



**COMMUNITY
DEVELOPMENT**

June 18, 2026

REGISTRAR-RECORDER/COUNTY CLERK
LOS ANGELES COUNTY
BUSINESS FILINGS AND REGISTRATION
P.O. BOX 1208
NORWALK, CA 90651-1208

RE: CEQA NOTICE OF EXEMPTION FILING

Dear Colleague:

Enclosed are the following, to be filed with your department:

- ☐ Notice of Determination (30-day posting)
- ☐ Certificate of Fee Exemption (Department of Fish and Game)
- ☒ Notice(s) of Exemption (30-day posting)
- ☒ County Administrative Fee (Handling Fee)
- ☐ Notice(s) of Preparation of Negative Declaration **(20-day posting)**

If you have any questions or concerns about this filing request or need additional information, I may be reached by telephone at (818) 238-5250, or via e-mail at nmkrtoumian@burbankca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Narek Mkrtoumian".

NAREK MKRTOUMIAN
Associate Planner

Enclosures: Notice of Exemption – 75 E. Santa Anita Avenue



CEQA Notice of Exemption

To: ☒ Office of Land Use
and Climate Innovation
1400 Tenth Street
Sacramento, CA 95814

☒ County Clerk, County of Los Angeles
12400 E. Imperial Highway
Norwalk, CA 90650

From: City of Burbank
Community Development Dept.
150 North Third Street
Burbank, CA 91502

Project Title: Administer \$100,000 in grant funds to oversee improvements at the Armenian Cultural Foundation's Burbank Youth Center.

Project Location – Specific: 75 East Santa Anita Avenue (APN: 2453-025-014)

Project Location / City: Burbank

Project Location / County: Los Angeles

Description of Project: The City will administer \$100,000 in grant funding awarded by the California Department of Parks and Recreation, Office of Grants and Local Services (OGALS), through the State Natural Resources Agency. These funds will be allocated to critical safety, accessibility, and infrastructure upgrades at the Armenian Cultural Foundation Beshir Mardirossian Burbank Youth Center, located at 75 East Santa Anita Avenue within the Burbank Center Commercial Manufacturing (BCCM) Zone. Scope of work includes refinishing the gymnasium floor, performing structural maintenance on the bleacher systems, repairing basketball hoops, upgrading commercial door hardware, and enhancing campus-wide security and communication through the installation of a public address system, video surveillance, and electronic access control.

Name of Public Agency Approving Project: City of Burbank

Exempt Status: *(check all applicable)*

- ☒ **Ministerial.** (Sec. 21080(b)(1); 15268).
- ☐ **Declared Emergency.** (Sec. 21080(b)(3); 15269(a)).
- ☐ **Emergency Project.** (Sec. 21080(b)(4); 15269(b)(c)).
- ☐ **Statutory Exemptions.** State code number: XXXX
- ☐ **Categorical Exemption.** (Section 15303(a) – Class 1 (Existing Facilities))
- ☒ **Exemption.** Common Sense/Not a Project (14 CCR §15378)

Reasons why project is exempt: This Project has been determined to be exempt from CEQA because the administering of the funds themselves to perform the work does not constitute a "project," any associated or necessary permits will be ministerial, and the work is not considered a "project" per CEQA Guidelines Section 15378.

Lead Agency

Contact Person: Dena Moon, Administrative Officer **Telephone/Extension:** 818-238-5349

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☒ Yes ☐ No

Signature: 
Federico Ramirez, Assistant Community Development Director

Date: 6/17/2026

☒ Signed by Lead Agency

☐ Signed by Applicant

Date received for filing at OPR: _____