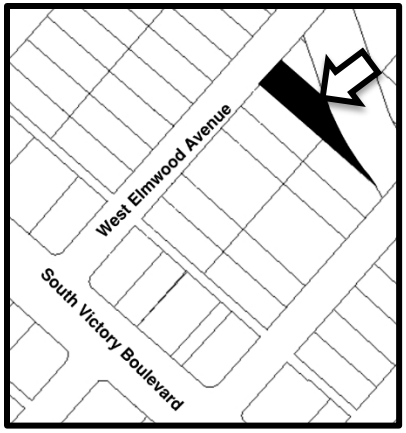
Public Notice

Proposed 3,861 square-foot, 3-unit apartment building *at 246 West Elmwood Avenue*



What is this?

This notice is to let you know the City of Burbank Community Development Director will be making a decision to approve or deny an application for a Development Review (DR). The project is a request for the development of a new 3,861-square-foot, 3-unit apartment building. The apartment building will consist of two stories above grade and a semi-subterranean parking area. The project site is located in the R-4, High Density Residential Zone.

This project has been determined to be exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15303 (b) (New Construction of Small Structures) for new apartments not exceeding 4 dwelling units.

Why am I getting this?

This notice was mailed to all residents and property owners within 1,000 feet of the project to solicit input prior to the final decision. You can call or write to provide input on the project. The Community Development Director will make a decision to approve or deny the project on or after December 23, 2026. You also have a right to appeal the decision within 15 days of the decision date (*any appeal must be filed with the applicable fee no later than 5:00 p.m. within 15 days of the decision date*). To confirm the appeal period, please contact the Project Planner listed below.

How do I find out more or participate?

☎ Call the project planner, Ryan Allen-Esquivel, at 818-238-5250

🖱 E-mail the project planner at: rallen-esquivel@burbankca.gov

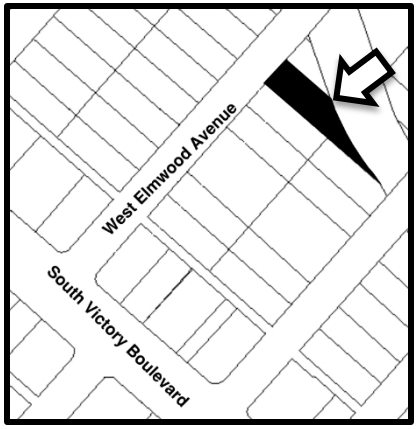
🕮 View documents related to this project online at: www.burbankca.gov/pendingprojects

🗣 Attend a **Community Meeting** to discuss the project on **Wednesday, December 9 at 6:00 p.m**. The meeting will be held in **Room 104,** on the first floor of the **Community Services Building at 150 N. Third Street** in Burbank.

Date: November 24, 2026
Project: Planning Permit No. 25-0004638
Burbank Planning Division
www.burbankca.gov/Planning

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