

**CITY OF MANHATTAN BEACH  
DEPARTMENT OF COMMUNITY DEVELOPMENT**

**TO:** Planning Commission

**FROM:** Anne McIntosh, Director of Community Development

**DATE:** June 14, 2017

**SUBJECT:** Discussion of Work Plan Items for Joint City Council / Planning Commission / Parking and Public Improvements Commission Meeting (continued discussion from Planning Commission meeting of May 24, 2017)

**RECOMMENDATION:**

Staff recommends that the Planning Commission:

1. Receive a verbal report regarding the status of current work plan items;
2. Discuss other land use issues in Manhattan Beach that might warrant Council policy direction.

**BACKGROUND:**

The Planning Commission is established by both State and Local ordinance to make final decisions regarding discretionary land use permits, as well as providing recommendations to the City Council regarding the City's General Plan, Development Code, and other policy and legislative matters regarding land use.

The Work Plan is a guiding document that provides direction and discussion items to the Commission for the upcoming year. For the Planning Commission, the Work Plan is generally pre-established because the Commission's business is regulatory in nature and primarily mandated by State and Local codes. However, from time to time, amendments to the City's regulations will be required due to changes in law. Also, the Commission may be asked to review policy documents or legislative matters and provide direction to City Council through the Work Plan Process.

Staff Liaisons have been asked to work with Commissioners to develop a list of items to discuss with City Council for inclusion in their Work Plan. Those items should correspond with City Council goals and priorities. The Work Plan will outline the Commission's goals, future activities, any necessary or anticipated budgetary considerations and priorities for the upcoming year. At the Joint meeting, the Commission will receive direction and prioritize Work Plan items from the City Council.

The Commission's Draft Work Plan will then be presented at a regularly scheduled City Council meeting for City Council approval. Upon review, the City Council may add, remove or revise items at any time. The Work Plan will serve as a road map for the upcoming calendar year.

If a new item is brought forward from the Commission after the Work Plan has been approved by the City Council, the Commission may still request permission to discuss that item, but will require City Council approval. During the "Commission Items" portion of a Commission

meeting, a Commissioner may raise the idea of a new initiative for potential future consideration. If the majority of the Commission agrees to pursue the new initiative, the Commission may forward the request to the City Council through a letter or summary prepared by the Staff Liaison and attached to the Commission Minutes asking to consider amending the Work Plan to include the new initiative.

**DISCUSSION:**

The current Work Plan for the Planning Division includes the following items that have been either State mandated or established as a priority by the City Council:

- Short-term vacation rentals policy – revisit and update
- Accessory Dwelling Units – conforming policy to State Housing Law
- Zoning code update – replace outdated parking standards with new standards based on contemporary practices
- Sepulveda corridor – evaluation scaled back as follows:
  - Develop toolbox of design solutions for commercial/residential interface
    - Pedestrian enhancements
    - Buffering
    - Traffic and parking controls in neighborhoods
  - Utilize EDAC to discuss strategies for business development on Sepulveda Corridor
  - Consider limits on medical uses including urgent care facilities

The Planning Commission may wish to discuss these policy items with the City Council at the upcoming workshop, and/or suggest additional issues to consider adding to the work program.