



Weekly Management Report

July 26, 2019

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Community Development Department
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- 5. Update** Types of Traffic Control Devices (Barricades)
Utilized for Street Closures at City Events
Police Department
- 6. Update** Mitigating Interstate 5 Freeway Traffic Detours
Police Department

memorandum

DATE: June 5, 2019

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director
Simone McFarland, Assistant Community Development Director
VIA: Mary Hamzoian, Economic Development Manager

SUBJECT: **City Manager Tracking List #2029- Update on Enforcement of Amplified Street Performers**

At the City Council meeting of June 27, 2017, City Council requested staff to provide an update on enforcement of amplified street performers in Downtown Burbank (Downtown). On December 8, 2015, staff presented the Downtown Burbank Street Performer Ordinance and an amendment to the Burbank Municipal Code Section 9-3-213 to expand noise protections citywide, along with a budget amendment in the amount of \$38,940 to hire staff to administer the proposed regulations to City Council. The recommended ordinance for time, place, and manner regulations would implement restrictions on performance times, create specific performance zones, define areas in which performances are not allowed, restrict the use of various objects that pose a hazard to public safety, and implement special regulations for the AMC Walkway¹. The recommended amendment to BMC 9-3-213 would have prohibited the use of amplified devices in a manner that disturbs the peace, quiet, and comfort of a reasonable person. City Council did not approve the ordinances at that time.

Since then, there have been numerous complaints regarding street performers in Downtown Burbank. The Burbank Police Department's report for the number of street performer related calls for service in Downtown Burbank in 2015 were (53 calls), in 2016 (79 calls), in 2017 (99 calls), and 2018 (81 calls). There have been a total of 312 calls for Police service related to street performers between 2015 and 2018. We do not track the number of different people who called for service and therefore, do not know if there are many calls for service from a few people or a few calls for service from many people.

¹ Area referred to as AMC Walkway is the City right of way located between Gap Factory Store and Market City Café.

With the renewal of the Downtown Burbank Property-based Business Improvement District, additional funding became available in January 2019. The new funding helped establish programs and services to address the growing pains of a successful Downtown such as homelessness and management of street performers. In March 2019, the PBID contracted with Street Plus, a nationwide security and hospitality service company to provide a Hospitality and Social Service Outreach Program for the PBID seven days a week. The Program is funded and managed by the PBID and costs \$182,568 annually to provide the following services:

- Identification and outreach to homeless individuals, providing resources and assistance as needed;
- Hospitality engagement with visitors and members of the public;
- Daily check-in's and quarterly surveys with Downtown businesses;
- Visibility, circulation and monitoring of issues;
- Safety escorts for local employees;
- Weekly reports documenting all activities and interactions including those with street performers, and
- Daily reporting of maintenance and landscaping issues including burned out lights, abandoned items in the right of way, trash/debris and damaged public infrastructure.

Since March staff has utilized the services of Street Plus to gather information regarding street performers in Downtown (see attached report). Street Plus staff monitor street performers, build positive relationships with performers, residents, and local businesses, and work with the community and local law enforcement to address concerns. For a period of six months Street Plus will compile data on, performance times, number of performers, types of performances and whether any merchandise is being sold. At the end of the six month period, staff will review the data and recommend any additional action that would serve the City's interest in preserving public safety and maintaining peace in the Downtown.

In addition to the efforts of Street Plus, staff has been working to better improve the security of the electrical outlets² on the AMC Walkway that are illegally used by the street performers to amplify their music. Electrical outlet boxes have frequently been damaged and broken into for several years. Staff addressed the concerns with EPR to better manage the electrical boxes to mitigate the amplification issue. Staff was recently notified that new electrical outlet boxes were installed on the AMC Walkway (see attached image).

Staff will continue to monitor street performers for the next six months to identify and address specific concerns and adapt to the precise needs of Downtown to ensure that it remains a thriving and attractive neighborhood in the City of Burbank.

Attachment – Image of new electrical outlet boxes on AMC Walkway.

Attachment – Street Report from Street Plus for April 2019

Cc: Amy Albano, City Attorney

² Electrical outlets are owned by EPR. EPR owns the Burbank Entertainment Village where AMC 16 Theaters are located.




19 JUL 24 P3:22

memorandum

DATE: July 23, 2019

TO: Justin Hess, Acting City Manager

FROM: Patrick Prescott, Community Development Director 
Fred Ramirez, Assistant Community Development Director *FR*
Leonard Bechet, Senior Planner *LB*

SUBJECT: **Planning Board Actions of July 22, 2019**

At the Planning Board meeting of July 22, 2019, the Planning Board met for a public hearing to discuss the following items:

Public Hearing

1. Project No. 17-0001265 | Public Comments for Recirculated Draft Environment Impact Report (DEIR) | 777 N. Front Street Project

The Board was presented with the recirculated Draft Environmental Impact Report (DEIR) for the 777 Front Street project with the newly revised sections. The Board did not provide any additional comments. No action was taken.


Attendance

Present: Rizzotti, Atteukenian, Liu, Hadian, Eaton
Absent:

memorandum

DATE: July 16, 2019

TO: Justin Hess, Acting City Manager

FROM: Patrick Prescott, Community Development Director 

SUBJECT: **City Manager Tracking List No. 1988 – Rights of Multiple Family Lots Adjacent to Single Family Lots**

In 2017 the owner of a single-family house at 441 South Orchard Drive submitted an application to build a tri-plex on the property which is zoned R-4 High Density Residential and is immediately adjacent to an R-1 Single Family zone. There was significant neighborhood opposition to the project that was due in part to the assumption that the lot was zoned R-1 rather than R-4 since the property had been developed with a single-family house for decades. The applicant withdrew the application prior to a decision being made on the project. Many of the residents from the neighborhood came to City Council one evening to voice their opposition to the project. That evening Council requested information on the rights of multiple family lots adjacent to single-family lots.

Multifamily properties may be developed to their maximum multifamily density with approval of Development Review provided the project complies with the Multiple Family Development Standards development code. In order to protect single-family neighborhoods, Multiple Family Residential Zoned properties within 500 feet of R-1 lots have additional development requirements that must be met. These standards are listed in table 10-1-628(A) of the Multiple Family Zone district and include:

- 1. The maximum lot coverage is limited to 60% for multiple family lots within 500 feet of R-1 properties in lieu of the standard 70% maximum lot coverage for multiple family lots more than 500 feet from R-1;*
- 2. The number of stories is limited to 2 for multiple family lots within 500 feet of R-1 properties, while multiple family lots more than 500 feet away can be 3 stories;*
- 3. The maximum height of multiple family lots within 500 feet of R-1 properties is limited to 27 feet to top plate and 35 feet to top of roof and architectural features, while the maximum height for multiple family lots more than 500 feet from R-1 properties is permitted to be 35 feet to top plate and 50 feet to top of roof and architectural features; and*

4. *Upper stories for multiple family lots within 500 feet of R-1 properties must be setback an additional 5 feet.*

In addition to the development standards described above, the Multiple Family zone requires a buffer area between the multiple family zone property and adjacent -1 properties. Below are the details of the buffer area standards:

BUFFER AREA.

1. *In addition to the setbacks specified in Table 10-1-628(E), a 20-foot buffer area must be provided in any side or rear yard of a multiple family lot that abuts or is adjacent to a single family zoned property. The buffer area is measured from the property line of the single family zoned property perpendicular to the single family property line, and includes public streets and alleys.*

2. *The 20-foot buffer distance establishes the minimum setback line for the yard or yards in which it is provided, unless the buffer setback line is closer to the multiple family property line than the otherwise required minimum setback. Except as provided in this Subsection, no encroachments by structures or objects are permitted into the buffer area.*

3. *Where the buffer line establishes the minimum setback per Subsection (2), the required average setback for that building elevation is two (2) feet greater than the required minimum setback line resulting from the buffer.*

4. *The portion of the required buffer area located on the multiple family property may be utilized to satisfy common or private open space requirements.*

5. *Surface hardscaping may only be provided within the portion of the buffer area located on the multiple family property as follows:*

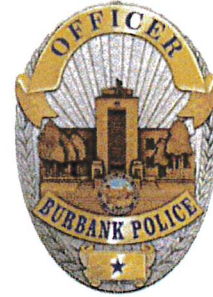
a. *Where the buffer area abuts a public alley, the buffer area may be utilized as a driveway to provide vehicle access from the alley to an on-site garage or parking area using the shortest and most direct route feasible, subject to approval of a Conditional Use Permit per Table 10-1-627.*

b. *The buffer area may contain pedestrian pathways.*

c. *The buffer area may contain hardscaping associated with the provision of amenities in an open space area. For the purposes of this Subsection, hardscaping means cement concrete, asphalt, bricks, pavers, and similar impermeable surfaces.*

6. *The portion of the buffer area located on the multiple family property must be landscaped as provided in Section 10-1-628(N).*

CITY OF BURBANK
POLICE DEPARTMENT
MEMORANDUM



DATE: July 3, 2019

TO: Justin Hess, Acting City Manager

FROM: Scott LaChasse, Chief of Police *Scott LaChasse*
By: Josephine Wilson, Police Administrator
Lieutenant John Pfrommer, Traffic Bureau

**SUBJECT: CITY MANAGER TRACKING LIST NO. 2204 – DOG RESTRAINT
INCIDENT AT LANCER’S RESTAURANT**

Incident Summary

Occurred February 8, 2019
Lancer’s Restaurant Parking Lot
697 N. Victory Blvd., Burbank
Burbank Police Incident No: BP190390136
Unsecured dog in a parked car with windows rolled down

Citizen Concern

On April 17, 2019, Ms. Lisa Gilman addressed the Burbank City Council regarding an incident that occurred on February 8, 2019. She stated that on that date, she and her 94-year old uncle were leaving Lancer’s Restaurant (located at 697 N.-Victory Blvd) and walking to their car. Ms. Gilman stated she had been walking beside her uncle and guiding him away from parked cars in the parking lot as he walked with the aid of a walker. As they passed a car that had been parked in front of Ms. Gilman’s vehicle in a handicapped parking space, Ms. Gilman stated that she failed to notice that the car had its windows rolled completely down. At this point, according to Ms. Gilman, two mid-sized dogs lunged their bodies out the car windows *“baring teeth, barking wildly and aiming for my uncle’s head.”*

Ms. Gilman stated, *“This was imminent danger to me because he is a fall risk. I tried to gently guide him away, but he lost his balance, and because he was startled, and fell backwards onto the pavement on his right hip and rear.”*

Ms. Gilman continued that a Burbank Police Officer then coincidentally appeared on scene. The Police Officer informed Ms. Gilman that it wasn’t a crime to have car windows rolled down with barking dogs inside of the car. Ms. Gilman stated that the Officer assisted her in locating the owners of the dogs inside the restaurant. Ms. Gilman stated that the experience had been very traumatic for her uncle and that he had wanted a report

taken and *“things cited.”* Ms. Gilman stated that the owners of the dogs did not approach her or her uncle (who she did not identify by name throughout her presentation).

Issues

After Ms. Gilman recounted the incident from her perspective, she made four statements before the City Council:

1. She stated that she felt Burbank Municipal Code (BMC) Section 5-1-1001: (Control Of Animals), applied in the situation she had just outlined. Ms. Gilman asserted that the dog(s) had not been secured properly due to the fact that the paws had *“reached out the car door.”*
2. Ms. Gilman then stated that she would like to see the ordinance (BMC 5-1-1001) enforced when it applied to *“public endangerment and protection of the elderly, disabled and even kids.”*
3. Ms. Gilman stated that she wanted to see the Police Department work together with the Animal Shelter *“to make pet owners aware.”*
4. Ms. Gilman expressed a concern that the Animal Shelter had not been contacted in this instance.

Response

Lieutenant Mitchell Ross, Patrol Group No. 3 Day Watch Commander, was assigned to investigate Ms. Gilman’s concerns. He reviewed the Officer’s Daily Field Activity Report (DFAR), listened to her audio recording of the incident, and then spoke with her in person. On February 8, 2019, at approximately 3:03 PM, the Officer responded to a theft investigation at a clothing store (New Star Active Wear), located at 699 North Victory Boulevard, Burbank. Upon her arrival, she was flagged down by Ms. Lisa Gilman in the parking lot just south of the location. This parking lot is typically used by patrons of Lancer’s restaurant, located at 697 N. Victory Boulevard.

Ms. Gilman explained that her 94-year-old uncle had walked by a parked car, which contained at least one dog. As her uncle walked by the parked car, a dog (or multiple dogs) inside the car barked, which in turn startled her uncle. According to Ms. Gilman, her uncle fell onto the pavement as a result. Ms. Gilman stated the dogs inside the car created a *“dangerous”* situation.

The Officer observed a small white mixed breed dog inside a car that had been parked in a marked handicapped parking stall just south of Lancer’s Restaurant. Ms. Gilman’s car was parked in an adjacent handicapped parking space. The two cars were separated by a standard blue hatch-marked space designed to allow adequate wheelchair access to parked vehicles.

The Officer contacted the uncle who was seated inside the passenger seat of Ms. Gilman’s car. She did not observe any injuries to his person. Ms. Gilman and her uncle indicated that they would seek their own medical aid to ensure he had not been injured.

The Officer also noted that the car window of the vehicle which contained the dog, was almost completely down. A check of the vehicle’s license plate revealed the owner who was located inside Lancer’s Restaurant. The vehicle owner was cooperative and went

out to his car and rolled the window up to provide an effective barrier. The vehicle owner stated that Ms. Gilman and her uncle had been very close to his car, insinuating this was the cause for the dog's barking. The vehicle owner explained that he left the window down to allow for ventilation.

NOTE: Weather for February 8, 2019

High: 57 Sunrise: 7:44 AM
Low: 43 Sunset: 5:31 PM

Conclusion

It is the Department's determination that the incident was properly managed by the Officer. She was courteous during the contact as she assisted Ms. Gilman and her uncle. She gathered information and advised both parties of their options. She received cooperation and compliance by the vehicle owner, and offered medical assistance which they declined.

In her remarks before Council, Ms. Gilman seemed to be equating enforcement action with the issuance of a formal citation. If so, that would be an erroneous assumption. Not every violation results in a citation or arrest. Typically, Police Officers attempt to gain lawful compliance in most field situations through advice, warning or persuasion before resorting to more stringent forms of enforcement. While contacting Animal Control may have assisted with this incident, there is no indication that based upon the facts of the situation and the vehicle owner's compliance, the outcome would have been different.

The BMC code section cited by Ms. Gilman was not applicable in this incident. BMC 5-1-1001 (Control of Animals) addresses exceptions for the requirement that dogs be on leashes. One of those exceptions is expressed as *"unless such dog is securely confined within an automobile which is adequately ventilated."* This section allows for dogs to be kept inside a well-ventilated car.

5-1-1001: CONTROL OF ANIMALS:  [SHARE](#)  

A. Leashes Required on Dogs; Exceptions: No person keeping a dog shall allow such dog to be in or upon any street, park or other public place, or in or upon any unenclosed lot or other private premises, unless such dog is attached to a secure leash held continuously in the hands of a responsible person capable of controlling it, or is securely leashed upon said unenclosed lot or premises in such manner that the rope or other attachment by which it is held or tethered does not permit it to be or go beyond the boundaries of such lot or premises, or unless such dog is securely confined within an automobile which is adequately ventilated. This section shall not apply to events in parks for which permits have been issued pursuant to Title 3, Chapter 3, Article 8 of this code, which expressly allow the permittee to keep a dog(s) off leash.

Nevertheless, Animal Shelter personnel reached out to the vehicle owner and discussed his responsibilities as a dog owner in the City of Burbank as well as the applicable Municipal Code sections. This topic will continue to be on the Animal Shelter's public education campaign to remind all dog owners of their responsibilities.

CITY OF BURBANK
POLICE DEPARTMENT
MEMORANDUM



DATE: July 8, 2019

TO: Justin Hess, Acting City Manager

FROM: Scott LaChasse, Chief of Police *Scott LaChasse*
By: Josephine Wilson, Police Administrator
Lieutenant John Pfrommer, Traffic Bureau

SUBJECT: TRACKING LIST ITEM NO. 2213 - TYPES OF TRAFFIC CONTROL DEVICES (BARRICADES) UTILIZED FOR STREET CLOSURES AT CITY EVENTS

On May 21, 2019, the Council requested a discussion paper on the types of traffic control devices utilized by the City of Burbank (City) for street closures.

Background:

Several special events, festivals, and parades are held in the City of Burbank (City) on an annual basis. A number of the event organizers request street closures for areas needed to erect tables, canopies, to designate parade routes, and to allow for the assembly of a large number of event participants/attendants.

The Public Works Department accepts and reviews permits requesting street closures, and the Traffic Engineer's Office approves a traffic plan for each separate request. The approved Traffic Plan is in accordance with the specifications outlined in the California Manual on Uniform Traffic Control Devices (California MUTCD). The MUTCD defines the standards used nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and private roads open to public travel. The MUTCD is updated periodically to accommodate the nation's changing transportation needs and address new safety technologies, traffic control tools, and traffic management techniques.

As outlined in the California MUTCD, effective traffic control devices should meet five basic requirements:

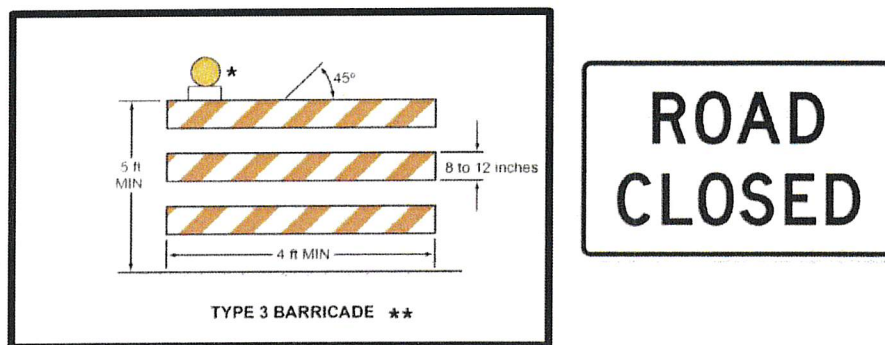
1. Fulfill a need;
2. Command attention;
3. Convey a clear, simple meaning;
4. Command respect from the road users; and
5. Give adequate time for proper response

Design, placement, operation, maintenance, and uniformity are aspects carefully considered by the Traffic Engineer's Office in order to maximize the ability of a traffic control device to meet the five requirements. The devices should be designed so that features such as size, shape, color, composition, lighting or retroreflection, and contrast are combined to draw attention to the devices; that size, shape, color, and simplicity of

message combine to produce a clear meaning; that legibility and size combine with placement to permit adequate time for response; and that uniformity, size, legibility, and reasonableness of the message combine to aids in recognition and understanding. The responsibility for the design, placement, operation, maintenance, and uniformity of traffic control devices shall rest with the public agency or the official having jurisdiction.

Although the MUTCD describes the application of traffic control devices, the decision to use a particular device at a particular location is made on the basis of either an engineering study or the application of engineering judgment. Engineering judgment is exercised in the selection and application of traffic control devices, as well as in the location and design of roads and streets that the devices complement.

When considering a temporary road closure for any special event in the City, the basic traffic control device utilized is a Type III barricade (depicted in the photograph below).

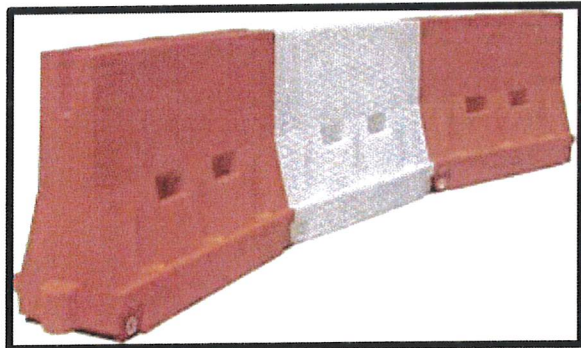


In conjunction with the Type III barricade, "road closed" signs are mounted on the barricades and advance warning signs are placed on the approach to the barricades to convey a clear, simple message and provide motorists with adequate time for a proper response. Several incidents have occurred over the years that expose the vulnerability of utilizing only Type III barricades. These incidents have included inattentive motorists driving through the barricades and colliding with pedestrians, drivers moving the barricades (if left unattended) to drive into the road closure area, and subjects that intentionally drive through the barricades with the intent of injuring and/or killing pedestrians.

As an example, on July 16, 2003, about 1:46 p.m., an 86-year-old male was involved in a traffic accident near a Farmer's Market event in the City of Santa Monica, California. After the collision, the male driver continued through an intersection and into the Farmer's Market, striking pedestrians and vendor displays. As a result of the accident, 10 people were fatally injured and 63 people sustained injuries ranging from minor to serious.

The National Transportation Safety Board (NTSB), an independent Federal agency charged by Congress with investigating transportation accidents, conducted an investigation of the Santa Monica accident. The NTSB issued safety recommendations to prevent a reoccurrence of similar accidents, which included installing **temporary rigid barrier systems** at road closures to provide a physical barrier to errant vehicles. The City recognized the need for and value of positive, rigid barriers to protect pedestrians

and implemented the use of temporary rigid barriers at road closures for special events held on City roadways. The City has utilized water barricades (depicted in the photograph below) as temporary rigid barriers for special event road closures, which have proven to be effective.



When water barricades are filled and connected pursuant to the manufacturer's instructions, the barricades will deflect a vehicle traveling at 45 mph. Using additional signs and Type III barricades alone will not prevent an errant vehicle from entering a pedestrian zone; however, rigid barriers provide the segregation of pedestrian and vehicular traffic required to meet pedestrian safety measures.

The City has also utilized vehicles as a form of rigid barriers for road closures. Vehicles are not generally an appropriate countermeasure for this purpose, as vehicles are not designed to absorb a collision from, or to redirect, an errant vehicle. Also, vehicles contain flammable liquids and components which can pose further hazards.

Using Burbank on Parade as an example of one of the special events held in the City, the average cost for barricades is approximately \$15,000. This cost consists of a combination of Type III barricades manned by police personnel, water barricades, and City vehicles. Burbank on Parade previously has been held on Olive Avenue between Buena Vista Street and Victory Boulevard. The area between Buena Vista Street and Victory Boulevard contains 14 intersecting roadways. Every roadway intersecting Olive Avenue requires Type III barricades (typically 5-6 per roadway) monitored by police personnel and/or water barricades (typically 5 per roadway) to safely secure the parade route. There is an increased cost of utilizing water barricades due to the requirement of filling the barricades with water, as well as extracting the water from the barricades at the conclusion of the event. Therefore, water barricades were only utilized at large intersections that could not be safely secured by City vehicles and City personnel.

Organizers for Burbank on Parade have sought to decrease the cost of water barricades required for the event by requesting the use of Type III barricades only. However, police personnel are required to monitor road closures that utilize only Type III barricades to prevent motorists from simply moving the barricades to enter the parade route. In addition, some type of rigid barrier would also be required to prevent errant vehicles from entering the parade route. City vehicles have been used to substitute water barricades, which the NTSB does not deem to be an appropriate countermeasure. Increasing police personnel staffing only increases costs and does not effectively reduce the cost to the event organizers.

There are several rigid barrier systems and options in the marketplace other than water



barriers. One such system is comprised of removable bollards in areas where special events are held on a frequent basis. This would require a significant investment by the City. A fee can be charged to the event organizers to recoup the City's initial investment over time and be utilized for replacement costs when required. Based on a 2017 bid for retractable bollards for the City of Palm Springs, closing San Fernando Boulevard from Magnolia Boulevard to Angeleno Avenue, including the ending intersections will require about 114 bollards. The price per bollard is about \$12,000 installed but contingency needs to be added because the bid prices are two years old and

construction rates have increased significantly. With a 20% contingency added to the cost, the City would have to invest approximately \$1,642,000 for retractable bollards in the downtown.

Conclusion:

The Police Department and the Traffic Engineer's Office determined the use of rigid barriers to provide segregation of pedestrian and vehicular traffic is the safest and most cost-effective measure to provide pedestrian safety at special events held on City roadways. This is in direct support of the recommendation made by the NTSB as it pertains to the Santa Monica accident in 2003, and supports the guideline of utilizing engineering judgment. The Police Department will continue to support the use of temporary rigid barrier systems and will collaborate with the Traffic Engineer's Office and the City Attorney's Office if there is a need to seek alternative measures.

CITY OF BURBANK
POLICE DEPARTMENT
MEMORANDUM



DATE: July 3, 2019

TO: Justin Hess, Acting City Manager

FROM: Scott LaChasse, Chief of Police *Scott LaChasse*
By: Josephine Wilson, Police Administrator
Lieutenant John Pfrommer, Traffic Bureau

SUBJECT: CITY MANAGER UPDATE – MITIGATING INTERSTATE 5 FREEWAY TRAFFIC DETOURS

The Council requested an update on mitigating overflow traffic diverted to the City surface streets from the Interstate 5 (I-5) highway. This request was based on a Los Angeles Police Department (LAPD) and California Highway Patrol (CHP) pursuit that terminated on the I-5 highway in Burbank on March 29, 2019 (northbound lanes of the I-5 freeway between the San Fernando Boulevard on-ramp and the Buena Vista Street off-ramp), causing a shutdown of the Interstate 5 highway for more than 14 hours.

Background:

On March 29, 2019, at approximately 7:30 p.m., the LAPD was involved in a pursuit of a male suspect wanted for driving recklessly. The suspect was allegedly armed with a six-inch knife and as the officers attempted to stop the man, he attempted to collide into the officers' patrol vehicles. The suspect drove erratically, side-swiped several vehicles, nearly collided with a pedestrian, and eventually began driving the wrong-way on the I-5 freeway in the Burbank area. CHP assisted the LAPD with the pursuit as it transitioned onto the State freeway. The pursuit ended as the suspect attempted to maneuver between two vehicles before colliding head-on with another vehicle. The officers exited their patrol vehicles with their guns drawn and engaged in a standoff with the suspect that started at approximately 8:40 p.m. The suspect eventually exited his vehicle; however, he did not comply with the officers' commands and had to be subdued. It appeared that one of the involved officers discharged their duty weapon during the incident, which prompted the need to make the area a crime scene. This led to the closure of the freeway for several additional hours, with the northbound lanes of the freeway not reopening until 12:00 pm the following day (March 30, 2019 - Saturday).

Law Enforcement Response:

At LAPD's request, Burbank Police Department officers assisted with street closures of the on-ramps to the I-5 freeway between Hollywood Way and Alameda Avenue. Vehicles traveling southbound on the freeway were diverted to exit at the Hollywood Way off-ramp. Vehicles traveling northbound were diverted to exit at the Alameda Avenue off-ramp. This caused a dramatic increase in traffic on San Fernando Boulevard and Glenoaks

Boulevard, which parallel the I-5 freeway and were utilized to redirect traffic around the incident.

Burbank Police Department officers also assisted with moving vehicles off the northbound freeway lanes that were stopped to the south of the Los Angeles Police Department incident. The vehicles were directed to drive southbound in the northbound San Fernando Boulevard freeway on-ramp. Officers had shut down traffic on San Fernando Boulevard at Grismer Avenue, to create a safe path of travel for the vehicles moving off the freeway. The vehicles that were directed off the freeway were then allowed to drive freely on either Grismer Avenue or San Fernando Boulevard in their attempts to find their way back to the freeway, past the area where police were engaged in a standoff with the suspect.

Identifying Complications and Areas for Improvement:

The proper procedure would have been to establish a Command Post and create a Unified Command between the LAPD, CHP and the City of Burbank (Police, Fire and Public Works). This would have provided the forum to estimate the magnitude of the traffic incident, its duration and anticipated vehicle queue length. This information would have established the adequate level of personnel and resources needed to set up the appropriate temporary traffic controls based on the incident duration. The LAPD and CHP attempted to manage the entire incident by replacing Burbank Police Department personnel with their own officers; however, this did not address the local impact of traffic volume and congestion on the City's surface streets.

Due to the absence of a Unified Command structure, the Public Works Department was not notified of the incident. The Public Works Department has emergency procedures in place to address traffic incidents, which include creating alternate routes, deploying changeable message sign (CMS) boards and traffic control devices, monitoring traffic volume through traffic cameras, and initiating flush traffic signal timing plans. These emergency procedures can be employed after normal hours by contacting the appropriate department listed in the Emergency Call-Out Roster. During the aforementioned traffic incident, it would have been prudent to contact Public Works and cooperatively work together to mitigate traffic issues caused by the freeway closure.

Resources to Develop a Plan to Address Future Events:

The Burbank Police Department Traffic Bureau is working with the Public Works Traffic Engineer's Division on operational procedures of implementing alternate routes specific to the I-5. The procedures are based off of a similar plan established by the San Mateo County Transportation Authority. This Alternate Routes for Traffic Incident (ARTI) Guide's primary purpose will be to address the effects of non-recurring traffic congestion caused by major freeway incidents, giving focus to the following: identifying, in advance, emergency alternate routes for use along selective freeway segments for the I-5 and SR 134, establishing traffic management response guidelines, and facilitating inter-agency traffic management communication and coordination processes. The objective is to provide an approach to collaborating with emergency responders to manage traffic diverted around the incident location and to optimize traffic flow. Under this model, Burbank Police will coordinate with Public Works staff to respond to and manage the

diverted traffic on local streets. Completion of this guide is anticipated by October 2019. In the meantime, protocols have been put in place to notify Public Works Department staff in the event of any freeway incident that requires redirection of traffic.

Conclusion:

The Burbank Public Works Department currently has procedures in place to respond to emergency traffic situations throughout the City. However, notification was not made to Public Works to seek their assistance during the LAPD pursuit and standoff on the Interstate 5 highway in Burbank.

Staff is developing an ARTI plan which will include pre-determined routes and information dissemination methods to notify and guide motorists, and a comprehensive management communication plan to include the CHP, LAPD, County Sheriff's, the Los Angeles County Office of Emergency Management, the Burbank Police Department, and the Burbank Public Works Department. During unfolding and fluid events/crises, it is important to note that there are still uncertainties that affect incident management and alternate route planning and operations. The uncertainties impact the effectiveness in routing vehicles that are diverted from an open freeway due to drivers making their own choices.