CITY OF BURBANK

COMMUNITY DEVELOPMENT

11/09/2026

EDGAR MARKOSYAN, APPLICANT
225 E BROADWAY STE 102B
GLENDALE, CA 91205

Via email: INFO@ARCSTEM.COM

RE: Notice of Decision – Approved with Conditions
PROJECT NO. 25-0005778 – Administrative Use Permit Application
Located at 121-123 S Victory, Burbank, CA 91502
Date Application Deemed Complete: 02/10/2026

Dear Mr. Markosyan,

This letter is to notify you that the Community Development Director has approved with conditions your application for **Administrative Use Permit** to operate a Child Daycare Center on a residentially-adjacent property located at 121-123 S Victory Blvd, pursuant to § 10-1-502 of the Burbank Municipal Code. The lots (APN 2446-027-016 and 2446-027-017) are zoned C-4. Staff determined the project satisfies the requisites for approval (Attachment B and C) upon implementation of the attached Conditions of Approval (Attachment D).

Please be advised that the decision of the Community Development Director will become final fifteen (15) days from the date of this letter unless the decision is appealed to the Planning Commission. Any appeal of the Director's decision must be submitted to the Planning Division with the applicable filing fee prior to the expiration of the fifteen (15) day appeal period, or by 5:00 p.m. on November 24, 2026. If no appeal is filed, then you may submit to the Building & Safety Division for Building Plan Check review the first business day following the conclusion of the 15-day appeal period. If appealed, this decision will be set aside, and the Planning Commission will conduct a De Novo review of the application and make a decision. The Planning Commission decision is final and cannot be appealed. If you have any questions concerning this letter, please contact me by phone at (818) 238-5250 or by email at ssulis@burbankca.gov.

Sincerely,

Silvia Sulis
Assistant Planner
Community Development Department

Patrick Prescott,
Community Development Director

Enc:

Attachment A Project Summary and Background Information
Attachment B Burbank Municipal Code Title 10 Compliance Table
Attachment C Requirements for Granting an Administrative Use Permit

Attachment D Conditions of Approval
Attachment E Approved Plans
Attachment F School Pick-up and Drop-off Plan Report

Cc: Ruben Balayan, Property Owner
rbalayan@wcambulance.com

Nune Saakyan, Business Owner
Nunesaakyan@yahoo.com

ATTACHMENT A

Project Summary and Background Information

APPLICANT: EDGAR MARKOSYAN

PROJECT TITLE: 25-0005778 – Administrative Use Permit

PROJECT ADDRESS 121-123 S Victory, Burbank, CA 91502

ZONING: C-4 **GENERAL PLAN:** Corridor Commercial

PROJECT DESCRIPTION:
The project proposes to operate a Child Daycare Center on a residentially-adjacent property, pursuant to § 10-1-502 of the Burbank Municipal Code.

MUNICIPAL CODE CONFORMANCE: The Project has been evaluated for consistency with the Burbank Municipal Code (BMC) and, as conditioned, complies with all applicable objective development standards. The proposed use is conditionally permitted in the C-4 Zone, which allows for a variety of professional services, including child daycare facilities. The proposed project will occupy two parcels (2446-027-016 and 2446-027-017) located at 121 and 123 South Victory Boulevard. The building located at 123 S Victory is 2,163 SF and will house two classrooms, restrooms, storage, and one small office. One additional classroom, a kitchen and one ADA restroom will be housed in a 452 SF commercial building at 121 S Victory Boulevard. The applicant is proposing interior tenant improvements, with no expansion of the interior square footage, as well as site improvements, including restriping the parking lot on West Angeleno Avenue. These improvements include restroom upgrades (i.e. changing standard fixtures for child-size fixtures) and the reconfiguration of two rooms, which will entail the demolition of some partitions and the building of new ones, as well as new kitchen and bathroom fixtures. A summary matrix demonstrating the Project's compliance with applicable BMC development standards is included in Attachment B, and the complete list of Conditions of Approval is provided in Attachment D.

ENVIRONMENTAL REVIEW: This project has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303, Class 3: New Construction or Conversion of Small Structures. This exemption applies to the conversion of existing small structures from one use to another where only minor modifications to the exterior of the structures are proposed. The Project involves the conversion of two existing commercial buildings, totaling approximately 2,615 square feet, to accommodate a child daycare center with a maximum enrollment of 62 students. Proposed improvements include interior renovations, parking lot restriping, and improvements to accommodate an outdoor playground at 121 S. Victory Boulevard. No expansion of the existing building square footage is proposed. The Project is consistent with the types of activities contemplated under the Class 3 exemption.

There are no unusual circumstances that would preclude the use of this categorical exemption. None of the exceptions set forth in Section 15300.2 of the CEQA Guidelines apply to the Project. The Project site is not located within a sensitive, designated, or precisely mapped environmental resource area, nor does the Project involve a historic resource or a site located within or near a designated scenic highway. In addition, the Project is not located on a listed hazardous waste site. The Project would not result in significant cumulative impacts or a significant environmental effect due to unusual circumstances. Therefore, the Project qualifies for the Class 3 categorical exemption, and none of the exceptions to the exemption apply.

DATE SIGN POSTED ON-SITE:	October 23, 2026
DATE PUBLIC NOTICE MAILED:	November 3, 2026
DATE OF DIRECTORS DECISION	November 9, 2026
END OF APPEAL PERIOD	November 24, 2026

ATTACHMENT B

Compliance with Burbank Municipal Code Title 10 (C-3)

(Title 10, Ch. 1)

Article 7. Commercial Uses and Standards, Division 4: C-4 Commercial Zone

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
GENERAL PLAN CONSISTENCY (10-1-701.5; 10-1-708.5; 10-1-714.5; 10-1-720.5)				
FLOOR AREA RATIO (NON-RESIDENTIAL).	☒	☐	☐	*Allowable FAR = 1.0, proposed FAR = 0.26 (no addition is proposed)*
FAR (RESIDENTIAL).	☐	☐	☒	*The proposed project is not a residential development*
USES (10-1-702; 10-1-709; 10-1-715; 10-1-721)				
PERMITTED USES.	☒	☐	☐	*The subject property is residentially adjacent, and the proposed use is permitted through an AUP*
PROPERTY DEVELOPMENT STANDARDS (10-1-705; 10-1-712; 10-1-718; 10-1-724)				
A. STRUCTURE HEIGHT.	☒	☐	☐	Maximum height is 14 ft
B. OPEN SPACE.	☐	☐	☒	The subject property is not abutting or adjacent to a R-1, R-1-H or R-2 lot
C. YARDS.	☒	☐	☐	*Legal non-conforming setback and landscaping, no changes are proposed. Landscape improvements are not required, per policy 1418-1.*
D. ADDITIONAL STANDARDS.	☒	☐	☐	See articles 11 through 16 (table below)
E. MIXED-USE AND MULTIFAMILY RESIDENTIAL-ONLY DEVELOPMENT.	☐	☐	☒	*The proposed project is not a mixed use multifamily development*
DEVELOPMENT REVIEW (10-1-706; 10-1-713; 10-1-719; 10-1-725)				
REQUIREMENT FOR A DEVELOPMENT REVIEW.	☐	☐	☒	The project does not trigger a Development Review
C-1 ONLY -- DESIGN CRITERIA FOR IMPROVEMENTS IN C-1 ZONE (10-1-707)				
CONSITENCY WITH DESIGN CRITERIA.	☐	☐	☒	The project is zoned C-4

Article 11. General Property Development Regulations

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
ARTICLE 11: GENERAL PROPERTY DEVELOPMENT STANDARDS				
10-1-1101: COMPLIANCE.	☒	☐	☐	
10-1-1102: ERECTION OF MORE THAN ONE STRUCTURE ON A RESIDENTIAL LOT.	☐	☐	☒	
10-1-1103: LOT TO HAVE FRONTAGE.	☒	☐	☐	
10-1-1104: FRONTAGE ON ALLEYS.	☒	☐	☐	
10-1-1105: HAZARDOUS AREAS.	☐	☐	☒	
10-1-1106: USES IN COMPLETELY ENCLOSED BUILDINGS.	☐	☐	☒	
10-1-1108: OPEN STORAGE AREAS MUST BE ENCLOSED.	☐	☐	☒	
10-1-1109: JUNK YARDS MUST BE FENCED.	☐	☐	☒	
10-1-1110: ACCESSORY BUILDINGS CONVERTED TO LIVING QUARTERS.	☐	☐	☒	
10-1-1112: ROOF AND SHADE STRUCTURES.	☐	☐	☒	
10-1-1113.1: COMMERCIAL AND INDUSTRIAL DESIGN STANDARDS.	☒	☐	☐	See table below
10-1-1114: ART IN PUBLIC PLACES.	☒	☐	☐	See Conditions of Approval
10-1-1115: ARCADE DEVELOPMENT REGULATIONS.	☐	☐	☒	
10-1-1116: ALCOHOLIC BEVERAGES - ON-PREMISES AND OFF-PREMISES; CONDITIONAL USE PERMIT REQUIRED.	☒	☐	☒	
10-1-1117: BILLIARD PARLOR DEVELOPMENT STANDARDS.	☐	☐	☒	
10-1-1118: WIRELESS TELECOMMUNICATIONS FACILITIES. REGULATIONS AND DEVELOPMENT STANDARDS.	☐	☐	☒	
10-1-1119: FIREARM AND AMMUNITION RETAIL USE REGULATIONS.	☐	☐	☒	

Code Section	Compliance Analysis			Comments
	Compliant	Inconsistent	Not Applicable	
10-1-1120: ADULT BUSINESSES: REGULATIONS AND DEVELOPMENT STANDARDS.	☐	☐	☒	
10-1-1121: SHOPPING CART CONTAINMENT.	☐	☐	☒	
10-1-1122: EMERGENCY SHELTER DEVELOPMENT STANDARDS.	☐	☐	☒	
10-1-1123: TEMPORARY AID CENTER DEVELOPMENT STANDARDS.	☐	☐	☒	

Section 10-1-1113.1 Commercial and Industrial Design Standards

Code Section	Compliance Analysis			Comments
	Compliant	Inconsistent	Not Applicable	
A. ROOF DESIGN	☒	☐	☐	See Conditions of Approval
B. WINDOW TREATMENT	☒	☐	☐	
C. BUILDING MATERIALS	☒	☐	☐	
D. VARIATION ON PLANE	☒	☐	☐	
E. ENTRIES	☒	☐	☐	
F. APPENDAGES, AWNINGS AND MARQUEES	☐	☐	☒	
G. EXTERIOR STAIRS	☐	☐	☒	
H. LOCATION AND SCREENING OF TRASH BINS	☒	☐	☐	See Conditions of Approval
I. DELETED	☐	☐	☐	
J. FENCES AND WALLS	☒	☐	☐	See Conditions of Approval

Article 11.5. Residentially Adjacent Uses

Code Section	Compliance Analysis			Comments
	Compliant	Inconsistent	Not Applicable	
ARTICLE 11.5: RESIDENTIALLY ADJACENT USES				
10-1-1150: RESIDENTIALLY ADJACENT PROPERTY	☒	☐	☐	See Conditions of Approval

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
AND USES: PURPOSE AND APPLICABILITY.				
10-1-1151: RESIDENTIALLY ADJACENT USES - CONDITIONAL USE PERMIT REQUIRED FOR NEW LATE NIGHT BUSINESS AND NEW OUTDOOR SPEAKERS.	☒	☐	☐	See Conditions of Approval
10-1-1152: RESIDENTIALLY ADJACENT USES - ADMINISTRATIVE USE PERMIT REQUIRED FOR NEW LATE NIGHT OPERATIONS.	☒	☐	☐	See Conditions of Approval
10-1-1153: RESIDENTIALLY ADJACENT USES - DEVELOPMENT STANDARDS FOR NEW CONSTRUCTION.	☒	☐	☐	See Conditions of Approval
10-1-1154: RESIDENTIALLY ADJACENT USES - OPERATIONAL REQUIREMENTS FOR ALL BUSINESSES.	☒	☐	☐	See Conditions of Approval

Article 12. General Yard and Space Standards

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
ARTICLE 12: GENERAL YARD AND SPACE STANDARDS				
10-1-1201: YARDS OPEN AND UNOBSTRUCTED.	☒	☐	☐	
10-1-1203: YARDS CANNOT SERVE OTHER BUILDINGS OR LOTS.	☒	☐	☐	
10-1-1204: REQUIREMENTS ON THROUGH LOTS.	☐	☐	☒	
10-1-1205: UNDEDICATED STREETS.	☐	☐	☒	

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
10-1-1206: ACCESS TO UTILITY POLES.	☒	☐	☐	
10-1-1211: MISCELLANEOUS ENCROACHMENTS.	☒	☐	☐	
10-1-1212: AUTHORITY OF BUILDING DIRECTOR TO GRANT EXCEPTIONS.	☐	☐	☒	

Article 13. General Height Standards

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
Division 1: Heights for Building, Walls and Fences				
10-1-1301: EXCEPTIONS TO BUILDING HEIGHT LIMITS.	☒	☐	☐	See Conditions of Approval
10-1-1303: CORNER CUTOFF.	☒	☐	☐	
10-1-1304.5: NOTICE OF BUILDING HEIGHT.	☐	☐	☒	
Division 2. Heights Surrounding Bob Hope Airport				
10-1-1305: FEDERAL AVIATION ADMINISTRATION FILING REQUIREMENT MAP.	☐	☐	☒	The project is located within Zone 5, where only structures above 200 ft in height are required notify the FAA. The proposed structure maximum height is 14 ft.
10-1-1306: UNCERTAINTY OF BOUNDARIES.	☐	☐	☒	The project is located within Zone 5, where only structures above 200 ft in height are required notify the FAA. The proposed structure maximum height is 14 ft.
10-1-1307: AIRPORT AREAS AND HEIGHT LIMITS ESTABLISHED.	☐	☐	☒	The project is located within Zone 5, where only structures above 200 ft in height are required notify the FAA. The proposed structure maximum height is 14 ft.
10-1-1308: PROOF OF FAA NOTIFICATION OF INTENT TO CONSTRUCT.	☐	☐	☒	The project is located within Zone 5, where only structures above 200 ft in height are required notify the FAA. The proposed structure maximum height is 14 ft.

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
10-1-1309: INITIATION OF AMENDMENT TO FAA FILING REQUIREMENTS MAP.	☐	☐	☒	The project is located within Zone 5, where only structures above 200 ft in height are required notify the FAA. The proposed structure maximum height is 14 ft.

Article 14. General Off-Street Parking Standards

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
Division 1. General Provisions				
10-1-1401: PARKING SPACE DIMENSIONS.	☒	☐	☐	
10-1-1402: COMPUTATION OF REQUIRED PARKING.	☐	☐	☒	The subject property is eligible for AB 2097 and additional parking is not required.
10-1-1403: INGRESS AND EGRESS; BACKING INTO HIGHWAY.	☒	☐	☐	
10-1-1404: TANDEM PARKING.	☐	☐	☒	
10-1-1405: PARKING OR STORING AIRPLANES, BOATS, VEHICLES, ETC. WITHIN CERTAIN YARDS IN RESIDENTIAL ZONES.	☐	☐	☒	
10-1-1405.5: BICYCLE PARKING SPACES.	☐	☐	☒	
10-1-1406: SITE PLAN.	☒	☐	☐	
10-1-1407: USE OF VACANT LOTS IN RESIDENTIAL AND COMMERCIAL ZONES FOR PARKING VEHICLES.	☐	☐	☒	
10-1-1407.01: USE OF PARKING AREAS FOR STORAGE.	☐	☐	☒	
10-1-1407.1: CENTRAL BUSINESS DISTRICT DOWNTOWN PARKING AREA.	☐	☐	☒	

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
Division 2. Parking Requirements				
10-1-1408: SPACES REQUIRED.	☐	☐	☒	The subject property is eligible for AB 2097 and additional parking is not required.
10-1-1409: WAIVER WITHIN A PARKING DISTRICT.	☐	☐	☒	
10-1-1410: WAIVER AS TO EXISTING USES.	☐	☐	☒	
10-1-1411: MUST SERVE ONE USE; EXCEPTIONS.	☐	☐	☒	
Division 3. Location of Parking Areas				
10-1-1412: LOCATION OF PARKING AREAS.	☒	☐	☐	
10-1-1413: MEASUREMENT OF DISTANCES.	☒	☐	☐	
10-1-1414: OFF-SITE PARKING AGREEMENT FOR NON-SHARED AND EXCLUSIVE PARKING.	☐	☐	☒	
10-1-1415: SHARED PARKING AGREEMENT - ON OR OFF-SITE.	☐	☐	☒	
10-1-1416: APPLICABILITY OF PARKING AREA REQUIREMENTS.	☐	☐	☒	
Division 4. Improvement of Parking Areas				
10-1-1417: PARKING LOT DESIGN STANDARDS.	☒	☐	☒	
10-1-1417.1: SETBACKS AND WALLS.	☒	☐	☐	
10-1-1417.2: PARKING LOTS ABUTTING AND ADJACENT TO RESIDENTIAL ZONES.	☐	☐	☒	
10-1-1418: LANDSCAPING.	☐	☐	☒	Landscape improvements are not required, per policy 1418-1
10-1-1419: PARKING STRUCTURES.	☐	☐	☒	
10-1-1420: LIGHTING.	☒	☐	☐	See Conditions of Approval
10-1-1421: MAINTENANCE.	☒	☐	☐	See Conditions of Approval

Code Section	Compliance Analysis			Comments
	Compliant	Inconsistent	Not Applicable	
10-1-1422: PREREQUISITES TO IMPROVEMENT AND USE.	☒	☐	☐	See Conditions of Approval

Article 15. General Off-Street Loading Standards

Code Section	Compliance Analysis			Comments
	Compliant	Inconsistent	Not Applicable	
ARTICLE 15: GENERAL OFF-STREET LOADING STANDARDS				
10-1-1501: LOADING SPACES REQUIRED.	☐	☐	☒	
10-1-1502: LOADING SPACE DIMENSIONS.	☐	☐	☒	
10-1-1503: LOCATION OF AND ACCESS TO LOADING SPACES.	☐	☐	☒	

Article 16. General Vehicular Access Standards

Code Section	Compliance Analysis			Comments
	Compliant	Inconsistent	Not Applicable	
ARTICLE 16: GENERAL VEHICULAR ACCESS STANDARDS				
10-1-1601: ACCESS TO STREET.	☒	☐	☐	
10-1-1602: CURB CUTS.	☒	☐	☐	
10-1-1603: DRIVEWAY WIDTH.	☒	☐	☐	
10-1-1604: DRIVEWAY SLOPES.	☒	☐	☐	
10-1-1605: PROTECTIVE BARRIER IN NONRESIDENTIAL ZONES.	☒	☐	☐	Bollards will be provided
10-1-1606: TURN AROUND AREAS.	☒	☐	☐	
10-1-1607: APPROVAL BY PUBLIC WORKS DIRECTOR.	☒	☐	☐	See Conditions of Approval
10-1-1608: DRIVE-THROUGH ESTABLISHMENTS.	☐	☐	☒	

Code Section	Compliance Analysis			Comments
	Compliant	*Inconsistent*	*Not Applicable*	
10-1-1609: RESERVED FOR FUTURE USE.	☐	☐	☒	

ATTACHMENT C

Requirements for Granting an Administrative Use Permit - Findings

The Community Development Director finds the proposed Project satisfies the requisite findings contained in Burbank Municipal Code (BMC) Section 10-1-1956 necessary for approval of the Administrative Use Permit (AUP), subject to the Conditions of Approval in Attachment D.

1. ***10-1-1956(1) The use applied for at the location set forth in the application is properly one for which an administrative use permit is authorized by Title 10 of the Burbank Municipal Code.***

   This finding can be made. The proposed business is located in the C-4 zone on a residentially-adjacent parcel, where a child daycare center is permitted through an Administrative Use Permit, per BMC Section 10-1-502. The proposed daycare will be located in two structures, a 2,163 SF commercial building located at 123 S Victory Boulevard and a 452 SF commercial building on the immediately adjacent parcel located at 121 S Victory Boulevard.

2. ***10-1-1956(2) The use is not detrimental to existing uses or to uses specifically permitted in the zone in which the proposed use is to be located.***

   This finding can be made. The proposed daycare will be located in a 2,163 SF commercial building at 123 S Victory Boulevard. This building will house two classrooms, restrooms, storage, and one small office. One additional classroom, a kitchen and one ADA restroom will be housed in a 452 SF commercial building on the immediately adjacent parcel located at 121 South Victory Boulevard. The property at 121 S. Victory Boulevard will also include an outdoor playground for use by the Daycare Center. The business will provide two off-street parking spaces in front of the building at 123 S Victory Boulevard, one ADA compliant space and one standard space. The applicant proposes interior tenant improvements that include restroom upgrade, room reconfiguration, and demolition of some partitions. No addition to the existing square footage of the two buildings is being proposed.

   Through the Administrative Use Permit process, the proposed use has been conditioned to operate in a manner that minimizes potential impacts on the surrounding uses, which include multifamily residential, offices, automotive uses, and warehousing. These requirements include Conditions of Approval as well as an operational plan, and focus on the prevention and mitigation of potential parking and traffic impacts. The Conditions of Approval establish requirements addressing traffic, circulation, parking, and noise associated with the proposed daycare operations, including compliance with the approved School Pick-up and Drop-off Plan Report and preparation and implementation of a Playground Operations Plan. The Conditions of Approval also establish operational requirements intended to minimize potential impacts associated with the outdoor playground on surrounding uses. The City may also require modifications to these operational plans as necessary to address future operational concerns, subject to the applicable approval requirements.

The proposed business developed a School Pick-up and Drop-off Plan Report (Attachment F) in collaboration with a licensed Traffic Engineer. This report, as amended, serves as the operational plan that the business is required to follow to minimize potential traffic, circulation, and parking impacts on surrounding uses. For example, the Report establishes several operational procedures that include, but are not limited to, staggering drop-off and pick-up activities in four 30-minute windows between 7:00 am and 9:00 am for drop-off, and 4:00 pm and 6:00 pm for pick-up. The Community Development Department (CDD) Transportation Division may periodically evaluate the effectiveness of the operational plan and require modifications as necessary to address traffic, circulation, parking, or other operational concerns associated with the Daycare Center. Any modifications shall be subject to review and approval by the Community Development Director or their designee.

In addition, the Conditions of Approval (Attachment D) require the installation of green curbs along the property frontages on South Victory Boulevard and West Angeleno Avenue. Green curbs allow short-term (10-minute) parking between 8:00 a.m. and 6:00 p.m., and provide a convenient option for curbside drop-off and pick-up, encouraging parking turnover and minimizing potential traffic and parking impacts. Parking was observed by City staff during two site visits conducted between 7:30 am – 8: 00 am and 4:30 pm – 5:00 pm respectively, when the drop off and pick up activities are anticipated. Parking was observed on both sides of West Angeleno Avenue, and on the west side of South Victory Boulevard. Overall, several parking spaces were available along both streets, with more spaces observed on West Angeleno. The addition of green curbs in front of the subject property will facilitate short-term parking for parents and caregivers while minimizing potential traffic congestion associated with drop-off and pick-up activities.

With respect to the outdoor playground at 121 S. Victory Boulevard, the Conditions of Approval require the applicant to prepare and implement a Playground Operations Plan, subject to review and approval by the CDD Planning Division. The plan will establish operational procedures intended to minimize potential noise impacts on surrounding properties, particularly nearby residential uses, including requirements addressing playground hours, supervision, and noise-generating activities. The CDD Planning Division may evaluate the effectiveness of the plan and require modifications as necessary to address noise or other operational concerns associated with the playground, subject to approval by the Community Development Director or their designee.

Based on the proposed operational characteristics of the Daycare Center and the requirements established through the Conditions of Approval, including the operational plans addressing traffic, parking, and playground noise, the proposed use, as conditioned, will not be detrimental to existing uses or uses specifically permitted in the zone.

3. ***10-1-1956(3) The use will be compatible with other uses on the same lot, and in the general area in which the use is proposed to be located.***

This finding can be made. The proposed business is a child daycare center which is a use that is permitted through an Administrative Use Permit in the C-4 Commercial Unlimited Business Zone and compatible with other existing uses in the general area. Uses along South Victory Boulevard, include automotive businesses, a car rental, a warehouse for the Autry Museum offices, restaurants, and a multifamily residential building. West Angeleno Avenue is a residential street that includes both single family

and multifamily residential structures. Additionally, the subject property is considered residentially adjacent as it is located within 100 feet of an R-3 zoned parcel.

The proposed project has been conditioned to operate in a manner that minimizes potential impacts on the surrounding uses, particularly nearby residential properties. These Conditions of Approval include, but are not limited to, requirements for staggered drop-off and pick-up times, implementation of the approved School Pick-up and Drop-off Plan Report, and the installation of green curbs along the property's frontages to facilitate short-term parking and minimize potential traffic and parking impacts.

Additionally, the proposed outdoor playground at 121 S. Victory Boulevard will be subject to a Playground Operations Plan, which must be reviewed and approved by the Community Development Department Planning Division. The plan will establish operational procedures addressing playground hours, supervision, and noise-generating activities to minimize potential noise impacts on surrounding uses, particularly nearby residential properties. The Conditions of Approval also authorize the City to require modifications to the operational plans as necessary to address future operational concerns.

With implementation of these Conditions of Approval, the proposed Daycare Center, including its outdoor playground and associated pick-up and drop-off activities, will be compatible with existing uses on the subject properties and other uses in the surrounding area.

4. ***10-1-1956(4) The site for the proposed use is adequate in size and shape to accommodate the use and all of the yards, setbacks, walls, fences, landscaping, and other features required to adjust the use to the existing or future use is permitted in the neighborhood.***

This finding can be made. The proposed business will occupy an existing 2,163 SF structure at 123 S. Victory Boulevard and a 452 SF structure at 121 S. Victory Boulevard. Improvements to the properties will include interior renovations as well as improvements to the north-west yard, and restriping of the parking lot accessed from West Angeleno Avenue. These improvements are intended to improve the functionality and safety of the site and ensure that the properties adequately accommodate the operational needs of a child daycare center. The proposed outdoor playground will provide an area for outdoor activities, subject to applicable development standards and the Conditions of Approval, including requirements addressing playground operations and potential noise impacts on surrounding uses. All improvements, as conditioned, will comply with applicable development standards under BMC Sections 10-1-720 through 10-1-725 and other applicable local, state, and federal regulations.

The facility will provide two off-street parking spaces (one ADA compliant space and one standard space) and is not required to provide additional off-street parking pursuant to Assembly Bill 2097, which prohibits municipalities from imposing parking requirements near eligible transit stops. Student drop-off and pick-up activities will occur curbside in accordance with the approved School Pick-up and Drop-off Plan Report, except for individuals requiring accessible parking accommodations. The operational plan, together with the Conditions of Approval addressing staggered drop-off and pick-up times and short-term curbside parking, is intended to minimize potential traffic, circulation, and

queuing impacts on the surrounding streets. Therefore, as conditioned, the two properties are adequate in size and shape to accommodate the proposed use.

5. ***10-1-1956(5) 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.***

This finding can be made. The proposed business is located in an area served by an established roadway network capable of accommodating the anticipated traffic associated with the proposed daycare center, as conditioned, and is accessible by multiple modes of transportation. The site is located within an established network of Major Arterial, Collector, and Local roads that accommodate different volumes and types of traffic, including pedestrian and bicycle travel. More specifically, the facility is located at the intersection of South Victory Boulevard and West Angeleno Avenue, classified respectively as a Major Arterial Road and a Local Road in the Burbank2035 General Plan, and in proximity to West Olive and West Verdugo Avenues (i.e., a Major Arterial Road and a Collector Road, respectively). These roadways provide access to the property and connect the surrounding neighborhood to the City's broader transportation network. Additionally, the site is located within walking distance (i.e., 1/2 mile or less) of several stops serving local and regional bus routes (155 – Metro, Pink – BurbankBus) as well as the bike lane on West Verdugo Avenue.

The Daycare Center will be limited to a maximum of 62 students, as required by the Conditions of Approval. The operational characteristics defined in the School Pick-up and Drop-off Plan Report (Attachment F) are intended to ensure that traffic generated by the proposed daycare center can be accommodated by the surrounding roadway network while minimizing potential traffic, circulation, and parking impacts. The Report, as amended, serves as an operational plan for the facility and identifies several measures intended to minimize traffic and parking congestion in the area around the proposed business. These measures include staggered student drop-off and pick-up times, designated curbside drop-off and pick-up procedures, and the installation of green curbs along the property's frontages on South Victory Boulevard and West Angeleno Avenue to facilitate short-term parking and encourage parking turnover. The Conditions of Approval require compliance with the approved operational plan and authorize the Community Development Department (CDD) Transportation Division to evaluate its effectiveness and require modifications, subject to approval by the Community Development Director or their designee, as necessary to address future traffic, circulation, or parking concerns. Therefore, as conditioned, the site is adequately served by streets and transportation infrastructure designed and improved to accommodate the type and anticipated volume of traffic generated by the proposed daycare center.

6. ***10-1-1956(6) The conditions imposed are necessary to protect the public health, convenience, safety, and welfare.***

This finding can be made. Staff's analysis determined that, with implementation of the Conditions of Approval, the proposed Daycare Center would not result in adverse impacts to the public health, convenience, safety, or welfare. The Conditions of Approval (Attachment D) establish requirements to ensure compliance with applicable City regulations and minimize potential impacts associated with the operation of the Daycare Center. These conditions include, but are not limited to, limiting the facility to a maximum

of 62 students, requiring compliance with the approved School Pick-up and Drop-off Plan Report, implementing measures to facilitate safe and efficient student drop-off and pick-up activities, and requiring the preparation and implementation of a Playground Operations Plan to minimize potential noise impacts on surrounding properties. The Conditions of Approval also authorize the City to evaluate the effectiveness of the operational plans and require modifications as necessary to address future operational concerns. These conditions are necessary to ensure that the proposed use operates in a manner that is compatible with surrounding uses and protects the public health, convenience, safety, and welfare.

ATTACHMENT D

Conditions of Approval

General Requirements

1. Project No. 25-0005778 approves an Administrative Use Permit to operate a Child Daycare Center with a maximum of 62 students on a residentially adjacent property located at 121-123 S Victory Blvd. Unless otherwise approved by the Community Development Director or his/her designee, the Site Plan, Floor Plan, and Operational Plans shall be substantial conformance with the conceptual plans approved on November 9, 2026 (Attachment E). The Community Development Director or their designee may determine what minor modifications to the approved plans may be considered to be in substantial conformance.

2. Unless otherwise modified by this entitlement or preempted by state or federal law, the Project shall comply with C-4 Zone property development and design standards. Compliance with these standards will be verified at the time of building permit submittal.

3. This permit shall expire if the scope of work is not initiated within one year of the date of this approval (expires on November 9, 2027), or the final decision following an appeal, unless the Property Owner or Permittee has diligently developed the proposed project as shown by the issuance of a grading, foundation, or building permit and the construction of substantial improvements. Any period of time during which the project is subject to a legal challenge shall not count towards the expiration date. Prior to the noted expiration date, the Property Owner or Permittee can request the Community Development Director's approval of a one-time extension of the permit for a period not to exceed one-year from the date of expiration.

4. Pursuant to Burbank Municipal Code (BMC) Section 10-1-19401, the Permittee, including their successors and assignees, shall defend, indemnify, and hold harmless the City of Burbank (the City) and its agents, officers, employees, agencies, boards, commissions, or City Council from any claim, action or proceeding brought against the City, its agents, officers, employees agencies, boards, commissions, or City Council to attack, set aside, void or annul the subject approval and environmental determination under the California Environmental Quality Act or National Environmental Policy Act by the City, its agents, officers, employees, agencies, commissions, or City Council. The indemnification shall include damages awarded against the City, if any, cost of suit, attorney's fees, administrative expenses, and other costs and expenses incurred in connection with such action, including, but not limited to, all such City costs and expenses incurred by enforcing this indemnification provision. This duty to defend, indemnify, and hold harmless the City and its agents, officials, employees, agencies, boards, commissions, or City Council shall apply even if the Permittee fails or refuses to enter into the indemnification agreement. In the event of a legal challenge, the provisions under BMC Section 10-1-19402 shall be followed.

5. This permit or approval may be modified or revoked by the City should it be determined that the proposed use as permitted by this approval or conditions under which they were permitted are detrimental to the public health, welfare, or materially injurious to property or improvements in the vicinity or if the use is maintained so as to constitute a public nuisance.

6. The Permittee shall comply with all federal, state, and local laws. Violations or convictions of any of those laws in connection with the use will be cause for revocation of this permit.

7. The Permittee and Developer shall incorporate a copy of these Conditions of Approval in all construction plans submitted to the Building and Safety Division for a building permit. The Permittee shall also provide a separate written document outlining how, or where, each of the Conditions have been addressed in the building permit plan set for all City Division/Department Conditions enclosed.

CDD – Planning Division

8. The Daycare Center shall be limited to a maximum of 62 students. Any proposed increase in student enrollment beyond this limit shall require an amendment to the Administrative Use Permit, subject to review and approval by the City prior to implementation.

9. The Daycare Center shall comply with the operational procedures established in the School Pick-up and Drop-off Plan Report (Attachment F), as amended, and shall provide caregivers, teachers, and staff with guidance regarding the required pick-up and drop-off procedures. The Community Development Department (CDD) Planning or Transportation Divisions may periodically evaluate the effectiveness of the operational plan and require modifications as necessary to address traffic, circulation, parking, or other operational concerns associated with the Daycare Center. Any modifications to the operational plan shall be subject to review and approval by the Community Development Director or their designee. The Daycare Center shall implement and comply with all approved modifications.

10. Prior to the issuance of a building permit for associated building improvements or issuance of a Business Tax Certificate, whichever occurs first, the Permittee shall submit a Playground Operations Plan for review and approval by the Community Development Department (CDD) Planning Division. The plan shall establish operational procedures intended to minimize potential noise impacts associated with the outdoor playground located at 121 S. Victory Boulevard on surrounding properties, particularly nearby residential uses. At a minimum, the plan shall identify the hours of playground use, supervision procedures, and measures to minimize excessive noise, including the use of amplified sound or other noise-generating equipment.

    The Daycare Center shall operate the outdoor playground in accordance with the approved Playground Operations Plan. The CDD Planning Division may periodically evaluate the effectiveness of the plan and require modifications as necessary to address noise or other operational concerns associated with the playground. Any modifications shall be subject to review and approval by the Community Development Director or their designee. The Permittee shall implement and comply with all approved modifications within the timeframe established by the City.

11. The daycare center shall not install exterior speakers for making announcements, playing music, or other purposes, unless a Conditional Use Permit for such exterior speakers has been granted. Recorded ambient music may be played within the facility and interior speakers shall be designed, located, and directed to minimize noise impacts on adjacent uses to the satisfaction of the Community Development Department.

12. The facility shall not receive or be open to patrons any time between midnight and 6:00 a.m. without a CUP, per BMC Section 10-1-1151.

13. The operations of the daycare center shall comply with the requirements for residentially adjacent uses stated in BMC Article 11.5.

14. All new roof mounted equipment shall be screened from view through the use of architectural screening systems which are visually integrated into building design with respect to color, material and form, per BMC Section 10-1-1113.1(A)(3).

15. No new mechanical venting shall face a residential zone, unless such mechanical venting is more than 300 feet from the nearest residentially zoned property. Further, no mechanical venting shall be located anywhere on the building within 50 feet from the nearest residentially zoned property, per BMC Section 10-1-1153(B).

16. Any on-site landscaping shall be permanently maintained with healthy planting material, and whenever necessary shall be replanted with suitable vegetation. Any landscaping in the corner cutoff areas shall be limited to a maximum height of three (3) feet.

17. The trash enclosure areas shall be recessed or within the structure or enclosed by a six (6) foot high masonry wall on three (3) sides and have a solid permanent metal gate(s). Doors and gates of trash enclosures shall not swing out into any public right-of-way.

18. All commercial and industrial refuse bins shall be equipped with nonmetallic lids, which shall remain closed at all times except when refuse is being deposited or emptied.

19. Refuse bins shall not be moved in a public right-of-way that separates the commercial or industrial property or use from adjacent residentially zoned property during Late Night Hours.

20. The Subject Property must be maintained in good condition and shall be free of trash, litter, and debris at all times.

21. All off-street parking areas shall be maintained in good condition. Construction, enlargement, alteration or improvement any off-street parking lot or area require a permit from the Building Director.

22. The maximum above grade height for fences and walls is 3 ft when located within the required 5 ft front and street-side setbacks, and 8ft when located outside of the required setbacks except within the corner cutoff area (per BMC 10-1-1303).

23. The plans submitted for building plan check shall clearly call out all exterior building materials and colors on the elevations, including product and finish manufacturer name, color name and number, and surface finish type (such as stucco with smooth finish, plaster with smooth finish) to be used in construction.

24. Permittee shall provide a photometric plan during plan check showing compliance with the following requirements: Lighting shall be provided in all common areas including but not limited to parking garages, outdoor parking areas, common open space areas, pedestrian paths, stairways, and hallways, and shall be identified on the site plan and elevations submitted with the building permit application. The product specifications for all lighting fixtures shall be included in the plans submitted for building plan check. Outdoor lighting fixtures must be positioned and directed so as not to shine or cause glare onto adjacent

properties of public rights-of-way, and a note shall be included on the plan set confirming such.

25. A roof plan shall be provided as part of the plan check submittals. This plan shall include the location of existing and proposed roof mounted equipment and mechanical vents.

26. A landscape and open space plan shall be provided as part of the plan check submittal. This plan shall include all proposed open space improvements including, but not limited to, play areas and play structures, landscaping and vegetation, lighting, and parking barriers.

27. The Permittee shall include these Conditions of Approval as part of the Business Tax Application and the plan check submittals that will be provided to the City.

28. Before placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City. Sign locations and illumination are subject to review and approval by the Planning Division under separate sign permit.

29. All required fees shall be paid as required by the Burbank Municipal Code prior to the issuance of any building permits for the project.

30. If applicable, the Developer shall obtain approval from the U.S. Postal Service local growth coordinator to ensure that the plans properly locate the mailboxes. Contact Cristina.L.Belendez@USPS.gov to obtain approval. Prior to issuance of a building permit, documentation regarding approval shall be provided to the Planning Division.

31. The Developer shall arrange for materials collection during construction, demolition, and occupancy with the City's Street & Solid Waste Division (Public Works Department), or Developer shall arrange for self-hauling to an authorized facility.

32. The Permittee shall comply with all Department/Division comments and Code requirements and shall be verified by the responsible Department and/or the Building Official or their designee, prior to the issuance of any Certificate of Occupancy.

33. The name and telephone number of a person who will be available during the operational hours of the business to address any problems with the subject establishment shall be posted in a conspicuous place on the exterior of the building housing the establishment. The contact person shall be the business owner, business manager, or other similar person who has sufficient authority over the business 24 hours a day to address problems that may disturb neighbors. The phone number of the City's Community Assistance Coordinator shall also be posted in a conspicuous place on the exterior of the building housing the establishment to provide notice to persons who wish to register complaints with the City regarding violations of this Code.

34. The Permittee shall keep a copy of the Conditions onsite at all times available for public review. In addition, the Permittee shall display the current phone and email contact information of the Planning Division and Code Enforcement on a laminated weather-proof (or similar) sign, in a location of the Project Site that is clearly visible from the public right-of-way. The sign shall also state that the Conditions of Approval may be obtained from the

City of Burbank Planning Division. The sign shall be installed prior to the issuance of a Certificate of Occupancy and remain in good repair for the life of the Project.

35. The Administrative Use Permit is subject to all comments/conditions from the following City Departments/Divisions (conditions attached) and incorporated herein by reference:

    Transportation Division
    Building Division
    Public Works Department
    Burbank Water and Power
    Burbank Fire Department
    Parks and Recreation Department

CDD – Transportation Planning Division

36. The permittee shall submit an application to the City's Transportation Division for green curbs for the length of the project frontage on South Victory Boulevard and West Angeleno Avenue.

37. The permittee shall provide a red curb consistent with BMC Section 6-1-1029 at the intersection of West Angeleno Avenue and South Victory Boulevard. For specific requirements the permittee shall contact the Transportation Planning Division prior to submitting for plan check.

38. Non-operational driveways and aprons shall be removed and the remaining curbs shall be restored, per the requirements of BMC Section 7-3-504.

39. The Daycare center shall adhere to the operations plan described in the School Pick-up and Drop-off Plan Report (Attachment F), as amended, and provide caregivers and teachers with guidance on the pickup/drop-off procedures included therein.

40. Minor modifications to the School Pick-up and Drop-off Plan Report (Attachment F) are permitted with the approval of the Community Development Director.

41. All students drop off and pick up shall occur curbside and the off-street parking area located in front of the building and accessed through West Angeleno Avenue shall not be used for drop-off and pick-up activities. Notwithstanding this requirement, the ADA parking space in this area shall remain available for drop-off and pick-up for caregivers and/or students requiring ADA accommodations.

CDD – Building and Safety Division

42. All projects shall comply with Title 9, Chapter 1, of the Burbank Municipal Code, and the **2025 edition** of the California Building Code, California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and Building Energy Efficiency Standards, including all intervening Code Cycles.

43. Plans and reports submitted for Plan Check Review are to be submitted electronically. For more information about the online submittal process, please contact the Building Division at 818-238-5220 or via email at eplancheck@burbankca.gov.

44. All conditions of approval are to be reproduced on the construction document drawings as part of the Approved Construction Set.

45. Prior to issuance of Building Permit, the permittee shall address all comments and corrections provide by all reviewers. All Departments that have provided Conditions of Approval will review drawings and provide final approval via online electronic review.

46. The permittee shall update the Business Tax account to reflect the change in business type.

47. Separate Permits will be required for the following (BMC Section 9-1-1-105):

    Demolition
    Grading & Shoring
    Architectural & Structural
    Mechanical
    Plumbing
    Electrical

48. The property shall comply with accessibility requirements for the various occupancies as stated in California Building Code Chapter 11. Accessibility regulations apply to all common areas and pools and spas.

49. Construction projects must comply with Best Management Practices for construction and stormwater runoff requirements of the National Pollutant Discharge Elimination System MS4 Permit.

50. The City's mandatory Construction & Demolition Debris Diversion Ordinance requires the recycling and diversion of at least 65% of construction and demolition debris. A refundable deposit and non-refundable administrative fee will be collected prior to permit issuance. The Ordinance applies to all demolitions and to new construction, additions, remodels, renovation, tenant improvement and alteration projects over 500 square feet in scope of work. (BMC Section 9-1-11-1012)

51. Deferral of any submittal items shall have prior approval of building official. The registered design professional in responsible charge shall list the deferred submittals on construction documents for review. (BMC Section 9-1-2 and CBC Section 107.3.4.1)

52. Development Impact Fees are assessed by the City for construction of new commercial square footage as listed in the Burbank Fee Schedule and Title 10, Article 22, of the Burbank Municipal Code. (BMC Section 10-22-1)

53. Approved hours of construction are: (BMC Section 9-1-1-105.10)

Monday – Friday	7:00 am to 7:00 pm
Saturday	8:00 am to 5:00 pm

No construction is permitted by contractors or subcontractors after hours, on Sunday or on City holidays without prior written request and approval from the Community Development Department.

PW – Land Development and Permits Division

54. Applicant shall protect in place all survey monuments (City, County, State, Federal, and private). Pursuant to California Business and Professions Code Section 8771, when monuments exist that may be affected by the work, the monuments shall be located and referenced by or under the direction of a licensed land surveyor or licensed civil engineer legally authorized to practice land surveying, prior to construction, and a corner record or record of survey of the references shall be filed with the county surveyor. A permanent monument shall be reset, or a witness monument or monuments set to perpetuate the location if any monument that could be affected, and a corner record or record of survey shall be filed with the county surveyor prior to the recording of a certificate of completion for the project.

55. No building appurtenances for utility or fire service connections shall encroach or project into public right-of-way (i.e., streets and alleys). Locations of these appurtenances shall be shown on the building site plan and the off-site improvement plans, per BMC Section 7-3-701.1.

56. No structure is permitted in any public right-of-way or any public utility easements/pole line easements, per BMC Sections 7-3-701.1 and 9-1-2-3203.

57. Plans submitted for plan check shall include easements, elevations, right-of-way/property lines, dedication, location of existing/proposed utilities and any encroachments. Additionally, plans shall include: the width and location of all existing and proposed easements, per BMC Section 9-1-2-3203; the 5' pole line easement at the rear of the property; the dimensions from centerline of South Victory Boulevard to existing property line; parkway dimensions; topographic site information, including elevations, dimensions/location of existing/proposed public improvements adjacent to project (i.e. street, sidewalk, parkway and driveway widths, catch basins, pedestrian ramps); and existing and proposed underground utility connections.

58. Prior to the issuance of a building permit, the applicant shall provide verification from the City of Burbank, Building Division showing the 5' public utility easement is cleared of all permanent structures at the rear of the property after construction is completed. The Public Works Department will verify and sign off that the 5' public utility easement is cleared of any existing and/or proposed permanent structures prior to the start of construction.

59. Any work within the public right-of-way must be permitted and approved by the Public Works Department before construction can commence.

60. Building access doors, loading docks doors, and access gates shall not swing open to the public right-of-way.

61. If any utility cuts are made on South Victory Boulevard or West Angeleno Avenue adjacent to the property, the applicant shall restore the street fronting the property per City of Burbank paving requirements.

PW – Water Reclamation and Sewer

62. Under the current rate structure, pulling the Building Permit for the proposed development is subject to a Sewer Facilities Charge (SFC) estimated at $4,320. The charge is due prior to issuance of a Building Permit, per BMC Sections 8-1-802 and 8-1-806.

    SFC = Proposed Developments
    = School: Day Care [$72/Students * 60 Students]
    = $4,320

    The applicant or permittee shall show proof of the existing sewer usage or existing developments so that the proper credit can be given.

63. Every building or structure in which plumbing fixtures are installed and which conveys sewage must be connected to the municipal wastewater system, per BMC Section 8-1-104.

64. A permit shall be obtained prior to connecting to or tapping an existing public sewer, per BMC Section 8-1-301.

65. Pollutants, including construction debris, soil, and other discharges, are prohibited from entering the City's sewer collection system, per BMC Section 8-1-501.1. Discharges that exceed the local limits per BMC Section 8-1-501.4 are prohibited. In addition, the applicant shall not obstruct or damage any part of the City sewer system and shall reimburse the City for sanitary sewer overflows and the reasonable costs of necessary maintenance and/or repair of the sewer system, per BMC Section 8-1-311. As such, it is required that all existing private sewer laterals are capped prior to any demolition activities.

66. Prior to the issuance of a Certificate of Occupancy, the applicant or permittee shall provide proof that the backwater valve(s) has been installed. A backwater valve is required on every private sewer lateral(s) connected to a private building(s), unless it can be shown that all fixtures contained therein have flood level rim elevations above the elevation of the next upstream maintenance hole cover of the public sewer serving the property, or a conditional waiver is granted by the Director, per BMC Section 8-1-313.

PW – Stormwater Requirements

67. Best Management Practices shall apply to all construction projects and shall be required from the time of land clearing, demolition or commencement of construction until receipt of a certificate of occupancy, per BMC Section 9-3-407.

PW – Traffic Engineering

68. Parking spaces shall be constructed in conformance with BMC Sections 10-1-1401, 10-1-1403, 10-1-1417, 10-1-1606.

69. Parking spaces shall have a minimum width of 8.5 feet and a minimum length of 18 feet, per BMC Section 10-1-1401.

70. End stalls shall be a minimum of 11 feet wide, or the access aisle shall extend 3 feet beyond the bay per Burbank Standard Plan BT-400.

71. ADA parking stalls shall be constructed per Caltrans Standard Plan A90A.

72. A 24-foot turning radius shall be provided for access to driveways and right-angle parking stalls, per BMC Section 10-1-1606.On plans submitted for plan check, parking spaces and access lanes shall be clearly marked including the use of directional arrows when necessary to guide internal movements pursuant to BMC section 10-1-1417(A)(4).

73. The parking area shall be improved to meet the requirements of BMC Section 10-1-1417(0). More specifically:
    - safety barriers, protective bumpers, or curbing and directional markers shall be provided to ensure pedestrian and vehicular safety and efficient utilization and protection of landscaping, and to prevent encroachment onto adjoining public or private property;
    - concrete curbs at least six inches high shall be installed to serve as wheel-stops for cars next to streets, sidewalks, buildings, or other structures, and as protective edging for planting areas;
    - fencing, bollards, or other vertical barrier shall be installed along the property line to ensure that on-site vehicle circulation does not encroach into the public right-of-way. Provide details (i.e., dimensions, material, spacing, quantities) of the vertical barrier on the Project Site Plan.

74. No visual obstructions shall be erected or maintained in the corner cutoff areas defined as:
    - The 10' by 10' visibility cut-off above 3' high or below 10' high at the intersection of streets, per BMC Section 10-1-1303 (A); and
    - the 5' by 5' visibility cut-off above 3' high or below 10' high at the intersection of the street/alley and the driveway. Such requirement applies to all driveways, per BMC Section 10-1-1303 (C).

BWP – Water Division

75. The Applicant shall provide calculations of the total domestic potable-water demand for the proposed development pursuant to BWP Rules and Regulations § 4.10(a).

76. The Applicant's utility plan shall identify the sizes and locations of the existing ¾-inch and 1-inch potable-water services and the size, location, and type of proposed fire service. The plumbing plans shall indicate the size of the building supply line pursuant to BWP Rules and Regulations § 4.30(a).

77. The Applicant shall provide separate completed total fixture counts for 121 S. Victory Boulevard and 123 S. Victory Boulevard.

78. Each parcel shall have its own domestic and fire water service connections accessible to BWP's public water main. No service connection shall supply water to a parcel other than the parcel to which the connection is assigned, pursuant to BWP Rules and Regulations § 1.10(a).

79. If a new fire service lines is required, it shall connect to the 12-inch main on South Victory Boulevard, which has a static pressure of approximately 140–160 pounds per square inch (psi). The Applicant shall install double check detector assemblies (DCDA) on private

property not more than 10 feet from the public right-of-way or BWP Water easement. BWP Water shall provide the Applicant with an estimated construction cost and fees for installation of the fire service line. The Applicant shall pay all fees before installation, pursuant to BWP Rules and Regulations §§ 4.15 and 4.31(e).

80. If required by the Fire Department, separate fire lines shall be installed for 121 S. Victory Boulevard and 123 S. Victory Boulevard.

81. The domestic water meter shall be adequately sized to provide the required flow, as determined by a licensed plumber, architect, or engineer using the number of fixture units for the proposed development pursuant to Title 24, Part 5, California Plumbing Code, California Code of Regulations, and BWP Rules and Regulations § 4.30(b).

82. Since the static pressure at the meter exceeds 80 psi, the Applicant shall install a pressure regulator as required by the Building Division and in accordance with the California Plumbing Code and BWP Rules and Regulations § 4.30(k).

83. Temporary potable water may be supplied from the existing 1-inch or ¾-inch services at 121–123 S. Victory Boulevard. The existing meters and boxes shall be protected in place at all times. The Applicant shall pay all applicable fees before use of the water service pursuant to BWP Rules and Regulations § 4.36(a).

84. Water may be supplied temporarily from a hydrant, pursuant to BWP Rules and Regulations § 4.36(b). For temporary hydrant supply, the Applicant shall contact Water Engineering concerning fees, required permits, and fittings.

85. The Applicant may use the existing water meters for construction purposes. The Applicant shall pay the applicable water-usage fees pursuant to BWP Rules and Regulations § 4.36(c).

86. The Applicant shall include a copy of these Conditions of Approval on the plans submitted for plan check.

87. The Applicant or permittee shall be responsible for connecting the water service at the property line or where BWP's meter outlet begins and shall be responsible for the installation cost pursuant to BWP Rules and Regulations § 4.30(c).

88. The Applicant shall provide the project's water services with protective devices that prevent objectionable substances from entering the public water supply system pursuant to Title 17 of the California Administrative Code and BWP Rules and Regulations § 4.35. A backflow prevention plan-check fee of at least $50, up to actual cost, shall apply. Both domestic and fire services shall have backflow prevention devices installed on the Applicant's property as close as possible to the property line in accordance with Standard Drawing No. BWP-615.

89. The Applicant shall install two (2) RPZ backflow prevention assemblies for each of the domestic services, and two (2) DCDA for the fire lines.

BWP – Electric Division

90. If in the future the applicant pursues a lot line adjustment, a lot-tie, or a modification to the existing structures, these shall comply with Burbank Water and Power rules and regulations, and addition comments and conditions will be provided.

Parks and Recreation Department

91. The Developer shall comply with the City's Art in Public Places (APP) Ordinance if remodeling, additions, and related project activities increase building valuation by more than 50%, in accordance with Burbank Municipal Code Section 10-1-1114. This requirement means the Developer will be responsible for an APP obligation, which is a fee or an artwork installation equal to a percentage of the project's building permit valuation. The exact obligation amount will be calculated, broken down, and verified by City staff as part of the permitting process.

Burbank Fire Department

92. The installation of fire sprinklers is required per California Fire Code Section 903.2.6

93. All items reviewed are based on information provided at time of review. The comments provided do not limit or relieve the owner and the owner's architect and/or contractor from the responsibility of ensuring compliance with all applicable provisions of fire/life safety codes. Such compliances may include but are not limited to fire department access for firefighting, including fire department vehicle access, fire water supplies and appurtenances. Requirements are not limited to the conditions above, as further reviews may include additional requirements or limitations as the project develops.

94. Applications for fire sprinklers, fire alarms, emergency vehicle access, yard hydrants, underground fire water, and emergency radio communication systems shall be delivered as hard copies to the Burbank Fire Department located at 311 East Orange Grove Avenue, Burbank California 91502

ATTACHMENT E
Approved Plans

GENERAL NOTES

1. PROVIDE EACH BEDROOM, BASEMENT, AND HABITABLE ATTICS WITH A MINIMUM OF ONE EXTERIOR WINDOW WITH A 44" MAXIMUM CLEAR OPENING HEIGHT, 5.7 SQ. FT. MINIMUM CLEAR OPENABLE AREA (MINIMUM 5.0 SQ. FT. AT GRADE FLOOR OPENINGS), 24" MINIMUM CLEAR OPENABLE HEIGHT AND 20" MINIMUM CLEAR WIDTH, OR AN OPENABLE EXTERIOR EXIT DOOR. (CRC R310.2.1 AND CRC R310.2.2) WINDOW WELLS, LADDERS, AND STEPS SHALL COMPLY WITH CRC R310.2.3. BARS, GRILLES, COVERS, ANDS SCREENS SHALL BE RELEASABLE OR REMOVABLE FROM THE INSIDE WITHOUT THE USE OF A KEY, TOOL, SPECIAL KNOWLEDGE, OR FORCE GREATER THAN 15LBS TO OPERATE THE EMERGENCY ESCAPE AND RESCUE OPENINGS. (CRC R310.4) PHOTOVOLTAIC PANELS & MODULES SHALL NOT BE BELOW AN EMERGENCY ESCAPE AND RESCUE OPENING WITHIN 36". (R324.6.2.2)
2. EACH BATHROOM CONTAINING A BATHTUB, SHOWER OR TUB/SHOWER COMBINATION SHALL BE MECHANICALLY VENTILATED WITH ENERGY STAR APPROVED EQUIPMENT (MINIMUM 50CFM) WITH AN INTEGRAL HUMIDISTAT INSTALLED. (CRC R303.3.1)
3. PROVIDE ATTIC CROSS VENTILATION: 1/150 OF ATTIC AREA OR 1/300 WITH AT LEAST 40% BUT NOT MORE THAN 50% OF VENTS ARE A MAXIMUM 3 FT. BELOW THE RIDGE OR HIGHEST SPACE IN THE ATTIC AND THE BALANCE IS PROVIDED IN THE LOWER THIRD OF THE ATTIC SPACE (NOT LIMITED TO EAVES OR CORNICE VENTS). AS AN ALTERNATIVE IN CLIMATE ZONE 16 (TRUCKEE REGION), THE NET AREA MAY BE REDUCED TO 1/300 WHEN A CLASS I OR II VAPOR BARRIER IS INSTALLED ON THE WARM-IN-WINTER SIDE OF THE CEILING. BAFFLES ARE REQUIRED AT VENTS FOR INSULATION. PROVIDE MINIMUM OF 1" INCH OF AIR SPACE BETWEEN INSULATION AND ROOF SHEATHING. (CRC R806)
4. ENCLOSED RAFTER SPACES SHALL HAVE A 1-INCH CLEAR CROSS VENTILATION. (PROPERLY SIZED RAFTERS FOR INSULATION) (CRC R806.3)
5. UNDER FLOOR CROSS VENTILATION: MINIMUM 1.0 SQ. FT. FOR EACH 150 SQ. FT. OF UNDER FLOOR AREA. WHEN A CLASS 1 VAPOR RETARDER IS INSTALLED ON THE GROUND SURFACE THE MINIMUM AREA OF VENTILATION MAY BE LIMITED TO 1SQ.FT FOR EACH 1,500 SQUARE FEET OF UNDER-FLOOR SPACE. ONE VENTILATION OPENING SHALL BE WITHIN THREE (3) FEET OF EACH CORNER OF THE BUILDING (CRC R408.1). UNVENTED CRAWL SPACES SHALL COMPLY WITH CRC R408.3. UNVENTED CRAWL SPACE ADDED OPTION FOR DEHUMIDIFICATION OF 70 PINTS MOISTURE PER DAY PER 1,000 SF TO REQUIREMENT FOR EXEMPTION. (R408.3)
6. EXTERIOR BALCONIES AND ELEVATED WALKING SURFACES EXPOSED TO WATER, WHERE STRUCTURAL FRAMING IS PROTECTED BY AN IMPERVIOUS MOISTURE BARRIER REQUIRE CONSTRUCTION DOCUMENTS WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS (R106.1.5). MUST BE INSPECTED AND APPROVED BEFORE CONCEALING BARRIER. (R109.1.5.3)
7. ENCLOSED FRAMING IN EXTERIOR BALCONIES AND ELEVATED WALKING SURFACES EXPOSED TO RAIN, SNOW OR DRAINAGE FROM IRRIGATION SHALL BE PROVIDED WITH CROSSVENTILATION AREA OF AT LEAST 1/150. (R317.1.6)
8. PROVIDE LANDINGS AND A PORCH LIGHT AT ALL EXTERIOR DOORS. LANDINGS ARE TO BE MINIMUM 3 FT DEEP X WIDTH OF DOOR. LANDINGS AT REQUIRED EGRESS DOORS MAY STEP DOWN A MAXIMUM OF 7.75 INCHES WHEN THE DOOR DOES NOT SWING OVER THE LANDING AND 1.5 INCHES WHEN DOOR SWINGS ONTO THE LANDING. OTHER THAN REQUIRED EXTERIOR EXIT DOORS MAY HAVE A THRESHOLD OF 7.75 INCHES MAXIMUM; A LANDING IS NOT REQUIRED IF A STAIR WITH TWO OR FEWER RISERS IS LOCATED ON THE EXTERIOR SIDE AND THE DOOR DOES NOT SWING OVER THE STAIRWAY. (CRC R311.3-R311.3.2)
9. MEZZANINES SHALL NOT BE GREATER THAN 1/3 OF THE STORY UNLESS FIRE SPRINKLERS ARE INSTALLED THEN THE AREA CAN BE ½ OF THE STORY. (R325.3)
10. THE FOLLOWING WINDOWS SHALL BE FULLY TEMPERED: (CRC R308.4)
• SLIDING/SWINGING GLASS DOORS
• GLAZING IN WALLS AND ENCLOSURES FACING HOT TUBS, SPAS, WHIRLPOOLS, SAUNAS, STEAM ROOMS, BATHTUBS, SHOWERS AND SWIMMING POOLS WHERE THE GLAZING IS LESS THAN 60 INCHES ABOVE THE STANDING SURFACE WITHIN THE COMPARTMENT AND WITHIN 60 INCHES HORIZONTALLY OF THE WATER'S EDGE (CRC R308.4.5)
• GLAZING WITHIN A 24" ARC OF A DOOR THAT IS LESS THAN 60 INCHES ABOVE THE FLOOR. SAFETY GLAZING REQUIRED ON A WALL LESS THAN 180 DEGREES FROM THE PLANE OF THE DOOR IN A CLOSED POSITION AND WITHIN 24" OF HINGE SIDE OF AN IN-SWING DOOR. (R308.4.2)
• GLAZING WHERE THE EXPOSED AREA IS GREATER THAN 9SQ.FT, BOTTOM IS LESS THAN 18 IN. AND AT LEAST 36 IN. ABOVE THE FLOOR, AND ADJACENT TO A WALKING SURFACE
• WITHIN 60IN. OF THE BOTTOM TREAD OF A STAIRWAY AND LESS THAN 36IN. ABOVE THE LANDING
• GLAZING IN GUARDS AND RAILINGS
• GLAZING ADJACENT TO STAIRWAYS, LANDINGS, AND RAMPS WITHIN 36IN. HORIZONTALLY OF THE WALKING SURFACE LESS THAN 36IN. ABOVE THE WALKING SURFACE

FOUNDATIONS & CONCRETE SLABS
1. SLOPE DRAINAGE 6" WITHIN THE FIRST 10FT. FROM THE FOUNDATION WALL. IF PHYSICAL OBSTRUCTIONS OR LOT LINES PROHIBIT THE 10FT DISTANCE, A 2-5 PERCENT SLOPE SHALL BE PROVIDED TO AN APPROVED ALTERNATIVE METHOD OF DIVERTING THE WATER AWAY FROM THE FOUNDATION. IMPERVIOUS SURFACES SHALL ALSO BE SLOPED A MINIMUM OF 2 PERCENT FOR 10FT AWAY FROM STRUCTURES TO AN APPROVED DRAINAGE WAY. (CRC R401.3)
2. FOOTINGS SHALL EXTEND AT LEAST 12 INCHES INTO THE UNDISTURBED GROUND SURFACE. (CRC R403.1.4) UNLESS ERECTED ON SOLID ROCK, TO PROTECT AGAINST FROST AND FREEZING, THE MINIMUM FOUNDATION DEPTH IS 18 INCHES BELOW GRADE IF BETWEEN 4,000-7,000 FOOT ELEVATION AND 24 INCHES BELOW GRADE FOR 7,000 FOOT ELEVATION AND ABOVE. EXCEPTION: INTERIOR FOOTINGS SHALL BE A MINIMUM OF 12 INCHES BELOW GRADE. (L-V 3.14)
3. STEPPED FOOTINGS SHALL BE USED WHEN SLOPE OF FOOTING BOTTOM IS GREATER THAN 1 IN 10 (V: H). STEP FOOTING DETAIL SHALL BE SHOWN ON BUILDING ELEVATIONS AND FOUNDATION PLAN. (CRC R403.1.5)
4. CONCRETE SLABS: 3 ½" MINIMUM (CRC R506.1). SLABS UNDER LIVING AREAS AND GARAGES SHALL BE REINFORCED WITH WIRE 6" X 6", 10 GAUGE X 10 GAUGE WELDED MESH OR EQUIVALENT STEEL REINFORCEMENT AND 4" THICKNESS OF 3/8 MINIMUM GRAVEL UNDER THE CONCRETE SLAB. SEPARATE FROM SOIL WITH A 6 MIL POLYETHYLENE VAPOR RETARDER WITH JOINTS LAPPED NOT LESS THAN 6 INCHES IN LIVING AREAS. A CAPILLARY BREAK SHALL BE INSTALLED WHEN A VAPOR RETARDER IS REQUIRED.
5. PROVIDE AN 18" X 24" UNDER-FLOOR ACCESS, UNOBSTRUCTED BY PIPES OR DUCTS AND WITHIN 5' OF EACH UNDER-FLOOR PLUMBING CLEANOUT AND NOT LOCATED UNDER A DOOR TO THE RESIDENCE, IS REQUIRED. PROVIDE A SOLID COVER OR SCREEN. (CRC 408.4 & CPC 707.9)
6. MINIMUM SILL BOLTING: ½" ANCHOR BOLTS OR APPROVED ANCHORS AT 6 FT. O.C. MAXIMUM FOR ONE-STORY. (CRC R403.1.6) USE ANCHOR BOLTS AT 4 FT. O.C. MAXIMUM FOR THREE STORY CONSTRUCTION. EMBED BOLTS 7" MINIMUM. THE ANCHOR BOLTS SHALL BE PLACED IN THE MIDDLE THIRD OF THE WIDTH OF THE PLATE. LOCATE END BOLTS NOT LESS THAN 7 BOLT DIAMETERS, NOR MORE THAN 12" FROM ENDS OF SILL MEMBERS. IN SDC D0 AND ABOVE: PROVIDE 3"X3"X0.229 PLATE WASHERS ON EACH BOLT AT BRACED OR SHEAR WALL LOCATIONS, STANDARD CUT WASHERS SHALL BE PERMITTED FOR ANCHOR BOLTS NOT LOCATED IN BRACED/SHEAR WALL LINES. (CRC R403.1.6.1 & R602.11.1)

CLEARANCES AND TREATMENT FOR WOOD FRAMING
1. WEATHER EXPOSED GLU-LAM, BEAMS AND POSTS SHALL BE PRESSURE TREATED OR SHALL BE WOOD OF NATURAL RESISTANCE TO DECAY (CRC R317.1.3 & 5)
2. COLUMNS EXPOSED TO THE WEATHER OR IN BASEMENTS WHEN SUPPORTED ON CONCRETE PIER OR METAL PEDESTALS SHALL BE PRESSURE TREATED OR NATURAL RESISTANCE TO DECAY UNLESS THE PIER/PEDESTALS PROJECT 1" ABOVE CONCRETE OR 6" ABOVE EARTH AND THE EARTH IS COVERED BY AN APPROVED IMPERVIOUS MOISTURE BARRIER. (CRC R317.1.4 EXC. 1)
3. COLUMNS IN ENCLOSED CRAWL SPACES OR UNEXCAVATED AREAS LOCATED WITHIN THE PERIPHERY OF THE BUILDING SHALL BE PRESSURE TREATED OR NATURAL RESISTANCE TO DECAY UNLESS THE COLUMN IS SUPPORTED BY A CONCRETE PIER OR METAL PEDESTAL OF A HEIGHT 8" OR MORE AND THE EARTH IS COVERED BY AN IMPERVIOUS MOISTURE BARRIER. (CRC R317.1.4 EXC. 2)
4. DECK POSTS SUPPORTED BY CONCRETE PIERS OR METAL PEDESTALS PROJECTING NOT LESS THAN 1" ABOVE A CONCRETE FLOOR OR 6" ABOVE EXPOSED EARTH. (CRC R317.1.4 EXC. 3)

FLOORS
1. UNDER-FLOOR AREAS WITH STORAGE, FUEL-FIRED EQUIPMENT OR ELECTRIC-POWERED EQUIPMENT WITH LESS THAN 2X10 SOLID JOISTS SHALL BE PROTECTED ON THE UNDERSIDE BY HALF-INCH SHEETROCK OR A SPRINKLER SYSTEM. (R302.13
2. BALCONIES MUST BE DESIGNED FOR A MINIMUM LIVE LOAD OF 60LBS PER SQUARE FOOT. (CRC TR301.5)

WALLS
1. POSITIVE CONNECTION SHALL BE PROVIDED TO ENSURE AGAINST UPLIFT AND LATERAL DISPLACEMENT. (CRC R502.9 & CBC 2304.10.7)
2. ALL FASTENERS USED FOR ATTACHMENT OF SIDING & INTO PRESSURE TREATED LUMBER SHALL BE OF A CORROSION RESISTANT TYPE. (CRC R317.3)
3. FIRE-BLOCK IN CONCEALED SPACES OF STUD WALLS/PARTITIONS, VERTICALLY AT CEILING/FLOOR LEVELS, & HORIZONTALLY AT 10FT. INTERVALS. FIRE-BLOCK AT SOFFITS, DROP CEILINGS/SIMILAR LOCATIONS & IN CONCEALED SPACES AT THE TOP/BOTTOM OF STAIR STRINGERS. (CRC R302.11)
4. PROVIDE APPROVED BUILDING PAPER UNDER THE BUILDING SIDING AND APPROVED FLASHING AT EXTERIOR OPENINGS. (CRC R703.2) SPECIFY A MINIMUM OF 2 LAYERS OF GRADE D PAPER UNDER STUCCO AND 2 LAYERS OF 15LB FELT (OR EQUIVALENT) UNDER STONE VENEER.
5. STUCCO SHALL HAVE A MINIMUM CLEARANCE TO EARTH OF 4 INCHES AND 2 INCHES TO PAVED SURFACES WITH AN APPROVED WEEP SCREED. (CRC R703.7.2.1) MASONRY STONE VENEER SHALL BE FLASHED BENEATH THE FIRST COURSE OF MASONRY AND PROVIDED WITH WEEP HOLES IMMEDIATELY ABOVE THE FLASHING. (CRC R703.8.5 AND R703.8.6)

ROOF
1. ROOF SHEATHING CAN ONLY CANTILEVER 9 INCHES BEYOND A GABLE END WALL UNLESS SUPPORTED BY OVERHANG FRAMING. (R802.5.2.1)
2. PROVIDE A MINIMUM 22" X 30" ACCESS OPENING TO ATTIC (CRC R807); MAY BE REQUIRED TO BE 30"X30" TO REMOVE THE LARGEST PIECE OF MECHANICAL EQUIPMENT PER THE CALIFORNIA MECHANICAL CODE.
3. ROOF DRAINS/GUTTERS REQUIRED TO BE INSTALLED PER THE CALIFORNIA PLUMBING CODE WITH LEAF/ DEBRIS PROTECTION ALSO INSTALLED.
• OUTSIDE OF EACH SEPARATE SLEEPING AREA IN THE IMMEDIATE VICINITY OF BEDROOMS
• ON EVERY LEVEL OF A DWELLING UNIT INCLUDING BASEMENTS
• ALTERATIONS, REPAIRS, OR ADDITIONS EXCEEDING 1,000 DOLLARS (MAY BE BATTERY OPERATED)
19. SMOKE ALARMS SHALL BE INSTALLED (CRC R314):
• IN EACH ROOM USED FOR SLEEPING PURPOSES.
• OUTSIDE OF EACH SEPARATE SLEEPING AREA IN THE IMMEDIATE VICINITY OF BEDROOMS.
• IN EACH STORY, INCLUDING BASEMENTS.
20. AT THE TOP OF STAIRWAYS BETWEEN HABITABLE FLOORS WHERE AN INTERVENING DOOR OR OBSTRUCTION PREVENTS SMOKE FROM REACHING THE SMOKE DETECTOR.
21. SHALL NOT BE INSTALLED WITHIN 20FT HORIZONTALLY OF COOKING APPLIANCES AND NO CLOSER THAN 3FT TO MECHANICAL REGISTERS, CEILING FANS AND BATHROOM DOORS WITH A BATHTUB OR SHOWER UNLESS THIS WOULD PREVENT PLACEMENT OF A SMOKE DETECTOR (314.3(4)).
22. ALTERATIONS, REPAIRS, OR ADDITIONS EXCEEDING 1,000 DOLLARS. (MAY BE BATTERY OPERATED.)
23. ALL SMOKE AND CARBON-MONOXIDE ALARMS SHALL BE HARDWIRED WITH A BATTERY BACKUP (SMOKE ALARMS SHALL HAVE A 10-YEAR SEALED BATTERY). (CRC R314.4 & R315.1.2)
24. SMOKE DETECTORS WITHIN 10 FEET TO 20 FEET OF THE STOVE SHALL BE IONIZATION TYPE WITH ALARM SILENCING SWITCH. CRC R314.3.3.
25. ALL 15/20 AMPERE RECEPTACLES IN WET LOCATIONS SHALL HAVE IN-USE (BUBBLE) COVERS INSTALLED. ALL RECEPTACLES IN WET LOCATIONS SHALL ALSO BE LISTED WEATHER-RESISTANT TYPE. (CEC 406.9(B)(1))

PLUMBING
1. UNDERFLOOR CLEANOUTS SHALL NOT BE MORE THAN 5' FROM AN UNDERFLOOR ACCESS, ACCESS DOOR OR TRAP DOOR. (CPC 707.9)
2. ABS PIPING SHALL NOT BE EXPOSED TO DIRECT SUNLIGHT UNLESS PROTECTED BY WATER BASED SYNTHETIC LATEX PAINTS. (CPC 312.13)
3. PVC PIPING SHALL NOT BE EXPOSED TO DIRECT SUNLIGHT UNLESS PROTECTED BY WATER BASED SYNTHETIC LATEX PAINT, .04" THICK WRAP OR OTHERWISE PROTECTED FROM UV DEGRADATION. (CPC 312.14)
4. UNDERGROUND WATER SUPPLY LINES SHALL HAVE A 14 AWG BLUE TRACER WIRE. (CPC 604.10.1)
5. THE ADJACENT SPACE NEXT TO SHOWERS WITHOUT THRESHOLDS SHALL BE CONSIDERED A "WET LOCATION" WHEN USING THE CRC, CBC, AND THE CEC. (CPC 408.5)
6. SHOWER COMPARTMENTS, REGARDLESS OF SHAPE, SHALL HAVE A MINIMUM FINISHED INTERIOR OF 1024 SQUARE INCHES (32" BY 32") AND SHALL ALSO BE CAPABLE OF ENCOMPASSING A 30" CIRCLE. THE REQUIRED AREA AND DIMENSIONS SHALL BE MEASURED AT A HEIGHT EQUAL TO THE TOP OF THE THRESHOLD AND SHALL BE MAINTAINED TO A POINT OF NOT LESS THAN 70" ABOVE THE SHOWER DRAIN OUTLET. (CPC 408.6) PROVIDE CURTAIN ROD OR DOOR A MINIMUM OF 22" IN WIDTH. (CPC 408.5) SHOWERS AND TUBS WITH SHOWERS REQUIRE A NONABSORBENT SURFACE UP TO 6' ABOVE THE FLOOR. (CRC R307.2) MINIMUM SHOWER RECEPTOR SLOPE IS 1/8" PER FOOT. (408.5)
7. SHOW LOCATION AND SIZE OF THE WATER HEATER ON PLANS. PROVIDE PRESSURE RELIEF VALVE WITH DRAIN TO OUTSIDE FOR WATER HEATER. (CPC 504.6) PROVIDE SEISMIC STRAPPING IN THE UPPER & LOWER THIRD OF THE WATER HEATER A MINIMUM OF 4" ABOVE CONTROLS. (CPC 507.2) THE WATER HEATER SHALL BE OF AN INSTANTANEOUS TYPE OR THE FOLLOWING SHALL BE PROVIDED (NEW CONSTRUCTION ONLY) (CEC 150(N)):
• A 120V RECEPTACLES PROVIDED WITHIN 3FT
• A CATEGORY III OR IV VENT, OR A STRAIGHT (WITHOUT BENDS) TYPE B VENT
• CONDENSATE DRAIN THAT IS NO MORE THAN 2 INCHES HIGHER THAN THE BASE OF THE WATER HEATER
• GAS SUPPLY LINE WITH A MINIMUM 200,000 BTU/HR DEDICATED CAPACITY FOR THE WATER HEATER
• A DEDICATED 120/240, 3 WIRE CIRCUIT WITH 10AWG WIRE TO A RECEPTACLE OUTLET WITHIN 3' OF THE WATER HEATER. THE UNUSED CONDUCTOR SHALL BE ELECTRICALLY ISOLATED AND HAVE A RESERVED CIRCUIT BREAKER SPACE. BOTH ENDS OF THE CONDUCTOR SHALL BE LABELED "SPARE" AND BE ELECTRICALLY ISOLATED. A RESERVE SINGLE-POLE CIRCUIT BREAKER SPACE NEAR THIS CIRCUIT LABELED "FUTURE 240V USE." (CEC 150.0(N))
8. DOMESTIC HOT WATER LINES SHALL BE INSULATED. INSULATION SHALL BE THE THICKNESS OF THE PIPE DIAMETER UP TO 2" IN SIZE AND MINIMUM 2" THICKNESS FOR PIPES LARGER THAN 2" IN DIAMETER. (CPC 609.11)
9. A 3-INCH GRAVITY DRAIN SHALL BE PROVIDED AT THE LOW POINT OF THE SPACE, INSTALLED WHICH PROVIDES 1/4-INCH PER FOOT GRADE AND TERMINATE AT AN EXTERIOR POINT OF THE BUILDING PROTECTED FROM BLOCKAGE. THE OPENING SHALL BE SCREENED WITH A CORROSIONRESISTANT WIRE MESH WITH MESH OPENINGS OF 1/4-INCH IN DIMENSION. LENGTHS OF THE GRAVITY DRAINS OVER 10 FEET IN LENGTH SHALL BE FIRST APPROVED BY THE BUILDING OFFICIAL. (L-V 8.8)

10. WATER HEATERS LOCATED IN ATTICS, CEILING ASSEMBLIES AND RAISED FLOOR ASSEMBLIES SHALL SHOW A WATER-TIGHT CORROSION RESISTANT MINIMUM 1 ½" DEEP PAN UNDER THE WATER HEATER WITH A MINIMUM ¾ INCH DRAIN TO THE EXTERIOR OF THE BUILDING. (CPC 507.5)
11. WATER CLOSET SHALL BE LOCATED IN A SPACE NOT LESS THAN 30" IN WIDTH (15" ON EACH SIDE) AND 24" MINIMUM CLEARANCE IN FRONT. (CPC 402.5)
12. INDICATE ON THE PLANS THAT THE MAXIMUM HOT WATER TEMPERATURE DISCHARGING FROM A BATHTUB OR WHIRLPOOL BATHTUB FILLER SHALL NOT EXCEED 120 DEGREES F. (CPC 408.3)
13. PROVIDE ANTI-SIPHON VALVES ON ALL HOSE BIBS. (CPC 603.5.7)
14. FLOOR DRAINS SHALL BE PROVIDED WITH A TRAP PRIMER. (CPC 1007)
15. CLEARLY LABEL ON THE PLANS THE MAXIMUM WATER FLOW RATES PER THE (CGBSC 4.303.1):
• WATER CLOSETS: 1.28GPF
• URINALS: .125GPF
• KITCHEN FAUCETS: 1.8GPM @ 60PSI
• LAVATORY FAUCETS: 1.2GPM @ 60PSI
• SHOWERHEADS: 1.8GPM

MECHANICAL
1. ALL NEWLY INSTALLED GAS FIREPLACES SHALL BE DIRECT VENT AND SEALED-COMBUSTION TYPE. (CMC 912.2)
2. ANY INSTALLED WOOD STOVE OR PELLET STOVE SHALL MEET THE U.S. EPA NEW SOURCE PERFORMANCE STANDARD EMISSION LIMITS AND SHALL HAVE A PERMANENT LABEL CERTIFYING EMISSION LIMITS.
3. TOP CHIMNEY MUST EXTEND A MINIMUM OF 2 FT. ABOVE ANY PART OF THE BUILDING WITHIN 10 FT. (CMC 802.5.4)
4. FIREPLACES SHALL HAVE CLOSABLE METAL OR GLASS DOORS, HAVE COMBUSTION AIR INTAKE DRAWN FROM THE OUTSIDE AND HAVE A READILY ACCESSIBLE FLUE DAMPENER CONTROL. CONTINUOUS BURNING PILOT LIGHTS ARE PROHIBITED. (CEC 150.0(E))
5. PROVIDE COMBUSTION AIR FOR ALL GAS FIRED APPLIANCES PER CMC CHAPTER 7.
6. GAS VENTS PASSING THROUGH AN INSULATED ASSEMBLY SHALL HAVE A METAL INSULATION SHIELD A MINIMUM 2" ABOVE INSULATION. (CMC 509.6.2.7)
7. GAS WATER HEATER AND FURNACE ARE NOT ALLOWED IN AREAS OPENING INTO BATHROOMS, CLOSETS OR BEDROOMS UNLESS INSTALLED IN A CLOSET EQUIPPED WITH A LISTED GASKETED DOOR ASSEMBLY AND A LISTED SELF-CLOSING DEVICE WITH ALL COMBUSTION AIR OBTAINED FROM THE OUTDOORS. (CPC 504)
8. ROOF TOP EQUIPMENT ON ROOFS WITH OVER 4/12 SLOPE SHALL HAVE A LEVEL 30"X30" WORKING PLATFORM. (CMC 304.2)
9. EXHAUST OPENINGS TERMINATING TO THE OUTDOORS SHALL BE COVERED WITH A CORROSION RESISTANT SCREEN ¼"-1/2" IN OPENING SIZE (NOT REQUIRED FOR CLOTHES DRYERS). (CMC 502.1)
10. VENT DRYER TO OUTSIDE OF BUILDING (NOT TO UNDER-FLOOR AREA). VENT LENGTH SHALL BE 14 FT. MAXIMUM. SHALL TERMINATE A MINIMUM OF 3' FROM THE PROPERTY LINE AND ANY OPENING INTO THE BUILDING. (CMC 504.4.2)
11. ENVIRONMENTAL AIR DUCTS SHALL NOT TERMINATE LESS THAN 3' TO A PROPERTY LINE, 10' TO A FORCED AIR INLET, 3' TO OPENINGS INTO THE BUILDING AND SHALL NOT DISCHARGE ON TO A PUBLIC WAY. (CMC 502.2.1)
12. PROVIDE MINIMUM 100 SQUARE INCHES MAKE-UP AIR FOR CLOTHES DRYERS INSTALLED IN CLOSETS. (CMC 504.4.1(1))
13. HEATING SYSTEM IS REQUIRED TO MAINTAIN 68 DEGREES AT 3 FT. ABOVE FLOOR LEVEL AND 2FT FROM EXTERIOR WALLS IN ALL HABITABLE ROOMS. (CRC R303.10)
14. WOOD BURNING APPLIANCES SHALL NOT BE INSTALLED IN A NEW OR EXISTING PROJECT THAT IS NOT ONE OF THE FOLLOWING:
• A PELLET-FUELED WOOD BURNING HEATER.
• A U.S. EPA PHASE II CERTIFIED WOOD BURNING HEATER.
• AN APPLIANCE OR FIREPLACE DETERMINED TO MEET THE U.S. EPA PARTICULATE MATTER EMISSION STANDARD OF LESS THAN 7.5 GRAMS PER HOUR FOR A NON-CATALYTIC WOOD FIRED APPLIANCE OR 4.1 GRAMS PER HOUR FOR A CATALYTIC WOOD FIRED APPLIANCE AND IS APPROVED IN WRITING BY THE APCO.

TITLE 24 ENERGY
1. ALL DUCTS IN CONDITIONED SPACES MUST INCLUDE R-4.2 INSULATION. (150.1(C)9) MINI4. ROOF CONSTRUCTION AND COVERINGS SHALL COMPLY WITH CRC CHAPTERS 8, 9 AND LOCAL ORDINANCE. ALL ROOFING SHALL BE TESTED/LISTED CLASS A MINIMUM.
5. ASPHALT SHINGLES WITH SLOPED ROOFS 2/12 TO <4/12 SHALL HAVE TWO LAYERS OF UNDERLAYMENT APPLIED PER CRC R905.2.2.

GARAGE AND CARPORT
1. GARAGE SHALL BE SEPARATED FROM THE DWELLING UNIT & ATTIC AREA BY ½ INCH GYPSUM BOARD APPLIED TO THE GARAGE SIDE. GARAGE BENEATH HABITABLE ROOMS SHALL BE SEPARATED BY NOT LESS THAN 5/8" TYPE X GYPSUM BOARD. STRUCTURE SUPPORTING FLOOR/CEILING ASSEMBLIES USED FOR REQUIRED SEPARATIONS SHALL HAVE ½" GYPSUM BOARD INSTALLED MINIMUM. DOOR OPENINGS FROM THE GARAGE TO THE DWELLING SHALL BE SOLID WOOD/STEEL DOORS OR HONEYCOMB STEEL DOORS NOT LESS THAN 1 3/8" THICK OR A 20-MINUTE RATED FIRE DOOR. DOORS SHALL BE SELF-CLOSING & SELF-LATCHING. NO OPENINGS DIRECTLY INTO A SLEEPING ROOM FROM THE GARAGE. WHEN THE DWELLING AND GARAGE HAS FIRE SPRINKLERS INSTALLED PER R309.6 AND R313, DOORS INTO THE DWELLING UNIT FROM THE GARAGE ONLY NEED TO BE SELFCLOSING AND SELF-LATCHING. (CRC R302.5.1 & T-R302.6)
2. DUCTS PENETRATING THE GARAGE TO DWELLING SEPARATION SHALL BE A MINIMUM OF 26 GAUGE WITH NO OPENINGS INTO THE GARAGE. (CRC R302.5.2)
3. PENETRATIONS THROUGH THE GARAGE TO DWELLING SEPARATION WALL (OTHER THAN DUCTS AS LISTED ABOVE) SHALL BE FIRE-BLOCKED PER CRC SECTION R302.11, ITEM #4.
4. GARAGE AND CARPORT FLOOR SURFACES SHALL BE NON-COMBUSTIBLE MATERIAL AND SLOPE TO DRAIN TOWARDS THE GARAGE DOOR OPENING. (CRC R309.1)
5. APPLIANCES AND RECEPTACLES INSTALLED IN GARAGE GENERATING A GLOW, SPARK OR FLAME SHALL BE LOCATED 18" ABOVE FLOOR UNLESS IT IS LISTED AS FLAMMABLE VAPOR IGNITION RESISTANT. (CMC 305.1) PROVIDE PROTECTIVE POST OR OTHER IMPACT BARRIER FROM VEHICLES. (CMC 305.1.1)
6. APPLIANCES IN PRIVATE GARAGES AND CARPORTS SHALL BE INSTALLED WITH A MINIMUM CLEARANCE OF 6FT ABOVE THE FLOOR UNLESS THEY ARE PROTECTED FROM VEHICULAR IMPACT. (CBC 406.2.9.3)

STAIRWAYS & RAMPS
1. STAIR LANDINGS REQUIRED EVERY 12'7" OF VERTICAL RISE. (CRC R311.7.3)
2. EXTERIOR STAIR STRINGERS MUST BE NATURALLY RESISTANT TO DECAY OR PRESSURE TREATED. (CRC R317.1)
3. RISE SHALL BE MAXIMUM 7.75"; RUN SHALL BE 10" MINIMUM; HEADROOM 6'-8" MINIMUM; WIDTH 36" MINIMUM, 31.5" BETWEEN A HANDRAIL ON ONE SIDE AND 27" WITH HANDRAILS ON TWO SIDES. VARIATION BETWEEN RISER HEIGHTS 3/8" MAXIMUM. A NOSING NOT LESS THAN .75 INCHES BUT NOT MORE THAN 1.25 INCHES SHALL BE PROVIDED ON STAIRWAYS WITH SOLID RISERS WHERE THE TREAD DEPTH IS LESS THAN 11 INCHES. THE LEADING EDGE OF TREADS SHALL PROJECT NOT MORE THAN 1.25 INCHES BEYOND THE TREAD BELOW. OPEN RISERS ARE PERMITTED, PROVIDED THE OPENING BETWEEN THE TREADS DOES NOT PERMIT THE PASSAGE OF A 4" SPHERE. (OPENINGS ARE NOT LIMITED WHEN THE STAIR HAS A RISE OF 30" OR LESS). (CRC R311.7)
4. STAIRWAYS WITH 4 OR MORE RISERS SHALL HAVE A HANDRAIL ON ONE SIDE 34" TO 38" ABOVE THE TREAD NOSING. CIRCULAR HANDRAILS SHALL HAVE AN OUTSIDE DIAMETER OF 1.25"-2"; IF NOT CIRCULAR, IT SHALL HAVE A PERIMETER DIMENSION OF 4"-6.25" WITH A MAXIMUM CROSSSECTIONAL DIMENSION OF 2.25". SEE R311.7.8.3 ITEM# 2 FOR TYPE II HANDRAILS WITH A PARAMETER OVER 6.25". A MINIMUM CLEARANCE OF 1.5" SHALL BE MAINTAINED FROM THE WALL OR OTHER SURFACE. HANDRAILS SHALL BE RETURNED, TERMINATE IN NEWEL POSTS, OR SAFETY TERMINALS. (CRC R311.7.8.2)
5. GUARDS SHALL BE 42" MINIMUM HEIGHT (UNLESS ACTING AS A HANDRAIL/GUARD FOR A STAIRWAY; THE GUARD HEIGHT MAY BE 34"-38" IN HEIGHT), WITH OPENINGS LESS THAN 4" INCHES CLEAR (GUARDS ON THE OPEN SIDES OF STAIRS MAY HAVE 4 3/8" OPENINGS). (CRC R312)
6. PROVIDE LANDINGS AT THE TOP/BOTTOM OF THE STAIRWAY THE WIDTH OF THE STAIRWAY. THE DEPTH OF THE LANDING SHALL BE 36" MINIMUM. (SEE CRC R311.7.6 FOR EXCEPTIONS).
7. USABLE SPACES UNDERNEATH ENCLOSED/UNENCLOSED STAIRWAYS SHALL BE PROTECTED BY A MINIMUM OF ½" GYPSUM BOARD. (CRC R302.7)
8. RAMPS SERVING THE EGRESS DOOR SHALL HAVE A SLOPE OF NOT MORE THAN 1 UNIT VERTICAL IN 12 UNITS HORIZONTAL (8.3-PERCENT SLOPE). ALL OTHER RAMPS SHALL HAVE A MAXIMUM SLOPE OF 1 UNIT VERTICAL IN 8 UNITS HORIZONTAL (12.5-PERCENT SLOPE). EXCEPTION: WHERE IT IS TECHNICALLY INFEASIBLE TO COMPLY BECAUSE OF SITE CONSTRAINTS, RAMPS SHALL HAVE A SLOPE OF NOT MORE THAN 1 UNIT VERTICAL IN 8 UNITS HORIZONTAL (12.5-PERCENT SLOPE) (CRC R311.8.1). PROVIDE 3'X3' LANDINGS AT THE TOP AND BOTTOM OF RAMPS, WHERE DOORS OPEN ONTO RAMPS, AND WHERE RAMPS CHANGE DIRECTIONS. (CRC R311.8.2)

DECKS
1. GUARDS ARE REQUIRED IF DECK OR FLOOR IS OVER 30" ABOVE GRADE, MINIMUM 42" HIGH, WITH OPENINGS LESS THAN 4" (CRC R312). GUARDRAILS SHALL BE DESIGNED AND DETAILED FOR LATERAL FORCES ACCORDING TO CRC TABLE 301.5.
2. PROVIDE DECK LATERAL LOAD CONNECTIONS AT EACH END OF THE DECK AND AT DECK INTERSECTIONS PER CRC R507.9.2. SPECIFY CONNECTORS WITH A MINIMUM ALLOWABLE STRESS DESIGN CAPACITY OF 1,500LBS AND INSTALL WITH 24" OF THE END OF THE DECK. 750LB RATED DEVICES ARE ALLOWED (DTT1Z AS EXAMPLE) IF LOCATED AT 4 POINTS ALONG THE DECK.
3. POSTS/COLUMNS SHALL BE RETRAINED AT THE BOTTOM END TO PREVENT LATERAL DISPLACEMENT; CLEARLY SHOW APPROVED POST BASES, STRAPS, ETC TO ACHIEVE THIS PER CRC R407.3
4. JOISTS, GIRDERS, STRUCTURAL BLOCKING AND SUPPORT POSTS SHALL BE WOOD OF NATURAL RESISTANCE TO DECAY OR PRESSURE-TREATED LUMBER WHEN EXPOSED TO THE WEATHER. (CRC R317.1.3)

ELECTRICAL
1. NO ELECTRICAL PANELS IN CLOSETS OF BATHROOMS. MAINTAIN A CLEARANCE OF 36" INCHES IN FRONT OF PANELS, 30" WIDE OR WIDTH OF EQUIPMENT AND 6'-6" HIGH FOR HEADROOM. (CEC 110.26)
2. PROVIDE A MINIMUM 3 LUG INTERSYSTEM BONDING BUSBAR AT THE MAIN ELECTRICAL SERVICE. (CEC 250.94)
3. ALL AUTOMATIC GARAGE DOOR OPENERS THAT ARE INSTALLED IN A RESIDENCE SHALL HAVE A BATTERY BACKUP FUNCTION THAT IS DESIGNED TO OPERATE WHEN ACTIVATED BECAUSE OF AN ELECTRICAL OUTAGE. (CBC 406.2.1)
4. A CONCRETE-ENCASED ELECTRODE (UFER) CONSISTING OF 20' OF REBAR OR #4 COPPER WIRE PLACED IN THE BOTTOM OF A FOOTING IS REQUIRED FOR ALL NEW CONSTRUCTION. (CEC 250.52(A)(3)) BOND ALL METAL GAS AND WATER PIPES TO GROUND. ALL GROUND CLAMPS SHALL BE ACCESSIBLE AND OF AN APPROVED TYPE. (CEC 250.104)
5. ALL 15/20 AMPERE RECEPTACLES INSTALLED PER CEC 210.52 SHALL BE LISTED TAMPER-RESISTANT RECEPTACLES. (CEC 406.12)
6. ALL BRANCH CIRCUITS SUPPLYING 15/20 AMPERE OUTLETS IN FAMILY ROOMS, DINING ROOMS, LIVING ROOMS, PARLORS, LIBRARIES, DENS, BEDROOMS, SUNROOMS, RECREATION ROOMS, CLOSETS, HALLWAYS, KITCHENS, LAUNDRY ROOM OR SIMILAR ROOMS/AREAS SHALL BE PROTECTED BY A LISTED COMBINATION TYPE ARC-FAULT CIRCUIT INTERRUPTER. (CEC 210.12)
7. PROVIDE A MINIMUM OF ONE 20A CIRCUIT TO BE USED FOR THE LAUNDRY RECEPTACLE. (CEC 210.11(C)(2)) PROVIDE A MINIMUM OF ONE 20A CIRCUIT FOR BATHROOM RECEPTACLE OUTLETS. (CEC 210.11(C)(3)
8. PROVIDE AT LEAST 1 OUTLET IN BASEMENTS, GARAGES, LAUNDRY ROOMS, DECKS, BALCONIES, PORCHES AND WITHIN 3' OF THE OUTSIDE OF EACH BATHROOM BASIN. (CEC 210.52 (D), (F) & (G))
9. FURNACES INSTALLED IN ATTICS AND CRAWL SPACES SHALL HAVE AN ACCESS PLATFORM (CATWALK IN ATTICS), LIGHT SWITCH AND RECEPTACLE IN THE SPACE. PROVIDE A SERVICE RECEPTACLE FOR THE FURNACE. (CEC 210.63)
10. ALL DWELLINGS MUST HAVE ONE EXTERIOR OUTLET AT THE FRONT AND THE BACK OF THE DWELLING. (CEC 210.52(E))
11. GARAGE RECEPTACLES SHALL NOT SERVE OUTLETS OUTSIDE THE GARAGE. EXCEPTION: GARAGE CIRCUIT MAY SERVE READILY ACCESSIBLE OUTDOOR RECEPTACLE OUTLETS. ((CEC 210.11 (C)(4)) A MINIMUM OF 1 RECEPTACLE SHALL BE PROVIDED FOR EACH CAR SPACE. (210.52(G)(1))
12. AT LEAST ONE WALL SWITCHED LIGHTING OUTLET OR FIXTURE SHALL BE INSTALLED IN EVERY HABITABLE ROOM, BATHROOM, HALLWAYS, STAIRWAYS, ATTACHED GARAGES AND DETACHED GARAGES WITH ELECTRICAL POWER, EQUIPMENT SPACES (ATTICS, BASEMENTS, ETC). (CEC 210.70)
13. KITCHENS, DINING ROOMS, PANTRIES, BREAKFAST NOOKS, AND SIMILAR AREAS MUST HAVE A MINIMUM OF TWO 20A CIRCUITS. KITCHEN, PANTRY, BREAKFAST NOOKS, DINING ROOMS, WORK SURFACES AND SIMILAR AREAS COUNTER OUTLETS MUST BE INSTALLED IN EVERY COUNTER SPACE 12" INCHES OR WIDER, NOT GREATER THAN 4' O.C., WITHIN 24" INCHES OF THE END OF ANY COUNTER SPACE AND NOT HIGHER THAN 20" ABOVE COUNTER. (CEC 210.52 (C)) ISLAND COUNTER SPACES SHALL HAVE AT LEAST 1 RECEPTACLE OUTLET UNLESS A RANGE TOP OR SINK IS INSTALLED THAN 2 RECEPTACLES MAY BE REQUIRED. 1 RECEPTACLE IS REQUIRED FOR PENINSULAR COUNTER SPACES. RECEPTACLES SHALL BE LOCATED BEHIND KITCHEN SINKS IF THE COUNTER AREA DEPTH BEHIND THE SINK IS MORE THAN 12" FOR STRAIGHT COUNTERS AND 18" FOR CORNER INSTALLATIONS. (CEC FIGURE 210.52(C)(1))
14. RECEPTACLES SHALL BE INSTALLED AT 12' O.C. MAXIMUM IN WALLS STARTING AT 6' MAXIMUM FROM THE WALL END. WALLS LONGER THAN TWO FEET SHALL HAVE A RECEPTACLE. HALLWAY WALLS LONGER THAN 10 FT SHALL HAVE A RECEPTACLE IN HALLWAYS. (CEC 210.52(A))
15. RECEPTACLES SHALL NOT BE INSTALLED WITHIN OR DIRECTLY OVER A BATHTUB OR SHOWER STALL. (CEC 406.9(C) LIGHT PENDANTS, CEILING FANS, LIGHTING TRACKS, ETC SHALL NOT BE LOCATED WITHIN 3FT HORIZONTALLY AND 8FT VERTICALLY ABOVE A SHOWER AND/OR BATHTUB THRESHOLD. (CEC 410.10(D))
16. ALL LIGHTING/FAN FIXTURES LOCATED IN WET OR DAMP LOCATIONS SHALL BE RATED FOR THE APPLICATION. (CEC 410.10)
17. GFCI OUTLETS ARE REQUIRED: FOR ALL KITCHEN RECEPTACLES THAT ARE DESIGNED TO SERVE COUNTERTOP SURFACES, DISHWASHERS, BATHROOMS, IN UNDER-FLOOR SPACES OR BELOW GRADE LEVEL, IN UNFINISHED BASEMENTS, CRAWL SPACE LIGHTING OUTLETS, IN EXTERIOR OUTLETS, WITHIN 6' OF A LAUNDRY/UTILITY/WET BAR SINKS, LAUNDRY AREAS, AND IN ALL GARAGE OUTLETS INCLUDING OUTLETS DEDICATED TO A SINGLE DEVICE OR GARAGE DOOR OPENER. (CEC 210.8)
18. CARBON-MONOXIDE ALARMS SHALL BE INSTALLED IN DWELLING UNITS WITH FUEL-BURNING APPLIANCES OR WITH ATTACHED GARAGES (CRC R315):
MUM HEATING AND COOLING FILTER RATINGS SHALL BE MRV 13 (150.0(M)12)
2. ISOLATION WATER VALVES REQUIRED FOR INSTANTANEOUS WATER HEATERS 6.8KBTU/HR AND ABOVE. VALVES SHALL BE INSTALLED ON BOTH COLD AND HOT WATER LINES. EACH VALVE WILL NEED A HOSE BIB OR OTHER FITTING ALLOWING FOR FLUSHING THE WATER HEATER WHEN THE VALVES ARE CLOSED. (CEC 110.3(C)6)
3. ALL LUMINAIRES MUST BE HIGH EFFICACY (150.0(K)1A)
• LUMINARIES RECESSED IN INSULATED CEILINGS MUST MEET FIVE REQUIREMENTS (150.0(K)1C):
• THEY MUST BE RATED FOR DIRECT INSULATION CONTACT (IC).
• THEY MUST BE CERTIFIED AS AIRTIGHT (AT) CONSTRUCTION.
• THEY MUST HAVE A SEALED GASKET OR CAULKING BETWEEN THE HOUSING AND CEILING TO PREVENT FLOW OF HEATED OR COOLED AIR OUT OF LIVING AREAS AND INTO THE CEILING CAVITY.
• THEY MAY NOT CONTAIN A SCREW BASE SOCKETS
• THEY SHALL CONTAIN A JA8 COMPLIANT LIGHT SOURCE
5. IN BATHROOMS, GARAGES, LAUNDRY ROOMS, AND UTILITY ROOMS, AT LEAST ON LUMINAIRE IN EACH OF THESE SPACES SHALL BE CONTROLLED BY A VACANCY SENSOR OR OCCUPANT SENSOR PROVIDED THE OCCUPANT SENSOR IS INITIALLY PROGRAMMED LIKE A VACANCY SENSOR (MANUAL-ON OPERATION). (150.0(K)2I)
6. JOINT APPENDIX A (JA8) CERTIFIED LAMPS SHALL BE CONSIDERED HIGH EFFICACY. JA8 COMPLIANT LIGHT SOURCES SHALL BE CONTROLLED BY A VACANCY SENSOR OR DIMMER. (EXCEPTION: <70SF CLOSETS AND HALLWAY) (150.0(K)2K)
7. UNDER-CABINET LIGHTING SHALL BE SWITCHED SEPARATELY FROM OTHER LIGHTING SYSTEMS. (150.0(K)2L)
8. ALL EXTERIOR LIGHTING SHALL BE HIGH EFFICACY, BE CONTROLLED BY A MANUAL ON/OFF SWITCH AND HAVE ONE OF THE FOLLOWING CONTROLS (THE MANUAL SWITCH SHALL NOT OVERRIDE THE AUTOMATIC CONTROL DEVICE): (150.0(K)3A)
• PHOTO-CONTROL AND MOTION SENSOR
• PHOTO-CONTROL AND AUTOMATIC TIME SWITCH CONTROL
• ASTRONOMICAL TIME CLOCK CONTROL TURNING LIGHTS OFF DURING THE DAY
9. ALL HIGH EFFICACY LIGHT FIXTURES SHALL BE CERTIFIED AS "HIGH-EFFICACY" LIGHT FIXTURES BY THE CALIFORNIA ENERGY COMMISSION.
10. CONTRACTOR SHALL PROVIDE THE HOMEOWNER WITH A LUMINAIRE SCHEDULE GIVING THE LAMPS USED IN THE LUMINAIRES INSTALLED. (10-103(B))
11. THE NUMBER OF BLANK ELECTRICAL BOXES MORE THAN 5 FEET ABOVE THE FINISHED FLOOR SHALL NOT BE GREATER THAN THE NUMBER OF BEDROOMS. THESE ELECTRICAL BOXES MUST BE SERVED BY A DIMMER, VACANCY SENSOR, OR FAN SPEED CONTROL. (150(K)1B)
12. PROVIDE A GASKET/ INSULATION ON ALL INTERIOR ATTIC/UNDER-FLOOR ACCESSES. (110.7)
13. PROVIDE VERIFICATION ON THE PLANS HOW THE BUILDING WILL MEET THE MINIMUM VENTILATION AND ACCEPTABLE INDOOR AIR QUALITY REQUIREMENTS PER ASHRAE STANDARD 62.2. WINDOW OPERATION IS NOT A PERMISSIBLE METHOD OF PROVIDING THE WHOLE BUILDING VENTILATION AIRFLOW REQUIRED. THIS IS SUBJECT TO HERS TESTING. THE FOLLOWING LABEL MUST BE ATTACHED TO THE FAN SWITCH: "TO MAINTAIN MINIMUM LEVELS OF OUTSIDE AIR VENTILATION REQUIRED FOR GOOD HEALTH, THE FAN CONTROL SHOULD BE ON AT ALL TIMES WHEN THE BUILDING IS OCCUPIED, UNLESS THERE IS SEVERE OUTDOOR AIR CONTAMINATION." (CALIFORNIA ENERGY CODE 150.0(O)) A MINIMUM 100 CFM INDOOR AIR QUALITY FAN IS REQUIRED IN THE KITCHEN AND SHALL BE HERS VERIFIED.

WILDLAND URBAN INTERFACE (WUI)
1. EXTERIOR WALL COVERINGS SHALL BE NONCOMBUSTIBLE, IGNITION RESISTANT, HEAVY TIMBER, LOG WALL OR FIRE RESISTIVE CONSTRUCTION. (CRC R337.7)
2. EXTERIOR WALL COVERINGS SHALL EXTEND FROM THE FOUNDATION TO THE ROOF AND TERMINATE AT 2 INCH NOMINAL SOLID BLOCKING BETWEEN RAFTERS AND OVERHANGS. (CRC R337.7.3.2)
3. OPEN/ENCLOSED ROOF EAVES AND SOFFITS, EXTERIOR PORCH CEILINGS, FLOOR PROJECTIONS, UNDER-FLOOR AREAS AND UNDERSIDES OF APPENDAGES TO COMPLY WITH IGNITION RESISTANT CONSTRUCTION REQUIREMENTS. (CRC R337.5-9)
4. SPACES CREATED BETWEEN ROOF COVERINGS AND ROOF DECKING SHALL BE FIRE STOPPED BY APPROVED MATERIALS OR HAVE ONE LAYER OF MINIMUM 72LB MINERAL SURFACED NONPERFORATED CAP SHEET COMPLYING WITH ASTM D 3909. (CRC R337.5.2)
5. INDICATE ON THE PLANS WHERE VALLEY FLASHING IS INSTALLED, THE FLASHING SHALL BE NOT LESS THAN 26AWG AND INSTALLED OVER NOT LESS THAN ONE LAYER OF MINIMUM 72LB MINERAL SURFACED NON-PERFORATED CAP SHEET COMPLYING WITH ASTM D 3909 AND AT LEAST 36 INCHES WIDE RUNNING THE FULL LENGTH. (CRC R337.5.3)
6. ATTIC GABLE AND EAVES ABOVE 12FT AND UNDER-FLOOR VENTILATION SHALL BE PROVIDED WITH FULLY COVERED METAL WIRE MESH, VENTS, OR OTHER MATERIALS THAT HAVE A MINIMUM 1/16 INCH AND MAXIMUM 1/8 INCH OPENINGS, NON-COMBUSTIBLE AND CORROSION RESISTANT. ALL OTHER EAVE VENTS SHALL BE LISTED/APPROVED TO RESIST THE INTRUSION OF FLAME AND BURNING EMBERS. (CRC R337.6)
7. INDICATE ON PLANS EXTERIOR GLAZING SHALL HAVE A MINIMUM OF ONE-TEMPERED PANE, GLASS BLOCK, HAVE A FIRE RESISTIVE RATING OF 20 MINUTES OR BE TESTED TO MEET PERFORMANCE REQUIREMENTS OF SFM STANDARD 12-7A-2. (CRC R337.8.2)
8. OPERABLE SKYLIGHTS SHALL BE PROTECTED BY A NONCOMBUSTIBLE MESH SCREEN 1/8" MAX OPENINGS (R337.8.2.2
9. EXTERIOR DOORS INCLUDING GARAGE DOORS SHALL BE NONCOMBUSTIBLE, IGNITION RESISTANT MATERIAL, MINIMUM 1 3/8 INCH SOLID CORE, MINIMUM 20 MINUTE FIRE RESISTIVE RATING OR SHALL BE TESTED TO MEET THE PERFORMANCE REQUIREMENTS OF SFM STANDARD 12-7A-1. (CRC R337.8.3)
10. GARAGE DOOR PERIMETER GAP MAXIMUM 1/8". METAL FLASHING, JAMB AND HEADER OVERLAP, AND WEATHER-STRIPPING MEETING SECTION REQUIREMENTS ARE PERMITTED. (R337.8.4)
11. THE WALKING SURFACE MATERIAL OF DECKS, PORCHES, BALCONIES AND STAIRS WITHIN 10FT OF GRADE LEVEL SHALL BE IGNITION RESISTANT MATERIAL, EXTERIOR FIRE-RETARDANT TREATED WOOD OR NONCOMBUSTIBLE MATERIAL. (CRC R337.9)

GREEN BUILDING
1. PROJECTS WHICH DISTURB LESS THAN ONE ACRE OF SOIL AND ARE NOT PART OF A LARGER COMMON PLAN OF DEVELOPMENT WHICH IN TOTAL DISTURBS ONE ACRE OR MORE, SHALL MANAGE STORM WATER DRAINAGE DURING CONSTRUCTION, ONE OR MORE OF THE FOLLOWING MEASURES SHALL BE IMPLEMENTED TO PREVENT FLOODING OF ADJACENT PROPERTY, PREVENT EROSION AND RETAIN SOIL RUNOFF ON THE SITE (CGBSC 4.106.2):
• RETENTION BASINS OF SUFFICIENT SIZE SHALL BE UTILIZED TO RETAIN STORM WATER ON SITE
• WHERE STORM WATER IS CONVEYED TO A PUBLIC DRAINAGE SYSTEM, COLLECTION POINT, GUTTER, OR SIMILAR DISPOSAL METHOD, WATER SHALL BE FILTERED BY USE OF A BARRIER SYSTEM, WATTLE OR OTHER METHOD APPROVED BY THE ENFORCING AGENCY.
2. ALL NEW RESIDENTIAL CONSTRUCTION WITH ATTACHED PRIVATE GARAGES SHALL HAVE THE FOLLOWING FOR ELECTRIC VEHICLE (EV) CHARGING STATIONS (CGBSC 4.106.4):
3. INSTALL A MINIMUM 1-INCH CONDUIT CAPABLE OF SUPPLYING A 208/240V BRANCH CIRCUIT TO A SUITABLE BOX LOCATION FOR EV CHARGING. THE OTHER END SHALL TERMINATE TO THE MAIN SERVICE AND/OR SUBPANEL.
4. THE MAIN PANEL AND/OR SUBPANEL SHALL BE OF SUFFICIENT SIZE TO INSTALL A 40-AMPERE DEDICATED BRANCH CIRCUIT. THE DEDICATED OVERCURRENT PROTECTION SPACE SHALL BE LABELED "EV CAPABLE".
5. MULTIPLE SHOWER HEADS SERVING A SINGLE SHOWER SHALL HAVE A COMBINED FLOW RATE OF 1.8 GPM OR THE SHOWER SHALL BE DESIGNED TO ALLOW ONLY ONE SHOWER OUTLET TO BE IN OPERATION AT A TIME. (CGBSC 4.303.1.3.2)
6. RESIDENTIAL PROJECTS WITH AN AGGREGATE LANDSCAPE AREA EQUAL TO OR GREATER THAN 500 SQUARE FEET SHALL COMPLY WITH EITHER A LOCAL WATER EFFICIENT LANDSCAPE ORDINANCE OR THE CURRENT CALIFORNIA DEPARTMENT OF WATER RESOURCES' MODEL WATER EFFICIENT LANDSCAPE ORDINANCE (MWELO), WHICHEVER IS MORE STRINGENT. AUTOMATIC IRRIGATION SYSTEM CONTROLLERS INSTALLED AT TIME OF FINAL INSPECTION SHALL HAVE WEATHER OR SOIL BASED CONTROLLERS AND/OR WEATHER BASED CONTROLLERS WITH RAIN SENSORS. SOIL MOISTURE BASED CONTROLLERS ARE NOT REQUIRED TO HAVE RAIN SENSOR INPUT. (CGBSC 4.304)
7. RECYCLE AND/OR REUSE A MINIMUM OF 65 PERCENT OF NONHAZARDOUS CONSTRUCTION AND DEMOLITION WASTE. (CGBSC 4.408.2)
8. (CLEARLY NOTE ON THE PLANS) AT TIME OF FINAL INSPECTION, A BUILDING OPERATION AND MAINTENANCE MANUAL, COMPACT DISC, ETC SHALL BE PROVIDED CONTAINING THE FOLLOWING: (CGBSC 4.410)
• DIRECTIONS THAT MANUAL SHALL REMAIN ONSITE FOR THE LIFE OF THE BUILDING
• OPERATION AND MAINTENANCE INSTRUCTIONS FOR EQUIPMENT, APPLIANCES, ROOF/YARD DRAINAGE, IRRIGATION SYSTEMS, ETC.
• INFORMATION FROM LOCAL UTILITY, WATER AND WASTE RECOVERY PROVIDERS
• PUBLIC TRANSPORTATION AND CARPOOL OPTIONS
• MATERIAL REGARDING IMPORTANCE OF KEEPING HUMIDITY LEVELS BETWEEN 30-60 PERCENT
• INFORMATION REGARDING ROUTINE MAINTENANCE PROCEDURES
• STATE SOLAR ENERGY INCENTIVE PROGRAM INFORMATION
• A COPY OF ANY REQUIRED SPECIAL INSPECTION VERIFICATIONS THAT WERE REQUIRED (IF ANY)
9. THE PROJECT SHALL MEET MINIMUM POLLUTANT CONTROL REQUIREMENTS FOR ADHESIVES, SEALANTS, CAULKS, PAINTS, CARPET, RESILIENT FLOORING SYSTEMS, ETC. (CGBSC 4.504)
10. DUCT OPENINGS RELATED TO HVAC SYSTEMS SHALL BE COVERED WITH TAPE, PLASTIC, SHEET METAL OR OTHER METHODS TO REDUCE THE AMOUNT OF WATER, DUST AND DEBRIS WHICH MAY ENTER THE SYSTEM. (CGBSC 4.504.1)

1. ALL CONSTRUCTION SHALL COMPLY WITH THE 2022 EDITION OF THE CRC, ***OR*** CBC, CMC, CPC, AND CEC AS ADOPTED AND AMENDED BY THE STATE OF CALIFORNIA IN TITLE 24 CCR AND THE CITY OF BURBANK LOCAL AMENDMENTS.
2. SEPARATE PERMITS MAY BE REQUIRED FOR MECHANICAL, ELECTRICAL, PLUMBING, SHORING, GRADING, AND DEMOLITION
3. ALL PROPERTY LINES, EASEMENTS, AND EXISTING BUILDINGS HAVE BEEN INDICATED ON THIS SITE PLAN.
4. A SECURITY FENCE SHALL BE PROVIDED AROUND THE CONSTRUCTION AREA THAT SHALL BE INSTALLED PRIOR TO EXCAVATION AND/OR FOUNDATION TRENCHING. (**BMC 9-1-2-3302.4**)
5. WATER SHALL BE PROVIDED ON THE SITE AND USED TO CONTROL DUST.
6. TEMPORARY TOILET FACILITIES SHALL BE PROVIDED ON SITE. (**BMC 9-1-2-3305.1**)
7. THE FINISH GRADE SHALL SLOPE A MIN. OF 5%, OR 6", TO POINT 10 FEET FROM BUILDING FOUNDATION, OR TO AN APPROVED ALTERNATE METHOD OF DIVERTING WATER AWAY FROM THE FOUNDATION. SWALES SHALL SLOPE A MINIMUM OF 2%. (**CBC 1804.4, CRC R401.3**)
8. THE TOP OF THE EXTERIOR FOUNDATION SHALL EXTEND ABOVE THE ELEVATION OF THE STREET GUTTER A MINIMUM OF 12" PLUS 2%. (**CBC 1808.7.4, CRC R403.1.7.3**)

APPLICABLE CODES

2022 CBC, 2022 CPC, 2022 CMC, 2022 CEC, 2022 CEnC, 2022 CGSBC,

1. PERMITS ARE REQUIRED FOR ELECTRICAL, MECHANICAL, PLUMBING, POOLS & SPAS, FENCES, RETAINING WALLS, DRIVEAY APRONS, STREET USE.
2. SETBACK CERTIFICATION REQUIREMENT: A CALIFORNIA STATE LICENSED SURVEYOR IS REQUIRED TO CERTIFY THE LOCATION AND SETBACKS OF ALL NEW CONSTRUCTION PRIOR TO THE FIRST FOUNDATION INSPECTION. A COPY OF THE CERTIFICATION SHALL BE AVAILABLE TO THE BUILDING DIVISION INSPECTOR FOR THE JOB FILE PRIOR TO THE FIRST INSPECTION. [BMC 9-1-1-107].

DRAWING NOTES

1. DO NOT SCALE THE DRAWINGS. FIGURED DIMENSIONS TAKE PREFERENCE OVER SCALED DIMENSIONS.
2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS RELATED TO THE WORK AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES BEFORE PROCEEDING WITH EITHER FABRICATION OR INSTALLATION OF THE WORK.
3. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT IMMEDIATELY SHOULD EXISTING CONDITIONS PROHIBIT EXECUTION OF THE DESIGN INTENT OF THE DRAWINGS. ANY ADDITIONAL WORK, INCLUDING DEMOLITION AND REMOVAL RESULTING FROM THE FAILURE TO NOTIFY THE ARCHITECT, WILL BE AT THE CONTRACTOR'S EXPENSE.
4. IN THE EVENT OF A CONFLICT OR DISCREPANCIES IN THE DRAWINGS, THE PRIORITY OF INTERPRETATION SHALL BE: SCHEDULES, NOTES, LARGE SCALE DRAWINGS (IE: DETAILS), SMALL SCALE DRAWINGS (IE: FLOOR PLANS, ELEVATIONS).
5. ARCHITECTURAL DRAWINGS SHALL HAVE PRECEDENT OVER ALL OTHER DRAWINGS UNLESS NOTICE IS GIVEN BY THE ARCHITECT. THE ORDER OF PRECEDENCE SHALL BE: ARCHITECTURAL, STRUCTURAL, MECHANICAL, PLUMBING, ELECTRICAL.

LEGAL DESCRIPTION

Tract: TR 3910 Lot: 15 Block: NONE

ZONING ---C-4

TYPE OF CONSTRUCTION -- VB

STORIES -- 1
(E) ELEVATION 121 S VICTORY ---------------------------- 13' - 6"

APN # -- 2446-027-016
2446-027-017

LOT AREA --------------------------------------- 4,839 SQ. FT.
5,095 SQ. FT.

(E) TOTAL --------------------------------------- 452.0 SQ. FT.
2,163.0 SQ.FT.

(E) USE OF BOTH BUILDING ---------------- OFFICE SPACE OR OTHER
(N) USE OF BOTH BUILDINGS ------------ CHILD CARE FACILITY

(E) OCCUPANCY (B)
(N) OCCUPANCY(E)
 # OF OCCUPANTS: 66 PEOPLE

FAR CALCULATIONS:
4,839 SF + 5,095 SF = 9,934 SF TOTAL LOT
FAR RATIO 1.0
(E) 452 SF + (E) 2,163.0 SF = 2,615 SF TOTAL BUILDINGS

2,615 SF / 9,934 SF = 0.26 < 1.0

PARKING REQ:

62 STUDENTS / 8 = 7.75 SPACES
4 EMPLOYEES / 1 = 4 SPACES
TOTAL REQ. = 12 SPACES

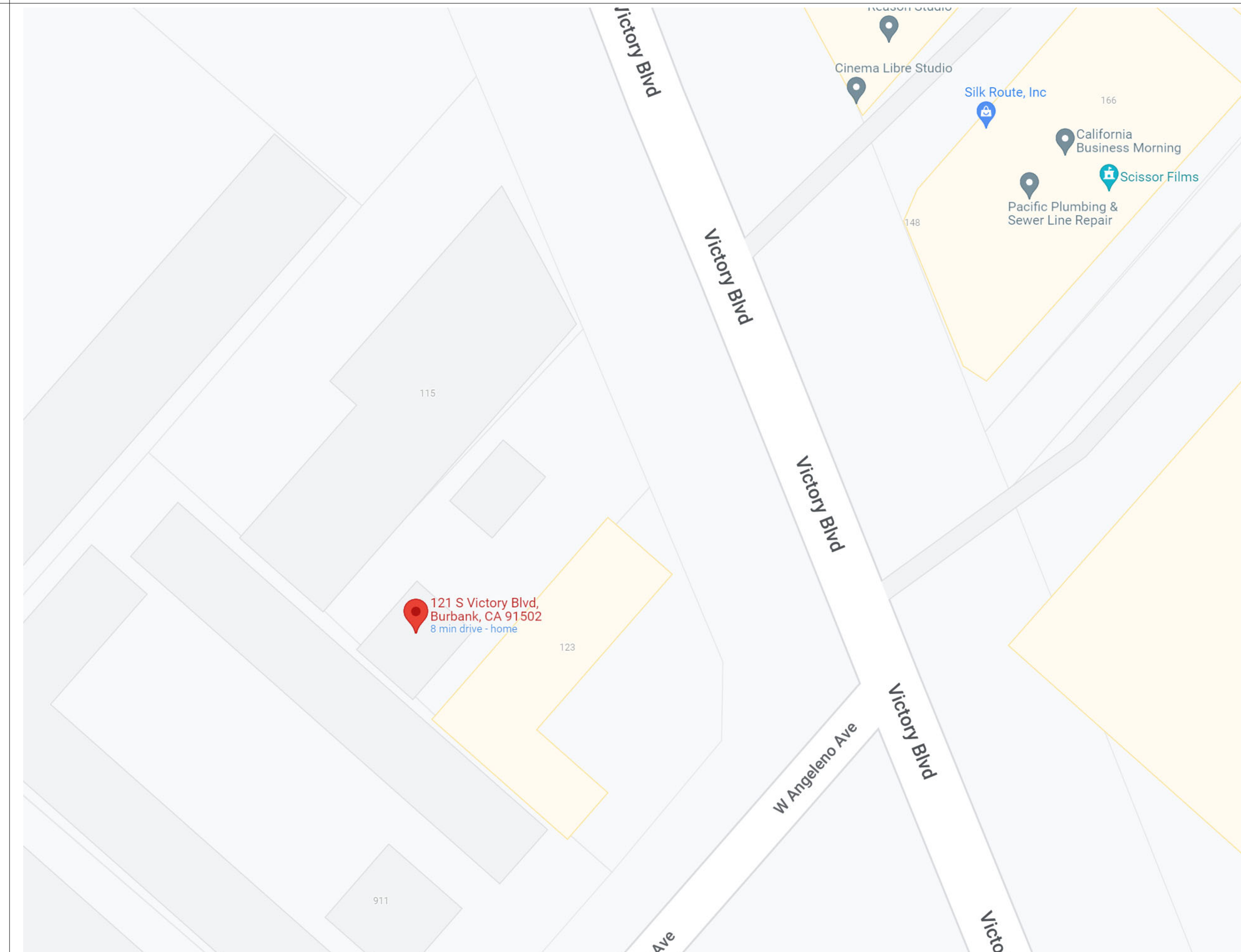
PARKING EXEMPT PER AB2097

SHEET LIST

Sheet Number	Sheet Name
A-00	COVER SHEET
A-01	SCHEDULES
A-02	(E) SITE PLAN
A-02.1	(N) SITE PLAN
A-03	(E) FLOOR PLAN (S)
A-03.1	(N) FLOOR PLAN(S)
A-04	ELECTRICAL PLAN
A-05	ELEVATIONS
A-06	RESTROOM / PARKING DETAILS
A-07	ACCESSIBILITY DETAILS

STORM WATER DRAINAGE AND RETENTION DURING CONSTRUCTION
Construction means constructing, clearing, grading or excavation that result in soil disturbance. Construction includes structure teardown (demolition). It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility; emergency construction activities required to immediately protect public health and safety; interior remodeling with no outside exposure of construction material or construction waste to storm water; mechanical permit work; or sign permit work.
(Order No. 01-182, NPDES Permit No. CAS004001 – Part 5: Definitions)
1. Eroded sediments and pollutants shall be retained on site and shall not be transported from the site via sheet flow, swales, area drains, natural drainage or wind.
2. Stockpiles of earth and other construction-related materials shall be covered and/or protected from being transported from the site by wind or water.
3. Fuels, oils, solvents and other toxic materials must be stored in accordance with their listing and shall not contaminate the soil nor the surface waters. All approved toxic storage containers are to be protected from the weather. Spills must be cleaned up immediately and disposed of properly and shall not be washed into the drainage system.
4. Non-storm water runoff from equipment and vehicle washing and any other activity shall be contained on the project site.
5. Excess or waste concrete may not be washed into the public way or any drainage system. Provisions shall be made to retain concrete waste on-site until it can be appropriately disposed of or recycled.
6. Trash and construction –related solid wastes must be deposited into a covered receptacle to prevent contamination of storm water and dispersal by wind.
7. Sediments and other materials shall not be tracked from the site by vehicle traffic. The construction entrance roadways must be stabilized so as to inhibit sediments from being deposited into the street/public ways. Accidental depositions must be swept up immediately and may not be washed down by rain or by any other means.
8. Retention basins of sufficient size shall be provided to retain storm water runoff on-site and shall be properly located to collect all tributary site runoff.
9. Where retention of storm water runoff on-site is not feasible due to site constraints, runoff may be conveyed to the street and the storm drain system provided that an approved filtering system is installed and maintained on-site during the construction duration.

PROJECT RENDERING / VICINITY MAP

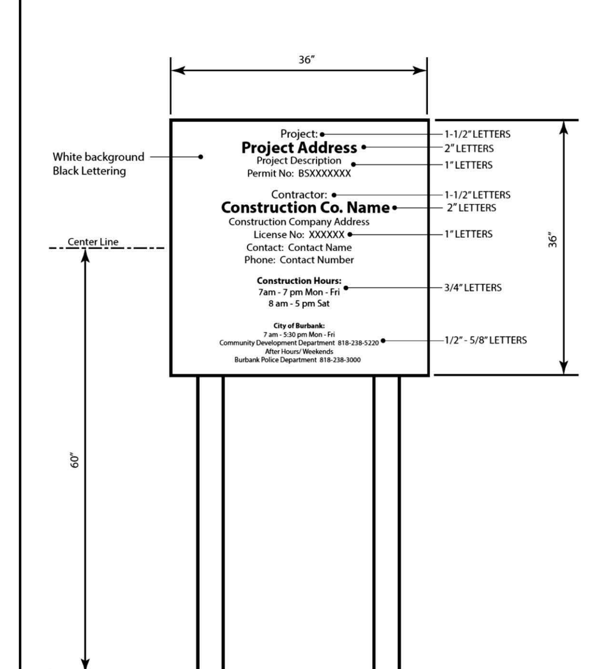


PROJECT DESCRIPTION

. CHANGE OF USE FROM OFFICE TO CHILD DAYCARE FACILITY **NO CHANGE IN STRUCTURE, NOR SQUARE FOOTAGE.**
. ADDITION OF 2 WATER CLOSETS AND 2 LAVATORIES.

BUILDING & SAFETY DIVISION **Plan Check:** BS2509077 & BS2509078
CITY OF BURBANK

☐ THE FOLLOWING NOTE SHALL BE REPRODUCED ON THE **COVER SHEET** OF THE SUBMITTED DRAWINGS:



PROJECT SIGN
1. Sign location: Front of project site facing the street. Sign cannot encroach into the public right-of-way (sidewalk and parkway).
2. Sign may be mounted independently or on the construction fence.

ATTACHMENT E-1

EDGAR MARKOSYAN
818-288-8682
225 E BROADWAY UNIT 102B
GLENDALE, CA 91205
WWW.ARCSTEM.COM
INFO@ARCSTEM.COM

OWNER: RUBEN BALAYAN

121-123 S VICTORY BLVD,
BURBANK, CA 91502

CITY OF BURBANK | COMMUNITY DEVELOPMENT | PLANNING DIVISION
APPROVED
by: Silvia Sulis, Assistant Planner
Project No. 25-0005778 Date: 11/09/2026

PROJECT TITLE:
TI/ CHANGE OF USE

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PAGE TITLE:
COVER SHEET

PROJECT NUMBER:	0000023
DATE:	04/25/2022
DRAWN BY:	Author
CHECKED BY:	Checker

A-00

WINDOW SCHEDULE												
Type Mark	Type	Count	Family	Width	Height	Head Height	Phase Created	Phase Demolished	Tempered Glazed	Egress	U-factor	SHGC
1	72" x 54"	9	Fixed	6' - 0"	4' - 6"	7' - 0"	Existing	None				
2	54" x 54"	1	Window-Sliding-Double	4' - 6"	4' - 6"	7' - 6"	Existing	None				
3	56" x 24"	2	Window-Sliding-Double	4' - 8"	2' - 0"	6' - 8"	Existing	None				
4	27" x 72"	1	Fixed	2' - 3"	6' - 0"	7' - 0"	Existing	None				
5	18" x 72"	1	Fixed	1' - 6"	6' - 0"	7' - 0"	Existing	None				
6	79" x 54"	2	Fixed	6' - 7"	4' - 6"	7' - 0"	Existing	None				
7	24" x 48"	2	Window-Single-Hung	2' - 0"	4' - 0"	7' - 0"	Existing	None				
8	24" x 36"	1	Window-Single-Hung	2' - 0"	3' - 0"	7' - 0"	Existing	None				
9	36" x 48"	1	Window-Sliding-Double	3' - 0"	4' - 0"	7' - 0"	Existing	None				
10	48" x 48"	1	Window-Sliding-Double	4' - 0"	4' - 0"	7' - 0"	Existing	None				
11	42" x 52"	1	Fixed	3' - 6"	4' - 6"	6' - 8"	Existing	None				

Grand total: 22

NOTE: THE NFRC TEMPORARY LABEL DISPLAYED ON WINDOWS AND SKYLIGHTS (INCL. TUBULAR) MUST REMAIN ON THE UNIT UNTILL FINAL INSPECTION HAS BEEN COMPLETED.

DOOR SCHEDULE											
Type Mark	Type	Count	Family	Width	Height	Phase Created	Phase Demolished	Glazed	Egress	U-factor	SHGC
1	36" x 80" Exterior	1	Door-Passage-Single-Full_Lite	3' - 0"	6' - 8"	Existing	None				
2	36" x 80" Interior	2	Door-Passage-Single-Full_Lite	3' - 0"	6' - 8"	Existing	<varies>				
2	36" x 80" Interior	1	Door-Passage-Single-Full_Lite	3' - 0"	6' - 8"	New Construction	None				
3	36" x 80"	4	Door-Passage-Single-Full_Lite	3' - 0"	6' - 8"	Existing	<varies>				
3	36" x 80"	1	Door-Passage-Single-Full_Lite	3' - 0"	6' - 8"	New Construction	None				
4	36" x 80"	3	Door-Passage-Single-Flush	3' - 0"	6' - 8"	Existing	<varies>				
4	36" x 80"	1	Door-Passage-Single-Flush	3' - 0"	6' - 8"	New Construction	None				
5	30" x 80"	1	Door-Passage-Single-Flush	2' - 6"	6' - 8"	Existing	None				
7	60" x 80"	1	Door-Passage-Double-Flush	5' - 0"	6' - 8"	Existing	None				
8	36" x 80" 2	2	Door-Passage-Single-Flush	3' - 0"	6' - 8"	Existing	None				

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CITY OF BURBANK | COMMUNITY DEVELOPMENT | PLANNING DIVISION

APPROVED

by: Silvia Sulis , Assistant Planner

Project No. 25-0005778 Date: 11/09/2026

PROJECT TITLE:

TI/ CHANGE
OF USE

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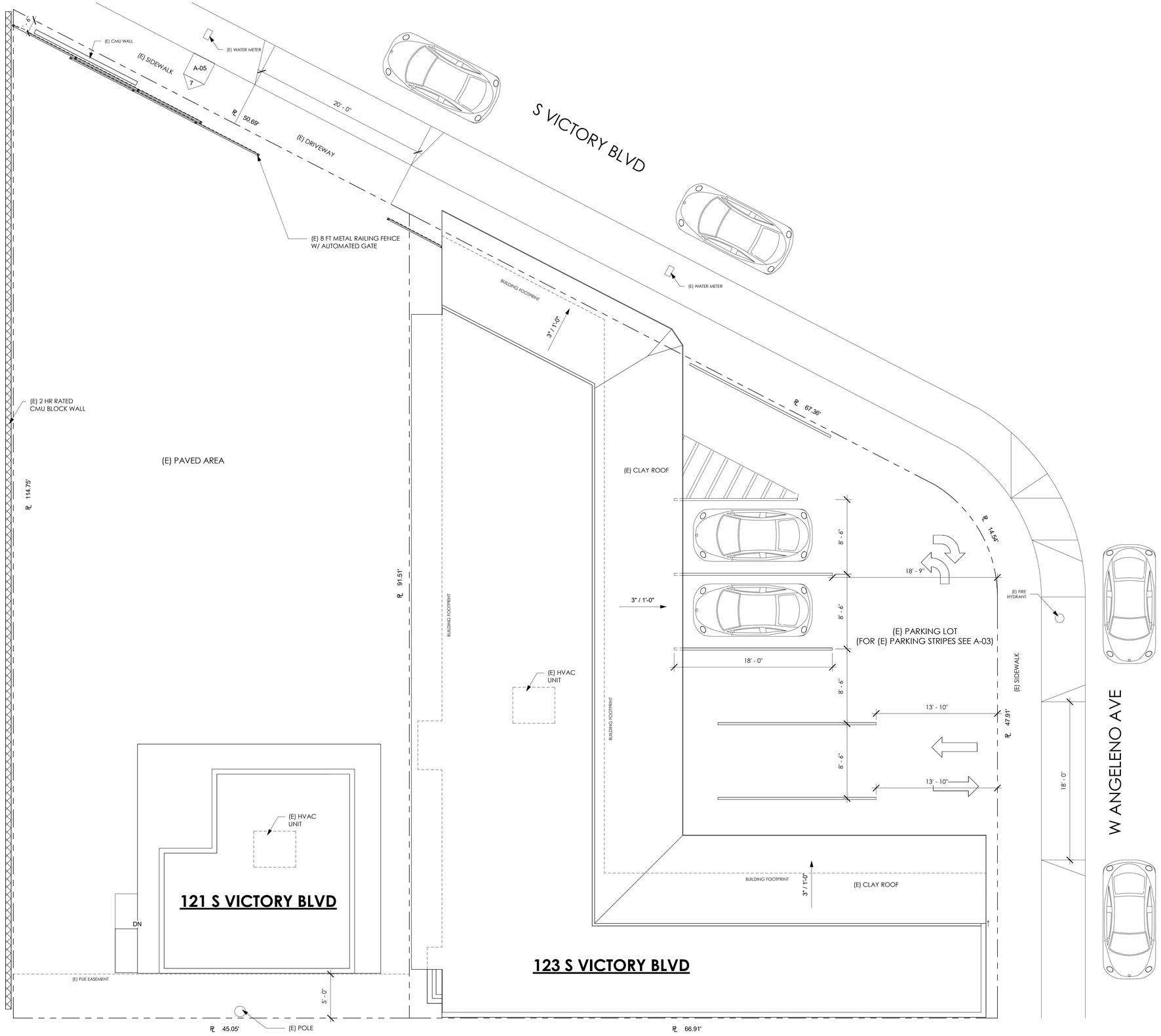
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PAGE TITLE:

SCHEDULES

PROJECT NUMBER:	0000023
DATE:	04/25/2022
DRAWN BY:	Author
CHECKED BY:	Checker

A-01



1 (E) SITE PLAN
3/16" = 1'-0"

NOTE:
- 10-1-11.53(C): *ALL COMMERCIAL AND INDUSTRIAL REFUSE BINS SHALL BE EQUIPPED WITH NONMETALLIC LIDS, WHICH SHALL REMAIN CLOSED AT ALL TIMES EXCEPT WHEN REFUSE IS BEING DEPOSITED OR EMPTIED.*
- 10-1-1154(A)(1): *ORGANIC MATERIALS SHALL NOT BE DEPOSITED INTO A REFUSE BIN LOCATED OUTSIDE OF AN ENCLOSED STRUCTURE ON PRIVATE PROPERTY OR ON A PUBLIC RIGHT-OF-WAY THAT SEPARATES A COMMERCIAL OR INDUSTRIAL PROPERTY OR USE FROM ADJACENT RESIDENTIALLY ZONED PROPERTY UNLESS SUCH REFUSE IS SEALED IN BAGS.*
- 10-1-1154(B): *RESPONSIBLE PERSON. THE NAME AND TELEPHONE NUMBER OF A PERSON WHO WILL BE AVAILABLE DURING THE OPERATIONAL HOURS OF THE BUSINESS TO ADDRESS ANY PROBLEMS WITH THE SUBJECT ESTABLISHMENT SHALL BE POSTED IN A CONSPICUOUS PLACE ON THE EXTERIOR OF THE BUILDING HOUSING THE ESTABLISHMENT. THE CONTACT PERSON SHALL BE THE BUSINESS OWNER, BUSINESS MANAGER, OR OTHER SIMILAR PERSON WHO HAS SUFFICIENT AUTHORITY OVER THE BUSINESS 24 HOURS A DAY TO ADDRESS PROBLEMS THAT MAY DISTURB NEIGHBORS.*
THE PHONE NUMBER OF THE CITY'S COMMUNITY ASSISTANCE COORDINATOR SHALL ALSO BE POSTED IN A CONSPICUOUS PLACE ON THE EXTERIOR OF THE BUILDING HOUSING THE ESTABLISHMENT TO PROVIDE NOTICE TO PERSONS WHO WISH TO REGISTER COMPLAINTS WITH THE CITY REGARDING VIOLATIONS OF THIS CODE.

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by: Silvia Sulis , Assistant Planner
Project No. 25-0005778 Date: 11/09/2026

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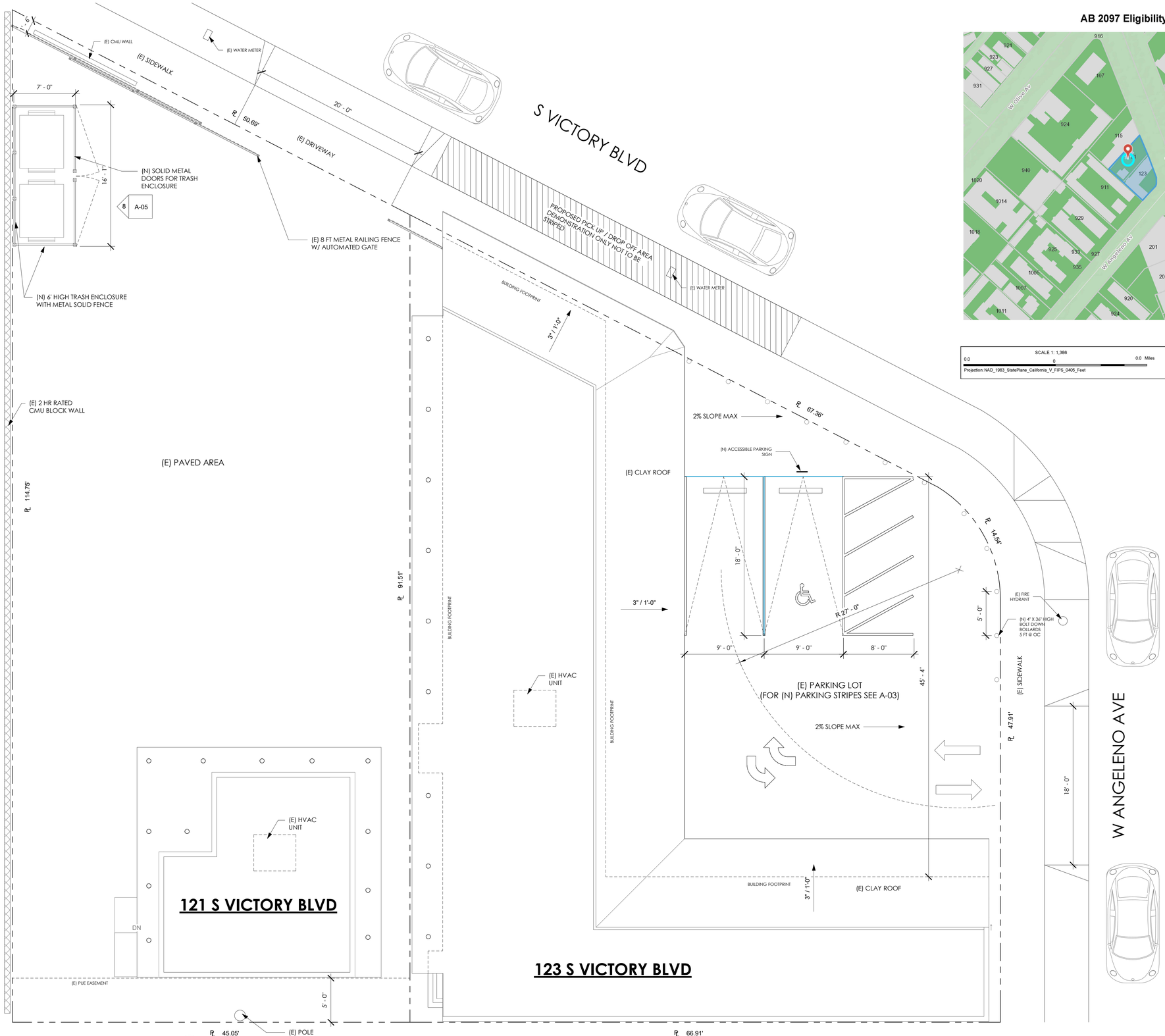
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PAGE TITLE:
(E) SITE PLAN

PROJECT NUMBER:	0000023
DATE:	04/25/2022
DRAWN BY:	Author
CHECKED BY:	Checker

A-02

ATTACHMENT E-3



1 SITE PLAN
3/16" = 1'-0"

AB 2097 Eligibility Map

Legend

- AB 2097 Parcels
- AB 2097 Boundary Parcels
- AB 2097 Buffer
- Building
- Park
- School
- Library
- Airport
- Parcel
- City Boundary
- Address
- Road
  - Freeways
  - Major Boulevards
  - Streets
- Railroad
- County Relief
  - High : 254
  - Low : 0

SCALE 1: 1,386
0.0 0 0.0 Miles
Projection: NAD_1983_StatePlane_California_V_FIPS_0405_Feet

CITY OF BURBANK

Map Documentation

Date Printed: 9 February 2026
Prepared By: Silvia Sulis
Issued For: 121-123 S Victory
Project ID: PL 25-0005778

Notes:

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

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LEGEND

- BUILDING FOOTPRINT
- STORM DRAIN FLOW
- NEW ADDITION
- SOLAR DEDICATED AREA
- LANDSCAPED AREA
- PAVED AREA

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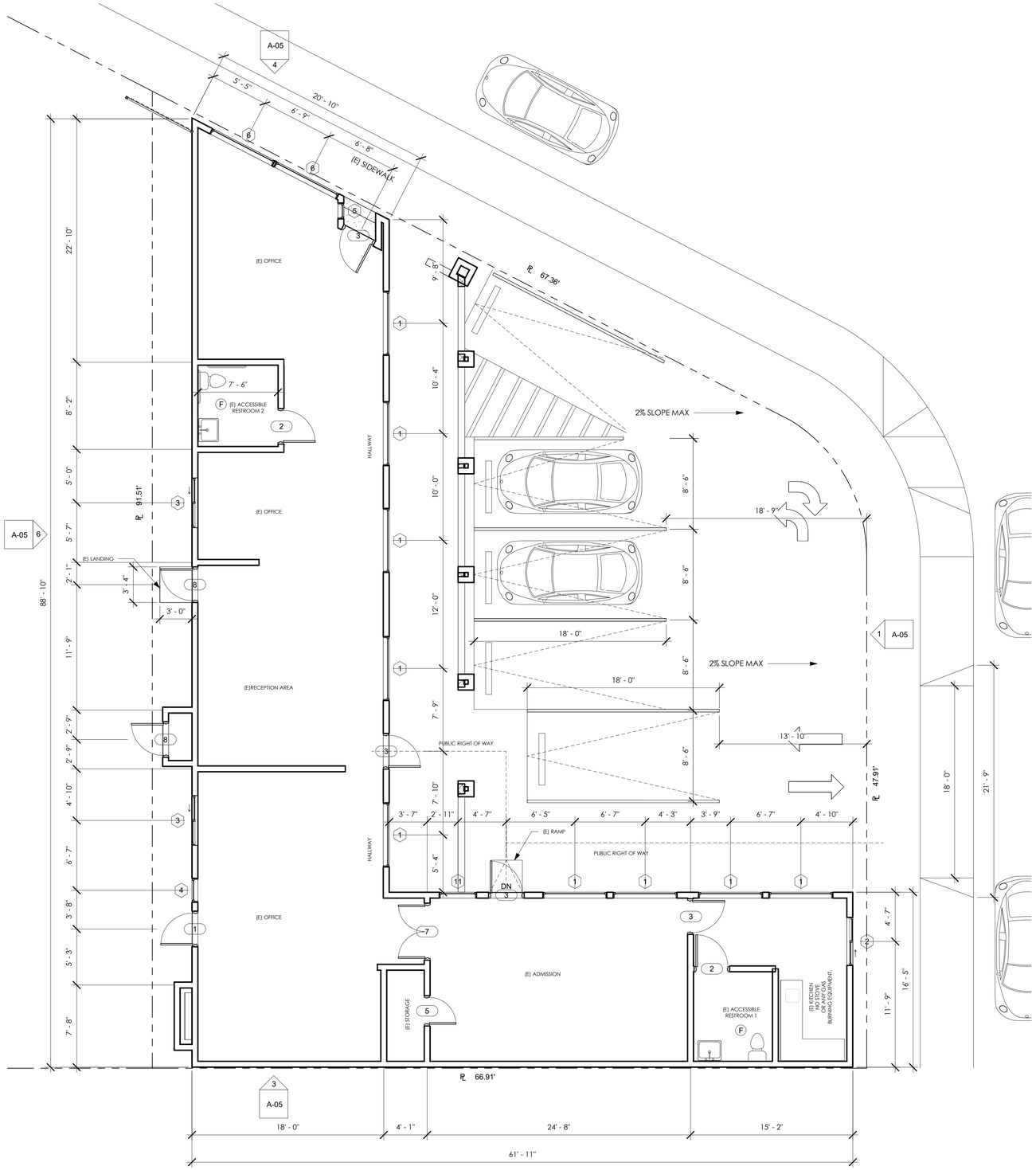
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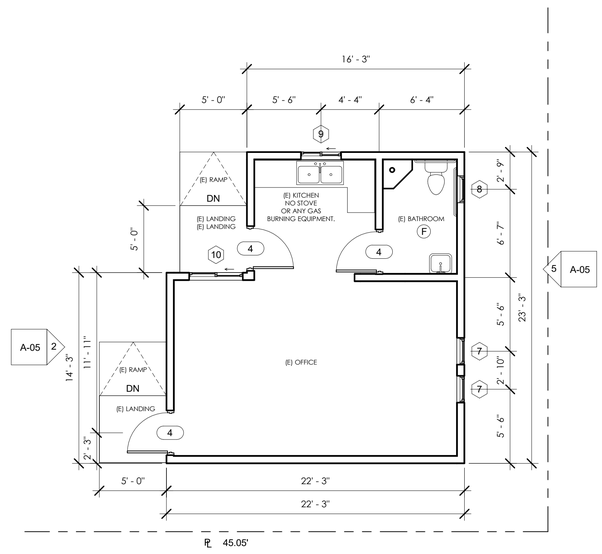
PAGE TITLE:
(N) SITE PLAN

PROJECT NUMBER:	0000023
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DRAWN BY:	Author
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A-02.1



1 LEVEL 1 @ FLOOR 123 S VICTORY
3/16" = 1'-0"



2 LEVEL 1 @ FLOOR 121 S VICTORY
3/16" = 1'-0"

ATTACHMENT E-5

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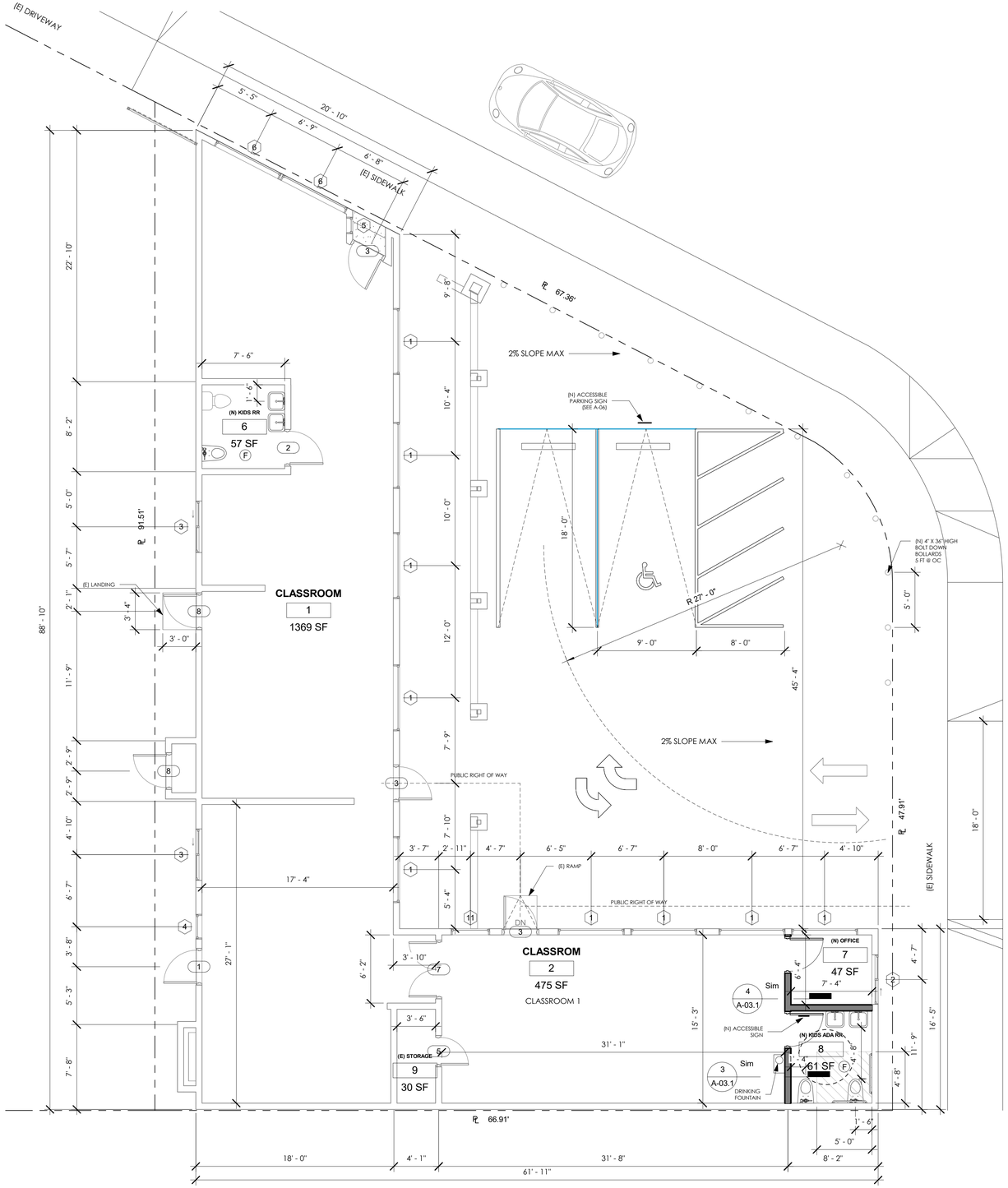
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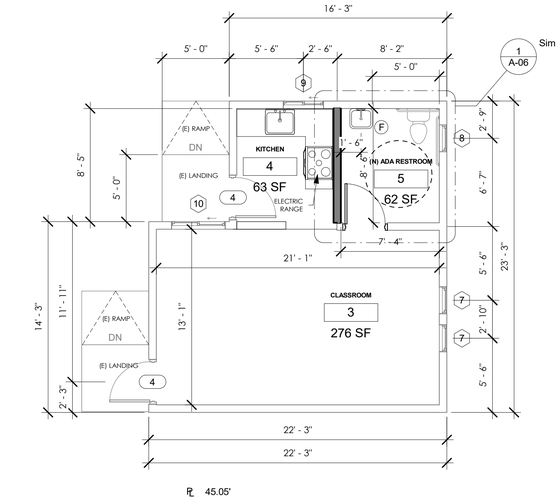
(E) FLOOR PLAN (S)

PROJECT NUMBER:	0000023
DATE:	04/25/2022
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CHECKED BY:	Checker

A-03



2 LEVEL 1 @ FLOOR 123 S VICTORY (N)
3/16" = 1'-0"



1 LEVEL 1 @ FLOOR 121 S VICTORY (N)
3/16" = 1'-0"

PLUMBING FIXTURE ANALYSIS:
REQUIRED
OCCUPANCY LOAD PER SF: 1/50
OCCUPANTS: 2,440/50 = 48.8

WATER CLOSET: 1/75 MALE 1/40 FEMALE
REQ: 1 1

LAVATORIES: 1 PER 2 WATER CLOSET 1

DRINKING FOUNTAINS 1/100
REQ. 1

PROVIDED
WATER CLOSETS: 5
LAVATORIES: 5
DRINKING FOUNTAIN: 1

ROOM SCHEDULE				
Number	Name	Area	FACTOR	# OF OCCUPANTS
1	CLASSROOM	1369 SF	35 SF	39.101169
2	CLASSROM	475 SF	35 SF	13.575589
3	CLASSROOM	276 SF	35 SF	7.883321
4	KITCHEN	63 SF	100 SF	0.628125
5	(N) ADA RESTROOM	62 SF	50 SF	1.249722
6	(N) KIDS RR	57 SF	50 SF	1.140625
7	(N) OFFICE	47 SF	50 SF	0.930499
8	(N) KIDS ADA RR	61 SF	50 SF	1.229787
9	(E) STORAGE	30 SF	500 SF	0.059646
Grand total: 9		2440 SF		65.798483

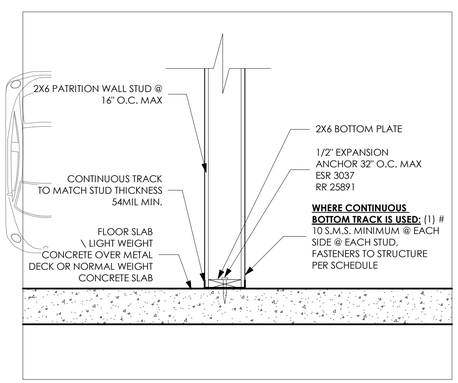
EQUIPMENT LEGEND

(F) EXHAUST FAN ENERGY STAR WITH HUMIDISTAT. DUCKED TO TERMINATE OUTSIDE OF THE BUILDING #34. 50 CFM

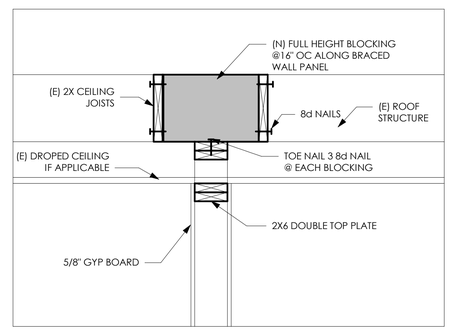
WALL LEGEND

- EXISTING WALLS
- NEW WALLS
- DEMOLISHED WALLS
- 1 HR FIRE RATED WALL
- 12" CONCRETE FOUNDATION

NOTE: A separate permit for re-striping the parking lot may be required, see BMC 10-1-1422: PREREQUISITES TO IMPROVEMENT AND USE: A. PERMIT REQUIRED. No person shall construct, enlarge, alter or improve any off-street parking lot or area without first obtaining a permit from the Building Director. Such permit shall be in addition to any Conditional Use Permit required by the provisions of this chapter, and any other permits required by the other provisions of this Code, including electrical, plumbing, sign and curb cut permits, and the permit required by Section 3-4-303 of this Code, if applicable.



3 COMMERCIAL PARTITION WALL BASE
1" = 1'-0"



4 COMMERCIAL PARTITION WALL TOP
1" = 1'-0"

ATTACHMENT E-6

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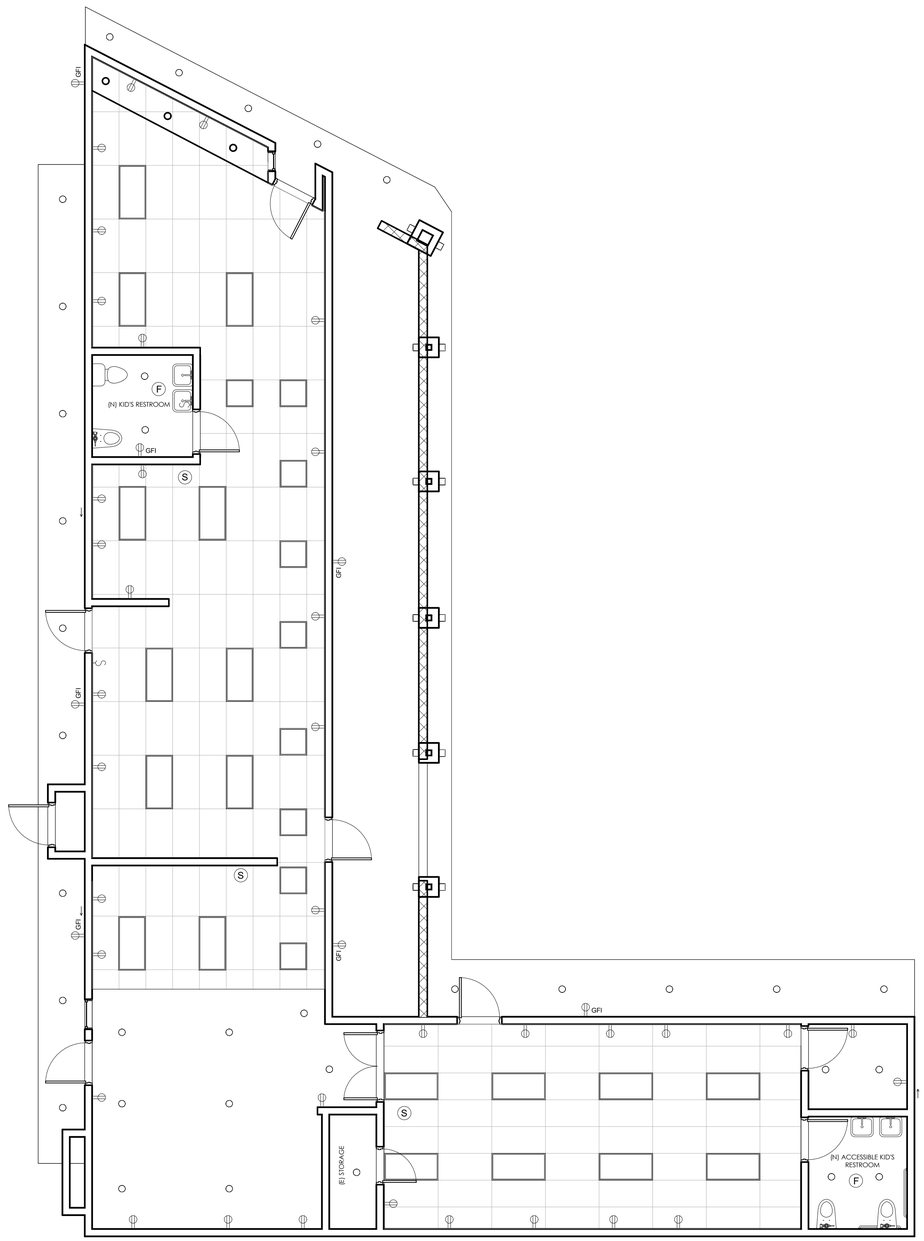
(N) FLOOR PLAN(S)

PROJECT NUMBER:	0000023
DATE:	04/25/2022
DRAWN BY:	Author
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A-03.1



121 S VICTORY



123 S VICTORY

1 REFLECTIVE CEILING PLAN
3/16" = 1'-0"

ELECTRICAL NOTES PER 2019 ELECTRICAL CODE

A. PANEL LOCATIONS
Panels shall not be located in the vicinity of easily ignitable material, such as clothes closets, or in bathrooms [CEC 240-24(D)].

B. NON-METTALIC SHEATHED CABLE [CEC 334]
Non-metallic sheathed cable shall be:

1. Protected by rigid metal conduit, intermediate metal conduit, electrical metallic tubing, schedule 80 PVC conduit, pipe, or other means when cable is exposed or subject to physical damage. [CEC 334.15(B)]
2. Protected by a 1/16-inch steel plate or sleeve or be not less than 1-1/4 inch from the nearest edge of the framing member, when installed through framing members. Steel plates or sleeves are required on all double shear walls when cable is installed either through or parallel to framing members [CEC 334.17].
3. Protected by guard strips within 6 feet of an attic access when no permanent stairs or ladders are provided [CEC 334.23, 320.23].
4. Protected by guard strips in the entire attic when permanent stairs or ladders are provided. Access panels or doors from the second floor into the attic are considered permanent access and guard strips are required in the entire attic.
5. Have a bending radius not less than 5 times the diameter of the cable [CEC 334.24].
6. Supported at intervals not exceeding 4-1/2 feet and within 12" of every outlet box, junction box, cabinet or fitting [CEC 334.30].

C. CIRCUITS AND RECEPTACLES

1. Tamper-Resistant Receptacles shall be installed as specified in dwelling units in all areas specified in 210.52. [CEC 406.12]
2. Receptacles shall be installed so that no point along the floor line in any wall space is more than 6 ft. from an outlet, including any wall space 2 ft. wide or greater. Note: A fixed panel of a sliding glass door is considered wall space. [CEC 210.52(A)].
3. In kitchens, breakfast rooms, pantries and dining rooms a minimum of 2-20A circuits shall be provided [CEC 210.11(C) (1)]. Counter space receptacles shall be GFCI [CEC 210.8(A)] and installed:
   - At each wall counter space that is 12 in. or greater [CEC 210.52(C)(1)] ;
   - No more than 48 in. oc. [CEC 210.52 (C)(1)];
   - Maximum 24 in. from the end of the counter [CEC 210.52 (C)(1)];
   - Maximum 20 in. above counter surface [CEC 210.52) (C)(5)];
   - On island counter spaces (one receptacle min.) not more than 12 in. below counter surface [CEC 210.52 (C)(5) Exception]. An island with less than 12" behind a range top of sink is considered as dividing the countertop into two separate spaces [CEC 210.52(C)(2)].
   - On peninsular counter spaces (one receptacle min.) not more than 12 in. below counter surface [CEC 210.52 (C)(5) Exception];
4. Bathrooms shall have a separate 20A circuit [CEC 210.11(C) (3)] with at least one GFCI wall receptacle within 36 in. of each basin [CEC 210.8(A)(1); CEC 210.52(D)].
5. Laundry rooms shall have a separate 20A circuit with at least one receptacle shall be provided [CEC 210.11(C)(2)]. All receptacles within 6 ft. of the sink shall be GFCI [CEC 210.8(A)(7)].
6. In garages, at least one GFCI receptacle shall be provided [CEC 210.52(G)]. All other garage receptacles except those dedicated to an appliance or that are not readily accessible shall be GFCI. [CEC 210.8(A)(2)].
7. In hallways at 10 ft. or more in length, at least one receptacle shall be provided [CEC 210.52(H)].
8. Outdoor outlets shall be GFCI [CEC 210.8(A) (3)]. One outlet shall be installed at the front of the dwelling and one at the rear of the dwelling. Receptacles shall be accessible at grade level and not more than 6-1/2 ft. above grade [CEC 210.52(E)].
9. All crawl space receptacles shall be GFCI [CEC 210.8(A)(4)].
10. All unfinished basement receptacles shall be GFCI unless they are not readily accessible or are service a dedicated appliance [CEC 210.8(A)(5)].
11. All receptacles within 6 ft. of a wet bar shall be GFCI [CEC 210.8(A)(7)].
12. All receptacles on 15A or 20A branch circuits that supply family rooms, dining rooms, living rooms, parlors, libraries, dens, bedrooms, sunrooms, recreation rooms, closets, hallways or similar rooms or areas shall be protected by combination-type Arc-Fault Circuit Interrupters (AFCI), including switched outlets [CEC 210.12(A)].
13. All receptacles serving appliances or motors with a rating of 1 HP or 6 Amps shall be on a separate circuit.
14. For HVAC equipment, a separate 15A or 20A circuit with an accessible receptacle at the equipment shall be provided within 25 ft of the equipment [CEC 210.63]. If located in an under-floor area, the receptacle shall be GFCI [CEC 210.8(4)].

D. LIGHTING [CEC 210.70]

1. Switched lighting shall be installed in:
   - All habitable rooms, Bathrooms, Hallways, and Stairways at each level,
   - Garages,
   - At all outdoor entrances and exits,
   - In all attics, under floor areas, utility rooms and basements used for storage
   - Near HVAC equipment in attic, under floor areas, rooms or basements, with a switch at the access point.
2. Lighting installed in a closet shall be a surface mounted or recessed fluorescent fixture or a surface mounted incandescent fixture with completely enclosed lamps or recessed incandescent fixture with completely enclosed lamps. Surface incandescent lighting shall be installed a minimum of 12 in. from the nearest point of a storage space. Surface fluorescent lighting and recessed lighting shall be installed a minimum of 6 in. from the nearest point of a storage space. [CEC 410.16(C)]

E. FANS
In bathrooms containing tubs or showers, a fan capable of exhausting 50 cfm shall be installed [Energy Standards 150(o)].

F. SMOKE ALARMS
In new construction, smoke alarms shall receive their primary power from the building wiring. The wiring shall be permanent and installed without a disconnecting switch other than those required for overcurrent protection [CRC R314.4].

100% of the luminaries in a kitchen must be high efficacy.

In bathrooms, garages, laundry rooms, and utility rooms, at least one luminaire in each of these spaces shall be controlled by a vacancy sensor.

Bedrooms, living rooms, family rooms, and other rooms used for living and sleeping must have high efficacy lighting, and may require an occupant sensor with a manual-on/auto-off feature, or dimmers.

Exterior lighting must be high efficacy, a photocell and motion sensor may be installed.

1. High efficacy lighting contains pin-based sockets and includes fluorescent with electronic ballasts, metal halide, high pressure sodium, and certified LED lighting.
2. Luminaires recessed into insulated ceilings must be approved for zero clearance insulation contact (IC) and rated and labeled as air tight (AT).
3. 100% of the total lighting wattage (based on the max. lamp rating) in a kitchen is required to be high efficacy.
4. All Occupant Sensors Control Types shall be programmed to turn OFF all or part of the lighting no longer than 20 minutes after the space is vacated of occupants, except as specified by Section130.1(c)8.
5. Includes bedrooms, living, dining and family rooms, club houses, home offices, and enclosed patios. Closets that are less than 70 sf in area and hallways are exempt from this requirement.
6. Lights around pools and water features subject to California Electrical Code Article 680 are exempt.
7. Energy management control system.

ALL THE EXISTING ELECTRICAL FIXUTRES TO BE REPLACED WITH LED RETROFIT. (BULBS ONLY)
ALL THE RECEPTICLES COVERS TO BE REPLACED.

ELECTRICAL LEGEND

- S — SINGLE SWITCH
- GFI — GFCI OUTLET
- — SINGLE OUTLET
- S — SMOKE DETECTOR COMBO (SEE A-00)
- F — EXHAUST FAN (SEE A-00)
- 24"X24" LED LIGHT FIXTURE
- 24"X48" LED LIGHT FIXTURE
- LED WALL LIGHT FIXTURE
- 6"-8" LED LIGHT FIXTURE

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CITY OF BURBANK | COMMUNITY DEVELOPMENT | PLANNING DIVISION
APPROVED
by: Silvia Sulis , Assistant Planner
Project No. 25-0005778 , Date: 11/09/2026

PROJECT TITLE:

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WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOBSITE AND REPORT ANY DISCREPENCIES TO ARCSTEM.

PAGE TITLE:

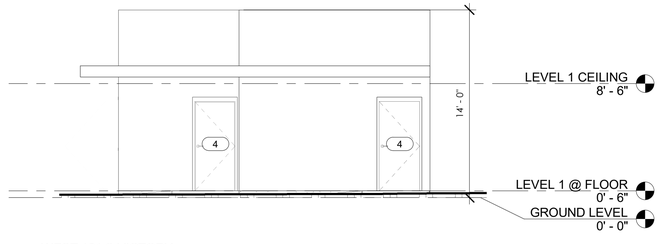
ELECTRICAL PLAN

PROJECT NUMBER:	0000023
DATE:	04/25/2022
DRAWN BY:	Author
CHECKED BY:	Checker

A-04

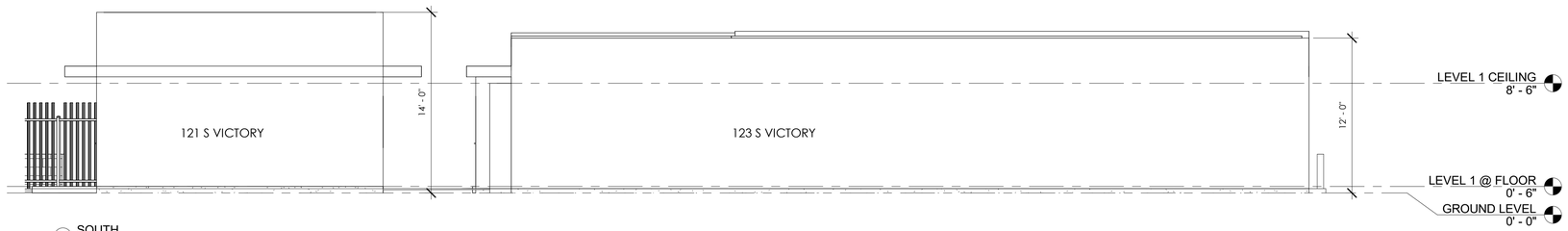


1 EAST 123 S VICTORY
3/16" = 1'-0"

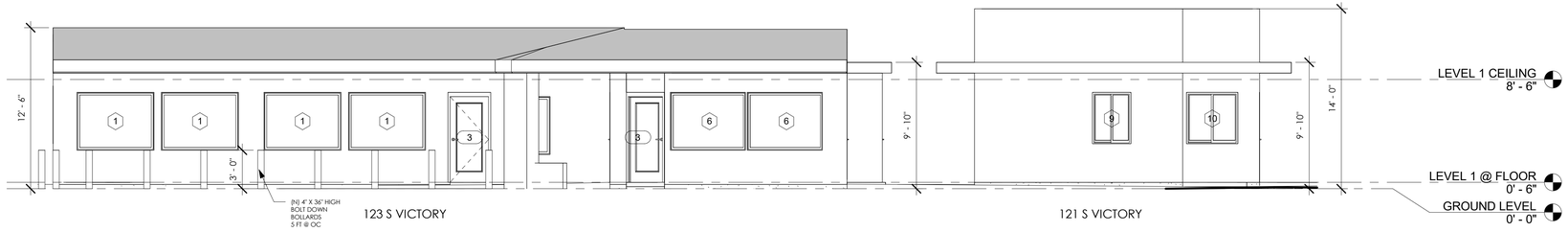


2 WEST 121 S VICTORY
3/16" = 1'-0"

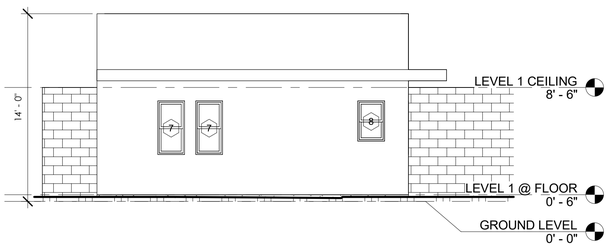
NOTE: NO CHANGES TO THE EXTERIOR OF THE BUILDINGS



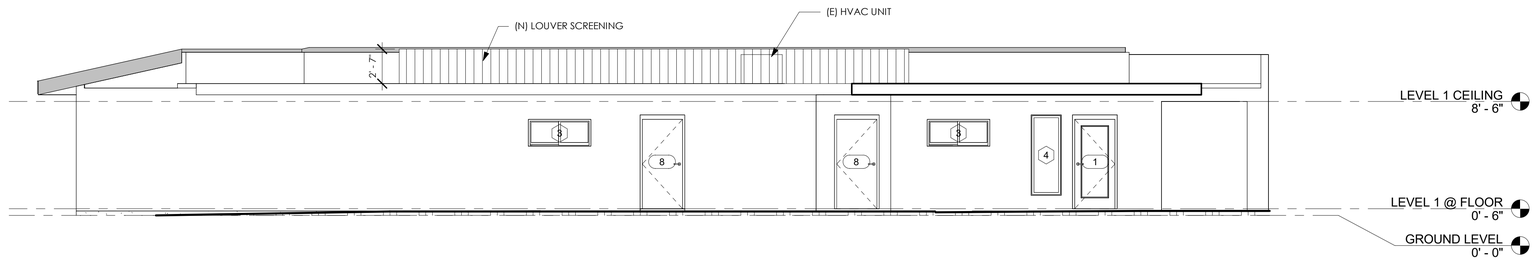
3 SOUTH
3/16" = 1'-0"



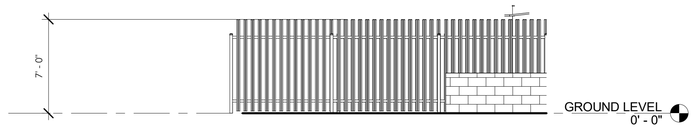
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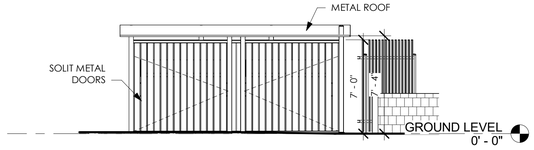
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3/16" = 1'-0"



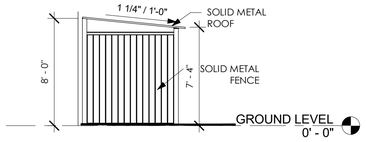
6 WEST 123 S VICTORY
3/16" = 1'-0"



7 (E) METAL GATE ELEVATION
3/16" = 1'-0"



8 TRASH ENCLOSURE ELEVATION
3/16" = 1'-0"



9 TRASH ENCLOSURE ELEVATION 2
3/16" = 1'-0"

ATTACHMENT E-8

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CITY OF BURBANK | COMMUNITY DEVELOPMENT | PLANNING DIVISION

APPROVED

By: Silvia Sulis , Assistant Planner

Project No. 25-0005778 Date: 11/09/2026

PROJECT TITLE:

TI/ CHANGE OF USE

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ELEVATIONS

Project Number:	0000023
Date:	04/25/2022
Drawn By:	Author
Checked By:	Checker

A-05

ATTACHMENT F

School Pick-up and Drop-off Plan Report

Armen Hovanessian
Transportation Consulting
AHTC Inc.

Prince & Princess Childcare Center
School Pick-up and Drop-off Plan Report
September 27, 2026
121-123 South Victory Boulevard
Burbank
California - 91502



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INTRODUCTION

Armen Hovanessian Transportation Consulting (AHTC, Inc.) has prepared a Traffic Management Plan (TMP) for the proposed Prince and Princess Child Daycare Center located at 121-123 S. Victory Boulevard in Burbank, California. The TMP establishes procedures related to the student drop-off and pick-up operation.

Figure 1 is an aerial view of the project site location:

Figure 1 – Project Area Map



Armen Hovanessian
Transportation Consulting
AHTC Inc.

Area Map

PROJECT DESCRIPTION

The proposed project site is currently improved with two commercial buildings, a 2,163 SF building on parcel 2446-027-016, and a 452 SF building on parcel 2446-027-017, for a total of 2,615 SF. The two structures were previously used as office space. No exterior demolition is being proposed.

The project requests an Administrative Use Permit (AUP) to operate a child daycare center serving 62 students. The proposed daycare will be located in a 2,163 SF commercial building located at 123 S Victory Boulevard. This building will house two classrooms, restrooms, storage, and one small office. One additional classroom, a kitchen, and one ADA restroom will be housed in a 452-SF commercial building on the immediately adjacent parcel at 121 S Victory Boulevard. The applicant proposes interior tenant improvements that include restroom upgrades (i.e., changing standard fixtures for child-size fixtures) and the reconfiguration of two rooms, which will entail demolishing some partitions and building new ones, as well as new kitchen and bathroom fixtures. No addition to the existing square footage of the two buildings is being proposed. The proposed project will occupy two parcels (2446-027-016 and 2446-027-017) totaling 9,935 SF.

DAYCARE OPERATION AND TRAFFIC DATA ANALYSIS

Daycare Hours of Operation

The project proposes to operate 5 days a week on weekdays only, starting from 7 am to 6 pm as shown in Table 1 below:

Table 1 – Operating Hours

DAY	am	pm
Monday to Friday	7:00	6:00

Operational Characteristics

The daycare is proposing staggered hours by class for start and end times. Table 2 below depicts the staggered hours for drop-off and pick-up by class and the number of students in each class:

Table 2 – Staggered Hours

	GRADE	NUMBER OF STUDENTS	DROP OFF TIME	PICK UP TIME
1	Class 1	15	7:00 - 7:30 am	4:00 - 4:30 pm
2	Class 2	15	7:30 - 8:00 am	4:30 – 5:00 pm
3	Class 3	16	8:00 - 8:30 am	5:00 - 5:30 pm
4	Class 4	16	8:30 - 9:00 am	5:30 - 6:00 pm
	Total	**62**		

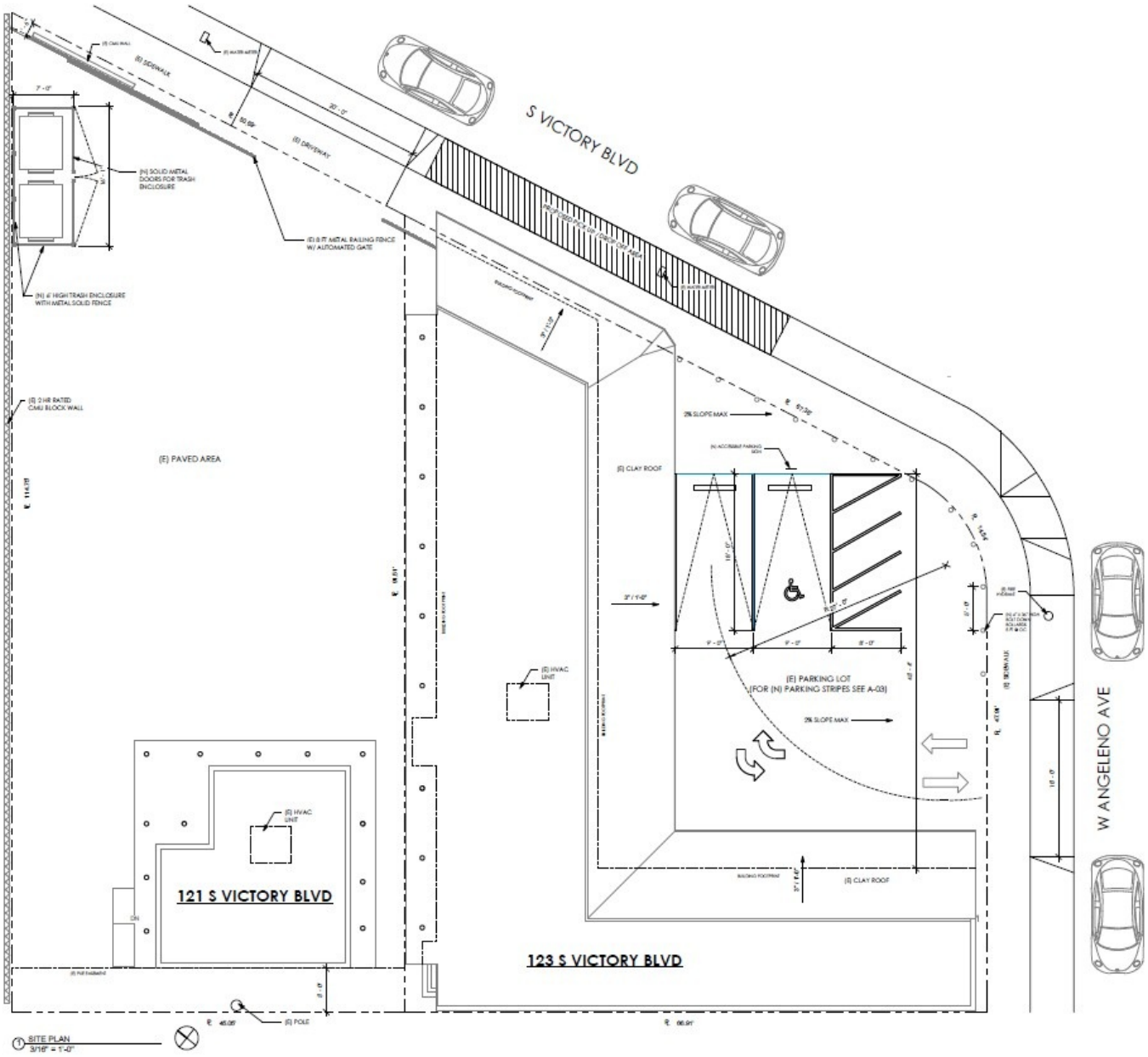
Site Access and Circulation

The proposed project site is located at the corner of S. Victory Boulevard and W. Angeleno Avenue. The following are the characteristics of these surrounding roadways:

1. S. Victory Boulevard is a designated approximately 70-foot roadway with two travel lanes in each direction, separated by a painted 2-way left-turn lane in the middle. The speed limit is 35 MPH, with parking allowed on both sides with 2-hour limits from 8 AM to 6 PM.
2. W. Angeleno Avenue is a 36-foot street with no center line for predominantly multi-family residential developments. Parking is generally allowed on both sides, subject to street-cleaning restrictions. W. Angeleno Avenue is controlled by a stop sign at its intersection with S. Victory Boulevard.

Figure 2 illustrates the project's proposed site plan, depicting the on-site parking area.

Figure 2 – Project Site Plan



Armen Hovanessian
Transportation Consulting
AHTC Inc.

Site Plan

Project Trip Generation

Trip rates from the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 12th Edition*, were used in this analysis for a Child Care Center (ITE code 565; please see Appendix 1). As shown in the project trip generation Table 3 below, the project is forecast to result in 26 AM peak hours, 25 net new PM peak hours, and 95 daily trips.

Table 3 - Project Trip Generation

Land Use (ITE Code)	Size	Unit	AM Peak Hour Trips				PM Peak Hour Trips				Daily Trips	
			Rate	Total	In	Out	Rate	Total	In	Out	Rate	Total
Proposed Project Trip Generation												
Day Care Center (565)	62.000	Students	0.79	Split 50	53.00% 26	47.00% 24	0.79	Split 50	47.00% 24	53.00% 26	3.79	235
Total Proposed Trips				**50**	**26**	**24**		**50**	**24**	**26**		**235**
Pass-by Trip Discounts												
Day Care Center (565)	62.000	Students	44.00%	-21	-11	-10	44.00%	-21	-10	-11	44.00%	-103
Total Pass-by Trip Discount				**-21**	**-11**	**-10**		**-21**	**-10**	**-11**		**-103**
Net New Trips				**29**	**15**	**14**		**29**	**14**	**15**		**132**
Existing Project Trip Generation												
Small Office Building (712)	2.615	KSF	1.64	Split 3	83.00% 3	17.00% 0	2.16	Split 4	34.00% 1	66.00% 3	14.39	37
Total Existing Trips				**3**	**3**	**0**		**4**	**1**	**3**		**37**
Net Existing Trips				**3**	**3**	**0**		**4**	**1**	**3**		**37**
NET INCREASE/DECREASE TRIPS				**26**	**12**	**14**		**25**	**13**	**12**		**95**

Source: ITE Trip Generation Manual, 12th Edition

Estimated Traffic Volume Based on Number of Students

The project trip generation may be estimated using either the applicable ITE Trip Generation Manual rates, as illustrated in Table 3 above, or based on the maximum number of students proposed for the school. However, using the maximum student enrollment is the more conservative methodology because it assumes that all students will attend school every day and that each student will be included in the peak drop-off and pick-up activity. This approach does not account for typical school absenteeism or lower student enrollment. Therefore, while the ITE rates provide a standardized industry reference based on observed school trip generation data, the maximum-student methodology provides a conservative upper-bound estimate of potential project traffic.

Based on information provided by the applicant and the student drop-off and pick-up operations, the operations are staggered into 4 time intervals by class. Additionally, approximately 20% of the families will sign up two siblings at the school. The following tables analyze the total number of estimated traffic volume during the drop-off and pick-up hours based on the maximum number of students. Tables 4 and 5 estimate the total number of vehicles arriving at the school during the drop-off and pick-up times, respectively:

Table 4 – Staggered Times for Drop-Off

GRADE(S)	NUMBER OF STUDENTS	DROP-OFF BEGINS	20% SIBLING	TOTAL NUMBER OF VEHICLES ARRIVING
Class 1	15	7:00 am	3	12
Class 2	15	7:30 am	3	12
Class 3	16	8:00 am	3	13
Class 4	16	8:30 am	3	13

Table 5 - Staggered Times for Pick-Up

GRADE(S)	NUMBER OF STUDENTS	PICK-UP BEGINS	20% SIBLING	TOTAL NUMBER OF VEHICLES ARRIVING
Class 1	15	4:00 pm	3	12
Class 2	15	4:30 pm	3	12
Class 3	16	5:00 pm	3	13
Class 4	16	5:30 pm	3	13

On-Street Parking Availability

Currently, approximately 50 linear feet of on-street curb parking is available along the project's frontage on S. Victory Boulevard. This parking is subject to a 2-hour parking restriction between 8:00 AM and 6:00 PM. In addition, approximately 20 linear feet of curb parking is available along the project's frontage on W. Angeleno

Avenue. Parking along W. Angeleno Avenue is generally unrestricted, except for a no-parking restriction between 8:00 AM and 10:00 AM on Mondays.

The existing parking lot located at 121 S. Victory Boulevard will be permanently converted into a playground area for the daycare. As part of this conversion, the existing driveway apron serving the parking lot from 121 S. Victory Boulevard will remain to accommodate once-weekly trash collection access but will no longer serve as a vehicular access point. ~~Removing the access to 121 S. Victory Boulevard will make approximately 30 additional linear feet of curb available for on-street parking or passenger loading activities.~~

~~As a result, approximately 100 linear feet of curb frontage will be available adjacent to the daycare along S. Victory Boulevard and W. Angeleno Avenue for short-term passenger loading and unloading associated with child drop-off and pick-up operations.~~

Student Loading and Unloading

During each staggered time interval as shown in Table 5, the maximum anticipated number of vehicles arriving at the school will be 13. A few parents may choose to walk to the school to drop off or pick up their children. However, this report provides analysis for the worst-case scenario of 13 vehicles for each staggered time period.

During drop-off and pick-up hours, the arriving vehicles will use the curbside drop-off and pick-up passenger loading zones along the school frontage on Victory Boulevard. The 1 ADA-compliant on-site parking space at 123 S. Victory Boulevard will be used by parents or students who require an ADA-compliant parking space. The non-ADA on-site space will be used by staff or visitors, with dropoff occurring entirely curbside. This will minimize in-and-out conflicts that could result from high turnover and provide more flexible time windows for parents.

School staff will be available during drop-off and pick-up hours (estimated to be 7:00 AM to 9:00 AM for drop-off and 4:00 PM to 6:00 PM for pick-up) to meet parents and assist with loading and/or unloading students. At least one staff member will be present to assist the parents.

Staff will be equipped with phones or handheld radios to enable real-time coordination and assist with pickup and drop-off. Parents will be able to communicate with staff by text or via an app like ProCare or Brightwheel to alert staff to their arrival times for pickup and drop-off and to any changes to their usual schedule.

Proposed Drop-off and Pick-up Zone

Consistent with the city's recommendation, converting the parking spaces along the street frontage adjacent to the project site into a green curb for passenger loading and unloading during drop-off and pick-up hours will provide a passenger loading area.

Employee Parking Demand

The proposed daycare facility will employ a maximum of eight (8) staff members. To reduce employee vehicle trips, the daycare operator will implement a Transportation Demand Management (TDM) program that provides transit passes to all employees and encourages the use of public transportation, walking, carpooling, and other alternative modes of travel.

Based on information provided by the applicant, two (2) employees reside within walking distance of the facility and are expected to commute on foot. While the remaining employees are encouraged to utilize alternative transportation, it is recognized that some employees may choose to drive to work on a regular or occasional basis.

For purposes of this parking assessment, it is conservatively assumed that approximately three (3) to four (4) employees may arrive by personal vehicle during a typical workday, with the remaining employees utilizing walking, public transit, carpooling, or being dropped off by family members. Employee vehicles would remain parked throughout the workday and therefore would not contribute to parking turnover during the parent drop-off and pick-up periods.

The primary parking demand generated by the daycare will continue to occur during the brief parent drop-off and pick-up periods, which are characterized by short parking durations and high turnover. Employee parking demand is expected to be relatively small in comparison and can be accommodated by the combination of available off-street and on-street parking in the vicinity of the project site.

Accordingly, the project is not expected to result in a substantial parking deficiency or create significant parking impacts on the surrounding street system.

Daycare Traffic Circulation

Before commencing operations, the daycare will provide all parents and guardians with a Site Access and Circulation Plan describing procedures for safely dropping off and picking up children. The plan will identify the recommended approach and departure routes to the facility, the location of the available off-street parking spaces and on-street passenger loading areas, and the operational procedures intended to promote efficient traffic flow, minimize vehicle conflicts, and reduce congestion on the surrounding roadway network.

Parents approaching the daycare from the west will travel southeast on S. Victory Boulevard from W. Olive Avenue toward the project site. Upon reaching W. Angeleno Avenue, parents will utilize the available on-street passenger loading area along S. Victory Boulevard to drop off and pick up students. After dropping off or picking up their child, parents will promptly depart the area to maximize parking turnover and maintain efficient traffic operations.

Similarly, parents approaching from the east will travel northwest on S. Victory Boulevard from W. Verdugo Avenue toward the project site. Parents may utilize the available on-street passenger loading area along W. Angeleno Avenue. After drop-off or pick-up, parents will promptly exit the area to maintain parking availability and minimize delays for other families.

To further improve operational efficiency and reduce the potential for congestion, daycare staff will utilize the Procare and/or Brightwheel mobile applications to communicate real-time information regarding parking availability, site conditions, and child readiness for pick-up. Parents will receive notifications before arriving at the facility, allowing them to better coordinate their arrival times and reducing unnecessary vehicle circulation on adjacent streets.

During morning arrival and afternoon dismissal, daycare staff will actively monitor site operations and, when necessary, assist with vehicle circulation, parking management, and passenger loading. These operational measures will help maintain adequate parking turnover, minimize vehicle queues, promote safe pedestrian movements, and support efficient traffic operations on S. Victory Boulevard and W. Angeleno Avenue.

TRAFFIC MANAGEMENT PLAN

The purpose of the Traffic Management Plan (TMP) is to establish operational procedures for traffic flow around the school during student drop-off and pick-up. Establishing traffic operational procedures helps improve traffic circulation, student safety, the efficiency of drop-off and pick-up operations, and reduce delays during those periods. The analysis summarized in this report identifies critical elements of the TMP, such as the passenger loading zone and circulation patterns for the daycare during the drop-off and pick-up.

The school proposes implementing several traffic-management measures during drop-off and pick-up periods to minimize impacts on the adjacent roadway, including using staff to assist with loading and unloading students from vehicles.

The daycare should strive to improve the efficiency of drop-off and pick-up operations by continually training and educating staff on procedures and distributing traffic management information to parents. This will help to minimize the disruptions to background traffic flow around the daycare.

Recommendations for Drop-off and Pick-up Operations

Drop-off Process

- The school should assign at least one staff member to the student unloading area, and have them arrive 15 minutes before the start of drop-off time to ensure the parking spaces are clear.
- Each staff member should have working communication equipment to communicate with other staff and parents.
- Each staff member should manage vehicle spaces by asking parents to safely move vehicles to empty spots to improve the efficiency of the available spaces.
- ~~Students must remain in their seats until a parent or staff member removes the child from the vehicle.~~
- Parents must have the student(s) gather their belongings and be ready to exit the vehicle.
- As soon as the student(s) are safely in the daycare, the parents should drive away to vacate the spaces.
- U-turns and double parking are not allowed on any street around the project site. Parents who are observed violating this rule must be counseled by the daycare staff.
- Parents must respect neighbors and refrain from speeding, blocking, or turning in their driveways.

Pick-up Process

- The school should assign at least one staff member to each loading area, and have them arrive 15 minutes before pickup begins to ensure parking spaces are clear of potential vehicles.
- Each staff member should have working communication equipment to communicate with other staff and parents.
- Each staff member should manage vehicle spaces by asking parents to safely move vehicles to empty spots to improve the efficiency of the available spaces.
- Students must be accompanied by a parent or daycare staff member to the parent’s vehicle and remain with the student(s) until the student(s) are safely on board the vehicle with the doors closed.
- Parents must ensure that the student(s) are safely buckled in before moving the vehicle.
- As soon as the student(s) are safely buckled in, the parents should drive away to vacate the spaces.
- U-turns and double parking are not allowed on any street around the daycare. Daycare staff must counsel parents who violate this rule.
- Parents must respect neighbors and refrain from speeding, blocking, or turning in their driveways.

Appendices

Appendix 1 – Institute of Transportation Engineers (ITE)

Land Use: 565
Day Care Center

Description

A day care center is a facility where care for preschool children is provided, normally during daytime hours. A day care facility generally includes classrooms, offices, eating areas, and playgrounds. A center may also provide after-school care for school-age children.

Additional Data

The sites were surveyed in the 1990s, the 2000s, the 2010s, and the 2020s in California, Florida, Maryland, Minnesota, New Hampshire, New Jersey, New York, North Carolina, Oregon, Tennessee, Texas, and Wisconsin.

Source Numbers

335, 336, 337, 355, 418, 536, 550, 562, 583, 633, 734, 866, 869, 877, 878, 954, 959, 981, 1236

Day Care Center
(565)

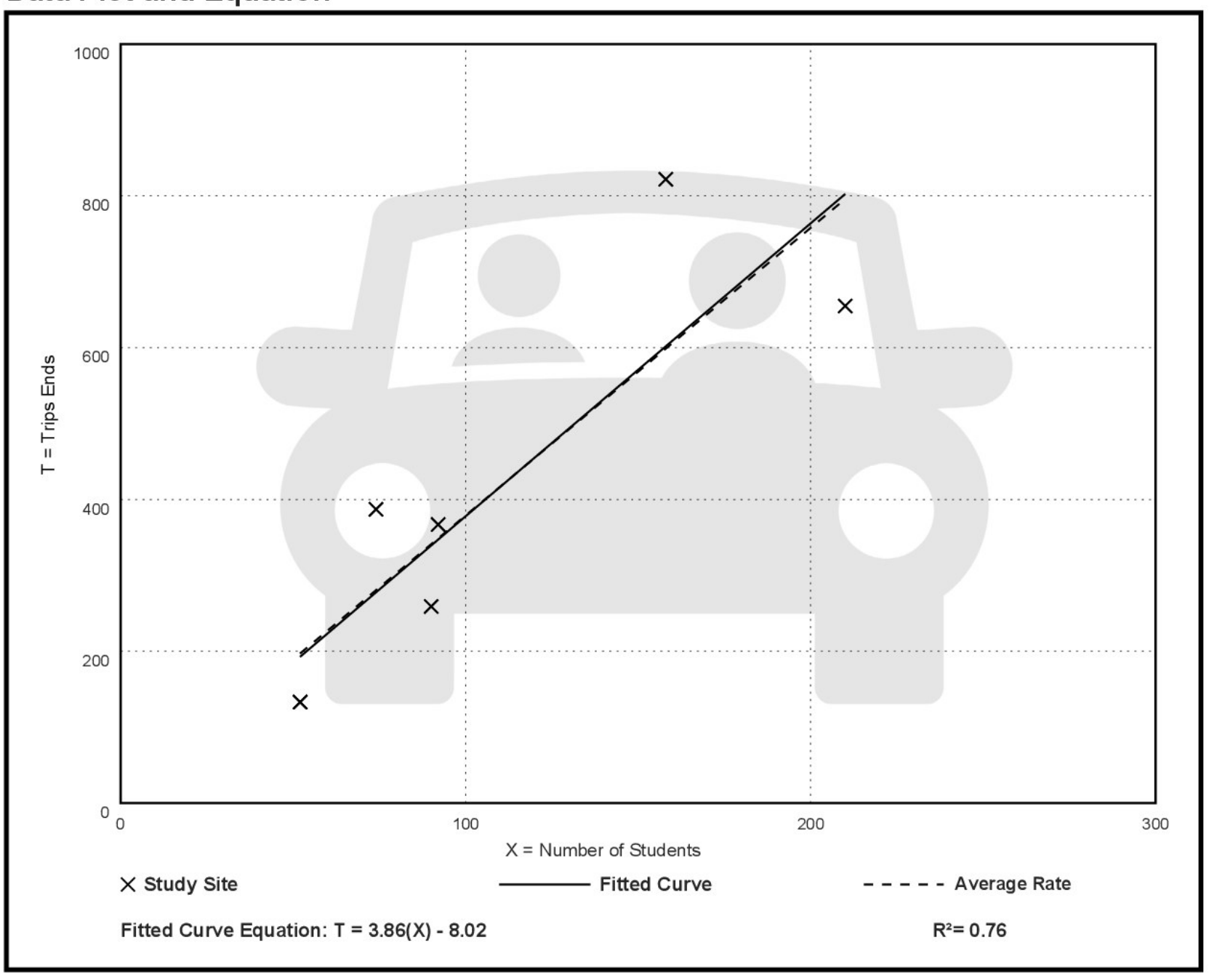
Vehicle Trip Ends vs: **Students**
On a: **Weekday**

Setting/Location: **General Urban/Suburban**
Number of Studies: 7
Avg. Num. of Students: 104
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
3.79	2.56 - 5.23	1.13

Data Plot and Equation



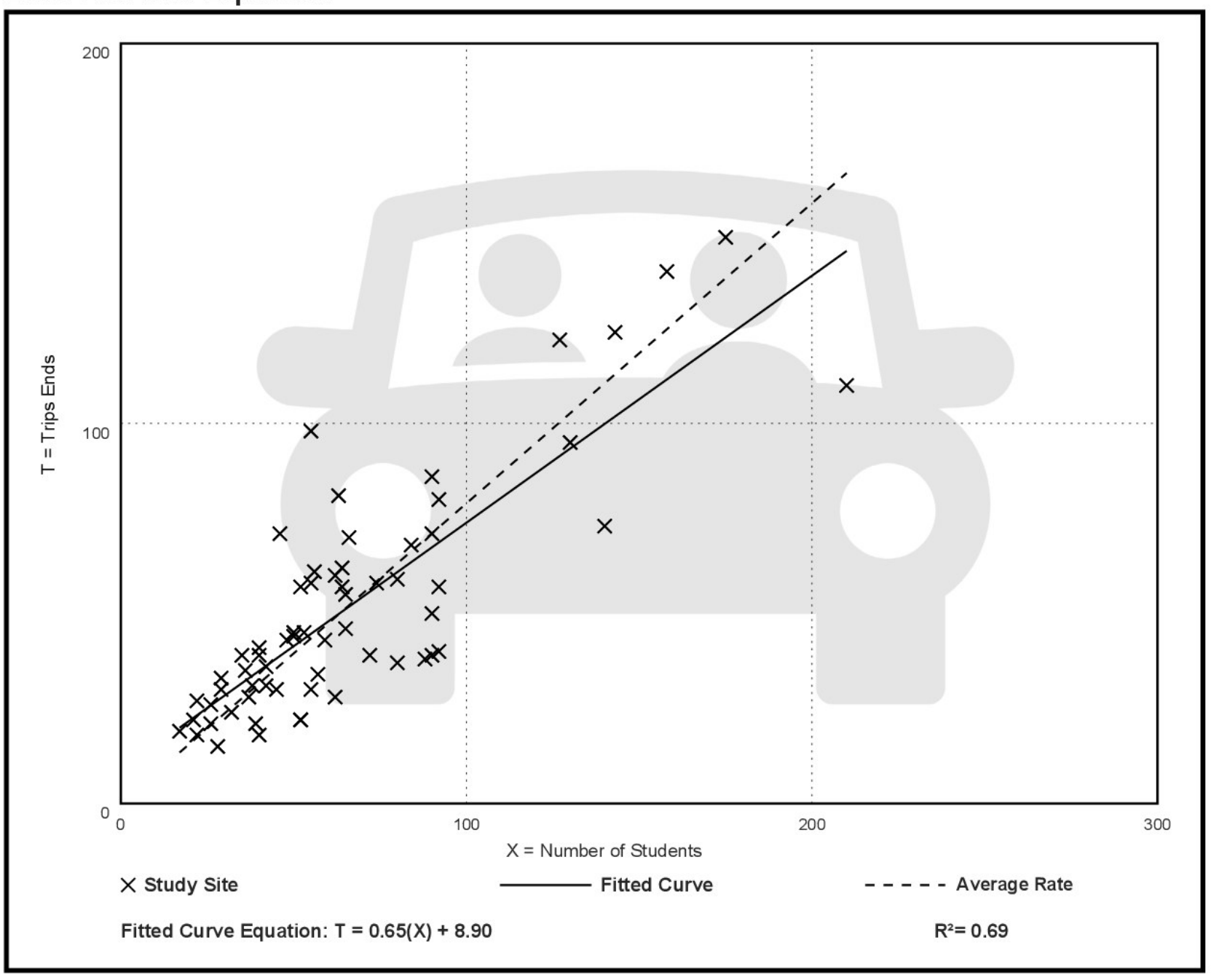
Day Care Center
(565)

Vehicle Trip Ends vs:	**Students**
On a:	**Weekday,**
	Peak Hour of Adjacent Street Traffic,
	One Hour Between 7 and 9 a.m.
Setting/Location:	**General Urban/Suburban**
Number of Studies:	63
Avg. Num. of Students:	66
Directional Distribution:	53% entering, 47% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.79	0.42 - 1.78	0.26

Data Plot and Equation



Fitted Curve Equation: T = 0.65(X) + 8.90

R^2= 0.69

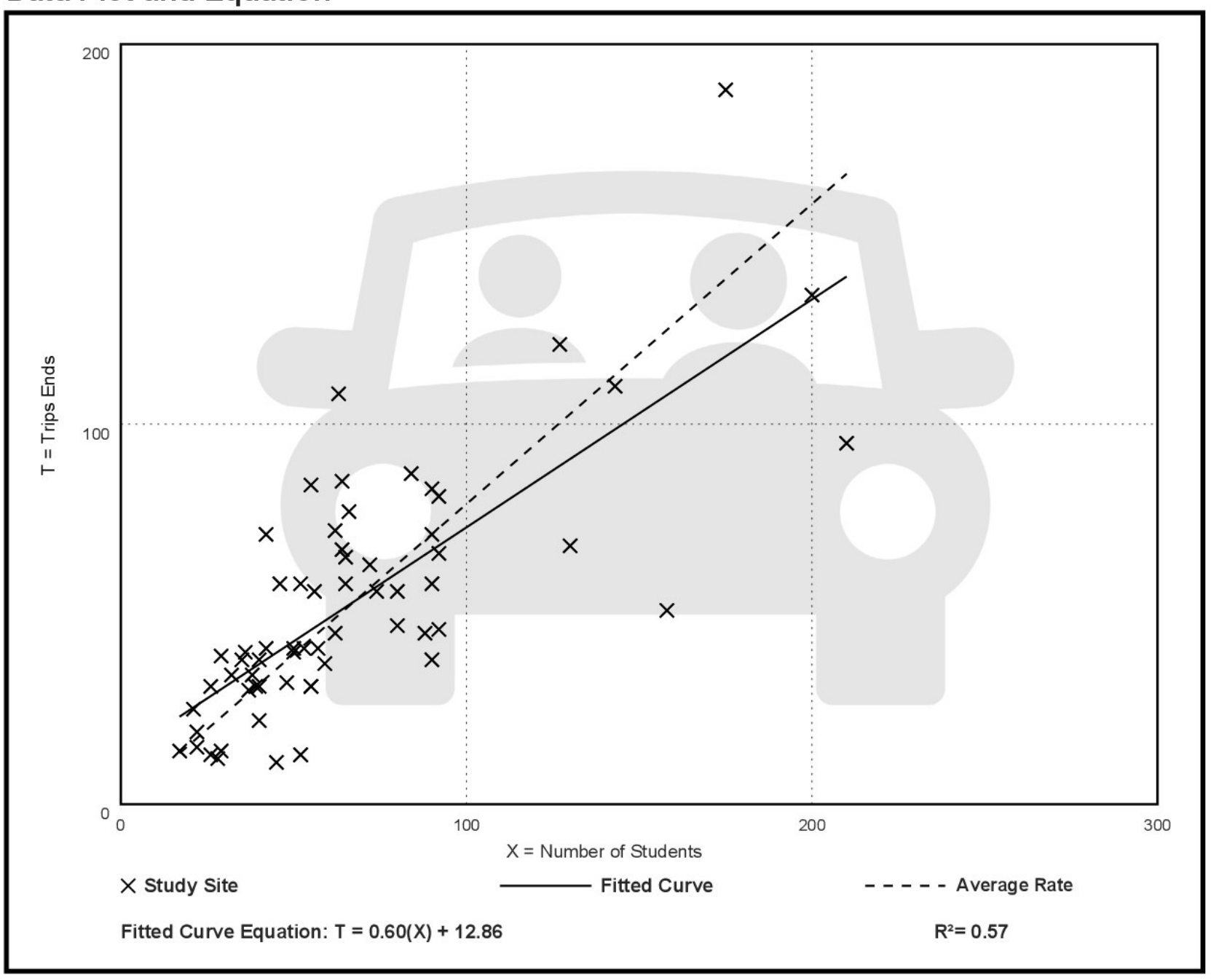
Day Care Center
(565)

Vehicle Trip Ends vs:	**Students**
On a:	**Weekday,**
	Peak Hour of Adjacent Street Traffic,
	One Hour Between 4 and 6 p.m.
Setting/Location:	**General Urban/Suburban**
Number of Studies:	63
Avg. Num. of Students:	67
Directional Distribution:	47% entering, 53% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.79	0.24 - 1.71	0.31

Data Plot and Equation



Day Care Center
(565)

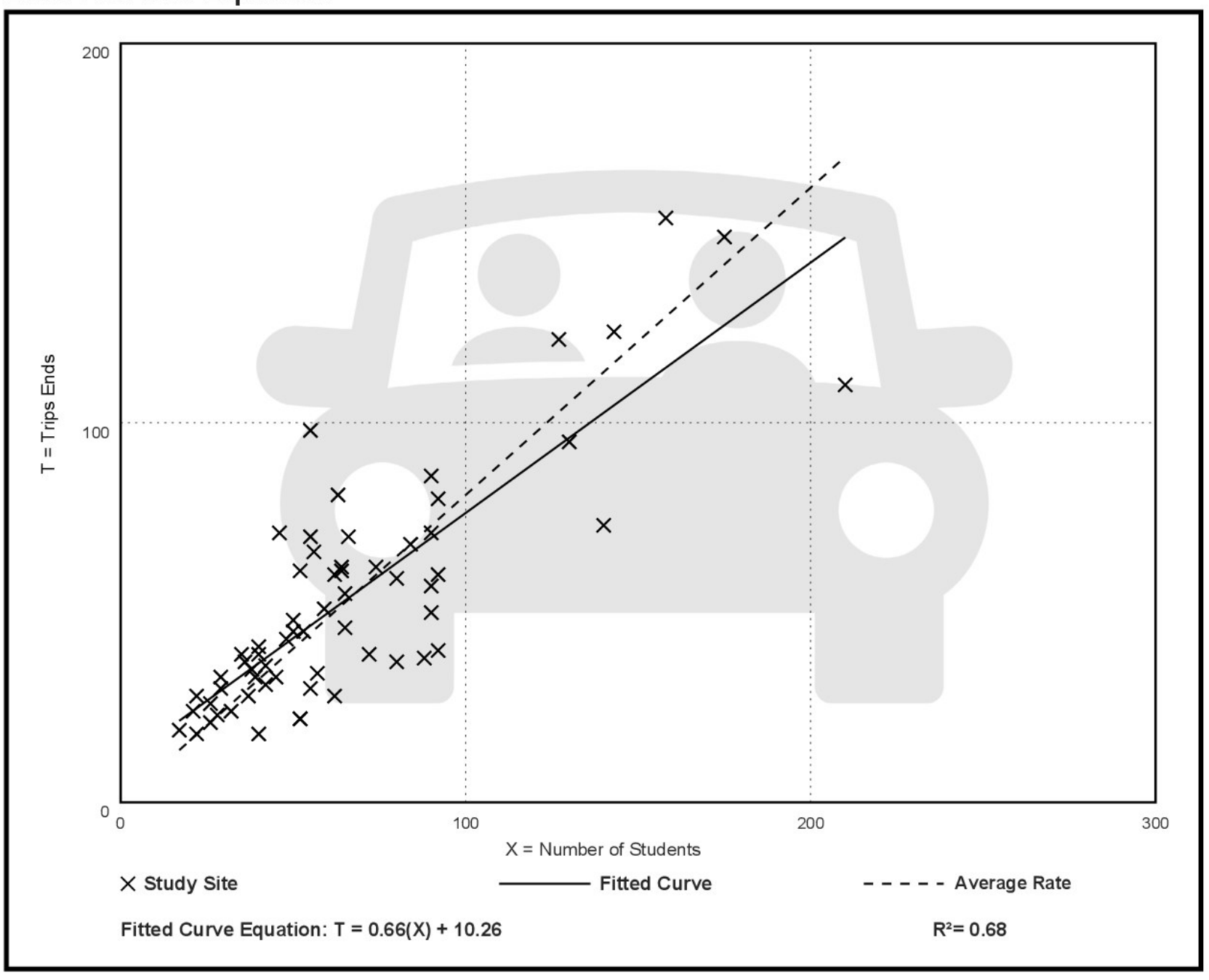
Vehicle Trip Ends vs: **Students**
On a: **Weekday,**
AM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 63
Avg. Num. of Students: 66
Directional Distribution: 53% entering, 47% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.81	0.42 - 1.78	0.26

Data Plot and Equation



Fitted Curve Equation: T = 0.66(X) + 10.26

R^2= 0.68

Day Care Center
(565)

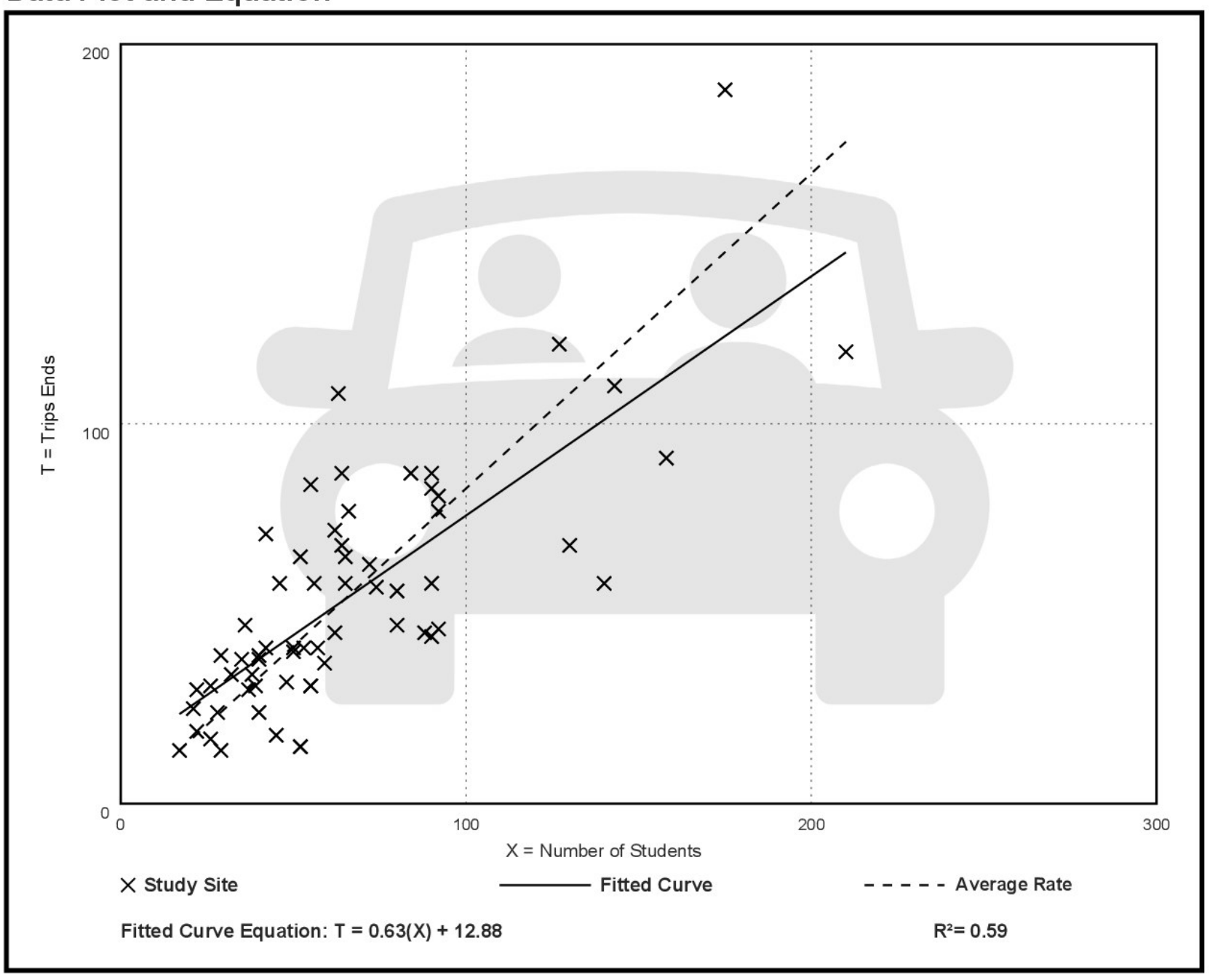
Vehicle Trip Ends vs: **Students**
On a: **Weekday,**
PM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 63
Avg. Num. of Students: 66
Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.83	0.29 - 1.71	0.30

Data Plot and Equation



Fitted Curve Equation: T = 0.63(X) + 12.88

R^2= 0.59

Day Care Center
(565)

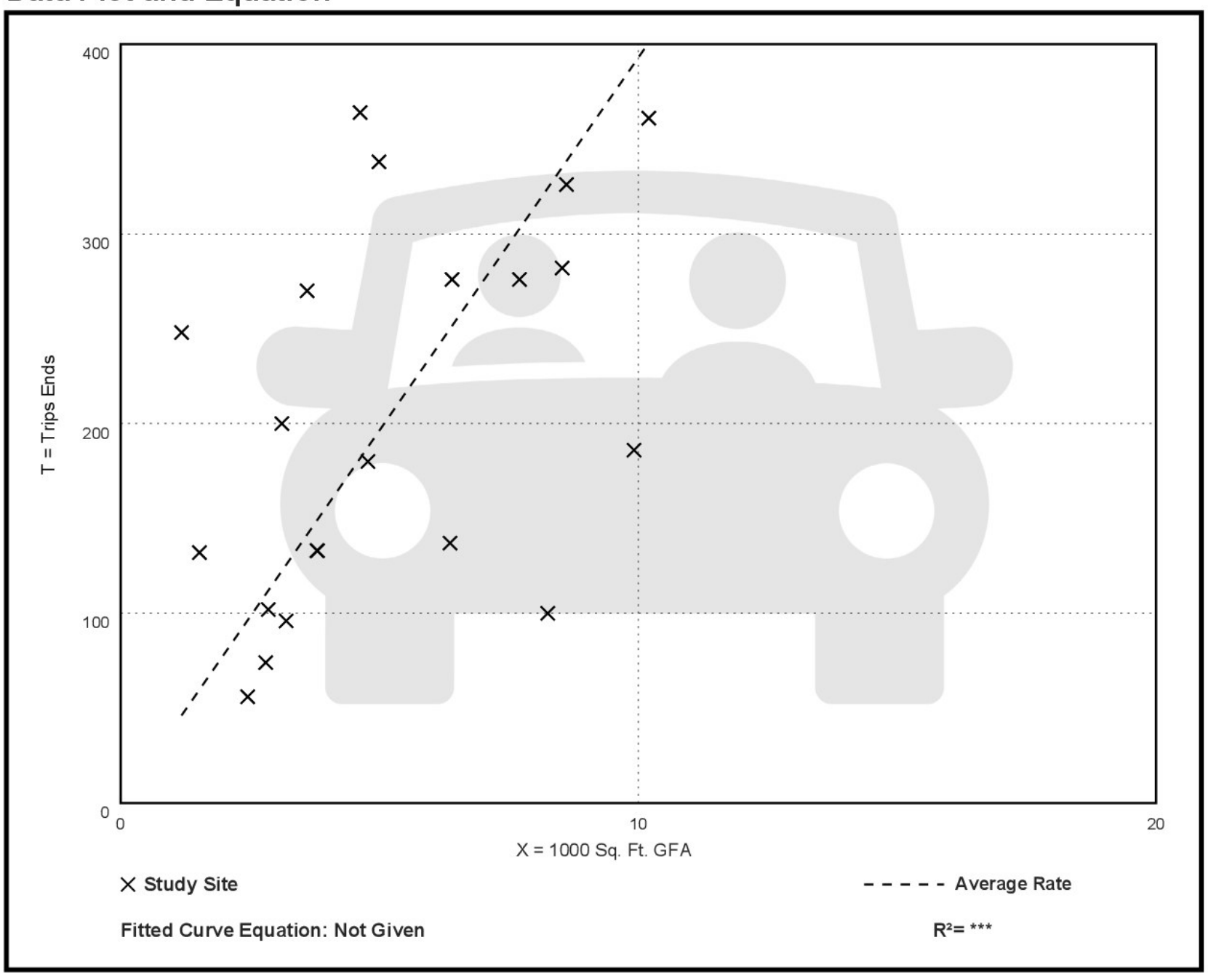
Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday**

Setting/Location: **General Urban/Suburban**
Number of Studies: 21
Avg. 1000 Sq. Ft. GFA: 5
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
39.30	12.12 - 211.06	26.09

Data Plot and Equation



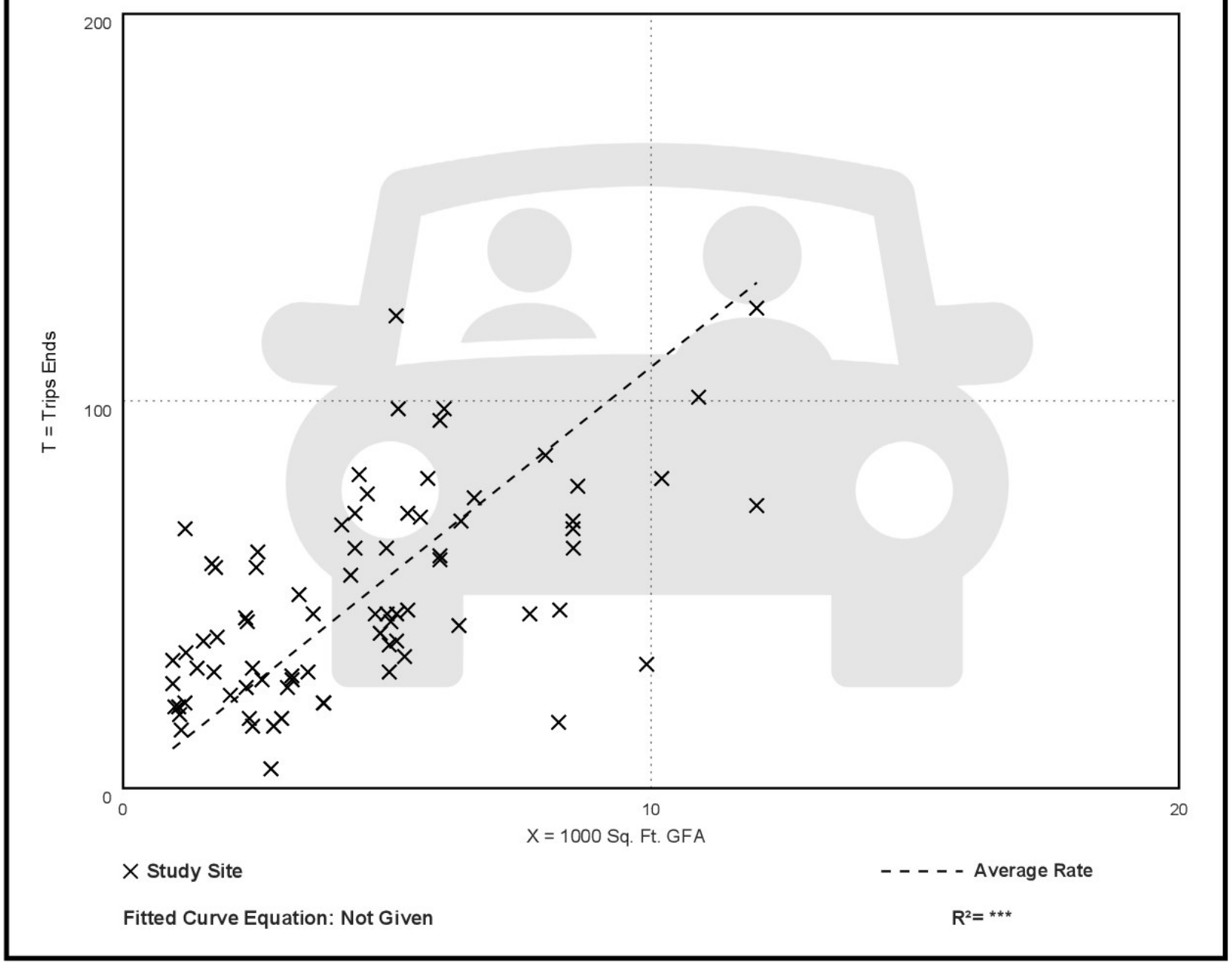
Day Care Center
(565)

Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: **General Urban/Suburban**
Number of Studies: 78
Avg. 1000 Sq. Ft. GFA: 5
Directional Distribution: 53% entering, 47% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
10.88	1.79 - 57.02	6.27

Data Plot and Equation



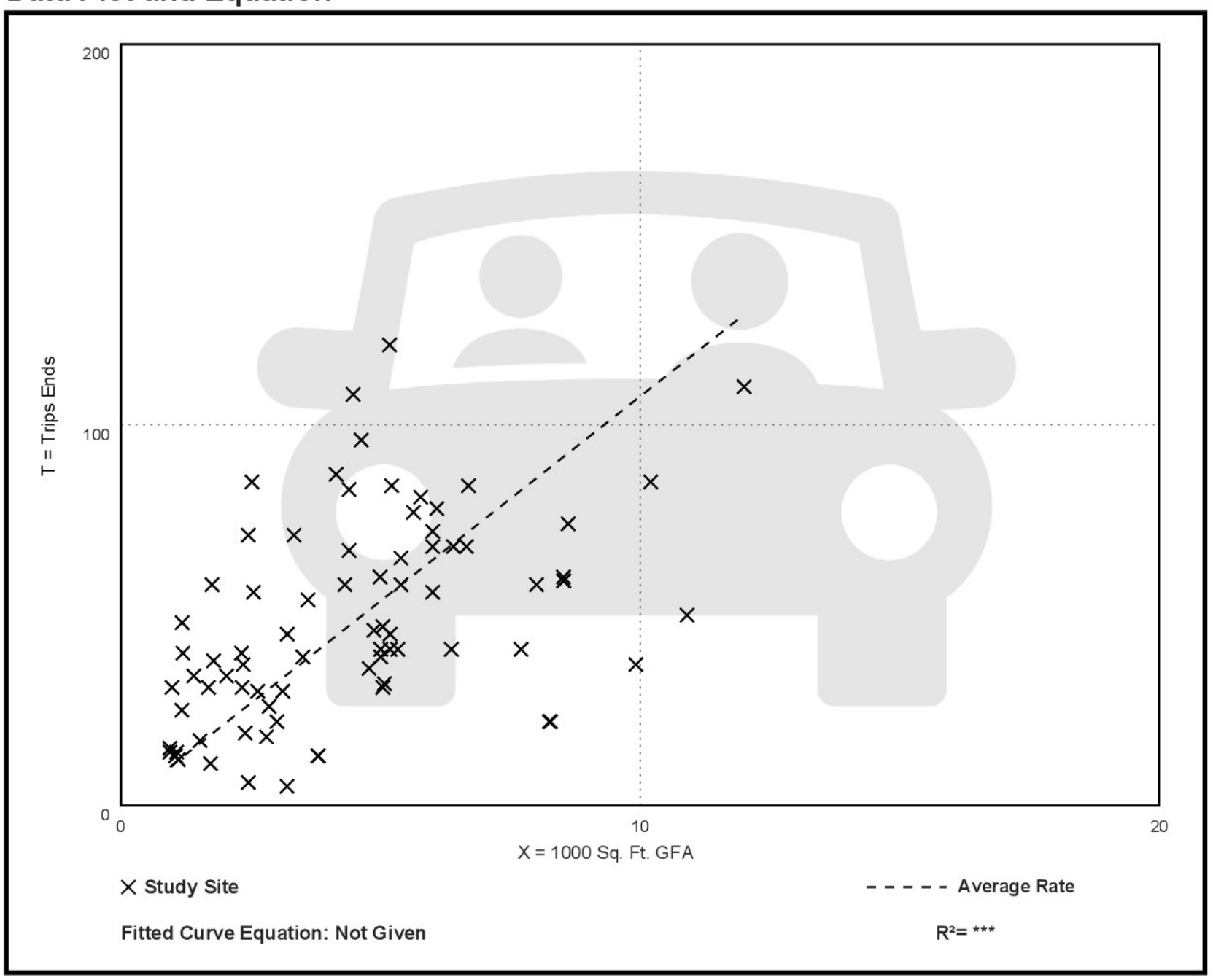
Day Care Center
(565)

Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: **General Urban/Suburban**
Number of Studies: 79
Avg. 1000 Sq. Ft. GFA: 4
Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
10.75	1.56 - 40.85	6.46

Data Plot and Equation



Day Care Center
(565)

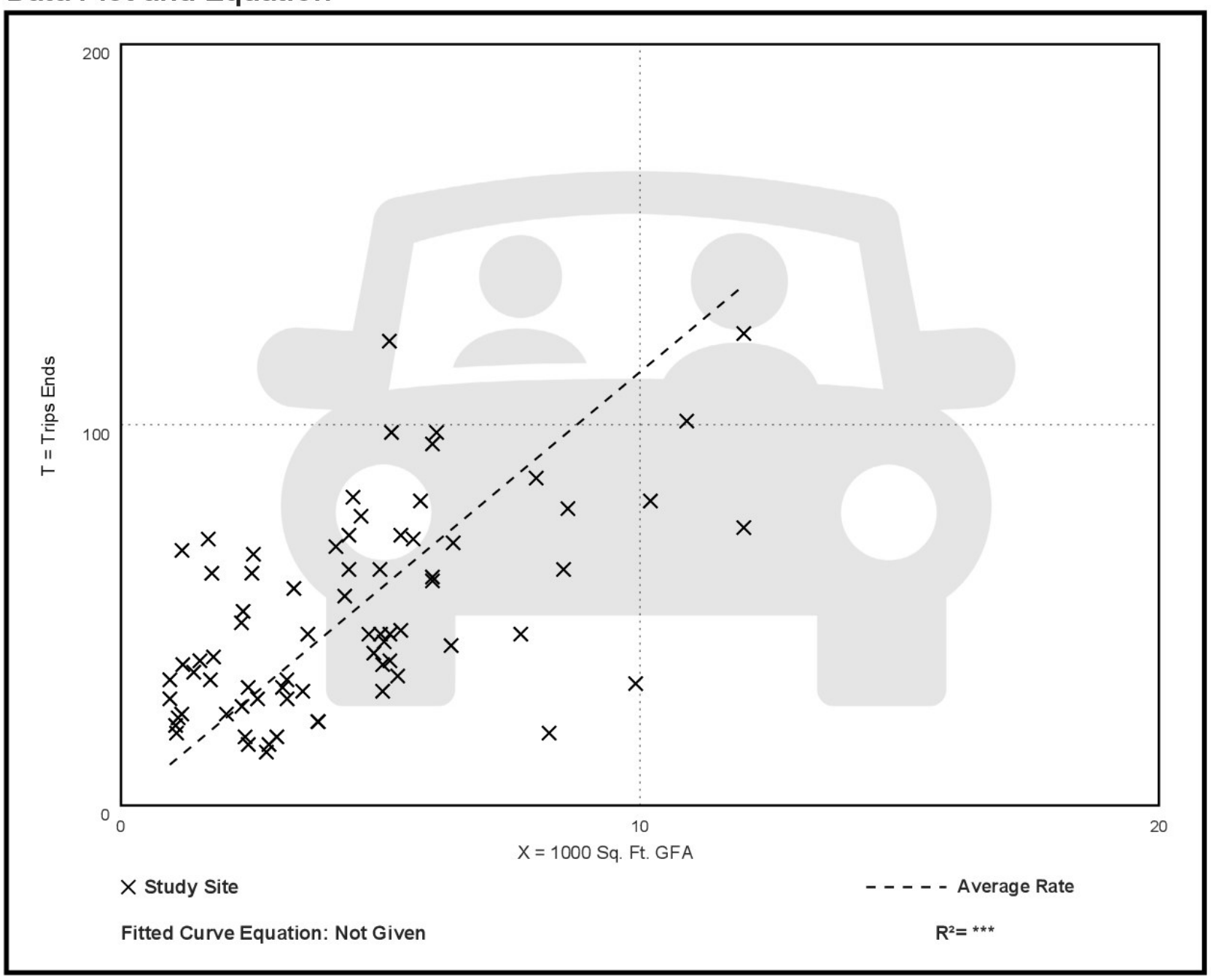
Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
AM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 73
Avg. 1000 Sq. Ft. GFA: 4
Directional Distribution: 53% entering, 47% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
11.39	2.30 - 57.02	6.82

Data Plot and Equation



Day Care Center
(565)

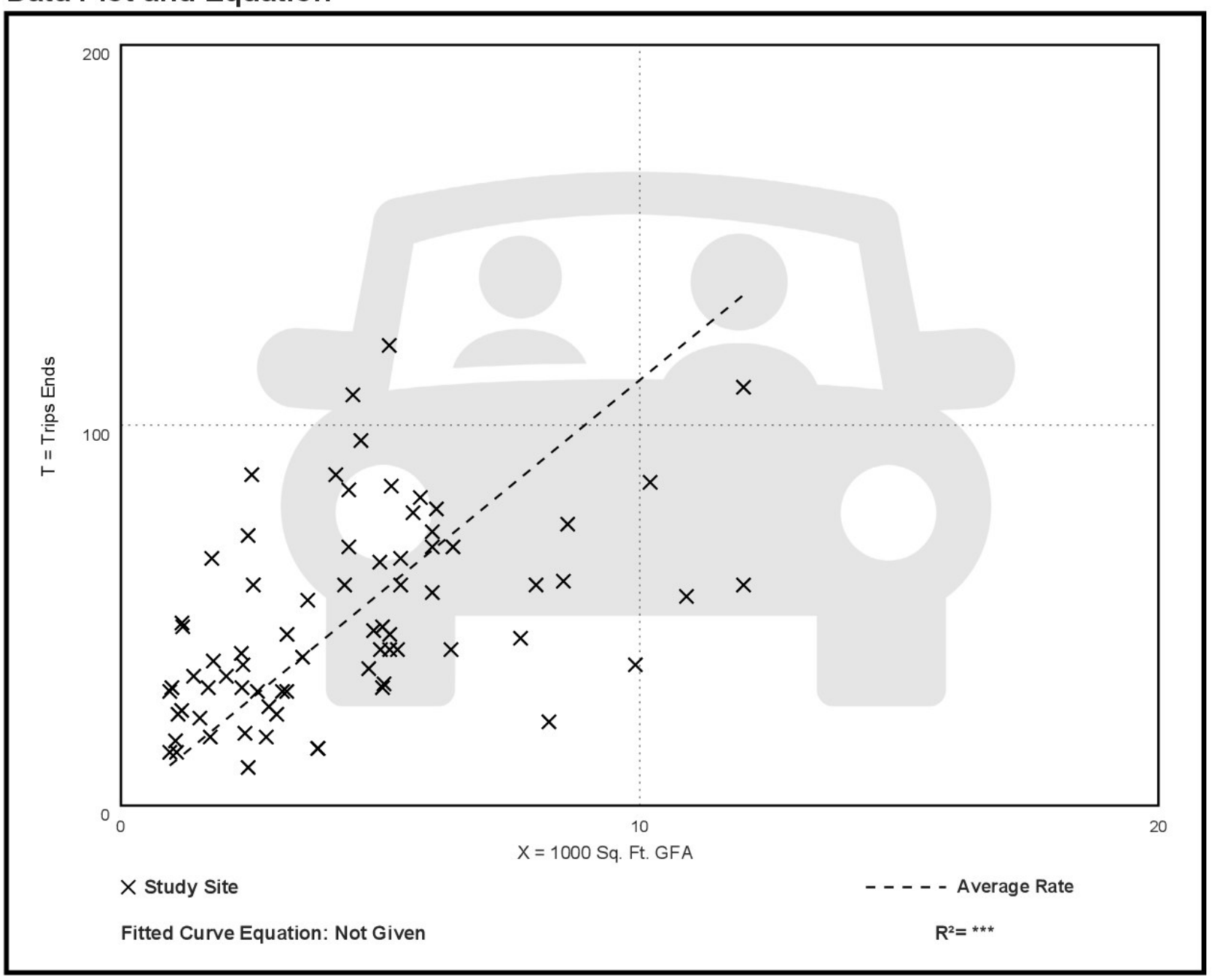
Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
PM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 73
Avg. 1000 Sq. Ft. GFA: 4
Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
11.19	2.67 - 40.85	6.83

Data Plot and Equation



Day Care Center
(565)

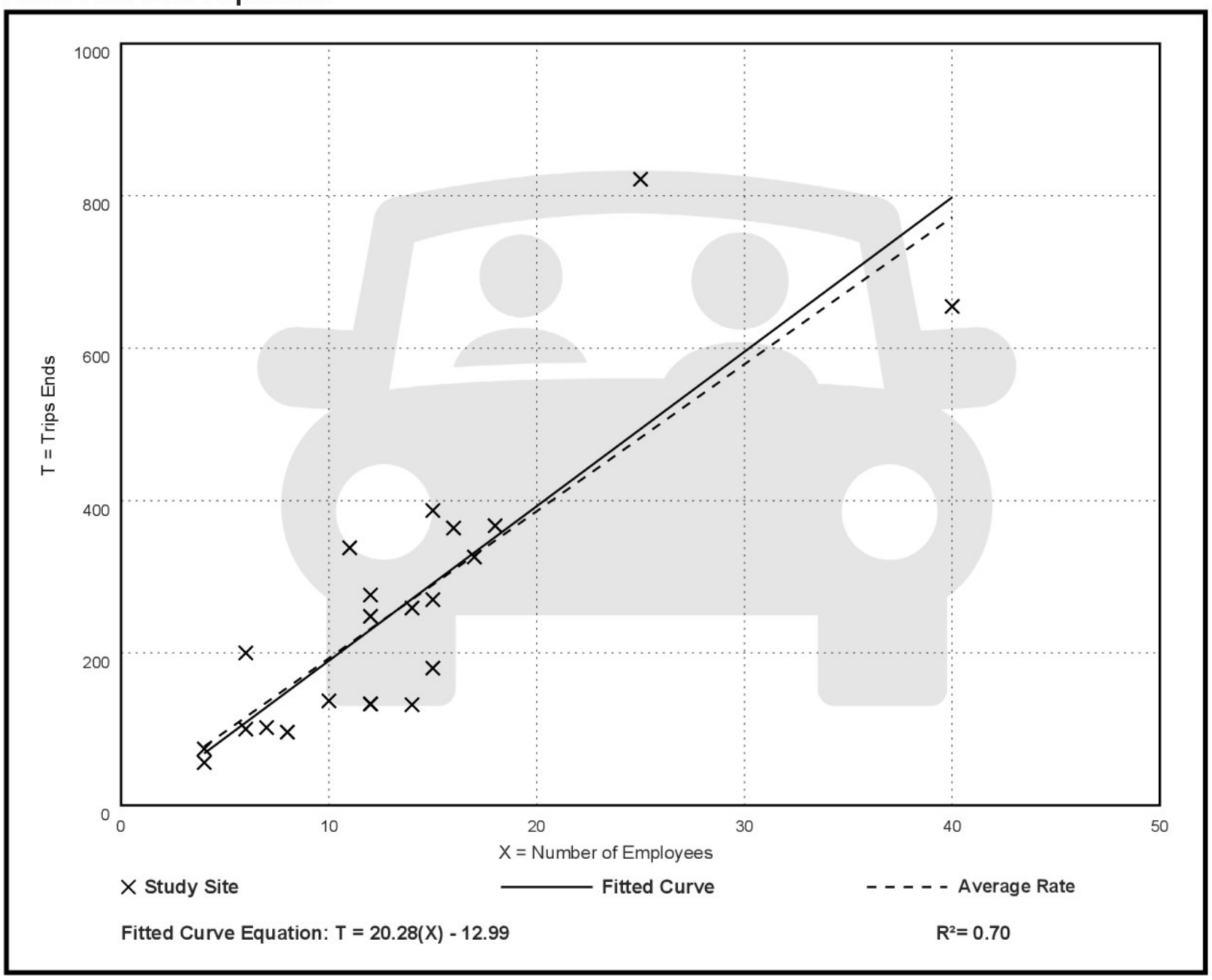
Vehicle Trip Ends vs: Employees
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 22
Avg. Num. of Employees: 13
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
19.30	9.43 - 33.33	6.94

Data Plot and Equation



Fitted Curve Equation: T = 20.28(X) - 12.99

R^2= 0.70

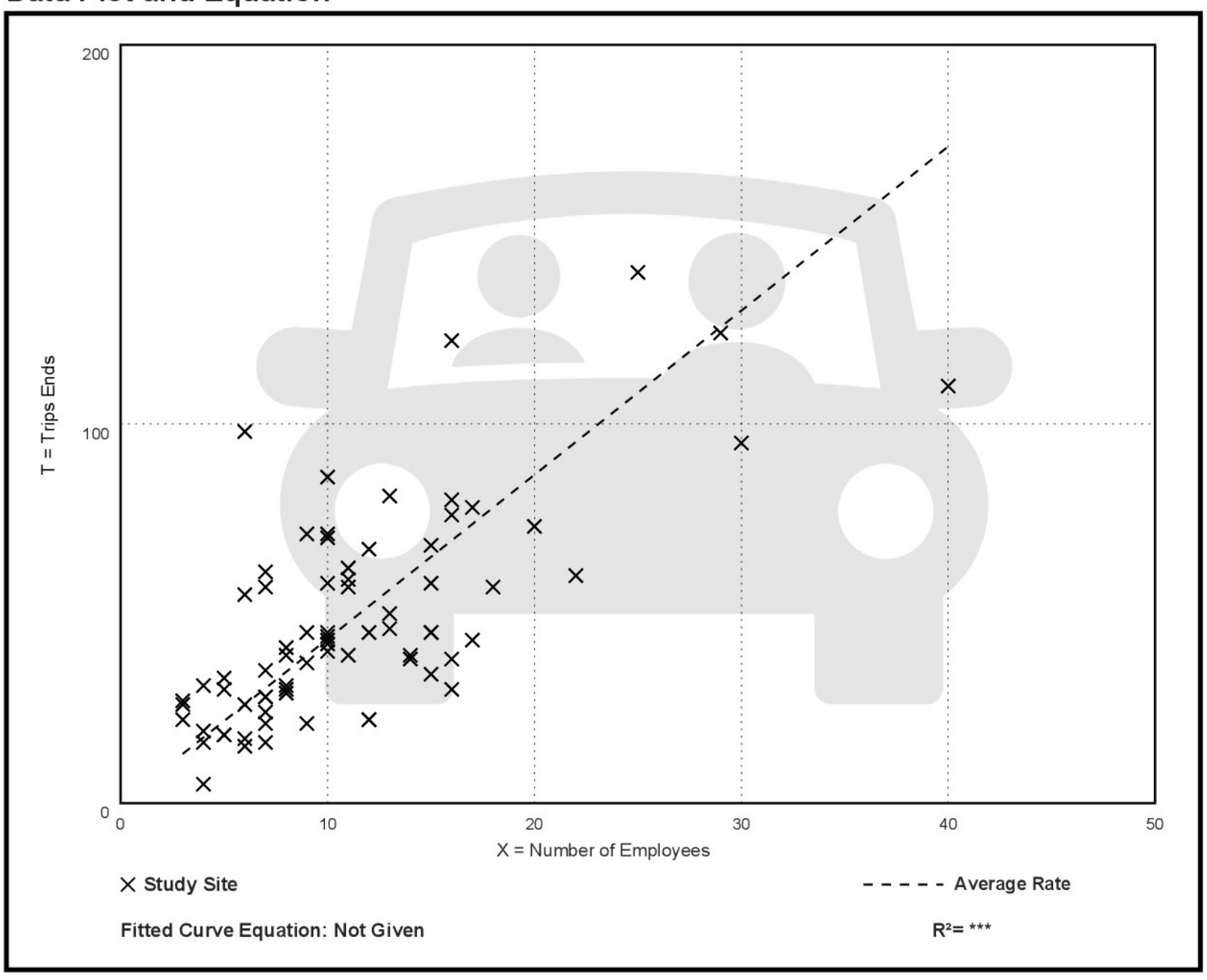
Day Care Center
(565)

Vehicle Trip Ends vs:	**Employees**
On a:	**Weekday,**
	Peak Hour of Adjacent Street Traffic,
	One Hour Between 7 and 9 a.m.
Setting/Location:	**General Urban/Suburban**
Number of Studies:	75
Avg. Num. of Employees:	11
Directional Distribution:	53% entering, 47% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
4.33	1.25 - 16.33	1.99

Data Plot and Equation



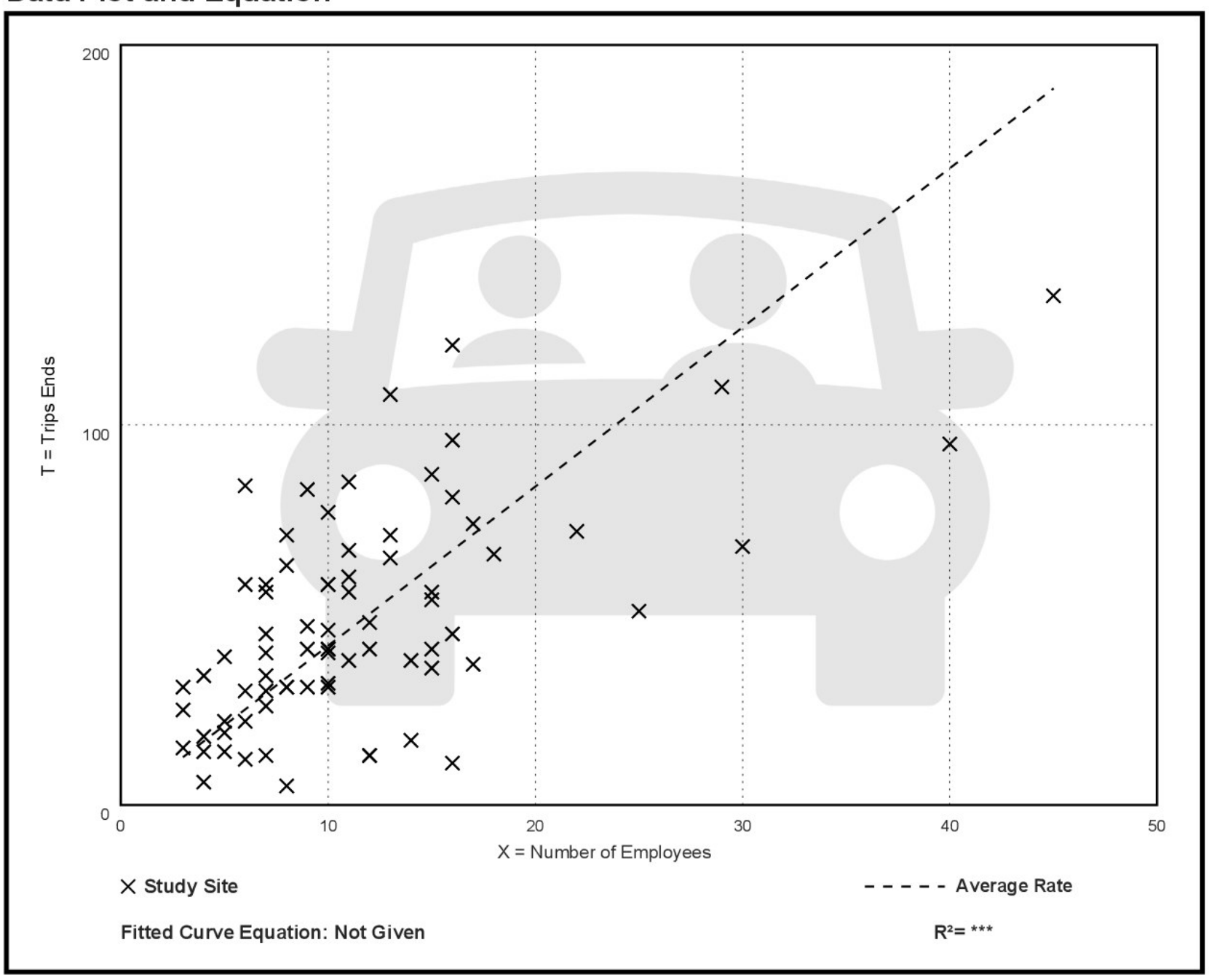
Day Care Center
(565)

Vehicle Trip Ends vs: **Employees**
On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: **General Urban/Suburban**
Number of Studies: 75
Avg. Num. of Employees: 12
Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
4.19	0.63 - 14.00	2.23

Data Plot and Equation



Day Care Center
(565)

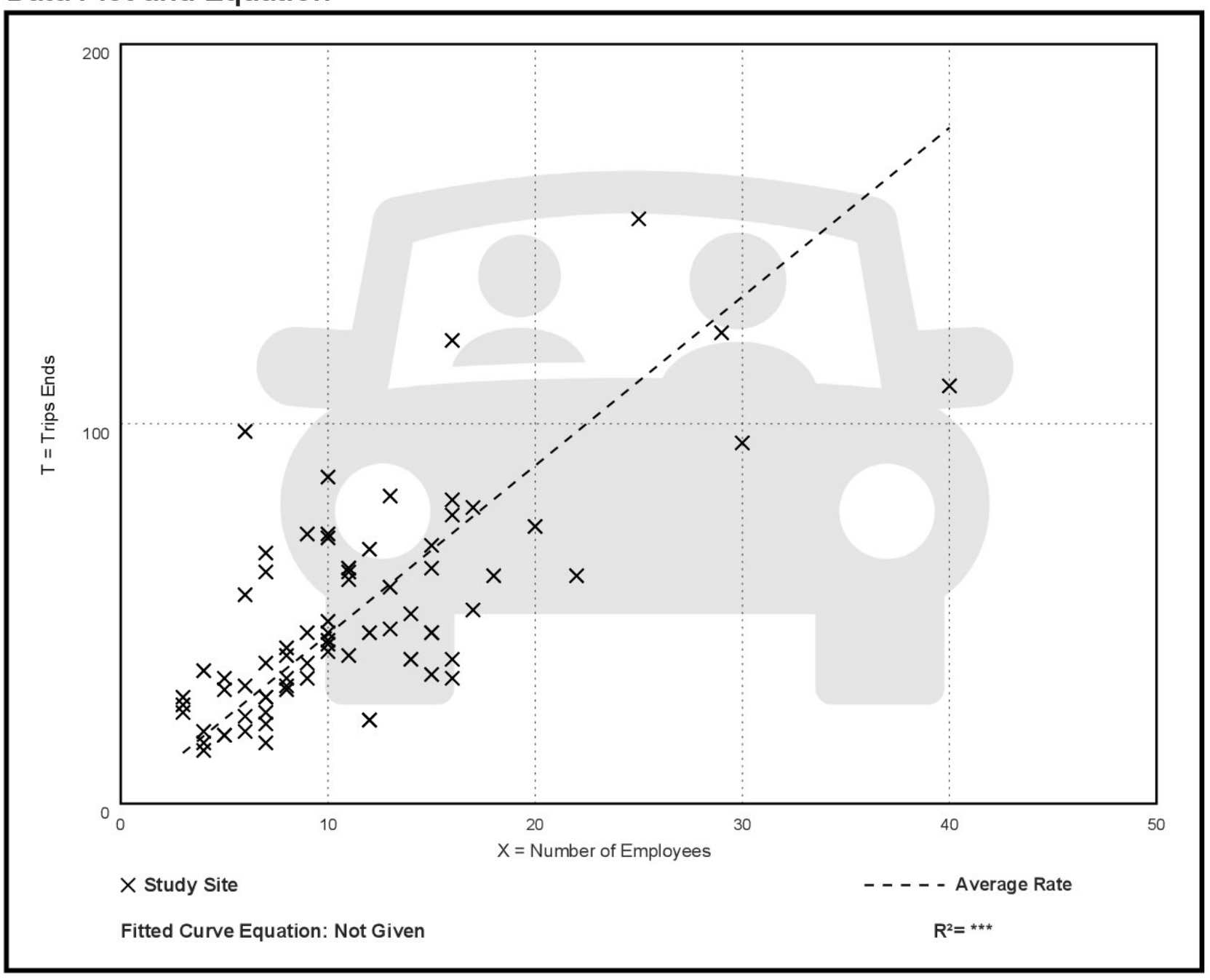
Vehicle Trip Ends vs: **Employees**
On a: **Weekday,**
AM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 74
Avg. Num. of Employees: 11
Directional Distribution: 53% entering, 47% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
4.45	1.83 - 16.33	2.00

Data Plot and Equation



Day Care Center
(565)

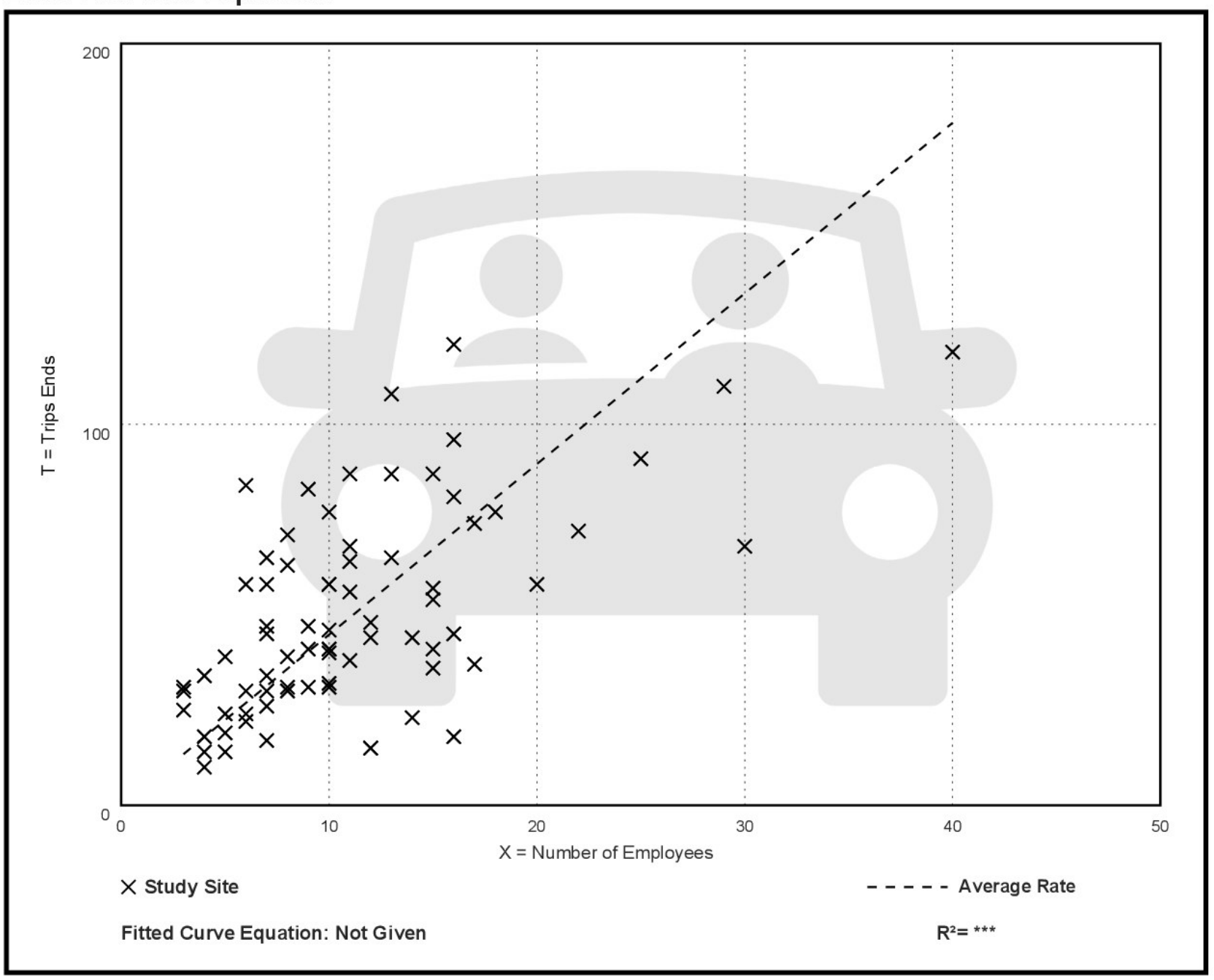
Vehicle Trip Ends vs: **Employees**
On a: **Weekday,**
PM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 75
Avg. Num. of Employees: 11
Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
4.48	1.13 - 14.00	2.19

Data Plot and Equation



Vehicle Pass-By Rates by Land Use

Source: ITE *Trip Generation Manual* , 12th Edition

Land Use Code	565
Land Use	Day Care Center
Setting	General Urban/Suburban
Time Period	Weekday PM Peak Period
# Data Sites	1
Average Pass-By Rate	44%

Pass-By Characteristics for Individual Sites

GFA (000)	State or Province	Survey Year	# Interviews	Pass-By Trip (%)	Non-Pass-By Trips			Adj Street Peak Hour Volume	Source
					Primary (%)	Diverted (%)	Total (%)		
7.2	Pennsylvania	1990	—	44	24	32	56	—	23

Land Use: 712
Small Office Building

Description

A small office building is the same as a general office building (Land Use 710) but with less than or equal to 10,000 square feet of gross floor area. The building is a location where affairs of business, commercial or industrial organization, or professional person or firm are conducted. Specialty trade contractor (Land Use 180) is a related use.

Additional Data

Attorney office, mortgage company, financial advisor, insurance agency, home health care provider, and real estate company are examples of tenants included in the small office building database. The diversity of employer type results in a wide range in employee density in the database. Densities range from a high of 1,300 to a low of 240 square feet per employee with an overall average of nearly 600 square feet per employee (a value much larger than the average observed in general office building study sites).

In addition to the significant difference in employee density, small office buildings tend to be dominated by a single tenant (or very few) that are more service-oriented than a typical general office building. The result is more frequent and regular visitors and higher trip generation rates.

The sites were surveyed in the 1990s, the 2010s, and the 2020s in California, New Jersey, Texas, and Wisconsin.

Source Numbers

418, 890, 891, 959, 1219

Small Office Building
(712)

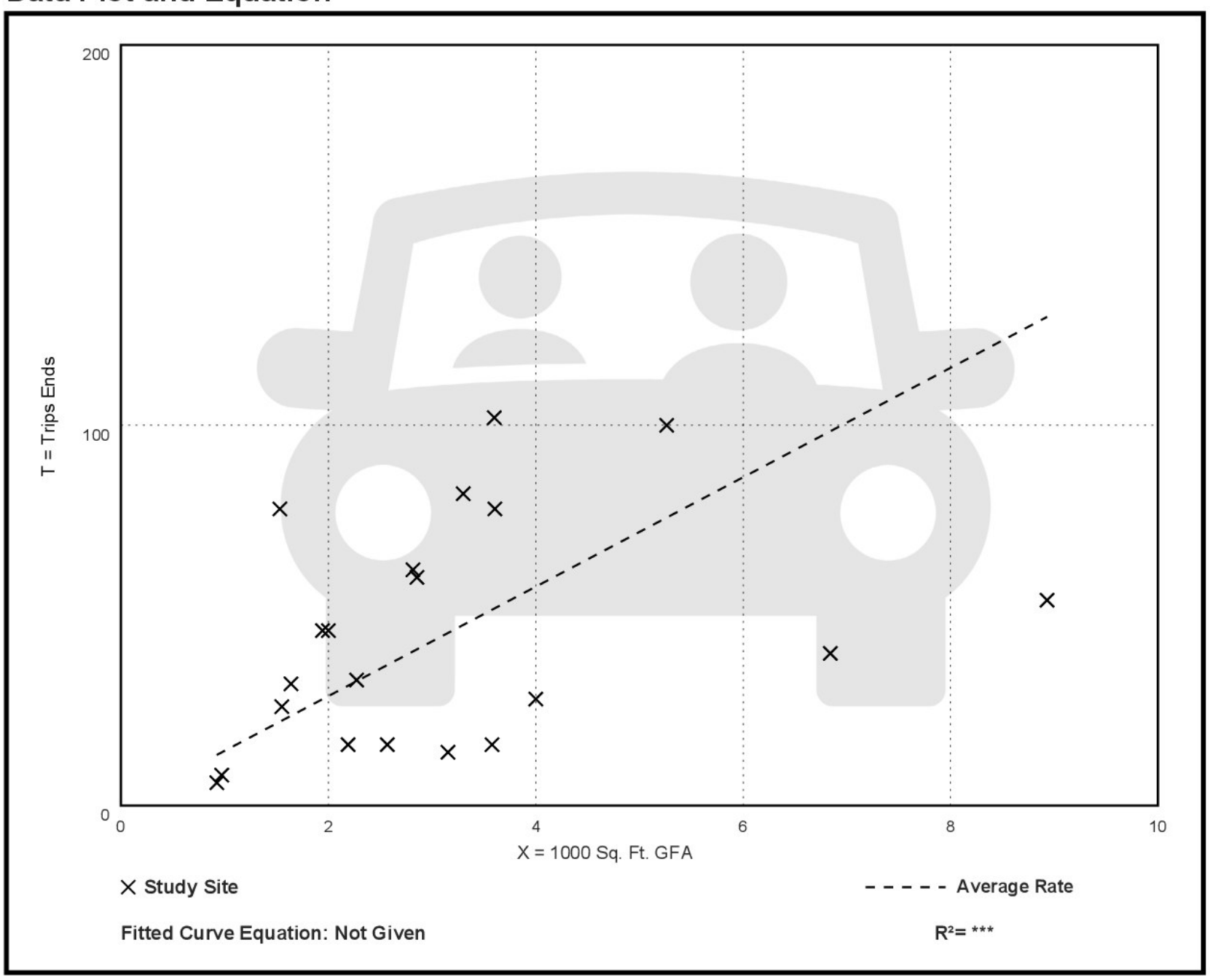
Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday**

Setting/Location: **General Urban/Suburban**
Number of Studies: 21
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
14.39	4.44 - 50.91	10.16

Data Plot and Equation



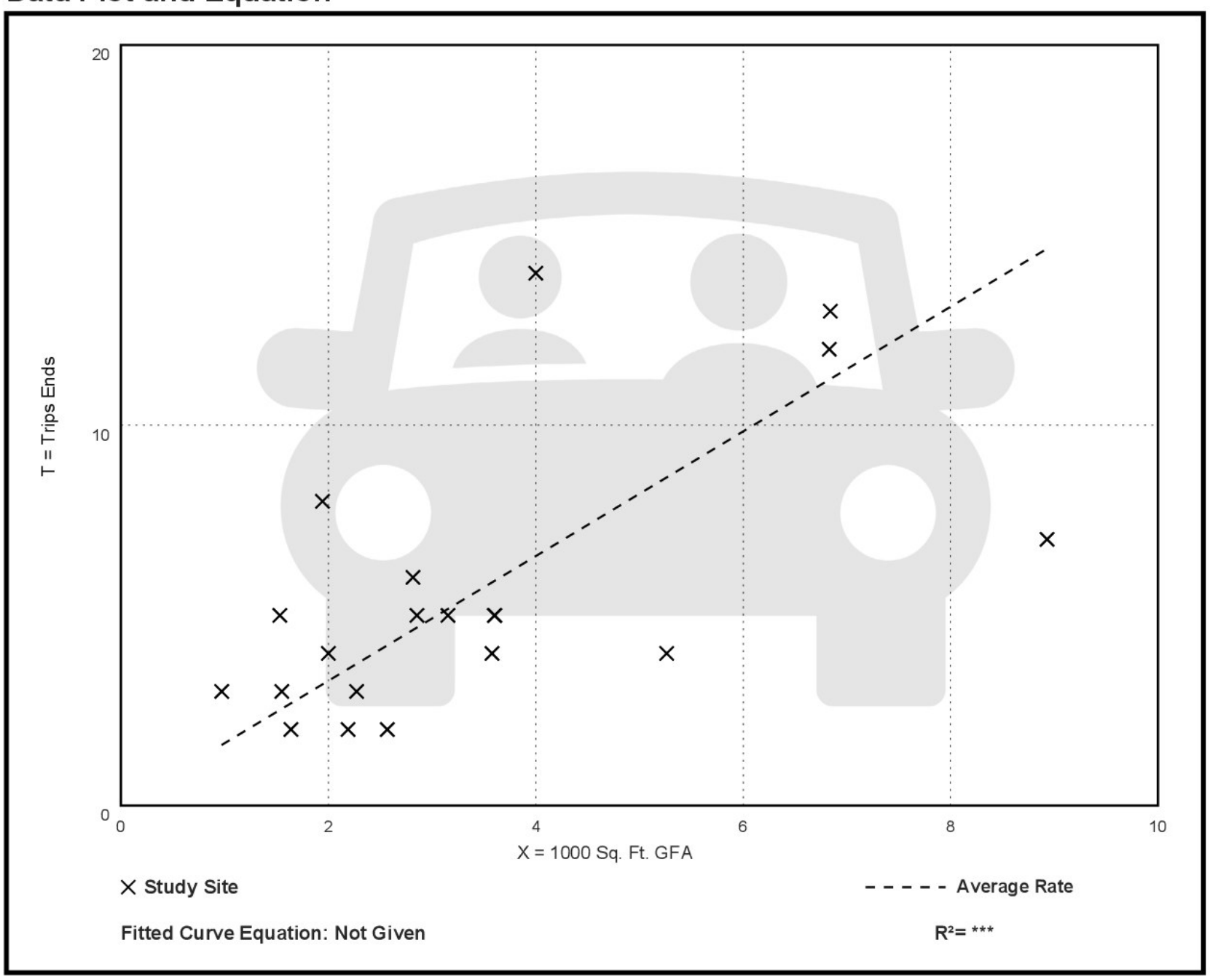
Small Office Building
(712)

Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: **General Urban/Suburban**
Number of Studies: 20
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 83% entering, 17% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.64	0.76 - 4.12	0.87

Data Plot and Equation



Fitted Curve Equation: Not Given

R^2= ***

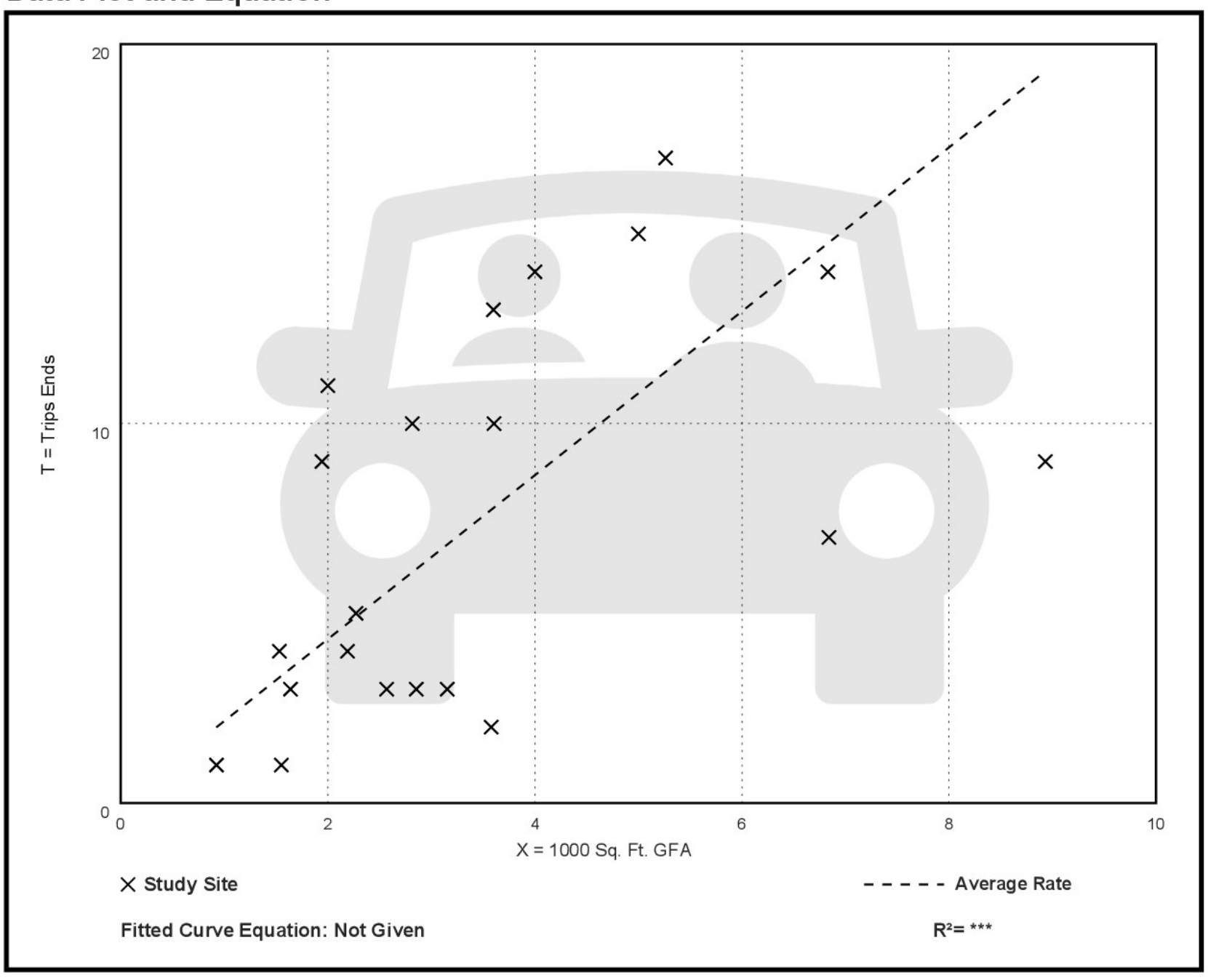
Small Office Building
(712)

Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: **General Urban/Suburban**
Number of Studies: 21
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 34% entering, 66% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
2.16	0.56 - 5.50	1.26

Data Plot and Equation



Fitted Curve Equation: Not Given

R^2= ***

Small Office Building
(712)

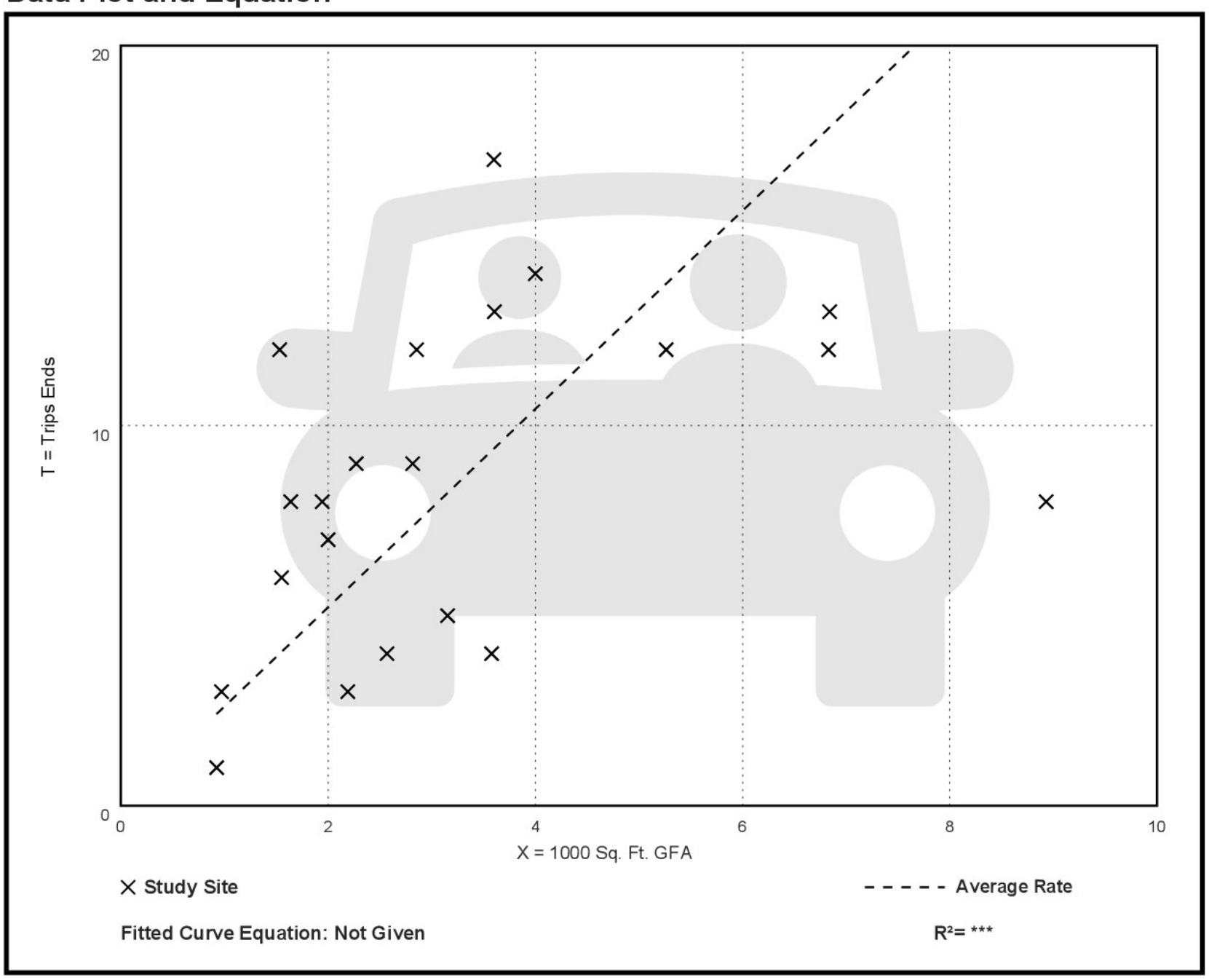
Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
AM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 21
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 60% entering, 40% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
2.61	0.90 - 7.83	1.50

Data Plot and Equation



Small Office Building
(712)

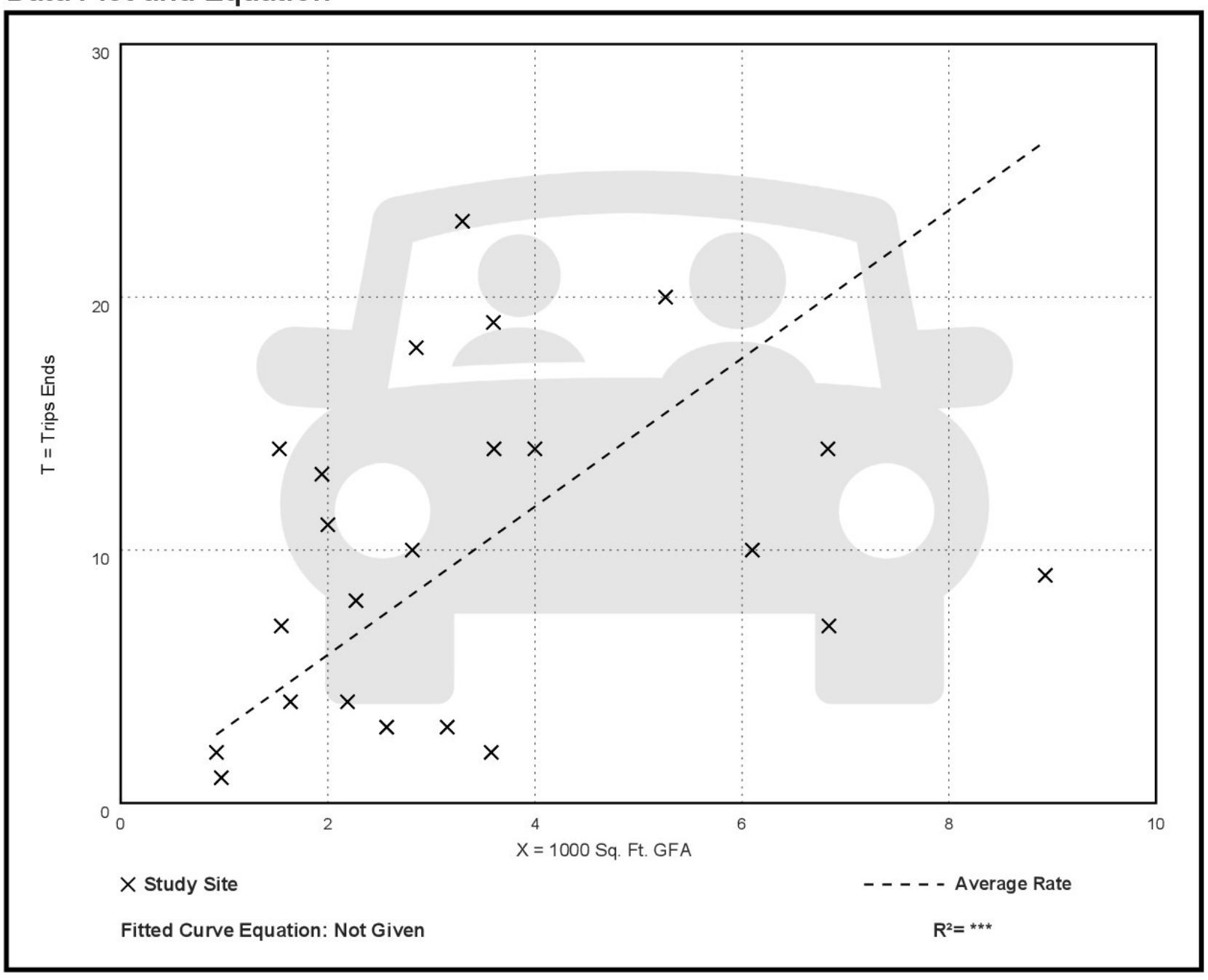
Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Weekday,**
PM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 23
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 42% entering, 58% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
2.93	0.56 - 9.14	2.13

Data Plot and Equation



Small Office Building
(712)

Vehicle Trip Ends vs: **1000 Sq. Ft. GFA**
On a: **Saturday, Peak Hour of Generator**

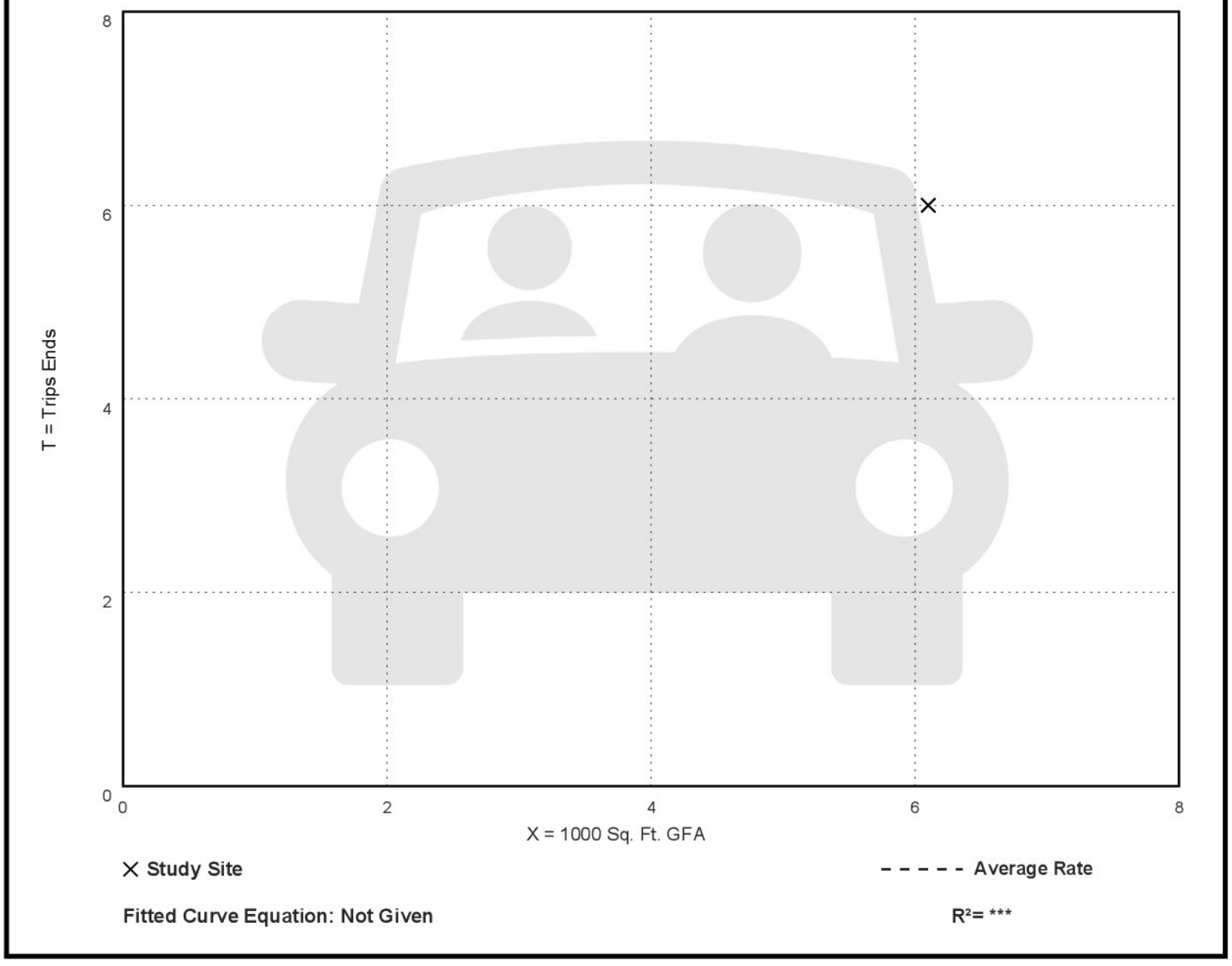
Setting/Location: **General Urban/Suburban**
Number of Studies: 1
Avg. 1000 Sq. Ft. GFA: 6
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.98	0.98 - 0.98	***

Data Plot and Equation

Caution – Small Sample Size



Small Office Building
(712)

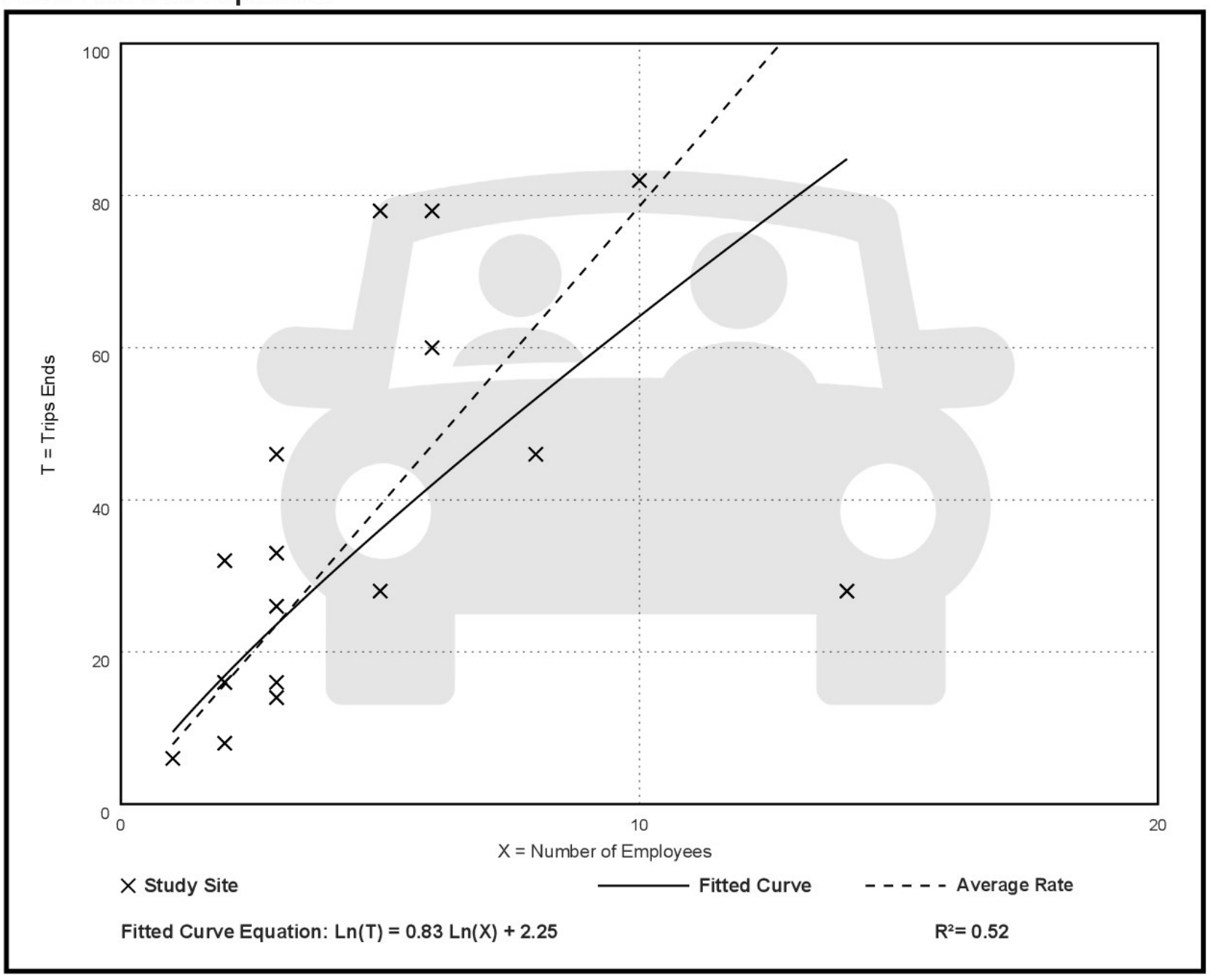
Vehicle Trip Ends vs: **Employees**
On a: **Weekday**

Setting/Location: **General Urban/Suburban**
Number of Studies: 17
Avg. Num. of Employees: 5
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
7.86	2.00 - 16.00	4.43

Data Plot and Equation



Fitted Curve Equation: Ln(T) = 0.83 Ln(X) + 2.25

R^2= 0.52

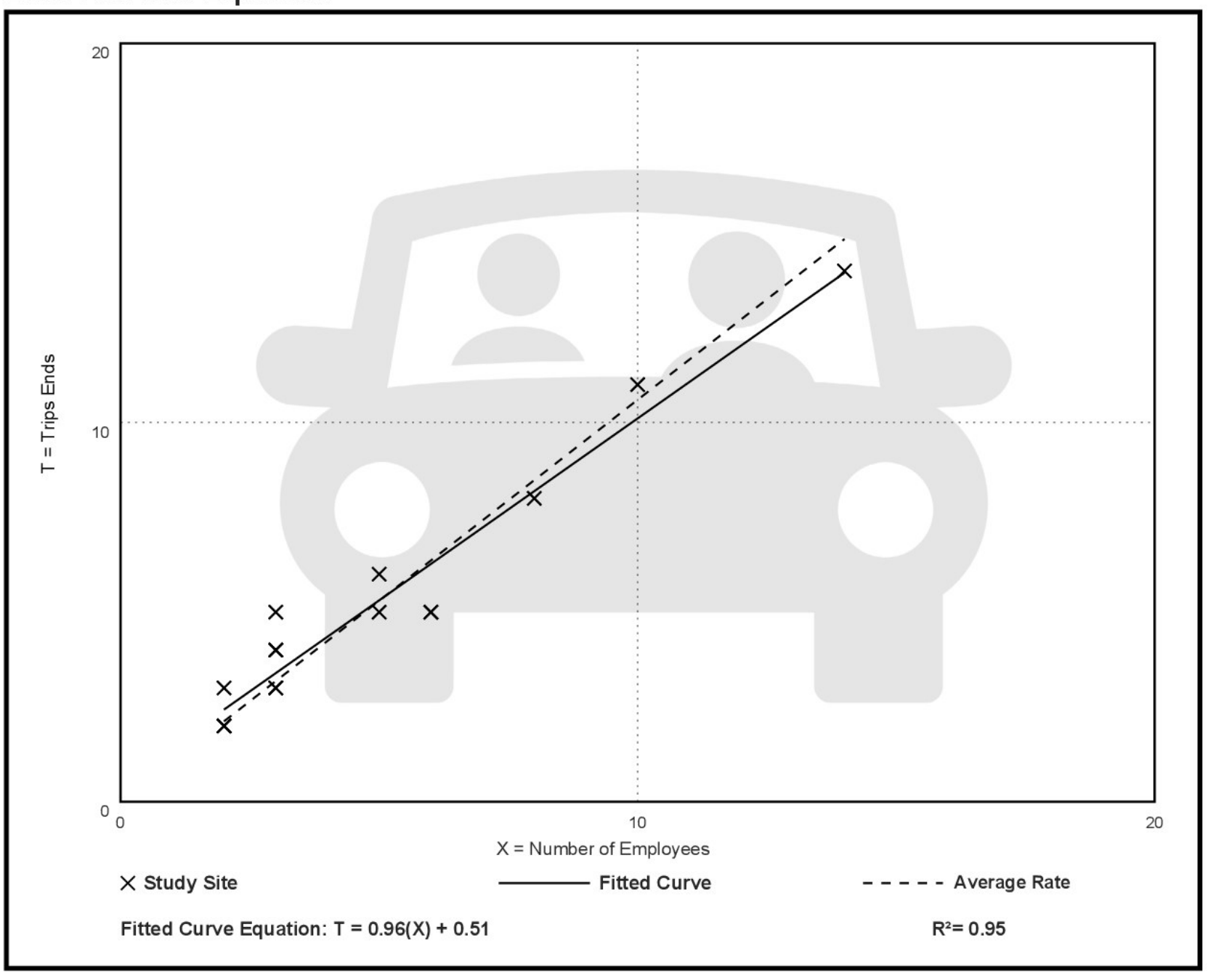
Small Office Building
(712)

Vehicle Trip Ends vs: **Employees**
On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: **General Urban/Suburban**
Number of Studies: 16
Avg. Num. of Employees: 5
Directional Distribution: 87% entering, 13% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
1.06	0.83 - 1.67	0.20

Data Plot and Equation



Fitted Curve Equation: T = 0.96(X) + 0.51

R^2= 0.95

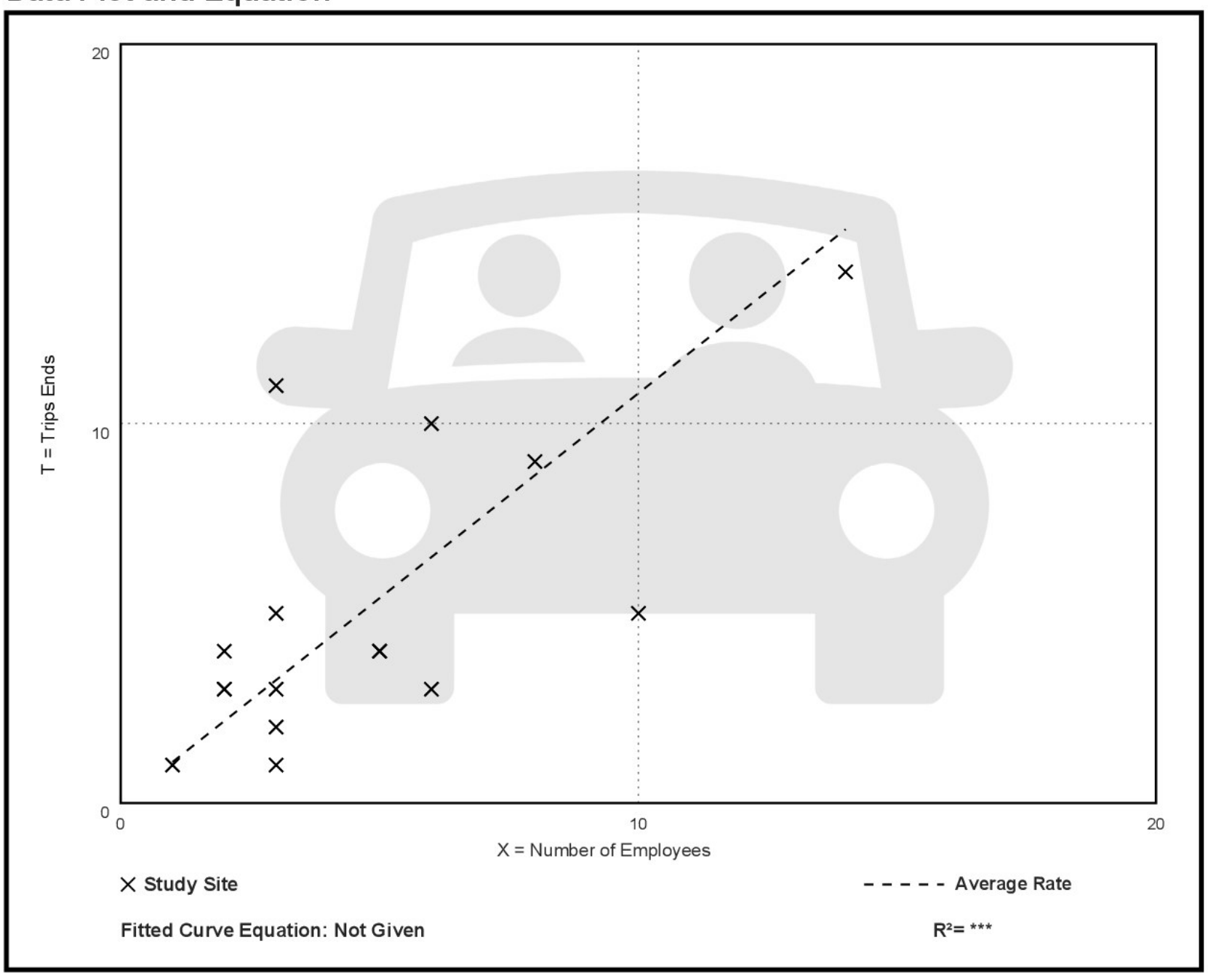
Small Office Building
(712)

Vehicle Trip Ends vs:	**Employees**
On a:	**Weekday,**
	Peak Hour of Adjacent Street Traffic,
	One Hour Between 4 and 6 p.m.
Setting/Location:	**General Urban/Suburban**
Number of Studies:	16
Avg. Num. of Employees:	5
Directional Distribution:	33% entering, 67% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
1.08	0.33 - 3.67	0.69

Data Plot and Equation



Small Office Building
(712)

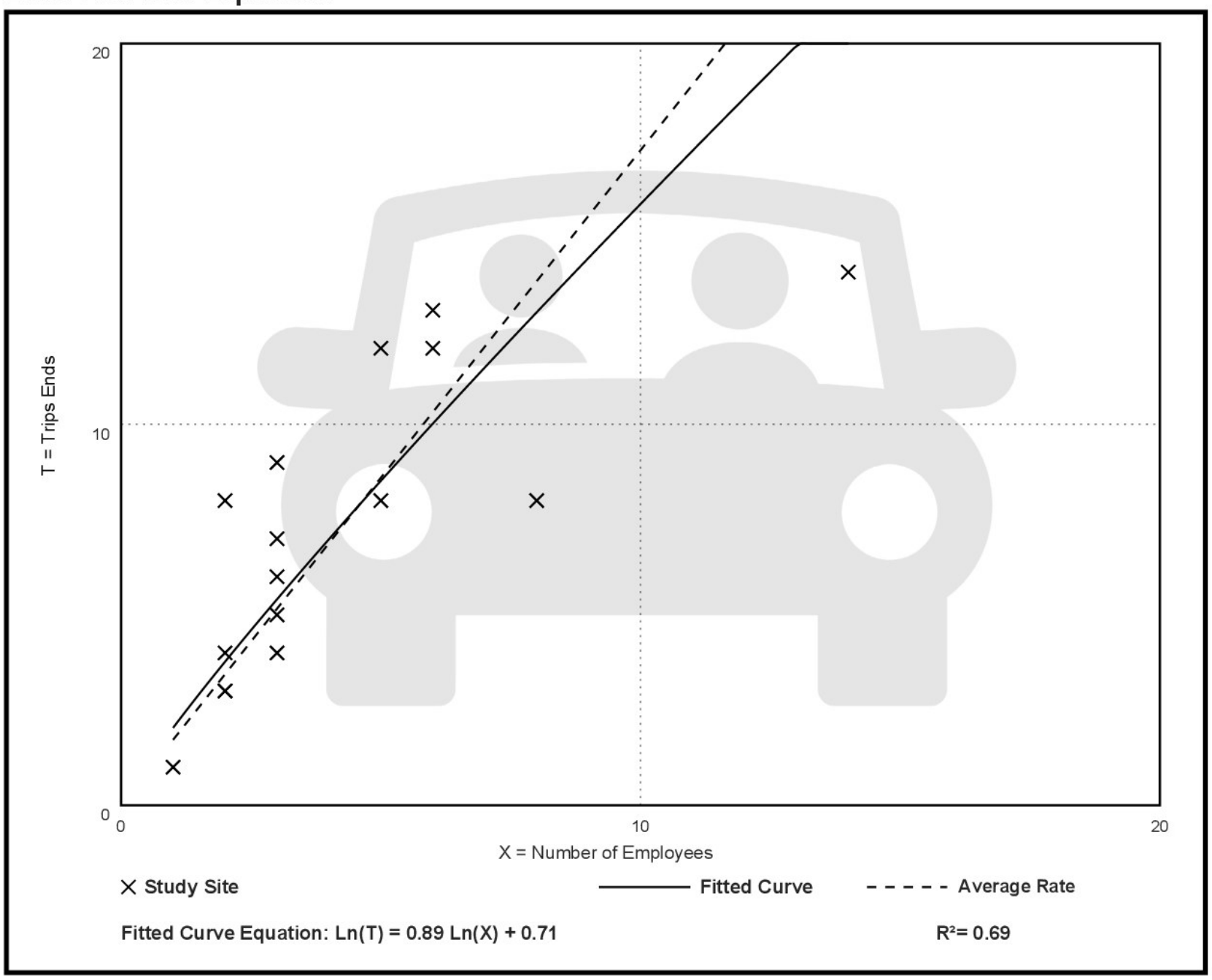
Vehicle Trip Ends vs: **Employees**
On a: **Weekday,**
AM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 16
Avg. Num. of Employees: 4
Directional Distribution: 64% entering, 36% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
1.72	1.00 - 4.00	0.72

Data Plot and Equation



Fitted Curve Equation: Ln(T) = 0.89 Ln(X) + 0.71 **R^2= 0.69**

Small Office Building
(712)

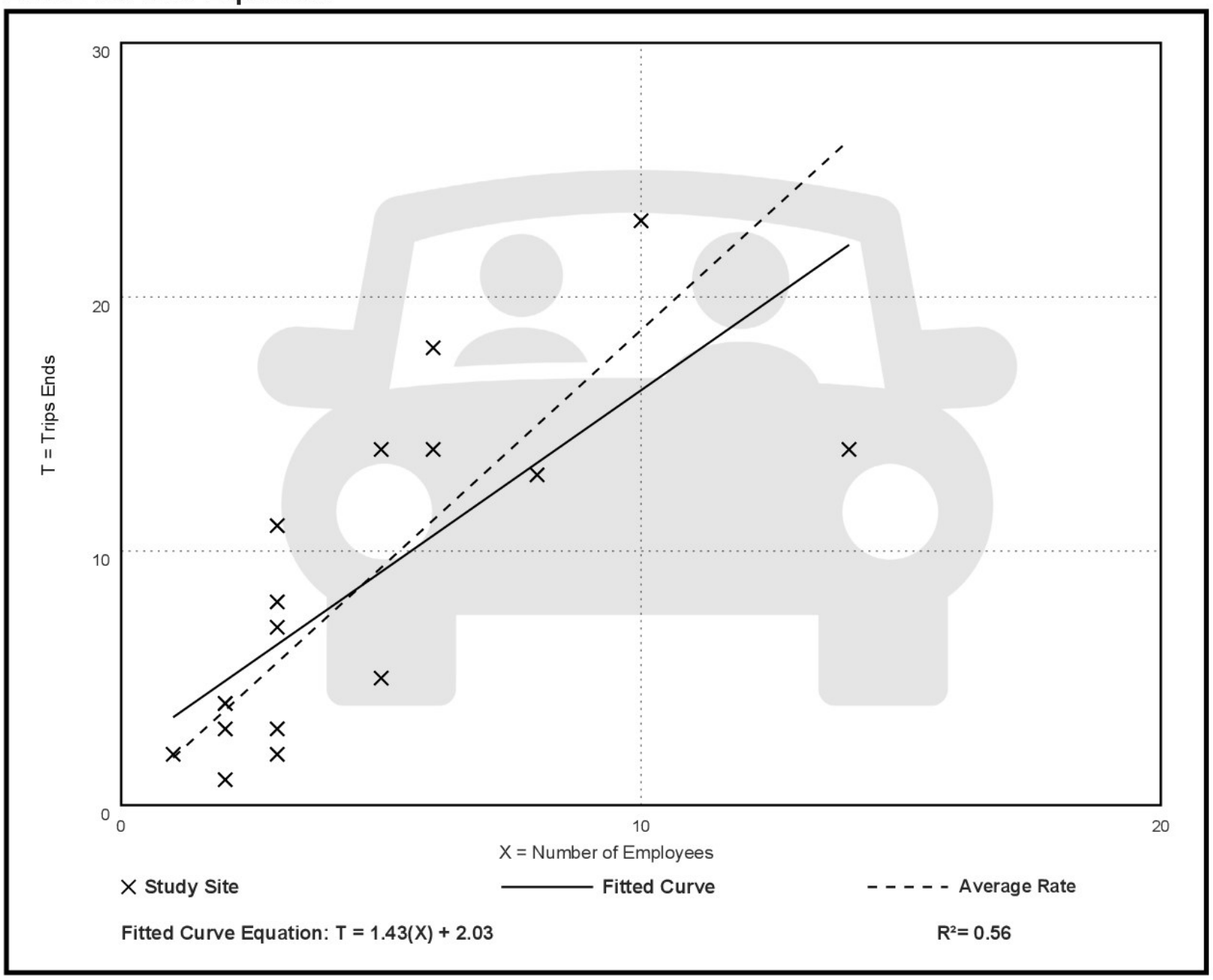
Vehicle Trip Ends vs: **Employees**
On a: **Weekday,**
PM Peak Hour of Generator

Setting/Location: **General Urban/Suburban**
Number of Studies: 17
Avg. Num. of Employees: 5
Directional Distribution: 48% entering, 52% exiting

Vehicle Trip Generation per Employee

Average Rate	Range of Rates	Standard Deviation
1.87	0.50 - 3.67	0.85

Data Plot and Equation



Fitted Curve Equation: T = 1.43(X) + 2.03

R^2= 0.56