



**CITY OF BEVERLY HILLS**  
455 N. Rexford Drive  
Beverly Hills, California 90210

**ARCHITECTURAL COMMISSION  
SPECIAL MEETING MINUTES  
ANNUAL TRAINING RETREAT  
October 7, 2014  
9:00 AM**

**MEETING CALLED TO ORDER**

Date / Time: October 7, 2014 / 9:06 AM

**ROLL CALL**

Commissioners Present: Commissioners Kaye, Peteris, Blakeley, Vice Chair Gardner Apatow, Chair Bernstein.

Commissioners Absent: None.

Staff Present: William Crouch, Jay Trevino, Cindy Gordon, Georgana Millican, Reina Kapadia, Karen Myron, David Snow.

**COMMUNICATIONS FROM THE AUDIENCE**

Speakers: None.

**APPROVAL OF AGENDA**

Motion: Motion by Commissioner Peteris, Second by Vice Chair Gardner Apatow to approve the agenda as presented (5-0).

Action: **The agenda was approved as presented.**

**STUDY SESSION**

**Annual Architectural Commission Training**

- Assistant City Attorney David Snow provided training on the following topics:
  - Brown Act
  - Fair Process Laws
  - Architectural Findings
  - Commission Meeting Procedures for Considering Public Hearing Items

*The Commission took a recess at 10:41 am*

*The Commission reconvened at 10:48 am*

**Annual Architectural Commission Training, continued**

- Urban Designer William Crouch explained the process for Code Enforcement of non-compliant projects.
  - Commissioner Blakeley discussed a draft letter to City Council regarding sign violations, which he will present to the Commission for approval at its next regular meeting on October 15, 2014.
- Associate Planner Cindy Gordon discussed the following:
  - Upcoming Architectural Awards
  - Architectural Commissioners' Handbook

**MEETING ADJOURNED**

Date / Time: October 7, 2014 /11:46 AM

PASSED AND APPROVED THIS 15<sup>TH</sup> DAY OF OCTOBER, 2014

A handwritten signature in black ink, consisting of a large, stylized 'B' followed by a horizontal line and a small flourish.

Barry Bernstein, Chair