

interior height of the enclosure must be at least 6 inches higher than the head of the dog in the enclosure measured when the dog is standing in a comfortable position;

7. The facility must have a minimum of sixty square feet of dedicated boarding area per animal;

8. Each cat boarding crate shall provide enough space for the cat to turn about freely, and stand, sit and lie in a comfortable and normal position. In addition, an enclosure for a cat shall provide an elevated platform appropriate for the size of the cat;

9. Food waste, used bedding, debris and other waste shall be removed from all areas of the facility at least twice a day;

10. The boarding facility shall be licensed by the City of Los Angeles;

11. The pet boarding facility shall have an emergency evacuation plan and employees shall be trained regarding the plan;

12. Proof of current vaccinations shall be required for all animals prior to accepting a pet for care or boarding services and copies of records shall be kept for each animal. This shall include rabies vaccination for dogs;

13. The pet boarding area shall be separate from the retail, grooming, or animal food storage areas;

14. The facility shall submit for approval a waste removal plan to the City;

15. Noise and Odor: No noise, odor, or other evidence of pet care shall be detectible by a person outside a building housing a pet care facility;

16. Use of front portion of the retail space: Pet boarding uses shall not occupy the first twenty feet (20') behind the storefront facing a street on the ground floor of any retail space that contains ancillary pet boarding;
 17. Two human caretakers shall be present on-site at all times when pet boarding is taking place;
 18. Interior space that includes adequate air conditioning and ventilation as to not require the opening of windows to avoid potential noise impacts;
- C. Findings. In addition to the findings outlined in Article 38, a conditional use permit shall only be issued if the planning commission finds that:
1. The proposed use is compatible with the area and surrounding uses;
 2. Adequate loading and unloading space exists for the purpose of dropping off and picking up pets; and,
 3. Traffic entering or existing from the proposed pet boarding facility will not cause traffic or pedestrian hazards or undue congestion in the surrounding areas.
- D. Maximum number of animals: The planning commission, during its review of the conditional use permit, shall establish a maximum number of animals that may be in the pet boarding facility at one time, provided that such number shall not exceed 35 animals.
- E. Parking: Parking shall be provided at the same rate as for the primary retail use.
- F. Review or Revocation: A conditional use permit that has been issued for the purpose of establishing a pet boarding facility may be reviewed by the planning commission and revoked if it is found that any one or more of the following has occurred:

1. The permittee has failed to maintain the premises in a clean, safe, and sanitary condition;
2. The permittee is not adhering to the standards outlined in 10-3-1620.3B;
3. The permittee failed to provide any animal in his or her control with adequate care, nutritious food in appropriate quantities suitable for the animal, free and easy access to potable water, and appropriate shelter; or
4. Documented evidence is submitted showing violations of any conditions of the approval that result in substantial noise, odor, or other disturbance of occupants or patrons of adjoining or nearby businesses and residences.

Section 9. The City Council hereby amends Section 10-3-2003 to Article 16 of Chapter 3 of Title 10 of the Beverly Hills Municipal Code adding one new conditionally permitted use with all other provisions in Article 16 of Chapter 3 of Title 10 remaining in effect without amendment:

“Pet Boarding Facility” is added between “Off site parking pursuant to section 10-3-2733 of this chapter” and “Private screening rooms appurtenant to commercial office uses” as they presently appear in Section 10-3-2003, to read as follows:

“Pet boarding facility pursuant to section 10-3-1620.3 of this chapter.”

Section 10. **Severability.** If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance or the application thereof to any person or place, is for any reason held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, the remainder of this Ordinance shall be and remain in full force and effect.

Section 11. Publication. The City Clerk shall cause this Ordinance to be published at least once in a newspaper of general circulation published and circulated in the City within fifteen (15) days after its passage in accordance with Section 36933 of the Government Code, shall certify to the adoption of this Ordinance, and shall cause this Ordinance and his certification, together with proof of publication, to be entered in the Book of Ordinances of the Council of this City.

Section 12. Effective Date. This Ordinance shall go into effect and be in full force and effect at 12:01 a.m. on the thirty-first (31st) day after its passage.

Adopted:
Effective:

JOHN A. MIRISCH
Mayor of the City of
Beverly Hills, California

ATTEST:

_____ (SEAL)

BYRON POPE
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

LAURENCE S. WIENER
City Attorney

MAHDI ALUZRI
City Manager

SUSAN HEALY KEENE
Director of Community Development



Planning Commission Report
9388 South Santa Monica Boulevard
August 25, 2016

Attachment D

Resolution Regarding Conditional Use Permit

RESOLUTION NO.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BEVERLY HILLS APPROVING A CONDITIONAL USE PERMIT TO ALLOW A PET BOARDING FACILITY IN A COMMERCIAL BUILDING ON THE PROPERTY LOCATED AT 9388 SOUTH SANTA MONICA BOULEVARD.

The Planning Commission of the City of Beverly Hills hereby finds, resolves, and determines as follows:

Section 1. Mitchell Dawson, representative of Rob Gaudio (the "Applicant"), has submitted an application for a Conditional Use Permit to allow a Pet Boarding Facility on the property located at 9388 South Santa Monica Boulevard (the "Project"). The Project does not meet all by-right use standards, and therefore requires an entitlement that can be granted by the Planning Commission pursuant to the issuance of a Conditional Use Permit.

Section 2. The Project consists of allowing the use of floor area in an existing commercial structure to be used for day and night pet boarding. The building is currently approved for use as a retail shop. The existing building currently has no parking spaces, and no new parking is proposed as part of the project. The project will result in no changes to the façade of the building. The request to allow a pet boarding facility in the commercial space requires the approval of a Zone Text Amendment, which is separately addressed by Planning Commission Resolution No. _____.

Section 3. The Project has been environmentally reviewed pursuant to the provisions of the California Environmental Quality Act (Public Resources Code Sections 21000,

et seq. (“CEQA”), the State CEQA Guidelines (California Code of Regulations, Title 14, Sections 15000, *et seq.*), and the environmental regulations of the City. Projects which involve minor additions or operational changes to existing buildings are categorically exempt from CEQA pursuant to Section 15301 of the State CEQA Guidelines. Therefore, the Planning Commission hereby finds that the project is exempt from further environmental review under CEQA.

Section 4. Notice of the Project and public hearing was mailed on August 15, 2016, to all property owners and residential occupants within a 500-foot radius (plus block face) of the property, posted on the property, and published in two newspapers of local circulation, the *Beverly Hills Courier* and the *Beverly Hills Weekly*.

Section 5. In reviewing the request for a Conditional Use Permit to allow the establishment of a pet boarding facility as set forth in Beverly Hills Municipal Code Section 10-3-1620.3, the Planning Commission considered whether it could make the following findings in support of the Project:

1. The proposed location of any such use will not be detrimental to adjacent property or to the public welfare;
2. The proposed use is compatible with the area and surrounding uses;
3. Adequate loading and unloading space exists for the purpose of dropping off and picking up pets;

4. Traffic entering or exiting from the proposed pet boarding facility will not cause traffic or pedestrian hazards or undue congestion in the surrounding areas.

Section 6. Based on the foregoing, the Planning Commission hereby finds and determines as follows with respect to the Conditional Use Permit to allow the establishment of a pet care center as set forth in Beverly Hills Municipal Code Section 10-3-1620.3:

1. The proposed pet boarding facility will be located in less than 30% of the existing tenant space and will be fully enclosed in the building. The proposed facility must meet several criteria, as outlined in Beverly Hills Municipal Code Section 10-3-1620.3 in order to ensure that the location of the use will not be detrimental to adjacent property or the public welfare. The proposed boarding facility will not board more than 35 animals at one time, will be licensed by the City of Los Angeles, and will maintain vaccination records for all animals in the boarding facility. Further, two staff members will be present at all times when boarding is taking place on the site. The criteria ensure that the proposed boarding facility will not be detrimental to the adjacent property or public welfare.

2. The proposed ancillary boarding facility is required to meet a number of criteria as outlined in Beverly Hills Municipal Code Section 10-3-1620.3 in order to ensure that the ancillary use will be compatible with the surrounding area and surrounding uses. This includes requirements that ancillary boarding may not take place in the first 20 feet behind the front of the commercial space facing the street and is fully enclosed within the commercial building.

Further, the applicant has indicated that the commercial space in which the use is proposed is constructed in such a way to limit potential noise and odor impacts.

3. A traffic study has been prepared for the proposed project, which indicates that the boarding facility is adequately served by the existing loading zones located in the alley immediately to the east of the project site. Further, the proposed facility offers pick-up and drop-off of animals to reduce the amount of loading taking place by individual customers at the site.

4. The traffic study prepared for the project indicates that the proposed use will generate fewer trips to and from the project site than the currently approved use. Further, the traffic study indicates that traffic entering and exiting the alley adjacent to the proposed project will not cause traffic or pedestrian hazards.

Section 7. Based on the foregoing, the Planning Commission hereby grants the requested Conditional Use Permit subject to the following conditions:

1. The Planning Commission reserves jurisdiction relative to traffic, parking, loading, and noise issues and the right to impose additional conditions as necessary to mitigate any other unanticipated impacts caused by the proposed Project as they arise. In the event that the Project is found to result in any unanticipated impacts and a hearing is scheduled to review the Project, the full cost of the review hearing and implementation of any additional conditions or mitigations measures shall be paid for by the Applicant.

2. No more than 3,337 square feet shall be used for pet boarding;

3. No more than 35 animals shall be boarded on-site at one time;

4. Boarding shall be conducted within a fully enclosed building. Exterior boarding, training and exercise facilities are not permitted;

5. Adequate enclosures shall be provided to keep animals from roaming freely within the building;

6. Adequate space within boarding areas for exercise exists for all pets on the premise;

7. Each dog boarding crate shall provide enough space for the dog to turn about freely, and stand, sit and lie in a comfortable, normal position. The interior height of the enclosure must be at least 6 inches higher than the head of the dog in the enclosure measured when the dog is standing in a comfortable position;

8. The facility must have a minimum of sixty square feet of dedicated boarding area per animal;

9. Each cat boarding crate shall provide enough space for the cat to turn about freely, and stand, sit and lie in a comfortable and normal position. In addition, an enclosure for a cat shall provide an elevated platform appropriate for the size of the cat;

10. Food waste, used bedding, debris and other waste shall be removed from all areas of the facility at least twice a day;

11. The pet boarding facility shall be licensed by the City of Los Angeles;

12. The pet boarding facility shall have an emergency evacuation plan and employees shall be trained regarding the plan;

13. Proof of current vaccinations shall be required for all animals prior to accepting a pet for care or boarding services and copies of records shall be kept for each animal. This shall include rabies vaccination for dogs;

14. The pet boarding area shall be separate from the retail, grooming, or animal food storage areas;

15. The facility shall submit for approval a waste removal plan to the City;

16. Noise and Odor: No noise, odor, or other evidence of pet care shall be detectible by a person outside a building housing a pet care facility;

17. Use of front portion of the retail space: Pet boarding uses shall not occupy the first twenty feet (20') behind the storefront facing a street on the ground floor of any retail space that contains ancillary pet boarding;

18. Two human caretakers shall be present on-site at all times when pet boarding is taking place;

19. Interior space that includes adequate air conditioning and ventilation as to not require the opening of windows to avoid potential noise impacts;

20. No more than 35 animals may be boarded on site at one time

21. This resolution shall not become effective unless and until the associated zone text amendment that would allow a reviewing authority to issue a Conditional Use Permit to allow the establishment of a pet boarding center has been duly adopted by the City Council and has taken effect.

22. **APPEAL.** Decisions of the Planning Commission may be appealed to the City Council within fourteen (14) days of the Planning Commission action by filing a written appeal with the City Clerk. Appeal forms are available in the City Clerk's office. Decisions involving subdivision maps must be appealed within ten (10) days of the Planning Commission Action. An appeal fee is required.

23. **RECORDATION.** The resolution approving the Conditional Use Permit shall not become effective until the owner of the Project site records a covenant, satisfactory in form and content to the City Attorney, accepting the conditions of approval set forth in this resolution. The covenant shall include a copy of the resolution as an exhibit. The Applicant shall deliver the executed covenant to the Department of Community Development **within 60 days** of the Planning Commission decision. At the time that the Applicant delivers the covenant to the City, the Applicant shall also provide the City with all fees necessary to record the document with the County Recorder. If the Applicant fails to deliver the executed covenant within the required 60 days, this resolution approving the Project shall be **null and void** and of no further effect. Notwithstanding the foregoing, the Director of Community Development may, upon a request by the Applicant, grant a waiver from the 60-day time limit if, at the time of the request, the Director determines that there have been no substantial changes to any federal, state, or local law that would affect the Project.

24. **EXPIRATION.** Conditional Use Permit: The exercise of rights granted in such approval shall be commenced within three (3) years after the adoption of such resolution unless otherwise extended.

25. VIOLATION OF CONDITIONS: A violation of any of these conditions of approval may result in a termination of the entitlements granted herein.

26. This approval is for those plans submitted to the Planning Commission on August 25, 2016, a copy of which shall be maintained in the files of the City Planning Division. Project development shall be consistent with such plans, except as otherwise specified in these conditions of approval.

27. Minor amendments to the plans shall be subject to approval by the Director of Community Development. A significant change to the approved Project shall be subject to Planning Commission Review. Construction shall be in conformance with the plans approved herein or as modified by the Planning Commission or Director of Community Development.

28. Project Plans are subject to compliance with all applicable zoning regulations, except as may be expressly modified herein. Project plans shall be subject to a complete Code Compliance review when building plans are submitted for plan check. Compliance with all applicable Municipal Code and General Plan Policies is required prior to the issuance of a building permit.

29. APPROVAL RUNS WITH LAND. These conditions shall run with the land and shall remain in full force for the duration of the life of the Project.

30. Prior to the issuance of a building permit, all applicable Park and Recreation Facilities Taxes required by the Municipal Code shall be paid.

31. The Project shall operate at all times in a manner not detrimental to surrounding properties or residents by reason of lights, noise, activities, parking, or other actions.

32. The Project shall operate at all times in compliance with Municipal Code requirements for Noise Regulation.

Section 8. The Secretary of the Planning Commission shall certify to the passage, approval, and adoption of this resolution, and shall cause this resolution and his/her Certification to be entered in the Book of Resolutions of the Planning Commission of the City.

Adopted: August 25, 2016

Farshid Joe Shooshani
Chair of the Planning Commission of the
City of Beverly Hills, California

Attest:

Secretary
Ryan Gohlich, AICP

Approved as to form:

Approved as to content:

David M. Snow
Interim City Attorney

Ryan Gohlich, AICP
Assistant Director of Community
Development / City Planner



Planning Commission Report
9388 South Santa Monica Boulevard
August 25, 2016

Attachment E

Traffic Study

TECHNICAL MEMORANDUM

Date: August 3, 2016
To: Rob Gaudio, Pussy & Pooch, Founder and CEO
From: Carlos Velasquez, AICP
Cc: Joel Falter
Subject: Traffic Assessment Report – Pussy and Pooch, 9388 S. Santa Monica Boulevard, Beverly Hills
KOA Project JB61126

This memorandum provides an assessment of project trip generation and traffic impacts associated with proposed overnight animal boarding services at the existing Pussy & Pooch pet lifestyle center at 9388 S. Santa Monica Boulevard. This traffic assessment study has been required by the City of Beverly Hills for evaluating any expected traffic changes.

KOA Corporation coordinated with City planning staff to reach an agreement on the study scope of work. The existing trip generation, vehicle access, loading/unloading operation, and proposed project trip generation have been analyzed to determine the effects that the proposed overnight boarding services will have on the adjacent alley and roadways.

The Pussy & Pooch location in Beverly Hills provides three main pet services onsite: 878 square feet of pet grooming space, 4,832 square feet of pet supply retail space, and 3,337 square feet of space for up to 35 animals for day-care/social/training services; the combined pet supply retail space and day-care/social/training services space totals 8,169 square feet.

The current operating hours are as follows:

Retail Hours: Monday – Saturday 9:00am to 7:00pm, Sunday 9:00am – 6:00pm
Service Hours: Monday – Saturday 7:00am – 7:00pm, Sunday 9:00am – 6:00pm*

**Services include day-care, grooming, training, etc. Patrons are allowed to begin dropping-off animals for general services at 7:00am Monday – Friday, 8:00am on Saturdays, and 9:00am on Sundays.*

Existing Access, Loading/Unloading, and Valet Parking

Currently, vehicle access occurs via the adjacent one-way, 20-foot wide, southbound alley on the eastern side of the site. The alley contains two loading areas, with a total capacity of four full size passenger vehicles, along the left-hand side where patrons temporarily stop to load/unload their pets for day care and training services. Shop employees usually meet the client and pick-up or deliver their pets, thus reducing loading and dwell time. Clients also have the option of walking their pets to the shop.

For longer-term visits (5+ minutes), clients also have the option of parking at a designated private valet area that is approximately 200-feet south of the shop along the alley. This primarily serves clients who are shopping or seeking longer-term services for their pets.

Attachment A illustrates the project location, access, loading zones, and valet parking area.

Pussy and Pooch – Traffic Characteristics

In order to assess existing trip generation, KOA staff conducted field surveys and observations of project-related traffic at the adjacent alley during the weekday and Saturday AM and PM peak hours. As defined through coordination with the City, the weekday counts took place on two Thursdays, between the hours of 7:00am to 9:00am and 4:00pm to 6:00pm. The Saturday counts took place over two weekends between the hours of 9:00am to 11:00am and 3:00pm to 5:00pm. These time periods best reflect the peak pet drop-off/pick-up hours for the shop and represent the periods of highest shop-related vehicle traffic on the alley.

The surveys included documenting the number of drop-off/pick-ups, the loading activity location (at the alley loading areas, valet, etc.), the number of walk-in pick-up/drop-offs, and the trainer carpool pick-up/drop-offs. Pussy & Pooch certified trainers are allowed to keep clients' pets overnight at their homes in the event that owners are out of town. Some trainers also pick-up or drop-off pets on their way to or from work at the shop. In both of these cases, trainers bring or take multiple pets with them; trips such as these were classified as *carpool* trips.

Table I below provides a summary on the number of trips by day.

Table 1 – Pussy & Pooch Trip Characteristics

Trip Characteristics	Thursday (5/26)		Thursday (6/2)		Saturday (6/4)		Saturday (6/11)		Total
	AM (7a - 9a)	PM (4p - 6p)	AM (7a - 9a)	PM (4p - 6p)	AM (9a - 11a)	PM (3p - 5p)	AM (9a - 11a)	PM (3p - 5p)	
Drive Alone	15	16	11	13	8	9	8	11	91
Pets	17	17	12	15	13	9	9	12	104
Occupancy	1.1	1.1	1.1	1.2	1.6	1.0	1.1	1.1	1.1
Employee Carpool	4	1	2	0	1	0	1	1	10
Pets	7	3	2	0	2	0	2	3	19
Occupancy	2	3	1	-	2	0	2	3	1.9
Walk-in	1	-	-	1	6	1	3	-	12
Pets	1	-	-	1	6	1	4	-	13
Total Pets by Car	24	20	14	15	15	9	11	15	123
Total Pets by Walk	1	-	-	1	6	1	4	-	13
Total Pets	25	20	14	16	21	10	15	15	136
Total Car Trips	19	17	13	13	9	9	9	12	101
Total Trips (Car + Walk)	20	17	13	14	15	10	12	12	113
Drop-Off (Inbound)	20	2	13	2	13	2	11	-	63
Pick-Up (Outbound)	-	15	-	12	2	8	1	12	50
% non-drive	5%	-	-	7%	40%	10%	25%	-	11%
% carpool	20%	6%	15%	-	7%	-	8%	8%	9%
% drive alone	75%	94%	85%	93%	53%	90%	67%	92%	81%

As Table 1 indicates, at least 53% of the drop-off/pick-up activity was via client drivers; employee carpool trips ranged from 0% to 20% of peak hour trips. Walk trips were consistently higher on weekends.

The surveys also show that on a typical Thursday, there are between 13 to 19 trips by automobile during AM peak and between 13 to 17 trips by automobile during the PM peak associated with day-care/grooming services. On a typical Saturday there are about 9 trips by automobile during the AM peak and between 9 to 12 trips by automobile during the PM peak associated with day-care/grooming services.

The total peak-hour vehicle volumes at the alley were also counted for the surveyed time periods. As Table 2 shows, Pussy and Pooch-generated auto trips were never more than 35% of total vehicle traffic on any surveyed day during the project's peak trip generation hours. Based on the total traffic for the four surveyed days, 19% of the total traffic was generated by Pussy & Pooch. The Pussy & Pooch traffic numbers included all car trips, both client drivers and employee carpools.

In addition, 24-hour alley traffic counts were taken, as requested by City engineering staff. On a typical weekday, there are approximately just over 600 vehicles per day. The peak hour of trips is typically in the midday, between the hours of 12:00pm and 2:00pm with 50 to 80 vehicles travelling along the alley. As outlined above, the Project peak hours of vehicle traffic are during the AM and PM peak hours, not midday, as the majority of drop-off and pick-up activity occurs as patrons are on their way or coming back from work. The alley volumes during those

hours range between 20 and 40 vehicles, meaning that peak Project vehicle traffic does not coincide with peak alley vehicle traffic, thus potentially reducing instances of congestion and conflicts. The 24-hour traffic counts are provided in Appendix B.

Table 2 – Pussy & Pooch Trips Compared to Alley Traffic

Characteristics	Thursday (5/26)		Thursday (6/2)		Saturday (6/4)		Saturday (6/11)		Total
	AM (7a - 9a)	PM (4p - 6p)	AM (7a - 9a)	PM (4p - 6p)	AM (9a - 11a)	PM (3p - 5p)	AM (9a - 11a)	PM (3p - 5p)	
Total Alley Vehicle Traffic	55	76	42	78	83	64	75	65	538
Pussy & Pooch Car Trips	19	17	13	13	9	9	9	12	101
% of car trips for P&P	35%	22%	31%	17%	11%	14%	12%	18%	19%

Pussy and Pooch Loading

Of the 101 car trips generated by Pussy & Pooch during the surveyed time periods, approximately 66% used the alley loading zone; the average dwell time was approximately 6 minutes. About 26% of car trips used the valet zone, with an average dwell time of 7 minutes. Few vehicles, 8%, used the adjacent parking lot to unload and load their pets, with an average dwell time of four minutes. Table 3 below shows the loading characteristics during the surveyed time periods.

Table 3 – Pussy & Pooch Pet Unloading/Loading

Loading Characteristics	Thursday (5/26)		Thursday (6/2)		Saturday (6/4)		Saturday (6/11)		Total
	AM (7a - 9a)	PM (4p - 6p)	AM (7a - 9a)	PM (4p - 6p)	AM (9a - 11a)	PM (3p - 5p)	AM (9a - 11a)	PM (3p - 5p)	
Vehicles in Alley Loading Zone	13	12	8	9	5	3	7	10	67
% in Alley of Car Trips	68%	71%	62%	69%	56%	33%	78%	83%	66%
Average Dwell Time (min)	5	6	5	8	4	7	6	6	6
Vehicles in Valet Zone	5	4	4	3	2	4	2	2	26
% in Valet Zone of Car Trips	26%	24%	31%	23%	22%	44%	22%	17%	26%
Average Dwell Time (min)	5	13	5	7	5	8	9	4	7
Vehicles in Adjacent Lot/Off-Site	1	1	1	1	2	2	0	0	8
% of car trips	5%	6%	8%	8%	22%	22%	0%	0%	8%
Average Dwell Time (min)	2	-	2	3	3	9	-	-	4
Total	19	17	13	13	9	9	9	12	101

As mentioned earlier in the report, the unloading/loading operation takes place along the public alley that is adjacent to the Project site. The existing loading zone was adequate in serving the site's needs. From the observations, vehicles rarely queued onto the sidewalk or the street. When queuing did occur, it did not last over five seconds to clear. Minor conflicts occurred as vehicles departed the loading spaces and others took their place. Conflicts also occurred as commercial vehicles carried out loading/unloading operations. However, those conflicts were minimal and did not result in crashes, long delays, or extensive queuing. Overall, the loading zone was adequate in handling traffic generated by the Project and commercial vehicles.

Existing Trip Generation

In order to establish a traffic baseline to compare existing shop-generated traffic to future shop-generated traffic once overnight boarding services are added, an existing trip generation estimate was calculated. Based on the Project site's current layout and drop-off/pick-up activity, a baseline trip generation was estimated. The trip generation estimate, as shown in Table 4, uses Institute of Transportation Engineers (ITE) Trip Generation (9th Edition) rates for the pet supply retail space.

Trip generation rates for pet day-care/training services were calculated based on the ratio of total car trips to the total number of pets dropped-off or picked up during AM and PM peak hours. The calculated rates have carpooling and walk-in adjustments automatically built in as the total number of pets includes those brought in by walking and an employee carpool. Since the calculated rates include drop-offs/pick-ups for both grooming and day care/training services, the total trip rate was applied to the maximum number of pets for each service – 35 pets for day care/training services and eight (8) pets for grooming.

Table 4 – Existing Vehicle Trip Generation Estimate

Land Use	Intensity	Units	Daily Total	Weekday AM Peak			Weekday PM Peak			Saturday AM			Saturday PM		
				Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out
<i>Trip Generation Rates</i>															
Pet Supply Store (ITE 866) ¹	-	k.s.f	38.90	0.87	62%	38%	3.38	50%	50%	0.87	62%	38%	3.38	50%	50%
Day Care / Grooming Trips ²	-	pets	-	0.82	100%	0%	0.83	13%	87%	0.50	89%	11%	0.84	9%	91%
<i>Trip Generation Estimates</i>															
Pet Supply	4.832	k.s.f	188	4	3	1	16	8	8	4	3	1	14	7	7
Daycare/Grooming Trips	43	pets	165	35	35	0	36	5	31	22	20	2	36	3	33
Day Care	35	pets	105	29	29	0	29	4	25	18	16	2	29	2	27
Grooming	8	pets	60	6	6	0	7	1	6	4	4	0	7	1	6
Total			353	39	38	1	52	13	39	26	23	3	50	10	40

Source: Trip generation rates were from ITE Trip Generation Manual, 9th Edition unless otherwise noted

1. ITE 866 only provides trip generation rates for Weekday PM Peak Hour. Pet supply daily and AM Peak Hour rates were calculated based on the respective ratio of ITE 820 (Shopping Center)'s Daily and AM rates to its PM rate. That ratio was multiplied with ITE 866 PM rate to calculate a Daily and AM peak hour rate. For Saturday AM and PM rates, Peak Hour of generator is not applicable as it applies to midday (12:00pm - 2:00pm). Weekday AM and PM rates were used for Saturday AM and PM rates.

2. Day care/training and grooming trip generation rate was calculated based on the ratio of car trips to total pets dropped off or picked up during each peak-hour period that was surveyed. The rate has carpooling and non-drive adjustments built in as the number of pets includes those that arrived by carpooling and non-drive modes. This rate was applied to both services as the total number of car trips included both day care/training and grooming car trips. Trip totals for Day Care and Grooming were applied by multiplying the rate by the maximum number of pets for each service.

As shown in Table 4, the proposed Project is currently generating approximately 353 daily trips, 39 Weekday AM peak hour trips, 52 Weekday PM peak hour trips, 26 Saturday AM trips, and 50 Saturday PM trips.

The store is currently zoned for commercial/retail uses. In order to compare the existing trip baseline to the vehicle trips that would be generated if the site was completely commercial, a trip generation estimate was calculated in Table 5 below.

Table 5 – All Retail Vehicle Trip Generation Estimate

Land Use	Intensity	Units	Daily Total	Weekday AM Peak			Weekday PM Peak			Saturday AM			Saturday PM		
				Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out
<i>Trip Generation Rates</i>															
Shopping Center (ITE 820)	-	k.s.f	42.70	0.96	62%	38%	3.71	48%	52%	0.96	62%	38%	3.71	48%	52%
<i>Trip Generation Estimates</i>															
Pet Supply	9.047	k.s.f	386	9	5	3	34	16	18	9	5	4	32	15	17
Total			386	9	5	3	34	16	18	9	5	4	32	15	17

Source: Trip generation rates were from ITE Trip Generation Manual, 9th Edition unless otherwise noted

1. ITE 820 only provides trip generation rates for Weekday Daily, AM, and PM Peak Hours. For Saturday AM and PM rates, Peak Hour of generator is not applicable as it applies to midday (12:00pm - 2:00pm). Weekday AM and PM rates were used for Saturday AM and PM rates.

As Table 5 shows, the all-retail site would generate less vehicle trips than what is currently being generated by the pet lifestyle center today.

Proposed Overnight Boarding

The Pussy & Pooch location is in the process of adding overnight boarding services. The pet supply retail space would remain at 4,832 square feet, and overnight boarding services will be added within the 3,337 square feet of daycare/training space; the 878 square-foot grooming operation would remain the same.

Since the daycare space will not increase in size and overnight boarding services will be added, the total number of pets will still be capped at 35 for combined day-care and overnight boarding.

The proposed overnight boarding services will be available 24-hours a day, seven days a week, with expected heavier use on weekends and holidays. Current Pussy & Pooch clients travel frequently and for extended periods of time, so it is expected that long stays of 2 to 4 weeks will be common. Although service will be for 24-hours, client entry will be limited to normal business hours, as early as 6:00am and as late as 9:00pm.

Based on industry norms and existing pattern information provided by the project applicant, the average visit/frequency for pets staying at overnight boarding services tends to be between 3-4 days, or about two round trips per week. For conservative purposes, this analysis assumed two round trips per week per pet.

The site will remain capped at a 35-pet maximum for combined day-care and overnight boarding services. Based on demand for overnight boarding by customers, it is expected that at least half of the pets will be in overnight boarding. For the purposes of this analysis, 17 pets for overnight boarding were assumed, leaving 18 pets for day-care services.

The trip generation estimate for overnight boarding services is based on the frequency of car trips per pet. As mentioned earlier, based on existing shop patterns and industry norms, there are approximately two round trips per week per pet (based on the average stay frequency of 3-4 days). With at least 17 pets utilizing overnight boarding services, that is approximately 34 round trips per week per pet (17 pets x 2 round trips = 34 round trips). The 34 round trips translate to 68 total one-way trips, which totals approximately 10 one-way trips per day (68 weekly one-way trips ÷ 7 days = 10 trips per day). By adding those ten daily overnight boarding trips to the AM and PM peak hours, it results in five additional AM trips and five additional PM trips per time period. Although those 10 daily trips can occur at any time of the day, for conservative purposes, these were added to the AM and PM peak analysis periods equally.

Based on these assumptions, the trip generation estimate for the site is shown below in Table 6. This estimate incorporates the addition of overnight boarding services.

Table 6 – Proposed Project Vehicle Trip Generation Estimate

Land Use	Intensity	Units	Daily Total	Weekday AM Peak			Weekday PM Peak			Saturday AM			Saturday PM		
				Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out
Trip Generation Rates															
Pet Supply Store (ITE 866) ¹	-	k.s.f	38.90	0.87	62%	38%	3.38	50%	50%	0.87	62%	38%	3.38	50%	50%
Day Care / Grooming Trips ²	-	pets	-	0.82	100%	0%	0.83	13%	87%	0.50	89%	11%	0.84	9%	91%
Trip Generation Estimates															
Pet Supply	4.832	k.s.f	188	4	3	2	16	8	8	4	3	1	14	7	7
Daycare/Grooming Trips	26	pets	114	22	22	0	22	3	19	13	12	1	22	2	20
Day Care	18	pets	54	15	15	0	15	2	13	9	8	1	15	1	14
Grooming	8	pets	60	7	7	0	7	1	6	4	4	0	7	1	6
Overnight Boarding ³	17	pets	10	5	5	0	5	1	4	5	4	1	5	0	5
Total			312	32	30	2	43	12	31	22	19	3	41	9	32

Source: Trip generation rates were from ITE Trip Generation Manual, 9th Edition unless otherwise noted.

- ITE 866 only provides trip generation rates for Weekday PM Peak Hour. Pet supply daily and AM Peak Hour rates were calculated based on the respective ratio of ITE 820 (Shopping Center)'s Daily and AM rates to its PM rate. That ratio was multiplied with ITE 866 PM rate to calculate a Daily and AM peak hour rate. For Saturday AM and PM rates, Peak Hour of generator is not applicable as it applies to midday (12:00pm - 2:00pm). Weekday AM and PM rates were used for Saturday AM and PM rates.
- Day care/training and grooming trip generation rate was calculated based on the ratio of car trips to total pets dropped off or picked up during each peak-hour period that was surveyed. The rate has carpooling and non-drive adjustments built in as the number of pets includes those that arrived by carpooling and non-drive modes. This rate was applied to both services as the total number of car trips included both day care/training and grooming car trips. Trip totals for Day Care and Grooming were applied by multiplying the rate by the maximum number of pets for each service.
- Overnight boarding trip generation rate is based on the number of pets utilizing those services and average stay frequency. The expected number of pets using this service will be at least 17, with stay frequency of 3-4 days which is approximately 2 round trips per week per pet, or 34 total weekly round trips. At 68 weekly one-way trips, that is approximately 10 trips per day, 5 of those were added to AM peak hour and 5 to PM peak hour for each day. In/Out distribution for day care was used for overnight stay.

As Table 6 illustrates, it is expected that the shop, once overnight boarding services are added, will generate approximately 312 daily trips, 32 Weekday AM peak hour trips, 43 Weekday PM peak hour trips, 22 Saturday AM trips, and 41 Saturday PM trips.

The number of trips decreases across all analyzed time periods due to the reduced frequency in vehicle trips associated with overnight pet boarding. Given the reduced number of vehicle trips, the impact of overnight pet boarding traffic is expected to be insignificant.

Table 7 below compares the trip generation between all three scenarios – existing pet lifestyle center, proposed Project with overnight boarding, and if the entire site square-footage was converted to retail. As the table shows, there would be a reduction in trips with the addition of overnight boarding. However, an all retail alternative would generate fewer trips than either pet lifestyle center alternatives.

Table 7 – Trip Generation Comparison – by Project Alternative

Time Period	Alternative		
	Existing (Retail, Grooming, Daycare) Trips	Proposed Project (Retail, Grooming, Daycare, Boarding) Trips	All Retail Trips
Daily	353	312	386
Weekday AM	39	32	9
Weekday PM	52	43	34
Saturday AM	26	22	9
Saturday PM	50	41	32

Recommended Traffic Signage along Alley

In order to improve pet loading/unloading activity and reduce conflicts on the alley, KOA is recommending the following:

1. Provide signage that more clearly shows time limits for commercial loading.
2. If feasible, provide passenger loading spaces and signage (with time limits) to more clearly delineate spaces for passenger/pet loading and unloading from commercial loading in private property or along public street.
3. Provide pavement markings that show loading space extent to restrict vehicles from stopping at non-loading/red-painted areas and clearly show where vehicle loading activity is allowed.
4. Provide warning signage along right-side of alley to raise drivers' awareness of outbound traffic from the adjacent parking lots.

Summary and Conclusions

- The existing Pussy & Pooch pet lifestyle center in Beverly Hills is in the process of adding overnight pet boarding services, in addition to day care/training, grooming, and pet supply retail services.
- In order to provide an assessment of how those changes would affect vehicle access and traffic patterns, KOA staff conducted field surveys and observations of project-related traffic at the adjacent alley.
- Field surveys took place on two Thursdays, between the hours of 7:00am to 9:00am and 4:00pm to 6:00pm. The Saturday surveys took place over two weekends between the hours of 9:00am to 11:00am and 3:00pm to 5:00pm. These time periods were recommended by City planning staff and represent the periods of highest shop-related vehicle traffic on the alley.
- The surveys documented the number of drop-offs/pick-ups, where loading activity took place, number of walk-in pick-up/drop-offs, and trainer carpool pick-up/drop-offs.
- The surveys showed that on a typical Thursday, there are between 13 to 19 trips by automobile during the AM peak and between 13 to 17 trips by automobile during the PM peak that are associated with day-care/grooming services.
- On a typical Saturday there are about 9 trips by automobile during the AM peak and between 9 to 12 trips by automobile during the PM peak that are associated with day-care/grooming services.
- To establish an existing trip generation baseline, a trip generation rate was calculated for both day care and grooming services based on the drop-off/pick-up numbers. This calculated rate was used to estimate the number of trips generated by day care and grooming services. Institute of Transportation Engineers (ITE) rates were used to estimate the amount of traffic generated by the pet supply retail.

- Per the trip generation estimate, the existing shop is generating approximately 353 daily vehicle trips, 39 Weekday AM peak hour trips, 52 Weekday PM peak hour trips, 26 Saturday AM trips, and 50 Saturday PM trips.

This trip generation estimate provides a baseline to compare the effects that the proposed overnight boarding services will have on area traffic.

- If the site contained all retail, it is estimated that it would generate 9 weekday AM peak hour trips, 34 weekday PM peak hour trips, 9 Saturday AM peak hour trips, and 32 Saturday PM peak hour trips.
- Using the average stay frequency of 3-4 days for overnight boarding and assuming at least 17 pets utilizing such services, approximately 34 round trips per week per pet (17 pets x 2 round trips = 34 round trips) or 68 one-way trips per week are expected. This translates to approximately 10 one-way trips per day (68 weekly trips ÷ 7 days = 10 trips per day) are expected.

By adding those ten daily overnight boarding-related vehicle trips to the AM and PM peak hours, it results in five additional AM trips and five additional PM trips per time period.

- It is expected that the shop, once overnight boarding services are added, will generate approximately 312 daily vehicle trips, 32 Weekday AM peak hour trips, 43 Weekday PM peak hour trips, 22 Saturday AM trips, and 41 Saturday PM trips.
- With overnight boarding services, the number of trips decreases across all analyzed time periods due to the reduced frequency in vehicle trips associated with overnight pet boarding. Given the reduced number of vehicle trips, the impact of overnight pet boarding traffic is expected to be insignificant.

ATTACHMENT A - PROJECT SITE VICINITY AND PARKING

<p>PHOTOS</p>	<p>GENERAL NOTES</p> <p>1. All photographs were taken on the date of the site visit.</p> <p>2. All photographs were taken from the same vantage point as indicated in the photo notes.</p> <p>3. All photographs were taken during the day.</p> <p>4. All photographs were taken from a public right-of-way.</p> <p>5. All photographs were taken from a safe distance.</p> <p>6. All photographs were taken from a legal vantage point.</p> <p>7. All photographs were taken from a clear vantage point.</p> <p>8. All photographs were taken from a clear vantage point.</p> <p>9. All photographs were taken from a clear vantage point.</p> <p>10. All photographs were taken from a clear vantage point.</p> <p>11. All photographs were taken from a clear vantage point.</p> <p>12. All photographs were taken from a clear vantage point.</p>

**ATTACHMENT B –
24-HOUR ALLEY VEHICLE TRAFFIC COUNTS**

Prepared by NDS/ATD

VOLUME

Alley Bet. Santa Monica Blvd & Brighton Way

Day: Tuesday
Date: 7/26/2016

City: Beverly Hills
Project #: CA16_5487_001

DAILY TOTALS						NB	SB	EB	WB	Total	
						12	431	0	0	443	
AM Period	NB	SB	EB	WB	TOTAL	PM Period	NB	SB	EB	WB	TOTAL
00:00	0	0			0	12:00	0	2			2
00:15	0	0			0	12:15	0	11			11
00:30	0	0			0	12:30	1	9			10
00:45	0	0			0	12:45	0	12	34		12
01:00	0	0			0	13:00	0	11			11
01:15	0	0			0	13:15	0	12			12
01:30	0	0			0	13:30	0	13			13
01:45	0	0			0	13:45	0	10	46		10
02:00	0	0			0	14:00	0	14			14
02:15	0	0			0	14:15	0	6			6
02:30	0	0			0	14:30	0	9			9
02:45	0	0			0	14:45	0	8	37		8
03:00	0	0			0	15:00	0	5			5
03:15	0	0			0	15:15	1	9			10
03:30	0	0			0	15:30	0	6			6
03:45	0	0			0	15:45	0	1	28		8
04:00	0	0			0	16:00	0	10			10
04:15	0	0			0	16:15	0	5			5
04:30	0	0			0	16:30	0	6			6
04:45	0	0			0	16:45	0	7	28		7
05:00	0	0			0	17:00	1	7			8
05:15	0	0			0	17:15	1	12			13
05:30	0	0			0	17:30	0	7			7
05:45	0	0			0	17:45	0	2	34		8
06:00	0	0			0	18:00	0	11			11
06:15	0	0			0	18:15	0	8			8
06:30	0	0			0	18:30	1	13			14
06:45	0	0			0	18:45	0	1	44		12
07:00	0	0			0	19:00	0	14			14
07:15	0	0			0	19:15	2	10			12
07:30	0	0			0	19:30	0	14			14
07:45	0	0			0	19:45	0	2	52		14
08:00	0	0			0	20:00	1	10			11
08:15	0	0			0	20:15	0	10			10
08:30	0	0			0	20:30	0	10			10
08:45	0	0			0	20:45	0	1	34		4
09:00	0	0			0	21:00	1	5			6
09:15	0	0			0	21:15	0	5			5
09:30	0	0			0	21:30	0	3			3
09:45	0	0			0	21:45	0	1	17		4
10:00	0	13			13	22:00	0	3			3
10:15	0	4			4	22:15	0	3			3
10:30	1	15			16	22:30	1	0			1
10:45	0	1	9	41	9	22:45	0	1	6		0
11:00	0	2			2	23:00	0	0			0
11:15	0	6			6	23:15	0	0			0
11:30	0	9			9	23:30	0	0			0
11:45	1	1	12	29	13	23:45	0	1	1		1
TOTALS	2	70			72	TOTALS	10	361			371
SPLIT %	2.8%	97.2%			16.3%	SPLIT %	2.7%	97.3%			83.7%

DAILY TOTALS						NB	SB	EB	WB	Total
						12	431	0	0	443

AM Peak Hour	11:45	10:00	10:00	PM Peak Hour	18:30	19:00	19:00
AM Pk Volume	2	41	42	PM Pk Volume	3	52	54
Pk Hr Factor	0.500	0.683	0.656	Pk Hr Factor	0.375	0.929	0.964
7 - 9 Volume				4 - 6 Volume	2	62	64
7 - 9 Peak Hour				4 - 6 Peak Hour	16:30	17:00	17:00
7 - 9 Pk Volume				4 - 6 Pk Volume	2	34	36
Pk Hr Factor				Pk Hr Factor	0.500	0.708	0.692

Prepared by NDS/ATD

VOLUME

Alley Bet. Santa Monica Blvd & Brighton Way

Day: Wednesday
Date: 7/27/2016

City: Beverly Hills
Project #: CA16_5487_001

DAILY TOTALS					NB	SB	EB	WB	Total		
					24	593	0	0	617		
AM Period	NB	SB	EB	WB	TOTAL	PM Period	NB	SB	EB	WB	TOTAL
00:00	0	0			0	12:00	0	23			23
00:15	0	0			0	12:15	0	17			17
00:30	0	0			0	12:30	1	21			22
00:45	0	1	1		1	12:45	0	19	80		19
01:00	1	0			1	13:00	0	14			14
01:15	0	0			0	13:15	0	9			9
01:30	0	0			0	13:30	0	17			17
01:45	0	1	0		0	13:45	0	18	58		18
02:00	0	0			0	14:00	0	11			11
02:15	0	0			0	14:15	0	9			9
02:30	0	0			0	14:30	1	9			10
02:45	0	0			0	14:45	0	1	9	38	9
03:00	0	0			0	15:00	0	10			10
03:15	0	0			0	15:15	0	9			9
03:30	0	0			0	15:30	1	9			10
03:45	0	1	1		1	15:45	0	1	12	40	12
04:00	0	0			0	16:00	0	7			7
04:15	0	0			0	16:15	0	7			7
04:30	0	0			0	16:30	0	7			7
04:45	1	1	0		1	16:45	0	4	25		4
05:00	0	1			1	17:00	0	9			9
05:15	1	2			3	17:15	0	10			10
05:30	1	2			3	17:30	1	7			8
05:45	1	3	1	6	2	17:45	0	1	13	39	13
06:00	0	1			1	18:00	0	8			8
06:15	0	2			2	18:15	1	9			10
06:30	0	3			3	18:30	0	12			12
06:45	0	4	10		4	18:45	2	3	19	48	21
07:00	0	1			1	19:00	1	20			21
07:15	0	1			1	19:15	0	7			7
07:30	0	5			5	19:30	0	8			8
07:45	0	4	11		4	19:45	0	1	9	44	9
08:00	1	6			7	20:00	0	11			11
08:15	0	6			6	20:15	1	12			13
08:30	1	8			9	20:30	0	9			9
08:45	0	2	5	25	5	20:45	0	1	3	35	3
09:00	0	10			10	21:00	0	6			6
09:15	0	4			4	21:15	1	1			2
09:30	0	11			11	21:30	0	4			4
09:45	0	5	30		5	21:45	0	1	6	17	6
10:00	0	8			8	22:00	0	1			1
10:15	0	8			8	22:15	1	4			5
10:30	0	7			7	22:30	2	1			3
10:45	0	5	28		5	22:45	2	5	1	7	3
11:00	0	10			10	23:00	1	0			1
11:15	0	9			9	23:15	0	2			2
11:30	0	17			17	23:30	0	0			0
11:45	1	1	12	48	13	23:45	0	1	0	2	0
TOTALS	8	160			168	TOTALS	16	433			449
SPLIT %	4.8%	95.2%			27.2%	SPLIT %	3.6%	96.4%			72.8%

DAILY TOTALS					NB	SB	EB	WB	Total
					24	593	0	0	617

AM Peak Hour	04:45	11:45			11:45	PM Peak Hour	22:15	12:00			12:00
AM Pk Volume	3	73			75	PM Pk Volume	6	80			81
Pk Hr Factor	0.750	0.793			0.815	Pk Hr Factor	0.750	0.870			0.880
7 - 9 Volume	2	36			38	4 - 6 Volume	1	64			65
7 - 9 Peak Hour	07:45	08:00			08:00	4 - 6 Peak Hour	16:45	17:00			17:00
7 - 9 Pk Volume	2	25			27	4 - 6 Pk Volume	1	39			40
Pk Hr Factor	0.500	0.781			0.750	Pk Hr Factor	0.250	0.750			0.769

Prepared by NDS/ATD

VOLUME

Alley Bet. Santa Monica Blvd & Brighton Way

Day: Thursday
Date: 7/28/2016

City: Beverly Hills
Project #: CA16_5487_001

DAILY TOTALS						NB	SB	EB	WB	Total	
						13	327	0	0	340	
AM Period	NB	SB	EB	WB	TOTAL	PM Period	NB	SB	EB	WB	TOTAL
00:00	0	1			1	12:00	1	15			16
00:15	0	0			0	12:15	2	21			23
00:30	0	1			1	12:30	0	15			15
00:45	0	0	2		2	12:45	0	3	12	63	78
01:00	0	1			1	13:00	0	22			22
01:15	0	0			0	13:15	1	17			18
01:30	0	0			0	13:30	0	10			10
01:45	0	0	1		1	13:45	0	1	7	56	64
02:00	0	0			0	14:00	0	10			10
02:15	0	0			0	14:15	0	17			17
02:30	1	1			2	14:30	0	10			10
02:45	0	1	0	1	2	14:45	1	1	6	43	51
03:00	0	0			0	15:00	0	0			0
03:15	0	0			0	15:15	0	0			0
03:30	1	0			1	15:30	0	0			0
03:45	0	1	0		1	15:45	0	0			0
04:00	0	0			0	16:00	0	0			0
04:15	0	0			0	16:15	0	0			0
04:30	1	1			2	16:30	0	0			0
04:45	0	1	0	1	2	16:45	0	0			0
05:00	1	1			2	17:00	0	0			0
05:15	0	1			1	17:15	0	0			0
05:30	2	2			4	17:30	0	0			0
05:45	0	3	0	4	7	17:45	0	0			0
06:00	0	2			2	18:00	0	0			0
06:15	0	1			1	18:15	0	0			0
06:30	0	5			5	18:30	0	0			0
06:45	0	1	9		10	18:45	0	0			0
07:00	0	4			4	19:00	0	0			0
07:15	0	5			5	19:15	0	0			0
07:30	0	5			5	19:30	0	0			0
07:45	0	3	17		20	19:45	0	0			0
08:00	0	2			2	20:00	0	0			0
08:15	0	9			9	20:15	0	0			0
08:30	0	9			9	20:30	0	0			0
08:45	0	7	27		34	20:45	0	0			0
09:00	0	10			10	21:00	0	0			0
09:15	0	6			6	21:15	0	0			0
09:30	0	5			5	21:30	0	0			0
09:45	1	1	17	38	57	21:45	0	0			0
10:00	0	8			8	22:00	0	0			0
10:15	0	5			5	22:15	0	0			0
10:30	0	12			12	22:30	0	0			0
10:45	0	11	36		47	22:45	0	0			0
11:00	0	8			8	23:00	0	0			0
11:15	0	8			8	23:15	0	0			0
11:30	1	5			6	23:30	0	0			0
11:45	0	1	8	29	30	23:45	0	0			0
TOTALS	8	165			173	TOTALS	5	162			167
SPLIT %	4.6%	95.4%			50.9%	SPLIT %	3.0%	97.0%			49.1%

DAILY TOTALS						NB	SB	EB	WB	Total
						13	327	0	0	340

AM Peak Hour	11:30	11:45			11:45	PM Peak Hour	12:00	12:15			12:15
AM Pk Volume	4	59			62	PM Pk Volume	3	70			72
Pk Hr Factor	0.500	0.702			0.674	Pk Hr Factor	0.375	0.795			0.783
7 - 9 Volume		44			44	4 - 6 Volume					
7 - 9 Peak Hour		08:00			08:00	4 - 6 Peak Hour					
7 - 9 Pk Volume		27			27	4 - 6 Pk Volume					
Pk Hr Factor		0.750			0.750	Pk Hr Factor					

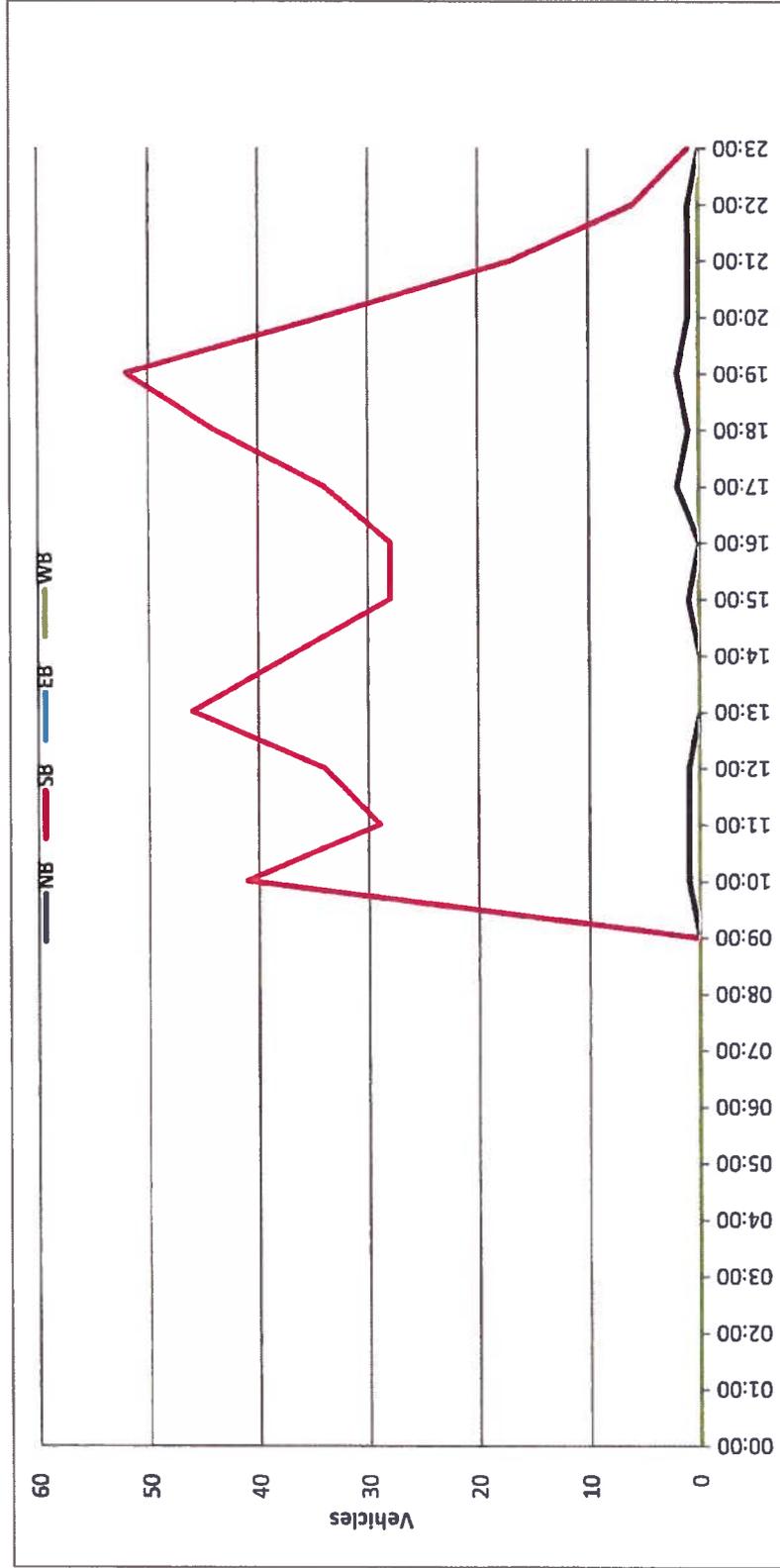
Prepared by NDS/ATD

Project #: CA16_5487_001

City: Beverly Hills

Location: Alley Bet. Santa Monica Blvd & Brighton

Date: 7/26/2016



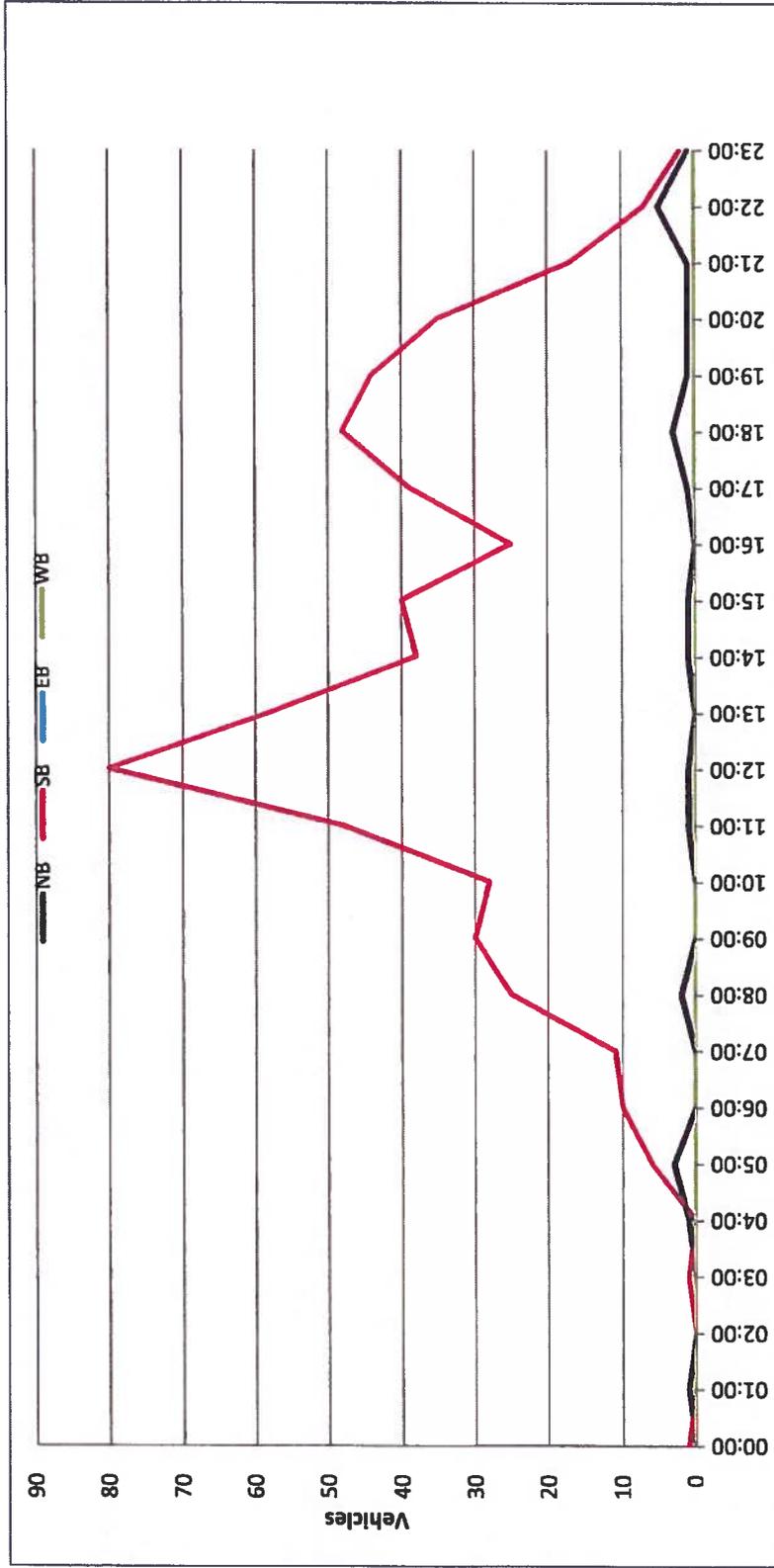
Prepared by NDS/ATD

Project #: CA16_5487_001

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Location: Alley Bet. Santa Monica Blvd & Brighton

Date: 7/27/2016



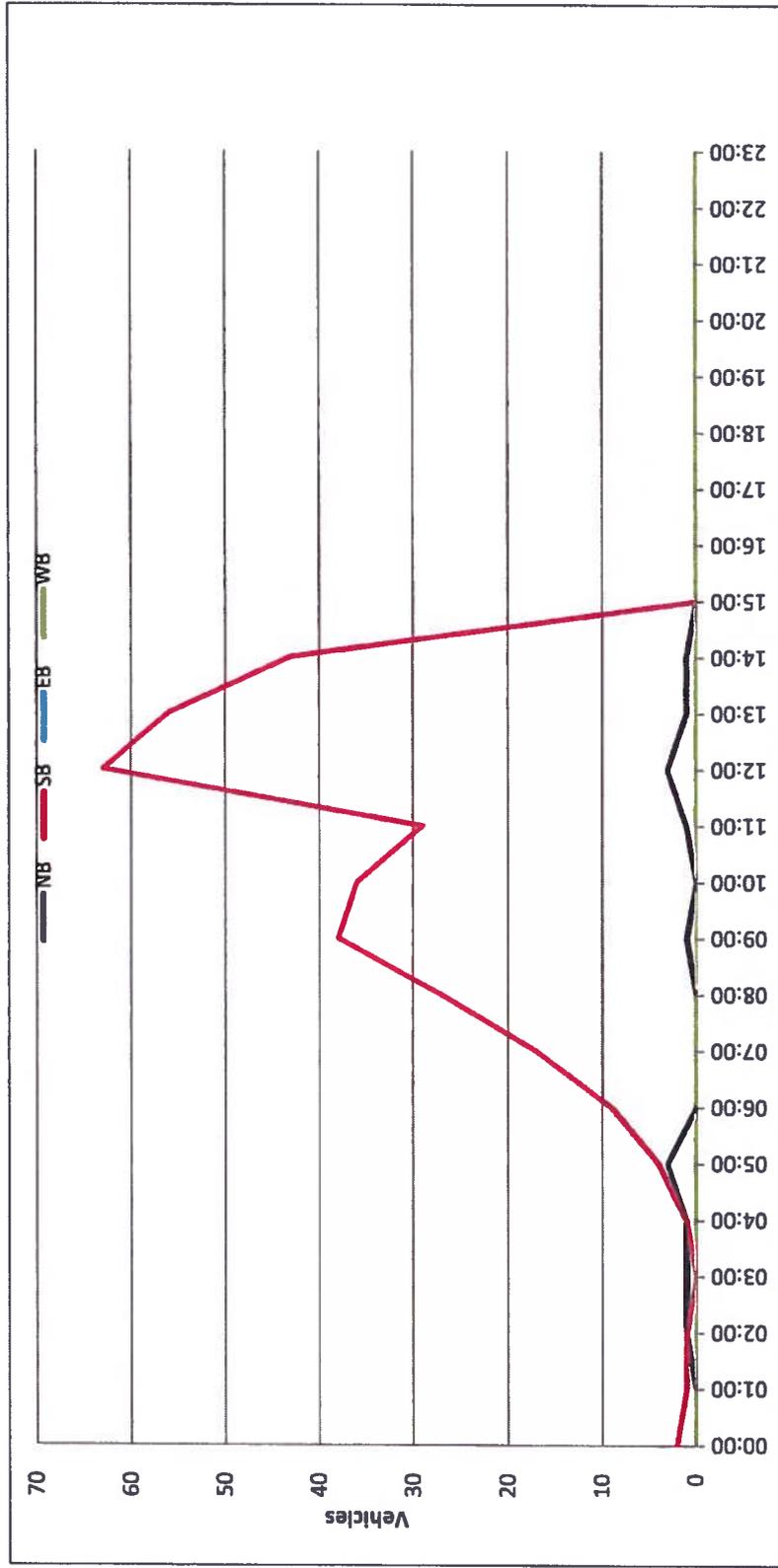
Prepared by NDS/ATD

Project #: CA16_5487_001

City: Beverly Hills

Location: Alley Bet. Santa Monica Blvd & Brighton

Date: 7/28/2016





Planning Commission Report
9388 South Santa Monica Boulevard
August 25, 2016

Attachment E

Project Plans (provided under separate cover)



Attachment E

Additional Correspondence and Information Submitted by Applicant

Cage-free Boarding Definition

Cage-free boarding is the integration of dogs in a large room for sleeping overnight, rather than housing the dogs in individual cages.

Cage-free boarding is intended only for dogs that are proven to have good social aptitude. These social dogs are allowed to roam free and interact with other dogs without being restricted by cages. Cages have been proven to elevate anxiety, stress and behavioral problems. By instead allowing the dogs to choose their own bed, whether by themselves or with a friend, they are able to stay calm and comfortable, allowing them to go home refreshed and happy.

Some dogs may prefer to be in crates, so it is common for overnight facilities to have both options. This also allows for additional options for separation and breaks.

Similar to camp, dogs will be mentally and physically enriched during the day with breaks for meal and rest times and enjoy supervised sleepovers at night. The dogs can be separated according to size and/or temperament. It is common for staff to supervise more than one group at a time. Group sizes can vary and should often change to maintain engagement.

At P&P, we have one main large play area that is separated with modular fencing (with doors). Fencing is chest level high, supplying enough height to avoid jumping over top and for visibility into other areas. The doors in the fencing allow for easy access into each area. Some fencing has blocked visibility for the dogs, so they can't see the other group and some have open visibility. This allows for varied play groups. The staff has visibility in all play groups. The modular fencing is on wheels and attached to the walls. We are in the process of adding more fencing pieces to allow for more flexibility in group size rotation.

In addition to the large play group, we have smaller supporting rooms that have individual and secure kennels and crates for rest breaks and sleeping. The rooms have windows so the staff can view into the room from outside the room, avoiding the need to open the door and wake up sleeping dogs. Overnight, these dogs would be visited by a roaming staff person, rotating the various rooms.

Play groups are varied in quantity and temperament, and are rotated during the day. This allows for rest breaks and planned active play, especially with larger dogs that need more play time and space.

Each dog allowed into cage-free activity must pass a thorough temperament test to evaluate their ability to safely interact with other dogs.

Overnight, there are "no interruptions" so dogs may sleep, requiring much less staff supervision. During the day, there are constant interruptions – dogs and / or staff entering/exiting, phone calls, play time, potty breaks, etc – so it's important to have more staff during daytime supervision.

Services Details and Process Flow of Clients

- Dogs would be cage free, with 24 hour / 7 days supervision by professional trainers. Cage free means that dogs are allowed to be off-leash in a group environment along with supervision from experienced dog trainers. Dogs are encouraged to interact with other dogs in the group.
- Kennels would be used for short term breaks or temporary separation. Kennels are custom built, designed for maximum safety and comfort. Some dogs prefer the option to rest separate

from the group. Some dogs don't know when to stop playing, so it's important to force breaks for ample rest and to avoid fatigue or injuries.

- Each dog is current on vaccinations, goes through extensive evaluation and temperament test (approx. 1 hour). Dogs are selected based on temperament, not size or breed. Although size and breed are considered for overall group dynamic and spacing needs. High drive dogs would not be accepted due to space constraints and dog's needs.

- Temperament tests are very thorough; a detailed evaluation form is completed to collect the dog's history, needs, and goals. The dog is interviewed, and tested in a small group of the existing dogs on premises. The remaining dogs are separated to another area. Gradually, more dogs are integrated, testing the dog's ability to interact with a larger group. The test evaluates the dog's temperament with other dogs in this specific group setting, its confidence and comfort level, its ability to behave and not distract the other dogs within the group. Once approved, then the dog has the open invitation to come anytime for services.

- Each dog has a detailed profile, in which the trainers keep ongoing notes. The dog is continuously evaluated on its temperament to remain as a client. Client profiles show in detail, their training goals and progress.

- Dogs are rotated throughout the various rooms to keep engaged and change energy. This provides the option for different play groups and learning dynamics. It also helps to force breaks so dogs receive ample rest.

- Dogs may also be taken outside for walks. Typically one walker does 2-3 at once, but could easily handle 4-6 dogs. Using the transport vehicle, we take groups of dogs for hikes. The outside air is helpful to change the energy of the rooms and dogs on premises. Although the dogs are taken outside, the facility is not dependent on this usage as it has the potty stations for pet waste. Dogs are taken out in appropriate size of groups to limit noise or distraction to the community. They are taken out by professional trainers, so they are well trained on how to control dogs and ensure appropriate behavior and safety.

- The indoor facility is preferred as opposed to an outdoor facility for purposes of noise to the community from dogs outside.

- All levels of service include training as a component of the services. This helps to create a much more behaved, controlled, and harmonious environment.

- At night, dogs sleep on beds, often dogs choose to sleep together. Small number of crates will be available should some dogs feel more comfortable sleeping in a crate (many well trained dogs are crate trained at home).

- The energy of the rooms are controlled by lighting. Overnight, the lighting is set low to create the structure for sleeping. In the afternoons, lights are also dimmed for part of the day to encourage an afternoon nap.

- Overnight will be supervised by 2 or more staff and will ramp up based on the quantity of pets.

- Feeding times are handled with extreme care, in designated feeding areas, to appropriately rotate the dogs for safety.

- Optional to clients, dogs have the ability to select one-on-one specialized play time and enrichment activities. This helps the dogs to stay more engaged and less anxious, leading to a more behaved environment.

Client Flow:

Day Care Services:

- Mostly used during the work week, with lighter usage on Weekends. This would mean a daily visit for drop off in the morning and pick up in the afternoon or evening.

- Hours of operation would be 7am-7pm, with average stays of 5 hours. Some dogs would stay 1-2 hours while the human shops/dines in the area, and some stay 6-10 hours while the human is at work.

- Drop off time would be heaviest 7-10am. This time lends well to traffic flow as parking is abundant at this time.

- Pick up time would be heaviest 4-7pm. This time lends well to traffic flow as parking is readily available from 4-6pm and abundant from 6-7pm.

- Once approved for services, clients purchase “packages” and have an account of future paid visits. For each visit, the client has the ability to do a quick drop off (inside the facility or pet valet services outside in the loading zone), and not required to visit the checkout area. The concierge staff simply checks-in the dog into the system, decreasing the account for the visit. This limits the need for a lengthy visit by the human and removes any bottleneck during pick up or drop off times. Our staff receives extensive training on the software and general customer service to make client visits expedient. Typically a visit in the store consists of purchasing additional packages (which can also be done on the phone or via email) or to purchase retail products (food, supplies, etc).
- Reservations are not required, but encouraged.
- This service is also supported by the Transport Vehicle, so the staff can pick up or drop off the dogs throughout the day, eliminating the need for some clients to visit the facility.
- Seasonality – it would be heaviest during normal work periods. During holidays, it would still be used, but less.

Overnight Boarding Services:

- Used all days of the week, with heavier usage on the Weekends (for traditional weekend travel). During the week would be more about work travel or lengthy personal travel covering multiple days or weeks. Our clients travel frequently and for long periods of time, so it will be very common to have long stays (2-4 weeks). Beverly Hills clients travel much more than the average consumer and travel for longer durations. This usage lends well to more balanced stays and workflows.
- Services are charged on a 24 hour period, similar to “car rentals”. There is no official check in or check out times like a human hotel, so this avoids any major bottlenecks for check in or out.
- Many Beverly Hills clients do not work during the day, or have their dog transported by an assistant (housekeeper, nanny, driver, manager, etc) and have the ability to handle their interactions during the day, so that creates an even flow of clients versus any major rushes.
- Although services would be 24 hours, we would limit client entry into the facility to normal business hours, as early as 6am and as late as 9pm. This helps to spread the times for convenience, but also limits the interactions outside, for noise control, to not disturb neighbors. This also helps to spread out interactions, decreasing bottlenecks.
- Reservations are required for this service. This would consist of an approx. drop off and pick up time, (so we can prepare in advance), and duration of stay. A typical stay would include instructions for feeding, specialized play / attention, grooming services.
- Seasonality – it would be heaviest during holidays, especially summer vacations (which is spread out over 2-3 months), and heavy around Thanksgiving and Christmas.

The Professional Animal Care Certification Council (PACCC)

Virtually every industry offers a level of high quality independent certification except the pet care services industry...until now

The Professional Animal Care Certification Council (PACCC) is a 501(c)(6) non-profit created by a team of industry experts to recognize high quality providers and help them meet the challenge of educating pet parents on the value of a pet care provider's investment in education and training. Independent certification, using testing from industry developed standards, clearly identifies the premier professional animal care providers in our industry. Both providers and pet parents benefit from the implicit distinctions a reputable and objective third party certification provides. PACCC anticipates awarding the first certifications in 2016 beginning with three levels of certification that will recognize the expansive knowledge required and basic career levels in the industry: Certified Professional Animal Care Provider, Certified Professional Animal Care Manger, and Certified Professional Animal Care Operator.

Who is PACCC?

PACCC was co-founded by pet care services industry veterans, Charlotte Biggs and Susan Briggs, to provide independent certifications for industry providers. Charlotte is COO of the International Boarding & Pet Services Association (IBPSA), the only industry trade association focused on professional boarding and dog daycare services. Susan is owner of Crystal Canine and co-founder of The Dog Gurus; both organizations provide educational and operational resources to the professional pet care services industry. In addition to the expertise of Charlotte and Susan, PACCC is guided by an experienced Board of Directors who have been actively involved in the animal care industry and who possess proven business skills. PACCC has retained a professional, experienced testing company to assist in the development and management of the testing program for certification.

Pussy & Pooch are founding members of PACCC, and contributing writers.

Required Expertise of Staff at Boarding Facilities

The following are recommended for appropriate levels of expertise and credentials for staff:

- ability to drive a car (in case emergency to drive animals off-site)
- CPR training (dog/cat)
- 6 months experience at a similar facility

It is not required that one person has all three credentials, but the collective staff on duty must be able to answer yes to all 3.

Walking Route

A specified walking route is not recommended. For dog training and engagement, it is best to have the ability to vary the route. It is best to specifically indicate forbidden routes, to avoid issues with neighbors or specific areas.

Walking will only occur during the daylight and not at night.

Emergency Planning

(see provided checklist from The Safe Dog)

We met with The Safe Dog to discuss the checklist in detail, formulated notes and are working towards an Emergency Manual.

Here are some notes specific to P&P:

- The large staff of trainers and other staff, act as on-call support to help handled evacuation, including taking pets to staff homes if needed.
- P&P has additional Los Angeles locations, with kennels and food, so in the event of evacuation beyond Beverly Hills, pets can be transported to safety and for client pick up.
- We had an industrial generator on site, along with several fans for supporting circulation.
- Transport vehicle can be used to house and transport
- We have multiple rooms for separation, in the event of fire. Also, several exits.
- Fully stocked store for any needs, carriers, crates, leashes, food, supplies, etc.
- Communication tools: walkies/headsets, phone extensions
- Client software accessed via cloud, ipads
- CPR trained



September 14, 2016

To whom it may concern,

I'm a pet safety consultant to pet businesses and pet care professionals in Los Angeles. Over the past month, I have consulted with and provided training to Pussy & Pooch, and believe they have the knowledge and experience to provide a safe, high quality overnight boarding experience to the Beverly Hills community.

Specifically, I've provided pet CPR and first aid certification training to P&P staff and management, keeping them up-to-date in their skills to prevent and handle pet injuries. Separately, I've met with management to assist them in developing an emergency response plan based on recommendations from ASPCA, The Humane Society, OSHA, FEMA and the Beverly Hills Fire Department. Topics we covered include:

- Evacuation strategies for various scenarios most likely to effect Southern California, that would reasonably allow two experienced staff members to move dogs out of the building;
- Evacuation assembly points, transportation, and temporary boarding sites where the animals could be safely housed until their owners can retrieve them;
- Methods of communication with staff and clients in a crisis
- Injury and disaster supplies
- Sheltering-in-place
- Practice drills
- A forthcoming safety manual

My credentials include pet first aid and disaster response training from the Emergency Care and Safety Institute, Red Cross and FEMA. My company, The Safe Dog, was founded in 2010 and is an approved education center with The Emergency Care and Safety Institute (ecsinstitute.org), authorized to provide pet first aid and disaster response training.

I'm the author of *The Safe Dog Handbook*, which has been endorsed by VPI/Nationwide Pet Insurance, PetSmart Charities, and numerous veterinarians. My training videos are currently being used in Arizona's "K9 Down" program to train K9 handlers and first responders. More information about me and the services I provide can be found at: www.thesafedog.com.

Please feel free to contact me if you need any further information.

Sincerely,

Melanie Monteiro



EMERGENCY PREPAREDNESS PLAN CHECKLIST & ACTION ITEMS

Prepared for Pussy & Pooch 9/13/16

1. Identify possible So Cal hazards. Discuss potential natural or man-made disasters that may require an evacuation: e.g. fire, earthquake, severe storm/flooding, power outage, robbery, bomb threat, terror/active shooter in area.

2. Discuss/establish rules to protect employees in an emergency. The safety manual should make it clear that in an emergency, P&P's first priority is employee safety and that human life should not be overtly jeopardized in order to save animals. This can be stated simply, or emphasized with additional rules, such as, "Never re-enter a burning building to save more animals, let first responders take over."

3. Emergency communications. Identify most efficient/effective means of reporting emergencies to staff within the building during a crisis, to first responders, and to necessary outside contacts. e.g. 911, text blast, intercom/public address system, walkie talkies, social media, telephone tree, out-of-state contacts (when disaster strikes, whole geographic regions can be knocked out by increased call volume, as what happened in Boston Marathon bombing). SMS texting uses less bandwidth.

4. Create master emergency contact list. Veterinarians, Hospitals, P&P owners/management/key staff, local police and fire, out-of-state contacts, clients, shelters/temp boarding locations. (See notes).

5. Evacuation Policies, Procedures and Emergency Escape Routes

- a. Who on-site is authorized to order an evacuation or shelter-in-place?
- b. Identify evacuation routes for each department/area of building
- c. Assign roles for management and staff in animal evacuation:
 - How many animals can each employee reasonably take?
 - What is average human-to-animal ratio? Are retail staff comfortable handling animals? Can alliance be discussed with neighbor-business? Consider establishing/adjusting max animal capacity if human-to-animal ratio is unrealistic for safe evacuation.
- d. Identify/assign other roles as needed: i.e., shutting off equipment, locking doors, turning on/changing voicemail, monitoring crisis, contacting clients
- e. Discuss walk-out vs. mobile evacuation, vehicle accessibility/capacity.
- f. Identify area for a shelter-in-place (See notes).

NOTES AND RESOURCES

CLIENT CONTACT INFO

Client contact information and important pet records should be backed up in a safe, off-premises location either by storing "in the cloud" or on separate drive kept at separate location.

EVACUATION KIT RECOMMENDED ITEMS

For each animal:

Leash or carrier

Dishes

3 - 5 days food and water (estimate 10 gallons of water for every 5 dogs)

Waste bags

towels and blanket

Other supplies:

3-5 days food and water for people (?)

pet and human first aid kits

flashlights and batteries

battery/solar powered radio

battery-powered fans

whistles, dust masks

duct tape, tools needed to turn off utilities or equipment

SB945: UPDATES ON NEW CA BILL, FIRE CODE REQUIREMENTS FOR PET BOARDING FACILITIES

<https://trackbill.com/bill/ca-sb945-pet-boarding-facilities/1254187/>

ASPCA PRO SAMPLE EVACUATION PLANS FOR SHELTERS

<http://www.aspcapro.org/resource/disaster-cruelty-disaster-response/sample-plans-evacuation-and-sheltering>

SMALL BUSINESSES EMERGENCY PLANNING

<https://www.ready.gov/document/every-business-should-have-plan>

ADVICE FOR SHELTER-IN-PLACE - OSHA

<https://www.osha.gov/SLTC/etools/evacuation/shelterinplace.html>



CRYSTAL CANINE, LLC
1312 Harvard Street
Houston, Texas 77008

September 15, 2016

Attention: Beverly Hills Planning Department

I am writing this letter to provide information and recommendation to your current application for overnight boarding services in Beverly Hills. I understand the City's current recommendation of 35 maximum dogs/cats, and concern about quantity of staffing to supervise these animals.

I have over sixteen years of experience (please see bio and accreditations attached) owning and operating animal facilities and professionally consulting with dozens of facilities across the country. I consult on both, kennel and cage-free styles of boarding, and am very familiar with standards and best practices that ensure pet safety.

Although laws vary from city to city, we recommend the best practice for a ratio of 1 staff to 15 pets ratio (for overnight). In some cases the minimum could be 1 staff person, but it should be more focused on the ratio of total animals. Regarding the quantity of 35 animals, a minimum of 2 would be sufficient for quality care and coverage overnight as pets are sleeping. This would still provide appropriate coverage for two cage-free dog sleeping areas.

Regards,

Susan Briggs

Susan Briggs, CKO

Crystal Canine was founded to keep owning a pet business the best career in the world! After 12 years owning and operating Urban Tails, a large dog daycare, boarding, grooming and training center in Houston, TX my passion has transitioned to helping fellow pet care business owners. As a recognized leader in the dog daycare industry my goal is to make all off-leash play programs safer. The people I meet in this industry motivate me to make a difference by providing tools to make your career as a business owner easier. My frustrations as owner of Urban Tails came from a lack of training materials for my staff and frequent financial stress. Using my educational background in accounting, my study of social dog behavior and my gifts for training others I now create programs and tools specifically designed for the pet industry.

Through my involvement in industry trade associations and work on creating the first industry standards, I met Robin Bennett, dog daycare expert. In 2007 we co-wrote [Off-Leash Dog Play: A Complete Guide to Safety & Fun](#). The book was well-received and we responded to your requests to create a staff training resource on dog language and safe off-leash playgroups. [Knowing Dogs](#), uses the easy to learn traffic light signal classifications for dog behavior from our book with videos for a comprehensive "staff training in a box". Enjoying our work together and the positive feedback from business owners we continue to create new tools that will raise the bar of safety in off-leash dog play. Robin and I want to make managing your off-leash play programs easier and have founded The [Dog Gurus](#). Through our website you will get exclusive first access to new tools we develop, in-depth topical discussions and regular insight to our combined 25 years of experience in off-leash dog play. We are confident that members of our website will lead the dog daycare industry in operating excellence.

Through my own financial challenges managing my pet service business I drew on my educational background in accounting and work as a former CPA. In 2009 my second book, [Counting Noses](#), was published as the only industry specific accounting and financial management resource available. Sharing this book with the industry resulted in feedback that business finances causes great stress for many owners. Wanting to make a difference to individual owners the [Financial Health Check-up Self-study Series](#) was created. The goal of this very affordable program is to remove unnecessary financial stress so you enjoy your passion for pets and being a business owner.

Finding speaking engagements very rewarding you may find me presenting seminars on getting started successfully in the pet care industry, financial management, staff management, dog daycare and dog body language. Enjoying the synergy of collaborations in the fall of 2011 I partnered with other pet industry experts to organize [Pet Care Business Basics](#), a seminar for anyone looking to get started in the pet care industry.

Sharing a strong passion for recognition of professional pet care, Susan and Charlotte Biggs founded the [Professional Animal Care Certification Council](#) in 2015. The council's mission is to bring independent testing and certification to the industry in an effort to recognize excellent providers and assist consumers in finding quality care for their animals.

I am very grateful to work in the pet industry as an author, speaker and consultant. My goal with Crystal Canine is to make information more easily available to business owners through articles, presentations, self-study courses and hands-on seminars. I also enjoy opportunities to work with business owners through consultations and business improvement projects to love their business. This is the goal of my signature program, [My Successful Pet Biz](#). Educating others on the pet care industry, canine body language and making the right choices for their pets is a passion that I enjoy sharing through the media.



Attachment F

Project Plans

