Beverly Hills City Council Liaison / OpenBH Design and Operating Standards Ad Hoc Committee will conduct a Special Meeting, at the following time and place, and will address the agenda listed below:

CITY OF BEVERLY HILLS
455 N. Rexford Drive
2nd Floor Room 280A
Beverly Hills, CA 90210

IN PERSON/ TELEPHONIC / VIDEO CONFERENCE MEETING

Beverly Hills Liaison Meeting
https://beverlyhills-org.zoom.us/my/committee
Meeting ID: 5161912424
Passcode: 90210

You can also dial in by phone:
+1 669 900 9128 US
+1 833 548 0282 (Toll-Free)

One tap mobile
+16699009128,,5161912424# US
+18335480282,,5161912424# US (Toll-Free)

Monday, December 12, 2022
3:00 PM

Please be advised that pre-entry metal detector screening requirements are now in place in City Hall. Members of the public are requested to plan visits accordingly.

In the interest of maintaining appropriate social distancing, members of the public can view this meeting through live webcast at www.beverlyhills.org/live and on BH Channel 10 or Channel 35 on Spectrum Cable, and can participate in the teleconference/video conference by using the link above. Written comments may be emailed to mayorandcitycouncil@beverlyhills.org and will also be taken during the meeting when the topic is being reviewed by the Beverly Hills City Council Liaison / OpenBH Design and Operating Standards Ad Hoc Committee. Beverly Hills Liaison meetings will be in-person at City Hall.

AGENDA

1) Public Comment
   a. Members of the public will be given the opportunity to directly address the Committee on any item listed on the agenda.

2) Resolution of the Beverly Hills City Council Liaison / OpenBH Design and Operating Standards Ad Hoc Committee continuing to authorize public meetings to be held via teleconferencing pursuant to Government Code Section 54953(e) and making findings and determination regarding the same.
Recent legislation was adopted allowing the Beverly Hills City Council Liaison / OpenBH Design and Operating Standards Ad Hoc Committee to continue virtual meetings during the COVID-19 declared emergency subject to certain conditions and the proposed resolution implements the necessary requirements.

3) Open BH Design and Operating Standards Subcommitee Stakeholder Outreach Meeting
   a. Updates on Project Development
   b. Site Strategy Overview
   c. Design Strategy Discussion
   d. Safety Strategy
   e. Small Group Workshop
   f. Next Steps

4) Future Agenda Items

5) Adjournment

Huma Ahmed
City Clerk

Posted: December 7, 2022

A DETAILED LIAISON AGENDA PACKET IS AVAILABLE FOR REVIEW AT WWW.BEVERLYHILLS.ORG

Pursuant to the Americans with Disabilities Act, the City of Beverly Hills will make reasonable efforts to accommodate persons with disabilities. If you require special assistance, please call (310) 285-1014 (voice) or (310) 285-6881 (TTY). Providing at least twenty-four (24) hours advance notice will help to ensure availability of services. City Hall, including 2nd Floor Room 280A, is wheelchair accessible.
STAFF REPORT

Meeting Date: December 12, 2022
To: City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee
From: Laura Biery, Committee Secretary
Subject: A RESOLUTION OF THE CITY COUNCIL LIAISON / OPEN BH DESIGN AND OPERATING STANDARDS AD HOC COMMITTEE OF THE CITY OF BEVERLY HILLS CONTINUING TO AUTHORIZ PUBLIC MEETINGS TO BE HELD VIA TELECONFERENCING PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND MAKING FINDINGS AND DETERMINATIONS REGARDING THE SAME
Attachments: 1. Proposed resolution

RECOMMENDATION

Staff and the City Attorney’s office recommend that the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee adopt a resolution making the following findings so that meetings of the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee will be subject to the special Brown Act requirements for teleconference meetings: (1) the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee has reconsidered the circumstances of the COVID-19 state of emergency; (2) the state of emergency continues to directly impact the ability of the members to meet safely in person; and (3) state or local officials continue to impose or recommend measures to promote social distancing. Though the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee adopted such a resolution in the past, these findings must be continuously made to continue to hold meetings under these special teleconferencing requirements.

FISCAL IMPACT

The proposed resolution allowing the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee greater flexibility to conduct teleconference
meetings is unlikely to cause a greater fiscal impact to the City as the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee has been conducting such teleconference meetings for over a year.

**INTRODUCTION**

AB 361 allows the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee to continue virtual meetings during the COVID-19 declared emergency subject to certain conditions. These special requirements give the City greater flexibility to conduct teleconference meetings when there is a declared state of emergency and either social distancing is mandated or recommended, or an in-person meeting would present imminent risks to the health and safety of attendees.

**BACKGROUND**

On September 16, 2021, the Governor signed AB 361, amending the Brown Act to establish special requirements for teleconference meetings if a legislative body of a local public agency holds a meeting during a proclaimed state of emergency and either state or local officials have imposed or recommended measures to promote social distancing, or the body determines, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

AB 361 authorizes local agencies to continue meeting remotely without following the Brown Act's standard teleconferencing provisions if the meeting is held during a state of emergency proclaimed by the Governor and either of the following applies: (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the agency has already determined or is determining whether, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

**DISCUSSION**

To continue to hold meetings under these special teleconferencing requirements, the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee needs to make two findings pursuant to Government Code Section 54953(e)(3). First, there must be a declared state of emergency and the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee must find that it has reconsidered the circumstances of such emergency. Second, the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee must find that such emergency continues to directly impact the ability of the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee’s members to meet in person. Alternatively, for the second finding, the City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee must find that state or local officials continue to impose or recommend social distancing measures. These findings must be continuously made to continue to hold meetings under these special teleconferencing requirements.

The declared emergency is still in effect. Furthermore, the State of California and the County of Los Angeles have recommended measures to promote social distancing. The
Centers for Disease Control and Prevention continue to advise that COVID-19 spreads more easily indoors than outdoors and that people are more likely to be exposed to COVID-19 when they are closer than 6 feet apart from others for longer periods of time. Additionally, the Los Angeles County Department of Public Health still encourages people at risk for severe illness of death from COVID-19 to take protective measures such as social distancing and, for those not yet fully vaccinated, to physically distance from others whose vaccination status is unknown. The County Health Department also continues to recommend that employers take steps to support physical distancing and the City Council continues to recommend steps to reduce crowding indoors and to support physical distancing at City meetings to protect the health and safety of meeting attendees.

Please note that AB 361 applies to all legislative bodies. Therefore, Commissions and standing committees will need to also comply with the requirements of AB 361.

Laura Biery
Secretary of the
City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee
Approved By
RESOLUTION NO. CCL- OBHDOSC-03

RESOLUTION OF THE CITY COUNCIL LIAISON / OPEN BH DESIGN AND OPERATING STANDARDS AD HOC COMMITTEE OF THE CITY OF BEVERLY HILLS AUTHORIZING PUBLIC MEETINGS TO BE HELD VIA TELECONFERENCING PURSUANT TO GOVERNMENT CODE SECTION 54953(e) AND MAKING FINDINGS AND DETERMINATIONS REGARDING THE SAME

WHEREAS, the Beverly Hills City Council Liaison / OPEN BH DESIGN AND OPERATING STANDARDS AD HOC Committee is committed to public access and participation in its meetings while balancing the need to conduct public meetings in a manner that reduces the likelihood of exposure to COVID-19 and to support physical distancing during the COVID-19 pandemic; and

WHEREAS, all meetings of the Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee conduct its business; and

WHEREAS, pursuant to Assembly Bill 361, signed by Governor Newsom and effective on September 16, 2021, legislative bodies of local agencies may hold public meetings via teleconferencing pursuant to Government Code Section 54953(e), without complying with the requirements of Government Code Section 54953(b)(3), if the legislative body complies with certain enumerated requirements in any of the following circumstances:

1. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
2. The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

3. The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency in response to the COVID-19 pandemic (the “Emergency”); and

WHEREAS, the Centers for Disease Control and Prevention continue to advise that COVID-19 spreads more easily indoors than outdoors and that people are more likely to be exposed to COVID-19 when they are closer than 6 feet apart from others for longer periods of time; and

WHEREAS, the Los Angeles County “Responding together at Work and in the Community Order (8.23.21)” provides that all individuals and businesses are strongly encouraged to follow the Los Angeles County Public Health Department Best Practices. The Los Angeles County Public Health Department “Best Practices to Prevent COVID-19 Guidance for Businesses and Employers”, updated on September 13, 2021, recommend that employers take steps to reduce crowding indoors and to support physical distancing between employees and customers; and

WHEREAS, due to the ongoing COVID-19 pandemic and the need to promote social distancing to reduce the likelihood of exposure to COVID-19, the Beverly Hills City Council
Liaison / Open BH Design and Operating Standards Ad Hoc Committee intends to hold public meetings via teleconferencing pursuant to Government Code Section 54953(e).

NOW, THEREFORE, the Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee of the City of Beverly Hills resolves as follows:

Section 1. The Recitals provided above are true and correct and are hereby incorporated by reference.

Section 2. The Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee hereby determines that, as a result of the Emergency, meeting in person presents imminent risks to the health or safety of attendees.

Section 3. The Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee shall conduct its meetings pursuant to Government Code Section 54953(e).

Section 4. Staff is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. The City has reconsidered the circumstances of the state of emergency and finds that: (i) the state of emergency continues to directly impact the ability of the members to meet safely in person, and (ii) state or local officials continue to impose or recommend measures to promote social distancing.

Section 6. The Secretary of the Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee shall certify to the adoption of this Resolution and shall
cause this Resolution and her certification to be entered in the Book of Resolution of the Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee of this City.

Adopted: December 12, 2022

__________________________
LILI BOSSE
Presiding Councilmember of the Beverly Hills City Council Liaison / Open BH Design and Operating Standards Ad Hoc Committee of the City of Beverly Hills, California
Item 3
INTRODUCTION
This item provides the Councilmembers assigned to the OpenBH Design and Operating Standards Subcommittee (Subcommittee) with an outline of the discussion points for today’s meeting. This is the third stakeholder outreach meeting, part of a series of stakeholder outreach meetings that will occur over the course of the next few months. For those that are not able to participate in today’s outreach meeting, future outreach for the project will include setting project parameters for development of Design Standards with full involvement of the stakeholders including OpenBH participants and non-participants as well as developing a sample interactive parklet mockup.

DISCUSSION
OpenBH was created to help all Beverly Hills businesses to be open during the pandemic. One of the more popular uses of the OpenBH program was by restaurants and cafés who were permitted to provide open-air dining as a temporary solution to help them stay operational during a time when outdoor dining was the only available option. OpenBH installations by restaurants and cafés include sidewalk dining, converted private property dining (parking lots), and parklet dining (dining in parking meter spaces or similar). For the purposes of this Subcommittee discussion, and the scope of work of the architectural team, the design guidelines being created will focus on the parklet dining only. As a reminder, the parklet installations during the pandemic were done quickly and constructed with easy to assemble materials to meet the urgent temporary need for additional outdoor space. The current parklets often reflect the unique character and aesthetic quality of each business, however, overall street aesthetics are not currently harmonious and cohesive. With the desire to make these temporary installations more permanent, parklets need to be inviting and create people oriented spaces that are functional and provide aesthetic
enhancements to the overall streetscape. To achieve this goal, developing a set of minimum

design standards is warranted and can be reinforced with considerations to the Beverly Hills

brand.

At the direction of the City Council, two Ad Hoc Subcommittees have been formed to work on the

long-term conversion of the OpenBH program for outdoor dining. The Subcommittees include;

“Design and Operating Standards Sub Committee” and “Code and Fee Changes Subcommittee”.

The focus of this Subcommittee is to develop design and operational standards for OpenBH

participants (primarily parklet uses). Past meetings included presenting the path and approach to
develop design standards, conversations with stakeholders in a small group workshop, as well as
collecting input and feedback for developing tailored questionnaires for online surveys.

Survey questions were created to reflect topics discussed in the first stakeholder workshop and
posted for community feedback. The second stakeholder meeting continued the conversation on
what we heard, project parameters, as well as discussing an outline of design guidelines.

In an effort to collect additional community feedback, survey questions were posted a second
time, giving participants who missed the meetings an opportunity to be heard. A total of 187
residents and 12 business owners participated in the survey and gave feedback. What was heard
included feedback on street location, parklet envelope (footprint and height), design elements,
materials, parklet components, and operations and maintenance.

For the purpose of today’s meeting the architect will provide an update on what was heard at
previous meetings/surveys, share emerging themes and present site and design strategies as a
path to develop the standards. The meeting will also include a small group workshop to discuss
an in-depth approach to storefront dining & parklets as well as evaluating design opportunities
related to integrated planters as safety barriers, screening and other parklet components.

Today’s agenda includes:

- Updates on Project Development
- Parklets Design Standards Draft Presentation
- Small Group Workshop
- Large Group Q & A
- Next Steps

FISCAL IMPACT
None at this time. To be evaluated at future meetings based on project development and
recommendations made by the Subcommittee.

RECOMMENDATION
Design Standards and the creation of a prototype parklet will not continue until stakeholder input
and feedback has been discussed. Staff recommends that the Subcommittee discuss the results
of findings from the last stakeholder meetings and comment on site and design strategies as
outlined below:

- Street Strategy Overview
- Design Strategy
- Integrated Barriers
- Screening
- Kit of Parts
Meeting Date: December 12, 2022

The next stakeholder meeting will discuss findings from previous meetings as well as reviewing material palettes, branding, landscaping, furniture, lighting, heating and sound.
Attachment 1
STREET STRATEGY OVERVIEW

1. 25 MPH MAX
2. ONLY WHERE PARKING IS CURRENTLY MARKED
3. NOT BLOCKING WHITE LOADING CURBS OR RED FIRE CURBS
4. NOT BLOCKING DRIVEWAY OR ALLEY ACCESS
5. 30' FROM INTERSECTION
6. 15' FROM CROSSWALK

CLEAR VEHICULAR SPACE & DRIVER VISIBILITY NEED TO BE RESPECTED
**SITE STRATEGY OVERVIEW - SIZE**

1. **2' INSET**
   - **MAX 3 ADJACENT STALLS IN A SINGLE PARKLET**
   - **EMERGENCY ACCESS**

2. **ENTIRELY WITHIN BUSINESS FRONTAGE**
   - **6' CLEAR PEDESTRIAN WALKWAY**
   - **4' FROM CURB EDGE**

3. **MORE THAN 6' WITH NEIGHBOR CONSENT**
   - **6' OR LESS ALLOWABLE**

4. **STOREFRONT DINING**

**PARKLETS SHOULD BE REGULATED BY FACTORS LIKE BUSINESS FRONTAGE AND VEHICULAR VISIBILITY**

**WORKSHOP EXERCISE 1**

- **9'-6" DRIVE AISLE & 1' BUFFER**
SITE STRATEGY OVERVIEW - UTILITIES

METER (REMOVED)

PARKLET

METER (REMOVED)

PARKLET FLOOR SHOULD NOT BLOCK DRAINAGE THROUGH TREE WELL

PARKLET FLOOR SHOULD BE MARKED AT ANY UTILITY ACCESS POINT

METER

METER

METER

METER

MOST UTILITY ACCESS FALLS OUTSIDE OF PARKLET FOOTPRINT
A MODULAR SYSTEM ALLOWS FOR EASY FABRICATION, CONSISTENT VEHICULAR PROTECTION, AND ENDLESS CUSTOMIZATION

PARKLET COMPONENTS SHOULD MEET HIGH DESIGN STANDARDS TO PROVIDE A COMFORTABLE DINING ENVIRONMENT
STEEL FRAMES ARE WELDED OFF SITE AND ARE BOLTED TOGETHER ON SITE FOR QUICK CONSTRUCTION. BUILT IN PEDESTALS CREATE A LEVEL SURFACE.

DESIGN GUIDELINES SHOULD PRIORITIZE FLEXIBILITY.

STANDARD FRAME WIDTHS CAN BE CONFIGURED INTO A VARIETY OF LENGTHS.
SAFETY - INTEGRATED BARRIERS

OFF THE SHELF PLANTERS CAN BE FILLED WITH SOIL AND PLANTING OR CAN BE SEALED WITH CONCRETE IF NO LANDSCAPE IS PREFERRED

CUSTOM PLANTERS CAN BE USED TO CREATE A UNIQUE AESTHETIC

SAFETY COMPONENTS SHOULD BE INTEGRATED INTO THE DESIGN & NOT OUTWARDLY VISIBLE

STANDARD K-RAIL

INTEGRATED BARRIER

INTEGRATED BARRIERS HAVE A WIDER MATERIAL PALETTE, SMALLER FOOTPRINT, AND GREATER LANDSCAPE OPPORTUNITES

GREENERY IMPROVES THE STREETSCAPE & DINING EXPERIENCE, VEGETATION SHOULD BE ENCOURAGED

WORKSHOP EXERCISE 2

KIT - OF - PARTS
GUARDRAILS CAN BE INFILLED WITH A VARIETY OF MATERIALS

SAFETY FEATURES SHOULD BE AVAILABLE AS BOTH A READY-MADE PRODUCT OR AS CUSTOM GUIDELINES AND SHOULD BE INTEGRAL TO THE DESIGN

SOME VISIBILITY FROM STREET TO STOREFRONT SHOULD BE MAINTAINED

GUARDRAILS CAN PROVIDE SCREENING FROM VEHICULAR TRAFFIC UP TO 4’-6”

UP TO 30% SOLID

UP TO 100% SOLID

18”

36”

4’-6”
PEDESTRIAN PATHS SHOULD BE DISTINCT & UNOBSTRUCTED

A WIDE VARIETY OF MATERIAL OPTIONS

- CONCRETE
- PORCELAIN
- AGGREGATE

OFF-THE-SHELF DURABLE TILES

SIDEWALK OVERLAP

4'
PEDESTRIAN PATHS SHOULD BE DISTINCT & UNOBSTRUCTED

FULL FLOORING WITH OPEN INTERIOR FACE

HALF FLOORING WITH PROTECTED INTERIOR FACE
CANOPIES SHOULD PROVIDE GENEROUS CLEAR HEAD HEIGHT

STANDARD UMBRELLAS

CLEARANCE 7'-6"

MAX HEIGHT 8'-6"

CUSTOM STEEL FRAME WITH FABRIC CANOPY

CANOPIES ARE ESSENTIAL TO DINER COMFORT, & MODULATED SHADING SYSTEMS ARE PREFERABLE