

# NOTICE OF PREPARATION

**Date:** January 29, 2018

**To:** Agencies, Organizations, Interested Parties  
(Refer to Attached Distribution List)

**From:** City of Burbank  
Community Development Department  
Planning Division  
150 North Third Street  
Burbank, CA 91502

## **Subject: Notice of Preparation of a Draft Environmental Impact Report for the Media Studios Project**

The City of Burbank will be the Lead Agency and will prepare an Environmental Impact Report (EIR) for the proposed project. The City requests input from your agency as to the scope and content of the environmental information that is germane to your agency's statutory responsibilities in connection with the proposed project. Your agency will need to use the EIR prepared by our agency when considering your permit or other approval for the project.

The NOP has been transmitted to the California Governor's Office of Planning and Research and to responsible and trustee agencies. The City has determined that an EIR is required for this project. Therefore, as allowed under CEQA Guidelines Section 15063(a), the City has not prepared an Initial Study and will instead begin work directly on the EIR, as allowed under CEQA Guidelines Section 15081. The EIR will focus on the potentially significant and significant effects of the project and will document the reasons for concluding that other effects will be less than significant. The project description and location are contained in the attached materials.

Due to the time limits mandated by State law, your response must be sent at the earliest possible time, **but no later than 30 days beginning January 29, 2018 and ending the close of business on February 27, 2018**. Please send your response to the City of Burbank, Planning Division, Attention: Mike Porto, 150 North Third Street, Burbank, California 91502. You can also email your response to [mporto@burbankca.gov](mailto:mporto@burbankca.gov). Please provide the name of a contact person at your agency.

A scoping/community meeting will be held on **February 15, 2018 at 6:00 pm** in the Community Room (Room 104) on the first floor of the Community Services Building at 150 North Third Street in Burbank.

Date: January 29, 2018

Signature: \_\_\_\_\_

  
Federico Ramirez

Title: Assistant Community Development Director - Planning

Telephone: (818) 238-5250



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## MEDIA STUDIOS PROJECT ENVIRONMENTAL IMPACT REPORT

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**LEAD AGENCY:**



**City of Burbank**

Community Development Department  
Planning Division  
150 North Third Street  
Burbank, California 91502

**Contact: Mr. Mike Porto, Contract Planner**  
(818) 238-5250

**PREPARED BY:**

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Santa Ana, California 92707

**Contact: Ms. Starla Barker, AICP**  
(949) 855-5771

January 29, 2018



# PROJECT INFORMATION PACKET

## 1.0 INTRODUCTION

Pursuant to CEQA Guidelines Section 15082, the City of Burbank has distributed this Notice of Preparation/Project Information Packet for the Media Studios EIR. The sections that follow provide an overview of the project's background and context, identifies the project's location both regionally and locally, and describes the project to be evaluated through a Project EIR, which will be prepared in accordance with CEQA Guidelines Section 15161.

## 2.0 PROJECT LOCATION AND SETTING

### PROJECT LOCATION

The Media Studios Ten-Year Development Agreement Extension Project (Project) site is in the County of Los Angeles (County), in the northwest portion of the City of Burbank (City), approximately 12 miles north of downtown Los Angeles; see Exhibit 1, Regional Vicinity.

For analysis purposes, the Project site has been classified according to the following areas:

- Media Studios: Media Studios<sup>1</sup> encompasses approximately 16.34 acres (APNs 2464-004-033, APN 2464-004-034, APN 2464-004-035, APN 2464-004-036, 2484-004-023, 2484-004-018) located northwest of the North Ontario Street/Empire Avenue intersection.
- Planned Development 89-7 (PD 89-7) Area: This approximately 11.38-acre area (PD 89-7 or Project area) is consistent with the Media Studio's boundaries, except PD 89-7 excludes an approximately 4.96-acre portion of Media Studios (3100 Thornton Avenue [APN 2484-004-018]), which is not a part of the proposed Development Agreement Extension.
- PD 89-7 Phase 6 Site: This approximately 1.73-acre area (APN 2464-004-033) (Phase 6 site), which is part of the 11.38-acre PD 89-7 area), is located generally northeast of the North Avon Street/Empire Avenue intersection, at the northern extension of North Avon Street.

Exhibit 2, Project Location, shows the Project areas in their local context and relation to one another. The Project areas are further described below.

### EXISTING SETTING

Burbank encompasses approximately 17 square miles in the central portion of Los Angeles County. Except for the City of Glendale, which is adjacent and to the east, Burbank is surrounded by the City of Los Angeles. The Golden State Freeway (I-5) bisects Burbank in a northwest-southeast orientation, and the

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<sup>1</sup> Formerly referred to as "Media Studios North."



Ventura Freeway traverses Burbank’s southern extent in an east-west orientation. The foothills of the Verdugo Mountains comprise the northern portion of Burbank and San Fernando Valley is to the west.

### Media Studios Existing Land Uses

Media Studios is a commercial office campus located in a highly urbanized portion of the City. Development within Media Studios is illustrated on Exhibit 3, Media Studios. The campus is comprised primarily of office uses, with various onsite support amenities; see *Planned Development 89-7* Section below for a more detailed discussion. As depicted on Exhibit 3, Media Studios contains seven buildings totaling approximately 838,615 adjusted gross square feet, which are comprised of three buildings totaling approximately 216,062 adjusted gross square feet located at 3100 Thornton Avenue (not a part of PD 89-7 or the Project); and four buildings totaling 622,553 adjusted gross square feet within PD 89-7; see *Planned Development 89-7* Section below. The 3100 Thornton Avenue buildings, which are not a part of PD 89-7 or the Project, include a four-story office building, a single-story screening room building, and a two-story amenities building.

### Planned Development 89-7 Area Existing Land Uses

PD 89-7 comprises the southern portion of Media Studios. Development within PD 89-7 is illustrated on Exhibit 3, and outlined in Table 1, Planned Development 89-7 Existing Uses. As depicted on Exhibit 3 and indicated in Table 1, PD 89-7 contains four office buildings totaling approximately 622,553 adjusted gross square feet. Three of the existing PD 89-7 buildings are five stories and one is three stories. The onsite support amenities include two commissaries, a health club, parking, pedestrian paths, central garden/outdoor recreational uses, and landscaping.

**Table 1**  
**Planned Development 89-7 Existing Uses**

Building	Square Feet
2255 North Ontario Street (Office Building)	201,300
2233 North Ontario Street (Office Building)	83,464
3333 Empire Avenue (Office Building)	176,589
3355 Empire Avenue (Office Building)	161,200
<b>Total</b>	<b>622,553</b>
Sources: Dave Thomsen Architect, <i>Media Center North Phase 6 Project Plans</i> , August 14, 2012.	

Media Studios provides a total of 2,672 code-compliant parking spaces throughout the development’s subterranean parking structures and surface parking lots. Media Studios’ existing parking requirements (inclusive of the 3100 Thornton Avenue buildings) total 2,268 spaces, thus, an excess supply of 404 spaces exists.

Vehicular access to Media Studios/PD 89-7 is provided via four entry driveways (at Thornton Avenue, North Ontario Street (two), and West Empire Avenue) and a fire/service driveway at North Avon Street.



## PD 89-7 Phase 6 Site Existing Land Uses

The Phase 6 site consists of a partially excavated vacant property containing a gravel/asphalt ramp, surface parking lot, with vegetation covering the existing hillside. The site slopes down from the north to the south, where a partially excavated area exposes the location where the proposed parking would tie into the existing subterranean parking. A fire/service drive at North Avon Street and an entry drive at Empire Avenue provide driveway access to the Phase 6 site.

## EXISTING GENERAL PLAN LAND USE DESIGNATIONS AND ZONING

### General Plan Land Use

According to *Burbank2035 General Plan* (Burbank2035) Exhibit LU-1, *Land Use Diagram*, the Media Studios site is designated Regional Commercial (Maximum 1.25 Floor Area Ratio, 58 units per acre with discretionary approval). The Regional Commercial land use designation provides for regional employment and shopping destinations that serve both Burbank residents and residents of surrounding cities. These regional centers provide a variety of employment opportunities and services that address regional needs for retail, service, dining, entertainment, and conventions. The centers also play a key role in supporting the media industry and other sectors of the local economy.

### Zoning

According to the City of Burbank Zone Map (last amended October 20, 2012), the Media Studios site is zoned PD 89-7, *Planned Development*, except the 3100 Thornton site (not a part of PD 89-7), which is zoned M-2, *General Industrial*. According to Burbank Municipal Code (BMC) Section 10-1-19119, the PD Zone allows for an alternate process to accommodate unique developments for residential, commercial, professional, or other similar activities, including combinations of uses and modified development standards, which would create a desirable, functional, and community environment under controlled conditions of a development plan. PD 89-7 establishes permitted development of 783,000 adjusted gross square feet. According to BMC Section 10-1-808, the M-2 General Industrial Zone is intended for the development of manufacturing process, fabrication, and assembly of goods and materials.

## SURROUNDING LAND USES

Land uses surrounding the Media Studios site are as follows; refer also to [Exhibit 2](#):

- **North:** Land uses to the north include commercial (Airport Marriott Hotel) and a surface parking lot. Areas to the north are zoned M-2.
- **South:** West Empire Avenue, a railroad right-of-way, and Vanowen Street are located to the south. Light industrial land uses and surface parking lots are further south, beyond Vanowen Street. Areas to the south are zoned M-2. Pierce Brothers Valhalla Memorial Park is located to the southwest.
- **East:** North Ontario Street, multi-family residential uses, and a surface parking lot are located to the east. Areas to the east are zoned PD and R-4 High Density Residential.



- West: Vacant land, commercial uses, and North Hollywood Way are located to the west. Hollywood Burbank (Bob Hope) Airport is located further west, beyond North Hollywood Way. Areas to the west are zoned M-2 and PD 2004-169 (a Regional Intermodal Transit Center (RITC) with passenger parking, rental car facilities, bus plaza, and parking structure).

### **3.0 PROJECT CHARACTERISTICS**

Media Center North Development LLC (applicant) is seeking to amend their Development Agreement (Agreement) to allow development of the remaining 160,447 square feet of entitlements and development of Phase 6. The applicant is not seeking any other changes to the Agreement or current approved entitlements. The Project consists of two key components: an amendment to the Development Agreement for PD 89-7 (PD 89-7); and development of PD 89-7 Phase 6 involving a 160,447-gross square-foot office building.

#### **DEVELOPMENT AGREEMENT**

The Project proposes an amendment to the Development Agreement for PD 89-7 to extend the term ten additional years, from May 10, 2018 to May 10, 2028. The proposed amendment is needed to secure the previously approved entitlements for the remaining 160,447 square feet of PD 89-7 where 622,553 square feet have already been developed.

#### **PLANNED DEVELOPMENT 89-7 PHASE 6**

This EIR will analyze the environmental impacts associated with development of PD 89-7 Phase 6, which involves the remaining 160,447 square feet. Although previously analyzed under CEQA, this EIR conservatively analyzes Phase 6 as a new proposal, given the passage of time and the additional development that has occurred in the Project area, since the original approval.

A 160,447-gross square-foot office building is proposed on the PD 89-7 Phase 6 site, at the northwestern portion of Media Studios; refer to [Exhibit 3](#). The building would be five-stories, at a maximum height of 70 feet above plaza level. The proposed office building would tie in with the existing development including all landscaping, amenities, and parking. The structure would be incorporated into the existing campus with all parking in the subterranean garage accessible from any entrance. Future tenants would be limited to land uses permitted according to existing PD 89-7 Conditions of Approval. New construction and expansion of existing facilities in accordance with the PD 89-7 Conditions of Approval are anticipated during the term of the extended PD.

#### **Architectural Design**

The proposed five-story office structure is designed as a steel frame building with a building exterior featuring a contemporary design consisting of metal spandrel panels, and vision and spandrel glass consistent with the existing Media Studios commercial office buildings. The office building would be surrounded by a landscaped plaza at street level, which would provide visual screening and employee gathering areas along the structure's southern and eastern sides. The plaza would connect the campus' existing central garden features and outdoor dining area at the site's southeast corner. The proposed landscaping would also cover one level of subterranean parking.



## **Access and Parking**

Vehicular access to the proposed office building would be provided via the existing entry drive at Empire Avenue and a proposed Project entry at North Avon Street. However, parking for the new building would be accessible from all existing entrances.

As previously noted, the Media Studios currently provides a total of 2,672 code-compliant parking spaces. The existing parking requirement totals 2,268 spaces, thus, an excess supply of 404 spaces exists. A total of 162 parking spaces are proposed in the P1 level below the proposed Phase 6 office building and the balance (319 spaces) would be accommodated utilizing the excess parking in the adjacent and interconnected four-level subterranean parking structure to the south and east. There would be an excess of 69 parking stalls.

## **Grading**

Some grading for the proposed improvements has been completed, however additional grading would be required for creation of one (1) level of subterranean parking. Project grading is estimated to involve approximately 5,500 cubic yards of cut and 20,900 cubic yards of fill. However, final grading plans would be approved by the City Engineer prior to Grading Permit issuance.

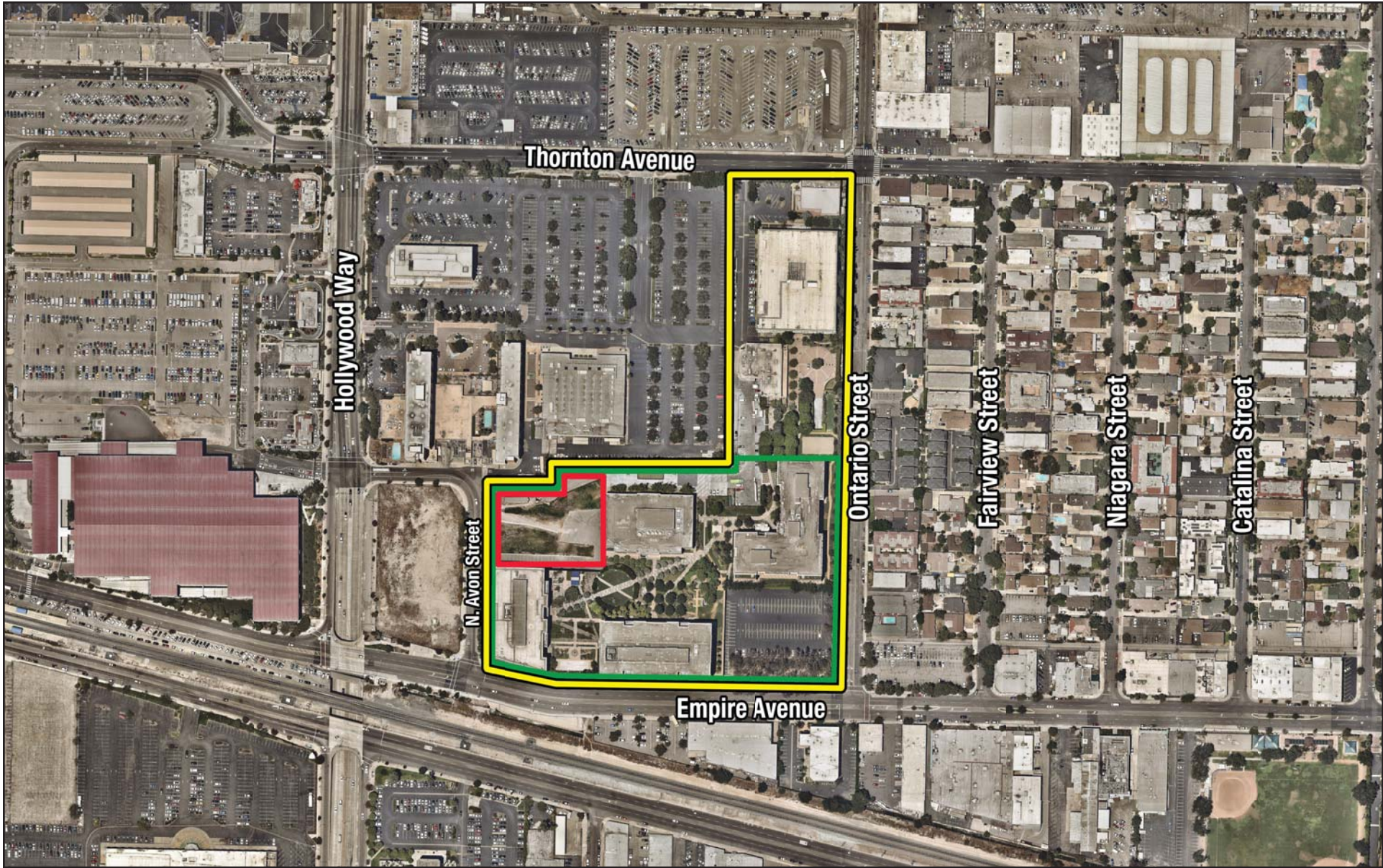
## **4.0 PHASING/CONSTRUCTION**

All Project components would be constructed concurrently in one phase. Construction is anticipated to begin in 2024 and occur over approximately 24 months, with completion anticipated in May 2026.









Source: Google Maps, 2017.

- Media Studios
- PD 89-7
- PD 89-7 Phase 6

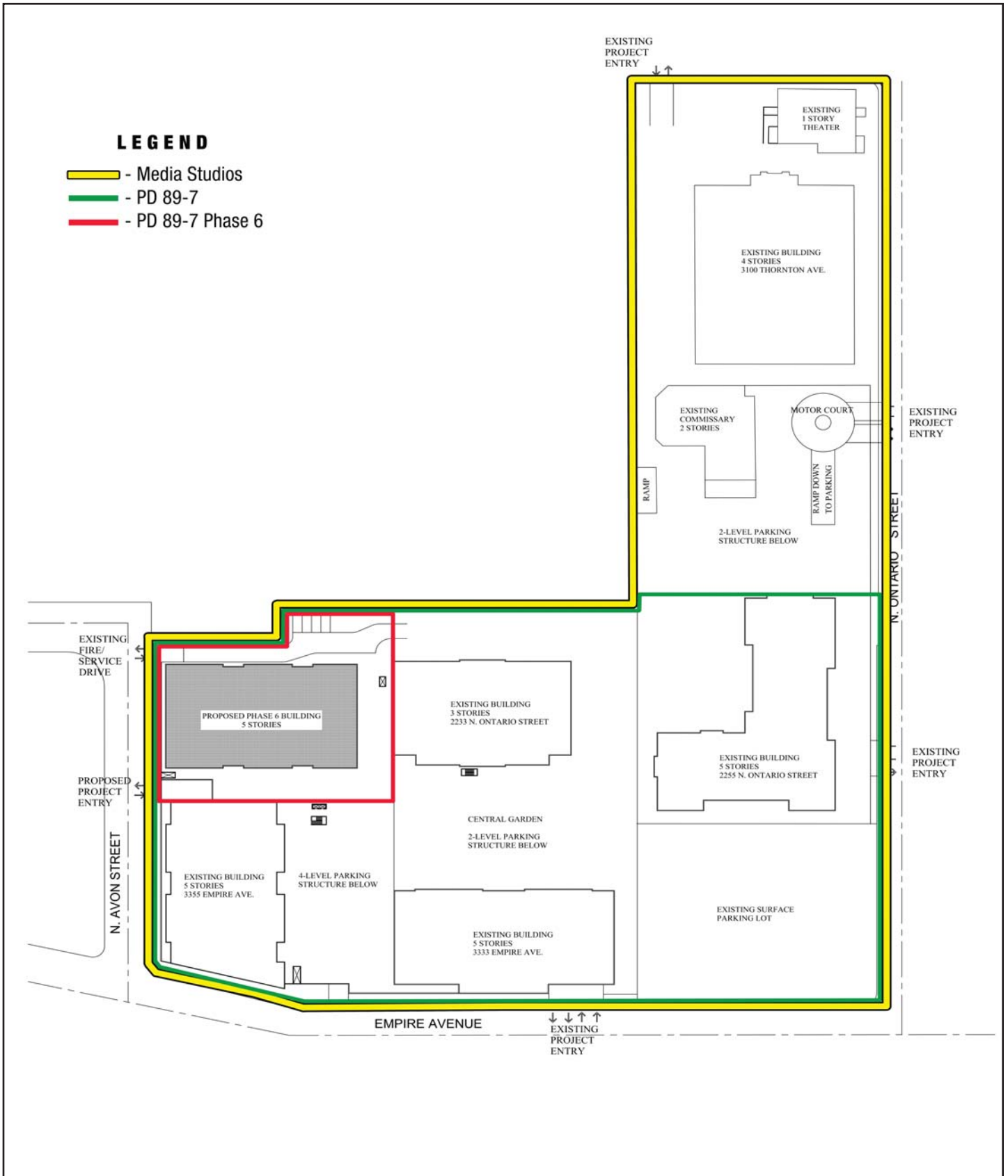
NOT TO SCALE



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## Project Location





Source: Dave Thomsen Enterprises, LP; August 14, 2012.

NOT TO SCALE

**Michael Baker**  
INTERNATIONAL



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**Media Studios**

**Exhibit 3**