

**MANHATTAN BEACH  
PLANNING COMMISSION  
MINUTES OF REGULAR MEETING  
APRIL 24, 2024  
DRAFT**

**A. CALL MEETING TO ORDER**

A Regular meeting of the Planning Commission of the City of Manhattan Beach, California was held in a hybrid format (Zoom and in person at City Hall, 1400 Highland Avenue) on the 24<sup>th</sup> day of April, 2024. Chair Tokashiki called the meeting to order at the hour of 3:00 p.m. and announced protocols.

**B. PLEDGE TO FLAG**

**C. ROLL CALL**

Director Mirzakhanian announced that Commissioner Dillavou is participating remotely in accordance with applicable provisions of the Brown Act.

Present: Commissioners Dillavou (remote), Hackett, Ungoco, Vice Chair Sistos, Chair Tokashiki  
Absent: None  
Others Present: Talyn Mirzakhanian, Community Development Director  
Adam Finestone, AICP, Planning Manager  
Katie Doherty, P.E., City Engineer  
Jaehee Yoon, AICP, Senior Planner  
Tatiana Maury, Agenda Host  
Rosemary Lackow, Recording Secretary (remote)

**D. APPROVAL OF AGENDA**

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

Roll Call:

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

Agenda host Maury announced the motion passed 5-0.

**E. AUDIENCE PARTICIPATION – None**

**F. APPROVAL OF THE MINUTES**

04/24/24-2 Regular Meeting – February 28, 2024

**Chair Tokashiki** called for any changes; seeing none, it was moved and seconded (Hackett/Ungoco) to approve the minutes as submitted.

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

Agenda host Maury announced the motion passed 4-0 (Sistos abstain).

**G. GENERAL BUSINESS**

04/24/24-2. Determination of General Plan Consistency for the Proposed Fiscal Year 2025-2029 Five-Year Capital Improvement Program Plan

**Chair Tokashiki** announced the item and called for a staff report.

**Director Mirzakhanian** introduced **Planning Manager Finestone** who gave an overview and summary including the staff recommendation (review General Plan policies associated with the 2025-2029 Five Year Capital Improvement Program and adopt draft Resolution) and the next steps. Planning Manager Finestone introduced **City Engineer Doherty** who gave the staff report, highlighting new projects and their funding sources being added in the current cycle, as well as updates on existing projects in the five-year plan. Ms. Doherty responded to questions from the Commission.

**Chair Tokashiki** invited public comment.

Seeing none, the Chair closed the floor to public comment and invited Commission discussion which followed. It was commented that it is positive that more grant funding is being used.

It was subsequently moved and seconded (Tokashiki/Sistos) that the Commission adopt draft Resolution, determining that the proposed projects are consistent with the City of Manhattan Beach General Plan.

Roll Call:

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

Agenda host Maury announced that the motion passed 5-0.

**H. INFORMATIONAL ITEM**

4/24/24-3      2023 Housing Element Annual Progress Report

**Director Mirzakhanian** introduced **Senior Planner Yoon** who gave the staff report. Ms. Yoon explained that, as required by law, the Housing Element Annual Progress Report assists the California Department of Housing and Community Development in tracking the City’s progress in meeting its goals related to implementation of the 31 programs contained in the Housing Element. Ms. Yoon responded to Commission questions related to ADU’s (does not count as low income housing unless the unit is deed-restricted) and the Sunrise assisted living facility (does not count as housing because it is a commercial project with units that do not have individual cooking facilities), amongst other questions.

**Chair Tokashiki** opened the floor to public comment, in-person or remote.

Seeing none, discussion was concluded.

**I. DIRECTOR’S ITEMS – Update on previous Commission projects**

**Director Mirzakhanian** provided the following updates/announcements:

- Starbucks (former Jack-in-the-box) project: has been approved; no plan check yet for the addition of dining area, and the 2-lane drive-thru change has not yet been implemented.
- Projects in plan check (over next 3-9 months): Sunrise Senior project, hotel at 600 S. Sepulveda; Highrose multi-unit; and mixed use project at 1701 Artesia.
- Outdoor Dining Task Force: went to city council with long term conceptual plan, and council was not yet ready to provide full funding. Staff was directed to collaborate further with Public Works to come up with a cost estimate which is 7.5 – 12.5 million dollars. City Council granted funding for civil engineered design. The Task Force continues to meet and discuss. City Council recognized that the estimated cost is significant for the community. The plan version being considered by the City Council would require Local Coastal Program review and approval.

**J. PLANNING COMMISSION ITEMS**

**Commissioner Hackett** reported on the Planning Commissioners’ Academy she attended with appreciation for the opportunity.

**K. TENTATIVE AGENDA – May 8, 2024**

**Director Mirzakhanian** informed that at this time no items have been scheduled.

**L.      ADJOURNMENT**

At 3:50 p.m. it was moved and seconded (Sistos/Hackett) to adjourn the meeting to Wednesday, May 8, 2024 at 3:00 p.m. The motion passed 5-0.

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ROSEMARY LACKOW  
Recording Secretary

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Robert Tokashiki  
Chairperson

ATTEST:

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Talyn Mirzakhanian  
Community Development Director