

Appendix A
Notice of Preparation

NOTICE OF PREPARATION

Date: November 1, 2019

To: Public Agencies and Other Interested Parties (refer to attached Distribution List)

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

**Subject: Notice of Preparation of a Draft Environmental Impact Report for the
2500 N. Hollywood Way – Dual Brand Hotel Project**

The City of Burbank will be the Lead Agency and will prepare an Environmental Impact Report (EIR) for the 2500 N. Hollywood Way – Dual Brand Hotel Project (“Project”) which proposes to construct a dual brand hotel and detached parking structure on a portion of the 11.76-acre site generally bounded by Thornton Avenue, Hollywood Way, and Avon Street in the City of Burbank, California. The City requests input from your agency as to the scope and content of the environmental information that is germane to your agency’s statutory responsibilities in connection with the proposed Project. Your agency will need to use the EIR prepared by our agency when considering your permit or other approval for the Project.

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

Due to the time limits mandated by State law, your response must be sent at the earliest possible time, **but no later than 30 days beginning November 4, 2019 and ending the close of business on December 4, 2019**. Please send your response to the City of Burbank, Community Development Department, Planning Division, Attention: Daniel Villa, 150 North Third Street, Burbank, California 91502. You may also email your response to dvilla@burbankca.gov. Please provide the name of a contact person at your agency.

A joint Community Meeting and EIR Scoping Meeting will be held on **November 20, 2019 at 6:00 pm** in the Community Room (Room 104) on the first floor of the Community Services Building at 150 North Third Street in Burbank.

Date: 11/01/19

Signature: 
Daniel Villa
Title: Senior Planner
Telephone: (818) 238-5250



PROJECT INFORMATION PACKET

INTRODUCTION

Pursuant to CEQA Guidelines Section 15082, the City of Burbank has distributed this Notice of Preparation/Project Information Packet for the 2500 N. Hollywood Way – Dual Brand Hotel Project. The sections that follow provide an overview of the Project’s background and context, identifies the Project’s location both regionally and locally, and describes the Project to be evaluated through a Project EIR, which will be prepared in accordance with CEQA Guidelines Section 15161.

PROJECT LOCATION AND SETTING

PROJECT LOCATION

The 2500 N. Hollywood Way – Dual Brand Hotel Project (herein referred to as 2500 N. Hollywood Way or the Project) site is located in the northwest portion of the City of Burbank (City), approximately 12 miles north of downtown Los Angeles within Los Angeles County (County); refer to [Exhibit 1, *Regional Vicinity*](#). The Project site encompasses approximately 11.76 acres (APN 2464-004-015) generally bounded by Thornton Avenue, Hollywood Way, and Avon Street; refer to [Exhibit 2, *Project Location*](#).

PROJECT SETTING

Existing Conditions

Access to the site occurs from three driveways, one at Thornton Avenue, one at Hollywood Way, and one at Avon Street.

The Project site is currently developed with a Marriott Hotel, Convention Center, and 758 surface parking spaces. The existing Marriott Hotel and Convention Center is comprised of 488 hotel rooms, 5,200 square feet of restaurant space, and 46,500 square feet of meeting/banquet and convention space. Approximately four times per year, the Marriott Hotel hosts larger events on the property, resulting in the expansion of the Convention Center area using event tents that are placed on the surface parking lot. The largest event (a media event that occurs annually) utilizes an event tent that is approximately 19,000 square feet. Sufficient parking capacity is provided for these events through the implementation of parking management plans, and/or the securing of off-site parking during the days of each event.

An office building and associated surface parking are located at the southeast corner of Thornton Avenue and Hollywood Way (2550 N. Hollywood Way), immediately adjacent to the Project site; refer to [Exhibit 2](#). This property is not a part of the proposed Project. A reciprocal parking and access agreement exists between the Project site and this property.



GENERAL PLAN AND ZONING

General Plan Land Use

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

Zoning

The City of Burbank Zone Map (last amended October 20, 2012) identifies the zoning for the Project site as PD 89-1, Planned Development. According to Burbank Municipal Code (BMC) Section 10-1-19119, the PD Zone allows for an alternate process to accommodate unique developments for residential, commercial, professional, or other similar activities, including combinations of uses and modified development standards that would create a desirable, functional, and community environment under controlled conditions of a development plan.

Land uses surrounding the 2500 N. Hollywood Way site are as follows:

- North: The Project site is bounded by the adjacent office use and Thornton Avenue to the north. North of Thornton Avenue is primarily surface parking (V.S.P. Parking and Hollywood Burbank Airport Economy Parking Lot C). V.S.P. Parking offices and Midway Car Rental are located at the northeast corner of Thornton Avenue and Hollywood Way. Northwest of the Project site (west of Hollywood Way) is the Hollywood Burbank Airport.
- East: To the east of the Project site is the northeastern portion of the Media Studios Campus. Media Studios is a commercial office campus comprised primarily of office uses with various onsite support amenities.
- South: To the south of the Project site is the southwestern portion of the Media Studios Campus and the extension of Avon Street. An undeveloped property is located immediately south of Avon Street, bounded by Avon Street, Empire Avenue, and Hollywood Way. The Hollywood Burbank Airport Regional Intermodal Transportation Center (RITC) is located west of Hollywood Way, southwest of the Project site. Southern California Regional Rail Authority (SCRRA) railway is located south of Empire Avenue.
- West: To the west of the northern portion of the Project site is the adjacent office building and Hollywood Way. West of Hollywood Way is a shopping center with a variety of restaurant uses.



PROJECT CHARACTERISTICS

The Project proposes development of a dual brand hotel (250,925 square feet) and detached parking structure (191,802 square feet) on a portion of the site currently used for surface parking; refer to [Exhibit 3, Proposed Site Plan](#). No changes to the existing Marriott Hotel and Convention Center are proposed and these uses would remain in operation during construction and upon Project completion. The larger events that occur approximately four times per year on the property would continue to occur under the proposed condition, and sufficient parking for these events would continue to be provided through the implementation of parking management plans, and/or the securing of off-site parking during the days of each event. Additionally, the existing reciprocal access agreement with the adjacent parcel would remain in effect.

The proposed seven-story dual brand hotel would consist of two hotel uses with a total of 420 hotel rooms. The hotel would include a restaurant, lounge, meeting rooms, and lobby on the ground level with approximately 5,260 square feet identified for two future restaurant/café tenants. Back of house operations for the hotel would also be located on the ground level. The 420 hotel rooms would be distributed between levels two through seven. The fitness room would be located on the sixth floor and the pool and roof terrace would be located on the seventh floor.

The roof top amenity deck would be centrally located with direct access from both hotel brands. The pool area would include lounge seating and cabanas. A serving counter, view seating, and lounge seating would be provided within the roof top terrace. Concrete roof pavers, accent decking, plants and trees would be distributed throughout the pool and terrace.

An event terrace, three covered terraces, and a lobby terrace would be distributed throughout the ground floor. The event terrace would be centrally located between the hotel brands and provide an open space plaza area for special events. Seat walls would be provided adjacent to the space. The covered terraces would be located adjacent to Thornton Avenue and outside of the café spaces. All the terraces would include enhanced concrete paving and lounge seating. Café seating and potted plants would also be provided within the terraces located adjacent to the cafes. A fire/water feature and banquette would be provided within the space adjacent to the event terrace. The lobby terrace would also include lounge seating.

A plaza area would be provided immediately adjacent to the existing Convention Center. The plaza would have enhanced concrete paving, accent trees, and shade trees with benches. A speed table with decorative pavers with tree grids and benches on either side, would connect the Convention Center plaza and the proposed hotel.

Landscaping

Landscaping adjacent to the access driveway from Hollywood Way, adjacent to the Marriott Hotel, and between the Marriott Hotel and Convention Center is proposed to remain. Existing landscaping within the remainder of the Project site is proposed to be removed and new landscaping would be provided throughout the site.



Parking and Access

The proposed dual brand hotel and parking structure would replace a portion of the onsite surface parking. Upon completion, vehicular access to the Project site would continue to occur from the existing driveway on Hollywood Way, and along Thornton Avenue. However, the existing driveway on Thornton Avenue would be removed and replaced with a new driveway that provides one ingress and one egress lane. The driveway would extend south through the site connecting with the east-west driveway that extends from Hollywood Way. A new (second) driveway would also be provided from Thornton Avenue. The driveway would extend south from Thornton Avenue along the Project site's western boundary with the abutting property. This driveway would also connect with the east-west driveway that extends from Hollywood Way. Within the Project site, the east-west driveway would provide access to the entry drive and porte cochere drop-off area where hotel patrons can access the lobby.

A bus and vehicular drop off area would be provided along the Hollywood Way access drive between the existing Convention Center and the proposed hotel. Bicycle racks would be provided in the covered terrace area of the hotel, adjacent to the connection with the Convention Center plaza.

A total of 1,185 parking spaces would be provided on the Project site to serve the existing Marriott Hotel and Convention Center and the proposed dual brand hotel and associated amenities. A 3 1/2-story detached parking structure would be provided in the eastern portion of the Project site. The parking structure would provide 917 parking spaces (of which 314 will be vertically stacked parking, provided through a parking lift system). An additional 268 spaces would be provided within surface parking located adjacent to the proposed parking structure, along the proposed driveway leading to the proposed porte-cochere drop-off area, east and south of the existing Convention Center, and adjacent to the existing hotel and restaurant.

Drainage

The Project would install a new storm drain that would extend southeast and east from the existing storm drain in the east-west driveway to south of the proposed parking structure. The storm drain would convey flows to the regional storm drain system.

To comply with the City's Low Impact Development (LID) standards, the Project would implement biofiltration planters throughout the Project site.

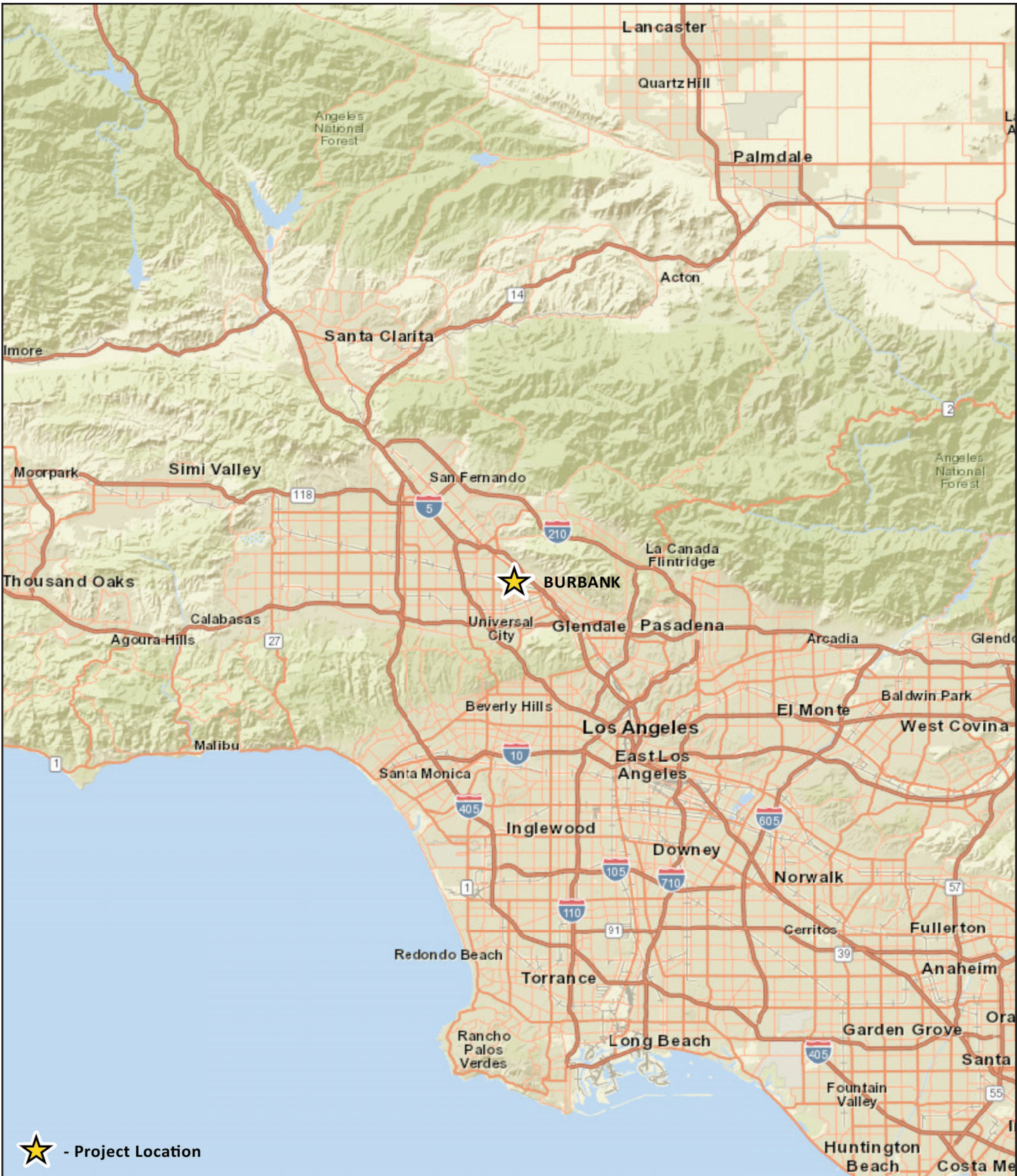
Utilities

Utility lines are currently located within Thornton Avenue and the Project site. The Project would be responsible for installing new utility lines within the Project site to connect with the existing lines. Water, irrigation water, and fire water lines and gas and electricity would be installed and extend from the northern portion of the Project site to connect with existing lines in Thornton Avenue. Sewer lines would be constructed within the Project driveways and connect with the existing sewer line north of the Marriott Hotel.



CONSTRUCTION PHASING

The Project is proposed to be constructed in a single phase, with construction anticipated to begin in June 2022 and be completed in June 2025.

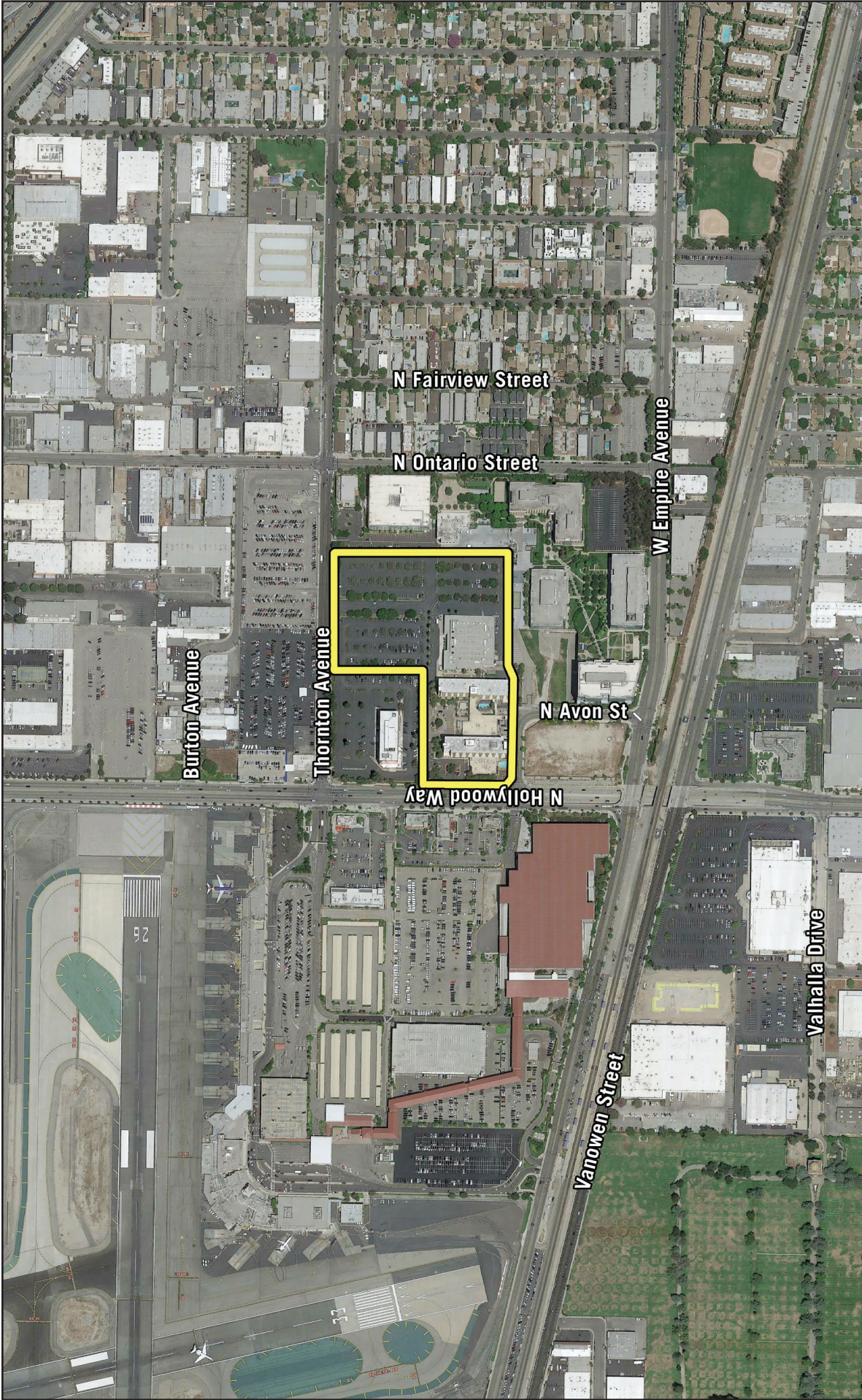


Source: ESRI 2019.

NOTICE OF PREPARATION
 2500 N. HOLLYWOOD WAY - DUAL BRAND HOTEL

Regional Vicinity
 EXHIBIT 1





Source: Google Earth, 2019.

NOTICE OF PREPARATION
2500 N. HOLLYWOOD WAY - DUAL BRAND HOTEL

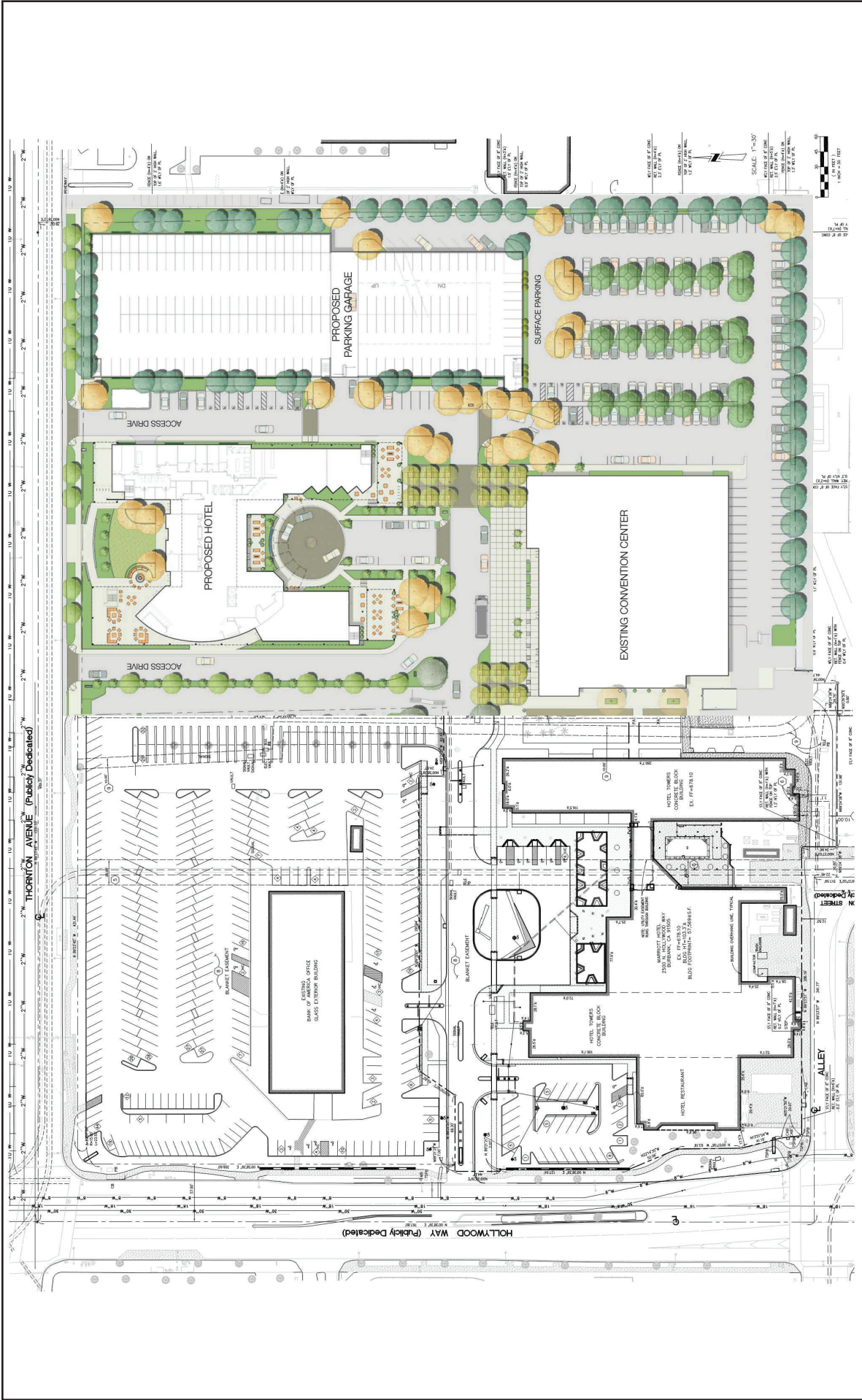
Project Location

EXHIBIT 2

CONSULTING



NOT TO SCALE



Source: PFVS Architects and AWH Partners; June 27, 2019.

NOTICE OF PREPARATION
 2500 N. HOLLYWOOD WAY - DUAL BRAND HOTEL
Proposed Site Plan
 EXHIBIT 3

CONSULTING



NOTICE OF PREPARATION

Date: March 6, 2024
To: Public Agencies and Other Interested Parties
From: City of Burbank
Community Development Department
Planning Division
150 North Third Street
Burbank, California 91502



Subject: Recirculated Notice of Preparation of a Draft Environmental Impact Report for the 2500 N. Hollywood Way – Dual Brand Hotel Project

This Recirculated Notice of Preparation (NOP) has been prepared to include additional Project components and information that was not included in the original NOP that was published for the proposed Project on November 1, 2019. Since the initial circulation of the NOP, the proposed Project has been modified. Please refer to the updated Project description herein. This Recirculated NOP will supersede the original NOP; therefore, the City is requesting that individuals and agencies provide comment letters and/or input on the Recirculated NOP.

The City of Burbank is the Lead Agency and will prepare an Environmental Impact Report (EIR) for the 2500 N. Hollywood Way – Dual Brand Hotel Project (Project) which proposes development of a new seven-story dual brand hotel consisting of approximately 262,338 square feet and a separate, detached four-story parking garage on a portion of the 11.76-acre site generally bounded by Thornton Avenue, Hollywood Way, and Avon Street in the City of Burbank, California.

The NOP has been transmitted to the California Governor’s Office of Planning and Research State Clearinghouse, to responsible and trustee agencies, and to those interested parties requesting notification. The City has determined that an EIR is required for this Project. Therefore, as allowed under CEQA Guidelines Section 15063(a), the City has not prepared an Initial Study and will instead begin work directly on the EIR, as allowed under CEQA Guidelines Section 15081. The EIR will address the following probable environmental effects:

- Aesthetics
- Agricultural and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Recreation
- Transportation
- Tribal Cultural Resources
- Utilities and Service Systems
- Wildfire



The EIR will focus on the potentially significant and significant effects of the Project and will document the reasons for concluding that other effects will be less than significant. The Project description and location are described in the attached materials.

The City requests input from affected public agencies and interested members of the public as to the scope and content of the environmental information that is germane to your agency's statutory responsibilities in connection with the Project. Due to the time limits mandated by State law, your response must be sent at the earliest possible time, but no later than 5:00 pm on April 4, 2024. Please send your response to:

City of Burbank, Community Development Department, Planning Division
Attention: Daniel Villa, Principal Planner
150 North Third Street, P.O. Box 6459, Burbank, California 91502

You may also email your response to dvilla@burbankca.gov. Please provide the name of a contact person at your agency.

A joint Informational Meeting and EIR Public Scoping Meeting will be held virtually on **March 20 from 6:00 P.M. to 7:00 P.M.** during the public comment period. The purpose of this meeting is to provide an update on the Proposed Project, an overview of the CEQA process, the timeline for environmental review, and to solicit input from interested parties on the proposed content of the Draft EIR. The meeting will be conducted online via zoom and will be recorded. Please visit the City's website at <https://www.burbankca.gov/web/community-development/2500NHW> and "Public Meetings" to click the link to join the virtual meeting.

Date: 3/11/24

Signature:

A handwritten signature in blue ink, appearing to read "Daniel Villa", written over a horizontal line.

Daniel Villa
Title: Principal Planner
Telephone: (818) 238-5250
Email: dvilla@burbankca.gov



PROJECT INFORMATION PACKET

INTRODUCTION

Pursuant to CEQA Guidelines Section 15082, the City of Burbank has distributed this Notice of Preparation/Project Information Packet for the 2500 N. Hollywood Way – Dual Brand Hotel Project. The following sections provide an overview of the Project’s background and context, identifies the Project’s location, and describes the Project to be evaluated through a Project EIR, which will be prepared in accordance with CEQA Guidelines Section 15161.

PROJECT LOCATION AND SETTING

Project Location

The 2500 N. Hollywood Way – Dual Brand Hotel Project (herein referred to as 2500 N. Hollywood Way or the Project) site is located in the northwestern portion of the City of Burbank (City), approximately 12 miles north of downtown Los Angeles within Los Angeles County (County); refer to [Figure 1, *Regional Vicinity Map*](#). The Project site encompasses approximately 11.76 acres (APN 2464-004-015) generally bounded by Thornton Avenue on the north, Hollywood Way on the west, Avon Street on the south and a commercial office campus (Media Studios), comprised primarily of office uses with various onsite support amenities, on the south and east; refer to [Figure 2, *Proposed Project Site and Offsite Improvement Areas*](#).

Existing Conditions

Access to the site occurs from three driveways, one at Thornton Avenue, one at Hollywood Way, and one at Avon Street.

The Project site is currently developed with a Marriott Hotel, Convention Center, and 763 surface parking spaces. The existing Marriott Hotel and Convention Center is comprised of 488 hotel rooms, 5,200 square feet of restaurant space, and 46,500 square feet of meeting/banquet and convention space. The Marriott Hotel consists of one eight-story building (East Tower) and one nine-story building (West Tower), connected by a single-story structure on the ground level, totaling 277,600 square feet. The Convention Center consists of one single-story building with a mezzanine level totaling 39,000 square feet.

Approximately four times per year, the Marriott Hotel hosts large events on the property, resulting in the expansion of the Convention Center area using event tents that are placed on the surface parking lot at the southeast portion of the parcel (the SE Lot). The largest event (a media event that occurs annually) utilizes an event tent that is approximately 19,000 square feet. Sufficient parking capacity is provided for these events through the implementation of parking management plans and/or the securing of off-site parking during the days of each event.

A multi-tenant office building and associated surface parking are located at the southeastern corner of Thornton Avenue and Hollywood Way (2550 N. Hollywood Way), which shares its southern and eastern property lines with the Project site; refer to [Figure 2](#). This property is not a part of the proposed Project. A reciprocal parking and access agreement exists between the owners of the Project site and 2550 N. Hollywood Way; however, parking requirements for the Project do not rely on the parcel at 2550 N. Hollywood Way.



GENERAL PLAN AND ZONING

General Plan Land Use

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

Zoning

The City of Burbank Zone Map (last amended by Ordinance No. 3802 Effective 2019) identifies the zoning for the Project site as PD 89-1, Planned Development. According to Burbank Municipal Code (BMC) Section 10-1-19119, *Purpose*, the PD Zone allows for an alternate process to accommodate unique developments for residential, commercial, professional, or other similar activities, including combinations of uses and modified development standards that would create a desirable, functional, and community environment under controlled conditions of a development plan. Ordinance No. 3164, adopted on September 12, 1989, approved a planned development along with a related Development Agreement (DA) for the development of a 250-room, eight-story hotel tower and a 39,200-square-foot Convention Center at the Project site. The DA identified specific restrictions on development, including permitted uses, density, and maximum height and size of the hotel tower and Convention Center. These specific restrictions in development, in addition to zoning classification, include the following:

- **Permitted Uses and Density:** The property may be used only for such uses and purposes as are permitted under this DA, including general office, bank, hotel, Convention Center, and restaurant; in accordance with the provisions of the Burbank General Plan and the zoning applicable to the property as of the date of this DA.
- **Maximum Height and Size:** The maximum height of the eight-story Hotel/Tower is approximately 118 feet in height and 144,000 square feet in area, with a maximum of 250 rooms. The area of the proposed Convention Center is approximately 39,200 square feet in area. The main banquet rooms are approximately 15,984 square feet in area; and four meeting rooms each with an area of approximately 655 square feet.

Since its adoption, the terms of the DA have expired and are no longer enforceable. However, the zoning of PD 89-1 remains on the property. Redevelopment of the property would require rezoning.



Surrounding Land Uses

Land uses surrounding the 2500 N. Hollywood Way site are as follows:

- **North:** The Project site is bounded by the adjacent office use and Thornton Avenue to the north. North of Thornton Avenue is primarily surface parking (V.S.P. Parking and Hollywood Burbank Airport Economy Parking Lot C). V.S.P. Parking offices and Midway Car Rental are located at the northeastern corner of Thornton Avenue and Hollywood Way. Northwest of the Project site (west of Hollywood Way) is the Hollywood Burbank Airport.
- **East:** To the east of the Project site is the northeastern portion of the Media Studios Campus. Media Studios is a commercial office campus comprised primarily of office uses with various onsite support amenities.
- **South:** To the south of the Project site is the southwestern portion of the Media Studios Campus and the extension of Avon Street. A spherical geodesic dome that serves as a prototype facility for Madison Square Gardens (MSG) Entertainment’s creative teams, is located on the property located south of Avon Street, bounded by Avon Street, Empire Avenue, and Hollywood Way. The Hollywood Burbank Airport Regional Intermodal Transportation Center (RITC) is located west of Hollywood Way, southwest of the Project site. Southern California Regional Rail Authority (SCRRA) railway is located south of Empire Avenue.
- **West:** To the west of the northern portion of the Project site is the adjacent office building and Hollywood Way. West of Hollywood Way is a shopping center with a variety of restaurant uses, including Denny’s, Del Taco, and McDonald’s.

PROJECT OBJECTIVES

Pursuant to CEQA Guidelines Section 15124(b), the EIR project description must include “[a] statement of objectives sought by the proposed project...The statement of objectives should include the underlying purpose of the project”. The following Project objectives are established for the proposed Project:

- Enhance the continued economic revitalization and urbanization of the Hollywood Burbank Airport area with premium lifestyle and extended stay hotel brands catering to the modern business and leisure traveler.
- Construct and operate a Marriott-branded, business- and leisure-oriented urban hotel reflecting the character of Burbank, immediately adjacent to and complementing the airport, existing and planned transit stations, and the convention center to attract and enhance customer travel visiting Burbank.
- Construct and operate additional meeting/entertainment/dining space, fitness facilities for hotel guests and other patrons, and a ground-floor central open courtyard with pool and deck space amenity area to provide additional outdoor space.
- Contribute to the economic health and well-being of Burbank through the development of a Project that would generate new construction and long-term jobs and provide additional long-term revenue for the City through visitor operations, enhanced property values, new visitor spending, and transit occupancy tax.



- Redevelop a portion of the surface parking lot area that is underutilized into a more economically productive use that complements the existing development on the property and is consistent with the City's ongoing re-envisioning efforts being undertaken as part of the Golden State Specific Plan.
- Support environmentally conscious alternative modes of travel by constructing two new hotels within a half-mile of two existing Metrolink stations, a planned high speed rail station, and the Hollywood Burbank Airport, and by promoting ride-sharing services and transportation demand management strategies in efforts to reduce local vehicle trips into and out of the City.

PROJECT CHARACTERISTICS

The Project proposes development of a new seven-story dual brand hotel (the Hotel), consisting of approximately 262,338 square feet and a separate, detached four-story parking garage (the Garage). The Garage would consist of 208,040 square feet of valet-only parking, providing up to 766 parking spaces, with an additional 285 parking spaces on grade. Based on the proposed net new total development area, the floor to area ratio would be 1.13:1, which is below the permitted maximum floor to area ratio of 1.25:1.¹ The proposed Hotel and Garage would be located within the same parcel as the existing Marriott Hotel and Convention Center; refer to [Figure 3, Proposed Site Plan](#). No changes to the existing Marriott Hotel and Convention Center are proposed; these uses would remain in operation during construction and upon Project completion. The larger events that occur approximately four times per year on the property are anticipated to continue to occur under the proposed condition, as site availability and construction conditions warrant. Sufficient parking capacity would be provided for these events through the implementation of parking management plans and/or the securing of off-site parking during the days of each event. Additionally, the existing reciprocal parking and access agreement with the adjacent parcel would remain in effect. However, parking requirements for the Project do not rely on the parcel at 2550 N. Hollywood Way.

Project construction would require demolition of the existing surface parking lot pavement in the northeast portion of the parcel, as well as regrading. The surface parking of the SE Lot and behind the Convention Center would also be demolished, regraded, repaved, and restriped as part of the Project. Except for the small security booths located at the parking controls on the existing driveway off Thornton Avenue, no other structures would require demolition as part of the Project.

The Hotel

The proposed seven-story dual brand Hotel would consist of two hotel uses (Aloft and Residence Inn) with a total of 420 hotel rooms. The dual brand hotel uses would provide opportunities for both short- and long-term (extended) lodging with 203 short-term stay guest rooms (Aloft) and 217 long-term stay guest rooms (Residence Inn). The Hotel's seven-story structure would measure approximately 84.5 feet in height from the finished grade to the top of the roof. The floor area breakdown would consist of

¹ A floor to area ratio of 1.25:1 on the proposed Project site would equate to approximately 640,331 square feet. The Project site lot size is approximately 512,265 square feet, and it has an existing developed area of 316,800 square feet. When added to the proposed new hotel area of approximately 262,338 square feet, the new total developed area under the proposed Project would be approximately 579,138 square feet, for a total floor to area ratio of 1.13:1.



approximately 30,240 square feet for the first floor, approximately 38,440 square feet for the second floor, approximately 40,035 square feet each for floors three through six, and approximately 33,518 square feet for floor seven, resulting in a total of 262,338 square feet of building area.

The primary entrance to the Hotel would be from Thornton Avenue with a 2,760-square-foot porte cochere providing a covered drop-off area, as well as valet parking service for guest arrival at the front of the building where each of the Hotel brands would offer separate entrances for their guests. The floor plan for the first floor would reflect the respective brand-specific elements and standards to functionally distinguish between the short-term (Aloft) hotel from the long-term (Residence Inn) hotel space. This would consist of separate signage and entrances from the porte cochere to each hotel's respective reception desk and elevator lobbies, as well as distinct entrances for each at the Hotel's south entrance. Other brand-specific features include a dining and lounge area that is exclusive to long-term hotel guests, with a pantry and kiosks, a den, and living room space. Back-of-house office spaces for each of the brands would mostly be bifurcated, with exception of the laundry room, a trash and recycling room on the east side of the building, and a service and loading area on the west side of the building, that would serve both brands.

The south end of the Hotel would be designed as a primary entrance (the South Entrance) to help visually and functionally connect the Hotel to the existing Convention Center and Marriott Hotel. This entrance concept would be accomplished by creating a two-story grand opening across from the Convention Center to connect the outside to the Hotel's interior courtyard. A water feature would be at the center of the South Entrance opening, as well as a proposed location for public art installation. The South Entrance would have secondary entrances on either side of it to access the respective Hotel brands. Guestrooms would occupy the "bridge" above the grand opening, starting from the third floor to the seventh floor. The interior courtyard would also be the location for the Hotel's 880-square-foot pool that would include a large deck to provide outdoor seating and lounge area for guests. Planters would outline the courtyard, providing landscaping on all sides, as well as providing supplemental stormwater treatment for the Project.

The Hotel's first floor amenities would include a bar area, the interior courtyard with swimming pool and deck, additional outdoor terraces, a smaller executive-style conference room, and a large 1,500-square-foot meeting room that adjoins an outdoor terrace that can become an indoor-outdoor event space to complement the other facilities. With Hotel guestrooms from the second to seventh floors, the fitness center and guest laundry facilities are located on the sixth floor. The rooftop would include up to 6,600 square feet of solar collectors. The Hotel would operate 24 hours per day, 365 days per year and is anticipated to employ approximately 85 full time equivalent jobs to operate the Hotel, Garage and related services.

The Garage, SE Lot, and Parking Plans

The Garage would consist of two entry/exit points for vehicles, with one from the main driveway on the Garage's west side and north half of the structure, and the other from the SE Lot at the Garage's southeast corner. Both access points would include parking control devices to prevent self-parking and additional



parking control devices would be located mid-driveway. The Garage would be fully managed and valet-only at all times, with Hotel and valet staff having exclusive control of the Garage parking controls.

The Garage would consist of four levels with a maximum height of 43.5 feet from the finished grade to the top of the roof, and stair tower elements that would extend up an additional nine feet five inches (9'5"), for a total height of 52'11". The Garage façade fronting Thornton Avenue would be set back ten feet from the north property line. Vertically, the Garage would be set back from Thornton Avenue on three planes, each of which extends to the south end of the structure. The lower plane would consist of three levels, each 25 feet in height and representing the ten-foot setback on the Thornton Avenue frontage. The Garage would then increase in height to 30 feet across the three levels, with the middle plane set back an additional 15 feet from the lower plane, or 25 feet from Thornton Avenue. The upper plane would reach a height of approximately 40'10" and would be setback 111 feet from Thornton Avenue (86 feet from the middle level and 71 feet from the lower level).

The Garage would consist of approximately 208,040 square feet of total building area. Levels 1 through 3 would be 55,350 square feet each, and Level 4 would be 41,990 square feet. Most of Level 4 would be covered by a roof, providing the structural foundation to support solar collection panels. Batteries for energy storage from the solar panels would be located in various locations in the Garage.

The Garage would provide 673 permanent parking spaces, with room for 93 additional planned event spaces that would stack in the drive aisles for supplemental parking when needed, providing a total capacity for 766 cars. Ten accessible parking spaces would be provided on Level 1 in the northwest corner of the Garage, which also provides the most convenient access to the main entrance of the Hotel.

In addition to the Garage, the existing SE Lot, including the area behind the Convention Center, would be regraded, repaved, restriped, and landscaped for a more efficient parking layout and to accommodate a new underground stormwater detention basin to serve the Project. The stormwater detention basin would be located roughly under the center-right portion of the SE Lot and would be approximately 20-feet by 200-feet by five feet. The improved SE Lot would accommodate 250 on-grade parking spaces available for self-parking for Hotel and/or Convention Center guests under normal conditions. When required by special events, the SE Lot would also be operated as valet only for the duration of those events. Parking controls for self-parking in the SE Lot would be located on the driveway between the Hotel and the Garage, as well as the existing parking controls near the Marriott Hotel entrance from Hollywood Way.

In total, the Garage and SE LOT would provide up to 1,016 parking spaces, with 923 of these permanent spaces. With the addition of 35 existing (non-Project) parking spaces at the Marriott Hotel, the total parking for the Project would be 1,051 spaces, or 958 permanent spaces. In addition, the Hotel would have two dedicated loading areas along its west façade, a trash/recycling space on the Hotel's east side, and an uncovered third loading area adjacent to the west side of the Garage.

Of the 958 permanent spaces at the Garage, SE Lot, and Marriott Hotel, 140 spaces would be equipped with electric vehicle (EV) chargers, and 250 spaces would be EV-ready, providing a total of 390 EV charger and EV ready spaces, per City requirements. This includes four existing EV charger spaces and four EV



ready spaces (eight total) located behind the Convention Center. The new EV spaces would be located throughout the Garage and SE Lot.

The Project would also provide 14 short-term bicycle parking spaces and 48 long-term bicycle parking spaces (62 total) for both Project guest and employee use. The short-term bicycle parking racks would be located near the main entrances for each of the Hotel brands and the Convention Center, and 48 long-term bicycle lockers would be located at the ground floor of the Garage.

Parking Space Compatibility

Per BMC Section 10-1-1408, *Spaces Required*, the addition of the Hotel to the Project site should result in a total parking space requirement of 1,183 spaces (763 existing spaces for Hotel and Convention Center + 420 new spaces for 420 new guestrooms requiring one space per guestroom). However, per BMC Section 10-1-1415, *Shared Parking Agreement – On or Off-Site*, “Shared parking may be counted towards code required off-street parking upon compliance with this section.” The primary requirement to be eligible for such a shared parking arrangement is “Detailed parking studies prepared by a licensed traffic engineer to justify shared parking.”

A *Parking Study for 2500 North Hollywood Way*, dated April 2021 (Parking Study) has been prepared by Walker Consultants for the proposed Project. The Parking Study found that based on the Project’s characteristics, a total of 1,021 parking spaces would sufficiently serve the Project and existing Marriott Hotel and Convention Center, when provided in combination with a Parking Management Plan (PMP). Therefore, while the 1,051 parking spaces proposed by the Project do not meet the code-required total of 1,183 spaces, under BMC Section 10-1-1415, a total of 1,021 parking spaces has been determined to be acceptable for this Project, when provided in combination with a PMP.

Landscaping

Landscaping adjacent to the access driveway from Hollywood Way, adjacent to the Marriott Hotel, and between the Marriott Hotel and Convention Center is proposed to remain. Existing landscaping within the remainder of the Project site is proposed to be removed, and new landscaping would be provided throughout the site. New landscaping would contribute to the aesthetics of the site, as well as provide shading for approximately 52 percent of the SE Lot, in accordance with City requirements (BMC Section 10-1-1418, *Landscaping*). The shrub palette would include native and drought resistant varieties. For the total existing lot area of 512,265 square feet, 40,408 square feet of new landscape area and new irrigation would be included as part of the Project. When added to the existing landscape area that would be retained, the total landscape area would be 67,683 square feet, or approximately 13 percent of the total lot area.

Lighting and Security

Project lighting would be installed throughout the Project site to illuminate the exterior of the proposed structures for safety and security, including pathways, landscaping, entrances and exits, and the parking structure stairwells. Exterior light standards would consist of energy-efficient LED pole-mounted light fixtures, bollards, flood lights and wall lights.



Architecture and Views

The architecture is designed in a contemporary style consisting of a variety of materials, textures and colors. Materials include cement board siding, aluminum composite panels in varied shades, cultured stone and wood veneers, and decorative elements with perforated panel systems in red, white and dark gray. Hotel brand signage is anticipated to be installed on the Thornton Avenue frontage and the porte cochere gateway, with unifying design elements carrying across to the Garage. All signage would be required to comply with BMC Article 10, *Sign and Advertising Structure Regulations*.

Site Access and Vehicular Circulation

The primary entrance to the new Hotel would occur from Thornton Avenue, with curb cuts at both the east and west sides of the frontage connecting to the porte cochere in between them. The porte cochere covers the drop-off area and features widened drive aisles separated by a guest drop-off ‘island’ to optimize valet operations in both the east and west directions for Hotel guests during check-in/check-out. The east curb cut from Thornton Avenue would also serve the main north-south driveway for the Project (the Driveway). The west curb cut would serve as the primary ingress to the porte-cochere drop-off and valet area and would connect to the Driveway for north-south circulation on the site and exiting onto Thornton Avenue from the east curb cut.

Guests entering the porte cochere from the east curb cut for drop-offs would circulate to the north side of the guest drop-off ‘island’ in front of the Hotel where they would unload and the valet would then make a 180-degree turn around the west end of the island before circulating their vehicle to the Driveway and the Garage. The drop-off island would provide a pedestrian connection to the Hotel entrance for guests, indicated by decorative paving. The Hotel’s primary right-of-way access from Thornton Avenue would provide for efficient vehicle circulation for curbside guest drop-offs, self-parking, and valet.

The Driveway would provide a drive aisle from Thornton Avenue to the rest of the Project site, connecting to the east-west drive aisle serving the existing Convention Center, Marriott Hotel, and Office Parcel (Marriott Drive). The Driveway would also provide access to both the Garage and the SE Lot. The Driveway would consist of one southbound lane for ingress and two northbound turn lanes (one eastbound and one westbound) for egress at the east curb cut on Thornton Avenue. Parking controls would be located about 100 feet south of the west entrance to the Garage, in order to provide adequate queuing areas for both incoming and outgoing traffic, while still allowing access to the Garage for valets.

Between the Hotel and the Convention Center, Marriott Drive would be widened to maintain existing access to the Office Parcel parking lot, as well as optimizing the drive aisles in front of the Convention Center for loading and unloading guests and to facilitate more efficient parking management during events.

Utilities and Additional Offsite Improvements

The proposed Hotel and Garage would be a fully electric, natural gas-free development, featuring solar panels on the roofs of the Garage and Hotel connecting to onsite battery storage systems. Electrical power and domestic and recycled water would be provided by Burbank Water and Power (BWP).



Electrical service would connect to existing BWP facilities at the Thornton Avenue and Ontario Street intersection and extend approximately 820 feet from the intersection into the Project site. In order to create a looped electrical service system, as required by BWP, the electrical service would then extend through the Project site from Thornton Avenue south to the Avon Street driveway (approximately 750 feet). From there, the service would extend an additional 595 feet in the public right of way on Avon Street, before connecting to the existing service from Empire Avenue and completing the “loop.”

Fire water and domestic water would have lateral connection to the existing mains directly across from the Project site on Thornton Avenue (approximately 50 feet from the property line). Recycled water service would connect to the main near the Thornton Avenue and Hollywood Way intersection (approximately 500 feet from the property line).

Sanitary sewer services would connect to the existing onsite main. Phone and cable services would be provided from existing telecommunications infrastructure in the Project vicinity.

In addition to onsite and offsite improvements discussed above, additional offsite improvements would be required, in order to provide upgrades to existing pedestrian, bicycle, and vehicle facilities, as well as the City’s existing sewer main. The additional offsite improvements associated with the Project can be categorized into three locations: Thornton Avenue, Avon Street, and Wyoming Avenue, and each of them have distinct characteristics. As such, they are described separately below.

Thornton Avenue Improvements

The offsite improvements on Thornton Avenue are as follows:

1. As part of the Project, between the property’s eastern boundary and western boundary, the existing curb would be relocated approximately seven feet northward to provide a 23-foot total parkway along the entire Project’s property frontage on Thornton Avenue. This Parkway would consist of a 6.5-foot raised, protected, Class IV bikeway with a 4.5-foot raised buffer with the roadway travel lane, and a 12-foot sidewalk with four-foot by eight-foot tree wells adjacent to the bike lane. The bike lane and sidewalk would be separated by a two-foot landscaped buffer between the tree wells, and the raised bikeway would transition to an in-street bikeway via ramps.
2. Between the property’s western boundary and a point approximately 260 feet east of the Hollywood Way intersection, the Project would relocate the existing curb approximately seven feet northward but maintain the existing 16-foot parkway in place, including sidewalk, landscaping, and street trees. Within the new seven-foot space, a five-foot raised, protected Class IV bikeway with a two-foot raised buffer would be constructed.
3. As part of the Project an in-street protected five-foot bike lane and a two-foot painted buffer with bollards would be installed at the following locations:
 - Between Ontario Street and the property’s eastern boundary (all on-street parking along eastbound Thornton Avenue would be removed)
 - Between a point approximately 260 feet east of the Hollywood Way intersection



- On the north side of Thornton Avenue, between Ontario Street and a point 250 feet east of Hollywood Way

Avon Street Improvements

The Avon Street offsite improvements would include improved curb, gutter, driveway and Americans with Disabilities Act (ADA) sidewalk on the north side of the northbound to westbound “curve” of Avon Street that would connect to a new pedestrian paseo with planter area onsite.

Wyoming Avenue Sewer Improvements

Per the Conditions of Approval, the Project would be responsible for the design and construction of 1,580 feet of sewer main infrastructure improvements from the intersection of Wyoming Avenue and North Ontario Street, to the intersection of West Burbank Boulevard and North Frederick Street. There are seven reaches of City sewer main, totaling approximately 1,580.5 feet, that the Project would be responsible to upsize from existing 12-inch pipe to upgraded 15-inch pipe.

All of the above improvements on Thornton Avenue, Avon Street, and Wyoming Avenue would also include restriping the travel lanes at specified dimensions to accommodate their respective new improvements. The Project would also be required to repair/reconstruct any portion of the public sidewalk, curb, or gutter fronting the Project site that is broken, uneven or uplifted at the end of the Project (irrespective of whether the damage is preexisting), and backfill/re-pave any areas where cuts for utility extensions are made in the public rights-of-way.

Sustainability Features

The Project would be designed to meet the CAL Green Tier I energy efficiency criteria and would incorporate a number of project design features to help offset the Project’s impact on the environment, as well as fostering “green” standards of design. In keeping with the goals of the 2022 City of Burbank Greenhouse Gas Reduction Plan (GGRP), the Project would be constructed to be all-electric, with no use of natural gas in its daily operations and systems. Additionally, the Hotel’s operation of the fully-managed valet-only Garage would result in fewer idling vehicles and unnecessary searching and queuing of cars being driven by guests who may be unfamiliar with the Garage and site in general.

In addition to reducing the time that cars are operating and creating emissions, the Project would provide 390 new EV-ready parking spaces, of which 140 would be equipped with EV chargers. The number of EV spaces provided exceeds the requirements of the California Building Code, as well as exceeding the number required under BMC Section 9-1-11-4.510 (40-45 percent EV-ready and 15 percent with chargers).

The Project would also provide solar panels on the roofs of the Hotel and Garage to help generate energy that would be stored onsite in batteries. The Hotel proposes to accommodate up to 6,600 square feet of solar panels, and the Garage proposes to accommodate about 26,000 square feet of solar panels on its roof. An added benefit of the solar power generation and storage is that the Hotel may be able to power its backup emergency generator from these batteries, preventing the need to install a generator that is powered by natural gas or diesel that would generate emissions.



In addition to using recycled water for irrigation of the proposed Project, the irrigation for the landscaping at the existing Marriott Hotel would also be upgraded to connect to recycled water services that the Project would extend to the site.

The Project would upgrade Thornton Avenue with new protected bike lanes and narrower traffic lanes, as described further below, to help encourage multi-modal transportation by making it easier to travel to the Project site and within the surrounding area via bicycle. To further encourage bicycle use, 62 bicycle parking spaces are also proposed onsite. Additionally, due to its location adjacent to the Hollywood Burbank Airport, 420 additional rooms would become available within walking distance of the Hollywood Burbank Airport, providing opportunities for reduced vehicle miles travel to and from the Burbank Airport.

CONSTRUCTION PHASING

The Project is proposed to be constructed in a single phase, with demolition, grading, site preparation and grading activities anticipated to begin in late 2024/early 2025. Construction activities are estimated to commence in mid-2025, with a total construction duration of approximately 24 months.

As part of the Project, the total amount of earthwork includes approximately 2,565 cubic yards of cut and 10,565 cubic yards of fill, for a total of approximately 35 days of earthwork. This would result in approximately 10,000 cubic yards of soil to be imported and approximately 2,000 cubic yards of soil to be exported. During the 35 days of earthwork, it is anticipated that approximately 20 haul truck trips per day would be required. Approximately 3.5 total acres would be paved.

Parking for construction workers would be accommodated onsite, to the extent feasible, while still providing enough parking for Hotel and Convention Center guests. Should the need for additional construction parking be required, arrangements would be made for additional offsite parking that cannot be accommodated onsite.

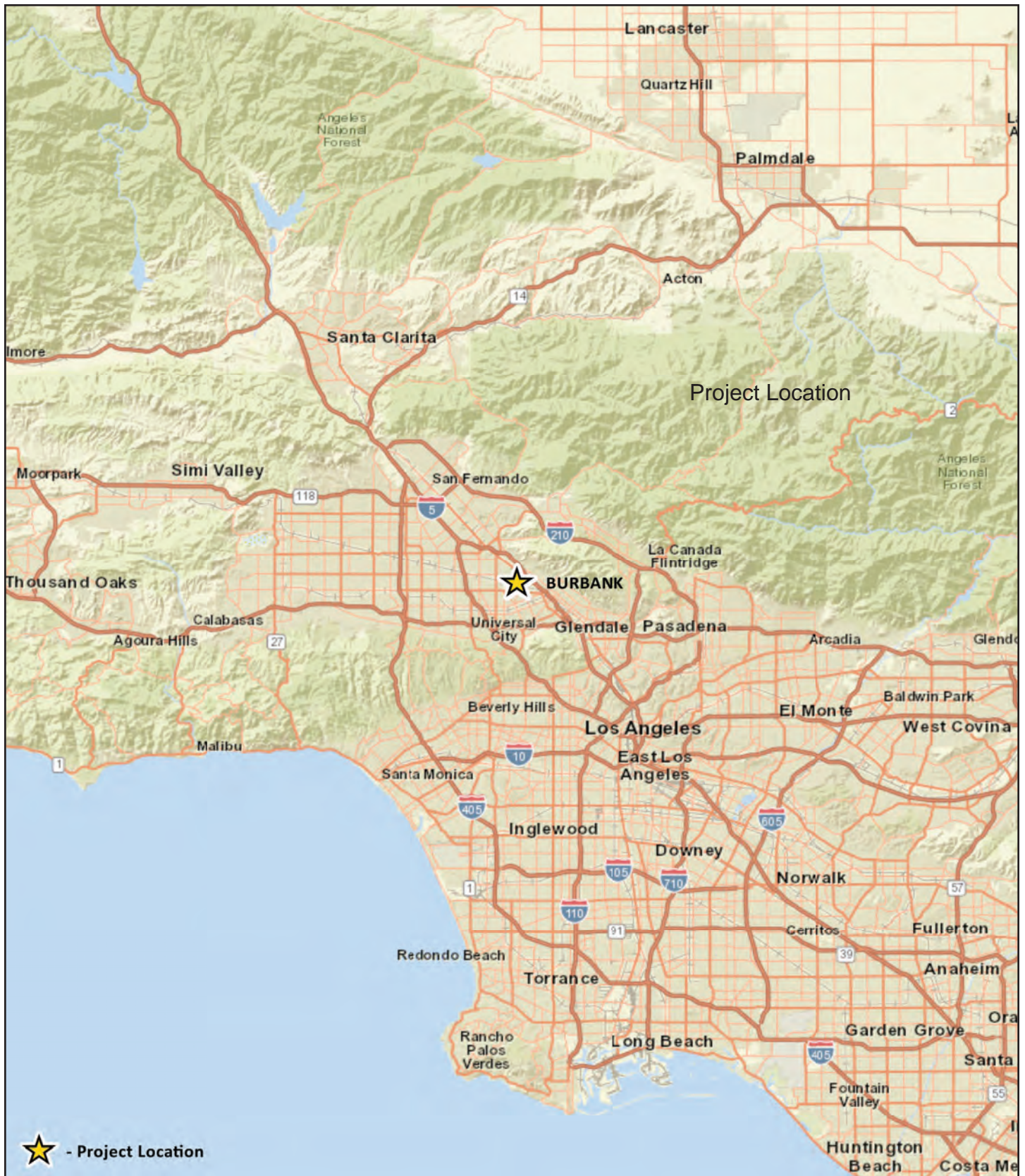
AGREEMENTS, PERMITS, AND APPROVALS

The City of Burbank, as the Lead Agency, has discretionary authority over the proposed Project. To implement the Project, the Project Applicant would need to obtain various permits and approvals, including, but not limited to:

- Planned Development. The Planned Development would rezone the Project site into a property and Project-specific zoning designation. The allowable permitted/conditionally permitted uses and the development standards applicable to the property would be outlined in the Planned Development.
- Development Review. The Development review would allow for the construction of the proposed Hotel and Garage.
- Development Agreement. The Development Agreement, between the Project Applicant and the City, is required in conjunction with a Planned Development request.
- Grading and Building Permits. The approval of grading and building permits would be required before commencement of grading or construction activity.



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ENVIRONMENTAL IMPACT REPORT
2500 N. HOLLYWOOD WAY - DUAL BRAND HOTEL

Figure 1. Regional Vicinity Map

↑ NOT TO SCALE



**2500 N. Hollywood Way – Dual Brand Hotel
Notice of Preparation/Project Information Packet**

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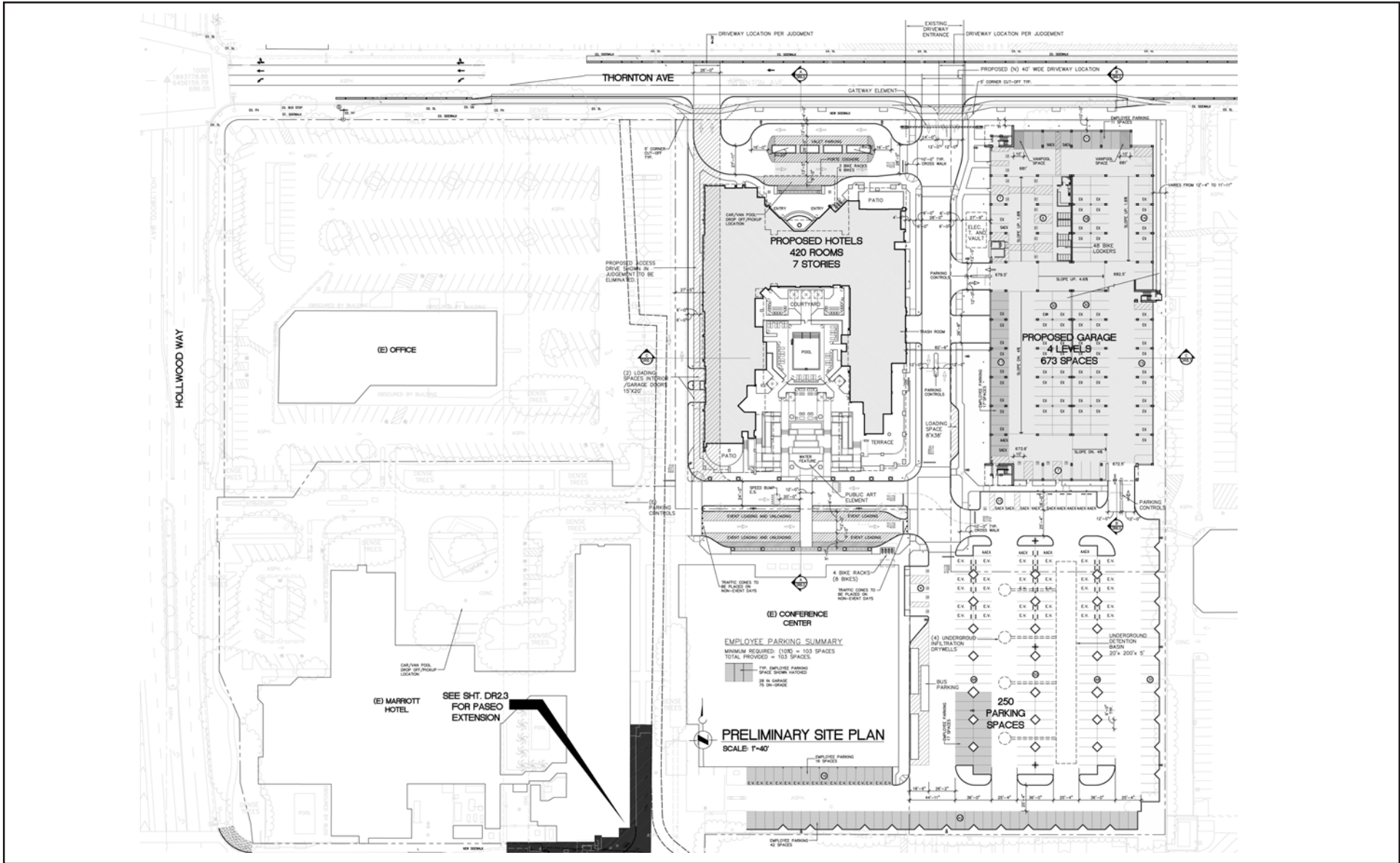


- Legend**
- Project Parcel
 - Right-of-Way and Curb Improvements
 - Off-Site Improvements**
 - Striping and Bike Lane Improvements
 - Right-of-Way, Bike, and Road Improvements
 - Electrical
 - Sewer
 - Recycled Water Extension

ENVIRONMENTAL IMPACT REPORT
2500 N. HOLLYWOOD WAY - DUAL BRAND HOTEL

Figure 2. Proposed Project Site and Offsite Improvement Areas

Sources: Los Angeles County GIS; Architectural Dimensions; ArcGIS Online World Imagery Map Service. Map date: February 16, 2024.



ENVIRONMENTAL IMPACT REPORT
 2500 N. HOLLYWOOD WAY - DUAL BRAND HOTEL

Figure 3. Proposed Site Plan



Source: Architectural Dimensions, 1/30/2024.
 Map date: February 13, 2024