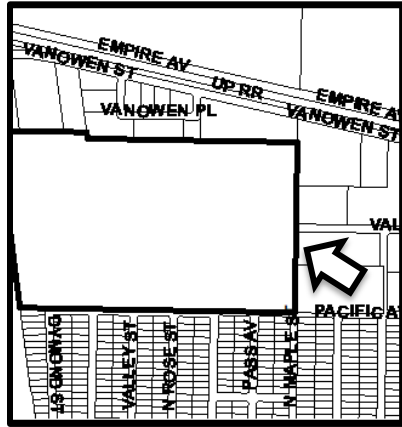


Public Notice

Proposed 2,993 square-foot
mausoleum at 3900 Valhalla Drive.

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 2,993-square-foot mausoleum structure at an existing cemetery. The proposed mausoleum will serve as a sealed storage area for caskets and urns. The mausoleum will consist of two stories above grade and a basement. The project site is located in the CEM, Cemetery Zone. This project has been determined to be exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15303 (c) (New Construction of Small Structures) for structures not exceeding 10,000 square feet within an urbanized area.



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 September 11, 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, August 26 at 6:00 p.m.** The meeting will be held in the training room, **Room 102**, on the first floor of the **Administrative Services Building at 301 E. Olive Avenue** in Burbank.

Date: August 12, 2026

Project: Planning Permit No. 25-0005277

Burbank Planning Division

www.burbankca.gov/Planning

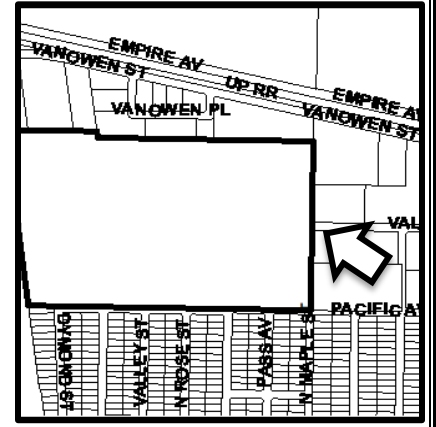


Public Notice

Proposed 2,993 square-foot
mausoleum at 3900 Valhalla Drive.

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 2,993-square-foot mausoleum structure at an existing cemetery. The proposed mausoleum will serve as a sealed storage area for caskets and urns. The mausoleum will consist of two stories above grade and a basement. The project site is located in the CEM, Cemetery Zone. This project has been determined to be exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15303 (c) (New Construction of Small Structures) for structures not exceeding 10,000 square feet within an urbanized area.



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 September 11, 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, August 26 at 6:00 p.m.** The meeting will be held in the training room, **Room 102**, on the first floor of the **Administrative Services Building at 301 E. Olive Avenue** in Burbank.

Date: August 12, 2026

Project: Planning Permit No. 25-0005277

Burbank Planning Division

www.burbankca.gov/Planning



