

**MANHATTAN BEACH  
PLANNING COMMISSION  
MINUTES OF REGULAR MEETING  
JANUARY 12, 2022  
DRAFT**

**A. CALL MEETING TO ORDER**

A Regular meeting of the Planning Commission of the City of Manhattan Beach, California was held virtually via Zoom on the 12th day of January, 2022. Chair Morton called the meeting to order at the hour of 3:00 p.m.

**B. PLEDGE TO FLAG**

**C. ROLL CALL**

Present: Chair Morton, Vice Chair Ungoco, Commissioners Sistos, Dillavou, Tokashiki,  
Absent: None  
Others Present: Carrie Tai, AICP, Director of Community Development  
Brendan Kearns, Assistant City Attorney  
Talyn Mirzakhonian, Planning Manager  
Fel Cortez, Agenda Host  
Rosemary Lackow, Recording Secretary

**D. APPROVAL OF AGENDA**

A motion was made and seconded (Ungoco/Sistos) to approve the agenda with no changes.

Roll Call:

Ayes: Sistos, Dillavou, Tokashiki, Vice Chair Ungoco, Chair Morton  
Noes: None  
Absent: None  
Abstain: None

**E. AUDIENCE PARTICIPATION - None**

**F. APPROVAL OF THE MINUTES**

01/12/22-1 Regular Meeting – December 08, 2021

It was moved and seconded (Dillavou/Ungoco) to approve the minutes as submitted.

Roll Call:

Ayes: Sistos, Dillavou, Tokashiki, Vice Chair Ungoco, Chair Morton  
Noes: None  
Absent: None  
Abstain: None

**G. CONSENT**

01/12/22-2 Planning Commission Reconsideration of the Circumstances of the Declared COVID-19 Emergency to Determine Whether the Planning Commission Should Continue to Hold Remote Meetings Pursuant to Assembly Bill (AB) 361's Special Teleconferencing Requirements

Chair Morton announced the item. Director Tai noted that this topic had been introduced to the Commission at its last meeting and the Commission can act "by minute order" meaning that approving the consent calendar will have the effect of the Commission making the required findings, which will allow this body to continue to hold its meetings in a remote fashion.

It was moved and seconded (Ungoco/Dillavou) to approve the consent calendar.

Roll Call:

Ayes: Sistos, Dillavou, Tokashiki, Vice Chair Ungoco, Chair Morton  
Noes: None  
Absent: None  
Abstain: None

Agenda Host Fel Cortez noted that the motion passed, 5-0.

## H. PUBLIC HEARING

01/12/22-3. Consideration of the 6th Cycle Housing Element Update and associated Initial Study/Negative Declaration

**Chair Morton** announced this item, opened the public hearing, and invited staff to make a presentation. **Director Tai** noted the superb leadership by **Planning Administrator Talyn Mirzakhian** who has worked very hard with an excellent consultant planning team (Dudek) over the better part of the last year in a very intensive effort, culminating in a draft Housing Element. The Planning Manager proceeded to lead a presentation assisted with several slides, and consultants **Janet Rodriguez** and **Erika Van Sickel**. The **Planning Manager** concluded by emphasizing that the final draft Element incorporates comments from the state Department of Housing and Community Development, as well as the public.

Questions and answers followed between the Commission and staff. The **Planning Manager/Assistant City Attorney** responded: 1) housing progress reports have been submitted annually to the state and brought to both the Commission and City Council for review in advance; 2) the 6th Cycle Element is much more complex than prior cycles, due to state housing laws and requirements; 3) the Commission's focus should be on the Element and CEQA documents and their consistency with the City's General Plan, other General Plan Elements and state regulations; the city is the recipient of a state grant that is helping to defray the cost of this work program, and incentives for building ADU's as with all of the Element's proposed programs, will be carefully considered in the future with Commission review.

**Planning Manager Mirzakhian** confirmed that there were no members of the public who wished to speak and that no new public input has been received; she reminded the Commission of the various media outlets used to invite comment and those previous comments received during the preparation of the Element have been responded to and incorporated into the draft document.

Seeing no further persons wishing to speak, Chair Morton closed the public hearing and called for a motion.

It was moved and seconded (Ungoco/Tokashiki) that the Planning Commission recommend that the City Council adopt the 6th Cycle Housing Element and the associated Initial Study/ Negative by adopting draft Resolutions PC 22-01 (Attachment 1, staff report dated 1/12/22) and PC 22-02 (Attachment 2, staff report dated 1/12/22).

Roll Call:

Ayes: Sistos, Dillavou, Tokashiki, Vice Chair Ungoco, Chair Morton  
Noes: None  
Absent: None  
Abstain: None

Agenda host Fel Cortez announced that the motion passed 5-0.

## H. DIRECTOR'S ITEMS

Director Tai provided updates on the following topics:

1. Housing Element: will be forwarded to City Council for public hearing on February 1st.
2. City COVID-19 Response: City Hall doors are closed until January 18; services continue however by appointment.
3. Downtown outdoor dining/parklets time extension: Council has extended the outdoor

permits to continue for the duration of the state's emergency declaration; the city's deadline/expiration accordingly has been adjusted to March at this time.

4. Historic Ordinance – Certification of Appropriateness: City Council has directed that minor clarifying amendments be brought to the Council at their January 18, 2022 meeting to correct inadvertent impacts to some property owners; a long-term program to incorporate such in the Municipal Code will follow through the Work Plan.

5. SB 9: The City has adopted an interim ordinance to establish minimum standards for residential development to mitigate impacts from the new law; a longer-term program to include such in the Municipal Code will follow through the Work Plan.

6. Work Plan: City Council has requested that the Community Development work plan item related to outdoor dining (both on private and public property) be given a higher priority; discussion will be held as to what resources are needed to do this.

7. Joint Meeting with City Council (and P.P.I.C.): scheduled for January 19<sup>th</sup> at 6:00 p.m.

8. Planning Commission Academy: Two Commissioners are encouraged to attend.

## **I. PLANNING COMMISSION ITEMS**

**Commissioner Tokashiki** inquired about the Work Plan item regarding regulation of cell sites; **Director Tai** responded regarding FCC. authority and the Wireless Telecommunications Program in the Work Plan.

**J. TENTATIVE AGENDA** – January 26: The Planning Manager informed no items are currently scheduled. Director Tai advised that the meeting is likely to be cancelled; the next meeting would then be January 19<sup>th</sup>, held jointly with the City Council.

## **K. ADJOURNMENT**

At 4:06 p.m. it was moved and seconded (Tokashiki/Dillavou) that the meeting be adjourned to Wednesday, January 19, 2022 at 6:00 p.m. via Zoom/virtual format. The motion passed 5-0 with a roll call vote (Ayes: Sistos, Dillavou, Tokashiki, Vice Chair Ungoco, Chair Morton).

---

ROSEMARY LACKOW  
Recording Secretary

---

GERRY MORTON  
Chairperson

ATTEST:

---

Carrie Tai, AICP  
Community Development Director