



CITY OF BURBANK
COMMUNITY DEVELOPMENT DEPARTMENT

150 North Third Street, P.O. Box 6459, Burbank, California 91510-6459
www.burbankca.gov

December 6, 2023

BOLADARCK DESIGN + BATTLE A.I.A ARCHITECT, INC.
ATTN: FARNOOSH FARMER
408 S. PASADENA AVE. #6
PASADENA, CA 91105

RE: Project No. 19-0005588 (Tentative Tract Map – Condominium Map, Development Review & Density Bonus Request) - Approved
Property Located at 529-537 E. Palm Avenue

Dear Ms. Farmer:

This letter is to notify you that the Community Development Director has approved your application for Tentative Tract Map – Condominium Map, Development Review and Density Bonus request to construct a new four (4) -story, 24-unit residential development with a semi-subterranean level parking garage consisting of 38 parking spaces, subject to the attached Conditions of Approval. The existing five (5) residential units on the project site would be demolished to build the proposed new residential development.

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 Commission within 15 days. 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 **by 5:00 p.m. on December 21, 2023**. Please note, an appointment must be made for any appeal filed after 12 p.m. Monday through Friday. If no appeal is filed, then you can submit to the Building and Safety Division for Building Plan Check review the first business day following the conclusion of the 15-day appeal period.

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

DAVID KIM
Senior Planner
Community Development Department

Enc: Conditions of Approval
Copy of Approved Development Review Plans

cc: Palm Townhouse LLC – 530 S. Glenoaks Blvd. #200 Glendale CA 91502 -
eddie@daragonins.com

**Project No. 19-0005588 – Tentative Tract Map – Condominium Map,
Development Review and Density Bonus Request
(Farnoosh Farmer, Applicant)**

PROJECT ADDRESS: 529-537 E. Palm Avenue

PROJECT DESCRIPTION: A request for a Tentative Tract Map – Condominium Map, Development Review and Density Bonus to demolish five (5) dwelling units on a Project site located at 529-537 East Palm Avenue and construct a new four (4)-story 24-unit residential development with 38 parking spaces located in a semi-subterranean parking garage. The Project site is zoned R-4, High Density Residential. The General Plan land use designation is High Density Residential.

EXISTING LAND USE & DEVELOPMENT:

The existing Project site consists of two (2) abutting properties at 529 and 537 East Palm Avenue. The Project site is currently developed with a mix of single-family and multi-family dwelling structures totaling five units.

GENERAL PLAN & ZONING DESIGNATION: The zone designation is R-4, High Density Residential, and the General Plan land use designation is High Density Residential.

MUNICIPAL CODE CONFORMANCE: The Project as conditioned complies with all applicable standards set forth in the Burbank Municipal Code (BMC), including, but not limited to, R-4 development standards, inclusionary housing ordinance, and density bonus ordinance.

ENVIRONMENTAL REVIEW: This Project has been determined to be exempt from the California Environmental Quality Act (CEQA) in accordance with Sections 15332 (In-Fill Development Project) of the State CEQA Guidelines. A CEQA Class 32: In-Fill Development Project Categorical Exemption Report was prepared for the proposed project. The Report is provided at the end of this decision letter for reference.

DATE SIGN POSTED ON-SITE: November 17, 2023

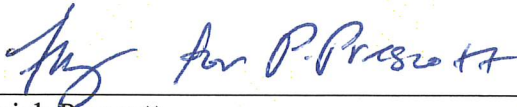
DATE PUBLIC NOTICE MAILED: November 15, 2023

DATE OF DEVELOPMENT REVIEW COMMUNITY MEETING: February 16, 2023

DATE OF DIRECTOR'S DECISION: December 6, 2023

END OF APPEAL PERIOD: December 21, 2023

David Kim, Senior Planner
Planning Division (818) 238-5250



Patrick Prescott,
Community Development Director

**TENTATIVE TRACT MAP – CONDOMINIUM MAP, DEVELOPMENT REVIEW, AND
DENSITY BONUS REQUEST
PROJECT NO. 19-0005588
(529-537 E. Palm Ave. – Farnoosh Farmer, Applicant)**

Findings for Granting a Tentative Tract Map – Condominium Map Approval:

In accordance with Title 11 (Subdivisions) of the Burbank Municipal Code (BMC), the Community Development Director finds the proposed project satisfies the requisite findings contained in BMC Sections 11-1-306 and 11-1-1107 for a proposed condominium subdivision and Government Code Sections 66473.5 and 66474 of the Subdivision Map Act, subject to the attached Conditions of Approval.

(1) The proposed subdivision, together with the provisions for its design and improvement, is consistent with the General Plan and applicable specific plans.

The proposed subdivision is consistent with the Burbank2035 General Plan High Density Residential land use designation. The proposed multi-family residential condominium development would help provide additional for-sale units to the City's existing housing unit inventory and help diversify the types of housing units available in the City, including additional affordable housing units. In addition, the proposed subdivision is consistent with Burbank2035 General Plan Land Use Element Policy 5-3, which states:

“Provide more diverse housing opportunities, increase home ownership opportunities, and support affordable housing by encouraging alternative and innovative forms of housing.”

The Project site is currently not located in a specific plan area. Therefore, the proposed subdivision along with its design and improvement is consistent with this finding.

(2) The site is physically suitable for the type of development.

The Project site is physically suitable to accommodate the proposed Project. A majority of the Project site will be developed, following the pattern of multifamily developments in the surrounding neighborhood and per the applicable development standards, and will accommodate 24 residential dwelling units with the associated parking.

The proposed Project was reviewed by the City's Inter-Departmental Review Committee (IDRC) and each department have established that the project as proposed complies with all applicable development standards and requirements, provided compliance with the recommended conditions of approval. In addition, the Project will be adequately served by City-compliant driveways, sidewalks, internal circulation lanes that accommodate future vehicle traffic and emergency access and the site will be served the necessary public utilities. Therefore, the site is physically suitable for this type of development and the proposed project is consistent with this finding.

(3) The site is physically suitable for the proposed density of development.

The Project site has a lot size of 15,518 square feet according to a land survey. The proposed Project consists of 24 total residential condominium units. The applicant is requesting a 50% density bonus per the City's Density Bonus ordinance and the State Density Bonus law to achieve 24 total units for the proposed project. The proposed Project was reviewed by the City's Inter-Departmental Review Committee (IDRC) and each department has established that the project as proposed complies with all applicable development standards and requirements, provided compliance with the recommended conditions of approval. In addition, the Project will be adequately served by City-compliant driveways, sidewalks, internal circulation lanes that accommodate future vehicle traffic and emergency access and the site will be served the necessary public utilities. Therefore, the site is physically suitable for the proposed density of the new residential development and the proposed project is consistent with this finding.

(4) The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

The Project site is located within a fully urbanized area and has been most recently improved with existing residential dwelling units. In addition, the site is located within an existing residential neighborhood. It is not considered a habitat site for fish and wildlife.

Further, an environmental assessment has been prepared for the Project that established that the project would not result in potentially significant environmental impacts. Nevertheless, the proposed Project will include as a best practice a condition of approval that ensures best construction practices should construction occur during bird nesting season. Therefore, the Project's development will have no impact on biological resources or adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service.

(5) The design of the subdivision or type of improvements are not likely to cause serious public health problems.

The proposed Project is a multi-family residential condominium development located within existing residential development, in the R-4 High Density Residential Zone. The multi-family residential development is an allowable use in the R-4 zone and is a development type that is supported by the General Plan land use designation of High Density Residential.

The design of the condominium subdivision or type of improvements that are proposed with the Project will not cause serious public health problems. The Project as conditioned complies with applicable, objective general plan, zoning, and subdivision standards and criteria. In addition, the environmental assessment prepared for the Project supports the conclusion that the Project will not result in a specific, adverse impact upon the public health or safety.

Furthermore, the Project's Conditions of Approval ("COAs") will ensure that the proposed uses operate in a manner that protects the public health. Amongst other things the COAs identify best practices that the Applicant will have to follow throughout all phases of construction that will help protect the public health, safety and welfare – by helping address common concerns typically associated with construction activities. Therefore, this finding can be made as the proposed subdivision and improvements are not likely to cause serious health problems with compliance with the recommended conditions of approval.

(6) The design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision.

The proposed condominium subdivision is designed to not conflict with existing public right-of-way adjoining the Project site that leads access to the property for both vehicles and pedestrians. Access to the proposed semi-subterranean garage is through a proposed driveway leading from East Palm Avenue. There are also pedestrian walkways that surround the proposed development and can be accessed through East Palm Avenue and the existing alley.

The Project Applicant would be required, as a condition of approval, to dedicate a portion of the property to help widen the alley. The proposed development would be outside the dedication area and would not conflict with the Project's required dedication. Therefore, this finding can be made as the proposed subdivision and its improvements would not conflict with any easements acquired by the public at large for access through or use of property within the proposed subdivision.

(7) The arrangement and design of the common areas is adequate to assure proper access, drainage, sewage disposal, off street parking for each lot and/or parcel of the condominium.

The proposed site design of the condominium subdivision is designed to have vehicle access through East Palm Avenue, leading into the semi-subterranean parking garage. Vehicle maneuvering movements were reviewed to ensure that they were safe turning movements within the parking garage, and the pedestrian walkways were designed to allow access through the Project site. The proposed residential development would be served by the utility agencies, including water, electric, solid waste, and sewer, in addition to other essential services provided by the City's Fire and Police Departments.

The proposed subdivision and its site plan design were reviewed by the City departments responsible for land development review and the project specific conditions of approval were provided to ensure the arrangement and design of the common areas is adequate to assure proper access, drainage, sewage disposal, and off-street parking for the proposed condominium project. These project specific conditions of approval would have to be met for City approval and ongoing compliance of the proposed residential development with applicable City development standards. Therefore, this finding can be made, with the compliance of the recommended conditions of approval.

(8) The use of the lots and/or parcels is not in violation of the provisions of Title 10 of this code.

The proposed multi-family residential condominium development was reviewed for consistency with Title 10 (Zoning Regulations) of the Burbank Municipal Code (BMC), including the R-4 Zone development standards, density bonus regulation, and inclusionary housing regulation. It was established that the proposed Project is not in violation of the provisions of Title 10 of the BMC. Therefore, this finding can be made.

(9) The maximum number of residential units in the condominium shall be less than forty three thousand five hundred sixty (43,560) square feet per acre divided by the required area in square feet multiplied by the number of acres in the condominium.

$(43,560 \text{ SF} / 1,400 \text{ SF}) \times 0.356 \text{ Acres} = 11.07 \text{ units.}$

Per the formula above, the maximum allowable residential unit in the proposed condominium development is eleven (11) units. The dwelling units proposed as part of the project is 24 units. While this number exceeds the maximum allowed residential units identified above (11 units), the 24 dwelling units are consistent with dwelling unit allowances under applicable state laws.

The proposed Project includes a density bonus request, which allows for additional units beyond the base allowable density for the Project site, provided a certain required percentage of the units are set aside as affordable units. The proposed Project is consistent with the City's and State Density Bonus regulations. Therefore, this finding can be made as the proposed project would provide the maximum allowable units as allowed in the City's and State Density Bonus regulations.

(10) That the boundary of the final map or parcel map will be the same as the boundary of the approved tentative map.

The proposed Project would have a condition of approval to ensure that the tentative map and the final map are the same boundaries and in compliance with the regulations of BMC Title 11 (Subdivisions). Therefore, this finding can be made, given compliance with the recommended conditions of approval.

(11) That appropriate covenants or other legal provisions shall be accomplished as will assure conformity to, and achievement of, the subdivision plan.

The proposed Project would have a condition of approval that would ensure the appropriate covenant document such as the Covenants, Conditions and Restrictions (CC&R's) are prepared and recorded. In addition, there will be other project specific conditions of approval to ensure the Project is built out in substantial compliance with the Project description, subdivision map and plans approved by the Community Development Director. Therefore, this finding can be made.

Findings for Granting a Development Review Approval:

The Community Development Director finds the proposed project satisfies the requisite findings contained in the Burbank Municipal Code (BMC) Section 10-1-1912 necessary for approval of a Development Review Application, subject to the attached Conditions of Approval.

(1) The project is consistent with all applicable provisions of the Burbank Municipal Code.

The Project is located at 529-537 East Palm Avenue, on property that has a Burbank2035 General Plan Land Use Designation of High Density Residential, and a Zoning Designation of R-4, High Density Residential. The Project was reviewed for consistency with all development standards applicable to the R-4 Zoning Designation, as well as the City’s Density Bonus Law and Inclusionary Housing Requirements. As conditioned, the Project complies with all applicable provisions of the Burbank Municipal Code. A summary of the Project’s compliance with applicable development standards, including, but not limited to, density, building height, parking and setbacks are outlined below.

| Development Standard/Regulation | Requirement | Compliance |
|--|---|---|
| Density | 1 unit per 1,400 SF (R-4 zone standard) = 11.08 units; 43 units per acre (General Plan standard) = 15.31 units | Yes, with density bonus request. 24 residential units are proposed. The applicant is applying for the 50% density bonus allowed by State law for housing developments that provide certain percentage of the units to be affordable units. Density calculations for determining the density bonus units are rounded up to the nearest whole number. In addition, density bonus projects can use the General Plan density in accordance with State law; 16 base units x 50% = 8 units; 8 density bonus units + 16 base units = 24 units. |
| Building Height | On lots located greater than 500 feet from single family zoned property; 35 feet to top plate & 50 feet to top of roof and architectural feature. | Yes, with density bonus waiver request. The proposed building exceeds the maximum top-of-plate height of 35 feet measured from average grade and proposed building height is 49'-11" measured from the average grade. The proposed overall building height measured |

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| | | from average grade is compliant with the R-4 zone standard. |
| Number of Building/Structure Stories | On lots located greater than 500 feet from single family zoned property; maximum 3 stories | Yes, with density bonus waiver request. The proposed number of building stories is 4. |
| Lot Coverage | On lots located greater than 500 feet from single family zoned property; maximum 70% | Yes, with density bonus waiver request. The maximum lot coverage for the project site is 10,863 square feet and the proposed lot coverage (including the top deck of the semi-subterranean garage) exceeds the maximum lot coverage by over 1,200 square feet. |
| Setbacks | <p>Min. Front Setback: 15 feet Average Front Setback: 17 feet</p> <p>Min. Side Yard Setback: 6 feet Average Side Yard Setback: 8 feet</p> <p>Min. Rear Yard Setback: 5 feet Average Rear Yard Setback: 7 feet</p> | Yes, with density bonus waiver request for the semi-subterranean parking garage setback and encroachment standards. The proposed residential building portion meets both the minimum and average front yard setback. However, the semi-subterranean parking structure is considered a structure and requires to meet these R-4 setback standards and as proposed, it does not meet the setback or encroachment standards unless a density bonus waiver is requested. |
| Average Plane Break | <p>BMC Section 10-1-628(G)</p> <p>Average off-set plane-break of 3 feet; no less than 1 feet for each off-set.</p> <p>At least 25% of the building elevation and no more than 75% can be located beyond the average setback for that elevation side for each story.</p> | Yes; the residential portion of the proposed building meets the average 3-foot off-set requirement on all elevation sides. A density bonus waiver for the average plan-break requirement for the north elevation interior side yard at the first-, second-, and third-story is requested. As proposed, 20% of the building north elevations at these story-levels are located beyond the |

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| | Semi-subterranean garages are exempt from the average setback requirements and are required only to observe the minimum setback on each elevation. | average setbacks for those elevation sides. |
| Parking | <p>BMC Section 10-1-629 for condominium development; 2 parking spaces located in a garage or carport for each unit.</p> <p>BMC Section 10-1-628 for guest parking; 1 guest space per 4 units (minimum 2 guest spaces required).</p> <p>BMC Section 10-1-628(I) for parking and driveway standards.</p> | Yes, with density bonus parking standards in accordance with Govt. Code Section 65915(p)(1). The applicant has requested to use the State density bonus parking standard, which must be granted if requested for a proposed density bonus project. The density bonus parking standards include guest parking in the calculation. The proposed project would provide 38 parking spaces (4 spaces are tandem), which exceed the density bonus requirement of 33 parking spaces. Tandem parking spaces are allowed by Govt. Code Section 65915(p)(4). |
| Bicycle Parking | 5% of the total number of required off-street vehicle parking spaces, including guest spaces. | Yes; since the proposed project would be using required parking spaces per the State density bonus law. The proposed bicycle parking spaces are 10, which exceed the required 2 bicycle parking spaces. |
| Common Open Space | Minimum 150 square feet per unit and BMC Section 10-1-628(K). | Yes, with density bonus waiver request for common open space requirements. The required common open space for the proposed project is 3,600 square feet. The provided common open space is 1,670 square feet (not including the front yard area) and located on the ground-level. However, the provided common open space is not |

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| | | <p>centrally located on the project site and not used for recreational purposes. Therefore, the applicant is requesting a waiver to the common open space standards.</p> <p>There is a proposed common area located on the rooftop that is accessible to all future tenants. However, this open space is not considered required open space.</p> |
| Private Open Space | <p>Minimum 50 square feet per unit (minimum 5-foot dimension) and BMC Section 10-1-628(K).</p> | <p>Yes; the proposed project requires 1,200 square feet of private open space and the proposed project provides over 2,100 square feet of private balcony open space.</p> |
| Landscape | <p>Minimum 15% of lot.</p> <p>Minimum 15% of common open space.</p> <p>BMC Section 10-1-628(K) and (N).</p> | <p>Yes, with density bonus waiver request for landscape requirements. The applicant is requesting a waiver of the open space requirements; therefore, the landscape requirements are also requested to be waived, since certain R-4 zone landscape requirements rely on the required common open space areas. The other required landscape standards such as planter areas and number of trees in the front yard area would be met for the proposed project. In total, the proposed project would be providing 2,050 square feet of landscape area.</p> |
| Amenities | <p>BMC Section 10-1-628(L); 3 amenities required.</p> | <p>Yes, the proposed project would be providing three amenities. A putting green and fixed seating area would be in a common roof-top area that is accessible to all future tenants. There would be also a</p> |

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| | | fountain at the front entrance area of the residential building, where it is next to an open elevated platform area. |
| Pedestrian Circulation | BMC Section 10-1-628(M). | Yes; The proposed project would provide the pedestrian circulation as required by the BMC. |
| Density Bonus and Affordable Units | BMC Sections 10-1-634 through 10-1-643 and State Density Bonus law | Yes; a 50% density bonus and 7 waivers are requested. In accordance with State Density Bonus law, the proposed project would require 3 replacement affordable units to be provided in accordance with Govt. Code Section 65915(c)(3)(A). |
| Inclusionary Housing and Affordable Units | BMC Sections 10-1-644 through 10-1-653. | Yes; the proposed project would have to provide at least 3 affordable units (very low-income) for a for-sale unit development. This requirement would also have to be consistent with the affordability requirement that is required under the State Density Bonus Law. |

(2) *The project complies with the Neighborhood Character and Compatibility requirements in Section 10-1-631 of the Burbank Municipal Code.*

BMC Section 10-1-631(A)(1-2) requires that all projects proposed on multifamily-zoned property comply with the following:

1. *The project would not conflict with, or would not have an adverse impact on, the existing or intended neighborhood character.*

The proposed 24-unit multi-family residential development has a contemporary modern architecture style. However, the existing residential neighborhood character of the Project site area represents a mix of different architectural styles, since the existing residential structures were constructed throughout the period of 1940s to early 2000s with a mixture of single-family and multi-family structures. Furthermore, the surrounding neighborhood (the block) has properties zoned as R-4 throughout the entire block, which is a zone that is “intended for higher density multifamily development, including rental and ownership options,” as stated in BMC Section 10-1-626. As for the building height, the proposed Project is 4-stories. This is taller than structures in the surrounding neighborhood. However, the City is required to

approve a 4-story project should the Project Applicant request and get approval of a development standard waiver, as permitted under the Density Bonus Law.

2. *The project would not have an adverse impact on nearby single-family residential structures located in any single-family residential zone.*

The proposed Project is a new multi-family residential development located in an existing multifamily residential neighborhood that is already improved with many multi-family structures along the same neighborhood block. In addition, the nearest single-family R-1 zoned properties are located more than 500 feet from the Project site. Therefore, the proposed residential development at 4-stories is anticipated to not have an adverse impact on nearby single-family residential structures located in the R-1 zoned properties.

Additionally, as required per BMC Section 10-1-631(B), in making the above determination, specific project features were considered, as follows:

1. *Building height*

The proposed building is 4-stories high (49'-11" from average grade) with a request for a density bonus waiver for maximum allowable top-of-plate height and number of stories. The neighborhood block where the Project site is situated has existing multi-family residential buildings that are at 3-stories.

2. *Building size and massing*

The proposed building is 34,428 square feet (excluding the semi-subterranean garage). The massing of the proposed building is designed with plane-breaks along the building elevations on all sides.

3. *Proportions of elements within a building and buildings within a project*

The proposed Project consists of one multi-family residential building. Each story of the building is relatively the same height at 10'-0". The proposed exterior material of smooth stucco and horizontal stone veneer is relatively used in the same proportion for each elevation side, providing an architectural design consistency for each building elevation.

4. *Roof style and pitch*

The roof style is considered a flat roof for the proposed modern contemporary architectural style of the residential building.

5. *Parking and circulation areas and vehicle access points*

Parking is provided in the proposed semi-subterranean parking garage with a total of 38 spaces. Vehicle access would be through a new driveway curb entrance along East Palm Avenue. There is no proposed Project's vehicle access via the existing alley.

6. *Building orientation including design and location of entries, windows, and balconies and their relationship to the street and neighboring properties*

The proposed multi-family residential building is designed to have the main entry face East Palm Avenue and recessed into the building. Balconies are featured for each dwelling unit and are also recessed. Windows would be framed with aluminum clad wood material. The building's proposed front entry would be connected with the street (East Palm Avenue) through the use of pedestrian walkways that leads to a stairway of main building entrance. The residential unit portion of the building is located away from neighboring residential properties to meet the minimum and average setback regulations of the R-4 zone.

7. *Pedestrian access points, entry locations, and circulation*

Pedestrian access to the Project site is mainly through East Palm Avenue. There is also another entry and exit area along the alley that is available. The proposed pedestrian path outside the proposed building circulates all around the building and connects with the street along East Palm Avenue.

8. *Location and orientation of common and private open space areas*

The required private open space is provided for each dwelling unit and are recessed as balcony areas. Common open space is provided at the roof-top area and would be accessible by all future tenants. A density bonus waiver request for the required common open space requirements was requested by the applicant, since the roof-top common open space could not be considered required open space by the R-4 zone standards.

Findings: Granting of a Density Bonus Request

- 1) *The Project conforms with the requirements outlined in Burbank Municipal Code Sections 10-1-634, 10-1-643, and California Government Code Section 65915 of the California Density Bonus Law.*

The Project site is 0.36 acre and zoned R-4 (High Density Residential). The R-4 zone allows for multi-family residential development as a permitted use. The applicant is requesting a 50% density bonus for the purpose of proposing an affordable housing project, which is allowed in accordance with local and State Density Bonus law. Using the density standard from the Burbank2035 General Plan land use designation of High Density Residential (43 units per acre), the proposed Project would be allowed to have 24 total units with 50% density bonus.

In addition, the Project site currently has five (5) existing residential units per City's permit records, which are proposed to be demolished for the purpose of the new multi-family residential condominium development. In accordance with State Density Bonus law, to be eligible for a density bonus request, the first step was to determine whether the proposed project would have to replacement units in accordance with California Government Code Section 65915(c)(3). Staff has determined that a total 3 replacement dwelling units would need to be provided at affordability levels for low- and very low- income households consistent with the most recently available data from the United States Department of Housing and Urban Development's Comprehensive Housing Affordability Strategy (CHAS) database. The replacement units are inclusive of the total proposed 24 units and can be used to satisfy the affordability requirement for requesting a 50% density bonus. To satisfy the 50% density bonus affordable-level unit and the replacement unit requirements, the Project Applicant is proposing to set aside three (3) units as very low-income. This would also satisfy the City's Inclusionary Housing Ordinance affordability requirement of 3 units at a low-income level of affordability. For-sale units would be subject to California Government Code Section 65915(c)(2) regarding affordability conditions for the for-sale units.

The applicant is also requesting to use the local and State Density Bonus parking standards, which must be granted by the city, if requested, per California Government Code Section 65915(p). With the State Density Bonus parking standards, the required parking for the Project is 33 parking spaces. There would be 38 parking spaces provided.

Therefore, the density bonus finding can be made and the request can be granted as required under BMC Section 10-1-643 and California Government Code Section 65915 of California Density Bonus Law.

Findings: Granting of a Density Bonus Waiver Request

- 2) *The Project conforms with the requirements outlined in Burbank Municipal Code Section 10-1-643 and California Government Code Section 65915(e)(1).*

In accordance with BMC Section 10-1-634 et. seq. and California Government Code Sections 65915-65918, the proposed Project is requesting waivers from the City's development standards that would facilitate the Density Bonus request. The Project is requesting the following development standard waivers from the applicable R-4 zone development standards:

- a. A waiver to increase the maximum allowable building top-of-plate height of 35 feet measured from the average grade of the project site.

The proposed building top-of-plate height is 45 feet measured from average grade. This waiver is requested because the increased height is needed to accommodate the additional units that are allowed by the 50% density bonus request.

- b. A waiver to increase the maximum allowable 3 stories for the proposed building.

The proposed building is at 4 stories. This waiver is requested because the increased story is needed to accommodate building envelope necessary for the additional dwelling units that are allowed by 50% density bonus increase pursuant to local and state density bonus law.

- c. A waiver to increase the allowable maximum lot coverage of 70%.

The proposed lot coverage is 78%. This waiver is needed to accommodate the build-out of the affordable housing project, inclusive of the additional dwelling units. The semi-subterranean parking garage/deck area is included in the lot coverage and the parking spaces are needed for the support of the affordable housing project.

- d. A waiver to the setback and encroachment standards of the semi-subterranean garage and the top deck associated with the garage.

The waiver is a requested to accommodate the build-out of the affordable housing project, specifically, this waiver would allow the 38 parking spaces to be provided for the proposed units to allow for the construction of the affordable housing project. The proposed semi-subterranean garage shows a front setback of 9'-5", and the interior side and rear setbacks are less than 1'-0". The proposed Project requires minimum 15'-0" front setback, 5'-0" rear setback, 6'-0" interior side yard setback. The encroachment standard for structures such as the proposed semi-subterranean garage is not allowed to encroach into required setback areas; therefore, this waiver is requested.

- e. A waiver to the average plane break requirement of minimum 25% and maximum 75% of each building elevation located beyond the average setback.

The waiver for the average plane-break requirement for the north elevation interior side yard at the first-, second-, and third-story is needed to accommodate the build-out of the affordable housing project. As proposed, 20% of the building north elevations at these story-levels are located beyond the average setbacks for those elevation sides, when a minimum 25% is required.

- f. A waiver to the total required common open area, the location of the common open space area, and the use of the common open space area.

The waiver is a request to accommodate the build-out of the affordable housing project, including the additional units. The required common open space for the proposed project is 3,600 square feet. The provided common open space is 1,670 square feet (not including front yard) and located on the ground floor and the common

open space is not centrally located on the Project site and not used for recreational purposes.

- g. A waiver to the required minimum landscaped area for the entire Project lot and common open space area.

The waiver is a request to accommodate the build-out of the affordable housing project, including the additional affordable units. Since a waiver of the common open space requirements is requested, the landscape requirements are also requested to be waived, since certain R-4 zone landscape requirements rely on landscaping of the required common open space areas. The other required landscape standards such as planter areas and number of trees in the front yard area would be met for the proposed project. In total, the proposed project would be providing 2,050 square feet of landscape area, when 2,328 square feet is required for the lot.

In summary, in accordance with BMC Sections 10-1-634, 10-1-643, and California Government Code Section 65915(e)(1) of California Density Bonus Law notes that if a development standard has the effect of physically precluding the construction of a project that is providing affordable housing, a developer can request a waiver from that development standard. Municipalities must grant the waivers - unless the municipality determines that the granting of the waiver would result in adverse public health, safety or environmental impacts, harm historical property, or be contrary to State or Federal law. The Project is requesting the previously-noted waivers in order to physically accommodate the 8 additional units that are allowed as part of the State-mandated density bonus increase.

The City has determined that the requested waivers are necessary to physically accommodate the construction of the proposed Project with the State-mandated density bonus allowance, which includes the density bonus allowance. Without the granting of the requested waivers, the Project would not be able to physically accommodate building envelope needed for the allowable 24 residential units.

Additionally, the granting of the requested waivers would not result in:

- A specific, adverse impact as defined in paragraph (2) of subdivision (d) of California Government Code Section 65589.5, upon health, safety, or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact;

California Government Code Section 65589.5(d)(2) defines a “specific, adverse impact” as a significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete. Inconsistency with the zoning ordinance or general plan land use designation shall not constitute a specific, adverse impact upon the public health or safety. The granting of the requested waivers would not result in a specific adverse impact that is based on objective

standards and/or policies that are in effect in the BMC, therefore there would be no impact on this regard.

- An adverse impact on any real property that is listed in the California Register of Historical Resources;

The Project site (with the associated existing structures) is not listed in the California Register of Historical Resources. In addition, a Historical Resource Assessment Report (dated June 17, 2020) was prepared by the City for this project site. The Report determined that the existing structures on the project site were not eligible for historical resource designation with the National, State and Local Register listing. Therefore, no impact would occur in this regard.

- Compliance with State or Federal law.

The proposed Project is for a new multi-family development: (1) that is consistent with City policies and regulations for a residential projects in the R-4 (High Density Residential) zoned property including the City's density bonus and inclusionary housing regulations; (2) that is consistent with State policies and regulations for affordable housing projects, including State Density Bonus Law and the Housing Accountability Act; and (3) which has been reviewed in accordance with the California Environmental Quality Act (CEQA). The proposed Project would be also conditioned to comply with all applicable State and Federal laws, therefore no impact would occur in this regard.

Therefore, the findings can be made and the request for the above-noted waivers is warranted pursuant to BMC Sections 10-1-634 and 10-1-643, and California Government Code Section 65915(e)(1).

**TENTATIVE TRACT MAP – CONDOMINIUM MAP, DEVELOPMENT REVIEW &
DENSITY BONUS REQUEST
CONDITIONS OF APPROVAL**

**Project No. 19-0005588
(529-537 East Palm Ave. – Farnoosh Farmer, Applicant)**

GENERAL REQUIREMENTS

1. Project No. 19-0005588 (Tentative Tract Map – Condominium Map, Development Review, and Density Bonus Request) approves the construction of a new four-story, 24-unit, multi-family residential condominium development that is inclusive of three (3) affordable units that will be set aside at a very low-income level of affordability. The property is located at 529-537 East Palm Avenue located in the R-4 (High Density Residential) zoning district.
2. This permit shall expire if the scope of work is not initiated within two years of the date of this approval (expires on December 06, 2025), unless the Property Owner has diligently initiated the building permit process for the Project as shown by having applied for grading, foundation, or building permits, including building plan check review. Prior to the expiration of this permit, the Property Owner can request the Community Development Director's approval of a one-time extension of the permit for a period not to exceed one-year from the date of expiration. The approval of the permit extension is at the sole discretion of the Community Development Director.
3. The operation/construction on the site shall remain in substantial conformance with the request and with the application materials submitted by the applicant with an approval stamp dated December 6, 2023, and approved and placed on file in the office of the Community Development Department's Planning Division. Minor modifications to the approved plans may be granted by the Community Development Director or his/her designee.
4. The applicant shall comply with all Federal, State, and local laws. Violation or conviction of any of those laws in connection with the use will be cause for revocation of this permit.
5. This permit may be modified or revoked by the City should the determination be made that the structure or conditions under which it was permitted present detrimental impacts on neighboring properties.
6. The Applicant shall list these Conditions of Approval in all construction plans submitted to the Building and Safety Division for a building permit. The applicant shall also provide a separate written document outlining how, or where, each of the conditions have been addressed in the building permit plan set for all City Division/Department conditions enclosed and provide the same number of copies as building plan sets submitted for Building Plan Check.
7. By signing and/or using this Development Review Permit, the permittee acknowledges all 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.

COMMUNITY DEVELOPMENT DEPARTMENT – PLANNING DIVISION

8. The Project shall be built to conformance with local and California Density Bonus Law (California Government Code Sections 65915 – 65918) and the City’s Inclusionary Housing regulations. Prior to the issuance of a Building Permit, the Applicant shall include 3 (3) affordable residential units as part of the multifamily residential project (for sale) that would be deed restricted at a very low-income level of affordability for a minimum of 55 years.
9. These units shall comply with the for-sale affordability requirements, including duration of affordability requirements per the State Density Bonus Law (CA Govt. Code Sections 65915-65918) and the City’s Density Bonus and Inclusionary Housing Ordinances.
10. Pursuant to the City’s Density Bonus and Inclusionary Housing regulations, the Project Applicant shall enter into an Affordable Housing Agreement with the City, prior to the issuance of building permits (building permit for the actual residential building construction) for the Project. In addition, the Project is subject to any additional applicable provisions of the Burbank Inclusionary Ordinance (BMC Sections 10-1-644 through 10-1-655). The Affordable Housing Agreement shall be subject to review and approval from City staff in the Housing and Planning Divisions. The Project Applicant shall provide all applicable information required in the affordable housing agreement in accordance with BMC Sections 10-1-633 through 10-1-653.
11. The Project Applicant shall enter into one Affordable Housing Agreement with the City that will satisfy the requirements of the Burbank Municipal Code, Inclusionary Housing and Density Bonus Implementing Regulations, Government Code Section 65915, Government Code Section 65913.4, and any applicable HCD Guidelines. The Affordable Housing Agreement shall be finalized and recorded with the City prior to the issuance of any certificate of occupancy or approval of the final map for the Project, whichever occurs first. The Affordable Housing Agreement must include the following provisions identified below:
 - a. A table showing the number of bedrooms, unit size, and location of each of the Affordable Units and a floor plan that references the table and shows the type of Affordable Unit and location to ensure units are dispersed throughout the site.
 - b. Provisions for the review and approval of a Marketing and Tenant Selection Plan.
 - c. Description of the process for qualifying prospective homebuyer households for income eligibility.
 - d. To comply with all the provisions of the Burbank Municipal Code, Government Code Section 65915, Government Code Section 65913.4, and the HCD Guidelines, the Affordable Units shall remain reserved for lower income homebuyers in perpetuity for as long as the land is used for housing, which shall not be less than 55 years. Household incomes of eligible households shall not

exceed eighty percent (80%) of annual median income (AMI), adjusted for actual household size, as AMI is determined annually by HCD (25 CCR Section 6932). Sales prices shall be calculated as provided in Health & Safety Code Section 50052.5 and 25 CCR 6920.

- e. Any other specific provisions required by the Burbank Municipal Code, Inclusionary Housing and Density Bonus Implementing Regulations, Government Code Section 65915, Government Code Section 65913.4, and the HCD Guidelines.
 - f. The Project Applicant is subject to full cost recovery of City expenses, including any consultant time, for drafting and recording the Affordable Housing Agreement with the City and for ensuring the Project Applicant's compliance with said agreement. These fees are authorized by the City of Burbank fee schedule under Article III Land Use and Zoning, and Article I, Section 14 (Real Estate Services).
12. Recording of Agreements with Buyers of Affordable Units. The City shall provide Affordability Agreements and other documents (which may include resale restrictions, deeds of trust, rights of first refusal, and/or other documents) between the City and the homebuyer that must be executed and/or recorded against each Affordable Unit at the time of sale. The Project Applicant shall ensure that the Affordability Agreements and other documents provided by the City are properly executed and recorded.
13. The Affordability Agreement for each Affordable Unit shall include a requirement for owner-occupancy of the Affordable Unit and a provision for City monitoring of that requirement and other provisions of the Affordability Agreement. City monitoring will include a requirement for the homebuyer to either a) utilize annually an on-line system to collect and submit documents to demonstrate compliance with the Affordability Agreement; or b) pay an annual fee, adopted by the City Council, for City staff or a City-hired consultant to collect, review, and audit compliance of each homeowner. The future homebuyers are subject to full cost recovery of City expenses to ensure compliance with the Affordability Agreement. These Fees are authorized by the City of Burbank fee schedule under Article III Land Use and Zoning, and Article I, Section 14 (Real Estate Services).
14. Pursuant to the City's Density Bonus Ordinance and State Density Bonus Law, the project is granted the following waivers as described in the density bonus waiver findings.
- a. Waiver of maximum building top-of-plate height.
 - b. Waiver of maximum allowable building stories.
 - c. Waiver of maximum allowable lot coverage.
 - d. Waiver of setback and encroachment requirements for the semi-subterranean structure and above deck platform.
 - e. Waiver of average plane break requirement.
 - f. Waiver of the common open space requirement.
 - g. Waiver of the landscape requirement.

15. All enclosures required for the private open space areas (balconies, patios) shall be a minimum of 42 inches tall and shall use an opaque material to be determined during Building Plan Check review. Such materials might include frosted glass, metal (finished and painted to be consistent with other design features of the building), or another suitable material proposed by the Developer. The enclosure material shall be subject to review and approval by the City Planner.
16. All fences/wall shall comply with the BMC requirements including the R-4 zone development standards.
17. All roof mounted equipment must be screened from view through the use of architectural screening systems that are visually integrated into the building design and consistent with the architectural style, materials, and color.
18. The proposed roof-top common open space area shall be architecturally screened by an opaque parapet wall at least six (6) feet tall. Such parapet must be set back at least five (5) feet from the exterior face of the building on each elevation, as measured from the portion of the elevation set back furthest from the property line.
19. On plans submitted for Building Plan Check review, the Project Applicant shall demonstrate compliance with the applicable multifamily residential landscaping requirements found in BMC Section 10-1-628(N) ("Landscaping"). A landscape plan prepared by a licensed professional landscape architect shall prepare the details of the landscape plan in accordance with the BMC.
20. During Building Plan Check review, the Developer shall work with City staff (Planning Division, Parks and Recreation Department, BWP, and Public Works Department) to finalize any required public right-of-way work, including tree locations and types and ensuring that there are no conflicts with existing utility locations.
21. On plans submitted for Building Plan Check review, the Developer shall provide lighting details that shows compliance with the applicable multifamily residential lighting requirements found in BMC Section 10-1-628(W) ("Lighting"). A photometric plan shall be provided for review.
22. Per BMC Section 10-1-628(D) ("Height"), parapets may not exceed 30 inches in height above the intersection of the roof surface and the wall (not applicable to enclosure of rooftop open space area).
23. Per BMC Section 10-1-628(X) ("Master Television Cable System"), a master television cable system with one (1) or more television cable outlets in each individual unit must be provided.
24. The Project shall provide the required bicycle parking as shown on the approved plans. Bicycle parking shall be easily accessible to all residential tenants and shall be located where there is sufficient lighting.
25. The Project shall comply with the provisions of BMC Section 10-1-1114 (including all applicable sub-sections) regarding Art in Public Places.

26. Prior to the issuance of permits for demolition and grading, the Applicant shall provide the Planning Division and Building and Safety Division a Construction Management Plan (CMP) that shall include amongst other things, anticipated construction schedule (demolition, grading, foundation, et cetera), noise coordinator, construction material staging / equipment location, parking for construction workers onsite, construction hours, proposed truck haul routes (separate haul route permit process with Public Works), construction best management practices, et cetera. The Construction Management Plan shall be reviewed and approved by the Planning Division and Building and Safety Division. The construction management plan shall be provided with the plan-check submittal package. The Applicant is responsible for contacting the appropriate City staff in other departments such as Public Works, BWP: Water and Electric, Fire, Police, Transportation, and Building & Safety to ensure all applicable information for the CMP is provided prior to plan-check submittal.
27. A Final Map for the proposed tentative tract map – condominium subdivision – shall be in compliance with the review and approval process outlined in BMC Title 11 (Subdivisions). The final map shall include all project dedication per Public Works Department requirements.
28. Prior to Final Tract Map clearance, the applicant shall submit one (1) copy of each of the final Articles of Incorporation, Bylaws of the Owners' Association, and Declaration of Covenants, Conditions, and Restrictions (CC&Rs) to the Planning Division for review and approval. After recordation of the final CC&Rs, two (2) copies of said recorded CC&Rs shall be submitted to the Planning Division.

Construction Noise – Good Practices

29. The following recommended good practices shall be implemented during any construction related activities conducted at the Project site and shall end once all construction related activities for the Project is completed.
 - a) Construction shall be conducted in accordance with the City of Burbank's Municipal Code (BMC) Section 9-1-1-105.10, which limits construction activities to within specified daytime hours between 7:00 am and 7:00 pm, Monday through Friday, and Saturday 8:00 am to 5:00 pm. Construction is not allowed on Sundays and City Holidays.
 - i) Where construction work is necessary to be performed outside of standard construction hours, approval must be obtained from the Community Development Director or his/her designee, the Building Official from the Building & Safety Division. Before construction work outside of standard construction hours can commence, residences and businesses within a 150-foot radius from the project site must be notified at least 48-hours prior to commencement of work. The notification shall include contact names and phone numbers of construction superintendents on-site at the time of construction work. Concurrent with the notification of residences and businesses, the City shall receive a list of all mailing addresses and unit numbers of those receiving such notices.
 - b) Equip all internal combustion engine-driven equipment with intake and exhaust mufflers that are in good condition and appropriate for the equipment.

- c) Unnecessary idling of internal combustion engines should be strictly prohibited.
 - d) Locate stationary noise-generating equipment such as air compressors or portable power generators as far as possible from sensitive receptors. Construct temporary noise barriers to screen stationary noise-generating equipment when located near adjoining sensitive land uses. Temporary noise barriers could reduce construction noise levels by 5 dBA.
 - e) Utilize “quiet” air compressors and other stationary noise sources where technology exists.
 - f) Control noise from construction workers’ radios to a point where they are not audible at existing residences bordering the project site.
 - g) The developer shall designate an on-site construction project manager who would be responsible for responding to any complaints about construction noise. This person will be responsible for responding to concerns of neighboring receptors about noise construction disturbance and shall be available for responding to any construction noise complaints during the hours that construction is to take place. They are also responsible for determining the cause of the noise complaint (e.g., bad muffler, etc.) and will require that reasonable measures be implemented to correct the problem. A toll-free telephone number and email address shall be posted in a highly visible manner on the construction site at all times and provided in the construction site postings for receiving questions or complaints during construction and shall also include procedures that the on-site construction manager will adhere to for responding to callers and email messages. Procedures for reaching the public liaison officer via telephone or in person shall be included in any notices and also posted at the construction site.
 - h) Pile drivers shall not be used as part of construction activity.
30. The Project development shall comply with the City’s Greenhouse Reduction Plan Update (2022).
31. During Building Plan-Check, Applicant is responsible for complying with all applicable BMC requirements including Title 10 – Zoning Regulations and Title 11 – Subdivisions.

COMMUNITY DEVELOPMENT DEPARTMENT- BUILDING DIVISION

32. All projects shall comply with Title 9, Chapter 1, of the Burbank Municipal Code, and the **2019 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.

The 2019 California Building Standards Code is applicable to projects that submit a building permit application on or before December 31, 2022. The 2022 California

Building Standards Code is applicable to projects that submit a building permit application on or after January 1, 2023.

33. 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.
34. All conditions of approval are to be reproduced on the construction document drawings as part of the Approved Construction Set.
35. 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.
36. Development Impact Fees are assessed by the City for construction of new commercial and/or residential square footage as listed in the Burbank Fee Schedule and Title 10, Article 22, of the Burbank Municipal Code.
37. Low Impact Development: A LID Plan is required for City review that provides a comprehensive, technical discussion of how the project will provide on-site retention in compliance with the requirements of the LID Ordinance and LID Standards Manual.

Best Management Practices and control measures shall be prioritized in the following order:

- i. On-site infiltration, bioretention, and/or rainfall harvest.
 - ii. On-site biofiltration, off-site ground water replenishment, and/or off-site retrofit.
38. New or Addition/Alteration construction projects within the City of Burbank are subject to MWELo 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.
 39. The property shall comply with accessibility requirements for the various occupancies as stated in California Building Code Chapter 11. Accessibility regulations apply to all common areas and pools and spas.
 40. The parking layout will have to comply with City standards, including minimum turning radii for accessing parking stalls.
 - i. Standard Plans(<https://www.burbankca.gov/web/public-works/standard-plans>)
 - i. General Parking Standards BT-402
 - ii. Parking Bay Widths BT-403
 - iii. Striping BT-404

41. Separate Permits will be required for the following:

- a. Demolition
- b. Grading & Shoring
- c. Architectural & Structural
- d. Mechanical
- e. Plumbing
- f. Electrical

42. Deferral of any submittal items shall have prior approval of building official. The registered design professional in responsible charge shall list the deferred submittals on construction documents for review.
43. Screening will be required for equipment located in front and side yards. The screening will include the electrical panels, A/C compressor units, gas meters, and transformers. All screening will be subject to approval by Planning and Building divisions, and BWP.
44. Grading and drainage plans will be required, and a separate Grading & Shoring Permit will be required. Geotechnical report to be submitted along with Grading & Shoring Permit Application.
45. 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.
46. 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.
47. 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.

48. 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.

COMMUNITY DEVELOPMENT DEPARTMENT – TRANSPORTATION DIVISION

49. Sidewalk Standards / Requirements

Per the City's Burbank2035 General Plan Mobility Element, the City has set specific sidewalk width requirements for Burbank streets. Based on Table M-2 (page 4-21) of the Burbank2035 General Plan's High Density Residential land use designation, the standard width of the street is 12-foot-wide sidewalks (from edge of curb to property line). Development shall provide a sidewalk width of 12 feet.

PUBLIC WORKS DEPARTMENT – ENGINEERING DIVISION

50. Show dimensions and location of all proposed property dedications.
51. 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.
52. 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].
53. No 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].
54. 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/OnlineCounter/main/index.htm>.
55. Dedicate* to the City for street right-of-way: a portion of the property adjacent to alley frontage lying within 10 feet of alley centerline [BMC 7-3-106].

*Contact Real Estate Division of the Community Development Department at (818) 238-5180 for information to accomplish this dedication.

56. Off-site improvement plans (in the public right-of-way) must be approved by the Public Works Director. Plans must be submitted in City of Burbank Standard format and as-built plans must be submitted on mylar paper.
57. All soldier piles/beams that are required for the subterranean parking garage shoring, must be placed on private property and are not to encroach into the public right-of-way.
58. Submit site drainage plans to Public Works Department for review. On-site drainage shall not flow across the public parkway (sidewalk) or onto adjacent private property. It should be conveyed by underwalk drains to the gutter through the curb face [BMC 7-1-117, BMC 7-3-102].
59. An address form must be processed [BMC 7-3-907].
60. Plans should include easements, elevations, right-of-way/property lines, dedication, location of existing/proposed utilities and any encroachments.
61. No construction material shall be placed within the public right-of-way without a "Street Use" Permit issued by the Public Works Department.
62. Applicant must contact the City of Burbank, Parks and Recreation Department for the removal of any parkway tree(s) [BMC 7-4-117 B].
63. Reconstruct dedicated portion of alley with asphaltic concrete pavement per City of Burbank Standard Plans BA-200 [BMC 7-3-105, BMC 7-3-106].
64. Resurface (grind and overlay minimum 2") to the centerline of alley (edge of gutter) fronting the property per City of Burbank Standards [BMC 7-3-105, BMC 7-3-106]. Plans must be submitted in City of Burbank Standard format.
65. Resurface (grind and overlay minimum 2") the full width of Palm Avenue fronting the property per City of Burbank Standards [BMC 7-3-105, BMC 7-3-106]. Plans must be submitted in City of Burbank Standard format.
66. Applicant must re-stripe the resurface area and re-establish all traffic loops.
67. Proposed new driveway along Palm Avenue must be constructed per City of Burbank Standards.
68. Remove existing driveway and reconstruct with sidewalk, landscape, curb and gutter fronting the property along Palm Avenue per City of Burbank Standards. All unused driveways shall be removed and reconstructed with curb, gutter and sidewalk [BMC 7-3-504].
69. Remove and reconstruct sidewalk fronting the property along Palm Avenue per City of Burbank Standards.

70. Remove concrete path in parkway perpendicular to Palm Avenue fronting the property and replaced with landscape.
71. Any portion of public curb or gutter that is broken, uneven or uplifted at the end of the project must be reconstructed to the satisfaction of the City Engineer. That 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 7-3-501].

Tentative Tract Map No. 84031

72. The recycling requirements shall be contained in the approved CC&Rs for the condominium complex prior to Final Map approval.
73. Tentative Map shall follow all the conditions contained in BMC Title 11: Subdivisions.
74. Establish new centerline ties per City of Burbank Standards and Los Angeles County Guidelines at the following intersections:
 - a. Palm Avenue and Sixth Street
 - b. Palm Avenue and Fifth Street

Corner record sheets must be reviewed by the City of Burbank prior to final recording with LA County [BMC Title 11, Article 8].

75. All off-site improvements must be completed prior to map approval [BMC 11-1-709].
76. Dedications and easements can be processed by a separate instrument prior to final map approval or implemented on the map at the time of final map approval [BMC 11-1-708].
77. All monuments must be set prior to finalizing and approving Final Map [BMC 11-1-805].
78. Final map of said property, must show adequate centerline tie information to enable the survey to be retraced.
79. Show dimensions and location of all proposed property dedications.
80. 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.

81. Applicant must submit corner record sheets to the City of Burbank for review prior to final recording with L. A. County.
82. Final Map must state basis of bearings.
83. Final Map must show bearings and distances on all centerlines and lot lines.
84. Final Map must have line breaks for distances that are not to scale.
85. Final Map must be to scale that is indicated.
86. Applicant must submit a current title report for Public Works review.
87. Building access doors, loading docks doors, and access gates may not swing open into the public right-of-way [BMC 7-3-701.1].
88. Additional impacts to street triggered by this project could extend the paving restoration limits.

PUBLIC WORKS DEPARTMENT – WATER RECLAMATION AND SEWER DIVISION

89. The location, depth, and dimensions of all sanitary sewer lines and easements must be shown on the plans.
90. An Industrial Waste Discharge Permit will be required [BMC 8-1-502 and BMC 8-1-503].
91. Under the current rate structure, pulling the Building Permit for the proposed development is subject to a Sewer Facilities Charge estimated at \$12,526. The charge is due prior to issuance of a Building Permit [BMC 8-1-802 and BMC 8-1-806].

$$\begin{aligned}
 \text{SFC} &= \text{Proposed Developments} - \text{Demolition Credits} \\
 &= \text{MFD } [\$667/\text{unit} * 24 \text{ units}] - \text{SFD } [\$814/\text{unit} * 1 \text{ unit}] - \text{MFD } [\$667/\text{unit} * 4 \text{ unit}] \\
 &= \$16,008 - \$814 - \$2,668 \\
 &= \$12,526
 \end{aligned}$$

92. 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].
93. No person shall connect to or tap an existing public sewer without obtaining a permit [BMC 8-1-301].
94. Each lot must have its own private lateral (building sewer) connection to the City sewer main [BMC 8-1-309]. Should the lot be subdivided in the future, a separate sewer lateral connection to the City sewer main will be required for each lot. For reference, the applicant can propose that separate building structures on one lot have separate sewer lateral connections to the City sewer main.
95. A maintenance hole must be installed at the connection point to the City sewer main for any

newly proposed private sewer lateral connection(s) that are greater than or equal to 8-inches in diameter [BMC 8-1-308] per Standard Drawing BSS-201-2 located in the 2012 edition of Standard Plans for Public Works Construction.

96. 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.
97. 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.
98. 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 damaged 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 City sewer main (7.5 feet on either side of the City sewer main), or a root barrier control system is employed for each tree/plant.
99. As a condition of approval, in accordance with Burbank Municipal Code (BMC) 8-1-301 and BMC 8-1-304, the project applicant is required to provide a Sewer Capacity Analysis (SCA) to the Public Works Department, for their review and approval, analyzing all tributary sewer systems from the subject property demonstrating that sufficient capacity exists in the sewer system to handle the proposed discharge increase. The City offers a service of performing an SCA for applicants at a price per the currently adopted Citywide Fee Schedule. If the results of the SCA determine that there is not sufficient capacity in the sewer system to serve the proposed project, then the applicant will be responsible for either performing the necessary offsite sewer improvements or may, at the discretion of the Public Works Director, be subject to an additional infrastructure fee for the purpose of the City constructing the necessary upgrades to the sewer system. It is anticipated that the proposed 24-residential unit development can be served by the City's existing Water Reclamation Plant, pending completion of the SCA.
100. 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].
101. Discharges from essential non-emergency firefighting activities (i.e., fire sprinkler system testing) is a conditionally allowed non-storm water discharge into the storm drain system, provided appropriate Best Management Practices (BMPs) are implemented. Please

see the attached Fire Suppression Systems discharge form and follow the requirements to comply when conducting the conditionally allowed non-storm water discharge.

102. 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.
103. Dewatering an area where water accumulates (i.e., crawl space, foundation, or basement) is now considered a prohibited discharge into the storm drain system. As such, private property applicants have the following options for dewatering accumulated volumes of water:
 104. Depending on the volume and having controls in place to keep the discharge on-site, direct the dewatering discharge to a planted/vegetated area located on private property; or
 105. Apply for an individual NPDES permit with the Regional Board to allow the dewatering discharge into the storm drain system through ORDER NO. R4-2018-0125: page 9 of this Dewatering Order state that temporary dewatering including subterranean seepage dewatering, requires individual coverage and is no longer covered/allowed under the MS4 permit. Questions need to be directed to the Regional Board at (213) 576-6600.

PUBLIC WORKS DEPARTMENT – TRAFFIC DIVISION

106. Parking spaces must be constructed per BMC 10-1-1401, 10-1-1403, 10-1-1417, 10-1-1606.
107. Turn areas and parking spaces adjacent to obstructions must be constructed per Burbank Standard Plan BT-400.
108. Driveway apron must be constructed per Burbank Standard Plan BS-102. Construct the driveway apron 20' wide, to align with the width of the proposed on-site driveway.
109. No visual obstruction shall be erected or maintained above 3' high or below 10' high in a 5' by 5' visibility cut-off at intersection of street and driveway [BMC 10-1-1303(C)].

PUBLIC WORKS DEPARTMENT – FIELD SERVICES DIVISION

110. Must have a common location(s) for trash enclosures large enough to house an appropriate number of refuse and recycling bins.
111. Must comply with AB 341 and SB 1383 requirements.
112. 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.

BURBANK WATER AND POWER – ELECTRIC

General Requirements – Plan Information

107. The following information shall be included on the construction plans:
 - a. Dimensions/location of existing/proposed public improvements adjacent to project.
 - b. The width and the location of all the existing and proposed easements.
 - c. Fully dimensioned building elevations showing height of structure from natural grade.
 - d. Proposed location of the electric service panel/meters.
 - e. Proposed location of the pad-mount transformer
108. Plan approval will not be given until an electric service confirmation is obtained. Contact BWP Engineering at (818) 238-3647. The plans must show the pertinent information related to the method of service as specified on the confirmation.

Load Requirements

109. A load schedule and secondary service schematic will be required to determine the extent of the electrical load requirements. An electronic copy of a plot plan of the site, showing all the existing and proposed substructures, complying with BWP AutoCAD standards should also be provided to BWP Electrical Engineering to aid the electrical design. BWP will provide full comments after the electrical sheets are provided. A meeting should be scheduled between the applicant, project architect, electrical engineer, and BWP Electrical Engineering early in the design stage of each phase of the project to discuss all the issues and to finalize the location of the facilities.
110. Loads below 5MW will be fed from the existing system but will require upgrades to accommodate the new development, at the applicants cost.

Substructure

111. Overhead BWP electrical facilities traversing or adjacent to the development are to be converted to underground at the developer's cost. The developer will be responsible for costs involved in converting existing overhead electric services to underground for any customers impacted by this underground conversion.
112. The proposed development will require the installation of a pad-mounted transformer at grade, which has a vault underneath it. No structures are allowed to be constructed underneath this vault.
113. The installation of pad-mounted transformers and switches will require the use of a crane or boom truck. To facilitate this installation, a vertical clearance of 40' from the transformer or switch pad level should be maintained. Any design that would restrict vertical access clearance to a level below 40' shall be subject to BWP approval.
114. Provide a minimum 14' x 18' clear accessible area at grade level on undisturbed soil with easy crane access 20-foot wide for each three phase pad-mount transformer facility.

115. Provide a minimum 10' x 17' clear accessible area at grade level on undisturbed soil with easy crane access 20-foot wide for each single-phase pad-mount transformer facility.
116. The proposed development may require the installation of 4' x 6' primary pull-boxes.
117. Additional conduits may be required to provide for future needs.
118. The developer will provide 5' wide recorded easement for the new underground system from the property line to the switch and a minimum 25' x 15' clear accessible easement for a pad-mount switch. The developer's surveyor will provide a legal description of the easements, which will be reviewed by Burbank Water and Power and then processed by the Community Development Department (contact 818-238-5250 for recording).
119. The developer's contractor will provide as-built drawings showing the exact location of underground substructure installed to serve the property.
120. All substructure work including transformer pads, switch pads, pull boxes, grounding systems, primary conduits and secondary conduits are the responsibility of the developer and shall be done in accordance with Burbank Water and Power drawings and specifications.
121. Any existing and proposed substructure on-site and off-site, which may affect the location of the new underground electrical system and any other improvements shall be identified and shown on the final plans in order to avoid a potential conflict with other substructure.
122. Provide a minimum 14' x 18' clear accessible area at grade level on undisturbed soil with easy crane access 20-foot wide for each three-phase pad-mount transformer facility.
123. Provide a minimum 10' x 17' clear accessible area at grade level on undisturbed soil with easy crane access 20-foot wide for each single-phase pad-mount transformer facility.
124. The proposed development may require the installation of 4' x 6' primary pull-boxes.
125. Additional conduits may be required to provide for future needs.
126. The developer will provide 5' wide recorded easement for the new underground system from the property line to the switch and a minimum 25' x 15' clear accessible easement for a pad-mount switch. The developer's surveyor will provide a legal description of the easements, which will be reviewed by Burbank Water and Power and then processed by the Community Development Department (contact 818-238-5250 for recording).
127. The developer's contractor will provide as-built drawings showing the exact location of underground substructure installed to serve the property.
128. All substructure work including transformer pads, switch pads, pull boxes, grounding systems, primary conduits and secondary conduits are the responsibility of the developer and shall be done in accordance with Burbank Water and Power drawings and specifications.
129. Any existing and proposed substructure on-site and off-site, which may affect the location of the new underground electrical system and any other improvements shall be identified and shown on the final plans in order to avoid a potential conflict with other substructure.

130. BWP will provide the following items at the developer's cost:
 - a. Construction drawings for all substructure work
 - b. Engineering support during construction
 - c. Inspection of the work performed by the developer's contractor to ensure the work is done per the plans provided by BWP and per BWP specifications
 - d. Installation of all transformers, switches, primary cables, and metering devices
 - e. Termination of the secondary cables at the transformer
131. The developer's contractor shall install secondary conduits, pull cable from the transformer to the switchboard, and terminate the secondary cables on the switchgear.
132. Depending on the location of the switchgear (whether it is outside or inside the building), secondary conduits and cables will be inspected and approved by both the BWP inspector and the Building Inspector (switchgear inside the building) or by the BWP inspector (switchgear outside the building).
133. The Building Inspector will provide structural inspection of secondary conduits for compliance with the Building code-concrete encasements, fire walls, support of the conduit package, etc. The BWP inspector will inspect the amount and size of secondary conduits and cables.

Safety/Clearances

134. The State of California Public Utilities Commission General Order No. 95 requires that no building or structure be allowed to encroach within the envelope 12' vertical and 6' horizontal from the existing high voltage lines along the existing alleys within project boundary. The actual height and location of the conductor attachment has to be surveyed and shown on the plans.
135. The State of California Public Utilities Commission General Order No. 95 requires that no building or structure be allowed to encroach within the envelope 8' vertical and 3' horizontal from the existing low voltage lines along the existing alleys within project boundary. The actual height and location of the conductor attachment must be surveyed and shown on the plans.
136. The State of California Public Utilities Commission General Order No. 95 requires that no temporary scaffolding, platforms or supporting framework upon which men may work be allowed to encroach within the required clearance envelopes as stated in the previous two comments.
137. Burbank Water and Power Rules and Regulations require that no open patios or balconies will be erected underneath any high voltage overhead conductor regardless of vertical clearance.
138. Plans must be revised to avoid encroachment into the envelope as commented above.

Building elevations will show the existing power poles, their height from natural grade, conductor attachment heights and locations (all surveyed), and the described above envelopes clear from any portion of the building per BWP drawing S-708 (attached).

139. The developer's contractor is responsible for protecting any existing Burbank Water and Power facilities in place. Power poles must be protected in place to prevent any movement of the pole butt during excavation. Anchors must also be protected to prevent slippage or exposure that could result in the reduction or loss of holding power. If these requirements cannot be met, then no excavation will be allowed within three feet from the face of poles and five feet from anchors.
140. The developer's contractor is responsible for protecting any existing Burbank Water and Power underground facilities from damage during construction. No crane imposed loads will be allowed on any existing manhole or pullbox structures.
141. Any excavation that restricts vehicular access to existing BWP facilities may require the relocation of such facilities prior to excavation at the developer's cost.

Aid-in Construction

142. The Burbank Water and Power fees for providing electric service are Aid-in-Construction (AIC) charges set forth in Section 3.26 of BWP's Rules and Regulations for Electric Service. AIC charges are to recover the actual cost of:
 - a) Providing and installing new facilities to serve the customer;
 - b) Conducting feasibility studies and engineering;
 - c) Relocating existing overhead or underground facilities.
143. Depending on local site conditions and the location of the project, AIC costs can vary widely from project to project. For reference, historical AIC costs for developments between 1 MVA and 5 MVA have ranged from \$400,000 - \$1,200,000 (2021 dollars) per MVA. For projects in this size range, BWP recommends performing a feasibility study early on in the project to determine a proposed electrical route and a rough cost estimate.
144. If any portion of the existing BWP facilities needs to be upgraded or relocated due to the subject project, it will be done at the developer's expense.

Metering

145. All electrical installations must conform to the Burbank Water and Power Rules and Regulations for Electric Service (latest revision).
146. Contact BWP Engineering at (818) 238-3647 (residential) or at (818) 238-3565 (commercial) if the existing service panel requires upgrading.
147. For multi-metered services all numbering must be completed in a permanent manner at all individual units and meter sockets before service can be energized. See BWP Rules and Regulations, Section 2.68 (c) for acceptable labeling (stenciling or riveted tags required,

permanent marker is unacceptable). Contact Public Works Engineering for unit designations.

148. The service switchboard rating shall be limited to 3000 Amps. Five copies of EUSERC drawings of the switchboard shall be provided to BWP for approval prior to submittal to the manufacturer. Service shall not be energized unless these drawings are provided.
149. Outdoor meter locations are preferred. When adequate exterior wall space is not available, a separately locked, clearly labeled meter room is acceptable. All meter rooms must be located on the ground floor and have two exit doors equipped with panic hardware. At least one door must lead directly outside. BWP must be supplied an access key to the room, which will be installed in a lock box adjacent to the door. The developer shall consult BWP for approved location and obtain a service confirmation prior to any installations.
150. All new metered services require a path for meter communications to BWP communication networks. Installation of meters that fail to continuously communicate with BWP communication networks will require additional BWP approved equipment to be installed at the developer's expense in order to create the appropriate communications path.
151. The main meter room shall be located at grade level.
152. The developer is responsible for the street lighting system traversing or adjacent to the project. The street light system is required to be underground fed with LED luminaires. If existing lighting conditions do not satisfy this requirement, modification will have to be made at the developer's expense. Standards and luminaries will be supplied by BWP at the developer's expense. A plot plan of the site must be submitted to BWP during the initial planning stage of the project for street light design.
153. Any construction that impacts existing streetlight standards or infrastructure will require relocation at the developer's cost.

Fiber/Communication

154. Burbank Water and Power offers high-speed, high-quality fiber optics-based services through its ONE Burbank program. Fiber service is available to the project if desired. For further information, email support@oneburbank.com or call (818) 238-3113.
155. Contact AT&T at (866) 577-7726 for any phone company facility conflicts. Contact Charter Communications at (818) 847-5013 for any cable T.V. facility conflicts.

Landscaping

156. Any trees planted in the area adjacent to the street/alley will be of a type that will not grow into the existing power lines and will also have sufficient clearance from the streetlight facilities.
157. All equipment locations and screening structures will be indicated on the plans and must

meet the Community Development Department Equipment Screening Guidelines. The plans will include the proposed screening method, height of screening, material finish, and color or species of vegetation. All screen walls, which are a part of, or adjacent to, the proposed building will be shown on the building elevations. All screen walls detached from the building will be included as a separate elevation. Verification of submittal requirements and recommendations for screening requirements shall be by the CDD Director or his designee.

158. BWP landscaping requirements for transformer pads and switch pads:
Due to the natural maturation of trees and other landscaping elements, the following requirements are to be adhered to:
- a) New plantings within three feet of the back or sides of the pad and within eight feet of the front shall be of a groundcover type. This is considered the working zone.
 - b) Outside of the working zone, shrubbery is acceptable within eight feet of the pads, but trees must be beyond an eight-foot radius to lessen future root conflicts.
 - c) Landscaping grade shall be a minimum of five inches below the grade level of the top of transformer pads.
 - d) All irrigation and sprinkler systems shall be constructed so that water shall not be directed onto the switch, the transformers, or the concrete pads.
Additionally, surface water shall drain away from the concrete pads.
- Landscape plans shall adhere to the above requirements, showing proper working clearances for electrical facilities on L-sheets.

Energy Efficiency

159. The electrical design shall comply with California Building Code Title 24 energy efficiency requirements and shall use, wherever practical, surge suppressors, filters, isolation transformers, or other available means to preserve a quality of power of its electrical service and to protect sensitive electronic and computer-controlled equipment from voltage surges, sags, and fluctuations. BWP also recommends the use of an uninterruptible power supply (UPS) and a standby generator for critical loads.
160. Power factor correction to a minimum of 90% will be requested to minimize kVA demand as well as energy use. The developer must use California Nonresident Building Standard to consider and implement energy efficient electrical equipment and devices for minimizing peak demand and wasteful energy consumption.

Electric Vehicle Charging

161. Electric Vehicle (EV) parking capacity shall be in accordance with Title 24 building code requirements. Plans shall detail all planned EV charger installations as well as all EV capable parking spaces. The electrical service panel shall include capacity to simultaneously charge all EV capable parking spots at their full-rated amperage whether installed or not.

162. As part of our efforts to reduce greenhouse gas emissions, improve air quality, and enhance customer service, Burbank Water and Power's Electric Vehicle Charging program promotes the use of electric vehicles by providing rebates for the installation of Level 2 (240V) charging equipment. BWP also installs and maintains a public electric vehicle charging network, consisting of 45 Level 2 charging ports and 2 DC Fast Chargers (480V), with new stations added each year depending on budget and availability. For more information on the rebates and the charging network, please contact Drew Kidd at 818-238-3653 or DKidd@burbankca.gov. Additionally, information can be found at <https://www.burbankwaterandpower.com/conservation/electric-vehicles-rebate>.
163. The load schedule is required so that BWP can determine the power needs of the project. BWP can provide one single-phase service of 400 amps or less or one three-phase service of 200 amps or less from the overhead distribution facilities to the property. If the submitted electrical load schedule is greater than 400 amps single-phase or 200 amps three-phase, then the applicant will be required to install a new 120/240V single phase or a new 120/208V three-phase padmount transformer service at their expense. The applicant can obtain one meter per unit provided that public works assigns an address for each unit. If a padmount service is required, the proposed development must meet required clearances (reference drawings S-724 and S-725). A load schedule is required to determine the service size. The applicant will be responsible for installing all underground substructures and paying actual costs incurred by BWP to provide electric service. The applicant will need to obtain an excavation permit through Public Works prior to excavating in the alley. Aidin-Construction charges shall recover all costs by BWP to provide electric service. Expenses may include:
1. Transformers
 2. Primary service cable to the customer's transformer facilities
 3. New riser pole and riser conduits
 4. Primary protected devices and primary cable support structures within the vault
 5. Metering devices
 6. Labor and equipment to install the above
 7. Field services and inspections
 8. Engineering and construction drawings
164. BWP requires that no open patios or balconies will be erected underneath any high voltage overhead conductor regardless of vertical clearance. Refer to drawing S-708 for G.O. 95 Clearances for structures in proximity to primary and secondary cross-arms. If temporary scaffolding, platforms, or supporting structures upon which men may work shall enter the building envelope clearance, during construction, or if aerial truck access is to place workers within a minimum of ten feet of the primary high voltage conductors, then BWP shall install primary hard covers to the pertinent area of high voltage conductors and exposed equipment at the owner's expense.
165. The developer is responsible for the street lighting system traversing the project. The street light system is required to be underground fed with LED luminaires. A new streetlight standard is required to be installed by the developer in front of the proposed property on Palm Ave between 529 and 521. Existing streetlight standard on Palm Ave between 537 and 545 E Palm Ave will need to be modified to install underground substructures to the

new streetlight standard. New streetlight mast-arms will be needed in the alley. Standards and luminaries will be supplied by BWP at the developer's expense. A plot plan of the site must be submitted to BWP during the initial planning stage of the project for streetlight design.

Additional Requirements

166. All meter rooms must be located on the ground floor and have two exit doors equipped with panic hardware. At least one door must lead directly outside. BWP must be supplied an access key to the room, which will be installed in a lock box adjacent to the door. The developer shall consult BWP for approved location and obtain a service confirmation prior to any installations.
167. A clearance of 12'x16'6" is required for the smaller size padmount transformer (drawing S-724), and a clearance of 14'x18' is required for the larger size padmount transformer (drawing S-725). Plans must be revised to show the required clearance.
168. Feeder upgrades may be required to serve this project load. A load schedule is required to determine upgrade requirements.

BURBANK WATER AND POWER – WATER

169. Provide the following information in the construction plans for plan-check review:
 - Size & location of water services (domestic, fire, type & location of the backflow assembly).
 - Calculations for sizing of domestic water meter and service (See Attached Sheet).
 - Landscape irrigation plans for backflow plan check.
 - Location of stub-out(s) for future connection(s).
170. Temporary water for construction purposes only may be supplied from the existing service at: 529 and 537 E. Palm Ave only after the owner or contractor has signed up for its use at the Burbank Water and Power, 164 W. Magnolia Blvd., between 8:30 AM and 4:30 PM, Monday through Friday. The existing meter(s) and box(s) are to be protected at all times during demolition of the site and/or construction.
171. Water may be supplied temporarily from a fire hydrant. Contact BWP Water Engineering at (818) 238-3500 concerning fees, required permit and fittings.
172. The new water service, if required for this project, will come from a (n) 6 inch main in Alley w/o Palm Ave at a static pressure of approx. --80-- psi.
173. Developer shall provide a stub-out to within 2' of curb line at 529 & 537 E. Palm Ave to receive service from future main in E. Palm Ave. A pressure regulator and relief valve shall be installed on stub-out if so required for original service. Call BWP Water Engineering for inspection a minimum of 24 hours ahead of time. Inspection is required before the trench is backfilled. Provide a sketch showing the location of the end of the stub-out.

174. Due to the system static pressure at this site, the Building Division requirements for a pressure regulator are to be followed in accordance with the California Plumbing Code.
175. A copy of this Development Review shall be shown on the applicant's plan submittal.
176. The water service for this project may be required to be provided with protective devices that prevent objectionable substances from being introduced into the public water supply system, per Title 17 of the California Administrative Code. A minimum \$50 backflow prevention plan check fee and up to actual cost will be applied. Both domestic and fire services may require installation of backflow prevention devices. Backflow devices must be installed on private property and as close as possible to the property line (see attached Standard Drawing No. BWP-615).
177. The owner or contractor shall contact BWP Water Division at (818) 238-3500 before the building permit is issued. The drawings will be reviewed for adequate sizing of the service and meter and will take a minimum of five working days. Domestic meter size shall be adequate to provide the required flow, as determined by a licensed plumber or architect, calculated from the number of fixture units for the proposed development, pursuant to the California Plumbing Code 2016, CCR, Title 24, Part 5. Prior to final approval and preparation of an estimate by the BWP Water Division, the applicant shall obtain approval from the City of Burbank Fire Department for appropriate fire service size and appurtenance selection. A deposit will then be collected to cover construction costs for all required services. Construction scheduling will be based on date of receipt of the required drawings, fees and deposit.
178. If the Fire Department requires any new fire hydrants and/or fire services for this development, the owner or contractor shall request an estimate for same from BWP Water Division by calling (818) 238-3500. The full deposit for any required work (including upgrading the fire service/backflow device) must be paid before the Water Division approves the project drawings.
179. A separate meter and service shall be installed for irrigation purposes only. When recycled water becomes available in the area, use of recycled water will be required for all irrigation needs. Pending recycled water availability, a backflow device will be required to protect the potable water system. Please be advised that the recycled water system may be at a lower pressure than the potable water system. If required, a provision in the design shall be made for installation of a booster pump when recycled water becomes available. Upon completion of the conversion from domestic to recycled water, the applicant shall comply with all rules and regulations set by the State Water Resources Control Board - Division of Drinking Water.
180. A Water Distribution Main Charge (WDMC) is due. (Section 4.34 (g) of BWP Water Division Rules and Regulations).
181. A Water Main Replacement Fee (WMRF) is required in accordance with Sections 4.34 (a), (b), (c), (d) and (e) of BWP Water Division Rules and Regulations. Per section (e): A Water Main Replacement Fee shall be applied.

182. The applicant shall be responsible for all additional costs of connection, installation and abandonment in accordance with Burbank Water and Power (BWP) Rules and Regulations.

PARKS AND RECREATION DEPARTMENT

183. Submit landscape and irrigation plans prepared by a licensed landscape architect. Must comply with Municipal Water Efficient Landscape Ordinance (MWELo) requirements if over 500 square feet of landscape.
184. A Park Development Fee shall be paid prior to the issuance of Building Permits.
185. Contact Forestry for list of approved street trees. Street Trees are required.
a. All street trees shall be a minimum of 24" box size.
b. Trees in grass shall be installed with Arbor Guards.
186. 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.
187. Tree wells are required.
188. Provide irrigation bubbler to street trees.
189. Provide automatically controlled irrigation system to the parkway.
190. Must comply with Art in Public Places Ordinance if building costs are over \$500,000.
191. Landscape Plans need to be submitted and MWELo Certified.
192. Provide Arborist Certification for all landscape removed.

POLICE DEPARTMENT

193. Applicant shall comply with all applicable City Police Department's requirements for the Project.

FIRE DEPARTMENT

194. Applicant shall comply with all applicable City Fire Department's requirements for the Project.
Plans for Fire Sprinkler, Underground Fire water, New Fire Hydrants, Fire Alarm, Fire Lanes, Emergency Vehicle Access. Shall be submitted in Hard Copy Form to The Burbank Fire Department.

- 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.
- Provide an automatic fire sprinkler system in accordance with the Burbank Municipal Code.
- 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.
- Provide a fire alarm system to notify all occupants of automatic fire sprinkler water flow.
- Provide a Knox key box for fire department access.
- Provide a Knox KS-2 key access switch for security gates.
- Provide address numbers a minimum of 4 inches high for residential structures and six inches high for all other occupancies with ¾ 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.
- 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.
- 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.
- Provide a fire alarm system.
- 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.
- Specifications for fire apparatus access roads shall be provided and maintained in accordance with the California Fire Code.
- Plans for fire apparatus access road shall be submitted to the fire department for review and approval prior to construction.
- Plans and specifications for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.
- 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.**
- 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.
- 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.

- All exits, fire department access and fire protection shall be maintained in accordance with the California Fire Code during construction.
- 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.

LEAKY CABLE/SUBTERANEAN STRUCTURES

- Except as otherwise provided, no person shall maintain, own, erect, or construct, any building or structure or any part thereof, or cause the same to be done which fails to support adequate radio coverage for City emergency service workers, including but not limited to firefighters and police officers. Buildings and structures which cannot meet the required adequate radio coverage shall be equipped with any of the following in order to achieve the required adequate radio coverage: a radiating cable system or an internal multiple antenna system with or without FCC type accepted bi-directional UHF amplifiers as needed. Further information and guidance can be obtained by contacting the City of Burbank Radio Communications shop at (818)238-3601.
- For parking garages provided with a ventilation system in accordance with the California Building Code "Interior Environment" a remote over-ride switch shall be provided for Fire Department use as assistance for smoke removal. The switch shall be located and clearly marked in a readily accessible location as directed by the Fire Department.
- Provide smoke detection for dwelling units, congregate residences and hotel or lodging guestrooms that are used for sleeping purposes.
- 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.
- 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.
- 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.

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.

The owner and the owner's architect and/or contractor from the responsibility of ensuring compliance with all applicable provisions of fire/life safety codes. Such compliances may include but are not limited to fire department access for fire fighting, including fire department vehicle access, fire water supplies and appurtenances.

X _____

Signature of Applicant/Permittee

X _____

Signature of Property Owner