



CITY OF CULVER CITY

9770 Culver Boulevard, Culver City, California 90232

Sol Blumenfeld
Community Development Director

310 253-5700
310 253-5779 Fax

June 1, 2022

Sara Houghton
11287 Washington Boulevard
Culver City, CA 90230

Re: LETTER OF COMPLIANCE – STREAMLINED INFILL PROJECT PER SENATE BILL 35
4464 Sepulveda Boulevard (APN: 4215-009-016) in the Commercial General (CG) and Commercial Neighborhood (CN) Zones.

Dear Ms. Houghton,

The Current Planning Division has reviewed your request for streamlined ministerial review process for a proposed mixed-use development project at 4464 Sepulveda Blvd. consisting of the following:

- Demolition of an existing $\pm 14,000$ square-foot religious facility and pre-school building;
- A new $\pm 156,824$ square-foot, five-story, 78-unit residential building over 63 grade-level parking spaces and 64 parking spaces located one level below grade for a total of 127 parking spaces;
- A new $\pm 6,628$ square-foot, one-story religious facility building; and
- A new $\pm 7,269$ square-foot, two-story pre-school building.

The project proposes to reserve 100% percent of all units for households meeting income levels as established by the State of California and the County of Los Angeles, with rent levels complying with Federal, State, County, and Culver City affordable housing criteria for low-income households, exclusive of one (1) market rate manager's unit. The project proposes to implement incentives offered to eligible projects under California Government Code Section 65915 that do not count toward the maximum number of allowable concessions/incentives, including a waiver of the minimum required number of parking spaces, and a height increase of up to 33 feet.

Pursuant to California Government Code Section 65913.4 and Culver City Municipal Code (CCMC) Title 17, I have reviewed the proposed project and as the Community Development Director, I hereby:

DETERMINE, pursuant to California Government Code Section 65913.4, that the project is a Streamlined Infill Project for a development that will satisfy all of the objective planning standards of Government Code Section 65913.4(a) and (b) and is therefore subject to the streamlined, ministerial review process provided by Government Code Section 65913.4 (c) and (d);

DETERMINE, pursuant to Government Code Section 65913.4, and Public Resources Code Section 21080(b)(1), based upon the whole of the record, that the Streamlined Infill Project is Statutorily Exempt from the California Environmental Quality Act ("CEQA") as a ministerial project; and

APPROVE a ministerial review of a Site Plan Review and State Density Bonus and Other Bonus Incentives for a project totaling 78 units, including 77 affordable for lower income household occupancy for a period of 55 years and one (1) market-rate manager's unit, and including the following three (3) concessions pursuant to Government Code Section 65915:

1. Reduction of required 15'-0" ground-level front setback.
2. Reduction of required 35'-0" rear setback for portions of the building greater than 35'-0" in height on a parcel adjacent to R1 or R2 Zone(s).
3. Waiver of required 60-degree clear-zone angle measured from 15 feet above the existing grade and 10 feet from the side and rear property lines, required for portion of the building greater than 15'-0".

Conditions for Streamlined Ministerial Approval

1. This letter of compliance does not constitute expressed or implied approval of the proposed preliminary project plans provided to the City, and shall serve only as an approval for streamlined ministerial processing of the project proposal in concept. In depth review of the plans for conformance with development standards shall be required, which may require corrections to the preliminary plans.
2. The project shall comply with all state requirements of Senate Bill 35 and California Government Code Section 65913.4.
3. A minimum of 50 percent of base dwelling units shall be reserved as affordable units to households making below 80 percent of the area median income.
4. The project shall comply with all applicable Culver City Municipal Code (CCMC) requirements, including but not limited to Section 17.400.065 - Mixed Use Development Standards, except for concessions or incentives noted above.
5. Prior to the issuance of a grading or building permit, the applicant shall execute a covenant and agreement on a form provided by the Current Planning Division and in form and substance acceptable to the City Attorney to comply with requirements to pay prevailing wages and to use a skilled and trained workforce, pursuant to

Government Code Section 65913.4(a)(8). The applicant will present a copy of the recorded covenant to the Current Planning Division for inclusion in the project file.

6. Construction of the residential component of the mixed-use development shall be completed prior to, or concurrent with, the commercial component.
7. In accordance with SB 35, a local government must streamline the approval of a Streamlined Infill Project only based on objective zoning and design review standards, and the locality's process and application requirements shall not in any way inhibit, chill or preclude the ministerial approval process. Several findings of the Site Plan Review and State Density Bonus and Other Bonus Incentives require the City to exercise subjective discretion that does not meet the definition of objective zoning and design review standard in Government Code Section 65913.4(a). These subjective discretionary findings conflict with the streamlined ministerial approval process as provided in SB35 and therefore are not applicable to the proposed Streamlined Infill Project pursuant to SB 35.
8. Final construction plans shall be submitted to the Building Safety Division.
9. The City of Culver City may impose additional standard conditions of approval to the project during the building permit plan check process.

Enclosures:

1. 4464 Sepulveda Blvd. Project Review Committee (PRC) Comments

Prepared By:

Jeff Anderson

Jeff Anderson
Contract Current Planning Manager

Approved by:

Sol Blumenfeld

Sol Blumenfeld
Community Development Director

City of Culver City
Project Review Committee (PRC) Comments

4464 Sepulveda Blvd. – Preliminary Project Review
Case Number: P2022-0007-PPR

BUILDING SAFETY DIVISION – Timothy Koutsouros **(310) 253-5814**
tim.koutsouros@culvercity.org

All Building Safety Division comments are preliminary. A complete code review will be done at the time of permit application. A complete code analysis shall be part of the permit submittal. **Very limited plans and plan information has been made available for review. This is a high level preliminary review, code specifics have not been investigated.**

Conditions of Approval

1. Informational: Additional information on Culver City Building Safety Division permit submittal processes can be found here: <https://www.culvercity.org/BuildingSafety>
2. Informational: The Culver City Building Safety Division requires separate permits for building, electrical, plumbing, mechanical, shoring, demo work, site walls, swimming pools, building signage, and solar systems. The permitting process for each permit is a separate process with separate application, fees, submittal package, and permit issuance.
3. Informational: The overall building permit application shall submit 5 sets architectural, 2 sets structural drawings and calculations, 2 sets geotechnical report.
4. Informational: The electrical, mechanical, and plumbing permit applications shall submit 2 sets.
5. Informational: The Culver City Community Risk Reduction Division. issues its own permits for fire sprinkler and fire alarm systems. Please consult the Culver City Community Risk Reduction Division.
6. Informational: The Culver City Engineering Division issues its own permits for civil and grading work. Please consult the Culver City Engineering Division.
7. Informational: Provide a copy of a title search to Building Safety to indicate any easements.

8. Informational: All new utilities shall be underground or enclosed in the building construction. No overhead utilities shall be permitted.
9. Informational: The construction permit application review time shall be a minimum of 30 City working days and may be extended at the option of City staff.
10. Informational: Any pedestrian protection and pedestrian diversion plans will be reviewed by the Building Safety and Engineering Divisions. A fence and canopy with fall protection is required at the public right of way. If on the public right of way will required a street use permit through Public Works.
11. Informational: Submitted Plans were preliminary – Additional comments will be provided with updated plans with requested information.
12. Informational: Los Angeles County Industrial Waste approval is required prior to plumbing permit issuance.
13. CoA: Provide for construction worker and construction vehicle parking, all materials storage and staging areas, construction workers, construction vehicles, delivery trucks shall not park on any neighboring property, nor shall they park in front or behind of any neighboring property without Culver City Public Works (CCPW)/Engineering Division approval.
14. CoA: The overall construction submittal documents shall indicate any construction staging areas proposed. The Culver City Public Works Department/ Engineering Division will require a separate permit for the temporary use of any City right of way.
15. CoA: Provide flag persons during any activity which might impact citizen's vehicles or pedestrians. The project is responsible for all trash generated during construction. Any graffiti shall be immediately painted over.
16. CoA: Provide a screened fence all sides of the property during construction. During construction any violations of the project conditions of approval may result in administrative assessments and/ or general stop work orders. Any type of damage to any adjacent property or any part of the City right of way will result in a general stop work order. A careful, detailed photo documentation of neighboring properties is required prior to the start of any major construction activities, provide a digital copy of photos to Building Safety.
17. CoA: Construction hours shall be per the CCMC and/or any more restrictive project specific requirements, and/or any City-approved TUP. All concrete pours/ worker staging/ any on-site or off-site activity shall start and end within the allowed

construction hours. No on-site or off-site staging activity or any activity of any kind is allowed outside of the allowed construction hours. Every effort shall be made to minimize noise on site, no music is allowed on site. Place a temporary construction sign during construction with the superintendent's name and phone number, the contractors name and phone number, the allowed hours of construction, and the minimum safety gear mandatory for all staff on site; long pants, a shirt w/ sleeves, closed toe shoes, a hardhat, gloves and eye and ear protection as necessary. Submit the qualifications of any special inspectors to Building Safety in advance. Building Safety reserves the right to dismiss any special inspector at any time. During construction have a predetermined location for the special inspection reports, engineer's reports, for easy access by the Building Safety staff.

18. CoA: All trucks driving to the jobsite shall obtain C.C. haul route permits, a copy of the approved haul route permit shall be kept in every vehicle traveling to the construction site, including supplier and delivery vehicles.
19. CoA: A pre-construction coordination meeting shall be held in City Hall including the on-site field superintendent and City staff, prior to the start of major construction activities. Whoever will be the on-site field superintendent **MUST** attend the construction kick-off meeting. The pre-construction meeting is to take place prior to **ANY** permit issuance where the drawings are substantially complete.
20. CoA: Culver City Building Safety Division reserves the right to adjust allowed construction staging areas during the course of the project, or to apply administrative assessments, or to post a general stop work notice for violations of any conditions of approval or any previously approved use of the City right of way.
21. CoA: Projects shall be reviewed under the building code edition adopted when Building and Safety receives an application, plan check fees paid, with associated complete plan and supporting documentation set. Currently, 2019 California Building Codes.
22. CoA: A Comprehensive Construction Management Plan (CMP) shall be submitted to Building & Safety as part of the Demolition Permit plan check approval process. The CMP shall be approved prior to issuance of the Demolition Permit. The comprehensive CMP shall include all plans specified in the conditions of approval, such as Pedestrian Protection Plan, Construction Traffic Management Plan, vector/pest control abatement plan, and recycle plan. In addition, the plan will identify the areas of construction staging, worker parking locations, temporary power, portable toilet, and trash and material storage locations.

23. CoA: A full comprehensive code analysis shall be part of the plan check submittal set. It shall include but not limited to: means of egress plan, fire rated wall protection plan, accessible plan, exterior opening area analysis, energy analysis, parking analysis, CALGreen, allowable height and area analysis.
24. Code: A soils report shall be submitted with the building permit application.
25. Code: Path of travel from access aisles are not to go behind other vehicles.
26. Code: Specify on the cover sheet number of Electric Vehicle Supply Equipment (EVSEs) provided for each occupancy use. Parking for ADA Electric Vehicle associated code requirements are distinctly separate from ADA parking stall code requirements, there is no double dipping. Each shall be identified along with their respective aisles.
27. Code: A photovoltaic (PV) system is required for the project as determined by the more restrictive of the T24 analysis or CCMC 15.02.150.
28. Code: Clearly identify exit discharge from each building exit to the public right of way. CBC 1028.
29. Code: Please clarify if the project includes public housing or a public accommodation.
<https://www.dgs.ca.gov/DSA/News/Page-Content/Division-of-the-State-Architect-News-List-Folder/Guide-to-Public-Housing-Regulated-by-Chapter-11B-of-the-California-Building-Code>
30. Code: Comply with 2019 California Code of Regulations with Culver City Amendments that can be found under CCMC 15.02.
https://codelibrary.amlegal.com/codes/culvercity/latest/culvercity_ca/0-0-0-43786#JD_CHAPTER15.02

ENGINEERING DIVISION – Sammy Romo

(310) 253-5619

sammy.romo@culvercity.org

Conditions of Approval

1. On-site improvement plans prepared by a civil engineer registered in the State of California shall be submitted to the Engineering Division for review, approval and permitting. Among other things, the on-site improvement plans shall include detailed on-site drainage and grading of the site indicated by topographical lines and spot elevations. This plan shall be approved for on-site construction only.
2. A final hydrology and hydraulics report shall be submitted to the City Engineer as part of the grading plan for review and approval. The 25-year storm frequency (i.e.,

urban flood) shall be used for the design of the on-site conveyance facilities, as the existing site is neither a natural watercourse nor a natural sump.

3. The applicant shall provide a geotechnical report from a State licensed geotechnical engineer, as part of the Site Improvement Plan, reporting on the suitability of the onsite soils to support the proposed construction. The report shall also include a liquefaction analysis. The report shall also identify any special considerations necessary to satisfy California Building Code requirements.
4. Off-site improvement plans prepared by a civil engineer registered in the State of California shall be submitted to the Engineering Division for review, approval and permitting for all proposed improvements within the public right-of-way.
5. Applicant shall pay an initial plan check fee in the amount of \$750.00 each upon submittal of the on-site-improvement and off-site Improvement plans for review. Additional plan check and permit fees will be determined per the Engineering Division's Schedule of Fees and Charges.
6. Concurrent with the submittal of the on-site improvement plan, a Standard Urban Stormwater Mitigation Plan (SUSMP) shall be submitted for review and approval by the City Engineer as outlined in CCMC Chapter 5.05. The SUSMP shall be developed and implemented in accordance with the requirements of the Los Angeles County Municipal Stormwater National Pollution Discharge Elimination System (NPDES) Permit No. CAS614001 (Order No. 01-182). The SUSMP shall provide Best Management Practices (BMP's) that adequately address the pollutants generated during the post-construction stage and shall be designed for filtration, infiltration and retention for the first 1.1" of rainfall. The site improvement plans shall note the contractor shall comply with the "California Stormwater Best Management Practice Handbooks". The Site Improvement Plans shall not be accepted for review unless the SUSMP is included in the submittal package, including the plan check fee associated with the SUSMP. Said SUSMP shall be used to guide the "Conceptual – Not For Construction" Post Development Hydrology / SUSMP Map. The approval of the SUSMP is required prior to issuance of the Site Improvement Plan. The SUSMP shall cover the new building and parking lot. The Site Improvement Plans shall not be accepted for review unless the SUSMP is included in the submittal package, including the plan check fee associated with the SUSMP.
7. This project proposes to redevelopment property that exceeds one acre. Therefore, prior to the issuance of Grading or Building Permits, proof of obtaining a General Construction Activities NPDES Permit from the State Water Resources Control Board via a Waste Discharger Identification (WDID) number shall be submitted. This will include the filing of a Notice of Intent (NOI) and Stormwater Pollution Prevention Plan (SWPPP) with the State. A copy of the SWPPP and WDID shall be provided to the Engineering Division prior to the approval of the LSWPPP.

8. Drainage devices, concrete curb and gutter, sidewalk, and drive approach, roadway pavement shall be designed to the latest edition of the American Public Works Association (APWA) Standard Plans.
9. Dirt hauling and construction material deliveries or removal are prohibited during the morning (7:00 A.M. to 9:00 A.M.) and afternoon (4:00 P.M. to 6:00 P.M.) peak traffic periods.
10. All staging and storage of construction equipment and materials, including the construction dumpster, shall be on-site only. The applicant shall obtain written permission from adjacent property owners for any construction staging occurring on adjacent property.
11. Prior to the commencement of any excavation, the applicant shall install a temporary construction fence around the site. The height and fence material is subject to approval by the City Engineer.
12. The construction contractor shall advise the Public Works inspector of the schedule and shall meet with the inspector prior to commencement of work.
13. Due to the change of use and increased density, this project is subject to the City's Sewer Facility Charge. This charge shall be paid prior to the issuance of any permit.
14. Prior to the issuance of a building permit, the applicant shall obtain the approval of the City's Environmental Programs and Operations Manager for the size, location, and type of equipment needed for the adequate storage and disposal of all solid and recyclable waste generated by the project.
15. A Construction Traffic Management Plan shall be prepared by a traffic or civil engineer registered in the State of California. The Construction Traffic Management Plan shall be submitted to the City's Public Works Department for review and be approved by the City Engineer prior to the issuance of any Project demolition, grading, or excavation permit. The Construction Traffic Management Plan shall also be reviewed by the City's Fire and Police Departments. The Construction Traffic Management Plan shall contain but not be limited to the following:
 - a. The name and telephone number of a contact person who can be reached 24 hours a day regarding construction traffic complaints or emergency situations.
 - b. An up-to-date list of local police, fire, and emergency response organizations and procedures for the continuous coordination of construction activity, potential delays, and any alerts related to unanticipated road conditions or delays, with local police, fire, and emergency response agencies. Coordination shall include the assessment of any alternative access routes that might be required through the Project Site, and maps showing access to and within the Project Site and to adjacent properties.

- c. Procedures for the training and certification of the flag persons used in implementation of the Construction Traffic Management Plan.
 - d. The location, times, and estimated duration of any roadway closures, traffic detours, use of protective devices, warning signs, and staging or queuing areas.
 - e. The location and travel routes of off-site staging and parking locations.
16. Flag persons with certified training shall be provided for work site traffic control to minimize impacts to traffic flow and to ensure the safe movement of vehicles into and out of the Project Site.
17. Construction vehicles shall not be permitted to stage or queue where they would interfere with vehicular and pedestrian traffic or block access to adjacent businesses. Off-site staging locations shall be approved by the City Engineer and be of sufficient length to accommodate large trucks without being unduly disruptive to traffic operations. The drivers of these trucks shall be in radio or phone communication with on-site personnel who shall advise the drivers when to proceed from the staging location to the site.
18. Construction-related vehicles shall not be permitted to park on public streets.
19. During construction, pedestrian access along the project's frontage shall be maintained at all times.
20. All existing driveway approaches which will no longer be necessary shall be removed and reconstructed with full-height curb, gutter, and sidewalk.
21. The Project shall remove and replace all existing non-ADA compliant sidewalk. All new sidewalks shall be ADA compliant.
22. If existing street lights are to be disabled for any reason, then temporary street lighting will need to be activated. Temporary street lighting shall be approved by the Public Works Inspector prior to installation.
23. Prior to requesting final Certificate of Occupancy, the applicant shall scan the approved grading plans, off-site improvements plans, LID Report, and SWPPP, and shall forward them to the Engineering Division.
24. All street signs and existing painted curb fronting the site shall be replaced and refreshed before completion of the Project.
25. The Project shall place a pull box and conduit from the pull box to the project's networking room for future potential Culver Connect fiber.

MOBILITY & TRAFFIC ENGINEERING – Yanni Demitri (310) 253-5630
yanni.demitri@culvercity.org

1. Written comments to be provided under separate cover.

COMMUNITY RISK REDUCTION DIVISION – Dave Montgomery (310) 253-5929
dave.montgomery@culvercity.org

Conditions of Approval

1. Building shall have fire sprinklers installed per 2019 National Fire Protection Association (NFPA) 13 requirements and CCMC 9.02. Fire department connection (FDC) shall be located as approved by Fire Marshal. The Double Detector Check Assembly (DDCA) shall be located as required by the Golden State Water Company.
2. Location of the Fire Department fire sprinkler connection (FDC) shall be approved by the Fire Marshal. Culver City Fire Department requires each FDC to be within 150 feet of a public fire hydrant. A new fire hydrant may be required to meet this requirement.
3. A site plan is required and must include the square footage and construction type of the buildings to determine fire flow and hydrant location requirements (California Fire Code 903.3).
4. Hydrants shall be provided in the quantity and at the spacing prescribed in the 2016 CFC Appendix B. Please show the location of all hydrants within 300 feet of the property.
5. Provide addresses viewable from the public way.
6. Provide fire sprinkler monitoring and fire alarm system per 2019 NFPA 72, fire monitoring system shall be separate from the security system.
7. Trash areas within five feet of the building shall be protected by fire sprinklers.
8. Fascia and tops of exterior walls shall be constructed of hard materials able to withstand the weight of firefighters and firefighting equipment. Contact the Culver City Fire Department (CCFD) for requirements. (No foam products shall be used.)
9. Parapets in excess of five feet shall have catwalks and ladders, contact CCFD for requirements.
10. Provide Knox Box and/or Knox key switches. Motorized access gates to have 'Knox' key switch.

11. Provide fire extinguishers, size, location and type shall be approved by the Fire Marshal.
12. Access for emergency fire and medical personnel: Concrete surfaces between the street and main entrance for each building shall be paved to allow the rolling of a medical gurney.
13. All rooms interior and exterior shall be provided with numbers and description. Stairways shall be marked at access and on each landing stair number and if stairway provides roof access or no roof access.
14. All emergency lights and exit lights shall have self-contained battery backup power.

ENVIRONMENTAL PROGRAMS & OPERATIONS – Sean Singletary (310) 253-6457
sean.singletary@culvercity.org

Conditions of Approval

1. The applicant shall include green street features along the Sepulveda Boulevard frontage of the project and integrate with any required on-site LID installations, in accordance with the City's Stormwater Quality Master Plan. Examples of green street features include, but are not limited to, facilities such as bioretention bulb-outs, stormwater planters, or permeable pavers along street rights-of-way.

ENVIRONMENTAL PROGRAMS & OPERATIONS – May Ng (310) 253-6406
may.ng@culvercity.org

Conditions of Approval

1. All Project related solid and recyclable waste material handling shall be in accordance with CCMC Section 5.01.010 – "Solid Waste Management", which outlines the Environmental Programs and Operation Division's exclusive franchise for services.
2. Project shall provide adequate trash, recycling, and organics waste capacity and comply with Assembly Bills 939, 1826 and 341 waste diversion goals and all City requirements.
3. Project is subject to provide trash enclosure(s)/trash room(s). Trash enclosure shall have a minimum inside dimension of 10 feet x 18 feet, which shall be increased sixty (60) square feet for each additional bin required above three (3). The trash enclosure/room shall be constructed with 6" wide by 8" high concrete curb around

the inside perimeter wall, an 8' concrete loading pad in front of the trash enclosure/trash room, a gated opening that is at least 10 feet wide, separate access door for tenant use, and a minimum of 1% grade to facilitate drainage. Additional grade may be necessary to include a floor drain that leads to the private sewer lateral for maintenance purposes.

4. Final approval for all proposed trash enclosure/room shall be obtained from Environmental Programs and Operation Division.

Comments

1. Please prepare and provide a Trash/Recycling/Organic Management Plan (Waste Plan) that includes a detailed Trash Demand Analysis for 100% occupancy for review and approval. The analysis shall include, but not limited to, trash volumes (solid, recyclable & organic waste; cu. yd./week), number of proposed bins, and frequency of collection (once/week; twice/week, etc.) based on trash generation rate for the proposed uses. Trash Demand Analysis shall also show diversion of at least 75% of the waste through recycling.
2. Trash enclosure/room size shall be determined based on the Trash Demand Analysis. All trash bins shall be fully accessible by all tenants and City Staff. Stacking of trash bins are not permitted. Please provide an enlarged detail of the proposed trash enclosure(s), show all proposed bins to scale (4.5' x 7'), and labeled "Refuse", "Recycle", and "Organic Waste" accordingly.
3. Commercial and residential trash areas must be separated in different enclosures. Enclosures shown on the plan should be labeled either Residential and/or Commercial.
4. If the proposed Trash Enclosure(s)/Room(s) cannot be accessed immediately by City's collection Trucks due to height restrictions, the Project shall provide a dedicated staging area on private property or along the property frontage, painted red, for trash bins on each collection day.
5. Please include the following notes on the Waste Plan;

"Environmental Programs and Operations Notes"

1) Solid waste, recyclable waste material, and organic waste handling shall be performed exclusively by the City or its authorized agents. The City Council may regulate, by ordinance or resolution, all aspects of solid waste, recyclable waste material, and organic waste handling, including, but not limited to, frequency of collection, means of collection and transportation, level of services, charges, fees, and nature, location and extent of providing solid waste handling services.

2) The City of Culver City shall provide waste disposal and recycling services for all construction & demolition projects within city limits in accordance with CCMC 5.01.010.

CULTURAL AFFAIRS DIVISION – Christine Byers **(310) 253-6003**
christine.byers@culvercity.org

Conditions of Approval

1. ART IN PUBLIC PLACES PROGRAM - This project *may* trigger the City's Art in Public Places Program (APPP) requirement as outlined in CCMC 15.06 et seq. depending on the APPP allocation (1% of the total Building Permit valuation, including shoring permits) for the **religious facility** and **pre-school**. Per CCMC 15.06.120, covenanted low- and moderate-income and senior citizen housing shall be exempted from the requirement for as long as it is used for that purpose. The APPP allocation for development projects that include residential units covenanted for low- and moderate-income households or for senior citizens shall be reduced by the value of the square footage of the covenanted units and associated spaces (such as parking). The applicant shall provide staff with a valuation breakdown for the project as outlined above in order to determine whether the APPP requirement applies.

CURRENT PLANNING DIVISION **(310) 253-5710**
Andrea Fleck andrea.fleck@culvercity.org
Gabriela Silva gabriela.silva@culvercity.org

Comments and Plan Corrections

1. Please submit the required narrative of proposed State Density Bonus and/or Culver City Community Benefit Density Bonus calculation, affordability provisions, and requested concessions, including supporting documentation of how said concessions result in identifiable and actual cost reductions necessary for the development of the proposed affordable dwelling units. Base density bonus calculations on the specific type of density bonus being requested.
2. The project must comply with the following required minimum unit sizes. Studio Micro-Unit – 350 square feet (sf); Studio – 500 sf; 1 bedroom (bd) unit – 700 sf; 2 bd unit – 900 sf minimum; 3 bd unit – 1,100 sf minimum; 4 or more bd unit – 1,100 sf + 150 sf per additional bedroom.
3. The overall non-residential floor area must be a minimum of 10% of the Mixed-Use project's total gross floor area.

4. No blank wall area is permitted in the street frontage wall area. The maximum width of any continuous blank wall in the street frontage shall be no more than 15 feet.
5. Pedestrian entrances shall be provided for all ground floor uses adjacent to arterial streets. Pedestrian entrances shall be directly accessible from the public right-of-way, and shall have direct access and view from the adjacent sidewalk.
6. For the portion of the building greater than 15 feet in height, A 60-degree, clear-zone angle must be maintained, measured from 15 feet above the existing grade, and 10 feet from any side and/or rear property line that is adjacent to an R1 or R2 Zone.
7. Per Culver City Municipal Code (CCMC) Section 17.300.025.C.4., architectural features that are non-habitable design elements are allowed up to a maximum of 13'-6" above the height of a building and are limited to 15% of the total roof area. Please demonstrate compliance with the above requirement. Plans must demonstrate compliance with this requirement (various sheets). Specify on elevations the distance from the building height to the top of the architectural tower; identify total roof area (sanctuary building), and roof area devoted to the projecting architectural feature (not to exceed 15%).
8. Ensure all open space areas being counted toward required common open space for residential units have a minimum dimension of 15 feet in any direction.
9. Drive aisles (excluding back-up aisles) and openings shall have a minimum width of 25 feet when serving non-residential uses with 20 or more spaces, and 18 feet when serving residential uses with 20 or more spaces.
10. Compact spaces may be provided for no more than 25 percent of the off-street parking spaces provided.
11. Provide a tabulation that outlines total number of parking spaces, number of compact parking spaces, number of EV parking spaces, number of Future EV spaces, and number of ADA spaces provided and identifying any overlap (e.g. a compact parking space that is also an EV space).
12. Parking spaces, circulation aisles, approach lanes and maneuvering/turning areas shall be clearly marked with directional arrows and lines to ensure the safe and efficient flow of vehicles. Plans must demonstrate compliance.
13. Wheel stops are not permitted. Please provide continuous concrete curbing at least 6 inches high and 6 inches wide, with breaks to allow on-site drainage along the edges of parking spaces adjacent to walls. Curbing shall be placed within the parking space a minimum of 2 feet from the front of the space. Curbs are not required where 2 parking spaces are contiguous at the width ("head to head").

14. Please provide maneuvering templates for ground-floor parking spaces #1-2, and below-grade parking spaces #1-4 demonstrating that vehicles can safely maneuver in and out of those parking spaces.
15. Each parking space that is adjoined on either side of its longer dimension by an obstruction (e.g., wall, partition, column, post or similar obstruction) must provide an additional 10 inches of clearance on the side of the obstruction.
16. Please provide bicycle parking equal to a minimum of 10% of the code required parking spaces for multi-family residential units, and 5% of the code required parking spaces for non-residential uses. Each bicycle space shall be a minimum of 2 feet in width by 6 feet in length. Bicycle spaces shall be separated from motor vehicle parking spaces by at least 5 feet of open area. Each bicycle parking space shall include a stationary parking device to adequately secure the bicycle.
17. Dimension all parking area clearances (i.e. interior height clearance, garage entry clearance, etc.), parking stalls, overhangs, aisles, curbing, stall clearances from obstructions (e.g. columns/posts, walls), turning radii, throughout the plan; provide a parking stall striping detail illustrating all spaces shall be double stripes four (4) inches wide, spaced six (6) inches apart with the width dimensioned from the centerline, and provide a reference to the detail; specify slope and material of parking area and stalls
18. Parking areas shall have a maximum slope of 5%, measured in any direction.
19. The 20 feet of driveway or ramp closest to the exits shall not exceed a slope of 3%. The slope of each ramp segment (8-foot minimum segment length) shall not change by more than 10% the slope of the previous segment.
20. The minimum driveway width for a driveway serving non-residential use(s) with 20 or more spaces is 25 feet.
21. For purposes of calculating required parking for each land use pursuant to CCMC, please use gross square footage (including exterior walls). Specify whether seating in the sanctuary and in the multi-purpose hall will be fixed or not. Please revise calculations and information noted in "Project Summary" related to required parking pursuant to CCMC based on the following:
 - a. Required parking for a religious facility is calculated at a rate of 1 space for each 5 fixed seats, and 1 space per 35 square feet of assembly or seating area with no fixed seats, inclusive of the proposed sanctuary and multi-purpose hall.
 - b. Required parking for a child-care center shall be calculated based on the gross square footage of the overall pre-school building (including the administrative office component).

- c. Required parking for the residential component of the mixed-use development shall include required guest parking (1 guest space per 4 units). Project information shall reflect that 1 parking space is required for studio and 1-bedroom units less than 900 square-feet in size.
22. Identify on drawings exactly what area is included/counted toward sanctuary and multi-purpose hall square-footage, courtyard open space, and rear yard open space square-footage. Provide separate diagrams with dimensions if needed.
23. Provide information on the project's loading needs. Loading area requirements may apply.
24. In "Project Summary" Sheet, provide detailed information on existing conditions, including number of parking spaces (required and provided), gross square footage of religious facility use and pre-school use, building height(s), etc. (Sheet A0.1).
25. Provide an existing site/demolition plan and existing floor plan, fully dimensioned.
26. Update "Project Summary" sheet to distinguish between Density Bonus concessions/incentives and other requests/allowances under State law that do not count toward the maximum number of concessions/incentives under the State Density Bonus Law; convey that one unit will be a market-rate manager's unit and identify the manager's unit on the applicable floor plan; clarify proposal for 33 permanent supportive housing units (affordability level, whether on-site supportive services are proposed, etc.); ensure density calculations are based on the specific type of density bonus being requested (Sheet A0.1).
27. The request for relief from "transitional height" requirement is unclear/redundant. Applicant is requesting a reduction to the required 35-foot rear setback (for portion of building 35 feet or more in height adjacent to R1 or R2 Zone), and State Law entitles eligible projects a 33-foot increase in height. Please clarify if the concession/incentive being requested is relief from the required rear setback adjacent to an R1 or R2 Zone, which requires that a 60-degree clear-zone angle must be maintained, measured from 15 feet above the existing grade, and 10 feet from the rear property line. (Sheet A0.1)
28. Provide a detailed business operation plan for the pre-school use to verify the Zoning Code land use classification. Pre-schools fall under the definition of Child Day Care Centers. Child Day Care Facilities are defined in the CCMC as follows: *Facilities licensed by the California State Department of Social Services that provide non-medical care and supervision of minor children for periods of less than 24 hours. Includes commercial or non-profit child day care facilities designed, approved and licensed as a childcare center with no permanent resident. Includes infant centers, preschools, sick-child centers, and school-age day care facilities.*

These may be operated in conjunction with another related facility, or as an independent land use.

29. Please clarify the intended use for the multi-purpose hall and greenroom (sanctuary building), and the “flex” spaces (pre-school building).
30. Please ensure the floor area numbers indicated in the “Project Summary” sheet are gross floor area based on the entire building footprint, including exterior walls. Update square-footage notations on drawings accordingly. Identify on drawings exactly what area is being counted toward square-footage figures specified on cover page for required open space areas, landscaped areas, and area used to calculate required parking per the CCMC.
31. Show property lines and parking layout, including driveways, drive aisles, and points of access, with dimensions, of adjacent site at 4500 Sepulveda Blvd. (Sheet A1).
32. Dimension all property lines consistent with the LA County Assessor map or a survey, if the latter is available. Provide a boundary survey, if available.
33. Dimension all setbacks and distance between structures; fully dimension all exterior wall segments; dimension all open space areas (Sheet A1, A3).
34. Dimension height of proposed roof-mounted mechanical equipment from surface and distance from proposed roof-mounted mechanical equipment to building edges (Sheet A8, A11).
35. Provide a legend identifying various line styles and weights, and hatchings (various sheets).
36. Ensure the plans accurately convey the dimensions of the CN and CG portions of the lot. Per City records, the portion of the lot zoned CG consists of the front 87.5 feet of the property (various sheets).
37. Ensure all height dimensions are specified for each building; identify height of various building features, including height to roofline, and overall building height (including any projecting architectural features) from existing grade on all elevations; label/identify line of existing grade on elevations.
38. Show garage entry to below grade level of parking structure on site plan.
39. Identify various proposed site fences/walls, and specify height, material, and color. Fences and walls must comply with CCMC Section 17.300.030 – Fences, Hedges, and Walls.

40. Provide a typical detail of storage lockers, with dimensions, to verify compliance with minimum 100 cubic-foot area, with a minimum dimension of 30 inches.
41. Provide a typical detail of storage locker overhead projection into parking spaces. Dimension height clearance from parking surface, and maximum encroachment into minimum required parking stall depth. Restrictions apply.
42. Clearly identify all materials, finishes, colors, and architectural features proposed.
43. Please provide a rendering of rear yard open space area (north elevation), and residential courtyard open space area.
44. Label/specify the rear setback area open space type (e.g. garden, patio). Label the outdoor “spillover” area as “open space”.
45. Provide a preliminary landscape plan demonstrating compliance with CCMC 17.310 – Landscaping.
46. Identify proposed location of Double Detector Check Assembly (DDCA). The DDCA must be screened from view from the public right-of-way and surrounding residential zones.
47. Show all planned/proposed exterior lighting on the elevations, and site plan as applicable. Provide details to confirm Zoning Code compliance. Note all exterior lighting shall be energy efficient, architecturally integrated, directed downward and away from adjacent properties, and shielded or recessed to confine glare and reflections to the subject site. Restrictions apply.
48. Provide separate diagram(s) (elevations) that shows the allowable building envelope per the CCMC (minimum setbacks, including clear zones, and height maximums) and that identifies all building mass that encroaches beyond the allowable building envelope using State Density Bonus Law concessions/incentives and other State law allowances.

Conditions of Approval

1. Prior to Building Permit issuance, the proposed non-residential uses on the ground floor adjacent to arterial streets shall be approved by City Council resolution as pedestrian serving uses. The applicant shall demonstrate that such non-residential uses will increase pedestrian activity on the adjacent streets.
2. Residential tandem parking spaces shall only be assigned to a single unit.
3. The existing covenant and agreement to maintain the 20-foot-wide mutual access easement between 4464 Sepulveda Blvd and 4500 Sepulveda Blvd, for

emergency vehicular ingress and egress purposes, lying 10 feet, measured at right angles on each side of the common boundary line of the adjacent lots, shall remain in full effect.

4. The Project shall comply with the following Mixed-Use Development Performance Standards pursuant to CCMC Section 17.400.065:
 - a) Walls on all sides of residential and live/work units shall be constructed to minimize the transmission of noise and vibration. A minimum impact insulation class (IIC) of 60 shall be required for all residential and live/work walls, floors, and ceilings.
 - b) Shared elevators shall have security code access for residents to reach residential floors and to use the elevators during late evening and early morning hours. Security code access is not required for live/work access areas. Separate commercial and residential elevators are encouraged.
 - c) No commercial use, activity or process shall be operated in an objectionable manner, due to fumes, noxious odor, dust, smoke, gas, noise or vibrations that may be detrimental to any other uses and occupants on the same property.
 - d) Residential and live/work units shall be designed to allow for cross-ventilation and have high quality HVAC systems, to the extent feasible.
 - e) Parking areas shall be illuminated so as to provide appropriate visibility and security.
 - f) Laundry facilities shall be provided with keyed access for tenants only.
 - g) Mechanical equipment (including, but not limited to, air conditioning, heating, exhaust, and ventilation ducts, and the like), loading docks, refuse and recyclable materials storage areas, and utility services must be screened from view from adjoining public rights-of-way and surrounding residential areas.
5. Prior to Building Permit issuance, the applicant shall submit a complete application for an address assignment for project addressing. An address plan consisting of site and floor plans shall be submitted to the Current Planning Division along with the address assignment application form and corresponding fee (currently \$341.00, subject to change).
6. All graffiti shall be removed from the Property within 48 hours of its application.
7. A minimum of three sets of final landscaping and irrigation plans (separate from the plans submitted for the building permit) shall be submitted to the Current Planning Division for review and approval.
8. All building permit applications for the Project shall include sufficient information and detail to clearly reflect compliance with all applicable requirements of the CCMC and with the Project Conditions of Approval.

9. The Project shall be developed pursuant to CCMC Current Chapter 17.300 - "General Property Development Planning and Use Standards".
10. All planted areas on the Property shall be Current landscaped and irrigated pursuant to CCMC Planning Chapter 17.310 - "Landscaping".
11. All parking areas on the Property shall be Current developed pursuant to CCMC Chapter 17 .320 - "Off-Street Parking and Loading".
12. Signs proposed for the Project shall meet all applicable requirements of CCMC Chapter 17 .330 - "Signs". All signs require a separate permit and approval. The submittal of a multiple-business sign program shall be required for each multi-tenant development that is occupied by two or more separate businesses at the time the first new permanent sign, or first modification to an existing permanent sign on the premises, is proposed; except that a multiple-business sign program is not required for a project with an approved master sign program.
13. The Project shall meet all provisions of CCMC Section 7.05.015 - "Transportation Demand and Trip Reduction Measures". The applicant shall indicate compliance with all CCMC Section 7.05.015 Transportation Demand and Trip Reduction Measures on the Building Permit Plans to be submitted for review and approval by Transportation Department.
14. The Project applicant shall obtain all permits and licenses required in connection with the development or use of the Project.
15. The Project shall comply will all requirements set forth in CCMC Subchapter 9.11.200, et seq., relating to the regulation of smoking in multi-unit housing, including, but not limited to, the following:
 - a) All dwelling units of a multi-unit residential property (containing two or more units) shall be designated nonsmoking units.
 - b) Smoking in units, common areas and exclusive-use unenclosed areas shall be prohibited.
 - c) Landlords and HOA Boards are required to provide in their leases and rules, respectively, the following terms related to nonsmoking:
 - i. It is a material breach of the lease and a violation of the HOA rules (if applicable) to allow or engage in smoking in a unit;
 - ii. It is a material breach of the lease, or violation of the HOA rules, as applicable, to engage in smoking in any common area, except in an outdoor designated smoking area, if one has been lawfully established and approved by the City;

- iii. It is a material breach of the lease, or violation of the HOA rules, as applicable, to violate any of the smoking laws while anywhere on the property; and
- iv. Other occupants of the property are express third-party beneficiaries of the provisions of the lease concerning smoking (for leases only).

Smoking includes the smoking of tobacco, marijuana, or any other weed or plant, but excludes e-cigarettes, incense and wood burning. The foregoing is not an exclusive list of requirements and the Project is subject to each and every provision set forth in CCMC Subchapter 9.11.200, et seq.

16. A City-approved covenant shall be executed by the owner of the Mixed-Use development for recording in the land records of Los Angeles County, and shall include statements that the occupant(s) understand(s) and accept(s) he/she is living in a mixed-use development, and that commercial activities are permitted pursuant to the regulations of the CCMC. The covenant and agreement shall run with the land and shall be binding on any subsequent owners, and tenants or occupants of the Property. After recordation, a certified copy bearing the Recorder's number and date shall be provided to the Current Planning Division. Such acknowledgement shall also be included in any rental lease/agreement for the residential dwellings.
17. Prior to the issuance of a grading or building permit, the applicant shall execute a covenant and agreement on a form provided by the Current Planning Division and in form and substance acceptable to the City Attorney, reserving for a period of 55 years commencing with the first day being the date of recordation with the County of Los Angeles, 77 units within the development for individuals or families or households meeting the income levels as established by the State of California and the County of Los Angeles, with rent levels complying with Federal, State, County, and Culver City affordable housing criteria for low-income households, very low income households, or extremely low income households, as applicable. After recordation, a certified copy bearing the Recorder's number and date shall be provided to the Planning Division and the Housing Authority
18. The Applicant shall comply with the process required by the Culver City Housing Authority for selection of renters (or purchasers) for all units covenanted affordable. The Housing Authority shall confirm eligibility of all selected applicants.
19. Prior to issuance of a building permit, public notification of the proposed project to owners and occupants within a specified radius shall be required.
20. The use and development of the Property shall comply with Conditions of Approval and all applicable local, special district or authority, county, state and federal statutes, codes, standards, regulations, guidelines and policies, including, but not limited to, Building Division, Fire Department, Current Planning Division and Public

Works Department requirements, and shall comply with all applicable CCMC requirements and all comments made during the City's building permit plan check review process (collectively, "Applicable Rules"). Failure to comply with Applicable Rules may result in reconstruction work, demolition, stop work orders, withholding of certificate of occupancy, revocation of land use permit approval and/or any other remedies available to the City in law or in equity.

21. The Project shall comply with CCMC Chapter 15.06: New Development Fees including:

- a) New Development Impact Fees pursuant to CCMC Section 15.06.005 et. seq., as applicable.
- b) City's Art in Public Places Program, as set forth in CCMC Section 15.06.100, et seq., as applicable.
- c) City's Residential Development Park Dedication and In Lieu Parkland Fees, as set forth in CCMC Section 15.06.300, et seq., as applicable.