



Architectural Commission Report

Meeting Date: Wednesday, November 20, 2013

Subject: CRESCENT HOTEL
403 North Crescent Drive

Request for approval of a revision to a previously approved façade remodel. The Commission will also consider adoption of a Categorical Exemption, pursuant to the California Environmental Quality Act. (PL1330181)

Project agent: Blue Hotel LLC

Recommendation: Conduct public hearing to discuss the project details and provide the applicant with an approval.

REPORT SUMMARY

The applicant is requesting review and approval for a revision to a previously approved façade remodel. The original project was approved by the Architectural Commission at their meeting on August 15, 2012 (Attachment A). The project included a façade remodel, landscaping, and business identification signage.

During construction of the project, the applicant elected to make changes to the exterior that are not consistent with the plans approved by the Architectural Commission. Due to the scope of the changes, staff is not able to make the determination that the changes “substantially comply” with the approved design and, as such, the applicant is requesting approval from the Architectural Commission. The changes are as follows:

- Black awnings with scalloped valences
 - *Approved: Turquoise with no valence*
- Black powder-coated steel speared awning frames
 - *Approved: Bronze anodized steel tubes with no spears*
- Ornamental metal door on Brighton Way
 - *Approved: Wood door with no iron work*
- Metal light fixture adjacent to Brighton Way door
 - *Approved: Oval etched glass window*
- White lettering on red projecting sign with bronzed-colored speared pole
 - *Approved: Red lettering on white projecting sign with non-speared steel pole*
- Existing door on North Crescent Drive to remain as is
 - *Approved: Refinished and trimmed in dark solid oak and custom antique bronze pulls*
- Gray retractable awning on North Crescent Drive elevation
 - *Approved: Turquoise retractable awning*

Attachment(s):

- A. August 15, 2012 Staff Report and Approved Plans
- B. Detailed Design Description and Materials (Applicant Prepared)
- C. Project Design Plans
- D. DRAFT Approval Resolution

Report Author and Contact Information:

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



Architectural Commission Report

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Per information provided by the applicant, all items that have not yet been constructed on the exterior or indicated as a requested change will be consistent with those originally approved by the Architectural Commission on August 15, 2012.

URBAN DESIGN ANALYSIS

Based on the Urban Designer's review of the proposed project, it is recommended that the Commission review and discuss the project within the context of the required findings.

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 Architectural 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. The project has also been reviewed and found not be a historic resource. The existing improvements to be demolished or altered were not designed by an architect or builder identified on the City's Master Architect list and the site and improvements are not listed on the City's historic resource inventory.

PUBLIC OUTREACH AND NOTIFICATION

Public notification was not required for this project.



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Attachment A:

August 15, 2012 Staff Report
and Approved Plans



Architectural Commission Report

Meeting Date: Wednesday, August 15, 2012
(Continued from the AC meeting on July 18, 2012)

Subject: **CRESCENT HOTEL**
403 North Crescent Drive
Request for approval of a façade remodel and a sign accommodation to allow a non-conforming use in a multi-family zone to have signage permitted in a commercial zone.
(PL1210212)

Project applicant: Blue Hotel LLC

Recommendation: Conduct public hearing and provide the applicant with an approval.

REPORT SUMMARY

This project was previously reviewed by the Architectural Commission on July 18, 2012. The Commission provided the applicant with comments regarding the façade remodel and business identification signs and directed that the project be returned for restudy. A full list of the Commission's comments and the applicant prepared-responses is provided in Attachment A.

A subcommittee consisting of Vice Chair Blakeley and Commissioner Gardner-Apatow met with the applicant team on August 3, 2012. Shena Rojemann, Associate Planner, was also in attendance. The applicant team presented revised plans based on the Commission's comments and worked with the subcommittee to ensure all such comments were addressed and modifications to the plans were made as appropriate.

Based on the review by both the Commission and subcommittee, modifications to the previously proposed façade remodel and business identification signs include:

Brighton Way

- Redesign of the hotel entrance with sandblasted glass canopy with incandescent underside illumination and arched entry door with matching sidelight.
- New hotel and restaurant signage etched into clear glass.
- New canopies over the existing windows.
- Reduced projecting sign with a thin mounting pole and exterior illumination.
- New ornamental tile along the base of the façade.

Crescent Drive

- Identified building address number location.
- Relocated and redesigned restaurant signage with an antique bronze finish and backlit laser cut lettering.
- New wood slat wall screen.
- New wall cap along existing wall in rough sawn wood to match the proposed trellis.
- New canopies over the existing windows.

Attachment(s):

- A. July 18, 2012 AC Staff Report and Previously Proposed Project
- B. Applicant's Written Response to Commission's Comments
- C. Revised Design Plans, Cut Sheets & Supporting Documents
- D. Approval Resolution

Report Author and Contact Information:

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



Architectural Commission Report

455 North Rexford Drive, Room 280-A

AC Meeting – August 15, 2012

Landscaping

- Sweet shade tree (*Hymenosporum Flavum*) to replace fruitless olive trees.
- Low flower accents.
- Ivy on the existing front wall.

Due to the short turnaround time between the subcommittee meeting and the submittal deadline for the August AC meeting, the applicant was still preparing the requested details at the time of packet preparation. As such, additional details will be provided to the Commission at a later date, prior to the meeting; hard copies will be presented at the meeting.

ZONING CODE COMPLIANCE

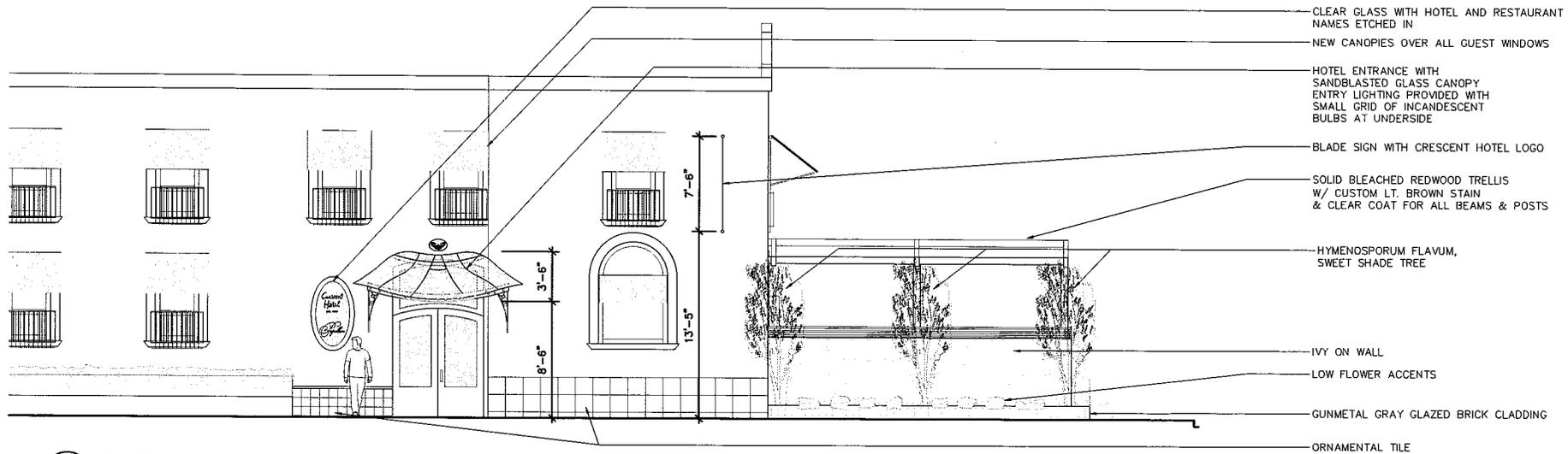
Applications for architectural review are preliminarily evaluated for compliance with the zoning code. Applicants are encouraged and have the option of requesting a comprehensive review separate and apart from this application. Formal compliance review will occur when a building permit application is filed (plan check). The applicant has been advised that changes during plan check may require revisions and subsequent approval from the Architectural 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 does not require public notification as it was continued from a previous hearing.



SOUTH ELEVATION
3/16"=1'-0"

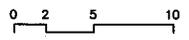


SECTION
3/16"=1'-0"

EAST ELEVATION
3/16"=1'-0"

Frank Weeks, Architect

SCALE AS NOTED
DATE 08 AUG 2012



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Crescent Hotel

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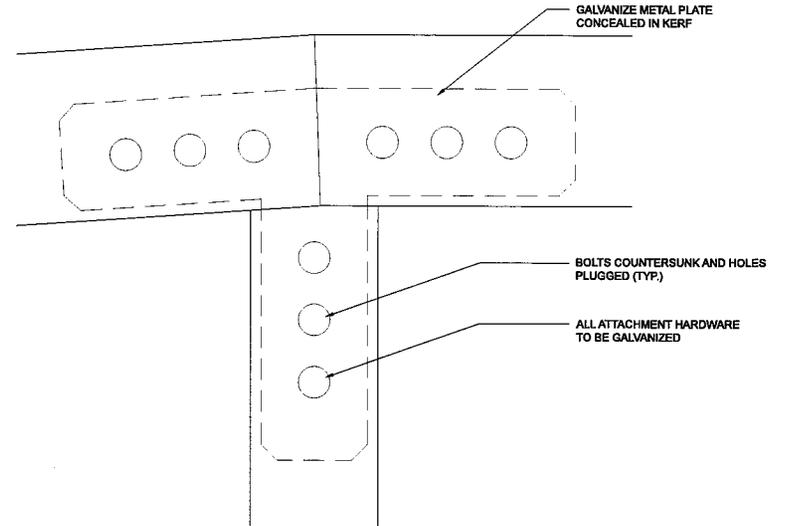
ELEVATIONS

SHEET NUMBER

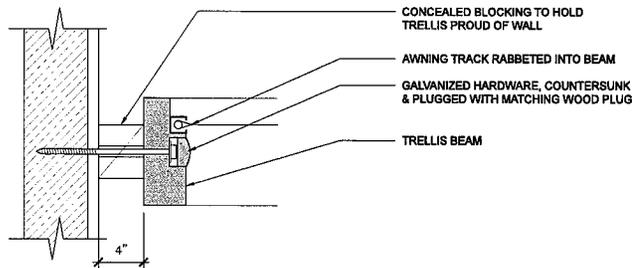
A-1



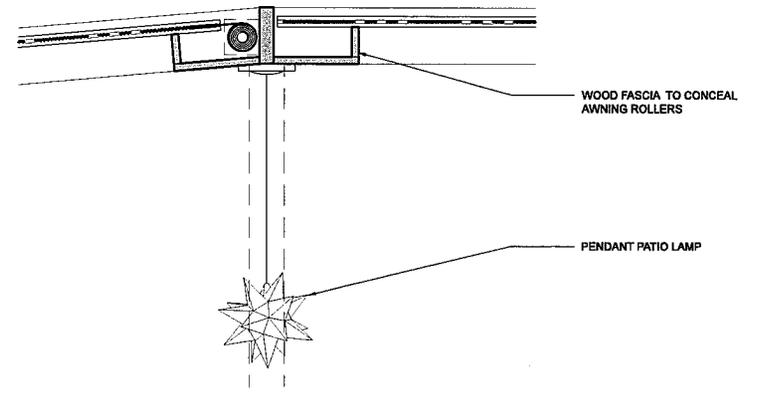
RETRACTABLE AWNING OPERATIONS
N.T.S.



TRELLIS MEMBER CONCEALED ATTACHMENT DETAIL
3" = 1'-0"



SECTION DTL. @ BLDG. ATTACHMENT
1" = 1'-0"



SECTION THROUGH TRELLIS AT FASCIA
1" = 1'-0"

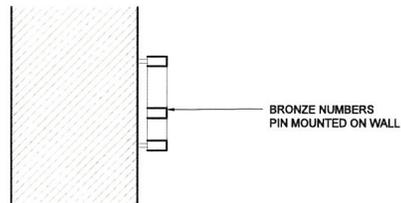


ETCHED GLASS — HOTEL & RESTAURANT NAME

○ WINDOW AT BRIGHTON ENTRANCE
N.T.S.



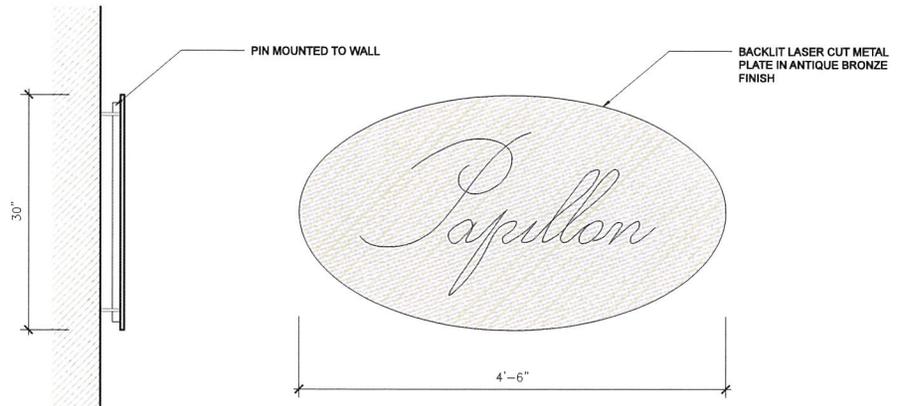
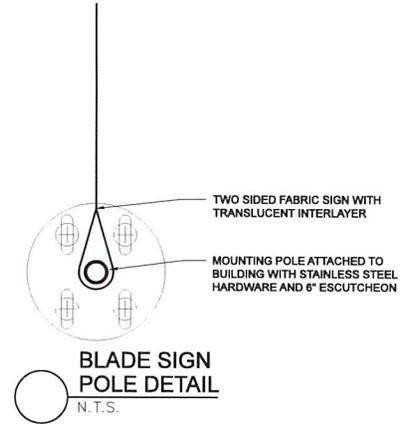
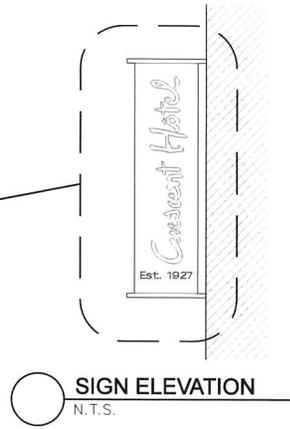
○ BUILDING NUMBERS
N.T.S.



BRONZE NUMBERS
PIN MOUNTED ON WALL



SMALL FOCUSED SIGN DOWNLIGHTS
MOUNTED AT CORNICE



PIN MOUNTED TO WALL

BACKLIT LASER CUT METAL
PLATE IN ANTIQUE BRONZE
FINISH

○ RESTAURANT SIGN
N.T.S.

3 DIMENSIONAL PERSPECTIVE RENDERINGS

Crescent Drive View



3 DIMENSIONAL PERSPECTIVE RENDERINGS

Brighton Way View





Architectural Commission Report

445 North Rexford Drive, Room 280-A

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Attachment B:

Detailed Design Description
and Materials (Applicant Prepared)

SECTION 2 – PROJECT DESCRIPTION / ZONING INFORMATION

A Indicate Requested Application

- Staff Review
 - Three (3) sets of plans required (all plan sets must be 11" x 17" in size).
- Architectural Commission Review
 - Eight (8) sets of plans required (all plan sets must be 11" x 17" in size).
 - Public Notice materials required for Sign Accommodations (see Section 5 for public notice requirements).

B Identify the scope of work (check all that apply):

- New construction
- Façade Remodel ONLY
- Business Identification Sign(s)
Number of signs proposed:
- Building Identification Sign(s)
Number of signs proposed:
- Sign Accommodation (explain reason for the accommodation request below):
Number of signs proposed:
- Other: Minor changes from approved permit number: PL1210212 (the "Approved Permit")
- Remodel: Int. & Ext, no floor area added
- Remodel: Int. & Ext, floor area added
- Awning(s): New Recovery
- Open Air Dining: #Tables # Chairs

C Describe the scope of work proposed including materials and finishes:

All to remain the same from the Approved Permit, except the following:
1. Guest room awnings - color, design (e.g., scalloped edge detail and piping), spear design
2. Brighton Way door
3. Brighton Way window (oval)
4. Blade sign color 'flip'
5. Keep Crescent front door as existing and not replace per the Approved Permit
These proposed changes to the Approved Permit are reflected in the attached plans and updated rendering.

D Identify the Project Zoning (City Zoning Map: <http://gis.beverlyhills.org/>)

- R-4 R-4X R-4 R-4-P R-4X2
- R-3 RMCP C-3 C-3A C-3B
- C-5 C-3T-1 C-3T-2 C-3T-5 C-5
- Other: _____

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

- General Office Building Multi-family Building Other (specify below):
Hotel with food and beverage facility
- Retail Building Vacant
- Medical Office Building Restaurant

F Has the existing structure been designed by a notable architect or is it identified on any historic resource inventory, including the City of Beverly Historic Resources Survey (Verify with the Planning Division if the property is listed on the City's survey)?

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

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

A Indicate in the chart below all applicable signage details:

	<u>Type of Sign</u>	<u>Quantity</u>	<u>Dimensions</u>	<u>Square Ft</u>	<u>Maximum Area Permitted by Code</u>
1	N/A				
2					
3					
4					
5					

B List the specific materials and finishes for all of the architectural features proposed in the project (List N/A, not applicable, for features that do not apply.):

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

Material: Plaster
Texture /Finish: Marmorino
Color / Transparency: Champagne

WINDOWS/DOORS (Include frame, trim, glass, metal, etc.)

Material: Frame: metal with bronze handles per the plans
Texture /Finish: Metal
Color / Transparency: Dark brown

ROOF

Material: Solid bleached trellis
Texture /Finish: Clear coat sealer
Color / Transparency: Custom light brown stain

COLUMNS

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

BALCONIES & RAILINGS

Material: Metal (existing ADA approved railings)
Texture /Finish: Metal
Color / Transparency: Champagne beige

OUTDOOR DINING ELEMENTS (List all material for all outdoor dining elements.)

Material: Zinc metal tabletops with wood edges
Texture /Finish: Matte silver and medium brown wood
Color / Transparency: Metal and wood

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

AWNINGS, CANOPIES

Material: Sunbrella, mechanically operated awning
Texture /Finish: Sunbrella woven fabric
Color / Transparency: Gray

DOWNSPOUTS / GUTTERS

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

BUSINESS ID SIGN(S)

Material: Bronze plaque
Texture /Finish: Antique patina
Color / Transparency: Bronze metal letters

BUILDING ID SIGN(S)

Material: Blade sign - bronze frame, sunbrella fabric
Texture /Finish: Antique patina finish
Color / Transparency: Red with white lettering

EXTERIOR LIGHTING

Material: Glass
Texture /Finish: Antique
Color / Transparency: Amber

PAVED SURFACES

Material: 1/2" x 8" concrete tile, mortar set
Texture /Finish: Concrete finish with 1/8" light gray grout
Color / Transparency: Multi colored graphic patterns in burgandy beige gold and black

FREESTANDING WALLS AND FENCES

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

OTHER DESIGN ELEMENTS

Material: Sunbrella gray fabric
Texture /Finish: Brushed cotton and acrylic, concrete
Color / Transparency: Light brown wood finish for base structure, decorative tile

C Describe the proposed landscape theme, if applicable. Explain how the proposed landscaping complements the proposed style of architecture:

The proposed landscaping theme is intended to create a lush oasis which embodies Beverly Hills estate living on the hotel's outdoor patio. The landscaping is meant to appear naturalistic but well kept with multiple plants and trees placed in the exterior planter boxes on the perimeter of the patio. The landscaping plan is intended to complement the style and architecture by creating a natural beauty element around the original building.

SECTION 4 – DESIGN ANALYSIS AND FINDINGS (for Commission level applications only)

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

- 1. Describe how the proposed building or structure is in conformity with good taste and good design and, in general, contributes to the image of Beverly Hills as a place of beauty, spaciousness, balance, taste, fitness, broad vistas and high quality.**

The proposed trellis will be crafted in upscale finishes lending a refreshed look to the facade of the 1920's building. Both the proposed new section of the wall and trellis complement and reinforce the existing shape of the facade. The new design creates a highly comfortable and usable space with protection from the sun and other inclement weather conditions allowing guests to enjoy an alfresco dining space in a comfortably elegant and sophisticated indoor outdoor dining space.

- 2. Describe how the proposed building or structure indicates the manner in which the structure is reasonably protected against external and internal noise, vibrations, and other factors which may tend to make the environment less desirable.**

The proposed plan will help buffer noise both from and to the street by layering in landscaping, a heightened wall element and overhead cover via the awning and trellis. The low density seating plan will create a comfortable well scaled dining space for use by hotel guests and local patrons alike.

- 3. Describe how the proposed building or structure is not, in its exterior design and appearance, of inferior quality such as to cause the nature of the local environment to materially depreciate in appearance and value.**

The proposed structure will be built with the highest quality of materials intended for outdoor use. With all new materials and finishes including custom finished wood, bronze and sunbrella awning grade material the proposed structure updates and improves the state of the building while maintaining its classic architectural style.

- 4. Describe how the proposed building or structure is in harmony with the proposed developments on land in the general area, with the general plan for Beverly Hills, and with any precise plans adopted pursuant to the general plan.**

The new structure complements the current desire for economic growth within Beverly Hills. It will help fuel the economy by creating a desirable dining destination and venue for residents and tourists to the area. The Beverly Hills General Plan calls for buildings to be both functional and economically viable. The proposed structure and plan for improvement will help to achieve both of these objectives by creating a better flow for traffic for guests by separating the hotel lobby and check in area away from the food and beverage area. These improvements will help make the property more economically viable.

- 5. Describe how the proposed development is in conformity with the standards of the municipal code and other applicable laws insofar as the location and appearance of the buildings and structures are involved.**

The proposed development creates an inviting tasteful and luxurious alfresco dining environment in harmony with the various outdoor dining establishments within the Triangle. The elegant style and high quality with which the proposed work is being designed with will create a compelling dining option which is focused on a high quality experience. The classically elegant design is consistent with the style of the buildings and retail establishments which are located throughout Beverly Hills.

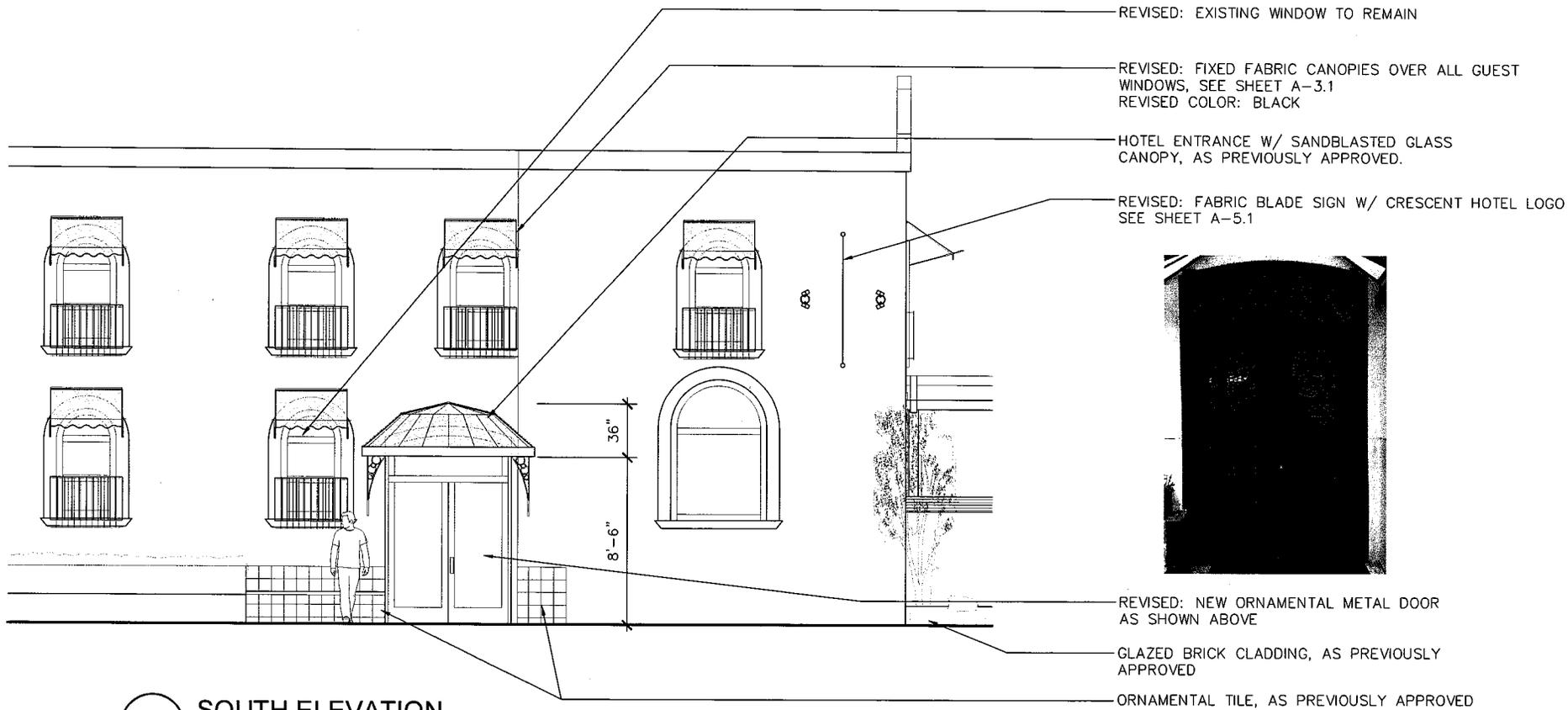


Architectural Commission Report

445 North Rexford Drive, Room 280-A

AC Meeting – November 20, 2013

Attachment C:
Project Design Plans



2 SOUTH ELEVATION
 $3/16" = 1'-0"$

Frank Weeks, Architect
 SCALE $3/16" = 1'-0"$
 DATE 4 NOV 2013
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Crescent Hotel
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 403 NORTH CRESCENT DRIVE
 BEVERLY HILLS, CA 90210
 WWW.CRESCENTBH.COM

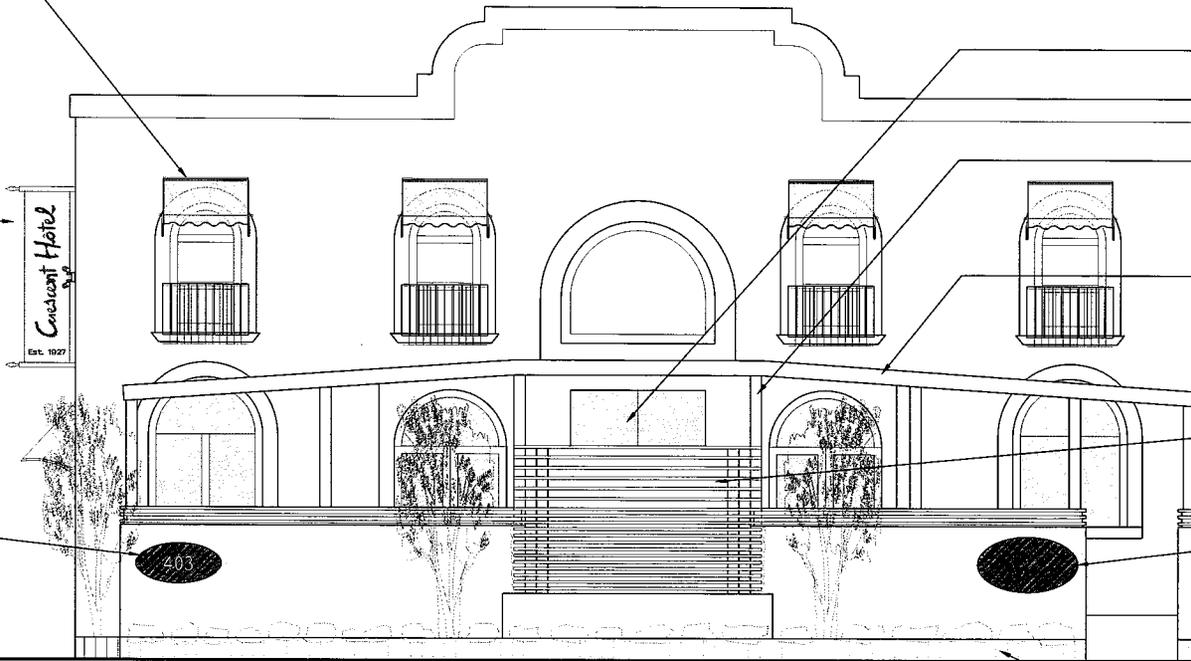
SOUTH ELEVATION
 REVISED

SHEET NUMBER
A-1.1

REVISED WINDOW
AWNINGS (TYP.)

REVISED FABRIC
BLADE SIGN
SEE SHEET A-5.1

SIGN TO BE
INSTALLED AS
PREVIOUSLY
APPROVED



REVISED: EXISTING DOORS
TO REMAIN

PATIO LIGHTING OF DECORATIVE
AMBER GLASS PENDANTS AND
SCONCES MOUNTED ON TRELLIS
AS PREVIOUSLY APPROVED

REVISED RETRACTABLE FABRIC
AWNINGS - REVISED
COLOR: "SUNBRELLA GRAY"

WOOD SLAT SCREEN TO BE
INSTALLED AS PREVIOUSLY
APPROVED

SIGN TO BE INSTALLED AS
PREVIOUSLY APPROVED

TRIM TO BE INSTALLED AS
PREVIOUSLY APPROVED

1 EAST ELEVATION
3/16" = 1'-0"

Frank Weeks, Architect

SCALE 3/16" = 1'-0"

DATE 4 NOV 2013

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Crescent Hotel

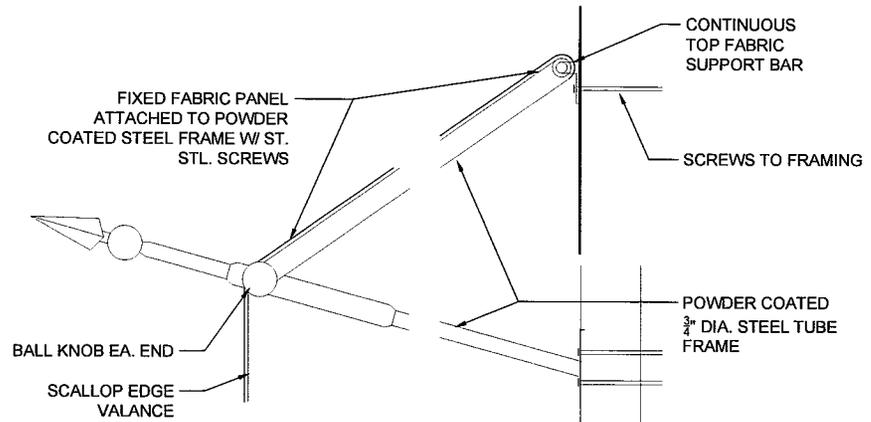
Est. 1927

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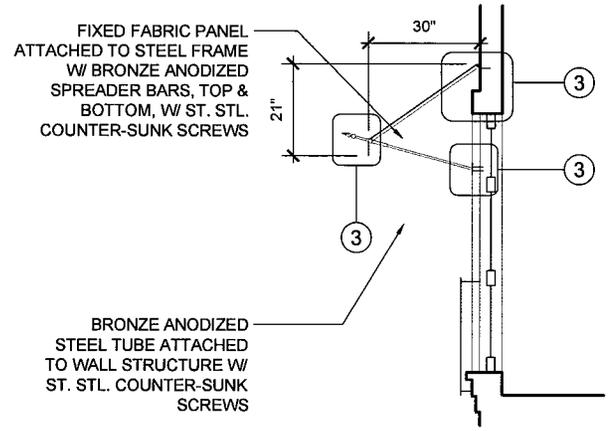
EAST ELEVATION
REVISED

SHEET NUMBER

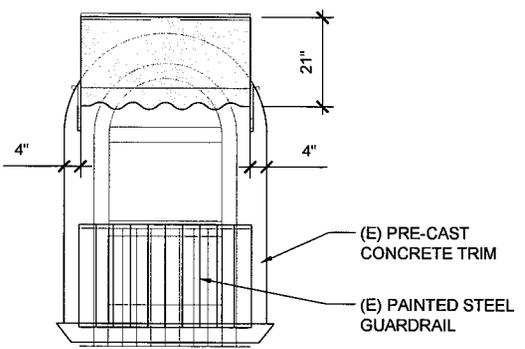
A-1.2



3 SECTION DTL.
3" = 1'-0"



1 SECTION
3/8" = 1'-0"



2 ELEVATION
3/8" = 1'-0"

Frank Weeks, Architect
SCALE AS NOTED
DATE 4 NOV 2013
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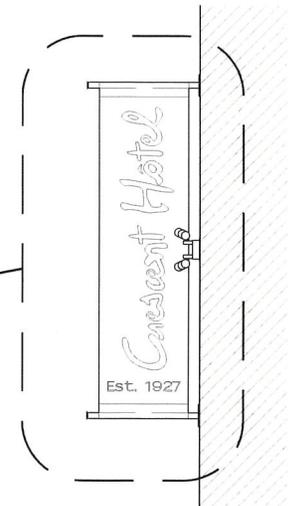
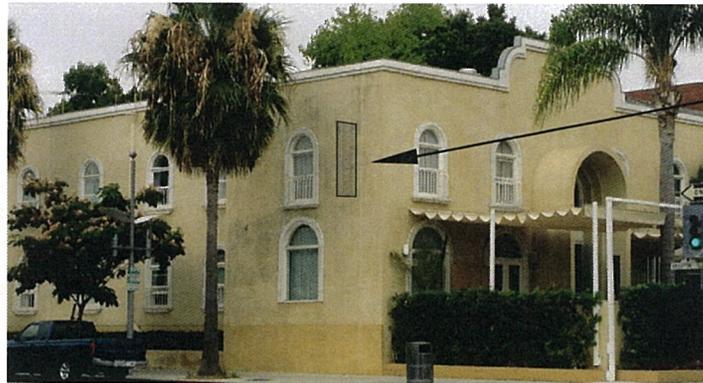
FABRIC AWNING
REVISED DETAILS

SHEET NUMBER

A-3.1



REVISED COLOR: WHITE ON RED



○ SIGN ELEVATION
N.T.S.

Frank Weeks, Architect

SCALE AS NOTED

DATE 4 NOV 2013

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BLADE SIGN
REVISED

SHEET NUMBER

A-5.1

STREET ELEVATIONS

CRESCENT VIEWS



Pro Forma View of Crescent Elevation



Existing View from Crescent

BRIGHTON VIEWS



Pro Forma View of Brighton Elevation



Existing View from Brighton





Crescent Hotel

Est. 1927









Architectural Commission Report

445 North Rexford Drive, Room 280-A

AC Meeting – November 20, 2013

Attachment D:

DRAFT Approval Resolution

RESOLUTION NO. AC XX-13

RESOLUTION OF THE ARCHITECTURAL COMMISSION OF THE CITY OF BEVERLY HILLS CONDITIONALLY APPROVING AN ARCHITECTURAL REVIEW PERMIT TO ALLOW A REVISION TO A PREVIOUSLY APPROVED FAÇADE REMODEL FOR THE PROPERTY LOCATED AT 403 NORTH CRESCENT DRIVE (PL1330181 – CRESCENT HOTEL).

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

Section 1. Blue Hotel LLC, applicant and property owner, on behalf of the tenant, Crescent Hotel (Collectively the “Applicant”), has applied for architectural approval of a revision to a previously approved façade remodel for the property located at 403 North Crescent Drive.

Section 2. Beverly Hills Municipal Code Article 30, Chapter 3 of Title 10, authorizes the Architectural Commission the authority to approve, approve with conditions, or deny design-related aspects of projects located in the city’s commercial and multi-family districts, subject to findings set forth in Beverly Municipal Code Section 10-3-3010.

Section 3. Consistent with Beverly Hills Municipal Code Section 10-3-3010, this resolution documents the official action of the Architectural Commission with respect to the project.

Section 4. 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, 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. The project has also been reviewed and found not be a historic resource. The existing improvements to be demolished or altered were not designed by an architect or builder identified on the City's Master Architect list and the site and improvements are not listed on the City's historic resource inventory.

Section 5. The Architectural Commission conducted a duly noticed public hearing on November 20, 2013 at which time oral and documentary evidence was received concerning the application.

Section 6. Based upon the evidence presented at the hearings, including the staff report(s), oral and written testimony, the Architectural Commission hereby makes the following findings:

A. The plan for the proposed building or structure is in conformity with good taste and good design and, in general, contributes to the image of Beverly Hills as a place of beauty, spaciousness, balance, taste, fitness, broad vistas, and high quality. Specifically, the project incorporates an appropriate balance of color, high quality materials and appropriate architectural design principles to reinforce the city's urban form and promote the image of Beverly Hills.

B. The plan for the proposed building or structure indicates the manner in which the structure is reasonably protected against external and internal noise, vibrations, and other factors which may tend to make the environment less desirable. The proposed project is proposed to be constructed using contemporary building materials and practices, and, as conditioned, compliant with all applicable building codes, including standards that protect against unwanted noise and vibrations.

C. Proposed building or structure is not, in its exterior design and appearance, of inferior quality such as to cause the nature of the local environment to materially depreciate in appearance and value. Specifically, the Commission has reviewed the design and construction materials proposed for the project, which incorporates contemporary building material of known quality and durability. Moreover, the project design is appropriate to the building and surrounding improvements and is well matched to the selected materials.

D. As conditioned, the proposed building or structure is in harmony with the proposed developments on land in the general area, with the general plan for Beverly Hills, and with any precise plans adopted pursuant to the general plan. The proposed project complies with the applicable goals and policies set forth in the general plan, and, as conditioned, designed in a manner that complies with local ordinances. The overall design is consistent with and appropriate to other improvements in the general vicinity.

E. The proposed development is in conformity with the standards of this code and other applicable laws insofar as the location and appearance of the buildings and structures are involved. As conditioned, the project will be designed in compliance with all applicable regulations.

F. The proposed development is designed in a manner that protects and preserves those exterior elements of the building which the Planning Commission found contributed to the determination of the project as a "character contributing building" in accordance with section 10-2-707 of this title. The proposed project does not include a request and has not been determined by the Planning Commission to be a project that qualifies as a "character contributing building" under section 10-2-707. Therefore, this finding is not applicable to the subject project.

Section 7. Based on the foregoing, the Architectural Commission hereby grants the request defined in this resolution subject to the following conditions:

Project-Specific Conditions

No project-specific conditions are proposed.

Standard Conditions

1. **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.
2. **Architectural 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.
3. **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.
4. **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.
5. **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. 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.

6. **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.

7. **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 Architectural Commission.

8. **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.

Section 8. The Secretary of the Architectural 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 9. Decisions of the Architectural Commission may be appealed to the City Council 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: November 20, 2013

William Crouch, Commission Secretary
Community Development Department

James Blakeley III, Chair
Architectural Commission