



Planning and Development Department  
Land Use Planning Division

# A D M I N I S T R A T I V E U S E P E R M I T

CITY OF BERKELEY ZONING ORDINANCE  
Berkeley Municipal Code, Title 23

**AUP #12-20000150**

Property Address: **2433 DURANT AVENUE, SUITE E**

Permittee Name: **DWIGHT ASHDOWN**

Use and/or Construction Permitted: to change the use of an existing 912 sq. ft. commercial retail space to a credit union branch pursuant to:

- Section 23E.56.030 to establish a financial service, retail (bank).

FINDINGS, CONDITIONS AND APPROVED PLANS ATTACHED

Following the expiration of the mandatory appeal period set forth in Section 23B.28.040 of the Berkeley Municipal Code, with no timely appeal being filed, the Administrative Use Permit described herein has been duly granted by the Zoning Officer on February 1, 2013.

Attest: Terry Blount  
Terry Blount, AICP, Principal Planner  
For Debbie Sanderson, Zoning Officer

February 1, 2013  
Effective Date

# ATTACHMENT 1

## FINDINGS AND CONDITIONS

JANUARY 11, 2013

### **2433 Durant Avenue, Suite E**

**Administrative Use Permit #12-20000150**

**Design Review #12-30000075**

**To change the use of an existing 912 sq. ft. commercial retail space to a credit union branch.**

#### **CEQA FINDINGS**

1. The project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA, Public Resources Code §21000, et seq. and California Code of Regulations, §15000, et seq.) pursuant to Section 15303 of the CEQA Guidelines (“New Construction or Conversion of Small Structures”). Furthermore, none of the exceptions in CEQA Guidelines Section 15300.2 apply, as follows: (a) the site is not located in an environmentally sensitive area, (b) there are no cumulative impacts, (c) there are no significant effects, (d) the project is not located near a scenic highway, (e) the project site is not located on a hazardous waste site pursuant to Government Code Section 65962.5, and (f) the project will not affect any historical resource.

#### **FINDINGS FOR APPROVAL**

2. As required by Section 23B.28.050.A of the Zoning Ordinance, the project, under the circumstances of this particular case existing at the time at which the application is granted, will not be detrimental to the health, safety, peace, morals, comfort, and general welfare of the persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements of the adjacent properties, the surrounding area or neighborhood, or to the general welfare of the City because:
  - As required per Section 23E.56.090.B (Findings) the establishment of a financial service (bank) credit union:
    - 1) Is compatible with the purposes of the Telegraph Avenue Commercial Zoning District because the credit union a) implements the General Plan’s designation of Avenue Commercial and the Telegraph Avenue Commercial Subarea; b) satisfies the needs of the population of the District, especially the University population and the surrounding residential population and is not expected to generate a high volume of vehicular traffic; c) is an appropriate location for this type of use; d) provides a service which precludes the dominance of any one type of use (bank) and is a variation of the same category of use; e) establishes a use which will satisfy the needs of all age groups and attract a range of users

and interests; f) encourages a use that reinforces the pedestrian orientation of the District; g) does not displace a business that supplies neighboring residents with essential goods and services; and h) will not contribute to noise, fumes, and litter to nearby mixed residential commercial structures and surrounding residents.

- 2) Maintains the present street frontage of the District and will not interfere with the continuity of retail or compatible service facilities at the ground level and will not interrupt a continuous wall of building facades.
- 3) Has received Staff-level Design Review approval and is compatible in design and character with the District and the adjacent residential neighborhoods.
- 4) Does not exceed the District minimum parking standard, nor does it involve the creation of additional square footage. Therefore, the conversion is not expected to generate traffic or parking demand significantly beyond the capacity of the Commercial District or significantly increase impacts on adjacent residential neighborhoods.

## **STANDARD CONDITIONS**

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The following conditions, as well as all other applicable provisions of the Zoning Ordinance, apply to this Permit:

### **1. Conditions Shall be Printed on Plans**

The conditions of this Permit shall be printed on the *second* sheet of each plan set submitted for a building permit pursuant to this Use Permit, under the title 'Use Permit Conditions'. *Additional sheets* may also be used if the *second* sheet is not of sufficient size to list all of the conditions. The sheet(s) containing the conditions shall be of the same size as those sheets containing the construction drawings; 8-1/2" by 11" sheets are not acceptable.

### **2. Applicant Responsible for Compliance with Conditions**

The applicant shall ensure compliance with all of the following conditions, including submittal to the project planner of required approval signatures at the times specified. Failure to comply with any condition may result in construction being stopped, issuance of a citation, and/or modification or revocation of the Use Permit.

### **3. Uses Approved Deemed to Exclude Other Uses (Section 23B.56.010)**

- A. This Permit authorizes only those uses and activities actually proposed in the application, and excludes other uses and activities.
- B. Except as expressly specified herein, this Permit terminates all other uses at the location subject to it.

### **4. Modification of Permits (Section 23B.56.020)**

No change in the use or structure for which this Permit is issued is permitted unless the Permit is modified by the Zoning Officer, except that the Zoning Officer may approve changes that do not expand, intensify, or substantially change the use or building.

### **5. Plans and Representations Become Conditions (Section 23B.56.030)**

Except as specified herein, the site plan, floor plans, building elevations and/or any additional information or representations, whether oral or written, indicating the proposed structure or manner of operation submitted with an application or during the approval process are deemed conditions of approval.

### **6. Subject to All Applicable Laws and Regulations (Section 23B.56.040)**

The approved use and/or construction is subject to, and shall comply with, all applicable City Ordinances and laws and regulations of other governmental agencies. Prior to construction, the applicant shall identify and secure all applicable permits from the Building and Safety Division, Public Works Department and other affected City divisions and departments.

**7. Exercised Permit for Use Survives Vacancy of Property (Section 23B.56.080)**

Once a Permit for a use is exercised and the use is established, that use is legally recognized, even if the property becomes vacant, except as set forth in Standard Condition #8, below.

**8. Exercise and Lapse of Permits (Section 23B.56.100)**

- A. A permit for the use of a building or a property is exercised when, if required, a valid City business license has been issued, and the permitted use has commenced on the property.
- B. A permit for the construction of a building or structure is deemed exercised when a valid City building permit, if required, is issued, and construction has lawfully commenced.
- C. A permit may be declared lapsed and of no further force and effect if it is not exercised within one year of its issuance, except that permits for construction or alteration of structures or buildings may not be declared lapsed if the permittee has: (1) applied for a building permit; or, (2) made substantial good faith efforts to obtain a building permit and begin construction, even if a building permit has not been issued and/or construction has not begun.

**9. Indemnification Agreement**

The applicant shall hold the City of Berkeley and its officers harmless in the event of any legal action related to the granting of this Permit, shall cooperate with the City in defense of such action, and shall indemnify the City for any award of damages or attorneys fees that may result.

**ADDITIONAL CONDITIONS IMPOSED BY THE ZONING OFFICER**

Pursuant to BMC 23B.28.050.D, the Zoning Officer attaches the following additional conditions to this Permit:

**Prior to Submittal of Any Building Permit:**

- 10.** The applicant shall provide the project planner with the name and telephone number of the individual empowered to manage construction noise from the project. The individual's name, telephone number, and responsibility for noise management shall be posted at the project site for the duration of construction in a location easily visible to the public. The individual shall record all noise complaints received and actions taken in response, and submit written reports of such complaints and actions to the project planner on a weekly basis. **Individual Responsible for Noise Management:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

- 11.** The applicant and all persons associated with the project are hereby notified that a Transportation Management Permit (TMP) would be required under any of the following circumstances:

- Alterations, closures, or blockages to sidewalks or pedestrian paths
- Alterations, closures, or blockages to vehicle travel lanes (including bicycle lanes)
- Storage of building materials, dumpsters, debris anywhere in the public ROW
- Provision of exclusive contractor parking on-street
- Significant truck activity.

Contact the Permit Service Center (PSC) at 2120 Milvia Street or 981-7500 for details on obtaining Construction/No Parking Permits (and associated signs and accompanying dashboard permits). Public Works Traffic Engineering (981-6400) reviews all submitted TMP requests.

The TMP may include designation of a specific truck haul route. Meter heads (if in the construction area) shall be removed only by City staff. Contact the site inspector 72 hours in advance of required removal so arrangements can be made.

**Prior to Issuance of Any Building Permit:**

12. Drainage plans shall be submitted for approval of the Building & Safety Division and Public Works Department, if required.

**During Construction:**

13. Construction activity shall be limited to between the hours of 8:00 a.m. and 6:00 p.m. on Monday through Friday, and between 9:00 a.m. and noon on Saturday. No construction-related activity shall occur on Sunday or on any Federal Holiday.
14. If underground utilities leading to adjacent properties are uncovered and/or broken, the contractor involved shall immediately notify the Public Works Department and the Building & Safety Division, and carry out any necessary corrective action to their satisfaction.
15. Subject to approval of the Public Works Department, the applicant shall repair any damage to public streets and/or sidewalks by construction vehicles traveling to or from the project site.
16. All piles of debris, soil, sand, or other loose materials shall be covered at night and during rainy weather with plastic at least one-eighth millimeter in thickness and secured to the ground.
17. All active construction areas shall be watered at least twice daily, and all piles of debris, soil, sand or other loose materials shall be watered or covered.
18. Trucks hauling debris, soil, sand, or other loose materials shall be covered or required to maintain at least two feet of board.

19. Public streets shall be swept (preferably with water sweepers) of all visible soil material carried from the site.
20. The applicant shall establish and maintain drainage patterns that do not adversely affect adjacent properties and rights-of-way.
21. The applicant shall ensure that all excavation takes into account surface and subsurface waters and underground streams so as not to adversely affect adjacent properties and rights-of-way.
22. Any construction during the wet season shall require submittal of a soils report with appropriate measures to minimize erosion and landslides, and the developer shall be responsible for following these and any other measures required by the Building and Safety Division and the Public Works Department.

**Prior to Issuance of Occupancy Permit or Final Inspection:**

23. All construction at the subject property shall substantially conform to the approved Use Permit drawings or to modifications approved by the Zoning Officer.
24. All landscape, site and architectural improvements shall be completed per the attached approved drawings dated **NOVEMBER 28, 2012**.

**At All Times (Operation):**

25. All exterior lighting shall be shielded and directed downward and away from property lines to prevent excessive glare beyond the subject property.
26. This permit is subject to review, imposition of additional conditions, or revocation if factual complaint is received by the Zoning Officer that the maintenance or operation of this establishment is violating any of these or other required conditions or is detrimental to the health, safety, peace, morals, comfort or general welfare of persons residing or working in the neighborhood or is detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.
27. Noise and exterior lighting shall be controlled so as to prevent verified complaints from the surrounding neighborhood. This shall include noise created by employees working on the premises before or after patrons arrive.

**Design Review Conditions of Approval**

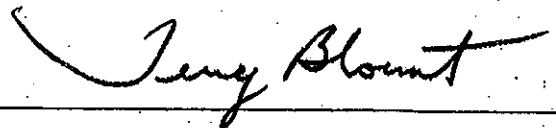
28. The proposed façade improvements in conjunction with the interior remodel project is approved as shown on the drawings stamped "received **November 28, 2012**" subject to the following conditions.

29. No changes can be made to these approved plans without Design Review approval.
30. **COLORS** Prior to Design Review sign-off of the Building Permit set of drawings, the applicant shall submit color and materials information for review and approval by Design Review Staff or note on the drawings where materials match existing. All materials will be matte unless otherwise noted.
31. **CLEAR GLASS** All glass is assumed to be clear glass. Any proposed glass that is not clear glass, or includes signage, shall be indicated on all drawings, and shall be reviewed for approval by Design Review Staff.
32. **DETAILS** Prior to Design Review sign-off of the Building Permit set of drawings, the applicant shall submit window, door, and trim details for review and approval by the Design Review Staff or note on the drawings where they match existing.
33. **SIGNAGE** Prior to Design Review sign-off of the building permit set of drawings, the applicant shall submit complete signage details, including colors, materials, letter heights, dimensions, placement on building, and installation details. All materials will be matte unless otherwise noted.

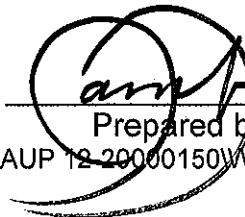
Signage included in this approval is one blade sign under the existing bracket and one window sign.

All non-temporary signage and awnings not previously approved and not listed in this application are prohibited.

34. **LIGHTING** Prior to Design Review sign-off of the building permit set of drawings, the applicant shall submit lighting details showing all existing and proposed site and building lighting. All exterior lighting shall be shielded and directed downward.



Terry Blount, Principal Planner for  
Debra Sanderson, Zoning Officer



Prepared by: Pamela Johnson





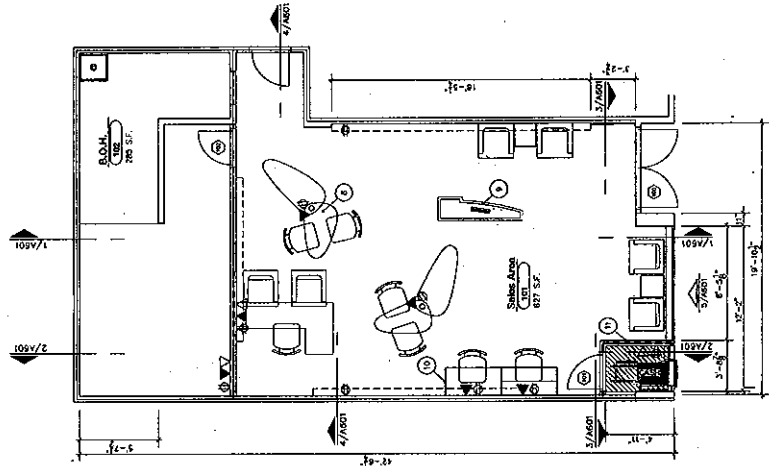


**CCFCU**  
**Tenant Improvement**  
 2433 Durant Avenue  
 Berkeley, California 94704

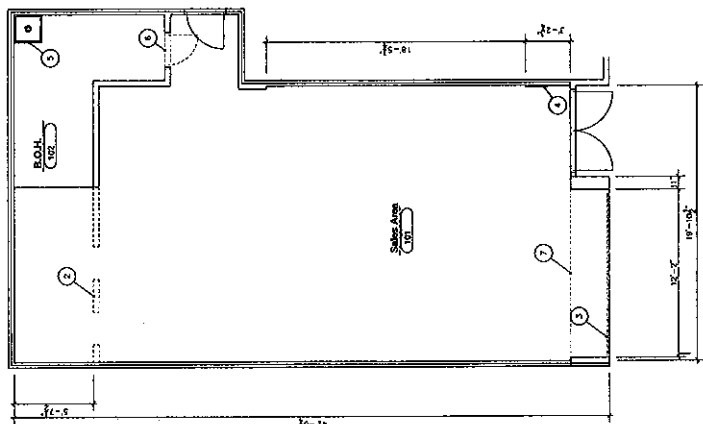
**Ashdown**  
 Architecture & Interiors, Inc.  
 1651 Leavenworth Street, Suite 200, CA 94103  
 Tel: 415 552 5126 Fax: 415 552 5854

- KEY NOTES**
1. TENANT LEASE USE
  2. REMOVE EX WALL
  3. REMOVE & REPLACE EX STOODTOWN
  4. EX PARTITION
  5. EX WORK
  6. REMOVE EX DOOR / METAL WALL
  7. REMOVE EX PARTITION AT STREIGHT
  8. EX EXTERIOR STORAGE COUNTER RE. STAIR
  9. EXTERIOR SERVICE COUNTER - WOOD VENEER
  10. EXTERIOR SERVICE COUNTERS
  11. NYL ENCLOSURE

APPROVED PLAN  
*Jenny Plant*  
 DATE 10/27/12  
 PLANNING  
 D.R. Conditions Attached  
 A.U.P. Conditions Attached  
 U.P. Conditions Attached



- LEGEND**
- EXISTING CONSTRUCTION TO REMAIN
  - NEW PARTITION CONSTRUCTION
  - ⊕ METAL FIRE EXTINGUISHER, THE ZANUSI PACKED FROM THE TOP OF HANDLE TO THE FLOOR
  - IA INSTALL NEW INTERNATIONAL STAIRS, OF ACCESSIBILITY STAIRS
  - IT INSTALL NEW FACILE "TOILET ROOM" SPACING
  - ▽ (N) TELEPHONE OUTLET
  - ▽ (N) DATA OUTLET
  - DEMO'D DRYER OUTLET
  - DEMO'D QUID OUTLET



1 | Floor Plan  
1/8"=1'-0"

2 | Demolition Plan  
1/8"=1'-0"

Date	Revised and Purpose	By	Check
6/17/12	ISSUE FOR REVIEW	RFS	DA
7/27/12	ISSUE FOR REVIEW	RFS	DA
7/19/12	ISSUE FOR REVIEW	RFS	DA
7/19/12	ISSUE FOR REVIEW	RFS	DA
7/19/12	ISSUE FOR REVIEW	RFS	DA

Project Name	CCFCU
Client Name	CCFCU
Client Address	2433 Durant Avenue, Berkeley, CA
Client Phone	
Client Email	
Project Number	Floor Plan A

Scale: 1/8" = 1'-0"

North Arrow

Sheet: A.201


Date	Issue and Revision	By	Check
6/27/72	ISSUE FOR REVIEW	RFS	DA
7/27/72	ISSUE FOR REVIEW	RFS	DA
11/27/72	ISSUE FOR REVIEW	RFS	DA
11/27/72	ISSUE FOR REVIEW	RFS	DA

Project Name	CCFCU
Client	2433 DURANT
Address	Berkeley, CA
Architect	Ashdown
Contract No.	

Scale: 1/8" = 1'-0"



A.402

APPROVED PLAN  
*Patty Blount* 10/27/012  
 PLANNING DATE  
 D.R. Conditions Attached  
 A.U.P. Conditions Attached  
 U.P. Conditions Attached

