

**CITY OF MANHATTAN BEACH
[DRAFT] PLANNING COMMISSION
MINUTES OF REGULAR MEETING
MAY 24, 2017**

A Regular Meeting of the Planning Commission of the City of Manhattan Beach, California, was held on the 24th day of May, 2017, at the hour of 6:30 p.m., in the City Council Chambers, at 1400 Highland Avenue, in said City.

1. ROLL CALL

Present: Bordokas, Conaway, Ortmann, Chairperson Apostol
Absent: None
Staff Present: Anne McIntosh, Director of Community Development
Laurie Jester, Planning Manager
Rosemary Lackow, Recording Secretary

2. AUDIENCE PARTICIPATION (3-minute limit) - None

3. APPROVAL OF THE MINUTES – Regular meeting – April 26, 2017

05/24/17-1. Regular meeting – April 26, 2017

A motion was MADE and SECONDED (Ortmann/Conaway) to **APPROVE** with no changes.

Roll Call:

AYES: Conaway, Ortmann, Chairperson Apostol
NOES: None
ABSENT: None
ABSTAIN: Bordokas

Community Development Director Anne McIntosh expressed appreciation to the Commission for their constructive comments regarding the Capital Improvement Plan at the last meeting, noting that the Public Works Department took their comments to heart and acted upon them. The Chair noted an email received right after that meeting from Staff confirming such and he expressed appreciation on behalf of the Commission.

4. GENERAL BUSINESS

At the request of Director McIntosh and with concurrence of the Commission, Chair Apostol directed that the third item, Recognition of Outgoing Planning Commissioners, be taken first.

05/24/17-1. Recognize Outgoing Planning Commissioners (no staff report)

Chair Apostol noted that three Commission seats in total are being vacated including Commissioner Hersman, who was elected to the City Council. The seats for Commissioners Bordokas and Conaway, are ending due to the term expiration.

Director McIntosh and Planning Manager Laurie Jester presented outgoing Commissioners Bordokas and Conaway each with a card and plaque expressing the Community Development Department staff's appreciation for their service (Bordokas from 2014-2017, and Conaway from 2011-2017). Planning Manager Jester personally recognized the special contributions of both, noting that the Commission, including past Commissioner Hersman, provided a well-rounded discussion on issues that went forward to the Council.

Planning Manager Jester noted that Commissioner Conaway's contributions were very valuable not only technically, as an architect, but also he contributed from the perspective of a resident and father, always retaining "the human perspective."

Planning Manager Jester stated she appreciated Commissioner Bordokas' practical perspective and being able to understand whether a project might affect others. Planning Manager Jester commented that working for the Commission is a high honor and she looks forward to continuing to work with Chair Apostol and new members.

Martha Andreani, resident and former Planning Commissioner, expressed her thankfulness for both Commissioners with whom she served: Commissioner Conaway for his technical knowledge contributions as an architect which she felt was very important, and also for running for City Council and engaging with the community and Commissioner Bordokas for looking at projects with a creative eye, and for her efforts in moving projects expeditiously through the review process.

Commissioner Ortmann recognized Commissioner Conaway, not only for his expertise as an architect, but also for being a great role model who always displayed a measured disposition and thoughtfulness, and who was able to work through controversial issues methodically and non-emotionally. He always felt that Commissioner Conaway had the interests of the community at the forefront. Commissioner Ortmann recognized Commissioner Bordokas, noting that while he often disagreed with her, she helped him become more thoughtful and a better public person, and also made the meetings more enjoyable with lively exchange of ideas, which ultimately made for a better overall decision making process.

Chair Apostol echoed the prior speakers' comments and thanked the outgoing Commissioners, adding that he appreciated that he was always made to feel welcome as the newest member.

Commissioner Bordokas thanked everyone, stating that she enjoyed her term on the Commission and the conversations with her fellow Commissioners. She learned a lot, especially how important it is to have an open mind, as at times, she changed her opinion as she learned more details about a project or issue.

Commissioner Conaway noted that he thoroughly enjoyed serving on the Commission and wanted to thank several people including nine Council members he served under. He called out specifically former fellow Planning Commissioners who mentored and guided him including: Sandra Seville-Jones, Kathleen Paralusz, Paul Gross, and Martha Andreani, as well as staff including Community Development Department Directors Richard Thompson, Marisa Lundstedt and Anne McIntosh, Planning Manager Laurie Jester for being a "rock" of support for the Commission, and Recording Secretary Lackow. He appreciates all the Staff for their dedication and hard work.

Commissioner Bordokas echoed Commissioner Conaway's comments regarding staff.

05/24/17-2. Discuss Updated Boards and Commissions Handbook (no staff report)

Director McIntosh noted that the City Council is expected to adopt the Handbook in July. Based on a straw poll, the meeting time for the Commission meetings will change to 6:00 p.m., which is expected to be in effect in July. The Commission had no questions of staff.

05/24/17-3. Discussion of Work Plan Items for Joint City Council/Planning Commission Meeting

Director McIntosh noted that this item came out of discussion on the Boards and Commissions Handbook. She explained that although much of the Planning Commission business is pre-established, mandated by local or state codes, and regulatory in nature, from time to time policy matters that relate to Land Use arise for the Commission's review (examples: marijuana and short-term rental regulations). The purpose of a Work Plan is to outline the Commission's goals, future activities, and priorities and once formally adopted, act as a road map for the upcoming year. At the upcoming joint City Council/Planning Commission meeting the Planning Commission will prioritize Work Plan items with direction from the City Council, resulting in a Draft Work Plan which will be finalized at a future City Council meeting. Tonight, Staff seeks input through open-ended discussion from the outgoing Commissioners on their thoughts for items to be discussed at the joint meeting and possibly included on the Draft Work Plan.

Director McIntosh confirmed that the new Commission members will be seated on June 14th, a regular meeting, with two Use Permits on the agenda. The joint meeting, at which the Commission and Council will participate simultaneously, will be conducted on June 21st at 6:00 p.m.

In response to Commissioner Bordokas, Director McIntosh reported that the Historic Preservation ordinance has been adopted; however the next steps (e.g. seating a Historic Preservation Commission, survey, inventory, etc.) have been delayed to allow staff an opportunity to provide information about Historic Preservation to the new Council members. The Council will have a discussion on the status of the Historic Preservation Ordinance at its meeting on June 20th. Director McIntosh noted that she has a background in historic preservation regulation and her recommendation is not to have the City's program "go away," but to consider some implementation options. Another option is that the Council could implement the program "as is."

Commissioner Bordokas agreed with the other items listed in the staff report and asked for clarification of the

short-term vacation rental item. Director McIntosh stated that she believes the Council is interested in exploring options other than an outright ban and that this issue is also being looked at by a South Bay Cities Council of Governments “task force.” She advised that the Coastal Commission has requested that cities that have a Local Coastal Program (LCP), such as Manhattan Beach, find a way to allow short-term rentals within the LCP regulated residential areas, and staff will be exploring options.

Commissioner Conaway stated he was happy to see the Sepulveda Corridor on the Work Plan list, but he hopes instead of scaling back an evaluation, there should be more bullet points of things to be studied (e.g. building height). He would like to see some specific guidelines developed, with a robust discussion as to a vision for the Sepulveda streetscape, that would address items such as trees and vegetation, “furnishing zones” sidewalk widths, etc. , so that when a developer designs a project, there are specific guidelines to follow.

Commissioner Ortmann stated he was not sure what “scaled back” evaluation means for Sepulveda, but he emphatically believes there is a need to address problems, not scale back efforts here.

Director McIntosh clarified that the verbiage “scaled back” in the report reflects new direction from the Council. The strategy now is to break down concerns and issues into components (pedestrian enhancements, buffering, etc.) that would be addressed by specific tactical efforts. The issues to be looked at include commercial parking standards as well as medical/urgent care uses. City Council will have a discussion to consider a draft Sepulveda work program prepared by Staff at its July 18th meeting.

5. DIRECTOR’S ITEMS – None

6. PLANNING COMMISSION ITEMS – None

7. TENTATIVE AGENDA – June 14, 2017

- a. 1141 Highland Avenue – Use Permit for Sale of Beer and Wine for Off-Site Consumption in a Market
- b. Director McIntosh advised of a second hearing item, an amendment to the Master Use Permit (MUP) for the Manhattan Village Shopping Center, explaining briefly that the purpose of the amendment is to reconcile the existing MUP conditions with the phasing of the project as it is being implemented per the 2016 site plan approval.

8. ADJOURNMENT

The meeting was adjourned at 7:14 P.M. to Wednesday, June 14, 2017 in the City Council Chambers, City Hall, 1400 Highland Avenue.

ROSEMARY LACKOW
Recording Secretary

ATTEST:

Anne McIntosh
Interim Community Development Director