

**CITY OF MANHATTAN BEACH  
[DRAFT] PLANNING COMMISSION  
MINUTES OF REGULAR MEETING  
MARCH 14, 2012**

A Regular Meeting of the Planning Commission of the City of Manhattan Beach, California, was held on the 14th day of March, 2012, at the hour of 6:30 p.m., in the City Council Chambers of City Hall, at 1400 Highland Avenue, in said City.

**1. ROLL CALL**

Present: Andreani, Conaway, Gross, Seville-Jones, Chairperson Paralusz  
Absent: None  
Staff Present: Richard Thompson, Community Development Director  
Jim Arndt, Public Works Director  
Steve Finton, City Engineer  
Richard Gill, Public Parks & Recreation Director  
Recording Secretary, Sarah Boeschen

**03/14/12-2 Reorganization of Commissioners**

Chairperson Andreani presented Commissioner Paralusz with a certificate of appreciation from the City and thanked her for her exemplary service as Chairperson over the past year. She commented that Commissioner Paralusz has set a very high standard as Chairperson and commended her on her friendliness towards speakers who have come before the Commission.

Commissioner Conaway commented that he appreciate the fair and balanced approach that Commissioner Paralusz has displayed as Chairperson. He indicated that she has set the bar very high as chairperson.

Commissioner Seville-Jones indicated that Commissioner Paralusz has created a very welcoming environment for staff, applicants, and members of the public who have spoken before the Commission. She commented that Commissioner Paralusz has been very diplomatic in considering the points of views of all of the speakers as a member of the Commission and as chairperson.

Commissioner Gross stated that Commissioner Paralusz has always been very good at running meetings and steering toward a consensus very efficiently and effectively. He indicated that she is a great model as a commissioner and chairperson.

Commissioner Paralusz thanked her fellow Commissioners and said that it has been a great honor to be a commissioner. She commented that she hopes that people have felt welcome and will continue to feel welcome in speaking before the Commission. She said that she is looking forward to being on the Commission under the leadership of Chairperson Andreani.

**2. APPROVAL OF MINUTES – February 8, 2012**

Chairperson Andreani requested that “Panning Manger Jester” be corrected to “Planning Manager Jester” in the first sentence of the last paragraph on page 1 of the February 8 minutes.

A motion was MADE and SECONDED (Gross/Paralusz) to **APPROVE** the minutes of February 8, 2012, as amended.

AYES: Conaway, Gross, Paralusz, Seville-Jones, Chairperson Andreani  
NOES: None  
ABSENT: None  
ABSTAIN: None

### **3. AUDIENCE PARTICIPATION**

### **4. GENERAL BUSINESS**

#### **03/14/12-3 Consideration of Determination of consistency of the Proposed Fiscal Year 2012-13 Capital Improvement Plan with the City of Manhattan Beach General Plan**

Public Works Director Jim Arndt introduced City Engineer Steve Finton to summarize the projects listed in the Capital Improvement Plan.

City Engineer Steve Finton summarized the staff report. He commented that the City Council expressed a desire to invest more in City facilities at the workshop that was held regarding the Capital Improvement Plan (CIP). He commented that the Council tentatively approved the prioritization of the projects included in the CIP.

City Engineer Finton described the projects included in the 2012-2013 Capital Improvement Plan (CIP). He indicated that the wastewater projects are related to sewer main and manhole rehabilitation.

In response to a question from Commissioner Seville-Jones, City Engineer Finton stated that the funding for wastewater projects is coming in a little below expectations due to water conservation efforts.

In response to a question from Commissioner Conaway, City Engineer Finton commented that the reference to "Design Only" under "Rehabilitation of Gravity Sewer Mains" under "Wastewater" on page 1 of Attachment B included with the staff report is in error.

In response to a question from Commissioner Gross, City Engineer Finton indicated that \$12,000,00.00 referenced under "Unfunded Stormwater Projects" on page 4 of Attachment C would be allocated to constructing a large infiltration trench along the beach. He commented that federal money would be necessary for the project.

Director Arndt commented that the cost of the infiltration project could exceed the amount of \$12,000,000.00. He indicated that the funds for the project would come from federal grants. He commented that the project could also be financed. He said that it is an innovative project to attempt to handle regulations for storm water runoff.

In response to a question from Commissioner Conaway, Director Arndt commented that the infiltration project would help demonstrate to the Regional Water Board that the City is attempting to meet their regulations regarding ocean water bacteria levels particularly in the winter when there is a larger amount of storm water runoff.

In response to a question from Chairperson Andreani, City Engineer Finton commented that the visual inspection of the 17 miles of storm drains would be done by a contractor that specializes in pipeline inspections. He said that funds for hiring the contractor are included in the budget for the project.

Chairperson Andreani commented that the sidewalks and crosswalks in the downtown area seem to be in much more disrepair than the area that is scheduled for repaving in the Hill Section.

City Engineer Finton pointed out that the projects in the downtown area are identified on page five of Attachment B under "Facilities." He commented that the downtown projects were placed in the "Facilities" rather than "Streets" category, as there is a deficiency of funds allocated for the repair of streets. He commented that the slurry seal project in the Hill Section is for routine maintenance and would only include a sealant being placed over the pavement to extend its life.

In response to a question from Commissioner Gross regarding item 2 under "Facilities" in Attachment B, City Engineer Finton commented that a decision has not been made regarding the material that would be used to replace the tile crosswalks.

In response to a question from Commissioner Seville-Jones regarding the first item under "Facilities," City Engineer Finton commented that it would take approximately 14 years for the City to regain the money for the HVAC project at City Hall. He commented that the air conditioning costs for City Hall would be reduced, as the new system would be more efficient. He pointed out that the project would also improve the insulation of the windows and ceiling.

Commissioner Seville-Jones asked whether City Hall has been seismically retrofit. She commented that she has a concern with spending such a large amount of money to update the HVAC system in City Hall if it is not certain that the building has much more of a useful life.

Regarding item 2 under "Facilities," Chairperson Andreani commented that there have been many complaints from residents regarding the tile crosswalks in the downtown area. She said that her understanding is that they would be replaced.

Regarding item 5 under "Facilities," Commissioner Conaway said that he would have a concern with spending the money to retrofit Fire Station No. 2, as the remaining life of the existing structure is not known. He asked whether a comprehensive seismic study has been done of all of the City's facilities.

City Engineer Finton commented that there has been discussion as to whether the fire station should be replaced. He commented that it is important that the retrofit be done in the interim of deciding what will be done with the facility in order to ensure that emergency vehicles are able to respond from the fire station in the event of an earthquake.

In response to a question from Commissioner Conaway regarding item 6 under "Facilities," City Engineer Finton commented that staff is confident that \$100,000.00 is sufficient to assess the condition of City structures to evaluate their condition and compliance with Code requirements.

In response to a question from Chairperson Andreani, City Engineer Finton indicated that the assessment of the facilities would not include a seismic evaluation. He commented that the fire stations and Joslyn Heights have been or will be seismically retrofitted, which are important facilities for access in the event of an emergency.

Commissioner Seville-Jones asked whether the money would be spent to upgrade the HVAC unit for City Hall before the assessment is done of the condition of the structure.

In response to a question from Commissioner Conaway regarding item 7 under “Facilities,” City Engineer Finton said that the funds for the project would include some improvements identified in the bicycle master plan.

Chairperson Andreani commented that there are many cars parked along the sidewalks across driveways along Manhattan Avenue and Highland Avenue. She suggested that the issue of enforcement of cars parked across sidewalks be looked at as part of the use of the City’s sidewalks.

Director Thompson commented that the City Council is interested in updating the Circulation Element of the General Plan. He indicated that they want to consider mobility throughout the City including for pedestrians. He said that the concern of Chairperson Andreani regarding vehicles parked along sidewalks can be addressed as part of the Circulation Element.

Regarding item 8 under “Facilities,” Commissioner Gross indicated that it would be very expensive to implement a traffic circle at Valley Ardmore and 15<sup>th</sup> Street.

In response to a question from Commissioner Gross, City Engineer Finton said that there is potential to receive grant money for implementing a traffic circle.

In response to a question from Commissioner Seville-Jones, City Engineer Finton indicated that staff is confident that a traffic circle would be viable at the intersection of Valley Ardmore and 15<sup>th</sup> Street.

Director Thompson said that the City Council wanted to consider the viability of a traffic circle at the intersection of Valley Ardmore and 15<sup>th</sup> Street and to consider addressing the parking adjacent to Joslyn Center at the same time.

Commissioner Paralusz commented that it takes some adjustment to get used to traffic circles, but they do help with improving traffic flow.

In response to a question from Commissioner Seville-Jones, Director Arndt stated that staff would be involved but does not have the time to develop a plan for addressing the parks without hiring a contractor.

Regarding item 10 under “Facilities,” Commissioner Gross suggested that the possibility of adding a bike path be considered with the plan for Veterans Parkway.

Regarding item 2 under “Facilities (Special Revenue Funds),” Commissioner Gross said that there has been concern expressed by the board of the Roundhouse Aquarium regarding protection of the fish in the tanks as the roundhouse is renovated.

Commissioner Seville-Jones asked whether the funds that are received from the parking lot at the foot of the pier are available for the pier renovation projects.

City Engineer Finton said that funds from state pier parking lots are being used for the pier renovation.

Commissioner Seville-Jones suggested changing the entries in the column titled “Funding Source” for items 1,2 and 3 under “Special Revenue Funds” which currently list the funds as coming from the CIP fund.

In response to a question from Commissioner Gross, City Engineer Finton indicated that the projects for the pier renovation are not necessarily listed in the order that they will be completed.

Chairperson Andreani opened the item for public comment.

**Gene Subet**, a resident of 9th Street, said that the board of the Roundhouse Aquarium wants to be involved early in the process of renovation. He commented that they need an emergency power system to regulate the temperature of their tanks in case of any disruption of power during the construction process. He stated that they also need advance notice of any construction activities that would be disruptive to their operation such as painting and construction noise, as they need to be able to schedule classes that are booked well in advance. He said that they are also concerned regarding the type of paint that would be used. He indicated that they want to be involved in the process.

**Kathy Clark**, a resident of the 400 block of 2<sup>nd</sup> Street, said that her street is scheduled to have the sewer and water lines redone and also to be repaved. She said that there is a great deal of construction on the walk-street, and many residents need to cut into the street for repair the sewer lines. She suggested that the walk-street be redesigned in a manner that would allow for the water and sewer lines to be repaired with the least amount of disruption possible. She suggested that the new walk-street be constructed in a grid pattern with sections that would map the locations of the sewer lines with horizontal and vertical lines that follow the pipelines. She commented that the walk-streets are an asset to the City and residents, and using such a grid would allow for much easier maintenance of the walk-street.

City Engineer Finton indicated that the project along 7th Street will be replacing the water and sewer mains. He said that staff will consider the suggestion of **Ms. Clark** to incorporate such a grid pattern.

Commissioner Seville-Jones commented that the grid pattern as suggested by **Ms. Clark** would allow the pavement to be broken up and replaced without creating ridges that currently are common on the walk-streets.

City Engineer Finton stated that the City's practice is for the panels of pavement to be completely replaced after sewer lines are repaired. He said that the walk-street on 7<sup>th</sup> Street is the original design and has not been replaced. He said that currently the practice is for the full panels to be replaced and poured flush with adjacent sidewalk surfaces.

City Engineer Finton stated that the board of the aquarium will be included in the discussions of renovating the pier roundhouse. He commented that the project will be done in a manner that would not impact the aquarium's sea life.

Commissioner Paralusz indicated that she supports the draft Resolution. She pointed out that the role of the Commission is simply to evaluate whether the projects that the City Council has adopted as part of the CIP are consistent with the goals of the General Plan. She stated that she feels that the staff report is excellent, and she can find that each project meets the goals of the General Plan.

Commissioner Gross stated that he also can find that each project included in the CIP is consistent with the goals of the General Plan. He commented that he supports the draft Resolution.

Commissioner Conaway commended staff on preparing an exceptionally clear staff report. He indicated that the staff report makes it easy for the Commission to find that each project meets the goals of the General Plan. He commented that it also appears the funds have been very well managed and the projects have been well prioritized. He said that he supports the draft Resolution.

Commissioner Seville-Jones indicated that the jurisdiction of the Commission is very limited. She said that the staff report sets forth the General Plan elements that are met by each project. She said that she agrees with the comments of the other Commissioners that each project is consistent with the General Plan. She said that she supports the draft Resolution.

Chairperson Andreani indicated that the staff report presents a very good project plan. She stated that she supports the draft Resolution.

A motion was MADE and SECONDED (Gross/Conaway) to **APPROVE** a Determination of consistency of the Proposed Fiscal Year 2012-13 Capital Improvement Plan with the City of Manhattan Beach General Plan

AYES: Conaway, Gross, Paralusz, Seville-Jones, Chairperson Andreani

NOES: None

ABSENT: None

ABSTAIN: None

Director Thompson said that the item will be placed on the City Council's agenda for their meeting of April 3, 2012.

#### **03/14/12-4 Recommendation and Status Report of the Manhattan Beach County Library Project**

Director Thompson commented that the same status report that is being presented to the Commission is being presented to the Cultural Arts Commission and the Library Commission. He said that the Cultural Arts Commission did not meet on March 13 to hear the presentation, as there was not a quorum. He commented that the responsibility of the Library Commission is to assist in providing library services, and the responsibility of the Cultural Arts Commission is to plan for the art that will be include as part of the project. He indicated that the responsibility of the Planning Commission is to consider the Use Permit and Coastal Development Permit for the project. He pointed out that the City has very little regulatory authority over approval of the library, which is a County project. He indicated that the City is working closely with the County on the project. He stated that draft Resolutions for the Use Permit and Coastal Development Permit will come before the Planning Commission sometime during the summer.

Director Arndt summarized the staff report. He commented that the architect has taken the comments that have been made by the various Commissions into account in the design. He stated that the powerpoint presentation that is being made to the Commissions is accessible on the City's website on the web page for the new library project. He said that there will be interim services during the time that the library will be under construction. He commented that a bookmobile would be provided for 20 hours per week, and story time would be provided twice per week while the new library is under construction. He said that "November 2013" should read "November 2012" under "Library Move-Out/Closure" in the project schedule included on page 4 of the staff report. He indicated that structure is planned to be substantial completed in June of 2014; however, other items that will need to be completed and systems that will need to be checked before the planned opening in December of 2014. He said that a groundbreaking is scheduled in 2012 to coincide with the City's centennial celebration. He

commented that the new library does seem like a City project because of the close relationship in working with the County. He indicated that the County has made it feel like it is the City's library. He stated that the project budget of \$22,571,000.00 is the same as was presented to the Commission with the previous status report in October of 2011. He pointed out that no City funds are being spent on the project. He commented that the City Council has agreed to invest up to \$150,000.00 of money for art that would be allocated from a specific fund and would not come from the general fund. He described the design of the proposed structure. He said that the smaller footprint allows incorporation of the green space toward the rear of the site which helps to integrate it with the civic plaza.

In response to a question from Commissioner Gross, Director Arndt indicated that the community room could be closed off from the rest of the library and could be used for meetings during any hour without disrupting library patrons. He commented that he is certain that the County would be willing to share the community room for City meetings.

Director Arndt said that the mechanical room would be placed between the two floors, which would allow the equipment to be placed inside the structure rather than on the roof. He commented that the plants that would be used for landscaping would not require a great deal of water. He commented that a coffee stand could be incorporated along Highland Avenue. He commented that no street trees would be planted along the site because it is felt they would detract from the design of the building.

Director Thompson commented that a large tree is proposed to be placed in front of City Hall. He commented that staff ultimately felt that the project should not include street trees after giving consideration to the design of the proposed structure. He commented that a palm tree which is used as street trees in the downtown area would not be appropriate for the site.

Director Thompson commented that the Library Commission felt that the interior design included a great deal of wood. He indicated that concern has also been expressed that the structure would appear as a glass box. He indicated that the wood elements would help to break up and soften the design of the structure.

Chairperson Andreani said that she feels the wood would help to soften the glass structure. She indicated that the wood would help to provide warmth and break up the glass structure.

Director Thompson pointed out that the color of the carpet and other colors have not been incorporated into the renderings as shown on the slides.

Commissioner Gross said that the project is very exciting.

Director Thompson commented that the Environmental Impact Report that was done for the area as part of the Metlox and civic center projects has also been used for the library project.

In response to a question from Commissioner Conaway, Parks & Recreation Director Richard Gill commented that a committee has been established with Councilmen Wayne Powell and David Lesser and two members of the Cultural Arts Commission to oversee the selection of an artist to design the art for the project. He said that there will be three community meetings regarding the artist selection. He stated that the selection of an artist would be an open call process. He commented that there would be limited opportunities to place art in the building because of the glass walls. He indicated that there will be one large wall without glass that will include art work. He commented that there are other areas where art would be incorporated such as in the stairwell and the children's area. He indicated that staff is working with the architect to incorporate artwork with the design. He said that the art that is funded by the City

would be separate from the County's artwork, although they will both be completed by the same artist.

In response to a question from Commissioner Gross, Director Gill indicated that the main piece of art will cover the size of the wall. He said that the style of the art has not yet been determined. He commented that a community meeting is planned for March 21 during which the type of art will be discussed.

Commissioner Conaway suggested that flexibility be maintained regarding the art to allow it to be integrated with the design of the structure. He suggested that it would also be possible for art to be incorporated within the glass wall. He commented that it would be preferable to incorporate the art into the architecture earlier in the process.

Commissioner Conaway indicated that it is very hard to incorporate energy efficiency within a glass wall that faces west and lets in a large amount of heat with the sunlight.

Director Thompson pointed out that the building is not completely a glass structure. He indicated that sustainability was a very important consideration with the project, and the building is being designed to a gold LEED standard.

Director Arndt pointed out that blinds would be included also on the windows on the west facing wall. He commented that the design is to provide two layers of glass which would allow warm air to vent out of the building between the layers.

Commissioner Seville-Jones commented that she hopes that the design of the second level will be as impressive as the design of the first level. She indicated that she also would hope that the children's area would include interactive art that the children can touch and feel.

Director Thompson indicated that the design of the second floor will feel very open with the glass wall and will be brought together with the carpeting and seating. He said that interactive elements in the children's area will be included as part of the design with the use of colors, materials, and furniture.

**Fred Hungerford**, representing the County of Los Angeles, said that brighter colors and soft furniture will be used in the children's area. He indicated that the area will also have interactive objects for the children. He stated that the children's area will be very lively and attractive.

Commissioner Seville-Jones commented that she appreciates that the County has worked so closely with staff on the project. She indicated that the design of the project does the City and County proud.

**Mr. Hungerford** commented that the County has done many libraries in civic centers and is currently working on a library in Diamond Bar at the same time as working with Manhattan Beach. He said that their goal is for the library to fit the needs of the particular community. He indicated that the libraries are unique to the communities in which they are located.

Chairperson Andreani indicated that the system of making reservations for use of the community room through the librarian works well and suggested that it continue with the new facility.

**Mr. Hungerford** said that the process for making reservations for use of the community room would remain the same with the new library.



Chairperson Andreani commented that she feels incorporating trees would help to soften the design of the structure. She commented that the palms that are used in the downtown area provide no canopy and are not appropriate for the subject property. She said that she would like for trees to be provided without necessarily utilizing a great amount of sidewalk area.

Commissioner Conaway said that he also would like for trees, shrubbery, or furnishings to be incorporated along the sidewalk.

Director Thompson stated that the next presentation before the Commission will take place in the summer.

**5. DIRECTORS ITEMS**

**6. PLANNING COMMISSION ITEMS**

Commissioner Seville-Jones said that the board of the Hometown Fair is in need of a new member. She indicated that there are 20 members on the board who each volunteer their time. She suggested that anyone who is interested in being on the board contact her at (213) 675-0364 or email at her e-mail address on the City website or at [trafficandsecurity@mbfair.org](mailto:trafficandsecurity@mbfair.org).

In response to a question from Commissioner Conaway, Director Gill said that the March 21 meeting regarding selection of the art for the library project will take place at the Police and Fire Facility conference room at 6:30 p.m. and will be open to members of the public. He said that the meeting is being advertised in the Beach Reporter.

Commissioner Conaway said that the Taste of Manhattan Beach will take place on Sunday, March 25 from 1:00 p.m.-5:00 p.m. He pointed out that tickets must be purchased in advance.

Chairperson Andreani said that a public meeting regarding the water main replacement project will take place on March 15 in the City Council chambers from 6:00p.m.-8:00 p.m. She commented that an outline of the project is included on the City's website.

**7. TENTATIVE AGENDA March 28, 2012**

**8. ADJOURNMENT**

The meeting was adjourned at 8:50 p.m. to Wednesday, March 28, 2012, in the City Council Chambers, City Hall, 1400 Highland Avenue

SARAH BOESCHEN  
Recording Secretary

ATTEST:

\_\_\_\_\_  
RICHARD THOMPSON  
Community Development Director