

## PLANNING COMMISSION AGENDA

March 10, 2022

#### **PUBLIC ADVISORY:**

NO MEMBERS OF THE PUBLIC WILL BE ALLOWED IN CITY HALL. PERSONS WISHING TO PROVIDE PUBLIC COMMENT MUST DO SO VIRTUALLY UTILIZING ANY OF THE METHODS LISTED BELOW. PARTICIPATION VIA ELECTRONIC MEANS IS ENCOURAGED.

#### 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/89179624594?pwd=NXNiNms3dHd5RFdHY3lEdmlQUG9aUT09

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: 891 7962 4594

Passcode: 597550

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 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: <a href="mailto:planning@elsegundo.org">planning@elsegundo.org</a>. Please include the meeting date and any applicable 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 10, 2022

TIME: 5:30 p.m.

LOCATION: Teleconference/Videoconference and in-person at:

City Council Chambers

350 Main Street, El Segundo, CA 90245

VIDEO ACCESS: 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 City Clerk's office 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 City Business only and for which the Planning Commission is responsible—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. 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. 2918, making specified findings and authorizing the continued use of teleconferenced meetings pursuant to Government Code section 54953(e).

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

Project Address: 2160 East Grand Avenue

**Applicant:** Maxwell Hoff on behalf of Truemark Inc. (dba JB3D)

**Project Description:** A request for an Administrative Use Permit to allow a 15-foot tall monument sign. (Environmental Assessment No. EA-1319 and Administrative Use Permit No. 21-02)

**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

- 3. Approval of the Planning Commission Meeting Minutes:
  - January 13, 2022 (Regular Meeting)
  - August 26, 2021

- July 22, 2021
- May 13, 2021

#### **RECOMMENDED ACTION:** Approve the Minutes.

#### G. Continued Business – Public Hearing

None.

#### H. New Public Hearings

#### 4. 4-Unit Condominium Subdivision (MB)

Project Address: 535-541 Indiana Street

**Applicant:** Stacy Straus representing Mirko Vukotic on behalf of 535 Indiana

ES LLC.

**Project Description:** Subdivide a property containing four existing residential units with a semi-subterranean parking-level, into four condominiums. (Environmental Assessment No. EA-1312 and Subdivision No. SUB 21-01)

**Environmental Determination:** The proposed project is categorically exempt from additional CEQA analysis pursuant to CEQA Guidelines § 15303 exemption (New Construction or Conversion of Small Structures).

#### **RECOMMENDED ACTION:**

Adopt Resolution No. 2917, conditionally approving Environmental Assessment No. EA-1312 and Subdivision No. SUB 21-01 (VTPM 83543).

I. New Business:

None.

- 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 March 24, 2022, at 5:30 pm.

POSTED:	Venus Wesson	<u> March 3, 2022 &amp; 3:26pm</u>	
	(Signature)	(Date and time)	



#### **Planning Commission Agenda Statement**

Meeting Date: March 10, 2022 Agenda Heading: Consent

#### TITLE:

Authorize teleconferencing meetings pursuant to Assembly Bill 361.

#### **RECOMMENDATION:**

Adopt Resolution No. 2918, 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.

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).

Thus, in accordance with City Council direction, the Planning Commission adopted PC Resolution Nos. 2901, 2908, 2910 and 2916authorizing the use of teleconferenced Planning Commission meetings. Since Planning Commission meetings have recently been conducted only via teleconferencing or in a "hybrid" manner of in-person and teleconferencing, and since Federal, State and Local mandates change, staff recommends that the Planning Commission adopt PC Resolution No. 2918, thereby authorizing the continued use of teleconferenced meetings pursuant to Government Code Section 54953(e).

PREPARED BY: Eduardo Schonborn, AICP, Planning Manager

REVIEWED BY: Joaquin Vazquez, Deputy City Attorney

APPROVED BY: Michael Allen, AICP, Development Services Director

#### ATTACHED SUPPORTING DOCUMENTS:

PC Resolution No. 2918

#### **RESOLUTION NO. 2918**

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

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

#### <u>SECTION</u> 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. This gubernatorial proclamation, among other things, suspended local government emergency declaration, reporting, and extension requirements of Government Code § 8630 for the duration 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 (via Executive Order N-21-21).
- H. Effective January 5, 2022, the Governor extended the statewide COVID-19 emergency until March 31, 2022 (via Executive Order N-1-22).
- I. Government Code § 54953(e) allows the City to continue utilizing teleconferencing (which includes internet based video conferencing) to conduct public meetings under certain circumstances.
- J. On December 9, 2021, the Planning Commission adopted Resolution No. 2908 authorizing the continued use of teleconferenced meetings pursuant to Government Code § 54953(e).
- K. On January 13, 2022, the Planning Commission adopted Resolution No. 2910 authorizing the continued use of teleconferenced meetings pursuant to Government Code § 54953(e).
- L. On February 10, 2022, the Planning Commission adopted Resolution No. 2916 authorizing the continued use of teleconferenced meetings pursuant to Government Code § 54953(e).

<u>SECTION 2</u>: *Teleconferencing*. Pursuant to Government Code § 54953(e), the Planning Commission finds 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-21-21 dated November 10, 2021);
- 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 necessary 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;

- F. Legislative body members may appear at regular and special meetings in person; and,
- G. Public officials, designated by the City Manager, or designee, may attend such public meetings if presenting matters to the legislative body or if the official's presence at the meeting is otherwise deemed necessary by the City Manager or designee.

<u>SECTION 3:</u> 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.

<u>SECTION 4</u>: *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.

<u>SECTION 5</u>: *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.

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

PASSED AND ADOPTED this 10th day of March, 2022.

ATTEST:	Ryan Baldino, Chair	
Michael Allen, AICP, Secretary		
APPROVED AS TO FORM:		
Joaquin Vazquez Deputy City Attorney		



#### **Planning Commission Agenda Statement**

Meeting Date: March 10, 2022 Agenda Heading: New Public Hearing

#### TITLE

Administrative Use Permit to Allow a 15-foot tall Monument Sign located at 2160 East Grand Avenue, in the Urban Mixed-Use North (MUN) Zone. (Environmental Assessment No. EA-1319 and Administrative Use Permit No. 21-02)

Applicant: Maxwell Hoff representing Truemark Inc. (dba JB3D)

#### 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 2, 2022, the Director issued the attached decision letter, approving a new 15-foot tall monument sign located at 2160 East Grand Avenue. 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.
- 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.

EA-1312 and SUB No. 21-01 March 10, 2022 Page **2** of **2** 

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 15-foot tall monument sign is necessary to display signage for a total of four future tenants in a building that was previously occupied by a single tenant. The taller monument sign preserves the existing landscaping and provides the height necessary for future tenant signs to be visible from the street. Further, the proposed monument sign is in a commercial zoning district where there are other monument signs similar in height and design. Lastly, the proposed location of the monument sign is outside the corner visibility triangle area, preserving adequate line of sight for vehicles approaching the intersection. The project is appropriate for the location, therefor staff recommend 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 15-foot 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, Manning Manager

APPROVED BY: Michael Allen, AICP, Development Services Director

#### ATTACHED SUPPORTING DOCUMENTS:

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



### Development Sevices Department

March 2, 2022

JB3D Helen Becerra 731 N. Main Street Orange, CA 92868

RE: Environmental Assessment No. EA-1319 and Administrative Use Permit

No. AUP 21-02

Address: 2160 E. Grand Avenue, El Segundo, CA

Dear Ms. Becerra:

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 15-foot tall monument sign located at 2160 East Grand Avenue with space allocated for four tenant signs. 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 10, 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 15 feet and a maximum of 99 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 Maxwell Hoff representing Truemark Inc. (dba JB3D) 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-1319 and Administrative Use Permit No. AUP 21-02. 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-1319 or AUP 21-02, 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, Maxwell Hoff, certifies that he has read, understands, and agrees to the Project Conditions listed in this document.

Maxwell Hoff	
Truemark Inc.	(dba JB3D)

## Exhibit B Environmental Determination and Required Findings

<u>Environmental Assessment</u>: 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.

<u>Administrative Use Permit Findings:</u> 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.

- The proposed sign is similar in height and scale to other monument signs located in the immediate area and is compatible with the existing commercial office building.
- 2. The proposed fifteen-foot high monument sign will include two faces and is intended to display the names of four future tenants at 2160 East Grand Avenue. 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 Urban Mixed Use North (MU-N). The purpose of the MU-N zone is to provide areas where a mixture of compatible commercial, office, research and development, retail and hotel uses can locate and develop in a mutually beneficial manner. It is the intent of the MU-N Zone to have several types of uses occupy a single building, or multiple buildings at a project site. As a result, property within this zoning district often require monument signs that display the names of multiple tenants at each site. The proposed 15-foot tall monument sign is necessary to provide enough area to display clearly the property address and new signage for four future tenants.
- 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 buildings and sites which they occupy 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. Further, the existing landscaping along the perimeter of the property line fence will minimize the additional height request for the monument sign.

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 Grand Avenue which provides access to an existing 164,360 square-foot multi-tenant building. The proposed sign meets the development standards of the MU-N 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 fifteen-foot monument 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 traffic.



# GRAND + NASH

## PERMIT PACKAGE

11.23.21

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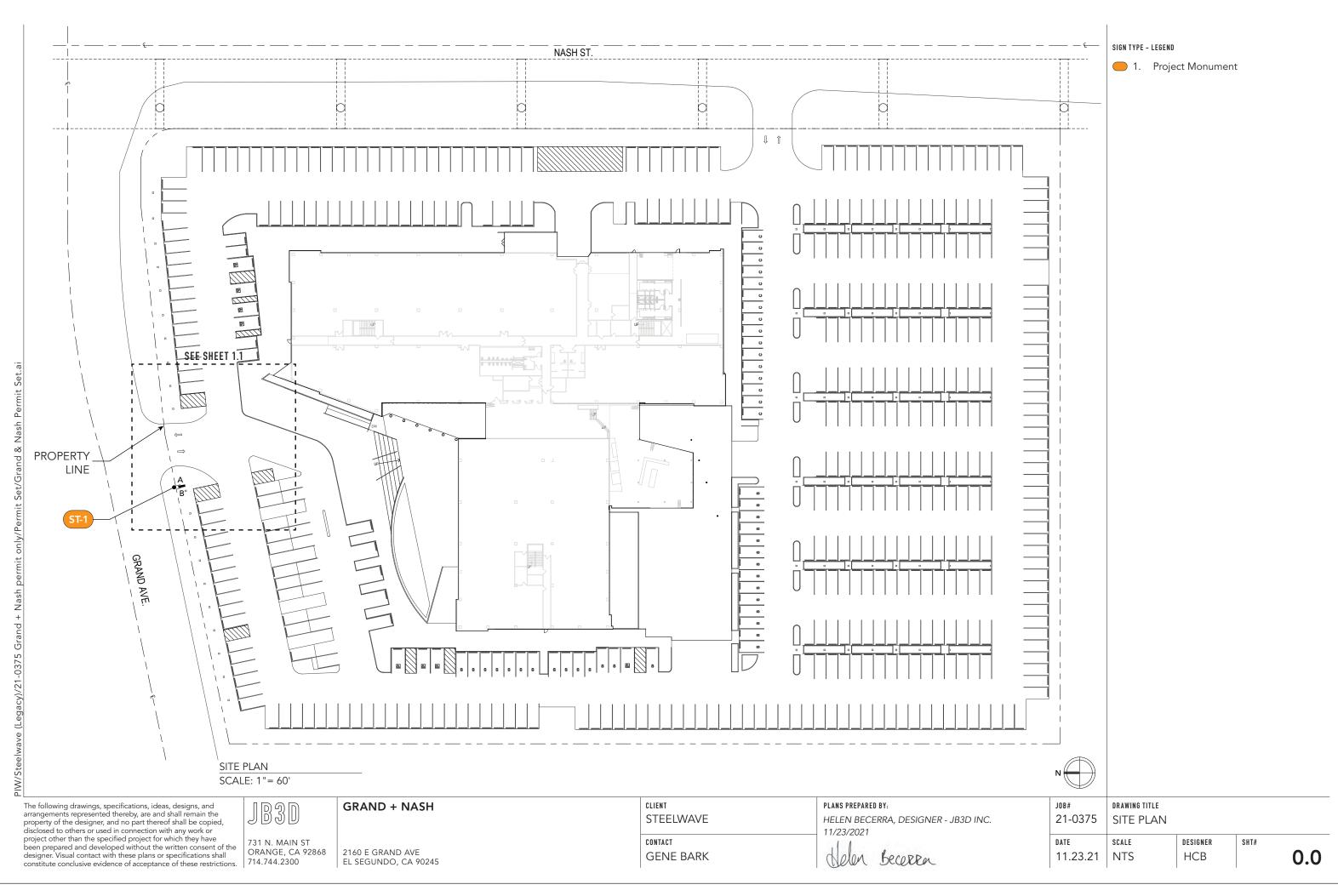
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1.0-1.1	SIGN TYPE 1 ELEVATIONS & RENDERINGS
1.2	SECTION DETAIL
1.3	ENGINEERING

PLANS PREPARED BY:

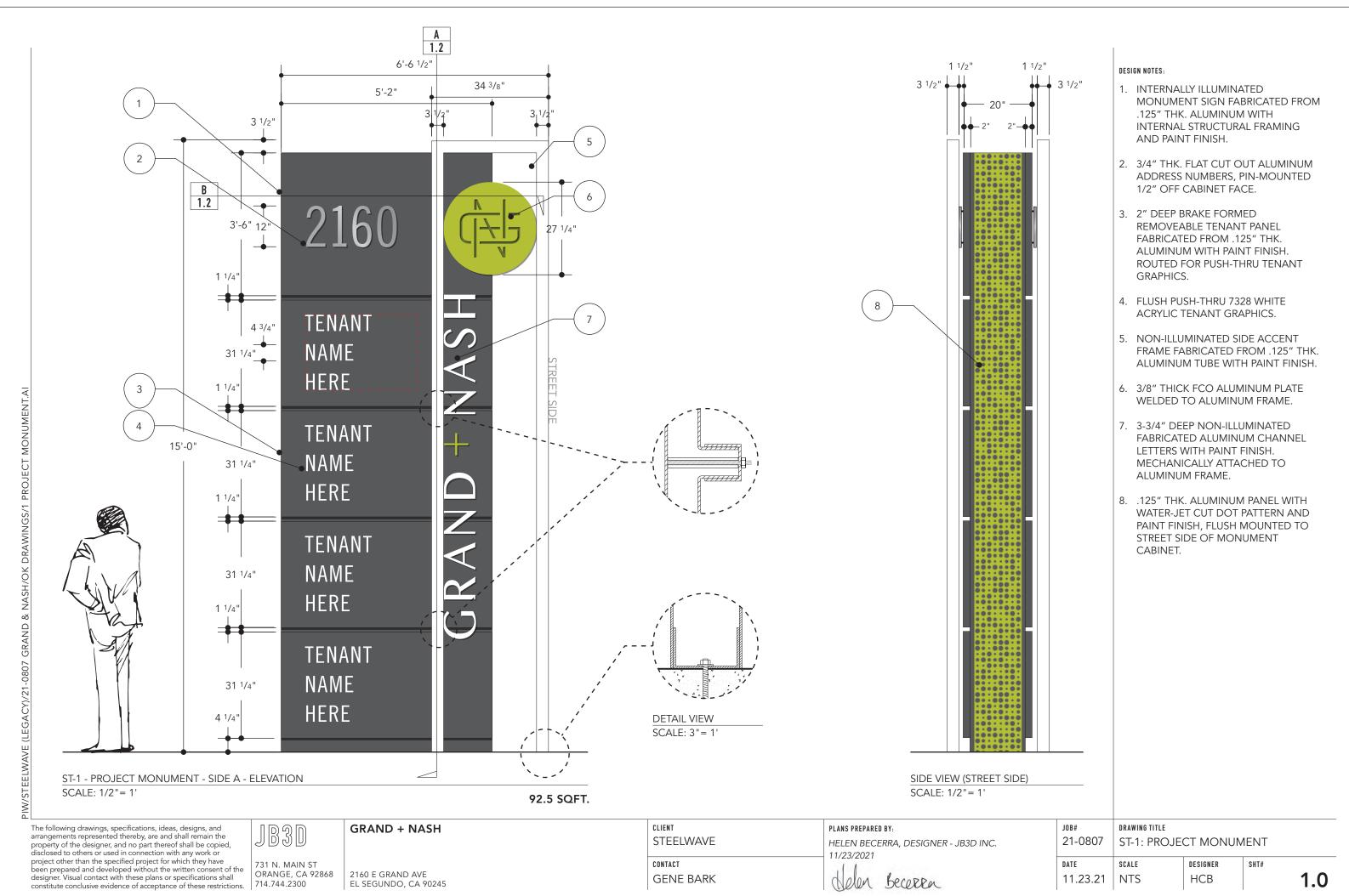
HELEN BECERRA, DESIGNER - JB3D INC. 11/23/2021

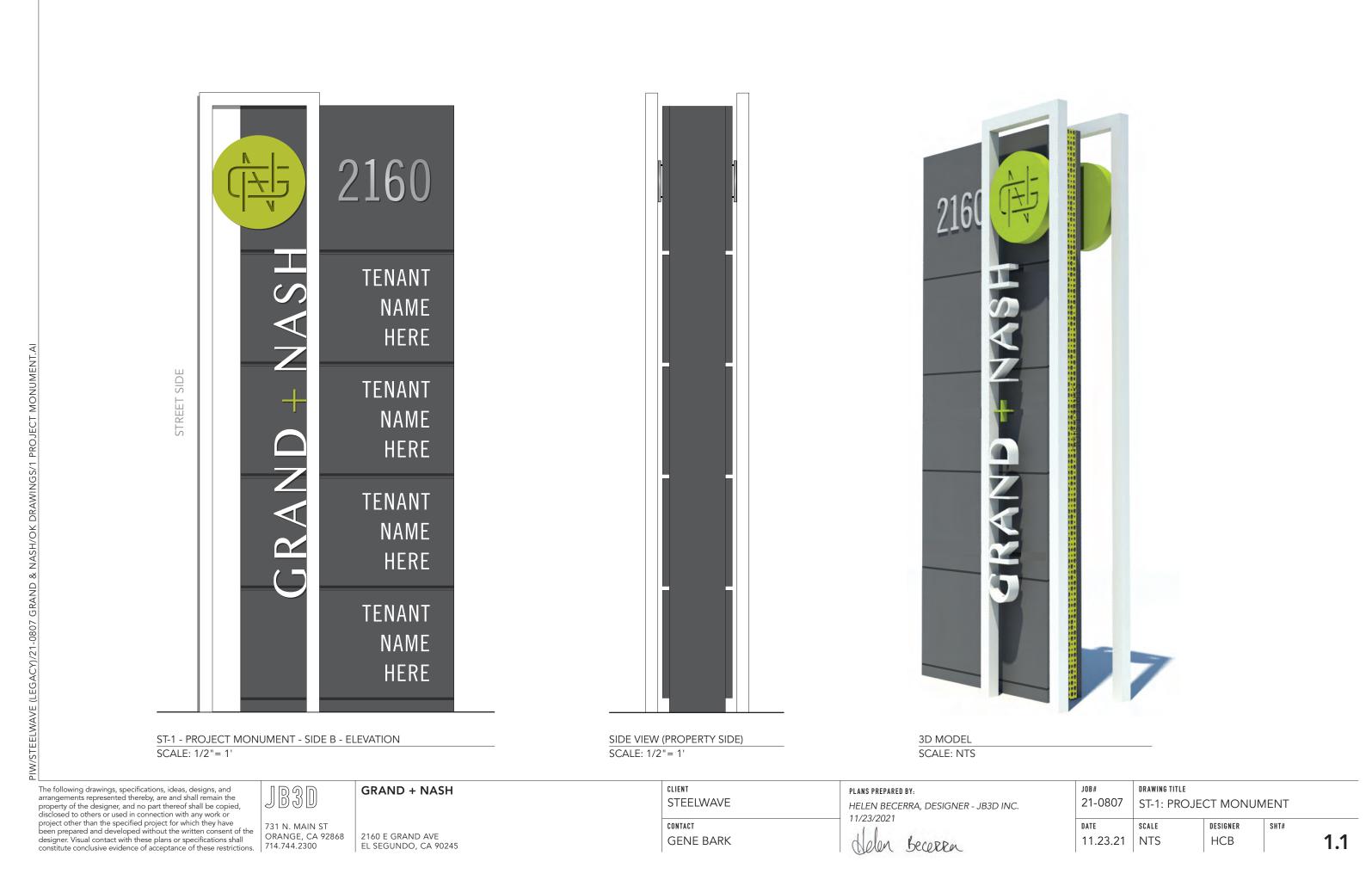
Holon Becorrer

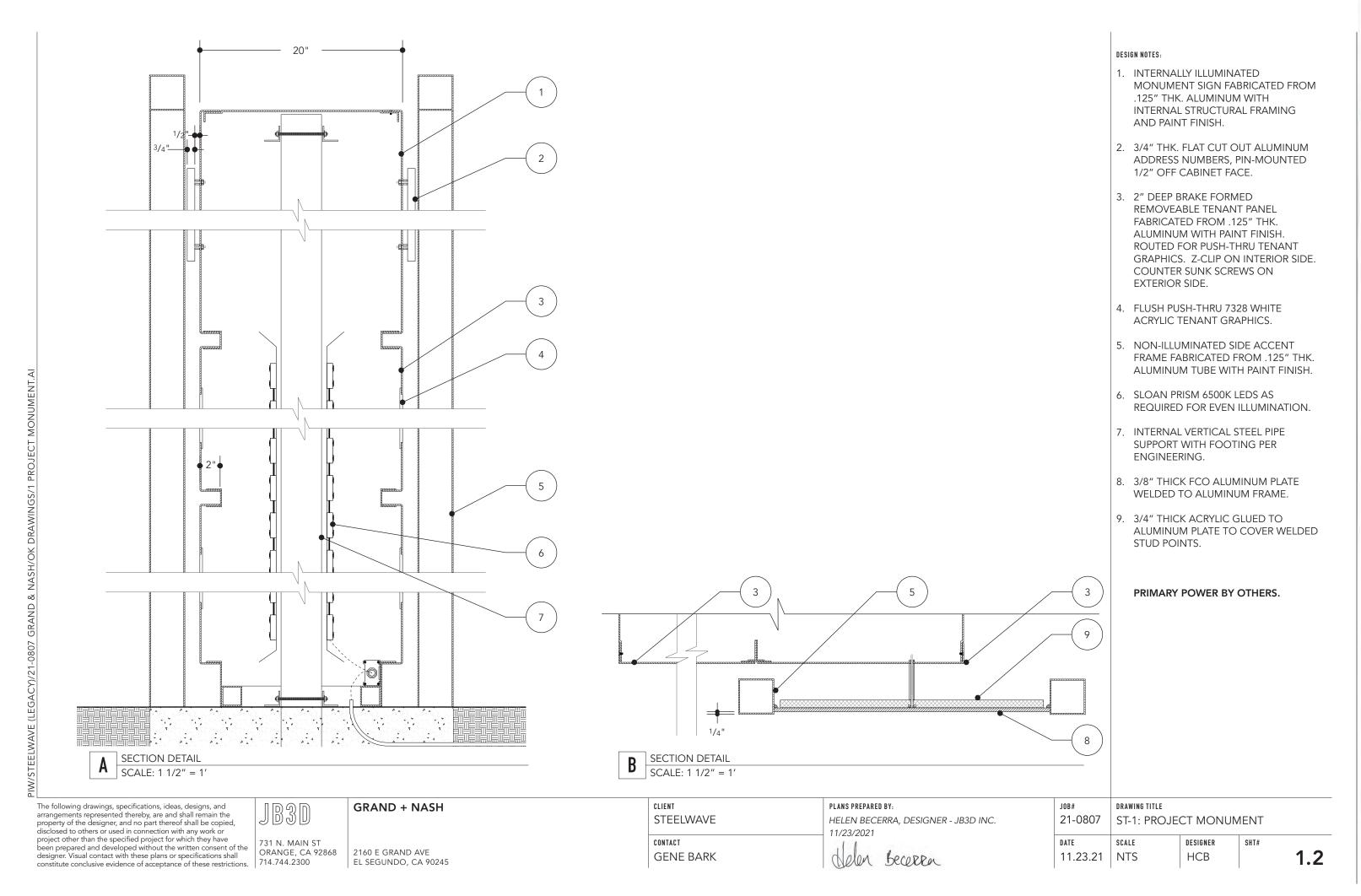


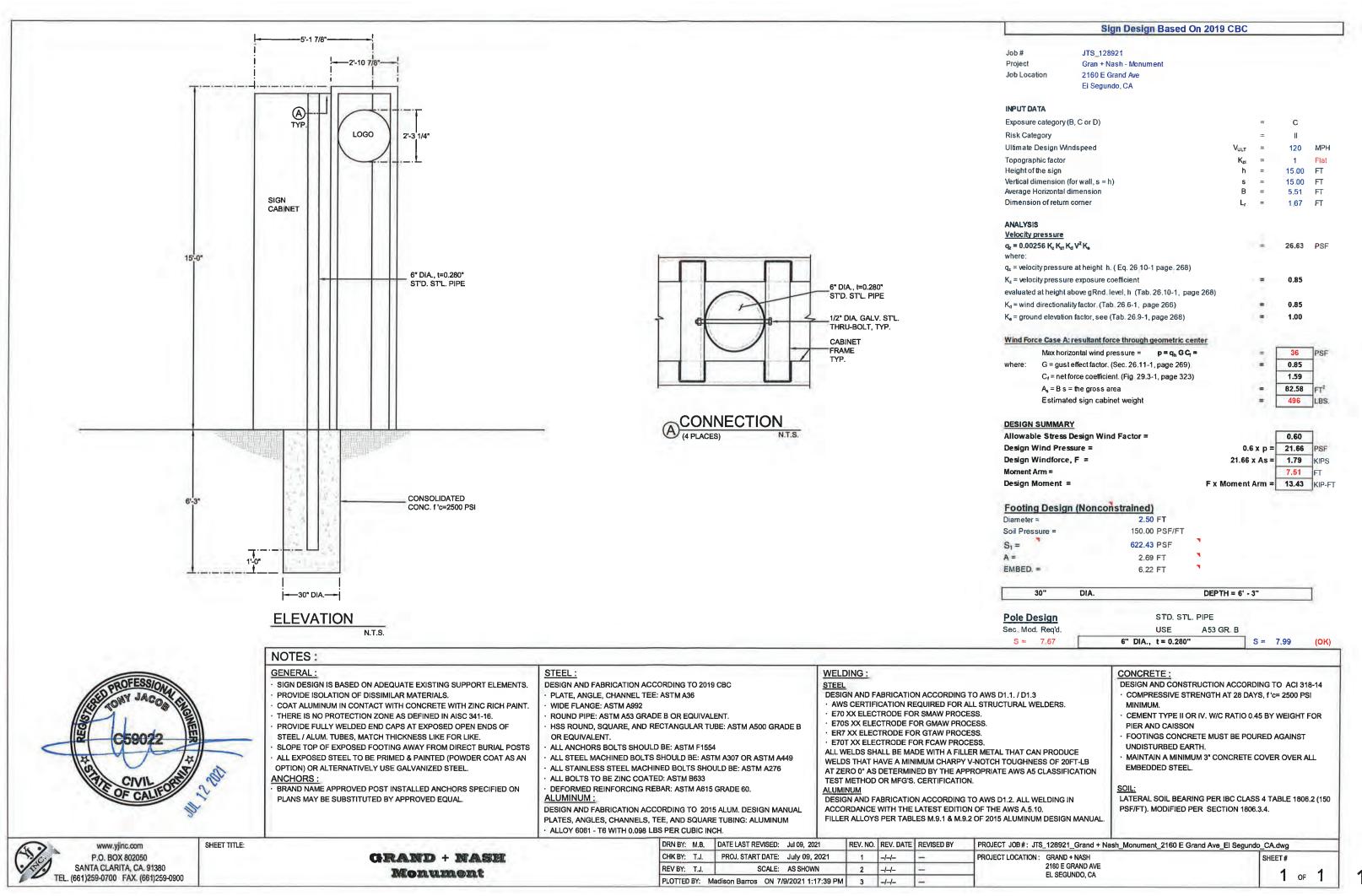














## MINUTES OF THE EL SEGUNDO VIRTUAL PLANNING COMMISSION Regularly Scheduled Meeting January 13, 2022

#### 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: Vice Chair Newman Present via teleconferencing: Commissioner Keldorf Present via teleconferencing: Commissioner Maggay

#### D. Public Communications

None.

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

Planning Manager Eduardo Schonborn read into the record a letter that was submitted today from Mitchel M. Tsai.

#### F. Consent Calendar

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

MOTION: Approve Resolution No. 2908 Moved by Vice Chair Newman, seconded by Commissioner Keldorf.

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

Ayes: Baldino, Newman, Maggay, Keldorf

#### G. Continued Business - Public Hearing

None.

#### H. New Public Hearings

## 2. Environmental Assessment No. EA-1317 and Zone Text Amendment No. ZTA 22-01 (ES/MA)

Planning Manger Eduardo Schonborn introduced John Kaliski.

John Kaliski gave a PowerPoint presentation of his findings while assessing the City's single-family neighborhoods, how opportunities exist with lots that have alley access, 25-foot wide lots, and the age of the housing stock. He also provided a detailed account of SB 9, its requirements to allow development and allow for subdivisions in R1 zones of the City.

- Development Service Director Michael Allen thanked Mr. Kaliski and his team on the work they have provided for the Planning Commission and the recommendations on how to preserve the character of the R-1 Zone. Mr. Allen indicated that staff is looking for feedback from the commission on any additional recommendations.
- Commissioner Maggay asked if once a lot split has been done, can a portion of it be sold. Mr. Kaliski stated that yes you can split the lots and sell the two lots having two homes on the lot. Mr. Maggay inquired if the front house has its own parking requirement. Mr. Kaliski stated that access easements would be a requirement.
- Vice Chair Newman inquired about parking for lots with alley access. Mr. Kaliski, referred to slide 21, and illustrated how access and parking can be provided on the 25' wide lots on slide 21.
- Mr. Baldino inquired about including stricter height limits since the structures will be allowed with as little as 3-foot side setbacks.
- Commissioner Keldorf asked about covenant terms, cost, and maintenance. Mr.
   Allen stated that covenant affordable term and rate is yet to be determined, but
   Many Mansion will be monitoring. Ms. Keldorf inquired if a parking covenant
   language will be included into the title. Mr. Allen responded that is correct the
   easement will be recorded in with the title

#### Chair Baldino opened public communication.

• Jay Hoeschler resident of El Segundo had concerns regarding the following: 1) inquired about the ordinance definition of high quality transit corridor; 2) FAR of existing lots and existing structure, and how that impacts the ability to build a unit under this ordinance; 3) mass and bulk resulting from the 2<sup>nd</sup> level being restricted to 90%, with reduced setbacks and lack of modulation; and, 4) inquired if inclusionary unit meant and how many units would be required to be affordable.

#### Chair Baldino closed public communication.

- Mr. Vazquez responded with the definition of high-quality transit and corridor and that it includes service being no longer than 15 minutes during peak commute hours.
- Mr. Kaliski addressed the massing and modulation and low income housing. Mr. Baldino ask language can be added requiring 4-foot setback to the second story.
- Mr. Allen responded that affordable housing would be required every urban lot split, where for every 2 units one would be affordable.
- Mr. Baldino, referring to the resolution, asked to edit the CEQA finding to reflect the project is exempt because state law. Mr. Vazquez stated that the verbiage can be removed.
- Mr. Allen reviewed the commission request: 1) to strike the provision outside of CEQA; 2) inclusion recommendation of the porch and modulations; 3) height restrictions to avoid the tall ADU's that are happening in town.

MOTION: to approve Resolution No. 2911 as amended by Mr. Allen.

#### Moved by Chair Baldino, seconded by Commissioner Keldorf.

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

Ayes: Baldino, Newman, Kelforf, Maggay

### 3. Environmental Assessment No. 1271 and General Plan Amendment No. GPA 19-04 (PS)

Principal Planner Paul Samaras gave a brief power point presentation on the project and introduce Victoria Tam consultant for her to provide her Power Point presentation as well.

#### Chair Baldino opened public communication.

- Rafa Pimental with the Southwest Carpenter Union asked the commission to consider a policy that requires the use of skilled workers.
- Tatiana Jensen with the Southwest Carpenter Union reiterated Mr. Pimentel's request to consider the local skilled workforce.
- Robert Chapman with the Southwest Carpenter Union stated that this will have impacts to the skilled trained workforces.
- Jay Hoeschler provide a few concerns: 1) page 30 of pdf packet site inventory accessory affordable unit; 2) page 130, indicated there is a discrepancy in the reporting of the ADU's.
- Kelly Esquivel resident asked what incentives are there for property owners to build a 2<sup>nd</sup> unit in the low or moderate levels, and if the City would be subsidizing the loss in rental income for property owners.

#### Chair Baldino closed public communication.

Mr. Allen stated that it was staff decision and at this time no incentives on subsidizing rents for 2<sup>nd</sup> units. However, moving forward, such a provision can be explored by the commission to implement. Regarding the labor union request for skilled labor Mr. Allen indicated that the City Council will need to make a policy decision as to making it a requirement in future development project. Mr. Allen indicated that the ADU's identified came from survey data by SCAG, which was not produced by city staff.

- Commissioner Keldorf asked what happens next with the comments provided from the meeting tonight. Mr. Samaras stated that they would be incorporated into the final draft document. Ms. Tam indicated that the state would take 60 days to return with comments.
- Mr. Baldino inquired about the housing choice voucher. Ms. Tam responded that it is the new form of section 8.
- Mr. Baldino raised a question on page 221 regarding subsidies.
- Mr. Samaras stated that it refers to the ability of Development Service Department to approve at staff levels.
- Ms. Newman would like to see a study or have a discussion on the feasibility of housing East of PCH.
- Mr. Baldino inquired about the overlay zone that came before the commission.

**MOTION:** To adopt 2021-2029 Housing Element resolution No. 2909. **Moved by Commissioner Maggay seconded by Vice Chair Newman.** 

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

#### Ayes: Baldino, Newman, Keldorf, Maggay

#### I. New Business:

#### 4. 2022 Regular Planning Commission Schedule (ES)

Planning Manager Eduardo Schonborn presented a 2022 Planning Commissioner calendar to the Commission.

**MOTION:** Receive and file and confirm the 2022 Regular Planning Commission schedule.

#### J. Report from Director of Development Services or designee

Michael Allen thanked the Commission on making decision and providing guidance on the major projects that have come before the Commission tonight.

#### K. Report from the City Attorney's office

None.

#### L. Planning Commissioner's Comments

The Commission is looking forward to meeting in person again.

#### M. Adjournment – meeting adjourned at 7:34 pm.

Next regular scheduled meeting for January 27, 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

#### August 26, 2021

#### A. Call to Order

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

#### B. Roll Call

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

Present via teleconferencing: Chair Baldino

Absent: Commissioner Maggay

#### C. Pledge of Allegiance

Chair Baldino led the pledge.

#### D. Public Communications

None.

#### E. Consent Calendar

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

Project Address: 1 Chapman Way, El Segundo, CA

**Applicant:** James Streetmaker (California Storage Master)

**MOTION:** Motion to approve consent calendar passed, 4-0.

### F. New Business – Presentation regarding development of a local inclusionary housing ordinance/program

Principal Planner Paul Samaras introduced Darin Smith and Julie Cooper from Environmental Planning Services (EPS), as the consultants assisting the City with a possible inclusionary housing program.

Darin Smith gave a brief summary about his background in inclusionary housing, as well as the history of EPS and the professional services they provide. He introduced Julie Cooper as the Director of Environmental Planning Services.

Julie Cooper Director of EPS, gave an overview of the inclusionary housing program (IHP) that included a summary of the EI Segundo Affordable Housing Standards for 2021, the elements of an IHP, examples of IHP in other LA County cities, and IHP impact feasibility requirements. The following topics were discussed in her presentation:

- Inclusionary housing as a possible requirement in new residential development can provide affordable housing units along with market-rate units
- IHP grows the affordable housing inventory along with overall residential supply
- IHP can provide opportunities for a range of household types to live in the community, especially with State law and RHNA require cities to plan for housing and income diversity.
- Provide housing for workforce can reduce commute times.

The following next steps were identified:

- Refine scenarios based on Commission and stakeholder feedback
- Vet model assumptions with developer community
- Conduct a first round feasibility analysis and share initial findings with City
- If it is feasible, then provide public presentation to community and targeted stakeholders involved in housing development and advocacy, and summarize IHP opportunities and initial findings

Darin, Julie and Paul addressed questions from the Commission regarding the presentation.

#### G. Report from Director of Development Services or designee

Development Services Director Michael Allen stated he did not have a formal report, but just wanted to thank everyone at the City of El Segundo for giving him such a warm welcome, and looks forward to collaborating with the Planning Commission to work on projects. Chair Baldino offered Michael support to help him achieve his goals for the Department.

#### H. Report from the City Attorney's office

None.

#### I. Planning Commissioner's Comments

Chair Baldino asked staff to provide the Planning Commission with an update of all ADUs (Accessory Dwelling Units) in town, and when its presented to provide a spreadsheet of the data in the agenda packet. Eduardo will prepare something for the next agenda.

**J. Adjournment:** The meeting adjourned at 7:00 PM. The next meeting is scheduled for September 9<sup>th</sup> at 5:30 PM.

PASSED AND APPROVED:	
Michael Allen, Development Services Director	
Ryan Baldino, Planning Commission Chair	



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

July 22, 2021

#### A. Call to Order

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

#### B. 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

#### C. Pledge of Allegiance

Chair Baldino led the pledge.

#### D. Public Communications

None.

#### E. Written Communications

None.

#### F. Consent Calendar

### 1. Administrative Use Permit to allow full alcohol service at Richmond Bar and Grill (ES)

Project Address: 145 Richmond Street

Applicant: Zach Lyall and Riley Montz representing Richmond Street Hospitality, LLC

**Re**: Request to change alcohol beverage control license from a Type 41 (On-Sale Beer & Wine, Eating Place) to a Type 47 (On-Sale General, Eating Place) license.

Consultant Planner, David Blumenthal provided a brief PowerPoint presentation that included the building & floor plan of the establishment. He indicated the restaurant currently has a Type 41 for beer and wine, but requests a Type 47 for beer, wine and distilled spirits at restaurant. Their request along includes modifying the operating hours as follows:

- 11:00 am to midnight, Sunday through Thursday
- 11:00 am to 1:30 am., Friday and Saturday

Motion to Receive and File passed, 5-0

#### G. Continued Business - Public Hearing

None.

#### H. New Public Hearings

#### 2. EA1306 and El Segundo South Campus Specific Plan Amendment No. 21-01 (ES)

Project Address: 21000 to 2198 El Segundo Boulevard (ESSCSP)

**Applicant:** Continental Development Corporation

Principal Planner Eduardo Schonborn informed the Commission that the applicant submitted a request to continue the item. Since no date is specified, the item will be re-noticed when it comes before the Planning Commission.

#### I. New Business

#### 3. EA-1308 and CUP 21-01; Conditional Use Permit for Portal School (ES)

Project Address: 555 Aviation

**Applicant:** Joseph Bryant representing Portal School

Consultant Planner, David Blumenthal provided a brief presentation that included the building & floor plan; indicating that the proposed conditional use permit is for a private high school with up to 60 students, operating Monday through Friday, from 8:00 a.m. to 5:00 p.m. He indicated that there will be no student drop off along Utah Avenue, and the school will operate without a kitchen or cafeteria since lunch will be delivered.

After questions regarding the operation of the school, the Commission moved to adopt Resolution number 2898, to conditionally approve EA-1308 and CUP 21-01. Motion to approve 5-0

#### 4. Report from Director of Development Services or designee

Interim Development Services Director Dennis Cook reported the City has hired its new Development Services Director, Michael Allen, who will be starting August 16<sup>th</sup>.

Denis stated we are currently in the recruitment stages for a planning manager and possibly an assistant or associate planner.

Denis stated he would prepare a memo next week to share the status of the large projects the Department is currently working on, such as Pacific Coast Commons, Catalyst and Standard Work.

#### 5. Report from the City Attorney's office

None.

#### 6. Planning Commissioner's Comments

Commissioner Keldorf asked Interim Director Dennis Cook how long he had planned on staying, now that the City has hired Michael Allen as the new Director of Development

Services. Dennis stated he would stay until the City needed him; until Michael is comfortably settled in his new position.

Commissioner Hoeschler stated that regarding outdoor dining, he hopes the City seeks the opinions of local merchants and restaurant owners and operator that outdoor dining can continue despite the pandemic.

Commissioner Maggay requested to chat with Eduardo regarding item H2 regarding why the staff's recommendation was to deny. Since the item was agendized to be continued at the applicant's request and the item continued earlier this evening, no further discussion on the item can occur.

7.	Adjournment –	Meeting	adjourned	at 6:30	pm; next	t meeting	scheduled for	or Augus	t 12,
	2021 @ 5:30 pm								

Dennis Cook, Interim Development Services Director	Rvan Baldino, Commission Chair



## MINUTES OF THE EL SEGUNDO VIRTUAL PLANNING COMMISSION Regularly Scheduled Meeting May 13, 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: Commissioner Maggay

Absent: 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 1303 and CUP 21-01 – Conditional Use Permit for a massage boutique at Plaza El Segundo. (MB)

Project Address: 710-A S. Allied Way, El Segundo, CA 90245

Applicant: Lisa A. Caldwell-Meeks

**Project Description:** A request to allow a massage boutique in the Commercial Center (C-4) zone within an existing tenant space at Plaza El Segundo.

Assistant Planner Maria Baldenegro provided a PowerPoint presentation that gave a brief overview of the property that included the area view of site and floor plans. She indicated that the required findings can be made to approve the permit, stating that the use is in accord with the objectives and the purpose of the zone; the use will not be detrimental to

the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity; and the use will comply with each of the applicable provisions of this Chapter

Applicant Lisa A. Caldwell-Meeks gave a presentation regarding the massage boutique that highlighted the following:

- The Now Corporate maintains incredibly high standards for its franchisees by providing a design manual to establish a uniform look throughout all its boutiques. From signage to fixtures, our boutiques maintain the highest quality to create a luxury experience.
- Aesthetic incorporates raw elements and natural materials to create a chic minimalist oasis
- The visionaries behind The NOW have amplified the brand's reach from four proven massage locations in Los Angeles (Silver Lake, West Hollywood, Studio City, Santa Monica) with an average of 2.4 M in unit volume, into a fast-growing franchise systems with a national footprint.
- NOW has been featured in high profile magazines such as InStyle, Vogue, Allure, W Magazine, Forbes, People, US Weekly, New York Times and Angeleno
- Boutique will be in full compliance with the massage establishment provisions of the El Segundo Municipal Code. (Chapter 10, Section 4)
- All massage therapists administering massages will be verified as being certified by the California Massage Therapy Council prior to hire date.

The Commission asked the applicant about the business. After discussion among the Commissioners, motion to approve passed 4-0.

- I. Continued Business Public Hearing None.
- **J.** Report from Director of Development Services or designee

Denis Cook introduced himself as the new Interim Development Services Director. Stated there are currently two vacancies in the Department and he is hoping to get the recruitment going for those positions.

Denis stated he is looking forward to stepping in to offer the best assistance until the Director's position is filled. Stated the Director's position will be filled first; then we will focus on filling the planning manager's and assistant/associate planner's position.

Eduardo stated the next meeting will be a special joint meeting between the City Council and the Planning Commission that will start at 4:30 pm on May 27<sup>th</sup>, to discuss our housing element.

Eduardo provided an update for the Chick-fil-A project, located at 740 N. Pacific Coast Highway that highlighted the following:

- Project approvals
- Conditions of approval that included a requirement that the "drive-through operator must ensure that the drive-thru queue does not cause traffic to stack or block onto Maple Avenue at the entrance of their drive-thru at any time that the restaurant is operating.
- Reviewed staff's monitoring of the operation, including Planning staff, Building inspectors, code enforcement officer, and Police Department
- Initial opening saw occasional backup onto Maple
- Situation has improved to an infrequent occurrence

No increase in traffic collisions in the area has been reported by the police department

Mr. Schonborn stated that according to the owner/operator, the restaurant has increased total speed of service by the following resources and training:

- Increased staffing from 11:00 am to 10:00 pm to a total team 6-7 team members outside
  who take orders, payment and deliver meals and 6 team members inside to better prepare
  and assemble meals.
- Added a leader posted outside during peak hours to lead our team, control traffic and park
  or pull cars forward to prevent cars on the street and act when light changes.
- Added Team Members to kitchen to ensure food is prepared in less than 1 minute.
- Increased the number of cars that the drive-thru can hold at one time from 30-42, by creating an extended double lane and meal delivery zone.
- Increased number of cars that we can move through the drive thru per hour from 100 to 170 cars on average by improving operations and increasing drive thru mobile app by 50%

After questions and discussion, the Planning Commission received and filed the report.

- **K.** Other Business None.
- L. Report from the City Attorney's office None.
- **M.** Planning Commissioner's Comments Commissioner Keldorf reported that May 17 is the last opportunity to respond to the housing element's survey.

Commissioner Keldorf reported she had the opportunity on Tuesday night to attend the Black & Mayberry premiere, and was fortunate to sit next to Commissioner Hoeschler's wonderful wife.

Commissioner Maggay requested that Eduardo Schonborn look into what kind of options we can use, or what tools do we have available to work in level of service into our approvals of different CEQA projects. Eduardo stated he will start by looking at the different discretionary & entitlement applications that we have such as CUPs to see how those findings were written and what findings need to be made.

Detail discussion ensued regarding traffic studies, and impact and mitigation fees.

N. Adjournment – Meeting adjourned at 6:50 2021 @5:30 pm.	pm; next special meeting scheduled for May 27
Dennis Cook, Interim Development Services Director	Ryan Baldino, Commission Chair



#### **Planning Commission Agenda Statement**

Meeting Date: March 10, 2022 Agenda Heading: New Public Hearing

#### TITLE:

Subdivision to Convert Four Existing Multi-family Dwelling Units to Four Condominiums Located at 535-541 Indiana Street, in the Multi-Family Residential (R-3) Zone. (Environmental Assessment No. EA-1312 and Subdivision No. SUB 21-01 for Vesting Tentative Parcel Map No. VTPM 83543)

Applicant: Stacy Straus representing Mirko Vukotic on behalf of 535 Indiana ES LLC

#### **RECOMMENDATION:**

Adopt Resolution No. 2917, conditionally approving Environmental Assessment No. EA-1312 and Subdivision No. SUB 21-01 (VTPM 83543).

#### BACKGROUND

On August 13, 2015, the Planning Commission adopted Resolution No. 2780, approving Environmental Assessment No. EA-1111 and Subdivision 15-02 (Vesting Tentative Parcel Map No. VTPM 73352) to construct four residential condominium units at 535 Indiana Street. During the plan check review process, the applicant was required to provide a wider walkway next to the required visitor parking space in the semi-subterranean parking-level, resulting in minor modifications to the approved project plans. Consequently, the applicant applied for an Adjustment(EA-1148 and Adjustment No. ADJ 16-01) requesting a reduction to the interior dimensions for the required garages in order to comply with the minimum ADA-required access aisle adjacent to the guest parking space. On June 9, 2016, the Planning Commission adopted Resolution No. 2796, thereby approving the Adjustment and allowing each two-car garage to maintain an interior width of 19'-6."

On December 22, 2016, building permits were issued for construction of the residential project, and subsequently finalled on January 11, 2018. However, the applicant did not seek extensions to the Map approval, and did not file or record a Final Map (VPM 73352) to effectuate the condominiums. The Map approval has expired and the applicant was directed to file a new Subdivision application to convert the units into condominiums.

On September 13, 2021, applications for Environmental Assessment No. EA-1312 and Subdivision No. 21-01 for Vesting Tentative Parcel Map No. VTPM 83543 were submitted to the Development Services Department for processing. The project applications and plans were circulated to all City departments for comments, and no objections were received.

#### SITE DESCRIPTION

The uses surrounding the project site are summarized in the following table:

TABLE 1 SURROUNDING LAND USES					
Direction Land Use Zone					
North	Multi-Family Residential Units, Gas Station and Parking	Multi-Family (R-3)			
East	Hotels and Parking General Commerc				
South	Multi-Family Residential Units	Multi-Family (R-3)			
West	Multi-Family Residential Units	Multi-Family (R-3)			

As illustrated in Figure 1 below, the project site is comprised of a single parcel located in the Multi-Family Residential (R-3) Zone. The site measures 7,327 square feet and is currently developed with four residential units in two structures.

CONTRICT OF THE AVE

Figure 1: Aerial view of site

#### PROJECT DESCRIPTION

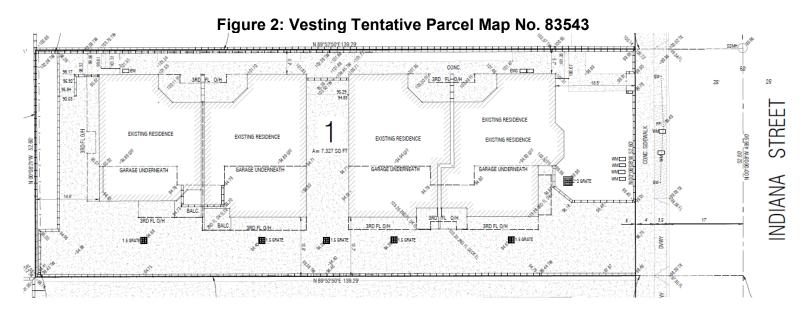
The applicant requests Subdivision approval to convert the existing four-unit multi-family residential dwellings into four condominiums. Pursuant to ESMC 15-4C-5(K) Multi-family dwellings units can be converted to condominiums, provided the dwellings comply with all requirements for condominiums in effect at the time they were originally constructed.



Building permits for the two existing duplexes with 9 subterranean parking spaces were issued for construction in 2016 and complied with all requirements for condominium units at the time they were approved. Construction was completed in 2018, consistent with the approvals granted by the Planning Commission. Thus, the applicant seeks to "reapprove" the previously approved subdivision to allow for four condominium units on the subject property.

#### **ANALYSIS**

The application includes a subdivision request (Subdivision No. SUB 21-01 and Vesting Tentative Parcel Map No. 83543) to "re-approve" four airspace condominium units on an existing parcel. The R-3 Zone permits condominium units and the conversion of multifamily dwelling units to condominium units. Residents would have exclusive use of their personal units and garages, and a percentage ownership in the common areas and project amenities. Covenants, Conditions and Restrictions (C.C. & Rs) would establish a Homeowners Association (HOA) to ensure maintenance of the common areas and the exterior of the building. Figure 2 below illustrates the existing configuration of the two buildings with the proposed four condominium units on the map.



The proposed project meets all the site development standards contained in Chapter 15-4(C) for lots in the R-3 Zone, including the off-street parking requirements contained in Chapter 15-15 of the ESMC. Further, the R-3 zoning classification for the project site allows for the conversion of multi-family dwelling units to condominium in conformance with ESMC Chapter 15-4(C)-5(K). The density permitted in the R-3 zone for this site is four units and the proposed subdivision will result in four residential condominium units.

The Project also conforms with the goals of the General Plan Land Use Element and Housing Element. The Land Use Designation of the project site is Multi-Family

EA-1312 and SUB No. 21-01 March 10, 2022 Page **4** of **4** 

Residential, which allows for higher density residential condominium development. The project conforms with Land Use Element Objective LU 3-2 in that it is in an area with other multi-family developments and is, therefore not detrimental to an existing single-family character. Further, the Project conforms with Goal 3 of the City's current 2013-2021 Housing Element, which focuses on providing housing opportunities in a variety of locations and densities in accordance with the land use designations detailed in the Land Use Element. Lastly, Policy 3.1 of the Housing Element specifies providing for the construction of 69 new housing units during the 2013-2021 timeframe to meet the goals of the Regional Housing Needs Assessment. This Project helped achieve this goal by providing a net of three new residential units in 2018.

#### **ENVIRONMENTAL REVIEW**

Staff has determined the provide to be categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15303 as a Class 3 exemption (New Construction or Conversion of Small Structures) involving the conversion of less than six existing multi-family dwelling units in the Multi-family Residential (R-3) zone. There are adequate utilities and public services to serve the project. The project includes "re-approving" a subdivision to create four condominium units, which is not anticipated to have any significant impacts with regard to traffic, noise, air quality, or water quality.

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. Draft Resolution No. 2917
- 2. Plans

#### **RESOLUTION NO. 2917**

A RESOLUTION APPROVING ENVIRONMENTAL ASSESSMENT NO. EA-1312 AND SUBDIVISION NO. 21-01 FOR VESTING TENTATIVE PARCEL MAP NO. 83543 FOR THE CONVERSION OF FOUR MULTIFAMILY DWELLING UNITS INTO FOUR CONDOMINIUMS AT 535-541 INDIANA STREET, IN THE MULTI-FAMILY RESIDENTIAL (R-3) ZONE.

The Planning Commission of the City of El Segundo does resolve as follows:

#### SECTION 1: The Planning Commission finds and declares that:

- A. On August 13, 2015, the Planning Commission adopted Resolution No. 2780 approving Environmental Assessment No. EA-1111, and Subdivision 15-02 for (Vesting Tentative Parcel Map No. VTPM 73352) to construct four residential condominium units at 535 Indiana Street;
- B. On June 9, 2016, the Planning Commission adopted Resolution No. 2796 approving Environmental Assessment No. EA-1148 and Adjustment No. ADJ 16-01 to reduce the minimum required interior width of 20 feet for each two-car garage, for all four units to an interior width of 19'-6";
- C. On August 13, 2017, approval of VTPM 73352 expired;
- D. On September 13, 2021, Stacy Straus representing Mirko Vukotic on behalf of 535 Indiana ES LLC filed applications, for Environmental Assessment No. EA-1312 and Subdivision No. 21-02 for Vesting Tentative Parcel Map No. VTPM 73352 to allow the conversion of four existing multi-family dwelling units into to four condominiums;
- E. The application was reviewed by the City's Planning and Building Safety Department for, in part, consistency with the General Plan and conformity with the El Segundo Municipal Code ("ESMC");
- F. The City reviewed the project's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA"), and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, et seq., the "CEQA Guidelines");
- G. The Development Services Department completed its review and scheduled a public hearing regarding the application before this Commission for March 10, 2022;

- H. On March 10, 2022, the Commission conducted a duly noticed public hearing to receive public testimony and other evidence regarding the application including, without limitation, information provided to the Commission by Stacy Straus representing Mirko Vukotic; and,
- I. The Commission considered the information provided by City staff, public testimony, Stacy Straus and Mirko Vukotic. This Resolution and its findings are made based upon the evidence presented to the Commission at its March 10, 2022 hearing including, without limitation, the staff report submitted by the Development Services Department.

#### SECTION 2: Factual Findings. The Commission finds that the following facts exist:

- A. The subject site is located in the Multi-Family Residential (R-3) Zone.
- B. The surrounding land uses consist of multi-family residential to the north south, and west, and the Hacienda Hotel and other general commercial uses to the east.
- C. The subject site is comprised of one existing 52.6' x 139.29', 7,327 square-foot lot developed with four multi-family dwelling units and a subterranean parking level.
- D. Vehicular access for the proposed condominiums is from a single, 12-foot wide driveway along Indiana Street.
- E. The project consists of two buildings containing four dwelling units. The required visitor parking space and two-car garages for each dwelling unit is provided on a subterranean parking level.
- F. The existing building height is 26' from the existing grade to the average of the roof gable.

<u>SECTION 3:</u> Environmental Assessment. The proposed project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15303 as a Class 3 exemption (New Construction or Conversion of Small Structures) involving the conversion of less than six existing multifamily dwelling units in the Multi-family Residential (R-3) zone. There are adequate utilities and public services to serve the project. The project includes "re-approving" a subdivision to create four condominium units, which is not anticipated to have any significant impacts with regard to traffic, noise, air quality, or water quality.

<u>SECTION 4:</u> General Plan and Zoning. The proposed project conforms with the City's General Plan and the zoning regulations in the ESMC as follows:

- A. The Land Use Designation of the project site is Multi-Family Residential.
- B. The proposed project meets all the site development standards contained in Chapter 15-4(C) for lots in the R-3 Zone, including the off-street parking requirements contained in Chapter 15-15 of the ESMC. Further, the R-3 zoning classification for the project site allows for the conversion of multi-family dwelling units to condominium in conformance with ESMC Chapter 15-4(C)-5(K). The density permitted in the R-3 zone for this site is four units and the proposed subdivision will result in four residential condominium units.
- C. The Project also conforms with the goals of the General Plan Land Use Element and Housing Element. The Land Use Designation of the project site is Multi-Family Residential, which allows for higher density residential condominium development. The project conforms with Land Use Element Objective LU 3-2 in that it is located in an area with other multi-family developments and is, therefore not detrimental to an existing single-family character. Further, the Project conforms with Goal 3 of the City's current 2013-2021 Housing Element, which focuses on providing housing opportunities in a variety of locations and densities in accordance with the land use designations detailed in the Land Use Element. Lastly, Policy 3.1 of the Housing Element specifies providing for the construction of 69 new housing units during the 2013-2021 timeframe to meet the goals of the Regional Housing Needs Assessment. This Project helped achieve this goal by providing a net of three new residential units in 2018.
- D. The proposed project complies with the applicable provisions of ESMC Chapter 14-1, since proper notification and a public hearing were provided, proper hearing decision and records will be complied with and the required findings were considered.

<u>SECTION 5:</u> Subdivision. The Planning Commission cannot make any of the findings for denial set forth in ESMC §14-1-6 for the following reasons:

- The proposed map is consistent with applicable general and specific plans as specified in Government Code § 65451. As set forth in Section 4, this project meets the goals and objectives of the General Plan.
- 2. The proposed subdivision meets the development standards established in the ESMC and the goals and objectives of the General Plan.
- 3. The site currently contains four multi-family dwelling units. The site is a relatively flat, rectangular shaped lot that meets the minimum lot size required for lots in the Multi-Family Residential (R-3) zoning designation. Lastly, the proposed subdivision complies with the R-3 zoning development standards

- including but not limited to, setbacks, height, required parking, and landscaping.
- 4. The proposed project involves the conversion of four existing multi-family dwelling units into condominiums within two existing buildings. The proposed density is one-unit per 1,832 square feet, which meets the 1,613 square feet per unit density permitted in the Multi-Family Residential R-3 Zone.
- 5. The proposed subdivision for the conversion of existing multi-family dwelling units into condominiums is in an urbanized area and will not result in any substantial environmental damage or cause injury to fish or wildlife or their habitat.
- 6. The subdivision is unlikely to cause serious public health problems. There is no evidence demonstrating that the proposed subdivision is likely to cause any serious public health problem.
- 7. The subdivision of four existing multi-family dwellings into four condominiums will not conflict with any known easements located at, or near the property.

<u>SECTION 6:</u> Approval. Subject to the conditions listed on the attached Exhibit "A," which are incorporated into this Resolution by reference, the Planning Commission approves Environmental Assessment No. EA-1312 and Subdivision No. 21-01 (VTPM 83543).

<u>SECTION 7:</u> Notice of Exemption. The Planning and Building Safety Director or designee, is directed to file a Notice of Exemption in accordance with Public Resources Code §§ 21152 and 21167(f); CEQA Guidelines § 15094; and any other applicable law.

<u>SECTION 8:</u> This Resolution will remain effective until superseded by a subsequent resolution.

<u>SECTION 9:</u> The Commission Secretary is directed to mail a copy of this Resolution to Mirko Vukotic and to any other person requesting a copy.

<u>SECTION 10:</u> This Resolution may be appealed within ten (10) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

<u>SECTION 11:</u> Except as provided in Section 10, this Resolution is the Planning Commission's final decision and will become effective immediately upon adoption.

PASSED	AND AI	OPTED	this '	10 <sup>th</sup>	dav	of M	larch	2022
			นแจ	10	uav	O1 10	ıaı Gi i	2022.

•	an Baldino, Chairperson y of El Segundo Planning Commission
ATTEST:	
Michael Allen, Development Services Direct and Secretary to the Planning Commission	Baldino - Newman - Maggay - Hoeschler - Keldorf -
APPROVED AS TO FORM: Mark D. Hensley, City Attorney	
By:  Joaquin Vazquez, Deputy City Attorn	– ey

#### PLANNING COMMISSION RESOLUTION NO. 2917

#### Exhibit A

#### CONDITIONS OF APPROVAL

In addition to all applicable provisions of the El Segundo Municipal Code ("ESMC"), Mirko Vukotic on behalf of 535 Indiana ES LLC agrees to comply with the following provisions as conditions for the City of El Segundo's approval of Environmental Assessment No. 1312 and Subdivision No. 21-01 for Vesting Tentative Map No. 83543, ("Project Conditions"):

#### **Planning Division Conditions**

- 1. Any subsequent modification to the approved Project must be referred to the Development Services Department Director to determine whether Planning Commission approval is required for the proposed modification.
- 2. All other conditions contained in Resolution No. 2780 and Resolution No. 2796, approved by the Planning Commission on August 13, 2015 and June 9, 2016 respectively, shall remain in full force and effect.
- 3. Not more than four dwelling units may be converted to condominiums on the subject site.
- 4. The trash enclosure location(s) at the site must be sufficiently large enough to store the necessary containers required for the regular collection of residential solid waste and recyclable materials in multiple bins. The cleaning and maintenance must be described within the Project's Covenants, Conditions and Restrictions (CC&R's).
- 5. The applicant must incorporate the following items into the Project's Covenants, Conditions and Restrictions (CC&R's), to the satisfaction of the Development Services Director, and approved as to form by the City Attorney:
  - a. Any leaks or spills on project driveways must be cleaned on a regular basis from all pavement and landscaped areas;
  - b. The project's surface parking lots and driveways must be swept clean of debris on a regular basis;
  - Oils or other pollutants must be cleaned from surface parking areas on a regular basis either by utilizing biodegradable solvents or by spreading sand and vacuuming the residual matter; and

d. Any hazardous waste generated by the project must be removed and disposed of in accord with Los Angeles County requirements.

#### Police Department Conditions

- 8. Before the City issues Building Permits, the applicant must submit plans to the Planning and Building Safety Department and the Police Department for review and approval. The plans must indicate compliance with the following addressing requirements:
  - a. Street addressing and unit numbers must be a minimum of four (4) inches high. Street numbers must be visible from the street or driving surface, of contrasting color to the background, and directly illuminated during hours of darkness. If the street addressing has multiple numerical addresses (e.g., 425-429), this must be reflected in the numbering street side.
- 9. Before the final approval of the map, the applicant must submit plans to the Development Services Department and the Police Department for review and approval. The plans must indicate compliance with the following landscaping requirements:
  - a. All landscaping must be low profile around perimeter fencing, windows, doors and entryways taking special care not to limit visibility or provide climbing access. Floral or grass ground cover is recommended.
  - b. Bushes must be trimmed and maintained 2 to 3 feet and away from buildings. Dense bushes must not be clumped together; this provides a hiding place for criminal activity.
  - c. Trees must be trimmed up to 7 feet.
  - d. Trees/bushes/shrubs must not be planted next to or near any light fixture or light standard. When grown to maturity this landscaping will block the light and reduce lighting on the ground surface.
- 10. Before the map is recorded, the applicant must indicate compliance with the following lighting requirements:
  - a. Addressing, all types of entry doors, open parking lots, driving surfaces, driveways, walkways, bike racks, shipping/receiving doors, and trash dumpsters must be illuminated with a maintained minimum of 1 footcandle of light on the ground surface during hours of darkness.

- b. Aisles, passageways and recesses related to and within all sides of the complex must be illuminated with a maintained minimum of .25 footcandles on the ground surface during hours of darkness.
- c. Lighting devices must be enclosed and protected by weather and vandal resistant covers.
- d. The site plan must show buildings, parking areas, walkways, and the point-by-point photometric calculation of the required light levels. Footcandles must be measured on a horizontal plane and conform to a uniformity ratio of 4:1 average/minimum.
- e. Street lighting must not be included in the calculations.
- 12. The project must be secured to the satisfaction of the Police Department.
- 13. Bicycle racks must be located in a busy, well-lit location.
- 14. Mailboxes must be placed in a secure, central location to provide for easy surveillance. Both mailboxes and mail receptacles must be locking.
- 15. The CC&R's must include a provision notifying dwelling unit residents that a permit is required by the City for operating any home security alarm system, whether audible or monitored by a security company and False Alarm regulations are enforced by the City.

#### Public Works Department Conditions

16. The Final Map must be recorded and filed with the City Engineer of the City of El Segundo and Los Angeles Recorder's Office.

#### Miscellaneous Conditions

- 17. Prior to Final Map approval, the applicant must submit the Covenants, Conditions and Restrictions (CC&R's) to the City for review to the Development Services Department. The CC&R's must address the project conditions of approval, the management and maintenance of the property, and must specify that no storage is permitted within the required parking spaces consistent with the ESMC. The CC&R's must be approved as to form by the City Attorney. The Applicant must pay for all fees incurred by the City as a result of the City Attorney's review of CC&R's before the map is submitted for review and recordation to the City Engineer.
- 18. The vesting tentative parcel map expires 24 months after approval or conditional approval, but may be extended for a period not to exceed 12 months pursuant to

Government Code § 66452.6 and ESMC § 14-2-3. The development rights expire when the vesting tentative map expires unless a final map is approved before the expiration date. Once the final map is approved, the development rights remain valid for one year pursuant to ESMC § 14-2-3(B) and may be extended for one year pursuant to ESMC § 14-2-3(D).

19. Mirko Vukotic on behalf of 535 Indiana ES LLC 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-1312 and Subdivision No. 21-01 (VTPM 83543). 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 approval of Environmental Assessment No. EA-1312 and Subdivision No. 21-01 (VTPM 83543 Mirko Vukotic on behalf of 535 Indiana ES LLC 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.

By signing this document, Mirko Vukotic on behalf of 535 Indiana ES LLC certifies that he has read, understood, and agrees to the Project Conditions listed in this document.

Mirko Vukotic, Manager 535 Indiana ES, LLC

{If Corporation or similar entity, needs two officer signatures or evidence that one signature binds the company}

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