

**CITY OF MANHATTAN BEACH  
DEPARTMENT OF PARKS & RECREATION**

**TO:** Parks & Recreation Commission

**FROM:** Richard Gill, Parks & Recreation Department Director

**BY:** Lindy Coe-Juell, Assistant to the City Manager

**DATE:** December 3, 2007

**SUBJECT:** Review of the Steering Committee Recommended Facility Strategic Plan

**RECOMMENDATION:**

Staff recommends that the Parks & Recreation Commission review and provide comments on the Steering Committee recommended Facility Strategic Plan (FSP) for final referral back to the City Council. Specifically, the Council has asked that the Parks & Recreation Commission review and comment on issues related to the placement of, and programming for, the civic and recreation facilities proposed in the master plan. Background information related to these issues will be highlighted for the Commission during the presentation by MDA Johnson Favaro (MDAJF) during the Commission meeting on December 3<sup>rd</sup>. Additionally, in order to help the Commission prepare for their review, MDAJF has prepared a 25-page executive summary (Attachment A) that describes and depicts the master plan.

Staff recommends that the Commission review the FSP Master Plan Executive Summary (Attachment A), the FSP Fact Sheet (Attachment B), and the Outline of the Issues for Review (Attachment C) prior to the Commission meeting. MDAJF has prepared the Outline of Issues for Review (Attachment C) as an instrument to help focus the discussion and review. This outline includes questions that will be posed to the Commission during the meeting. The Commissioners should feel free to agree, disagree or provide other comments related to all of the proposed questions, which will be reviewed one at a time. In terms of process, these questions will be posed to the Commission following MDAJF's presentation. After reviewing these questions and recording additional related comments, staff will ask the Commissioners for any other general comments and observations regarding the Master Plan that they would like to have forwarded to the City Council.

**BACKGROUND:**

During the October 18, 2005 City Council meeting, Council approved of the idea to initiate a strategic planning process with the ultimate goal of developing a long term vision for community facilities throughout the City. The Council was interested in pursuing this planning process because many of our civic and recreation facilities have reached, or are near, the end of their useful lives. These facilities require an ever increasing amount of maintenance work to remain open and are outdated for the programming needs of our community. Consequently, the City contracted with MDA Johnson Favaro (MDAJF), an architectural and urban design firm, to facilitate the creation of a facilities master plan. This work began in late summer 2006.

Over the last year and several months, MDAJF has facilitated a comprehensive community driven process for assessing facility and programming needs. This process has included monthly

meetings of a resident Steering Committee, over 70 stakeholder meetings, six community forums, review of related documents, assessment of current and future programming needs, on-site facility research and many iterative drawings showing options for the future placement, or footprints, of public facilities in Manhattan Beach.

**DISCUSSION:**

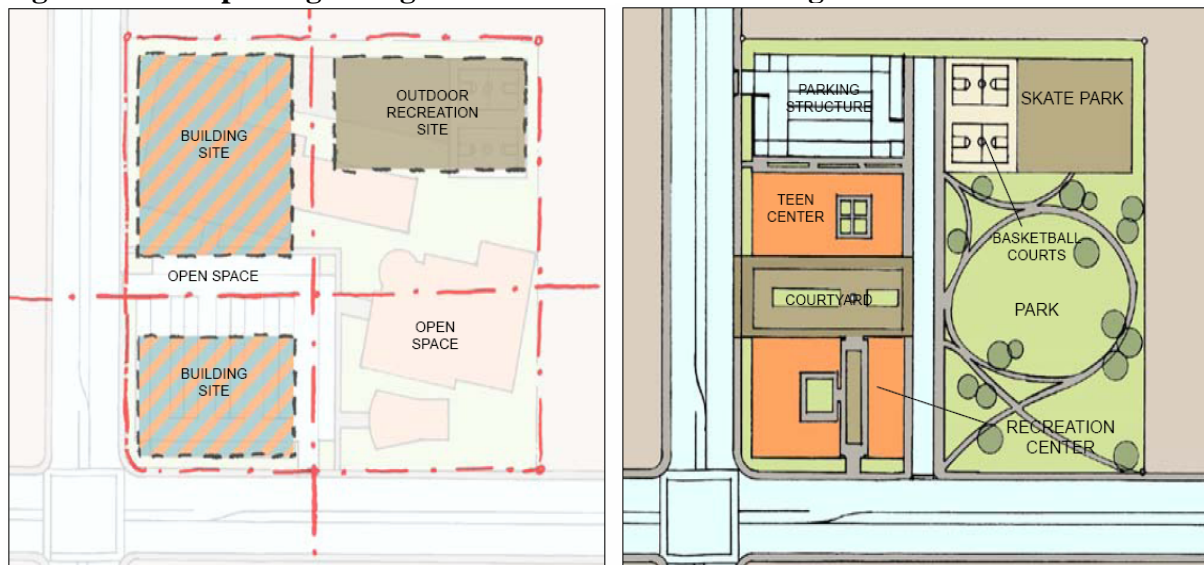
After more than a year of reviewing many options and considering a host of related information and feedback from Manhattan Beach residents, the Steering Committee has formed their recommendations for the FSP master plan. MDAJF will give a presentation to the Commission this evening with the purpose of providing an overview of the FSP work done to-date and to describe and present the recommended master plan.

As a primer for this discussion, it is useful to discuss the major components of a master plan. A master plan establishes a flexible vision for long-term facility planning and should adequately provide for the future programming needs of the community. The master plan document will have two major plan components that accomplish this purpose; the regulating and illustrative plans.

The regulating plan for each land site will designate space for buildings, space for outdoor facilities (such as ball fields and courts) and space that should be forever preserved for parkland or open space. This plan shows an outline of the building footprints and build-to lines, but does not designate a certain facility for these building footprints. This plan allows for flexibility so that the City can decide at the appropriate time which type of facility is best placed in each designated building footprint.

The master plan will also include illustrative plans that will demonstrate one of many interpretations of the long-term vision by showing specific types of facilities, including parking space and structures, which could be placed in the regulatory plan footprint. For example, an illustrative plan will give definition to the regulatory plan by showing an ideal site for a teen center and by providing narrative on the programming elements envisioned for each facility.

**Figure 1: Example Regulating and Illustrative Plan Drawings.**



*Regulating Plan.*

*Long Term Illustrative Plan.*

As mentioned above in the recommendation section, the City Council has asked that the Parks & Recreation Commission review the regulating and illustrative plan aspects of the FSP master plan. Specifically, the Council has asked that the Parks & Recreation Commission review and comment on issues related to the placement of, and programming for, the civic and recreation facilities proposed in the master plan. Staff recommends that the Commission review the FSP Master Plan Executive Summary (Attachment A), the FSP Fact Sheet (Attachment B), and the Outline of the Issues for Review (Attachment C) prior to the Commission meeting. MDAJF has prepared the Outline of Issues for Review (Attachment C) as an instrument to help focus the discussion and review. This outline includes questions that will be posed to the Commission during the meeting. The Commissioners should feel free to agree, disagree or provide other comments related to all of the proposed questions.

In terms of process for the review on the evening of December 3<sup>rd</sup>, MDAJF will begin with the presentation to review the work done to-date and to provide details related to the Master Plan proposed by the Steering Committee. Following the presentation, staff will ask that the Commissioners review, discuss and comment on the questions/proposed findings (Attachment C). After the review and discussion of these questions, staff will ask the Commissioners for any other general comments and observations regarding the Master Plan that they would like to have forwarded to the City Council. The Commission should feel free to pose questions for clarification or to ask for additional information during the review of the proposed findings/questions and during the following time for additional comments and observations.

Please keep in mind that this review is part of the big-picture FSP phase and that there will be an opportunity for Commission review of specific design elements during design review and consideration of traffic, parking and noise factors during the EIR review, should the City Council decide to move forward with design and construction of any piece of the master plan.

**NEXT STEPS AND TIMELINE:**

Following the review by all five of the City Commissions, staff will return to City Council to provide the findings and comments from the Commissions and to ask for Council review, discussion and ultimate approval of the FSP master plan. Staff expects the review by the Commissions to take place during the remainder of this year and to be able to return to Council with the Commissions' comments early next year.

**ATTACHMENTS:**

- A. FSP Master Plan Executive Summary
- B. FSP Master Plan Fact Sheet
- C. FSP Outline of Issues for Review by the Parks & Recreation Commission