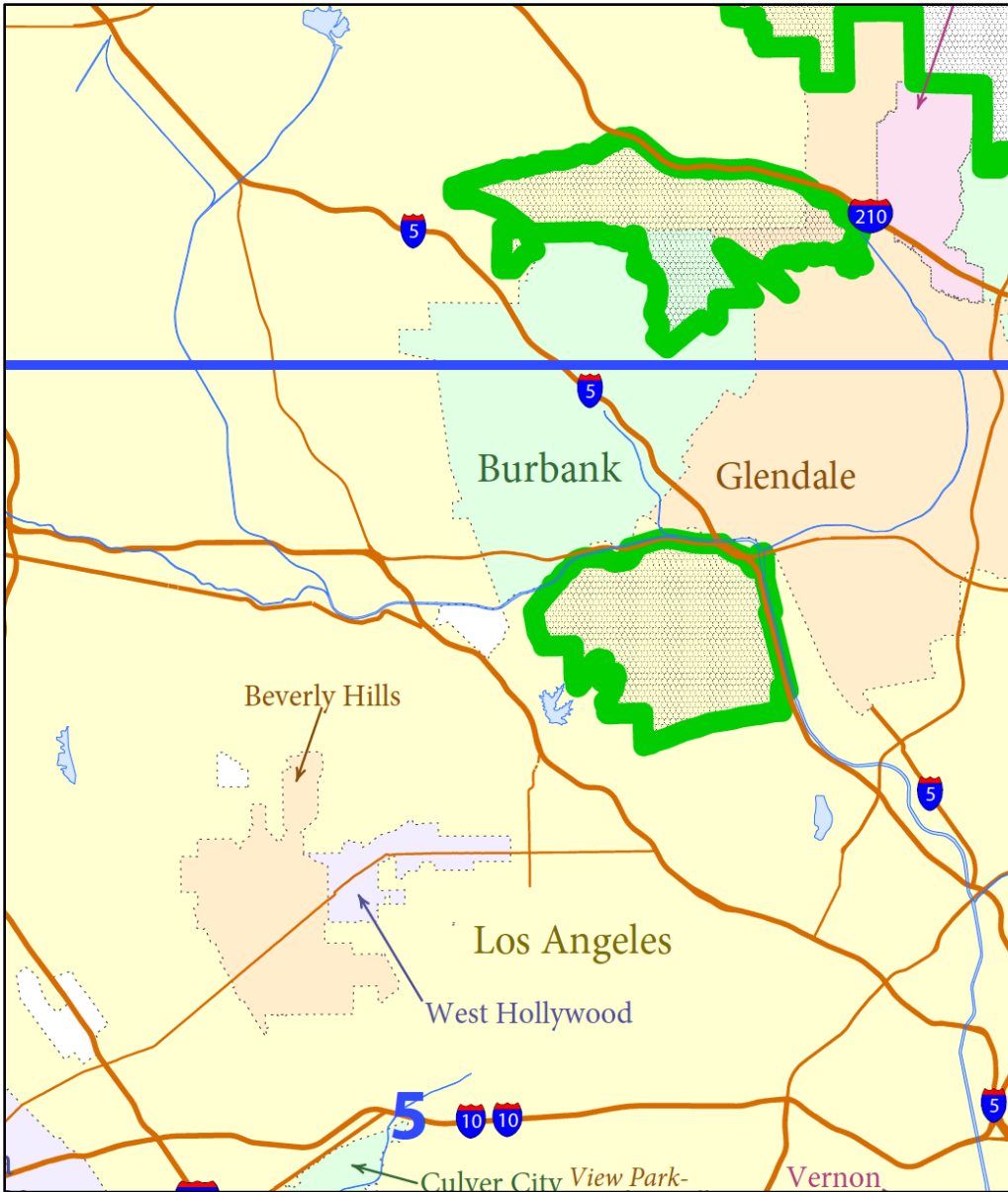


**ATTACHMENT A – URBANIZED**  
**AREA**



**LEGEND**

SYMBOL DESCRIPTION	SYMBOL	LABEL STYLE
International	-----	CANADA
Federal American Indian Reservation	.....	L'ANSE RES 1880
Off-Reservation Trust Land	.....	T1880
Urbanized Area	.....	Dover, DE 24580
Urban Cluster	.....	Tooele, VT 88057
State (or statistically equivalent entity)	-----	NEW YORK 36
County (or statistically equivalent entity)	-----	ERIE 029
Minor Civil Division (MCD) <sup>1,2</sup>	-----	Bristol town 07485
Consolidated City	.....	MILFORD 47500
Incorporated Place <sup>1,2</sup>	.....	Davis 18100
Census Designated Place (CDP) <sup>3</sup>	.....	Incline Village 35100

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate	[Shield]	Water Body	[Blue Area]
U.S. Highway	[Shield]	Military	[Star]
State Highway	[Shield]	Outside Subject Area	[Grey Area]
Other Road	[Line]		
Railroad	[Cross-ticks]		
Perennial Stream	[Blue Line]		
Intermittent Stream	[Blue Line]		

Where international, state, county, and/or MCD boundaries coincide, the map shows the boundary symbol for only the highest-ranking of these boundaries.

1 A " " following an MCD name denotes a false MCD. A " " following a place name indicates that a false MCD exists with the same name and FIPS code as the place; the false MCD label is not shown.

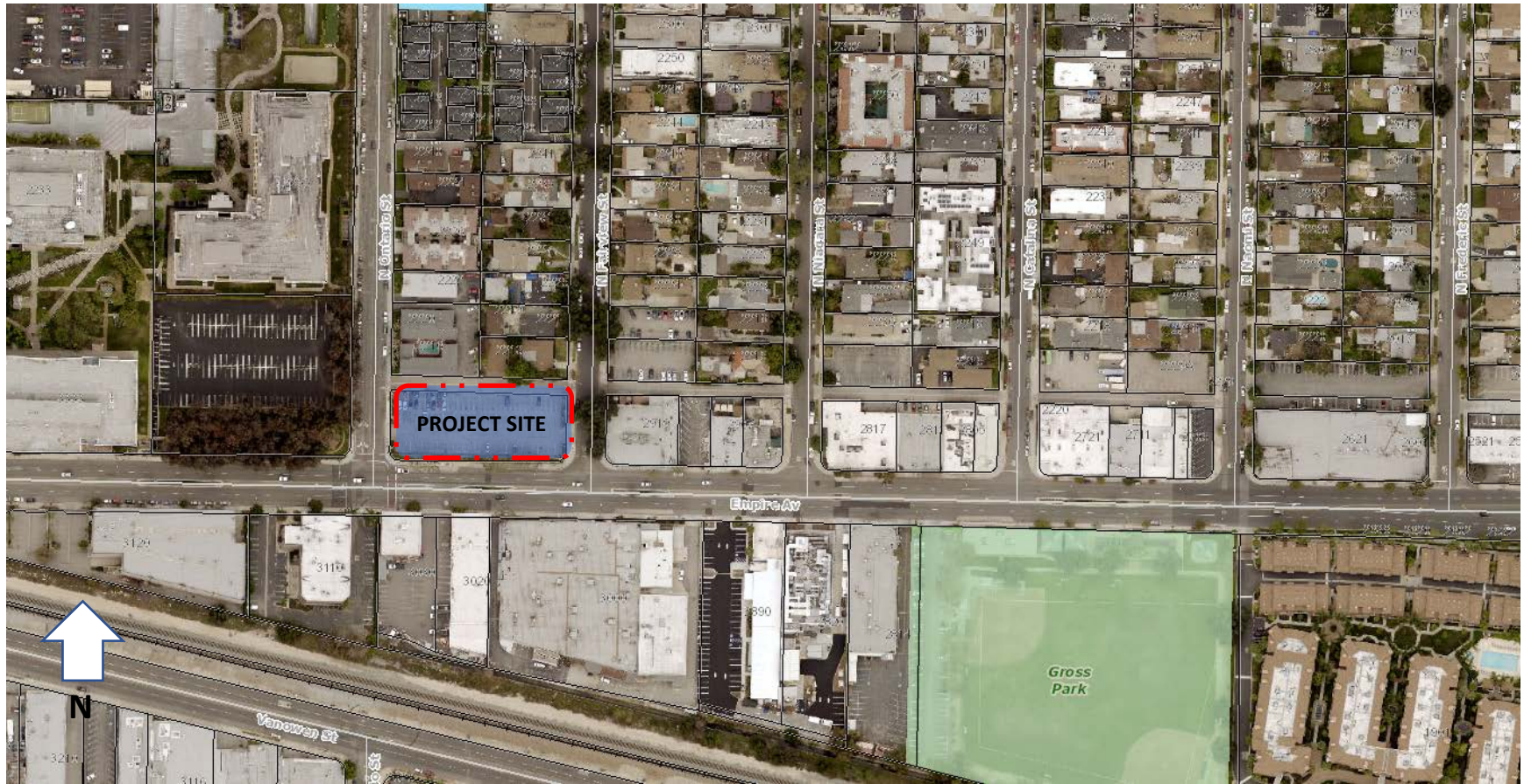
2 MCD boundaries are shown in the following states in which some or all MCDs function as general-purpose governmental units: Connecticut, Illinois, Indiana, Kansas, Maine, Massachusetts, Michigan, Minnesota, Missouri, Nebraska, New Hampshire, New Jersey, New York, North Dakota, Ohio, Pennsylvania, Rhode Island, South Dakota, Vermont, and Wisconsin. (Note that Illinois and Nebraska have some counties covered by nongovernmental precincts and Missouri has most counties covered by nongovernmental townships.)

3 Place label color corresponds to the place fill color.  
Label color: Davis Davis Davis Davis Davis

**UA NAME: Los Angeles--Long Beach--Anaheim, CA**  
**UA CODE: 51445**  
**ENTITY TYPE: Urbanized Area (UA)**  
**ST: California (06)**

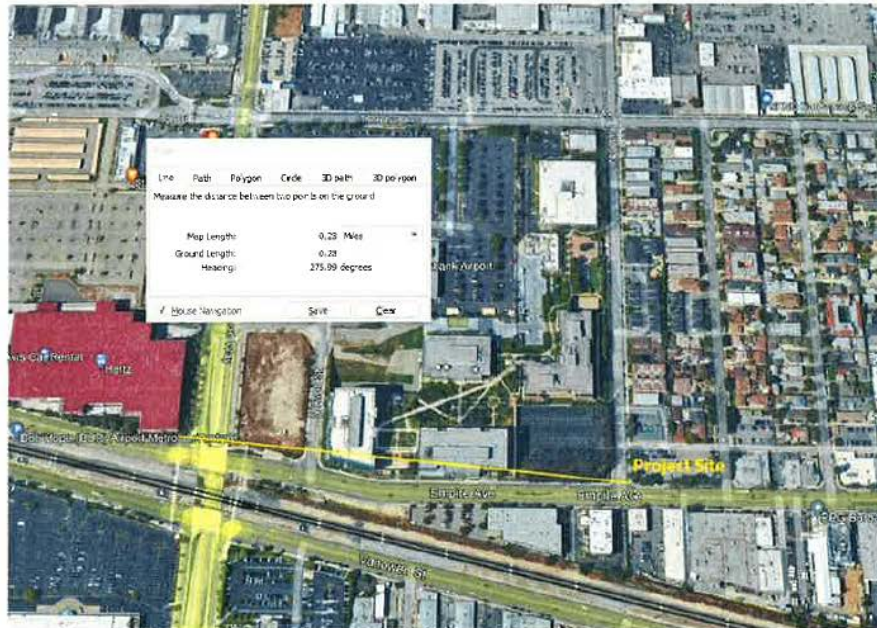
2010 CENSUS UA REF MAP (INDEX)  
 231051445000

# **ATTACHMENT B – SITE AERIAL**



**ATTACHMENT C – LOCATION**  
**WITHIN ½ MILE OF TRANSIT**

***Aerial Map Showing 0.28 Mile Distance from Site to RITC***



***RITC Pedestrian Entrance at Empire and Hollywood Way***



**ATTACHMENT D – CITY**  
**COMMENTS ON PRELIMINARY**  
**APPLICATION AND CONCEPTUAL**  
**DESIGN**

**ATTACHMENT D**

**CITY COMMENTS ON PRELIMINARY APPLICATION AND CONCEPTUAL DESIGN**

**PLANNING DIVISION ZONING CONSISTENCY WITH OBJECTIVE DEVELOPMENT STANDARDS**

<p align="center"><b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 8. INDUSTRIAL USES AND STANDARDS: DIVISION 2.</b></p>	<p align="center"><b>Consistency Analysis</b></p>	<p align="center"><b>Consistency Determination</b></p>
<p><b>General Plan Consistency.</b> (Section 10-1-808.5)</p>	<p>According to the City’s 2035 General Plan, the Project site has a land use designation of Regional Commercial, which has a maximum residential density of 58 units per acre. Per the Regional Commercial land use designation, 39 units (40 units for density bonus project) would be allowed on the Project Site (0.68 acres). The Project proposes to construct 131 new dwelling units. The Applicant is also proposing a 100% affordable housing project. Pursuant to Section 65915(f)(3)(D)(ii) and 65915(p)(3)(A) of CA Government Code, 100% affordable housing projects within ½ mile of transit are not subject to maximum density or parking requirements.</p>	<p><b>The proposed density exceeds the maximum density in the Burbank 2035 General Plan; however, any density bonus or any concessions, incentives, or waivers of development standards or reduction of parking standards requested under the Density Bonus Law in Government Code Section 65915 are deemed consistent with objective standards.</b></p>
<p><b>Uses in The M-2 Zone</b> (Section 10-1-809)</p>	<p>Multifamily residence is not a listed use in the list of allowable uses for the M-2 Zone in BMC Section 10-1-503. However, the Regional Commercial land use designation of the 2035 General Plan Land Use Map has a listed maximum residential density standard of 58 units per acre. Pursuant to CA Government Code Section 65913.4(b)(5)(A), in the event that objective zoning, general plan, subdivision, or design review standards are mutually inconsistent, a development shall be deemed consistent with the objective zoning and subdivision standards if the development is consistent with the standards set forth in the general plan.</p>	<p><b>Consistent.</b></p>
<p><b>Structure Height.</b> (Section 10-1-812(A))</p>	<p>In the M-2 Zone, the maximum height of a structure within 300 feet of a Residentially zoned parcel shall be of 50 feet as measured from grade.</p> <p>The Applicant is proposing a new 7-story multi-family Bonus Density rental housing project (77’-4 1/2 “ in height). However, any</p>	<p><b>Consistent with Bonus Density Request.</b></p>



<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 8. INDUSTRIAL USES AND STANDARDS: DIVISION 2.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
	concessions, incentives, or waivers of development standards requested under the Density Bonus Law in Government Code Section 65915 are deemed consistent with objective standards.	
<b>Open Space.</b> (Section 10-1-812(B))	Projects that are adjacent to or abutting residential zones (R-4 zone) shall provide 15- foot-wide open space, which may be satisfied by the width of the right-of-way. The proposed Project is over 20 feet away from adjacent residential uses, therefore no open space is required.	<b>Consistent.</b>
<b>Yards.</b> (Section 10-1-812(C))	<p>The minimum required setback from a street-facing property line is 5 feet or 20% of the proposed building height, whichever is greater. The proposed 7-story building is 77'-4 1/2" in height, therefore the minimum setback is 15.5 feet from the street-facing property line.</p> <p>In addition, a minimum of 50 percent of front and exposed side yards must be landscaped, and one tree shall be planted for every 40 linear feet of street frontage. Additional standards are listed in BMC 10-1-812(C)).</p> <p>However, any concessions, incentives, or waivers of development standards requested under the Density Bonus Law in Government Code Section 65915 are deemed consistent with objective standards.</p>	<b>TBD.</b>  <b>Please provide more information on landscaping within required yards per BMC Section 10-1-812(C)).</b>
<b>Masonry Wall.</b> (Section 10-1-812(D))	A six (6) foot high decorative masonry wall shall be erected along every property forming a boundary with a residential zone, except that along the front setback area of such residential zone the wall shall be reduced to three (3) feet. The Project does not adjoin any residentially zoned properties, therefore this standard does not apply.	<b>Consistent.</b>
<b>Off-Street Parking.</b> (Section 10-1-812(E))	Yards may be used for off-street parking if consistent with this article. The Project does not propose off-street parking in any yard areas.	<b>Consistent.</b>
<b>Additional Standards.</b> (Section 10-1-812(F))	Project was reviewed for compliance with Articles 11 – 16 of Chapter 1 – Zoning of the BMC.	<b>TBD; refer to the tables below.</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 11. GENERAL PROPERTY DEVELOPMENT REGULATIONS.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
<b>Lot To Have Frontage.</b> (Section 10-1-1103)	Every building shall be on a lot which has frontage of at least 20 feet on a public or private street. The Project Site is on a property which has at least 20 feet of public street frontage on North Ontario Street, West Empire Avenue and North Fairview Street.	<b>Consistent.</b>
<b>Frontage On Alleys.</b> (Section 10-1-1104)	Alleys shall not be considered public streets for street frontage requirements. The proposed building frontage does not face the alley.	<b>Consistent.</b>
<b>Open Storage Areas Must Be Enclosed.</b> (Section 10-1-1108)	Open storage areas in commercial and industrial zones shall have an opaque masonry wall surrounding the storage area at least six (6) feet in height and in good repair, except where the storage area is bounded by a building. The proposed project does not include open storage areas.	<b>Consistent.</b>
<b>Commercial And Industrial Design Standards.</b> (Section 10-1-1113.1)	With the exception of pedestrian entry, the Project, as proposed, is consistent with the objective design standards of BMC Section 10-1-1113.1 including roof design, plane breaks, and window treatment. The pedestrian entry must be redesigned to be recessed.	<b>Not consistent.</b>
<b>Art in Public Places.</b> (Section 10-1-1114)	Project will have to comply with Art in Public Places regulations if not considered an exempted development project in accordance with BMC Section 10-1-1114(K) - DEVELOPMENT PROJECTS EXEMPT FROM THIS SECTION.	<b>TBD.</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 12. GENERAL YARD AND SPACE STANDARDS</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
<b>Yards Open And Unobstructed.</b> (Section 10-1-1201)	<p>Every yard shall be open, unoccupied, and unobstructed vertically except for projections and encroachments authorized by this Zoning Code.</p> <p>The Project, as proposed, is not meeting the required street-facing setback, which is determined by taking a percentage of the total proposed building height. The required encroachment and projection standards would also not be in compliance. The Applicant has requested a</p>	<b>Consistent.</b>

	<p>deviation from the maximum building height standard. Under the Density Bonus Law in Government Code Section 65915, any concessions, incentives, or waivers of development standards requested are deemed consistent with objective standards.</p>	
<p><b>Yards Cannot Serve Other Buildings or Lots.</b> (Section 10-1-1203)</p>	<p>No yard or open space area shall be used to meet the requirements of this chapter for more than one (1) structure, nor shall a yard or open space on one (1) lot be used to meet yard or open space requirements on any other lot unless the two (2) lots are owned by the same person and are developed as a single parcel.</p> <p>This Section does not apply to this Project.</p>	<p><b>Consistent.</b></p>
<p><b>Undedicated Streets.</b> (Section 10-1-1205)</p>	<p>All land within the undedicated portion of a partially dedicated or future street shall remain open and unobstructed. Such land shall not be counted in meeting any yard and open space requirements of this chapter.</p> <p>The Project would require street dedication and the Applicant would have to show that the required street dedication area remains open and unobstructed.</p>	<p><b>TBD</b></p>
<p><b>Access to Utility Poles</b> (Section 10-1-1206)</p>	<p>Whenever a utility pole is situated on a lot, required yard areas shall be maintained to provide unobstructed access to the pole.</p> <p>If applicable, utility poles situated on the lot shall be required to provide unobstructed access.</p>	<p><b>Consistent.</b></p>
<p><b>Miscellaneous Encroachments.</b> (Section 10-1-1211)</p>	<p>The Project requires compliance with BMC Section 10-1-1211 because the Project site is zoned non-residential. The Project, as proposed, is not meeting the required street-facing setback, which is determined by taking a percentage of the total proposed building height. The Applicant has requested a deviation from the maximum building height standard. Under the Density Bonus Law in Government Code Section 65915, any concessions, incentives, or waivers of development standards requested are deemed consistent with objective standards.</p>	<p><b>Consistent.</b></p>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 13. GENERAL HEIGHT STANDARDS. DIVISION 1.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
<b>Exception to Building Height Limits</b> (Section 10-1-1301)	<p>Skylights, fire and parapet walls, chimneys, ventilating fans, antennas (except personal wireless telecommunication facilities), tanks, flagpoles, penthouses or roof structures for housing elevators, lofts, stairways, air conditioning or similar equipment and similar appurtenances usually required to be placed above a building to operate and maintain it may be erected up to 15 feet above the height limits, but no penthouse or roof structure shall be allowed for the purpose of providing additional floor area. The Applicant has requested a deviation from the maximum building height standard. Under the Density Bonus Law in Government Code Section 65915, any concessions, incentives, or waivers of development standards requested are deemed consistent with objective standards. Therefore, the project is consistent with this Section.</p>	<b>Consistent.</b>
<b>Corner Cutoff</b> (Section 10-1-1303)	<p>No structure, object, or feature, including but not limited to fences, walls, and hedges, may be erected or maintained in any zone below a height of ten (10) feet and above a height of three (3) feet above the finished ground surface within a corner cutoff area. The corner cutoff area is defined by a horizontal plane making an angle of 45 degrees with the front, side, or rear property lines as the case may be, and passing through points as follows:</p> <p>At intersecting streets, ten (10) feet from the intersection at the corner of a front or side property line. At the intersection of an alley with a street or another alley, ten (10) feet from the edges of the alley where it intersects the street or alley right-of-way. At the intersection of a driveway with a street or alley, five (5) feet from the edges of the driveway where it intersects the street or alley right-of-way.</p> <p>The applicant shall provide the corner-cutoff areas on the site plan as applicable.</p>	<b>TBD</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 14. GENERAL OFF- STREET PARKING STANDARDS. DIVISION 1, 2, 3, &amp; 4.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
<b>Parking Space Dimensions.</b> (Section 10-1-1401)	<p>Parking stall requirement for residential uses is 8'-6" by 18'-0". The bay width for a 90 degree, two-way double loaded aisles is 63'-4". The minimum width of parking spaces adjacent to walls, columns, or other vertical obstructions shall be 10'-0".</p> <p>The Applicant shall provide applicable parking stall, bay, aisle dimensions on the site/parking plan for review.</p>	<b>TBD</b>
<b>Computation of Required Parking.</b> (Section 10-1-1402)	<p>The Applicant is proposing a 100% affordable housing project. Pursuant to Section 65915(f)(3)(D)(ii) and 65915(p)(3)(A) of CA Government Code, 100% affordable housing projects within ½ mile of transit are not subject to minimum parking requirements. Therefore, this Section does not apply to the Project.</p>	<b>Consistent.</b>
<b>Ingress And Egress; Backing Into Highway</b> (Section 10-1-1403)	<p>Off-street parking shall be easily accessible from and to a street or other dedicated public right-of-way. The parking shall be so arranged that it shall not be necessary to back into a major or secondary highway to exit from the parking area.</p> <p>The Project meets this standard.</p>	<b>Consistent.</b>
<b>Tandem Parking</b> (Section 10-1-1404)	<p>Tandem Parking is not allowed for residential uses in Industrial Zones. The proposed Project does not include any tandem parking stalls; therefore, this Section is not applicable to this Project.</p>	<b>Consistent.</b>
<b>Bicycle Parking Spaces</b> (Section 10-1-1405.5)	<p>Bicycle parking facilities shall be installed in a manner which allows adequate space for access when the facilities are occupied, and shall be located so as to minimize the blocking of any public sidewalks or right-of-way. An encroachment permit from the Public Works Department is required for any encroachment into the public right-of-way.</p> <p>Bicycle parking facilities shall be located on a hard paved surface and shall be painted with a protective coating to prevent rusting and shall be well maintained.</p>	<b>TBD</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 14. GENERAL OFF- STREET PARKING STANDARDS. DIVISION 1, 2, 3, &amp; 4.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
	<p>The Project does provide bicycle parking; however, additional information would need to be provided to review this standard.</p>	
<b>Spaces Required</b> (Section 10-1-1408)	<p>The Burbank Municipal Code does not list required parking for residential uses in nonresidential zones; however, there are minimum required parking ratios within CA Government Code Section 65915 depending on the number of bedrooms proposed within a residential unit. The Applicant is proposing a 100% affordable housing project. Pursuant to Section 65915(p)(3)(A) of CA Government Code, 100% affordable housing projects within ½ mile of transit are not subject to any parking requirements.</p>	<b>Consistent.</b>
<b>Must Serve One Use; Exceptions.</b> (Section 10-1-1411)	<p>Off-street parking for one use shall not be considered as providing required off-street parking for any other use, except as expressly authorized by Article 14 of Title 10 of the BMC. The Project is proposing onsite parking for the proposed residential uses, and this parking will be used by any other use. Therefore, the Project is consistent with this standard.</p>	<b>Consistent.</b>
<b>Location of Parking Areas</b> (Section 10-1-1412)	<p>For single or multiple family dwellings, off-street parking shall be located on the same lot or building site as the building it is required to serve.</p> <p>The proposed parking spaces would serve the residential units located on the same lot.</p>	<b>Consistent.</b>
<b>Parking Structures</b> (Section 10-1-1419)	<p>A front yard or street side yard setback averaging five (5) feet or 20 percent of building height, whichever is greater, shall be provided for above-grade parking structures. In no event shall this setback be less than three (3) feet in any one place. When abutting or adjacent to R-1 or R-2 zones, above-grade parking structures shall be set back 20 feet from the residential property line. When abutting or adjacent to R-3 or R-4 zones, above-grade parking structures must be set back ten (10) feet from the residential property line. Public rights-of-way may be used in this calculation.</p> <p>The Applicant has requested a deviation from the maximum building height standard. Under the</p>	<b>Consistent.</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 14. GENERAL OFF- STREET PARKING STANDARDS. DIVISION 1, 2, 3, &amp; 4.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
	Density Bonus Law in Government Code Section 65915, any concessions, incentives, or waivers of development standards requested are deemed consistent with objective standards. Therefore, the project is consistent with this Section.	
<b>Lighting (Section 10-1-1420)</b>	<p>All lighting shall be arranged to prevent glare or direct illumination on adjoining properties and streets.</p> <p>Applicant to provide a lighting plan and show location of all proposed on-site lighting including the exterior of the building.</p>	<b>TBD</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 16. GENERAL VECHICULAR ACCESS STANDARDS.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
<b>Access To Street (Section 10-1-1601)</b>	<p>Every lot shall be provided with permanent vehicular access to a street or an alley upon which it abuts.</p> <p>The proposed Project provides permanent vehicular access to the street which it abuts, therefore the Project is consistent with this standard.</p>	<b>Consistent.</b>
<b>Curb Cuts (Section 10-1-1602)</b>	<p>No vehicular access way shall be located nearer than 30 feet to the ultimate curb lines of an intersecting street, nor be provided with a curb cut of more than 30 feet. The applicant is providing vehicle access through the alley, and no street curb-cut is proposed.</p>	<b>Consistent.</b>
<b>Driveway Width (Section 10-1-1603)</b>	<p>Every driveway shall be at least 10 feet wide, and a maximum as approved by the Director.</p> <p>The proposed project provides a driveway that exceeds the minimum driveway width.</p>	<b>Consistent.</b>
<b>Driveway Slopes (Section 10-1-1604)</b>	<p>The slope of a driveway or driveway ramp shall not exceed a grade of 20 percent. A grade transition shall be provided at each end of a driveway or driveway ramp in accordance with standards prescribed by the Public Works Director.</p>	<b>Consistent.</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 16. GENERAL VECHICULAR ACCESS STANDARDS.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
	<p>The proposed Project proposed a driveway slope that is less steep than the maximum allowed by Code.</p>	
<b>Protective Barrier in Nonresidential Zones</b> (Section 10-1-1605)	<p>Where a vehicular access is provided to a street in a nonresidential zone, a barrier consisting of a three (3) foot high masonry wall, or such other protective barrier as may be approved by the Director, shall be constructed along the remaining street frontage of the lot to prevent unchanneled motor vehicle ingress or egress to the property.</p> <p>The Project is not proposing a barrier; therefore, the Project is consistent with this requirement.</p>	<b>Consistent.</b>
<b>Turn-Around Areas</b> (Section 10-1-1606)	<p>A 24-foot turning radius shall be provided for access to driveways and right-angle parking stalls.</p> <p>The provided parking plan does not provide back-up radius dimension.</p>	<b>TBD.</b>

<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 6. DIVISION 5.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
<b>Affordable Housing Incentives</b> (Section 10-1-633 thru 10-1-653)	<p>The Project proposes to construct 131 new dwelling units. The Applicant is also proposing a 100% affordable housing project. Pursuant to Section 65915(f)(3)(D)(ii) and 65915(p)(3)(A) of CA Government Code, 100% affordable housing projects within ½ mile of transit are not subject to maximum density or parking requirements. In addition to these deviations from BMC Standards, the applicant will request incentives/concessions and/or waivers from development standards, including maximum height, setback, and any additional standards that cannot be accommodated per the requirements of the BMC.</p> <p>In addition, the Inclusionary Requirement shall apply to any project involving new construction of five or more residential dwelling units. For rental projects, at least 15 percent of all newly constructed dwelling units shall be rented to Very Low, Low and Moderate Income Households, at an</p>	<b>Not Consistent.</b>



<b>BURBANK MUNICIPAL CODE (BMC) - ARTICLE 6. DIVISION 5.</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
	<p>Affordable Rent. <u>Out of the 15 percent, a minimum of five percent of units shall be Very Low Income;</u> the remaining ten percent of the units shall be Low Income. The proposed Project does not provide a sufficient amount of Very Low Income units.</p> <p>As proposed, the Project will also require the applicant to enter into a Density Bonus Housing Agreement and Inclusionary Housing Agreement with the City.</p>	

<b>BURBANK 2035 General Plan</b>	<b>Consistency Analysis</b>	<b>Consistency Determination</b>
<p>Policy 4.8 Locate parking lots and structures behind buildings or underground. Do not design parking lots and structures to face streets or sidewalks at ground level. Use alternatives to surface parking lots to reduce the amount of land devoted to parking.</p>	<p>Project is designed to locate at-grade parking spaces behind the proposed residential building.</p>	<p><b>Consistent.</b></p>
<p>Policy 3.14 Prohibit gated communities, private streets, private driveways, and other limited-access situations, except where special findings can be made.</p>	<p>The Project does not propose any of the specific site-design features mentioned in Policy 3.14.</p>	<p><b>Consistent.</b></p>

**EXISTING EASEMENTS**

According to the land survey provided in the SB 35 NOI submittal, 4 existing easements are identified. The proposed site plan shows the locations of these easements; however, a portion of the new residential building is located in the 7.5’ wide pipe-lines easement, adjacent to the alley. The Applicant shall provide additional information on the recorded easements on the property. BMC Section 9-1-2-3203 (BUILDING ON PUBLIC EASEMENT PROHIBITED) also states the following:

The following section is added to Chapter 32, Part 2 of the CBC:

SECTION 3203

BUILDING ON PUBLIC EASEMENT PROHIBITED

3203.1 Prohibition. No person shall erect, construct, alter, repair, raise, build or move any permanent building, structure, paving, or portion thereof, upon any easement or right-of-way, reserved by the original grantor of a lot or parcel of land or conveyed, granted or dedicated to the City for drainage or public utility purposes, including the construction and maintenance of pipes, conduits, open ditches, poles, wires or other facilities for conveying gas, electricity, power, water, telephone and telegraph service or sewerage to and from property within the City, without the written consent of the City or owner of the easement or right-of-way, as the case may be. The records of the County Recorder of the County shall be prima facie, but not conclusive, proof of the existence of such easement or right-of-way.

**SHARED PARKING COVENANT (EXISTING)**

According to City's record, there is an existing shared parking covenant for the property address 3001 West Empire Avenue. Please provide City staff a letter from the owner of the Project site explaining the status of this shared parking covenant.

# memorandum

**DATE:** December 16, 2021

**TO:** David Kim, Associate Planner

**FROM:** Chris Buonomo, Assistant Transportation Planner

**SUBJECT: Project No. 21-0007035 – 3001 Empire Avenue**

The Transportation Division, Community Development Department has reviewed the APB for 3001 Empire Avenue and has the following comments:

**Project Description**

The Applicant is proposing to construct a new seven-story multi-family residential development consisting of 131 rental units with 23 at-grade parking spaces. The Project is proposed to be a 100% affordable unit development that would provide 131 deed-restricted affordable rental units for a minimum of 55 years. The Applicant intends to make use of the State’s Density Bonus Law that allows for increased residential density, incentives, waivers and reduced parking standards. The Project site is approximately 0.68 acres (29,905 SF according to land survey) and located on the northeastern corner of Empire Avenue and North Ontario Street. Pursuant to SB 35, the City has 30 days to deem the application complete or incomplete.

**EXISTING STRUCTURES ON SITE:** The project site is currently improved with an existing surface parking lot. The existing site improvement would be removed for the proposed new development.

**PERMITS/APPROVALS NECESSARY:**

Type of Permit	To Allow
Pre-Application Review	SB35 project of 131 deed-restricted 100% affordable units

<b>CURRENT</b>	<b>Zoning:</b> M-2 (General Industrial)
	<b>General Plan:</b> Regional Commercial
<b>PROPOSED</b>	<b>Zoning:</b> No Change
	<b>General Plan:</b> No Change

**Traffic Study Requirement**

The City's project review process ensures that transportation impacts caused by new developments are fully considered so that the community may be informed of the potential effects of new development.

A project may not be approved unless the Director, Planning Board, or City Council finds that the Project would not have an adverse effect on traffic flow or circulation, or deems that any traffic impacts are acceptable because the benefits of the Project to the community outweigh these impacts.

The Community Development Department's Transportation Division has reviewed a preliminary Vehicle Miles Traveled for Project No. 21-0007035 and has the following comments:

For this Project, a traffic study will not be required.

### **Sidewalk Standards / Requirement**

Per the City's *Burbank2035 General Plan Mobility Element*, the City has set specific sidewalk width requirements for Burbank's streets. Based on Table M-2 (page 4-21) of the *Burbank2035 General Plan's* Regional Commercial land use designation, the Project shall provide 15 feet wide sidewalks (from edge of curb to property line).

To promote and enhance transit, bicycle, and pedestrian connectivity and multi-modal options, the Developer shall be required to provide:

- Shade canopy with trees along the parkway surrounding the Project site
- Provide pedestrian safety enhancements, such as pedestrian lighting

Per Burbank Municipal Code 10-1-628, sidewalks within the project shall be a minimum of 5 feet wide to meet ADA requirements and pedestrian crossings be clearly marked. Pedestrian crossings shall be marked with a crosswalk at the two vehicle entrances to the parking garage.

### **Bicycle Parking**

Burbank Municipal Code 10-1-628 calculates the number of bicycle parking spaces as 5 percent of the number of required vehicle parking spaces, so this project is not required to provide bicycle parking spaces as a project provision. However, it is advisable that the project provide adequate bicycle parking for residents, including long-term bicycle parking spaces accessible only to residents. Since minimal vehicle parking will be provided for this project, many residents will rely on non-motorized transportation, and bicycle parking will be a necessity to enable that safekeeping for their bicycles.

If this project were to apply without any affordability bonuses, it would be required to provide 279 vehicle spaces and 14 bicycle parking spaces, 75 percent of which would be long-term bicycle parking spaces (11 spaces) per the Burbank Bicycle Parking

Guidelines. Project plans currently provide 12 bicycle parking spaces on the street and show a room on the parking level labeled "Bicycle." The City requests a minimum of 11 bicycle parking spaces in that space so that residents can have a covered, secure space to store bicycles.

These are preliminary comments based on the review of the currently submitted project description and site plan. These comments may be subject to change if the project description and/or site plan are to change. Please feel free to direct all questions regarding the requirements listed above to the Transportation Division by email at [cbuonomo@burbankca.gov](mailto:cbuonomo@burbankca.gov).

# MEMORANDUM



**PUBLIC  
WORKS**

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**DATE:** December 15, 2021

**TO:** David Kim, Associate Planner

**FROM:** Daniel J. Rynn, Chief Assistant Public Works Director – City Engineer

**SUBJECT:** Project No. 21-0007035 – SB 35 Project – Notice of Intent to Submit App.  
(with IDRC Staff Meeting)  
Located at 3001 Empire Ave

*Daniel J. Rynn*

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## Project Description:

Request for a **SB 35 Project – NOI Application submitted on Monday, November 29, 2021**. The Applicant is proposing to construct a new seven-story multi-family residential development consisting of 131 rental units with 23 at-grade parking spaces. The Project is proposed to be a 100% affordable unit development that would provide 131 deed-restricted affordable rental units for a minimum of 55 years. The Applicant intends to make use of the State's Density Bonus Law that allows for increased residential density, incentives, waivers and reduced parking standards. The Project site is approximately 0.68 acres (29,905 SF according to land survey) and located on the northeastern corner of Empire Avenue and North Ontario Street. Pursuant to SB 35, the City has 30 days to deem the application complete or incomplete.

## ENGINEERING DIVISION

### General Requirements:

- Show dimensions and location of all proposed property dedications.
- Applicant shall protect in place all survey monuments (City, County, State, Federal, and private). Pursuant to California Business and Professions Code Section 8771, when monuments exist that may be affected by the work, the monuments shall be located and referenced by or under the direction of a licensed land surveyor or licensed civil engineer legally authorized to practice land surveying, prior to

construction, and a corner record or record of survey of the references shall be filed with the county surveyor. A permanent monument shall be reset, or a witness monument or monuments set to perpetuate the location if any monument that could be affected, and a corner record or record of survey shall be filed with the county surveyor prior to the recording of a certificate of completion for the project.

- No building appurtenances for utility or fire service connections shall encroach or project into public right-of-way (i.e. streets and alleys). Locations of these appurtenances shall be shown on the building site plan and the off-site improvement plans [BMC 7-3-701.1].
- No structure is permitted in any public right-of-way or any public utility easements/pole line easements [BMC 7-3-701.1, BMC 9-1-1-3203].
- Any work within the public right-of-way must be permitted and approved by the Public Works Department before construction can commence. All construction work in the public right-of-way must comply with Burbank Standard Plans and must be constructed to the satisfaction of the City Engineer. A Public Works **EXCAVATION PERMIT** is required. The excavation permit requires a deposit acceptable to the Public Works Director to guarantee timely construction of all off-site improvements. Burbank Standard Plans can be accessed at; <http://file.burbankca.gov/publicworks/OnlineCounter/main/index.htm>

**The following must be completed prior to the issuance of a Building Permit:**

- Dedicate\* to the City for street right-of-way: a portion of the property adjacent to Empire Avenue to create a 15' parkway per Burbank 2035 General Plan [BMC 7-3-106].
- Dedicate\* to the City for street right-of-way: based on CDD Transportation comments, a portion of the property adjacent to Ontario Street to create a 15' parkway per Burbank 2035 General Plan [BMC 7-3-106].
- Dedicate\* to the City for street right-of-way: based on CDD Transportation comments, a portion of the property adjacent to Fairview Street to create a 15' parkway per Burbank 2035 General Plan [BMC 7-3-106].
- Dedicate\* to the City for street right-of-way: a portion of the property adjacent to alley frontage lying within 10 feet of alley centerline [BMC 7-3-106].
- Dedicate\* to the City for street right-of-way; a portion of the property to achieve a 15-foot corner radius at the property corners of Empire Avenue / Ontario Street and at Empire Avenue / Fairview Street [BMC 7-3-106].

**\*Contact Real Estate Division of the Community Development Department at (818) 238-5180 for information to accomplish this dedication**

- The applicant must coordinate with Public Works to establish a professional service Agreement (PSA) for engineering support/project management and inspection services to oversee any related Public Works Construction in the public right of way or within public utility easements related to this project. The cost of the PSA will be paid by the applicant.
- Off-site improvement plans (in the public right-of-way) must be approved by the Public Works Director. Plans must be submitted in City of Burbank Standard format and as-built plans must be submitted on mylar paper.
- Submit hydrology/hydraulic calculations and site drainage plans. On-site drainage shall not flow across the public parkway (sidewalk) or onto adjacent private property. It should be conveyed by underwalk drains to the gutter through the curb face or connected to a storm drain facility [BMC 7-1-117, BMC 7-3-102]. The proposed development will need to submit a hydrology/hydraulic calculation, which depict both the existing and proposed drainage conditions. Any drainage studies and/or improvements on private property are to be reviewed and approved by the City's Building Department. Any drainage studies and/or improvements within the public right-of-way are to be reviewed and approved by the City's Public Works Department. The Lockheed Channel hydraulics are at capacity. Proposed drainage to the Lockheed Channel shall not increase the channel's existing capacity. Development is proposing to connect to the Lockheed Channel, applicant must apply for a connection permit from the City of Burbank, Stormwater Division.
- An address form must be processed [BMC 7-3-907].
- Plans should include easements, elevations, right-of-way/property lines, dedication, location of existing/proposed utilities and any encroachments.

**The following must be completed prior to issuance of Certificate of Occupancy:**

- Resurface (grind and overlay minimum 2") with Asphalt Rubber Hot Mix (ARHM) to the centerline of Empire Avenue fronting the property per City of Burbank Standards. Plans must be submitted in City of Burbank Standard format.
- Applicant must re-stripe the resurface area and re-establish all traffic loops.
- Resurface (grind and overlay minimum 2") the full alley width fronting the property per City of Burbank Standards. Plans must be submitted in City of Burbank Standard format.
- Reconstruct dedicated portion of alley with asphaltic concrete pavement per City of Burbank Standard Plans BA-200 [BMC 7-3-105, BMC 7-3-106].
- Remove and reconstruct sidewalk fronting the property along Empire Avenue, Fairview Street and Ontario Street per City of Burbank Standards.



- Reconstruct dedicated portion of parkway with PCC sidewalk per City of Burbank Standard Plans BS-100 & BS-104-1.
- Existing driveway aprons along Ontario Street and Fairview Street shall be removed and reconstructed with curb, gutter, sidewalk and landscape [BMC 7-3-504].
- Alley approach along Ontario Street and along Fairview Street must be reconstructed with portland cement concrete and must align with the proposed alley dedication per City of Burbank Standards.
- Remove and reconstruct pedestrian ramps at the corner of Empire Avenue / Fairview Street and at the corner of Empire Avenue / Ontario Street fronting the property to meet ADA requirements. Pedestrian ramps are to be constructed per Caltrans Standards A88A.
- Protect in place or re-establish centerline ties at the intersection of Empire Avenue / Fairview Street and at the intersection of Empire Avenue / Ontario Street per City of Burbank Standards.
- Any portion of the public parkway (curb, gutter, landscape, etc.) that is broken, uneven or uplifted at the end of the project must be reconstructed to the satisfaction of the City Engineer. The repairs and/or reconstruction will be required whether the damage is pre-existing or is a result of the project. Contact the Public Works Inspection Office at (818) 238-3955 to have these areas inspected and identified after obtaining a Public Works Excavation Permit [BMC 7-3-501].

**Additional Comments:**

- Building access doors, loading docks doors, and access gates may not swing open into the public right-of-way [BMC 7-3-701.1].
- If any utility cuts or construction related impacts are made on Fairview Street or on Ontario Street, applicant will have to resurface with rubber asphalt (ARHM) per moratorium requirements fronting the property. Fairview Street and Ontario Street were resurfaced with ARHM in 2021 and falls under moratorium requirements.
- Additional impacts to street triggered by this project could extend the paving restoration limits.

For additional information or questions, please contact Anthony Roman, Civil Engineer Associate, at (818) 238-3945.

Checked by: Anthony Roman

Date: December 6, 2021

## **WATER RECLAMATION AND SEWER**

### **Required Information Missing on Plans:**

- The location, depth, and dimensions of all sanitary sewer lines must be shown on the plans.

### **Wastewater requirements:**

- Under the current rate structure, pulling the Building Permit for the proposed development is subject to a Sewer Facilities Charge estimated at \$87,377. The charge is due prior to issuance of a Building Permit [BMC 8-1-802 and BMC 8-1-806].

SFC = Proposed Developments  
= Multi-Family Residential [\$667/unit X 131 units]  
= \$87,377

**(Note: It is the responsibility of the developer to show proof of the existing sewer usage or existing developments so that the proper credit can be given.)**

- Every building or structure in which plumbing fixtures are installed which conveys sewage must be connected to the municipal wastewater system [BMC 8-1-104].
- No person shall connect to or tap an existing public sewer without obtaining a permit [BMC 8-1-301].
- A maintenance hole must be installed at the connection point to the City sewer main for any newly proposed private sewer lateral connection(s) that are greater than or equal to 8-inches in diameter [BMC 8-1-308] per Standard Drawing BSS-201-2 located in the 2012 edition of Standard Plans for Public Works Construction.
- Any existing fixture or connection to the sewer main line must be capped before building demolition activities occur.
- A backwater valve is required on every private sewer lateral(s) connected to a private building(s), unless it can be shown that all fixtures contained therein have flood level rim elevations above the elevation of the next upstream maintenance hole cover of the public sewer serving the property, or a conditional waiver is granted by the Director [BMC 8-1-313]. Please note that Public Works' Wastewater Division will not sign off on the Certificate of Occupancy until the owner/developer provides proof that the backwater valve(s) has been installed.

### **Project Specific Requirements:**

- A Sewer Capacity Analysis (SCA) is required. If an environmental impact analysis is performed, then the applicant needs to include the findings from a sewer study

analyzing how the proposed project will impact the wastewater flows and assess the existing sewer lines' ability to accommodate the proposed project in a peak wet weather scenario for all sewer reaches tributary to the property. The sewer study can be conducted by the applicant, or by Public Works subject to a \$482 fee (fiscal year 2021-22) paid to the City. Please be aware that the sewer study must include sewer reaches downstream/tributary to the proposed sewer connection to properly conduct the analysis. Public Works requires that the sewer study be completed prior to the review of the project's offsite improvement plans; however, if an Environmental Impact Report (EIR) is required, Public Works requires the sewer study be completed prior to the draft release of the EIR. Please note that if sufficient capacity does not exist, the Director will require the applicant to restrict discharge until sufficient capacity is available, or to construct a public sewer to provide sufficient capacity or agree to pay a shared portion of the sewer infrastructure improvement costs with the City. The City may refuse service to persons locating facilities in areas where their proposed quantity or quality of sewage is unacceptable [BMC 8-1-301A and BMC 8-1-304].

- For any cooling tower(s) included in this project using recycled water, separate recycled water meter(s) will be required. A recycled water meter must be obtained and coordinated with Burbank Water and Power, located at 164 E Magnolia Blvd., Burbank, CA 91502 or by phone at (818) 238-3500.

#### **Stormwater Requirements:**

- Effective July 1, 2010, any construction activity that results in soil disturbances greater than one acre is subject to the General Permit for Storm Water Discharges Associated with Construction Activity Permit Order 2009-0009-DWQ (2009 Construction General Permit) – see: [http://www.waterboards.ca.gov/water\\_issues/programs/stormwater/constpermits.shtml](http://www.waterboards.ca.gov/water_issues/programs/stormwater/constpermits.shtml). Additionally, if the construction activity less than one acre is part of a larger common plan of development that encompasses a total of one or more acres of soil disturbance or if there is significant water quality impairment resulting from the activity, it is subject to the 2009 Construction General Permit.
- Per BMC 9-3-407, Best Management Practices shall apply to all construction projects and shall be required from the time of land clearing, demolition or commencement of construction until receipt of a certificate of occupancy.
- Discharges from essential non-emergency firefighting activities (i.e., fire sprinkler system testing) is a conditionally allowed non-storm water discharge into the storm drain system, provided appropriate Best Management Practices (BMPs) are implemented. Please see the attached Fire Suppression Systems discharge form and follow the requirements to comply when conducting the conditionally allowed non-storm water discharge.
- Certain construction and re-construction activities on private property will need to comply with post-construction Best Management Practices (BMPs), which include

Sections 8-1-1007 and 9-3-414.D of the BMC authorizing the City to require projects to comply with the Standard Urban Stormwater Mitigation Plan provisions and the City's **Low Impact Development (LID)** ordinance. For questions on these requirements, please contact the City's Building Division at (818) 238-5220.

- Landscape irrigation discharges using potable or reclaimed/recycled waters are a conditionally allowed discharge per Table 8 of *Final LA County MS4 Permit (Order No. R4-2012-0175) as amended by State Water Board Order WQ 2015-0075*, which can be found at: [http://www.waterboards.ca.gov/losangeles/water\\_issues/programs/stormwater/municipal/la\\_ms4/2015/OrderR4-2012-0175-FinalOrderasamendedbyOrderWQ2015-0075.pdf](http://www.waterboards.ca.gov/losangeles/water_issues/programs/stormwater/municipal/la_ms4/2015/OrderR4-2012-0175-FinalOrderasamendedbyOrderWQ2015-0075.pdf)
- Certain construction and re-construction activities within the City's transportation corridors (i.e., public streets, public alleys, public parkway areas, private streets, and private parking) will be subject to the City's Green Streets Policy requirements should the transportation corridor redevelopment area exceed 5,000 square feet. This policy can be reviewed at the following address: <https://www.burbankca.gov/documents/174714/1211995/Green-Streets-Policy.pdf> For questions on these requirements, please contact the City's Wastewater Division at (818) 238-3915.

For additional information or questions, please contact Seiko Oishi at (818) 238-3941.

Checked by: Stephen Walker

Date: December 7, 2021

## **TRAFFIC ENGINEERING**

### **Conditions:**

- Driveway apron shall be constructed per Burbank Standard Plan BS-102. Driveway slope and transition shall be constructed per Burbank Standard Plan BT-406.
- Driveway shall be minimum 20' wide to accommodate fire truck access.
- All driveways and access road leading to parking areas shall be designed to accommodate turn path of Passenger Car (P) design vehicle per the AASHTO Greenbook with minimum 24' outer turning radius and 15' inner turning radius
- Site plan shall show a detailed parking arrangement accurately dimensioned, showing individual numbered parking spaces, aisles widths, driveway widths, as well as location, size, shape, design of curb cuts (driveway width).
- Parking spaces shall be constructed per BMC 10-1-1401, 10-1-1403, 10-1-1417, 10-1-1606.

- Turn areas and parking spaces adjacent to obstructions shall be constructed per Burbank Standard Plan BT-400.
- End stalls shall be a minimum of 11' wide or the access aisle must extend 3' beyond the bay per Burbank Standard Plan BT-400.
- ADA parking stalls shall be constructed per Caltrans Standard Plan A90A. Stalls shall be a minimum of 9 feet wide by 18 feet deep.
- Provide pedestrian circulation paths, to connect the on-site and off-site locations and features per BMC 10-1-627 (M)
- No visual obstruction shall be erected or maintained above 3' high or below 10' high in a 10' by 10' visibility cut-off at intersection of streets [BMC 10-1-1303(A)].
- No visual obstruction shall be erected or maintained above 3' high or below 10' high in a 10' by 10' visibility cut-off at intersection of street and alley [BMC 10-1-1303(B)].
- No visual obstruction shall be erected or maintained above 3' high or below 10' high in a 5' by 5' visibility cut-off at intersection of street and driveway [BMC 10-1-1303(C)].

For additional information or questions, please contact Vikki Davtian, Principal Engineer – Traffic, at (818) 238-3922.

Checked by:                     Vikki Davtian                    

Date:           December 15, 2021          

**FIELD SERVICES**

**Solid Waste:**

- Must have a common location(s) for trash enclosures large enough to house an appropriate number of refuse and recycling bins.
- Must comply with AB 341 and SB 1383 requirements.
- There must be an appropriate location on the property for all solid waste containers or bins. Solid waste containers shall not to be visible from the street.
- Recycling must be provided for all residents/businesses.

For additional information or questions, please contact Public Works Field Services at (818) 238-3800.

Checked by: John Molinar

Date: December 10, 2021





City of Burbank  
PUBLIC WORKS DEPARTMENT  
275 East Olive Avenue, Burbank CA 91510-6459  
Tel: (818) 238-3915 Fax (818) 238-3918  
www.burbankca.gov

## DISCHARGE PERMIT FIRE SUPPRESSION SYSTEMS

On November 8, 2012, the Los Angeles Regional Water Quality Control Board (Regional Board) adopted the Final Waste Discharge Requirements for Municipal Separate Storm Sewer System (MS4) Discharges within the Coastal Watersheds of Los Angeles County. The City of Burbank is a Co-Permittee regulated under the State-issued municipal storm water permit, which regulates discharges of storm water and urban runoff to and from the City's municipal separate storm sewer system (MS4). The current MS4 Permit can be accessed at:

[http://www.waterboards.ca.gov/losangeles/water\\_issues/programs/stormwater/municipal/index.shtml](http://www.waterboards.ca.gov/losangeles/water_issues/programs/stormwater/municipal/index.shtml)

The MS4 Permit essentially prohibits any non-storm water discharges from entering the City's storm drain system. However, certain discharges are allowed if appropriate Best Management Practices (BMPs) are implemented; these are known as conditional exemptions. One of the conditionally exempt non-storm water discharges is for discharges from routine maintenance of fire suppression systems (e.g. fire sprinklers), if specific Best Management Practices are implemented prior to, during, and following the discharge. Tables 1 and 2 contain the required BMPs in order to discharge water from fire suppression systems to the City's MS4.

### CITY USE ONLY

Permit processed by \_\_\_\_\_

Approved      Denied

Inspection or Follow-up Required?    Yes      No

Inspector Assigned \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Table 1. Required BMPs for Discharges from Fire Suppression Systems, Routine Maintenance**

<b>BMP Number</b>	<b>BMP Description</b>
1	Obtain a permit from the City if the discharge is >10,000 gallons.
2	Maintain records if the discharge is >1,500 gallons (see Attachment 1).
3	Conduct flows for the shortest duration possible.
4	Remove all debris from the curb and gutter before initiating flushing.
5	If chlorine residual is a concern, use dechlorination. Discharges must be dechlorinated before entering a storm drain. <sup>a</sup>
6	Whenever possible and when safe to do so without causing damage or erosion, contain flows onsite by directing the water to landscaped or green areas.
7	When practicable and with the permission of the local sewer agency, divert sprinkler system discharge to the sewer. The local sewer agency may have additional conditions.
8	Assess the following prior to any partial or full discharge of water from a vault, substructure or building fire system into the street or storm drain system: a. Ensure the water is not cloudy, discolored and/or has no unusual odor. b. Ensure the Fire Protection System water does not have chemical additives. <sup>b</sup>
9	Dischargers must minimize sediments and other debris entering a storm drain.
10	Determine the flow path of the discharge from the point of release to the inlet of a storm drain.
11	Implement drain inlet protection (see table below).

<sup>a</sup> Many, if not most, testing and maintenance discharges will not have chlorine residual due to the age of the water in the system. If CWS water is introduced during testing and then discharged, it will require dechlorination. Methods of dechlorination include aeration and/or other appropriate means such as infiltration to the ground, bags, diffusers, and at sediment traps in drop inlets where controllable.

<sup>b</sup> If it has been determined that chemicals have been added to the fire protection system the following actions must be taken: The water should be tested by an approved testing facility to determine the chemical and the proper treatment. Upon completion of the chemical report of the water test, the results should be submitted to the City to determine the approved discharge method and location of the water discharge. Examples of the discharge location may be storm drains, sewage system or to an approved treatment facility or plant. If chemicals are to be reintroduced into a system, proper signage should be provided for guidance. Note: The following conditions may require testing by an accredited laboratory for cloudiness, discoloration and odors (sewage, chemicals, solvents, gasoline, etc.). Turbid water due to rust and musty stagnation would be subject to BMPs for containment and sediment control.

**Table 2. Required BMPs for Storm Drain Inlet Protection**

<b>BMP Number</b>	<b>BMP Description</b>
1	Before the drain event, check to be sure the fire protection system discharge does not interfere with or delay repairs or corrective actions undertaken by the MS4 agency.
2	Prior to the release, evaluate and determine the appropriate BMPs to use.
3	Where appropriate, place bags to either completely or partially surround drain inlet. The number of bags used will vary depending upon site conditions and the resources available. Protection should be installed around all affected drain inlets within reason. Several bags may need to be stacked on top of each other to produce the desired protection.
4	Remove grate from drain inlet and ensure that it is clear and clean of debris.
5	If appropriate, place filter bag insert so that edges are secured when grate is replaced.
6	Periodically inspect and adjust bags. Because filter bags clog quickly, pay particular attention to water backing up around the drain inlet. Where necessary, either replace the bags frequently or adjust upstream sediment dams to provide more sediment removal prior to drain inlet.
7	When the discharge is complete, allow any water that is ponded behind the dams to drain.
8	Clean the flow path and upstream dams to remove residual sediment from the street.
9	Retrieve all control equipment and remove temporary drain inlet bag.

**I. Required Information:**

Today's Date	
Responsible Party	
Phone Number	
Address/Location of Discharge	
Location of Nearest Storm Drain Inlet	
Date and Time of Anticipated Discharge	
Duration of Discharge	
Estimated Volume of Discharge	

**II. Best Management Practices to be implemented:**

1. How will the pathway to the storm drain inlet be cleaned?

\_\_\_\_\_

2. Does the water contain chlorine?            Yes            No

3. How will the water be dechlorinated?

\_\_\_\_\_

4. How will you minimize the discharge of water to the storm drain system?

\_\_\_\_\_

\_\_\_\_\_

5. Are there other chemical additives in the water to be discharged?

\_\_\_\_\_

6. How will the storm drain inlet be protected?

\_\_\_\_\_

\_\_\_\_\_

Attachment 1

**RECORD KEEPING AND NOTIFICATION FORM  
DISCHARGES FROM  
WATER-BASED FIRE PROTECTION SYSTEMS**

**DIRECTIONS:**

Discharges less than 10,000 gallons but greater than 1,500 gallons – Part A only.  
Discharges equal to or greater than 10,000 gallons – Fill out entire form.  
For discharges less than 1,500 gallons, record keeping is not required.  
Discharger is to retain records for a period of no less than five years.

**PART A**

Date of Discharge: \_\_\_\_\_

Name of Discharger/Responsible Party: \_\_\_\_\_

Location of Discharge: \_\_\_\_\_

Location of Nearest Storm Drain Inlet: \_\_\_\_\_

**Time Frame of Discharge:**

Beginning \_\_\_\_\_

Discharge Flow Rate (gpm) \_\_\_\_\_

End \_\_\_\_\_

Total Gallons Discharged \_\_\_\_\_

Duration (minutes): \_\_\_\_\_

Dechlorination Chemicals Used: \_\_\_\_\_

Chlorine Residual Concentration  
(after dechlorination): \_\_\_\_\_ mg/l

Location of Monitoring: \_\_\_\_\_


Time of Monitoring: \_\_\_\_\_

Description of Sediment Controls Used: \_\_\_\_\_

<p><b><u>PART B</u></b> Date of Notification: _____ Method of Notification: _____ Who was notified? _____</p>
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Department	<b>Burbank Water and Power (Electric)</b>
DR #	<b>Sb-35 Notice of Intent</b>
Project Name	Project No. 21-0007035 – APN: 2464-006-045 (No Property Address)
Location	<b>3001 Empire</b>

Checked by: **Sven Knauth** *12/16/2021*  
**Electrical Engineering Associate II**

Approved by: **Calvin Clark**  *12/16/2021*  
**Senior Electrical Engineer**

## **General Requirements**

### *Plan Information*

1. The following information shall be included on the construction plans:
  - a. Location of the existing electric service panel
  - b. Dimensions/location of existing/proposed public improvements adjacent to project.
  - c. The width and the location of all the existing and proposed easements.
  - d. Fully dimensioned building elevations showing height of structure from natural grade.
  - e. Proposed location of the electric service panel/meters.
  - f. Proposed location of the any pad-mounted electrical equipment.
2. Plan approval will not be given until an electric service confirmation is obtained. Contact BWP Engineering at (818) 238-3575. The plans must show the pertinent information related to the method of service as specified on the confirmation.

### *Load Requirements*

3. A load schedule and secondary service schematic will be required to determine the extent of the electrical load requirements. An electronic copy of a plot plan of the site, showing all the existing and proposed substructures, complying with BWP AutoCAD standards should also be provided to BWP Electrical Engineering to aid the electrical design. BWP will provide full comments after the electrical sheets are provided. A meeting should be scheduled between the developer, project architect, electrical engineer, and BWP Electrical Engineering early in the design stage of each phase of the project to discuss all the issues and to finalize the location of the facilities.
4. Loads below 5MVA will be fed from the existing system but will require upgrades to accommodate the new development, at the developers cost.
5. Loads 5MVA or greater will require a new substation. The developer must provide the necessary space (a minimum of 125' x 80', with two 20' access roads on two sides), if a

substation is required. Please contact BWP Engineering at (818) 238-3575 for details if the projected load will exceed 5MVA.

### *Substructure*

6. Overhead BWP electrical facilities traversing the development are to be converted to underground at the developer's cost. The developer will be responsible for costs involved in converting existing overhead electric services to underground for any customers impacted by this underground conversion.
7. The proposed development will require the installation of pad-mounted switches and transformers. The pad-mounted switches will be looped on the line side.
8. The proposed development will require transformer and switch pads, which have a vault underneath them. No structures are allowed to be constructed underneath these vaults.
9. The installation of pad-mounted transformers and switches will require the use of a crane or boom truck. To facilitate this installation, a vertical clearance of 40' from the transformer or switch pad level should be maintained. Any design that would restrict vertical access clearance to a level below 40' shall be subject to BWP approval.
10. Provide a minimum 14' x 18' clear accessible area at grade level on undisturbed soil with easy crane access 20-foot wide for each three phase pad-mount transformer facility.
11. Provide a minimum 10' x 17' clear accessible area at grade level on undisturbed soil with easy crane access 20-foot wide for each single-phase pad-mount transformer facility.
12. The proposed development may require the installation of 4' x 6' primary pull-boxes.
13. The proposed development may require the installation of 8' x 14' primary manholes.
14. Additional conduits may be required to provide for future needs.
15. The developer will provide 5' wide recorded easement for the new underground system from the property line to the switch and a minimum 25' x 15' clear accessible easement for a pad-mount switch. The developer's surveyor will provide a legal description of the easements, which will be reviewed by Burbank Water and Power and then processed by the Community Development Department (contact 818-238-5250 for recording).
16. The developer's contractor will provide as-built drawings showing the exact location of underground substructure installed to serve the property.
17. All substructure work including transformer pads, switch pads, pull boxes, grounding systems, primary conduits and secondary conduits are the responsibility of the developer and shall be done in accordance with Burbank Water and Power drawings and specifications.

18. Any existing and proposed substructure on-site and off-site, which may affect the location of the new underground electrical system and any other improvements shall be identified and shown on the final plans in order to avoid a potential conflict with other substructure.
19. BWP will provide the following items at the developer's cost:
  - a. Construction drawings for all substructure work
  - b. Engineering support during construction
  - c. Inspection of the work performed by the developer's contractor to ensure the work is done per the plans provided by BWP and per BWP specifications
  - d. Installation of all transformers, switches, primary cables, and metering devices
  - e. Termination of the secondary cables at the transformer
20. The developer's contractor shall install secondary conduits, pull cable from the transformer to the switchboard, and terminate the secondary cables on the switchgear.
21. Depending on the location of the switchgear (whether it is outside or inside the building), secondary conduits and cables will be inspected and approved by both the BWP inspector and the Building Inspector (switchgear inside the building) or by the BWP inspector (switchgear outside the building).
22. The Building Inspector will provide structural inspection of secondary conduits for compliance with the Building code-concrete encasements, fire walls, support of the conduit package, etc. The BWP inspector will inspect the amount and size of secondary conduits and cables.

### *Safety/Clearances*

23. The State of California Public Utilities Commission General Order No. 95 requires that no building or structure be allowed to encroach within the envelope 12' vertical and 6' horizontal from the existing high voltage lines along the existing alleys within project boundary. The lines are approximately feet from grade. The actual height and location of the conductor attachment has to be surveyed and shown on the plans.
24. The State of California Public Utilities Commission General Order No. 95 requires that no building or structure be allowed to encroach within the envelope 8' vertical and 3' horizontal from the existing low voltage lines along the existing alleys within project boundary. The lines are approximately feet from grade. The actual height and location of the conductor attachment has to be surveyed and shown on the plans.
25. The State of California Public Utilities Commission General Order No. 95 requires that no temporary scaffolding, platforms or supporting framework upon which men may work be allowed to encroach within the required clearance envelopes as stated in the previous two comments.

26. Burbank Water and Power Rules and Regulations require that no open patios or balconies will be erected underneath any high voltage overhead conductor regardless of vertical clearance.
27. Plans must be revised to avoid encroachment into the envelope as commented above. Building elevations will show the existing power poles, their height from natural grade, conductor attachment heights and locations (all surveyed), and the described above envelopes clear from any portion of the building per BWP drawing S-708 (attached).
28. The developer's contractor is responsible for protecting any existing Burbank Water and Power facilities in place. Power poles must be protected in place to prevent any movement of the pole butt during excavation. Anchors must also be protected to prevent slippage or exposure that could result in the reduction or loss of holding power. If these requirements cannot be met, then no excavation will be allowed within three feet from the face of poles and five feet from anchors.
29. The developer's contractor is responsible for protecting any existing Burbank Water and Power underground facilities from damage during construction. No crane imposed loads will be allowed on any existing manhole or pullbox structures.
30. Any excavation that restricts vehicular access to existing BWP facilities may require the relocation of such facilities prior to excavation at the developer's cost.

### *Aid-in-Construction*

31. The Burbank Water and Power fees for providing electric service are Aid-in-Construction (AIC) charges set forth in Section 3.26 of BWP's Rules and Regulations for Electric Service. AIC charges are to recover the actual cost of:
  - a) Providing and installing new facilities to serve the customer;
  - b) Conducting feasibility studies and engineering;
  - c) Relocating existing overhead or underground facilities.
32. Depending on local site conditions and the location of the project, AIC costs can vary widely from project to project. For reference, historical AIC costs for developments between 1 MVA and 5 MVA have ranged from \$400,000 - \$1,200,000 (2021 dollars) per MVA. For projects in this size range, BWP recommends performing a feasibility study early on in the project to determine a proposed electrical route and a rough cost estimate.
33. If any portion of the existing BWP facilities needs to be upgraded or relocated due to the subject project, it will be done at the developer's expense.

### *Metering/Service*

34. All electrical installations must conform to the Burbank Water and Power Rules and Regulations for Electric Service (latest revision).

35. Contact BWP Engineering at (818) 238-3647 (residential) or at (818) 238-3565 (commercial) if the existing service panel requires upgrading.
36. For multi-metered services all numbering must be completed in a permanent manner at all individual units and meter sockets before service can be energized. See BWP Rules and Regulations, Section 2.68 (c) for acceptable labeling (stenciling or riveted tags required, permanent marker is unacceptable). Contact Public Works Engineering for unit designations.
37. The service switchboard rating shall be limited to 3000 Amps. Five copies of EUSERC drawings of the switchboard shall be provided to BWP for approval prior to submittal to the manufacturer. Service shall not be energized unless these drawings are provided.
38. Outdoor meter locations are preferred. When adequate exterior wall space is not available, a separately locked, clearly labeled meter room is acceptable. All meter rooms must be located on the ground floor and have two exit doors equipped with panic hardware. At least one door must lead directly outside. BWP must be supplied an access key to the room, which will be installed in a lock box adjacent to the door. The developer shall consult BWP for approved location and obtain a service confirmation prior to any installations.
39. All new metered services require a path for meter communications to BWP communication networks. Installation of meters that fail to continuously communicate with BWP communication networks will require additional BWP approved equipment to be installed at the developer's expense in order to create the appropriate communications path.

### *Street Lighting*

40. The developer is responsible for the street lighting system traversing the project. The street light system is required to be underground fed with LED luminaires. If existing lighting conditions do not satisfy this requirement, modification will have to be made at the developer's expense. Standards and luminaries will be supplied by BWP at the developer's expense. A plot plan of the site must be submitted to BWP during the initial planning stage of the project for street light design.
41. Any construction that impacts existing streetlight standards or infrastructure will require relocation at the developer's cost.

### *Fiber/Communication*

42. Burbank Water and Power offers high-speed, high-quality fiber optics-based services through its ONE Burbank program. Fiber service is available to the project if desired. For further information, email [support@oneburbank.com](mailto:support@oneburbank.com) or call (818) 238-3113.
43. Contact AT&T at (866) 577-7726 for any phone company facility conflicts. Contact Charter Communications at (818) 847-5013 for any cable T.V. facility conflicts.



## *Landscaping*

44. Any trees planted in the area adjacent to the street/alley will be of a type that will not grow into the existing power lines and will also have sufficient clearance from the streetlight facilities.
45. All equipment locations and screening structures will be indicated on the plans and must meet the Community Development Department Equipment Screening Guidelines. The plans will include the proposed screening method, height of screening, material finish, and color or species of vegetation. All screen walls, which are a part of, or adjacent to, the proposed building will be shown on the building elevations. All screen walls detached from the building will be included as a separate elevation. Verification of submittal requirements and recommendations for screening requirements shall be by the CDD Director or his designee.
46. BWP landscaping requirements for transformer pads and switch pads:

Due to the natural maturation of trees and other landscaping elements, the following requirements are to be adhered to:

- a) New plantings within three feet of the back or sides of the pad and within eight feet of the front shall be of a groundcover type. This is considered the working zone.
- b) Outside of the working zone, shrubbery is acceptable within eight feet of the pads, but trees must be beyond an eight-foot radius to lessen future root conflicts.
- c) Landscaping grade shall be a minimum of five inches below the grade level of the top of transformer pads.
- d) All irrigation and sprinkler systems shall be constructed so that water shall not be directed onto the switch, the transformers, or the concrete pads. Additionally, surface water shall drain away from the concrete pads.

Landscape plans shall adhere to the above requirements, showing proper working clearances for electrical facilities on L-sheets.

## *Energy Efficiency*

47. The electrical design shall comply with California Building Code Title 24 energy efficiency requirements and shall use, wherever practical, surge suppressors, filters, isolation transformers, or other available means to preserve a quality of power of its electrical service and to protect sensitive electronic and computer-controlled equipment from voltage surges, sags, and fluctuations. BWP also recommends the use of an uninterruptible power supply (UPS) and a standby generator for critical loads.
48. Power factor correction to a minimum of 90% will be requested to minimize kVA demand as well as energy use. The developer must use California Nonresident Building Standard

to consider and implement energy efficient electrical equipment and devices for minimizing peak demand and wasteful energy consumption.

### *Electric Vehicle Charging*

49. Electric Vehicle (EV) parking capacity shall be in accordance with Title 24 building code requirements. Plans shall detail all planned EV charger installations as well as all EV capable parking spaces. The electrical service panel shall include capacity to simultaneously charge all EV capable parking spots at their full-rated amperage whether installed or not.
  
50. As part of our efforts to reduce greenhouse gas emissions, improve air quality, and enhance customer service, Burbank Water and Power's Electric Vehicle Charging program promotes the use of electric vehicles by providing rebates for the installation of Level 2 (240V) charging equipment. BWP also installs and maintains a public electric vehicle charging network, consisting of 45 Level 2 charging ports and 2 DC Fast Chargers (480V), with new stations added each year depending on budget and availability. For more information on the rebates and the charging network, please contact Drew Kidd at 818-238-3653 or [dkidd@burbankca.gov](mailto:dkidd@burbankca.gov). Additionally, information can be found at <https://www.burbankwaterandpower.com/conservation/electric-vehicles-rebate>.

For additional information or questions please contact Sven Knauth, Electrical Engineering Associate II, BWP at (818) 238-3568 or [SKnauth@BurbankCA.gov](mailto:SKnauth@BurbankCA.gov).

#### Attachments:

- A. BWP Specifications for the Construction of Underground Electrical Systems
- B. S-330 Three-phase 6' x 8'-6" Transformer Pad Details
- C. S-458 Barrier Post Detail
- D. S-461 Primary Riser Pole Grounding Requirements
- E. S-462 7' x 10.5' Padmounted Switch Pad Details
- F. S-464 4' x 4.5' Single-Phase Transformer Pad Details
- G. S-708 GO-95 Clearances
- H. S-723 Three-phase 8' x 10' Transformer Pad Details
- I. S-724 Clearances for Three phase 6'x 8'-6" Transformer Pad
- J. S-725 Clearances for Three phase 8' x 10' Transformer Pad
- K. S-729 4' x 6' x 6' Traffic Rated Pullbox Details
- L. S-732 7' x 10.5' Padmounted Switch Clearances
- M. S-794 8' x 14' Precast Manhole Details
- N. S-821 Spec. for bonding grounding electrode conductors and grounding electrodes

PARKS AND RECREATION DEPARTMENT  
DEVELOPMENT REVIEW COMMITTEE

LOCATION: 3001 W. Empire	APN: 2426-006-045
DESCRIPTION: New Housing development	DATE: 2021

1	<p>Submit landscape and irrigation plans prepared by a licensed landscape architect.</p> <p>Must comply with Municipal Water Efficient Landscape Ordinance (MWELO) requirements if over 500 square feet of landscape –</p> <ul style="list-style-type: none"> <li>Do not remove any Street/Parkway Trees.</li> <li>Do not remove any trees on property for this project. Tree protection zones will need to be in place prior to any construction.</li> <li>Provide an Arborist Evaluation of all landscape being removed.</li> <li>Need to provide Landscape and Irrigation plans</li> </ul>
2	<p>Park Development Fee shall be paid prior to issuance of building permits: \$150 /bedroom. N/A</p> <p>X \$150.00 =</p>
3	Street trees required and Street Tree Required if Removed - YES
4	Street trees to remain: YES
5	<p>Revise plans to include the following street trees: Contact Forestry for list of approved street trees. Street Trees are required.</p> <p>All street trees shall be a minimum of 24" box size.</p> <p>Trees in grass shall be installed with Arbor Guards.</p>
6	<p>Add note on planting plan:</p> <p>Owner to install the street trees, they must contact the Forestry Supervisor, at (818) 238-5343, at least forty-eight (48) hours prior to installation. Failure to contact the City for inspection and installation may cause the removal and replacement at the owner's expense.</p>
7	Tree wells required.
8	Provide irrigation bubbler to street trees.
9	Provide automatically controlled irrigation system to the parkway.
10	<p>Remove existing street trees: NO</p> <p>_____ FEE: _____</p> <p>Contact Forestry Services at (818) 238-5343 for removal fee.</p>
11	Must comply with Art in Public Places Ordinance if building costs are over \$500,000
12	<p>Additional Comment</p> <ul style="list-style-type: none"> <li>Provide an Arborist Evaluation of all landscape being removed.</li> <li>Landscape and Irrigation Plans need to be provided</li> <li>The development must provide parking for each new unit, and provide an additional 93 units to replace the removed 93 parking spots.</li> </ul>

For additional information contact the Parks and Recreation Department at (818) 238-5300.

Approved: \_\_\_\_\_

Michael del Campo  
Landscape and Forestry Superintendent  
Parks and Recreation Department



# **ATTACHMENT E – WETLANDS**

# WETLAND AND STREAMBED DESIGNATION EXHIBIT

MAPS >

LAYERS >

Measure



**PROJECT SITE**



Source: US Fish and Wildlife Services

Gross Park



GRAPHIC SCALE ( IN FEET )  
1 inch = 150 ft.

1:2,257  
34.193 | -118.345

LEGEND

### Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

### Riparian

- Forested/Shrub
- Herbaceous

### Riparian Mapping Areas

- Riparian Mapping Areas

### Areas of Interest

- Other
- Ramsar site

### FWS Managed Lands



### Historic Wetland Data

- Historic Wetlands
- Historic Wetland Mapping Areas

**ATTACHMENT F – HIGH FIRE**  
**SEVERITY ZONE**

# FIRE HAZARD SEVERITY ZONE EXHIBIT

Source: Cal Fire Office of the State Fire Marshall

**PROJECT  
SITE**



**LEGEND** ✕

**City Boundaries**

- Incorporated Area

**County Boundaries**

- 

**FHSZ in LRA**

- VHFHSZ

**FHSZ in SRA**

- Very High
- High
- Moderate

**SRA**

- Local Responsibility Area (LRA)
- State Responsibility Area (SRA)
- Federal Responsibility Area (FRA)





**ATTACHMENT G – HAZARDOUS**  
**WASTE SITE**

# HAZARDOUS WASTE SITE EXHIBIT

Source: State Water Resources Control Board



Project Site

SITES VISIBLE ON MAP - CHOOSE FIELDS

SITE NAME	STATUS
1928 JEWELRY COMPANY	COMPLETED - CASE CLOSE
ASSOCIATED COMPONENTS MFG. INC.	COMPLETED - CASE CLOSE
CADAM	COMPLETED - CASE CLOSE
CAL-WIRE PRECISION METAL	COMPLETED - CASE CLOSE
I.K. CURTIS SERVICES INC.	COMPLETED - CASE CLOSE
MODERN ALBUM OF CALIF.	COMPLETED - CASE CLOSE
PROVENZANO CERAMICS	COMPLETED - CASE CLOSE
RICH CRAFT	COMPLETED - CASE CLOSE
SIERRACIN-HARRISON	OPEN - INACTIVE
TRANSCORD ENTERPRISES	COMPLETED - CASE CLOSE
U.S. LABEL CORP.	COMPLETED - CASE CLOSE



SOURCE: U.S. FISH AND WILDLIFE SERVICES

**ATTACHMENT H – EARTHQUAKE**  
**FAULT ZONES**

# EARTHQUAKE FAULT ZONE EXHIBIT

Source: California Dept. of Conservation

## Legend

Colors may vary due to transparency and overlapping data

### Fault Traces

- Accurately Located
- - - Approximately Located
- ? - - - Approximately Located, Queried
- Inferred
- - ? Inferred, Queried
- ..... Concealed
- ?..... Concealed, Queried
- - - Aerial Photo Lineament

### Fault Zone



### Liquefaction Zone



### Landslide Zone



### Liquefaction Landslide Overlap Zone



### Area Not Evaluated for Liquefaction or Landslides



### Parcels

- Parcel is in an Earthquake Fault Zone, a Liquefaction Zone, and a Landslide Zone
- Parcel is in an Earthquake Fault Zone and a Liquefaction Zone
- Parcel is in an Earthquake Fault Zone and a Landslide Zone
- Parcel is in an Earthquake Fault Zone
- Parcel is in a Liquefaction Zone and Landslide Zone
- Parcel is in a Liquefaction Zone
- Parcel is in a Landslide Zone
- Parcel is not in a zone or has not been evaluated

Address: \_\_\_\_\_

APN 2464006045

City \_\_\_\_\_

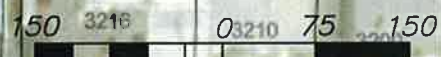
Address \_\_\_\_\_

Fault Zone This parcel is NOT WITHIN an Earthquake Fault Zone.

Liquefaction Zone This parcel is NOT WITHIN a Liquefaction Zone.

Landslide Zone This parcel is NOT WITHIN a Landslide Zone.

[Zoom to](#) ...



GRAPHIC SCALE ( IN FEET )  
1 inch = 150 ft.

**ATTACHMENT I – FEMA FLOOD**  
**ZONE MAP**

# FEMA/LOMR DELINEATION AREA MAPS AND REPORT & EXHIBIT



300ft

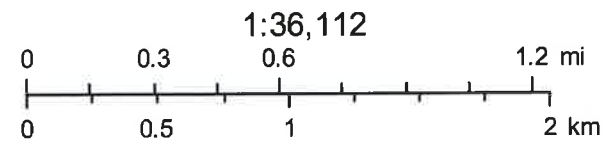
Source: Federal Emergency Management Agency

**ATTACHMENT J – HABITAT FOR**  
**PROTECTED SPECIES**

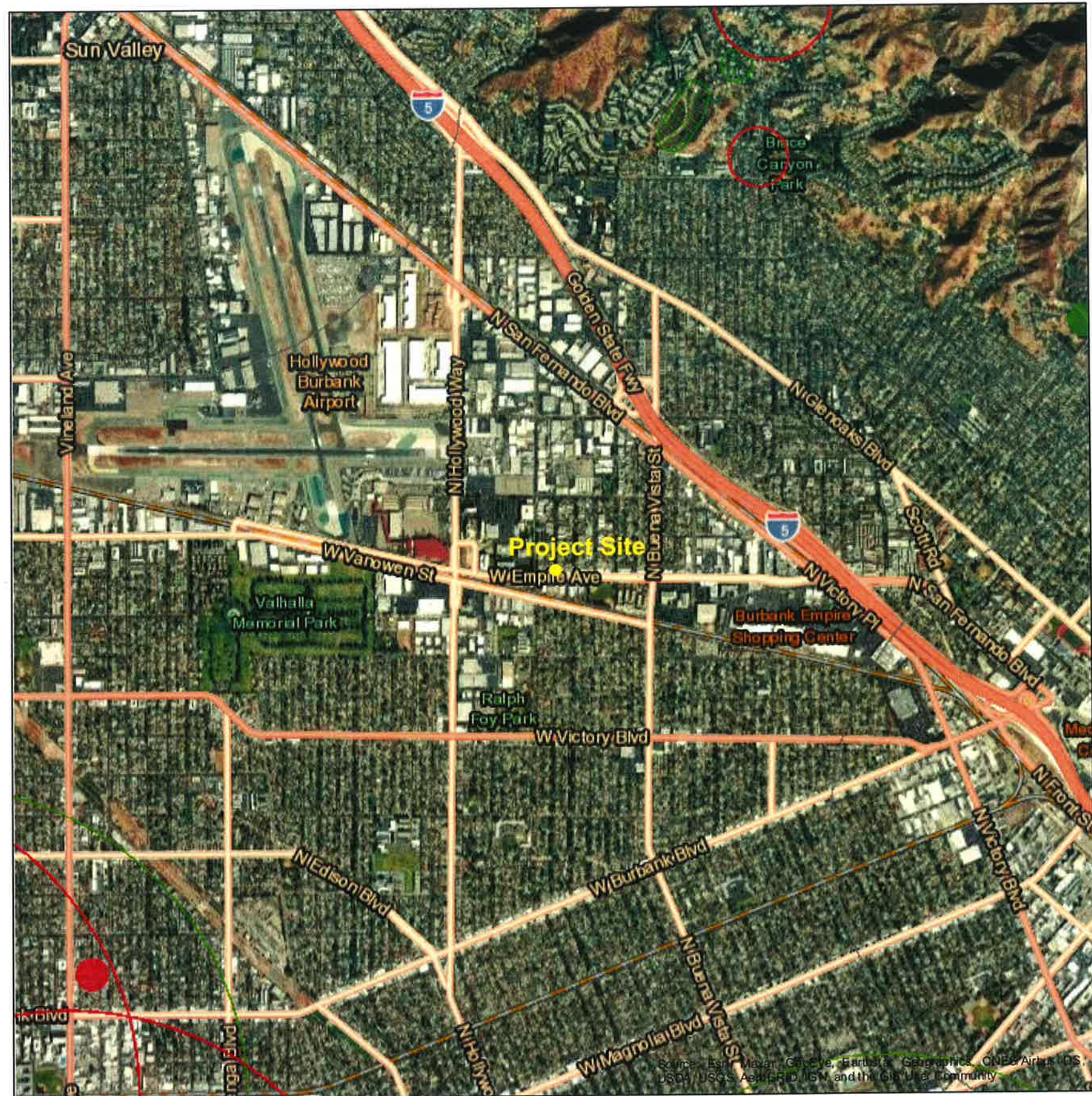
# HABITAT EXHIBIT

California Natural Diversity Database (CNDDDB) Commercial [ds85]

- Plant (80m)
- Plant (specific)
- Plant (non-specific)
- Plant (circular)
- Animal (80m)
- Animal (specific)
- Animal (non-specific)
- Animal (circular)
- Terrestrial Comm. (80m)
- Terrestrial Comm. (specific)
- Terrestrial Comm. (non-specific)
- Terrestrial Comm. (circular)
- Aquatic Comm. (80m)
- Aquatic Comm. (specific)
- Aquatic Comm. (non-specific)
- Aquatic Comm. (circular)
- Multiple (80m)
- Multiple (specific)
- Multiple (non-specific)
- Multiple (circular)
- Sensitive EO's (Commercial only)



August 17, 2021



Source: California Dept. of Fish and Wildlife

Author: mcardy@dudek.com  
Printed from <http://bios.dfg.ca.gov>



**ATTACHMENT K – PREVAILING  
WAGE CERTIFICATION LETTER**



November 23, 2021

City of Burbank  
Community Development Department  
150 N. Third Street  
Burbank, CA 91502

**RE : Residency at the Empire II  
3001 Empire Ave Burbank, CA 91504  
Prevailing Wage Certification**

To whom this may concern:

As the developer of the affordable housing project called Residency at the Empire II (the "Project"), located at 3001 Empire Ave Burbank, CA 91504 : I certify that the Project will comply with requirement pursuant to CA Government Code Section 65913.4 for Prevailing Wages.

Sincerely,

A handwritten signature in blue ink, appearing to read 'S. Srivastava', is written over a horizontal line.

Samir Srivastava  
President of ABS Properties, Inc.