



## Architectural Commission Report

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**Meeting Date:** Wednesday, April 16, 2014

**Subject:** **PET FOOD EXPRESS**  
**9153 Olympic Boulevard**

Request for approval of business identification signage, a monument sign, and a sign accommodation to allow business identification signage to face private property. The Commission will also consider adoption of a Categorical Exemption, pursuant to the California Environmental Quality Act. (PL1404821)

**Project Agent:** Richard Benson

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

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### REPORT SUMMARY

The applicant is requesting review and approval of business identification signage, a monument sign, and a sign accommodation to allow business identification signage to face private property for the new Pet Food Express retail store located at 9153 Olympic Boulevard. The signage is allocated as follows:

#### *South Elevation (Olympic Boulevard)*

- One (1) 98.1 SF façade-mounted internally-illuminated business identification sign, and;
- One (1) 50 SF internally-illuminated monument sign (height: 10'-0")

Pursuant to Beverly Hills Municipal Code (BHMC) §10-4-604, the maximum sign area for a ground floor business with street frontage is calculated at a ratio of 2 SF for each one foot of linear street frontage with a maximum of 100 SF. Based on a street frontage of 99'-6", the maximum sign area for this tenant is 100 SF.

Pursuant to §10-4-610 of the BHMC, the maximum sign area for a ground sign is 55 SF with a maximum height of 20'-0".

#### *East Elevation (parking lot/private property)*

- One (1) 67.7 SF façade-mounted internally-illuminated business identification sign

Pursuant to Beverly Hills Municipal Code (BHMC) §10-4-604, the Architectural Commission may approve a sign accommodation to allow a sign to be located on a wall abutting an alley or private property if the sign is affixed to that portion of an exterior wall which abuts the business and the sign area does not exceed seventy five percent (75%) of the area otherwise permissible if the wall abutted a public street. For this tenant, the maximum business identification permitted to face private property sign is 75 SF based on a wall length of 96'-0".

#### Attachment(s):

- A. Detailed Design Description and Materials (Applicant Prepared)
- B. Design Plans, Cut Sheets & Supporting Documents
- C. DRAFT Approval Resolution

#### Report Author and Contact Information:

Cindy Gordon, Associate Planner  
(310) 285-1129  
[rkapadia@beverlyhills.org](mailto:rkapadia@beverlyhills.org)



## **Architectural Commission Report**

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### **URBAN DESIGN ANALYSIS**

The proposed façade-mounted internally-illuminated business identification sign appears suburban in its aesthetic and it is recommended that the lighting be revised to a halo-illumination method. Additionally, the signage is overly large for the building and it is recommended that this be reduced by approximately 20%.

Furthermore, the monument sign should be centered in the planter in which it is proposed as it is currently off-center in the space. The applicant may also choose to place the ground sign in the opposite planter for greater visibility from Olympic Boulevard.

Project-specific conditions have not been proposed as a result of this analysis; however, the Commission may wish to discuss this analysis during the course of their review on the project.

### **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**

The sign accommodation request for this project requires mailed public notices within 100 feet of the subject property be mailed ten (10) days prior to the hearing. The public notice for this project was mailed on Friday, April 4, 2014. To date staff has not received any comments in regards to the submitted project.



**Architectural Commission Report**

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**Attachment A**

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 (see Section 6 for plan size requirements).
- Architectural Commission Review
  - Eight (8) sets of plans required (see Section 6 for plan size requirements).
  - 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: \_\_\_\_\_
- 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:**

Install (2) two illuminated wall sign & replace (1) double faced illuminated monument sign.  
 [A] 3'-6" tall by 28'-1/4" set of individually mounted channel letters reading "{paw logo} pet food express".  
 [B] 3'-8" tall by 24'-8" set of individually roof mounted channel letters on a contrasting flat aluminum backer reading "{paw logo} pet food express".  
 [C] 10'-0" tall by 5'-0" round double faced pole "{paw logo} pet food express".

Proposed Square Feet:  
 [A] Block Mounted Wall Sign = 98.07  
 [B] Roof Mounted Wall Sign = 72.00  
 [C] Double Faced Monument Sign = 25.00

Site Sign Total = 195.07

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

- |                                       |                                 |  |                                 |                                |
|---------------------------------------|---------------------------------|--|---------------------------------|--------------------------------|
| <input type="checkbox"/> R-4          | <input type="checkbox"/> R-4X   | <input type="checkbox"/> R-4               | <input type="checkbox"/> R-4-P  | <input type="checkbox"/> R-4X2 |
| <input type="checkbox"/> R-3          | <input type="checkbox"/> RMCP   | <input type="checkbox"/> C-3               | <input type="checkbox"/> C-3A   | <input type="checkbox"/> C-3B  |
| <input type="checkbox"/> C-5          | <input type="checkbox"/> C-3T-1 | <input checked="" type="checkbox"/> C-3T-2 | <input type="checkbox"/> C-3T-5 | <input type="checkbox"/> C-5   |
| <input type="checkbox"/> Other: _____ |                                 |  |                                 |                                |

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

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> General Office Building    | <input type="checkbox"/> Multi-family Building | <input type="checkbox"/> Other (specify below): _____ |
| <input checked="" type="checkbox"/> Retail Building | <input type="checkbox"/> Vacant                |   |
| <input type="checkbox"/> Medical Office Building    | <input type="checkbox"/> 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	Business ID Sign(s)	1	3'-6" tall by 28'-1/4"	98.07	100
2	Business ID Sign(s)	1	3'-8" tall by 24'-8"	72.00	75
3	Monument Sign(s)	1	5'-0" Diameter 10'-0" Tall	25.00	
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: \_\_\_\_\_  
 Texture /Finish: \_\_\_\_\_  
 Color / Transparency: \_\_\_\_\_

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

Material: \_\_\_\_\_  
 Texture /Finish: \_\_\_\_\_  
 Color / Transparency: \_\_\_\_\_

**ROOF**

Material: \_\_\_\_\_  
 Texture /Finish: \_\_\_\_\_  
 Color / Transparency: \_\_\_\_\_

**COLUMNS**

Material: \_\_\_\_\_  
 Texture /Finish: \_\_\_\_\_  
 Color / Transparency: \_\_\_\_\_

**BALCONIES & RAILINGS**

Material: \_\_\_\_\_  
 Texture /Finish: \_\_\_\_\_  
 Color / Transparency: \_\_\_\_\_

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

Material: \_\_\_\_\_  
 Texture /Finish: \_\_\_\_\_  
 Color / Transparency: \_\_\_\_\_

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

**AWNINGS, CANOPIES**

Material: \_\_\_\_\_  
Texture /Finish: \_\_\_\_\_  
Color / Transparency: \_\_\_\_\_

**DOWNSPOUTS / GUTTERS**

Material: \_\_\_\_\_  
Texture /Finish: \_\_\_\_\_  
Color / Transparency: \_\_\_\_\_

**BUSINESS ID SIGN(S)**

Material: [A & B] - 3/16" Translucent White Acrylic RH# 7328 w/ .063 Painted Aluminum Returns.  
Texture /Finish: Satin Vinyl Copy and Satin Painted Aluminum Returns (and Backer for sign B)  
Color / Transparency: Vinyl Graphics, Calon Red #33 & Tangerine #84, Letter Returns Dark Bronze MAP #26077

**BUILDING ID SIGN(S)**

Material: [C] - 3/16" Translucent White Acrylic RH# 7328 w/ .090Aluminum Returns. Existing Steel Pipe.  
Texture /Finish: Satin Vinyl Copy and Satin Painted Aluminum Returns  
Color / Transparency: Vinyl Graphics, Calon Red #33 & Tangerine #84, Cabinet Returns Red PMS #1805

**EXTERIOR LIGHTING**

Material: \_\_\_\_\_  
Texture /Finish: \_\_\_\_\_  
Color / Transparency: \_\_\_\_\_

**PAVED SURFACES**

Material: \_\_\_\_\_  
Texture /Finish: \_\_\_\_\_  
Color / Transparency: \_\_\_\_\_

**FREESTANDING WALLS AND FENCES**

Material: \_\_\_\_\_  
Texture /Finish: \_\_\_\_\_  
Color / Transparency: \_\_\_\_\_

**OTHER DESIGN ELEMENTS**

Material: \_\_\_\_\_  
Texture /Finish: \_\_\_\_\_  
Color / Transparency: \_\_\_\_\_

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

**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.**

Currently the site is vacant and is in need of restoration.  
We are manufacturing new signage that will improve the overall look of the site.  
The sign are well balanced and the colors are subtle.

- 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.**

N/A

- 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 new signs are only a part of the entire site development.  
However, with the additional improvements that will be made by the tenant, this will greatly increase the value of the Olympic streetscape.

- 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.**

We have reviewed the current sign code and have consulted with Staff to create a harmonious business identity that will add this major business corridor.

- 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.**

N/A



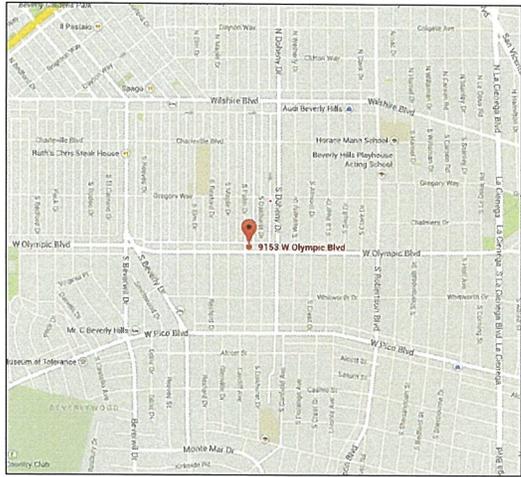
## **Architectural Commission Report**

445 North Rexford Drive, Room 280-A

AC Meeting – April 16, 2014

### **Attachment B**

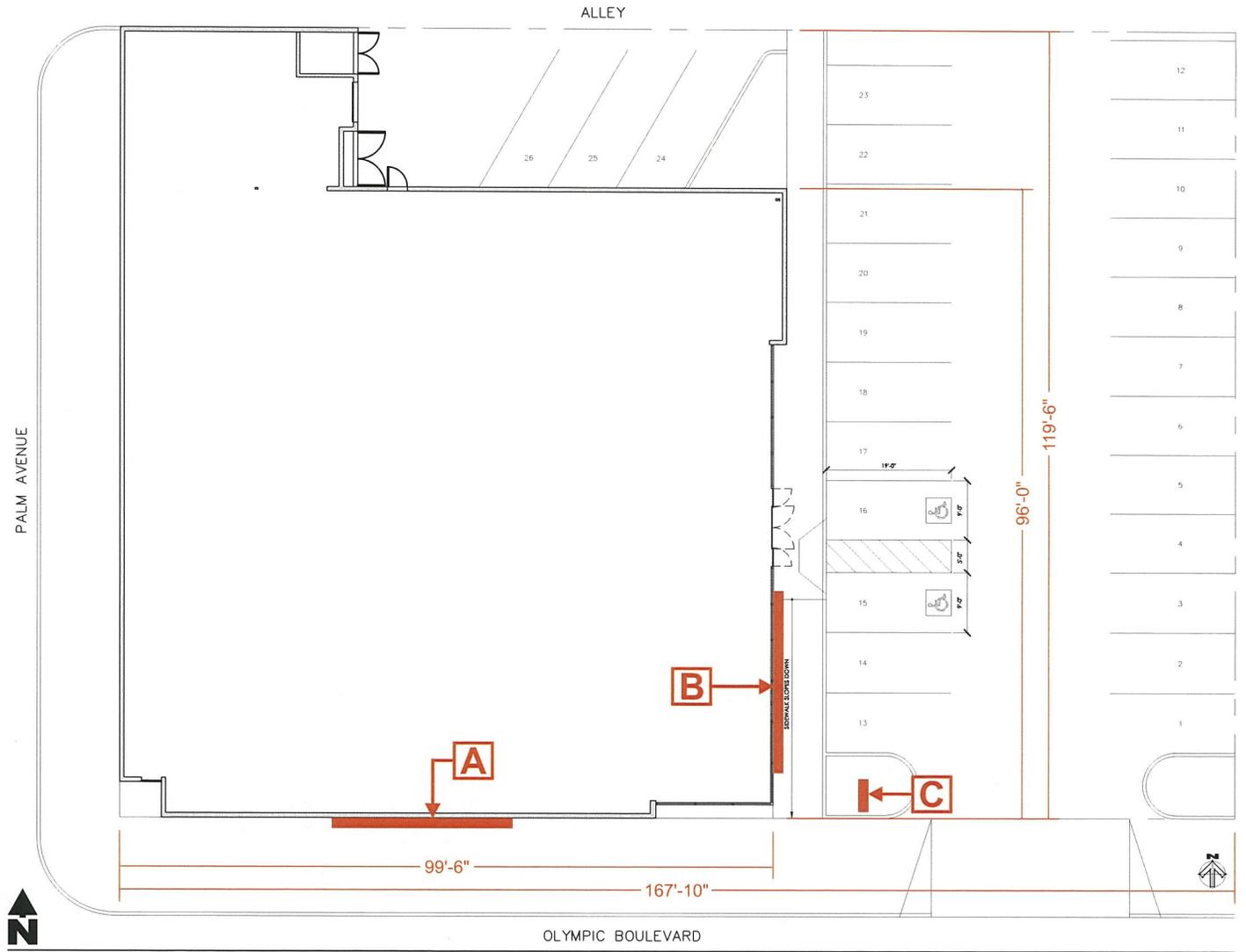
Design plans, cut sheets  
and supporting elements



Vicinity map - Scale: NTS



Area photo - Scale: NTS



Site plan - Scale: 1/16" = 1'-0"



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David Esajian  
Salesperson  
James Franks  
Designer  
14186  
JMF

**PROJECT LOCATION:**  
**Pet Food Express**  
9153 W. Olympic Blvd.  
Beverly Hills, CA 90212

SALES APPROVAL

Signature

CUSTOMER APPROVAL

Signature

LANDLORD APPROVAL

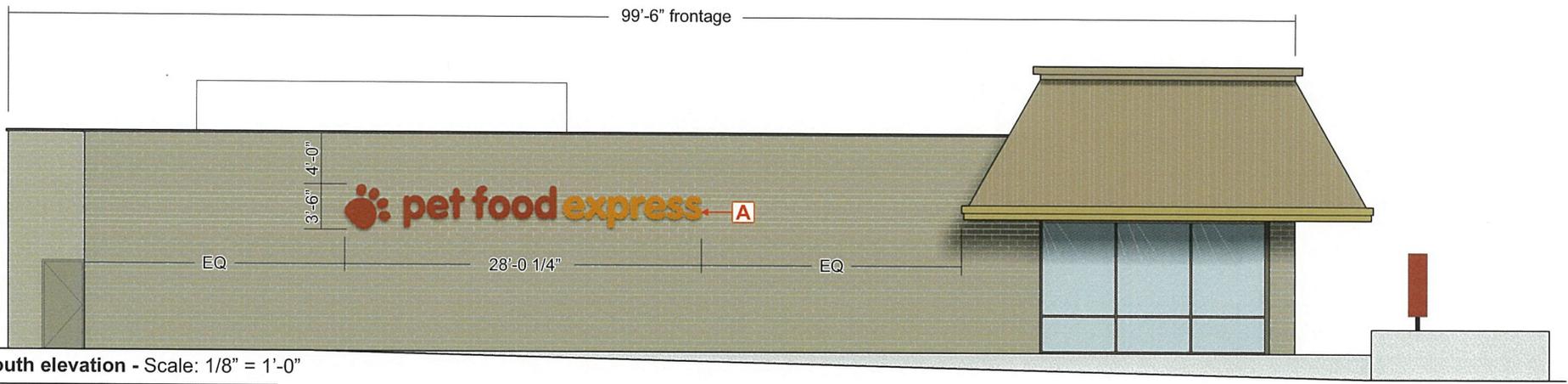
Signature

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REVISIONS	
DATE	DESCRIPTION

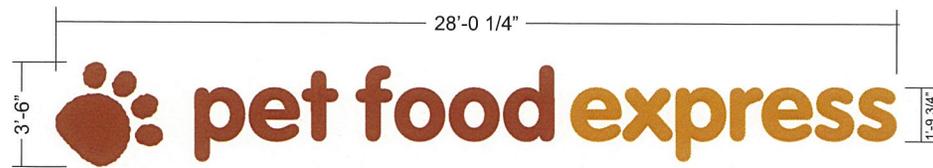
SHEET 11/15/13

1 of 10



South elevation - Scale: 1/8" = 1'-0"

Square footage allowed = 100.00 sq. ft.  
 Square footage shown = 98.07 sq. ft.



**A** Internally illuminated pan channel letters Scale: 1/4" = 1'-0"  
 Manufacture and install one (1) set of individual internally illuminated fabricated channel letters with logo.

Description	Specification/Material	Finish	Color
Letter returns	Fabricated .063" alum.	ptd. - satin	Bronze
Trimcaps	1" Jewelite trimcap	ptd. - satin	Match faces
Letter faces	3/16" translucent acrylic w/ first surface translucent vinyl graphics	Applied 1st surface	logo/"pet food" = Calon red #33 "express" = Calon Tangerine #84
Illumination	LED		White

**NOTES:**  
 \* Electrical to display by others.



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David Esajian  
 Subperson  
 James Franks  
 Designer  
 14186  
 JLF

**PROJECT LOCATION:**  
**Pet Food Express**  
 9153 W. Olympic Blvd.  
 Beverly Hills, CA 90212

SALES APPROVAL

Signature \_\_\_\_\_

CUSTOMER APPROVAL

Signature \_\_\_\_\_

LANDLORD APPROVAL

Signature \_\_\_\_\_

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REVISIONS
NO. DATE DESCRIPTION
1. 11/15/13 Design plan for permit
2. 11/15/13 Add signage dimensions
3. 11/15/13 Add the signpost
4. 11/15/13 Add signpost

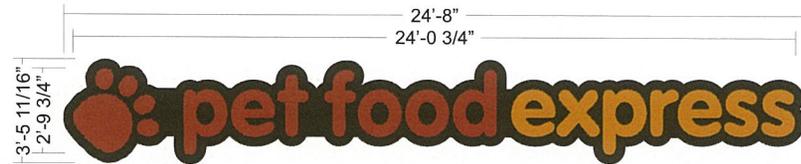
SHEET 11/15/13

2 of 10



East elevation - Scale: 1/8" = 1'-0"

Square footage allowed = 75.00 sq. ft.  
 Square footage shown = 67.68 sq. ft.



**B** Internally illuminated pan channel letters Scale: 1/4" = 1'-0"  
 Manufacture and install one (1) set of individual internally illuminated fabricated channel letters with logo.

Description	Specification/Material	Finish	Color
Letter returns	Fabricated .063" alum.	ptd. - satin	Bronze
Trimcaps	1" Jewelite trimcap	ptd. - satin	Match faces
Letter faces	3/16" translucent acrylic w/ first surface translucent vinyl graphics	Applied 1st surface	logo/"pet food" = Calon red #33 "express" = Calon Tangerine #84
Illumination	LED		White
Backer panel	1/8" Alum.	ptd. - satin	Bronze to match returns
Raceway	Fabricated alum.	ptd. - satin	Bronze to match returns

**NOTES:**  
 \* Electrical to display by others.



Monument elevation - Scale: 3/8" = 1'-0"



**C Monument sign**

Scale: 1/2" = 1'-0"

Manufacture and install one (1) double-face, internally-illuminated monument sign.

Description	Specification/Material	Finish	Color
Pole	4" Steel	ptd. - satin	Black
Cabinet	Fabricated alum.	ptd. - satin	PMS Red 1805 C
Faces	3/16" White acrylic	Digital print applied 1st surface	Per artwork
Copy, logo, & ®	Translucent vinyl	Applied 1st surface	logo/"pet food" = Calon red #33 "express" = Calon Tangerine #84 ® = 3M Black 3630-22
Retainer	2" Aluminum retainer	ptd. - satin	PMS Red 1805 C
Illumination	LED		White

**NOTES:**

\* Electrical to display by others.



Perspective rendering (corner elevation) - Scale: 3/16" = 1'-0"



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**PROJECT LOCATION:**

**Pet Food Express**  
 9153 W. Olympic Blvd.  
 Beverly Hills, CA 90212

**SALES APPROVAL**

\_\_\_\_\_

Signature

**CUSTOMER APPROVAL**

\_\_\_\_\_

Signature

**LANDLORD APPROVAL**

\_\_\_\_\_

Signature

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**REVISIONS**

NO.	DATE	DESCRIPTION
1	11/15/13	Issue for bid
2	11/15/13	Issue for bid
3	11/15/13	Issue for bid
4	11/15/13	Issue for bid
5	11/15/13	Issue for bid
6	11/15/13	Issue for bid

**SHEET 11/15/13**

\_\_\_\_\_

**9 of 10**

# pet food express

9153 W. Olympic Blvd. Beverly Hills, CA 90212



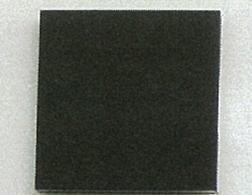
Sign A



Sign B



Sign C



1. Letter Returns (sides)  
.063 Thick Aluminum  
Painted Matthews  
Bronze # MP 26077



2. Backer Panel  
.125 Thick Aluminum  
Painted Matthews  
Bronze # MP 26077



3. Monument Cabinet  
.063 Thick Aluminum  
Painted Matthews  
Red # PMS 1805C



4. Trim Cap (logo & "pet food")  
1" Thick Jewelite  
Red # PMS 180C



5. Letter Faces (logo & "pet food")  
3/16" Thick Acrylic w/  
1st Surface Translucent  
Vinyl, Calon Red # 33



6. Letter Faces ("express")  
3/16" Thick Acrylic w/  
1st Surface Translucent  
Vinyl, Calon Tangerine # 84



7. Monument Faces  
3/16" Thick Acrylic  
White # RH 7328



8. Trim Cap ("express")  
1" Thick Jewelite  
Painted Matthews  
Orange # PMS 1495C



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Jed

PROJECT LOCATION:  
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Beverly Hills, CA 90212

SALES APPROVAL  
Signature \_\_\_\_\_

CUSTOMER APPROVAL  
Signature \_\_\_\_\_

LANDLORD APPROVAL  
Signature \_\_\_\_\_

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REVISIONS



**Architectural Commission Report**

445 North Rexford Drive, Room 280-A

AC Meeting – April 16, 2014

**Attachment C**

DRAFT Approval Resolution

RESOLUTION NO. AC-XX-14

RESOLUTION OF THE ARCHITECTURAL COMMISSION OF THE CITY OF BEVERLY HILLS CONDITIONALLY APPROVING AN ARCHITECTURAL REVIEW PERMIT FOR A BUSINESS IDENTIFICATION SIGN, A MONUMENT SIGN, AND A SIGN ACCOMMODATION TO ALLOW BUSINESS IDENTIFICATION SIGNAGE TO FACE PRIVATE PROPERTY FOR THE PROPERTY LOCATED AT 9153 OLYMPIC BOULEVARD (PL1404821 – PET FOOD EXPRESS).

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

Section 1. Richard Benson, agent, on behalf of the property owner, Emanuel M. Rider Revocable Trust, and the tenant, Pet Food Express (Collectively the “Applicant”), has applied for architectural approval of a business identification sign, a monument sign, and a sign accommodation to allow business identification signage to face private property for the property located at 9153 Olympic Boulevard.

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 April 16, 2014 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, complaint 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 for this project.

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: April 16, 2014

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William Crouch, Commission Secretary  
Community Development Department

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James Blakeley III, Chair  
Architectural Commission