



City of Manhattan Beach
Special Meeting: Planning Commission Meeting Agenda
Wednesday, September 15, 2021
3:00 P.M.
Location: Virtual – Instructions within Agenda

Pursuant to Governor Newsom’s Executive Orders No. N-25-20 and No. N-29-20, City Council Chambers is not open to the public.

- A. CALL MEETING TO ORDER
- B. PLEDGE TO FLAG
- C. ROLL CALL Chair Morton, Commissioners Ungoco, Tokashiki, Dillavou, Sistos
- D. APPROVAL OF AGENDA
This is the time for the Planning Commission to notify the public of any changes to the agenda.
- E. AUDIENCE PARTICIPATION (3 minutes per person for items not on the agenda)
- F. APPROVAL OF MINUTES

09/15/21-1. Regular Meeting – July 28, 2021
- G. GENERAL BUSINESS

09/15/21-2. 6th Cycle Housing Element Update Study Session
Recommendation: Discuss and provide input
- H. DIRECTOR’S ITEMS

I. Update on previous Commission projects
- I. PLANNING COMMISSION ITEMS
- J. TENTATIVE AGENDA September 22, 2021
- K. ADJOURNMENT TO September 22, 2021

October 13, 2021 October 27, 2021 November 10, 2021 November 17, 2021

If you are unable to attend the meeting via Zoom and wish to comment on agenda items or other subject matter within the jurisdiction of the Planning Commission, please do the following: Submit comments via email to planningcommission@citymb.info, or call (310) 802-5520 and leave a message, before 2:00p.m. the day of the meeting.

Zoom Meeting Instructions: There are multiple ways to join the meeting. Please Note - the Planning Commissioners and Staff will be visible via video, but members of the public will not be shown on video, due to security and privacy concerns.

- 1. To watch the meeting only: Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier), and live streaming via the City’s website at <https://www.citymb.info/departments/boards-and-commissions/planning-commission>.
- 2. If you plan to speak during the meeting, join via Zoom at **2:45 p.m.** in order to request to be on the speakers list.

- a. Join Zoom Meeting via the internet (download app if needed):
Direct URL <https://citymb-info.zoom.us/j/84300084061?pwd=TVidkxweDVIZzIKMnV4dStBQWJldzO9>
Meeting ID: 843 0008 4061, Passcode: **833276**
Please name yourself to include the item(s) you wish to speak on, whether you are the applicant, and your First & Last name. Examples: G.2 – Stephanie Sanders.
- b. Join Zoom Meeting via Phone Application (download app if needed):
Download Mobile Apps: <https://zoom.us/download>
Enter Meeting ID: 843 0008 4061, Passcode: **833276**
Please name yourself to include the item(s) you wish to speak on, whether you are the applicant, and your First & Last name. Examples: E – John Smith or G.2 – Applicant – Amy Wong.
- c. Join Zoom Meeting via Phone Conference (Voice Only): Phone Numbers: +1 669-900-6833 or +1 346-248-7799. Enter Meeting ID: 843 0008 4061, Passcode: **833276**
Find your local number: <https://comb.zoom.us/j/aByWMRmYK>.
Upon calling in, you will be “muted” until you are prompted by the Host to state which item you wish to comment on. Your mic will be unmuted when it’s your turn to provide Public Comment.

Please Note - All microphones for non-Commissioners or Staff will be muted during the meeting, except during Public Comment periods for which you have requested to speak.

The City strongly advises you of the following:

- 1) Download the Zoom app to your respective device well ahead of the meeting time. Visit <https://zoom.us/> for the download link. Please make sure you have downloaded the most recent version available.
- 2) Familiarize yourself with the Zoom application prior to the meeting.
- 3) Check the condition of all personal electronic equipment, internet and phone connections, and microphone/speaker functionality. The City is unable to support this equipment.
- 4) Join the meeting prior to the start time. Due to security or technical limitations, admittance to the meeting may not be possible after the meeting begins.
- 5) Every effort will be made to “rename” participants on Zoom as quickly as possible, so that phone numbers are hidden, however, phone numbers may be partially visible for a brief time.

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier), and live streaming via the City’s website. Prior meetings are available to view on demand on the City’s Website at <https://www.citymb.info/departments/boards-and-commissions/planning-commission>. To view other on demand webcasts the City provides for residents and viewers, go to www.citymb.info/MBTV.



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

DATE: September 15, 2021

TO: Planning Commission

FROM: Carrie Tai, AICP, Director of Community Development

THROUGH: Talyn Mirzakhanian, Planning Manager

SUBJECT: 6th Cycle Housing Element Update Study Session

BACKGROUND

All jurisdictions in the Southern California Association of Governments (SCAG) region are required to update their General Plan Housing Element for the 2021-2029 planning period (the 6th cycle) by October 2021, albeit with a 120-day grace period. The Housing Element is one of the State-mandated parts (elements) of a General Plan. State law requires that jurisdictions update the Housing Element every eight years. The State Department of Housing and Community Development (HCD) must review and certify each Housing Element update. The Housing Element describes the City's needs, goals, policies, objectives, and programs regarding the preservation, improvement, and development of housing within the City. The Housing Element analyzes community housing needs in terms of affordability, availability, adequacy, and accessibility, and describes the City's strategy and programs to address those needs.

Prior to each eight-year planning period, SCAG prescribes to each municipality in their jurisdictional region the number of additional housing units necessary at different income levels in order for each municipality to accommodate their fair share of anticipated population growth during that planning period. This allocation is known as the Regional Housing Needs Assessment (RHNA) allocation. The income levels for all jurisdictions within Los Angeles County, as specified in the RHNA allocation, are based upon the Area Median Income (AMI) of a 4-person household and determined annually by the U.S. Department of Housing and Urban

Development (HUD) and the California Department of Housing and Community Development (HCD). The RHNA allocation is derived from the Statewide allocation; given the current status of the housing crisis in the State, the Statewide allocation is fairly high this cycle. SCAG released the final allocations on March 4, 2021. The RHNA allocation for Manhattan Beach is 774 units and is broken down by household income level as follows:

Very-Low Income (50% of Area Median Income)	322 units
Low Income (80% of Area Median Income)	165 units
Moderate Income (100% of Area Median Income)	155 units
Above-Moderate Income (120% of Area Median Income)	132 units

Through the Housing Element update process, the City must demonstrate that Citywide zoning and General Plan designations could accommodate the number of housing units allocated to each income level category, including identifying sites where development is allowed. Neither the City, County, nor private landowners are required to build the number of units planned for in the Housing Element.

Cities that fail to update their Housing Element every eight years run the risk of litigation and losing the authority to issue residential and non-residential permits. Repercussions also include ineligibility for grant funding. In addition, non-compliant cities are placed on a four-year update cycle until they become compliant. Manhattan Beach intends to remain compliant to avoid these costly and undesired consequences.

DISCUSSION

The Housing Element consists of five main components:

1. The housing needs assessment, which provides a profile of demographic and housing-related data;
2. Analysis of fair housing, which looks at fair housing through outreach, enforcement, land use patterns, and disproportionate needs;
3. Analysis of the City's regulations and governmental and nongovernmental constraints to development;
4. Sites analysis and inventory, which demonstrates the City's sites that are available to accommodate the RHNA to ensure that capacity exists for development to meet the City's needs; and
5. Goals, policies, and programs.

In the first component of the Housing Element, the housing needs assessment, a thorough analysis of current demographic and housing-related data is conducted; and this, in turn, helps frame the other components of the Element. As an example, the data shows that the

population of older adults (65 years old and above) in the City has increased since 2010 and currently accounts for 16.9% of the population. Comparatively, the same age cohort makes up 13% of the entire SCAG region population. The growing older adult population presents a greater need for housing with increased accessibility. In 2018, the median home sale price in the City was \$2.35 million, and the median price has increased since then. Consequently, 29.7% of all households are spending more than 30% of their income on housing, also referred to as being “housing cost burdened”. This results in households having less money for things like education, health care, child care, and other needs. Housing data also shows that 77% of the City’s housing is single-family homes, compared to 60% in the region, indicating that there is a lack of variety of housing types.

In the second component of the Housing Element, a fair housing analysis is prepared in accordance with the requirements of Assembly Bill 686 (Affirmatively Furthering Fair Housing). The State requires local jurisdictions to analyze and identify patterns and trends of fair housing components (e.g., fair housing enforcement and outreach, integration and segregation, racially or ethnically concentrated areas of poverty, disparities in access to opportunity, disproportionate housing needs including displacement risk) in order to identify concrete actions in the form of programs to affirmatively further fair housing.

In the third component of the Housing Element, also known as the “constraints analysis”, the goal is to identify programmatic, physical, and financial housing resources available in the City, as well as governmental and nongovernmental constraints to housing production. Governmental constraints could include complex and lengthy discretionary processes for residential projects, or cumbersome development regulations. Non-governmental constraints include, for example, the cost of land and the free market. The findings of this component are based on a review of existing City regulations, codes, and standards related to housing and in comparison to current State law.

In the fourth component of the Housing Element, an “adequate sites analysis” is conducted to evidence the relationship between the City’s RHNA allocation and the City’s dwelling unit capacity; and availability of potential housing sites based on zoning; infrastructure; and General Plan policies, requirements, and limitations. Based on the findings of the adequate sites analysis an inventory of land suitable for housing production is prepared. The inventory includes vacant sites and underutilized sites with the potential for redevelopment. Preparation of the inventory is currently in process. An analysis of the relationship of zoning, resources, environmental constraints, and public facilities with these sites is also included in this component.

In the fifth component of the Housing Element, the housing needs assessment is then considered along with an analysis of fair housing, an analysis of sites that currently offer

capacity to accommodate our housing allocation, and an analysis of governmental and non-governmental constraints, in order to develop a strategy of actions, the goal of which is to facilitate the production of the housing in the City. In addition to identifying which of the 5th cycle policies and programs are to be retained or modified, this component seeks to identify new objectives, policies, and programs to preserve and improve upon existing housing and promote new housing development consistent with the housing need. These programs could include the removal of housing constraints by streamlining processes or adopting less stringent development standards, improvement and conservation of the existing housing stock, preservation of units at risk of conversion to market rates, and promotion of equal housing opportunities. The September 15, 2021 study session will include a high-level discussion of potential new policies for the City to consider.

The collective product of this effort, inclusive of all five components, is the Housing Element.

PUBLIC OUTREACH

On August 24, 2021, staff presented the City Council with an introductory presentation to the Housing Element update effort, fielding questions from Councilmembers and providing a general timeline of the steps involved.

On August 31, 2021, the City hosted a virtual stakeholder's workshop for this effort. The event was advertised in the August 26, 2021 issue of the Beach Reporter and via mail and email to a list of stakeholders and interested parties on August 19, 2021. It was also posted on the City's social media platforms (i.e. Facebook, Twitter, Instagram) over the course of nine days leading up to the event; with the content displayed over 21,000 instances, reaching over 11,200 individuals, 406 of whom engaged with the content (i.e. commented on, "liked", shared, or saved the content). Seven members of the public attended and participated in polls, discussion and a question-and-answer session. In their responses to poll questions, stakeholders identified the lack of available land and the cost of development as barriers to housing production. They indicated that increased opportunities for mixed-use projects and increased density along commercial corridors would be the best solutions for accommodating the City's housing needs. Furthermore, stakeholders identified diversity in housing stock and general housing affordability in the City as the top unmet housing needs; whereas, others stated they do not feel there are unmet housing needs in the City. The workshop ended with a question-and-answer session, and participants were encouraged to attend the September 15, 2021 Planning Commission study session.

The project schedule also includes a study session with the City Council on September 21, 2021; and if deemed necessary, potential additional study sessions in October. The public draft review period for the Housing Element update is expected to commence October 11, 2021 and

continue through November 25, 2021; during this time, the public will have an opportunity to review the draft Housing Element update submitted to HCD and offer comments.

Pursuant to the California Environmental Quality Act (CEQA), the Housing Element update will undergo environmental review. Preparation of the environmental document (anticipated to be a Mitigated Negative Declaration) will commence in September 2021. The public will have an opportunity to review the environmental document when released for public review in November-December 2021 and to provide comments.

Finally, public hearings associated with the adoption of the final version of the Housing Element update will be scheduled with the Planning Commission and City Council in January-February 2022. The deadline for adoption of the Element is February 12, 2022.

The noticing related to these workshops, study sessions and public hearings consists of ads and postings in the Beach Reporter, on the City's website at <https://www.manhattanbeach.gov/departments/community-development/planning-and-zoning/current-projects-programs/6th-cycle-housing-element-update>, and on the City's various social media platforms, including Twitter, Facebook and Instagram. Additionally, staff has compiled a list of stakeholders and interested parties and directly reaches out to these individuals with notices for each meeting.

RECOMMENDATION

Staff recommends that the Planning Commission facilitate an open forum, question-and-answer session to give the Commissioners and the public an opportunity to ask questions and provide input on the policy effort.