

Public Notice

A request to divide one existing single-family house into two residential units (duplex).

What is this?

This notice is to let you know that the City of Burbank Community Development Director will be making a decision to approve or deny an application for a Development Review. The project proposes to subdivide one existing single-family dwelling into two residential dwellings (duplex). The project also includes a 9 square-foot addition to the front of the building. The floor area of the proposed duplex is 1,193 square feet. Currently, there is an existing 1,184 square feet one-story single family residential dwelling and a 324 square foot detached garage on the lot. The lot is zoned (R-3).

This project has been determined to be exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15303 (New Construction or Conversion of Small Structures) for a multi-family residential structure no larger than four units, 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 are invited to attend the community meeting (see details below), or 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 November 30, 2023. 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.

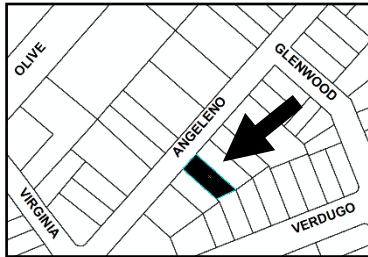
How do I find out more or participate?

- 📞 Call the project planner, Sara Hrynik, at 818-238-5250
- ✉️ E-mail the project planner at: SHrynik@burbankca.gov
- 📖 Set up an appointment with the planner to view documents related to this project at the Planning office at 150 N. Third Street.
- 🗓️ Attend a **Community Meeting** to discuss the project on **Wednesday, November 8th, 2023, at 6:00 p.m.** The meeting will be held in the community room on the first floor of the **Community Services Building at 150 N. Third Street** in Burbank.

Date: October 25, 2023

Project: Planning Permit No. 23-0001891

Burbank Planning Division - www.burbankca.gov/planning



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