

A quarterly newsletter of the Community Development Department of the City of Beverly Hills

Fall 2018

What We Do: How we inform the public about projects and development

If you live in the City of Beverly Hills, it is likely that you have received a public notice about a pending land use project in the mail, seen a notice posted on a property, or passed by a property that was under construction and wanted more information about the project. There are a number of ways you may find out about a development project, and the Community Development Department strives to provide information to the public about these projects in a number of ways.

Notices: In the majority of cases, public noticing for a land use project is connected to a request for an entitlement, a process which requires discretionary review and approval by a decision-making body at the City. There are three types of public notices for land use projects in the City: mailed notices, on-site posted notices, and newspaper notices. Mailed notices are required for most entitlements and are mailed to neighbors within a certain distance from the property (measured as a radius), based on the designated reviewing authority for the project. Posted notices are required for some entitlements, which consist of a sign posted on a property's street-facing sides, and newspaper notices placed in the Beverly Hills Courier and Beverly Hills Weekly when required. All required noticing for land use projects must be completed at least 20 days in advance of a public hearing or decision.

The primary function of a notice is to inform neighbors and interested parties that a property owner is proposing a project that requires an entitlement; however, a notice also provides community members



NOTICE OF PENDING DESIGN REVIEW PERMIT

The owner of this property intends to seek a Design Review Permit for the construction of a new two-story single-family residence

Public Hearing : October 12, 2014 at 1:30 PM

Location of Hearing: Room 280A
455 N. Rexford Drive,
Beverly Hills, CA 90210

For more information & to submit comments: Jane Smith, Associate Planner
(310) 285-1191
jsmith@beverlyhills.org
www.beverlyhills.org/planning

Proposed Project



Site Address: 123 Rodeo Drive
Height: 30'-8"
Size: 3,952 square feet
Applicant: John Doe

with important information about the discretionary review process, and their participation in this process. Each notice contains basic information about the project and the requested entitlement, and when a decision is expected to be made (for cases with a public hearing, this includes the date, time, and location of the hearing). Notices also provide contact information for the City staff member that is processing the requested entitlement, and instructions for submitting comments on a project.

Upcoming Projects List: The Beverly Hills Planning Division also maintains an "upcoming projects list" that identifies pending entitlement projects that are currently under review at the City. This list is published every two weeks in the Planning Commission Agenda, which can be found on the City's website

(<http://beverlyhills.org/citygovernment/commissions/planningcommission/agendasandminutes/>). The list includes basic details about requested entitlements including applicant information, contact information for the responsible staff members at the City and anticipated milestones.

Commission Agendas: Many larger or more significant projects in the City are required to be considered by one or more of the commissions that are staffed by the Community Development Department. Agendas for these public meetings are made available online and posted in several locations near City Hall. In addition, you can "subscribe" on the City's website to receive emails when new agendas are posted online. This can be done by scrolling to the

bottom of the Community Development's webpage where agendas are posted and hitting the icon that says "subscribe".

Planning Staff: Planning staff is always available to answer questions from the public about specific projects. If you have a question about a project or specific property, you are welcome to call the Community Development Department at 310-285-1141 and ask to speak to a planner. If you become notified of a project and have follow up questions or would like to provide

your input, please contact the staff person listed on the public notice. Staff is available to answer questions about the proposed project, document public input, or explain how you can provide comments to the decision-making body. Comments, concerns, and ideas provided by the public can help inform a decision-making body, and can help ensure that projects are assessed from multiple perspectives.

Code Enforcement Corner: Temporary Holiday Decorations

In an effort to clarify and simplify the process for business owners who wish to decorate store fronts or buildings during the holiday season, a waiver for Architectural Review has been established for temporary decorations. Holiday decorations may be installed beginning on November 15th (*not before*) and must be completely removed by **January 10th**.

As indicated above, Architectural Review is not required for temporary holiday decorations. For your safety, the Development Services Program has provided guidelines for the installation of holiday decorations. Please take a moment and review these guidelines carefully.

- **Holiday decorations** may include window painting, trees, wreaths, decorative lighting, and similar seasonal displays not conveying commercial advertising.
- **Holiday decorations** mounted on balconies, rooftops or other locations subject to falling, tipping or blowing over must be securely fastened to the building. For your safety, the Development Services Program will gladly review attachment details or plans for these installations free of charge.
- **Free standing displays** must be properly weighted or anchored to prevent them from blowing or tipping over.
- **Holiday decorations** must not block or obstruct any building access or exit.
- **Holiday decorations** may not be placed on sidewalks or other public ways.
- **Use of the City sidewalk** is allowed without a permit for installation and removal of temporary decorations on private property provided that:
 1. The work is done between 5AM & 7AM
 2. A minimum four foot wide walkway is kept clear for pedestrian travel.
 3. The sidewalk is swept clean by 7AM



- **All electrical equipment** (*lights, extensions, cords, timers etc.*) must be U.L. listed for the use intended.
- **The electrical loads** must not exceed the listed capacity of any cord or receptacle.
- **The use of multiplug adapters** or other devices which allow more than one appliance to be plugged into a single electrical outlet may overload the circuit, causing a fire.
- **All receptacles and cords** must be of the grounding type when servicing grounded appliances or fixtures.
- **Extension cords** must be identified as suitable for hard usage or extra-hard usage and should be maintained in good condition without splices, deterioration or damage.

Code Enforcement Corner: Temporary Holiday Decorations (continued from page 2)

- **Flexible cords** should not be run through doorways or windows and must be protected from accidental damage. Instead, permanent Ground Fault Circuit Interrupter (*GFCI*) outlets should be mounted on building exteriors, adjacent to annual decorations requiring electrical power. An electrical permit and inspection is necessary for this installation.
- **Flexible cords** should not be concealed within building walls, ceilings or floors.
- **Flexible cords** should be connected to devices and fittings such that tension will not be transmitted to joints or terminals.

Each holiday season, it is important to keep in mind safety of the public as it relates to holiday decorations, lights and signs.

Project Highlight: Santa Monica Blvd. Improvements Updates

Raised Crosswalks: Raised crosswalks were built at unlighted intersections on the north side of N. Santa Monica Boulevard (*Linden, Alpine, Foothill, Elm, Maple, Hillcrest, Arden, Alto and Sierra drives*). These striped, high-visibility crosswalks connect the Beverly Gardens Park jogging/walking path where it pauses at the intersections. The crosswalks were constructed at the same level as the curbs, allowing for a safe transition for pedestrians.

High Visibility Bicycle Lanes: At its June 20, 2017 meeting, the City Council agreed to proceed with striping North Santa Monica Boulevard between Doheny Drive and Wilshire Boulevard with five-foot wide, “high visibility,” bicycle lanes in both directions. The new stripping features high visibility bicycle lanes with green-colored dash lines pavement to distinguish the bicycle lanes and enhance the visibility of the lanes beyond just a white stripe.

Decorations and displays which encroach into the sidewalks and streets are prohibited as it may impact pedestrian and vehicular traffic. Also while many of the decorations have electrical connections, please use appropriate weatherproof outdoor rated cords and connections and secure in a manner to ensure safety from shock or trip and falls.

Finally, the City looks forward to a great holiday season and is happy to assist the public by answering questions and providing guidance relating to regulations. **Questions? Don't hesitate to call Code Enforcement staff at: (310)285-1119.**



Tools Corner: Moving Van Permits & Parking Permits

As a part of the City's commitment to provide excellent customer service, the City has developed processes to obtain on-street parking permits for circumstances that may require relief from normal parking restrictions. This edition of Tools Corner provides an overview of the types of parking permits available, and the related limitations and procedures.

PREFERENTIAL PARKING PERMITS

A Preferential Parking Permit Zone ("PPPZ") establishes an area in which Beverly Hills residents are granted parking privileges beyond the posted time limit on a specific residential block, with the exception of the City's overnight no parking restriction between 2:30 AM – 5:00 AM, daily. Here is a brief summary of the requirements and process to establish a PPPZ:

- Residents of the requesting street block must submit:

- 1) a qualifying petition and
- 2) a cover letter from the lead petitioner outlining the reason for the PPPZ

► A qualifying petition contains signatures representing at least 51% of the dwelling units (*only one signature per single-family home/apartment/condominium unit will count*) in favor of establishing the PPPZ

- Residents within a PPPZ may purchase up to 3 daytime parking permits annually
- The petition will be assessed for compliance with the criteria in Beverly Hills Municipal Code § 7-3-206, and will be presented to the Traffic & Parking Commission ("TPC") for consideration
- Upon recommendation for approval by the TPC, the request will be reviewed for final approval by the City Council



SPECIAL USE PARKING PERMITS

The City issues Special Use Parking Permits in certain instances that may require additional off-street parking allowances. Examples of Special Use Parking Permits include:

- Caregiver Parking Permit
- Construction Permits
- Short-Term Valet Parking Permit
- Overnight Parking Permits
(*for qualifying multi-family units only*)

TEMPORARY “NO PARKING” MOVING SIGNS

The City also offers temporary “No Parking” signs in order to help moving vans/trucks secure a legal reserved parking space during a move. Here is some important information regarding moving van signs:

- **Signs are \$7.00 each** and are available for purchase at Beverly Hills City Hall
 - **Minimum of 2 signs** are required to be purchased per address*
 - ▶ *Residential moves located north of Santa Monica Boulevard do not require signs
 - **Each sign may be used** for one day, and may not be reused for subsequent moves
 - ▶ Residential moves are limited to the hours of 8:00 AM - 6:00 PM, daily
 - ▶ Commercial moves may be restricted to Sundays only, based on location

- **Signs must be posted** on trees/parking meters/light poles at least 72 hours in advance, and must be removed at the conclusion of the activity or upon expiration
 - **Signs do not exempt the moving van/truck** from other applicable restrictions (*i.e. red zones, handicapped zones, loading zones, street sweeping*)
 - **A clear and safe walkway for pedestrians** must be maintained at all times, and no staging in the public right-of-way of any equipment or materials is permitted



Rent Stabilization Program – City Council Votes to Eliminate No-Cause Evictions



On November 21, 2017, the City Council approved an agreement with consulting firm HR&A Advisors, Inc. (HR&A) to provide additional information on questions posed by City Council regarding the amended Rent Stabilization Ordinance (RSO).

At the August 7, 2018 City Council meeting, HR&A addressed the questions raised by City Council in draft issue papers and plausible policy options that discussed the following seven topic areas: Relocation Fees, No-Cause Evictions, Explanation of the Ellis Act and Interaction with the RSO, Banking of Annual General Adjustments, Exemption of Properties with 4 units or Less, the Rent Increase Application Process and the Maximum Allowable Rent Increase. Staff presented a memorandum addressing Habitability

Standards which were also raised during the seven facilitated dialogue sessions with the community led by Professor Sukhsimranjit Singh in 2017.

At the August 7th meeting, staff also presented the schedule for three additional facilitated dialogue sessions in which tenants and housing providers would have the opportunity to hear the findings from HR&A, present their arguments and recommendations on the seven RSO topics and policy options. City Council also provided direction to staff on additional information needed based on the draft findings presented by HR&A and on the proposed next steps for Council's discussion at-large on these seven topic areas of the RSO.

The three facilitated dialogue sessions took place on August 15th and 26th and September 16th, facilitated by Professor Singh. The feedback collected through these meetings was incorporated on the final issue papers and presented for

City Council for discussion during two Special Study Sessions. The City Council Special Study Sessions were held on October 11th at 10am and October 18th at 7pm.

At the October 18th Special City Council meeting by a unanimous vote, the City Council passed an urgency ordinance which eliminates no-cause evictions from Chapter 6 Title 4. City Council further directed staff to draft a rent stabilization ordinance for introduction at the November 6, 2018 Council meeting and establish the City Council as an appeals board. The item was added to the December 18, 2018 City Council meeting for the City Council to continue the discussion and consider additional amendments to the RSO. It is anticipated that a final draft ordinance will be brought for City Council consideration before the end of the year.

AICP Certification

American Institute of Certified Planners (AICP) certification is a nationwide credential that recognizes the work experience, academic qualifications, and comprehensive knowledge necessary to serve a community efficiently.

The process of earning certification entails preparing for a thorough and challenging exam in which topics ranging from planning history to ethics and environmental law are covered.

In passing the comprehensive exam, certified planners commit to high standards of practice by staying up-to-date with best practices in the field of planning through the Certification Maintenance program, which requires that a minimum number of



educational credits be earned every year to maintain the AICP certification.

In addition to the educational aspect of AICP certification, AICP also promotes service. Many AICP members offer pro bono services to at-need communities, or through the American Planning Association's (APA) Community Assistance Program. Other members provide mentorship to students and new professionals. A few of the City's own planning staff have participated in both of these services outside of their professional careers with the City.

Within the City's Community Development Department, approximately 50% of the Planning Division have AICP certifications.

SPOTLIGHT ON - NESTOR OTAZU - CODE ENFORCEMENT MANAGER



I was born in Santa Monica, California and grew up in the Los Angeles area. Growing up in California exposed me to various arts and crafts which led me to gain an interest in architecture and construction technology. Following my studies at the Woodbury University bachelor degree program for architecture and business, I turned my attention to construction technologies and pursued a career in construction and development of residential properties.

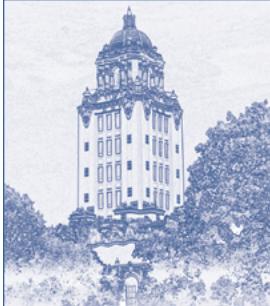
As time moved on and the family grew, I had the opportunity to start a small business in residential remodeling and maintenance service. During this 8 year period I really saw the benefits

and importance of developing deeper professional relationships with the customer base, many of whom went on to be personal friends to this day. During this time I also began to develop a personal interest in playing a more useful part in life while helping others. I focused on the value of family, people, respect, finding a purpose and loving what you do while helping others. I also became involved with local community, church and faith based charitable organizations.

In November of 1998 I decided to enter the world of public service and began working for the City of Beverly Hills as a Building Maintenance Worker, in what was referred to at the time as the General Services Department. In this role I provided maintenance and repairs to the City's properties. As I began to focus on setting a career path while working, I returned to school and acquired specific California building code certifications. As I entered the field of code enforcement I furthered my education with studies in criminal justice and eventually obtained Penal Code (PC) 832 certification from Rio Hondo Police Academy. Immediately

after, I became a member of the California Association of Code Enforcement Officers (CACEO). The several years of study that followed allowed me to obtain the Master Code Enforcement Officer Certification and I currently remain an active member of CACEO. Specific exposure to conflict resolution allowed me to further my knowledge in mediation by attending the Pepperdine University School of Law Star Mediation Program.

In 1999, I became a Code Enforcement officer which exposed me to interesting situations and learning opportunities. The field of Code Enforcement or Community Preservation has and continues to be very rewarding in that it allows me the opportunity to work, interact, and play a small part in helping others in a positive manner. In 2008, I became the Code Enforcement Manager for the Community Preservation Program. Today I am grateful to manage a great team of Code Enforcement Officers. Our goal is to provide the best customer service to our customers while preserving the City's community and improving the quality of life for its residents.



CITY OF BEVERLY HILLS

CDD Connection

KEY DATES:

Upcoming Projects to City Council

- **Beverly Hills Media Center** – 100 N Crescent Drive. The proposed project would add two stories to the existing building at 100 N. Crescent Drive. The project would increase the height of the building from 43 to 72 feet and add approximately 55,070 square feet of floor area to the building. If there are question regarding this project, please contact Juan Arauz, Associate Planner in the Planning Division at (310)285-1127.
- **9908 S Santa Monica Blvd.** – Former Fiar's Club Site. The project involves a mixed-use building that would include commercial and residential land uses on a 36,000 square-foot site. The building would be five stories tall and a total height of 58 feet. If there are questions regarding this project, please contact Masa Alkire, AICP, Principal Planner in the Planning Division at (310)285-1135

Standing Meeting Schedule:

Architectural Commission –

- ▶ Meets the 3rd Wednesday of each month at 1:30 PM

Cultural Heritage Commission –

- ▶ Meets the 2nd Wednesday of each quarter at 1:30 PM

Design Review Commission –

- ▶ Meets the 1st Thursday of each month at 1:30 PM

Planning Commission –

- ▶ Meets the 2nd and 4th Thursday of each month at 1:30 PM

Traffic and Parking Commission –

- ▶ Meets the 1st Thursday of each month at 9 AM



CITY OF BEVERLY HILLS

City Hall Hours:

Monday–Thursday 7:30 AM–5:30 PM
Friday 8:00 AM–5:00 PM

Community Development Walk-ins:

Monday–Thursday 8:00 AM–10:00 AM
Call ahead 310-285-1141

Schedule an Appointment:

<http://www.beverlyhills.org/appointments>

Construction Hours:

Monday–Friday 8:00 AM–6:00 PM
Except during city holidays

Community Development Department

455 N. Rexford Drive
Beverly Hills, CA 90210

(310) 285-1141

www.beverlyhills.org

Email: buildingandsafetyinfo@beverlyhills.org

Email: transportation@beverlyhills.org