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*Via Email and U.S. Mail*

November 6, 2019

Daniel Villa, Senior Planner  
Community Development Department  
City of Burbank  
150 North Third Street  
Burbank, CA 91502  
[dvilla@vurbankca.gov](mailto:dvilla@vurbankca.gov)

Leonard Bechet, Senior Planner  
Community Development Department  
City of Burbank  
150 N. Third Street  
Burbank, CA 91502  
[lbechet@burbankca.gov](mailto:lbechet@burbankca.gov)

Zizette Mullins, City Clerk  
Office of the City Clerk  
City of Burbank  
275 East Olive Avenue  
P.O. Box 6459  
Burbank, CA 91510  
[zmullins@burbankca.gov](mailto:zmullins@burbankca.gov)

**Re: CEQA and Land Use Notice Request for project known as 2500 N Hollywood Way – Dual Brand Hotel Project**

Dear Mr. Villa, Mr. Bechet, and Ms. Mullins,

I am writing on behalf of **Supporters Alliance for Environmental Responsibility (“SAFER”)** regarding the project known as 2500 N Hollywood Way – Dual Brand Hotel Project, including all actions related or referring to the construction of a dual brand hotel and detached parking located on a portion of the 11.76 acre site generally bounded by Thornton Avenue, Hollywood Avenue, and Avon Street in the City of Burbank (“Project”).

We hereby request that the City of Burbank (“City”) send by electronic mail or U.S. Mail to our firm at the address below notice of any and all actions or hearings related to activities undertaken, authorized, approved, permitted, licensed, or certified by the City and any of its subdivisions, and/or supported, in whole or in part, through contracts, grants, subsidies, loans or other forms of assistance from the City, including, but not limited to the following:

- Notice of any public hearing in connection with the Project as required by California Planning and Zoning Law pursuant to Government Code Section 65091.
- Any and all notices prepared for the Project pursuant to the California Environmental Quality Act (“CEQA”), including, but not limited to:

November 6, 2019

CEQA and Land Use Notice Request for 2500 N Hollywood Way – Dual Brand Hotel Project

Page 2 of 2

- Notices of any public hearing held pursuant to CEQA.
- Notices of determination that an Environmental Impact Report (“EIR”) is required for the Project, prepared pursuant to Public Resources Code Section 21080.4.
- Notices of any addenda prepared to a previously certified or approved EIR.
- Notices of any scoping meeting held pursuant to Public Resources Code Section 21083.9.
- Notices of preparation of an EIR or a negative declaration for the Project, prepared pursuant to Public Resources Code Section 21092.
- Notices of availability of an EIR or a negative declaration for the Project, prepared pursuant to Public Resources Code Section 21152 and Section 15087 of Title 14 of the California Code of Regulations.
- Notices of approval and/or determination to carry out the Project, prepared pursuant to Public Resources Code Section 21152 or any other provision of law.
- Notices of approval or certification of any EIR or negative declaration, prepared pursuant to Public Resources Code Section 21152 or any other provision of law.
- Notices of determination that the Project is exempt from CEQA, prepared pursuant to Public Resources Code section 21152 or any other provision of law.
- Notice of any Final EIR prepared pursuant to CEQA.

Please note that we are requesting notices of CEQA actions and notices of any public hearings to be held under any provision of Title 7 of the California Government Code governing California Planning and Zoning Law. **This request is filed pursuant to Public Resources Code Sections 21092.2 and 21167(f), and Government Code Section 65092**, which requires agencies to mail such notices to any person who has filed a written request for them with the clerk of the agency’s governing body.

Please send notice by electronic mail or U.S. Mail to:

Richard Drury  
Komalpreet Toor  
Stacey Osborne  
Lozeau Drury LLP  
1939 Harrison Street, Ste. 150  
Oakland, CA 94612  
510-836-4200  
[richard@lozeaudrury.com](mailto:richard@lozeaudrury.com)  
[komal@lozeaudrury.com](mailto:komal@lozeaudrury.com)  
[stacey@lozeaudrury.com](mailto:stacey@lozeaudrury.com)

Please call if you have any questions. Thank you for your attention to this matter.

Sincerely,



Komalpreet Toor  
Lozeau | Drury LLP