

**SB 35 SUPPLEMENTAL APPLICATION:
ELIGIBILITY CHECKLIST**

PURPOSE: Government Code Section [65913.4](#), also known as Senate Bill 35 (SB 35), requires the City to review qualifying housing development projects using a streamlined ministerial review process. Eligible projects must comply with objective planning standards, provide specified levels of affordable housing, and meet other specific requirements, as detailed in this checklist.

Applicants intending to invoke the SB 35 Streamlined Ministerial Review approval process must fill out this checklist and provide supporting documentation for each item (*as applicable*) to demonstrate eligibility.

Incomplete checklists that do not include required attachments or supporting documentation will not be processed and the request will be deemed incomplete. If any of the answers to the questions below are “no,” the project is not eligible for SB 35 review and the City’s standard development review process will apply. There is no guarantee, expressed or implied, that any permit or application will be granted. Each project matter must be carefully investigated, and the resulting decision may be contrary to a position taken or implied in any preliminary discussions. The burden of proof regarding this application rests upon the applicant.

NOTE: In the event of any conflict or inconsistency between state law and the City’s requirements, the provisions of state law shall prevail and take precedence.

SB 35 – Eligibility Checklist

The following checklist is intended to help applicants and the City’s Planning Division determine if a project is eligible for streamlined processing under SB 35. To be eligible for SB 35, a project must meet **ALL** of the following criteria:

☒ **NUMBER AND TYPE OF UNITS.** The project must be a multifamily *housing development project*, as defined in Government Code (GC) Section [65589.5](#), that contains at least two residential units and complies with the maximum allowable residential density permitted on the site per the Land Use Element of the Burbank 2035 General Plan, Specific Plan, or Zoning Ordinance (whichever is greatest), plus any applicable density bonus.

☒ **AFFORDABILITY.** If more than 10 residential units are proposed, at least 10 percent of the project’s total units (prior to the addition of density bonus) must be dedicated as affordable to households making below 50 percent (80 percent for for-sale projects) of the area median income. The applicant is required by law to record, a land use restriction for the following minimum durations, as applicable:

- 55 years for rental units.
- 45 years for homeownership units.

☒ **URBAN INFILL.** The project must be located on a legal parcel or parcels within the incorporated City limits. At least 75 percent of the perimeter of the site must adjoin parcels that are developed with urban uses. For purposes of SB 35, “urban uses” means any current or former residential, commercial, public institutional, transit or transportation passenger facility, or retail use, or any combination of those uses. Parcels that are only separated by a street or highway shall be considered adjoined.

☒ **ZONED OR PLANNED RESIDENTIAL USES.** The project must be located on a site that is either zoned or has a General Plan designation for residential or residential mixed-use development, including sites where residential uses are permitted as a conditional use. Alternatively, the project may be located on a site that meets the requirements of Government Code Section 65852.24. If the multifamily housing development is a mixed-use development, at least two-thirds of the project’s square footage must be designated for residential use. Any parking garages or underground space such as basements shall not be included in the project square footage calculation.



**SB 35 SUPPLEMENTAL APPLICATION:
ELIGIBILITY CHECKLIST**

☒ **CONSISTENT WITH OBJECTIVE STANDARDS.** The project must meet all objective zoning and design review standards in effect at the time the application is submitted.

- Objective standards are those that require no personal or subjective judgment and must be verifiable by reference to an external and uniform source available prior to submittal. Sources of objective standards include, but are not limited to the following:
 - Burbank 2035 General Plan.
 - Burbank Municipal Code
 - Citywide Objective Design and Development Standards
- Any density bonus or any concessions, incentives, or waivers of development standards or reduction of parking standards requested under the Density Bonus Law in Government Code section 65915 are deemed consistent with objective standards.

☒ **PARKING.** The project must provide at least one parking space per unit; however, no parking is required if the project meets any of the following criteria:

- The project is located within one-half mile of public transit as defined by Section 102(r) of the HCD Guidelines.
- The project is located within an architecturally and historically significant historic district.
- On-street parking permits are required but not offered to the occupants of the project.
- There is a car share vehicle as defined by Section 102(d) within one block of the development. A block can be up to 1,000 linear feet of pedestrian travel along a public street from the development.

☒ **LOCATION.** The project must be located on a property that is outside each of the following areas:

- Either prime farmland or farmland of statewide importance, as defined pursuant to United States Department of Agriculture land inventory and monitoring criteria, as modified for California, and designated on the [maps](#) prepared by the Farmland Mapping and Monitoring Program of the Department of Conservation, or land zoned or designated for agricultural protection or preservation by a local ballot measure that was approved by the City's voters.
- [Wetlands](#), as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993).
- A very [high fire hazard severity zone](#), as determined by the Department of Forestry and Fire Protection pursuant to Section 51178, or within a high or very high fire hazard severity zone as indicated on maps adopted by the Department of Forestry and Fire Protection pursuant to Section 4202 of the Public Resources Code. This does not apply to sites excluded from the specified hazard zones by the City, pursuant to subdivision (b) of Section 51179, or sites that have adopted fire hazard mitigation measures pursuant to existing building standards or state fire mitigation measures applicable to the development.
- A hazardous waste site that is [listed](#) pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Section 25356 of the Health and Safety Code, unless the Department of Toxic Substances Control has cleared the site for residential use or residential mixed-uses.
- A delineated [earthquake fault zone](#) as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law (Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code), and by any local building department under Chapter 12.2 (commencing with Section 8875) of Division 1 of Title 2.
- A flood plain as determined by [maps](#) promulgated by the Federal Emergency Management Agency,



**SB 35 SUPPLEMENTAL APPLICATION:
ELIGIBILITY CHECKLIST**

unless the development has been issued a flood plain development permit pursuant to Part 59 (commencing with Section 59.1) and Part 60 (commencing with Section 60.1) of Subchapter B of Chapter I of Title 44 of the Code of Federal Regulations.

- A floodway as determined by [maps](#) promulgated by the Federal Emergency Management Agency, unless the development has received a no-rise certification in accordance with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations.
- Lands [identified](#) for conservation in an adopted natural community conservation plan pursuant to the Natural Community Conservation Planning Act (Chapter 10 (commencing with Section 2800) of Division 3 of the Fish and Game Code), habitat conservation plan pursuant to the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), or other adopted natural resource protection plan.
- Habitat for protected species [identified](#) as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code).
- Lands under [conservation easement](#).
- A site that would require demolition of housing that is:
 - Subject to recorded restrictions or law that limits rent to levels affordable to moderate, low, or very low-income households.
 - Subject to rent control.
 - Currently occupied by tenants or that was occupied by tenants within the past 10 years.
- A site that previously contained housing occupied by tenants that was demolished within the past 10 years.
- A site that would require demolition of an historic structure that is on a local, state, or federal register.
- The property contains housing units that are occupied by tenants, and units at the property are, or were, subsequently offered for sale to the general public by the subdivider or subsequent owner of the property.
- A parcel of land or site governed by the Mobilehome Residency Law, the Recreational Vehicle Park Occupancy Law, the Mobilehome Parks Act, or the Special Occupancy Parks Act.
- A site located within an equine or equestrian district designated by a general plan or a specific or master plan. This exception sunsets on July 1, 2025, unless extended.

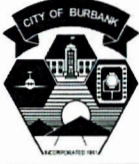
☒ **SUBDIVISIONS.** The project does not involve an application to create separately transferable parcels under the Subdivision Map Act. However, a subdivision is permitted if either of the following apply:

- The project is financed with low-income housing tax credits (LIHTC) and satisfies the prevailing wage requirements identified in item 9 of this Eligibility Checklist.
- The project satisfies the prevailing wage and skilled and trained workforce requirements identified in items 9 and 10 of this Eligibility Checklist.

☒ **WAGE AND LABOR STANDARDS.**

The project proponent must certify in writing that at least one of the following is true:

- The entirety of the project is a public work for purposes of Chapter 1 (commencing with [Section 1720](#)) of Part 7 of Division 2 of the Labor Code .
- The project includes 10 or fewer units AND is not a public work AND does not require subdivision.
- The project meets the following labor standards, as applicable:



**SB 35 SUPPLEMENTAL APPLICATION:
ELIGIBILITY CHECKLIST**

PREVAILING WAGE: All construction workers employed in the execution of the development will be paid at least the general prevailing rate of per diem wages for the type of work and geographic area (Apprentices registered in programs approved by the Chief of the Division of Apprenticeship Standards may be paid at least the applicable apprentice prevailing wage).

HEALTH CARE: If the project consists of 50 or more units, among other requirements contained in Section 65913.4(a)(8)(E) of the Government Code, the project proponent must certify that they will meet the following requirements:


- A. The provision of health care to employees and dependents included in contracts with construction contractors.
- B. Health Care expenditures for each employee in amounts specified.

APPRENTICESHIP: Participation in an Apprenticeship program approved by the California Division of Apprenticeship Standards pursuant of Section 3075 of the Labor Code or the dispatch of apprentices from a state-approved program.

SKILLED AND TRAINED WORKFORCE: For projects over 85 feet in height above grade, the following skilled and trained workforce provisions, contained in Section 65913.4(a)(8)(F) of the Government Code shall apply:

- A. The project will provide Skilled and trained workforce, enforced by contract.
- B. Minimum objective bidding requirements will established to select subcontractors.
- C. Monthly reports shall be submitting, demonstrating compliance with contract requirements.

Owner and Applicant Signature. *Acknowledgement that the project would comply with all items in the SB 35 eligibility checklist above, and that supporting information has been provided demonstrating compliance.*

Owner Name: HOVANEZ TER-ZAKARIAN	Signature: 	Date: 07.31.2025
Applicant Name:	Signature:	Date:



Permit Processing &
Consulting, LLC.

Permit Processing & Consulting
LLC

639 W Broadway
Glendale CA 91204
818-240-5617

permitconsultant@yahoo.com

City of Burbank Community Development
275 East Olive
Burbank, CA 91502

SYP July 31
~~April 8, 2025~~

Project No. 24-0002154 – Senate Bill 35 (SB 35)
Located at 1130 W. Olive Ave.
Date of Application Submittal: 4/30/2024

Dear Mrs. Chavez

Please see the comments and attached documents in response to the June 4th, 2024 city letter.

1. Prevailing Wage and Skilled and Trained Workforce Requirements. Provide a cover letter that goes over how each of the requirements in the SB 35 Supplemental Checklist is satisfied, especially the Prevailing Wage and Skilled and Trained Workforce requirements.

We believe it is clear that the project located at 1130 W Olive Blvd. in the City of Burbank is not subject to statutory skilled and trained workforce requirements under SB 35. The requirements for an experienced and trained workforce under SB 35 are not imposed on projects such as our project located in a jurisdiction unless the jurisdiction's population is 225,000 or more, which is not the case here. The population of Burbank, per the Census Bureau, is 106,000.

2. Location Requirement. To exhibit compliance with the Location Requirement, please provide the following maps as attachments to the above-mentioned Cover Letter:

- a) Map verifying whether the project site is in any Very High Fire Hazard Severity Zones. Not applicable to this project. Please see attached plan sheet A-0.3
- b) United States Fish and Wildlife Service Wetlands Map. Not applicable to this project. Please see attached plan sheet A-0.3
- c) GeoTracker Database Map confirming whether the project site falls into the Cleanup Program Sites. Not applicable to this project. Please see attached plan sheet A-0.3
- d) EnviroStor Database Map confirming whether the project site falls into the Cleanup Program Sites. Not applicable to this project. Please see attached plan sheet A-0.3
- e) FEMA's National Flood Hazard Map confirming whether the project site falls into flood map boundaries. Not applicable to this project. Please see attached plan sheet A-0.4
- f) Fault Activity Map from the California Geological Society showing the project site. Not applicable to this project. Please see attached plan sheet A-0.4
- g) Critical Habitat for Threatened & Endangered Species Map. Not applicable to this project. Please see attached plan sheet A-0.4

3. Average Grade Calculation. Provide an average grade calculation of the subject lot and measure the building, plate, and

top of heights from that average grade, respectively, per BMC Section 10-1-920(B)(3)(c). Please see sheet A-7 and A-8

4. Front Setback Dimensions. Provide front setback dimensions from the Please see sheet A-1

5. Phase 1 Environmental Assessment. Please note that a Phase 1 Environmental Assessment will be required as part of the SB 35 formal submittal that follows the NOI process. Staff recommends submitting it as part of your re-submittal to maximize the time of review for Planning staff as well as all other City Departments involved. Please see the attached document.

6. Soils Report. Due to intensive grading for the proposed subterranean parking, soils and geological reports are required, including a hydrological investigation. The soil report is in progress and will be provided in the plan check process.

7. Mixed-Use Ground Floor/Basement Access. Since the plans were unclear on this, please provide a written narrative on how ground floor access to the residential component of the building will be kept secure (or separate) from users who intend to access the office or medical office uses. Due to safety concerns raised on previously reviewed mixed-use developments, staff recommends that hallway and elevator access to non-residential uses be kept separate from residential users. Please see sheet A-3. The residence will be accessed through separate lobbies designated for residence only.

Warm Regards,

Armik Shahnazarians