



Planning Board Minutes

December 13th 2021

CALL TO ORDER 6:01 p.m.

INVOCATION Mr. Atteukenian led the invocation.

FLAG SALUTE Mr. Rizzotti led the flag salute.

ROLL CALL

Present- - - - Planning Board Members: Vice Chair, Christopher Rizzotti and Board Members, Apraham Atteukenian, Tammy Heiner and Robert Monaco

Absent- - - - Board Member Matt Gamboa
Also Present- Deputy City Attorney, Iain MacMillan Assistant Community Development Director, Fred Ramirez; Deputy City Planner, Scott Plambaeck; Senior Planner, Daniel Villa; Associate Planner, Shipra Rajesh, and Planning Clerk, Natalie Amela.

ANNOUNCEMENTS None.

HEARINGS

1. Project No.19-0001137 | 3700 Riverside Dr | Note and File

PROJECT DESCRIPTION:

Receive public comment for the Draft Environment Impact Report (DEIR) for the proposed Mixed-Use Project (“the Project”) consisting of 49 condominium units, 2,000 square feet of ground level restaurant/retail use, located at 3700 Riverside Drive. This public hearing is being held during the 45-day review period that started on November 29, 2021 and will end on January 12, 2021. No decisions will be made by the Planning Board at this meeting, only public comments will be received.

Meeting Disclosures:

None.

Notices Given:

Mr. Ramirez confirmed that the notices as required by law have been given.

Staff Report:

Daniel Villa presented this item to the Board.

Applicant Presentation:

None.

Public Comment:

Sean Mann, Resident, expressed the following: the proposed project should include a local hire and a skilled and trained workforce to reduce the environmental impact of the project.

Robin Demill, Resident, expressed the following: inquired about the monthly rents for the proposed affordable units; need for electrical vehicle charging stations, open green space, rainwater capture, and type of landscaping being proposed.

Joshua Christianson, Resident, expressed the need for local hire and skilled workforce for the proposed development.

Response to Public Comment:

Mr. Villa confirmed that the comments on the draft Environmental Impact Report (EIR) have been received as part of the draft EIR's public review period.

Applicant Response to Public Comment:

None.

Board Q&A:

None.

Deliberation:

Mr. Atteukenian made a motion to note and file this report. Seconded by Ms. Heiner. Carried by a vote 4-0. Motion passes.

- 2. Project No.
21-0004984 |
Zone Text
Amendment |
Resolution

PROJECT DESCRIPTION:

A City Initiated Zone Text Amendment to amend to amend Sections of Title 10 (Zoning) of Burbank Municipal Code Pertaining to Definitions, Standards for Single Family Residential Zones and Nonconforming Structures.

Meeting Disclosures:

Mr. Rizzotti disclosed that there was discussion about this item during a previously scheduled Planning Board meeting.

Notices Given:

Mr. Ramirez confirmed that the notices as required by law have been given.

Staff Report:

Shipra Rajesh presented this item to the Board.

Applicant Presentation:

None.

Public Comment:

None.

Response to Public Comment:

None.

Applicant Response to Public Comment:

None.

Board Q&A:

Mr. Atteukenian inquired how privacy can be objectively measured.

Staff clarified that privacy can be measured by building height, upper floor setbacks, and length and height of required perimeter screening.

Mr. Rizzotti inquired how the screening material will be determined for new developments.

Staff clarified the proposed zone text amendment lists screening options that an applicant can utilize.

Deliberation:

Although Mr. Atteukenian expressed that he supports the current proposed zone text amendment, he noted concerns on the proposed privacy screening requirements. Mr. Atteukenian made a proposal to amend the proposed changes to the code by specifying a setback for upper story additions that would trigger a privacy screening requirement.

Discussion ensued on this issue. Based on Board deliberation, it was determined that the privacy screening requirement would not apply

for upper story additions that are setback more than 15 feet from the shared property lines.

Mr. Rizzotti and Ms. Heiner expressed their support for the proposed zone text amendment with inclusion of the modified privacy screening requirement.

Mr. Monaco expressed similar concerns for the privacy requirements as Board Member Atteukenian.

Mr. Atteukenian made a motion to approve a resolution of the Planning Board of the City of Burbank recommending the City Council adopt an ordinance of the City Council of the City of Burbank amending Title 10, Chapter 1 (Zoning) of Burbank Municipal Code to update the standards and definition pertaining to single – family residential zones and continuation of nonconforming structures as amended. Seconded by Ms. Heriner. Carried by a vote 4-0. Motion passes.

ORAL
COMMUNICATIONS

Gail Hash, Resident, expressed the following: inquired about the feasibility of the proposed zone text amendment privacy regulations on smaller lots.

Lauren, Resident, inquired for further clarification to be provided to residents on projects that require a single-family development Permit versus projects that do not require entitlements.

REPORTS

None.

APPROVAL OF
MINUTES

Mr. Monaco made a motion to approve the minutes of November 8, 2021. Seconded by Mr. Atteukenian, carried by a vote 3-0. Ms. Heiner abstained. Motion passes.

ITEMS FROM THE
PLANNING BOARD

None.

[CITY PLANNER
COMMENTS](#)

Mr. Ramirez thanked the Board for their commitment and feedback throughout the year and wished them a Happy Holidays and New Year.

ADJOURNMENT
TO THE
PLANNING
BOARD MEETING
OF FEBRUARY 14,
2022

Respectfully Submitted,
Secretary of the Planning Board