

August 22, 2017

NOTICE OF DECISION

NOTICE IS HEREBY GIVEN that the Director of Community Development of the City of Rancho Palos Verdes has approved, with conditions, the expansion of an existing information booth at the entrance by 50.75ft² from 72.5ft² to 123.25ft² in size and an increase to the structure height by 1.5' from 9.5' to 11' (Case No. ZON2017-00166).

LOCATION: 27501 Western Avenue

APPLICANT/LANDOWNER: Green Hills Memorial Park

Said decision is subject to the Conditions of Approval set forth below.

General Conditions:

1. This approval is for a an expansion of an existing information booth at the entrance from 72.5ft² to 123.25ft² in size (50.75ft² increase) and an increase to the structure height from 9.5' to 11' (1.5' increase) of Green Hills Memorial Park.
2. The height of the approved addition shall be as depicted on the stamped APPROVED plans and in no case shall the maximum height extend above a height of 11', as measured from the lowest finished grade covered by the structure to the highest proposed roofline.
3. The Conditions of Approval under Resolution No. 2017-03 shall remain in full force and effect, unless amended in the future by the City Council in which those Conditions of Approval shall remain in full force and effect, in combination with the conditions set forth herein.
4. Prior to the submittal of plans into Building and Safety Plan Check, the applicant and the property owner shall submit to the City a statement, in writing, that they have read, understand, and agree to all conditions of approval contained in this Exhibit "A". Failure to provide said written statement within ninety (90) days following the date of this approval shall render this approval null and void.
5. The applicant shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, lawsuits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures) (collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, the action of, or any permit or approval issued by, the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City), for or concerning the project.
6. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County and/or City laws and regulations. Unless

otherwise expressly specified, all other requirements of the City of Rancho Palos Verdes Municipal Code shall apply.

7. Pursuant to Council-adopted Condition No. 2.a(1), the Director of Community Development is authorized to make minor modifications through a Site Plan Review to the approved plans and any of the conditions that will achieve substantially the same results as would strict compliance with such plans and conditions. Any substantial change to the project shall require approval of a revision by the final body that approved the original project, which may require new and separate environmental review.
8. The project development on the site shall conform to the specific standards contained in these Conditions of Approval or, if not addressed herein, shall conform to the cemetery development standards of the City's Municipal Code, Conditions of Approval, including but not limited to height, setback and lot coverage standards.
9. Failure to comply with and adhere to all of these Conditions of Approval and the Conditions of Approval set forth in City Council-adopted Resolution No. 2017-03 or future related Council-adopted Resolutions, may be cause to revoke the approval of the project pursuant to the revocation procedures contained in Section 17.86.060 of the City's Municipal Code or administrative citations as described in Section 1.16 of the City's Municipal Code.
10. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City department, the stricter standard shall apply.
11. Unless otherwise designated in these Conditions of Approval, all construction shall be completed in substantial conformance with the plans stamped APPROVED by the City with the effective date of this Exhibit "A".
12. This approval is only for the items described within these Conditions and identified on the stamped APPROVED plans and is not an approval of any existing illegal or legal non-conforming structures on the property, unless the approval of such illegal or legal non-conforming structure is specifically identified within these conditions or on the stamped APPROVED plans.
13. All construction sites shall be maintained in a secure, safe, neat and orderly manner, to the satisfaction of the City's Building Official. All construction waste and debris resulting from a construction, alteration or repair project shall be removed on a weekly basis by the contractor or property owner. Existing or temporary portable bathrooms shall be provided during construction. Portable bathrooms shall be placed in a location that will minimize disturbance to the surrounding property owners, to the satisfaction of the City's Building Official.
14. The construction site and adjacent public and private properties and streets shall be kept free of all loose materials resembling trash and debris in excess of that material used for immediate construction purposes. Such excess material may include, but is not limited to: the accumulation of debris, garbage, lumber, scrap metal, concrete, asphalt, piles of earth, salvage materials, abandoned or discarded furniture, appliances or other household fixtures. All landscape pruning, including but not limited to grass, leaves, branches, fertilizer, etc., shall be properly stored in areas with minimal visual impact to adjacent homeowners, and shall be stored in appropriate containers and disposed of in a lawful manner.

15. When not being used in the daily operations of the cemetery, equipment and supplies shall be stored in areas with minimal visual impact to adjacent homeowners or in the maintenance yard if possible. Equipment and supplies shall be neatly stacked so they do not pose a safety hazard or become a property maintenance issue. All landscaping equipment and vehicles, and all vehicles used for maintenance and/or burial preparation shall be stored in the maintenance yard.
16. Construction and grading activities, including but not limited to equipment warm up, geologic investigations, interments excavation for placement of vaults and installation or removal of large landscape materials or landscaping maintenance shall be limited to 7:00 a.m. to 4:00 p.m. on weekdays only. Notwithstanding the foregoing, within 120 feet of any property line abutting a Residential Zoning District, no construction or grading, including grading operations to prepare sites for earth interments, shall occur before 9:00 a.m. or after 3:30 p.m. All equipment shall be equipped with a muffler to reduce on-site grading and construction noise levels.
17. Construction shall not impede on pedestrian and vehicular circulation, including ingress and egress to the subject property.

This decision may be appealed, in writing, to the Planning Commission. The appeal shall set forth the grounds for appeal and any specific action being requested by the appellant. Any appeal letter must be filed within fifteen (15) calendar days of the date of this notice, or by **5:30PM on Wednesday, September 6, 2017**. A \$2,275.00 appeal fee must accompany any appeal letter. If no appeal is filed timely, the Director's decision will be final at **5:30PM on Wednesday, September 6, 2017**.

If you would like the opportunity to review the approved Staff Report and the application package, they are on file in the Community Development Department at 30940 Hawthorne Boulevard, Rancho Palos Verdes, and are available for review from 7:30 AM to 5:30 PM Monday through Thursday, and from 7:30 AM to 4:30 PM Friday. Additionally, said documents are also available for viewing on the City's website (<http://www.rpvca.gov/376/Green-Hills-Memorial-Park-Master-Plan>).

If you have any questions regarding this application, please contact Deputy Director/Planning Manager So Kim, at (310) 544-5222, or sok@rpvca.gov for further information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ara Mihranian', with a stylized flourish extending to the right.

Ara Mihranian, MCP
Director of Community Development

NOTE: STATE GOVERNMENT CODE SECTION 65009 NOTICE: If you challenge this application in court, you may be limited to raising only those issues you or someone else raised in written correspondence delivered to the City of Rancho Palos Verdes during the public review period described in this notice.

MEMORANDUM

TO: ARA MIHRANIAN, DIRECTOR OF COMMUNITY DEVELOPMENT
FROM: SO KIM, DEPUTY DIRECTOR/PLANNING MANAGER
DATE: AUGUST 21, 2017
SUBJECT: SITE PLAN REVIEW (CASE NO. ZON2017-00165) FOR AN ADDITION AT 27501 WESTERN AVENUE (GREEN HILLS MEMORIAL PARK); APPLICANT/OWNER – GREEN HILLS MEMORIAL PARK

RECOMMENDATION

Approve a Site Plan Review to allow the expansion of an existing information booth at the entrance from 72.5ft² to 123.25ft² in size (50.75ft² increase) and an increase to the structure height from 9.5' to 11' (1.5' increase) of Green Hills Memorial Park, subject to the Conditions of Approval in Exhibit "A" (Case No. ZON2017-00165).

BACKGROUND

On May 1, 2017, pursuant to Council-adopted Condition No. 2.a(2) of Resolution No, 2017-03, Green Hills Memorial Park submitted a Site Plan Review application requesting to expand an existing information booth at the entrance of Green Hills Memorial Park. On July 20, 2017, the application was deemed complete for processing.

On July 20, 2017, a 15-day public notice was provided to all property owners within 500' radius of the subject site for comments. No public comments were received in response to the public notice.

SITE DESCRIPTION

Green Hills Memorial Park cemetery is located at 27501 Western Avenue in the northeast corner of the City, bordering the City of Lomita, the City of Rolling Hills Estates, and the City of Los Angeles. The cemetery was first established in 1948 and, at the time, was located within an unincorporated area of Los Angeles County. The property became part of the City of Rancho Palos Verdes when the "Eastview" area was annexed in 1984. The property is approximately 121-acres in size, and is a privately owned and operated cemetery facility within the City's Cemetery (C) Zoning District. The cemetery is bordered by residential uses to the north and south, a major street to the east (Western Avenue), Rolling Hills Covenant Church and Palos Verdes Reservoir to the west. The operation of the cemetery is governed by a Conditional Use Permit approved by the City Council, most recently on January 31, 2017 under Resolution No. 2017-03. The cemetery operates Monday through Sunday, and consists of interments, mausoleum buildings, an office building, mortuary, chapel, flower shop, and a maintenance yard and related buildings.

PROJECT DESCRIPTION

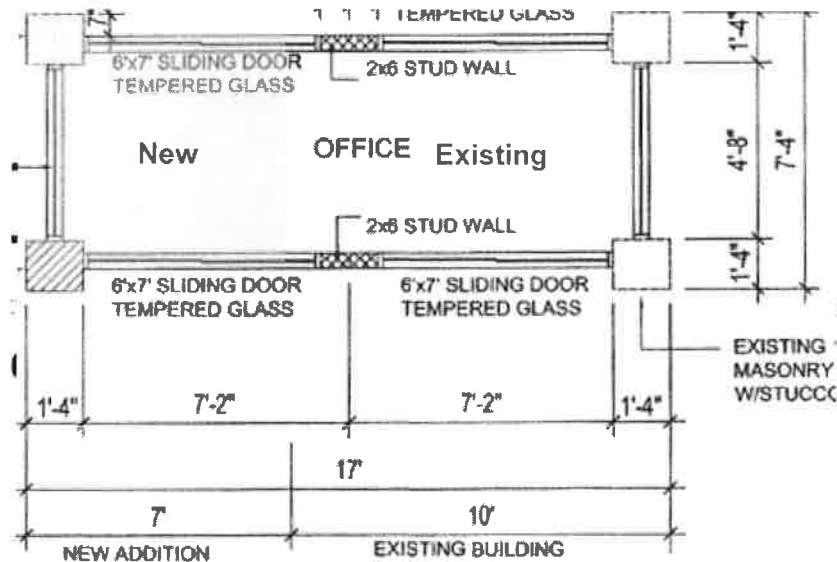
The applicant requests approval of a Site Plan review to expand the existing information booth at the entrance from 72.5ft² to 123.25ft² in size (50.75ft²) and an increase to the structure height from 9.5' to 11' (1.5' increase).

DISCUSSION

Site Plan Review

Pursuant to City Council-adopted Resolution No. 2017-03, Condition No. 2.a(2), structures less than 120ft² in size, not exceeding 16' in height, located outside of the required setbacks and not on extreme slopes may be reviewed by the Director through a Site Plan Review. The Site Plan Review procedure enables the Director to check development proposals for conformity with the provisions of the Development Code, such as heights and setbacks. Furthermore, Condition No. 2 requires public notification for a Site Plan Review that is to be considered by the Director.

The proposed request is to expand the existing information booth at the entrance from 72.5ft² to 123.25ft² in size (50.75ft²) and an increase to the structure height from 9.5' to 11' (1.5' increase). The existing information booth measures 7'-4" in width and 10' in depth. The 7'-4" width faces east towards Western Avenue. The applicant is proposing to enlarge the information booth by expanding the depth of the structure by an additional 7', resulting in a 72.5ft² expansion (see shaded area in orange below).



As the width of facing Western Avenue will remain the same with a minimal 1.5' increase in height, the proposed change in the visual appearance of the structure will be negligible from the public right-of-way, given the approximate 300' distance from the front (east) property line. The proposed addition will not be readily visible from the neighboring properties to the north and south as they are located at least 1,850' and 200', respectively. Additionally, the 11' height of the proposed addition complies with the 16' maximum height limit for both the Development Code and the Council-adopted Conditions of Approval.

Pursuant to Council-adopted Condition No. 12.e, the minimum required setbacks for structures in the proposed area is 25' front (east), 40' rear (west) if abutting residential district and 25' if abutting a

nonresidential district, and 40' south side if abutting residential district and 25' abutting nonresidential district. The proposed addition will substantially exceed the minimum required setbacks as mentioned above.

In summary, the proposed project complies with both the Development Code guidelines and Council-adopted Conditions of Approval (Resolution No. 2017-03) particularly as it pertains to height and setbacks.

ADDITIONAL INFORMATION

ENVIRONMENTAL ASSESSMENT

On April 24, 2007, the Planning Commission adopted P.C. Resolution No. 2007-32, thereby adopting a Mitigated Negative Declaration (MND) for an Environmental Assessment for Case No. ZON2003-00086 (Conditional Use Permit No. 55 Revision "D") for the Green Hills Cemetery Master Plan. In adopting the Mitigated Negative Declaration, the Planning Commission found: 1) that there would be no significant adverse environmental impacts resulting from the adoption of the Green Hills Cemetery Master Plan; and 2) that with mitigation measures there would be no significant adverse environmental impacts resulting from the proposed Master Plan. Subsequently, there were three separate addendums for miscellaneous improvements, which were determined to be within the scope of the previously adopted MND.

The City Council conducted Annual Reviews of the Applicant's compliance with the Conditions of Approval associated with the Conditional Use Permit for the Master Plan in 2015 and most recently in 2017. On January 31, 2017, the City Council adopted Resolution No. 2017-03, thereby approving revisions to the Conditions of Approval that are consistent and in line with the Conditional Use Permit findings. No further environmental review was considered necessary as the modifications to the Council-adopted Conditions of Approval reduces the impacts of those operations on adjacent properties; constitutes minor alterations to existing structures or facilities involving negligible or no expansion of use; and will not have a significant effect on the environment.

The proposed project involving the construction of a 50.75ft² addition to the information booth has been determined to be in compliance with the City Council-adopted Conditions of Approval for the Master Plan (Resolution 2017-03), as evidenced in the discussions under 'Site Plan Review' above. Therefore, the proposed project is within the scope of the previously adopted MND and no further environmental review is necessary.

CONCLUSION

Based upon the discussion above, Staff recommends approval of the requested Site Plan Review to allow the expansion of an existing information booth at the entrance from 72.5ft² to 123.25ft² in size (50.75ft² increase) and an increase to the structure height from 9.5' to 11' (1.5' increase) of Green Hills Memorial Park, subject to the Conditions of Approval in Exhibit "A" (Case No. ZON2017-00165).

ALTERNATIVES

In addition to Staff's recommendation, the following alternatives are available for the Director's consideration:

1. Identify any issues of concern and direct the applicant to re-design and resubmit the

application (Case No. ZON2017-00165); or,

2. Deny, without prejudice, the Site Plan Review (Case No. ZON2017-00165).

Approved pursuant to Staff's Recommendation.

Accepted:  _____ Dated 8.22.17

Ara Mihranian,
Director of Community Development

ATTACHMENTS

- Conditions of Approval – Exhibit "A"
- Project Plans

Exhibit "A"
Conditions of Approval
Green Hills Memorial Park
Site Plan Review (Case No. ZON2017-00165)

General Conditions:

1. This approval is for a an expansion of an existing information booth at the entrance from 72.5ft² to 123.25ft² in size (50.75ft² increase) and an increase to the structure height from 9.5' to 11' (1.5' increase) of Green Hills Memorial Park.
2. The height of the approved addition shall be as depicted on the stamped APPROVED plans and in no case shall the maximum height extend above a height of 11', as measured from the lowest finished grade covered by the structure to the highest proposed roofline.
3. The Conditions of Approval under Resolution No. 2017-03 shall remain in full force and effect, unless amended in the future by the City Council in which those Conditions of Approval shall remain in full force and effect, in combination with the conditions set forth herein.
4. Prior to the submittal of plans into Building and Safety Plan Check, the applicant and the property owner shall submit to the City a statement, in writing, that they have read, understand, and agree to all conditions of approval contained in this Exhibit "A". Failure to provide said written statement within ninety (90) days following the date of this approval shall render this approval null and void.
5. The applicant shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, lawsuits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures) (collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, the action of, or any permit or approval issued by, the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City), for or concerning the project.
6. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of Rancho Palos Verdes Municipal Code shall apply.
7. Pursuant to Council-adopted Condition No. 2.a(1), the Director of Community Development is authorized to make minor modifications through a Site Plan Review to the approved plans and any of the conditions that will achieve substantially the same results as would strict compliance with such plans and conditions. Any substantial change to the project shall require approval of a revision by the final body that approved the original project, which may require new and separate environmental review.

8. The project development on the site shall conform to the specific standards contained in these Conditions of Approval or, if not addressed herein, shall conform to the cemetery development standards of the City's Municipal Code, Conditions of Approval, including but not limited to height, setback and lot coverage standards.
9. Failure to comply with and adhere to all of these Conditions of Approval and the Conditions of Approval set forth in City Council-adopted Resolution No. 2017-03 or future related Council-adopted Resolutions, may be cause to revoke the approval of the project pursuant to the revocation procedures contained in Section 17.86.060 of the City's Municipal Code or administrative citations as described in Section 1.16 of the City's Municipal Code.
10. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City department, the stricter standard shall apply.
11. Unless otherwise designated in these Conditions of Approval, all construction shall be completed in substantial conformance with the plans stamped APPROVED by the City with the effective date of this Exhibit "A".
12. This approval is only for the items described within these Conditions and identified on the stamped APPROVED plans and is not an approval of any existing illegal or legal non-conforming structures on the property, unless the approval of such illegal or legal non-conforming structure is specifically identified within these conditions or on the stamped APPROVED plans.
13. All construction sites shall be maintained in a secure, safe, neat and orderly manner, to the satisfaction of the City's Building Official. All construction waste and debris resulting from a construction, alteration or repair project shall be removed on a weekly basis by the contractor or property owner. Existing or temporary portable bathrooms shall be provided during construction. Portable bathrooms shall be placed in a location that will minimize disturbance to the surrounding property owners, to the satisfaction of the City's Building Official.
14. The construction site and adjacent public and private properties and streets shall be kept free of all loose materials resembling trash and debris in excess of that material used for immediate construction purposes. Such excess material may include, but is not limited to: the accumulation of debris, garbage, lumber, scrap metal, concrete, asphalt, piles of earth, salvage materials, abandoned or discarded furniture, appliances or other household fixtures. All landscape pruning, including but not limited to grass, leaves, branches, fertilizer, etc., shall be properly stored in areas with minimal visual impact to adjacent homeowners, and shall be stored in appropriate containers and disposed of in a lawful manner.
15. When not being used in the daily operations of the cemetery, equipment and supplies shall be stored in areas with minimal visual impact to adjacent homeowners or in the maintenance yard if possible. Equipment and supplies shall be neatly stacked so they do not pose a safety hazard or become a property maintenance issue. All landscaping equipment and vehicles, and all vehicles used for maintenance and/or burial preparation shall be stored in the maintenance yard.
16. Construction and grading activities, including but not limited to equipment warm up, geologic investigations, interments excavation for placement of vaults and installation or removal of

large landscape materials or landscaping maintenance shall be limited to 7:00 a.m. to 4:00 p.m. on weekdays only. Notwithstanding the foregoing, within 120 feet of any property line abutting a Residential Zoning District, no construction or grading, including grading operations to prepare sites for earth interments, shall occur before 9:00 a.m. or after 3:30 p.m. All equipment shall be equipped with a muffler to reduce on-site grading and construction noise levels.

17. Construction shall not impede on pedestrian and vehicular circulation, including ingress and egress to the subject property.