

Public Notice

Proposed 3-Unit Multi-Family Residential Project at 565 E Cypress Avenue

What is this?

This notice is to let you know the City of Burbank Community Development Director will be making a decision to approve or deny an application for Development Review to demolish an existing single-family residence with a detached garage and to construct three two-story residential dwelling units with individual two-car garages. The property is located in the R-4, High Density Residential, Zone. This project is categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Sections 15303 (New Construction or Conversion of Small Structure).

Why am I getting this?

You are getting this notice because the proposed project is located near where you live or own property. This notice was mailed to all residents and property owners within 1,000 feet of the Project, to solicit input. We wanted you to know about both your options for participating in the public outreach process for the project, which include the following: (1) contacting City staff (via call/written-correspondence) so you can share your thoughts/opinions on the Project; or (2) participate in the scheduled virtual community meeting, so you can learn more about, and share your thoughts/opinions on, the Project.

The Community Development Director will make a decision to approve or deny this project on or after July 16th, 2020. You may provide input prior to this decision. You also have a right to appeal the decision within 15 days of the date that the decision is made (any appeal must be filed with the \$1,049 appeal fee no later than 5:00 p.m. on July 31st, 2020).

How do I find out more or participate?

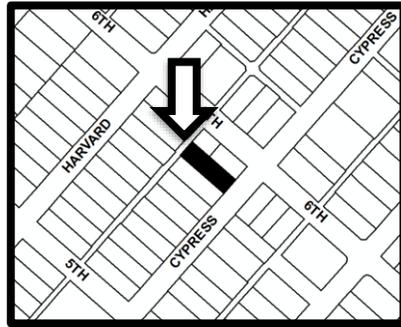
- ☎ Call the project planner: Greg Mirza-Avakyan at 818-238-5250
- ✉ E-mail the project planner at: GMirzaAvakyan@burbankca.gov
- 📖 View documents related to this project online at: www.burbankca.gov/pendingprojects

🗳️ Participate in a **Community Meeting** to discuss the project on **Thursday, July 9, 2020 at 6:00 p.m.** held via video/telephone conference. Instructions on how to view the meeting and submit comments during the meeting will be posted online prior to the meeting date at the web address above.

Date: June 24, 2020.

Project: Planning Permit No. 19-0003696

Burbank Planning Division - www.burbankca.gov/planning



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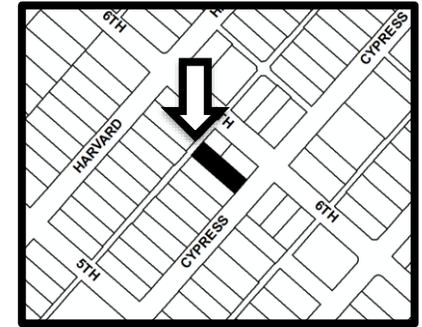
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Notes

Maps: Need to have dark parcel lines and large street names (must be legible), not less than 9 or 10 font size.

These lines/names can be adjusted using ArcMap properties (right-click on the feature you to adjust, listed on the left side column); to increase the street name size for printing @ 10 font, you'll probably need to select font size 36 or 40 on the ArcMap properties.

The subject property(ies) may also be selected & darkened to clearly identify the project site. Include an arrow or star to label the site.

Text: City Manager wants to update the format to be clearer and have more project description/details, and processing requirements.

The header at the top (underneath 'Public Notice') must include a few words to describe the project (2nd floor addition or whatever it is).

The project description must be easy to read (for the general public) and not so much technical language (more conversational tone).

Square footages and heights must be accurate. If there are story poles installed on the project site, then state that in the notice.

The Director's decision date should be firm, so that the ending date for the appeal period can be stated in the notice.

For large projects or controversial projects, we may decide to create a webpage for it, and include a statement referring to it.