
MEETING MINUTES FROM COMMUNITY MEETING #1

(4041 SAWTELLE BLVD, CULVER CITY, CA, 90066)

Call to Order

A community meeting for **4041 Sawtelle** development of 4-unit condominium townhouse was held on December 20, 2018 at Veteran's Memorial Building (4117 Overland Ave, Culver City, CA 90230). It began at 7:00 pm and was presided over by Mr. Ali Heshmati of Allied Design and Development.

Attendees

7 Attendees from the approved mailing list mailed out on Dec 6th, 2018.

Ms. Gabriela Silva from the City of Culver City Current Planning Division was also present.

Reports

The design and development plans for a new 4-unit condominium project at 4041 Sawtelle was presented to the attendees by Ali Heshmati of Allied Design and Development and their questions/concerns regarding the new project were addressed during the presentation.

Start 7:15 PM

End 8:20 PM

Attendees questions and the answers provided by Allied and City of Culver Planning Staff

1- Adjacent northern and southern neighbors concern of privacy since the new project is a 2-story condo with roof decks

Points: Allied indicated there are design solutions in place to address the privacy of occupants and neighbors, including the following.

- A- There is a 5'-0" step-back on the roof deck where it will not be possible to directly look down and therefore secures the privacy of the neighbors
- B- The second-floor houses the bedrooms and bathrooms. The bathroom windows are frosted. The bedroom windows have frames that also serve as shades and is for the privacy of occupants and the neighbors.
- C- Main circulation and gathering areas are in the first floor and roof deck
- D- The windows are meeting the minimum openings to insure there will be sufficient amount of natural lighting for the living spaces
- E- The separating fence that sits on the property line will have minimum height requirement of the city code - Landscaping will also be provided to help block the view and aesthetically provide a hedge of green separation between the properties. The front and back units will mainly look into the existing onsite front and rear yards.

2- Parking (Guest parking)

Points: The neighbors expressed concern about the number of parking spaces. Even though each unit has 2 underground parking and 1 shared guest parking (9 spaces total), neighbors complained that Sawtelle doesn't have designated resident only parking along the street. They would like the City to provide them with assurance that the existing street parking issue would be addressed. (Parking was the most dominating subject of the meeting).

Allied representative deferred to the City as it related to implementing permit parking along Sawtelle Boulevard. Ms. Silva expressed this would require the community to coordinate with the Public Works Department.

3-Northern neighbor concerns regarding the size of the lot and the maximum buildable area on the lot.

Points: Northern neighbor believed that the lot is only 5000 square feet, based on measurements of his own property, and that, therefore, the 4-unit condo proposal does not meet the minimum code requirements of the zoning designation (which was indicated is RMD). Upon checking the accessors map measurements of the lot and the Land Survey of 4041 Sawtelle Blvd, it was confirmed that the dimensions of the property are approximately 53' x 124' = 6570± sq. ft., which allows for 4 units based on the formula of one dwelling for every 1500 sq. ft. of land. The northern neighbor expressed his doubt and mentioned that he will be hiring an independent surveyor, to measure his own lot and double check the presented numbers – a similar statement was made by the southern neighbor.

Allied representative encouraged the neighbors to conduct a survey of their land to address the measurement and property line concerns they expressed.

4- Northern and southern neighbors concern regarding existing block walls and fence in the back of the property

Points:

- Northern neighbor's block wall is – according to the recent land survey – inside the boundary of 4041 Sawtelle property line. The neighbor indicated he paid for half of the cost of the existing wall, and, therefore, wants their wall to remain as is. However, since the wall is within 4041 property the issue needs to be discussed with the new owner to achieve a solution.
- The south neighbor's block wall will remain as it is within their property limit

5- Northern neighbor was concerned about the trash enclosure in the subterranean parking and the smell travelling to their kitchen.

Point: The trash containers are in the middle of closed underground garage in a designated area and will be handled by the city sanitation department as it is the standard process of trash collection for many examples of multifamily buildings. Allied explained the process of the collection of trash as it is intended but the neighbor appears to question the process.

6- Northern neighbor issue with the noise from the entrance of the underground parking level

Points: The parking ramp is sitting in the north side of the property. It is gated subterranean parking and each of the units have their own gated parking spots. It was mentioned by Allied that the amount of traffic down to and from the garage is limited to the number of residents/vehicles and the traffic is expected to be far less than an average apartment building garage.

7- Southern neighbor concern of privacy due to the proposed unit entries facing their property

Points: Allied provided measurements of the proposed entries from the face of the neighbor's building which included 22'-5" from Unit B and 23'-5" from Unit C.

It was pointed out that Unit D entry is next to the neighbor's detached garage and had no direct visual access to the main building on their property. Unit A entry faces Sawtelle Blvd.

8- Attendees expressed concerns with the neighborhood receive the notice of attendance for community meeting.

Points: An overall concern was brought up by the attendees regarding the meeting notice mailing, with a number of individuals indicating that they had not received the notice or had not received the notice in time.

Allied did provide the explanation that the mailing process had be carried out per instructions by the City and all notices were mailed out on the same date (Approximately 200 individual mailings)

Ms. Silva addressed some of the concerns by explaining that the process of mailing list is a long-implemented method that has functioned appropriately in the past. Ms. Silva also mentioned that City staff would look into the possibility of implementing more oversight into the mailing process in order to provide community members with added assurance of the mailing.

Overall, neighbors stressed that the should City require a second meeting. Ms. Silva indicated a second meeting would be likely, but that a confirmation of whether and when that would occur was to be determined.

** Allied shall provide a copy of the final meeting minutes as we all as a copy of the sign-in sheet from this meeting to the Planning Division of city of Culver for further review and commenting.*



Date : 09-17-2019

MEETING MINUTES - COMMUNITY MEETING #2

(4041 SAWTELLE BLVD, CULVER CITY, CA, 90066)

Call to Order

A community meeting for **4041 Sawtelle** development of 4-unit condominium townhouse was held on 09/12/2019 at Veterans Memorial Building (4117 Overland Ave, Culver City, CA 90232). It began at 7pm and was presided over by Mr. Ali Heshmati of Allied Design and Development.

Attendees

10 Attendees from the approved mailing list mailed out on Dec 6th, 2018.

Ms. Gabriela Silva from the City of Culver City Current Planning Division was also present

Reports

A report of all the major updates as of the previous community meeting which have impacted the design and modifications to the project was presented by Ali Heshmati of Allied Design and Development and the community's questions/concerns regarding the new project were addressed during the presentation.

Meeting Start 7:15 PM

Meeting End 8:25 PM



Attendees questions and the answers provided by Allied and City of Culver Planning Staff

1- Neighbors Question regarding location and orientation of roof decks.

Points: The roof decks have been designed in a way to create an isolated open space for each individual unit

- A- There is a 5'-0" set-back on the roof deck where it will not be possible to directly look down and, therefore, secures the privacy of the neighbors.
- B- A combination of planters in the perimeter of each roof deck, as well as a 3'-6" guardrail will contain the users of each roof deck towards the center mass of the project and, therefore, not allow a direct sightline from the top of the roof deck floor into the neighboring properties.

2- Size of the units in comparison to a single-family house

Points: The neighbors raised a question regarding the size of each unit. In response the size of typical unit was provided (ranging from approximately 1,670 to 1850 sq. ft.).

3 - Neighbor asked about the distance of the building to the rear property line

Points: An actual reading of the dimension on the plan was provided (10 to 11 feet in the rear and approx. 18'-6" in the front, in compliance with code requirements).

4 - Neighbor asked if the property has been surveyed yet

Points: Yes, the property has a new survey.

5 - Neighbor asked about the setback of the building side property lines

Points: An answer was provided that the distance of each unit varies from the two side property lines, with the narrowest distance to the entries being approximately 7'-0" and largest distance nearly 9'-10". The closest at any point is 5'-0" from the second floor to the south property line.



6 - Neighbor asked if there is landscaping and fencing on the north side of the property

Points: An answer was provided indicating there will be a combination of landscaping and fence on all four sides of the property.

7 – Neighbor raised concerns regarding privacy and how it should be maintained

Points: The concern was addressed by pointing out that as part of the City review, the design team was asked to provide the location of each existing opening on side abutting properties. The design team has made best efforts to offset each proposed opening in the new project to avoid direct sightline. This solution, in combination with the landscaping and the fence, should provide well-protected privacy on all three sides of the project on the first level.

On the second floor, because of the height of the viewshed, the design team has proposed a ±2'-0" barrier on the inside of the units, in order to avoid the occupants to be able to come all the way to the edge of the window glass, and therefore prevents a direct viewing angle.

8 – Neighbor asked a question regarding the separation of each of these units

Points: an answer was provided that there two exterior walls with a separation between each of these units. Providing for a total wall thickness of close to 18" between two units.

9 – Neighbors raised the question of the size/density of the development and the concern of converting the predominantly single-family section of Sawtelle into multifamily.

Points: After some internal discussion between the neighbors they concluded the role of the Architect or developer are not the driving factor in how the zoning standards are set. The attendees looked to City staff, and Ms. Gabriela Silva addressed the matter as a bigger issue and process, in terms of density and zoning. Specifically, that changing densities and zoning designations to maintain single-family development requires a broader decision-making process including action from Planning Commission and City Council.

Remainder of the meeting was spent with discussions among neighbors regarding policy and how their concerns should be directed to decision making boards.

** Allied shall provide a copy of the final meeting minutes as well as a copy of the sign-in sheet from this meeting to the Planning Division of city of Culver for further review and commenting.*