



PLANNING COMMISSION AGENDA March 24, 2022

**PUBLIC ADVISORY:
THE CITY COUNCIL CHAMBER IS NOW OPEN TO THE PUBLIC.**

How Can Members of the Public Observe the Meeting?

The meeting may be viewed via Spectrum Channel 3 and 22, AT&T U-verse Channel 99, and/or El Segundo TV at YouTube.com.

How Can Members of the Public Participate in the Meeting and/or Provide Public Comments?

Join via Zoom from a PC, Mac, iPad, iPhone, or Android device, or by phone.
Please use this URL

<https://us06web.zoom.us/j/82909051992?pwd=aXBPTFQ4dGZMRHhsWVpSNGdtNTgwUT09>

If you do not wish for your name to appear on the screen, then use the drop-down menu and click on “rename” to rename yourself to be anonymous.

OR

Join by phone: **1 669 900 9128 US**
Enter Meeting ID: **829 0905 1992**
Passcode: **773400**

Your phone number is captured by the zoom software and is subject to the Public Records Act unless you first dial “*67” before dialing the number as shown above to remain anonymous.

For Public Communications, members of the public may provide comments in the Lobby and/or Council Chamber or via Zoom. **All persons present in the Lobby or Council Chamber must wear a face mask at all times.** For in person comments, please fill out a Speaker Card located in the Chamber Lobby and for Zoom comments, notify meeting host by raising your virtual hand (see hand icon located in the “Reactions” button at bottom of screen) and you will be invited to speak. *The time limit for comments is five (5) minutes per person. Before speaking to the Commission, please state: your name and residence or the organization you represent. Please respect the time limits.*

Members of the public may also provide comments electronically by sending an email to the following address prior to the start of the meeting: planning@elsegundo.org. **Please include the meeting date and item number in the subject line.** If you would like to request that your emailed comment be read into the record, please include that request at the top of your email, limit your comments to 150 words or less, and email your comments at least 30 minutes prior to the start of the meeting. Depending on the volume of communications, the emails may be read to Commission at the appropriate time. Please note that all emailed comments are public records subject to disclosure under the Public Records Act.

Additional Information:

Unless otherwise noted in the agenda, the public can only comment on City-related business that is within the jurisdiction of the Planning Commission and/or items listed on the agenda during the public communications portions of the meeting. Additionally, the public can comment on any public hearing item on the agenda during the public hearing portion of such item. The time limit for comments is five (5) minutes per person.

Before speaking to the Planning Commission, please state your name and residence and the organization you represent, if desired. Please respect the time limits.

DATE: Thursday March 24, 2022

TIME: 5:30 p.m.

PLACE: Teleconference/Videoconference and in-person at:
City Council Chambers
350 Main Street, El Segundo, CA 90245

VIDEO: El Segundo Cable Channel 3 (Live).
Replayed Friday following Thursday's meeting
at 1:00 pm and 7:00 pm on Channel 3.
(Schedule subject to change)

All files related to this agenda are available for public review by appointment in the Planning Division office, Monday through Thursday 7:00 am to 5:00 pm and on Fridays until 4:00 pm, beginning at 7:00 am on the Monday prior to the Planning Commission meeting.

The Planning Commission, with certain statutory exceptions, can only take action upon properly posted and listed agenda items.

Unless otherwise noted in the agenda, the public can only comment on City-related business that is within the subject-matter jurisdiction of the Planning Commission and items listed on the Agenda during the public communications portion of the meeting. Additionally, the public can comment on any public hearing item on the agenda during the public hearing portion of such item. The time limit for comments is generally five minutes per person.

Playing of video tapes or use of visual aids may be permitted during meetings if they are submitted to the Planning and Building Safety Director a minimum of two working days before the meeting and they do not exceed five minutes in length. Written materials distributed to the Planning Commission within 72 hours of the Planning Commission meeting are available for public inspection immediately upon distribution in the Development Services Department and on the City's website, www.elsegundo.org.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact City Clerk, (310) 524-2307. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Communications (Related to items on the agenda only—5 minutes per person; 30 minutes total). Individuals who received value of \$50 or more to communicate to the Planning Commission on another’s behalf, and employees speaking on their employer’s behalf, must so identify themselves before addressing the Commission. Failure to do so is a misdemeanor. While all comments are welcome, the Brown Act does not allow the Commission to take action on any item not on the agenda. The Commission may respond to comments after public communications is closed.

E. Written Communications (other than what is included in agenda packets)

F. Consent Calendar

All items are to be adopted by one motion without discussion. If a request for discussion of an item is made, the items should be considered individually under the next agenda heading.

1. Administrative Use Permit for a Monument Sign taller than 8 feet high (MB)

Project Address: 400 South Pacific Coast Highway, El Segundo

Applicant: Adrian Castaneda

Project Description: A new 9-foot 4-inch tall monument sign at the northwest corner of the Topgolf parking lot. (Environmental Assessment No. EA-1135 and Administrative Use Permit No. 22-01)

Environmental Determination: The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15311 as a Class 11 categorical exemption (Accessory Structures).

RECOMMENDED ACTION:

Receive and file Development Services Director’s Decision

2. Authorize teleconferencing meetings pursuant to Assembly Bill 361 (JV)

Project Description: Pursuant to Assembly Bill No. 361, the City Council directed all City legislative bodies to consider continuing authorization for the use of teleconferenced meetings pursuant to Government Code § 54953(e).

Environmental Determination: N/A.

RECOMMENDED ACTION: Adopt Resolution No. 2919, making specified findings and authorizing the continued use of teleconferenced meetings pursuant to Government Code section 54953(e).

3. Approval of the Planning Commission Meeting Minutes:

- March 10, 2022
- January 28, 2021
- February 25, 2021

- March 25, 2021
- April 22, 2021
- July 8, 2021

RECOMMENDED ACTION: Approve the Minutes.

G. Continued Business – Public Hearing

None.

H. New Public Hearings

None.

I. New Business:

4. Annual Housing Element Progress Report (PS)

Project Description: Pursuant to Housing Element Law, the State requires cities to file an Annual Housing Element Progress Report. Staff has prepared the report and will be presenting it to the Planning Commission prior to submittal to the State Department of Housing and Community Development (HCD).

Environmental Determination: N/A.

RECOMMENDED ACTION: Receive and File.

5. Presentation and Study Session Regarding Preparation of an Affordable Housing Strategy (Many Mansions)

Project Description: The City's Affordable Housing consultant (Many Mansions) has been working with staff to prepare an affordable housing strategy to meet the city's long-term housing needs. The study session includes a presentation and outline of a strategy and suggested programs for consideration and discussion.

Environmental Determination: N/A.

RECOMMENDED ACTION: Consider the presentation and provide feedback and direction on the overall strategy and the specific implementation programs to include in the strategy.

J. Report from Director of Development Services or designee

K. Report from the City Attorney's office

L. Planning Commissioners' Comments

M. Adjournment—next regular scheduled meeting for April 14, 2022, at 5:30 pm.

POSTED: Venus Wesson
(Signature)

March 21, 2022/ 12:08 pm
(Date and time)



TITLE

Administrative Use Permit to Allow a 9-foot 4-inch tall Monument Sign at 400 South Pacific Coast Highway, in The Lakes Specific Plan Zone. (Environmental Assessment No. EA-1135 and Administrative Use Permit No. 22-01)

Applicant: Adrian Castaneda on behalf of Topgolf

RECOMMENDATION

Receive and file Development Services Director's Decision.

BACKGROUND

El Segundo Municipal Code (ESMC) Section 15-18-4(A)(1)(d)(1) allows monument signs up to 8 feet in height, "by right" in non-residential zones. Monument signs greater than 8 feet in height in non-residential zones require approval of an Administrative Use Permit (AUP), up to a maximum of 20 feet in height. AUPs are approved by the Director and must be received and filed by the Planning Commission (ESMC § 15-22-7).

On March 17, 2022, the Director issued the attached decision letter, approving a new 9'-4" tall monument sign located at 400 South Pacific Coast Highway, specifically at the northwest corner of the parking lot serving the new Topgolf facility. Conditions of approval are included, addressing any impacts related to the construction of, and ongoing use of the monument sign. The conditions, findings of approval, and environmental assessment are provided in the attached approval letter.

DISCUSSION

Before an administrative use permit may be granted, the Director or the Commission must find the following findings are met as required by ESMC § 15-22-3:

1. *There is compatibility of the particular use on the particular site in relationship to other existing and potential uses within the general area in which the use is proposed to be located.*
2. *The proposed use is consistent and compatible with the purpose of the zone in which the site is located.*
3. *The proposed location and use and the conditions under which the use would be operated or maintained to not be detrimental to the public health, safety or welfare, or materially injurious to properties or*




improvements in the vicinity.

4. *Potential impacts that could be generated by the proposed use, such as noise, smoke, dust, fumes, vibration, odors, traffic and hazards have been recognized and compensated for.*

The Director's decision letter (attached), approving the AUP outlines and concludes that the proposed location and size of the monument sign satisfies the findings listed above. The 9-foot 4-inch tall monument sign incorporates similar color and material of the new Topgolf buildings, and is necessary to display signage for motorists. Due to the size of the property (including the golf course and Topgolf facility), proportional signage is necessary for aesthetics and visibility from the street. The proposed monument sign is in a commercial zoning district where there are other monument signs similar in height and design. The proposed location of the monument sign is outside the corner visibility triangle area, meets the required front yard setback from the property line adjacent to the street, and adequately preserves line of sight for vehicles approaching the Topgolf recreation facility. The project is appropriate for the location; therefore staff recommends that the Commission receive and file this report.

ENVIRONMENTAL REVIEW

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations §15301 as a Class 11 categorical exemption (Accessory Structures). The proposed project involves an on-premise 9-foot 4-inch tall monument sign and will not have a significant effect on the environment, due to the location of the sign being outside the corner visibility triangle area, there will be no impacts to traffic.

PREPARED BY: Maria Baldenegro, Assistant Planner 
REVIEWED BY: Eduardo Schonborn, AICP, Planning Manager 
APPROVED BY: Michael Allen, AICP, Development Services Director 

ATTACHED SUPPORTING DOCUMENTS:

1. Approval Letter dated March 17, 2022
2. Plans



City of El Segundo

Development Services Department

March 17, 2022

Adrian Castaneda
CS Signs
4 Terraster Lane
Ladera Ranch, CA 92694

RE: Environmental Assessment No. EA-1135 and Administrative Use Permit
No. AUP 22-01

Address: 400 South Pacific Coast Highway, El Segundo, CA

Dear Mr. Castaneda:

Your request for an Administrative Use Permit for a new monument sign greater than 8-feet in height is APPROVED in accordance with El Segundo Municipal Code ("ESMC") Chapter 15-22, and subject to the conditions of approval in the attached Exhibit A. The approved monument sign includes a 9-foot 4-inch tall monument sign located at 400 South Pacific Coast Highway. The associated environmental determination and findings supporting the decision are described in Exhibit B.

This determination is scheduled to be received and filed by the Planning Commission at its March 24, 2022 meeting.

Should you have any questions, please contact Assistant Planner Maria Baldenegro at (310) 524-2341.

Prepared by:

Eduardo Schonborn, AICP
Planning Manager

Approved by:

Michael Allen, AICP
Development Services Director

Exhibit A

CONDITIONS OF APPROVAL

Based on these findings and facts in support of these findings, the Director of Development Services Department approved the project, subject to the following conditions:

1. Any change to the monument sign, including the height, design, colors, materials, dimensions, location and directional orientation, must be reviewed and approved by the Director of Development Services, prior to the construction of the modification. The Director of Development Services Department will make a determination regarding the need for Planning Commission review of the proposed modification.
2. The internally illuminated monument sign is limited to a maximum height of 9 feet 4 inches and a maximum of 150 square-feet per sign face.
3. The monument sign must comply with all applicable laws including the ESMC, the building code, electrical code, mechanical code, and grading code, at the time the sign is constructed and mounted for display. Signs that are substantially rebuilt, remodeled, or refurbished must conform to all codes in effect at the time such work occurs.
4. The Applicant Adrian Castaneda representing Topgolf agrees to indemnify and hold the City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising from the City's approval of Environmental Assessment No. EA-1135 and Administrative Use Permit No. AUP 22-01. Should the City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the City's approval of EA-1135 or AUP 22-01, the Applicant agrees to defend the City (at the City's request and with counsel satisfactory to the City) and will indemnify the City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "the City" includes the City of El Segundo's elected officials, appointed officials, officers, and employees.
5. The applicant must, if applicable, include the following note on the construction plans: "No work is to occur on the public right-of-way."
6. All construction related parking must be accommodated on-site.

By signing this document, Adrian Castaneda, certifies that he has read, understands, and agrees to the Project Conditions listed in this document.

Adrian Castaneda
CS Signs LLC

Exhibit B
Environmental Determination and Required Findings

Environmental Assessment: After considering the facts and findings, the Director finds this project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15311 as a Class 11 categorical exemption (Accessory Structures).

- The proposed project involves an on-premise sign and will not have a significant effect on the environment.

Administrative Use Permit Findings: The following are the facts in support of each finding for this decision:

Finding 1: There is compatibility of the particular use on the particular site in relationship to other existing and potential uses within the general area in which the use is proposed to be located.

1. The proposed sign is similar in height and scale to other monument signs located in the immediate area and is compatible with the new recreation facility.
2. The proposed 9-foot 4-inch high monument sign will include two faces and is intended to display the name of the recreation facility at 400 South Pacific Coast Highway. The monument sign will not exceed the maximum permitted area of 150 square feet per sign face.

Finding 2: The proposed use is consistent and compatible with the purpose of the Zone in which the site is located.

1. The zoning for the site is The Lakes Specific Plan. The purpose of The Lakes Specific Plan zone provides flexibility to modify and modernize existing uses and add new compatible uses. The Lakes Specific Plan established public recreation/open space and commercial recreation/open space use areas. The proposed monument sign is replacing an aging and outdated pylon sign that was greater than 25 feet tall. The proposed 9-foot 4-inch tall monument sign is better looking and enhances the area. The additional height is necessary to provide better signage visibility for motorists along Pacific Coast Highway at a distance.
2. Monument signs greater than eight-feet in height (not to exceed 20 feet in height) require an Administrative Use Permit in accordance with the El Segundo Municipal Code (ESMC) Section 15-18-8.
3. The project is harmonious in size, design, style, material, and appearance to the sites and surrounding neighborhood. The new monument sign will be fabricated to the highest possible quality, using non-ferrous materials and low-VOC paints. It will be sealed and resistant to any tampering as well as weatherproof.

Finding 3: The proposed location and use and the conditions under which the use would be operated or maintained will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

1. The proposed monument sign will be located adjacent to a driveway entrance along Pacific Coast Highway which provides access to the parking lot of the new Topgolf recreation facility. The proposed sign meets the development standards of The Lakes Specific Plan Zone and the standards for signs in nonresidential zones generally, including height, size, setbacks, and driveway visibility requirements. The monument sign will not cause obstructions to motorists entering the property and parking area. Thus, the proposed location of the monument sign will be located outside of the corner visibility triangle area and will not be detrimental to the public health, safety, or welfare.

Finding 4: Potential impacts that could be generated by the proposed use, such as noise, smoke, dust, fumes, vibration, odors, traffic, and hazards have been recognized and mitigated.

1. The construction of the 9-foot 4-inch tall monument sign will not create noise, smoke, vibration or odors. Further, as identified above, due to the location of the sign being outside the corner visibility triangle area, there will be no impacts to vehicular traffic along Pacific Coast Highway.

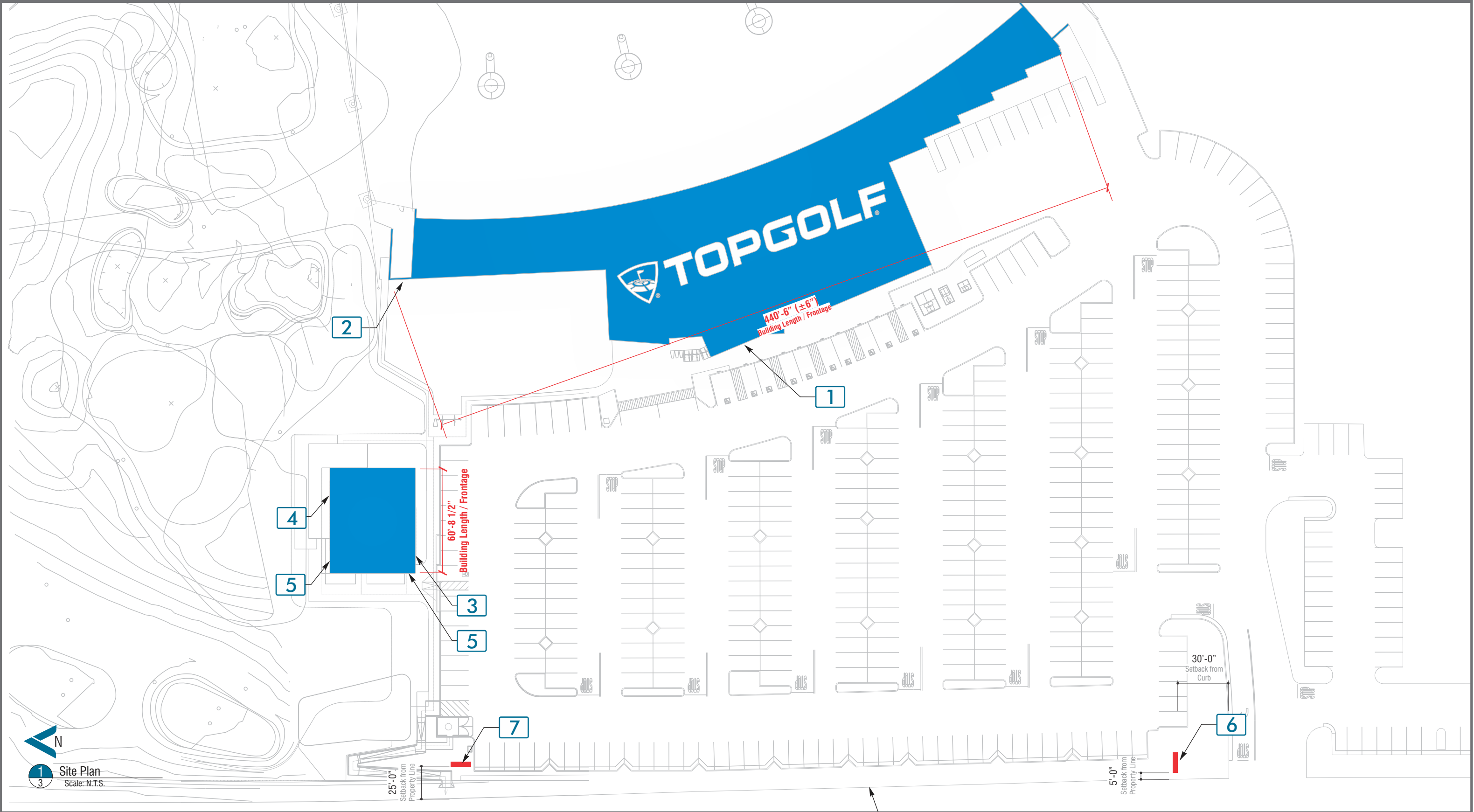
Exterior Branding Package

Building: EZ-102 (Left Patio)
400 S. Sepulveda
El Segundo, CA 90245



TOPGOLF





SIGN #7

MONUMENT SPECIFICATIONS

COLORS & FINISHES

- P1. PAINT: PMS Black C (Satin Finish)
- P2. PAINT: PMS White (Satin Finish)
- P3. PAINT: PMS Cool Gray 11 C
- P4. PAINT: PMS 7686C w/ Satin Finish
- V1. VINYL: 3M 3630-157 Sultan Blue (Trans)
- PF1. PRE-FINISHED: #7328 White
- PF2. PRE-FINISHED: Blue

SIGN CONSTRUCTION

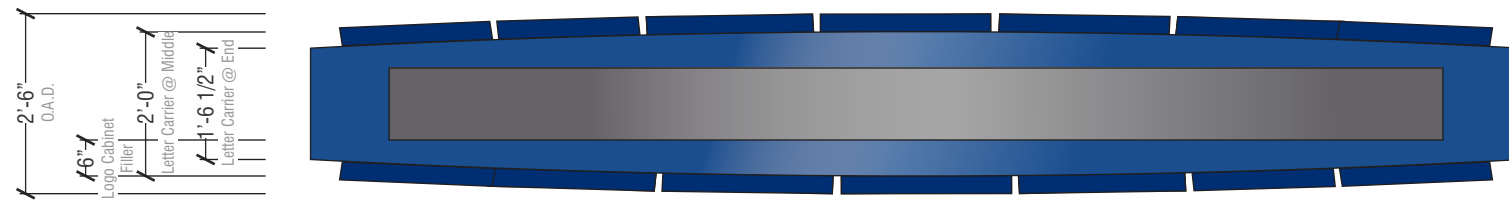
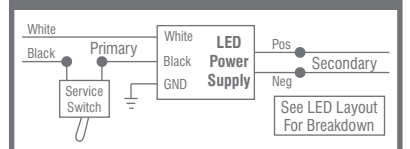
1. **CABINET FACE:** 1/8" Aluminum Welded To Returns
2. **RETURNS:** 1/8" Aluminum Formed & Assembled W/ Welds & Silicone Based Adhesive Sealant
3. **ACCESS:** 1/8" Aluminum Removable Top Panel
4. **SCREWS:** #8 x 1/2" Truss Head, Self Drilling, Self Tapping Screw
5. **CARRIER FACE:** 1/8" Thk. Break Bent Aluminum Face Welded To Returns
6. **SADDLE CONNECTION:** See Appropriate Details In This Package.
7. **SUPPORT FRAME:** See Appropriate Details In This Package.
8. **GUSSETS:** 1/8" Thk. Aluminum Gussets Welded To Face & Returns
9. **BOLT:** 1/4" Ø Thru Bolt Into Letter Carrier Cabinet. Minimum (1) Per Frame Intersection.
10. **FRAME:** 2" X 2" X 3/16" Aluminum Frame Welded To Face Of Support Cabinet & Bolted Through Internal Vertical Supports. (2) Per Letter Carrier.
11. **BASE:** 1/8" Thk. Break Bent Aluminum Layered Base
12. **TENANT FACE:** Removable 1-1/2" Retainer With Polycarbonate Face. Illumination Inside Main Cabinet.

EST. ELECTRICAL LOAD
(5.5) Amps @120 Volts

ELECTRICAL REQUIREMENTS
(1) 20 Amp/120 Volt Circuits

ESTIMATED WEIGHT T.B.D. lbs.

WIRE DIAGRAM



1 Monument Sign - Plan View
Scale: 3/8" = 1'-0"



2 Monument Sign - Front View
Scale: 3/8" = 1'-0" **68.0 sf**

(1) REQ'D

3 Monument Sign - Side View
Scale: 3/8" = 1'-0"



Cima Network Inc.
121 New Britain Blvd.
Chalfont, PA 18914

office: 267.308.0575
fax: 267.308.0577
www.cimanetwork.com

This is an original, unpublished drawing, created by Cima Network, Inc. It is submitted for your exclusive review, in connection with a project being proposed by Cima Network, Inc. It is not to be shown to anyone outside your organization, nor is it to be used, reproduced, copied or exhibited in any fashion without the expressed consent of Cima Network, Inc.

UL FILE #E465295

All Electric Signs to be manufactured to meet the requirements of UI 48 and installed to meet the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

Client: **Toppolf**
Dwg By: **BE**
Date: **10.30.19**

Job#: **8921**
Address: **400 S. Sepulveda**
El Segundo, CA 90245

PERMIT

REV 2.18.22
19

SHT of 21
121



Planning Commission Agenda Statement

Meeting Date: March 24, 2022

Agenda Heading: Consent

TITLE:

Authorize teleconferencing meetings pursuant to Assembly Bill 361.

RECOMMENDATION:

Adopt Resolution No. 2919, making specified findings and authorizing the continued use of teleconferenced meetings pursuant to Government Code section 54953(e).

BACKGROUND AND DISCUSSION:

On September 16, 2021, Assembly Bill No. 361 ("AB 361") took effect. Among other things, AB 361 amended certain provisions of the Ralph M. Brown Act governing open meetings to allow teleconferencing, including internet-based video conferencing, in a manner similar to previously-issued gubernatorial executive orders. AB 361 allows a legislative body to continue utilizing teleconferencing to conduct public meetings under certain circumstances, provided it makes certain findings. Government Code § 54953(f) allows the municipal, but not state, legislative bodies to continue such teleconferencing until the earlier of the lifting of the Governor's state of emergency declaration or December 31, 2023, so long as certain findings are periodically made.

On October 5, 2021, the City Council adopted Resolution No. 5275 prohibiting other City legislative bodies from meeting exclusively in person, except as determined by the City Manager or until the City Council provides further direction, and directed all legislative bodies of the City to consider the adoption of a resolution authorizing the use of teleconferenced meetings pursuant to Government Code § 54953(e) and to consider the extension of such allowance in accordance with the AB 361 timeframes.

In accordance with City Council direction, the Planning Commission has adopted several resolutions authorizing the use of teleconferenced Planning Commission meetings. Since the Governor's state of emergency is still effective and the County of Los Angeles continues to strongly recommend certain masking and social distancing measures, staff finds that the requisite findings can be made for the Planning Commission to adopt Resolution No. 2919 to allow the continued use of "hybrid" teleconferenced meetings pursuant to Government Code §§ 54953(e) and 54953(f) for a period of 30 days from the date of the this meeting and Resolution No. 2919.

PREPARED BY: Joaquin Vazquez, Deputy City Attorney

APPROVED BY: Michael Allen, AICP, Development Services Director

ATTACHED SUPPORTING DOCUMENTS:

EA-1280 and PPA No. 20-01
November 12, 2020
Page **2** of **2**

PC Resolution No. 2919

RESOLUTION NO. 2919

A RESOLUTION OF THE PLANNING COMMISSION FINDING THAT CERTAIN CONDITIONS EXIST TO CONTINUE CONDUCTING PUBLIC MEETINGS VIA TELECONFERENCING PURSUANT TO GOVERNMENT CODE §§ 54953(e) AND 54953(f)

The Planning Commission of the City of El Segundo hereby resolves as follows:

SECTION 1: The Planning Commission finds as follows:

- A. On March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency in California due to the threat of the COVID-19 pandemic.
- B. On September 16, 2021, Assembly Bill No. 361 (“AB 361”) took effect. Among other things, AB 361 amended certain provisions of the Ralph M. Brown Act governing open meetings to allow teleconferencing, including internet-based video conferencing, in a manner similar to previously-issued gubernatorial executive orders.
- C. During a proclaimed state of emergency, AB 361 allows a legislative body to continue utilizing teleconferencing to conduct public meetings under certain circumstances, provided the legislative body makes certain findings.
- D. After an initial meeting in which certain findings are made, to continue meeting pursuant to AB 361, the legislative body must, every 30 days thereafter, declare that it has reconsidered the circumstances of the state of emergency and either: (1) the state of emergency continues to directly impact the ability of the members to meet safely in person; or (2) state or local officials continue to impose or recommend measures to promote social distancing.
- E. On October 5, 2021, the City Council adopted Resolution No. 5275 prohibiting other City legislative bodies from meeting exclusively in person, except as determined by the City Manager or until the City Council provides further direction. The City Council Resolution directed all legislative bodies of the City to consider the adoption of a resolution authorizing the use of teleconferenced meetings pursuant to Government Code § 54953(e).
- F. On October 28, 2021, the Planning Commission adopted Resolution No. 2901 to initially authorizing the use of teleconferenced meetings pursuant to Government Code § 54953(e).
- G. Effective November 10, 2021, the Governor extended the statewide COVID-19 emergency until March 31, 2022 pursuant to Government Code § 54953(e).

- H. On December 9, 2021, the Planning Commission adopted Resolution No. 2908 authorizing the continued use of teleconferenced meetings pursuant to Government Code § 54953(e).
- I. On January 13, 2022, the Planning Commission adopted Resolution No. 2910 authorizing the continued use of teleconferenced meetings pursuant to Government Code § 54953(e).
- J. On February 10, 2022, the Planning Commission adopted Resolution No. 2916 authorizing the continued use of teleconferenced meetings pursuant to Government Code § 54953(e).
- K. On March 10, 2022, the Planning Commission adopted Resolution No. 2919 authorizing the continued use of teleconferenced meetings pursuant to Government Code § 54953(e) through March 2022.
- L. Government Code § 54953(f) will allow the Planning Commission to continue use of teleconferenced meetings consistent with Government Code § 54953(e) until the earlier of the lifting of the Governor's declaration of a state emergency or December 31, 2023, so long as certain findings are periodically made.

SECTION 2: Teleconferencing. Pursuant to Government Code §§ 54953(e) and 54953(f), the Planning Commission finds and determines as follows:

- A. The state of California continues to be in a declared state of emergency pursuant to Government Code § 8625 (the California Emergency Services Act; see Government Code § 54953(e)(3); see also Governor's Proclamation dated March 4, 2020 and and Executive Order N-1-22 dated January 5, 2022);
- B. Based upon the most recent Order of the Health Officer for the County of Los Angeles Department of Public, masks and social distancing continue to be strongly recommended to curb the spread of COVID-19 (Government Code § 54953(e)(3)(B)(ii));
- C. The circumstances continue to directly impact the ability of the members of the Planning Commission to meet safely in person;
- D. Accordingly, to protect public health, the Planning Commission finds that it is in the public interest to conduct its public meetings via teleconference as defined by Government Code § 54953;
- E. The Planning Commission will adhere to all requirements of Government Code § 54953(e) governing teleconferencing during the emergency; and

F. Legislative body members may appear at regular and special meetings in person.

SECTION 3: Reporting. Every 30 days following adoption of this Resolution, the Planning Commission will reconsider the extension of the teleconferencing method of public meetings in accordance with Government Code § 54953(e)(3). Such determinations may take the form of a minute order and be placed on the consent calendar.

SECTION 4: Electronic Signatures. This Resolution may be executed with electronic signatures in accordance with Government Code §16.5. Such electronic signatures will be treated in all respects as having the same effect as an original signature.

SECTION 5: Recordation. The Chairperson is authorized to sign this Resolution signifying its adoption by the Planning Commission of the City of El Segundo and the City Clerk, or her duly appointed deputy, may attest thereto.

SECTION 6: Effective Date. This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 24th day of March, 2022.

Ryan Baldino, Chair

ATTEST:

Michael Allen, AICP, Secretary

APPROVED AS TO FORM:

Joaquin Vazquez
Deputy City Attorney



**MINUTES OF THE
EL SEGUNDO PLANNING COMMISSION
Regularly Scheduled Meeting
March 10, 2022**

A. Call to Order

Chair Baldino virtually called the meeting to order at 5:33 p.m.

B. Pledge of Allegiance

Chair Baldino led the pledge.

C. Roll Call

Present: Chair Baldino

Present: Vice Chair Newman

Present: Commissioner Keldorf

Present via teleconferencing: Commissioner Hoeschler

Absent Commissioner Maggay

D. Public Communications

None.

E. Written Communications (other than what is included in Agenda packets)

None

F. Consent Calendar

1. Authorize teleconferencing meeting pursuant to Assembly Bill 361(JV)

MOTION: Approve Resolution No. 2918

Moved by Vice Chair Newman, seconded by Commissioner Keldorf.

Motion carried by the following vote (4-0):

Ayes: Baldino, Newman, Hoeschler, Keldorf

Absent: Maggay

2. Administrative Use Permit for a Monument Sign taller than 8 feet high (MB)

MOTION: Approve to Receive and file Development Services Director Decision.

Moved by Vice Chair Newman, seconded by Commissioner Keldorf.

Motion carried by the following vote (4-0):

Ayes: Baldino, Newman, Hoeschler, Keldorf

Absent: Maggay

3. Approval of the Planning Commission Meeting Minutes:

- January 13, 2022 (Regular Meeting)
- August 26, 2021
- July 22, 2021
- May 13, 2021
-

MOTION: Approve the Minutes.

Moved by Vice Chair Newman, seconded by Commissioner Keldorf.

Motion carried by the following vote (4-0):

Ayes: Baldino, Newman, Hoeschler, Keldorf

Absent: Maggay

G. Continued Business – Public Hearing

None.

H. New Public Hearings

4. 4-Unit Condominium Subdivision (MB)

Assistant Planner Maria Baldenegro gave a brief power point presentation on the project.

Chair Baldino opened the public hearing.

- Stacy Straus representative for the applicant was available to answer any question.
- Commission Hoeschler asked if any of the units have been rented and will the renter possibly be the owners. Ms. Straus stated that yes, but it is not determined yet but is aware that the units will go onto the market giving the tenants the opportunity to apply as well.

Chair Baldino closed public communication.

MOTION: to approve Resolution No. 2917.

Moved by Vice Chair Newman, seconded by Chair Baldino.

Motion carried by the following vote (4-0):

Ayes: Baldino, Newman, Keldorf, Maggay

Absent: Maggay

I. New Business:

None.

J. Report from Director of Development Services or designee

Michael Allen informed the commission that he will not be attending the next scheduled meeting of March 24, 2022.

Planning Manager Eduardo Schonborn notified the commissioners that next meeting will be a workshop/study session. He informed the Commission that both Pacific Coast Commons project and Standard Works project that were recently approved by the Commission will be considered at next week' City Council meeting, and that the Commission's comments and recommendations will be included. Mr. Schonborn informed the commission of an initial outreach program to stakeholders in downtown for the forthcoming specific plan update. Mr. Baldino asked if it will include the outdoor dining that is currently in the right-of-way. Mr. Schonborn stated that is a separate discussion because that allowance was in response to the pandemic.

K. Report from the City Attorney's office

None.

L. Planning Commissioner's Comments

Commissioner Keldorf asked staff the comment from housing study session go to council. Mr. Allen respond yes; Many Mansions will be in attendance to gather the comments during the study session and provide a report to council.

M. Adjournment – meeting adjourned at 5:49 pm.
Next regular scheduled meeting for March 24, 2022 at 5:30 pm

Michael Allen, Director of Development Services

Ryan Baldino, Planning Commission



**MINUTES OF THE
EL SEGUNDO VIRTUAL PLANNING COMMISSION
Regularly Scheduled Meeting**

January 28, 2021

A. Call to Order

Chair Baldino virtually called the meeting to order at 5:30 p.m.

B. Pledge of Allegiance

Commissioner Wingate led the pledge.

C. Roll Call

Present via teleconferencing: Chair Baldino
Present via teleconferencing: Vice Chair Newman
Present via teleconferencing: Commissioner Keldorf
Present via teleconferencing: Commissioner Hoeschler
Present via teleconferencing: Commissioner Wingate

D. Public Communications

None.

E. Consent Calendar

1. EA 1295: Alcohol Service at Jame Enoteca Restaurant (MB)
Project Address: 241 Main Street
Applicant: Jackson Kalb
2. EA 1296: Beer and Wine Sales at Unocal 76 Gas Station (MB)
Project Address: 770 N. Pacific Coast Highway, El Segundo, CA 90245
Applicant: Bobs Union, Inc.

Commissioner Baldino requested to pull items E1 & E2 from the consent calendar.

Item E1: EA 1295: Assistant Planner Maria Baldenegro provided a PowerPoint presentation regarding modification to an Administrative Use Permit (AUP) for alcohol service (for Jame Enoteca) that included the license history, aerial view, site and floor plans of the property. Ms. Baldenegro also indicated that the request includes expanding the hours to serve alcohol from 10 am to 2 am daily.

Planning Commission discussion ensued regarding the operation of the restaurant, citing that Brewport is opened until midnight Sunday through Thursday, and open until 1:00 am Fridays and Saturdays. Jackson Kalb, applicant of Jame Enoteca, addressed the Planning Commission.

Motion to approve EA-1295 for administrative use permit AUP20-03 for type 47 ABC license until 2:00 am at Jame Enoteca, passed 5-0.

Item E2: EA 1296: Assistant Planner Maria Baldenegro provided a PowerPoint presentation regarding a new Administrative Use Permit (AUP) to sell alcohol that included the site history, aerial view, site and floor plans of the property, and noting that the request is for on-site sale of beer and wine for off-site consumption (Type 20 ABC License). The existing gas station (Unocal 76) is developed with an auto repair building and service bays that will be converted to a convenience store that will include alcohol sales from 6 am to 2 am daily. Ms. Baldenegro indicated that staff concluded that the project meets the required findings, the Director conditionally approved the application on January 21, 2021.

Motion to receive and file passed, 5-0.

A. Written Communications (other than what is included in Agenda packets)

None.

B. New Business – Public Hearing

None.

C. Continued Business – Public Hearing

None.

D. Report from Director of Development Services or designee

Development Services Director Sam Lee stated there has been a lot of discussion at the State level about housing and provided a presentation and update on the City's Housing Element and housing efforts in general. Mr. Lee highlighted the following:

- Look for new revenue sources such as grant opportunities
- Identify areas within the community that are appropriate for housing; including senior housing
- Re-imagine downtown support businesses
- Conduct a study of repurposing City Hall
- Promote community engagement; update Housing Element per state mandate
- Obtained two grants totaling \$225,000; hired a consultant to complete a housing inventory/study to identify opportunity sites for housing development
- Found an affordable housing services provider to identify how to use of the \$5.3 million dollars city received from the developer of the 540 Imperial project
- Public outreach to comply with State Housing Element mandate
- RFQ for Affordable Housing, with 13 responses received
- RFP for the Downtown Specific Plan, with 12 responses received
- RFQ for the Civic Center redevelopment, with 10 responses received

E. Other Business

Update on Accessory Dwelling Units – Sanitary Sewer report from Public Works Director

Public Works Director Elias Sassoon explained that the City has plenty of capacity in the sanitary sewer collection system as part of the water distribution system. He stated that these systems are already in place and are sized based on full build-out of the City and at its highest density; thus, there is plenty of capacity for both water & sewer.

F. Report from the City Attorney’s office

None.

G. Planning Commissioner’s Comments

This will be Commissioner Wingate’s last meeting as she is relocating to Oregon. Commissioner Baldino praised Carol for being an excellent example to the community.

H. **Adjournment** – Meeting adjourned at 6:45 pm; next meeting scheduled for Friday, February 11, 2021 @ 5:30 pm.

Michael Allen, Development Services Director

Ryan Baldino, Commission Chair



**MINUTES OF THE
EL SEGUNDO VIRTUAL PLANNING COMMISSION
Regularly Scheduled Meeting
February 25, 2021**

A. Call to Order

Chair Baldino virtually called the meeting to order at 5:30 p.m.

B. Pledge of Allegiance

Chair Baldino led the pledge.

C. Roll Call

Present via teleconferencing: Chair Baldino

Present via teleconferencing: Commissioner Keldorf

Present via teleconferencing: Commissioner Hoeschler

Absent: Vice Chair Newman

D. Public Communications

Received four email communications with regards to item #1 EA-1301; requesting it be read into the record.

1. Tracy Miller Zarnekie, Chair of the El Segundo Environmental Committee stated she wanted to remove beekeeping from the municipal code list, and to allow bee keeping to take place in El Segundo in alignment with Los Angeles County permit regulations. She communicated that neighboring cities that have long allowed beekeeping include Redondo Beach, Manhattan Beach, Culver City, Palos Verdes, Torrance & Santa Monica. Tracy also stated that bees pollinate 80% of the world's plants, which means they are a crucial player in sustainability and need protected existence wherever possible. Tracy communicated she believed the overall impact of allowing beekeeping in our community would be environmentally positive without requiring additional ordinances.

E. Consent Calendar

None.

F. Call Items from Consent Calendar – N/A

None.

G. Written Communications (other than what is included in Agenda packets)

H. New Business – Public Hearing

1. EA 1301 – Zone Text Amendment to Allow Beekeeping on Single-Family Residential (R-1) Zoned Properties. (JA/ES)

Project Address: Single-Family Residential (R-1) zoned properties (Environmental

Jasmine Allen, Senior Management Analyst from Public Works provided a PowerPoint presentation regarding the Zone Text Amendment that included the following information:

- In July 2020, an El Segundo resident had approached the Environmental Committee with a request to amend City’s Municipal Code and allow Residential Beekeeping.
- The resident, along with the Environmental Committee, presented the request to Council during the October 6th, 2020 Council Meeting.
- Council passed a motion to authorize staff to research considering a Residential Bee Keeping program in the City.

Ms. Allen highlighted the standards of the proposed amendment, which included limiting the beehives to the rear yard areas of single-family residential property; allowing up to a maximum of three beehives for non-commercial purposes; and any person intending to place and maintain any bee hive on a single-family residential property must comply with all State and County of Los Angeles laws, including, but not limited to, registration of both the beekeeper and the apiary.

Commission discussion ensued regarding LA County regulations for beehives, LA County regulation examples and bee-keeping permits.

Motion made by Chair Baldino to adopt resolution 2891 for a proposed ordinance amending the Municipal Code to allow beekeeping on single family residential R1 zone properties throughout the city. Motion to approve passed, 3-0.

2. EA-1240 Zone Text Amendment to update the planning permit review process (PS)

Project Address: Citywide

Applicant: City of El Segundo

Chair Baldino motioned this item be tabled to the next meeting scheduled for March 25, 2021. Motion to approve 3-0

I. Continued Business – Public Hearing
None

J. Report from Director of Development Services or designee

Development Services Director Sam Lee reported the March 11th meeting will be adjourned, and the next meeting will take place March 25th. He also reported that there were several vacancies in the City for commission spots

K. Other Business
None.

L. Report from the City Attorney’s office
None.

M. Planning Commissioner's Comments

Commissioner Hoeschler commented that caseloads for planning commission have been kind of light, as opposed to before. He also inquired about the approval process for topics before items come before the board for discussion.

Sam commented that in the coming months, there will be lots of projects for the planning commission to tackle and explained the streamlining process for topics to come before the Board.

N. Adjournment – Meeting adjourned at 6:15 pm; next meeting scheduled for March 25, 2021 @5:30 pm.

Michael Allen, Development Services Director

Ryan Baldino, Commission Chair



**MINUTES OF THE
EL SEGUNDO VIRTUAL PLANNING COMMISSION
Regularly Scheduled Meeting
March 25, 2021**

A. Call to Order

Chair Baldino virtually called the meeting to order at 5:30 p.m.

B. Pledge of Allegiance

Chair Baldino led the pledge.

C. Roll Call

Present via teleconferencing: Chair Baldino
Present via teleconferencing: Commissioner Keldorf
Present via teleconferencing: Commissioner Hoeschler
Present via teleconferencing: Vice Chair Newman

D. Public Communications

None.

E. Consent Calendar

None.

F. Call Items from Consent Calendar – N/A

None.

G. Written Communications (other than what is included in Agenda packets)

None.

H. New Business – Public Hearing

1. EA 1240 – Zone Text Amendment to update and streamline the review and approval processes for various discretionary planning permits (PS)

Project Address: Citywide

Applicant: City of El Segundo

Principal Planner Paul Samaras provided a PowerPoint presentation regarding streamlining zoning codes that outlined discretionary permits, approvals, solutions/proposed ordinances. Paul stated the intent and goal is to consolidate and simplify processes, make the code more user friendly, improve transparency and accountability, and being consistent with the City's Strategic Plan goals. Mr. Samaras indicated that staff is also working on additional ordinances to further improve areas within the zoning code such as altering outdoor dining areas, special event permits, simplifying development standards and standardizing permitted uses.

Motion to adopt resolution 2863, approving EA-1240 passed, 4-0.

I. Continued Business – Public Hearing
None.

J. Report from Director of Development Services or designee

Director Sam Lee reported on a Housing Element presentation that was made earlier in the year to give an update. Sam stated we will be having our first public workshop on April 13th that will be advertised to the public via website, email, newspaper, social media, etc. (The meeting will present what is happening throughout the state).

K. Other Business
None.

L. Report from the City Attorney's office
None.

M. Planning Commissioner's Comments

Commissioner Keldorf reported there will be lots of housing and development discussions over the next six months.

Commissioner Hoeschler stated he wanted to see a staff report regarding how the city is going to handle the rolling out of bike lanes - - Sam Lee will report back with this information at the next meeting.

N. Adjournment – Meeting adjourned @ 6:30 pm; next meeting scheduled for April 8, 2021 @5:30 pm.

Michael Allen, Development Services Director

Baldino, Commission Chair



**MINUTES OF THE
EL SEGUNDO PLANNING COMMISSION
Regularly Scheduled Meeting
April 22, 2021**

A. Call to Order

Ryan Baldino virtually called the meeting to order at 5:31 p.m.

B. Pledge of Allegiance

Chair Baldino led the pledge.

C. Roll Call

Present via teleconferencing: Chair Baldino
Present via teleconferencing: Vice Chair Newman
Present via teleconferencing: Commissioner Keldorf
Present via teleconferencing: Commissioner Hoeschler
Present via teleconferencing: Commissioner Maggay

D. Public Communications

None.

E. Written Communications (other than what is included in Agenda packets)

None.

F. Consent Calendar

None.

G. New Public Hearings

None.

H. New Business:

1. Environmental Assessment No. EA-1289 – 650 N PCH Project, Zone Text Amendment, and Final Mitigated Negative Declaration.

Principal Planner Eduardo Schonborn introduced David Blumenthal, Jen Wu and John Bellas.

David Blumenthal gave a PowerPoint presentation of the proposed , which includes combining 7 parcels into a single lot combining existing buildings A, B, D and constructing a new 122,156 square foot, 7-level office building with an integrated parking structure accommodating over 1,200 parking spaces. Existing building A will receive a renovation/minor alteration with a net addition of 1,031

square feet. Building B will see a net reduction of 4,572 square feet and a minor alteration/renovation and, Building D will have no renovations. The project also includes a zone text amendment to amend the definition of floor area ratio (FAR) in El Segundo Municipal Code Section 15-1-6, intending to exempt the parking area of a fully integrated parking structure from the definition of Floor Area Ratio (FAR).

Planning Commissioner comments and concerns.

- Chair Baldino inquired if amending the FAR definition would apply to both commercial and residential and if it would apply to all zones across the City leading the parking FAR requirements to change for residential. Mr. Blumenthal stated that this would apply to both, based on how it is currently written.
- Chair Baldino asked what consequences, impact if any this would have on future residential developments such as ADU's, town homes and R-3 zones.
- Commissioner Keldorf would like to know the impact it would have on mixed used projects down the road, specifically housing. Mr. Schonborn explained that although this would apply City wide; it would only affect commercial and industrial properties as it would have minimal impact on residential projects because projects in the residential zone have their own standards for FAR. Even if residential projects include a parking structure, they do not include it in the FAR.
- Commissioner Keldorf identified that building sub-training parkin is more expensive than above grade parking and for this site it makes sense. However, taking future larger mixed-use projects in consideration, is it incentivizing developers to build above grade parking while limiting the number of residential units that can be developed. Mr. Schonborn stated that future large projects are submitted as specific plans and they have their own standards. Potentially we will have to see if it incentivizes developers or not. He added that counting the parking spaces towards the FAR calculation works against the developers as all they are doing is providing parking spaces and not a usable area, as opposed to not count towards FAR and truly generating useable square footage.
- Chair Baldino inquired if this is a cleanup for our codes to make them more usable. Mr. Schonborn expressed that it is, and this particular amendment was going to appear in the code clean up portion in the near future but since this project was moving faster, they decided to incorporate it now.
- Commissioner Keldorf inquired about the effects this would have on locations like Smoky Hollow. Mr. Schonborn informed the Commissioner that Smoky Hollow has its own development standard that they need to comply with.
- Commissioner Keldorf expressed that by changing the definition of FAR in the ordinance we are defining FAR across all sections and it creates unclear situations for other specific plans, and we will need further clarification for them. Mr. Schonborn explains that in the event a specific plan is not specific enough, we would revert to the zoning code for implementation of those standards.
- Commissioner Keldorf expressed her concern for creating inconsistency

down the road by allowing above grade parking; considering the impact it would have on specific plans such as the Downtown plan. Mr. Schonborn explained that specific plans depend on what the vision is, and we can write them up in the manner that it can be allowed or bluntly prohibits it.

- Mr. Blumenthal explained that the code already exempts parking structures from this requirement and this change applies to parking structures that are integrated into a building versus standalone parking structures.
- Chair Baldino asked about traffic flow along through PCH. Mr. Blumenthal shared that there are existing driveways that will be preserved, one on the south side of the site and a second driveway on the north side of the site.
- Mr. Maggay pointed out that the level of service analysis has a traffic study indicating there will be a significant impact at the intersection of PCH & Imperial and he is concerned of the localized impacts. Ms. Wu responded that the level of service (LOS) information was included for informational purposes only; and CEQA guidelines now utilize vehicle miles traveled (VMT) for environmental impacts and the LOS effects are no longer considered environmental impacts. Mr. Bellas added that LOS can be evaluated by the City but can no longer be considered significant impacts under CEQA even if a general plan has a goal or policy for a LOS. Chair Baldino expressed his concerns that by using the VMT model they are not considering that this office building with its twelve hundred parking spaces is next to a Chick-Fil-A, an intersection that already has significant impact on traffic. Mr. Bellas added that Table 3 has the analysis of LOS impacts on existing conditions for all intersections in the vicinity.
- Commissioner Hoeschler asked for clarification on the VMT mitigation measure. Mr. Bellas stated that Table 6 presents the opening year conditions (2023) with and without the project, and without the project the intersection at PCH & Imperial is still operating at a level of service F. Mr. Bellas added that the VMT analysis did show significant impact before mitigation based on VMT per employee against the regional average. The mitigation that got us to a significant level will also improve LOS conditions and the mitigation is a robust transportation demand management program as it reduces the VMT per employee by 254 trips from the project site. The owner/operator is required to provide annual reporting to the city staff for the mitigation if the project is approved and if it is not working, they would need to implement new mitigation.

Chair Baldino opened public communication

- Spencer Kallick representing the applicant, L&R ZAV 650 Sepulveda, LLC, gave a PowerPoint presentation of his project while addressing the City's concerns of parking, mitigation, ingress, egress, and access.
- Three members of Laborers International Union of North America (Bill Quisenberry, Ralph Velour and Eddie Rivera) spoke in support of the project.

Chair Baldino closed public communication.

Planning Commission discussion ensued regarding LOS, CEQA requirements, and possible methods to address traffic concerns.

**Motion by Chair Baldino to approve EA-1289, Zone Text Amendment, subject to the language of parking spaces and parking structures in commercial and manufacturing zones, that portions of any structure that is devoted exclusively to parking.
Second by Commissioner Keldorf.**

**Motion carried, 5-0, by the following vote:
Ayes: Baldino, Newman, Keldorf, Hoeschler, Maggay.**

I. Continued Business – Public Hearing

None.

J. Report from Director of Development Services or designee

Eduardo Schonborn informed the Commission of the outreach resources that were used to advertise the community meeting that took place on April 13, 2021 via zoom, that attracted around 70 residents. The meeting topics included the Housing Element and its components, discussion of reasons a City needs a Housing Element, preliminary site inventory, results of the community survey and the next steps. Sam Lee informed the Commission that this would be his last meeting with the team as he will be retiring.

K. Report from the City Attorney’s office

None.

L. Planning Commissioner’s Comments

Commission expressed their satisfaction with the survey and meeting outcome and saluted staff for gathering and providing these resources to residents. They believe it would be beneficial for City Council to consider appointing a sub-committee to deal with housing and low-income housing to receive community input on a regular monitoring basis. Chair Baldino requested staff to provide a report of the enforcement conditions for the Chick-Fil-A drive-thru.

M. Adjournment – meeting adjourned at 7:38 pm.

Next regular scheduled special meeting for May 13, 2021 at 5:30 pm

Michael Allen, Director of Development Services

Ryan Baldino, Planning Commission



**MINUTES OF THE
EL SEGUNDO PLANNING COMMISSION
Regularly Scheduled Meeting
July 08, 2021**

A. Call to Order

Brenda Newman virtually called the meeting to order at 5:31 p.m.

B. Pledge of Allegiance

Commissioner Hoeschler led the pledge.

C. Roll Call

Present via teleconferencing: Vice Chair Newman
Present via teleconferencing: Commissioner Hoeschler
Present via teleconferencing: Commissioner Keldorf

D. Public Communications

None.

E. Written Communications (other than what is included in Agenda packet)

None.

F. Consent Calendar

1. Expansion of a Recreational Vehicle Storage Facility (PS)

Project Address: 1 Chapman Way

Applicant: James Streetmaker (California Storage Master)

MOTION: To continue until further notice.

Moved by Commissioner Keldorf, second by Commissioner Hoeschler.

Motion carried, 3-0, by the following vote:

Ayes: Newman, Keldorf, Hoeschler.

Commissioner Maggay joined the meeting via teleconferencing.

G. Continued Business – Public Hearing

1. EA-1302 Zone Text Amendment No. 21-02, adding a section to the El Segundo Municipal Code regarding parking requirements for Religious Institution Affiliated Housing. (ES)

Principal Planner Eduardo Schonborn presented a PowerPoint in which he explained that the proposed zone text amendment is exempt from environmental review under CEQA Guidelines Section 15305 because it consists of minor alterations in land use limitations necessary to implement a state law mandate (AB 1851) and does not portend new development.

Vice Chair Newman opened the public hearing.

Commission discussion ensued, with questions regarding:

- Density bonus and eligibility.
- Will the housing be permanent or temporary?
- Intent of the legislation, and whether it's applicable to would it be aimed at existing religious sites or would it carry over to new religious developments?
- Whether the parking requirements for future religious development would be impacted and if they would be subjected to 50% of the parking requirements that religious sites used to be subject to.

Staff addressed the Commission's concerns:

- Explained that for existing religious sites to qualify for a density bonus under government code section 65915, they must meet basic requirements; they must be located on one or more continuous parcels; and the proposed housing development location must qualify as religious parking use. Developers are entitled to a density bonus by including as little as 5% affordable housing.
- State views parking lots at religious institutions as underutilized land that can be used for housing to address the shortage of affordable housing; thus, to maximize use of areas not being utilized cities cannot require them to replace the parking they remove to accommodate housing.
- Although this is intended for existing religious parking facility lots, in the near future we would need to discuss how new religious developments would be affected.

Vice Chair Newman closed the public hearing.

MOTION: To approve EA-1302 Zone Text Amendment No. 21-02.

Moved by Commissioner Maggay, second by Commissioner Keldorf.

Motion carried, 4-0, by the following vote:

Ayes: Newman, Hoeschler, Keldorf, Maggay

H. New Public Hearings

1. EA-1299 and Downtown Design Review No. DDR-21-01 - New Mixed-Use Development within the Downtown Specific Plan Area

Assistant Planner Maria Baldenegro presented a power point presentation for a design review for a new development involving three adjoining lots in the 200 block of the Richmond Street District, consisting of four residential units, 14,000 square feet of commercial use area, and 64 parking spaces, while retaining an existing brick building at 203 Richmond Street (former City Hall). She indicated that the project includes a request to deviate from the height and parking standards.

Vice Chair Newman opened public communication.

- Commissioner Keldrof expressed concern with the functionality of the parking, how will the lifts operate, how they will incentivize employees and visitors to use them and if the residential units will be for sale or rent. The architect, David Balian, communicated that a similar car lift is installed over at 212 Eucalyptus and proceeded to explain the operation. The lifts are

intended for office space and employees who occupy the building will be paired with a coworker and share the lift/key. Whoever arrives first will park the car on the lift, turn the key and the car will rise. Another person will park below. To bring the car down, the car parked at the bottom needs to be removed.

- Commissioner Maggay was interested in learning if staff completed an aesthetic impact study to determine if the architecture of the historical building is being preserved, how many parking spaces will be provided for public use and what will the ramp grade to enter the parking lot be. Mr. Balian highlighted that the minimum parking spaces required is 49 and they are proposing over 60, although it is hard to identify how many spaces each type will require they believe the ownership will manage the number of parking spaces available. Approximately 14 spaces are available to the public. Vehicular access is only available through a 2-way alley access that is wide, and it is a single level below grade. Mr. Baldino informed the Commissioners that the materials being used for this project will be concrete, timber and steel, they will introduce brick to carry over the old brick from the jail house in selected building areas. In addition, they will apply a different type of texture on the outside walls to encapsulate the construction and enhance the sites history.

Chair Baldino joined the meeting via teleconferencing.

- Chair Baldino inquired how will verification of building material would be done. Ms. Baldenegro and Mr. Schonborn explained that upon review they verify what materials are being proposed to create a design that not only retains the past but also paves the way for the future.
- Vice Chair Newman inquired about the distribution of floor space and what uses would occupy the building. Mr. Balian responded that the first floor is for retail use, second floor is for office use and the third floor us for residential use; maintaining a setback of 25' for the third floor.
- Commissioner Hoeschler expressed that he likes how the material pallet.
- Chair Baldino raised inquired about the height of the building in relation to the topography and if it would effect views; and if parking requirements can be met without the lifts. Mr. Balian explained that the specific plan calls for the slope of the street determined the height limit and that elevator shafts and staircases can exceed height limits. The slope is parallel to the street and they sit at 45ft, requesting approval of an additional of 3ft for a small corner of the third floor. He confirmed that without the lifts, they cannot meet the parking requirement, however, the lifts allow for an opportunity to keep the existing buildings.

Vice Chair Newman opened the public hearing.

- Mark Telesz, (property owner): assured the Commission that they are motivated to keep the existing buildings and although there is an old cell tower that will need to be removed they will be replacing it with a smaller one and it will be reinstalled at the roof of the proposed building. Mr. Balian went into detail of the materials being used for the inside and outside of the building.

Vice Chair Newman closed public communication.

MOTION: To adopt Resolution No. 2897, conditionally approving Environmental Assessment No. EA-1299, Downtown Design Review No. DDR 21-01 and Parking Adjustment No. ADJ 21-01.

Moved by Vice Chair Newman, second by Chair Baldino.

Motion carried, 5-0, by the following vote:

Ayes: Baldino, Newman, Keldorf, Hoeschler, Maggay.

I. New Business:

1. Determination of Consistency of the Proposed Fiscal Year 2021-22 Capital Improvement Program (CIP) with the City of El Segundo General Plan. (LX)

Planning Manager Eduardo Schonborn introduced Lifan Xu, City Engineer with the Public Works (P.W.) department.

Mr. Xu summarized the CIP report, noting the items needed citywide. Although the Planning Commission is reviewing the City's Capital Improvements Program for its conformance with the City's General Plan, a decision on individual projects in the CIP is not being made by the Planning Commission.

Planning Commissioner comments and concerns.

- The Commission inquired if certain projects were on schedule; status of the maintenance for certain sites; and questioned if the street improvements on Arena St. would compromise the trees. Mr. Xu and Public Works Director, Elias Sassoon, informed the Commission that they are on a 10-year schedule to inspect the sewer citywide. PW staff noted that their goal is to save the trees on Arena Street as they contribute to the aesthetics of the City; however, they cannot confirm if trees will be removed. Regarding city facilities, improvements are necessary as a result of lead and cracks in the windows, and from flooding when sewage backed up. Lastly, the projects were discussed and reviewed, and scored based on value by a committee that prioritized the projects based on need.

Chair Baldino opened public communication

Chair Baldino closed public communication.

MOTION: To adopt Resolution No. 2899, determining that the proposed FY 2021-22 Capital Improvement Program (CIP) is consistent with the City of El Segundo General Plan.

Moved by Commissioner Hoeschler, second by Maggay.

Motion carried, 5-0, by the following vote:

Ayes: Baldino, Newman, Keldorf, Hoeschler, Maggay.

J. Report from Director of Development Services or designee

Interim Director, Denis Cook, updated the Commission on how the Director interviews were coming along and confirmed that they are making progress with a candidate and are hoping he can start soon. As for the Planning Manager vacancy, they have narrowed down the applicant list so when the Director is on board, they can fulfill that position. Mr. Cook expressed that the department is working effectively and they have a list of large projects, such as the Catalyst project, Pacific Coast Commons, Standard Works and a 15-unit condominium project being proposed on Mariposa, all which they aim to present this fall. They are waiting for clearance to return to live meetings.

K. Report from the City Attorney's office

None.

L. Planning Commissioner's Comments

Chair Baldino informed Staff that he would like to see a report for issued permits for ADU permit update request from Chair Baldino. Requesting data base of the water and sewage pipelines as how old they are and the last time they were serviced.
Richmond project is exciting per Hoeschler

M. Adjournment – meeting adjourned at 7:00pm.

Next regular scheduled special meeting for July 22, 2021 at 5:30 pm

Michael Allen, Director of Development Services

Ryan Baldino, Planning Commission

TITLE:

Annual Housing Element Progress Report

RECOMMENDATION:

It is recommended the Planning Commission:

- 1) Receive and File
-

DISCUSSION

Pursuant to Government Code section 65400, cities are required to submit a housing element annual progress report to the State's Department of Housing and Community Development (HCD). The report format is a spreadsheet provided by HCD that tracks the number, type and affordability levels of residential units permitted or entitled in a jurisdiction in a calendar year. In summary, El Segundo's report for 2021 indicates that the City permitted 15 residential units and entitled four, as follows:

Permitted

- Nine accessory dwelling units
- Three single-family dwelling units
- Three multi-family dwelling units

Entitled

- Four multi-family residential units

All units are market rate, and none are restricted by covenant to households with moderate incomes or below.

ORIGINATED BY: Paul Samaras, AICP, Principal Planner 

REVIEWED BY: Eduardo Schonborn, AICP, Planning Manager 

APPROVED BY: Michael Allen, AICP, Director of Development Services 

ATTACHED DOCUMENTS

1. Annual Housing Element Progress Report - 2021

Jurisdiction	El Segundo
Reporting Year	2021 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle (10/1/2017 - 9/30/2021)

**ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation**
(CCR Title 25 §6202)

Note: "*" indicates an optional field
Cells in grey contain auto-calculation formulas

Project Identifier				Unit Types		Affordability by Household Incomes - Completed Entitlement							Affordability by Household Incomes - Building Permits														
1				2	3	4							5	6	7							8	9				
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5*-ADU,MSH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approval	# of Units Issued Entitlements	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Building Permits Data Issued	# of Units Issued Building Permits			
Summary Row: Sheet Data Entry Below																											
	41322021021	217 1/2 East Walnut Ave.		C0377-19	ADU	R	0	0	0	0	0	0	4		4	0	0	0	0	0	0	0	0	15		15	
	4133024001	783 1/2 Maryland St		C0003-20	ADU	R									0								1		1	10/11/2021	1
	4132028014	404 1/2 East Maple Ave.		C0051-20	ADU	R									0								1		1	6/11/2021	1
	4139026002	12 10 1/2 East Mariposa St		C0054-20	ADU	R									0								1		1	9/7/2021	1
	4132028038	740 1/2 Eucalyptus Dr		C0110-21	ADU	R									0								1		1	11/22/2021	1
	4132001032	435 1/2 West Magna Ave		C0139-21	ADU	R									0								1		1	7/8/2021	1
	4132024002	436 Sierra St		C0375-19	2 to 4	O									0								3		3	3/8/2021	3
	4132033004	945 1/2 Sheldon St		C0035-20	ADU	R									0								1		1	4/21/2021	1
	4131-016-064	777 West Mariposa Ave.		C0161-20	SFD	O									0								1		1	5/18/2021	1
	4131009003	427 Loma Vista St		C0195-20	SFD	O									0								1		1	4/13/2021	1
	4132014018	815 1/2 Penn St		C0197-20	ADU	R									0								1		1	2/2/2021	1
	4139016002	745 California St		C0084-21	SFD	O									0								1		1	8/11/2021	1
	4131016058	733 1/2 West Mariposa Ave.		C0084-21	ADU	R									0								1		1	9/3/2021	1
	4136024017	201-209 Richmond Co.		EA 1299	2 to 4	R						4		7/8/2021	4												

Jurisdiction	El Segundo	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
 Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	18	-	-	-	-	-	-	-	-	-	-	18
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	
Low	Deed Restricted	11	-	-	-	-	-	-	-	-	-	-	11
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	
Moderate	Deed Restricted	12	-	-	-	-	-	-	-	-	-	-	12
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	
Above Moderate		28	-	-	-	-	120	45	19	26	15	225	-
Total RHNA		69					120	45	19	26	15	225	41
Total Units			-	-	-	-	120	45	19	26	15	225	41

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.
 Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will include units that were permitted since the start of the planning period.
 Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.