



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

**December 14, 2023**

**A. Call to Order**

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

**B. Pledge of Allegiance**

Chair Keldorf led the pledge.

**C. Roll Call**

Present: Chair Keldorf  
Present: Commissioner Newman  
Present: Commissioner Inga  
Absent: Vice Chair Hoeschler  
Absent: Commissioner Maggay

Also present: Michael Allen, AICP, Community Development Director  
Also present: Eduardo Schonborn, AICP, Planning Manager  
Also present: Joaquin Vazquez, City Attorney  
Also present: Paul Samaras, AICP, Principal Planner  
Also present: Jazmin Farias, Planning Technician

**D. Public Communications**

None.

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

None.

**F. Consent Calendar**

**1. Approval of Planning Commission Meeting Minutes:**

- November 9, 2023

**MOTION:** Approve the minutes.

**Moved by Commissioner Inga, second by Commissioner Newman.  
Motion carried, 3-0, by the following vote:**

**Ayes:** Keldorf, Newman, and Inga.

- 2. Administrative Use Permit to Allow a Type 20 ABC License (Beer and Wine) at a Retail Establishment (Blum Wine and Flowers) Located at 150 South Pacific Coast Highway, Unit E. (Environmental Assessment No. EA-1352 and Administrative Use Permit No. AUP 23-01). (JF)**

**Commissioner Newman pulled item F.2.**

**Chair Keldorf opened public communications.**

- Applicant Julia Blum and business partner Daria introduced their new flower and wine retail establishment to Planning Commission and residents; and expressed their enthusiasm to be a part of the community.

**Chair Keldorf closed public communications.**

**MOTION:** Receive and file the Community Development Director's approval of Environmental Assessment No. EA-1352 and AUP 23-01.

**Moved by Commissioner Inga, second by Commissioner Newman.**

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

**Ayes:** Keldorf, Newman, and Inga.

#### **G. Continued Business—Public Hearing**

None.

#### **H. New Public Hearings**

None.

#### **I. New Business**

##### **3. Housing Element Community Meeting. (PS)**

Principal Planner Paul Samaras presented a brief presentation regarding the implementation of the 2021-2029 Housing Element and its annual progress.

##### **Planning Commission Discussion:**

- Chair Keldorf asked if the state has certified the City's Housing Element. Paul advised that there is still a few items remaining for certification; but we have conditional approval as the state wants the City to make progress/effort on the re-zoning program. Staff believes that when the

re-zoning is brought to the Planning Commission and approved by City Council, the state will officially certify the Housing Element. It is anticipated to come before the Planning Commission in March or April of this coming year.

- Commissioner Newman and Chair Keldorf thanked staff for their work and for keeping the city on track.

**MOTION:** Receive and file staff presentation.

**Moved by Commissioner Newman, second by Commissioner Inga.**

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

**Ayes:** Keldorf, Newman, and Inga.

**4. Election of Planning Commission Chair and Vice Chair for Calendar Year 2024. (ES)**

Planning Commissioner's provided consensus to keep the same Chair and Vice Chair for the next year.

**MOTION:** Keep existing Chair and Vice Chair in place for the next year.

**Moved by Commissioner Brenda, second by Commissioner Inga.**

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

**Ayes:** Keldorf, Newman, and Inga.

**5. Discuss possible cancelation of December 28, 2023 Planning Commission Meeting. (ES)**

Planning Commissioner's provided consensus to adjourn December 28, 2023 scheduled Planning Commission Meeting; the next meeting is scheduled for January 11, 2024.

Chair Keldorf inquired what City Hall hours will be for the upcoming holidays. Planning Manager Eduardo Schonborn advised that City Hall will be closed Monday 12/25/23, Tuesday 12/26/23, Monday 1/1/2024, and Tuesday 1/2/2024.

**J. Report from Community Development Director or designee**

Community Development Director, Michael Allen, extended his warm wishes for a joyful holiday season to all.

Planning Manager Eduardo Schonborn highlighted that second reading for home share program was approved December 5<sup>th</sup> and becomes effective January 4, 2024; City mailed out renewal letters with instructions on how to renew to all residents partaking in the program. He added that Zone Text Amendments

(program 9 of the Housing Element) were presented to City Council on December 5<sup>th</sup> and will be going for second reading December 19<sup>th</sup> and if approved the ordinance will become effective January 19, 2024.

**K. Report from City Attorney's Office**


Joaquin Vazquez, the City Attorney, extended his warm wishes for a joyful holiday season.

**L. Planning Commissioners' Comments**

Planning Commissioners expressed their gratitude to all and extended their warm wishes for a joyful holiday season.

**M. Adjournment**—the meeting adjourned at 6:11 pm.  
The next meeting is scheduled for January 11, 2024 at 5:30 pm.

  
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Michael Allen, Community Development Director

  
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Michelle Keldorf, Planning Commission Chair