



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

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

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

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:



City of Burbank
Planning Division

Indemnification Agreement

150 North Third Street
Burbank, CA 91502
www.burbankca.gov
T: 818-238-5250
E: Planning@burbankca.gov

TO ALL APPLICANTS: This must be submitted with your application.

Indemnification Agreement:

I, the Applicant, including my successors and assignees, hereby agree to defend, indemnify, and hold harmless the City of Burbank (the City) and its agents, officers, employees, agencies, boards, commissions, and City Council from any claim, action or proceeding brought against the City, its agents, officers, employees, agencies, boards, commissions, or City Council to attack, set aside, void or annul an approval of the subject application or related decision, including, but not limited to, the processing or adoption of any environmental documents or determinations under the California Environmental Quality Act or National Environmental Policy Act. The indemnification shall include damages awarded against the City, if any, cost of suit, attorney's fees, administrative expenses, and any other costs and expenses incurred in connection with such action, including, but not limited to, all such City costs and expenses incurred by enforcing this indemnification provision. In the event of a legal challenge, the provisions under BMC Section 10-1-19402 shall be applied.

Property Owner Signature
(must be original wet signature):

Applicant Signature
(must be original wet signature):

Date:

Date:

Note: Pursuant to Burbank Municipal Code (BMC) 10-1-19401 this duty to defend, indemnify, and hold harmless the City and its agents, officials, employees, agencies, commissions, or City Council shall apply even if the applicant fails or refuses to enter into the indemnification agreement.