

AGENDA SPECIAL JOINT MEETING EL SEGUNDO CITY COUNCIL & PLANNING COMMISSION THURSDAY, MAY 27, 2021 4:30 PM

DUE TO THE COVID-19 EMERGENCY
MEETING WILL BE CONDUCTED PURSUANT TO THE
GOVERNOR'S EXECUTIVE ORDER N-29-20.

VIA TELECONFERENCE ZOOM MEETING

MEETING ID: 981 0234 0844 PIN: 544544

PUBLIC ADVISORY: THE CITY COUNCIL CHAMBER WILL NOT BE OPEN TO THE PUBLIC

City Council

Drew Boyles, Mayor Chris Pimentel, Mayor Pro Tem Carol Pirsztuk, Councilmember Scot Nicol, Councilmember Lance Giroux, Councilmember

Planning Commission

Ryan Baldino, Chairperson Brenda Newman, Vice-Chairperson Jay Hoeschler, Commissioner Michelle Keldorf, Commissioner Kevin Maggay, Commissioner

Tracy Weaver, City Clerk Matthew Robinson, City Treasurer

Executive Team

Scott Mitnick, City Manager
Barbara Voss, Deputy City Manager
Bill Whalen, Police Chief
Denis Cook, Contractor, Development Services
Elias Sassoon, Public Works Director
Melissa McCollum, Community Services Director

Mark Hensley, City Attorney Joe Lillio, Chief Financial Officer Chris Donovan, Fire Chief Rebecca Redyk, HR Director Charles Mallory, Info. Tech. Director

MISSION STATEMENT:

"Provide a great place to live, work, and visit."

VISION STATEMENT:

"A hub for innovation where big ideas take off."

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Join by phone at 1-669-900-9128 and enter meeting ID and PIN.

NOTE: Your phone number is captured by the Zoom software and is subject to the Public Records Act, dial *67 **BEFORE** dialing in to remain anonymous.

Members of the Public may provide comments electronically by sending comments to the following e-mail address, with a limit of 150 words and accepted up until 30 minutes prior to the meeting: PUBLICCOMMUNICATIONS@elsegundo.org, *in the subject line please state the meeting date and item number*. Depending on the volume of communications, the emails will be read during public communications and are subject to disclosure under the Public Records Act.

Members of the Public may also provide comments in the designated area in Council Chamber Lobby up to and during public communication portion of the meeting. Members of the public must observe "social distancing" requirements at all times, *i.e.*, remain six (6) feet from other attendees during the entirety of the event or gathering.

Additional Information:

The City Council, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of City Council regarding any matter on this agenda that the City received after issuing the agenda packet are available for public inspection in the City Clerk's Office during normal business hours. Such documents may also be posted on the City's website at www.elsegundo.org and additional copies will be available at the City Council meeting. Unless otherwise noted in the agenda, the public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the agenda during the Public Communications portions of the Meeting. Additionally, members of 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 City Council, please state: your name, residence, and organization/group you represent, if desired. Please respect the time limits.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 310-524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

SPECIAL JOINT MEETING EL SEGUNDO CITY COUNCIL AND PLANNING COMMISSION THURSDAY, MAY 27, 2021 4:30 PM

CALL TO ORDER

ROLL CALL

PUBLIC COMMUNICATION – (Related to City Business Only – 5-minute limit per person, 30-minute limit total Individuals who have received value of \$50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing City Council. Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the agenda. City Council and/or City Manager will respond to comments after Public Communications is closed.

SPECIAL ORDER OF BUSINESS:

1. Housing Element Update

Recommendation -

- 1. Receive and file staff report and presentation including progress update, public outreach efforts, and a preliminary map of potential new housing locations (Site Inventory)
- 2. Take public testimony.
- 3. Discuss and provide direction on the preliminary Site Inventory map.

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ADJOURNMENT:

POSTED:

DATE: May 21, 2021

BY: Tracy Weaver, City Clerk

TIME: 9:30AM



Joint City Council and Planning Commission Agenda Statement

Meeting Date: May 27, 2021

Agenda Heading: Staff presentations

TITLE:

Housing Element Update

RECOMMENDATION:

- Receive and file staff report and presentation including progress update, public outreach efforts, and a preliminary map of potential new housing locations (Site Inventory).
- 2. Take public testimony.
- 3. Discuss and provide direction on the preliminary Site Inventory map.

FISCAL IMPACT:

The Housing Element update process is funded by the following sources:

- 1. \$160,000 in SB2 Grant funding
- 2. General Plan Maintenance Fund

BACKGROUND:

On January 19, 2021, staff updated City Council on several housing-related initiatives including the Housing Element update process (See Exhibit 1). The primary reasons behind the initiatives are: 1) the ongoing statewide housing crisis; and 2) State-mandated Regional Housing Needs Assessment (RHNA) allocation for El Segundo, which has increased sevenfold from the previous allocation in 2013. In February 2021, Southern California Association of Governments (SCAG) completed its final RHNA allocation for the City, which is summarized below.

The City's 2021-2029 RHNA Numbers

Very-low income units:	189
Low income units:	88
Moderate income units:	84*
Above-moderate income units:	131
Total units:	492**

^{*}Increased from 83 to 84 units from the September 2020 draft allocation.

^{**} Increased form 491 units to 492 units from the September 2020 draft allocation.

Housing Element update May 27, 2021 Page **2** of **4**

DISCUSSION:

The purpose of this report is to:

- 1. Update City Council and Planning Commission on the City's Housing Element public outreach efforts since January 2021; and
- 2. Present a preliminary housing Site Inventory that complies with State criteria.

1. Public Outreach Efforts

Consistent with City Council Strategic Plan (Goal No. 1: Enhance Customer Service and Engagement) staff has pursued several methods to engage the community in the Housing Element process.

A. Dedicated webpage.

In March 2021, staff established a dedicated page on the City website where the public can find information about the Housing Element update process and opportunities to participate in the process.

B. Public survey.

In early April 2021, staff released a survey to gauge the community's thoughts on housing issues. The survey was posted on the City's Housing Element webpage and was promoted through mass emails, postings on social media, announcements on the City website homepage. The survey questions covered the following topics:

- i. The types of housing that are needed in El Segundo
- ii. The types of amenities/services that may be located in or near housing developments
- iii. The population groups that most need housing in El Segundo
- iv. What concerns the community has regarding housing in El Segundo
- v. What goals should be included in the new housing element
- vi. What locations may be for new housing in El Segundo

The City received a total of 1,134 responses to the community survey. The full survey and responses are included in Exhibit 2 (attached).

C. Community meeting.

On April 13, 2021, staff conducted a virtual community meeting to inform the public about the Housing Element and obtain input on important housing issues. The meeting was attended by over 70 residents and housing stakeholders. Staff answered many questions, received valuable input, and encouraged the attendees to take the City survey.

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2. Preliminary Site Inventory

A key component of the Housing Element is a Site Inventory, which is a list or map that identifies specific properties where new housing units could feasibly be developed within the next 8-year period (2021-2029). The goal for El Segundo is to find properties for which at least 492 units, City's RHNA allocation, plus a reasonable buffer (in case some of the identified properties are not developed in the 8-year planning period). To qualify for the Site Inventory a property must meet certain criteria, such as a minimum size, location near amenities or public services, location in zones that permit the necessary development density, or location in areas that may be converted into of those zones. The State Department of Housing and Community Development (HCD) has developed strict criteria for determining whether a specific property is adequate and should be included in the City's Site Inventory. Staff and the City's consultant team have prepared a preliminary map of sites that comply with most of HCD's criteria for consideration by the Planning Commission and City Council. None of the sites identified on the map are located east of Pacific Coast Highway. The preliminary Site Inventory map is included in Exhibit 3 (attached).

3. Next Steps

Following the joint study session, staff will complete a draft Housing Element that incorporating the input received from the City Council and Planning Commission. At the same time, staff will initiate the required environmental (CEQA) review. The draft Housing Element will be presented to the Planning Commission for review and approval, submitted to HCD for its review, followed by City Council public hearings for adoption. HCD certification of the adopted Housing Element is the last step in the process after City Council adoption. The anticipated timeline for the next steps is summarized below.

Anticipated Timeline for 2021/2022:

•	Initiate CEQA review	June 2021
•	Draft Housing Element	June 2021
•	Planning Commission hearing	June 24, 2021
•	HCD Review	July/August 2021
•	City Council hearing for adoption	Winter 2021/2022
•	HCD Certification	February 2022

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CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Enhance Customer Service, Engagement, and Communication

Objective 1B: El Segundo's engagement with the community ensures excellence

Activity 1: Obtain customer feedback, assess customer satisfaction and use it to improve services through surveys and other methods.

Goal 5: Champion Economic Development and Fiscal Sustainability

Objective A: El Segundo promotes economic growth and vitality for businesses and the community.

Activity 5. Identify areas within the community that are appropriate for housing.

PREPARED BY: Paul Samaras, Principal Planner

REVIEWED BY: Denis Cook, Interim Director of Development Services & for DC

APPROVED BY: Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS:

1. Staff Report Dated January 19, 2021

2. Community Survey Questions and Responses

3. Preliminary Housing Element Site Inventory Map

Exhibit 1

ELSEGUNDO

City Council Agenda Statement Meeting Date: January 19, 2021 Agenda Heading: Staff presentations

TITLE:

Update on City's effort to meet State affordable housing mandates, including Regional Housing Needs Assessment (RHNA) and the Housing Element.

RECOMMENDATION:

Receive and file.

FISCAL IMPACT:

The housing programs and activities described in this report are funded by the following sources:

- 1. \$160,000 in SB2 grant funding
- 2. \$65,000 in LEAP grant funding
- 3. General Plan maintenance fund
- 4. Affordable housing in-lieu fee fund

BACKGROUND:

City's Response to the California Housing Crisis

In the last decade, a housing crisis emerged in California that consists of two supply and demand components: a shortage of housing and a lack of affordability. Due to the housing crisis, and in response to the State's mandates to provide more affordable housing, the City Council in past months has directed staff to pursue several avenues that will lead to meeting State affordable housing mandates. This report is an update on the City's efforts and is organized in the following sections:

- A. An update on the City's 2013-2021 Housing Element and its associated Regional Housing Needs Assessment (RHNA).
- B. RHNA expectations for the 2021-2029 housing cycle.
- C. Status of City Council authorized activities and programs for providing affordable housing, including preparation of the 2021-2029 Housing Element to the General Plan.
- D. Summary of anticipated housing related actions for 2021.

For a regional understanding of the housing crisis, the Southern California Association of Governments (SCAG) has published a report that describes the extent, causes and potential solutions to the housing crisis. The full SCAG report can be found at the following link: https://scag.ca.gov/sites/main/files/file-attachments/housingplanningguide2016.pdf.

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DISCUSSION:

A. 2013-2021 RHNA Numbers and Housing Element Status

Projected housing needs for cities and counties in our region are prepared by SCAG under a process known as the Regional Housing Needs Assessment (RHNA). RHNA allocates regional housing needs by income level among member jurisdictions. The City's adopted 2013-2021 Housing Element identified a SCAG allocated need for 69 housing units. This allocation is broken down into four income level categories, which are expressed as a percentage of the county median income. The four categories and the allocated numbers are listed below:

Very-low income units (50 percent of median or less)	18
Low income units (50 to 80 percent)	11
Moderate income units (80 to 120 percent)	12
Above-moderate income units (120 percent and above)	28
Total units	69

As of January 1, 2021, the City has permitted 164 housing units during the current housing cycle in the above moderate income (market) level. But no units have been permitted at the lower income levels. Therefore, the City has not made progress toward meeting its 2013-2021 RHNA allocation for the lower income levels.

B. 2021-2029 RHNA Numbers

On September 4, 2020, SCAG notified the City of the draft RHNA allocation for El Segundo. The allocation for El Segundo consists of:

Very-low income units:	189
Low income units:	88
Moderate income units:	83
Above-moderate income units:	131
Total units:	491

The Final RHNA Allocations are anticipated to be issued in February 2021.

C. Status of City Council authorized activities and programs

Establishment of a Housing Division

In September 2020, concurrently with adoption of the 2020/2021 budget, the City Council established a Housing Division within the Development Services Department. The new Housing Division's responsibilities include the following overarching goals:

- 1. Preserve and protect the existing affordable housing stock;
- 2. Provide sufficient new, affordable housing opportunities in the City to meet the needs of groups with special requirements, including the needs of lower and moderate-income households;
- 3. Provide opportunities for new housing construction in a variety of locations and densities to achieve a diversity of housing;
- 4. Remove governmental constraints on housing development, as necessary; and
- 5. Promote equal housing opportunities including ownership and rental housing.

Establishing the City's Housing Program:

The new Housing Division is proceeding with development of the programs that the City Council has authorized. These programs are:

1. Preparation of the 2021-2029 Housing Element

As required by State law, the City is developing the next Housing Element. Chosen from a list of candidates that submitted proposals, the City entered into an agreement with Veronica Tam & Associates, Inc. to prepare the next Housing Element to the General Plan. The City's consultant is now in the first phase of its work which includes evaluating the City's progress in implementing the 2013-2021 Housing Element.

The City's next Housing Element must contain an inventory of sites zoned to accommodate enough residential development under each of the RHNA income level categories. In addition, it must contain programs, policies, and actions that will facilitate enough residential development to meet the need under each of the RHNA income level categories.

Next steps: Following a public workshop in March/April, the draft Housing Element will be presented to the Planning Commission in May or June 2021. The draft Housing Element will be submitted to HCD (California Department of Housing and Community Development) for review in July/August 2021, followed by City Council public hearings for adoption in October 2021. Certification of the adopted Housing Element will follow by the end of 2021.

2. Selection of an Affordable Housing Services Provider

By way of background, in February 2019, the 540 Imperial Avenue project was developing into a major issue as alternatives to six required affordable units were being proposed by the developer. As a result, in lieu of providing the six affordable residences, the 540 Imperial Avenue project provided the City with \$5.3 million to provide affordable housing elsewhere from this project. This money can be utilized as seed money to receive other affordable housing monies that can create a realistic housing program. As a result of receiving this money, in March 2020, the City Council authorized staff to prepare a Request for Qualifications (RFQ) seeking qualified affordable housing developers to provide housing development and administrative services to the City. The selected respondent will assist the City in fulfilling their affordable housing needs as defined in the State of California's Regional Housing Needs Assessment (RHNA) goals.

As a result of the RFQ, staff received 13 responses, followed by interviews with a short list of respondents. Tentatively scheduled for the February 2, 2021 City Council meeting, the Council will be provided with a finalist recommendation for the Council's consideration and direction.

Next steps: If the City Council accepts staff's recommendation, the City and the respondent will enter into an Exclusive Negotiating Agreement (ENA). If the negotiations are successful, staff will bring forward to the City Council a development and administrative services agreement for consideration and action. The ultimate goal is for the selected company/team to work closely with the City to assist in the following:

- Developing a strategic plan for producing affordable housing units to assist the City in fulfilling future Regional Housing Needs Assessment (RHNA) goals;
- b. Identifying properties with the potential for affordable housing development, and existing rental projects that may be suitable for acquisition, rehabilitation and conversion to deed-restricted affordable housing projects; and
- c. Assisting in the ongoing monitoring and administration of affordable housing units that are produced in El Segundo.

3. SB 2 Planning Grant

On July 10, 2019, the City submitted an application to the Department of Housing and Community Development (HCD) for funding under the SB2 Planning Grants Program. The application was approved and the City was awarded \$160,000 on April 10, 2020. The awarded funds will be used to compensate a planning consulting firm to complete the following Housing Element related projects:

a. Zoning Regulations Analysis. This effort will review and analyze development standards in the Zoning Code, applicable specific plans, and other City requirements to determine whether and to what extent they impede residential development in the City's existing residential zones. The analysis will also propose changes to development standards and other options that will result in optimizing development density in the City's existing zoning districts.

b. Comprehensive RHNA Sites Inventory Analysis/RHNA Action Strategy. This effort will involve an in-depth analysis of the residential areas of the City to determine the development capacity on a parcel by parcel basis and identify residential areas that would be appropriate for increased densities. The resulting report and list of sites will become the basis for the new Housing Element that will be prepared in 2021.

The following three ordinances are included in the City's 2013-2021 Housing Element and their adoption this year will directly implement a Housing Element requirement.

- c. Density Bonus ordinance. This ordinance will produce City regulations consistent with State Law that incentivizes the provision of affordable housing in development projects in return for additional density and other development standard exceptions.
- d. Single Room Occupancy (SRO) housing ordinance. This ordinance will produce City regulations consistent with current State Law that will provide locations and development standards for SRO housing. This type of housing is typically restricted to occupancy by no more than two persons and may include a kitchen and/or a bathroom. It is considered an option for providing affordable housing opportunities.
- e. Transitional and Supportive Housing ordinance. This type of housing typically serves as a short-term stay (up to two years) when an individual or household is waiting to secure permanent housing. This ordinance will produce City regulations consistent with State Law that will provide locations and development standards for Transitional and Supportive housing.

On November 17, 2020, the City Council awarded a contract to CSG Consultants, Inc. to prepare the above ordinances and studies. CSG has initiated work on the SB2 Grant projects, with the RHNA Sites Inventory Analysis given a higher priority.

Next steps: Staff anticipates scheduling a workshop before the Planning Commission and City Council in late March or April 2021 to present CSG's work. Other community outreach efforts will follow later in the year along with Planning Commission and City Council public hearings for the adoption of the three ordinances in late Summer and Fall 2021.

4. LEAP Grant

On June 23, 2020, the City applied for a grant under HCD's Local Early Action Planning (LEAP) Grants program. Subsequently, HCD approved the grant application and awarded \$65,000 in grant funding. The grant funds will be utilized to pay for consultant services to conduct research, public outreach and prepare an Inclusionary Housing ordinance for City Council consideration. Inclusionary housing ordinances typically require developers to set aside a certain percentage of residential units in their projects for lower income residents.

On December 8, 2020, the City released an RFP for consulting firms to assist the City with preparation of an Inclusionary Housing ordinance. The deadline to submit responses to the RFP was January 11, 2021.

Next steps: After review of the RFP responses, staff will present an item to the City Council in February with a recommended consulting firm for the Council's consideration and direction. A public workshop and other stakeholder outreach activities will occur in the Spring and Summer 2021, followed by Planning Commission and City Council public hearings for the adoption in Fall 2021.

5. Downtown Specific Plan update RFP

The current Downtown Specific Plan was adopted on December 1, 2000. It is a mixed-use plan that permits residential uses at a density of 12.5 units per acre. The Downtown is an area where there is potential to add more housing by increasing the permitted density. In addition to improving the Downtown area overall, increasing housing density could contribute significantly toward meeting the RHNA numbers in the City's next Housing Element.

On October 14, 2020, the City released an RFP for a consulting firm to assist the City in updating the Downtown Specific Plan (DSP) and preparing a related Environmental Impact Report (EIR). The deadline to submit responses to the RFP was on December 1, 2020 and the City received 12 responses. Staff is currently evaluating the responses of candidate firms.

Next steps: After developing a short list, staff will schedule interviews in February 2021. Following the interview process, staff will present an item to City Council in March 2021 with a recommended consulting firm for the Council's consideration and direction. It is anticipated that an updated Downtown Specific Plan will be brought to the City Council for adoption in August 2022.

6. Civic Center Redevelopment RFQ

On October 16, 2020, the City released an RFQ for development companies to assist the City with investigating the feasibility and planning for the redevelopment of the 3.8-acre Civic Center site. Redevelopment of the Civic Center may include

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consolidation and/or relocation of some City facilities, as well as reserving portions of the site for potential commercial and residential development. This effort will be undertaken in coordination with the Downtown Specific Plan update and has the potential to assist the City in meeting its RHNA numbers while helping revitalize the downtown area.

The deadline to submit responses to the Civic Center RFQ was December 18, 2020 and the City received 10 responses. Staff is currently reviewing the RFQ responses to develop a short list of qualified candidate firms.

Next steps: Following the RFQ response review, staff will invite qualified candidates to submit a package illustrating the developer's approach for the site for evaluation. This process is anticipated to occur January-June 2021. Next, the City may invite potential developers to meet with staff, representatives and consultants to discuss the proposed approaches in June and July 2021. Staff anticipates presenting one of more candidates for City Council consideration and direction in August 2021. The preferred developer will then commence the project design process including public workshops in September 2021. It is anticipated that a project will be brought to City Council for approval in August 2022.

D. Summary of Anticipated City Actions for 2021:

Based on the discussions above, a summary of the City Council's housing program reviews and actions for 2021 are anticipated to occur approximately:

1. 2021-2029 Housing Element Preparation

	Public Workshop	April 2021
	Draft Housing Element	June 2021
	HCD Review	July/August 2021
	City Council: Housing Element Adoption	October 2021
	HCD Certification	December 2021
2.	Affordable Housing Services Provider Selection	
	 City Council: Exclusive Negotiation Agreement 	February 2021
	 City Council: Development and Administrative Services Agreement 	Fall 2021
3.	SB 2 Planning Grant	
	 RHNA Sites Inventory Analysis Completion 	March 2021
	Public Workshop	March/April 2021
	 Zoning Regulations Analysis Completion 	June 2021
	City Council: Housing Ordinances Adoption	Fall 2021

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4. LEAP Grant

•	Consultant Award	February 2021
•	Public Workshop	March-June 2021
•	Inclusionary Housing Ordinance Draft	July 2021
	City Council: Inclusionary Ordinance Adoption	October 2021

5. Downtown Specific Plan update RFP

•	Consultant Interviews	February 2021
•	City Council: Consultant Award	March 2021
•	Project Kick-off	April 2021
•	Public Workshop	Summer 2021
	City Council: Adoption	August 2022

6. Civic Center Redevelopment RFQ

•	Qualified Candidates Short list	January 2021
•	Qualified Candidates Development Package Review	January-June 2021
•	Interviews	June-July 2021
•	City Council: Exclusive Negotiation Agreement	August 2021
•	City Council: Redevelopment Project Approval	August 2022

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CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Champion Economic Development and Fiscal Sustainability

Objective A: El Segundo promotes economic growth and vitality for businesses and the community.

Activity 3. Conduct a study of repurposing City Hall.

Activity 5. Identify areas within the community that are appropriate for housing.

Activity 10. "Re-imagine" the downtown, which includes developing a vision, beautification, promoting the downtown and creating a funding source for marketing it.

Objective B: El Segundo approaches its work in a financially strategic and responsible way.

Activity 7. Enhance existing revenues and look for new revenue sources (grants, economic development, tax measures).

PREPARED BY: Paul Samaras, Principal Planner

REVIEWED BY: Sam Lee, Director of Development Services

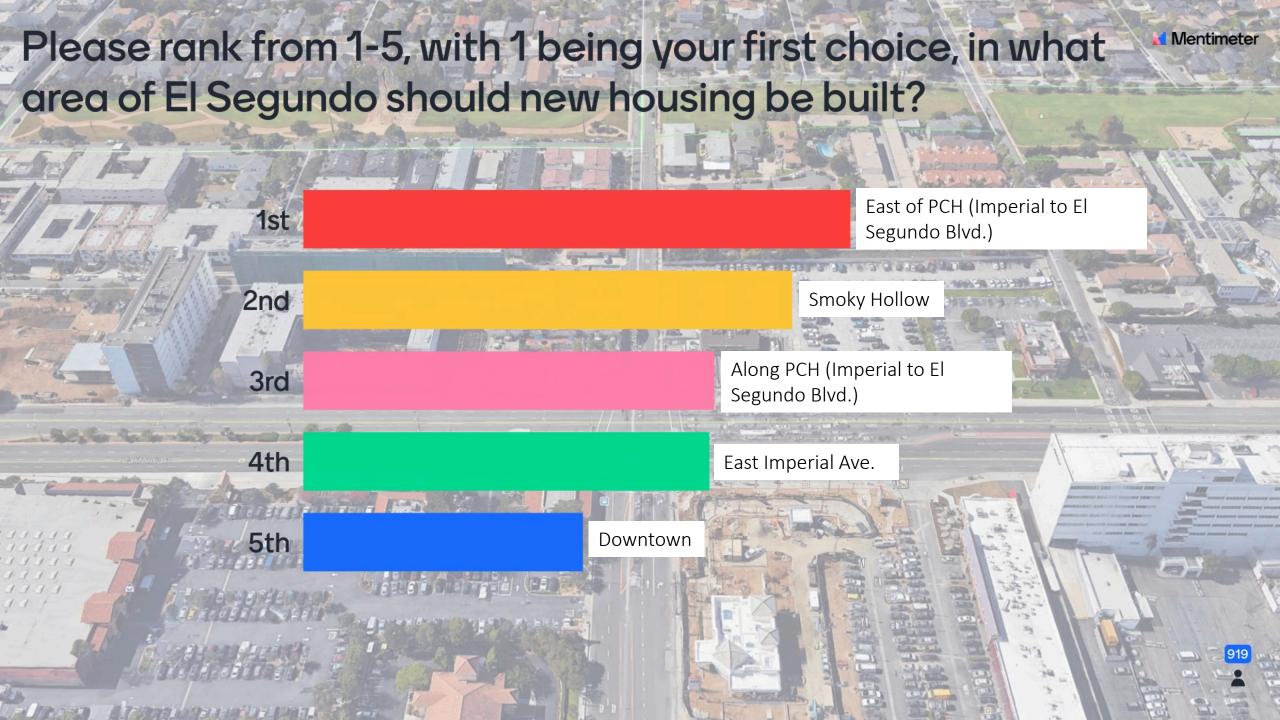
APPROVED BY: Barbara Voss, Deputy City Manager

ATTACHED SUPPORTING DOCUMENTS: N/A

What three words would you use to describe El Segundo?

Exhibit 2

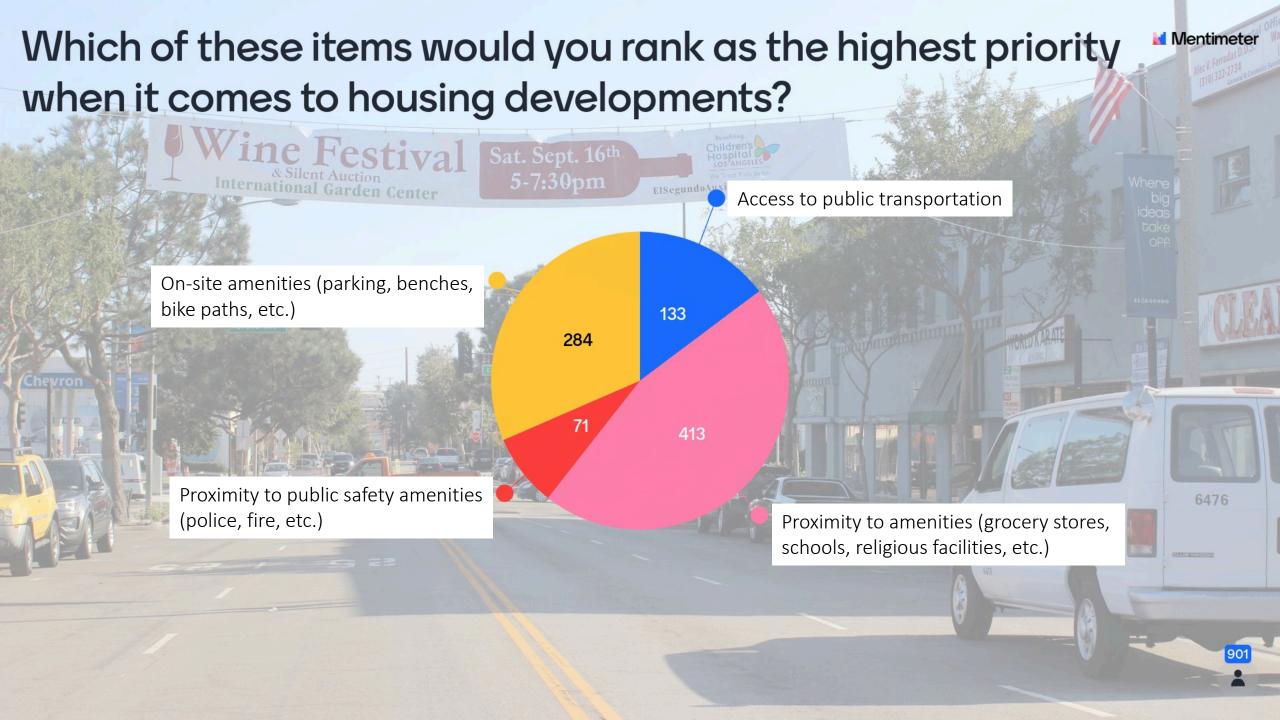




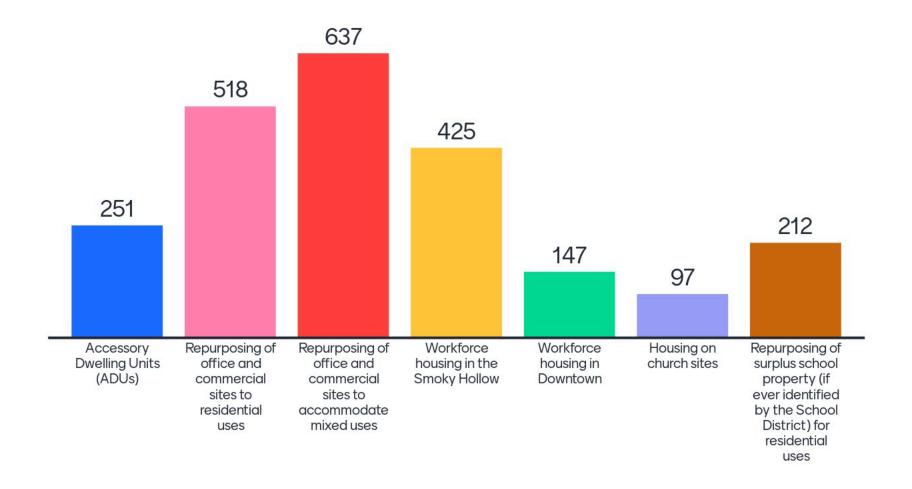








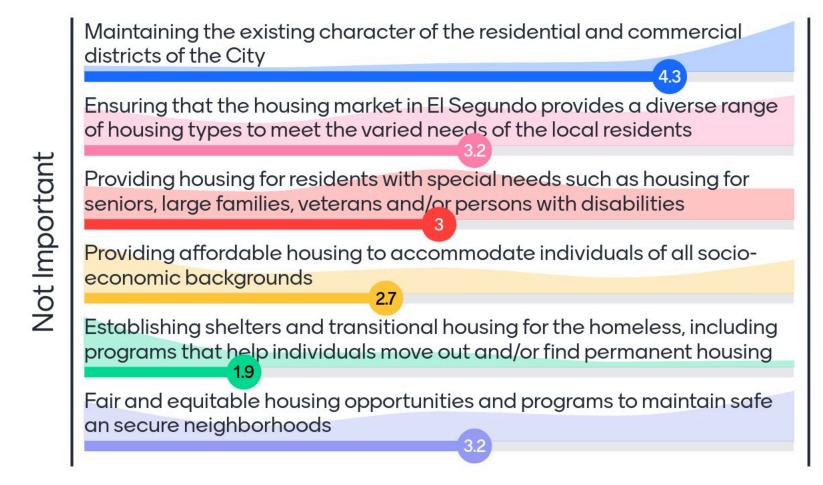
In your opinion, what housing types would you like to see more of in the El Segundo? (Select the top 3)





Very Important

On a scale of 1 to 5, with 5 being "very important," how important are the following concerns to you?

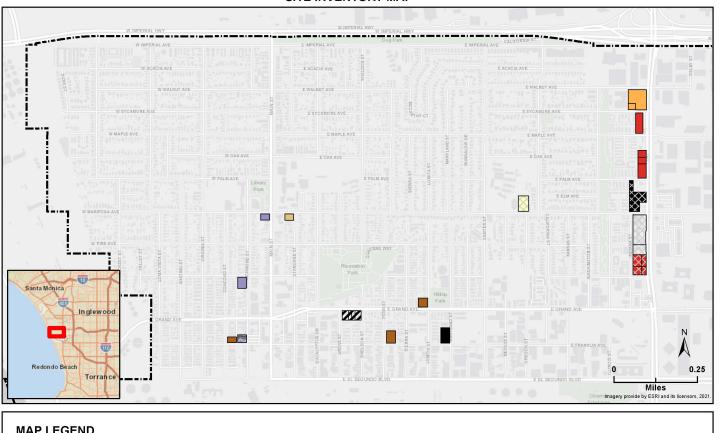


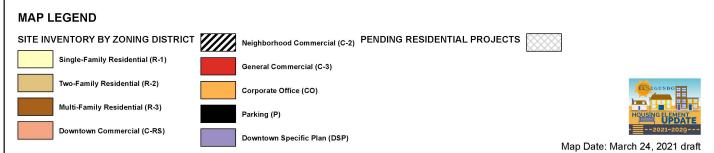
These are existing housing goals adopted in the current Housing Element. How applicable are these goals to El Segundo today and for the future?



Draft Site Inventory Map

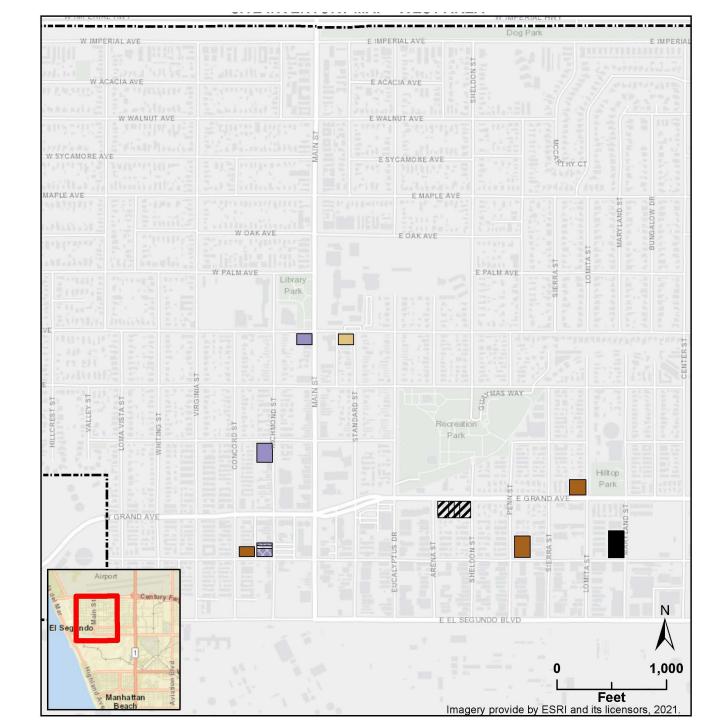
EL SEGUNDO HOUSING ELEMENT 2021-2029 SITE INVENTORY MAP





Downtown and Grand Avenue Sites





PCH Sites



