



**COMMUNITY  
DEVELOPMENT**

July 26, 2024

ROB SEARCY  
2000 AUBURN DR. SUITE NO. 300  
BEACHWOOD, OH 44122  
VIA EMAIL: [r.searcyl@sure-site.com](mailto:r.searcyl@sure-site.com)

**RE: NOTICE OF DECISION**  
**Project No. 24-0003035**  
(APPEAL)  
**Project No. 23-0005025**  
(ADMINISTRATIVE USE PERMIT)  
800 S Main Street, Burbank, CA 91506

Dear Mr. Searcy:

This letter is to notify you that on July 22, 2024, the Planning Commission considered the above-referenced application for Appeal Project No. 24-0003035 an appeal of the Community Development Director's June 5, 2024 decision to conditionally approve Project No. 23-0005025, an Administrative Use Permit to install an unmanned roof mounted wireless telecommunications facility on an existing commercial office building located at the above referenced address. The Planning Commission denied the appeal (Project No. 24-0003035) and conditionally approved Project 23-0005025 an Administrative Use Permit to install an unmanned roof mounted wireless telecommunication facility on an existing commercial office building located at the above referenced address. The signed Planning Commission resolution (including all Conditions of Approval) is enclosed herewith for your records. As a Condition of Approval, the signed resolution must be recorded with Los Angeles County Recorder's office and a certified copy of the recorded document must be provided to the City of Burbank's Planning Division prior to the issuance of a building permit or a revised business tax form.

Please be advised that the decision of the Planning Commission will become final on the 15th day following the date that the Planning Commission adopted the resolution regarding the decision. The Planning Commission adopted the resolution approving the application on July 22, 2024. Therefore, the 15-day appeal period will end on August 6th at 5:00 p.m., in accordance with Burbank Municipal Code Section 10-1-1907.3. Any appeal(s) must be submitted to the Planning Division with the applicable filing fee (\$6,231.02) for businesses and members of the public prior to the expiration of the appeal period.

If you have any questions, please contact me by phone at (818) 238 – 5250 or by email at [fbenitez@burbankca.gov](mailto:fbenitez@burbankca.gov).

Sincerely,  
COMMUNITY DEVELOPMENT DEPARTMENT



FATIMA BENITEZ  
Associate Planner

Enc: Signed Planning Commission Resolution

Cc: Nicolette LeFebre, [REDACTED], Burbank, CA 91506,  
[nicolette loveshair@gmail.com](mailto:nicolette loveshair@gmail.com)