

**CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
DRAFT MINUTES OF A REGULAR MEETING
December 05, 2019**

A. CALL TO ORDER:

The regular meeting of the Parking and Public Improvements Commission of the City of Manhattan Beach, California was held on December 05, 2019 at the hour of 6:04p.m., in the City Council Chambers, at 1400 Highland Avenue, in said City.

B. PLEDGE TO FLAG

C. ROLL CALL

Present: Commissioners Murillo, Paralusz, and Chair Longhurst
Absent: Commissioners Franklin, Delk
Staff Present: Traffic Engineer Erik Zandvliet
Clerks: Fel Cortez

D. APPROVAL OF MINUTES

12/05/19-1 Regular Meeting – October 24, 2019

MOTION: It was moved and seconded (**Paralusz/Murillo**) to approve the minutes with no changes.

AYES: Murillo, Franklin, Paralusz, and Chair Longhurst
NOES: None
ABSTAIN: None
ABSENT: Franklin, Delk

E. AUDIENCE PARTICIPATION (3-minute Limit)

Chair Longhurst opened Audience Participation (3-minute Limit).

No Audience Participation.

Chairperson Longhurst closed audience participation.

F. GENERAL BUSINESS

12/05/19-2 City Parking Code Update Discussion

Traffic Engineer Zandvliet summarized the staff report to update the City Parking Codes. The staff report is only to discuss commercial land uses; residential not to be discussed at this time. This is a work plan item from City Council to right-size the city parking code requirements, which have not been done in over 25 years. Businesses can have an opportunity to mix uses to reduce parking requirements. Staff would like to start the discussion with the PPIC on the proposed changes. **Traffic Engineer Zandvliet** pointed out that some land use descriptions are new, and some are no longer viable. This discussion will also be brought to the Planning Commission as they have a direct relation with land use and zoning. **Traffic Engineer Zandvliet** presented the parking code matrix to the PPIC and how to read it. The matrix compares the current City Parking Code to the Institute of Transportation Engineers (ITE) and the Urban Land Institute (ULI).

Traffic Engineer Zandvliet elaborated the classifications under the Industrial use category and provided recommended parking generations. Planning staff felt that the use classifications pertaining to industry, manufacturing, and warehouses can be generalized at 1 parking space per 1000 square feet. Utility type classifications currently have their parking generations reviewed per Use Permit. **Traffic Engineer Zandvliet** continued detailing the requirements and recommended parking generations for industrial type uses.

Discussion followed on the presence of laboratories in the City and the application of the parking code.

Commissioner Murillo asked how to account for different types of uses in mixed use areas and cited the strip of businesses on Marine Avenue and Sepulveda Boulevard. **Traffic Engineer Zandvliet** responded this area is an anomaly. Normally, cases like this would have the parking handled as if it were a shopping center. **Commissioner Murillo** asked why electronic game centers are recommended to be removed while Adult Cabaret are set to stay. **Traffic Engineer Zandvliet** responded that there are still businesses in the city that operate as Adult Cabaret/Businesses; anything that requires a 21 and over limited access.

Traffic Engineer Zandvliet elaborated the classifications under the Recreational and Entertainment use category. **Commissioner Murillo** asked if skate parks are categorized alongside roller/ice skating rinks. **Traffic Engineer Zandvliet** responded no, they are categorized under Public Parks. **Chairperson Longhurst** asked if “Live Work” would be classified under and Artist’s Studio use type. **Traffic Engineer Zandvliet** responded no. **Chairperson Longhurst** asked what would happen if there were five Artist’s Studios in one area. **Traffic Engineer Zandvliet** responded that the parking would be calculated to the totality of all the studios. **Commissioner Murillo** asked how many square feet the proposed Boy scout house is. **Traffic Engineer Zandvliet** responded about 8000 square feet (to be shared with the seniors). The scout house will be owned by the city and is categorized under the Public Park classification rather than Clubs and Lodges classification. **Traffic Engineer Zandvliet** suggested that the Dance/Music Studios classification should be classified under the Personal Improvement classification in the Services category.

Traffic Engineer Zandvliet elaborated the classifications under the Lodging use category. The city currently only has one type of parking requirement for each category; ITE has four different classifications under lodging.

Traffic Engineer Zandvliet elaborated the classifications under the Institutional use category.

Commissioner Murillo asked about a motel near 41st Street and if it were to be remodeled, would the parking be kept the same. **Traffic Engineer Zandvliet** stated that a remodel would be grandfathered in as long as they are not changing more than 50% of structure.

Traffic Engineer Zandvliet continued elaborating on the Institutional category. **Chairperson Longhurst** asked if the proposed development near Grandview Elementary School would be subject to the new parking regulations. **Traffic Engineer Zandvliet** responded that it would be if it were a private school; public schools are not under city jurisdiction.

Traffic Engineer Zandvliet elaborated the classifications under the Medical use category. **Traffic Engineer Zandvliet** asked the commissioners if they felt the residential care categories should be broken up into smaller categories because of the different parking codes. **Chairperson Longhurst** concurred that what staff has proposed would be appropriate.

Traffic Engineer Zandvliet elaborated the classifications under the Office use category. **Commissioner Paralusz** stated it’s easier to add parking spaces in the beginning than it is to try and add them later because it is under parked; her preference is to have more spaces. **Traffic Engineer Zandvliet** further explained that taking into account shared parking or mixed-use parking could help reduce the parking need for that area; offices have a higher parking need during the day, while other uses could have less parking requirement in the evening. **Commissioner Paralusz** asked if Manhattan House has a shared parking agreement with Wells Fargo. **Traffic Engineer Zandvliet** responded no, but there is a vacant parcel on the Wells Fargo side that is approved for retail spot that is built into the parking supply for Wells Fargo. He further explained that Manhattan House could enter into an agreement with Wells Fargo for a minimum of 10 years to offset their parking requirement.

Traffic Engineer Zandvliet elaborated the classifications under the Retail use category. Staff is recommending a conservative approach to single-tenant retail uses under 50k square feet at 2.5 spaces per 1000 square feet and anything over 50k square feet should require a use permit; multi-tenant retail uses will be at 4 spaces per 100 square feet.

Traffic Engineer Zandvliet elaborated the classifications under the Services use category. **Traffic Engineer Zandvliet** asked the commissioners their opinions on the Bank use. **Commissioner Paralusz** stated that 4 spaces per 1000 square feet would suffice.

Discussion followed on Quick Lube Vehicle shops pertaining to parking calculations.

Traffic Engineer Zandvliet asked the commissioners their opinion on Convenience Market w/ Gas Station use type. **Commissioner Paralusz** stated that the gas station on Marine Ave and Aviation Boulevard should require more parking due to the plethora of services. **Commissioner Paralusz** and **Chairperson Longhurst** both feel the requirement for a Convenience Market w/ Gas Station should be around 5 parking spots per 1000 square feet. **Commissioner Murillo** later agreed. **Traffic Engineer Zandvliet** asked the commissioners if Animal Hospitals should be calculated at 2.5 spaces per 1000 square feet of 3.33 spaces per 1000 square feet. **Commissioner Paralusz** suggest 3 spaces per 1000 square feet.

Discussion followed on Automobile washing.

Traffic Engineer Zandvliet reiterated that the Dance/Music Studios could be recategorized under the Personal Improvement use type.

Traffic Engineer Zandvliet elaborated the classifications under the Eating and Drinking Establishment use category. **Commissioner Paralusz** recommended requiring any eating and drinking establishment with a drive thru to obtain a use permit. **Traffic Engineer Zandvliet** asked the commissioners if Quality Restaurants and High-Turnover (Sit-Down) Restaurants should be combined. **Commissioner Paralusz** responded no.

Traffic Engineer Zandvliet asked the commissioners if they supported allowing developments to share their parking space if they meet the parking requirement. **Commissioner Paralusz** concurred and stated that because of limited space in city, land needs to be optimized.

Traffic Engineer Zandvliet asked the commissioners if they support remote parking areas (offsite locations). **Commissioner Murillo** concurred but only if it makes sense within a reasonable distance.

Chairperson Longhurst asked if employee parking can be differentiated from customer parking. **Traffic Engineer Zandvliet** responded yes, it was done for Gelson's. **Chairperson Longhurst** asked if there was a discussion on compact spaces vs. regular spaces. **Traffic Engineer Zandvliet** responded that the purpose of this discussion was not to discuss size spaces, but for every 10 compact spaces, an extra compact space can be included.

Traffic Engineer Zandvliet asked the commissioners their opinion on shared parking in mixed use areas having a reduced parking requirement. **Commissioner Paralusz** stated she would be for that but would like to see a report on it. **Commissioner Murillo** suggested looking at the studies.

Traffic Engineer Zandvliet asked the commissioners if at the end of a 10-year parking agreement the city should require another parking agreement for at least 10 years. **Commissioner Paralusz** asked if the parking agreements run with the land. **Traffic Engineer Zandvliet** responded that the lease agreement would only run with the property owner, not based on the land. If the business owner sells a business, the new owner accepts all the terms to the agreement unless the use is changed.

Traffic Engineer Zandvliet stated that the PPIC recommendations would be presented to the Planning Commission and eventually to City Council for a Code Amendment change. **Chairperson Longhurst** asked what the timeline is for the Code Amendment change. **Traffic Engineer Zandvliet** responded by June of 2020.

G. OTHER ITEMS

12/05/19-3 Monthly Revenue and Expenditure Reports: Receive and File

Commissioner Murillo asked about the budget for parking meters being called out at \$3.8 million and realized at \$1.3 million. **Traffic Engineer Zandvliet** point out that the city is only 4 months into the fiscal year.

Received and file

12/05/19-4 Staff Updates

Traffic Engineer Zandvliet stated that the previous discussions on crossing enhancements are to be brought to City Council in January.

Traffic Engineer Zandvliet stated the Marine Avenue item for the neighborhood plan was supported by City Council and would not need to be brought back to the PPIC.

Traffic Engineer Zandvliet stated that the Mall and Skechers projects are still moving along.

12/05/19-5 Commissioner Items

H. ADJOURNMENT

The meeting was adjourned at 8:02p.m. to the regular Parking and Public Improvements Commission Meeting on January 23, 2019 at 6:00p.m. in the City Council Chambers at 1400 Highland Avenue, in said City.

SCOTT LONGHURST
Chairperson

FEL CORTEZ
Recording Secretary

ATTEST:

ERIK ZANDVLIET
Traffic Engineer