



**COMMUNITY
DEVELOPMENT**

August 24, 2023

ANI MNATSAKIANIAN
409 IRVING DR.
BURBANK, CA 91504

VIA EMAIL: ANI@STUDIOAMINC.COM

**RE: Notice of Decision – Approval
Project No. 23-0001110 – Hillside Development Permit (HDP)
Located at 3313 Wedgewood Ln.**

Dear Mr. Mnatsakanian:

This letter is to notify you that the Community Development Director has approved your application for a Hillside Development Permit (HDP) to demolish and construct a new pool and spa, expand an existing rear deck supported by caissons, and construct an open trellis that covers 1,165 square feet on a property that houses an existing 5,109 square-foot single family residence. Enclosed is the approval with conditions.

Please be advised that the decision of the Community Development Director will become final fifteen (15) days from the date of this letter unless the decision is appealed to the Planning Board. Any appeal of the Director's decision must be submitted to the Planning Division with the applicable filing fee prior to the expiration of the fifteen (15) day appeal period, or 5:00 p.m. on September 8, 2023.

If you have any questions concerning this letter, please contact me by phone at (818) 238-5250 or by email at jpangilinan@burbankca.gov.

Sincerely,

JOSEPH PANGILINAN
Associate Planner
Community Development Department

Community Development Department Director's Decision

DATE: August 24, 2023

PROJECT TITLE: Project No. 23-0001110 – Hillside Development Permit (HDP)

PROJECT ADDRESS: 3313 Wedgewood Ln.

APPLICANT: Ani Mnatsakanian

PROJECT DESCRIPTION: The project proposes to demolish and construct a new pool and spa, expand an existing rear deck supported by caissons, and construct an open trellis that covers 1,165 square feet on a property that houses an existing 5,109 square-foot single family residence. The lot size is 16,183 square feet. The subject property is in the R-1, Single-Family Residential, zone in the Hillside Area (Attachment A)

ZONING: R-1 **GENERAL PLAN:** Low Density Residential

MUNICIPAL CODE CONFORMANCE: The project was reviewed by staff and determined to be conforming with the Burbank Municipal Code and the required neighborhood compatibility design guidelines. The proposed Floor Area Ratio (FAR) is 0.36, at 5,771 sq. ft. (between the residence and unexempted garage square footage) which is within the maximum permitted FAR of 0.4. The proposed lot coverage is 38%, which is also below the maximum allowable of 50%. The proposed attached trellis will be located at the rear of the house, setback 29'-2" from the southern side property line and 27'-0" from the northern side property line, which complies with the 10'-0" side setback requirement. The proposed attached trellis height is 9'-7" to the top plate and 10'-11" to top of roof, which is well below the maximum allowed of 20'-0" to the top plate and 30'-0" to top of roof. The proposed pool is 5'-0" away from rear and side property lines which satisfies the 5'-0" side and rear yard setback requirement.

ENVIRONMENTAL REVIEW: This project has been determined to be Categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(e) of the State CEQA Guidelines pertaining to additions to an existing structure. The project qualifies for this exemption and there are no unusual circumstances that would preclude the use of this exemption.

DATE SIGN POSTED ON-SITE: August 7, 2023

DATE PUBLIC NOTICE MAILED: August 7, 2023

DATE OF DIRECTOR'S DECISION: August 24, 2023

END OF APPEAL PERIOD: September 8, 2023



Joseph Pangilinan, Associate Planner
Planning Division (818) 238-5250



Patrick Prescott, Community Development Director

**HILLSIDE DEVELOPMENT PERMIT NO. 23-0001110
(3313 Wedgewood Ln. – Ani Mnatsakanian, Applicant)**

Findings for Granting a Hillside Development Permit

The Community Development Director finds the proposed project satisfies the requisite findings contained in the Burbank Municipal Code Section 10-1-607(D)(3) necessary for approval of the Hillside Development Permit, subject to the attached conditions of approval.

a) The vehicle and pedestrian access to the house and other structures do not detrimentally impact traffic circulation and safety or pedestrian circulation and safety and are compatible with existing traffic circulation patterns in the surrounding neighborhood. This includes but is not limited to: driveways and private roadways, access to public streets, safety features such as guardrails and other barriers, garages and other parking areas, and sidewalks and pedestrian paths.

The Project proposes an attached rear trellis, deck expansion, and new pool in the back yard of an existing single-family dwelling and does not include any alterations to the existing street network. The project will not adversely impact the traffic or pedestrian circulation and safety and will be compatible with the existing traffic circulation in the surrounding neighborhood as it will not alter any existing sidewalk or public street. The Project will maintain a traffic circulation pattern that is compatible with what is seen in the surrounding neighborhood, and the overall Burbank single family residential community.

b) The house and other structures are reasonably consistent with the natural topography of the surrounding hillside.

Due to the project utilizing caissons to support the rear deck expansion and pool, the Applicant proposes to add only approximately 60 cubic yards of dirt with the caissons to accommodate the rear deck expansion and cut 57 cubic yards to accommodate the new pool and spa. The rear trellis and deck expansion will be reasonably consistent with the natural topography of the surrounding hillside, as the majority of the existing rear yard slope condition will remain as it is currently and the expansion of the graded yard area is minor with respect to the entirety of the lot. In addition, other properties in the immediate vicinity have similarly sized and positioned rear decks.

c) The house and other structures are designed to reasonably incorporate or avoid altering natural topographic features.

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natural topography of the surrounding hillside, as the majority of the existing rear yard slope condition will remain as it is currently.

- d) *The house and other structures will not unnecessarily or unreasonably encroach upon the scenic views from neighboring properties, including both downslope and upslope views.*

The subject property and neighboring properties along the same block have primary downslope views as they are generally oriented with southwestern-facing rear yards. These views are relatively unobstructed as houses on the street below (Lamer St.) sit at a lower grade (approximately 25-30 feet lower). The neighboring properties along Lamer St., just south of the Project, also have both primary upslope and downslope views. The majority of the proposed attached rear trellis does not expand upon the visual impact of the massing of the existing two-story, single-family dwelling due to its location directly behind the rear wall and its much shorter height of 10'-11" to the top of roof. A very small portion of the trellis can be seen from downslope properties and has a minimal visual impact. As a result of the lot configuration and topography of the surrounding properties, the proposed attached rear trellis, deck expansion, and pool will not unreasonably encroach upon existing downslope views in the neighborhood.

- e) *For the purpose of evaluating required finding (e) above, a view study must be submitted with all Hillside Development Permit applications documenting the impacts of the proposed structure(s) on views from adjacent properties. The view study must be prepared in a manner approved by the Director or his/her designee and contain all information and documentation deemed necessary by the Director for the purpose of analyzing view impacts and establishing setback lines for view determination to Section 10-1-606(E). This study is separate from the Ridgeline setback analysis required by Section 10-1-606(D).*

A licensed surveyor installed and certified story poles on the property that outlined the frame of the proposed trellis (i.e. posts, top of plate, and top of ridge). As part of the view study to identify potential view impacts, City staff conducted site visits at the public right of way by neighboring properties down the hillside (3214 Castleman Ln.) in July 2023 and observed that the project would not impact the views of properties in the surrounding neighborhood because the proposed trellis barely expands upon the visual mass/scale of the subject two-story dwelling. Therefore, staff's analysis of the story poles and the project is that there will be no unreasonable impact to the primary and secondary views of properties in the surrounding neighborhood and immediately adjacent neighboring properties and the proposed project will not significantly affect upslope or downslope views from neighboring properties.

- f) *The view impacts of the proposed project must be considered by the Director, or Planning Board or City Council if appealed, and may be used as a basis for requiring modifications to a project or denying a Hillside Development Permit due to inability to make the required finding:*

The view study conducted by City Staff (Exhibit B) confirmed that the proposed project will not affect the upslope or downslope views from neighboring properties. The proposed project has been determined to have negligible impacts on the primary views of the neighboring properties and no conditions of approval are required to mitigate any view impacts.

**HILLSIDE DEVELOPMENT PERMIT NO. 23-0001110
(3313 Wedgewood Ln. – Ani Mnatsakanian, Applicant)**

PLANNING DIVISION

1. Project No. 23-0001110, Hillside Development Permit, approves the demolition and construction a new pool and spa, expansion of an existing rear deck supported by caissons, and construction of an open trellis that covers 1,165 square feet on a property that houses an existing 5,109 square-foot single family residence located at 3313 Wedgewood Ln.
2. The project shall conform to the approved plan set on file with the Planning Division, dated August 24, 2023 (Attachment A), except as otherwise specified in these conditions. Any modifications to the design or materials of the project must be reviewed and approved by the Community Development Director or designee prior to construction.
3. This permit/approval may be modified or revoked by the City should it be determined that the proposed design or use as permitted by this approval or conditions under which they were permitted are detrimental to the public health, welfare, or materially injurious to property or improvements in the vicinity, or if the design or use is maintained so as to constitute a public nuisance.
4. This permit/approval shall automatically expire 12 months after the approval date (expires on August 24, 2024) unless applicant has diligently submitted application(s) for a building permit(s) and, upon permit issuance, has modified the walls to comply with these permit conditions.
5. The area underneath the proposed deck expansion that shows the exposed caissons shall be screened for the entire length of the deck. Screening shall be in the form of landscaping with permanent irrigation, that is compliant with MWEL. Applicant shall provide elevations and a landscaping plan that shows the proposed landscaping that screens the area underneath deck prior to the approval of the project's zoning clearance during plancheck review.
6. The applicant shall coordinate the Planning Division and Building and Safety Division to confirm that the methodology of caisson installation minimizes impacts to neighboring properties to greatest extent feasible.
7. A copy of this decision letter and conditions of approval shall be incorporated into the plans submitted for building plan check on a full sized sheet.

8. By signing and/or using this Hillside Development Permit, the permittee acknowledges all of the conditions imposed and accepts this permit subject to those conditions and with full awareness of the provisions of the Burbank Municipal Code. Failure of the permittee or property owners to sign these conditions does not affect their enforceability by the City or other responsible entity. These conditions are binding upon all future property owners and occupants of the subject property.

BUILDING DIVISION

7. All projects shall comply with Title 9, Chapter 1, of the Burbank Municipal Code, and the **2022 edition** of the California Building Code, California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and Building Energy Efficiency Standards, including all intervening Code Cycles.
8. Plans and reports submitted for Plan Check Review are to be submitted electronically. For more information about the online submittal process, please contact the Building Division at 818-238-5220 or via email at eplancheck@burbankca.gov.
9. All conditions of approval are to be reproduced on the construction document drawings as part of the Approved Construction Set.
10. All Departments that have provide Conditions of Approval are to review drawings and provide final approval via online electronic review, prior to issuance of Building Permit.
11. Separate Permits will be required for the following:
 - a. Demolition
 - b. Grading & Shoring
 - c. Architectural & Structural
 - d. Pool, Spa, & Equipment
 - e. Accessory Dwelling Unit
 - f. Mechanical
 - g. Plumbing
 - h. Electrical
12. Project lies within the City of Burbank Mountain Fire Zone.
 - a. All construction is required to meet Burbank Municipal Code 9-1-2-701A.1.1
13. A Civil plan is required showing the proposed changes to the site grading to accommodate the garage and driveway. Topographical contour lines are to be

indicated, showing existing and proposed contours.

14. Grading and drainage plans will be required, and a separate Grading & Shoring Permit may be required. Geotechnical report to be submitted along with Grading & Shoring Permit Application.
15. Justify Floor Area Ratio per current Burbank Municipal Code 10-1-601 (ARTICLE 6. RESIDENTIAL USES AND STANDARDS)
16. The foundation shall comply with California Building Code Section 1808.7, for foundations on or adjacent to slopes. A soils report will be required.
17. A stamped setback certification by a Licensed Surveyor will be required to certify the location of the new construction in relation to the setbacks prior to the first foundation inspection.
18. New or Addition/Alteration construction projects within the City of Burbank are subject to MWELo review.
 - Full structure demolition and new construction are required to provide a full MWELo plan check set for review.
 - New or replacement landscape areas for residential and non-residential projects between 500 (new) and 2,500 (replacement) square feet requiring a building or landscape permit, plan check, or design review will be required to complete, either a Performance or Prescriptive Compliance Method. Full house demolition will require MWELo review, either prescriptive or performance, no exceptions.
19. A CF1R energy code compliance report will be required, and the design team is required to review and coordinate all values with those shown on Plans, Elevations, Sections, and Window Schedules.
20. The California Division of Mines and Geology Active Fault Near-Source Zones Map for Burbank indicates the city is within 2 km - 5 km of the Verdugo and Hollywood Faults. Structural design of construction projects must address the impact of the Near-Fault Zones.
21. Construction projects must comply with Best Management Practices for construction and stormwater runoff requirements of the National Pollutant Discharge Elimination System MS4 Permit.
22. The City's mandatory Construction & Demolition Debris Diversion Ordinance requires the recycling and diversion of at least 65% of construction and demolition debris. A refundable deposit and non-refundable administrative fee will be collected prior to permit issuance. The Ordinance applies to all demolitions and to new construction, additions, remodels, renovation, tenant improvement and alteration projects over 500 square feet in scope of work.
23. Plans submitted for plan check must be stamped by State-licensed architect or

engineer unless the project is one of the following listed below and complies with conventional light wood frame construction requirements in the CBC:

- Wood-framed, single-family dwellings not more than two stories in height;
- Wood-framed, multi-family dwellings not more than two stories in height, and limited to four dwelling units per parcel;
- Wood-framed, garages or accessory structures for single-family dwellings not more than two stories in height;
- Non-structural or non-seismic storefronts, interior alterations or additions.

24. A Building Permit may be issued to the Property Owner provided that the work is limited to:

- A single-family dwelling of wood frame construction not more than two stories and a basement in height.
- Garages or other structures appurtenant to single-family dwellings of wood frame construction not more than two stories and basement in height.
- Nonstructural or non-seismic alterations or additions.

25. Approved hours of construction are:

Monday – Friday 7:00 am to 7:00 pm

Saturday 8:00 am to 5:00 pm

No construction is permitted by contractors or subcontractors after hours, on Sunday or on City holidays without prior written request and approval from the Community Development Department.

PUBLIC WORKS DEPARTMENT

ENGINEERING

34. No permanent 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].

35. 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].

36. On-site drainage shall not flow across the public parkway (sidewalk) or onto adjacent private property. It should be conveyed by under walk drains to the gutter through the curb face or connected to a storm drain facility [BMC 7-1 -117, BMC 7-3-102].

37. 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.

38. 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/QnlineCounter/main/index.htm>
39. The following must be completed prior to the issuance of a Building Permit:
 - a. No construction material shall be placed within the public right-of-way without a "Street Use" Permit issued by the Public Works Department.
 - b. Plans should include easements, elevations, right-of-way/property lines, dedication, location of existing/proposed utilities and any encroachments.
40. The following must be completed prior to the issuance of Certificate of Occupancy:
 - a. Any portion of the public parkway (sidewalk curb, gutter, driveways, 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 S. 7-3-501].
41. If any utility cuts or construction related impacts are made on Kenneth Road or on Remy Place adjacent to the property, applicant will have to restore the street fronting the property per City of Burbank paving requirements.
42. Additional impacts to street triggered by this project could extend the paving restoration limits.

WATER RECLAMATION AND SEWER

43. 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.

44. A Pool Discharge Permit is required each time a single-family residential pool is emptied [BMC 8-1-1004.B(3)]. The permit may be obtained at the Public Works Permits counter and is subject to a fee per the currently adopted Citywide Fee Schedule and the enclosed pool discharge brochure. If the proposed pool/spa contains salt water, please note that salt water pool/spa discharges are currently conditionally allowed to discharge into the storm drain system, subject to meeting (and not exceeding) the following water quality objectives, in addition to other BMP requirements: TDS = 950 mg/l, Sulfate = 300 mg/l, Chloride = 190 mg/l/ This conditional allowance and the limits may be changed by the Regional Water Quality Control Board in the future (please check with the Public Works Department to verify). The City strongly discourages the use of saltwater pools.

45. 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 [BMC 9-3-407,].

TRAFFIC ENGINEERING

46. No visual obstructions shall be erected or maintained in the 5' by 5' visibility cut-off above 3' high or below 10' high at the intersection of street/alley and driveway [BMC 10-1-1303 (C)].

X _____
Signature of Applicant/Permitee

X _____
Signature of Property Owner