



Planning Commission Report

Meeting Date: January 8, 2015

Subject: **8484 Wilshire Boulevard, Suite 220**
Conditional Use Permit

Request for a Conditional Use Permit to allow an educational institution to occupy approximately 3,000 square feet of an existing commercial building at the intersection of Wilshire Boulevard and La Cienega Boulevard.

PROJECT APPLICANT: Ali Rosario, Futures in Education

Recommendation: That the Planning Commission:

1. Conduct a public hearing and receive testimony on the Project; and
2. Adopt the attached resolution conditionally approving a Conditional Use Permit to allow the proposed educational use.

REPORT SUMMARY

A request for a Conditional Use Permit has been made to allow the establishment of an approximately 3,000 square foot educational institution within an existing commercial building located at 8484 Wilshire Boulevard. As proposed, the educational institution would occupy a portion of the building's second floor, which is currently vacant. The project will include limited interior modifications consistent with a typical tenant improvement in an office building.

This report details the physical context of the project and its vicinity; outlines the findings that need to be made in order to grant the CUP; and analyzes the proposed use of the property. This report also includes a summary of the potential pros and cons associated with the project. Based on the analysis contained in this report, the proposed project is not expected to result in any significantly adverse impacts and the recommendation is for approval of the project.

Attachment(s):

- A. Draft Resolution
- B. Applicant Summary of Futures in Education Business Operations
- C. Public Notice
- D. Architectural Plans

Report Author and Contact Information:

Alek Miller
(310) 285-1196
amiller@beverlyhills.org

BACKGROUND

File Date	12/10/2014
Application Complete	12/24/2014
Subdivision Deadline	N/A
CEQA Deadline	60 days from CEQA Determination
CEQA Determination	Class 1 categorical exemption for limited modifications to an existing commercial building
Permit Streamlining	3/5/2015
Applicant(s)	Futures in Education
Owner(s)	Douglas Emmett 2013, LLC
Representative(s)	Ali Rosario, Futures in Education
Prior PC Action	None
Prior Council Action	None
CC/PC Liaison	None
CHC Review	None

PROPERTY AND NEIGHBORHOOD SETTING

Property Information

Address	8484 Wilshire Boulevard
Assessor's Parcel No.	4333-028-015
Zoning District	C-3
General Plan	General Commercial – Low Density
Existing Land Use(s)	General and Medical Offices
Lot Dimensions & Area	Irregularly shaped – approx. 69,080 square feet
Year Built	1972
Historic Resource	Designed by Master Architect William Pereira; however, the proposed project does not result in any exterior modifications to the building.
Protected Trees/Grove	None

Adjacent Zoning and Land Uses

North (across Wilshire)	C-3 – Commercial/Office
East (across Hamilton)	C-3 – Saban Theater
South	C-3 – Commercial/Medical Use R-4 – Multi-Family Residential
West (across La Cienega)	C-3 – Commercial/Office

Circulation and Parking

Adjacent Street(s)	La Cienega Boulevard, Wilshire Boulevard, and South Hamilton Drive
Traffic Volume	Average Daily Trips on Wilshire Boulevard: Approx. 21,500 EB and 23,100 WB (approx. 44,600 total) Average Daily Trips on La Cienega Boulevard: Approx. 25,100 NB and 24,400 SB (approx. 49,500 total) Average Daily Trips on South Hamilton Drive: Approx. 2,500 (both NB and

	SB South of Wilshire)
Adjacent Alleys	None
Parkways & Sidewalks	La Cienega Boulevard – 15’ parkway and sidewalk Wilshire Boulevard – 15’ parkway and sidewalk Hamilton Drive – 12’ parkway and sidewalk

Neighborhood Character

The project site is located at the intersections of Wilshire Boulevard, La Cienega Boulevard, and South Hamilton Drive. The project site is immediately bordered by C-3 commercial/retail uses on three sides and multi-family residential on one side. Across Wilshire to the north are a single-story Citibank and a six-story general office building. The Saban Theatre neighbors the site directly to the east on Wilshire Boulevard. The nine-story Chase Bank building at 8500 Wilshire Boulevard, which includes ground floor banking services, is located across La Cienega Boulevard to the west of the project site. To the south of the project site, one- and two-story commercial buildings line La Cienega Boulevard, including medical uses. South of the project on Hamilton Drive, the project site is bordered by multi-family residential uses. Wilshire Boulevard and La Cienega Boulevard are wide and busy travel corridors with relatively high traffic volumes compared to South Hamilton Drive, which is a two-way residential street.

At ten stories in height and occupying 1.58 acres of land, the subject property tends to be larger than surrounding development; however, there are instances of other high-rise buildings within several blocks of the subject property along Wilshire Boulevard. The proposed project would affect only interior operations of the building, and would not result in changes to the existing neighborhood character.



Project Site Aerial View



Project Site Viewed from Wilshire Boulevard Project Site Viewed from La Cienega Boulevard

PROJECT DESCRIPTION

The proposed project consists of the establishment of an approximately 3,000 square foot education institution within a portion of the second floor of the existing commercial building at the subject property. As proposed, the space would be comprised of nine offices for one-on-one tutoring, two break rooms, and a central reception area. A summary of the proposed business operations for Futures in Education has been provided in Attachment B.

The existing commercial building was constructed in 1972 and has a total gross floor area of approximately 227,400 square feet, which means that the proposed educational institution would occupy less than 1.4% of the building's total floor area. Parking for the subject property is provided in a subterranean parking garage, accessed from either La Cienega Boulevard or Hamilton Drive via driveways on the south side of the building. The educational institution would be accessed through the Wilshire Boulevard building entrance or through elevators from the building's parking garage.

Required Entitlements. As proposed, the project requires the following entitlement in order to be established:

- **Conditional Use Permit:** Pursuant to BHMC §10-3-1604, educational institutions are conditionally permitted uses in the C-3 zone.

GENERAL PLAN¹ POLICIES

The General Plan includes numerous goals and policies intended to help guide development in the City. Some policies relevant to the Planning Commission's review of the project include:

- **Policy LU 15.1 Economic Vitality and Business Revenue.** Sustain a vigorous economy by supporting businesses that contribute revenue, quality services, and high-paying jobs.
- **Policy LU 15.3 Revitalization of Vacant and Underutilized Buildings.** Promote the revitalization of distressed, underutilized, and vacant buildings to sustain economic vitality, activity, and provide income for City services.

¹ Available online at <http://www.beverlyhills.org/business/constructionlanduse/generalplan/generalplandocument/>

- **Policy LU 16.3 Equitable Distribution of Uses and Amenities.** Strive to ensure that services and neighborhood amenities are distributed equitably throughout the city.
- **Policy ES 1.5 Attract New Businesses and Industries.** Consistent with future economic sustainability plans, encourage and attract new businesses in existing industries and new industries to locate and expand within the City in order to ensure a diverse, leading-edge business community.
- **Goal ES 3 Enhanced Commercial Corridors.** Enhanced corridors that expand and nurture development opportunities outside of the Business Triangle, such as along South Beverly Drive and Robertson, Olympic, South Santa Monica, and the eastern portion of Wilshire Boulevard.

ENVIRONMENTAL ASSESSMENT

The Project has been assessed in accordance with the authority and criteria contained in 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 City’s Local CEQA Guidelines. Projects which involve the operation and permitting of uses within an existing building involving negligible or no expansion of use are categorically exempt from CEQA pursuant to Section 15301 (Class 1) of the State CEQA Guidelines. The project represents a change in tenant from a general office use to an educational use that will operate very similarly to an office. Also, the project includes limited interior modifications consistent with a typical tenant improvement. Therefore, this project has been determined to be exempt from further environmental review.

PUBLIC OUTREACH AND NOTIFICATION

Type of Notice	Required Period	Required Notice Date	Actual Notice Date	Actual Period
Posted Notice	N/A	N/A	12/31/2014	8 Days
Newspaper Notice	10 Days	12/29/2014	12/25/2014	14 Days
Mailed Notice (Owners & Occupants - 500' Radius plus block-face)	5 Days	1/3/2015	12/29/2014	10 Days
Property Posting	10 Days	12/29/2014	12/24/2014	15 Days
Website	N/A	N/A	12/31/2014	8 Days

Public Comment

The City has not received any comments or letters concerning the project as of the writing of this report.

ANALYSIS²

Project approval, conditional approval, or denial is based upon specific findings for each discretionary application requested by the applicant. The specific findings that must be made in order to approve the project are provided as Attachment A to this report, and may be used to guide the Planning Commission's deliberation of the subject project.

In reviewing the requested entitlement, the Commission may wish to consider the following information as it relates to the project and required findings:

Educational Use. The subject property is located outside the Business Triangle near the eastern border of the City in a commercial zone. The Municipal Code prohibits educational institutions from being located in commercial zones without a Conditional Use Permit. The proposed use for this site is an educational institution that primarily offers instruction on a one-on-one basis and does not offer the large, group classes that are typically associated with educational uses. Therefore, the low volume of students arriving at the project site means that the educational institution will function more like an office, with two to four people per office, than a school. With no significant changes proposed to the building exterior or volume of people arriving at the site, the change to an educational use will not constitute an intensification of use. However, consideration should still be given to how to handle the occasional presentations to parents or families that may take place. The highest volume of people at the project site will be at presentations, which will take place during evenings or weekends, when the office building will be at lower capacity than during the typical work hours (9:00 A.M. to 5:00 P.M.). Based on the proposed operational plan submitted by the applicant, a maximum of 20 people will be on-site at the same time on a typical day, including staff.

Parking. The existing property has parking provided at a rate of one space per 350 square feet, which is required for office uses. It is anticipated that most students or parents would park in the private subterranean garage. Ordinarily, educational uses require a greater number of parking spaces than a general office use due to the assembly-type nature of educational uses. However, because the proposed educational use does not contain assembly space and will function similarly to a typical office, the overall parking demand is not expected to materially change from that of the prior office use. Accordingly, the educational use will be subject to the same parking requirements as the prior general office, and no parking impacts are anticipated to result from issuance of this CUP, particularly given that much of the operations will occur outside of peak demand periods. In total, 590 parking spaces are provided on-site in the subterranean parking structure.

² The information provided in this section is based on analysis prepared by the report author prior to the public hearing. The Planning Commission in its review of the administrative record and based on public testimony may reach a different conclusion from that presented in this report and may choose to make alternate findings. A change to the findings may result in a final action that is different from the staff recommended action in this report.

Potential Pros and Cons. A summary of the potential pros and cons identified by staff and discussed above in this report are summarized below for consideration by the Planning Commission:

Potential Pros	Potential Cons
<ul style="list-style-type: none">• Filling a vacancy in a prominent building outside the Business Triangle in an important business corridor (Wilshire Boulevard).• The proposed use will be compatible with its surroundings in a general office building and will provide a valuable educational service to local young people.	<ul style="list-style-type: none">• Establishing an educational use in a general office building may cause conflict between tenants <i>if</i> the educational institution shifts its operating practices to accommodate more students at a time.• Proposed use may not generate as much tax revenue as a typical office use would.

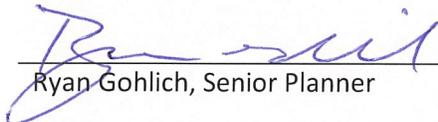
NEXT STEPS

It is recommended that the Planning Commission conduct the public hearing and adopt a resolution conditionally approving the Conditional Use Permit.

Alternatively, the Planning Commission may consider the following actions:

1. Approve the project with modified findings or conditions of approval.
2. Deny the project, or portions of the project, based on specific findings.
3. Direct staff or applicant as appropriate and continue the hearing to a date (un)certain, consistent with permit processing timelines.

Report Reviewed By:



Ryan Gohlich, Senior Planner

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ATTACHMENT A
DRAFT RESOLUTION

RESOLUTION NO.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BEVERLY HILLS CONDITIONALLY APPROVING A CONDITIONAL USE PERMIT FOR AN APPROXIMATELY 3,000 SQUARE FOOT EDUCATIONAL INSTITUTION (FUTURES IN EDUCATION) TO BE LOCATED ON THE SECOND FLOOR OF THE EXISTING COMMERCIAL BUILDING LOCATED ON THE PROPERTY AT 8484 WILSHIRE BOULEVARD.

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

Section 1. Ali Rosario, representative on behalf of Futures in Education, (the “Applicant”) has submitted an application for a Conditional Use Permit to allow the establishment of an educational institution of approximately 3,000 square feet on the second floor of an existing commercial building located outside the Business Triangle on the property at 8484 Wilshire Boulevard (the “Project”). The Conditional Use Permit is an entitlement that may be granted by the Planning Commission.

Section 2. The Project site is located near the eastern boundary of the City on the south side of Wilshire Boulevard, between La Cienega Boulevard and Hamilton Drive. The existing neighborhood character within the vicinity of the project consists of a variety of commercial developments, which are predominantly occupied by commercial/retail and general office uses. In addition to the existing commercial development, Hamilton Drive is zoned for and developed with multi-family residential housing.

The Project consists of the operation of an approximately 3,000 gross square foot educational institution within a portion of the second floor of the existing commercial building at the subject property. The existing commercial building has a total gross floor area of approximately 227,000 square feet, meaning that the educational institution will occupy less than 1.4 percent of the building's total floor area. The institution will be accessed through the primary building entrance on Wilshire Boulevard.

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 City's Local CEQA Guidelines (hereafter the "Guidelines"), and the City's environmental guidelines, and a Class 1 Categorical Exemption has been issued in accordance with the requirements of Section 15301 of the Guidelines for the Project. The Class 1 exemption is applicable because the Project results in operational changes and minor interior tenant improvements to an existing commercial building, and is therefore exempt from further review under the provisions of CEQA.

Section 4. Notice of the Project and public hearing was mailed on December 29, 2014 to all property owners and residential tenants within a 500-foot radius of the property, plus block-face. Additionally, notice was published in two newspapers of local circulation, the *Beverly Hills Courier* and the *Beverly Hills Weekly*. On January 8, 2015 the Planning Commission considered the application at a duly noticed public meeting. Evidence, both written and oral, was presented at said meeting.

Section 5. In considering the request for a Conditional Use Permit allowing an education use in the C-3 Zone, the Planning Commission considered whether it could make the following finding in support of the Project:

1. The proposed use will not be detrimental to adjacent property or to the public welfare or safety.

Section 6. Based on the foregoing, the Planning Commission hereby finds and determines as follows:

1. The educational institution (Futures in Education) will be located on the second floor of an existing commercial building within the C-3 Zone and will be accessed through the Wilshire Boulevard building entrance or through elevators in the subterranean parking garage. The property contains adequate parking on-site to meet the demands of the existing uses on-site as well as the proposed educational institution. Since the educational use will be located entirely within an existing commercial building, will operate in a manner similar to a general office use, and parking for the use will be provided on-site, the Project, as conditioned, will not be detrimental to adjacent property or to the public welfare or safety.

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

1. The educational use shall operate in a one-on-one manner, and assembly-type classes with multiple students shall be prohibited at all times.

2. The conditions of approval set forth in this resolution are specifically tailored to address the operation of an educational institution that substantially conforms to the Project presented to and approved by the Planning Commission at its meeting of January 8, 2015. To ensure that a subsequent educational institution operated at the subject site does not cause adverse impacts to other building tenants or adjacent land uses, any transfer of ownership, management, or control of the educational use shall be reviewed by the Director of Community Development to determine whether such subsequent educational use substantially conforms to the Project approved by the Planning Commission. If the Director determines that the subsequent use does not substantially conform to the approved Project, the Director shall schedule a hearing before the Planning Commission in accordance with the provisions of the Beverly Hills Municipal Code. The Planning Commission expressly reserves jurisdiction at said hearing to revoke the Conditional Use Permit, or may impose additional conditions as necessary to ensure that the operation of a subsequent educational institution at the subject site is compatible with adjacent land uses.

3. The Applicant shall provide two (2) hours of free validated on-site parking to all students and guests of the educational institution (Futures in Education).

4. The Applicant shall provide free on-site parking at all times for employees and any other consultants or agents retained by the Applicant in connection with the operation of the Project.

5. The City expressly reserves jurisdiction relative to traffic and parking issues. In the event the Director determines that operation of the use at this site is having unanticipated traffic and parking impacts, the Director shall require the Applicant to pay for a parking demand analysis. After reviewing the parking demand analysis, if, in the opinion of the Director, the parking and traffic issues merit review by the Planning Commission, the Director shall schedule a hearing in front of the Planning Commission in accordance with the provisions of Title 10 of the Beverly Hills Municipal Code. The Planning Commission shall conduct a noticed public hearing regarding the parking and traffic issues and may impose additional conditions as necessary to mitigate any unanticipated traffic and parking impacts caused by the proposed Project, and the Applicant shall forthwith comply with any additional conditions at its sole expense.

6. 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.

7. 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.

8. 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.

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

10. This approval is for those plans submitted to the Planning Commission on January 8, 2015, a copy of which shall be maintained in the files of the Planning Division. Project development shall be consistent with such plans, except as otherwise specified in these conditions of approval.

11. 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.

12. 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.

13. 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.

Section 10. 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: January 8, 2015

Howard S. Fisher
Chair of the Planning Commission of the
City of Beverly Hills, California

Attest:

Secretary

Approved as to form:

Approved as to content:

David M. Snow
Assistant City Attorney

Jay Trevino, AICP
Interim City Planner *A.M.*

ATTACHMENT B

APPLICANT SUMMARY OF FUTURES IN EDUCATION

BUSINESS OPERATIONS

Project Description

October 2014 (rev.)

Description of Educational Services

Futures in Education (also known as Halstrom Academy) is a personal improvement services program that offers an alternative to traditional public and private education. The company has been in operation for over 25 years, and the Corporate Office is located in Newport Beach.

The company's educational model simulates that of a tutoring organization. Enrollees in grades 6th through 12th grade receive **one-to-one** instruction in a full curriculum of subjects. Instructors use educational publications and consumables, as well as up to date technology (computers and iPads) to teach subject matter.

Many participants are part-time enrollees who are attending in order to improve grades, catch up on credits, and meet college requirements and/or getting ahead. There are also a number of participants that are involved in the entertainment industry and require an alternative educational option. Services are accredited by the Western Association of Schools and Colleges (WASC), and many courses are certified "a-g" by the University of California and approved by the National Collegiate Association of Athletics (NCAA).

Operational Plan

Halstrom Academy locations operate individually from one another, but all are focused on the needs of their students.

Hours of Operation

Halstrom Academy has a year round, open enrollment policy. Students create a personalized schedule to accommodate their optimum learning time. The facility will typically be open Monday through Thursday from 8:00 a.m. to 7:00 p.m., and Friday from 8:00 a.m. to 5:00 p.m. Individual appointments can be scheduled during this time. The facilities will also be open some evenings for parent presentations, and some Saturdays for Standard Testing preparation. The busiest hours for operation for Halstrom Academy's other facilities are between 10:00 a.m. and 2:00 p.m. when it is the most convenient for students and parents to arrive and depart. We believe that this is due to avoiding the typical increased traffic volumes outside of this time frame.

Students

It is anticipated that a maximum of 6 students will be receiving one-on-one instruction at a given time at this Halstrom Academy branch. Students will receive instruction for one to two hours a day, one to two times a week. Each student has a 45-minute, one-on-one individualized instruction appointment for each lesson plan. This appointment is designed specifically to meet each student's unique needs and learning level. After each appointment, the student is assigned five hours of homework/preparation that is typically completed away from the facility. All students must demonstrate a minimum mastery level of 80% per assignment before moving on to the next assignment. If a student is not able to demonstrate this minimum mastery, the teacher will re-teach and reassign the material before moving on.

Before or after their scheduled instructional sessions, students are able to use the study rooms at the facility to complete homework assignments. It is anticipated that a maximum of 6 students not receiving individual instruction would be at the facility completing homework assignments at any given time. A staff member is present to answer any questions that students may have.

Staffing

It is anticipated that 6 part time instructors will be hired to staff the facility along with 2 full time administrative personnel. Full time employees work 40 hours per week, and are responsible for the day-to-day educational operations. These employees also hold informational meetings at the facility, as well as at off-site locations. Part time employees work less than 40 hours per week, and have varied schedules that are established based on the instructional sessions that are scheduled for any given week.

Facilities

The facility is comprised of a reception/check in area, multiple rooms for individual appointments, two rooms for study, and an employee break room.

Halstrom Academy is very strict with their attendance policies in order to provide a safe learning environment for all students. Each student is required to check in/out at the front desk before entering and/or leaving the facility, and if a student is going to be absent for a scheduled appointment, the student or his/her parent must call the facility and leave a message for the student's instructor.

Restrooms are located on the same floor as the facility, right next to the suite. If a student

needs to use the restroom, they will notify the receptionist.

Students will not allowed be to congregate outside of the facility in the building's main lobby or hallways. With that said, Halstrom Academy does recognize the need for students to interact with one another, and two dedicated study areas have been provided:

The Study is for students to interact to complete group projects. This area includes comfy furniture for lounging, a computer station, and a conference desk for group work.

The Quiet Study is an area where students can get their homework done, study for tests, and receive instructor assistance. This area has work stations and on-site tutors available.

Summary

Halstrom Academy provides a premier learning environment to assist students in furthering their educational needs along with the flexibility to meet individual student schedules that do not conform to the standard public/private schooling practices. The building location and size meets the demographic needs for the community to ensure the success of this center.

ATTACHMENT C

PUBLIC NOTICE



NOTICE OF PUBLIC HEARING

DATE: January 8, 2015

TIME: 1:30 PM, or as soon thereafter as the matter may be heard

LOCATION: Commission Meeting Room 280A
Beverly Hills City Hall
455 North Rexford Drive
Beverly Hills, CA 90210

The Planning Commission of the City of Beverly Hills, at its REGULAR meeting on Thursday, January 8, 2015, will hold a public hearing beginning at 1:30 PM, or as soon thereafter as the matter may be heard to consider:

A request for a Conditional Use Permit to allow the establishment of an educational institution (Futures in Education) within the commercial building located at 8484 Wilshire Boulevard, at the southeast corner of the intersection of Wilshire Boulevard and La Cienega Boulevard. The proposed educational institution would occupy approximately 3,000 square feet of floor area on the second floor of the existing commercial building. The request would allow the educational institution to offer tutoring to students on a one-to-one basis. Pursuant to Beverly Hills Municipal Code §10-3-1604, educational institutions may be located in the C-3 zone of the City with the approval of a Conditional Use Permit.

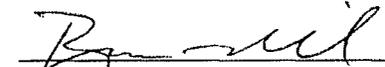
This project has been assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and the environmental regulations of the City. The project qualifies for a Class 1 Categorical Exemption for operational changes within an existing commercial facility, and the project has been determined not to have a significant environmental impact and is exempt from the provisions of CEQA.

Any interested person may attend the meeting and be heard or present written comments to the Commission.

According to Government Code Section 65009, if you challenge the Commission's action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City, either at or prior to the public hearing.

If there are any questions regarding this notice, please contact **Alek Miller, Assistant Planner** in the Planning Division at (310) 285-1196, or by email at amiller@beverlyhills.org. Copies of the project plans and associated application materials are on file in the Community Development Department, and can be reviewed by any interested person at 455 North Rexford Drive, Beverly Hills, CA 90210.

Sincerely:


Ryan Gohlich, Senior Planner

Mailed: December 29, 2014

ATTACHMENT D
ARCHITECTURAL PLANS
(PROVIDED AS A SEPARATE ATTACHMENT)