

**A. CALL MEETING TO ORDER**

A Virtual Meeting of the City of Redondo Beach Planning Commission was called to order by Chair Elder at 7:00 p.m.

City Clerk Eleanor Manzano administered the Oath of Office to new and re-appointed Commissioners.

**B. ROLL CALL**

Commissioners Present: Hinsley, Toporow, Strutzenberg, Ung, Godek, Chair Elder

Officials Present: Brandy Forbes, Community Development Director  
Sean Scully, Planning Manager  
Stacey Kinsella, Associate Planner  
Lina Portolese, Planning Analyst  
Eleanor Manzano, City Clerk

Commissioner Godek introduced herself and commented on her work experience and stated she looks forward to working with Planning Commission colleagues.

**C. SALUTE TO THE FLAG**

Commissioner Hinsley led in the Salute to the Flag.

**D. APPROVAL OF ORDER OF AGENDA**

Community Development Director Forbes referenced Item No. J.1; acknowledged receipt of an email from the applicant stating they have rescinded their appeal and removed the Item from the agenda.

Motion by Commissioner Strutzenberg, seconded by Commissioner Toporow, to approve the Order of Agenda with the removal of Item No. J.1. Motion carried unanimously (6-0), by roll call vote.

**E. BLUE FOLDER ITEMS – ADDITIONAL BACK UP MATERIALS**

**E.1 Receive and File Blue Folder Items**

Motion by Commissioner Strutzenberg, seconded by Commissioner Toporow, to receive and file Blue Folder Items. Motion carried unanimously (6-0), by roll call vote.

## **F. CONSENT CALENDAR**

**F.1 Approve Affidavit of Posting of Planning Commission Regular Meeting of October 15, 2020**

**F.2 Approve Minutes of the Regular Planning Commission meeting of September 17, 2020**

**F.3 Receive and File Planning Commission Referrals to Staff Update**

Planning Analyst Lina Portolese announced there were no e-Comments or written communications received regarding the Consent Calendar.

Commissioner Strutzenberg pulled Item No. F.3 from the Consent Calendar for separate consideration.

Motion by Commissioner Ung, seconded by Commissioner Toporow, to approve Items No. F.1 and F.2 under the Consent Calendar. Motion carried unanimously (6-0), by roll call vote.

## **G. EXCLUDED CONSENT CALENDAR ITEMS**

**G.1 (F.3) Receive and File Planning Commission Referrals to Staff Update**

Commissioner Strutzenberg referenced guidance concerning Commissioners being able to speak to each other prior to a meeting where it is stated the City Council provided direction, shows as complete, and asked whether it will be presented to the Commission. Community Development Director Brandy Forbes noted she will follow up with staff, revise it and present it at the next Commission meeting. Commissioner Strutzenberg requested a brief synopsis of the guidance and Community Development Director Forbes reported it was a Commission Member's ability to speak to one other Commissioner on a project and it was advice provided by the City's outside counsel at that time. Commissioner Strutzenberg commented that outside counsel is still an extension of the City Attorney and his office.

Commissioner Hinsley asked for clarification and Community Development Director Forbes indicated she will bring back specific information at the next Planning Commission meeting. Commissioner Hinsley suggested removing referrals to staff, from the matrix, when they have been completed.

Motion by Commissioner Strutzenberg, seconded by Commissioner Ung, to approve Item No. F.3 under the Consent Calendar. Motion carried unanimously (6-0), by roll call vote.

## **H. PUBLIC PARTICIPATION NON-AGENDA ITEMS**

**H.1 Receive and File Written Communications for the Planning Commission on Non-Agenda Items**

Planning Analyst Lina Portolese announced there were no e-Comments or written communications received regarding non-agenda items but noted one member of the public on the line.

Lisa Agabian discussed her experience living in North Redondo Beach on a two-on-a-lot home with small backyards; reported the neighbor who backs up to her yard has undertaken an extensive construction project that has been going on for six months; explained it includes a large structure that is only a few feet away from their common rear property line and asked that the Planning Commission review the laws regarding auxiliary structures on R2 and R3 lots and consider changing them to include stricter setback requirements and more-appropriate size limitations. Ms. Agabian expressed concerns with the reduction in open space, the proximity of the structure and related potential violations of the City's noise ordinance and reported the project was initially undertaken without approved plans or permits and was mostly completed before plans were submitted or approved.

## **I. EX PARTE COMMUNICATIONS**

There were no Ex Parte Communications as there is no Public Hearing.

## **J. PUBLIC HEARINGS**

### **J.1. PUBLIC HEARING TO CONSIDER AN APPEAL OF THE ADMINISTRATIVE DESIGN REVIEW DECISION FOR THE CONSTRUCTION OF A NEW DETACHED ACCESSORY DWELLING UNIT (ADU) ON PROPERTY LOCATED WITHIN A LOW-DENSITY MULTIPLE-FAMILY ZONE (R-2)**

APPLICANT: Terry and Leigh Gasparovic

PROPERTY OWNER: Same as applicant

ADDRESS: 719 Elvira Avenue

CASE NO: APL-2020-02

RECOMMENDATION:

1. Open the public hearing, administer oath, take testimony, and deliberate;
2. Close the public hearing; and
3. Adopt a resolution by title only denying an appeal and upholding the administrative denial for a detached accessory dwelling unit over 16 feet in building height behind an existing two-story single-family residence located within the Low-Density Multiple-Family Residential (R-2) zone at 719 Elvira Avenue subject to the findings contained therein.

**CONTACT: STACEY KINSELLA, ASSOCIATE PLANNER**

This item was removed from the agenda as the applicants rescinded their appeal.

## **K. ITEMS CONTINUED FROM PREVIOUS AGENDAS - None**

## **L. ITEMS FOR DISCUSSION PRIOR TO ACTION**

## **L.1. DISCUSSION AND PRESENTATION REGARDING THE CITY'S POLICIES RELATED TO OPEN SPACE AND OUTDOOR LIVING SPACE**

### **CONTACT: SEAN SCULLY, PLANNING MANAGER**

Planning Manager Sean Scully presented the Administrative Report and addressed outdoor living space, zoning development standards, requirements within various zoning designations, calculations of outdoor living space and incentives and examples of typical developments.

Commission Toporow pointed out the space can be paved and not necessarily green space.

Planning Manager Scully continued with the presentation and discussed public open space requirements on private developments; presented examples of public open spaces and spoke about incentivizing active and passive public open areas.

In response to Commissioner Hinsley's question regarding the process for making changes, Community Development Director Forbes stated that if the Commission has suggestions for amending the code, staff can present that information to City Council for its consideration.

Planning Manager Scully added that staff would ask for the Commission to reach consensus on recommendations for amendments.

Commissioner Strutzenberg mentioned long, skinny sidewalk areas that are not functionally usable and Planning Manager Scully confirmed those areas count towards open space if they have a ten-foot minimum dimension. Commissioner Strutzenberg suggested delineating the difference between useful open space and qualified open space and not counting the latter as open space.

Commissioner Toporow noted she brought this topic up to consider how open space is being defined and expressed concerns regarding the lack of requirements for green space. She asserted that open space should be truly usable, green space rather than covered with concrete.

Commissioner Ung asked about the rationale behind the calculations to qualify for bonuses and Planning Manager Scully noted the original intention was to develop, minimum basic standards relative to setback requirements and reported many of the City's standard size R1 lots are not zoned R1 but rather, R2 and R3. Commissioner Ung asked about a distinction between permeable and non-permeable open space and Community Development Director Forbes spoke about such requirements in areas getting a of rainfall; discussed the use of permeable pavement and stated if it is a concern about aesthetics, the definition must be broader than permeable vs. non-permeable.

Chair Elder agreed with the need to consider bonuses and incentives and permeable vs. non-permeable; addressed the importance of ground-water replenishment, especially during

droughts; noted green space would be ideal and asserted the need for further research in terms of ground-water replenishment.

Commissioner Hinsley agreed with Commissioner Strutzenberg that any paved area over ten feet wide should not count as open space and felt porches and balconies should not count as open space in R1, R2 and R3 zones.

Commissioner Toporow agreed with fellow Commissioners and felt ground-water replenishment is greatly beneficial.

Chair Elder pointed out other cities define things differently; referenced codes in Santa Barbara as a model of having open green space in residential areas and agreed a “buffer” area such as the “linear parks” in the Galleria should not be considered in the calculation of open space.

Commissioner Strutzenberg discussed the need to investigate the code and develop specific recommendations to present to City Council; requested electronic copies of staff presentations whenever possible; spoke about not including parking areas or landscape within parking areas and addressed distinctions between open space and outdoor living space.

Chair Elder mentioned the possibility of Members of the Commission developing recommendations and returning to the Planning Commission for discussion at a future meeting.

Commissioner Ung felt in terms of commercial and mixed-use areas, it would be more desirable to have a large public area than many, disjointed, smaller areas and suggested areas meeting minimum dimensions should count less (bonus decrement) than full-value to other areas meeting greater dimensions.

Commissioner Toporow suggested removing all the bonuses to be more inline with reality; recommended reviewing best practices and codes of gem cities in California; spoke about suffering plant extinction on a massive scale; felt there may be a way of encouraging people to have some natural beauty on their properties and mentioned being in sync with the laws of nature.

Community Development Director Forbes spoke about ensuring that plantings meet water-efficiency standards.

Commissioner Toporow discussed water efficiency being a problem, not with plants, but with people and wasteful tendencies.

Chair Elder spoke about the possibility of tweaking the issue of bonuses to incentivize the use of green space.

Planning Analyst Lina Portolese announced there were no e-Comments or written

communications received regarding non-agenda items but noted one member of the public on the line.

Lisa Agabian spoke about the importance of preserving trees and open space, whenever possible and mentioned the loss of privacy and habitat.

In reply to Chair Elder's question regarding tree ordinances by surrounding cities, Planning Manager Scully mentioned some cities have tree preservation ordinances, but he would have to research the matter and return to the Commission with a report.

Bruce Bernard urged that the Planning Commission consider neighborhood compatibility when developers attempt to maximize living spaces. He agreed that bonuses have the opposite of the desired effect; recommended decreasing the allowable footprint and offered to help with additional information.

Commissioner Hinsley suggested making a subcommittee to discuss it, develop edits and return to the full Commission for consideration; spoke in favor of removing the bonuses, removing balconies as open space for R1, R2 and R3 and encouraging running trails or other active uses in public open space.

Commissioner Strutzenberg thanked Mr. Bernard for his comments and asked about the effects of reducing or eliminating bonuses. Planning Manager Scully stated it will cut into the allowable square footage of the structure.

Community Development Director Forbes discussed considering usable areas, roof decks counted at a discounted rate and defining what can be done, structurally.

Commissioner Strutzenberg asked about footprint restrictions and Planning Manager Scully stated there are none, currently but the City has FAR limitations for R1 zones.

Commissioner Hinsley suggested that middle units be allowed to consider balconies as open space as otherwise, it would reduce the square footage of the structure and recommended allowing bonuses for green versus hardscape.

Commissioner Toporow requested that staff provide a comparison of best practices and ordinances in other California cities; noted there is a trend to over-build the land and felt there should be a stop to that. She added this is an important time to consider the issue, especially with the new regulations related to ADUs.

Commissioner Godek concurred with the previous discussions and felt the Commission is on the right path.

Chair Elder spoke about GPAC not being able to down-zone areas that used to be R1 because of RHNA (Regional Housing Needs Assessment).

Commissioner Strutzenberg asked about the Commission's ability to change residential

guidelines and Community Development Director Forbes reported that with SB330, design guidelines must be objective and noted they will be updated to be objective.

Commissioner Toporow discussed the guidelines and noted what is important is the code and being able to enforce it. Community Development Director Forbes reported Code Enforcement is activated upon receipt of a complaint or report of a violation.

Planning Manager Scully agreed to provide comparisons in R1 zones but indicated he was unsure about finding comparisons with R2 and R3 lots.

Discussion followed regarding agendizing the matter for future discussion and the process for developing recommendations to present to City Council.

Community Development Director Forbes suggested making a referral to staff to agendize the matter.

Motion by Commissioner Strutzenberg, seconded by Commissioner Toporow, to direct staff to agendize a further discussion regarding open space and outdoor space for all residential areas and present a comparison of ordinances of other California cities for the next regular meeting of the Planning Commission, for possible recommendations to City Council of revisions to the code. Motion carried unanimously (6-0), by roll call vote.

Discussion followed regarding having Members of the Commission submit their recommendations and comments to staff, prior to the next meeting.

Motion by Commissioner Hinsley, seconded by Commissioner Toporow, to receive and file staff's PowerPoint presentation and direct staff to email it to Members of the Commission. Motion carried unanimously (6-0), by roll call vote.

## **L.2. ELECTION OF CHAIRPERSON AND SECRETARY FOR THE TERM OF OCTOBER 2020 THROUGH SEPTEMBER 2021**

Chair Elder declared the positions of Chair and Vice Chair and Secretary of the Planning Commission, vacant, and called for nominations.

Commissioner Toporow nominated Commissioner Elder to remain Chair of the Planning Commission. Commissioner Strutzenberg seconded the nomination.

There being no other nominations, Commissioner Elder was declared Chair of the Planning Commission, unanimously, by roll call vote.

Commissioner Hinsley nominated Commissioner Toporow for the position of Vice Chair.

There being no other nominations, Commissioner Toporow was declared Vice Chair and Secretary of the Planning Commission, unanimously, by roll call vote.

## **M. ITEMS FROM STAFF**

Community Development Director Forbes announced the ADU Ordinance will return to the Planning Commission to review changes suggested by HCD for compliance with State regulations.

In reply to Commissioner Strutzenberg's question regarding review of the ordinance by City Council, Community Development Director Forbes confirmed changes will need to be considered by City Council.

## **N. COMMISSION ITEMS AND REFERRALS TO STAFF**

Motion by Vice Chair Toporow, seconded by Commissioner Hinsley, to direct staff to place the topic of accessory structures and preservation of trees on the agenda for discussion, by February 2021. Motion carried unanimously (6-0), by roll call vote.

Commissioner Ung referenced comments by Lisa Agabian regarding possible code violations and noted the ability of a member of the public to complain to Code Enforcement. Community Development Director Forbes reported there are many opportunities to refer issues to Code Enforcement for compliance.

Vice Chair Toporow announced the installation of the surfing mosaic at the Police Station wall and thanked Commission Ung for donating to the project.

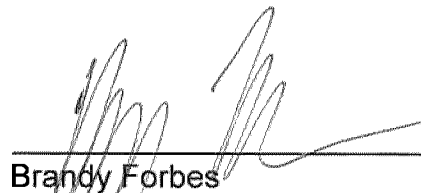
Chair Elder thanked former Commissioner Rodriguez for his many years of service and guidance on the Planning Commission and encouraged the public to make sure they were counted in the U.S. Census.

Commissioner Strutzenberg thanked Community Development Director Forbes and Associate Planner Kinsella for their work on the appeal under Item No. J.1.

## **O. ADJOURNMENT**

There being no further business to come before the Commission, Commissioner Hinsley motioned, seconded by Commissioner Strutzenberg, to adjourn at 9:19 p.m. to the next Planning Commission meeting on Thursday, November 19, 2020, at 7:00 p.m. Motion carried unanimously (6-0), by roll call vote.

Respectfully submitted,

  
\_\_\_\_\_  
Brandy Forbes  
Community Development Director