

VIEW STUDY FOR HILLSIDE PROJECT (3344 WEDGEWOOD LANE)

Objective and Analysis:

A view study is required as a part of the Hillside Development Permit process to analyze the impact of the proposed development on downslope and upslope scenic views from adjacent properties. As a part of the view study for the project at 3344 Wedgewood Lane (Subject Property) the applicant installed story poles on October 24, 2023 at the subject property that outlined the frame of the proposed trellis structure (corner posts, outline of top edges) in the location where it would be located. These story poles were installed and certified for accuracy by a licensed architect.

On November 19, 2023, property owners of neighboring properties located within the immediate vicinity of the project site (shown on Figure 1) were contacted by mail and informed of the proposed project, as well as of their opportunity to participate in the City's preparation of a view study. Staff did not receive comments from any of the neighbors.



Figure 1: Identified in blue is the subject property. Identified in red are the neighboring properties that were contacted as part of the City's Story Pole and View Assessment (the View Study). Identified in green is undeveloped property and property developed with a debris basin.

VIEW STUDY FOR HILLSIDE PROJECT (3344 WEDGEWOOD LANE)

Due to the location of the property at 3344 Wedgewood Lane, the proposed physical improvements that would be located at the rear of the property are positioned outside of the upslope and downslope view of the neighboring properties that are developed with a single-family home. Therefore, the project would not unreasonably encroach into the scenic views of surrounding properties.

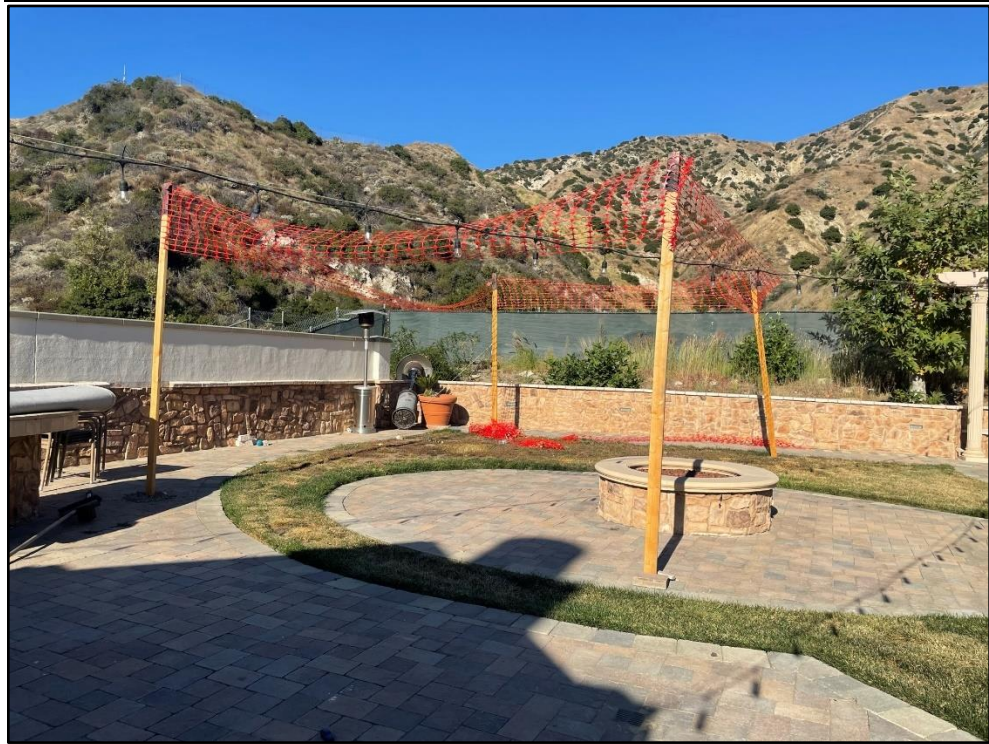
In addition, staff analysis established that the proposed improvements are consistent with the City's objective development standards in the R-1 zone, and consistent with the development pattern in the surrounding neighborhood that consists of multistory single-family homes with varying outdoor improvements including covered patios and shade structures. Further, the placement of the proposed trellis structure is such that it is not visible from the street from the east or west. The top 12" of the southwest corner of the trellis structure can be seen from the neighboring properties to the west but does not cause an impact to views. Therefore, there were no view impacts caused by the trellis structure.

Conclusion:

Given the analysis provided, it is City staff's assessment that the proposed project at 3344 Wedgewood Lane would not result in unreasonable view impacts to the upslope and downslope scenic views of neighboring properties.

See site photos taken November 6, 2023, in the following pages.

VIEW STUDY FOR HILLSIDE PROJECT (3344 WEDGEWOOD LANE)



View of story pole installation located in the rear yard area of the subject property.

VIEW STUDY FOR HILLSIDE PROJECT (3344 WEDGEWOOD LANE)



View from the adjacent property to the west of the subject property.

VIEW STUDY FOR HILLSIDE PROJECT (3344 WEDGEWOOD LANE)



View from across Wedgewood Lane of the west side of the subject property.

VIEW STUDY FOR HILLSIDE PROJECT (3344 WEDGEWOOD LANE)



View from across Wedgewood Lane of the subject property.

VIEW STUDY FOR HILLSIDE PROJECT (3344 WEDGEWOOD LANE)



View from across Wedgewood Lane to the east of the subject property.



**COMMUNITY
DEVELOPMENT**

December 14, 2023

ANI MNATSAKIANIAN
409 IRVING DRIVE
BURBANK, CA 91504

VIA EMAIL: ANI@STUDIOAMCINC.COM

**RE: Notice of Decision – Approval
Project No. 21-0001383 – Hillside Development Permit
3344 Wedgewood Lane**

Dear Ms. Mnatsakanian:

This letter is to notify you that the Community Development Director has approved your application for a Hillside Development Permit (HDP) to Permit construction of (1) the construction of a new building pad for a future ADU, (2) two 4' – 0" high retaining walls, and (3) a new outdoor kitchen with a trellis that would be 9' – 10" tall on an existing single-family zoned property. Enclosed is the approval with conditions.

Please be advised that the decision of the Community Development Director will become final fifteen (15) days from the decision date unless the decision is appealed to the Planning Board within 15 days. Any appeal of the Director's decision must be submitted to the Planning Division with the applicable filing fee prior to the expiration of the fifteen (15) day appeal period, or 5:00 p.m. on December 29, 2023.

If you have any questions concerning this letter, please contact me by phone at (818) 238-5250 or by email at shrynik@burbankca.gov.

Sincerely,

SARA HRYNIK
Assistant Planner
Community Development Department

Attachments:
Exhibit A: View Study
Exhibit B: Approved Plans

Community Development Department Director's Decision

DATE: December 14, 2023

PROJECT TITLE: Project No. 21-0001383 – Hillside Development Permit

PROJECT ADDRESS: 3344 Wedgewood Lane.

APPLICANT: Ani Mnatsakanian

PROJECT DESCRIPTION: The project proposes the following: (1) the construction of a new building pad for a future ADU, (2) two 4' – 0" high retaining walls, and (3) a new outdoor kitchen with a trellis that would be 9' – 10" tall on an existing 19,040 square foot lot. The proposed height of the trellis structure would be 9' – 10" high, and the proposed retaining walls would be 4' – 0". The subject property is located in the R-1, Single Family Residential, zone in the Hillside area.

ZONING: R-1 **GENERAL PLAN:** Low Density Residential

MUNICIPAL CODE CONFORMANCE: The project conforms to the Burbank Municipal Code. The proposed improvements would not add to the existing floor area counted towards Floor Area Ratio (FAR) or lot coverage. The heights of the trellis structure and the proposed retaining walls comply with the height and setback requirements in Section 10-1-603 and 10-1-606 of the Burbank Zoning Code. Additionally, the project complies with all applicable height, setbacks, and design requirements.

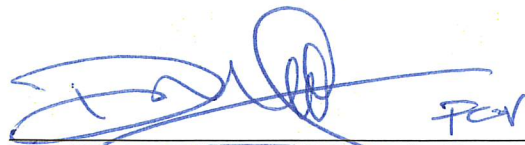
ENVIRONMENTAL REVIEW: This project is categorically exempt from the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15303(e) pertaining to the construction of accessory structures (New Construction or Conversion of Small Structures) within an urbanized area.

DATE SIGN POSTED ON-SITE: September 29, 2023

DATE PUBLIC NOTICE MAILED: November 28, 2023

DATE OF DIRECTOR'S DECISION: December 14, 2023

END OF APPEAL PERIOD: December 29, 2023



Sara Hrynik, Assistant Planner
Planning Division (818) 238-5250

For, Patrick Prescott, Community Development Director

**HILLSIDE DEVELOPMENT PERMIT NO. 21-0001383
(3344 Wedgewood Lane –Ani Mnatsakanian, Applicant)**

Findings for Granting a Hillside Development Permit

1) The vehicle and pedestrian access to the house and other structures do not detrimentally impact traffic circulation and safety or pedestrian circulation and safety and are compatible with existing traffic circulation patterns in the surrounding neighborhood. This includes but is not limited to: driveways and private roadways, access to public streets, safety features such as guardrails and other barriers, garages and other parking areas, and sidewalks and pedestrian paths.

The existing vehicle and pedestrian access to the house and other structures will not be significantly modified or impacted by the Project and will not detrimentally impact traffic or pedestrian circulation and safety. The proposed improvements are compatible with existing traffic circulation patterns in the neighborhood and will not disturb any existing sidewalks, guardrails, or street access. Access to the existing parking garage would remain unaltered from existing conditions and the primary access to into the home will remain off Wedgewood Lane. This finding can be made.

2) The house and other structures are reasonably consistent with the natural topography of the surrounding hillside.

The project proposes to construct a new sunken outdoor kitchen with a trellis structure above, two new retaining walls, and a building pad for a future ADU (exempt from entitlement review). The outdoor kitchen and trellis are proposed on a flat area of the rear yard area and is similar in site alteration to a swimming pool, which is common in single-family zoning. The retaining walls and building pad are proposed on a sloped portion of the site, however, the improvements have been located and planned such that the majority of the sloped area of the site will remain unaltered. As all improvements that are proposed are reasonably consistent with the natural topography of the surrounding hillside, this finding can be made.

3) The house and other structures are designed to reasonably incorporate or avoid altering natural topographic features.

The project proposes to construct a new a sunken kitchen and trellis in a flat area of the site, similar to how swimming pools are commonly built on flat areas of a site, thus it will not alter natural topographic features. The project also proposes two new retaining walls that will replace an existing retaining wall, which will result in the removal of approximately 51 cubic yards of soil. The retaining walls are creating a flat building pad that will be used for a future ADU. While these improvements result in minimal grading, they will not significantly alter the nature of the rear or side yard areas, as the improvements have

been designed to nestle into the existing sloped side yard, thereby incorporating the natural topography of the site. This finding can be made.

4) The house and other structures will not unnecessarily or unreasonably encroach upon the scenic views from neighboring properties, including both downslope and upslope views.

As identified in the View Study prepared for this project, due to the placement and size of the proposed improvements, the structures will not unnecessarily or unreasonably encroach on the scenic views from the neighboring properties. The subject property does not have neighboring residential property on either side and as the proposed improvements are not higher than a single story, the neighboring residences across the street will not have impacts to their respective views. The view impacts of the proposed project have been analyzed by staff using story poles and photographs taken during site visits conducted on November 6, 2023.

5) For the purpose of evaluating required finding (d) above, a view study must be submitted with all Hillside Development Permit applications documenting the impacts of the proposed structure(s) on views from adjacent properties. The view study must be prepared in a manner approved by the Director or their designee and contain all information and documentation deemed necessary by the Director for the purpose of analyzing view impacts and establishing setback lines for view determination pursuant to Section [10-1-606\(E\)](#). This study is separate from the Ridgeline setback analysis required by Section [10-1-606\(D\)](#).

The applicant installed story poles on October 24, 2023, at the subject property that outlined the frame of the in the location where the proposed improvements will be located; these story poles were installed and certified for accuracy by a licensed architect. On November 19, 2023, City Staff mailed out story pole installation letters to residents and property owners of neighboring properties located within the immediate vicinity of the project site, notifying them of the reason the story poles were installed on the project site and asking for public feedback. Staff did not received correspondence from any surrounding property owner(s).

As part of the view study, City Staff conducted a site visit at the subject property on November 6, 2023. Pictures of the story poles as viewed from the front and west side of the subject property were captured to assess potential view impacts of the development – these pictures are included as part of the View Study.

6) The view impacts of the proposed project must be considered by the Director, or Planning Board or City Council if appealed, and may be used as a basis for requiring modifications to a project or denying a Hillside Development Permit due to inability to make the required findings.

A View Study conducted by City Staff illustrates that the proposed trellis structure, retaining walls, and building pad will not significantly affect upslope and downslope views from neighboring properties. The view impacts of the proposed project have been analyzed by staff using photographs taken during site visits conducted on November 6, 2023. The proposed project has been determined to have negligible impacts to the neighboring properties with respect to views as the height of the proposed structures are not visible from the front or west side of the subject property. Because of the location of the subject property adjacent to an undeveloped hill to the east of the property and a debris catchment basin to the north (rear) of the property, potential view impacts were not assessed from these directions.

**HILLSIDE DEVELOPMENT PERMIT NO. 21-0001383
(3344 Wedgewood Lane –Ani Mnatsakanian, Applicant)**

PLANNING DIVISION

1. Project No. 21-0001383, Hillside Development Permit, approves construction of (1) the construction of a new building pad for a future ADU, (2) two 4' – 0" high retaining walls, and (3) a new outdoor kitchen with a trellis that would be 9' – 10" tall. The subject property is located in the R-1, Single Family Residential, zone in the Hillside area.
2. This permit shall expire if the scope of work is not initiated within one year of the date of this approval (expires on December 14, 2024), unless the Property Owner has diligently developed the proposed project as shown by the issuance of a grading, foundation, or building permit and the construction of substantial improvements.
3. The operation/construction on the site shall remain in substantial conformance with the request and with the application materials submitted by the applicant and project plans stamped approved on December 14, 2023, and placed on file in the office of the Planning Division.
4. The applicant shall comply with all federal, state, and local laws. Violation or conviction of any of those laws in connection with the use will be cause for revocation of this permit.
5. This permit may be modified or revoked by the City should the determination be made that the structure or conditions under which it was permitted present detrimental impacts on neighboring properties.
6. The applicant shall list these conditions of approval in all construction plans submitted to the Building Division for a building permit. The applicant shall also provide a separate written document outlining how, or where, each of the conditions have been addressed in the building permit plan set for all City Division/Department conditions enclosed and provide the same number of copies as building plan sets submitted for Building Plan Check.
7. By signing and/or using this Hillside Development Permit, the permittee acknowledges all of the conditions imposed and accepts this permit subject to those conditions and with full awareness of the provisions of the Burbank Municipal Code. Failure of the permittee or property owners to sign these conditions does not affect their enforceability by the City or other responsible entity. These conditions are binding upon all future property owners and occupants of the subject property.

8. Plans submitted into Building Plan Check Review shall include a note on the plans affirming compliance with §10-1-603(M)(5) of the Burbank Municipal Code regarding exterior lighting design and installation.

BUILDING AND SAFETY DIVISION

9. All projects shall comply with Title 9, Chapter 1, of the Burbank Municipal Code, and the **2022 edition** of the California Building Code, California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards and Building Energy Efficiency Standards, including all intervening Code Cycles.
10. Plans and reports submitted for Plan Check Review are to be submitted electronically. For more information about the online submittal process, please contact the Building Division at 818-238-5220 or via email at eplancheck@burbankca.gov.
11. All conditions of approval are to be reproduced on the construction document drawings as part of the Approved Construction Set.
12. All Departments that have provide Conditions of Approval are to review drawings and provide final approval via online electronic review, prior to issuance of Building Permit.
13. Separate Permits will be required for the following:
 - a. Demolition
 - b. Grading & Shoring
 - c. Architectural & Structural
 - d. Pool, Spa, & Equipment
 - e. Accessory Dwelling Unit
 - f. Mechanical
 - g. Plumbing
 - h. Electrical
14. Project lies within the City of Burbank Mountain Fire Zone.
 - a. All construction is required to meet Burbank Municipal Code 9-1-1-701A.1.1
15. A Civil plan is required showing the proposed changes to the site grading to accommodate the garage and driveway. Topographical contour lines are to be indicated, showing existing and proposed contours.

16. Grading and drainage plans may be required, and a separate Grading & Shoring Permit may be required. Geotechnical report to be submitted along with Grading & Shoring Permit Application.
17. Justify Floor Area Ratio per current Burbank Municipal Code 10-1-601 (ARTICLE 6. RESIDENTIAL USES AND STANDARDS)
18. Provide corrected Demolition Calculations (demolition calculations are based upon the length of walls, not the square footage of walls).
 - b. Total length of all walls to be demolished divided by total length of all existing walls = Demolition Percentage.
 - c. Length of walls are to include interior and exterior walls, including openings, and any walls attached to existing structure.
19. The foundation shall comply with California Building Code Section 1808.7, for foundations on or adjacent to slopes. A soils report will be required.
20. A stamped setback certification by a Licensed Surveyor will be required to certify the location of the new construction in relation to the setbacks prior to the first foundation inspection.
21. New or Addition/Alteration construction projects within the City of Burbank are subject to MWELo review.
 - Full structure demolition and new construction are required to provide a full MWELo plan check set for review.
 - New or replacement landscape areas for residential and non-residential projects between 500 (new) and 2,500 (replacement) square feet requiring a building or landscape permit, plan check, or design review will be required to complete, either a Performance or Prescriptive Compliance Method. Full house demolition will require MWELo review, either prescriptive or performance, no exceptions.
22. A CF1R energy report will be required, and design team is required to review and coordinate all values with those shown on Plans, Elevations, Sections, and Window Schedules.
23. The California Division of Mines and Geology Active Fault Near-Source Zones Map for Burbank indicates the city is within 2 km - 5 km of the Verdugo and Hollywood Faults. Structural design of construction projects must address the impact of the Near-Fault Zones.
24. Construction projects must comply with Best Management Practices for construction and stormwater runoff requirements of the National Pollutant Discharge Elimination System MS4 Permit.

25. The City's mandatory Construction & Demolition Debris Diversion Ordinance requires the recycling and diversion of at least 65% of construction and demolition debris. A refundable deposit and non-refundable administrative fee will be collected prior to permit issuance. The Ordinance applies to all demolitions and to new construction, additions, remodels, renovation, tenant improvement and alteration projects over 500 square feet in scope of work.
26. Plans submitted for plan check must be stamped by State-licensed architect or engineer unless the project is one of the following listed below and complies with conventional light wood frame construction requirements in the CBC:
- Wood-framed, single-family dwellings not more than two stories in height;
 - Wood-framed, multi-family dwellings not more than two stories in height, and limited to four dwelling units per parcel;
 - Wood-framed, garages or accessory structures for single-family dwellings not more than two stories in height;
 - Non-structural or non-seismic storefronts, interior alterations or additions.
27. A Building Permit may be issued to the Property Owner provided that the work is limited to:
- A single-family dwelling of wood frame construction not more than two stories and a basement in height.
 - Garages or other structures appurtenant to single-family dwellings of wood frame construction not more than two stories and basement in height.
 - Nonstructural or non-seismic alterations or additions.
28. Approved hours of construction are:
- | | |
|-----------------|--------------------|
| Monday – Friday | 7:00 am to 7:00 pm |
| Saturday | 8:00 am to 5:00 pm |

No construction is permitted by contractors or subcontractors after hours, on Sunday or on City holidays without prior written request and approval from the Community Development Department.

BURBANK WATER AND POWER DEPARTMENT – WATER DIVISION

29. There is currently a 1" water meter at the project address.
30. The existing water meter location should be shown/located on the site plan.
31. The applicant is responsible for submitting final plans for BWP Water Division review and approval.

32. The site plan is showing a proposed ADU under separate permit. Please see BWP's handout on Plan/Permit Submittal Requirements for ADUs.
33. Please complete "Sizing Water Meter and Service Line" Form with the quantities of each type of plumbing fixtures that are existing in the main dwelling and proposed for the outdoor kitchen area and ADU (under separate permit). This form will help determine the adequate water meter and service size required.
34. The applicant shall be responsible for all additional costs of connection, installation, and abandonment of water services in accordance with Burbank Water and Power (BWP) Rules and Regulations.

PUBLIC WORKS DEPARTMENT

General Requirements

35. No permanent structure is permitted in any public right-of-way or any public utility easements/pole line easements [BMC 7-3-701.1, BMC 9-1-1-3203].
36. No building appurtenances for utility or fire service connections shall encroach or project into public right-of-way (i.e. streets and alleys). Locations of these appurtenances shall be shown on the building site plan and the off-site improvement plans [BMC 7-3-701.1].
37. On-site drainage shall not flow across the public parkway (sidewalk) or onto adjacent private property. It should be conveyed by underwalk drains to the gutter through the curb face or connected to a storm drain facility [BMC 7-1-117, BMC 7-3-102].
38. Applicant shall protect in place all survey monuments (City, County, State, Federal, and private). Pursuant to California Business and Professions Code Section 8771, when monuments exist that may be affected by the work, the monuments shall be located and referenced by or under the direction of a licensed land surveyor or licensed civil engineer legally authorized to practice land surveying, prior to construction, and a corner record or record of survey of the references shall be filed with the county surveyor. A permanent monument shall be reset, or a witness monument or monuments set to perpetuate the location if any monument that could be affected, and a corner record or record of survey shall be filed with the county surveyor prior to the recording of a certificate of completion for the project.
39. Any work within the public right-of-way must be permitted and approved by the Public Works Department before construction can commence. All construction work in the public right-of-way must comply with Burbank Standard Plans and must be constructed to the satisfaction of the City Engineer. A Public Works EXCAVATION PERMIT is required. The excavation permit requires a deposit

acceptable to the Public Works Director to guarantee timely construction of all off-site improvements. Burbank Standard Plans can be accessed at:
<http://file.burbankca.gov/publicworks/OnlineCounter/main/index.htm>

Water Reclamation and Sewer

40. No sanitary sewer drainage structures are permitted to be installed on the outdoor kitchen that are open to the atmosphere unless there is adequate covering to prevent any stormwater flows from entering the sewer system.
41. The plans cannot be currently approved as shown until a permanent covering is shown over the outdoor sink that diverts all stormwater flows away from draining into the sewer system.
42. Every building or structure in which plumbing fixtures are installed which conveys sewage must be connected to the municipal wastewater system [BMC 8-1-104].
43. No person shall connect to or tap an existing public sewer without obtaining a permit [BMC 8-1-301).
44. A backwater valve is required on every private sewer lateral(s) connected to a private building(s), unless it can be shown that all fixtures contained therein have flood level rim elevations above the elevation of the next upstream maintenance hole cover of the public sewer serving the property, or a conditional waiver is granted by the Director [BMC 8-1-313). Please note that Public Works' Wastewater Division will not sign off on the Certificate of Occupancy until the owner/developer provides proof that the backwater valve(s) has been installed.

Stormwater Discharge

45. A Pool Discharge Permit is required each time a single-family residential pool is emptied [BMC 8-1-1004.8(3)]. The permit may be obtained at the Public Works Permits counter and is subject to a fee per the currently adopted Citywide Fee Schedule and the enclosed pool discharge brochure. If the proposed pool/spa contains salt water, please note that saltwater pool/spa discharges are currently conditionally allowed to discharge into the storm drain system, subject to meeting (and not exceeding) the following water quality objectives, in addition to other BMP requirements: TDS = 950 mg/l, Sulfate = 300 mg/l, Chloride = 190 mg/l. This conditional allowance and the limits may be changed by the Regional Water Quality Control Board in the future. The City strongly discourages the use of saltwater pools.

46. Best Management Practices shall apply to all construction projects and shall be required from the time of land clearing, demolition or commencement of construction until receipt of a certificate of occupancy [BMC 9-3-407].
47. Certain construction and re-construction activities on private property will need to comply with post-construction Best Management Practices (BMPs), which include Sections 8-1-1007 and 9-3-414.D of the BMC authorizing the City to require projects to comply with the Standard Urban Stormwater Mitigation Plan provisions and the City's Low Impact Development (LID) ordinance. For questions on these requirements, please contact the City's Building Division at (818) 238-5220.

Traffic Engineering

48. No visual obstructions shall be erected or maintained in the 5' by 5' visibility cutoff above 3' high or below 10' high at the intersection of street and driveway. [BMC 10-1-1303 (C)]

PARKS AND RECREATION DEPARTMENT

49. Submit landscape and irrigation plans prepared by a licensed architect. Must comply with Municipal Water Efficiency Landscape Ordinance (MWELo) requirements if over 500 feet of landscape.
- Do not remove any street/parkway trees
 - Protect Tree Protection one of Existing Parkway Trees
 - Provide an Arborist/Landscape Architect valuation of any landscape removed for project
 - Trees on property need to be protected in place
50. Park Development Fee shall be paid prior to any issuance of building permits: \$150 per bedroom: N/A
51. Street trees required if any removed: yes
52. Street trees to remain: yes
53. Contact Forestry for list of approved street trees if any need to be planted.
- All street trees shall be a minimum of 24" box size.
 - Trees in grass shall be installed with Arbor Guards.
54. Add note on planting plan:
Owner to install the street trees, they must contact the Forestry Supervisor, at (818) 238-5343, at least forty-eight (48) hours prior to installation. Failure to contact the City for inspection and installation may cause the removal and replacement at the owner's expense.

55. Do not remove existing street trees.

56. Must comply with Art in Public Places Ordinance if building costs are over \$500,000.

57. Provide arborist/Landscape Architect valuation for any landscape removed for project.

FIRE DEPARTMENT

58. While there are no significant fire code requirements for this project, the owner and the owner's architect and/or contractor are responsible for ensuring compliance with all applicable provisions of fire life/safety codes. Failure to cite a specific code requirement in this preliminary document does not relieve the applicant of such responsibility.

All items reviewed are based on information provided at time of review. The comments provided do not limit or relieve the owner and the owner's architect and/or contractor from the responsibility of ensuring compliance with all applicable provisions of fire/life safety codes. Such compliances may include but are not limited to fire department access for firefighting, including fire department vehicle access, fire water supplies and appurtenances. Further reviews may require additional requirements or limitations as the project develops and is not limited to the requirements provided in these comments.