



**COMMUNITY  
DEVELOPMENT**

November 20, 2023

PERMIT PROCESSING & CONSULTING, LLC  
639 W BROADWAY  
GLENDALE, CA 91204

VIA EMAIL: [permitconsultant@yahoo.com](mailto:permitconsultant@yahoo.com)

**RE: Notice of Decision – Approval  
Project No. 22-0003275 – Hillside Development Permit  
420 S. Sunset Canyon Dr.**

Dear Applicant:

This letter is to notify you that the Community Development Director has approved your application for a Hillside Development Permit (HDP) to demolish an existing single-family dwelling and garage, and construct a new two-story, 7,037 square-foot single family residence. The project also includes a proposed swimming pool and spa. 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 December 5, 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](mailto:jpangilinan@burbankca.gov).

Sincerely,

JOSEPH PANGILINAN  
Associate Planner  
Community Development Department

Attachments: Exhibit A: View Study  
Exhibit B: Approved Plans

## Community Development Department Director's Decision

**DATE:** November 16, 2023

**PROJECT TITLE:** Project No. 22-0003275 – Hillside Development Permit

**PROJECT ADDRESS:** 420 S. Sunset Canyon Dr.

**APPLICANT:** Permit Processing & Consulting, LLC

**PROJECT DESCRIPTION:** The project proposes to demolish an existing single-family dwelling and garage, and construct a new two-story, 7,037 square-foot single family residence. The project also includes a proposed swimming pool and spa.

**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 0.29, at 47,037 sq. ft. which is below the maximum permitted FAR of 0.4. The proposed lot coverage is 18.3% also below the maximum allowable of 50%. The proposed single-story dwelling will be setback 8'-3" from eastern and western side property lines, which complies with the minimum 8'-3" side setback requirement or 10% of the 82'-11" average lot width. The overall building height is 20'-0" to the top plate and 23'-0" to top of roof, which complies with the maximum allowed of 20'-0" to the top plate and 23'-0" to top of roof height for flat-roofed dwellings. The proposed pool does not encroach upon the required 5'-0" rear and side yard setbacks and the proposed barbeque island does not encroach upon the required 3'-0" rear and side yard setbacks.

**ENVIRONMENTAL REVIEW:** This project has been determined to be exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15303(a) pertaining to new construction of single-family dwellings in residential zones. The project qualifies for this exemption. There are no unusual circumstances associated with the project site or surrounding context that would preclude the use of this exemption from CEQA.

**DATE SIGN POSTED ON-SITE:** October 28, 2023

**DATE PUBLIC NOTICE MAILED:** October 24, 2023

**DATE OF DIRECTOR'S DECISION:** November 16, 2023

**END OF APPEAL PERIOD:** December 5, 2023

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

  
Patrick Prescott, Community Development Director

**HILLSIDE DEVELOPMENT PERMIT NO. 22-0003275**  
**(420 S. Sunset Canyon Dr. – Permit Processing & Consulting, LLC, 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 proposed single-family dwelling will widen the existing 10'-0" wide driveway into a 15'-0" wide driveway. The proposed site configuration will lead to the three-car garage facing the western side property line, which is consistent with the site layout and circulation with a number of the properties in the surrounding neighborhood. Therefore, the project will (1) not detrimentally affect traffic circulation, pedestrian circulation or pedestrian safety in the surrounding neighborhood; (2) provide a total of three covered parking spaces as required by the Burbank Municipal Code; and (3) maintain a traffic circulation pattern that is compatible with what is seen in the surrounding neighborhood.

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

The subject lot is a flag situated in southern portion of Burbank's Hillside area on the north side of S. Sunset Canyon Dr., which slopes down from west to east. The subject lot is an interior lot on a block that slopes down from slightly the rear of the lot to the north to the front of the lot on the south. The lot has shallow sloping areas in its rear and center that are undeveloped. The project proposes 186 cubic yards of cut and 8 cubic feet of fill to expand the building pad along the center portion of the property to accommodate the rear of the proposed dwelling and construct the new pool and spa. This amount of grading represents a slight expansion of the usable rear. Given that the proposed grading is relatively minor and would not be visible from any public right-of-way, the project is reasonably consistent with the natural topography of the surrounding hillside.

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

The subject lot is a flag lot situated in southern portion of Burbank's Hillside area on the north side of S. Sunset Canyon Dr., which slopes down from west to east. The subject

lot is an interior lot on a block that slopes down from slightly the rear of the lot to the north to the front of the lot on the south. The lot currently has shallow sloping areas in its rear and center that are undeveloped. The project proposes a minor expansion of the building pad in the center portion of the lot to property to accommodate the rear of the proposed dwelling and construct the new pool and spa. The expansion along the middle of the lot will align with the existing pad and requires marginal grading, so the project reasonably incorporates existing hillside features and avoids significantly altering the existing topography.

- 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.*

Based on the view study prepared by staff and multiple site visits to the subject site and the downslope property, staff has determined that the project will not unreasonably encroach into the surrounding upslope or downslope views of properties in the surrounding neighborhood. The view study prepared by staff (Exhibit A) illustrates that the project will not unreasonable encroach into the upslope and/or downslope views from neighboring properties. The height of the proposed two-story dwelling is consistent with the heights of the adjacent properties to the east and west of the subject property. Both the adjacent properties enjoy hillside views from the rear of the lots to the north and valley views from the front of the lots to the south. The proposed two story dwelling will not impact either the hillside or valley views for either of the adjacent properties. Though the proposed dwelling would not encroach upon the scenic views of its neighboring properties, the owners of 408 S. Sunset Canyon Dr reached out to staff with concerns about the proposed dwelling having a vantage of the back yard. In response, staff included two conditions of approval requiring the installation of a wall in place of the garage along the western side lot line to be demolished and the requirement of 12'-0" shrubs or hedges along the western side property line beyond the front yard setback area to maintain the western side neighbor's privacy.

Overall, the property's location abutting the upslope hillside, and the overall height, and setbacks of the proposed two-story dwelling serves to minimize any potential view impacts of the proposed home on the upslope and downslope views of neighboring properties. Therefore, the proposed project will not unreasonably encroach upon the scenic views of surrounding properties.

- 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).*

To fulfil the view study requirement, a licensed surveyor installed and certified story poles on the property to provide a visual reference for the outline of the frame of the proposed addition (i.e. sidewalls, top of plate, and top of ridge). As part of the story pole review to identify potential view impacts, City staff conducted site visits at neighboring properties (505 Via Providencia.) on October 2023 and observed that the project would not unreasonably encroach into the views of properties in the surrounding neighborhood due to the 23'-0" height of the proposed two-story dwelling and 8'3" set back from the neighboring properties in accordance single-family development standards. 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 A) confirmed that the proposed project will not unreasonably or significantly affect the upslope or downslope views from neighboring properties and no view protection conditions of approval are required.

**HILLSIDE DEVELOPMENT PERMIT NO. 22-0003275**  
**(420 S. Sunset Canyon Dr. – Permit Processing & Consulting, LLC, Applicant)**

**PLANNING DIVISION**

1. Project No. 22-0003275, Hillside Development Permit, approves the demolition of an existing single-family dwelling and garage, and construct a new two-story, 7,037 square-foot single family residence with a pool and spa, and a barbeque island, located at 420 S. Sunset Canyon Dr.
2. The project shall conform to the approved plan set on file with the Planning Division, dated November 20, 2023 (Exhibit B), 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. The applicant/property owner shall provide screening in the form of trees, shrubs, fence and/or hedges that meet the City height requirements along the shared property lines for the full length of the second-story addition to maintain the privacy of the neighboring dwellings on both the north and south side of the subject dwelling.
4. The design of the Project, including but not limited to the dwelling, patio, trellis, pools and barbeque area shall remain in substantial conformance with the approved plans and application materials submitted by the applicant and placed on file in the office of the Planning Division.
5. A fence or wall with a minimum height of 6'-0" and a maximum height of 8'-0" with a design consistent with the existing western side wall shall be installed upon the demolition of the existing garage along the open portion western side property line to maintain the privacy of the western side neighbor. Said fence or wall must comply with wall/fence development standards outlined in BMC Section 10-1-603.
6. Hedges and/or shrubs with a maximum height of 12'-0" shall be installed along the western side property line to maintain the privacy of the western side neighbor's rear yard.
7. 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.

8. This permit/approval shall automatically expire 12 months after the approval date (expires on November 16, 2024) unless applicant has diligently submitted application(s) for a building permit(s).
9. 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**

10. 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.
11. 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 & Safety Division at 818-238-5220 or via email at [eplancheck@burbankca.gov](mailto:eplancheck@burbankca.gov).
12. All conditions of approval are to be reproduced on the construction document drawings as part of the Approved Construction Set.
13. 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.
14. 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
15. 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
16. 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.
17. Grading and drainage plans may be required, and a separate Grading & Shoring Permit may be required. Geotechnical report to be submitted along with Grading & Shoring Permit Application.
18. Justify Floor Area Ratio per current Burbank Municipal Code 10-1-601 (ARTICLE 6. RESIDENTIAL USES AND STANDARDS)
19. New or altered roof coverings shall comply with the solar reflectance and thermal emittance requirements of BMC 9-1-11-4.509.
20. The foundation shall comply with California Building Code Section 1808.7, for foundations on or adjacent to slopes. A soils report will be required.
21. 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.
22. 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.
23. An energy code compliance report will be required, and the design team is required to review and coordinate all elements with those shown on Plans, Elevations, Sections, and Window Schedules.
24. 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.
25. Construction projects must comply with Best Management Practices for construction and stormwater runoff requirements of the National Pollutant Discharge Elimination System MS4 Permit.

26. 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.
27. 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.
28. 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.
29. 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. The location, depth, and dimensions of all sanitary sewer lines and easements must be shown on the plans.
44. 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].
45. No person shall connect to or tap an existing public sewer without obtaining a permit [BMC 8-1-301].
46. Pollutants, including construction debris, soil and other discharges, are prohibited from entering the City's sewer collection system [BMC 8-1-501.1] Discharges that exceed the local limits per BMC 8-1-501.4 are prohibited. In addition, the applicant shall not obstruct or damage any part of the City sewer system, and shall reimburse the City for sanitary sewer overflows and the reasonable costs of necessary maintenance and/or repair of the sewer system [BMC 8-1-311]. As such, it is required that all existing private sewer laterals are capped prior to any demolition activities.
47. 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.
48. Landscape improvements need to take into consideration the location of sewer facilities to prevent tree/plant roots from entering/obstructing or damaging the sewer facilities. An obstructed or damage sewer facility can result in a sanitary sewer overflow, costly repairs, costly fines, and costly claims. It is highly recommended that either a 15 foot clearance for trees and large shrubs is maintained from the location of the private sewer lateral, or a root barrier control system is employed for each tree/plant.
49. 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 saltwater 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. The City strongly discourages the use of saltwater pools.

50. 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,].
51. 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.

#### **TRAFFIC ENGINEERING**

52. Driveway path to garage must be constructed per BMC 10-1-603.I.
53. 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)].

#### **FIELD SERVICES**

54. Separate dwelling unit will require Solid Waste service.
55. 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.

#### **PARKS AND RECREATION**

56. Submit landscape and irrigation plans prepared by a licensed landscape architect.
57. Must comply with Municipal Water Efficient Landscape Ordinance (MWELo) requirements if over 500 square feet of landscape.

58. Tree protection zones required for tree in parkway, prior to staking and during construction.
59. A Certified Arborist report is required for all landscaping to be removed.
60. Park Development Fee shall be paid prior to issuance of building permits: \$150 /bedroom [5 X \$150.00 = \$750].
61. Street trees required and street tree required if removed.
62. Street trees to remain
63. Contact Forestry for list of approved street trees. Street Trees are required. All street trees shall be a minimum of 24" box size. Trees in grass shall be installed with Arbor Guards.
64. Add note on planting plan:  
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.
65. Tree wells required.
66. Provide irrigation bubbler to street trees.
67. Provide automatically controlled irrigation system to the parkway.
68. Must comply with Art in Public Places Ordinance if building costs are over \$500,000

#### **FIRE DEPARTMENT**

69. Provide construction site security by means of a six-foot high fence maintained around the entire site or a qualified fireguard when required by the Fire Chief.
70. Provide an automatic fire sprinkler system in accordance with the Burbank Municipal Code.

71. Provide electrical supervision for all valves controlling the water supply and all water flow switches on all fire sprinkler systems where the number of sprinklers is 20 or more.
72. Provide a fire alarm system to notify all occupants of automatic fire sprinkler water flow.
73. Provide a Knox key box for fire department access.
74. Provide a Knox KS-2 key access switch for security gates.
75. Provide address numbers a minimum of 4 inches high for residential structures and six inches high for all other occupancies with  $\frac{3}{4}$  inch stroke to identify the premises. Numbers shall be plainly visible from the street or road fronting the property and from the alley or rear accessway to the property.
76. 2A10BC fire extinguishers shall be provided and located as directed by the Fire Inspector in the field. All portable fire extinguishers shall be installed on a positive latching bracket or within an enclosed cabinet.
77. Exit doors shall be openable from the inside without the use of a key or any special knowledge or effort. All locking devices shall be of an approved type.
78. Provide a fire alarm system.
79. Fire apparatus access roads shall be provided in accordance with the California Fire Code, for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction when any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access as measured by an approved route around the exterior of the building or facility. More than one fire apparatus road shall be provided when it is determined by the chief that access by a single road might be impaired by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access. Access during construction shall be maintained in accordance with the CFC/BMC.
80. Specifications for fire apparatus access roads shall be provided and maintained in accordance with the California Fire Code.
81. Plans for fire apparatus access road shall be submitted to the fire department for review and approval prior to construction.
82. Plans and specifications for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.

83. When fire protection, including fire apparatus access roads and water supplies for fire protection, is required to be installed, **such protection shall be installed and made serviceable prior to and during the time of construction.**
84. Approved signs or other approved notices shall be provided and maintained, at the expense of the person(s) in possession of the property, for fire apparatus access roads to identify such roads and prohibit the obstruction thereof or both.
85. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to all premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. When any portion of the facility or building protected is in excess of 150 from a water supply on a public street, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains capable of supplying the required fire flow shall be provided when required by the chief.
86. All exits, fire department access and fire protection shall be maintained in accordance with the California Fire Code during construction.
87. Any fire hydrants for this block shall be upgraded with a 4" X 2-2 1/2" outlets. Contact the Water Division at 238-3500 for specifications on the type fire hydrants to be provided.
88. Provide smoke detection for dwelling units, congregate residences and hotel or lodging guestrooms that are used for sleeping purposes.
89. Power and location of smoke detectors in Group R occupancies shall be in compliance with the California Fire Code, California Building Code as amended by the Burbank Municipal Code.
90. All existing single-family dwelling units intended for human occupancy shall have installed on or before July 1, 2011 carbon monoxide detectors in accordance with the Health & Safety Code §17926.
91. All existing Multi-dwelling units intended for human occupancy shall have installed on or before January 1, 2013 carbon monoxide detectors in accordance with the Health & Safety Code §17926.
92. In order to determine fire flow requirements for this building, the following information shall be provided prior to issuing a building permit for final fire department plan check:
- Building Type Construction as defined by the California Building Code.
  - Square feet of the building.
  - The fire flow shall be \_\_\_ gpm for \_\_\_ hours in accordance with the CFC.

**BWP – ELECTRIC**

93. The proposed demolition of the existing single-family dwelling and garage and the construction of a new two-story single-family residence will conflict with the existing electrical service panel. Therefore, the applicant will need to contact the Residential Service Planner at 818-238-3647 to obtain a confirmation of electric service for permanent and temporary power. BWP can provide electric service of 400 amps or less to the property. In accordance with BWP's Rules and Regulations, overhead service will not be provided to any customer with a new development that requires total building demolition. Underground service may be possible on the southeast side of the new 2-story single-family dwelling. The servicing pole will need to be replaced prior to the construction of the underground substructures. For underground service, the applicant will be responsible for installing all substructures necessary to provide underground electric service from the pole to the main electric panel. Temporary power may be possible at the southwest of the property with conditions.

Prior to final plan approval, contact the Residential Service Planner to determine the new service location and to discuss BWP's electric service requirements. A load schedule should be provided at that time.

X \_\_\_\_\_  
Signature of Applicant/Permittee

X \_\_\_\_\_  
Signature of Property Owner