



PLANNING COMMISSION AGENDA April 28, 2022

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

How Can Members of the Public Observe the Meeting?

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

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

For Public Communications, members of the public may provide comments in the Lobby and/or Council Chamber. For in person comments, please fill out a Speaker Card located in the Chamber Lobby. *The time limit for comments is five (5) minutes per person. Before speaking to the Commission, please state: your name and residence or the organization you represent. Please respect the time limits.*

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

Additional Information:

Unless otherwise noted in the agenda, the public can only comment on City-related business that is within the jurisdiction of the Planning Commission and/or items listed on the agenda during the public communications portions of the meeting. Additionally, the public can comment on any public hearing item on the agenda during the public hearing portion of such item. The time limit for comments is five (5) minutes per person. *Before speaking to the Planning Commission, please state your name and residence and the organization you represent, if desired. Please respect the time limits.*

DATE: Thursday April 28, 2022

TIME: 5:30 p.m.

PLACE: City Council Chambers, City Hall
350 Main Street, El Segundo, CA 90245

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

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

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

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

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

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

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Public Communications** (Related to items on the agenda only—5 minutes per person; 30 minutes total). Individuals who received value of \$50 or more to communicate to the Planning Commission on another’s behalf, and employees speaking on their employer’s behalf, must so identify themselves before addressing the Commission. Failure to do so is a misdemeanor. While all comments are welcome, the Brown Act does not allow the Commission to take action on any item not on the agenda. The Commission may respond to comments after public communications is closed.
- E. Written Communications** (other than what is included in agenda packets)
- F. Consent Calendar**
All items are to be adopted by one motion without discussion. If a request for discussion of an item is made, the items should be considered individually under the next agenda heading.
 - 1. Approval of the Planning Commission Meeting Minutes:**
 - March 24, 2022
 - December 09, 2021
 - December 10, 2020
 - November 12, 2020
 - October 22, 2020
 - February 13, 2020
 - January 09, 2020

RECOMMENDED ACTION: Approve the Minutes.

- G. Continued Business – Public Hearing**
None.
- H. New Public Hearings**
None.
- I. New Business:**
 - 2. Presentation and Study Session Regarding Preparation of Ordinances on the following:**
 - a. Affordable Housing Density Bonus**
 - b. Transitional and Supportive Housing**
 - c. Micro-Unit regulations (Paul Samaras)**

Project Description: As part of the City’s Affordable Housing Strategy and the adopted Housing Element implementation efforts, staff is in the process of preparing ordinances on the following topics: a) affordable housing density bonus, b) transitional and supportive housing, and micro-unit regulations.



**MINUTES OF THE
EL SEGUNDO PLANNING COMMISSION
Regularly Scheduled Meeting
March 24, 2022**

A. Call to Order

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

B. Pledge of Allegiance

Chair Baldino led the pledge.

C. Roll Call

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

D. Public Communications

None.

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

None.

F. Consent Calendar

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

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

Moved by Commissioner Hoeschler, second by Commissioner Keldorf.

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

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

MOTION: Approve resolution No. 2919.

Moved by Commissioner Hoeschler, second by Commissioner Keldorf.

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

3. Approval of the Planning Commission Meeting Minutes:

- March 10, 2022
- January 28, 2021
- February 25, 2021
- March 25, 2021
- April 22, 2021
- July 8, 2021

MOTION: Approve the Minutes.

Moved by Commissioner Hoeschler, second by Commissioner Keldorf.

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

Ayes: Baldino, Newman, Hoeschler, Keldorf and Maggay

G. Continued Business – Public Hearing

None.

H. New Public Hearings

None.

I. New Business:

4. Annual Housing Element Progress Report (PS)

Principal Planner Paul Samaras informed the Commission that the Annual Housing Element Progress Report will be submitted to the State. It includes a summary on permit activity, and it informs the State of any future projects to gauge how the City is meeting RHNA goals. He stated that this report is submitted to the State every year.

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

Planning Manager Eduardo Schonborn introduced Alex Russell (Many Mansions consultant). Mr. Schonborn clarified that the study session is intended to receive feedback from the Commission and Public as to how Staff can effectuate the goals and policies of Affordable Housing (A.H.) to draft an Affordable Housing Strategic Plan.

- Mr. Russell provided a timeline of Many Mansions accomplishments and explained what services they provide. He explained what the Regional Housing Assessment City Requirements are and highlighted why A.H. is important and why it is needed.
- Principal Planner Paul Samaras notified the Commission that Staff is working on ongoing code amendments that will be brought to the Commission in the next coming months. Mr. Samaras confirmed that the Housing Element Programs

were authorized by the City Council and summarized the Housing efforts that are underway.

- Mr. Russell reviewed the options the City has to encourage A.H., such as; restructure Park Vista to obtain RHA credit, provide rehabilitating assistance programs to encourage property owners to rehab, effectuate the Municipal Code amendments, rezone sites to accommodate RHNA goals, encourage multifamily residential developments, explore a religious institution overlay, consider City own property as surplus and open opportunity for A.H. and establish a lie/work balance preference. Mr. Russell emphasized that by early summer of 2022 there should be an Affordable Housing Strategic Plan for the Planning Commission to review, and ultimately have the City Council review the plan by late summer of 2022.

Chair Baldino opened the public hearing.

- Rich Schrader, Many Mansion President, explained that Park Vista could be rehabilitated by refinancing and restricting units by having a regulatory agreement that restricts housing to those that are low income. He emphasized that currently Park Vista (97 units) is affordable, but there is no governmental source document to implement these restrictions and it has not counted towards the RHNA numbers. Chair Baldino requested for Staff to work with the Senior Housing Commission so they can provide their feedback on this idea.
- Commissioner Maggay inquired on the suggestion of using the bucket of money to assist homeowners in renovating ADU's in exchange for the units to qualify for A.H., he raised the question of how the City would ensure homeowners would not divert from the agreement. Staff and the Consultants stated that there would be restrictions on the property such as a covenant; that would state who can live there and how they could qualify for A.H. They also suggested an implementation of a deed of trust on the land and if the homeowners divert from it, they would have to pay the loan back and be subjected for foreclosure. Ultimately a non-profit would monitor this. Mr. Russell informed the Commission that Many Mansions will outline the options, provide justification as to which is best and provide guidance as to how the bucket can be used for.
- Commissioner Keldorf inquired whether the vacant property off PCH (Stick n Stein) is a developable site for A.H.
- Vice Chair Newman requested clarification on why there is no data on the land East of PCH and how developments can occur in that area. Mr. Russell explained that State funding does not recognize that area of the City as a potential development area (not feasible) due to the lack of parks, schools, and market rate. However, they will gather information and report back to them.
- Commissioner Keldorf would like to know what occurred to the RFQ's for the Civic Center. Mr. Schonborn will gather information on this topic and get back to her.
- Chair Baldino stated that he believes the best way to spend the \$5.3 Million is by creating new units and new developments should be addressed on a case by case basis to determine its impacts on the community.
- Commissioner Hoeschler shared his thoughts on the possibility of allowing work/live or mixed-use in the Smoky Hollow area. Mr. Schonborn informed

him that redesigning the Specific Plan is in the works and down the line this is an item that will be on the agenda.

Chair Baldino closed the study session.

J. Report from Director of Development Services or designee

Planning Manager Eduardo Schonborn introduced a new staff member, Jazmin Farias, (Planning Technician) and shared with the Commission that the Developmental Services Department will be participating in the Farmers Market, every first Thursday of the month.

K. Report from the City Attorney's office

None.

L. Planning Commissioner's Comments

None.

M. Adjournment – meeting adjourned at 7:30 pm.

Next regular scheduled meeting for April 14, 2022 at 5:30 pm.

Michael Allen, Director of Development Services

Ryan Baldino, Planning Commission



**MINUTES OF THE
EL SEGUNDO PLANNING COMMISSION
Regularly Scheduled Meeting
December 09, 2021**

A. Call to Order

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

B. Pledge of Allegiance

Commissioner Keldorf led the pledge.

C. Roll Call

Present: Chair Baldino

Present: Vice Chair Newman

Present: Commissioner Keldorf

Present via teleconferencing: Commissioner Hoeschler

Absent: Commissioner Maggay

D. Public Communications

None.

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

Planning Manager Eduardo Schonborn informed the Commission that a last-minute detailed letter was received, which challenges the environmental document of the PCC project. A copy of the letter was posted online and provided to the Commission for review.

F. Consent Calendar

MOTION: To approve resolution authorizing the continues use of teleconferenced meetings.

Moved by Commissioner Keldorf, second by Vice Chair Newman.

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

Ayes: Baldino, Newman, Keldorf, Hoeschler.

G. Continued Business – Public Hearing

1. Pacific Coast Commons Specific Plan and Environmental Impact Report (JW/PS)

Chair Baldino explained that Staff recommends continuing the item so that the letter regarding CEQA can be responded to as needed and a complete report can be presented.

Chair Baldino opened the public hearing.

- Property Owner Nino Mascolo raised his concerns with the Environmental Report as it did not address whether there would be an increase in water usage considering the draught we are experiencing and is concerned about the potential parking increase in local parking streets as there are less restrictive parking requirements for the PCC development.
- Southwest Regional Carpenters Member, Ray L., expressed his interest to have local skillful residents from nearby cities work on this project.
- Representative, Amalia B., with Supporter's Alliance for Environmental Responsibility expressed her concerns pertaining to the indoor air quality the project would trigger.
- Multiple residents expressed their concerns pertaining to construction noise, project cost, pollution, parking, and displacement.

Chair Baldino closed the public hearing.

MOTION: To continue until further notice.

Moved by Vice Chair Newman, second by Commissioner Keldorf.

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

Ayes: Baldino, Newman, Keldorf, Hoeschler.

H. New Public Hearings

None.

I. New Business

None.

J. Report from Director of Development Services or designee

Director Michael Allen reminded the commission of the upcoming SB9 study session meeting.

K. Report from the City Attorney's office

None.

L. Planning Commissioner's Comments

None.

M. Adjournment – meeting adjourned at 6:05 pm.

Next regular scheduled meeting for January 13,2022 at 5:30 pm

Michael Allen, Director of Development Services

Ryan Baldino, Planning Commission



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

December 10, 2020

A. Call to Order

The meeting was called to order at 5:34 p.m.

B. Roll Call

Present: Chair Baldino
Present: Vice Chair Newman
Present: Commissioner Keldorf
Present: Commissioner Wingate
Absent: Commissioner Hoeschler

C. Pledge of Allegiance

Chair Baldino led the pledge.

D. Public Communications

None.

E. Consent Calendar

None.

F. Call items from Consent Calendar

None.

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

None.

H. New Business—Public Hearing

1. EA 1207 – Tentative Map Extension (MB)

Principal Planner Eduardo Schonborn stated that the applicant is requesting a one-year extension of Tentative Map No.74692 that involves the construction of three residential condominium units.

Chair Baldino opened the public hearing.

- Applicant representative, Stacy Strauss, explained that the applicant is requesting an extension because they have been unable to record the map.

Chair Baldino closed the public hearing.

MOTION: To adopt Resolution No. 2890, approving the requested extension time.

Moved by Newman, second by Wingate.

**Motion carried, 4-0, by the following vote:
Ayes: Baldino, Newman, Wingate, Keldorf.**

I. Continued Business—Public Hearing

2. EA 1270 – Variance No, VAR 19-01 for an Accessory Dwelling Unit (MB)

Mr. Schonborn presented a Staff Report that request a variance to reduce the front yard setback to accommodate the construction of a new Accessory Dwelling Unit (ADU) and two-car garage in the Single-Family Residential (R-1) zone.

Chair Baldino opened the public hearing.

- Applicant, Michael Varela, informed the Commission that additional parking on the lot is valuable because the street only allows parking on one side of the street.
- Homeowners, Johnny and Sue Whitake expressed their desire for more space so they could use it to work from home.

Chair Baldino closed the public hearing.

MOTION: To adopt Resolution No. 2887 and approve the requested Variance. Moved by Wingate, second by Newman.

**Motion carried, 4-0, by the following vote:
Ayes: Baldino, Newman, Wingate, Keldorf.**

J. Report from Developmental Services Director or designee

Director Sam Lee introduced the new planning consultant Denis Cook, he informed the Commission that the department has taken on a new name, Developmental Services, and they have taken on the housing division.

K. Other Business

3. Update on Accessory Dwelling Units.

Mr. Schonborn provided clarification on the Accessory Dwelling Units (ADU's) report that was provided at the last meeting. The City has received 70 applications, 43 of those have been permitted and 33 of those permitted ADU's have been new constructions and 10 were conversions.

Chair Baldino asked if a study has been conducted to determine the impacts the addition of ADU's can have on the City's water and sewer infrastructure. Mr. Lee stated that Public Works has not conducted a study to determine the impacts that ADUs will have on the City's water and sewer infrastructure.

4. Discuss cancelling the December 24, 2020, Planning Commission meeting

Consensus to cancel the meeting on December 24, 2020.

L. Report from City Attorney’s Office

David King provided a brief overview of the Housing Legislation Bills that were recently signed into law, he focused particularly on those that affect the City of El Segundo.

M. Planning Commissioners’ Comments

Chair Baldino requested a copy of the prior agenda packet for the Kansas project from Staff, so he can share the information to the residents who are inquiring about the project.

N. Adjournment—the meeting adjourned at 6:30 pm.
The next meeting scheduled for January 14, 2021 at 5:30 pm.

Sam Lee Director of Planning and Building Safety

Ryan Baldino, Planning Commission Chair



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

November 12, 2020

A. Call to Order

The meeting was called to order at 5:30 p.m.

B. Roll Call

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

C. Pledge of Allegiance

Chair Baldino led the pledge.

D. Public Communications

None.

E. Consent Calendar

None.

F. Call items from Consent Calendar

None.

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

None.

H. New Business—Public Hearing

None.

I. Continued Business—Public Hearing

1. Catalyst -EA-1242 (EE)

Chair Baldino informed the Public that the applicant requested the item be continued until further notice. However, since the item was properly noticed for tonight's meeting, the public hearing will be opened to afford the Public with the opportunity to voice their opinions.

Chair Baldino opened the public hearing.

- Multiple residents shared their concerns pertaining to the Catalyst project. They identified that nearby residential/major streets would be drastically impacted with traffic and the increase in activity/visitors would contribute to the increase of crimes. They stated that it is not the best time to start a demolition project nor a new construction as most, if not all, nearby residents are working/schooling from home. As more residents are spending time at home, they are wary for their health and safety during the

demolition/construction process. The residents are in favor of a development in the area but would much rather support a residential development.

Chair Baldino closed the public hearing.

MOTION: To continue this item until further notice.

Moved by Chair Baldino, second by Wingate.

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

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

J. Report from Planning and Building Safety Director or designee

Principal Planner Eduardo Schonborn reported that the department has received 70 applications to construct accessible dwelling units in 2020, with 43 having been permitted. From those 70 applications, 47 are new construction and 23 are conversions.

K. Report from City Attorney's Office

None.

L. Planning Commissioners' Comments

Commissioner Keldorf, requested for the City Attorney to gather information regarding the 15 housing bills Governor Newsom signed that may impact El Segundo.

M. Adjournment—the meeting adjourned at 6:21pm

The next meeting scheduled for December 10, 2020 at 5:30 pm.

Sam Lee, Director of Planning and Building Safety

Ryan Baldino, Planning Commission Chair



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

October 22, 2020

A. Call to Order

The meeting was called to order at 5:30 p.m.

B. Roll Call

Present: Chair Baldino

Present: Vice Chair Newman

Present: Commissioner Wingate

Present: Commissioner Hoeschler

Absent: Commissioner Keldorf

C. Pledge of Allegiance

Chair Baldino led the pledge.

D. Public Communications

- Residents Victor Valdes and John Power shared their concerns with the Kansas and Grand project.

E. Consent Calendar

1. Approval of the Planning Commission Meeting Minutes:

- September 10, 2020
- August 27, 2020

MOTION: Approve the minutes.

Moved by Vice Chair Newman, second by Commissioner Hoeschler.

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

Ayes: Baldino, Newman, Wingate, Hoeschler.

F. Call items from Consent Calendar

3. EA-1293 Administrative Determination (AD 20-01) for Veterinary Clinic (PS).

Principal Planner Paul Samaras explained that the Veterinary Clinic would only operate in the daytime, there will be no overnight stays.

MOTION: To approve EA-1293 Administrative Determination for Veterinary Clinic.

Moved by Chair Baldino, second by Wingate.

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

Ayes: Baldino, Newman, Wingate, Hoeschler.

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

None.

H. New Business—Public Hearing

4. Catalyst -EA-1242 (EE)

**MOTION: To continue this item to the November 12, 2020 meeting.
Moved by Wingate, second by Newman.**

**Motion carried, 4-0, by the following vote:
Ayes: Baldino, Newman, Wingate, Hoeschler.**

5. Plaza El Segundo and The Point Development Agreement -EA-1279 (PS)

Principal Planner Paul Samaras gave a PowerPoint presentation of the proposed project, which includes a request to amend prior approvals for Plaza El Segundo and The Point shopping centers that were originally approved in 2005 and subsequently amended. The applicant seeks to increase the maximum permitted percentage of Non-sales tax generating uses, such as offices, to 40 percent of the overall building area for the two centers.

Chair Baldino opened the public hearing.

- Applicant representatives, Stewart McDonald & Jeffrey Kreshek, informed the Commission that retail sales are declining, a trend that is expected to continue. This makes it difficult to fill vacant spaces with only retail uses. They stated that by converting vacant spaces at the Works and Collection into offices there will continue to be an increase in tax revenues because business tax would be collected and office employees will frequent the existing retail stores and will stabilize the retail sales tax revenue for the City.

Chair Baldino closed the public hearing.

**MOTION: To adopt Resolution No. 2888 with an amendment to condition no. 40.
Moved by Baldino, second by Wingate.**

**Motion carried, 4-0, by the following vote:
Ayes: Baldino, Newman, Wingate, Hoeschler.**

I. Continued Business—Public Hearing

6. Zone Text Amendment to amend Chapters 15-1 (Title; Interpretations; Definitions); 15-4 (Single Family Residential (R-1) Zone) of Title 15 of the El Segundo Municipal Code regarding definitions and site development standards in such zone. - EA-1262 (ES)

**MOTION: To continue this item until further notice.
Moved by Wingate, second by Newman.**

**Motion carried, 4-0, by the following vote:
Ayes: Baldino, Newman, Wingate, Hoeschler.**

7. Variance for an Accessory Dwelling Unit (ADU) - EA-1270 (MB)

**MOTION: To continue this item to the December 10, 2020 meeting.
Moved by Baldino, second by Wingate.**

**Motion carried, 4-0, by the following vote:
Ayes: Baldino, Newman, Wingate, Hoeschler.**

8. Termination of Precise Plan No. 87-01 for Environmental Assessment No. EA-1280 and Precise Plan Amendment No. PPA No. 20-01 (MB)

**MOTION: To continue this item to the November 12, 2020 meeting.
Moved by Baldino, second by Wingate.**

**Motion carried, 4-0, by the following vote:
Ayes: Baldino, Newman, Wingate, Hoeschler.**

J. Report from Planning and Building Safety Director or designee

Principal Planner Eduardo Schonborn informed the Commission that Planning Manager Greg McClean is no longer with the City.

K. Report from City Attorney's Office

None.

L. Planning Commissioners' Comments

Chair Baldino requested the number of ADU permits that have been issued, square footage of each ADU permit and the general area of them.

M. Adjournment—the meeting adjourned at 6:43pm.

The next meeting scheduled for November 12,2020 at 5:30 pm.

Sam Lee, Director of Planning and Building Safety

Ryan Baldino, Planning Commission Chair



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

February 13, 2020

A. Call to Order

The meeting was called to order at 5:30 p.m.

B. Roll Call

Present: Vice Chair Newman
Present: Commissioner Wingate
Present: Commissioner Keldorf
Present: Commissioner Hoeschler
Absent: Chair Baldino

C. Pledge of Allegiance

Commissioner Keldorf led the pledge.

D. Public Communications

None.

E. Consent Calendar

None.

F. Call items from Consent Calendar

None.

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

None.

H. New Business—Public Hearing

None.

I. Continued Business—Public Hearing

- **EA 1154 – Amendment to Specific Plan, Conditions of Approval, and Development Agreement.**

Planning Manager Greg McClain explained that the Regional Housing Needs Assessment (RHNA) number in October 2021 will be 526 units. By allowing payment of \$5.3 million in lieu of adding six affordable housing units, the City can demonstrate that the money is being applied to the production of affordable housing in the future in a timely manner.

Planning and Building Safety Director Sam Lee introduced consultant Kathleen Head, who detailed the pros and cons of moderate home ownership units versus affordable rental units.

Mr. Lee shared with the Commission that Staff would like to present two items to Council on March 3rd, those being: the recommendation the Commission makes and direction to hire Mrs. Head to assist with an RFQ to bring an affordable housing

developer/management firm on board.

Vice Chair Newman opened the public hearing.

- The applicant's representative, Marianne Adriatico, discussed HOA fees.
- Current and future residents expressed their support in favor of the in-lieu fee.
- Commissioners expressed their interest in taking the in-lieu payment, however, they would like to see Staff take action to put a team together and ensure the money is used for Affordable Housing.

Vice Chair Newman closed the public hearing.

**MOTION: To adopt Resolution No. 2880, amending the Specific Plan, Conditions of Approval, and Development Agreement.
Moved by Commissioner Wingate, second by Hoeschler.**

**Motion carried, 3-1, by the following vote:
Ayes: Newman, Wingate and Hoeschler.
Nay: Keldorf.**

- **EA 1254 – Smoky Hollow Community Benefits Plan**

Principal Planner Paul Samaras summarized the staff report. Although the request includes deviations from the permitted building height, floor area ratio (FAR) and rear setback standards, the project would contribute community benefits in accordance with the Smoky Hollow Specific Plan.

Vice Chair Newman opened the public hearing.

- David Balian informed the Commission that the project is at the lowest point of the street which makes stormwater management challenging; however, they will address the broken utilities within this property. He adds that the building's design brings visible activity to the street as the stairs are located on the outside; this also activates the pedestrian access to the alley.

Vice Chair Newman closed the public hearing.

**MOTION: To adopt resolution 2871.
Moved by Vice Chair Newman, second by Keldorf.**

**Motion carried, 4-0, by the following vote:
Ayes: Newman, Wingate and Hoeschler, and Keldorf.**

- **EA 1233 – Smoky Hollow Tier II Community Benefits Plan**

Assistant Planner Maria Baldenegro provided a detailed power point presentation; requesting a consideration to allow the construction of a building to exceed the permitted building height requirement in the Smoky Hollow East zone.

Vice Chair Newman opened the public hearing.

- Marc Tellez and David Balian provided additional information regarding the

features and details that were designed for this building and incorporated into its design.

Vice Chair Newman closed the public hearing.

MOTION: To adopt resolution 2882, recommending approval of Community Benefits Plan No. 18-01 and EA-1233.

Moved by Commissioner Wingate, second by Hoeschler.

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

Ayes: Newman, Wingate, Hoeschler, and Keldorf.

- **Appeal by Karen Wolcott and Christopher McPherson of the Planning and Building Safety Director's decision relating to an application for a building permit to construct an accessory dwelling unit within an existing garage at 945 Sheldon Street. (continued from September 12, 2019 and October 10, 2019 meetings).**

MOTION: To continue this out to the April meeting or before if it is settled.

Moved by Commissioner Wingate, second by Keldorf.

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

Ayes: Newman, Wingate and Hoeschler, and Keldorf.

J. Election of Officers for 2020.

None.

K. Report from Planning and Building Safety Director or designee

None.

L. Report from City Attorney's Office

David King briefly informed the commissioners that the updated political reform act was distributed by email in January and there are minor changes that need to be reviewed as the rules for conflicts of interest have changed.

M. Planning Commissioners' Comments

- Commissioner Keldorf asked what the rules are or would be for spending in-lieu funds if approved by Council and how future projects will be affected if they pay in-lieu fees.
- Commissioner Hoeschler shared that a neighbor of his suggested blinking lights be added to the crosswalk west of the High School by Oak Street.

N. Adjournment—the meeting adjourned at 8:15pm

The next meeting scheduled for March 12, 2020 at 5:30 pm.

Sam Lee, Director of Planning and Building Safety

Ryan Baldino, Planning Commission Chair



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

January 09, 2020

A. Call to Order

Vice Chair Newman called the meeting to order at 5:30 p.m.

B. Pledge of Allegiance

Commissioner Keldorf led the pledge.

C. Roll Call

Present: Vice Chair Newman
Present: Commissioner Keldorf
Present: Commissioner Hoeschler
Absent: Chair Baldino
Absent: Commissioner Wingate

D. Public Communications

None.

E. Consent Calendar

None.

F. Call items from Consent Calendar

None.

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

None.

H. New Business—Public Hearing

1. EA 1207 – Tentative Map Extension

Assistant Planner Maria Baldenegro presented a PowerPoint requesting a one-year extension of Tentative Map No. 74692, explaining that the county is still reviewing the Map and it is not yet ready for recordation.

Vice Chair Newman opened the public hearing.

- Brandon Straus, representative on behalf of the applicant, explained that the developer is moving forward with the project and is aiming to complete the project within 16 months.

Vice Chair Newman closed the public hearing.

MOTION: Approve the tentative map extension for EA-1207.

Moved by Commissioner Keldorf, second by Commissioner Hoeschler.

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

Ayes: Newman, Hoeschler, Keldorf.

2. EA 1154 – Amendment to Specific Plan, Conditions of Approval, and Development Agreement.

Planning and Building Safety Director Sam Lee presented the staff report, in which he summarized that the ordinance would amend the development agreement, allows payment of \$5.3 million in lieu of providing six affordable housing units, the funds will be set aside until a non-profit organization is selected to maintain the rentals or provide 8 moderate-income units.

City Manager, Scott Mitnick, elaborated on the pros and cons the in-lieu payment would have on the City.

City Attorney David King informed the Commission that D.R. Horton challenged the City on the actions taken at the Council Meeting over the summer and approving either proposal would resolve a lawsuit.

Vice Chair Newman opened the public hearing.

- Multiple residents conveyed the message to hold the developer accountable for the agreement, as they believe mixed income units are beneficial to the City.
- Kyle Wood, a 6th grade teacher at El Segundo Middle School, informed the Commission that he is excited for this project as he strives to one day own property in the City and without this project he and others might miss the opportunity to own property.
- Marianne Adriatico, representing D.R. Horton, informed the Commission that D.R Horton did not foresee the financial constrains the six affordable units would trigger. For two years they have worked together with staff and non-profit organizations to discuss the possible options if they were to divert from the agreement, those being, develop a new building or rehab an existing building to accommodate more affordable housing units. They clarified that they are not abandoning their responsibilities but rather are working towards providing alternatives.
- Commissioner Keldorf listed the logistical issues the City will come across if they are in favor for the in-lieu payment as no foundation currently exist to execute affordable housing. Although Commissioner Keldorf believes in mixed income housing, she communicates that rental low-income housing is the best way to accommodate large numbers of low-income families.
- Commissioner Hoeschler shared his concerns with the in-lieu payment option, as the City has no foundation to execute a timeline for affordable housing.
- Vice chair Newman is requesting transparency from council to understand why the eight moderate units were not passed.

Vice Chair Newman closed the public hearing.

**MOTION: To continue until February 13, 2020.
Moved by Commissioner Keldorf, second by Commissioner Hoeschler.**

**Motion carried, 3-0, by the following vote:
Ayes: Newman, Hoeschler, Keldorf.**

I. Continued Business—Public Hearing.

None.

J. Election of Officers for 2020.

None.

K. Report from Planning and Building Safety Director or designee

None.

L. Planning Commissioners' Comments

Commissioner Hoeschler shared that Deller people have suggested a greenway plan for the railroad easement near Aviation, ultimately creating an El Segundo boarder that provides bike paths. Staff is working on a letter of intent to apply for grants and he expressed his excitement and hopes this goes forward.

M. Adjournment - Meeting adjourned at 6:29 PM.
Next regular scheduled meeting for January 23, 2020 at 5:30 pm.

Sam Lee, Director of Planning and Building Safety

Ryan Baldino, Planning Commission Chair



Planning Commission Agenda Statement

Meeting Date: April 28, 2022

Agenda Heading: New Business

TITLE:

Presentation and Study Session Regarding:

- a. State Mandated Affordable Housing Density Bonus
- b. State Mandated Transitional and Supportive Housing
- c. City Initiated Micro-Unit Regulations

RECOMMENDATION:

That the Planning Commission consider the presentation and provide feedback to staff on potential ordinances for each of the topics.

DISCUSSION

Program 8 of the 2021-2029 Housing Element commits the City to amending the El Segundo Municipal Code (ESMC) to address the following three topics:




- a. Affordable Housing Density Bonus
- b. Transitional and Supportive Housing
- c. Micro-Unit regulations

Where applicable, components of these amendments would be incorporated into the forthcoming Affordable Housing Strategic Plan. The scope of each proposed ESMC amendment is summarized below:

- a. State mandated Affordable Housing Density Bonus. Government Code Section 65915-65918 provides that housing projects providing affordable housing units receive a density bonus above a local agency's maximum allowed densities. The ESMC does not currently address the requirements of State Density Bonus Law. A Code amendment would acknowledge the requirements of the State Density Bonus Law and establish procedures for processing State Density Bonus applications from developers.
- b. State mandated Transitional and Supportive Housing. Senate Bill No. 2 (SB 2, 2007) and Assembly Bill No. 139 (AB 139, 2019) require local agencies to permit transitional and supportive housing by right in all zones where residential uses are permitted. A Code amendment would add transitional and supportive housing as permitted uses in the R-1, R-2, and R-3 zones.

- c. Micro-Unit regulations. Micro-units include studio style residential units generally ranging in size from 150 square feet to 500 square feet. State Law does not require local agencies to permit/regulate micro-units, and El Segundo does not currently have standards for micro-units. However, micro-units can provide an affordable and alternative housing option for various population groups as well as a means for making higher density development more feasible in built-out cities with limited housing sites, such as El Segundo. A Code amendment would permit micro-unit developments subject to a discretionary permit and establish development standards, location requirements, and/or incentives for these units.

Staff has prepared three factsheets (attached) that provide additional information on each of the above topics to help the Planning Commission discuss and provide direction to staff.

ORIGINATED BY: Paul Samaras, AICP, Principal Planner 
REVIEWED BY: Eduardo Schonborn, AICP, Planning Manager 
APPROVED BY: Michael Allen, AICP, Development Services Director 

ATTACHED DOCUMENTS

1. Affordable Housing Density Bonus Factsheet
2. Transitional and Supportive Housing Factsheet
3. Micro-Unit Regulations Factsheet

Fact Sheet: Affordable Housing Density Bonus

To comply with State law, El Segundo must develop a procedure for processing applications for the Affordable Housing Density Bonus.

According to California Government Code sections 65915 – 65918, Affordable Housing Density Bonus entitles a property owner or developer to build more housing units than a local zoning code would otherwise allow provided they reserve a share of the units for **lower income** and/or **senior** residents. ***This law can result in a minimum density increase of 20%--for projects that reserve at least 5% very low, 10% low or 10% moderate units--and up to an 80% density increase for projects in which all units are affordable.***

In addition to a density bonus, an affordable or senior housing project may qualify for 1 - 4 incentives and reduced parking requirements as illustrated in Figure 1, below.

Figure 1:

Benefits that a project may be entitled to in exchange for providing affordable or senior housing

Density Bonus	1 – 4 Incentives	Reduced Parking Ratio
<i>Expressed as a percent, this represents the number of additional units the developer must be permitted, above what the zoning code would allow for a non-density bonus project. For example, 10% lower income units = 20% density bonus.</i>	<i>An incentive¹ is defined as:</i> <ul style="list-style-type: none"> - A reduction in site development standards or a modification of zoning code requirements (i.e. a reduced setback requirement)², - Approval of mixed-use zoning, or - Other regulatory incentives or concessions which result in cost reductions 	<i>All projects that qualify for a density bonus may not be required to build more than the following number of parking spaces:</i> <ul style="list-style-type: none"> - Studio: 1 space - 1 bedroom: 1 space - 2 bedroom: 1.5 spaces - 3 bedroom: 1.5 spaces - 4 bedroom: 2.5 spaces <p><i>Some projects that serve populations very unlikely to own cars, and that are close to transit stops, qualify for further reduced parking requirements.</i></p>

¹ The city may only reject an incentive requested by a developer if it finds that the proposed incentive would not result in a cost reduction; cause an environmental problem; harm historical property; cause a health or safety problem; or be contrary to law.

² Any development standard that would prevent a developer from building their permitted number of units after the density bonus has been applied is automatically waived or reduced to accommodate the density bonus. Any development standard that would prevent the project from being built with the developer’s granted incentives is automatically waived or reduced to accommodate the incentives.

Ordinance Recommendations:

- Include a procedure and timeline for processing applications.
 - The procedure and timeline would need to consider potential streamlining for qualifying projects per SB 35, AB 1934 or other bills.
- Require applicants to submit an application fee and reimbursement agreement, established by City Council at the time of ordinance adoption. The City may establish a reimbursement agreement to recover processing costs.
- Create a new Affordable Housing Density Bonus application form.

Require the applicant to submit reasonable documentation to establish eligibility for a density bonus or other incentives (such as plans identifying the location and layout of affordable units and a regulatory agreement to keep the units affordable and maintained for 55 years, etc.). Unless directed otherwise, a density bonus ordinance would be consistent with the State’s minimum requirements.

Project Example – The following is only intended as an example of how density bonus could be applied to a site in the City.

This example is based on the 1.8-acre site at 835 N Pacific Coast Highway, which would allow 50 du/ac or 90 units under the PCH RHNA Mixed Use Overlay (RHNA MU-O) zone as part of the Housing Element update. A project at this site that qualifies for an affordable housing density bonus could build anywhere from 108 to 162 units. This does not represent the full range of density bonus and/or incentives possible for this site. All three of these project scenarios would qualify for the parking ratio shown in Figure 1.

Figure 2: Image of Case Study Site at 835 N. Pacific Coast Highway



Figure 3: Table showing three potential density bonus scenarios for the Case Study Site

Scenario	By-right units per Zoning (no bonus)	Affordability Component	Density Bonus	Total Units	Affordable Units	Number of Incentives
1	90	5% very low-income units	20%	108	5	1
2	90	24% low income units	50%	135	22	3
3	90	100% affordable ³ , not more than 20% at the moderate level	80%	162	161	4

Minimum Project Qualifications:

- At least 5% very low income
- At least 10% low income
- At least 10% for-sale common interest development restricted to moderate income
- 100% of the housing units (other than manager’s units) restricted to very low, lower, and moderate income (with a maximum of 20% moderate)
- At least 10% for transitional foster youth, disabled veterans, or homeless persons, with rents restricted at the very low income level
- At least 20% for low income college students in housing dedicated for full-time students at accredited colleges
- The project donates at least one acre of land to the city or county for very low income units⁴
- Senior citizen housing (no affordable units required)
- Mobile home park age-restricted to senior citizens (no affordable units required)

Note that the minimum project qualifications of the State Density Bonus will be included in the City’s zoning ordinance. The City’s ordinance will contain language clarifying that the City has adopted the State Density Bonus ordinance and will amend the City’s ordinance accordingly with State amendments, however City amendments may not always be timely with State amendments.

Formula for granting Incentives:

The following table shows the number of incentives that must be granted to a project based on its share of affordable units.

³ Units designated for on-site managers not required to be affordable.

⁴ The donated land must have the appropriate general plan designation, zoning, permits and approvals, and access to public facilities needed for very low income housing.

Figure 4: Formula for granting incentives

Number of Incentives	Very Low Income percentage	Lower income percentage	Moderate income percentage
1	5%	10%	10%
2	10%	17%	20%
3	15%	24%	30%
4	100% Low/Very Low/Moderate (up to 20% Moderate)	100% Low/Very Low/Moderate (up to 20% Moderate)	100% Low/Very Low/Moderate (up to 20% Moderate)

Sources

- Goetz, Jon and Sakai, Tom. "Guide to the California Density Bonus Law." Meyers Nave. January 2021.
- California Government code Sections 65915 - 65918

Factsheet: Transitional and Supportive Housing

Senate Bill No. 2 (SB 2), and Assembly Bill 139 (AB 139) require cities to amend their Zoning Ordinances to permit transitional and supportive housing in all zones where residential uses are permitted, subject to the same development standards and permitting processes as the same type of housing in the same zone.

Transitional vs Supportive Housing

Transitional housing

- Intended to serve as a short-term stay when an individual or household is either:
 - waiting to secure permanent housing, or
 - has secured permanent housing that is not immediately available.
- Also known as “bridge” or “interim housing.”
- Services are provided to prepare residents to transition to permanent housing.

Supportive housing

- Permanent housing with a lease where the tenant pays a percentage of their income for rent.
- Health and social services (medical care, mental health and addiction therapy, employment training, and case management) are offered on-site or in close proximity.

Why are these uses critical to addressing homelessness?

Supportive housing provides a combination of **affordable housing** and **supportive services** designed to help vulnerable individuals and families use stable housing as a platform for health, recovery and personal growth.

Transitional and Supportive Housing Defined

The following terms would be added to El Segundo Municipal Code Section **15-1-6: DEFINITIONS**.

Transitional housing, means buildings configured as rental housing developments but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six months from the beginning of the assistance (Government Code § 65582 (h)).

Supportive housing, means housing with no limit on length of stay, that is occupied by the **Target population**, and that is linked to an onsite or offsite service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community (Government Code Section 65582 (f)).

Target population, means persons with low incomes who have one or more disabilities, including mental illness, HIV or AIDS, substance abuse, or other chronic health condition, or individuals eligible for services provided pursuant to the Lanterman Developmental Disabilities Services Act (Welfare and Institutions Code §§ 4500, et seq.) and may include, among other populations, adults, emancipated minors, families with children, elderly persons, young adults

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aging out of the foster care system, individuals exiting from institutional settings, veterans, and homeless people (Government Code Section 65582 (g)).

Municipal Code Applicability

Transitional and supportive housing would be amended and implemented in the **R-1 zoning** code. As the R-2 and R-3 zones permit any use in the R-1 zone, transitional and supportive housing would also apply.

Fact Sheet: Micro-Unit Ordinance

A Micro-Unit Ordinance will create a pathway to the construction of affordable micro-unit housing near public transportation (for example, within 0.25 miles of Beach Cities Transit or within 1 mile of Metro Green Line). It will fulfill goal 4, program 8 of El Segundo's 2021 – 2029 Housing Element, which would allow micro-unit buildings in the R-3 Multi-family Residential Zone. The allowance for micro-unit buildings is not a state requirement, but it can speed up progress toward housing goals by allowing more housing units per project.

What is a Micro-Unit?

- Micro-units, sometimes called single-room occupancy units (SROs), are smaller dwelling units, typically 150-400 square feet.
- Often include shared amenities and communal spaces to make up for the lack of space in individual units.
- Higher density
- Low parking ratio
- Little or no private amenities
- Affordable entry-point into the housing market for low-income and formerly homeless people
- Housing for students or young professionals who want to live in a communal environment

How do Micro-Units differ from small Multi-family units?

- A Micro-Unit Ordinance would create a procedure for projects in specific transit-adjacent areas within the R-3 Multi-family Residential Zoning District, subject to a Conditional Use Permit. Micro-Units will only be permitted in R-3 zoned areas within areas that are within an acceptable distance from transit (for example, either 1 mile of a Metro Green line station or ¼ Mile from a bus stop).
- Reduced parking minimums would be permitted
- Efficiency or partial kitchens would be permitted
- Shared/communal amenity areas—gathering spaces like community rooms, accessible to all residents, with seating and/or larger kitchen appliances – would be permitted

Micro-Units are commonly subject to the following requirements:

On-Site Management: Provide on-site management in buildings with more than 16 Micro-Units

Operational Standards: Meet operational standards defined by the City, including a 30-day minimum length of stay

Affordability: Affordability is not required per State law, but the City may choose to add this requirement. Another option would be to provide incentives for offering affordable units.

Reduced Parking Minimum: Require as little as a minimum of 0.5 parking space per unit + 1 space per manager's unit. Micro-unit parking minimums set by other communities in the region range from 0.2 to 0.5 parking spaces per unit. Note that reasonable proximity to transit can potentially offset a reduced parking requirement.

Kitchens: Require kitchens to include, at minimum, a sink, 16" x 24" countertop, fridge, and miniature stove/oven feature. Require a communal full-size kitchen.

Location: Could require micro-unit projects to be within 1 mile of a high-frequency transit stop, such as the Metro Green Line, **OR** within $\frac{1}{4}$ from any bus stop. **See maps on pages 2-3 for reference.** The Metro Green Line is considered a High Quality Transit Stop because it is an existing rail transit station with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. El Segundo's Beach Cities Transit bus service is NOT considered High Quality Transit because service intervals are more than 15 minutes during peak commute hours. If the distance from the Metro Green Line station were set at a half mile (as is typical), then no R-3 sites would be eligible for Micro-Units. The option to permit Micro-Units within 0.25 miles of all bus stops would provide significantly more eligible residential units than the 1 mile from the Green Line option. The City can decide what an appropriate distance/location would be.

Zoning and building envelope standards: Apply the same zoning and exterior design standards to micro-units as to other buildings in the R-3 Zoning District other than those specifically outlined in the ordinance.

Micro-unit concentration: Establish a maximum percentage of micro-units within individual multi-family residential projects, such as 20 percent.

Occupancy: Limit Occupancy to two residents per unit. Require a minimum 30-day length of occupancy.

Bathroom: Require each unit to contain a bathroom with sink, toilet, and bathtub or shower.

Storage: Require minimum 48 cubic feet of on-site storage per unit.

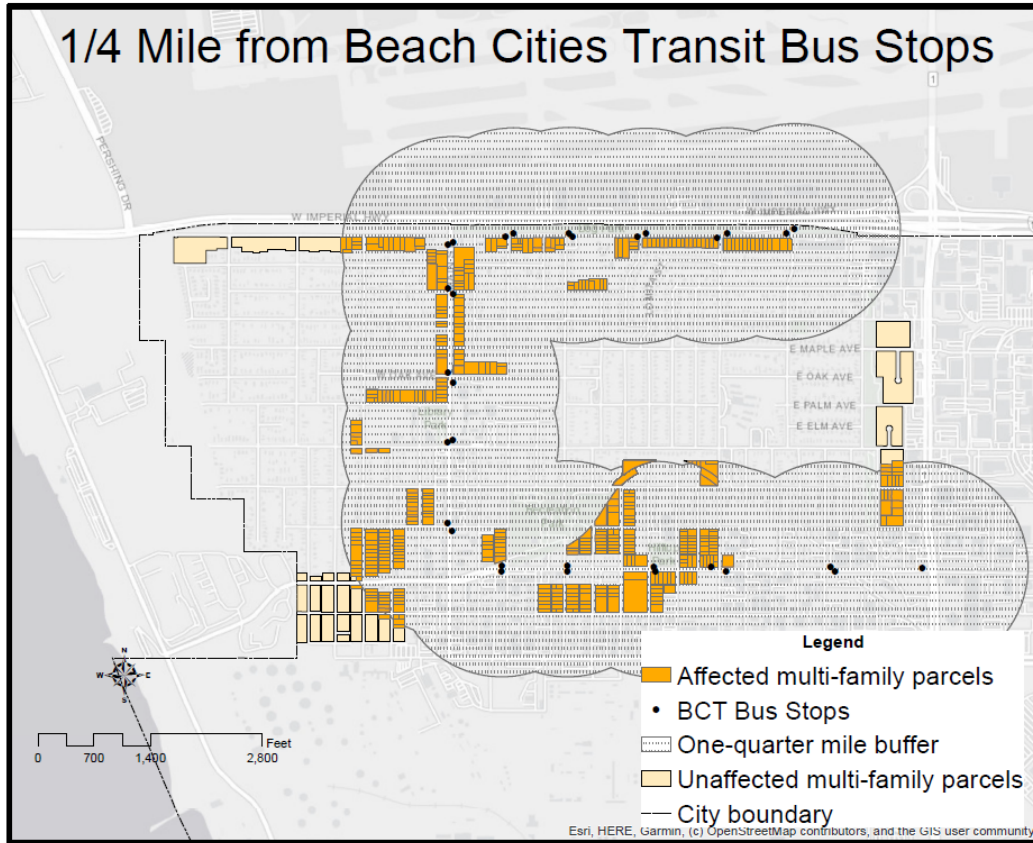
Laundry: Allow either in-unit or communal on-site laundry facilities.

Bicycle storage: Require minimum one bicycle rack per 3 units

Lighting: Require parking areas to be lit at an intensity of 1.25 foot-candles and entire perimeter of the building to be lit at an intensity of 0.5 foot-candles, subject to Police Department review.

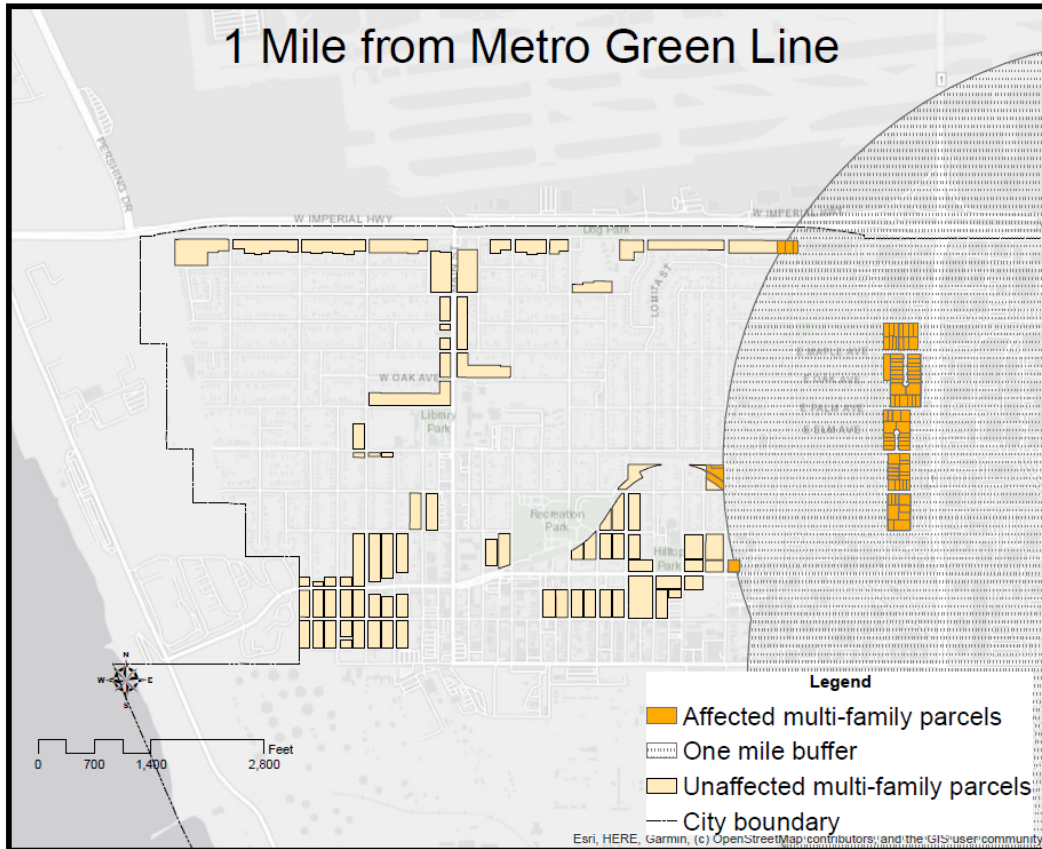
Operational Standards: Require an onsite manager for micro-unit buildings with more than 16 units. Each facility operator must provide a detailed management plan as part of the conditional use permit application.

Location Option 1: ¼ mile from Beach Cities Transit bus stops



Beach Cities Transit runs north and south of El Segundo, from LAX to Torrance. It is **NOT** considered a High Quality transit line by the State because the typical waiting time at a bus stop is longer than fifteen minutes.

Location Option 2: One mile from the Metro Green Line



The Metro Green Line is considered a High Quality Transit line because typical wait times are less than fifteen minutes. El Segundo has no residential zoning within half mile of the Green Line, but Micro-Units could be allowed within one mile of the Green Line.