

Planning Board Minutes

October 25th 2021

CALL TO ORDER 6:01 p.m.

INVOCATION Mr. Rizzotti led the invocation.

FLAG SALUTE Mr. Rizzotti led the flag salute.

ROLL CALL

Present- - - - Planning Board Members: Chair, Matt Gamboa, Vice Chair, Christopher Rizzotti and Board Members, Apraham Atteukenian and Robert Monaco
Absent- - - - Board Member Tammy Heiner
Also Present- Deputy City Attorney, Iain MacMillan Assistant Community Development Director, Fred Ramirez; Deputy City Planner, Scott Plambaek; Associate Planner, Shipra Rajesh and Planning Clerk, Natalie Amela.

ANNOUNCEMENTS None.

HEARINGS

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

PROJECT DESCRIPTION:

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

Meeting Disclosures:

Mr. Rizzotti informed the Board that he has received several inquiries from the public regarding this item.

Notices Given:

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

Staff Report:

Shipra Rajesh presented this item to the Board.

Public Comment:

Simon Hamel, Resident, expressed his concerns regarding the proposed Zone Text Amendment.

Response to Public Comment:

Ms. Rajesh clarified the following: design concerns that were mentioned by the public comment and review timeline of projects.

Mr. Ramirez expressed how the proposed Zone Text Amendment will aid in review processing time.

Board Q&A:

Mr. Monaco had inquiries regarding roof heights when it comes to roof-mounted air conditioner units.

Staff clarified that roof-mounted air conditioners are not measured when calculating roof height of a dwelling but there are screening restrictions when it comes to placing an air conditioner unit on the roof.

Mr. Atteukenian inquired the following: what constitutes a hillside view; porch height; attic clarification; and are the second -story setback requirements for the design review process changing with this proposed zone text amendment.

Staff clarified the primary hillside view; why porch height is capped at 12 feet; attic space as is constitutes to structural flooring and FAR; and the requirements for the Zone Text Amendment is expanding the applicability of second-story setbacks to all upper story additions and new constructions.

Mr. Rizzotti inquired the following: clarification on what triggers design review; architectural design requirements; front facing garage inquiries; inquiries on Exhibit D-8; and what is considered a mansion.

Staff clarified the following: what triggers a single-family special development permit; consistency with architectural design; percentage of front facing garages on the street requirements; building height and setbacks; and a development that surpasses the 0.4 FAR.

Deliberation:

Mr. Rizzotti expressed his concerns about the timeline for review for projects and proposed that developments that remain under 0.35 or 35% FAR do not require a design review therefore creating a streamline process for City staff.

Mr. Atteukenian expressed his thoughts on setbacks as it pertains to bulk and mass and agrees in simplifying the single-family special development process.

Mr. Monaco expressed his concern on design review.

Mr. Gamboa expressed his thoughts on eliminating the design review regulations.

Mr. Rizzotti made a motion to adopt the resolution with the amendments of 0.4 or 40% FAR for one-story and second-story new developments and remodels and eliminating the single-family development permit and neighborhood design compatibility review from the zoning regulations. Seconded by Mr. Attuekenian, carried by a vote 3-1. Motion passes.

ORAL
COMMUNICATIONS

None.

REPORTS

None.

APPROVAL OF
MINUTES

Mr. Rizzotti made a motion to approve the minutes of October 11, 2021. Seconded by Mr. Monaco, carried by a vote 2-0. Mr. Atteukenian and Mr. Gamboa abstained. Motion passes.

ITEMS FROM THE
PLANNING BOARD

None.

CITY PLANNER
COMMENTS

Mr. Ramirez informed the Board that Senior Planner, Lisa Frank will be leaving the City of Burbank and thanked her for her hard work and professionalism during her time with the City.

ADJOURNMENT
TO THE
PLANNING
BOARD MEETING
OF NOVEMBER
8TH 2021

Respectfully Submitted,
Secretary of the Planning Board