

ORDINANCE NO. _____

AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK AMENDING TITLE 10, CHAPTER 1 (ZONING) OF THE BURBANK MUNICIPAL CODE TO ESTABLISH ~~AND PERMIT~~ SCHOOL-ADULT / VOCATIONAL / TRADE/VOCATIONAL AS A NEW USE ALONG WITH RELATED REGULATIONS, ALLOW THE USE IN M-1 (LIMITED INDUSTRIAL) AND M-2 (GENERAL INDUSTRIAL) ZONES, AND TO CLARIFY THE PERMISSIBILITY OF THE USE IN OTHER NON-RESIDENTIAL ZONES ~~IN M-1 (LIMITED INDUSTRIAL) AND M-2 (GENERAL INDUSTRIAL) ZONES AND RELATED REGULATIONS~~

(PROJECT NUMBER 25-0004932, ZONE TEXT AMENDMENT)

City Attorney's Synopsis

This Ordinance amends Burbank Municipal Code (BMC), Title 10 (Zoning Regulations), Chapter 1, Zoning to Establish ~~and Permit~~ "School - ~~Adult / Vocational / Trade/Vocational~~" as a new use ~~along with related regulations~~, allows the use in M-1 (Limited Industrial) and M-2 (General Industrial) Zones, establishes parking standards for the use, and clarifies the permissibility of the use in other non-residential zones. ~~in the M-1 (Limited Industrial) and M-2 (General Industrial) Zones and Related Regulations.~~

THE COUNCIL OF THE CITY OF BURBANK FINDS, DETERMINES, AND DECLARES THAT:

A. Whereas the Planning Division of the Community Development Department has received ~~several~~ past inquiries about permitting ~~trade/vocational~~ schools in M-1 (Limited Industrial) and M-2 (General Industrial) zones, ~~where the use is currently prohibited.~~

B. Whereas the City's 2024-2028 Economic Development Strategic Plan ~~(1)~~ identified Higher Education, ~~which includes trade/vocational schools~~, as one of ~~the~~ four new emerging sectors within the City ~~to retain and attract.~~

C. ~~Whereas the City of Burbank; and (2)~~ identified the City's industrial zones as having ideal parcels and characteristics ~~that could to accommodate trade/vocational school higher education tenants, such as vocational schools.~~

~~DC.~~ Whereas the Burbank Municipal Code ("BMC") currently includes a "Trade School" definition at Section 10-1-203, the use is not separately listed in the Zoning Use List at Section 10-1-502. At the same time, the BMC's definition of "School" broadly includes vocational and professional schools, so trade schools are arguably included by default under the "School – Public or Private" use. The use is prohibited in industrial zones.

~~a vocational school currently falls under the BMC's "SCHOOL – PUBLIC OR PRIVATE" use which includes all schools from K-12th grade, vocational schools, and adult schools under one category. These uses are prohibited in M-1 (Limited Industrial) and M-2 (General Industrial) zones which were deemed unfit and incompatible for the use.~~

~~ED.~~ Whereas trade/vocational schools provide specialized, hands-on training on various trades such as industrial-based skills like welding, automotive repairs, and machinery/equipment maintenance which are appropriately suited for industrial areas. ~~Therefore,~~ the Community Development Department determined that amendments to the BMC are required to: (1) allow the City to better align with the 2024-2028 Economic Development Strategic Plan, which identifies Higher Education, ~~including trade/vocational school types,~~ as a key emerging sector; and (2) ~~to clearly distinguish trade/vocational schools as a separate land use allowed provide clearer regulatory guidance to further~~ enable the City to accommodate vocational/professional schools in appropriate locations while maintaining compatibility with surrounding uses.

~~FE.~~ On October 13, 2025, the Planning Commission held a duly noticed public hearing on this Ordinance (Project No. 25-0004932). ~~During deliberation, the Commissioners discussed: the proposed permissibility of the use and whether allowance through an AUP could be more appropriate as they are currently required for schools in certain zones or when located within 150 feet of residential zones; whether the proposed parking standard is appropriate; and whether trade/vocational schools are considered sensitive uses. After consideration and discussion, the Planning Commission voted 3-0, with two absences, to adopt the Resolution recommending that the City Council of the City of Burbank ("Council") approve the proposed ZTA and associated Ordinance with an amendment for a typographical revision to the title. and at such hearing recommended that the City Council of the City of Burbank ("Council") approve Zone Text Amendment (ZTA) and associated Ordinance with an amendment, to establish and permit "School-Adult / Vocational / Trade" as a new use in M-1 (Limited Industrial) and M-2 (General Industrial) zones and related regulations.~~

~~GF.~~ The Planning Commission ~~found determined that~~ the proposed ZTA and associated Ordinance met the ~~required~~ findings ~~required by under~~ BMC Section 10-1-1991 (Requirements for Adding a Use) for the request to add a new land use to the Zoning Use List under BMC Section 10-1-502 ~~and other related regulations.~~

~~HG.~~ In accordance with California Government Code Section 65860, the proposed ZTA and associated Ordinance were determined to be consistent with the Land Use Element of the *Burbank2035* General Plan and compatible with the objectives, policies, general land uses and programs specified therein.

~~IH.~~ The Planning Commission found the proposed ZTA and associated Ordinance consistent with Goal 4 of the Burbank 2024-2028 Economic Development Strategic Plan, to "retain and expand Burbank's leading and emerging industries to balance the future economy."

JL. The Planning Commission found the proposed ZTA and associated Ordinance consistent with the City Council's 2025-2026 Economic Development City Goal, to "diversify economic base and retain and attract businesses."

KJ. Whereas, following the Planning Commission's deliberation, the ZTA and associated Ordinance were updated to: (1) clarify that trade/vocational schools will be allowed in several other non-residential zones so that existing permissibility is carried over for the new use, (2) remove an existing "Trade School" definition, which is no longer necessary since the new definition "School –Trade/Vocational " will encompass it. These revisions have been included in the exhibits A and B to the proposed Ordinance.

LK. On December 9, 2025, the City Council at its regular meeting, held a public hearing on Project No. 25-0004932, an Ordinance to adopt the Zone Text Amendment amending the Burbank Municipal Code, Title 10, Chapter 1 (Zoning) to establish School–Trade/Vocational as a new use along with related regulations, allow the use in M-1 (Limited Industrial) and M-2 (General Industrial) Zones, and clarify the permissibility of the use in other non-residential zones ("Ordinance").

ML. Said hearing was properly noticed in accordance with the provisions of BMC Section 10-1-1994.

NM. The Council considered the report and recommendations of the City Planner, the action and recommendations of the Planning Commission as evidenced by its Resolution 3481, and the evidence and testimony presented at such hearing.

OM. The Council finds the Ordinance ~~meets~~ satisfies the ~~required~~ findings ~~under required by~~ BMC Section 10-1-1991 (Requirements for Adding a Use) to add a new land use to the Zoning Use List at BMC Section 10-1-502 as follows:

1. The addition of the ~~new~~ use will be in accord with the purposes of the zone in which it is proposed to be listed.

The ~~proposed Ordinance incorporates trade/vocational schools as a separate use and extends the use to industrial zones. The~~ inclusion of "School – ~~Adult/ Vocational/~~Trade/Vocational" as a conditionally permitted use (CUP) in the M-1 (Limited Industrial) and M-2 (General Industrial) zones is in accord with the purposes of those zones. ~~The M-1 and M-2 industrial zones are predominantly located within the Golden State Commercial/Industrial area near the Burbank Airport and the North Victory Commercial/ Industrial area south of State Highway 5 and Downton Burbank, except for one property along the south-east city boundary.~~ The *Burbank2035* General Plan seeks to introduce additional commercial uses that are compatible with the industrial character of the area. As the new use will provide specialized training, hands-on skills, and education in various trades and technical fields, it can provide a workforce to support ~~the~~ industries in the M-1 and M-2 zones. This amendment will benefit ~~industrial uses, the Burbank Airport, media studios, but~~ a variety of creative industries,

office uses and emerging economic sectors such as healthcare throughout the entire City.

2. The proposed use is compatible with and has the same basic characteristics as the other permitted uses.

Since trade/vocational schools are already permitted in most of the other non-residential zones throughout the City and their existing permissibility will be carried over into the new use, the use will continue to be compatible with the characteristics in those zones. For the added ~~Although the~~ M-1 and M-2 industrial zones, ~~although they~~ are primarily intended to accommodate manufacturing and warehousing uses, the BMC Zoning Use List ~~already~~ permits a variety of other land uses in these areas including lodging, retail and service uses, recreational, professional office, and media supporting uses. Among the permitted uses in these zones are two related to the proposed new use: Meeting Hall (~~Planning~~ Policy #502-1) and Personal or Physical Arts Studios. Additionally, ~~a the~~ introduction of the “School – ~~Adult / Vocational / Trade/Vocational~~” use ~~to industrial zones~~ will offer training and certification for skills that may be in demand by surrounding businesses. The *Burbank 2035* General Plan includes goals and policies that encourage a diverse range of uses, ~~not only in these zones but~~ throughout the City. Therefore, the proposed use ~~would be~~ is compatible with and has ~~ve~~ the same basic characteristics as other permitted uses currently allowed in the M-1 and M-2 ~~zones and will continue to be compatible with uses in the other non-residential zones.~~

3. The proposed use can be expected to conform with the required conditions for the zone.

All permitted uses in the City of Burbank must comply with applicable regulations and development standards outlined in the BMC, such as parking standards, site maintenance, site improvements, et cetera. ~~As such, existing trade/vocational schools are already required to comply with these regulations.~~ As required by BMC Sections 10-1-1936 ~~(for uses subject to a CUP)~~ and 10-1-1956 (AUP), ~~the~~ new “School – ~~Adult / Vocational / Trade/Vocational~~” uses in the M-1 and M-2 zones shall be reviewed against ~~the findings applicable requirements required~~ to ensure that a ~~given the~~ site has the capacity in terms of size and shape to accommodate the use, that the streets around the site can carry the traffic to be generated by the proposed use, and that the use is compatible with other uses on the same lot as well as those in the general area. Therefore, the proposed use ~~which will be either, subject to a CUP in process can be expected to conform with the required conditions for~~ the M-1 and M-2 zones, ~~or an AUP in certain cases when located in other non-residential zones, can be expected to conform with the required conditions for the subject zones in which the use is newly proposed.~~

4. The proposed use will not be detrimental to the public health, safety or welfare.

~~Adding Allowing “School – Adult / Vocational / Trade / Vocational” as a new use in the Zoning Use List M-1 and M-2 industrial zones~~ is not anticipated to be detrimental to the public health, safety or welfare. The use ~~consists of providing~~ specialized skill training and education that will serve as a supporting use to ~~the~~ industries and businesses in the industrial zones and citywide. The proposed Ordinance seeks to distinguish trade/vocational schools from the general school use which includes K-12 schools, childcare, colleges, and universities. ~~All proposed schools shall be subject to a CUP discretionary review process. Under this process, the operation of the school will be analyzed against the required findings that must be satisfied before it is approved to ensure compatibility with the surrounding properties and to protect the public health, convenience, safety and welfare. Furthermore, the~~ Since trade/vocational schools are already permitted in the City, the use will ~~be~~ continue to ~~required to~~ adhere to the requirements of Article 17 (Protections Against Nuisances) of Chapter 1, Title 10 (Zoning Regulations) of the BMC, California Building Code, and the California Fire Code ~~that include building improvement and operational standards.~~ Additionally, proposed schools subject to an AUP or CUP shall be reviewed under a discretionary review process. Under this process, the operation of the school will be analyzed against required findings that must be satisfied before approved to ensure compatibility with the surrounding properties and to protect the public health, convenience, safety and welfare. Therefore, the proposed ~~conditionally permitted~~ use will not result in a detrimental impact to public health, safety, or welfare.

5. The proposed use will not adversely affect the character of the zone.

Trade/vocational schools are already permitted either by-right or under an AUP, in most of the non-residential zones and were thus deemed compatible within these zones. The proposed Ordinance extends the use to the industrial zones. Although the M-1 and M-2 zones serve as the industrial zones for the City, they currently allow for a variety of uses including, but not limited to warehouse, manufacturing, lodging, retail and service ~~uses~~, recreational, professional office, and media supporting uses. Additionally, the *Burbank 2035* General Plan includes Land Use Element goals and policies to promote diverse land uses in these areas, which include the Golden State Commercial/Industrial and ~~the~~ North Victory Commercial/Industrial land use designations. This ~~Ordinance ZTA proposes adding a use that~~ will clarify that trade/vocational schools are allowed in the majority of non-residential zones, but will also facilitate new opportunities for specialized skill training and certification that can support ~~existing industries in the businesses in the industrial affected zones and citywide~~ in a manner consistent with the 2024-2028 Economic Development Strategic Plan and the 2025-2026 City Council Economic Development Goals ~~that are~~ focused on diversification of the economic base and retention and attraction of new businesses that support local industries. Therefore, the

proposed use will continue to be compatible with other non-residential zones where the use is already permitted and will be compatible with the existing uses permitted in the industrial zones and thus will not adversely affect the character of the any of the non-residential zones where the use will be permitted.

6. The proposed use will not create more vehicular or other traffic than the volume normally created by any of the uses permitted.

Since trade/vocational schools are an existing permitted use in most of the non-residential zones under the "School-Public or Private" in the Zoning Use List, the proposal to separate the use and carry over permissibility under the new use is not expected to generate more vehicular traffic where the use is already permitted. For the addition of the use to industrial zones, the M-1 and M-2 zones currently allow for a variety of uses with differing parking requirements that include uses with the most stringent parking standards such as full service restaurants and auditorium/meeting halls. Additionally, the new "School-Adult /Vocational/Trade/Vocational" use in the industrial zones will be subject to the CUP review process of which one of the six required findings is requires that "the site for the proposed use relates to streets and highways properly designed and improved to carry the type and quantity of traffic generated or to be generated by the proposed use." New trade/vocational schools in the other non-residential zones might be subject to an AUP process. Under review of the an AUP or CUP, the Community Development Department's Transportation Planning Division will also review the trips generated by the use. If it is determined that the use may cause impacts, additional analysis, mitigation measures, conditions of approval, and/or alternatives will be required. Therefore, the proposed use is not anticipated to create more vehicular or other traffic in the non-residential zones where the use is already allowed nor more than the volume normally created by any of the uses permitted in the M-1 and M-2 industrial zones. Should a specific school subject to an AUP or CUP at a proposed site result in additional traffic volume, this site-specific impact shall be reviewed and considered under the CUP-entitlement review process. before the Planning Commission can consider approval of the proposed use.

7. The proposed use will not create more odor, dust, dirt, smoke, noise, vibration, illumination, glare, unsightliness, or any other objectionable influence than the amount, if any, normally created by any of the permitted uses.

The new use proposed under the proposed Zone Text Amendment and associated Ordinance will allow separate trade-based educational adult schools as its own use and will allow the use in the in M-1 and M-2 industrial zones, subject to a CUP discretionary review process. In some of the other non-residential zones, the use will be subject to an AUP process. The AUP and CUP is processes will assess a given school's operation against required findings to assure compatibility and protect the public health, convenience, safety and welfare. Per BMC Sections 10-1-1937 and 10-1-1957, either the Director of the Community Development Department and (Conditions), the

Planning Commission may impose further requirements and limitations on a use to regulate site and facility operation characteristics to minimize any potential impacts and nuisances. Additionally, the use must adhere to Article 17 (Protections Against Nuisances) of Chapter 1, Title 10 of the BMC the California Building Code, and the California Fire Code during building improvements and operation, as required for all businesses in the City. Therefore, the proposed use would not create more odor, dust, dirt, smoke, noise, vibration, illumination, glare, unsightliness, or any other objectionable influence than the amount, if any, normally created by ~~other any-of-the~~ permitted uses.

8. The proposed use will not create any greater hazard of fire or explosion than the hazards normally created by any of the permitted uses.

The proposed ~~Zone-Text Amendment and associated~~ Ordinance ~~separates trade/vocational schools, provide specialized skills and training as a new use, which continue to be allowed in the existing non-residential zones it is already permitted. Additionally, the proposal will conditionally permit the new use adult based vocational and trade schools~~ in existing M-1 and M-2 industrial zones. These zones allow businesses that handle, fabricate, process, and manufacture raw and potentially hazardous materials, either by-right or conditionally through a CUP. Should any proposed future school handle hazardous material, their operation shall be carefully analyzed under the CUP discretionary review process to ensure the use will not be detrimental to the surrounding properties and conditions can be imposed to safeguard public health, convenience, safety, and welfare. Further, ~~the use all trade/vocational schools shall would~~ be subject to Article 17 (Protections Against Nuisances) of Chapter 1, Title 10 (Zoning Regulations) of the BMC, the California Building Code, and the California Fire Code. Therefore, the proposed use will not create any greater hazard of fire or explosion than hazards normally created by any of the permitted uses ~~in the industrial zones and throughout the City.~~

9. The proposed use will not cause substantial injury to the values of property in the zone in which it is proposed to be listed or in any abutting zone.

The inclusion of the “School – ~~Adult / Vocational /~~ Trade/Vocational” use in the ~~Zoning Use List~~ will provide clarity on the permissibility of the use now ~~conditionally permitted in M-1 and M-2 zones. The additional permitted zones~~ allow for specialized work-based training and education in the City’s workforce areas helping to bolster and expand the economic base by creating schools for specific trades, which can in turn help retain and attract new businesses to the City. The proposed ~~Zone-Text Amendment and associated~~ Ordinance requires that all new “School–~~Adult / Vocational /~~ Trade/Vocational” ~~uses~~ comply with relevant development standards and ~~discretionary review process, if required obtain approval of a CUP. For those This subject to a discretionary application,~~ the process adds a layer of review that considers compatibility with surrounding properties as a required finding for approval. Moreover, the proposed Ordinance will further diversify land uses permitted in the industrial zones,

which can help make the properties in these areas more viable as trade and vocational school sites to support existing and new businesses consistent with the City's Economic Development Strategies and City Council Economic Goals. Therefore, ~~the adding of trade/vocational school as a separate use and extending permissibility to industrial zones is the use subject to a CUP discretionary review process is not~~ anticipated to cause substantial injury to the values of property ~~in the zones~~ in which it is proposed to be listed or in any abutting zone.

NP. In accordance with California Government Code Section 65860, the Council must find the Ordinance consistent with the objectives, policies, general land uses, and programs specified in the *Burbank2035* General Plan. The proposed Ordinance is consistent with the following City plans, goals, and policies:

- Land Use Element of the *Burbank2035* General Plan:
 - *Goal 6: Economic Vitality and Diversity:* Burbank has a healthy and diverse economy and provides for a full range of retail, commercial, office, and industrial uses. Businesses contribute to community character and economic vitality by supporting neighborhood, community, and regional needs and providing diverse employment options.
 - *Policy 6.1 of Goal 6:* Recruit and attract new businesses. Use these businesses to act as catalysts to attract other businesses. Continue to utilize public-private partnerships and other incentives to enhance economic vitality.
 - *Policy 12.3:* Ensure that a balanced mix of commercial and industrial uses is provided in the ~~area of the~~ Golden State Commercial/Industrial.
- Burbank 2024-2028 Economic Development Strategic Plan:
 - *Goal 4:* Retain and expand Burbank's leading and emerging industries to balance the future economy.
- 2025-2026 Economic Development City Council Goal:
 - Diversify economic base and retain and attract businesses.

The proposed ~~Zone Text Amendment and associated~~ Ordinance ~~to adding~~ "School-~~Adult /-Vocational /-Trade/Vocational~~" as a new use, ~~will continues~~ to allow for skill-based professional training ~~throughout the City, as well as extends the use to in~~ industrial areas of ~~the City of~~ Burbank, furthering several of the City's plans, goals, and policies. ~~This e inclusion of new school use~~ enables a diverse economic base by allowing an expanded

range of uses ~~in the area of providing~~ workforce training and development that can help and attract new businesses ~~to the City~~ seeking access to these workforces and thereby enhancing ~~it's the City's~~ long-term economic viability. The ~~strategic addition placement of these~~ professional schools in M-1 and M-2 industrial zones will facilitate the creation of a pipeline of trained workers for surrounding skill-based employers. Additionally, the proposed ~~Zone Text Amendment and associated~~ Ordinance ~~adds to will provide a balance of~~ mixed commercial and industrial uses in these zones, reinforcing the objective of the ~~ILand uUse~~ Designation for the Golden State District, which primarily consist of M-1 and M-2 zoned parcels. Thus, the proposed Ordinance not only meets the *Burbank 2035* General Plan but ~~also implements~~ City Council-adopted Economic Development Goals and the 2024-2028 Economic Development Strategic Plan.

~~O.—The proposed ZTA and associated Ordinance are not subject to the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) (“CEQA”). The activities are covered by the common sense exemption that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activities in question may have a significant effect on the environment, the activities are not subject to CEQA (CEQA Guidelines § 15061(b)(3)). Furthermore, pursuant to CEQA Guidelines Section 15378, this proposed ZTA and associated Ordinance are not considered a “project” subject to the requirements of CEQA because the proposed ZTA and associated Ordinance have no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment but instead involve administrative updates to the BMC. The proposed ZTA and associated Ordinance do not effectuate any approvals of the use on a particular site. Further, future CUP requests for the proposed use would have to be evaluated individually for compliance with applicable zoning regulations and CEQA.~~

THE COUNCIL OF THE CITY OF BURBANK DOES ORDAIN AS FOLLOWS:

Section 1. Findings. All findings set forth above are true and correct and incorporated herein as if restated in their entirety.

Section 2. Amendment to BMC Section 10-1-203 (Definitions). BMC Section 10-1-203 is hereby amended to include the following changes; (1) revise the “SCHOOL—PUBLIC OR PRIVATE” definition to remove the reference of to a vocational and/professional school, (2) remove the “TRADE SCHOOL” definition, and (3) add the establish a “SCHOOL—ADULT / VOCATIONAL / TRADE/VOCATIONAL” definition that will include a variety of adult professional vocational schools, as shown in Exhibit B to this Ordinance, attached and incorporated herein.

~~**Amendment to Burbank Municipal Code (“BMC”) Section 10-1-502, Uses in All Zones (Except Residential Zones)**. Table 10-1-502 is hereby amended under sub-header Recreation, Education, and Assembly to add “School-Adult / Vocational / Trade/Vocational” as a new use and permitted the use subject to, as a Conditional Use~~

~~Permit (CUP) in the M-1 (Limited Industrial) and M-2 (General Industrial) zones) as shown in Exhibit A to this Ordinance, attached and incorporated herein.~~

Section 3. Amendment to Burbank Municipal Code (“BMC”) Section 10-1-502, Uses in All Zones (Except Residential Zones). Table 10-1-502 is hereby amended under sub-header Recreation, Education, and Assembly to add “School-~~Adult/Vocational~~ / Trade/~~Vocational~~” as a new use ~~and permitted the use subject to, as a Conditional Use Permit (CUP) in the M-1 (Limited Industrial) and M-2 (General Industrial) zones) as shown in Exhibit A to this Ordinance, attached and incorporated herein.~~

~~**Amendment to BMC Section 10-1-203 (Definitions).** BMC Section 10-1-203 is hereby amended to include the following changes; (1) revise the “SCHOOL-PUBLIC OR PRIVATE” definition to remove the reference of to a vocational and/professional school, (2) remove the “TRADE SCHOOL” definition, and (3) add the establish a “SCHOOL-ADULT / VOCATIONAL / TRADE/VOCATIONAL” definition that will include a variety of adult professional vocational schools, as shown in Exhibit B to this Ordinance, attached and incorporated herein.~~

Section 4. Amendment to BMC Section 10-1-1408 (Space Required). BMC Sections 10-1-1408 is hereby amended and restated to establish a parking standard for the SCHOOL-~~ADULT / VOCATIONAL~~ / TRADE/~~VOCATIONAL~~ use as shown in Exhibit C of this Ordinance, attached and incorporated herein.

Section 5. Severability. If any provision of this Ordinance or its application is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions, sections, or applications of the Ordinance, which can be given effect without the invalid provision or application, and to this end each phrase, section, sentence, or word is declared to be severable.

Section 6. Environmental Assessment. This Ordinance is not subject to the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) (“CEQA”). The activity is covered by the “common-sense” exemption that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA (CEQA Guidelines § 15061(b)(3)). Furthermore, pursuant to CEQA Guidelines Section 15378, this Ordinance is not considered a “project” subject to the requirements of CEQA because the Ordinance has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment but instead involves administrative and procedural updates to the BMC. The Ordinance does not effectuate any approvals of the use on a particular site. The City Planner shall file a Notice of Exemption with the Los Angeles County Clerk and the State Clearinghouse, within 5 days of the City Council’s approval.

Section 7. Effective Date. This Ordinance shall become effective at 12:01 a.m. on the thirty-first (31st) day after the date of adoption.

PASSED AND ADOPTED this__day of _____, 2025.

Nikki Perez
Mayor ~~of the City of Burbank~~

Approved as to Form:

Attest:

Office of the City Attorney

Kimberley Clark, City Clerk

Jill Vander Borcht
Chief Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF BURBANK)

I, Kimberley Clark, City Clerk of the City of Burbank, do hereby certify that the foregoing Ordinance No._ was duly and regularly passed and adopted by the Council of the City of Burbank at its regular meeting held on the____day of __, 2025, by the following vote:

AYES:

NOES:

ABSENT:

I further certify that said Synopsis was published as required by law in a newspaper of general circulation in the City of Burbank, California within 14 days following its__, 2025 adoption.

Kimberley Clark, City Clerk

EXHIBIT A TO ATTACHMENT 1

Amendments to Burbank Municipal Code Section 10-1-203 (Definitions) to amend the existing definition of "SCHOOL" to remove reference to a vocational and professional school, establish a new definition for "SCHOOL – TRADE/VOCATIONAL" that will include a broad variety of vocational schools, and remove the "TRADE SCHOOL" definition. ~~remove the reference of a vocational or a professional school under the "SCHOOL – PUBLIC OR PRIVATE" definition and establish the new definition "SCHOOL – ADULT / VOCATIONAL / TRADE" that will be all encompassing of a variety of adult professional schools.~~

Revisions are **Bold** colored ~~red~~ and underlined and deletions are marked in strikethrough:

SCHOOL: Means an establishment or facility used as an institution of learning ~~for minors~~, whether public or private. This can include institutions that ~~, which~~ offer instruction in those courses of study required by the State Education Code, ~~or~~ which ~~is~~ are maintained pursuant to the standards set by the State Board of Education. This definition includes a child day care facility, kindergarten, elementary school, junior high school, senior high school, colleges, universities and ~~or~~ any special institution of learning under the jurisdiction of the State Board Department of Education ~~and a Vocational or a professional institution~~. This definition also includes child day care facilities utilized at a school location which are licensed by the State Department of Social Services and the City of Burbank. This definition does not include School- Trade/Vocational.

SCHOOL-~~ADULT~~ / ~~VOCATIONAL~~ / TRADE/VOCATIONAL: Means an establishment or facility used as an institution of learning for adults that provides specialized training and education in various trades and technical fields that may provide a degree in conjunction with certification. These schools focus on practical, hands-on skills that prepare students for specific careers, such as plumbing, electrical ~~work~~, automotive repair, culinary arts, healthcare, and more.

~~TRADE SCHOOL: Means an institution offering instruction in a trade or vocation that is not of an academic or professional nature.~~

~~Amendment the Zoning Use List in BMC 10-1-502 under sub-header Recreation, Education, and Assembly to add "School-Adult / Vocational / Trade/Vocational" as a new use subject to a Conditional Use Permit (CUP) in M-1 (Limited Industrial) and M-2 (General Industrial) zones and continue to allow in other non-residential zones by right or subject to an AUP, based on the zone or its proximity to residential zones. and permit the use subject to a Conditional Use Permit in the M-1 (Limited Industrial) and M-2 (General Industrial) zones per the table below.~~

~~The new use and permissibility are colored red **Bold** and underlined.~~

City of Burbank Zoning Use List | BMC Section 10-1-502

P = Permitted						CUP = Conditional Use Permit required										AUP = Administrative Use Permit required										
(blank) = prohibited						[CUP] = CUP required if residentially adjacent as defined in 10-1-203 . [AUP] = AUP required if residentially adjacent as defined in 10-1-203 203																				
[PRH] = prohibited if residentially adjacent as defined in 10-1-203						S = When required by State preemption law																				
LAND USE	C-2	C-3	C-4	M-1	M-2	MDM-1	MDC-2	MDC-3	MDC-4	NB	GO	RC	C-R	RBP	BCC-1	BCC-2	BCC-3	BCCM	MPC-1	MPC-2	MPC-3	OS	AP	RR	AD	2021-2029 HEOS-OZ
Schools - public or private	P [AUP]	P [AUP]	P [AUP]				P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	AUP	AUP	AUP					16
School - public or private (existing before Jan. 1, 1991)						P																				
School - Adult/Vocational Trade/Vocational	P [AUP]	P [AUP]	P [AUP]	CUP	CUP		P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	AUP	AUP	AUP					16

EXHIBIT B TO ATTACHMENT 1

~~Amendments to Burbank Municipal Code Section 10-1-203 (Definitions) to amend the existing definition of “SCHOOL” to remove reference the a vocational and professional school, establish a new definition for “SCHOOL–TRADE/VOCATIONAL” that will include a broad variety of vocational schools, and remove the “TRADE SCHOOL” definition. remove the reference of a vocational or a professional school under the “SCHOOL – PUBLIC OR PRIVATE” definition and establish the new definition “SCHOOL – ADULT / VOCATIONAL / TRADE” that will be all encompassing of a variety of adult professional schools.~~

~~Revisions are **Bold** colored red and underlined and deletions are marked in strikethrough:~~

~~SCHOOL: Means an establishment or facility used as an institution of learning for minors, whether public or private. This can include institutions that , which offer instruction in those courses of study required by the State Education Code, or which is are maintained pursuant to the standards set by the State Board of Education. This definition includes a child day care facility, kindergarten, elementary school, junior high school, senior high school, colleges, universities and or any special institution of learning under the jurisdiction of the State Board Department of Education and a Vocational or a professional institution. This definition also includes child day care facilities utilized at a school location which are licensed by the State Department of Social Services and the City of Burbank. This definition does not include School–Trade/Vocational.~~

~~SCHOOL–ADULT / VOCATIONAL / TRADE/VOCATIONAL: Means an establishment or facility used as an institution of learning for adults that provides specialized training and education in various trades and technical fields that may provide a degree in conjunction with certification. These schools focus on practical, hands-on skills that prepare students for specific careers, such as plumbing, electrical work, automotive repair, culinary arts, healthcare, and more.~~

~~TRADE SCHOOL: Means an institution offering instruction in a trade or vocation that is not of an academic or professional nature.~~

~~Amendment the Zoning Use List in BMC 10-1-502 under sub-heading Recreation, Education, and Assembly to add “School-Adult / Vocational / Trade/Vocational” as a new use subject to a Conditional Use Permit (CUP) in M-1 (Limited Industrial) and M-2 (General Industrial) zones and continue to allow in other non-residential zones by-right or subject to an AUP, based on the zone or its proximity to residential zones. and permit the use subject to a Conditional Use Permit in the M-1 (Limited Industrial) and M-2 (General Industrial) zones per the table below.~~

~~The new use and permissibility are ~~colored red~~ **Bold** and underlined.~~

City of Burbank Zoning Use List | BMC Section [10-1-502](#)

P = permitted						CUP = Conditional Use Permit required										AUP = Administrative Use Permit required										
(blank) = prohibited						[CUP] = CUP required if residentially adjacent as defined in 10-1-203 . [AUP] = AUP required if residentially adjacent as defined in 10-1-203																				
[PRH] = prohibited if residentially adjacent as defined in 10-1-203						S = When required by State preemption law																				
LAND USE	C-2	C-3	C-4	M-1	M-2	MDM-1	MDC-2	MDC-3	MDC-4	NB	GO	RC	C-R	RBP	BCC-1	BCC-2	BCC-3	BCCM	MPC-1	MPC-2	MPC-3	OS	AP	RR	AD	2021-2029 HEOS-OZ
Schools - public or private	P [AUP]	P [AUP]	P [AUP]				P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	AUP	AUP	AUP					16
School - public or private (existing before Jan. 1, 1991)						P																				
School - Adult/Vocational Trade/Vocational	P [AUP]	P [AUP]	P [AUP]	CUP	CUP		P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	P [AUP]	AUP	AUP	AUP					16

EXHIBIT C TO ATTACHMENT 1

Amendments to BMC Section 10-1-1408 (Spaces Required) to establish a parking standard for the SCHOOL– ~~ADULT/ VOCATIONAL/ TRADE/ VOCATIONAL~~ use.
Parking standard addition is **Bold** ~~colored red~~ and underline. Deletions are marked in strikethrough:

DIVISION 2. PARKING REQUIREMENTS

10-1-1408: SPACES REQUIRED:

The following off-street parking spaces shall be provided:

Uses	Parking Spaces Requires
1. Residential Uses:	As provided for each residential zone in Article 6 of this chapter.
2. Commercial Uses Outside of Central Business District Downtown Parking Area:	
(a) Banks and savings and loan institutions	4 spaces for each 1,000 sq. ft. of adjusted gross floor area.
(b) Bowling Alleys	4 spaces for each bowling lane.
(c) Gymnasiums and health studios	6 spaces for each 1,000 sq. ft. of adjusted gross floor area.
(d) Offices - General	3 spaces for each 1,000 sq. ft. of adjusted gross floor area.
(e) Offices - Medical	5 spaces for each 1,000 sq. ft. of adjusted gross floor area.
(f) Mortuaries and funeral homes	1 space for every 3 fixed seats and 1 space for each 21 sq. ft. of adjusted gross floor area available for assembly without fixed seats.
(g) Places of public assembly ¹ , banquet facilities, exhibition halls, theaters, and convention halls	1 space for every 5 fixed seats and 1 space for each 28.6 sq. ft. of adjusted gross floor area available for assembly without fixed seats.

Uses**Parking Spaces Requires**

- | | |
|---|---|
| (h) Restaurant with full service, fast service ² ; cocktail lounge/bar | 10 spaces for each 1,000 sq. ft. of adjusted gross floor area.

3.3 spaces for each 1,000 sq. ft. of adjusted gross floor area with an Administrative Use Permit. |
| (i) Restaurants, cafes, cocktail lounges and bars, which are an integral part of a hotel or motel | 5 spaces for each 1,000 sq. ft. of adjusted gross floor area. |
| (j) General - retail | 3.3 spaces for each 1,000 sq. ft. of adjusted gross floor area. |
| (k) Shopping centers | 5 spaces for each 1,000 sq. ft. of adjusted gross floor area. |
| (l) Mini-malls | 10 spaces for each 1,000 sq. ft. of adjusted gross floor area, or 1 space for each 100 sq. ft. of adjusted gross floor area. (Conditional Use Permit may reduce up to 50 percent required parking). |
| (m) Museum | 1 space for each 300 sq. ft. of exhibit area and 1 space for every 5 seats, depending on the exact nature of the museum. |
| (n) Arcades/billiard parlors | 5 spaces for each 1000 sq. ft. of adjusted gross floor area. (Additional parking spaces are required pursuant to Section <u>10-1-1405.5</u>) |
| (o) Personal or Physical Arts Studio, Rehearsal Studio | |
| (less than 1,500 sq. ft.) | 3.3 spaces for each 1,000 sq. ft. of adjusted gross floor area. |
| (1,500 sq. ft. to 2,500) | 4 spaces for each 1,000 sq. ft. of adjusted gross floor area. |

Uses	Parking Spaces Requires
(greater than 2,500 sq. ft.)	6 spaces for each 1,000 sq. ft. of adjusted gross floor area.
3. Commercial Uses Inside the Central Business District Downtown Parking Area:	
4. Industrial Uses:	
(a) Manufacturing and industrial and wholesale trade.	1 space for each 500 sq. ft. of adjusted gross floor area.
(b) Warehouses and buildings used in whole or in part for storage purposes.	1 space for each 1,000 sq. ft. of adjusted gross floor area.
5. Other Uses:	
(a) Convalescent homes	5 spaces for every 12 beds or fraction thereof.
(b) Hospitals	Conditional Use Permit.
(c) Clubs	1 space guest room.
(d) Hotels and motels	1 space for each room.
(e) Automotive repair shops	3 spaces for each bay or 1 space for each 250 sq. ft. of adjusted gross floor area, whichever is greater. Service bays shall not be counted as required spaces.
(f) Child Day Care Facilities	1 space for every 8 children and 1 space for each State Department of Social Services required employee.
<u>(g) School–Adult / Vocational / Trade/Vocational</u>	<u>1 space per 1 student. Reductions to this parking rate may be granted, subject to the Conditional Use Permit (CUP) process as specified in BMC Section 10-1-1934 et. seq. or the applicable discretionary review application required</u>

Uses

Parking Spaces Requires

for the use. The applicant shall provide a parking study prepared by a qualified professional to justify the reduced parking rate. Updates to previously approved parking ~~rates reductions~~ may be granted under a CUP/AUP Minor Modification, subject to the consideration of a parking study prepared by a qualified professional to justify the reduced parking rate.

~~(g)~~ Sober Living Facility

(h)

1 on-site parking space for every 3 residents and 1 additional on-site parking space for each on-site resident manager and 1 space for each 28.6 square feet of meeting area used for assembly purposes if meetings are held involving persons other than residents of the facility.

~~(h)~~ Massage Parlors

(i)

5 spaces for each 1,000 feet of adjusted gross floor area

~~(i)~~ Adult businesses

(j)

As specified in Section [10-1-1120](#)

~~(j)~~ Designated Media-Related
Uses within 150 Feet of

(k) Residentially-Zone Property:

(i) Film and Sound Editing 3.3 spaces for each 1000 sq. ft. of adjusted gross floor area.³

(ii) Studio - Art and Graphic Arts 3.3 spaces for each 1000 sq. ft. of adjusted gross floor area.³

(iii) Studio - Broadcasting 3.3 spaces for each 1000 sq. ft. of adjusted gross floor area.³

(iv) Studio - Recording

Uses	Parking Spaces Requires
(v) Video, Audio, Film Duplication	3.3 spaces for each 1000 sq. ft. of adjusted gross floor area. ³
(vi) Video, Audio, Film Storage/Vault	3.3 spaces for each 1000 sq. ft. of adjusted gross floor area. ³
(vii) Foley Stage (Sound Effects)	3.3 spaces for each 1000 sq. ft. of adjusted gross floor area. ³
(viii) Film/TV sound mixing - no seating area	3.3 spaces for each 1000 sq. ft. of adjusted gross floor area. ³
(ix) Motion Picture Studio	3.3 spaces for each 1000 sq. ft. of adjusted gross floor area. ³
(x) Rehearsal Studios - no recording equipment	Conditional Use Permit ³
(xi) Sound Stages	Conditional Use Permit ³
(k) Uses not specified	Conditional Use Permit ³
<u>(l)</u>	To be determined by the Planning Commission based upon comparable requirements for specified uses.

1 Places of Public Assembly shall include the following: a music recording studio with more than 1000 sq. ft. of adjusted gross floor area per single room of recording area; a mixing studio with more than 1000 sq. ft. of adjusted gross floor area per single room of recording area; a music scoring stage/room with more than 1000 sq. ft. of adjusted gross floor area; a voice over/ADR (Automated Dialog Replacement) stage larger than 600 sq. ft. of adjusted gross floor area; voice audition/casting room or office; any single recording room/space larger than 1000 sq. ft. of adjusted gross floor area; a film/tv mixing stage with more than ten (10) fixed audience seats, and; a screening room larger than 300 sq. ft. of adjusted gross floor area, or with more than ten (10) fixed seats.

2 Restaurant uses up to 2,000 square feet in gross floor area may locate in a space previously occupied by a retail or office tenant without having to provide additional parking with approval of an Administrative use Permit (AUP).

3 For portion of use utilized as "place of public assembly," use must meet parking requirement for places of public assembly set forth in this section. [Amended by Ord. 22-3,983, eff. 12/16/22; Formerly numbered Section 31-165; 3776, 3568, 3557, 3537, 3491, 3464, 3457, 3400, 3316, 3298, 3284, 3109, 3058, 2829, 2698, 2599, 2193.]