STAFF REPORT

COMMUNITY DEVELOPMENT

DATE: November 17, 2026

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director
VIA: Fred Ramirez, Asst. Community Development Director, Planning
Scott Plambaeck, Planning Manager
BY: Daniel Villa, Principal Planner
Vanessa Quiroz, Senior Planner

SUBJECT: Adoption of a Resolution Certifying the Final Environmental Impact Report and Adopting the Mitigation Monitoring and Reporting Program, Statement of Overriding Considerations, and Findings of Fact Pursuant to the California Environmental Quality Act for the 2500 North Hollywood Way Dual-Brand Hotel Project (Project No. 16-0003953); and Introduction of an Ordinance Approving a Planned Development, Development Agreement, and Development Review for the Project

RECOMMENDATION

1. Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK CERTIFYING A FINAL ENVIRONMENTAL IMPACT REPORT (FEIR) FOR THE 2500 NORTH HOLLYWOOD WAY DUAL-BRAND HOTEL PROJECT, ADOPTING A STATEMENT OF OVERRIDING CONSIDERATIONS, FINDINGS OF FACT, AND THE MITIGATION MONITORING AND REPORTING PROGRAM PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) (Attachment 1); and
2. Introduce AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK APPROVING PLANNED DEVELOPMENT NO. 26-1, A DEVELOPMENT AGREEMENT, AND A DEVELOPMENT REVIEW FOR THE 2500 NORTH HOLLYWOOD WAY DUAL-BRAND HOTEL PROJECT (Attachment 2).

BACKGROUND

AWH Burbank Hotel II, LLC (Applicant) proposes to construct a seven-story, approximately 83- to 84-foot tall, 420-room Aloft/Residence Inn hotel and detached four-

story parking garage at 2500 North Hollywood Way (Project). The Project would redevelop a portion of the approximately 11.76-acre property while retaining the existing 488-room Marriott Hotel and convention center. The Applicant requests approval of a Planned Development, ten-year Development Agreement, and Development Review. The Project would provide additional visitor-serving accommodations, employment opportunities, and transportation, infrastructure, and community benefits.

Project Site, Existing On-site Development and Surrounding Context

The Project Site is located at 2500 North Hollywood Way (Attachment 3), in the northwestern portion of Burbank. The approximately 11.76-acre property is generally bounded by Thornton Avenue to the north, Hollywood Way to the west, Avon Street to the south, and the Media Studios North campus to the east. The site is designated Regional Commercial by the *Burbank2035 General Plan* and is currently zoned Planned Development (PD 89-1).

The property is currently developed with a nine-story, 488-room Marriott Hotel, an approximately 39,000-square-foot convention center, surface parking, and related improvements. The Project would retain the existing hotel and convention center while redeveloping a portion of the surface parking area with a new hotel, parking garage, and associated improvements.

Surrounding uses include airport-related parking to the north, media and office uses to the east and south, commercial, office, and restaurant uses to the west, and the Hollywood Burbank Airport. The Regional Intermodal Transportation Center (RITC) and other transportation facilities are also located nearby.

Proposed Development and Operational Characteristics

The proposed dual-brand hotel would provide 203 Aloft rooms and 217 Residence Inn rooms. Guestrooms would be located on floors two through seven. The ground floor would include separate entrances for the two hotel brands, a porte-cochere and drop-off area accessed from Thornton Avenue, a central courtyard with an approximately 880-square-foot pool and deck, conference and meeting spaces, dining and social areas, a bar, and approximately 2,060 square feet of leasable tenant spaces with an associated patio. Guest laundry and fitness facilities would be located on the sixth floor.

A separate four-story parking garage would provide up to 766 valet-only parking spaces. Together with surface parking, the Project would provide 1,051 parking spaces on the Project Site. The garage would include controlled access to prevent self-parking, rooftop solar panels and associated equipment, and battery energy storage systems to store energy generated by the solar panels. The Project would also repave portions of the existing convention center drop-off and surface parking areas and install new landscaping throughout the site.

The existing Marriott Hotel and convention center would remain in operation. Larger events currently occur on the property approximately four times per year in the southeastern parking area east of the convention center. The Project materials (Attachments 4 and 5), and Parking Utilization and Demand Study prepared for the Project (Attachment 6), provide that sufficient parking for these events would be managed through a parking management plan and, when needed, off-site parking arrangements.



Figure 1: View of the proposed development from Thornton Avenue.

Requested Land Use Approvals

The Applicant is requesting the following land use approvals for the Project:

- **Planned Development:** Site-specific zoning and development standards for the Project Site, replacing the existing PD 89-1 zoning (Attachment 7).
- **Development Agreement:** A ten-year agreement with vested development rights, Project obligations, community benefits, and Conditions of Approval.
- **Development Review:** Approves the Project's site plan, building design, circulation, parking, landscaping, and related improvements.

Development Agreement

The proposed ten-year Development Agreement establishes the Project's development regulations, approved plans, Conditions of Approval, and vested development rights, subject to compliance with the Agreement's obligations. It also establishes procedures for annual review, amendments, assignment, and enforcement.

The Development Agreement and Conditions of Approval include the following community benefits and obligations to be provided by the Applicant:

- **Public Safety:** $30,000 to the Fire Department and $30,000 to the Police Department ($60,000 total) toward future equipment replacement.
- **Public Transit:** $80,000 toward BurbankBus service and $20,000 toward Metrolink station maintenance.
- **Neighborhood Protection Plan:** $250,000 toward neighborhood protection and traffic-calming improvements.
- **Public Improvements and Transportation:** Long-term maintenance of specified public right-of-way improvements, enhanced pedestrian and bicycle facilities, a lighted paseo connecting Thornton Avenue and Avon Street, shuttle service, employee transit subsidies, and transportation demand management measures.
- **Sustainability:** An all-electric hotel, on-site photovoltaic generation with battery storage, water-efficient landscaping, waste-diversion measures, and energy-efficiency requirements.

These obligations are incorporated into the Development Agreement and are included in the Project Conditions of Approval, making them enforceable requirements of the Project.

DISCUSSION

The following section summarizes the Project's consistency with applicable City regulations and required findings for approval.

General Plan Consistency and Zoning Compliance

The Project Site has a General Plan land use designation of Regional Commercial and is currently zoned Planned Development (PD 89-1). The proposed Planned Development (PD 26-1) would establish site-specific zoning regulations for the property. The Project is consistent with applicable General Plan policies supporting economic development, sustainable infill development, transportation, and high-quality site design. It also complies with the proposed development standards, including building height, floor area ratio (FAR), setbacks, and parking requirements.

A Parking Utilization and Demand Study evaluated parking needs associated with the existing and proposed hotels and convention center. Based on this analysis, the proposed regulations require 1,021 on-site parking spaces, while the Project would provide 1,051 spaces. Staff finds that the Project is consistent with the Burbank2035 General Plan and applicable zoning regulations, as further detailed in Attachment 8 and the proposed Planned Development regulations.

Required Findings for Project Approval

City Council approval of the Project entitlements is subject to the findings in BMC Sections 10-1-19127, 10-1-19110, and 10-1-1912. These findings address General Plan consistency, site design, compatibility with surrounding uses, circulation, parking, and compliance with applicable development standards.

Based on the Project plans, proposed Planned Development regulations, Development Agreement, and Conditions of Approval, staff finds that the Project meets all required findings and supporting analysis as detailed in Attachment 2.

Interdepartmental and Airport Land Use Compatibility Review

The Project was reviewed by the City's Interdepartmental Review Committee (IDRC), which evaluated the Project for compliance with applicable City requirements. The Project was determined to be consistent with applicable City requirements, subject to compliance with the Conditions of Approval, which address construction, circulation, parking, utilities, public safety, sustainability, and off-site improvements.

On August 12, 2026, Los Angeles County Airport Land Use Commission (ALUC) staff determined that the Project is consistent with the applicable Airport Land Use Compatibility Plan policies and would not create airport land use compatibility concerns (Attachment 9).

Planning Commission Recommendation

On October 12, 2026, the Planning Commission voted unanimously (5-0) to recommend that the City Council certify the Final Environmental Impact Report (FEIR), adopt the required CEQA Findings of Fact, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program (MMRP), and approve the Project's requested land use entitlements, including the Planned Development, Development Agreement, and Development Review, subject to the following amendments: (1) revisions to Conditions of Approval Nos. 16 and 24(c); and (2) editorial revisions as deemed necessary by the City Attorney's Office (CAO). Attachment 10 includes the Planning Commission's Resolution, staff report and minutes of the hearing.

Updates to Conditions of Approval and Final Environmental Impact Report

Following the October 12, 2026, Planning Commission hearing, revisions were made to the Project's Conditions of Approval and FEIR.

The Conditions of Approval were revised to address the Planning Commission's recommended amendments and additional refinements to Project requirements. A redlined version of the updated Conditions of Approval identifying these revisions is provided in Attachment 11.

Subsequent clarifications to the Draft Environmental Impact Report (DEIR) are documented in the errata[1] section of an updated FEIR, which was made available for public review on November 5, 2026, in accordance with CEQA. The CEQA Findings of Fact and Statement of Overriding Considerations were also updated to reflect these clarifications and are included in Attachment 1. The updated FEIR, including the errata, is provided as Attachment 12.

COMMUNITY OUTREACH

The City has provided several opportunities for public participation throughout the review of the Project. As part of the development review process, staff hosted a community meeting on November 20, 2019, pursuant to BMC § 10-1-1909.1 to provide information about the proposed Project, discuss its design and development features, and provide community members an opportunity to ask questions and provide feedback. As part of the environmental review process, the City also held a public meeting on January 13, 2025, to receive comments on the DEIR. Most recently, the Planning Commission conducted a public hearing on October 12, 2026, and voted 5-0 to recommend City Council approval of the Project.

The November 17, 2026, City Council public hearing has been noticed in accordance with State law and BMC § 10-1-19127(G), including mailed notices to property owners and occupants within 1,000 feet of the Project Site, publication in the Burbank Leader, an on-site public notice sign, and updates to the City's Project webpage. As of the preparation of this report, staff has not received public comments regarding the City Council hearing.

ENVIRONMENTAL REVIEW

An Environmental Impact Report (EIR) was prepared for the Project in accordance with CEQA. The DEIR (Attachment 13) was circulated for public review from December 16, 2024, through January 29, 2025, during which nine comment letters were received. The FEIR, originally released on October 1, 2026, includes responses to comments and the MMRP. Subsequent clarifications to the DEIR are documented in the errata section of an updated FEIR, which was made available for public review on November 5, 2026, in accordance with CEQA. The updated FEIR, including the errata, is provided as Attachment 12.

The EIR evaluates the Project's potential environmental impacts and identifies mitigation measures to reduce significant effects. However, impacts related to greenhouse gas emissions, construction noise, and utilities and service systems would remain significant and unavoidable despite mitigation. These impacts are primarily associated with

[1] Errata refers to corrections, clarifications, or other non-substantive revisions to a previously published document. In this case, the errata identifies updates to the DEIR that are incorporated into the FEIR.

operational emissions, construction activities, and noise generated by on-site and off-site utility improvements.

Before approving the Project, the City Council must certify the FEIR and adopt the required CEQA Findings of Fact, MMRP, and Statement of Overriding Considerations pursuant to State CEQA Guidelines Sections 15091 and 15093. Staff finds the Project's economic, employment, transportation, infrastructure, and community benefits support a determination that these benefits outweigh the significant and unavoidable environmental impacts. The proposed findings, MMRP, and Statement of Overriding Considerations are provided in Attachment 1.

FISCAL IMPACT

There is no fiscal impact to the City associated with the approval of the Project. The Applicant would be responsible for all Project-related improvements, applicable permit and cost-recovery fees, Development Impact Fees (DIFs), and required financial contributions in accordance with the Conditions of Approval and Development Agreement.

The Project is anticipated to generate ongoing fiscal and economic benefits, including an estimated $2 million to $2.5 million annually in Transient Occupancy Tax (TOT) revenue, along with additional property tax, sales tax, employment opportunities, and visitor spending. Additionally, the Development Agreement includes community benefits and public improvements with an estimated value of approximately $1,112,000. Collectively, these contributions, improvements, and anticipated tax revenues would support the City's infrastructure, municipal services, and local economy.

CONCLUSION

Staff’s review indicates that the Project is consistent with the Burbank2035 General Plan and applicable City regulations, and that the required findings for approval can be made. The Project would provide 420 additional hotel rooms while retaining the existing Marriott Hotel and convention center, support economic development and employment opportunities, and provide transportation, infrastructure, and community benefits. On October 12, 2026, the Planning Commission voted unanimously (5-0) to recommend City Council approval of the Project.

Accordingly, staff recommends that the City Council certify the FEIR, adopt the required CEQA Findings of Fact, Statement of Overriding Considerations, and MMRP, and introduce the ordinance approving the Planned Development, Development Agreement, and Development Review, as outlined in the Recommendation section of this report.

ATTACHMENTS

Attachment 1 – Draft Resolution
Attachment 2 – Draft Ordinance
Attachment 3 – Zoning and Fair Political Practices Act Compliance Map and Aerial Photograph
Attachment 4 – Project Application
Attachment 5 – Project Plans
Attachment 6 – Parking Utilization and Demand Analysis
Attachment 7 – Existing and Proposed Zoning Designation of Property
Attachment 8 – Burbank2035 General Plan Consistency Analysis
Attachment 9 – Los Angeles County Airport Land Use Plan Consistency Determination
Attachment 10 – Planning Commission Resolution, Staff's Report, and Minutes from the October 12, 2026, Planning Commission Meeting
Attachment 11 – Updates to Conditions of Approval
Attachment 12 – Final Environmental Impact Report
Attachment 13 – Draft Environmental Impact Report
Correspondences