



**COMMUNITY  
DEVELOPMENT**

July 30, 2025

**SENT VIA EMAIL AND US MAIL**

Hovenes John Ter-Zakarian  
Western Alliance LLC  
1130 West Olive Avenue  
Burbank, CA 91506

**Subject: 1130 West Olive Avenue (APN: 2446-027-040) – Completeness Letter**  
SB 35 Project - Notice of Intent (NOI) to Submit Application  
(Project No. 24-0002154)

Dear Mr. Ter-Zakarian:

On April 30, 2024, the City of Burbank received your Notice of Intent (NOI) to submit an application for Streamlined Ministerial Approval Process for a proposed mixed-use project located at 1130 West Olive Avenue (**Proposed Project**). The Proposed Project includes the new construction of one, three-story mixed-use building containing a total of 23 rental apartment units ranging from 447 to 722 square feet in size, two (2) office suites with a combined area of 2,722 square feet, a 563-square foot retail space, a 3,152-square foot medical office suite, and a total of 48 parking spaces – 39 subterranean and 9 surface spaces. The Proposed Project proposes a unit breakdown of 2 studio units and 21 one-bedroom units with approximately 5,191 square feet of combined common and private open space. The site will be accessed from a two-way driveway from South Virginia Avenue. The Proposed Project proposes to utilize the State's Density Bonus Law that allows for an increase of residential density. Three (3) Very Low-Income residential units are proposed in exchange for a 50 percent increase in density to 41 du/ac (23 units).

After reviewing the application and items that you submitted, City Staff has determined that your application satisfies all the submission requirements for the SB 35 NOI process and has therefore, been deemed complete. During review of the NOI application, staff identified outstanding items that need to be submitted as well as issues that need to be clarified to determine consistency with the applicable development standards, and issued an Incomplete Letter on June 4, 2024 (Attachment A). In accordance with the SB 35 review process outlined in CA Government Code 65913.4, the review of the Proposed Project's complete compliance with all SB 35 eligibility requirements may only be conducted once the NOI process has concluded and you have submitted a formal SB 35 streamlined ministerial approval process application to the City.

During the NOI application review process, the City also completed the notification and initiation of the consultation process with the California Native American tribes that are traditionally and culturally affiliated with the geographic area of the Proposed Project, in accordance with the

timeline described in CA Government Code 65913.4. As of this date, the City has completed the tribal consultation process with the two California Native American Tribes that have requested consultation for the Proposed Project. The signed tribal enforceable agreements are attached at the end of this letter (Attachments B and C).

The following table summarizes the Tribal Consultation process for the Proposed Project.

<b>California Native American Tribal Consultation Process (Pursuant to CA Government Code 65913.4)</b>	
<b>Application Submittal and Tribal Notification:</b>	
<b>Receipt of NOI application:</b>	April 30, 2024
<b>Formal City notice of NOI application submitted to applicable California Native American Tribes:</b>	May 24, 2024
<b>Response from Tribe(s) requesting consultation:</b>	
<b>(1) Gabrieleño Band of Mission Indians – KIZH Nation</b>	Response received on June 6, 2024
<b>(2) Fernandeño Tataviam Band of Mission Indians</b>	Response received on June 6, 2024
<b>Initiation of Consultation:</b>	
<b>(1) Gabrieleño Band of Mission Indians – KIZH Nation</b>	Meeting initiated on June 19, 2024
<b>(2) Fernandeño Tataviam Band of Mission Indians</b>	Meeting initiated on June 26, 2024
<b>Completion of Consultation</b>	
<b>(1) Gabrieleño Band of Mission Indians – KIZH Nation</b>	Consultation completed on July 8, 2025
<b>(2) Fernandeño Tataviam Band of Mission Indians</b>	Consultation completed on July 17, 2024

In accordance with the NOI process outlined in CA Government Code 65913.4, the NOI application review process for the Proposed Project is now considered complete. **You may now submit an application for a formal SB 35 streamlined ministerial approval for the Proposed Project to the City in accordance with the SB 35 application review procedures as stated per Burbank Municipal Code Section 10-1-19302 (Streamlined Ministerial Approval Process).**

The formal SB 35 application can be found using the link below. Please click on **Senate Bill (SB) 35 – Housing** and select *Streamlined Ministerial Review Process Application* to view all of the filing requirements and applicable fee

<https://www.burbankca.gov/web/community-development/forms-and-fees>.

Should you have any questions, please feel free to contact me at (818) 238-5250.

Sincerely,



Karen Chavez Hernandez  
Associate Planner

CC: Armik Shahnazarians, Applicant  
Patrick Prescott, Community Development Director  
Federico “Fred” Ramirez, Assistant Community Development Director – Planning  
Scott Plambaeck, Planning Manager  
Joseph H. McDougall, City Attorney  
Daniel Villa, Principal Planner  
Vanessa Quiroz, Senior Planner

## **ATTACHMENTS**

Attachment A – Determination of Application Incompleteness Letter  
Attachment B – Gabrieleño Band of Mission Indians—KIZH Nation Tribal Enforceable Agreement  
Attachment C – Fernandeño Tataviam Band of Mission Indians Tribal Enforceable Agreement