



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

DATE: December 8, 2021

TO: Planning Commission

FROM: Carrie Tai, AICP, Director of Community Development

SUBJECT: Discussion of Work Plan Items for Joint City Council / Planning Commission Meeting

RECOMMENDATION

Staff recommends that the Planning Commission receive a report on the status of work plan items and provide input regarding discussion items for the upcoming joint session with the City Council.

BACKGROUND

The Planning Commission is a quasi-judicial Commission established by both State and Local ordinance to render decisions on discretionary land use matters, such as use permits, variances, appeals of the Director's decisions, and recommendations to the City Council regarding the City's General Plan, Zoning Ordinance, and other long-range planning documents pertaining to 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 Planning 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. The Planning Commission may be asked provide recommendations to City Council on Work Plan items that involve review and update of policy documents or legislative matters. In addition, Commissioners may require training and education to remain current with the technical information that governs their work.

On November 2, 2021, the City Council approved the Community Development Department Work Plan for the fiscal year. On January 19, 2022, the Planning Commission will meet with City Council to discuss work plan items for Fiscal Year 2022-2023, as well as suggested discussion topics.

DISCUSSION

The current Work Plan for the Planning Division includes items that have been either State mandated or established as a priority by the City Council. These items are described below, including this year's accomplishments as well as the status.

- Updated State Housing Laws and Housing Element
 - The City has completed the update of the Accessory Dwelling Units Ordinance; the Ordinance was submitted to the California Coastal Commission for certification.
 - Staff, with the assistance of a consultant team, completed the draft 6th Cycle Housing Element and associated Environmental Review, with public hearings for adoption of the final document coming up in January - February 2022. The Planning Commission's decision will be forwarded as a recommendation to the City Council.
 - After adoption, staff will commence the implementation of the Housing Element, which will consist of zoning amendments to effectuate the development capacity.
- Modernize Commercial Parking Standards - Sepulveda Corridor Action Item
 - Staff developed preliminary work product in early 2020, but further work was deferred due to staff vacancies and COVID-19 pandemic response. Progress resumed in mid-2021. Staff will be scheduling a study session with the Planning Commission this spring.
 - The final work product will be a draft ordinance with revisions to the City's parking regulations, to be presented the Planning Commission next summer.
- Outdoor Dining/Business Use
 - When COVID-19 operating restrictions prevented restaurants and businesses from operating indoors, the City relaxed regulations allowing for outdoor dining and business use on public and private properties. On August 24, 2021, the City requested that staff work towards a long-term program to allow this. For private property, this would involve a zoning code amendment to change development standards to allow this. This was added to the Department's Work Plan on November 2, 2021.
- Climate Resiliency Program (in concert with the Environmental Sustainability Division)

- The City's Local Coastal Program (LCP) and portions of the General Plan will be updated to reflect a new Climate Resiliency Program that includes a Climate Action and Adaptation Plan and Sea-Level Rise Vulnerability Assessment. These programs demonstrate how the City can respond to the effects of climate change. Staff anticipates presenting a study session to the Planning Commission in advance of public hearings. The Planning Commission's decision will be forwarded as a recommendation to the City Council.
- Manhattan Village Mall – Expansion project (ongoing)
 - The Planning Division continues to assist on construction activity on Phase I and II of the mall renovation project. Thus far, there have been no subsequent discretionary applications necessitating Planning Commission review.
- Wireless Telecommunications Program – Community Information / Staff Training
 - Staff has reformed internal procedures and tracking systems to implement new regulations passed by the Federal Communications Commission.
 - Due to staffing limitations and other priorities, this Work Plan is currently not progressing.
- Historic Preservation Program
 - The City Council has requested a discussion of the existing historic preservation ordinance for the December 7, 2021 City Council meeting. Staff will update the Planning Commission on the outcome of the discussion, next steps, and any impacts to the Work Plan.
- Zoning Code “Clean-Up” Activity in Advance of the Triennial Building Code Update
 - The City is required to adopt new building codes every three years. Given that there are portions of the Zoning Ordinance that reflect requirements in the Building Code, staff will be identifying zoning code amendments needed to be consistent with the Building Code adoption in Fall 2022. Staff anticipates this effort to commence in Spring 2022.

Planning Commission Input – Additional Discussion Items

As discussed above, the Planning Commission's work plan is largely structured by land use applications, legislative matters, and training. In general, the Work Plan during the next year is challenging from a workload and resource standpoint. However, there is always opportunity to further the Commission and Planning Division's contribution to the community's needs. Following the discussion, if the Planning Commission is interested in pursuing any other topics during this next year, staff could include these in the agenda report for the Joint Session

with the City Council. Staff recommends that the Planning Commission conduct a discussion and provide input on such topics.