



## Architectural Commission Report

**Meeting Date:** Wednesday, October 21, 2015

**Subject:** **RALPH LAUREN (PL1526676)**  
**444 North Rodeo Drive**

Request for approval of a façade modification, awning signage, alley signage, and a sign accommodation for multiple business identification signs. The Commission will also consider adoption of a Categorical Exemption, pursuant to the California Environmental Quality Act.

**Project agent:** Ashok Vanmali – Gruen Associates

**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 of a façade modification, awning signage, and a sign accommodation for multiple business identification signs for Ralph Lauren located at 444 North Rodeo Drive. The project will primarily maintain the existing façade and includes the following components:

#### Façade Modification

##### *North Rodeo Drive elevation*

- Re-paint full façade to match existing (white);
- Re-paint second floor shutters in a brown color;
- Lower height of the first floor window sills;
- New black metal storefront door with clear glazing;
- New bronze metal planters with landscaping to match existing planting, and;
- Re-cover existing awnings in navy blue fabric on existing frames.

##### *Alley elevation*

- Re-paint full façade to match existing (white);
- New black metal doors and windows with clear glazing;
- Re-cover existing awning in navy blue fabric on existing frame;
- New sconces to match those on North Rodeo Drive elevation;
- New bronze metal planters with landscaping to match existing planting, and;
- New green wall with Boston Ivy planting.

#### Sign Accommodation (multiple business identification signs)

- One (1) 8 SF façade-mounted, non-illuminated, bronze business identification sign (sign copy: business name)
- Seven (7) 2.36 SF window-mounted, non-illuminated, gold leaf business identification sign (sign copy: business name)

**TOTAL SIGN AREA: 24.52 SF**

#### Attachment(s):

- A. Detailed Design Description and Materials (Applicant Prepared)
- B. Project Design Plans
- C. DRAFT Approval Resolution

#### Report Author and Contact Information:

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Pursuant to the Beverly Hills Municipal Code (BHMC) §10-4-604, the Architectural Commission may approve a sign accommodation to allow multiple business identification signs if the total area of all business identification signs does not exceed the lesser of: 1) 100 square feet; 2) the total business sign area otherwise permitted by this section, or; 3) 10% of the vertical surface area of that portion of the wall below 20'-0". Based on a storefront length of 98'-0" the maximum sign area is 100 SF. As such, the proposed business identification signage is within the maximum standards set forth in the BHMC.

### Awning Signage

#### *North Rodeo Drive elevation*

- Seven (7) signs, each five inches (5") in height, located on the awning valance (sign copy: business name)

#### *Alley elevation*

- One (1) sign, five inches (5") in height, located on the awning valance (sign copy: business name)

Pursuant to BHMC §10-4-306, one horizontal line of letters and symbols that does not exceed seven inches (0'-7") in height, which identifies the name and occupation of the tenant or owner, may be fixed to the awning valance. As proposed, the proposed awning signage is in compliance with the maximum standards set forth in the BHMC.

*Note: Awning signage is considered separate from business identification signage and is not included in the total maximum sign area.*

### Alley Signage

- One (1) façade-mounted, non-illuminated, brass plaque business identification sign (sign copy: business name)

Pursuant to BHMC §10-4-604, a ground floor business with street frontage shall also be entitled to a business identification sign adjacent to an entrance of the business if such entrance is from a public right-of-way and through a wall of a building not permitted to otherwise contain a business identification sign (i.e., an alley-oriented wall). Such sign shall be located below a height of eight feet above grade; shall not be lighted or illuminated if it faces a residential zone, and; shall not exceed four square feet in area. As such, the proposed business identification signage is within the maximum standards set forth in the BHMC.

### **URBAN DESIGN ANALYSIS**

The proposed façade modifications proposed to maintain a large majority of the classically designed facade and will continue to serve as a positive enhancement to the streetscape of North Rodeo Drive. Additionally, the proposed green wall provides an area of interest to the alley elevation and will provide a much desired sense of arrival.

However, while awning signage and window-mounted signs tend to serve different types of passersby (automobile drivers and pedestrians, respectively), the number of signs appear excessive and may



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otherwise clutter the façade. It is recommended that the number of signs be reduced and/or the use of logos, as opposed to the full business name, be explored to lessen the potential impact.

Project-specific conditions have not been proposed as part of this analysis; however, the Commission may wish to consider the comments during the course of their review and propose project-specific conditions deemed necessary to make the required findings for approval.

### **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 outreach and notification was not required for this project.



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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 (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: 15
  - Building Identification Sign(s)
    - Number of signs proposed: 3
  - Sign Accommodation (explain reason for the accommodation request below):
    - Multiple business ID \_\_\_\_\_ Number of signs proposed: 18
  - 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:**

The existing facade is getting a refreshed. The classical look and feel of the facade with cornices, windows, shutters and awnings will remain.  
 The plaster and shutters are to be cleaned and prepared for new paint. The awning frames are to remain and only the canvas will be replaced. The entire interior will be remodeled to complement the new exterior facade with sophisticated finishes and materials.

**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 checked="" 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 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):**

- General Office Building
- Retail Building
- Medical Office Building
- Multi-family Building
- Vacant
- Restaurant
- Other (specify below): \_\_\_\_\_

**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               | 9" x 10" 8"       | 8                  |                                       |
| 2 | Awning Sign(s)      | 7               | 5" x 5' 8" = 2.36 | 16.52              |                                       |
| 3 | Window Sign(s)      | 7               | 4" x 5' 1" = 1.7  | 11.9               |                                       |
| 4 | Alley Sign(s)       | 1               | 5" x 5' 8" = 2.36 | 2.36               |                                       |
| 5 | Alley Sign(s)       | 2               | 1' 2" x 10" = 1   | 2<br>total = 40.12 | 98sf x 2 - 196sf                      |

**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, Tile, Metal  
*Texture /Finish:* Smooth  
*Color / Transparency:* White

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

*Material:* Metal Door Handles  
*Texture /Finish:* N/A  
*Color / Transparency:* Black

**ROOF**

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

**COLUMNS**

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

**BALCONIES & RAILINGS**

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

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

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

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

**AWNINGS, CANOPIES**

*Material:* Canvas  
*Texture /Finish:* N/A  
*Color / Transparency:* Navy Blue

**DOWNSPOUTS / GUTTERS**

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

**BUSINESS ID SIGN(S)**

*Material:* Vinyl letters on glass & canvas  
*Texture /Finish:* N/A  
*Color / Transparency:* Gold

**BUILDING ID SIGN(S)**

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

**EXTERIOR LIGHTING**

*Material:* Stainless Steel Sconces  
*Texture /Finish:* N/A  
*Color / Transparency:* Matte Black

**PAVED SURFACES**

*Material:* Tile  
*Texture /Finish:* Smooth  
*Color / Transparency:* Saltillo

**FREESTANDING WALLS AND FENCES**

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

**OTHER DESIGN ELEMENTS**

*Material:* metal planter boxes  
*Texture /Finish:* smooth  
*Color / Transparency:* Bronze

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

New metal planters on Rodeo Drive with rosemary (Rosmarinus officinalis 'prostrata')  
New metal planters in alley with Boston ivy (Parthenocissus tricuspidata)  
and rosemary (Rosmarinus officinalis 'prostrata').  
(2) Existing ceramic pots with olive trees (Olea europea 'swan hill') to remain at rear entry

**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.**

Ralph Lauren is restoring their existing store on Rodeo Drive. The existing classical store design is to remain and will be refinished in order to update the sophisticated storefront. This ties in perfectly with existing stores in Beverly Hills, and more specifically, Rodeo Drive, with the idea of something new that has seemingly been there all along.

- 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.**

No change to existing structure.

- 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 finishes used will be of the highest quality to give the existing building its new appearance. The finishes are not only classic and high-end but also durable which allows for the rich appearance of the store.

- 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.**

Rodeo Drive is known for its commitment to high end retail and the Ralph Lauren Store will complement that agenda appropriately. Its classic yet sophisticated look will attract patrons, visitors, and tourists alike, expanding the exposure of Beverly Hills as the hub of high end retail in Los Angeles. Its design will present Beverly Hills as a city interested in and receptive to beautiful architecture.

- 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.**

Rodeo Drive is characterized by the unique looks of all of the high end retail stores and the proposal for the Ralph Lauren Store will complement the overall aesthetic of Rodeo Drive and, ultimately, the City of Beverly Hills. The signage proposed and the overall approach for the facade is within the boundaries of the municipal code and will be tested for overall performance and aesthetics.



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**Attachment B**  
Project Design Plans



1 EXISTING ELEVATION  
SCALE: NTS



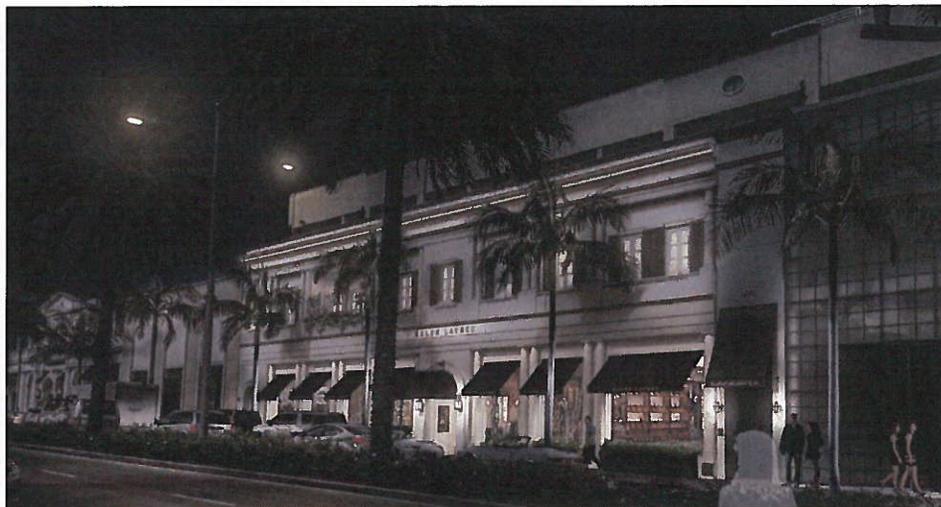
2 PROPOSED ELEVATION  
SCALE: NTS



1 EXISTING REAR ELEVATION  
SCALE: NTS



2 PROPOSED REAR ELEVATION  
SCALE: NTS

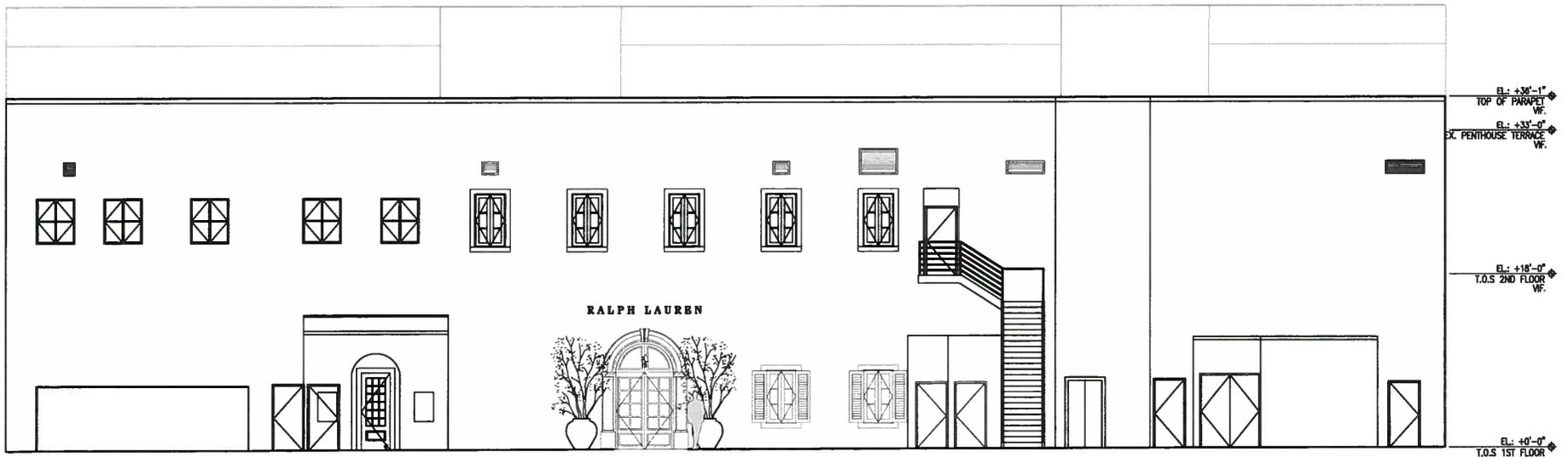


1 PROPOSED FRONT ELEVATION  
SCALE: NTS

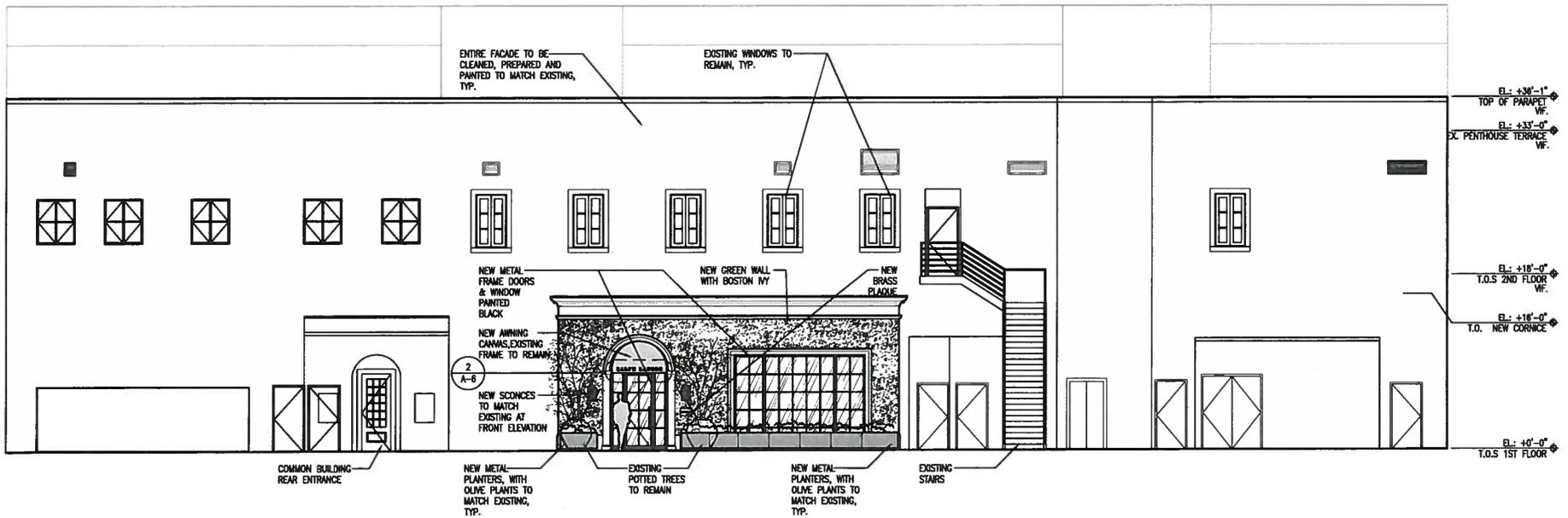


2 PROPOSED REAR ELEVATION  
SCALE: NTS











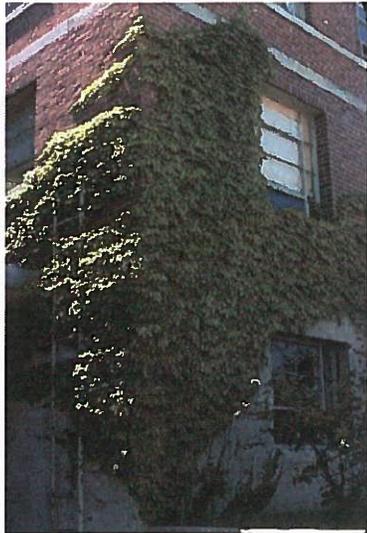
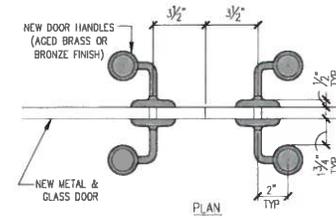
5 **OLIVE**  
*Olea europea 'swan hill'*  
SCALE: NTS



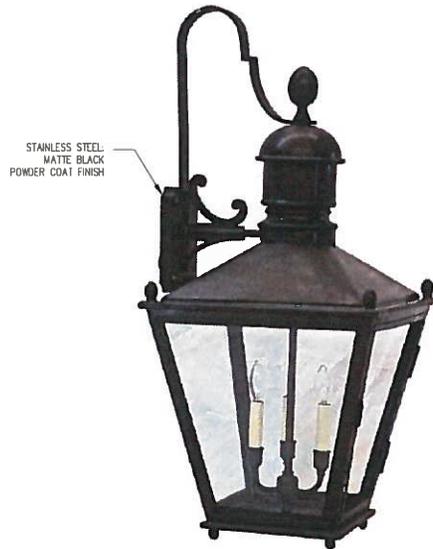
4 **ROSEMARY**  
*Rosmarinus officinalis 'prostrata'*  
SCALE: NTS



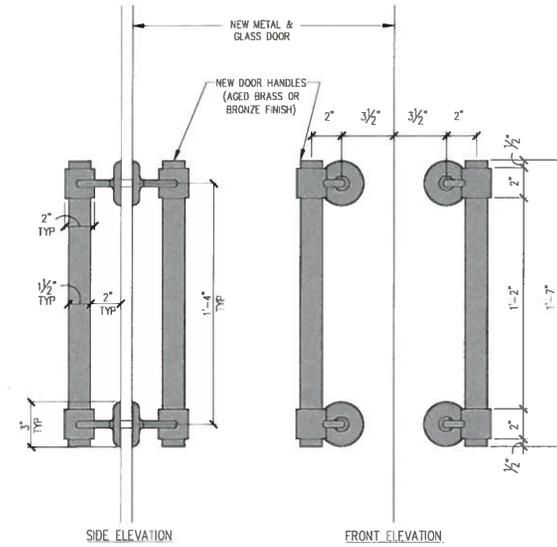
2 **SIM. ENTRY DOOR HANDLE IMAGE**  
SCALE: NTS



6 **BOSTON IVY**  
*Parthenocissus tricuspidata*  
SCALE: NTS



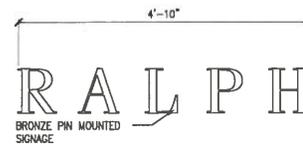
3 **EXTERIOR SCONCE LANTERN IMAGE**  
SCALE: NTS



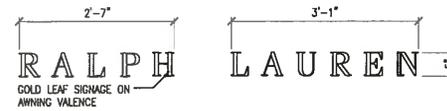
1 **ENTRY DOOR HANDLE DETAIL**  
SCALE: 1 1/2" = 1'-0"

| SIGNAGE SCHEDULE EXTERIOR ELEVATION |          |                      |                                    |
|-------------------------------------|----------|----------------------|------------------------------------|
| SIGNAGE TYPE                        | QUANTITY | SQUARE FOOTAGE       | MAXIMUM AREA PERMITTED BY CODE     |
| TYPE A<br>PIN MOUNTED               | 1        | 8 SQ. FT. (8)        | 196 SQUARE FEET (98 L.F. X 2 S.F.) |
| TYPE B<br>AWNING SIGNAGE            | 7        | 2.36 SQ. FT. (16.52) | 196 SQUARE FEET (98 L.F. X 2 S.F.) |
| TYPE C<br>GLASS SIGNAGE             | 7        | 1.7 SQ. FT. (11.9)   | 196 SQUARE FEET (98 L.F. X 2 S.F.) |
| TOTAL                               | 15       | 36.42 SQ. FT.        | 196 SQUARE FEET (98 L.F. X 2 S.F.) |

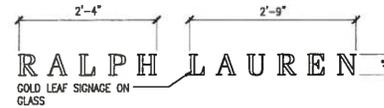
| SIGNAGE SCHEDULE EXTERIOR REAR ELEVATION |          |                     |                                    |
|--|----------|---------------------|------------------------------------|
| SIGNAGE TYPE                             | QUANTITY | SQUARE FOOTAGE      | MAXIMUM AREA PERMITTED BY CODE     |
| TYPE B<br>AWNING SIGNAGE                 | 1        | 2.36 SQ. FT. (2.36) | 196 SQUARE FEET (98 L.F. X 2 S.F.) |
| TYPE D<br>BRASS SIGNAGE PLAQUE           | 2        | 1 SQ. FT. (2)       | 196 SQUARE FEET (98 L.F. X 2 S.F.) |
| TOTAL                                    | 3        | 4.36 SQ. FT.        | 196 SQUARE FEET (98 L.F. X 2 S.F.) |



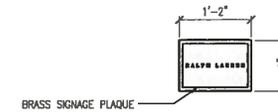
1 TYPE 'A' (8 SQ. FT.)  
PIN MOUNTED SIGNAGE ELEVATION  
SCALE: 1/2" = 1'-0"



2 TYPE 'B' (2.36 SQ. FT.)  
AWNING SIGNAGE ELEVATION  
SCALE: 1/2" = 1'-0"



3 TYPE 'C' (1.7 SQ. FT.)  
GLASS SIGNAGE ELEVATION  
SCALE: 1/2" = 1'-0"



4 TYPE 'D' (1 SQ. FT.)  
BRASS SIGNAGE PLAQUE  
SCALE: 1/2" = 1'-0"



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**Attachment C**

DRAFT Approval Resolution

RESOLUTION NO. AC-XX-15

RESOLUTION OF THE ARCHITECTURAL COMMISSION OF THE CITY OF BEVERLY HILLS CONDITIONALLY APPROVING AN ARCHITECTURAL REVIEW PERMIT FOR A FAÇADE MODIFICATION, AWNING SIGNAGE, ALLEY SIGNAGE, AND A SIGN ACCOMMODATION FOR MULTIPLE BUSINESS IDENTIFICATION SIGNS FOR THE PROPERTY LOCATED AT 444 NORTH RODEO DRIVE (PL1526676 – RALPH LAUREN).

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

Section 1. Ashok Vanmali, Gruen Associates, agent, on behalf of the property owners, Karl B. Schurz Trust, and the tenant, Ralph Lauren, (Collectively the “Applicant”), has applied for architectural approval for a façade modification, awning signage, alley signage, and a sign accommodation for multiple business identification signs for the property located at 444 North Rodeo 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 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.

Section 5. The Architectural Commission conducted a duly noticed public hearing on **October 21, 2015** 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 environmental 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: **October 21, 2015**

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Ryan Gohlich, Commission Secretary  
Community Development Department

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Andrea Gardner Apatow, Chair  
Architectural Commission