



**CITY OF MANHATTAN BEACH  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
TRAFFIC ENGINEERING DIVISION  
MEMORANDUM**

**DATE:** December 1, 2022

**TO:** Parking and Public Improvements Commission

**FROM:** Erik Zandvliet, T.E., City Traffic Engineer

**SUBJECT:** Discussion of Work Plan Items for Joint City Council/PPIC Meeting

**RECOMMENDATION**

Provide feedback regarding potential Work Plan items for the upcoming joint session with City Council.

**DISCUSSION**

As described in the Boards and Commissions Handbook, the purpose of the Parking and Public Improvements Commission (PPIC) is to make recommendations to the City Council on public parking issues, capital improvement projects, traffic management and activities within the public right-of-way including encroachment permits.

The Work Plan is a guiding document that provides direction and discussion items to the Commission for the upcoming year. For the PPIC, their Work Plan is generally pre-established because the Commission's business is regulatory in nature and primarily mandated by State and Local codes. However, from time to time, amendments to the City's regulations will be required due to changes in law. Also, the Commission may be asked to review policy documents or legislative matters and provide direction to City Council through the Work Plan Process.

The PPIC last met with City Council to discuss work plan items at a joint session on January 19, 2022. On May 17, 2022, the City Council discussed and updated the City Work Plan for the 2022-23 year.

The current Work Plan items for the PPIC include the following items that have been established by the City Council as a priority:

- Modernize Parking Standards
- Long-Term Outdoor Dining and Business Uses on Public and Private Property

The PPIC may also be involved in certain aspects of the following Work Plan items if there are proposals affecting parking or public improvements.

- Downtown and North End Beautification
- Citywide Wayfinding Sign Program Phase I Implementation

The PPIC will also be involved in the development of several ongoing major non-Work Plan efforts:

- Neighborhood Traffic Management Plans (Oak Avenue/North Sepulveda NTMP, Gelson's Area NTMP, Skechers/South Sepulveda NTMP)
- Capital Improvement Program (CIP)
- South Bay Local Travel Network (dependent on City Council direction)

The Commissioners should review this list of Work Plan items and discuss potential Work Plan topics for the upcoming joint session of the City Council / PPIC / Planning Commission on January 18, 2023.

## **PUBLIC NOTIFICATION, OUTREACH, AND COMMENT**

The public has been informed of this agenda item as part of the City's standard meeting notice practices via public bulletin boards, website calendar, and social media.

## **EXHIBITS:**

1. 2022-23 Work Plan (Selected Pages)



MANHATTAN BEACH CITY COUNCIL

# WORK PLAN

FISCAL YEAR  
**2022-23**

**MANHATTAN BEACH CITY HALL**  
1400 HIGHLAND AVENUE  
MANHATTAN BEACH, CA 90266



## MODERNIZE PARKING STANDARDS

During the September 19, 2017 Sepulveda Corridor discussion, City Council directed staff to incorporate modern parking standards in the dialogue of the Sepulveda Planning Initiatives Project. The Sepulveda Planning Initiatives Project final report was delivered to City Council in February 2019. The review of parking standards was bifurcated from the Sepulveda Initiatives Project for additional review and research by the Traffic Engineer and Planning staff.



TARGET DUE DATE	QUARTER 2 2023
FUNDING SOURCE	N/A
PRIORITY LEVEL	C
DEPTS. INVOLVED	N/A

### STATUS:



### COMPLETED ACTION ITEMS:

- Conducted staff meetings to evaluate existing and proposed parking code changes.
- Held public workshop at Parking and Public Improvement Commission meeting on December 5, 2019 and solicited community input.
- Developed initial draft of parking code revisions and amendments based on local, regional and nationwide data.

### ACTIONS PENDING:

- Publish proposed parking requirements identifying benefits and impacts of new parking requirements on land use development for public comments.
- Present findings and recommendations at noticed public study sessions at Planning Commission and Parking and Public Improvements Commission meetings in Quarter 1, 2023.
- Conduct public hearings to consider revised parking codes and standards in Quarter 1, 2023.

### NEXT CITY COUNCIL ACTION:

Conduct a public hearing and consider amending the Municipal Code to update the parking standards in Quarter 1, 2023.

### STAFF CONTACT:

**CARRIE TAI, AICP**, Community Development Director, [ctai@manhattanbeach.gov](mailto:ctai@manhattanbeach.gov)



## LONG-TERM OUTDOOR DINING AND BUSINESS USES ON PUBLIC AND PRIVATE PROPERTY

On August 24, 2021, the City Council directed staff to initiate a work plan item to study long-term outdoor dining and business uses in the public right-of-way and on private property. During the COVID-19 pandemic recovery, the City permitted businesses to use parking spaces and street areas in the public right-of-way during COVID-19 operating restrictions through Emergency Orders. The long-term effort to evaluate long-term businesses uses is intended to be comprehensive, including broad community engagement, evaluation of fiscal implications, study of alternatives, environmental review, and required permitting.



<b>TARGET DUE DATE</b>	QUARTER 3 2024
<b>FUNDING SOURCE</b>	GENERAL
<b>PRIORITY LEVEL</b>	B
<b>DEPTS. INVOLVED</b>	PW, FN, MS, PD, FD

### STATUS:



### COMPLETED ACTION ITEMS:

- Discussed Work Plan framework at October 5, 2021 City Council meeting.
- Conducted City Council discussion on formation of a broad-based Task Force for effort (June 2022)
- Initiated selection of Task Force Members (August 2022)

### ACTIONS PENDING:

- Secure staff to serve as project manager.
- Advertise and solicit applications for at-large Task Force members.
- Prepare and present a Task Force discussion framework to City Council.
- Initiate Task Force meetings
- Define project schedule and milestones.
- Environmental review and permitting.

### NEXT CITY COUNCIL ACTION(S):

Review Task Force applications and select members; Discuss Task Force discussion framework.

### STAFF CONTACT:

**CARRIE TAI, AICP**, Community Development Director, [ctai@manhattanbeach.gov](mailto:ctai@manhattanbeach.gov)



## DOWNTOWN AND NORTH MANHATTAN BEACH BEAUTIFICATION

On April 23, 2019, City Council directed staff to place “Downtown and North End Beautification” on the City Council Work Plan to evaluate various “refresh” opportunities, including sidewalk and landscaping replacements. In 2020, City Council directed staff to undertake several actions, including installing scrambled crosswalks on Manhattan Beach Blvd. at the intersections and Highland Ave. and Manhattan Ave. and completing a painting refresh. Council also suggested including widening sidewalks, which will be evaluated as part of the Long-Term Outdoor Dining and Business Uses on Public and Private Property Work Plan.



<b>TARGET DUE DATE</b>	QUARTER 2 2023
<b>FUNDING SOURCE</b>	GENERAL FUND, DOWNTOWN MANHATTAN BEACH BID, NORTH MANHATTAN BEACH BID
<b>PRIORITY LEVEL</b>	B
<b>DEPTS. INVOLVED</b>	N/A

### STATUS:



### COMPLETED ACTION ITEMS:

- Installed the Rainbow Crosswalk on Manhattan Beach Blvd. and The Strand in Spring 2022.
- New slurry seal and curb paint applied to Downtown streets in Spring 2022.
- Partnered with the Downtown Business and Professional Association (DBPA) to install new plant materials in Downtown in Spring 2022.

### ACTIONS PENDING:

- Slurry seal project for North Manhattan Beach currently under design and scheduled for construction to be complete by May 2023.
- Working with the DBPA and the North Manhattan Beach BID to evaluate beautification projects. Enhancements to lighting and landscaping are under consideration. Additionally, staff will be developing recommendations for adding irrigation and electrical outlets in North Manhattan Beach planters and creating uniformity in trash cans and street benches throughout these business areas.

### NEXT CITY COUNCIL ACTION:

- Review of proposed beautification expenditures in Fall 2022.
- Award of slurry seal project for North Manhattan Beach in January 2023.

### STAFF CONTACT:

**ERICK LEE**, Public Works Director, ELee@manhattanbeach.gov



## UNIFORM CITYWIDE WAYFINDING SIGN PROGRAM PHASE 1 IMPLEMENTATION

In 2015, City Council directed staff to develop a wayfinding signage program that would create a City identity through uniform signage, to be deployed throughout the City. Presentations on this effort were made to City Council on multiple occasions between October 2015 and July 2018 which included various design options. Ultimately City Council selected a “Beach Classic” theme. A draft Wayfinding Master Plan was developed based on the Beach Classic theme and presented to the Cultural Arts Commission, Planning Commission, Parking and Public Improvements Commission, Downtown Business Professional Association and North Manhattan Beach Business Improvement District for review and comments between April 16, 2018 and May 23, 2018. The final Master Plan was presented to City Council on June 5, 2018, at which time staff was directed to refine certain color palette and font selections contained in the Master Plan. That additional work was completed and approved by City Council on November 19, 2019. Following approval of the Wayfinding Master Plan on November 19, 2019, City Council directed staff to prepare design elements with the white background and appropriated approximately \$347,000 from the Parking Fund towards Phase 1 implementation which primarily involves directional parking signs. Routine sign replacements throughout the City will comply with the Master Plan.

<b>TARGET DUE DATE</b>	QUARTER 4 2023
<b>FUNDING SOURCE</b>	PARKING FUND
<b>PRIORITY LEVEL</b>	B
<b>DEPTS. INVOLVED</b>	N/A

**STATUS:**



**COMPLETED ACTION ITEMS:**

- Hired a design consultant, and completed conceptual plans and technical specifications for Phase 1.

**ACTIONS PENDING:**

- Prepare detailed design plans and bid the project out for construction.

**NEXT CITY COUNCIL ACTION:**

Consideration of an award of a design contract anticipated for Fall 2022.

**STAFF CONTACT:**

**ERICK LEE**, Public Works Director, ELee@manhattanbeach.gov