



PLANNING AND DEVELOPMENT
CURRENT PLANNING DIVISION



9770 CULVER BOULEVARD, CULVER CITY, CALIFORNIA 90232-0507

(310) 253-5710

www.culvercity.org

September 2, 2025

Cadillac of Beverly Hills

Attn: Jim Suhr, Representative (via jim@suhrandassociates.com)

4060 Ince Boulevard

Culver City, CA 90232

NOTICE OF DECISION: EXTENSION OF TEMPORARY USE PERMIT (P2025-0141-TUP)

10150-10200 Jefferson Boulevard, Mixed-Use Corridor 2 (MU-2) Zone

Dear Jim Suhr:

On June 19, 2025, the Current Planning Division approved a 90-day Temporary Use Permit, P2025-0141-TUP, for the operation of limited vehicle services including accessories installation, car washes, and maintenance/repair at the project site, while the Applicant pursued a Conditional Use Permit (CUP) for a Vehicle Service Facility. To date, the Applicant has completed all requirements, the TUP is in good standing and is set to expire on September 17, 2025.

Recognizing the CUP, P2025-0174-CUP-CE, is scheduled for a public hearing with the Planning Commission on September 24, 2025, followed by a 15-day appeal period, the existing TUP is hereby extended until the end of the CUP appeal period. All previously approved terms and conditions of P2025-0141-TUP shall remain in effect, including Attachments 1 and 2, unless superseded by this letter.

This administrative decision may be appealed in accordance with Title 17, Section 17.640.030 Appeals, by any interested person within 15 calendar days of approval, by 5:30 PM. For any inquiries, contact Gabriel Barreras, Senior Planner, at (310) 253-5776 or at gabriel.barreras@culvercity.gov.

Sincerely,

A handwritten signature in black ink that reads "Mark E. Muenzer".

Mark E. Muenzer

Planning and Development Director

Enclosures:

1. Temporary Use Permit Case No. P2025-0141-TUP Decision Letter, Attachments 1 and 2 (dated June 19, 2025)

Copy: Marian Aspnes, Enforcement Services Manager
Decision Letter Binder



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CURRENT PLANNING DIVISION



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June 19, 2025 (Revised June 26, 2025)

Cadillac Beverly Hills
Attn: Jim Suhr, Representative (via jim@suhrandassociates.com)
4060 Ince Boulevard
Culver City, CA 90232

NOTICE OF DECISION: TEMPORARY USE PERMIT, P2025-0141
10150-10200 Jefferson Boulevard, Mixed-Use Corridor 2 (MU-2) Zone.

Dear Jim Suhr:

The Current Planning Division has conditionally approved your Temporary Use Permit, P2025-0141-TUP, to operate limited vehicle services including accessories installation, car washes, and maintenance/repair at the project site.

The terms of the TUP will begin on the effective date of this Notice of Decision and will expire after 90 calendar days, subject to the conditions outlined in Attachments No. 1 and 2. All uses, conditions, and terms are subject to change during a future Conditional Use Permit (CUP) discretionary process.

This administrative decision may be appealed in accordance with Title 17, Section 17.640.030 Appeals, by any interested person within 15 calendar days of approval, by 5:30 PM.

For any inquiries, please contact Gabriel Barreras, Senior Planner, at (310) 253-5776 or gabriel.barreras@culvercity.org.

Sincerely,

A handwritten signature in black ink that reads "Mark E. Muenzer".

Mark E. Muenzer
Planning and Development Director

Enclosures:

1. Attachment No. 1 – Findings and Conditions of Approval
2. Attachment No. 2 – Supplemental Conditions, Culver City Fire Department (issued June 26, 2025)

Copy: Marian Aspnes, Enforcement Services Manager
Decision Letter Binder

ATTACHMENT NO. 1

Temporary Use Permit Findings for Vehicle Services

Cadillac Beverly Hills – 10150-10200 Jefferson Boulevard

Case No. P2025-0141-TUP

Request

Temporary Use Permit (TUP) Application No. P2025-0141-TUP was submitted on June 9, 2025, requesting permission to operate limited vehicle services, including accessories installation, car washes, and maintenance/repair uses at an existing industrial building located at 10150-10200 Jefferson Boulevard. Through the proposed TUP, vehicles will be delivered, washed, and prepared prior to distribution to off-site dealerships for a 90-day calendar period beginning on the date the Notice of Decision is issued.

Background

Pursuant to Culver City Municipal Code (CCMC) Title 17, Chapter 17.520 a Temporary Use Permit (TUP) may permit short-term and temporary activities that might not meet the normal development or use standards of the applicable zoning district but may be considered acceptable because of their temporary nature. At the same time, the applicant plans to submit a Conditional Use Permit (CUP) application to authorize the project site's proposed long-term operations.

Project Site and Operations

The project site is a single 1.87-acre (81,531 square-foot) parcel in the Mixed Use Corridor 2 (MU-2) zone. The site is improved with a one-story, 43,000 square-foot industrial building, built in 1966 according to the Los Angeles County Assessor's records. The building has frontage on Jefferson Boulevard and is accessed by two driveways on the northwesterly and southwesterly corners of the site. There are approximately 76 existing surface parking spaces along the sides and rear of the building. The applicant proposes to repurpose the existing building and parking area and will not make physical changes, demolitions, additions, or expansions to the existing site or building.

The requested TUP will permit limited vehicle services including accessories installation, car washes, and maintenance/repair are listed as permitted and conditionally permitted uses in the MU-2 zone pursuant to CCMC 17.220.015 Table 2-6. Additionally, the proposed uses will comply with the performance standards of CCMC Section 17.400.125 – Vehicle Repair Shops. All uses will be performed in the interior of the building between the hours of 7:00 AM to 6:00 PM Monday through Friday, and 9:00 AM to 4:00 PM Saturday and Sunday. The site will not be open to the public or accessed directly by customers for the duration of the TUP.

Findings

The following findings for a TUP have been made pursuant to CCMC Section 17.520.030:

A. *The use is limited to a duration that is no more than the maximum allowed duration, as determined appropriate by the review authority.*

Pursuant to CCMC Section 17.520.030.A.9, the Planning and Development Director (Director) has the authority to permit temporary uses that are compatible with the zoning district and surrounding land uses, with a maximum duration up to 180 days. The proposed TUP for limited vehicle services, as conditioned, will be valid for 90 calendar days beginning on the date the Notice of Decision is issued. A subsequent extension, up to 90 calendar days, may be requested by the applicant or the City should additional time be required to review or process supporting documents, technical studies, MOUs, or unforeseen delays in the review or public hearing process. The total number of days for the subject TUP shall not exceed 180 days to comply with the limits of the CCMC.

B. *The site is physically adequate for the type, density, and intensity of use being proposed, including provision of services (e.g. sanitation and water), public access and the absence of physical constraints.*

The project site is 1.87 acres (81,531 square feet) in size and is improved with an existing 43,000 square-foot, one-story industrial building within the MU-2 zone. The existing building includes frontage on Jefferson Boulevard and is accessed by two driveways on the northwesterly and southwesterly corners of the site. There are approximately 76 surface parking spaces along the sides and rear of the building.

The MU-2 zone permits all the requested vehicle service uses, subject to conditions. The existing site and building will support up to 50 employees on a daily basis. The interior of the building will support approximately 37 vehicle bays, a designated car wash area, entrance lobby, separate men and women's locker rooms for employees, offices, a records room, and ancillary storage for auto parts and supplies. There will be no physical changes, demolitions, additions, or expansions to the existing site or the exterior building for the duration of the TUP. All interior tenant improvements will require the review and approval from the Building and Safety Division.

The existing site and building are serviced by local power and water utilities. As conditioned hereafter, the utilization of the existing building, driveways, and surface parking areas will provide adequate space for the applicant to conduct the proposed temporary uses and will minimize disruptions to traffic, noise, lighting, wastewater, and the surrounding land uses for the duration the TUP.

C. *The design, location, size, and operating characteristics of the proposed use are compatible with the existing land uses on site and in the vicinity of the subject property.*

The proposed temporary vehicle service uses are consistent with permitted and conditionally permitted uses in the Mixed Use Corridor 2 (MU-2) zone during permitted business hours, pursuant to CCMC Sections 17.220.015 Table 2-6 and 17.400.125. The temporary vehicle service uses will be conducted within the interior of the existing building and are compatible with existing land uses in the vicinity. The project site has a General Plan Land Use and Zoning designation of Mixed Use Corridor 2, which allows for moderate-scale mixed use, residential, general and neighborhood serving commercial uses.

Surrounding uses to the project site include the following:

- To the north, the adjacent property is zoned MU-2 and improved with a one-story modular building supporting facilities and maintenance for the Los Angeles Community College District and a vacant property used annually to host temporary outdoor events and festivals.
- To the east, properties are zoned MU-2 and are mostly vacant with approximately six plugged oil wells on site.
- To the south, properties are zoned Low Density Multifamily (LDM) Residential and are improved with townhomes and condos.
- To the west, properties are zoned Mixed Use Industrial (MU-I) with a variety of one- and two-story industrial buildings and offices.

Because the existing site and building are zoned MU-2 and were built as light industrial and office uses in 1966, the project site is predominately surrounded by similar industrial uses, the proposed temporary uses will not adversely impact surrounding properties, pursuant to the Conditions of Approval.

D. *The temporary use will be removed, and the site restored as necessary to ensure that no changes to the site will limit the range of possible future land uses otherwise allowed by this Title.*

The proposed temporary vehicle service uses will be able to be removed and will not require significant or permanent changes to the project site or building, allowing the site and building to be restored to its previous condition and support a wide variety of land uses compatible with the MU-2 zone.

E. *Adequate temporary parking will be provided in order to accommodate the vehicle traffic generated by the temporary use or special event either on-site or at alternate locations acceptable to the review authority.*

The project site is improved with 76 surface parking space on the exterior of the building, and the building can support approximately 37 vehicles to be parked inside for service related activities. The applicant estimates that 40 to 50 employees will be working at the site on a typical business day, and the site is anticipated to have adequate parking for all vehicles receiving service and employee parking. Vehicles being serviced will only be held at the site for the duration of the service requirements before being sent to dealerships and customers. Therefore, the site as improved, will provide adequate temporary parking for the duration of the TUP.

F. *The use will comply with all applicable provisions of local, State, and Federal laws or regulations.*

The proposed vehicle service uses will comply with all local, State, and Federal regulations, as applicable. Specifically, the proposed temporary uses will comply with the following local regulations:

- CCMC Section 17.520, regulating Temporary Use Permit timelines, conditions, and performance standards as conditioned by the Director hereafter;
- CCMC Section 17.220 et. seq., regulating the permitted and conditional uses within the MU-2 zone, including all physical development standards and performance standards related to Mixed-Use zones such as hours of operation, nuisances, noise and vibration standards, site access and security, air quality, lighting, and waste; and,
- CCMC Section 17.400.125, providing additional operational and performance standards for Vehicle Repair Shops.

G. *Any other pertinent factors affecting the operation of the temporary use or special event have been addressed to ensure the orderly and efficient operation of the proposed use or event, in compliance with the intent and purpose of the Temporary Use provisions of the CCMC.*

Nuisance factors such as noise, lighting, air quality, and traffic impacts were considered. The applicant is coordinating with City staff to prepare a Memorandum of Understanding (MOU) for a Transportation Study, which will be factored into the review of both the TUP and a future Conditional Use Permit (CUP).

Conditions of Approval

Based upon the authority found in CCMC Section 17.520.030, a Temporary Use Permit P2025-0141-TUP allowing limited vehicle services, including accessories installation, car washes, and maintenance/repair uses at an existing industrial building located at 10150-10200 Jefferson Boulevard, is hereby approved, subject to the following conditions:

1. The Planning and Development Director has the discretion to extend the Temporary Use Permit (TUP) for an additional period of up to 90 calendar days—either at the request of the applicant or at the City’s initiative—if extra time is needed to evaluate supporting materials, technical reports, memoranda of understanding (MOUs), or to accommodate unexpected delays in the review or public hearing process. However, the TUP’s total duration shall not exceed 180 calendar days.
2. All Conditions of Approval, herein, and the standards of CCMC Section 17.400.125 – Vehicle Repair Shops shall remain in effect.
3. All interior tenant improvements will require the review and approval from the Building and Safety Division.
4. Prior to any installation or temporary site improvement utilizing the approved TUP, the applicant shall notify staff of the activity, dates, and times of the activity. This notification shall be by email and include the following, Tim Koutsouros (Building Official) tim.koutsouros@culvercity.org, Emily Stadnicki (Current Planning Manager) emily.stadnicki@culvercity.org, and Mordecai Nickerson (Senior Public Works Inspector) mordecai.nickerson@culvercity.org. This notification should be made at least 7 days prior to the installation or site improvement activities.
5. The Planning and Development Director may impose additional measures on the limits of the temporary uses, hours of operation, or other performance standards should the City determine it is necessary. These additional measures may include, but are not limited to improvements in signage, sound attenuation, traffic control, lighting, water and wastewater usage, vehicle parking, loading, and site access.
6. Should negative issues arise, the Planning and Development Director may reduce, suspend, or revoke the permitted temporary use and any ancillary activities.
7. Prior to conducting any site work or improvements, contact Tim Koutsouros (Building Official) at tim.koutsouros@culvercity.org to resolve unpermitted electrical work identified on the interior of the vacant building that needs to be addressed.

8. Any changes to the site's driveways where they intersect with the public right-of-way, including but not limited to changes in lighting, signage, striping, visibility, pedestrian protections, emergency access, or gating, will require approval by the Public Works Engineering Division, Building Safety Division, Community Risk Reduction (Fire Department), and the Current Planning Division.
9. If the car wash use is requested as part of a future or ongoing service under a Conditional Use Permit (CUP), a re-circulating water system will be required. During the duration of the approved Temporary Use Permit, the applicant is required to prepare a Water Conservation Plan and propose related site improvements to comply with CCMC Sections 5.03.030, 5.03.040, and California Government Code 10951 to install a water re-circulating (recycling) system related to the proposed car wash use.
10. Best management practices shall be utilized to mitigate the noise created by the approved temporary uses.
11. The applicant shall post 24-hour accessible contact information, on site, at all property frontages. Contact information shall include at a minimum name, phone number and email.
12. Lighting shall not create glare off site and shall be shielded and/or directed on to the subject site, away from the site perimeter and nearby residential uses.
13. The City reserves the right to periodically inspect the premises without prior notification to ensure ongoing compliance with all Conditions of Approval.
14. This TUP shall be subject to revocation as stipulated in CCMC 17.660.015 if any of the following findings can be made:
 - a) Circumstances under which the permit or entitlement was granted have been changed by the applicant to a degree that one or more of the findings contained in the original permit can no longer be made in a positive manner and the public health, safety, and general welfare require the revocation.
 - b) The permit or entitlement was issued, in whole or in part, on the basis of a misrepresentation or omission of a material statement(s) in the application or in the applicant's testimony presented during the public hearing for the permit or entitlement.
 - c) One or more of the Conditions of Approval for the permit have not been substantially fulfilled or have been violated.

- d) The use or structure for which the permit was granted has ceased to exist or has been suspended for at least one year, as defined in Section 17.610.015.
- e) The improvement authorized in compliance with the permit is in violation of any code, law, ordinance, regulation, or statute.
- f) The improvement/use allowed by the permit has become detrimental to the public health, safety, or general welfare, or the manner of the operation constitutes or is creating a nuisance.
- g) During permitted business hours, the project does not comply with the maximum permitted decibel level requirements defined as follows in Table 2 – Culver City Noise Standards, or as noted in then sound studies for this project:

TABLE 2
CULVER CITY NOISE STANDARDS

Daytime levels 7:00 AM – 10:00 PM	Nighttime Levels 10:00 PM – 7:00 AM	Duration
55 dBA - Leq	50 dBA - Leq	30 minute
60 dBA - Leq	55 dBA - Leq	15 minute
65 dBA - Leq	60 dBA - Leq	5 minute
70 dBA - Leq	65 dBA - Leq	1 minute
75 dBA - Leq	70 dBA - Leq	Never

Source: City 1995.

ATTACHMENT NO. 2

Issued June 26, 2025

Supplemental Conditions – Culver City Fire Department

Temporary Use Permit for Vehicle Services

Cadillac Beverly Hills – 10150-10200 Jefferson Boulevard

Case No. P2025-0141-TUP

Conditions of Approval – Culver City Fire Department (CCFD)

Following the initial review of Temporary Use Permit P2025-0141-TUP and inspection of current site conditions, CCFD requires adherence to the supplemental conditions outlined below to maintain the validity of the Temporary Use Permit (TUP).

1. Submit to Building and Safety and Fire Prevention an Electrical Plan for review of additional outlets for car lifts by end of day on July 10, 2025.

Conditions requiring immediate compliance:

2. **Limited Fuel Load:** Internal combustion vehicles will have minimal fuel, and electric vehicles will be maintained below 50% charge, significantly reducing potential fire intensity.
3. **Clustered Vehicle Layout:** Vehicles will be grouped into small clusters, each limited to approximately 1,000 sq ft (roughly six vehicles), with substantial separation between clusters to serve as fire breaks. This prevents rapid fire spread and confines potential fires to manageable sizes.
4. **Operational Controls:** No vehicle charging, fueling, or repair activities will occur on site, removing high-risk fire scenarios. Active fire monitoring, emergency procedures, and portable firefighting equipment further enhance safety.

For questions or clarifications, please contact Fire Inspector, Daniel Nembhard, at (310) 253-5931 or daniel.nembhard@culvercity.org.