

ATTACHMENT F
DRAFT CONDITIONS OF APPROVAL
FOR
PLANNED DEVELOPMENT ZONE AMENDMENTS
AND
DEVELOPMENT AGREEMENT

CONDITIONS OF APPROVAL

The Conditions of Approval for the Development Agreement, for the amendments to Planned Development Zone No. 2004-170 and to Planned Development No. 2004-169; and incorporation by reference to the mitigation measures adopted by the Authority/City.

Planning Division

1. a. Authority shall comply with all mitigation measures identified in the Final Environmental Impact Report (State Clearinghouse No. 2015121095) and the mitigation monitoring program adopted by the Airport Authority on _____, 2016. The Replacement Terminal Project shall be consistent with the project description in the _____, 2016 Final EIR. Those mitigation measures are incorporated herein by reference.

b. Authority shall incorporate all project design features as listed in Exhibit K herein in the design and plans for the Project and shall construct and/or comply with all project design features.

c. Lots A, B and E shall be closed once replacement parking lots have been constructed and opened.
2. Authority shall comply with the design review process set forth in Section ___ for the Replacement Terminal and parking garages.
2. Authority shall comply with the requirements for public art as contained in BMC Section 10-1-1114 for all applicable structures on the Property.
3. Authority shall comply with the requirements dealing with signs as contained in BMC Title 10, Division 4, Article 10.
4. Prior to issuance of any building permit(s), Authority shall comply with Landscaping standards set forth in BMC 10-1-1418 except that tree shading provisions in subsection C and D may be suspended by the Community Development Director if height limitation preclude tree species that provide adequate shade.
5. All landscaped areas shall be permanently maintained with healthy planting material, and whenever necessary shall be replanted with suitable vegetation.
6. A copy of the approved Conditions of Approval shall be included on the cover page of the construction plans submitted to the Building Division or authorized designee.

7. Prior to issuance of any building permits, the project plans shall comply with the applicable provisions of Sections 10-1-1419 A - Design Standards (in addition to those set forth in Section ___ of the Agreement) and subsection B - Setbacks (Parking Structures) and Section 10-1-2304 (Transportation Demand and Trip Reduction Measures) except that enforcement of the section shall be through default of the Agreement in-lieu of withholding certificate of occupancy in accordance with Section 10-1-2306. All parking structures shall be arranged to prevent glare or direct illumination on adjoining properties and streets (BMC 10-1-1420 (2)).
8. Authority shall provide off-street loading area(s) for the project, including the number of spaces (or equivalent area), dimensions, paving, striping, location, and access, as required by BMC Sections 10-1-1501 to 10-1-1503 (Off-Street Loading Standards).
9. Plans submitted by Authority with building permit applications shall show on the building elevation sheets all exterior building materials and colors, including product and finish manufacturer name, color name and number, and surface finish type (such as: stucco with sand finish, plaster with smooth finish) to be used in construction. And such materials must be consistent with final design that the Authority develops through the Design Review Process contained in Exhibit ___, herein.
10.
 - a. Plans submitted for plan check shall include an exterior lighting plan, including fixture and pole designs. All exterior lighting, fixtures, and sconces (e.g., private streets, surface parking lots, parking structures, pedestrian walkways, service roads, plazas and exterior building lighting, etc.) shall be full-cutoff and/or fully-shielded designs, to prevent light pollution and excessive glare spillover. "Full-cutoff" is defined as not allowing light to be emitted above the fixture (at or above a 90-degree angle). "Fully shielded" is defined as a fixture constructed and installed in such a manner that all light emitted by it is projected below the horizontal. Unshielded wallpacks and floodlights, or exposed lenses and light sources, shall be prohibited.
 - b. The design of light standards should be compatible with the building architecture and adjacent light standards in the public right-of-way and adjacent projects.
11. Prior to issuance of any building permits, Authority shall submit exterior lighting plans and/or photometric plans that include the following information:
 - a. An electrical engineer shall prepare the site lighting and photometric plan demonstrating that adequate lighting ranges will be provided throughout the development without creating light spillover, light pollution, or conflicts with surrounding factors such as tree locations, off-site or adjacent lighting.

- b. Design details (light standards, bollards, wall mounted packs, etc.) and illumination site information within alleyways, pathways, streetscapes, and open spaces proposed throughout the development.
 - c. Type and number of luminaire equipment (fixtures), including the "cut off characteristics", indicating manufacturer and model number(s).
 - d. Lamp source type (bulb type, i.e., LED or alternative), lumen output, and wattage.
 - e. Mounting height with distance noted to the nearest property line for each luminaire.
 - f. Types of timing devices used to control the hours set for illumination, as well as the proposed hours when each fixture will be operated.
 - g. Total Lumens for each fixture, and total square footage of areas to be illuminated. For projects that are in commercial zones, the lumens per net acre to be lit, need not exceed 25,000 lumens.
 - h. For all plans of more than three fixtures: A Calculation Summary indicating footcandle levels on the lighting plan, noting the maximum, average and minimum, as well as the uniformity ratio of maximum to minimum, and average to minimum levels.
 - i. Lighting manufacturer-supplied specifications ("cut sheets") that include photographs of the fixtures, indicating the certified "cut off characteristics" of the fixture.
 - j. Footcandle Distribution, plotting the light levels in footcandles on the ground, at the designated mounting heights for the proposed fixtures. Maximum illuminance levels should be expressed in footcandle measurements on a grid of the site showing footcandle readings in every five or ten-foot square. The grid shall include light contributions from all sources (i.e. pole mounted, wall mounted, sign, and street lights.) Show footcandle renderings five feet beyond the property lines.
 - k. Demonstrate that light standards will not conflict with tree locations. Authority shall submit a plan showing both the lighting and landscape on the same sheet.
 - l. A statement from a lighting professional that a plan, other than that set forth, is needed to meet the intent of these standards.
12. Authority shall recess or screen roof heating and cooling systems and other exterior mechanical equipment from adjoining property and public and private streets. Plumbing vents, ducts and other appurtenances protruding from the roof of structures shall be placed so that they will not be visible from the front of the property or other major public vantage points. Roof vents shall be shown on construction drawings and painted to match roof material color.
13. For any exterior utility meter panels, Authority shall paint such panels to match the structure upon which it is located. Such panels shall be located to take advantage of screening (e.g. landscaping or other building elements) from public right-of-ways, to the maximum extent feasible.

14. Authority shall arrange for materials collection during construction, demolition, and occupancy with the City's Street & Solid Waste Division (Public Works Department), or Authority shall arrange for self-hauling to an authorized facility.
15. Prior to issuance of any building permits, the Authority shall include on all construction plans any and all recommendations and/or requirements from the Federal Aviation Administration regarding structure marking and/or lighting (in accordance with FAA Advisory Circular AC 70/7460-1K, "Obstruction Marking and Lighting").
16. Construction equipment staging areas shall use appropriate screening (i.e., temporary fencing with opaque material) to buffer views of construction equipment and material, when feasible. Staging locations shall be indicated on Final Development Plans and Grading Plans.
17. Prior to issuance of any Grading Permit, the Grading Plan, Building Plans, and specifications shall stipulate that, in compliance with SCAQMD Rule 403, excessive fugitive dust emissions shall be controlled by regular watering or other dust prevention measures, as specified in the SCAQMD's Rules and Regulations. In addition, SCAQMD Rule 402 requires implementation of dust suppression techniques to prevent fugitive dust from creating a nuisance off-site. Implementation of the following measures would reduce short-term fugitive dust impacts on nearby sensitive receptors:
 - a. All active portions of the construction site shall be watered (by recycled water?) every three hours during daily construction activities and when dust is observed migrating from the project site to prevent excessive amounts of dust;
 - b. Pave or apply water every three hours during daily construction activities or apply non-toxic soil stabilizers on all unpaved access roads, parking areas, and staging areas. More frequent watering shall occur if dust is observed migrating from the site during site disturbance;
 - c. Any on-site stockpiles of debris, dirt, or other dusty material shall be enclosed, covered, or watered twice daily, or non-toxic soil binders shall be applied;
 - d. All grading and excavation operations shall be suspended when wind speeds exceed 25 miles per hour;
 - e. Disturbed areas shall be replaced with ground cover or paved immediately after construction is completed in the affected area;
 - f. Gravel bed trackout aprons (3 inches deep, 25 feet long, 12 feet wide per lane and edged by rock berm or row of stakes) shall be installed to reduce mud/dirt trackout from unpaved truck exit routes;
 - g. On-site vehicle speed shall be limited to 15 miles per hour;
 - h. All on-site roads shall be paved as soon as feasible, watered twice daily, or chemically stabilized;
 - i. Visible dust beyond the property line which emanates from the project shall be prevented to the maximum extent feasible;

- j. All material transported off-site shall be either sufficiently watered or securely covered to prevent excessive amounts of dust prior to departing the job site;
- k. Reroute construction trucks away from congested streets or sensitive receptor areas;
- l. Track-out devices shall be used at all construction site access points; and
- m. All delivery truck tires shall be watered down and/or scraped down prior to departing the job site.

Aesthetic Resources

- 18.a. Prior to issuing any building permits, provide plans prepared by a qualified historic preservation consultant for the conservation or preservation of all structures identified as scenic resources.

Cultural Resources

- 18.b. If evidence of subsurface archaeological resources is found during construction, excavation and other construction activity in that area shall cease and the construction contractor shall retain an archaeologist certified by the County of Los Angeles to evaluate the discovery prior to resuming grading in the immediate vicinity of the find. If warranted, the archaeologist shall collect the resource and prepare a technical report describing the results of the investigation. The test-level report shall evaluate the site including discussion of significance (depth, nature, condition, and extent of the resources), final mitigation recommendations, and cost estimates. An appropriate treatment plan shall be prepared for the resources if they are determined to be potentially eligible for the California Register or potentially qualify as unique archeological resources pursuant to CEQA. The archeologist shall determine the need for archeological construction monitoring in the vicinity of the find thereafter. The treatment plan shall include the salvage and curation of identified resources and preparing a final report for the California Department of Parks and Recreation.
- 19.a. A qualified paleontologist shall be retained to develop and implement a paleontological monitoring program for construction excavations that would encounter the fossiliferous older Quaternary alluvial deposits.
- 19.b. If evidence of subsurface paleontological resources is found during construction, excavation and other construction activity in that area shall cease and the construction contractor shall retain a paleontologist certified by the County of Los Angeles to evaluate the find. If warranted, the paleontologist shall prepare and complete a standard Paleontological Resources Mitigation Program for the salvage and curation of identified resources.

Geology & Soils

20. Prior to issuance of any grading permit, the project applicant shall prepare a Soils/Geotechnical Engineering Report (incorporated by reference into this condition) for review and approval by the City's Engineer. The Final Soils Geotechnical Engineering Report shall be prepared by a registered civil engineer and demonstrate compliance with the recommendations identified in the Preliminary Soils Engineering Investigation, and any additional recommendations identified by the City's Engineer.
21. Prior to issuance of any grading permit, the Grading Plan shall incorporate all engineering recommendations contained within the Final Soils/Geotechnical Engineering Report for the proposed project during project site design and construction, in order to reduce any potential soil and geotechnical hazards at the project site. These recommendations shall be stipulated in the construction contracts and specifications.

Greenhouse Gases

22. The proposed project shall include, but not be limited to, the following list of potential design features. These features shall be incorporated into the project design to ensure consistency with adopted statewide plans and programs. The project applicant shall demonstrate the incorporation of project design features prior to the issuance of building or occupancy permits, as noted below:
 - a. Participate in the City's Transportation Management Organization (TMO) to reduce vehicle miles traveled (VMT) upon occupancy.
 - b. Implement a trip reduction program, for which all employees shall be eligible to participate upon occupancy.
 - c. Provide transit subsidies that would be available for all employees to use Metrolink upon occupancy.
 - d. Design buildings to be energy efficient, 15 percent above the current California (2008) Title 24 requirements install water-efficient irrigation systems.
 - e. Comply with Burbank Municipal Code Section 8-2-304, Sustainable Water Use Stages (prior to building permit).
 - f. Install water-efficient fixtures (e.g., faucets, toilets, showers) .
 - g. Provide interior and exterior storage areas for recyclables and adequate recycling containers located in public areas once occupied.

Hazardous Materials

23. Prior to demolition of building materials, a Certified Environmental Professional shall confirm the presence or absence of Asbestos-Containing Materials (ACMs). Abatement of asbestos shall be completed before any activities that would disturb ACMs or create an airborne asbestos hazard. Asbestos removal shall be performed by a State certified asbestos containment contractor in accordance with the South Coast Air Quality Management District (SCAQMD) Rule 1403.

24. Prior to demolition activities and issuance of any demolition permits, procedures shall be established, , whereby all utility personnel and contractors who may be conducting work within the buildings shall be informed, prior to initiating work, as to the presence of ACMs, their location, type, and conditions.
25. If paint is separated from building materials, chemically or physically, during demolition of the structures, the paint waste shall be evaluated independently from the building material by a qualified Environmental Professional. If lead-based paint is found, abatement shall be completed by a qualified Lead Specialist before any activities that would create lead dust or fume hazard. Lead-based paint removal and disposal shall be performed in accordance with California Code of Regulation Title 8, Section 1532.1, which specifies exposure limits, exposure monitoring and respiratory protection, and mandates good worker practices by workers exposed to lead. Contractors performing lead-based paint removal shall provide evidence of abatement activities to the City's Building Department.
26. Prior to site improvements and issuance of any site improvement permits, a Soil Management Plan (SMP) shall be prepared by an environmental consultant with Phase II/site characterization experience, , and provided to the Construction Managers and Project Managers to inform them of known historical activities with potential for contamination at the project site, including the known presence of soils with petroleum hydrocarbons and fuel-related VOCs. The SMP shall include information and guidance on potential environmental concerns that may be encountered during disturbance of soils at the project site. The SMP shall provide guidance on when it may be appropriate to have an environmental professional on-site as well as a decision matrix for identifying and dealing with suspect soils. The SMP shall also provide specific procedures and protocols for certifying soils as clean prior to importing them to the site, as needed.
27. Prior to the removal of any underground storage tanks (if any) (USTs), dispenser, clarifier, and sump, the project applicant shall obtain appropriate permits from the Burbank Fire Department. An environmental consultant with Phase II/site characterization experience shall conduct sampling in order to confirm whether or not contaminated soils occur. Should any contamination above regulatory thresholds be identified, the environmental consultant shall recommend remedial activities appropriate for the proposed development, in consultation with the Burbank Fire Department and/or other applicable regulatory agencies.

Hydrology & Water Quality

28. Prior to Grading Permit issuance and as part of the project's compliance with the NPDES requirements, a Notice of Intent (NOI) shall be prepared and submitted to the State Water Resources Quality Control Board (SWRCB), providing notification and intent to comply with the State of California General Permit

29. The proposed project shall conform to the requirements of an approved Storm Water Pollution Prevention Plan (SWPPP) (to be applied for during the Grading Plan process) and the NPDES Permit for General Construction Activities No. CAS000002, Order No, 2009-0009-DWQ, including implementation of all recommended Best Management Practices (BMPs), as approved by the State Water Resources Quality Control Board (SWRCB).
30. Upon completion of project construction, the project applicant shall submit a Notice of Termination (NOT) to the State Water Resources Quality Control Board (SWRCB) to indicate that construction is completed.
31. Project plans shall identify a suite of storm water quality BMPs that are designed to address the most likely sources of storm water pollutants resulting from operation of the proposed project, consistent with the SUSMP. Pollutant sources to be addressed by these BMPs include, but are not necessarily limited to, parking lots, landscaped areas, trash storage locations, and storm drain inlets. The design and location of these BMPs will be subject to review and comment by the City but shall generally adhere to the standards associated with the Phase II NPDES storm water permit program. Implementation of these BMPs shall be assured by the Authority prior to the issuance of Grading or Building Permits.

Noise

32. Authority shall show proof of the following before grading permit issuance:
 - a. Construction contracts specify that all construction equipment, fixed or mobile, shall be equipped with properly operating and maintained mufflers and other state required noise attenuation devices.
 - b. A sign, legible at a distance of 50 feet shall also be posted at the project construction site that contains a contact name and a telephone number where residents can inquire about the construction process and register complaints.
 - c. The Project Authority shall provide a qualified "Noise Disturbance Coordinator." The Disturbance Coordinator shall be responsible for responding to any local complaints about construction noise. When a complaint is received, the Disturbance Coordinator shall notify the City within 24 hours of the complaint and determine the cause of the noise complaint (e.g., starting too early, malfunctioning muffler, etc.) and shall implement reasonable measures to resolve the complaint, as deemed acceptable by the Burbank Planning and Transportation Division. All signs posted at the construction site shall include the contact name and the telephone number for the Noise Disturbance Coordinator. Construction haul routes shall be designed to avoid noise sensitive uses (e.g., residences, convalescent homes, etc.), to the extent feasible, and shall be identified and approved by Building Official before grading permit issuance. During construction, stationary construction equipment shall be placed such that emitted noise is directed away from any sensitive noise receivers.

- d. Per the *Burbank2035* General Plan construction shall be limited to the hours of 7:00 a.m. and 7:00 p.m. Monday through Friday and from 8:00 a.m. to 5:00 p.m. on Saturday. No construction is permitted on Sundays or major holidays.
33. Neighborhood monitoring of construction activities. Authority shall provide information about all grading, demolition, and construction activities on its website and shall provide periodic updates at the City Council meetings. A twenty four hour contact number shall be provided for any input from the public. Notices shall be published in the Leader, and provided by mail to an area within 1,000 feet of the boundaries of the Airport regularly after aforementioned activities begin., and until completion.
34. Additional notice shall be provided to all sensitive receptors identified on Air Dispersion Maps before any activity that exceeds certain air quality standards. The notices shall occur prior to and at least 24 business hours before the potential exposure of significant air quality impacts occurs. This requirement shall continue until the completion of the project.

Transportation Planning Division

35. Authority shall install a bulletin board, display case, or kiosk displaying transportation information located where the greatest number of employees are likely to see it. Information in the area shall include, but is not limited to, the following:
- a. Current maps, routes and schedules for public transit routes serving the site.
 - b. Telephone numbers for referrals on transportation information including numbers for the regional ridesharing agency and local transit operators.
 - c. Ridesharing promotional material supplied by commuter-oriented organizations.
 - d. Bicycle route and facility information, including regional/local bicycle maps and bicycle safety information.
 - e. A listing of facilities available for carpoolers, vanpoolers, bicyclists, transit riders and pedestrians at the site.
36. Authority shall install bicycle racks or other secure bicycle parking to accommodate four (4) bicycles per the first fifty thousand (50,000) square feet of non-residential development and one bicycle per each additional fifty thousand (50,000) square feet of non-residential development. Calculations which result in a fraction of 0.5 or higher shall be rounded up to the nearest whole number. A bicycle parking facility may also be a fully enclosed space or locker accessible only to the owner or operator of the bicycle, which protects the bike from inclement weather.

37. Authority shall provide a safe and convenient zone in which employee vanpool and carpool vehicles may deliver or board their passengers.
38. Authority shall construct private sidewalks or other designated pathways following direct and safe routes from the external pedestrian circulation system to each building in the development.
39. Authority shall construct safe and convenient access from the external circulation system to bicycle parking facilities on-site.

Building Division

40. The project shall comply with the edition of the California Building Code series in effect at the time of submittal to Plan Check Review. This includes the Building Code (CBC) the, California Electrical Code, California Mechanical Code, California Plumbing Code, Building Energy Efficiency Standards (Energy Code), California Green Building Standards Code, and Title 9, Chapter 1, of the Burbank Municipal Code, as any of these are amended by the City.
41. The property shall comply with accessibility requirements as stated in California Building Code (CBC) Chapter 11.
42. Building and Planning divisions are accepting submittals to the ProjectDox electronic plan check program. For more information about submitting plans online, please contact the Building Division at 818-238-5241.
43. The project must comply with SUSMP requirements of the National Pollutant Discharge Elimination System (NPDES) and local requirements as stated in the Burbank Municipal Code.
44. A survey by a licensed surveyor will be required to verify location of foundations in relation to the setbacks prior to the first pour of the Replacement Terminal.
45. A Waste Management Plan shall be submitted with construction documents. The plan should indicate how a minimum of 50 percent of construction debris is being recycled or diverted from the landfill. A non-refundable administrative fee and refundable deposit will be collected prior to permit issuance. The deposit can be refunded upon proof of recycling submitted to Building Division within 60 days of permit final.
46. The California Division of Mines and Geology Active Fault Near-Source Zones Map for Burbank indicates that the city is within 2km to 5km of the Verdugo and Hollywood Faults. Structural design must address the impact of the Near-Fault Zones. A soils report shall be required prior to approval or issuance of a building permit.

47. Screening shall be required for all equipment located in front and side yards will it have front and side yards. The screening shall include the electrical panels, A/C compressor units, HVAC, gas meters, transformers and antennas.
48. The project shall comply with State's Model Water Efficient Landscape Ordinance (MWELO).

Fire Department

49. Authority shall comply with all conditions of NFPA 415, the approved American National Standard for Airport Terminal Buildings, Fueling Ramp Drainage and Loading Walkways.
50. Authority shall provide construction site security by means of a six-foot high fence maintained around the entire site or a qualified fireguard when required by the Fire Code Official.
51. Authority shall provide an automatic fire sprinkler system in accordance with the Burbank Municipal Code.
52. Authority shall provide electrical supervision for all valves controlling the water supply and all water flow switches on all fire sprinkler systems where the number of sprinklers is 20 or more.
53. Authority shall provide a fire alarm system to notify all occupants of automatic fire sprinkler water flow.
54. Authority shall provide a Knox key box for fire department access.
55. Authority shall provide a Knox KS-2 key access switch for security gates.
56. Authority shall provide address numbers a minimum of six inches high for all occupancies with three-quarter (3/4)-inch stroke to identify the premises. Numbers shall be plainly visible from the street or road fronting the property and from the alley or rear accessway to the property
57. Authority shall provide 2A10BC fire extinguishers and shall be located as directed by the Fire Code Official in the field. All portable fire extinguishers shall be installed on a positive latching bracket or within an enclosed cabinet.
58. Exit doors shall be openable from the inside without the use of a key or any special knowledge or effort. All locking devices shall be of an approved type.
59. Authority shall provide a fire alarm system.

60. Fire apparatus access roads shall be provided in accordance with the California Fire Code, for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction when any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access as measured by an approved route around the exterior of the building or facility. More than one fire apparatus road shall be provided when it is determined by the chief that access by a single road might be impaired by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.
61. Plans for fire apparatus access road shall be submitted to the fire department for review and approval prior to construction.
62. Plans and specifications for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.
63. When fire protection, including fire apparatus access roads and water supplies for fire protection, is required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction.
64. Approved signs or other approved notices shall be provided and maintained, at the expense of the person(s) in possession of the property, for fire apparatus access roads to identify such roads and prohibit the obstruction thereof or both.
65. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to all premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. When any portion of the facility or building protected is in excess of 150 from a water supply on a public street, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains capable of supplying the required fire flow shall be provided when required by the Chief.
66. All exits, fire department access and fire protection shall be maintained in accordance with the California Fire Code during construction.
67. Any fire hydrants for development shall be upgraded with a 4" X 2-2 1/2" outlets. Contact the Water Division at (818) 238-3500 for specifications on the type fire hydrants to be provided.
68. Except as otherwise provided, no person shall maintain, own, erect, or construct any building or structure or any part thereof, or cause the same to be done which fails to support adequate radio coverage for City emergency service workers, including but not limited to firefighters and police officers. Buildings and structures which cannot meet the required adequate radio coverage shall be equipped with any of the following in order to achieve the required adequate

radio coverage: a radiating cable system or an internal multiple antenna system with or without FCC type accepted bi-directional UHF amplifiers as needed. Further information and guidance can be obtained by contacting the City of Burbank Radio Communications shop at (818) 238-3601.

69. For parking garages provided with a ventilation system in accordance with the California Building Code "Interior Environment" a remote over-ride switch shall be provided for Fire Department use as assistance for smoke removal. The switch shall be located and clearly marked in a readily accessible location as directed by the Fire Department.
70. The occupancy shall be approved and limited to the number of occupants noted on the plan submitted for review.
71. Provide and maintain an approved occupant load sign in a conspicuous location near the main exit from the room.
72. Any business, except as provided in subdivisions (b) and (c) of Health & Safety Code Section 25503.5, that handles a material or mixture containing a hazardous material that has a quantity at one time during the reporting year equal to, or greater than, a total weight of 500 pounds, or a total volume of 55 gallons, or 200 cubic feet at standard temperature and pressure for compressed gas, shall establish and implement a business plan for emergency response to a release or threaten release of a hazardous material in accordance with the standards prescribed in the regulations adopted pursuant to Section 25503 of the California Health & Safety Code.
73. Assembly Bill (AB) 2286 (Feuer, PDF) was signed by Governor Arnold Schwarzenegger, chaptered on September 29, 2008 and went into effect January 1, 2009. The law requires all regulated businesses and all regulated local government agencies, called Unified Program Agencies (UPA), to use the Internet to file required Unified Program information previously filed by paper forms. This includes facility data regarding hazardous material regulatory activities, chemical inventories, underground and aboveground storage tanks, and hazardous waste generation. It also includes UPA data such as inspections and enforcement actions. All businesses must submit Unified Program-related reporting information to either the statewide electronic reporting system (CERS, California Environmental Reporting System), or if provided by the facility's CUPA, businesses can opt to use the CUPA's local reporting web portal. For more information about CERS and Unified Program electronic reporting requirements, please go to CERS Central web site at <http://cers.calepa.ca.gov/> See more at: <http://www.calepa.ca.gov/cupa/ereporting/#sthash.7G6K1PcM.dpuf>
74. Plans shall be submitted for review and approval by the Fire Department with each application for a permit to store more than 5,000 gallons of liquids outside of buildings in drums or tanks. The plans shall indicate the method of storage,

quantities to be stored, distances from buildings and property lines, access ways, fire protection facilities, and provisions for spill control and secondary containment.

75. Businesses that handle materials or mixtures containing hazardous materials that do not exceed the 500 pounds or a total volume of 55 gallons, or 200 cubic feet for compressed gas shall be required to obtain a permit from the Burbank Fire Department for the storage, use and handling of stated inventory. This permit shall be issued for the time period between scheduled inspections conducted by the Burbank Fire Department.
76. Buildings having floors used for human occupancy located more than 35 feet, but less than 75 feet above the lowest level of fire department vehicle access, shall be in compliance with all applicable "Mid-Rise" requirements as defined by the Burbank Municipal Code.
77. Buildings having floors used for human occupancy located more than 75 feet above the lowest level of fire department vehicle access, shall be in compliance with all applicable "High-Rise" requirements as defined by the Burbank Municipal Code.
78. High-rise and Mid-rise buildings shall be accessible on a minimum of two sides. Roadways shall not be less than 10 feet or more than 35 feet from the building. Landscaping or other obstructions shall not be placed or maintained around structures in a manner so as to impair or impede accessibility for firefighting and rescue operations.
79. Group B office buildings and Group R, Division I Occupancies, each having floors used for human occupancy located more than 35 feet above the lowest level of Fire Department vehicle access, shall be provided with an automatic fire alarm system.
80. Every mid-rise building shall be provided with an approved combined standpipe system.
81. All stair shaft doors at each building level shall provide access to the building for fire department use.
82. Authority shall provide for Fire Department use at least one access door to one enclosed exit stair shaft that serves all building levels and the roof at the main entrance level outside the building.
83. All enclosed exit stairways shall be continuous to each floor served in either direction and shall be without obstructions such as intervening doors and gates. Exception: Approved barriers provided at the ground floor level to prevent

persons traveling downward from accidentally continuing into the basement, in accordance with the Building Code.

84. Locking of enclosed exit stairshaft doors:
 - a. All enclosed exit stairshaft doors which are to be locked from the stairshaft side shall have the capability of being unlocked without unlatching, by all of the following methods: i) manual signal from the central fire control room; ii) the actuation of a fire alarm device; and iii) upon failure of electrical power.
 - b. When enclosed exit stairshaft doors are locked from the stairway side, an approved emergency communication system directly connected to the building control station, proprietary supervisory station, or other approved emergency location shall be available to the public and shall be provided at every fifth floor landing in each required enclosed exit stairshaft.
85. In all high-rise and mid-rise buildings, approved breakout panels or tempered glass windows shall be provided in the exterior wall at the rate of at least twenty square feet of opening per fifty lineal feet of exterior wall in each story, distributed around the perimeter at not more than fifty foot intervals. Such panels shall be clearly identified as required by the Chief.
86. In every bank of elevators, there shall be provided and available to the fire department, an elevator that opens on to each floor served by the individual bank. A bank of elevators is one or more elevator cars controlled by a common operating system, or where all elevator cars will respond to a single call button.
87. Elevator cars assigned for fire department use shall have at height, recessed area, or removable ceiling, which will make possible the carrying of a nine (9) foot high ladder. At least one elevator car assigned for fire department use and serving all floors shall be of a size that will accommodate a 24-inch by 85-inch ambulance stretcher in the horizontal position, and have a clear opening width of 42 inches. The elevator shall be identified with approved signs.
88. Elevators shall open into a lobby on all floors except the lowest terminal floor of building entry. Lobbies may serve more than one (1) elevator. Lobbies shall be separated from the corridor by one (1) hour fire resistive construction with all openings protected by tight-fitting twenty (20) minute door assemblies designed to close automatically upon activation of a detector which will respond to visible or invisible particles of combustion. Lobbies shall also be separated from the remainder of the building as required for corridor walls and ceilings.
89. In order to determine fire flow requirements for this building, the following information shall be provided prior to issuing a building permit for final fire department plan check:
 - a. Building Type Construction as defined by the California Building Code.

- b. Square feet of the building.
90. 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 office/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.
91. All references are in accordance with the 2013 Editions of the California Fire Code (CFC) and the California Building Code (CBC) as amended by the Burbank Municipal Code (BMC). Updated or more current Code versions may be in effect at the time of Plan Check submittal.
92. All noted information pertaining to the proposed project shall be shown on plans submitted as part of the Fire Department review for approval. For additional information or questions, please contact the City of Burbank Fire Marshal at (818) 238-3381.

Public Works Department

General Requirements

93. Plans should include topographic site information, including elevations, right-of-way/property lines, dimensions/location of existing/proposed public improvements adjacent to project (i.e. street, sidewalk, parkway and driveway widths, catch basins, pedestrian ramps). Show width and location of all existing and proposed easements [BMC 9-1-1-3203]. Show dimensions and location of all proposed property dedications. Show existing and proposed underground utility connections.
94. Authority shall protect in place all survey monuments (City, County, State, Federal and private). Any monument that requires removal shall be re-established as approved by the Director of Public Works [State of California, Business & Professions Code, Section 8771].

The following must be completed prior to the issuance of a Building Permit:

95. Submit hydrology/hydraulic calculations and site drainage plans. On-site drainage shall not flow across the public parkway (sidewalk). It should be conveyed by underwalk drains to the gutter through the curb face [BMC 7-1-117, BMC 7-3-102].
96. An address form must be processed [BMC 7-3-907].

97. Plans should include easements, elevations, right-of-way/property lines, dedication, location of existing/proposed utilities and any encroachments.
98. Building access doors, loading docks doors, and access gates may not swing open into the public or private right-of-way.
99. If any utility cuts are made on Hollywood Way, Vanowen Street, Thornton Street, Winona Avenue, Tulare Avenue, Burton Avenue, San Fernando Boulevard, Kenwood Street, or any other public rights-of-way adjacent to the property, Authority will be required to restore the street per City of Burbank paving requirements.
100. If any cuts are made on public streets or rights-of-way with rubber asphalt (ARHM), such streets shall be subject to moratorium requirements, and the Authority will be required to restore the street per City of Burbank paving requirements.
101. Additional impacts to street or alley (i.e., utility cuts) could extend the resurfacing restoration limits. For additional information or questions, please contact Public Works, Civil Engineering staff at (818) 238-3945.

Public Works – Wastewater Requirements

102. Construction plans shall include: the location, depth, and dimensions of sanitary sewer lines; chemical and hazardous material storage, if any, including containment provisions; and type(s) of existing/proposed use(s), including the gross square footage of the building, and its disposition.
103. Every building or structure, in which plumbing fixtures are installed which conveys sewage, must be connected to the municipal wastewater system [BMC 25-104].
104. No person shall connect to or tap an existing public sewer without obtaining a permit [BMC 25-301]. Prior to approval or issuance of any permits, a Sewer Capacity Study shall be prepared and submitted for review demonstrating that adequate future capacity will be provided to accommodate the proposed development. Sewer studies help to verify whether the system can accommodate a proposed development, and if not, it helps identify needed improvements that would allow a development project to move forward. The studies may reveal that no upgrades are needed to the system or that parts of the system need to be upgraded in order to accommodate a new development. At a minimum, the Authority is required to cover costs associated with accommodating the additional demands on the system. Necessary upgrades may include replacing undersized water or sewer pipes and installing larger pipes; other upgrades could include adding or upsizing water pumps at pump stations, adding water storage

tanks, and other related system improvements (i.e., mitigations only ascertainable subsequent to the preparation of the sewer study). The City may be able to contribute towards these upgrades as part of a Capital Improvement Project, depending on the age/condition of various system components and other factors, but the timing may not be conducive to the proposed development and therefor the Authority would be responsible for the improvements. Depending on the situation, the City may be able to reimburse the Authority for a fair portion of costs associated with upgrades as part of a Reimbursement Agreement. This would typically be the case if needed upgrades are already included in the City's Capital Improvement Program. If there is no immediate need or obligation for the City to increase capacity or make upgrades, but they are needed for a development project to move forward, formation of a Reimbursement District is another possibility. A Reimbursement District allows Authority to recoup a portion of costs for the installation of new infrastructure from future development projects that might benefit from the upgrades.

105. Each lot must have its own connection to the mainline sewer. Now- this is odd- because the Airport is not doing a map, there may be multiple lots that the building extends over. So technically each lot won't be connected, but each structure will be.
106. A manhole must be installed at the sewer main connection on all laterals greater than 6-inches in diameter per City of Burbank Standard Drawing BSS-201-0.
107. Any connection to the sewer main line must be capped before a building demolition occurs.
108. No more than one lot may be connected to the City sewer main with a single sewer lateral connection.
109. An Industrial Waste Discharge Permit may be required [BMC 8-1-503 & BMC 8-1-502].
110. If the Building Permit is pulled under the current rate structure, the proposed development is subject to a Sewer Facilities Charge (SFC). The charge is due and payable prior to issuance of a building permit [BMC 8-1-802 and BMC 8-1-806].
111. A backwater valve is required on the building sewer 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].
112. Landscape improvements will need to take into consideration the location of sewer facilities to prevent plant roots from entering or damaging the sewer facilities.

Public Works – Stormwater Requirements

113. New changes became effective July 1, 2010 for any construction activity that results in soil disturbances greater than one acre, and is subject to the General Permit for Storm Water Discharges Associated with Construction Activity Permit Order 2009-0009-DWQ “2009 Construction General Permit” (see: http://www.waterboards.ca.gov/water_issues/programs/stormwater/constpermits.shtml). Additionally, if the construction activity less than one acre is part of a larger common plan of development that encompasses a total of one or more acres of soil disturbance or if there is significant water quality impairment resulting from the activity, it is subject to the 2009 Construction General Permit.
114. On November 8, 2012, the Los Angeles Regional Water Quality Control Board adopted a new NPDES MS4 permit for the Los Angeles Basin. The provisions in this new permit (which can be accessed at http://www.waterboards.ca.gov/losangeles/water_issues/programs/stormwater/municipal/la_ms4/2012/) require all new development and redevelopment projects to lessen the water quality impacts of development by using smart growth practices, minimize the adverse impacts from storm water runoff, and minimize the percentage of impervious surfaces on land developments. Although the City has not yet implemented these requirements into its local ordinance and plan check requirements, this project is expected to comply with the new permit provisions.

Public Works – Traffic Engineering

115. Parking space dimensions and drive aisles shall comply with the requirements of the BMC Section 10-1-1401.
116. Concrete curbs and/or wheel stops shall be constructed along all parking areas to prevent overrunning sidewalks, landscaping and structures. All off-street parking areas shall be improved with signs, striping and paving. All parking areas and driveways shall conform to City codes and standards [BMC 31-1417].
117. A 24 foot turning radius shall be provided for access to driveways and right-angle parking stalls [BMC 10-1-1606].
118. If planter curbs are used as wheel stop, two feet (2') of the planter may be included in required parking stall length. Handicapped parking space shall be a minimum 9' wide [BMC 10-1-1417].
119. It is recommended that two-way driveways have a minimum width of 30.0 feet and one-way driveways have a minimum width of 16.0 feet.

120. Show existing and proposed driveways with dimensions. Show trees, power poles, guy wire, traffic signals, manholes, water meters, street lights, and catch basins, and adjust such to driveways.
121. No visual obstruction over 3' high and under 10' high shall exist within the 5' by 5' corner cut-off at the intersection of the street and driveway [BMC 10-1-1303].
122. No visual obstruction over 3' high and under 10' high shall exist within the 10' by 10' corner cut-off at the intersection of the street and alley [BMC 10-1-1303 (B)].
123. All exterior lighting shall be directed away from the view of drivers on public streets [BMC 31-1420].
124. Inside dimensions for trash enclosure must be a minimum 7 feet by 8 feet or approved by Public Works Field Services. Doors shall not swing open into the public right-of-way.
125. Ramps to parking structure should conform to Burbank Standard Plan BT-406. Show cross section details with all dimensions, elevations, and transitions. If ramp is in excess of 10% slope, transitions shall be required for top and bottom. Ramp should not exceed a 20% slope.
126. Vertical clearance requires a minimum 7' over any parking space [BMC 31-1401].
127. Parking stalls against walls, fences, or other obstructions shall be a minimum 10' wide. This would also apply to the "H" walls in parking structure. End stalls shall be a minimum 11' wide or access aisle lengthen 3' to facilitate maneuvering. Show all dimensions on plans [BMC 10-1-1401].
128. Standard parking spaces adjacent to walls shall be a minimum 10' wide. Columns shall be a minimum 2' from end of parking stall. Show the location and dimensions of columns. Column dimensions shall not be included in required parking space dimension or encroach into access aisles [BMC 31-1401].
129. On construction plans, Authority shall show existing street widths, parkway widths, power poles, guy wires, meters, vaults, pull boxes, trees, driveways, street lights, etc.
130. On-site circulation paths (streets, alleys, driveways) shall be designed to accommodate design vehicles defined in the American Association of State Highway and Transportation Officials (AASHTO) "A Policy on Geometric Design of Highways and Streets":
 - a. Passenger vehicle shall use "Passenger Car" as design vehicle, minimum inside turn radius = 14.4 feet, minimum outside turn radius = 24.0 feet

- b. Small Truck shall use "Single-Unit Truck" as design vehicle, minimum inside turn radius = 28.3 feet, minimum outside turn radius = 42.0 feet
 - c. Bus shall use "City Transit Bus" as design vehicle, minimum inside turn radius = 24.5 feet, minimum outside turn radius = 42.0 feet
 - d. Truck shall use "Interstate Semitrailer WB--62" as design vehicle, minimum inside turn radius = 7.9 feet, minimum outside turn radius = 45.0 feet
131. Any existing traffic/parking sign(s) in public right-of-way may be covered, relocated or removed only with the prior approval of the City Traffic Engineer. Sign(s) shall be reinstalled to the satisfaction of the Traffic Engineer [BMC 29-401].
132. All approved Traffic Engineering Division requirements shall be constructed and completed to the standards and satisfaction of the Public Works Department. For additional information or questions, please contact the City Traffic Engineer at (818) 238-3915.

Public Works – Field Services

133. Authority shall contact Public Works and specify how the applicant will be handling the construction and demolition debris. For additional information or questions, please contact Public Works Field Services at (818) 238-3800.
134. Construction and site improvement plans shall show that all clearances and entries to refuse storage areas (enclosures) will assure safe entry for refuse collection vehicles and personnel.
135. Provide refuse/recycle enclosure specifications (location, size, etc.) [BMC 10-1-628V, BMC 10-1-1113.1H].
136. The facility design must provide for recycling facilities, i.e., storage and handling areas for recycling facilities. For information or questions regarding what is required for recycling facilities, please contact the City's Recycling Coordinator at (818) 238-3900.
137. Inside dimensions for the trash enclosure must be a minimum 7' by 8' or as approved by Public Works Field Services. Doors may not swing open into the public right-of-way [BMC 10-1-628V].
138. Trash area must be enclosed on 3 sides and be at least 6 feet high in commercial/industrial areas [BMC 10-1-1113.1H]. All clearances and entries to refuse storage areas (enclosures) must be approved to assure safe entry for refuse collection vehicles and personnel.
139. If greater than four cubic yards of solid waste is generated per week at the location, a waste and recycling plan shall be created for this development and

shall comply with AB 341 requirements. For additional information or questions, please contact Public Works Field Services at (818) 238-3800.

Burbank Water & Power – Water Division

140. All on-site water improvement beyond FM meters shall be considered private plumbing and shall be installed by the Authority. Only water facilities in publically dedicated streets will be considered City owned and maintained facilities, which will be installed by BWP at the Airport Authority's cost.
141. Contingent on the size of the development, Water Supply Assessment (WSA) may need to be prepared in compliance with SB 610 requirements. The WSA (if one is required) shall be submitted to BWP for review and approval.
142. The following information shall be included on construction plans:
 - a. Size and location of water services (domestic, fire, type & location of the backflow assembly).
 - b. Calculations for sizing of domestic water meter and service.
 - c. Landscape irrigation plans for backflow plan check.
143. Water may be supplied temporarily from a fire hydrant. Contact BWP Water Engineering at (818) 238-3500 concerning fees, required permit and fittings.
144. Due to the system static pressure at this site, the Building Division requirements for a pressure regulator are to be followed in accordance with the Uniform Plumbing Code.
145. A copy of these conditions shall be shown on the Authority's submittal of construction plans.
146. The water service for this project may be required to be provided with protective devices that prevent objectionable substances from being introduced into the public water supply system, per Title 17 of the California Administrative Code. A \$50 backflow prevention plan check fee is due before the plans will be stamped, signed and approved by the Water Division. Both domestic and fire services may require installation of backflow prevention devices. Plan check will take a minimum of five working days. Backflow devices must be installed on private property and as close as possible to the property line.
147. The owner or contractor shall contact BWP Water Division at (818) 238-3500 before the building permit is issued. The drawings will be reviewed for adequate sizing of the service and meter and will take a minimum of five working days. Domestic meter size shall be adequate to provide the required flow, as determined by a licensed plumber or architect, calculated from the number of fixture units for the proposed development, pursuant to the California Plumbing Code 2007, Title 24, Part 5. Prior to final approval and preparation of an estimate

by the BWP Water Division, the Authority shall obtain approval from the City of Burbank Fire Department for appropriate fire service size and appurtenance selection. A deposit will then be collected to cover construction costs for all required services. Construction scheduling will be based on date of receipt of the required drawings, fees and deposit.

148. If the Fire Department requires any new fire hydrants and/or fire services for this development, the owner or contractor shall request an estimate for same from BWP Water Division by calling (818) 238-3500. The full deposit for any required work (including upgrading the fire service/backflow device) must be paid before the Water Division approves the project drawings.
149. A Water Main Replacement Fee (WMRF) is required in accordance with Sections 4.34 (c), (d) and (e) of BWP Water Division Rules and Regulations. For additional information, please contact BWP staff at (818) 238 -3500.
150. The Authority shall be responsible for all additional costs associated with connection and installation of new water services and abandonment of existing services in accordance with BWP Rules and Regulations for Water Use.
151. Water Main Replacement Fee (WMRF) shall be applied in accordance with BWP Rules and Regulations.
152. Recycled water service for the proposed project will be available from a future recycled water main in Hollywood Way. A separate recycled water meter and service shall be installed for irrigation and HVAC cooling tower purposes, and use of recycled water will be required for all irrigation and for HVAC cooling tower water supply. See attached sheet (provided under separate cover) for more information regarding L.A. County plan check approval. The Authority shall be responsible for obtaining all required approvals from Los Angeles County Department of Public Health and California Department of Public Health.
153. Authority shall provide BWP with Landscape Irrigation plans for the subject project for review and comments. Landscape and irrigation plans shall include the following:
 - a. Two separate connections, one for domestic use, and one for irrigation use. The State of California Department of Public Health requires that the domestic water service must have a Reduced Pressure Backflow Prevention Assembly installed as close as possible to the domestic water meter.
 - b. The pressure for the recycled water system is lower than that for the potable water system. However, we recommend installing a pressure reducing valve and a strainer.
 - c. All irrigation piping, valve covers, boxes, and sprinkler system heads shall be purple, in addition to installing signs informing public of the use of recycled water for landscape irrigation purposes to comply with all State of California Recycled Water Requirements.

- d. Minimum separation of potable water mains from recycled water, sewer, storm drain, or others, shall be maintained per the State of California Department of Public Health Requirements.
- e. The County of Los Angeles requires that all plans for recycled water projects be submitted for review and approval prior to construction. Please coordinate your work with the County of Los Angeles, Department of Public Health (DPH), and follow their procedures for plan review and approval, and all requirements and guidelines for using recycled water for landscape irrigation purposes.
- f. Contact Information: Carlos Borja for plan review and approval, 5050 Commerce Drive, Room 116, Baldwin Park, California 91706-1423. Telephone: (626) 430-5290 (Baldwin Park Office), Fax: (626) 813-3025.

Burbank Water & Power – Electric Division

- 154. The following information shall be included on construction plans:
 - a. Location of the existing electric service panel.
 - b. Dimensions/location of existing/proposed public improvements adjacent to project.
 - c. The width and the location of all the existing and proposed easements.
 - d. Proposed location of the electric service panel/meters.
 - e. Proposed locations of any pad-mount transformer(s).
 - f. Fully dimensioned building elevations showing height of structure from natural grade.
- 155. A minimum 15'x 25' clear accessible easement will be required for the installation of each pad-mount switch.
- 156. Existing conditions or the extent of development in the surrounding area will require a pad-mount transformer installation.
- 157. New 4' x 6' primary pull-boxes and 8' x 14' Manholes will be required.
- 158. Additional conduits may/will be required to provide for future needs.
- 159. The Authority will provide 5' wide recorded easement for the new underground system from the property line to the switch and a 25' x 15' easement for each pad-mount switch. The Authority's surveyor will provide a legal description of the easements, which will be reviewed by BWP and then processed by the Community Development Department (contact 818-238-5250 for recording).
- 160. The Authority's contractor will provide as-built drawings showing the exact location of underground substructure installed to serve the property.
- 161. The State of California Public Utilities Commission General Order No. 95 requires that no building or structure be allowed to encroach within the envelope 12' vertical

and 6' horizontal from the existing high voltage lines along the perimeter of the property. The lines are approximately 35 feet from grade. The actual height and location of the conductor attachment has to be surveyed and shown on the plans.

162. The State of California Public Utilities Commission General Order No. 95 requires that no building or structure be allowed to encroach within the envelope 8' vertical and 3' horizontal from the existing low voltage lines along the perimeter of the property. The lines are approximately 30 feet from grade. The actual height and location of the conductor attachment has to be surveyed and shown on the plans.
163. The State of California Public Utilities Commission General Order No. 95 requires that no temporary scaffolding, platforms or supporting framework upon which men may work be allowed to encroach within the required clearance envelopes as stated in the previous two comments.
164. Burbank Water and Power Rules and Regulations require that no open patios or balconies will be erected underneath any high voltage overhead conductor regardless of vertical clearance.
165. Plans must be revised to avoid encroachment into the envelope as commented above. Building elevations will show the existing power poles, their height from natural grade, conductor attachment heights and locations (all surveyed), and the described above envelopes clear from any portion of the building per BWP drawing S-708 (attached).
166. The Burbank Water and Power fees for providing electric service are Aid-in Construction (AIC) charges set forth in Section 3.26 of BWP's Rules and Regulations for Electric Service. AIC charges are to recover the actual cost of:
 - a. Providing and installing new facilities to serve the customer;
 - b. Conducting feasibility studies and engineering;
 - c. Relocating existing overhead or underground facilities.
167. Actual costs vary from project to project and AIC examples can be found in the Burbank Water and Power "Guide for Electric Service." A letter detailing these charges will be generated once the final design is completed. The cost estimate for providing service to the site will be provided at a later date depending on the load requirements.
168. If any portion of the existing BWP facilities needs to be upgraded or relocated due to the subject project, it will be done at the Authority's expense. ***(Does this include substation?)***
169. Plan approval will not be given until an electric service confirmation is obtained. Contact BWP Engineering at (818) 238-3647 (residential) or at (818) 238-3565 (commercial). The plans must show the pertinent information related to the method of service as specified on the confirmation.

170. Burbank Water and Power offers high-speed, high-quality fiber optics-based services through its ONE Burbank program. Fiber service is available to the project if desired. Contact Daniel Lippert, Manager Telecommunication and Facilities at (818) 238-3656 or email dlippert@burbankca.gov for further information.
171. The Authority/property owner is responsible for the undergrounding the overhead electric facilities along the perimeter of the property. The underground design will be supplied by BWP at the customer's expense. The customer will install all necessary substructure and BWP will install all underground cables and electric equipment at the customer's expense.
172. For all new projects and for those projects where existing properties are undergoing extensive renovation, the Authority/property owner is responsible for the street lighting system traversing the project. In cases where the existing street lights are supplied overhead, the Authority/property owner will be required to install a complete underground street light system. Standards and luminaries will be supplied by BWP at the customer's expense. A plot plan of the site must be submitted to BWP during the initial planning stage of the project for street light design.
173. A load schedule and secondary service schematic will be required to determine the extent of the electrical load requirements.
174. The service switchboard rating shall be limited to 3000 Amps. Five copies of EUSERC drawings of the switchboard shall be provided to BWP for approval prior to submittal to the manufacturer. Service shall not be energized unless these drawings are provided.
175. The electrical design shall comply with California Building Code Title 24 energy efficiency requirements and shall use, wherever practical, surge suppressors, filters, isolation transformers, or other available means to preserve a quality of power of its electrical service and to protect sensitive electronic and computer-controlled equipment from voltage surges, sags, and fluctuations. BWP also recommends the use of an uninterruptible power supply (UPS) and a standby generator for critical loads.
176. Power factor correction to a minimum of 90% will be requested to minimize kVA demand as well as energy use. The Authority must use California Nonresident Building Standard to consider and implement energy efficient electrical equipment and devices for minimizing peak demand and wasteful energy consumption.
177. For multi-metered services all numbering must be completed in a permanent manner at all individual units and meter sockets before service can be energized. See BWP Rules and Regulations, Section 2.68 (c) for acceptable labeling (stenciling or riveted

tags required, permanent marker is unacceptable). Contact Public Works Engineering for unit designations.

178. For commercial and industrial buildings, outdoor meter locations are preferred. Meter socket or service equipment must be installed in location readily accessible from the same property. When adequate exterior wall space is not available, a separately locked meter room accessible from outside the building through one door must be provided. The Department must be supplied a key to that room which will be installed in a lock box adjacent to the door. Future building modifications or other structural changes will not render the meters inaccessible. Customers need to consult the Department for approved locations and to obtain a service confirmation prior to any installations.
179. All new metered services require a path for meter communications to BWP with BWP communication networks will require additional equipment as approved by BWP at the Authority's expense to create the appropriate communications path.
180. The builder is responsible to protect any existing Burbank Water and Power facilities in place. Power poles must be protected in place to prevent any movement of the pole butt during excavation. Anchors must also be protected to prevent slippage or exposure that could result in the reduction or loss of holding power. If these requirements cannot be met, then no excavation will be allowed within three feet from the face of poles and five feet from anchors.
181. Any trees planted in the area adjacent to the street/alley will be of a type that will not grow into the existing power lines and will also have sufficient clearance from the streetlight facilities.
182. BWP landscaping requirements for transformer pads and switch pads:
 - a. Due to the natural maturation of trees and other landscaping elements, the following requirements are to be adhered to:
 - b. New plantings within three feet of the back or sides of the pad and within eight feet of the front shall be of a groundcover type. This is considered the working zone.
 - c. Outside of the working zone, shrubbery is acceptable within eight feet of the pads, but trees must be beyond an eight foot radius to lessen future root conflicts.
 - d. Landscaping grade shall be a minimum of five inches below the grade level of the top of transformer pads.
 - e. All irrigation and sprinkler systems shall be constructed so that water shall not be directed onto the switch, the transformers, or the concrete pads. Additionally, surface water shall drain away from the concrete pads.
 - f. Landscape plans shall adhere to the above requirements, showing proper working clearances for electrical facilities on L-sheets.

183. All electrical installations must conform to the Burbank Water and Power Rules and Regulations for Electric Service (latest revision). Contact AT&T at (707) 575-2180 for any phone company facility conflicts. Contact Charter Communications at (818) 847-5013 for any cable T.V. facility conflicts.
184. Any existing and proposed substructure on-site and off-site, which may affect the location of the new underground electrical system and any other improvements shall be identified and shown on the final plans in order to avoid a potential conflict with other substructure.
185. A meeting should be scheduled between the Authority, project architect, electrical engineer, and BWP Electrical Engineering early in the design stage of each phase of the project to discuss all the issues and to finalize the location of the facilities. A load schedule and secondary service schematic will be required to determine the extent of the electrical load requirements. An electronic copy of a plot plan of the site, showing all the existing and proposed substructures, complying with BWP AutoCAD standards should also be provided to BWP Electrical Engineering (email: rsleiman@burbankca.gov) to aid the electrical design. BWP will provide full comments after the electrical sheets are provided.
186. Loads ranging from 750KW – 5MW will require a line extension at the Authority's cost. New substructure will include pull-boxes, padmount switches, and padmount transformer facilities, and will also be at the Authority's cost.
187. Loads greater than 5MW will require a new substation. Please contact BWP Engineering at (818) 238-3654 for details if the projected load will exceed 5MW.
188. All substructure work including the transformer pad, switch pad, the pull box, grounding Systems, primary conduits and secondary conduits are the responsibility of the Authority and shall be done in accordance with Burbank Water and Power drawings and specifications. The transformer pad and switch pad shall be at grade level on undisturbed soil to allow for the installation of a box underneath it. BWP will provide a construction drawing and engineering support, inspect contractor's work, install the transformers, primary cables, and metering devices at the Authority's cost. Note that any relocation or upgrade of existing BWP facilities will be done at the Authority's expense. For additional information or questions please contact: Riad Sleiman, Principal Electrical Engineer, BWP at (818) 238-3654.
189. An allocation for Electric Vehicle (EV) parking shall be required. A total of fifty (50) parking spaces shall have EVs installed, and shall be placed at multiple convenient and visible locations within parking structures and surface lots. The electrical service panel shall include capacity to simultaneously charge all EVs at their full-rated amperage. Plan design shall be based upon Level 2 EVs or greater, at maximum operating ampacity. Plans shall include the location(s) and

type of EV, raceway method(s), wiring schematics, and electrical calculations. The raceway shall be installed per Burbank Water and Power standards.

190. Specifications for the construction of underground electrical conduit (further information available online at '<https://www.burbankwaterandpower.com/construction-standards-forms>'):
 - a. S-723B Three-phase 8' x 10' Transformer Pad Details
 - b. S-0725 Clearances for Three phase 8'x 10' Transformer Pad
 - c. S-462F Pad-mount Switch Details
 - d. S-732 Clearances for 7' x 10'-6" Switch Pad
 - e. S-458A Barrier Post Detail
 - f. S-729 4' x 6' Pull box Details
 - g. S-794B 8' x 14' Manhole Details

Police Department

191. The following areas shall be illuminated at all times with light having an intensity of at least two (2) foot-candles at floor level: Every apartment house and hotel, every public hallway, passageway, public stairway, fire escape, elevator, public toilet or bath, means of egress, all open parking spaces and carports, open parking garages and approaches to open garages and carports, all parking structures, and all semi-subterranean and subterranean garages. All outside lighting shall comply with the requirements of BMC Section 5-3-505. Required lighting devices shall have vandal resistant covers.
192. All buildings and parking structures shall be capable of supporting emergency safety service radio communication systems in compliance with the requirements of BMC Section 9-1-1-2703. All enclosed and/or subterranean interior areas of this project will be tested upon completion of construction to determine the radio signal transparency. Any buildings or structures which cannot pass the appropriate radio signal strength test may require installation of a radiating cable antennae *or* internal multiple antennae low power repeater system with or without FCC type accepted bi-directional UHF amplifiers as necessary to meet this requirement.
193. Preventive measures shall be taken to secure any entrances to the building(s) from any parking structures to prevent the possibility of theft or burglary.
194. Secure fencing around the construction site with locking gates and appropriate lighting shall be installed during construction to prevent trespassing and theft. During construction, the Police Department shall be given emergency contact information of contractors and owners for any problems encountered after normal construction hours.
195. To ensure that construction personnel are aware of the restricted construction times, the Authority shall install professionally made sign(s) 2 ft. X 3 ft. in size in

location(s) satisfactory to the City Planner and the Police Department that states, "NOTICE: THE CITY OF BURBANK LIMITS CONSTRUCTION ACTIVITIES OF THIS PROJECT (DEMOLITION, EXCAVATION, GRADING, ACTUAL CONSTRUCTION, AND LANDSCAPING) as follows: 7:00 AM TO 7:00 PM MONDAY THROUGH FRIDAY, AND FROM 8:00 AM TO 5:00 PM ON SATURDAY. THERE SHALL BE NO WORK PERFORMED ON SUNDAYS OR ON MAJOR HOLIDAYS." Any exceptions would be subject to the approval of the Directors of both the Community Development and Public Works Departments.

196. A construction "truck route plan," which identifies truck routes along major arterials while avoiding residential streets, and the frequency of trips and hours of operation, shall be prepared prior to approval of any demolition, grading, or building permits and approved by the Public Works Director. The plan shall demonstrate avoidance of congested roadways and sensitive receptors (e.g., residential areas) and shall minimize the number of trips and trip lengths to the maximum extent feasible.
197. The Authority shall provide a site plan, to the Police Department representative's and the Public Works Director's satisfaction, that shows sufficient off-street parking locations for construction employees and equipment so as to not impact the local residential community or nearby businesses, and shall require contractors to prepare a trip reduction plan for construction crew vehicles to reduce potential vehicle trips on the road. The Authority shall place such language (dealing with parking and trip reduction) in all contractor agreements.
198. Buildings shall be numbered with the approval of the enforcing authority. This section shall not prevent supplementary numbering such as reflective numbers on street curbs or decorative numbering. Such numbering will be considered supplemental only and shall not satisfy the requirements of this section. Any building having a separate identifying factor, other than the street number, shall be clearly identified.
199. All commercial structures shall display a street number in a prominent position so that it is easily visible from the street. The numbers shall be at least six (6) inches in height, of a color contrasting to the background, and located so they may be clearly seen and read (9-2-505.1(a) BMC). The numbers shall be illuminated during darkness. If the structure has rear vehicle access, numbers shall be placed there as well. The Fire or Police Departments may require the size of the numbers to be increased or provided in additional locations if the distance from or orientation to the street limits visibility. Address numbers shall also be displayed on the roof of the building to be visible from police helicopters. Digits shall be a minimum of 18 X 24 inches with a 3" line width in a color that contrasts with the background.

200. Maps of the complex shall be furnished to the City of Burbank Police Department upon completion of construction. The maps shall include building identification and unit identification.
201. Stairwells, the interiors of which are not completely visible when first entering, shall have mirrors so placed as to make the whole stairwell interior visible to pedestrians outside.
202. When access to or within a multiple-family dwelling complex, private residential community, or other buildings with multiple occupants is unduly difficult because of secured openings, or where immediate access is necessary for lifesaving or other police purposes, a Series 3200 Knox-Box Security Vault key box and/or a Series 3500 Knox Box key switch shall be installed in an accessible location (9-2-506.1(a) BMC). The police_key box/switch may only be obtained directly from Knox and request applications are available only from the Burbank Police Department. The police key box shall be separate from the FIRE key box and shall contain keys to allow access to security gates or doors as required by the City of Burbank Police Chief. The installation shall occur during the construction phase. Depending on the size of the development, more than one police Knox-Box may be required. For additional information or questions, please contact Police staff at (818) 238-3085. The Police Department will be available to review plans and apply an approval stamp for building permits Monday through Thursday, 9:00 to 11:00 AM.

Parks and Recreation Department

203. The Authority shall submit planting and irrigation plans prepared by a licensed landscape architect. Prior to issuance of any permits, the landscape and irrigation plans shall demonstrate compliance with the Water Efficient Landscape Ordinance ("http://www.water.ca.gov/wateruseefficiency/docs/MWELO_TbContent_Law.pdf"). The plans shall include calculations demonstrating compliance with the Water Efficient Landscape Ordinance, and a statement and certification by the preparer that the plan conforms.
204. The Authority shall submit landscape and irrigation plans prepared by a landscape architect licensed by the State of California. Plans shall demonstrate compliance with all applicable aspects of AB 1881 (Water Conserving Landscape).
205. If any on-site trees need to be removed for construction, the Authority shall submit an Arborist Report to assess the tree valuation of trees to be removed on private property. For private property trees, the Airport Authority has the option of increasing the value of the landscape above Code requirement instead of pecuniary reimbursement.
206. Authority shall install and provide irrigation to street trees.

207. Authority shall protect street trees during all phases of construction. In the case of any tree removed or destroyed, as provided for in BMC Section 7-4-111, or as a result of a violation of BMC Sections 7-4-113, 7-4-115, or 7-4-117, but not replaced, the City shall be reimbursed the value of the tree, as determined by the most current valuation table established by the International Shade Tree Conference. [BMC 7-4-105]
208. All trees on any street or other publicly owned property near any excavation or construction of any building, structure, or street work, shall be sufficiently guarded and protected by those responsible for such work so as to prevent any injury to said trees. No person shall excavate any ditches, tunnels, trenches, or install pavement within a radius of ten feet (10') from any public tree without prior notification to the Park, Recreation and Community Services Director. [BMC 7-4-115]
209. Any street tree requested by any person or property owner to be removed for the purpose of any type of construction shall be replaced with a tree of the nearest size available, of a species and in the location to be determined by the Park, Recreation and Community Services Director. The person or property owner shall pay the total cost to the City of removal prior to any such action being undertaken. If such tree, or trees, are not replaced, the City shall be reimbursed the value of the tree as established in BMC Section 7-4-105, in addition to the cost to the City of removal. [BMC 7-4-111(A)]
210. Any tree removed for the purpose of any type of construction in accordance with BMC subsection 10-1-1113S shall be replaced with a tree of equal size, of the same species or an appropriate alternative, and in a location to be approved by the Park, Recreation and Community Services Director and the Community Development Director. Alternately, the City shall be reimbursed the value of the trees, pursuant to this section and BMC Section 7-4-105; or, the project's landscaping shall be improved above what is required by BMC subsection 10-1-1113E, and in an amount equal to the value of the removed trees, or if the excess landscaping does not equal the value of the removed trees, then a fee for the shortfall shall be paid to the City; or, the tree(s) shall be moved elsewhere to the satisfaction of the Park, Recreation and Community Services Director; or a combination of moving or replacing the trees pursuant to BMC Section 7-4-105 and this section shall be followed. The fees obtained from private development will be placed in the Urban Reforestation Fund which will be devoted to the replacement of City trees. [BMC 7-4-111(B)]
211. If any street trees are destroyed during construction, they shall be replaced with trees having the same size canopy (or nearest size available) to the satisfaction of the Park, Recreation and Community Services Department.

212. If there is any net loss of street trees, the value of trees and removal cost must be paid per the Burbank Municipal Code to the satisfaction of the Park, Recreation and Community Services Department.
213. The Authority shall ensure that in the required front and exposed side yards (i.e., adjacent and visible to public rights-of-way), a minimum of one tree shall be planted for every 40 linear feet of street frontage or fraction thereof, to the extent possible. A minimum of 50 percent of required trees shall be a minimum of 36-inch box size, with the remainder a minimum of 24-inch box size.
214. The Authority shall provide landscaping in new parking lot(s) and new parking structure(s) as required by the BMC Sections 10-1-1417, 10-1-1418, and 10-1-1419.
215. All trash enclosures and utility cabinets or equipment shall be fully screened from public view through the use of berming, landscape materials, walls, or buildings.