

October 4, 2022

Patrick Prescott  
Community Development Director  
City of Burbank  
275 East Olive Avenue  
Burbank, CA 91502

Dear Mr. Prescott:

The applicant, Pickwick Investment, LLC, is requesting an approval of The Pickwick project (Project) pursuant to Senate Bill (SB) 35. The Project consists of 92, three-story residential townhomes on a 5.01-acre site (assumes a proposed dedication to the City of Burbank of certain property adjacent to the equestrian trail) of which 10 units will be reserved for purchase to Low-Income households (up to 80 percent of the Area Median Income (AMI)), resulting in a 10.8 percent of the total units being considered “affordable.” In addition to the non-discretionary entitlement, the approval shall also include an approval of the subdivision map pursuant to the SB 35:

*Subdivision Map Act (Division 2 (commencing with Section 66410)) for a development that meets the provisions in (1) shall be exempt from the requirements of the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code). Such an application shall be subject to a ministerial process as part of the Streamlined Ministerial Approval Process.*

The subdivision request includes a request for parkland credits, pursuant to Section 11-1-1308 of the Burbank Municipal Code, for the three (3) privately maintained parks provided as part of the project. Should there be any remaining parkland dedication requirements after the private park credits are applied, the applicant will pay the applicable park in-lieu fee pursuant to Section 11-1-1307 of the Burbank Municipal Code.

If you have any questions regarding this letter, please contact me at 949.221.6256. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Alan Scales', with a stylized, cursive flourish extending to the right.

Alan Scales, AIA, NCARB  
Principal  
KTGY Architecture + Planning



City of Burbank – Planning Division  
**SB 35 RESIDENTIAL STREAMLINED MINISTERIAL  
 APPROVAL PROCESS APPLICATION**

150 North Third Street  
 Burbank, California 91502  
 www.burbankca.gov  
 T: 818-238-5250  
 F: 818-238-5150  
 E: planning@burbankca.gov

**Project Address and APN(s):** 1001 w. Riverside Dr. 2443-001-018 and 244-001-019

**Application Type (check all that apply):**

- SB 35
- Subdivision
- Other Permits \_\_\_\_\_

**Items to be Submitted:**

- Notice of Intent - Completeness Letter from the City with all Attachments
- Project Plans - 1 Electronic Set (see Standard Plan Details & General Requirements)
- Table Showing Compliance with City of Burbank Objective Standard Requirements
- Application fee** – Payment is required at the time of submittal by credit card or check. *Please make all checks payable to "City of Burbank." The initial submittal fee for the application is \$6595.60 plus time and material.*

**Property Owner Name**

Pickwick Investment, LLC, Attn: Matt Waken

**Applicant Name (if different from owner)**

**Mailing Address**

27702 Crown Valley Pkwy., Ste. D4-197, Ladera, CA 92694

**Mailing Address**

**Telephone**

626.710.6377

**Telephone**

**Email**

matt@walbern.com

**Email**

I hereby certify that I am the legally authorized owner of the property involved in this application or have been empowered to sign as the owner on behalf of a corporation, partnership, or business as evidenced by the documents attached hereto. I hereby grant to the applicant of this form full power to sign all documents related to this application, including any conditions or mitigation measures as may be deemed necessary. I declare under penalty of perjury that the foregoing is true and correct.

I hereby certify that the information furnished in this application and the attached materials are true and correct to the best of my knowledge and belief. Further, should the stated information be found false or insufficient, I agree to revise the information as appropriate. I understand that the City of Burbank cannot process this application until all required information is provided. I understand there is no guarantee, expressed or implied, that any permit or application will be granted. I understand that each matter must be carefully investigated and the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions. I understand that I have the burden of proof in the matter arising under this application made by me. I declare under penalty of perjury that the foregoing is true and correct.

**The Planning Division cannot accept an application without property owner signature.**

**Property Owner Signature** (must be original wet signature)

*Matt Waken*

Date 1/31/2022

**Applicant Signature**

*Matt Waken*

Date 1/31/2022

**For Planning Division Use:**

PL #: \_\_\_\_\_

Enforceable Agreement # \_\_\_\_\_ Dated: \_\_\_\_\_

Notes:

**SB 35 Application Date Submitted:**

October 4, 2022

Patrick Prescott  
City of Burbank Community Development Director  
275 East Olive Avenue  
Burbank, CA 91502

**Re: Application for SB 35 Approval of The Pickwick Project, 1001 W. Riverside Drive**

Dear Mr. Prescott:

On behalf of Pickwick Investment, LLC (“Applicant”), we hereby submit an application requesting approval of The Pickwick Project (“Project”), as modified, pursuant to SB 35. This letter provides a summary of the Project’s consistency with the eligibility criteria pursuant to SB 35, which was previously submitted to the City of Burbank on July 1<sup>st</sup>, 2021.

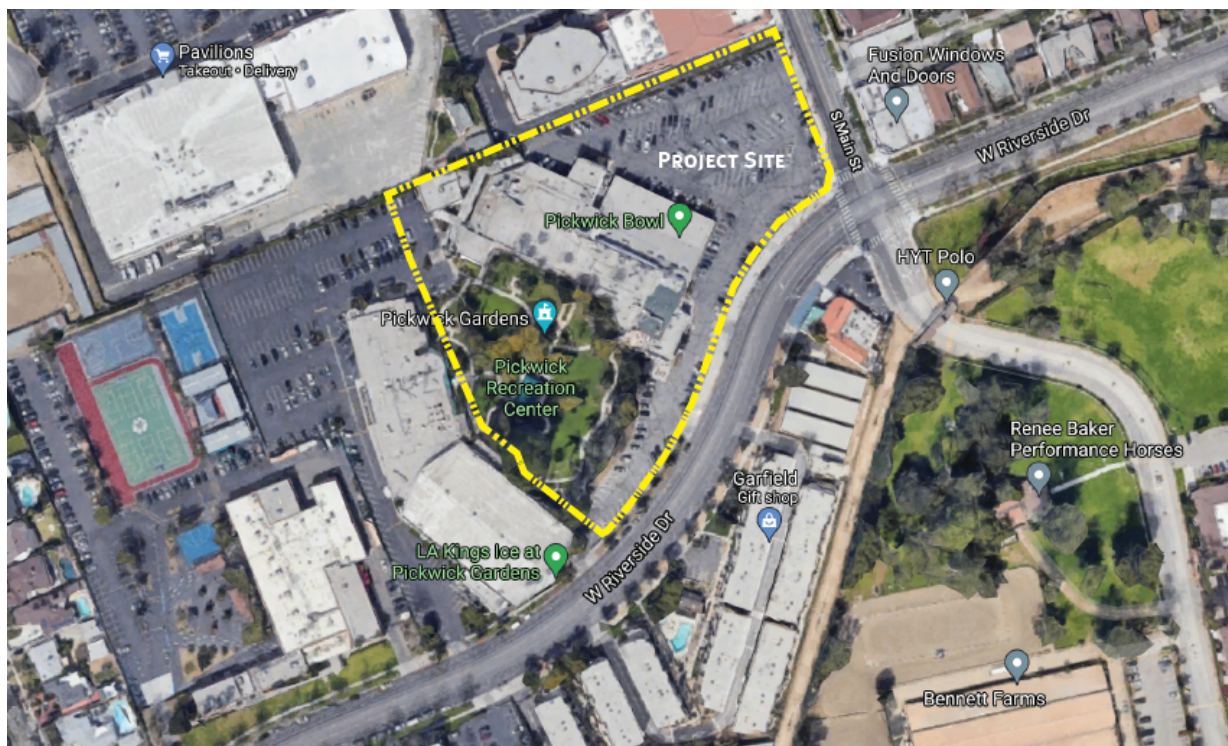
#### **Summary of Project Modifications**

The Project has been modified since the Applicant’s original Project submittal. See below for a summary of these modifications.

- Instead of 96 dwelling units, 92 dwelling units are now proposed
- Proposed dedication to accommodate equestrian trail, consisting of 8 feet and 16 feet along Main Street and 2 feet along Riverside Drive
- Request for Front Yard Concession to accommodate 23-foot setback along Riverside Drive and 17-foot setback along Main Street
- New Site Area consists of 5.01 acres with proposed dedication
- Instead of 19 dwelling units per acre, 18.4 dwelling units per acre is now proposed
- Removal of smaller Plan 1 and Plan 1X (1,333 sf / 13,225 sf respectively), replaced with new plans as follows:
  - Plan 1 – 1,816 sf, 3 bed/3.5ba (former plan 2)
  - Plan 2 – 1,880 sf, 4 bed/3.5ba (new plan type)
  - Plan 3/3x – 1,931 sf, 4 bed/3.5ba (former plan 3/3X)
  - Revised building types throughout, removed building types BT-300, BT-400 (replaced with existing building types BT-200 and BT-501 respectively)
- New Plan 2 implementation
  - Adds a bedroom and larger window on third floor with slight adjustment to rear elevation.
  - Affects buildings except those that front either Main Street or Riverside Drive.
  - Overall quality of project architecture remains as originally proposed

### Project Description as Modified

The Project site is located at 1001 W. Riverside Drive in the City of Burbank, and it is comprised of 5.01 acres.<sup>1</sup> As shown in Figure 1, *Site Aerial*, the Project site is currently developed with an approximate 51,082-square foot bowling alley and an approximate 2,713-square foot ancillary, non-residential building. The remainder of the site is developed with ornamental landscape, the bowling center sign, and a surface parking lot. The Project site does not include the ice-skating rink, the building attached to the rink, or the Pickwick sign. The existing site does not include any residential uses. Easements and existing site encumbrances are identified in **Attachment A**.



*Figure 1, Site Aerial*

All improvements on the Project site will be demolished and cleared. Grading activities will generally include excavating and recompacting the topsoil of the previously-graded site. Including stormwater treatment devices, it is not anticipated that excavations will exceed 10 feet below existing grade.

The Project consists of approximately 92 three-story townhomes ranging from 1,816 to 1,931 square feet in size. Each home will have a two-car garage with direct, private access into the home as well as private open space in the form of patios and/or upper level decks. The primary project entry opens to a

<sup>1</sup> This acreage assumes a proposed dedication to the City of Burbank of certain property adjacent to the equestrian trail.

21,000 square feet central open space element. This is intended to create an inviting space for recreation activities and passive outdoor space, while at the same time creating a sense of arrival into the neighborhood.

Of these 92 townhomes, 10 units will be reserved for purchase to Low-Income residents (80 percent of the Area Median Income (AMI)), resulting in a total of 10.8 percent of the total units being affordable. These units will remain affordable at these levels for a period of at least 55 years. One concession is being requested for the Project and described in a separate concession request letter included as **Attachment L**.

In addition to other Project plans, a site plan depicting the proposed project is included in **Attachment B**. The buildings fronting along Riverside Drive and Main Street break into smaller modules to allow for pedestrian access into the property and to the network of walks that lead to individual townhome entries as well as secondary and primary open spaces. The buildings are arranged in a series of landscaped paseos that lead to entries of each residence, and auto courts serve the private garages throughout. The overall design concept strives to embrace the neighborhood with front facing homes to enhance the street scene. Front doors and private patios will help activate the streets with pedestrian movement from these spaces and out to public sidewalks and street adjacent parking.

The Project provides for a responsible urban infill location, allowing access to existing City services, infrastructure, amenities, shops, restaurants, and jobs.

### **SB 35 Eligibility Checklist**

#### **Criterion #1: Number and Type of Units**

The Project meets this criterion. The project is a multi-family housing development consisting of 92 residential dwelling units. The type of unit proposed for the project is townhomes. The Project also complies with the minimum and maximum residential density range permitted for the site, which is 20 dwellings per acre. The 5.01-acre Project site is allowed up to a maximum of 100 dwelling units, which is more than the currently proposed number of dwelling units for the project site.

#### **Criterion #2: Affordability**

The Project meets this criterion. The Project applicant will provide the requisite number and income levels for affordable for-sale housing units in compliance with both SB 35 and the City's Inclusionary Housing Ordinance for approval and recording by the City prior to the issuance of the first building permit.

More specifically, the Project will dedicate a minimum of 10 percent of the total number of for-sale units affordable to households making at or below 80 percent of the AMI, and a covenant or restriction shall be recorded against the Project dedicating the minimum percentage of units to housing affordable to households making at or below 80 percent of the AMI. Pursuant to Section 10-1-646 of the Burbank Municipal Code, at least 15 percent of all newly constructed dwelling units in residential developments shall be developed, offered to, and sold to low or moderate-income households. Section 10-1-646,

Paragraph C allows for credits for units sold to low-income residents (80 percent of the AMI) at a rate of two (2) units for every one (1) unit provided. Currently, the Applicant will reserve 10 units for low-income residents (80 percent of the AMI), resulting in a total of 10.8 percent of the total units being affordable. This would result in a total credit of 20 affordable units, exceeding the 15 percent inclusionary housing requirement identified in Section 10-1-646 of the Burbank Municipal Code.

### **Criterion #3: Urban Infill**

The Project meets this criterion. The project is located within the incorporated City limits. Moreover, at least 75 percent of the perimeter of the site adjoins parcels that are developed with urban uses.

### **Criterion #4: Zoned or Planned Residential Uses**

The Project meets this criterion. According to the City's General Plan (2013) and the General Plan's Land Use Diagram (General Plan, Exhibit LU-1), the General Plan designation for the property is Rancho Commercial. This designation allows for a maximum of 20 units per acre, typically (i.e., when not being processed as an SB 35 approval) with discretionary approval. The designation is described in the General Plan as allowing for "a variety of low-intensity multi-family residential and commercial uses." (General Plan, p. 3-16.) Thus, the City's General Plan Rancho Commercial designation allows residential uses. According to the City's Zoning Map (2019), the Property is zoned C-R (Zoning Code Art. 24, Div. 6). Pursuant to Section 10-1-2436.5 of the Burbank Municipal Code and as applicable, in the C-R Zone, all uses shall be consistent with the maximum residential density, as prescribed in the General Plan, which allows 20 units per acre.

### **Criterion #5: Consistent with Objective Standards**

The Project meets this criterion. As demonstrated in the chart included as **Attachment C**, the Project is consistent with relevant development standards. Text shown in red typeface reflects modifications to the project. The Project is requesting a concession pursuant to the Density Bonus Law for relief from certain setback requirements, as described in **Attachment L**.

### **Criterion #6: Parking**

The Project meets this criterion. Parking will be provided at a minimum rate of 2.25 spaces per unit. This assumes that each residence will be provided with two cars in a private, enclosed garage, and 0.25 space per unit will be left uncovered and available for guest parking. The Project is providing more parking than the one space/unit ratio authorized pursuant to SB 35 (Section 65913.4.(d)(2)).

### **Criterion #7: Location**

The Project meets this criterion. The Project satisfies the SB 35 requirements related to location within any area designated as farmland, wetlands, very high fire severity zone, hazardous waste site, delineated earthquake fault zone, flood plain, floodway, conservation lands, habitat for protected species, or lands under conservation easement. Moreover, the site does not require the demolition of housing and it did not previously contain housing occupied by tenants. The site also does not require demolition of an historic structure, and the site is not governed by the Mobilehome Residency Law, the

Recreational Vehicle Park Occupancy Law, the Mobilehome Parks Act, or the Special Occupancy Parks Act. See **Attachments D through K**.

**Criterion #8: Subdivision**

The Project meets this criterion. Although the Project will involve an application for a Vesting Tentative Tract Map, the project will comply with the SB 35 labor provisions as applicable.

**Criterion #9: Prevailing Wage**

The Project meets this criterion. The Project will comply with the labor provisions identified in SB 35, as applicable, including the requirements regarding payment of prevailing wages in the construction of the Project. See **Attachment M**.

**Criterion #10: Skilled and Trained Workforce**

The Project meets this criterion. In accordance with the SB 35 Guidelines issued by the California Department of Housing and Community Development, the provisions of Section 65913.4(a)(8)(B) relating to skilled and trained workforce provisions do not apply to the Project because the City of Burbank population as determined under the last Centennial Census is not 225,000 or more.

\* \* \*

If you have any questions regarding this letter, please contact me at [ascales@ktgy.com](mailto:ascales@ktgy.com) or at 949.221.6256. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Alan Scales', with a stylized, cursive flourish extending to the right.

Alan Scales, AIA, NCARB  
Principal  
KTGY Architecture + Planning

## Attachments

Attachment A – Vesting Tentative Tract Map (existing and proposed site conditions)

Attachment B – Project Plans

Attachment C – Objective Standard Consistency Analysis

Attachment D – Critical Habitat for Threatened & Endangered Species Map

Attachment E – Very High Fire Hazard Severity Zones

Attachment F – United States Fish and Wildlife Service Wetlands Mapper

Attachment G1 – EnviroStor Database Map

Attachment G2 – GeoTracker Database Map

Attachment H – FEMA’s National Flood Hazard Map

Attachment I – Fault Activity, California Geological Society

Attachment J – Historical Resources Memo

Attachment K – Memorandum re Compliance with “Special Flood Hazard Area” Qualifying Criterion

Attachment L – Request for Concession Letter

Attachment M – Prevailing Wage Letter