



Design Review Commission Report

Meeting Date: Thursday, December 5, 2013

Subject: 713 Arden Drive (PL1331141)

A request for an R-1 Design Review Permit to allow a revision to a previously approved façade remodel to an existing two-story single-family residence located in the Central Area of the City north of Santa Monica Boulevard. The Commission will also consider adoption of a Categorical Exemption, pursuant to the California Environmental Quality Act.

Project Applicant: 713 Arden LLC

Recommendation: Conduct public hearing and provide the applicant with design direction.

REPORT SUMMARY

The applicant is requesting approval for a revision to a previously approved façade remodel to an existing two-story single-family residence located in the Central Area of the City north of Santa Monica Boulevard. The project was previously approved by the Design Review Commission at its meeting on February 7, 2013 (Attachment A). The requested modifications are as follows:

- Front facing three-bay garage with white siding cladding;
- Steel trellis with planting directly in front of garage;
- Revised roof height over garage area;
- Revised landscaping;
- New 5'-0" horizontal slat front yard fence;
- Removal of previously approved garage roof dormer, and;
- Removal of previously approved breezeway;

The applicant-prepared design description and proposed plans are included in Attachments B and C of this report.

URBAN DESIGN ANALYSIS

Based on a review conducted by the City's Urban Designer, the new roof configuration over the front facing garage creates an unarticulated linear massing that lacks appropriate detailing. Additionally, the items that previously mitigated the massing in this area, such as the dormer and breezeway, are proposed to be removed. While the front facing garage is softened by the trellis, the garage doors present a challenge to the streetscape and its compatibility. Furthermore, the new front yard fence does not appear to enhance the streetscape.

Attachment(s):

- A. Previously Approved Plans – February 7, 2013
- B. Detailed Design Description and Materials (Applicant Prepared)
- C. Design Plans, Cut Sheets & Supporting Documents
- D. DRAFT Approval Resolution

Report Author and Contact Information:

Cindy Gordon, Associate Planner
(310) 285-1191
cgordon@beverlyhills.org



Design Review Commission Report

455 North Rexford Drive

December 5, 2013

ZONING CODE COMPLIANCE

Applications for design review are preliminarily evaluated for compliance with the zoning code. Applicants are encouraged and have the option of requesting a comprehensive review separate and apart from this application. Formal compliance review will occur when a building permit application is filed (plan check). The applicant has been advised that changes during plan check may require revisions and subsequent approval from the Design Review Commission or staff, as appropriate.

ENVIRONMENTAL ASSESSMENT

The subject project is exempt from the California Environmental Quality Act (CEQA – Public Resources Code §§21000 – 21178), pursuant to Section 15061(b)(3) of the State CEQA Guidelines in that the project includes the review of building design, colors and materials to the façade of the building, front yard landscaping or minor low-scaled accessory structures, such as fences or walls. It can be seen with certainty that there is no possibility that the subject activity could result in a significant effect on the environment.

PUBLIC OUTREACH AND NOTIFICATION

The project requires mailed public notice within 100 feet of the subject property be mailed, and an on-site notice at the subject property be posted, ten (10) days prior to the hearing. The public notice for this project was mailed on November 25, 2013; the site was posted on November 14, 2013. To date staff has not received comments in regards to the submitted project.



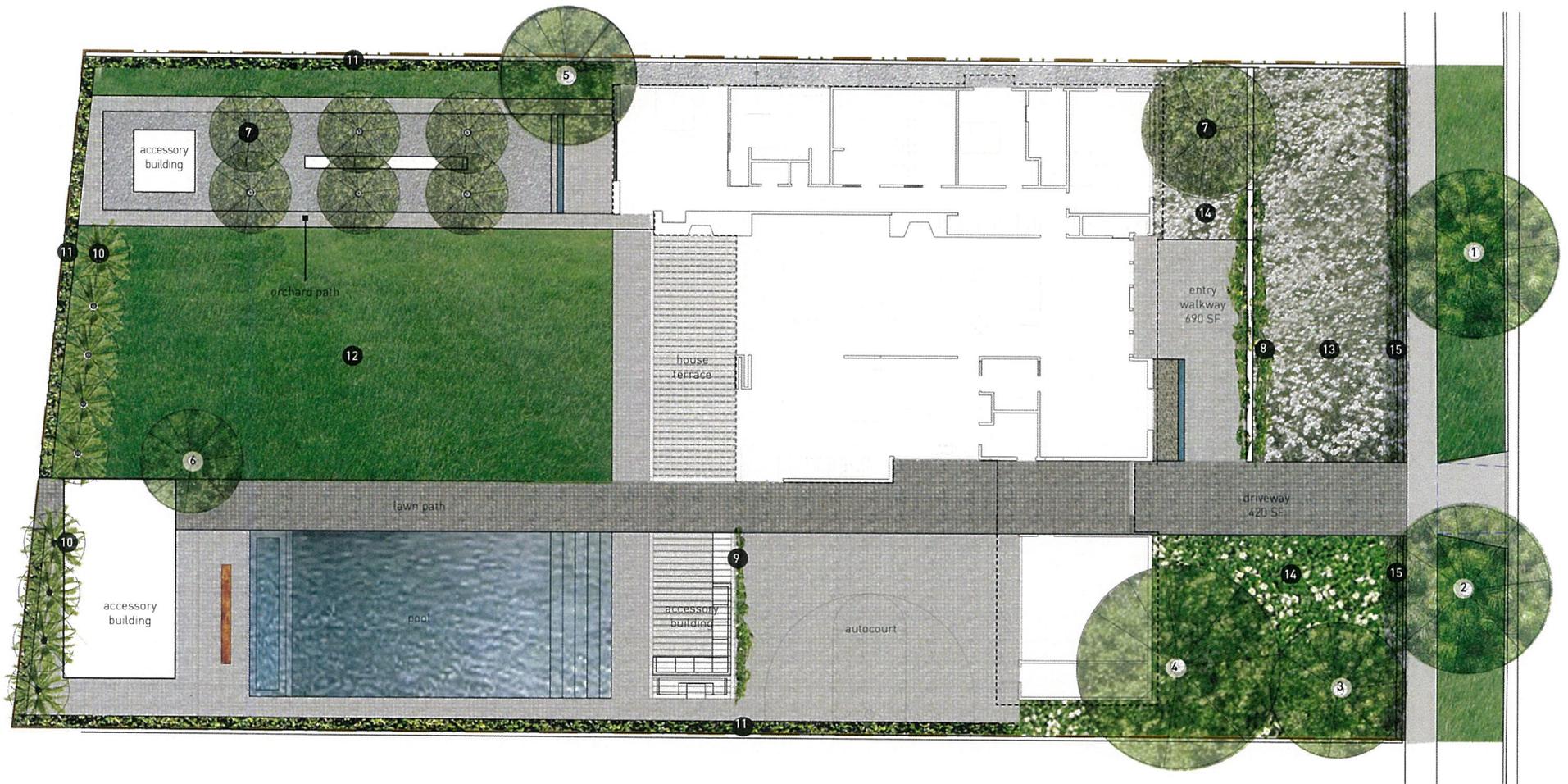
Design Review Commission Report

455 North Rexford Drive
December 5, 2013

Attachment A

Previously Approved Plans
February 7, 2013





HARDSCAPE

ENTRY WALKWAY: CONCRETE PAVERS 690 SF
 DRIVEWAY & AUTOCOURT: CONCRETE PAVERS 2620 SF
 BACKYARD: CONCRETE PAVERS 3,420 SF

TOTAL FRONTYARD: 4,520 SF
 MAX PAVING: 0.33 x 4,520 SF = 1,491.5 SF
PROPOSED PAVING = 690 SF + 420 SF = 1,110 SF < 1,491.5 SF

NO PROPOSED LANDSCAPE LIGHTING

EXISTING PLANTS

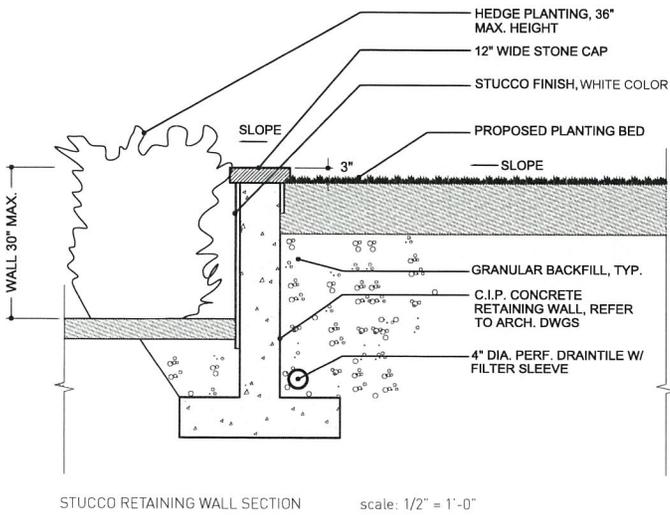
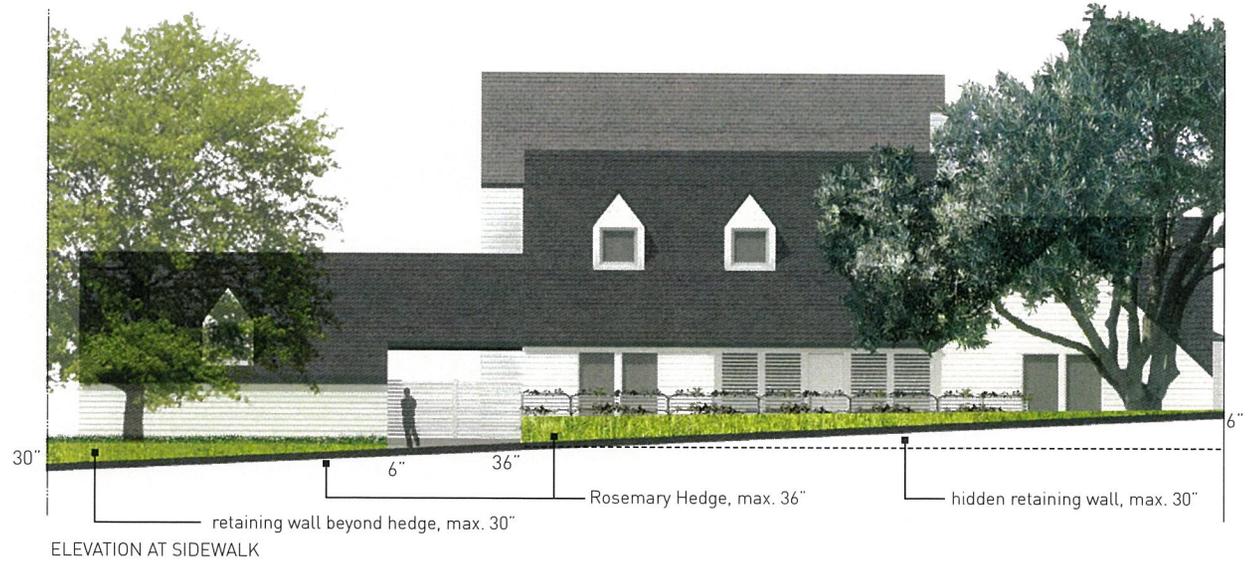
- 1. PODOCARPUS, 18"
- 2. PODOCARPUS, 18"
- 3. QUERCUS VIRGINIANA, 21"
- 4. QUERCUS VIRGINIANA, 21"
- 5. MAGNOLIA, 14"
- 6. EUCALYPTUS, 18"

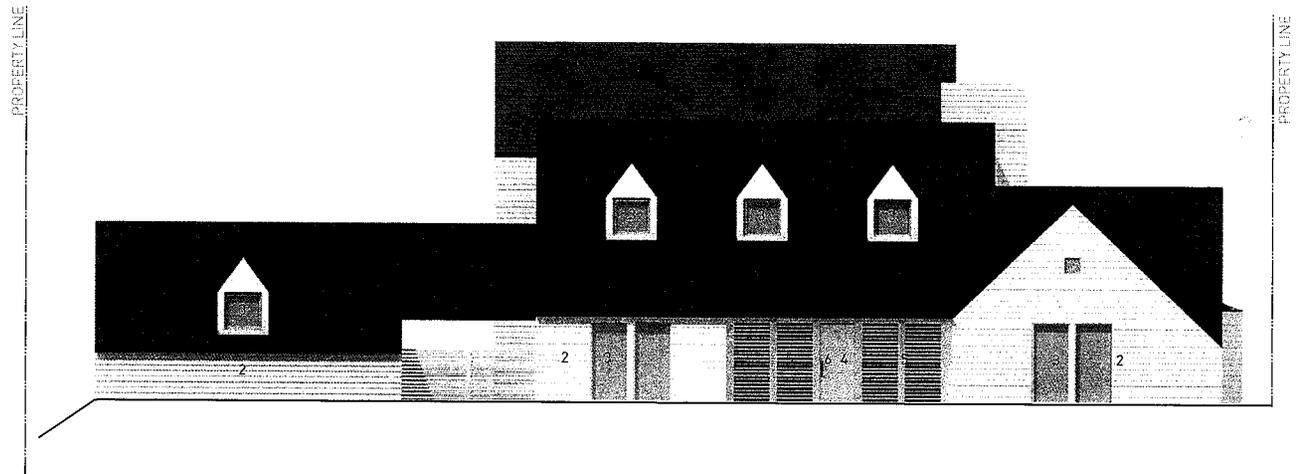
NEW TREES

- 7. OLEA EUROPAEA, 48" BOX
- 8. MALUS SP. ESPALIER TREES, 2" CALIPER
MAX HT: 3'9"
- 9. CITRUS SP. ESPALIER TREES, 2" CALIPER
- 10. ROYSTONIA REGIA, 20" TALL
- 11. FICUS, SINGLE STEM TREES, 4" CALIPER

NEW PERENNIALS / GROUNDCOVER

- 12. SOD
- 13. CESTASTIUM, #1 CONT., 36" O.C.
- 14. SAXIFRAGA STOLONIFERA, #1 CONT., 36" O.C.
- 15. ROSMARINUS OFFICINALIS, #5 CONT., 36" O.C.





LEGEND

- 1 SLATE ROOF
- 2 WHITE PAINTED WOOD SIDING
- 3 WHITE WOOD WINDOW FRAMES
- 4 WHITE WOOD PANEL DOOR
- 5 WHITE WOOD LOUVER SCREEN
- 6 DARK BRONZE DOOR HANDLE



A- EXISTING STREETSCAPE



B- STREETSCAPE WITH EXISTING LANDSCAPE



C- STREETSCAPE WITH PROPOSED LANDSCAPE



Design Review Commission Report

455 North Rexford Drive

December 5, 2013

Attachment B

Detailed Design Description
and Materials (applicant prepared)

SECTION 2 – PROJECT DESCRIPTION / ZONING INFORMATION

A Indicate Requested Application:

- Track 1 Application (Administrative Review)
- Project must adhere to a pure architectural style identified in the City’s Residential Design Style Catalogue. The Catalogue is available online at:
<http://www.beverlyhills.org/cbhfiles/storage/files/filebank/3435--Residential%20Design%20Catalog%20May%202008.pdf>
 - Plans must be prepared and stamped by an architect licensed in the State of California.
 - Three (3) sets of plans required (see Section 6 for plan size requirements).
- Track 2 Application (Commission Review)
- Eight (8) sets of plans required (see Section 6 for plan size requirements).
 - Public Notice materials required (see Section 5 for public notice requirements).

B Briefly describe the architectural style(s) that you are proposing and how the proposed materials, finishes and proportions aid in achieving the style(s):

We are proposing a modern interpretation of American Vernacular Architecture. Examples for modern interpretations of the American Vernacular include American architects O'Neil Ford in the 1930s, William Wurster in the 1940s and the group of architects designing for the Seaside Township in the 1990s and early 2000s. Typical Materials in both the original style as well as the modern interpretations include horizontal wood siding, wood windows and standing seam metal roofs. Finishes used are white or light colored paint for the wood siding and windows and zinc or galvanized steel for the roofing. Proportions are based on simple geometries with few visible details, roofs are medium pitched and dormers are often without incorporated gables and decorative details.

C Identify the Project Zoning (City Zoning Map available online at <http://gis.beverlyhills.org/>)

- | | | |
|--------------------------------------|-------------------------------|------------------------------|
| <input checked="" type="radio"/> R-1 | <input type="radio"/> R-1.5X2 | <input type="radio"/> R-1.8X |
| <input type="radio"/> R-1X | <input type="radio"/> R-1.6X | |
| <input type="radio"/> R-1.5X | <input type="radio"/> R-1.7X | |

D Site & Area Characteristics

Lot Dimensions: 226.66' X 110' Lot Area (square feet): 24,103.40 SF
 Adjacent Streets: SUNSET BLVD, ELEVADO AVE

E Lot is currently developed with (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Single-Story Residence | <input checked="" type="checkbox"/> Two-Story Residence |
| <input type="checkbox"/> Guest House | <input type="checkbox"/> Accessory Structure(s) |
| <input type="checkbox"/> Vacant | <input type="checkbox"/> Other: _____ |

F Are any protected trees located on the property? (See Beverly Hills Municipal Code Section 10-3-2900)?

Yes No

If YES, provide the following information:

	<u>Quantity</u>	<u>Sizes</u>	<u>Reason for Removal</u>
Heritage:	<u>0</u>		
Native:	<u>1</u>		<u>will remain</u>
Urban Grove:	<u>0</u>		

G Has the existing residence been designed by a notable architect or is it identified on any historic resource inventory, including the City of Beverly Residential Survey? (available online at: <http://www.beverlyhills.org/citygovernment/departments/communitydevelopment/planning/historicpreservation/historicresources>)

Yes No If yes, please list Architect’s name: _____

SECTION 3 – PROJECT DETAILS AND MATERIALS (continues on next page)

A Describe your public outreach efforts to adjacent neighbors and property owners:

The owner will personally contact immediate neighbors. They will also leave behind a printed summary of the planned project requested entitlements.

B Indicate the project zoning details pursuant to Beverly Hills Municipal Code Section 10-3-2400:

Code Regulation	Allowed By Code	Existing Condition	Proposed Condition
Height:	32'-0"	25'-2"	32'-0"
Roof Plate Height:			
Floor Area:	11,141 SF	4,504 SF	6,838 SF
Rear Setbacks:	57'-0"	86'1"	NO CHANGE
Side Setbacks:	<input type="checkbox"/> S/E 16'-0"	<input type="checkbox"/> S/E 6'-0"	S/E NO CHANGE
	<input type="checkbox"/> N/W 11'-0"	<input type="checkbox"/> N/W 4'-0"	N/W NO CHANGE
Parking Spaces:			

C List the specific materials and finishes for all the architectural features of the project (Be Specific):

FAÇADE (List all material for all portions visible from the street)

Material: WOOD SIDING
 Texture /Finish: PAINT
 Color / Transparency: WHITE / OPAQUE

WINDOWS (Include frame, trim, glass, metal, etc)

Material: SOLID WOOD FRAME, LOW-E DUAL GLAZING, METAL HARDWARE
 Texture /Finish: PAINT
 Color / Transparency: WHITE FRAMES, CLEAR GLASS

DOORS (Include frame, trim, glass, metal, etc)

Material: WOOD PANEL
 Texture /Finish: PAINT
 Color / Transparency: WHITE / OPAQUE

PEDIMENTS

Material: N/A
 Texture /Finish:
 Color / Transparency:

ROOF

Material: SLATE
 Texture /Finish: SMOOTH
 Color / Transparency: GRAPHITE GRAY

CORBELS

Material: N/A
 Texture /Finish:
 Color / Transparency:

CHIMNEY(S)

Material: WHITE SIDING
 Texture /Finish: PAINT
 Color / Transparency: WHITE / OPAQUE

SECTION 3 – PROJECT DETAILS AND MATERIALS (continued from previous page)

COLUMNS

Material: WOOD
 Texture /Finish: PAINT
 Color / Transparency: WHITE / OPAQUE

BALCONIES & RAILINGS

Material: N/A
 Texture /Finish:
 Color / Transparency:

TRELLIS, AWNINGS, CANOPIES

Material: STEEL
 Texture /Finish: PAINT
 Color / Transparency: OPAQUE WHITE

DOWNSPOUTS / GUTTERS

Material: RHEINZINK ZINC
 Texture /Finish:
 Color / Transparency: GRAPHITE GRAY

EXTERIOR LIGHTING

Material: RECESSED LED DOWNLIGHTS
 Texture /Finish: METAL HOUSING
 Color / Transparency: WHITE, OPAQUE TRIM

PAVED SURFACES

Material: LIMESTONE
 Texture /Finish: SANDBLASTED AND COARSE ADZE FINISH
 Color / Transparency: NEW PEARL

FREESTANDING WALLS AND FENCES

Material: STEEL SLATS
 Texture /Finish: PAINTED
 Color / Transparency: WHITE, 50% TRANSPARENT

OTHER DESIGN ELEMENTS

Material: STEEL TRELLIS
 Texture /Finish: PAINTED
 Color / Transparency: WHITE

D Describe the proposed landscape theme. Explain how the proposed landscaping complements the proposed style of architecture:

The proposed landscape design is intended to enhance and reinforce the architectural style of the renovated building. Geometries are unfolded from the architecture out into the landscape, underscoring the forms of the structure and reinforcing the simplicity of the American Vernacular style. A stark palette of concrete pavers, light wood, and white / green plant material arranged along an orthogonal grid further integrate the landscape and building.

SECTION 4 – DESIGN ANALYSIS AND FINDINGS

A Clearly identify how your project adheres to each of the required findings of the Design Review Commission:

1. Describe how the proposed development's design exhibits an internally compatible design scheme.

The residence's design consistently exhibits the proportions, materials and finishes of American Vernacular Architecture and its architectural interpretations. The residence features simple geometries, white painted wood siding and window frames and slate roofing. All details are precise, maintain the minimal vernacular style and avoid decorative detailing foreign to the style.

2. Describe how the proposed development's design appropriately minimizes the appearance of scale and mass, how the design enhances the garden like quality of the City and appropriately maximizes the use of required open space within the proposed architectural style.

American Vernacular Architecture is traditionally found in rural areas and is harmonious with landscaped settings. The residence's design does not alter the existing low massing of the facades facing Arden Drive and it maintains its current footprint to maximize harmony with and use of the open space. Mature trees compliment the existing native Live Oak in the front yard. Mature plant material will also be used for the hedges along the property lines.

3. Describe how the proposed development will enhance the appearance of the neighborhood.

The proposed design features simple elements, creates a light and airy space and maintains the low profile of the existing residence. It replaces an overgrown, incompatible landscape with healthy and mature plants and provides light and air around the existing Live Oak. Mature trees and monochromatic blooming species complement the simple architecture, motor court and trellis while melding fluidity with lush, gardenesque surroundings.

4. Describe how the proposed development is designed to balance the reasonable expectation of the development for the owner with the reasonable expectation of privacy of the neighbors.

The residence's design does not alter the existing low massing of the facades facing Arden Drive and it maintains its current footprint. The design proposes a second story in the center of the property where it is little visible from, and will not cast shadows on neighboring properties. No changes are proposed to the existing low 1-story wing at the North side yard and low 1-story garage towards the South side yard. Mature single-stem ficus trees are proposed along the lines of the property, forming a green scrim for internal and external privacy.

5. Describe how the proposed development respects prevailing site design patterns, carefully analyzing the characteristics of the surrounding group of homes and integrates appropriate features that will ensure harmony between old and new.

The residences at adjacent properties feature a wide variety of architectural styles and proportions. Maintaining the current low roof line of the existing building and minimizing hardscape visible from the public right-of-way emphasizes the overall garden like quality of Arden Drive, which is the unifying element between the residences of different architectural styles. Significant emphasis has been placed on creating a mature, understated landscape along Arden Drive; the design will complement both the home's architecture and the over-arching character of the neighborhood.



Design Review Commission Report

455 North Rexford Drive

December 5, 2013

Attachment C

Design Plans, Cut Sheets
and Supporting Documents



LANDSCAPE PLAN



HARDSCAPE

A - Front walk (exempt): Limestone Pavers	133 sf
B - Front stoop: Limestone Pavers	301 sf
C - Driveway and Autocourt: Pervious Limestone Cobbles (see detail)	1203 sf
Total Paving (B + C): Pervious + Impervious	1504 sf
Total Front Yard:	4,679 sf
Max paving allowed:	0.33x 4,679 sf= 1,544 sf
Proposed paving %	1,504sf/4,679 sf= 32.14%

EXISTING PLANTS

1 Podocarpus, 18"
2 Podocarpus, 18"
3 Quercus virginiana, 21"

NEW TREES

4 Olea europaea, 48" box
5 Citrus sp., 36" box
6 Citrus sp. espalier trees, 2" caliper
7 Roystonea regia, 20" tall
8 Ficus, single stem trees, 4" caliper
9 Pyrus kawakamii, 64" box

NEW PERENNIALS / GROUND COVER

10. Trachelospermum jasminoides, #1 cont., 36" O.C.
11. Buxus microphylla japonica 'Green Beauty', #5 cont., 36" O.C.
12. Sansevieria bacularis, #1 cont., 12" O.C.
13. Dietes bicolor, #1 cont., 12" O.C.
14. Ficus vine, #1 cont., 12" O.C.

*NO PROPOSED LANDSCAPE LIGHTING

landscape plan



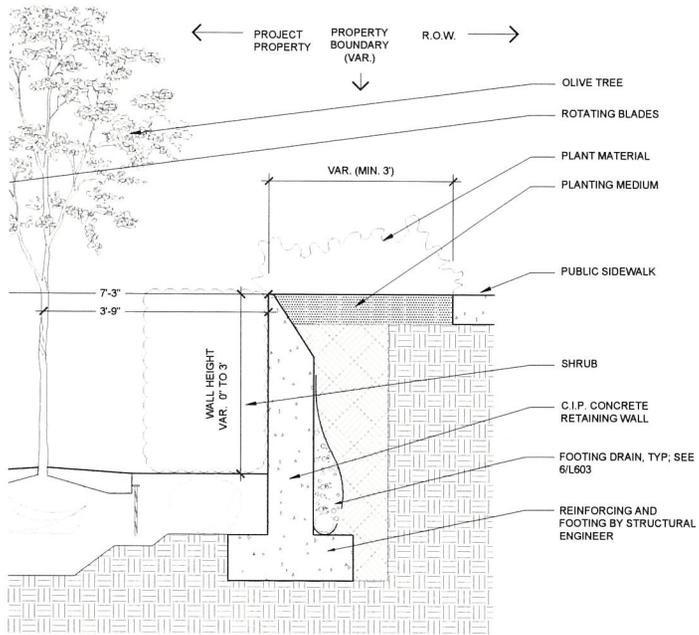
scale: 1/16"=1'-0"

REVISED 11.18.13

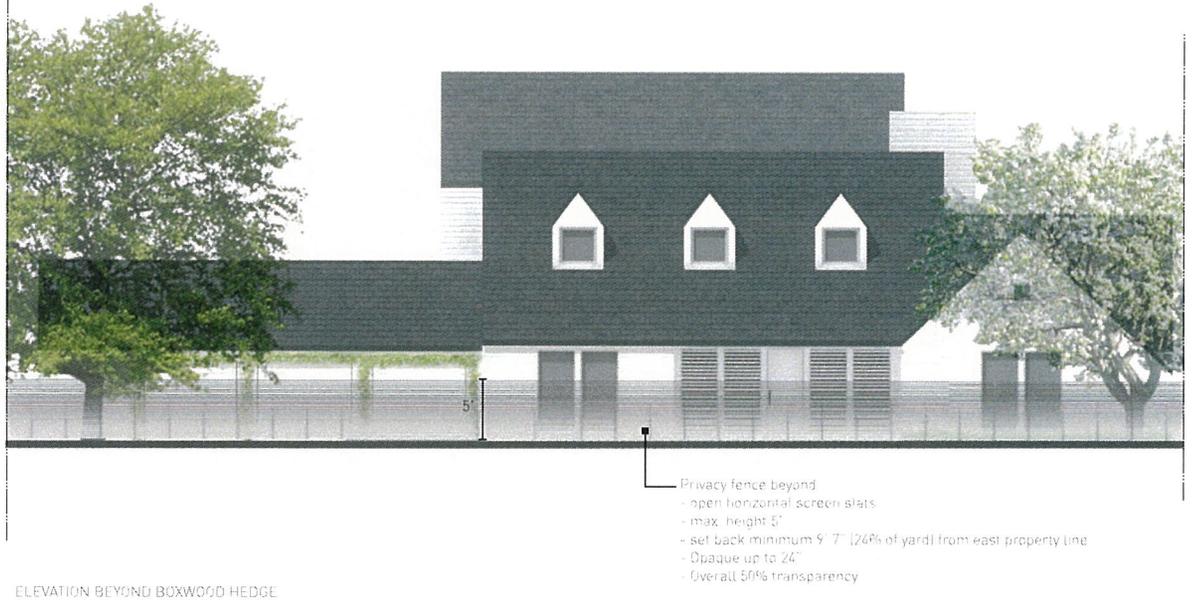
713 n. garden drive



standard © 2013 & coen + partners



STLCCO RETAINING WALL SECTION
 scale: 1/2" = 1'-0"



TREES



4. *Olea europaea*



5. *Citrus sp.* trees



6. *Citrus sp.* espalier trees



7. *Roystonea regia*



8. *Ficus*, single stem trees

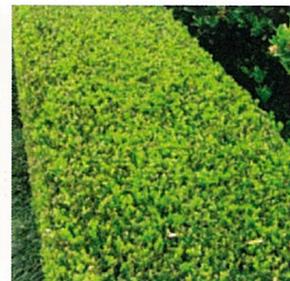


9. *Pirus kawakami*

PERENNIALS / GROUND COVER



10. *Trachelospermum jasminoides*



11. *Buxus microphylla japonica*

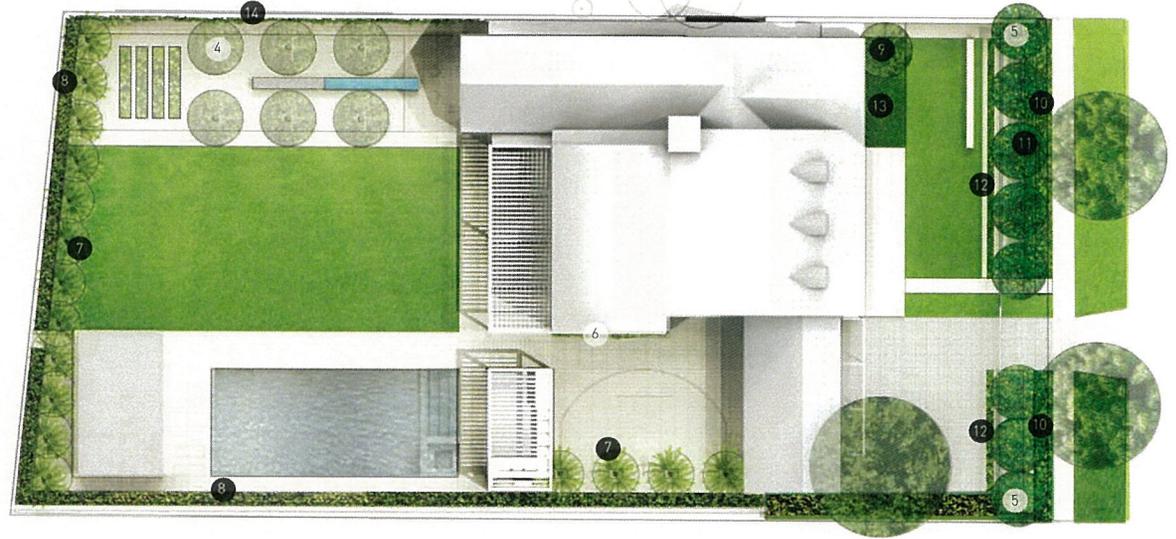


12. *Sansevieria bacularis*



13. *Diets Bicolor*

PROPOSED PLANT MATERIAL





LEGEND

- 1 SLATE ROOF
- 2 WHITE PAINTED WOOD SIDING
- 3 WHITE WOOD WINDOW FRAMES
- 4 WHITE WOOD PANEL DOOR
- 5 WHITE WOOD LOUVER SCREEN
- 6 DARK BRONZE DOOR HANDLE
- 7 WHITE SIDING CLADDING OVER GARAGE DOORS
- 8 STEEL TRELLIS WITH PLANTING



A-EXISTING STREETScape



B-STREETScape WITH EXISTING LANDSCAPE



C-STREETScape WITH PROPOSED LANDSCAPE



Design Review Commission Report

455 North Rexford Drive
December 5, 2013

Attachment D

DRAFT Approval Resolution

RESOLUTION NO. DR XX-13

RESOLUTION OF THE DESIGN REVIEW COMMISSION OF THE CITY OF BEVERLY HILLS CONDITIONALLY APPROVING AN R-1 DESIGN REVIEW PERMIT TO ALLOW A REVISION TO A PREVIOUSLY APPROVED FAÇADE REMODEL TO AN EXISTING TWO-STORY SINGLE-FAMILY RESIDENCE AT THE PROPERTY LOCATED AT 713 ARDEN DRIVE (PL1331141).

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

Section 1. Jeffrey Allsbrook, agent, on behalf of Arden 713 LLC, property owner, (Collectively the “Applicant”), has applied for an R-1 Design Review Permit for design approval of a revision to a previously approved façade remodel to an existing two-story single-family residence for the property located at 713 Arden Drive which is located in the city’s Central R-1 Zone.

Section 2. Beverly Hills Municipal Code Article 44, Chapter 3 of Title 10, authorizes the Design Review Commission the authority to approve, approve with conditions or deny design-related aspects of projects located in the city’s Central R-1 zone, subject to findings set forth in Beverly Municipal Code Section 10-3-4415.

Section 3. The subject project has been reviewed pursuant to the provisions set forth in the California Environmental Quality Act (CEQA – Public Resource Code Sections 21000, *et seq.*), the State CEQA Guidelines (California Code of Regulations, Title 14, Sections 15000 *et seq.*), and the city’s local CEQA Guidelines. The subject project is exempt from environmental review pursuant to Section 15061(b)(3) of the State CEQA Guidelines in that the project includes the review of building design, colors and materials to the façade of the building, front yard landscaping or minor low-scaled accessory structures, such as fences or walls. It can be seen with certainty that there is no possibility that the subject activity could result in a significant effect on the environment. Since the property has not been

designed by an architect listed on the City's Master Architect List nor has it been listed on the City's Historic Resource Survey, it does not warrant further review as a potential historical resource. It can be seen with certainty that there is no possibility that the subject activity could result in a significant effect on the environment.

Section 4. The Design Review Commission conducted a duly noticed public hearing on December 5, 2013 at which time oral and documentary evidence was received concerning the application.

Section 5. Based upon the evidence presented at the hearings, including the staff report(s), oral and written testimony, the Design Review Commission hereby finds as follows with respect to the R-1 Design Review Permit:

A. The proposed development's design exhibits an internally compatible design scheme in that the project's proportions, form, fenestration, scale, mass, color and materials are representative of the architectural style and design scheme chosen for the building. These design elements, including existing or proposed landscaping, paving, or perimeter fencing or walls are internally compatible and consistent with the overall design.

B. The proposed development's design appropriately minimizes the appearance of scale and mass and enhances the garden like quality of the city and appropriately maximizes the use of required open space within the proposed architectural style. Specifically, the project, as conditioned, complies with applicable provisions of the municipal code that regulate overall building size, height, scale and mass. Additionally, the building provides appropriate building modulation and uses window and other design components that minimize the visual bulk and mass. The garden quality of the city is maintained through appropriately proportioned paving in the required front yard and with the

incorporation of existing or proposed plant material of appropriate sizes that complement the architectural style and help reduce overall mass and scale.

C. The proposed development will enhance the appearance of the neighborhood in that the new construction has been designed in context to the appearance, mass and scale of adjacent properties and other properties in the neighborhood. The project includes the use of high quality building materials and appropriately uses colors and design ornamentation that is appropriate to the neighborhood. Existing or new planting will promote the garden quality image and appearance of the city, consistent with city goals and existing mature landscaping in the neighborhood.

D. The proposed development is designed to balance the reasonable expectation of development for the owner with the reasonable expectation of privacy of neighbors. The City's zoning regulations set forth maximum building height and mass standards with which this project, as conditioned, conforms. The project is being constructed in an urbanized environment and has other adjacent and nearby residences. To provide a reasonable expectation of privacy, the Design Review Commission reviewed the placement of windows on the subject and adjacent properties, considered the location of private outdoor areas and evaluated the projects proposed and neighbors' existing landscaping. Accordingly, based on this review, and as conditioned by this resolution, the project balances reasonable expectations for privacy and development.

E. The proposed development respects prevailing site design patterns, carefully analyzing the characteristics of the surrounding group of homes, and integrates appropriate features that will ensure harmony between old and new. Specifically, the project has been designed with an internally compatible architectural theme and is modulated in a manner that respects privacy and scale of development to adjacent properties. The project design, proportionality and landscaping is compatible with other properties in the general vicinity and the project reinforces a cohesive streetscape. In its

review, the Design Review Commission carefully studied the proposed project in context to adjacent properties and conducted individual site inspections or reviewed photographs of the surrounding group of homes.

Section 6. Based on the foregoing, the Design Review Commission hereby grants the request defined in this resolution subject to the following conditions:

Project-Specific Conditions

1. No special conditions have been imposed for this project.

Standard Conditions

2. **Revised Plan Submittal.** For all projects that are approved with project-specific conditions, a revised plan set that has fully incorporated all such conditions shall be submitted to the project planner, both in hard copy format and in electronic format, prior to submitting for the building permit plan check process.
3. **Design Approval.** Project approval is for the design-related aspects of the project only. No approval is implied or granted with regard to applicable city zoning or technical codes, which may require review and approval from other city commissions or officials.
4. **Compliance with Municipal Code.** Prior to issuance of a building permit, the applicant shall demonstrate compliance with all applicable provisions of the city's municipal code and applicable conditions imposed by any discretionary review approval.
5. **Compliance with Special Conditions.** Any special conditions that require approval by the Director of Community Development, or designee, shall be submitted to the staff liaison to the Commission

within fourteen (14) days of approval or prior to submittal of the plan check review application, whichever is greater.

6. **Project Rendering.** Prior to issuance of a building permit, the applicant shall incorporate into the building permit set of plans, an updated color rendering of all building facades that are visible from the public street. The quality and detail of the rendering shall be subject to approval from the Director of Community Development, or designee, and shall include sufficient design information to evaluate project compliance during construction.
7. **Approval Resolution.** A copy of the signed resolution of approval shall be scanned onto the cover sheet(s) of the building permit set of plans.
8. **Substantial Compliance with Approved Plans.** The Director of Community Development, or designee, shall determine if changes to the approved project are in substantial compliance with the Commission's action. This determination shall be subject to applicable fees and charges. A substantial modification to the approved project requires approval from the Design Review Commission.
9. **Covenant Recording.** Prior to issuance of a building permit, a covenant shall be filed with the Los Angeles County Register-Recorder/City Clerk that includes a copy of this resolution as an exhibit. The Applicant may submit evidence of proper filing to the Community Development Department or submit an application along with applicable fees to the development for covenant preparation and filing.
10. **Validity of Permits.** The rights granted by this approval shall remain valid for three (3) years from the date of approval, unless extended pursuant to Beverly Hills Municipal Code Section 10-3-207.

11. **Appeals.** Decisions of the Design Review Commission may be appealed to the Planning Commission within fourteen (14) days of the final action by filing a written appeal and paying appropriate fees with the City Clerk.

Section 7. The Secretary of the Design Review Commission shall certify to the passage, approval, and adoption of this resolution, and shall cause this resolution and its certification to be entered in the administrative record maintained by the Community Development Department.

Section 8. Decisions of the Design Review Commission may be appealed to the Planning Commission within fourteen (14) days of the final action by filling a written appeal and paying appropriate fees with the City of Beverly Hills City Clerk.

Approved as to Form and Content:

Adopted: December 5, 2013

William Crouch, Commission Secretary
Community Development Department

Ilene Nathan, Chairperson
Design Review Commission