



PLANNING COMMISSION AGENDA December 08, 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, December 08, 2022

TIME: 5:30 p.m.

PLACE: City Council Chamber, 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 discuss, deliberate, or 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 Community Development 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 may 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 matters within the Planning Commission’s subject matter jurisdiction or 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 discuss, deliberate, or 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 Planning Commission Meeting Minutes:**
 - October 27, 2022

RECOMMENDED ACTION: Approve the minutes.

- G. **Continued Business – Public Hearing**

None.
- H. **New Public Hearings**
 - 2. **Environmental Assessment No. EA-1331, Conditional Use Permit No. CUP 22-02, and Adjustment No. ADJ 22-02 (MB)**

Applicant: Stacey Paliombay on behalf of the Lin Family
Property Owner: Michelle and Brian Lin, Yueh-neu Lin
Address: 206 West Oak Avenue

Project Description: Conditional Use Permit to Install Two Vehicle Lifts Inside a New Two-Car Garage, and an Adjustment to Reduce the Minimum Dimensions Required for Vehicle Lifts for a New Residence Located at 206 West Oak Avenue.

Environmental Determination: The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15303 as a Class 3 (“New Construction of Small Structures”), involving the installation of two vehicle lifts within a new two-car garage that is attached to a new dwelling unit which exceeds 3,500 square feet.

RECOMMENDED ACTION: Adopt Resolution No. 2930, conditionally approving Environmental Assessment No. EA-1331, Conditional Use Permit No. CUP 22-02, and Adjustment No. ADJ 22-02.

3. Environmental Assessment No. EA-1323 and Subdivision No. SUB 22-01 for Vesting Tentative Tract Map No. VTTM 83776. (MB)

Applicant: Craig Maples on behalf of Villas on West Palm, LLC c/o Lyle Maul, Manager

Property Owner: The Villas on West Palm, LLC

Address: 301 and 305 West Palm Avenue

Project Description: Subdivision No. 22-01, to subdivide two existing contiguous lots and create eight new land parcels for eight residential condominium units with subterranean parking at 301 and 305 West Palm Avenue in the Multi-Family Residential (R-3) zone. The site is currently developed with six residential dwelling units, which will be demolished to accommodate the proposed condominium project.

Environmental Determination: The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15332 as a Class 32 (“Infill Development”). The project site is less than five acres in size; the project will result in a net increase of two residential dwelling unit at the site; and the project is consistent with the City’s General Plan and Zoning regulations.

RECOMMENDED ACTION: Adopt Resolution No. 2931, conditionally approving Environmental Assessment No. EA-1323 and Subdivision No. SUB 22-01 for Vesting Tentative Tract Map No. VTTM 83776.

4. Environmental Assessment No. EA-971, Revision A, amending the original approvals to allow for additional emergency backup generators. (BM)

Applicant: Sam Brown, representing Serverfarm, LLC

Property Owner: Serverfarm, LLC

Project Address: 444 N. Nash Street

Environmental Determination: In accordance with the State of California Public Resources Code Section 21092, Sections 15063 and 15072 of Title 14 of the California Code of Regulations Guidelines pertaining to the California Environmental Quality Act, and the El Segundo Municipal Code, an Initial Study/Mitigated Negative Declaration of environmental impacts has been prepared for the proposed project.

RECOMMENDED ACTION: Continue the item to the December 15, 2022, special Planning Commission meeting.

I. New Business:

5. Adopt Amended Bylaws (ES)

Consideration and possible action to amend the Planning Commission Bylaws in accordance with El Segundo Municipal Code § 2-1-8.

RECOMMENDED ACTION: Adopt Resolution No. 2933 adopting amendments to the Planning Commission bylaws.



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

October 27, 2022

A. Call to Order

Chair Baldino called the meeting to order at 5:34 p.m.

B. Pledge of Allegiance

Chair Baldino led the pledge.

C. Roll Call

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

D. Public Communications

None.

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

The dais received copies of all eight written communications related to item H3 and a forecast calendar of the upcoming items for the remainder of the year.

F. Consent Calendar

1. Approval of Planning Commission Meeting Minutes:

- August 25, 2022
- December 12, 2019
- November 10, 2019
- October 14, 2019
- September 12, 2019
- August 22, 2019
- June 28, 2018
- November 12, 2015

MOTION: Approve the minutes.

Moved by Commissioner Hoeschler, second by Chair Baldino.

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

Ayes: Baldino, Keldorf, and Hoeschler

G. Call items from Consent Calendar

None.

H. Continued Business—Public Hearing

None.

I. New Public Hearings

2. Presentation of the Draft 2021-2029 Revised Housing Element Update (PS)

Planning Manager Eduardo Schonborn provided a brief history of the housing element and introduced Consultant Veronica Tam who presented the changes in the Revised 2021-2029 Housing Element of the El Segundo General Plan.

- Chair Baldino inquired why the site inventory numbers increased compared to what was originally proposed. Community Development Director Michael Allen advised that the numbers increased because of the feedback from the state. Staff implemented a modified methodology of identifying site inventory and to achieve the ratio of lower moderate and above moderate units that state is requesting the city needed to provide a certain cushion.
- Chair Baldino inquired what the tone is in the meetings with the state, and if there is room for negotiation. Michael stated that there is no room for negotiations as the state solely provides feedback on how to satisfy statutory law by quantifying the strategies the city has committed to address affordable housing in programmatic ways.
- Commissioner Keldorf inquired if the state prefers the city achieve a certain number of units, or the affordability of the units. Michael stated that the state wants the city to facilitate the production of housing and they want the RHNA allocation of affordable units.
- Chair Baldino inquired what the outcome would be if the state does not certify the housing element. Michael and the City Attorney Joaquin stated that if the housing element is not certified then the city would lose local control to regulate housing developments, lose state funding, and developers would be able to build even if the development does not meet local zoning compliance.
- Planning Commissioners continued to discuss the revised housing element with staff.

Chair Baldino opened public communication.

None.

Chair Baldino closed public communication.

- Chair Baldino proposed to modify language on page 44 item F of the resolution to read: "CEQA analysis reached the conclusion because there are no actual projects being proposed in the housing element it is just a proposal and any projects that come under this proposal will have a separate CEQA analysis." The dais provided consensus.
- Chair Baldino also proposed to add language such as "any affirmative statement made in the housing element about what will be accomplished is an

acknowledgment that this will go through the processes of the Planning Commission and City Council could and be evaluated in normal course; every development is subject to the legislative process and approval of City Council.” The dais provided consensus.

- Commissioner Hoeschler shared his concern with the city not being able to meet RHNA numbers and questioned if the city is creating a policy that just allows for more density of the market rate that does not fulfill RHNA at all. Michael advised that a development agreement is a great tool to use to ensure the city can obtain affordable units. Other programmatic strategies that council/commission and staff need to develop include utilizing the 5.3 million dollars to obtain affordable housing, partnering with non-profit housing providers, working with developers who want to do this out of the kindness of their hearts, and incentivizing.
- Commissioner Hoeschler questioned if the caretaker units in Smokey Hollow could be included. Michael stated that this could be proposed at the next study session scheduled for December and it could be discussed further to include other areas of the city such as the downtown specific plan zone and multi-family zone.

MOTION: Adopt Resolution No. 2926 recommending City Council approve the Housing Element with the requested modifications to the resolution

Moved by Chair Baldino, second by Commissioner Keldorf.

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

Ayes: Baldino, Keldorf, and Hoeschler

3. Zone Text Amendment to Permanently Allow and Regulate Home Sharing (ES).

Address: Residential Zone properties in El Segundo

Planning Manager Eduardo Schonborn presented the staff report in relation to the 15-month pilot program that commenced on October 1, 2021. To date the city has twenty home sharing locations and no violations or complaints have been reported. The projected revenue at the end of 2022 is \$52,628. The pilot program expires at the end of the year and staff’s recommendation is that the Planning Commission recommend to City Council that home sharing be permanently allow and regulated through a home share permit, based on the pilot program findings.

Chair Baldino opened public communication.

None.

Chair Baldino closed public communication.

- Chair Baldino stated that all the written communications received via email were in favor of the city adopting this. However, participants are recommending for Airbnb to collect the TOT tax to make the program smoother for the residents. Eduardo advised that finance team is in the process of working with them to do that as it does make it easier for the participants.

Chair Baldino opened public communication.

None.

Chair Baldino closed public communication.

- City Attorney Joaquin proposed modifications to the ordinance. The modifications being: removing the word pilot from the name of the chapter, section 4-16-7 marry two subsections (R-1, R-2, and R-3 zone) into one subsection, and for section 4-16-1 to be tailored to the program as a whole as it no longer will be a pilot program. Joaquin inquired if the dais would like to add a waiting period after a permit is revoked that would allow the applicant to reapply. Chair Baldino advised that we should have a short waiting period like three months but there should be a process in place to prevent repetitive offenders. The dais provided consensus.
- Commissioner Keldorf expressed her support for the waiting period and shared her concerns with nuisance violations. Chair Baldino stated that the city has an ordinance in place to regulate this.
- Eduardo posed a discussion to the Planning Commission about what direction staff should take on short-term rentals for an entire residence as a few residents have inquired. Chair Baldino expressed his concern with the probability of this leading to a house party problem, however he stated that the city now has an ordinance to regulate this and he is not opposed to doing a pilot program on full house short-term rentals. He suggested establishing safeguards to prevent nuisance and limit the number of weeks it can be leased throughout the year. Dais provided consensus to make a motion for item I.3 and continue the full house short-term rental discussion after the motion is passed.

MOTION: Adopt Resolution No. 2927, recommending that the City Council adopt an Ordinance amending Title 4 Chapter 16 (Home Sharing Permit) and Title 15 (Zoning Regulations) of the El Segundo Municipal Code to permanently allow short-term home sharing rentals in the City's Residential zones through a Short-term Home Sharing Permit as modified by our City Attorney.

Moved by Chair Baldino, second by Commissioner Keldorf.

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

Ayes: Baldino, Keldorf, and Hoeschler

- Dais continued discussing whole house short-term rentals.
- Dais advised staff to convey to council that a discussion took place and the commission is open to a pilot program for whole house short-term rentals with the restrictions previously discussed.

J. New Business

4. R-3 Redevelopment Potential Update and Discussion Item (MA)

Community Director Michael Allen introduced consultants Darin Smith and Roderick Hall who presented the staff report regarding the findings of up zoning the R-3 zone by redeveloping and producing new housing opportunities as a result

of SB330. Planning Commission and staff discussed the values and development typologies the Commission wants to preserve and protect to accommodate the densities that are being proposed by staff.

K. Report from Community Development Director or designee

Planning Manager Eduardo Schonborn provided a forecast of remaining 2022 Planning Commission items and inquired if dais has a desire to cancel the December 22, 2022 Planning Commission meeting and substitute it with a special meeting the week before. Dais provided consensus to cancel the December 22, 2022 Planning Commission meeting and substitute it with a special meeting the week before. A 2023 Planning Commission forecast was provided, and Eduardo reminded the Planning Commission of the upcoming election for Planning Commission Chair and Vice Chair on December 8, 2022.

L. Report from City Attorney's Office

None.

M. Planning Commissioners' Comments

- Commissioner Hoeschler reminded the community to vote on November 8, 2022.
- Chair Baldino reminded the community of the upcoming city events.
- Commissioner Keldorf thanked staff.

N. Adjournment—the meeting adjourned at 8:03 p.m.

The next meeting is scheduled for November 10, 2022 at 5:30 p.m.

Michael Allen, Community Development Director

Ryan Baldino, Planning Commission Chair



Planning Commission Agenda Statement

Meeting Date: December 8, 2022

Agenda Heading: New Public Hearing

Item No.: H2

TITLE

Conditional Use Permit to Install Two Vehicle Lifts Inside a New Two-Car Garage and an Adjustment to Reduce the Minimum Dimensions Required for Vehicle Lifts Located at 206 West Oak Avenue. (Environmental Assessment No. EA-1331, Conditional Use Permit No. CUP 22-02, and Adjustment No. ADJ 22-02).

Applicant: Stacey Paliombay on behalf of the Lin Family.

RECOMMENDATION:

1. Adopt Resolution No. 2930, conditionally approving Environmental Assessment No. EA-1331, Conditional Use Permit No. CUP 22-02, and Adjustment No. ADJ 22-02.

BACKGROUND:

On October 27, 2022, applications for Environmental Assessment No. EA-1331, Conditional Use Permit No. 22-02, and Adjustment No. 22-02 were submitted to the Planning Division for a proposed vehicle lift inside a new two-car garage for a new single-family residence located at 206 West Oak Avenue. The project applications and plans were circulated to all City departments for comments, and no objections were received.

Site Description

The subject property is located at 206 West Oak Avenue. The property is in the Single-Family Residential (R-1) Zone. The site measures 44.68 feet in width, and 150.08 feet in depth. The 6,705 square-foot property is currently developed with a 1,835 square-foot single-family residential dwelling unit, and a detached two-story accessory structure that contains a two-car garage on the ground floor with a 424 square-foot Accessory Dwelling Unit (ADU) on the second floor. The property owner intends to demolish the existing residence and ADU that is above the detached two-car garage at the rear of the property and construct a new two-story residence with attached garage. The existing two-car garage will be expanded on the ground floor and converted to storage for bikes, a sauna and pool equipment.

The property is generally bounded by Oak Avenue to the north, Main Street to the east, Virginia Street to the west, and Palm Avenue to the south. The lot to the east of the project site is in the Two-Family Residential (R-2) Zone and the lot to the south is in the Multi-Family (R-3) Zone. As illustrated in Figure No. 1 below, the area is developed with a mix of single-family and multi-family structures.

Figure No. 1 – Aerial view of site



The uses and zoning surrounding the subject property are summarized in the following table:

Table No. 1: Surrounding Land Uses

	Land Uses	Zones
North	Single-family Residential	Single-Family Residential (R-1)
East	Two-family Residential and Multi-family Residential	Two-Family Residential (R-1) and Multi-Family Residential
South	Multi-family Residential	Multi-Family Residential
West	Single-family Residential	Single-Family Residential (R-1)

DISCUSSION:

Project Description

The applicant requests approval of a Conditional Use Permit to allow the installation of two vehicle lifts inside a new two-car garage, resulting in four enclosed parking spaces within an attached two-car garage to comply with the minimum three-car garage requirement for residences exceeding 3,500 square feet. The design of the new residence

includes a basement level under the garage to accommodate the vehicle lifts and related equipment. The applicant also requests approval of an Adjustment to reduce the minimum required dimensions for the width and depth of each vehicle lift.

Zoning Conformance

El Segundo Municipal Code Section 15-15-5(T)(1) requires that each vehicle lift maintain an 11-foot width, 21-foot depth, and a ceiling height clearance of 14-feet. An additional foot is also required for the width of a vehicle lift when adjacent to an interior wall or other similar obstruction. Thus, the proposed vehicle lifts require a minimum overall clear interior width of 24 feet, interior depth of 21 feet, and interior height clearance of 14 feet.

Each vehicle lift is designed with an overall 10'-1.5" width, 20'-0" depth, and 19'-8" height. The applicant proposes the installation of two vehicle lifts within the interior clear space of a new two-car garage that includes a basement level measuring 20'-6" in width, 20'-2" in depth, and a 21'-5" height clearance. Although the proposed dimensions accommodate the vehicle lifts, the proposed dimensions do not comply with the minimum required parking standards. Thus, approval of an Adjustment is necessary to reduce the width by 3'-6" and reduce the depth by 1-foot. The applicant proposes the following deviations to the ESMC Parking Standards summarized in Table 2 below:

Table No. 2: Proposed Deviations

Proposed	Requirement per ESMC § 15-15-5(T)(1)	Deviation
Width: 20'-6"	Width: 24'-0"	3'-6"
Depth: 20'-2"	Depth: 21'-0"	0'-10"
Height: 21'-5"	Height: 14'-0"	Complies

The lifts are proposed to comply with the 3-space minimum requirement for residences that exceeds 3,500 square feet and will be part of the conditions of approval for the project. The property owners will also be required to properly maintain the vehicle lifts as required by the manufacturer’s specifications to ensure they remain operating and stay in good working order.

ANALYSIS:

Conditional Use Permit

Before a Conditional Use Permit may be granted, the Commission must make the following findings as required by ESMC § 15-24-6A:

- A. *The proposed location of the conditional use is in accord with the objectives of this Title and the purposes of the zone in which the site is located.*

The subject site is located in the Single-Family Residential (R-1) Zone. The purpose of this zone is to provide for and promote the development of single-family homes within a safe environment for existing and future residents (ESMC § 15-4A-1). The proposed project provides four fully enclosed on-site parking spaces to comply with the minimum required three enclosed spaces for a single-family dwelling unit that exceeds 3,500 square feet. Staff believes that the proposed lifts will not negatively affect the existing residences in the vicinity or create a visual blight, since the proposed vehicle lifts will be installed fully within an enclosed garage, will not be visible from the street, and will be stored vertically down into a basement with an interior height clearance that exceeds the minimum required 14 feet. The project will also not cause parking impacts to the area since it will result in a 4-car garage onsite, which exceeds the minimum requirement. Additionally, the proposed vehicle lifts will be used only by the occupants at the property in accordance with parking standards and will be installed in accordance with the manufacturer's specifications. Thus, staff believes this finding can be made.

- B. The proposed location of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.*

The proposed attached two-car garage for the new residence is designed with a basement level that accommodates four enclosed parking spaces on two vehicle lifts. Although the new residence requires a three-car garage, the proposed project provides four fully enclosed parking spaces. The proposed interior vertical space measures 21'-5" in height and is sufficient to accommodate two vertical parking spaces on each vehicle lift. The vehicle lifts are designed to lower two vehicles down to the basement where the vehicles and lifts will not be visible. The design of the vehicle lifts has been prepared by a licensed engineer and the mechanical equipment will be installed by professionals. The vehicle lifts will be properly operated and maintained by the residents at the site and will include safety items in accordance with ESMC Sections 15-15-5(T)(1)(d) and (e). Both the equipment and vehicle lifts will not be visible from public street view since they will be fully enclosed within the new garage structure and basement. Therefore, the vehicle lifts will not be detrimental to adjacent residential uses located in the vicinity and will not be detrimental to public health, safety or welfare, or materially injurious to properties or improvements in the vicinity. Thus, staff believes this finding can be made.

- C. The proposed conditional use will comply with each of the applicable provisions of ESMC Chapter 15-24.*

Vehicle lifts are conditionally permitted in the Single-family Residential (R-1) Zone in accordance with ESMC 15-15-5(T)(1). Single-family residential dwelling units exceeding 3,500 square feet in area require a three-car garage. The proposed new dwelling unit exceeds 3,500 square feet and four fully enclosed parking spaces will be provided on two vehicle lifts within a fully enclosed garage that includes a basement level. The proposed conditional use complies with the applicable provisions of ESMC Chapters 15-15, 15-24, and 15-28 since proper notice was provided and a hearing was scheduled for December 8, 2022. In addition, proper hearing decision procedures and records will be complied with, and the required findings will be considered. The proposed Project complies with the current ESMC requirements. Thus, staff believes this finding can be made.

Adjustment

Before an Adjustment Permit may be granted, the Director or Planning Commission must make the following findings as required by ESMC § 15-22-4:

- A. *The proposed adjustment would not be detrimental to the neighborhood or district in which the property is located.*

The project site is in the Single-Family Residential (R-1) Zone. This zone is to provide for and promote the development of single-family homes within a safe environment for existing and future residents (ESMC § 15-4A-1). Vehicle lifts are conditionally permitted in the R-1 Zone. The proposed project requires an Adjustment because the width and depth dimensions of each vehicle lift deviates from what the ESMC requires in the parking standards. Staff believes vehicle lift models today are designed more compactly and have more safety features than previously available in the market. Further, the proposed car lifts are designed to fit into a standard two-car garage. For this reason, allowing the proposed two smaller vehicle lifts which are each 10'-2" in width by 20'-2" in depth, instead of the minimum required 11-foot wide by 21-foot deep dimensions will not be detrimental to the neighborhood. Additionally, the proposed lifts will not be visible from public street view and will not be detrimental to the neighborhood since four fully enclosed parking will be provided onsite. Thus, staff believes this finding can be made.

- B. *The proposed adjustment is necessary in order that the applicant may not be deprived unreasonably in the use or enjoyment of his property.*

The purpose of the Adjustment is to allow for minor deviations to the minimum required dimensions for vehicle lifts. To comply with the minimum standards for vehicle lifts, a garage must measure 25-feet wide. Since the subject property is 44.68-feet wide, a 25-foot wide garage overwhelms the design of the residence and dominates the front façade. Installation of two

vehicle lifts within a typical 20-foot wide garage results in a design that is in keeping with the neighborhood, and the manufacturers specifications can accommodate a smaller design. Vehicle lifts are designed more compactly to fit inside of a typical 2-car garage, which makes it unnecessary to require a larger 11-foot width by 21-foot depth for each vehicle lift. Additionally, requiring larger vehicle lift dimensions in accordance with the ESMC increases the FAR and results in a design where the garage dominates the front façade of the structure. Thus, staff believes this finding can be made.

- C. *That the proposed adjustment is consistent with the legislative intent of this title.*

The purpose of Title 15 Zoning Regulations is a precise land use plan for the City adopted and established to serve the public health, safety, and general welfare and to provide the economic and social advantages resulting from an orderly planned use of land resources. Vehicle lifts are conditionally permitted in the R-1 Zone and the Zoning Regulations allows for adjustments to parking dimensions described in Chapter ESMC 15-15. The proposed project provides proper accommodation for four parking spaces, the required number of enclosed parking spaces in the two vehicle lifts that are smaller in size than the minimum dimensions required in the code. The two vehicle lifts accommodate four enclosed parking spaces which exceeds the minimum required number of three spaces for the new home. The garage capacity and height clearance is sufficient to accommodate the vehicle lifts and the layout does not interfere with design of the proposed new single-family dwelling or the neighborhood. The applicable conditional use permit and adjustment findings are affirmatively made to justify installation approval of the vehicle lifts with the proposed dimensions because it allows the efficient use of land. The proposed project also complies with the legislative intent of the applicable provisions in ESMC Chapters 15-22, 15-24 and 15-28 since proper notice was provided for the hearing. Additionally, proper hearing decision procedures and records will be complied with. Thus, staff believes this finding can be made.

Environmental Review

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15303 as a Class 3 ("New Construction of Small Structures"), involving the installation of two vehicle lifts within a new two-car garage that is attached to a new dwelling unit that exceeds 3,500 square feet.

PREPARED BY: Maria Baldenegro, Assistant Planner ^{EAS for MB}
REVIEWED BY: Eduardo Schonborn, AICP, Planning Manager ^{EAS}
APPROVED BY: Michael Allen, AICP, Community Development Director ^{MA}

EA-1331 and CUP No. 22-01

December 8, 2022

Page 7 of 7

ATTACHED SUPPORTING DOCUMENTS:

1. Draft Resolution No. 2930
2. Plans and Vehicle Lift Specifications

RESOLUTION NO. 2930

A RESOLUTION APPROVING ENVIRONMENTAL ASSESSMENT NO. EA-1331, CONDITIONAL USE PERMIT NO. CUP 22-02, AND ADJUSTMENT NO. 22-02 TO INSTALL TWO VEHICLE LIFTS INSIDE A NEW TWO-CAR GARAGE, AND TO REDUCE THE MINIMUM DIMENSIONS REQUIRED FOR VEHICLE LIFTS FOR A NEW RESIDENCE ON A PROPERTY LOCATED AT 206 WEST OAK AVENUE.

The Planning Commission of the City of El Segundo does resolve as follows:

SECTION 1: The Planning Commission finds and declares that:

- A. On October 27, 2022, Stacey Paliombay ("Applicant") filed an application on behalf of Brian Keranh Lin and Michelle Miyoun Lin, husband and wife and Yueh-Neu Lin, a widow, as joint tenants (collectively, the "Property Owner") for Environmental Assessment No. EA-1331, Conditional Use Permit No. CUP 22-02 to install two vehicle lifts inside a new two-car garage, and an Adjustment No. ADJ 22-02 to reduce the minimum dimensions required for vehicle lifts for a new residence on a property in the Single-Family Residential (R-1) Zone that is located at 206 West Oak Avenue;
- B. The subject property is in the Single-Family Residential (R-1) Zone at 206 West Oak Avenue;
- C. The subject property is located on the south side of Oak Avenue generally bounded by Oak Avenue to the north, Main Street to the east, Virginia Street to the west, and Palm Avenue to the south.
- D. The abutting lot along the east side of the subject property is in the Two-Family Residential (R-2) Zone and the abutting lot to the rear is in the Multi-Family (R-3) Zone.
- E. The site measures 44.68 feet in width, 150.08 feet in depth, and is 6,705 square feet in area;
- F. The site is currently developed with a 1,835 square-foot residential dwelling unit, and a detached two-story accessory structure that contains a two-car garage on the ground floor with a 424 square-foot Accessory Dwelling Unit (ADU) on the second floor;

- G. The existing 1,835 square-foot residential dwelling unit and the 424 square-foot ADU above the existing two-car garage will be demolished;
- H. The applicant intends to construct a new two-story single-family residential dwelling unit with a basement. The proposed residence is 4,294 square feet and contains an 857 square-foot basement. The attached two-car garage also contains a basement for storing vehicles. The proposed two-car garage is oriented towards the street;
- I. ESMC Section 15-15-6 requires three enclosed parking spaces within a three-car garage for Single-family residential dwellings that exceed 3,500 square feet in the R-1 Zone. The lifts are proposed to comply with the three enclosed spaces that are required for the new residence. The vehicle lifts will lower two vehicles into the basement of the garage and will provide a total of four fully enclosed parking spaces;
- J. In accordance with ESMC Section 15-15-5(T)(1), the applicant submitted a Conditional Use Permit application to allow two vehicle lifts in the R-1 Zone to comply with the required enclosed number of parking spaces for a new dwelling unit that exceeds 3,500 square feet, and an Adjustment application to reduce the dimensions required for each vehicle-lift in the ESMC;
- K. ESMC Section 15-15-I requires each vehicle lift to measure 11 feet in width, 21 feet in depth, and 14 feet in height. The proposed vehicle lifts are designed with an overall 10'-1.5" width, 20'-0" depth and 19'-8" height;
- L. In accordance with ESMC Section 15-15-6(D), the applicant submitted an Adjustment to deviate from the minimum required dimensions for the two vehicle lifts;
- M. The two vehicle lifts and mechanical equipment that will power the lifts will be fully enclosed inside of the new two-car garage in the basement level;
- N. The application was reviewed by the City's Community Development Department for, in part, consistency with the General Plan and conformity with the ESMC;
- O. Upon submittal of all required information, the project applications were deemed complete by staff on November 14, 2022;
- P. The City reviewed the project's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA"), and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, *et seq.*, the "CEQA Guidelines");

- Q. After notice was issued pursuant to the requirements of the El Segundo Municipal Code, the Planning Commission held a duly noticed public hearing on December 8, 2022, to review and consider the applications, and receive public testimony and other evidence regarding the application including, without limitation, information provided to the Commission by City staff, and Stacey Paliombay on behalf of the Lin family; and
- R. The Planning Commission considered all oral and written evidence as part of such hearing, including, without limitation, the information provided by City staff, public testimony, and Stacey Paliombay on behalf of the Lin family. This Resolution, and its findings, are made on the entire administrative record, including, without limitation, the evidence presented to the Commission at its December 8, 2022, public hearing including, without limitation, the staff report submitted by the Community Development Department.

SECTION 2: *Environmental Assessment.* The proposed project is categorically exempt from CEQA requirements pursuant to 14 California Code of Regulations § 15303 (“New Construction or Conversion of Small Structures”) involving the installation of two vehicle lifts within a new two-car garage for the approval of a new residential dwelling unit which exceeds 3,500 square feet.

SECTION 3: *General Plan and Zoning.* The proposed revised Project conforms with the General Plan and the zoning regulations in the ESMC as follows:

- A. The General Plan Land Use Designation of the Project site is Single-Family. This designation is intended for low density single-family homes.
- B. Implementation of the Project will meet relevant goals and policies of the Housing Element. Implementation of the Project will help achieve Housing Goal 3: “Provide opportunities for new housing construction in a variety of locations and a variety of densities in accordance with the land use designations and policies in the Land Use Element.”
- C. Implementation of the Project will help achieve Housing Policy 3.3: “Permit vacant and underdeveloped property designated as residential to develop with a diversity of types, prices and tenure.”
- D. The Project is consistent with Circulation Element Policy 3-2.1 to “ensure the provision of sufficient on-site parking in all new development.” The parking requirement for the proposed new single-family dwelling unit that exceeds 3,500 square feet is three enclosed parking spaces. The total

number of parking spaces provided at the site with the use of two vehicle lifts, is four fully enclosed parking spaces. Therefore, the Project meets the ESMC minimum required on-site parking spaces by installing the proposed two vehicle lifts.

SECTION 4: Conditional Use Permit Findings. After considering the factual findings of this Resolution, the Planning Commission finds as follows:

- A. The proposed location of the conditional use is in accord with the objectives of this Title and the purposes of the zone in which the site is located.** The subject site is located in the Single-Family Residential (R-1) Zone. The purpose of this zone is to provide for and promote the development of single-family homes within a safe environment for existing and future residents (ESMC § 15-4A-1). The proposed project provides four fully enclosed on-site parking spaces to comply with the minimum required three enclosed spaces for a single-family dwelling unit that exceeds 3,500 square feet. The proposed lifts will not negatively affect the existing residences in the vicinity or create a visual blight, since the proposed vehicle lifts will be fully enclosed within the garage, will not be visible from the street, and will be stored vertically down into a basement with an interior height clearance that exceeds the minimum required 14 feet. The project will also not cause street parking shortages in the vicinity since four fully enclosed parking spaces will be provided in a new four-car garage and two parking spaces onsite in the driveway, which exceeds the minimum requirement. Additionally, the proposed vehicle lifts will be used only by the occupants at the property in accordance with parking standards and will be installed in accordance with the manufacturer's specifications.
- B. The proposed location of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.** The new residence requires a three-car garage and the proposed project provides four fully enclosed parking spaces. The attached garage to a new home has been designed to accommodate four fully enclosed parking spaces. The two vehicle lifts are designed to lower two vehicles down to the basement where the vehicles and lifts will not be visible. The proposed interior vertical space measures 21'-5" in height and is sufficient to accommodate two vertical parking spaces on each vehicle lift. The design of the vehicle lifts has been prepared by a licensed engineer and the mechanical equipment will be installed by professionals. The vehicle lifts will be properly operated and maintained by the residents at the site and will include safety items in accordance with ESMC Sections 15-15-5(T)(1)(d) and (e). Both the equipment and vehicle

lifts will not be visible from public street view since they will be fully enclosed within the new garage structure and basement. The proposed vehicle lifts will not be materially detrimental to other properties in the vicinity since the lifts are within an enclosed garage and will not be visible from surrounding properties or from the street. Lastly, the vehicle lifts provide more onsite parking spaces at the property which will reduce the demand for street parking.

- C. The proposed conditional use will comply with each of the applicable provisions of ESMC Chapter 15-24.** Vehicle lifts are conditionally permitted in the Single-family Residential (R-1) Zone in accordance with ESMC 15-15-5(T)(1). Single-family residential dwelling units exceeding 3,500 square feet in area require a three fully enclosed parking spaces within a garage. The proposed new dwelling unit exceeds 3,500 square feet, and the two vehicle lifts will result in four fully enclosed parking spaces on the property. The proposed conditional use complies with the applicable provisions of ESMC Chapters 15-15, 15-24, and 15-28 since proper notice was provided and a hearing was scheduled for December 8, 2022. In addition, proper hearing decision procedures and records will be complied with, and the required findings will be considered. The proposed Project meets all of the current ESMC requirements.

SECTION 5: Adjustment Findings. After considering the above facts, the Commission finds as follows:

- A. The proposed adjustment would not be detrimental to the neighborhood or district in which the property is located.** The project site is in the Single-Family Residential (R-1) Zone. This zone is to provide for and promote the development of single-family homes within a safe environment for existing and future residents (ESMC § 15-4A-1). Vehicle lifts are conditionally permitted in the R-1 Zone. The proposed project requires an Adjustment because the width and depth dimensions of each vehicle lift deviates from what the ESMC requires in the parking standards. Staff believes vehicle lift models today are designed more compactly and have more safety features than previously available in the market. Further, the proposed car lifts are designed to fit into a standard two-car garage. For this reason, allowing the proposed two smaller vehicle lifts which are each 10'-2" in width by 20'-2" in depth, instead of the minimum required 11-foot wide by 21-foot-deep dimensions will not be detrimental to the neighborhood. Additionally, the proposed lifts will not be visible from public street view and will not be detrimental to the neighborhood since four fully enclosed parking will be provided onsite.

- B. The proposed adjustment is necessary in order that the applicant may not be deprived unreasonably in the use or enjoyment of his property.** Vehicle lifts are conditionally permitted in the Single-family Residential (R-1) Zone in accordance with ESMC 15-15-5(T)(1). The purpose of the Adjustment is to allow for minor deviations to the minimum required dimensions for vehicle lifts. To comply with the minimum standards for vehicle lifts, a garage must measure 25-feet wide. Since the subject property is 44.68-feet wide, a 25-foot wide garage overwhelms the design of the residence and dominates the front façade. Installation of two vehicle lifts within a typical 20-foot wide garage results in a design that is in keeping with the neighborhood, and the manufacturers specifications can accommodate a smaller design. Vehicle lifts are designed more compactly to fit inside of a typical 2-car garage, which makes it unnecessary to require a larger 11-foot width by 21-foot depth for each vehicle lift. Additionally, requiring larger vehicle lift dimensions in accordance with the ESMC increases the FAR and results in a design where the garage dominates the front façade of the structure.
- C. That the proposed adjustment is consistent with the legislative intent of this title.** The purpose of Title 15 Zoning Regulations is a precise land use plan for the City adopted and established to serve the public health, safety, and general welfare and to provide the economic and social advantages resulting from an orderly planned use of land resources. Vehicle lifts are conditionally permitted in the R-1 Zone and the Zoning Regulations allows for adjustments to parking dimensions described in Chapter ESMC 15-15. The proposed project provides proper accommodation for four parking spaces, the required number of enclosed parking spaces in the two vehicle lifts that are smaller in size than the minimum dimensions required in the code. The two vehicle lifts accommodate four enclosed parking spaces which exceeds the minimum required number of three spaces for the new home. The garage capacity and height clearance is sufficient to accommodate the vehicle lifts and the layout does not interfere with design of the proposed new single-family dwelling or the neighborhood. The applicable conditional use permit and adjustment findings are affirmatively made to justify installation approval of the vehicle lifts with the proposed dimensions because it allows the efficient use of land. The proposed project also complies with the legislative intent of the applicable provisions in ESMC Chapters 15-22, 15-24 and 15-28 since proper notice was provided for the hearing. Additionally, proper hearing decision procedures and records will be complied with.

SECTION 6: Reliance on Record. Each and every one of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and

written, contained in the entire record relating to the Project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 7: *Limitations.* The Planning Commission’s analysis and evaluation of the Project is based on the best information currently available. It is inevitable that in evaluating a Project that absolute and perfect knowledge of all possible aspects of the Project will not exist. One of the major limitations on analysis of the Project is the Planning Commission’s knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City’s ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 8: *Summaries of Information.* All summaries of information in the findings which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding, is not based in part on that fact.

SECTION 9: *Action.* Based on the foregoing findings and the evidence in the whole of the administrative record, the Planning Commission hereby approves Environmental Assessment No. EA-1331, Conditional Use Permit No. 22-02, and Adjustment No. ADJ 22-02, subject to the conditions set forth in attached Exhibit “A,” incorporated herein by this reference.

SECTION 10: This Resolution will remain effective unless superseded by a subsequent resolution.

SECTION 11: This Resolution may be appealed within ten (10) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

SECTION 12: Except as provided in Section 11, this Resolution is the Planning Commission’s final decision and will become effective immediately upon adoption.

PASSED AND ADOPTED this 8th day of December, 2022.

Ryan Baldino, Chairperson
City of El Segundo Planning Commission

ATTEST:

Michael Allen, Secretary

- Baldino -
- Hoeschler -
- Keldorf -
- Newman -
- Maggay -

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: _____
Joaquin Vazquez, Deputy City Attorney

Exhibit A

CONDITIONS OF APPROVAL

In addition to all applicable provisions of the El Segundo Municipal Code (“ESMC”), the Applicant and Property owner, as defined in the resolution to which this exhibit is, and their successors-in-interest, agree that they will comply with the following provisions as conditions for the City’s approval of Environmental Assessment No. EA-1331, Conditional Use Permit No. CUP 22-02 and Adjustment No. ADJ 22-02 (“Project Conditions”).

Zoning Conditions

1. This approval is for the project as shown on the plans reviewed and approved by the Planning Commission on December 8, 2022, and on file with the Community Development Department, for the installation of two vehicle lifts inside a garage, each measuring 10’-2” in width by 20’-2” in depth, instead of the minimum required 11-foot wide by 21-foot-deep dimensions. Any subsequent modification must be referred to the Community Development Director for a determination regarding the need for Planning Commission review and approval of the proposed modification.
2. The vehicle lift must comply with all applicable requirements of the ESCMC including ESCMC § 15-15-5(T) regulating vehicle lifts.
3. The vehicle lift must be located only within a fully enclosed garage and must not encroach into the required dimensions of the two surface parking spaces within the garage.
4. Each vehicle lift may only be used to store two vehicles vertically where a minimum vertical height clearance from the floor to the ceiling plate of the garage is a minimum of 21’-5.”
5. The vehicle lift must be installed and operated in accordance to manufacturer specifications.
6. The vehicle lift must be maintained in proper working order at all times and must be serviced per manufacturer’s recommendations and specifications. The applicant agrees that the Director of Community Development or designee shall have the right to enter and inspect the vehicle lift, upon reasonable notice and during normal business hours, to ensure that the vehicle lift is being maintained in proper working order and is being used consistent with these Project Conditions.

7. The applicant and its successors-in-interest acknowledge that the vehicle lift is a conditionally permitted use in order to meet the City's three-car parking requirement for single-family homes that exceed 3,500 square feet. In the event the vehicle lift is removed, the applicant and its successors-in-interest acknowledge that the property will be in violation of the ESMC and they will need to take steps to bring the property into compliance with the City's parking requirements.

Miscellaneous Condition(s)

8. The Applicant agrees to indemnify and hold the City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising from the City's approval of Environmental Assessment No. 1331, Conditional Use Permit No. CUP 22-02, and Adjustment No. ADJ 22-02. Should the City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the City approval of Environmental Assessment No. 1331, Conditional Use Permit No. CUP 22-02, and Adjustment No. ADJ 22-02 the Applicant agrees to defend the City (at the City's request and with counsel satisfactory to the City) and will indemnify the City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "the City" includes the City of El Segundo's elected officials, appointed officials, officers, and employees.

By signing this document, the Applicant and Property Owner, certify that they have read, understood, and agrees to the Project Conditions listed in this document.

APPLICANT:

Stacey Paliombay

PROPERTY OWNER:

Brian Keranh Lin

Michelle Miyoun Lin

Yueh-Neu Lin

206 Oak St

Brian & Michelle Lin

206 Oak Street

El Segundo, CA 90245

STRUCTURAL ENGINEER

MJM Consulting Structural Engineering

ARCHITECTURAL DESIGNER

Flomark Design

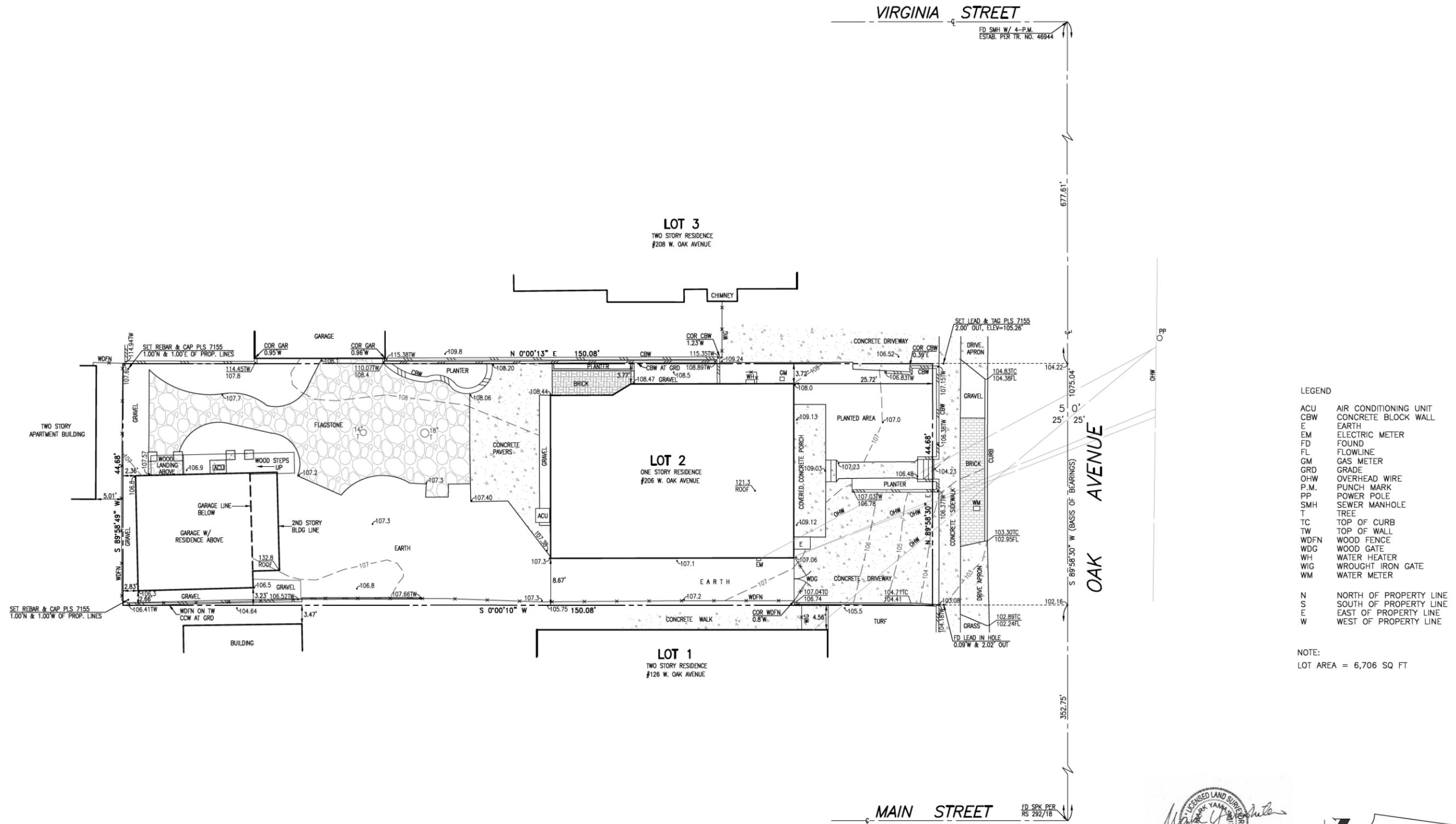
INTERIOR DESIGNER

Flomark Design

CUP APPLICATION PROJECT PRESENTATION



Site Survey



- LEGEND**
- ACU AIR CONDITIONING UNIT
 - CBW CONCRETE BLOCK WALL
 - E EARTH
 - EM ELECTRIC METER
 - FD FOUND
 - FL FLOWLINE
 - GM GAS METER
 - GRD GRADE
 - OHW OVERHEAD WIRE
 - P.M. PUNCH MARK
 - PP POWER POLE
 - SMH SEWER MANHOLE
 - T TREE
 - TC TOP OF CURB
 - TW TOP OF WALL
 - WDFN WOOD FENCE
 - WDG WOOD GATE
 - WH WATER HEATER
 - WIG WROUGHT IRON GATE
 - WM WATER METER
- N NORTH OF PROPERTY LINE
S SOUTH OF PROPERTY LINE
E EAST OF PROPERTY LINE
W WEST OF PROPERTY LINE

NOTE:
LOT AREA = 6,706 SQ FT

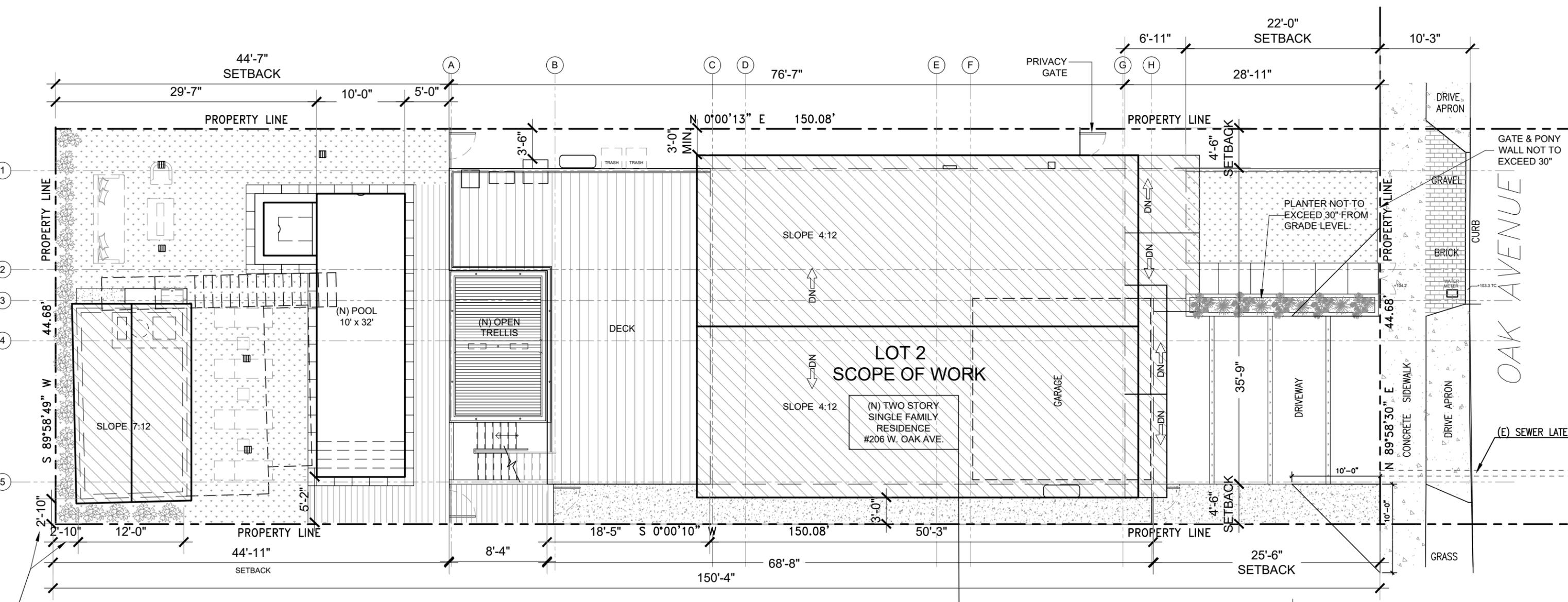
BASIS OF BEARINGS:
THE BEARING OF S 89° 58' 30" W FOR THE CENTERLINE OF OAK AVENUE AS SHOWN ON THE MAP OF TRACT NO. 9802 M.B. 137-46 WAS USED AS THE BASIS OF BEARINGS SHOWN HEREON.

BENCH MARK:
CITY OF EL SEGUNDO BENCH MARK NO. G-11
OAK @ MAIN - LEAD & BRASS TACK IN CURB
N.E. COR 7'E/E END OF CURB RETURN.
ELEVATION = 88.66'



BECKER AND MIYAMOTO, INC. LICENSED LAND SURVEYORS		JOB NO. 13355
5601 W. WASHINGTON BLVD. LOS ANGELES, CA. 90016 (323) 592-3589		DRAWN BY: SMM
TITLED: TOPOGRAPHIC SURVEY		CHECKED BY: YM
LOT 2 OF TRACT NO. 9802, M.B. 137-46		DATE OF SURVEY: 9-01-21
PREPARED EXCLUSIVELY FOR: FLOMARK INC.		SHEET 1
MARK YAMASHITA PLS 7155		OF 1

Site Plan



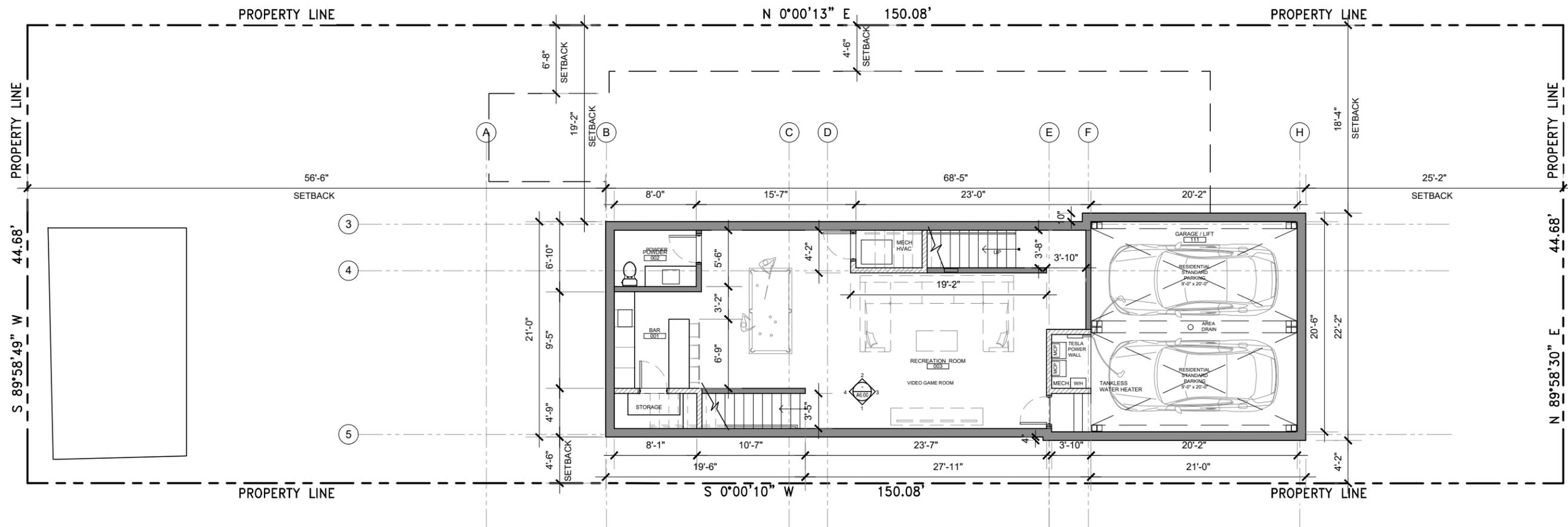
(E) SETBACK TO REMAIN

PC #: C0250-22
 (N) 2-STORY SINGLE FAMILY RESIDENCE w/ BASEMENT AND GARAGE.

1 PROPOSED SITE PLAN
 3/32" = 1'-0"



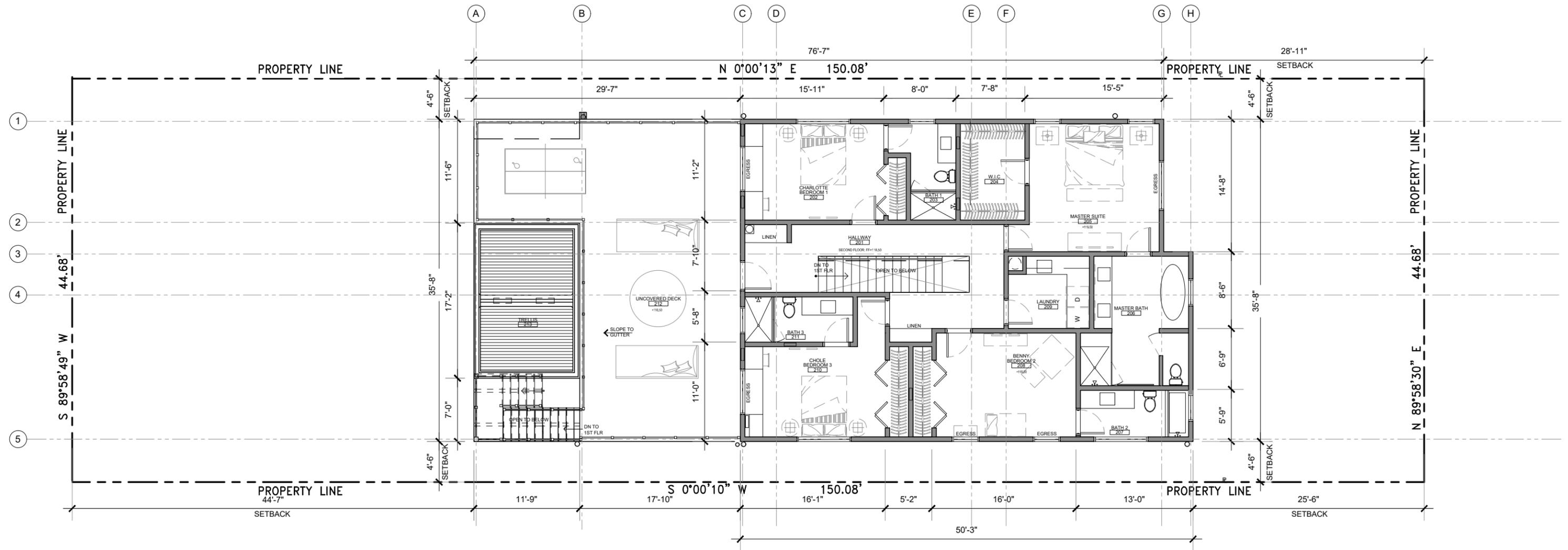
Basement Floor Plan



1 PROPOSED BASEMENT PLAN
3/32" = 1'-0"

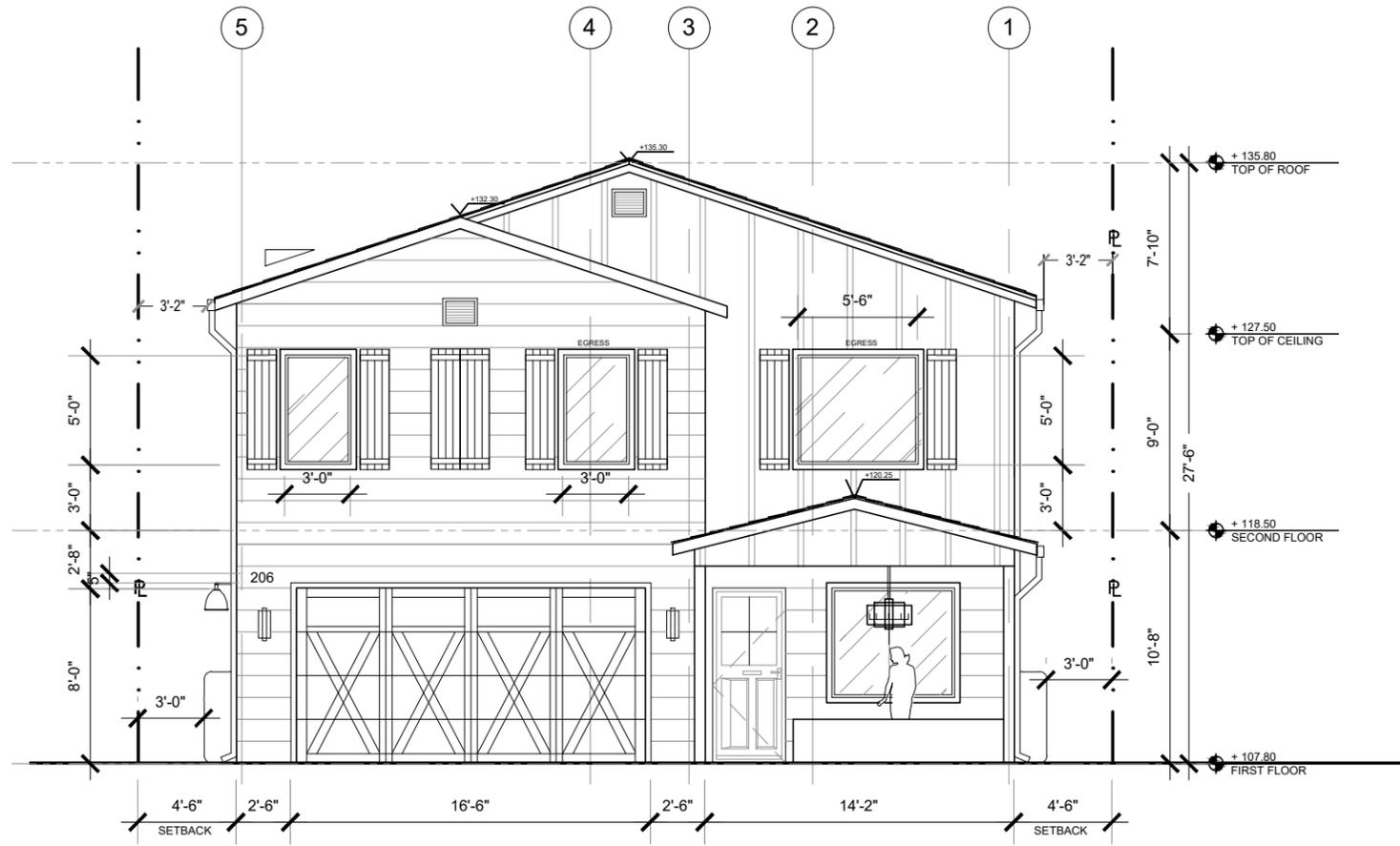


Second Floor Plan

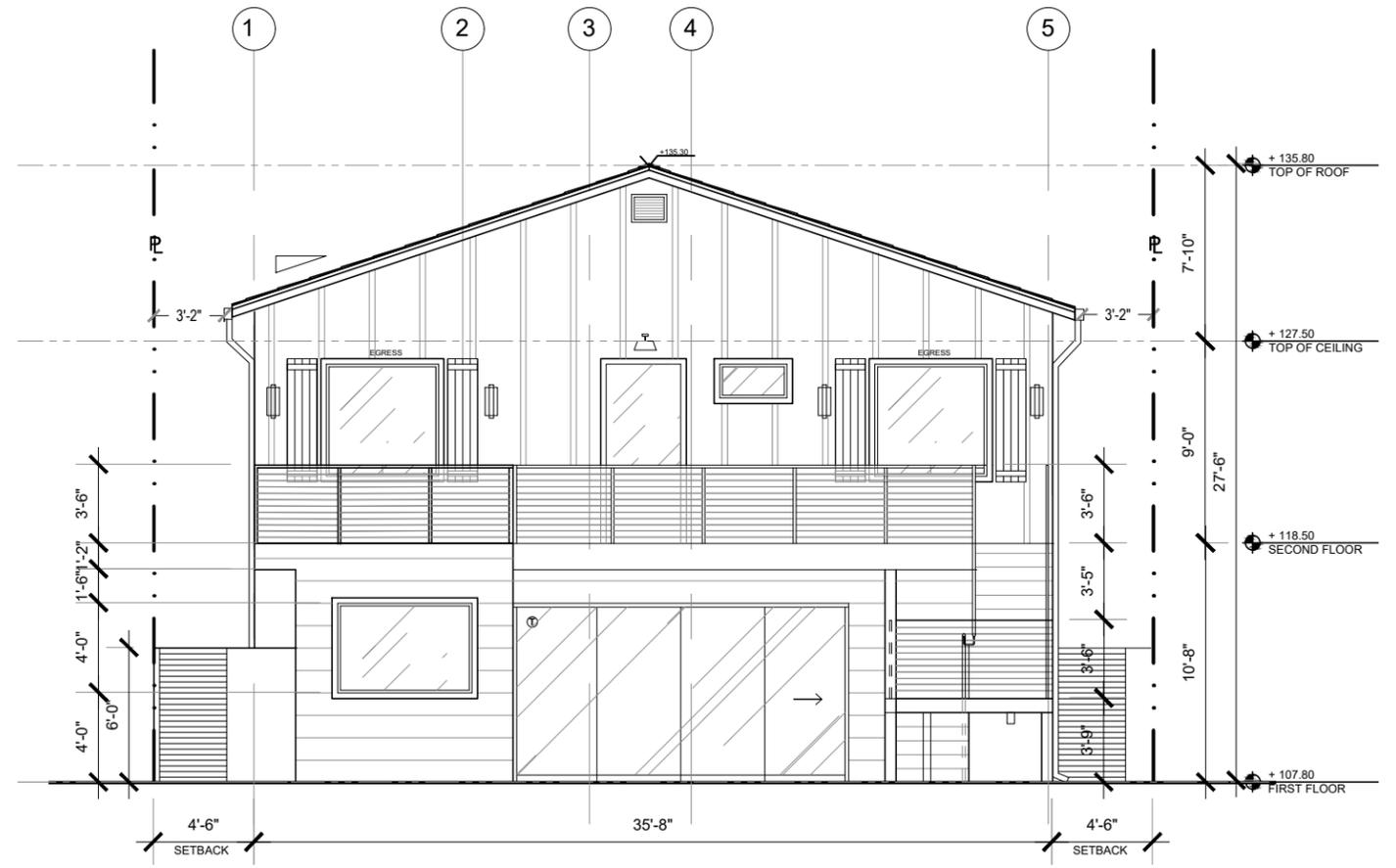


1 PROPOSED SECOND FLOOR PLAN
3/32" = 1'-0"

Exterior Elevation

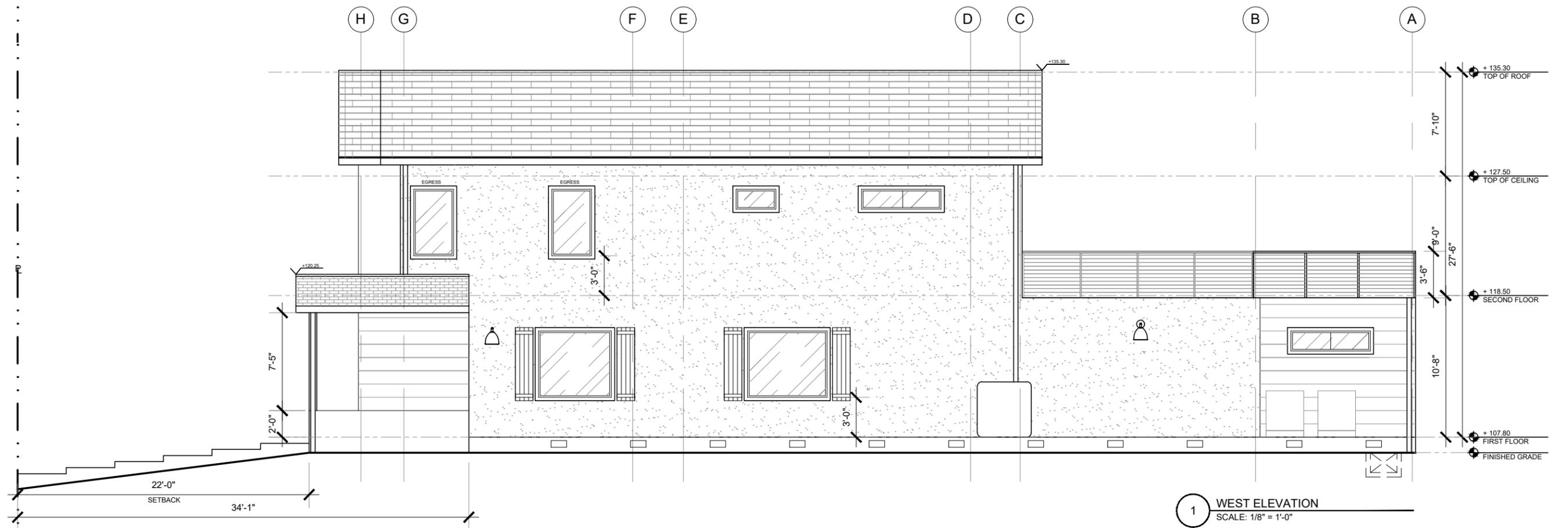
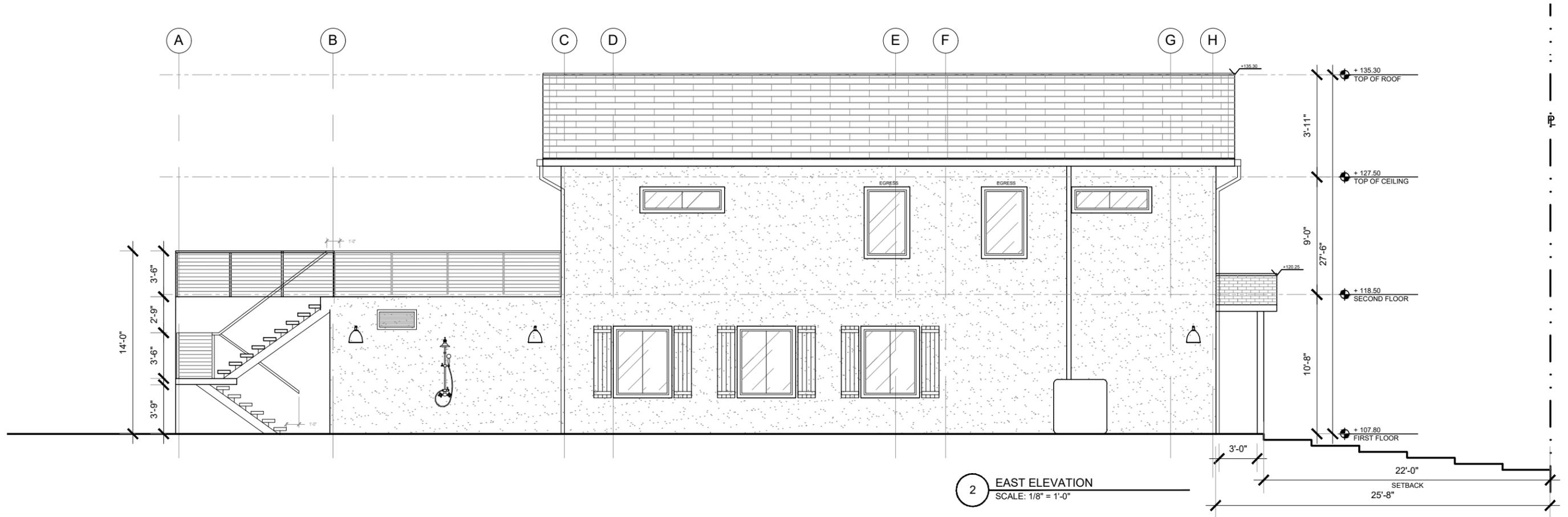


2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

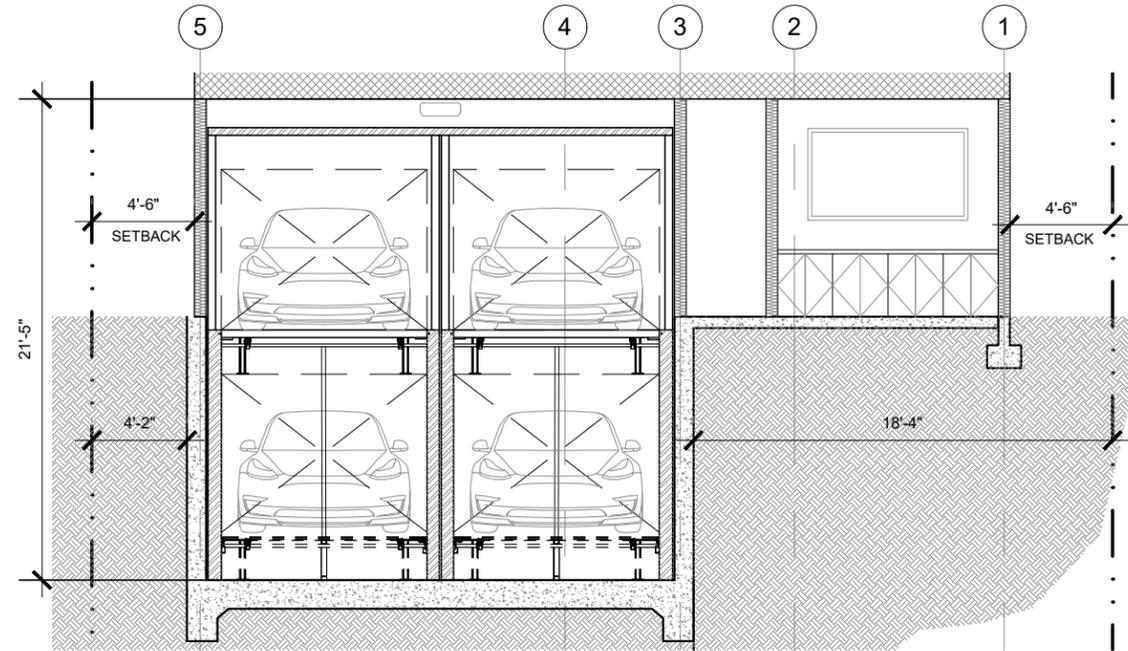
Exterior Elevation



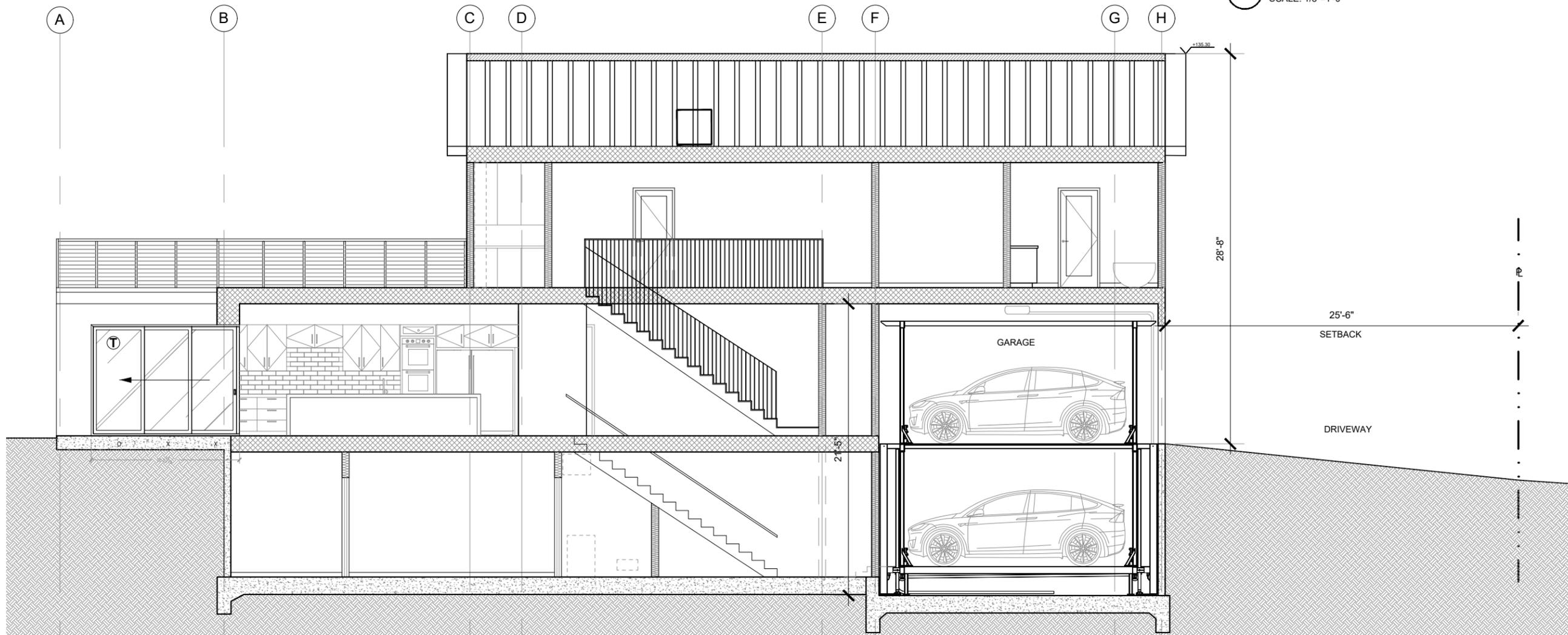
Rendering - Exterior Elevation



Car Lift - Section



2 CAR LIFT SECTION
SCALE: 1/8"=1'-0"



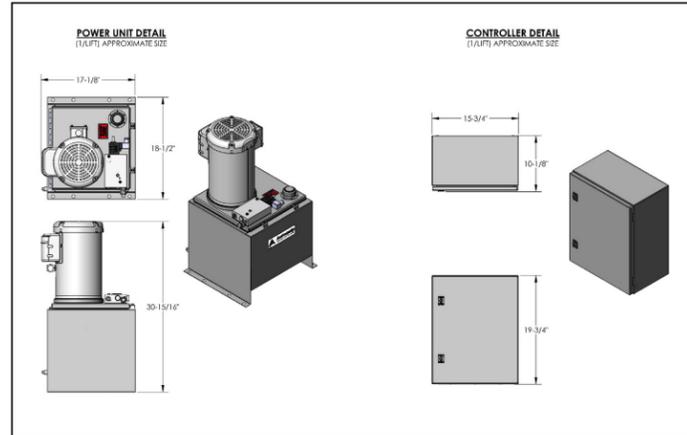
1 CAR LIFT SECTION
SCALE: 1/8"=1'-0"

Car Lift - Section

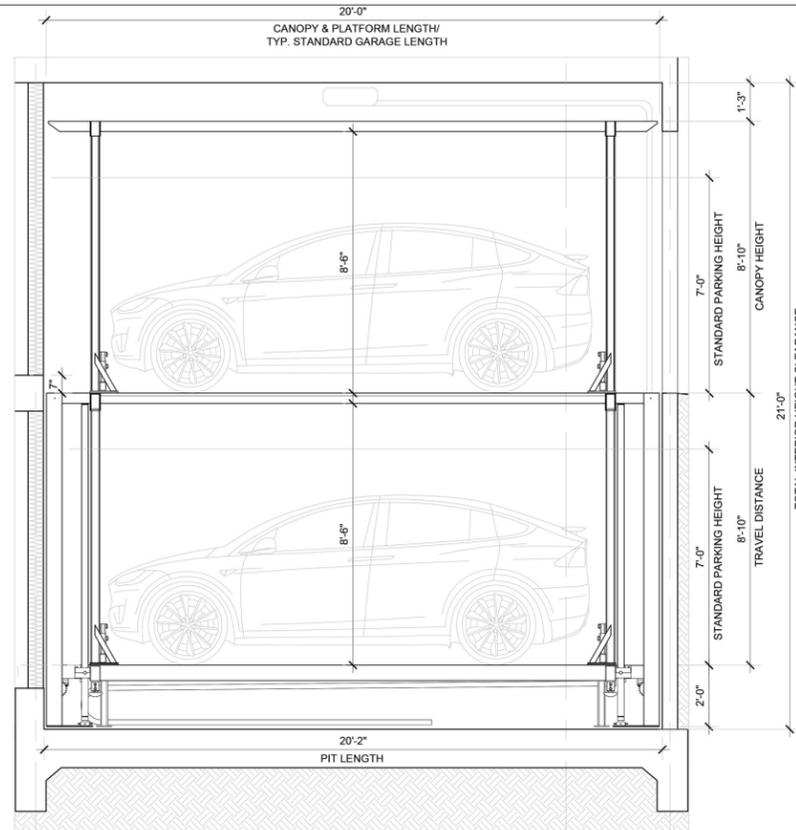
NOTES:

- LOCATION OF POWER UNIT MUST MEET LOCAL CODES.
- ALL COMPONENTS PROVIDED INSIDE THE CONTROL PANEL (MOTOR STARTER, OVERLOAD PROTECTION, TRANSFORMER, ETC.) ARE PRE-WIRED INTERNALLY TO TERMINAL STRIPS. (SHIPPED LOOSE)
- PIT DEPTH SHOWN INCLUDES 1/2" ADDED TO LOWERED HEIGHT OF LIFT FOR LEVELING PURPOSES. IF THE PIT DEPTH IS EXCESSIVE SO THAT THE PLATFORM LOWERS BELOW GRADE, SHIMS AND/OR GROUT MUST BE INSTALLED UNDER CYLINDER MOUNTING PLATES AND PLATFORM SUPPORT MEMBERS TO SUPPORT PLATFORM AT GRADE LEVEL.
- RUN 1/2" PVC PIPE WITH LONG RADIUS SWEEP ELBOWS TO PROVIDE A PIPE CHASE FOR HYDRAULIC HOSE TO RUN FROM LIFT TO POWER UNIT.
- THE (4/LIFT) MAINTENANCE DEVICES ARE TO BE USED TO SUPPORT UNLOADED LIFT FOR MAINTENANCE PURPOSES ONLY. AT NO TIME SHOULD A PERSON GET UNDER THE LIFT WITHOUT IT BEING BLOCKED OPEN PER THE PROCEDURE GIVEN IN THE INSTALLATION & SERVICE MANUAL.
- (B/LIFT) PLASTIC CAPS PROVIDED TO CAP ALL LIFTING EYE HOLES IN BOTH PLATFORM & CANOPY TO INHIBIT WATER SEEPING TO LOWER SURFACES. (2/LIFT) PROVIDED TO PLUG HOLES IN ACCESS PANEL.
- (1/LIFT) 20' FOOT CONNECTING HOSE. (SHIPPED LOOSE)
- (1/LIFT) FLEX TRACK HOSE MANAGEMENT SYSTEM FOR PLUMBING FROM FLOOR TO PLATFORM. (SHIPPED LOOSE)
- (1/LIFT) 24" X 24" ACCESS PANEL IN PLATFORM, PROVIDES ACCESS FOR MAINTENANCE.
- BASED ON TABLE 1, TAKEN FROM HILTI HLC SLEEVE ANCHOR, A 3/8" CARBON STEEL ANCHOR WITH A MINIMUM 1-1/4" EMBEDMENT DEPTH IS RECOMMENDED. CONCRETE COMPRESSIVE STRENGTH MUST BE AT LEAST 3,000 PSI.
- BASED ON TABLE 6, TAKEN FROM HILTI KWIK BOLT TZ ANCHOR, A 1/2" CARBON STEEL ANCHOR WITH A MINIMUM 3-1/4" EMBEDMENT DEPTH IS RECOMMENDED. CONCRETE COMPRESSIVE STRENGTH MUST BE AT LEAST 2,500 PSI.
- FIELD WELDING REQUIRES SPECIAL INSPECTION PER CHAPTER 17 OF THE CBC. (2010)
- (2/SYSTEM) SOLENOID INTERLOCK KIT FOR CUSTOMER SUPPLIED SWING DOORS. (SHIPPED LOOSE)
- (2/SYSTEM) PHOTO EYE SENSORS. (SHIPPED LOOSE)

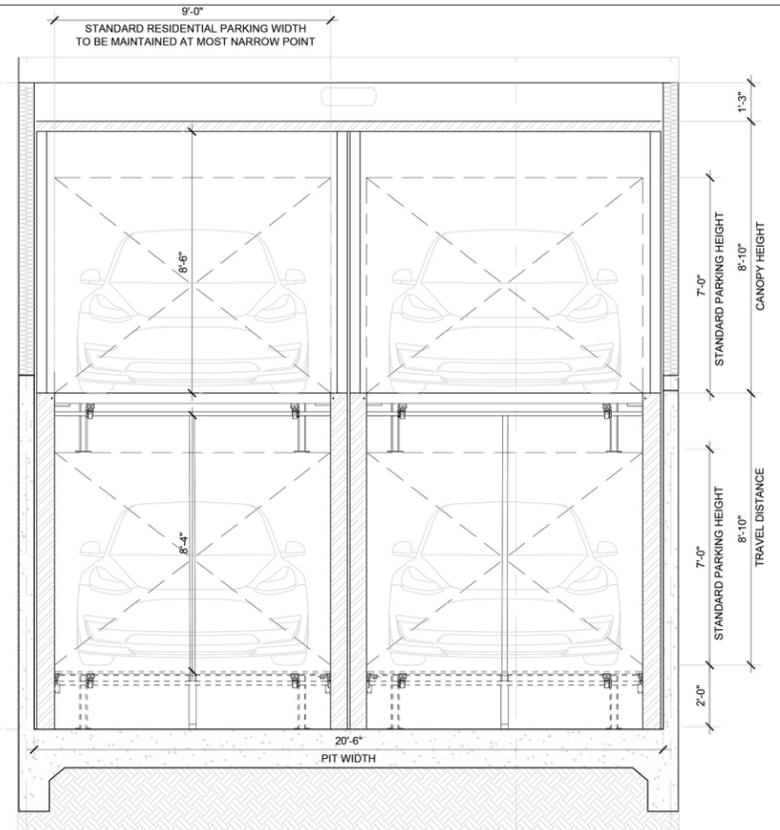
15. SYSTEM SAFETY FEATURES INCLUDED:
- (1) STAINLESS STEEL COMMAND CENTER. (SHIPPED LOOSE)
 - (1) CONSTANT PRESSURE (PRESS & HOLD) OPERATOR.
 - (1) EMERGENCY STOP OPERATOR.
 - (1) DIGITAL KEYPAD TO ENABLE LIFT.
 - (1) "ON/OFF" SECURITY KEY SWITCH.
 - (1) A/B SELECTOR SWITCH.
 - (1) WIRED CAMERA SYSTEM WITH 60-FT BNC EXTENSION CABLE.
 - (2) MOTION DETECTORS. (SHIPPED LOOSE)
 - (1) AUDIOBLE SIGNAL FOR NOTIFICATION OF LIFT MOVEMENT.
 - (1) STANDALONE EMERGENCY STOP OPERATOR.
 - (1) REFUGE SPACE BENEATH ENTIRE LIFT WHEN LANDED.
 - BEVELED TOE GUARDS FOR CANOPY PERIMETER PROTECTION.
 - HYDRAULIC FLOW CONTROL FOR FREE FALL PROTECTION.
 - AUTOMATIC RE-PRESSURIZATION CIRCUIT TO ENSURE THAT A RAISED LIFT DOES NOT DRIFF DOWN FROM THE UPPER LANDING IF THE LIFT IS RAISED FOR EXTENDED PERIODS OF TIME.



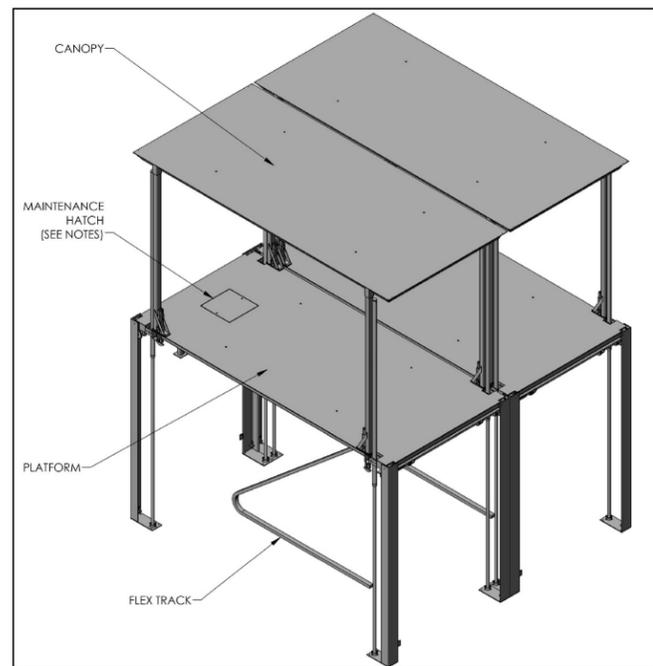
6 EQUIPMENT DETAILS
N.T.S.



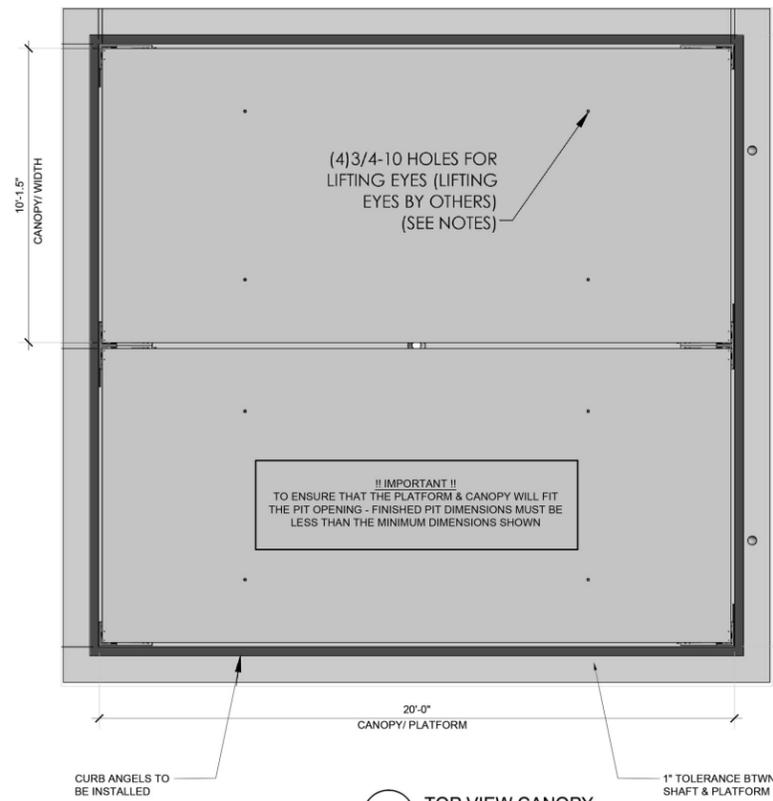
5 CARLIFT ELEVATION



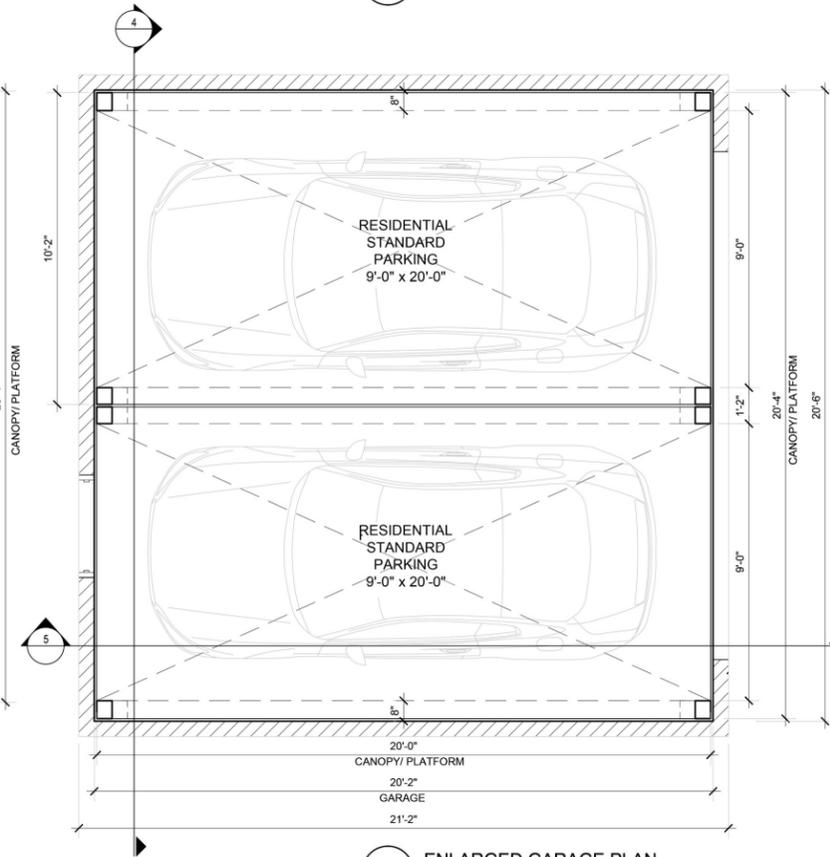
4 CARLIFT ELEVATION



3 AXONOMETRIC
N.T.S.



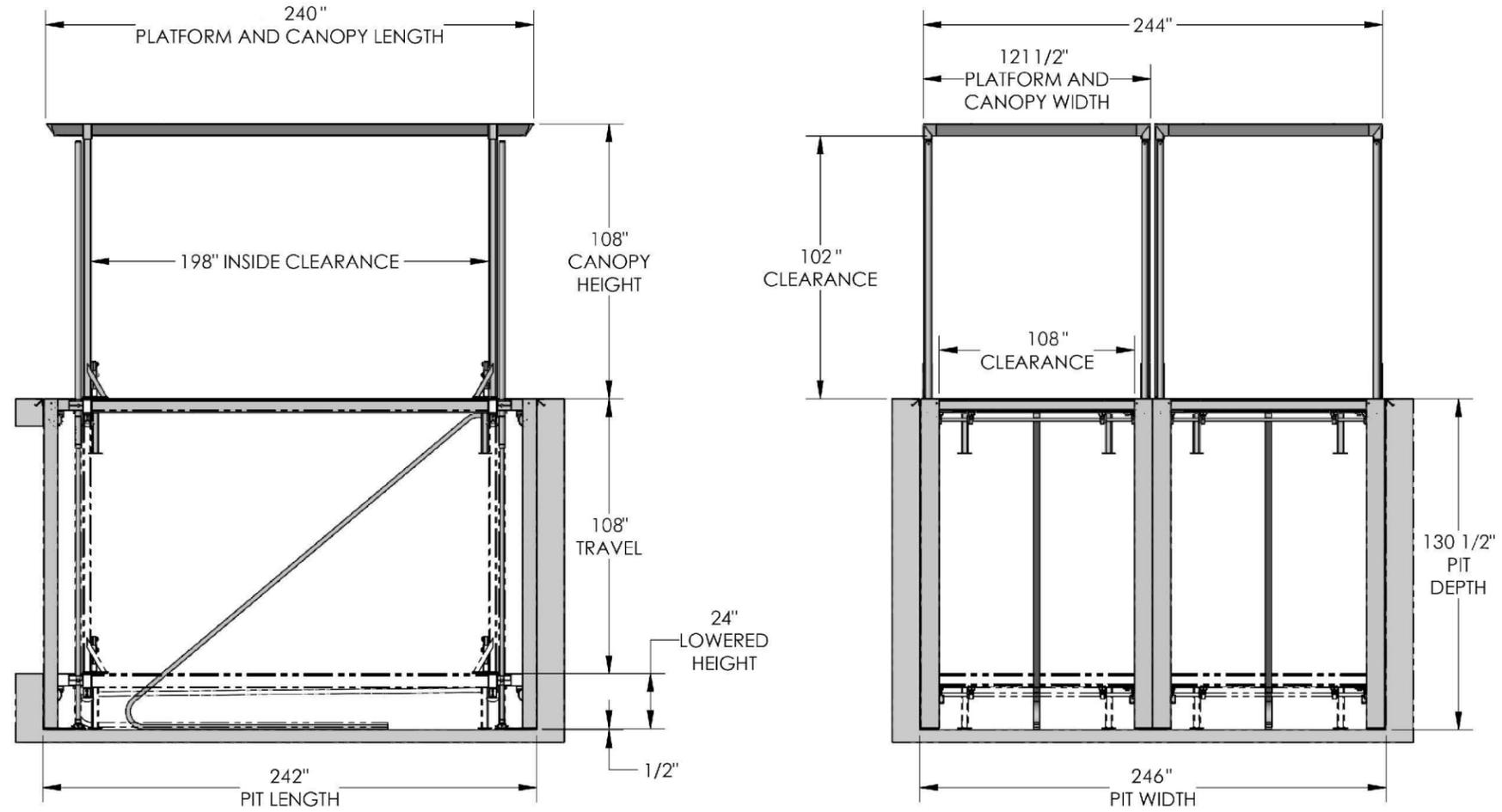
2 TOP VIEW CANOPY
N.T.S.



1 ENLARGED GARAGE PLAN

Car Lift - Specification

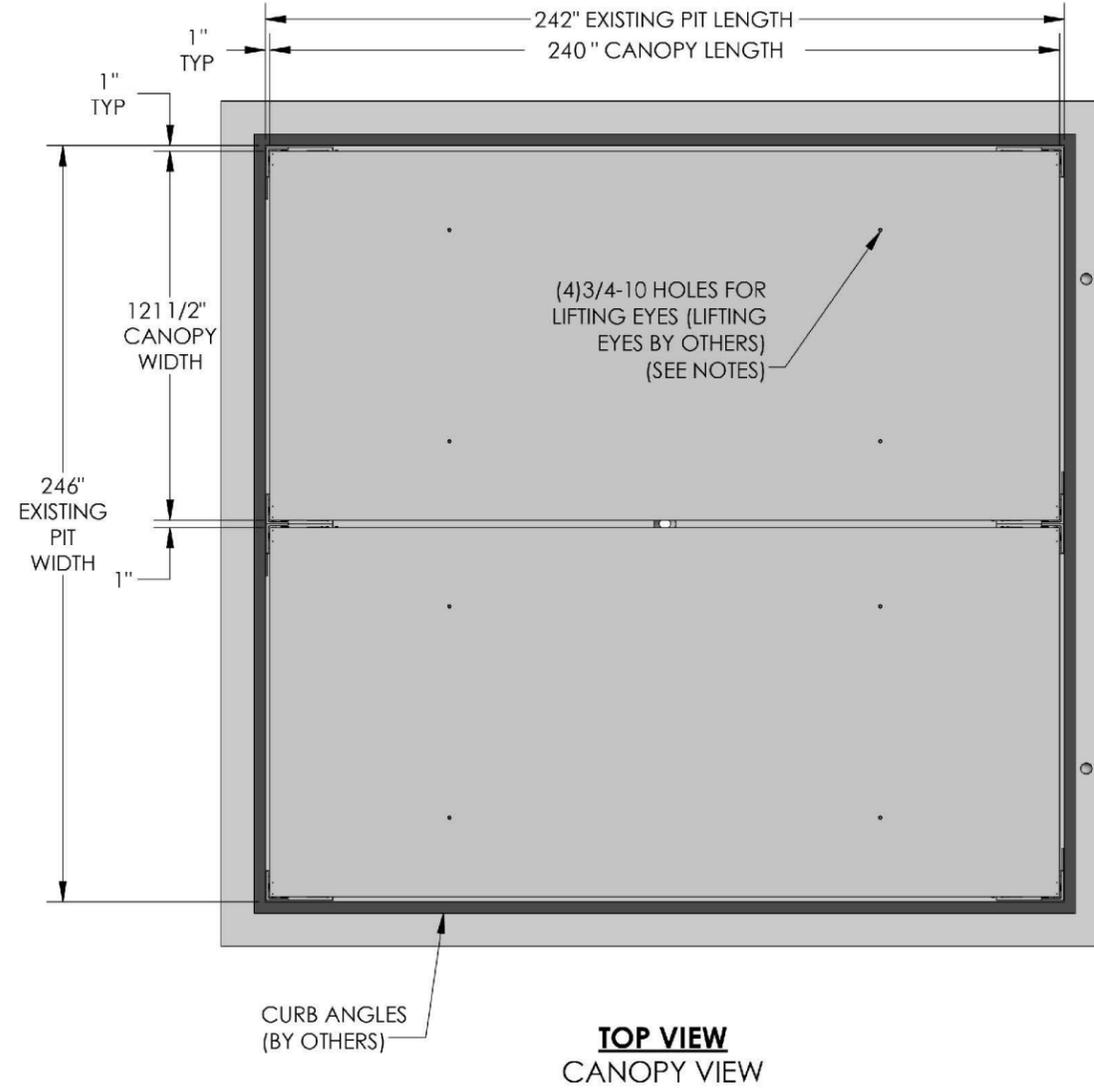
9VL4-62548-1 1 OF 5



UNLESS OTHERWISE SPECIFIED: TOLERANCES ALL DIMENSIONS ARE IN INCHES		 Autoquip <small>Innovative Lift Solutions</small>	JOB NAME: 206 OAK AVE.		ORDER NUMBER:							
FRACTIONS: +/- 1/4			© COPYRIGHT AUTOQUIP ALL RIGHTS RESERVED. Year of copyright is first year indicated on this document.									
NO.	DESCRIPTION	BY	CHK'D	DATE	APPROXIMATE WEIGHT:	DRAWN BY:	CHECKED:	DATE:	PAGE: 1 OF 5	SIZE: B	DRAWING NUMBER:	REV.

Car Lift - Specification

9VL4-62548-1 2 OF 5

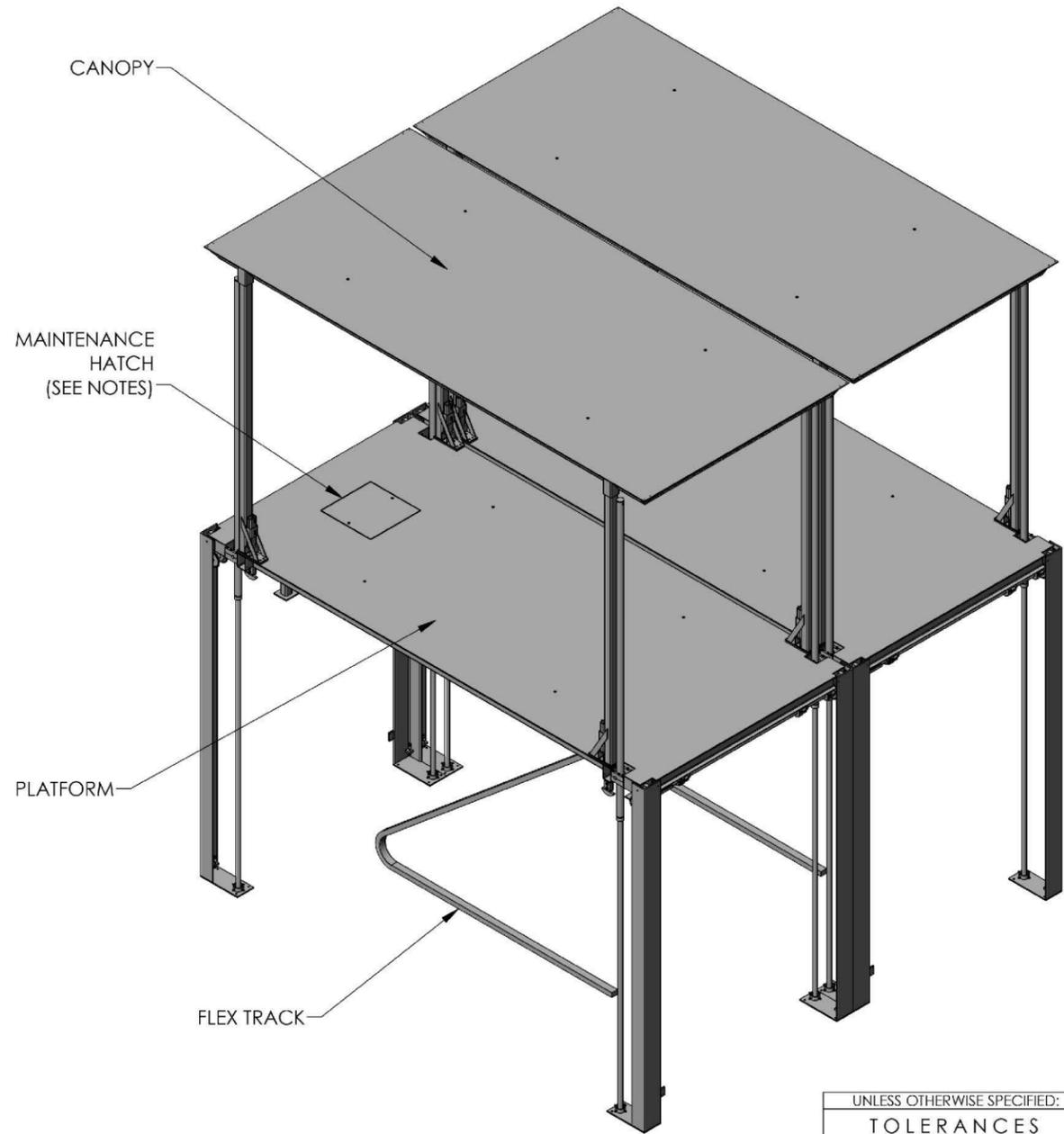


!! IMPORTANT !!
TO ENSURE THAT THE PLATFORM & CANOPY WILL FIT IN THE PIT OPENING - FINISHED PIT DIMENSIONS MUST BE LESS THAN THE MINIMUM DIMENSIONS SHOWN

UNLESS OTHERWISE SPECIFIED: TOLERANCES ALL DIMENSIONS ARE IN INCHES		 Autoquip <small>Commercial Lift Solutions</small>		JOB NAME: 206 OAK AVE.		ORDER NUMBER:
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Car Lift - Specification

9VL4-62548-1 3 OF 5



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APPROVAL DRAWINGS PRICING VALIDITY IS 30 DAYS FROM DATE OF ORIGINAL DRAWING RELEASE. IF APPROVED DRAWINGS AND FIRM SHIP DATE ARE NOT RECEIVED WITHIN 30 DAYS, PRICE MAY NOT BE HONORED.

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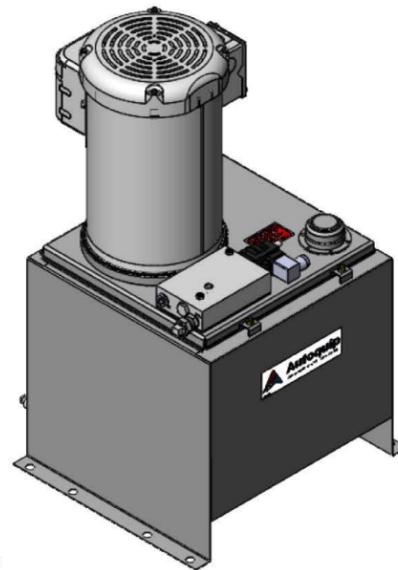
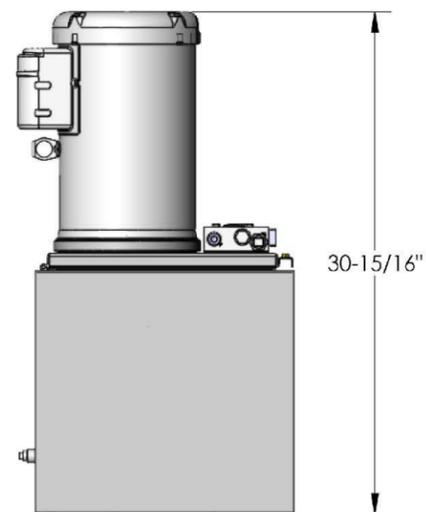
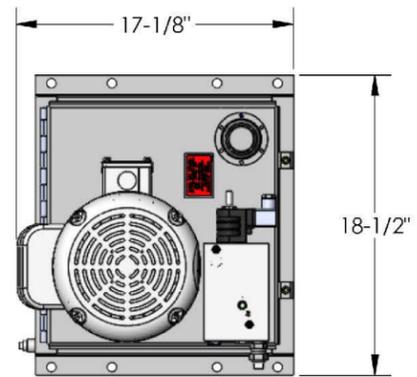
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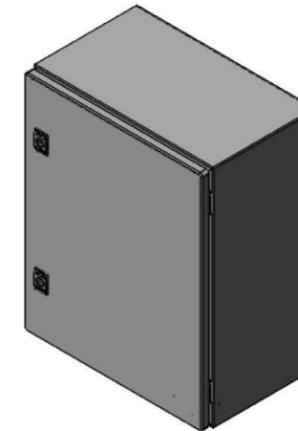
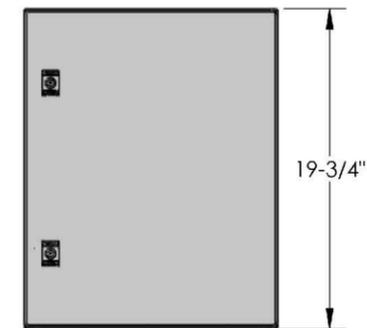
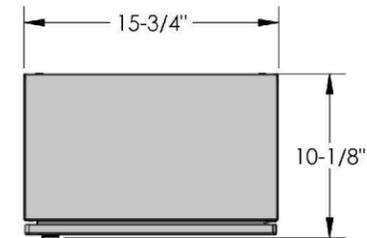
Car Lift - Specification

9VL4-62548-1 4 OF 5

POWER UNIT DETAIL (1/LIFT) APPROXIMATE SIZE



CONTROLLER DETAIL (1/LIFT) APPROXIMATE SIZE



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Car Lift - Specification

9VL4-62548-1 5 OF 5

ADDITIONAL SPECIFICATIONS	
LIFT INFORMATION	
MODEL:	VL4-120-0070
FINISH:	ENAMEL PAINT - AQ GRAY, RAL 7005 (MOUSE GRAY)
LIFTING CAPACITY:	7000 LBS MAX PLATFORM ONLY PER LIFT
STATIC CAPACITY:	7000 LBS MAX PLATFORM & CANOPY (EACH) PER LIFT
PLATFORM SURFACE:	SMOOTH STEEL
FLOOR PRESSURE:	3700 PSF
LIFT COMPONENTS NEMA:	MEETS OR EXCEEDS NEMA 1
PLATFORM WEIGHT:	3128 LBS
CANOPY WEIGHT:	2415 LBS
POWER UNIT INFORMATION	
TYPE:	ELECTRO-HYDRAULIC
HP:	5 HP (28 FLA)
NEMA:	MEETS OR EXCEEDS NEMA 1
RAISE TIME:	86 SEC
LOWER TIME:	33 SEC
FLUID TYPE:	5W-30 (11 GAL/LIFT) BY OTHERS
VOLTAGES	
PRIMARY:	230 VAC / 1 PH / 60 HZ
CONTROL:	24 VDC
CONTROL PANEL INFORMATION	
CONTROL TYPE:	PRESS AND HOLD
LOCATION:	SHIPPED LOOSE
NEMA:	MEETS OR EXCEEDS NEMA 1
CONTROL SIGNAL INFORMATION	
TYPE / QTY:	(1) SHARED COMMAND CENTER
OPERATORS:	UP / DOWN / E-STOP / KEYPAD / KEYSWITCH/A,B SELECTOR SWITCH
WIRED TO:	SHIPPED LOOSE
NEMA:	MEETS OR EXCEEDS NEMA 1

NO RIDERS
THIS LIFT IS NOT AN ELEVATOR AND IS NOT DESIGNED OR INTENDED TO BE USED AS A "VEHICLE ELEVATOR" AS DEFINED BY ASME A17.1.

CODE COMPLIANCE
AUTOQUIP LIFTS MEET ALL APPLICABLE DESIGN AND EQUIPMENT SAFETY REQUIREMENTS. ULTIMATE RESPONSIBILITY FOR GAINING STATE AND LOCAL CODE APPROVAL IS THE RESPONSIBILITY OF THE BUYER OF THE LIFT. PLEASE ACQUAINT YOURSELF WITH THE PERMITTING AND/OR LICENSING EXPENSES AND REQUIREMENTS OF THE STATE AND LOCAL REGULATORY AGENCIES IN THE INSTALLATION AREA.

PURPOSE OF THIS DRAWING
THE PURPOSE OF THIS DRAWING IS TO PROVIDE NECESSARY INFORMATION ABOUT THE EQUIPMENT SO THAT THE ARCHITECT OR INSTALLER CAN MAKE A FINAL CONSTRUCTION DRAWING FOR THE SPECIFIC JOB SITE.

INSTALLATION DETAILS SUCH AS CONCRETE THICKNESS, REINFORCING, PIPING DIRECTION, CONDUIT SIZE, POWER UNIT LOCATION, ADJACENT STRUCTURES, ETC **CANNOT ECONOMICALLY BE INCORPORATED IN THE MANUFACTURER'S DRAWINGS.**

CANCELLATION POLICY
THIS AUTOQUIP PRODUCT IS DESIGNED AND FABRICATED TO THE ORDER. THIS IS NOT A STANDARD PRODUCTION MODEL THAT CAN BE PLACED IN STOCK FOR FUTURE SALE. CANCELLATION CHARGES ARE AS FOLLOWS:

- 10% - AFTER APPROVAL DRAWING HAS BEEN CREATED BUT BEFORE PURCHASE OF MATERIAL.
- 80% - AFTER PURCHASE OF MATERIALS AND WITHIN (2) WEEKS OF SCHEDULED SHIP DATE.

NOTES:	
1.	LOCATION OF POWER UNIT MUST MEET LOCAL CODES.
2.	ALL COMPONENTS PROVIDED INSIDE THE CONTROL PANEL (MOTOR STARTER, OVERLOAD PROTECTION, TRANSFORMER, ETC.) ARE PRE-WIRED INTERNALLY TO TERMINAL STRIPS. (SHIPPED LOOSE)
3.	PIT DEPTH SHOWN INCLUDES 1/2" ADDED TO LOWERED HEIGHT OF LIFT FOR LEVELING PURPOSES. IF THE PIT DEPTH IS EXCESSIVE SO THAT THE PLATFORM LOWERS BELOW GRADE, SHIMS AND/OR GROUT MUST BE INSTALLED UNDER CYLINDER MOUNTING PLATES AND PLATFORM SUPPORT MEMBERS TO SUPPORT PLATFORM AT GRADE LEVEL.
4.	RUN \varnothing 4" PVC PIPE WITH LONG RADIUS SWEEP ELBOWS TO PROVIDE A PIPE CHASE FOR HYDRAULIC HOSE TO RUN FROM LIFT TO POWER UNIT.
5.	THE (4/LIFT) MAINTENANCE DEVICES ARE TO BE USED TO SUPPORT UNLOADED LIFT FOR MAINTENANCE PURPOSES ONLY. AT NO TIME SHOULD A PERSON GET UNDER THE LIFT WITHOUT IT BEING BLOCKED OPEN PER THE PROCEDURE GIVEN IN THE INSTALLATION & SERVICE MANUAL.
6.	(8/LIFT) PLASTIC CAPS PROVIDED TO CAP ALL LIFTING EYE HOLES IN BOTH PLATFORM & CANOPY TO INHIBIT WATER SEEPING TO LOWER SURFACES. (2/LIFT) PROVIDED TO PLUG HOLES IN ACCESS PANEL.
7.	(1/LIFT) 20' FOOT CONNECTING HOSE. (SHIPPED LOOSE)
8.	(1/LIFT) FLEX TRACK HOSE MANAGEMENT SYSTEM FOR PLUMBING FROM FLOOR TO PLATFORM. (SHIPPED LOOSE)
9.	(1/LIFT) 24" X 24" ACCESS PANEL IN PLATFORM, PROVIDES ACCESS FOR MAINTENANCE.
10.	BASED ON TABLE 1, TAKEN FROM HILTI HLC SLEEVE ANCHOR, A \varnothing 3/8" CARBON STEEL ANCHOR WITH A MINIMUM 1-1/4" EMBEDMENT DEPTH IS RECOMMENDED. CONCRETE COMPRESSIVE STRENGTH MUST BE AT LEAST 3,000 PSI.
11.	BASED ON TABLE 6, TAKEN FROM HILTI KWIK BOLT TZ ANCHOR, A \varnothing 1/2" CARBON STEEL ANCHOR WITH A MINIMUM 3-1/4" EMBEDMENT DEPTH IS RECOMMENDED. CONCRETE COMPRESSIVE STRENGTH MUST BE AT LEAST 2,500 PSI.
12.	FIELD WELDING REQUIRES SPECIAL INSPECTION PER CHAPTER 17 OF THE CBC (2010)
13.	(2/SYSTEM) SOLENOID INTERLOCK KIT FOR CUSTOMER SUPPLIED SWING DOORS. (SHIPPED LOOSE)
14.	(2/SYSTEM) PHOTO EYE SENSORS. (SHIPPED LOOSE)
15.	SYSTEM SAFETY FEATURES INCLUDED: <ul style="list-style-type: none"> (1) STAINLESS STEEL COMMAND CENTER. (SHIPPED LOOSE) - CONTAINING: <ul style="list-style-type: none"> (1) CONSTANT PRESSURE (PRESS & HOLD) OPERATOR. (1) EMERGENCY STOP OPERATOR. (1) DIGITAL KEYPAD TO ENABLE LIFT. (1) "ON/OFF" SECURITY KEY SWITCH. (1) A/B SELECTOR SWITCH. (1) WIRED CAMERA SYSTEM WITH 60-FT BNC EXTENSION CABLE. (SHIPPED LOOSE) (2) MOTION DETECTORS. (SHIPPED LOOSE) (1) AUDIBLE SIGNAL FOR NOTIFICATION OF LIFT MOVEMENT. (SHIPPED LOOSE) (1) STANDALONE EMERGENCY STOP OPERATOR. 18" REFUGE SPACE BENEATH ENTIRE LIFT WHEN LANDED. BEVELED TOE GUARDS FOR CANOPY PERIMETER PROTECTION. HYDRAULIC FLOW CONTROL FOR FREE FALL PROTECTION. AUTOMATIC RE-PRESSURIZATION CIRCUIT TO ENSURE THAT A RAISED LIFT DOES NOT DRIFT DOWN FROM THE UPPER LANDING IF THE LIFT IS RAISED FOR EXTENDED PERIODS OF TIME.

UNLESS OTHERWISE SPECIFIED:						JOB NAME: 206 OAK AVE.		ORDER NUMBER: 158001	
TOLERANCES		ALL DIMENSIONS ARE IN INCHES		<small>APPROXIMATE WEIGHT:</small>		<small>DRAWING TITLE:</small>		<small>APPROXIMATE WEIGHT:</small>	
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Planning Commission Agenda Statement

Meeting Date: December 8, 2022

Agenda Heading: New Public Hearing

Item No.: H3

TITLE

Subdivision Request for Proposed Development of Eight New Residential Condominium Units with a Subterranean Parking Level at 301 and 305 West Palm Avenue in the Multi-Family Residential (R-3) Zone. (Environmental Assessment No. EA-1323 and SUB 22-01)

Applicant: Craig Maples on behalf of Villas on West Palm, LLC c/o Lyle Maul, Manager

RECOMMENDATION:

1. Adopt Resolution No. 2931, conditionally approving Environmental Assessment No. EA-1323, and Subdivision No. SUB 22-01 for Vesting Tentative Tract Map No. VTTM 83776.

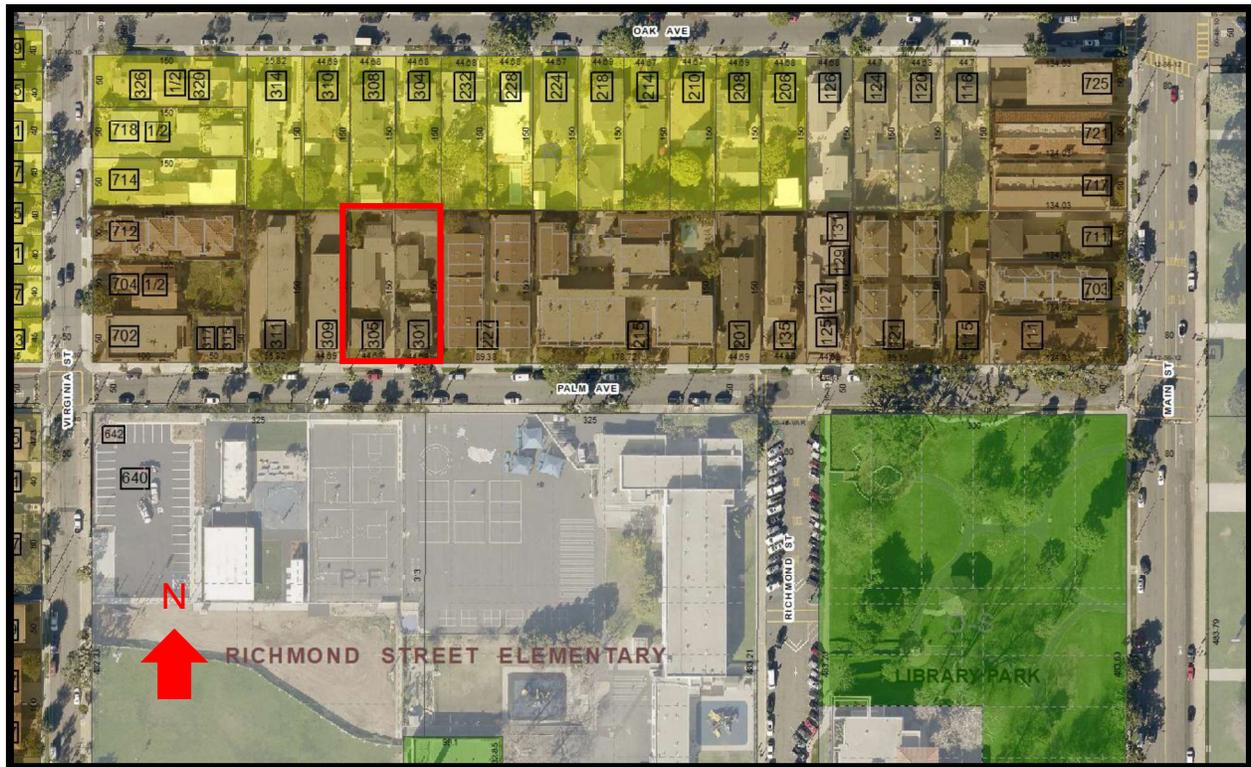
BACKGROUND:

On June 2, 2022, applications for Environmental Assessment No. EA-1323, and Subdivision No. 22-01 were submitted to the Planning Division for processing. On October 25, 2022, the application was determined complete. Subsequently, the project applications and plans were circulated to all City departments for comments, and no objections were received.

Site Description

The project site includes two contiguous interior lots located at 301 and 305 West Palm Avenue. The properties are in the Multi-Family Residential (R-3) Zone, and each measure 44.68 feet in width and 150.03 feet and depth. The combined total area of the site is approximately 13,406 square feet. The site has a combined total street frontage along West Palm Avenue of 89.36 feet in width and depth of 150.03 feet. The property located at 301 West Palm Avenue is currently developed with a 96-year old triplex with a total of 2,271 square feet of living area, while the property at 305 West Palm Avenue is developed with a 71-year old triplex with 1,872 square feet of living area. As illustrated in Figure No. 1 below, the area is developed with a mix of single-family and multi-family structures.

Figure No. 1 - Aerial view of site



The uses and zoning surrounding the project site are summarized in Table No. 1:

Table No. 1: Surrounding Land Uses

	Land Uses	Zones
North	Single-family Residential	Single-Family Residential (R-1)
East	Multi-family Residential	Multi-Family Residential (R-3)
South	Elementary School and Park	Public Facility (P-F) and Open Space (O-S)
West	Multi-family Residential	Multi-Family Residential (R-3)

Project Description

The applicant proposes to demolish the existing improvements on the property and construct two detached buildings each containing four residential condominium units with a subterranean parking level. The proposed parking level contains 16 parking spaces (one fully enclosed two-car garage for each unit) and two guest parking spaces accessible from a 12-foot wide driveway with direct street access from Palm Avenue.

DISCUSSION:

Proposed Development

The project includes demolishing the two existing triplexes to facilitate development of eight residential condominium units. The proposed project consists of two detached buildings, each two stories above a subterranean garage level. The new buildings will measure 30-feet in height. The proposed lot coverage is 7,102 square feet, compliant with the maximum permitted lot coverage of 7,106 square feet (53.0%). The proposed units vary in size between 1,902 to 2,046 square feet of living area that accommodate three to four bedrooms. Dedicated private open space is provided for each unit, ranging from 160 square feet to 234 square feet, compliant with the minimum 50 square foot required, while a 1,700 square foot common open space area is provided at the rear for the development. The proposed architectural design of the two buildings is modern with exterior smooth light gray stucco, dark mullion window frames, and a dark accent tile material that will be applied to the two balconies that face the street.

Off-Street Parking

Access to the semi-subterranean parking level is provided from a 12-foot wide driveway facing the street. An enclosed two-car garage is provided for each residential condominium unit and two guest parking spaces will be shared on the parking level. A minimum of 18 parking spaces are required and are provided for the project. The proposed parking meets the minimum required number of parking spaces, minimum dimensions required for each two-car garage, and the dimensions for each of the two required guest parking spaces comply with the required parking standards.

Open Space and Landscaped Areas

The El Segundo Municipal Code (ESMC) requires multifamily residential development to provide 50 square feet of private open space for each unit (a combined total of 400 square feet for the eight units). At least 160 square feet of private open space is provided for each unit, as required by the ESMC. Additionally, the development must provide at least 150 square feet of common open space for each unit (a combined total of 1,200 square feet for the eight units). The development complies by providing 1,700 square feet of common open space and approximately 800 square feet of the common open space provided contains soft landscaping with plant material. In addition to the landscaping in common open space areas, ESMC §15-4C-6(A) requires street-side and front-yard setbacks to be landscaped. The proposed front and side yard setbacks contain soft landscaping areas.

Zoning Conformance

The project complies with the Multi-Family Residential (R-3) zone development standards, as demonstrated in Table No. 2.

Table No. 2: Project Compliance with Development Standards

Standard	Requirement (applicable ESMC section)	Project Complies? Y/N
Permitted uses	Multi-family residential condominiums. (§15-4C-2)	Y
Minimum lot size	7,000 square feet. (§15-4C-5(B))	Y
Density	1 unit per 1,613 square feet of lot + one unit for a fraction of a lot greater than 1,075 square feet. (§15-4C-5(F)(1))	Y
Maximum height	32 feet (§15-4C-5(C)(1))	Y
Front setback	20 feet average, minimum 15 feet. (§15-4C-5(D)(1))	Y
	2nd floor encroachments 2-8 feet. (§15-2-7(A)(1))	Y
	Columns may project no more than 1 foot. (§15-2-7(A)(2))	Y
Side Setbacks	10% of lot width. (§15-4C-5(D))	Y
Rear Setbacks	10 feet minimum. (§15-4C-5(D)(5))	Y
	Columns may project no more than 1 foot. (§15-2-7(A)(2))	Y
Modulation	No plane of a property line-facing wall can exceed 24' in height or length without at least a 2-foot offset for a minimum length of 6 feet. (§15-4C-5(J))	Y
Lot Coverage	Maximum of 53% of the lot area. ESMC §15-4C-5(H)	Y
Vehicular Access	1. If lot abuts an alley, alley access required (§15-4C-9)	Y
	2. 12-foot minimum driveway width (§15-15-5(O))	Y
	3. 25-foot vehicle back-up area. (§15-15-5(N))	Y
Parking	2 fully enclosed spaces per unit; (§15-4C-7)	Y
	2 visitor spaces for 6-8 dwelling units (§15-15-6(A))	Y
Landscaping	1. Required in front and street side setbacks. (§15-4C-6(A))	Y
	2. 50% of the common open space landscaped. (§15-4C-6(B))	Y

Inter-Departmental Comments

The application and plans were routed to all City Departments for review. The comments received for the project have been incorporated in the conditions of approval for the project.

Subdivision

Pursuant to California Government Code § 65451 and ESMC § 14-1-6, the proposed Vesting Tentative Tract Map is consistent with the applicable Multiple-Family Residential (R-3) zone, the site is suitable for the type of development, and meets the goals and objectives of the General Plan. The application includes a subdivision request (Vesting Tentative Tract Map No. 83776) to create eight residential condominium units on two lots that will be merged into a single parcel. The Multi-Family Residential (R-3) zone permits condominiums subject to the requirements of the subdivision map act. Residents of each condominium would have exclusive use of their personal living area within the unit, garage, and would own a percentage of the common areas, including any project amenities. Covenants, Conditions and Restrictions (C.C. & R's) will be required to establish a Homeowners Association (HOA) to ensure the maintenance of the common areas, trash, and the exterior of the building.

Findings for Denial of a Subdivision

Pursuant to ESMC § 14-1-6, the Planning Commission shall deny approval of a Subdivision request if it makes any of the following findings:

1. *That the proposed map is not consistent with applicable general and specific plans as specified in section 65451 of the California Government Code.*

The new development will respond to goals and objectives of the General Plan, which emphasizes providing housing opportunities through new construction throughout the residential zoned districts to accommodate a variety of housing types and densities. The property is in the Multi-Family Residential (R-3) Zone, which permits the density of eight units for a lot that is 13,407 square feet. The proposed project replaces homes that were built 96 years ago with new contemporary housing units that will also provide the opportunity for homeownership, which helps strengthen the residential core and improves the overall quality of housing units in the community.

2. *That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans.*

The proposed map and development respond to the applicable goals and objectives of the General Plan. The project site is in the Multi-Family Residential (R-3) Zone, which allows condominium development. The proposed plans are in full compliance with the applicable development standards for the R-3 zone.

3. *That the site is not physically suitable for the type of development.*

The site provides sufficient land area on the lot for the proposed configuration and development in accordance with applicable development standards and parking requirements in the ESMC. The project is proposed on two existing lots that are fully improved with utilities, sidewalk and a public right-of-way. The project provides adequate vehicular and pedestrian access for the new development.

4. *That the site is not physically suitable for the proposed density of development.*

The proposed development complies with the density permitted for the zone, lot coverage, off-street parking for each unit, on-site visitor parking, trash storage, landscaping, private opens space, including appropriate access for vehicles and pedestrians.

5. *That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.*

The property is not located within an area containing endangered fish or wildlife, nor are there any unique or protected characteristics related to the site or to the area. The proposed development will comply with all applicable environmental regulations and building code pertaining to demolition activity, new construction drainage requirements, and energy efficiency.

6. *That the design of the subdivision or type of improvements are likely to cause serious public health problems.*

The subject site is situated on an established public thoroughfare providing sufficient access to the site. The proposed development complies with all established standards that apply to this area, and the proposed use is within the range of permitted uses for the R-3 zone. The new residential units will be compatible with the surrounding area, as well as future development.

7. *That the design of the subdivision or type of improvements will conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.*

As stated above, the site is appropriately situated adjacent to an improved right-of-way that provides adequate access to the proposed development. There are no known easements of record that would influence design potential or use of the property.

General Plan Consistency

The General Plan Land Use designation for the site is Multi-Family Residential and is consistent with the current zoning designation which is Multi-Family Residential (R-3). As set forth in the Draft Resolution, this Project conforms to the Land Use Element and Housing Element of the El Segundo General Plan.

The site is located on an interior lot, facing Palm Avenue. Palm Avenue is a local residential street according to “The Master Street Plan” of the General Plan Circulation Element and is required a width of 60 feet. Palm Avenue is 50 feet wide and a 10-foot wide land dedication will not be required for the project. Pursuant to ESMC § 15-31-3(A), only residential development projects involving eight units or more that require an environmental assessment must dedicate a portion of that lot to widen the public rights-of-way in accordance with the standards of the General Plan Circulation Element. The project has been determined to be exempt from additional California Environmental Quality Act (CEQA) analysis and, therefore, no street dedication is required. Therefore, the project is consistent with the General Plan Circulation Element.

Senate Bill 330

In addition to local regulations, the project is subject to Senate Bill (SB 330). The Senate Bill was signed by the Governor of California and went into effect on January 1, 2020. The bill was passed to address the current “housing crisis” in the State with three general aims: 1) increase residential unit development; 2) protect existing housing inventory; and, 3) expedite permit processing. In accordance with SB 330, the applicant submitted a supplemental application form regarding protection of affordable housing and ensuring no net loss. After careful review of the forms, the City Attorney and Planning staff determined that no further action or requirements are necessary in processing the applications for the project since there is a net increase in housing supply and no known protected units are proposed to be demolished or otherwise removed for the City’s housing stock.

Environmental Review

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15332 as a Class 32 exemption (Infill Development) for infill projects consistent with the applicable General Plan designation and General Plan policies, as well as the applicable zoning regulations on a site that is less than 5 acres in size. The project is exempt because it involves the construction of two buildings with a total of eight dwelling units on two adjacent parcels in the Multi-Family Residential (R-3) Zone and will result in a net increase of two additional residential units. The proposed project is also located on a site of not more than five acres and is surrounded by urban uses. The site has no value as a habitat for endangered, rare, or threatened species and there are adequate utilities and public services to serve the project. The project is consistent with the City’s General Plan and Zoning Code, and is not anticipated to have any significant impacts with regard to traffic, noise, air quality, or water quality.

PREPARED BY: Maria Baldenegro, Assistant Planner *EAS* for MB
REVIEWED BY: Eduardo Schonborn, AICP, Planning Manager *EAS*
APPROVED BY: Michael Allen, AICP, Community Development Director *MA*

ATTACHED SUPPORTING DOCUMENTS:

2. Draft Resolution No. 2931
3. Plans
4. Vesting Tentative Tract Map No. VTTM 83776
5. Color Rendering

RESOLUTION NO. 2931

A RESOLUTION APPROVING ENVIRONMENTAL ASSESSMENT NO. EA-1323, AND SUBDIVISION NO. 22-01 FOR VESTING TENTATIVE TRACT MAP NO. 83776 TO CREATE EIGHT LAND PARCELS FOR EIGHT NEW RESIDENTIAL CONDOMINIUM UNITS AT 301-305 W. PALM AVENUE IN THE MULTIFAMILY RESIDENTIAL (R-3) ZONE.

The Planning Commission of the City of El Segundo does resolve as follows:

SECTION 1: The Planning Commission finds and declares that:

- A. On June 2, 2022, Craig Maples on behalf of Villas on West Palm, LLC ("Applicant") filed an application for Environmental Assessment No. EA-1323, and Subdivision No. 22-01 for Vesting Tentative Tract Map No. VTTM 83776 to subdivide two existing contiguous lots and create eight new land parcels for eight new residential condominium units with subterranean parking at 301 and 305 West Palm Avenue in the Multi-Family Residential (R-3) Zone;
- B. The combined total area of the site is approximately 13,407.12 square feet. The site has a combined total street frontage on West Palm Avenue that is 89.36 feet and a depth that 150.03 feet.
- C. The site is currently developed with six single-family residential dwelling units that were built in the 1920's and 1950's.
- D. The applicant proposes to demolish the existing improvements on the property and construct two buildings each containing four residential condominium units with a subterranean parking level.
- E. The proposed subterranean parking level contains 16 enclosed parking spaces (one two-car garage for each unit) and two guest parking spaces that will be accessible from a 12-foot wide driveway with direct street access from Palm Avenue.
- F. The proposed building will be two stories tall above the subterranean parking level with enclosed garages, and measures a maximum height of 30'-0." The building lot coverage is approximately 7,102 square feet and the maximum permitted is 7,106 square feet or 53.0% of the lot.
- G. Access to the semi-subterranean parking level is provided from a 12-foot wide driveway facing the street.

- H. The ESMC requires multifamily residential development to provide 50 square feet of private open space for each unit (a combined total of 400 square feet for the four units). At least 100 square feet of private open space is provided for each unit, as required by the ESMC.
- I. Each new condominium unit will contain three to four bedrooms and will have 1,902 to 2,046 square feet of living area.
- J. The project includes a total of 1,700 square feet of common open space, of which approximately 800 square feet of the common open space is soft landscaping with plant material in compliance with ESMC Section 15-4C-5(l). Further, the proposed front and side yard setbacks contain soft landscaping areas in compliance with ESMC § 15-4C-6(A).
- K. The application was reviewed by the City’s Community Development Department for, in part, consistency with the General Plan and conformity with the El Segundo Municipal Code (“ESMC”);
- L. On October 25, 2022, the applications for EA-1323 and SUB No. 22-01 were deemed complete by staff;
- M. In addition, the City reviewed the project’s environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, “CEQA”), and the regulations promulgated thereunder (14 Cal. Code of Regulations §§15000, *et seq.*, the “CEQA Guidelines”);
- N. On December 8, 2022, the Commission held a duly noticed public hearing to review and consider the applications, and receive public testimony and other evidence regarding the application including, without limitation, information provided to the Commission by City staff, and the Applicant; and
- O. The Planning Commission considered all oral and written evidence as part of such hearing, including, without limitation, the information provided by City staff, public testimony, and the Applicant. This Resolution, and its findings, are made on the entire administrative record, including, without limitation, the evidence presented to the Commission at its December 8, 2022, public hearing including, without limitation, the staff report submitted by the Community Development Department.

SECTION 2: Environmental Assessment. The proposed project is categorically exempt from the requirements of the CEQA pursuant to 14 California Code of Regulations § 15332 as a Class 32 exemption (Infill Development) for infill projects consistent with the applicable General Plan designation and General Plan policies, as well as the applicable zoning regulations on a site that is less than five acres in size. The project is exempt because it involves the construction of two buildings with a total of eight dwelling units on

two adjacent parcels in the Multi-Family Residential (R-3) Zone and will result in a net increase of two additional residential units. The proposed project is also located on a site of not more than five acres and is surrounded by urban uses. The site has no value as a habitat for endangered, rare, or threatened species and there are adequate utilities and public services to serve the project. The project is consistent with the City's General Plan and Zoning Code, and is not anticipated to have any significant impacts with regard to traffic, noise, air quality, or water quality.

SECTION 3: General Plan and Zoning. The proposed project conforms to the City's General Plan and the zoning regulations in the ESMC as follows:

- A. The Land Use Designation of the project site is Multi-Family Residential. The Project conforms to Goal 3 of the Housing Element, which seeks to provide opportunities for new housing construction in a variety of locations and densities in accordance with the Land Use Element. Policy 3.1 of the Housing Element specifies the provision of the construction of 69 new housing units during the 2014–2021 timeframe to meet the goals of the Regional Housing Needs Assessment. This Project will help facilitate the achievement of this goal by providing two additional residential units.
- B. The ESMC zoning classification for the project site is Multi-Family Residential (R-3), which allows condominium developments in conformance with ESMC § 15-4C-5.
- C. The proposed project complies with all the site development standards of ESMC § 15-15-4C.
- D. The proposed project complies with the applicable provisions of ESMC § 14-1-4, since proper notification and a public hearing were provided, proper hearing decision and records will be complied with and the required findings will be considered.

SECTION 5: Subdivision. The Planning Commission cannot make any of the findings for denial set forth in ESMC § 14-1-6 for the following reasons:

- 1. The proposed map is consistent with applicable general and specific plans as specified in Government Code § 65451. The new development will respond to goals and objectives of the General Plan, which emphasizes in providing housing opportunities through new construction throughout the residential zoned districts to accommodate a variety of housing types and densities. The property is in the Multi-Family Residential (R-3) Zone, which permits the density of eight units for a lot measuring is 13,406 square feet. The proposed project replaces rental units that were built more than 70 years ago with new contemporary designed condominiums which will contain more modern

amenities expected in today's market, and will also provide the opportunity in expanding homeownership in the City, which helps strengthen the residential core and improves the overall quality of housing units in the community.

2. The design of the proposed subdivision is consistent with applicable general and specific plans. As set forth in Section 3, this project meets the goals and objectives of the General Plan. The proposed project is consistent with the General Plan Goals, Objectives and Policies. Specifically, the proposed project is consistent with Goal LU3-2.2 which promotes "Multi-Family Residential developments be located only in appropriate places evaluated carefully to ensure these developments are not detrimental to the character of the neighborhood." The proposed project will allow construction of eight new residential condominium units on an existing lot and will be consistent with the density allowed in the Multi-Family Residential. The project conforms with Goal 3 of the City's 2014-2021 Housing Element which focuses on providing housing opportunities through new construction, but also in a variety of locations and densities in accordance with the land use designations detailed in the Land Use Element. The proposed project will also add two units to the City. Policy 3.1 of the Housing Element specifies providing for the construction of 69 new housing units during the 2014-2021 timeframe in order to meet the goals of the Regional Housing Needs Assessment. This Project will help facilitate the achievement of this goal by providing a net increase of two new residential dwelling units.
3. The site is physically suitable for the type of development. The proposed development meets the zoning development standards, including but not limited to setbacks, height, required parking, and landscaping. As set forth in Section 3, this project is suitable for the type of development.
4. The site is physically suitable for the proposed density of development. The proposed project involves the construction of a eight new residential condominium units with subterranean parking. The proposed density is one-unit per 1,675 square feet, which meets the 1,613 square feet per unit that is the maximum permitted in the R-3 (Multi-Family Residential) Zone.
5. The design of the subdivision or the proposed improvements will not cause substantial damage or substantially and avoidably injure fish or wildlife or their habitat. The proposed project site is located in an urbanized area and is currently developed with six residential units Further, the proposed subdivision and related development is in area designated for such use that is not located in an environmentally sensitive area.
6. The design of the subdivision or type of improvements is unlikely to cause serious public health problems. There is no evidence demonstrating that the proposed development is likely to cause any serious public health problem.

7. The design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision. The subdivision of the eight condominium units will not conflict with any known easements located at, or near the property.

SECTION 6: *Reliance on Record.* Each and every one of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the Project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 7: *Limitations.* The Planning Commission's analysis and evaluation of the Project is based on the best information currently available. It is inevitable that in evaluating a Project that absolute and perfect knowledge of all possible aspects of the Project will not exist. One of the major limitations on analysis of the Project is the Planning Commission's knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the City's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 8: *Summaries of Information.* All summaries of information in the findings which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding, is not based in part on that fact.

SECTION 9: *Action.* Based on the foregoing findings and the evidence in the whole of the administrative record, the Planning Commission hereby approves Environmental Assessment No. EA-1323 and Subdivision No. SUB 22-02, subject to the conditions set forth in attached Exhibit "A," which is incorporated herein by this reference.

SECTION 10: This Resolution will remain effective unless superseded by a subsequent resolution.

SECTION 11: This Resolution may be appealed within 10 calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

SECTION 12: Except as provided in Section 11, this Resolution is the Planning Commission's final decision and will become effective immediately upon adoption.

PASSED AND ADOPTED this 8th day of December, 2022.

Ryan Baldino, Chairperson
City of El Segundo Planning Commission

ATTEST:

Michael Allen, Secretary

Baldino -
Hoeschler -
Keldorf -
Newman -
Maggay -

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: _____
Joaquin Vazquez, Deputy City Attorney

PLANNING COMMISSION RESOLUTION NO. 2931

Exhibit A

CONDITIONS OF APPROVAL

In addition to all applicable provisions of the El Segundo Municipal Code (“ESMC”), Villas on West Palm, LLC agrees to comply with the following provisions as conditions for the City of El Segundo’s approval of Environmental Assessment No. 1323, and Subdivision No. 22-01 for Vesting Tentative Parcel Map No. 83776, (“Project Conditions”):

Planning Division Conditions

1. Before the City issues a building permit, the applicant must submit plans which show that the Project substantially complies with plans and conditions approved and on file with the Community Development Department.
2. Any subsequent modification to the approved Project must be referred to the Community Development Department Director to determine whether Planning Commission approval is required for the proposed modification.
3. All exterior mechanical equipment, including Southern California Edison transformers, must be screened from public street view with landscaping or behind a solid material.
4. Not more than eight dwelling units may be developed on the subject site.
5. All fire sprinkler system risers, bollards for gas meters and other equipment within the front yard area must be fully screened from public street view with landscaping to the satisfaction of staff. The equipment cannot be placed within the 10-foot by 10-foot driveway visibility triangle areas.
6. The plans must be designed to provide sufficient space to store the necessary containers required for the regular collection of residential solid waste and recyclable materials in multiple bins for each residential dwelling unit within each garage area. Any cleaning and/or maintenance of refuse at the site must be described within the Project’s Covenants, Conditions and Restrictions (CC&R’s).
7. A complete Landscape and Irrigation Plan must be submitted for review and approval to the City. The Landscape and Irrigation Plan must have a planting schedule, proposed water budget for the project, and a description of the irrigation system. The proposed Landscape and Irrigation Plan must comply with the requirements of ESCM Section 15-4C-5(l) regarding Open Space,

Section 15-4C-6 regarding Landscaping, and Section 15-15A regarding Water Conservation in Landscaping.

8. Prior to issuance of the first Certificate of Occupancy for the project, the applicant must submit to the City a draft copy of the CC&Rs for review by the Community Development Director and the City Attorney. A final conforming copy of the recorded CC&Rs must be submitted to the Community Development Director before issuing a Certificate of Occupancy for the last unit in the project.
9. In addition to any other conditions of approval contained herein, the applicant must incorporate the following items into the Project's CC&Rs, to the satisfaction of the Community Development Director, and approved as to form by the City Attorney:
 - a. Any leaks or spills on project driveways must be cleaned on a regular basis from all pavement and landscaped areas;
 - b. Any hazardous waste generated by the project must be removed and disposed of in accord with Los Angeles County requirements.
 - c. CC&Rs must address the project conditions of approval, the management and maintenance of the property, and must specify that no storage is permitted within the required parking spaces and common open space areas consistent with the ESMC.
 - d. The CC&Rs must include a provision notifying dwelling unit residents that a permit is required by the City for operating any home security alarm system, whether audible or monitored by a security company and False Alarm regulations are enforced by the City.

Police Department Conditions

Addressing

10. The street and individual unit addressing shall be a minimum of 4 inches high, visible from the street or driving surface, of contrasting color to the background and directly lit or back lit during hours of darkness.
11. If the addressing has multiple numerical addresses this shall be reflected in the numbering street side.
12. All addressing locations and sizes shall be depicted on the elevation pages and note in the plans how addresses will be illuminated.

Lighting

13. The driveway, driving surface, street addressing, trash dumpsters and guest parking shall be illuminated with a maintained minimum of 1 foot-candle of light on the ground surface during hours of darkness.
14. The front entry doors, mailboxes, aisles, passageways and recesses related to and within all sides of the complex shall be illuminated with a maintained minimum of .25 foot-candles on the ground surface during hours of darkness.
15. Lighting devices shall be enclosed and protected by weather and vandal resistant covers.
16. A photometric study, which includes all of the above, shall be provided prior to issuing the Building Permit.
17. A site plan shall be provided showing buildings, parking areas, walkways, and the point-by-point photometric calculation of the required light levels. Foot-candles shall be measured on a horizontal plane and conform to a uniformity ratio of 4:1 average/minimum.
18. Street lighting shall not be included in the calculations.

Mailboxes

19. The mailboxes shall be placed in a secured, central location (i.e. behind the security gate) to provide for natural surveillance. Mailboxes and mail receptacles shall both be locking.

Landscaping

22. All landscaping shall be low profile around perimeter fencing, windows, doors and entryways taking special care not to limit visibility or provide climbing access. Floral or grass ground cover is recommended. Bushes shall be trimmed to 2 to 3 feet and away from buildings. Dense bushes shall not be clumped together; this provides a hiding place for criminal activity. Trees shall be trimmed up to 7 feet.
23. Trees/bushes/shrubs shall not be planted next to or near any light fixture or light standard. When grown to maturity this landscaping will block the light and reduce lighting on the ground surface.

Doors/hardware

24. All entry doors (including entry doors from the garage into the residence) shall be of solid core construction with a minimum thickness of 1 3/4 inches.
25. Front entry doors constructed of glass shall not be permitted in residential applications. Glass panels in the top eighth of the door may be permitted upon submission and review by the Police Department.
26. Front entry doors where windows are set alongside the entry door shall either reverse the swing of the door, OR reverse the position of the window to be opposite the locking mechanism.
27. All entry doors shall have a deadbolt locking device. The deadbolt throw shall have a 1 inch projection. The cylinder guard shall be of case hardened steel, with the outer edge angled or tapered and free spinning. The exterior part of the lock shall be connected to the inside portion of the lock with bolts at least 1/4 inch in diameter and constructed of steel. The locking mechanism shall contain a minimum of a 5-pin tumbler.
28. Front entry doors shall be equipped with a wide-angle (190-200 degrees) door viewer, mounted no more than fifty eight inches from the bottom of the door.
29. Strike plates shall be made with a minimum 16 U.S. gauge steel, bronze or brass and secured to the jamb by a minimum of two screws, off-set and which must penetrate at least 2-3 inches into solid backing beyond the surface to which the strike plate is attached.
30. Double or French doors shall have a secondary locking device, such as a cane or flush bolt in addition to a deadbolt. The inactive leaf of double door(s) shall be equipped with metal flush bolts having a minimum embedment of 5/8 inch into the head and threshold of the door frame.

Building Division Conditions

31. All projects shall comply with the El Segundo Municipal Code, and the 2022 editions of the California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Energy Code, and the California Green Building Standards Code.
32. Construction projects must comply with Best Management Practices for construction and storm-water runoff requirements of the National Pollutant Discharge Elimination System MS4 Permit. Construction activity resulting in a land disturbance of one acre or more, or less than one acre but part of

a larger common plan of development or sale must obtain the (SWPPP) Construction Activities Storm Water General Permit.

33. A site-specific soils and geotechnical report must be submitted to Building and Safety Division for review and approval. The report shall comply with the minimum requirements of Chapter 18 of the CBC and shall address the possible sulfate content of the soils.
34. A stamped setback certification by a Licensed Surveyor will be required to certify the location of the new construction in relation to the setbacks prior to the first foundation inspection. A stamped setback certification by a Licensed Surveyor will be required to certify the height of the structures prior to issuance of Certificate of Occupancy.
35. Plans submitted for plan check must be stamped by a State-licensed architect or engineer and shall include:
 - Complete structural calculations, details, notes and material specifications.
 - A stamped and signed Boundary and Topographic survey by a California licensed Land Surveyor.
 - A complete grading and drainage plan showing compliance with the Los Angeles Regional Water Quality Control Board (LARWQCB) Low Impact Development (LID) requirement. The Los Angeles County LID Manual may be used as a guideline for preparing the LID report.
 - Hydrology report along with hydraulic calculations.
 - Complete energy calculations and compliance certificates, details, notes, and material specifications.
 - Plans showing compliance with California Green Building Standards Code requirements including but not limited to: Indoor and Outdoor water use and light pollution reduction.
36. Prior to issuance of permits, the 30-day excavation notification to adjacent property owners shall be provided as required by California Civil Code Section 832.
37. A Maintenance of Building Covenant, recorded at the Los Angeles County Registrar-Recorder may be required for proposed subterranean walls providing support to structures on adjacent properties.

38. Shoring plans prepared by a California licensed Civil or Structural Engineer shall be submitted for a separate plan check. The plans shall detail methods for performing and supporting temporary excavations in accordance with the geotechnical report referenced above. All shoring and sub drain elements shall be located solely on the subject side of adjacent property lines.
39. Applicant shall submit a request to the Planning Division for issuance of new street addresses. Approved building addresses to be labeled on the plans submitted for plan check.
40. Applicant shall pay all development fees, including school district developer fees, prior to issuance of building permits.

Public Works Department Conditions

41. All work in the City's right-of-way or on City-owned and maintained facilities shall require review and approval of the City Engineer or his/her designee. "City Engineer" = City Engineer or his/her designee throughout this document.
42. The applicant shall ensure that encroachment permits required by the City are secured from the Public Works Department before commencing any and all work in the public right-of-way (ROW), including lane closures.
43. Construction inspection shall be coordinated with the Public Works inspector and no construction shall deviate from the approved plans without City approval. If plan deviations are necessary, the applicant shall provide a revised plan or details of the proposed "Field Change" for review by the Public Works Department. Changes shall be made in the field only after approval by the City Engineer.
44. Prior to issuance of the Certificate of Occupancy, the applicant shall ensure installation of all improvements required by the Public Works Department, including but not limited to streets and utilities, are inspected and approved by the City Engineer.
45. All construction-related parking shall be accommodated on-site. No construction related parking shall be permitted off-site.
46. A grading and drainage plan shall be provided and stamped by a California (CA) State-licensed civil engineer as part of the Building permit process.

47. A utility plan shall be provided that shows all existing and proposed utility lines and their sizes (sewer, water, gas, storm drain, electrical, etc.) including easements, within 200 feet of the project site boundary.
48. Easements shall be granted for all public utilities installed outside the public-right-of-way with 15 ft. wide minimum up to entering the public right-of-way.

Street Improvements & Traffic Control

49. All new sidewalk, curb & gutter, driveway approaches, and curb ramps shall be constructed per the latest Standard Plans for Public Works Construction (SPPWC) and City standards. New sidewalk width to match adjacent sidewalk width.
50. All existing sidewalk, curb & gutter, driveway approaches, and curb ramps that are broken or not in conformance with the latest SPPWC or City Standards shall be removed and constructed per the latest SPPWC and City Standards.
51. All unused driveways shall be removed and replaced with full-height curb and sidewalk per SPPWC standards and City standards.
52. The applicant shall provide a minimum of four foot sidewalk clearance around any obstruction in the sidewalk i.e. posts, power poles, etc.
53. PG-64-10 tack coat and hot mix asphalt shall be used for all slot paving required next to new concrete installations. Slot paving shall be 3 feet wide and 1 foot deep, consisting of 6 inches of asphalt over 6 inches of base.

Water

54. Any existing water meters, potable water service connections, fire backflow devices and potable water backflow devices must be upgraded to current City Water Division standards. These devices shall be placed or relocated onto private property.
55. The applicant must submit plans for water system upgrades to the City of El Segundo Public Works Department for review and approval.
56. Any unused water laterals shall be abandoned and properly capped at the City main. The Contractor is to obtain necessary permits and licenses, and provide traffic control plans and shoring plans.

Sewer

57. Prior to issuance of a Certificate of Occupancy, the sewer connection fee for this project must be paid to the City of El Segundo Public Works Department.
58. Any unused sanitary sewer laterals shall be abandoned and properly capped at the City main. The Contractor is to obtain necessary permits and licenses, and provide traffic control plans and shoring plans.

Miscellaneous

59. The applicant/ owner shall set up trash collection services by a licensed trash collection vendor in the City.

Recreation and Parks Department Conditions

60. The existing Street Parkway in the public right-of-way is to be preserved along West Palm Avenue.

Fire Department Conditions

61. The applicant must comply with the applicable requirements of the 2022 California Building and Fire Codes and the 2022 International Fire Code as adopted by the City of El Segundo and El Segundo Fire Department Regulations.
62. The project shall comply with all requirements set forth by the California Code of Regulations Title 24 Parts 1-12 respectively.
63. The adopted edition of the California Code of Regulations, Title 24 Parts 1 through 12, and the Perris Municipal Code shall apply at the time the architectural plans are submitted for construction permits.
64. All demolition and construction activities are to be performed in accordance with California Fire Code Chapter 33.
65. Prior to the issuance of grading permits, evidence of sufficient fire flow of 1,750 GPM for 2-hours shall be provided to the City of El Segundo.
66. All required fire hydrants shall be installed and operational prior to building construction. Hydrants shall be provided and located as per El Segundo Fire Department Regulation H-2a "Fire Hydrant and Private Fire Main System Installation."

67. All fire hydrants shall remain operational during construction.
68. Authorization for installation of hydrants shall be approved by the El Segundo Department of Public Works, Water Division.
69. All required fire hydrants shall be readily visible and immediately accessible. A clear space of not less than 3-feet shall be maintained at all times.
70. The Fire Department Connection (FDC) shall be located within 80-feet of a public fire hydrant. The fire hydrant shall be on the same side of the street.
71. Prior to construction a temporary address sign shall be posted and clearly visible from the street.
72. The permanent building address shall be provided and either internally or externally lighted during hours of darkness. It must be placed in such a location as to be plainly visible and legible from the street or road fronting such buildings and units. Numbers and letters must be at least four (4) inches I height for residential buildings. The numbers and letters will be in a color that contrasts with their background and must be in the city's approved numbering sequence. Residential buildings and units that are served by an alley or a fire apparatus access roadway to the rear of the building must also have approved address numbers and letters posted in a visible location near the primary door to the alley or a fire apparatus access roadway.
73. The building shall be provided with an automatic fire sprinkler system in accordance with NFPA 13R. Construction plans shall be submitted under a separate permit and approved prior to commencing work.
74. Private underground fire main work must be submitted under a separate permit.
75. A recessed Knox Box is to be installed on the building prior to final. The location is to be field verified by the field inspector.
76. Smoke alarms shall be provided and installed as per California Fire Code (CFC) Section 907.2.9.2 and 907.2.10.2
77. Electric (EV) car charging stations shall comply with the California Electrical Code and the California Building Code.

Service Fees

78. Pursuant to ESMC §§ 15-27A-1, *et seq.*, and before building permits are issued, the applicant must pay the Development Impact Fees (DIF) adopted by the City for police, fire, library, parks, and a one-time traffic mitigation fee in accordance with the City Council's adopted Master Fee Schedule for the applicable year that. The fee amount is be based upon the adopted fee that is scheduled to be collected at the time the building permit is issued.
79. Before building permits are issued, the applicant must pay the required sewer connection fees for the increase in dwelling units on the property (as specified in ESMC Title 12-3).
80. Before building permits are issued, the applicant must pay the required School Fees. This condition does not limit the applicant's ability to appeal or protest the payment of these fees to the school district(s).

Construction Conditions

81. The applicant must keep soil stockpiled for two days or more covered, moist, or treated with soil binders to prevent dust generation.
82. The applicant must cover or maintain two feet of free board on any stock pile of debris, dirt or rusty materials on-site.
83. All haul trucks hauling soil, sand, and other loose materials must either be covered or maintain two feet of freeboard.
84. The owner or contractor must conduct daily street sweeping and truck wheel cleaning to prevent dirt in the storm drain system.
85. During clearing, grading, earth moving, excavation or transportation of cut or fill materials, streets and sidewalks within 150 feet of the site perimeter must be swept and cleaned a minimum of twice weekly.
86. All diesel equipment must be operated with closed engine doors and must be equipped with factory-recommended mufflers.
87. The applicant must provide a telephone number for local residents to call to submit complaints associated with the construction noise. The number must be posted on the project site and must be easily viewed from adjacent public areas.
88. All construction related parking must be accommodated on-site. No construction parking will be permitted off-site.

Miscellaneous Conditions

89. The vesting tentative tract map expires 24 months after approval or conditional approval, but may be extended for a period not to exceed 12 months pursuant to Government Code § 66452.6 and ESMC § 14-2-3. The development rights expire when the vesting tentative tract map expires unless a final map is approved by the City Council before the expiration date. Once the final map is approved, the development rights remain valid for one year pursuant to ESMC § 14-2-3(B) and may be extended for one year pursuant to ESMC § 14-2-3(D).
90. Before recordation of the Final Map, the applicant must submit the Covenants, Conditions and Restrictions (CC&R's) to the City for review. The CC&Rs must be approved by the Community Development Director and approved as to form by the City Attorney and the Final Map requires City Council approval before recordation with the Los Angeles County Department of Public Works. The Applicant must pay for all fees incurred by the City as a result of the City Attorney's review of the CC&Rs before the Final map is approved for recordation with the Los Angeles County Department of Public Works, and before the City issues a certificate of occupancy.
91. The Property Owner agrees to indemnify and hold the City harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising from the City's approval of Environmental Assessment No. EA-1323 and Subdivision No. 122-01 for (VTTM 82473). Should the City be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of the City approval of Environmental Assessment No. EA-1323 and Subdivision No. 22-01 for (VTTM 83776). The owner agrees to defend the City (at the City's request and with counsel satisfactory to the City) and will indemnify the City for any judgment rendered against it or any sums paid out in settlement or otherwise. For purposes of this section "the City" includes the City of El Segundo's elected officials, appointed officials, officers, and employees.

By signing this document, the person listed below has the authority to sign legally binding documents with the City on behalf of the company/organization listed below, and such person certifies that they have read, understood, and agree to the Project Conditions listed in this document.

VILLAS ON WEST PALM, LLC

By: _____

Title: _____

REVISIONS

THE VILLAS ON WEST PALM
 301 WEST PALM AVENUE
 EL SEGUNDO CA. 90245

ELEVATIONS

A-2

SHEET 2



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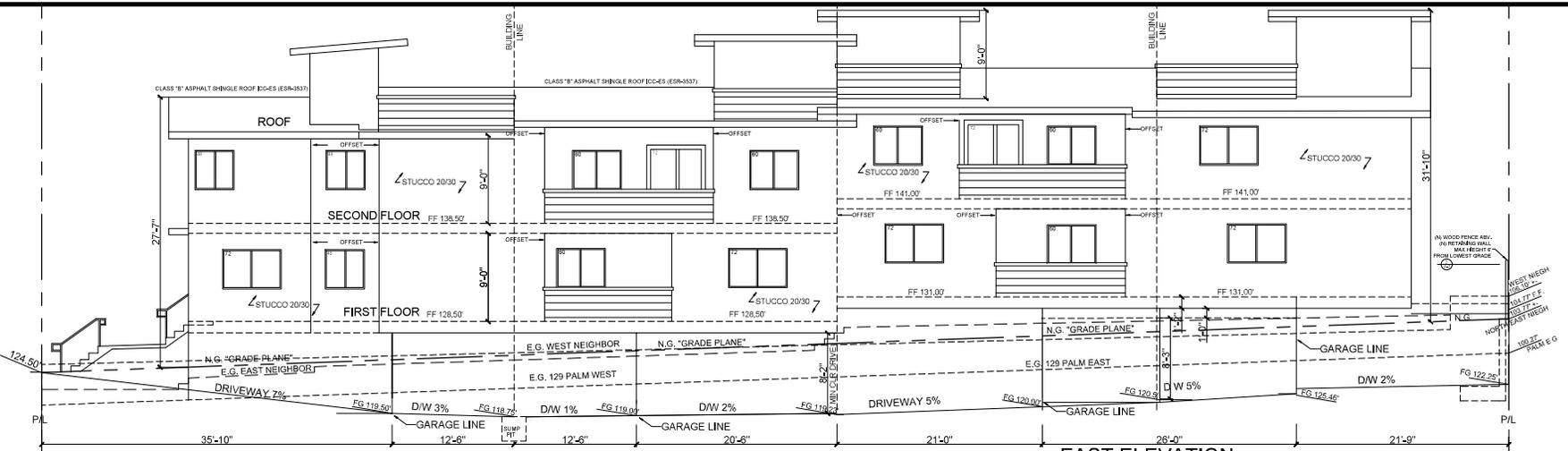
REVISIONS

THE VILLAS ON WEST PALM
 305 WEST PALM AVENUE
 EL SEGUNDO CA 90245

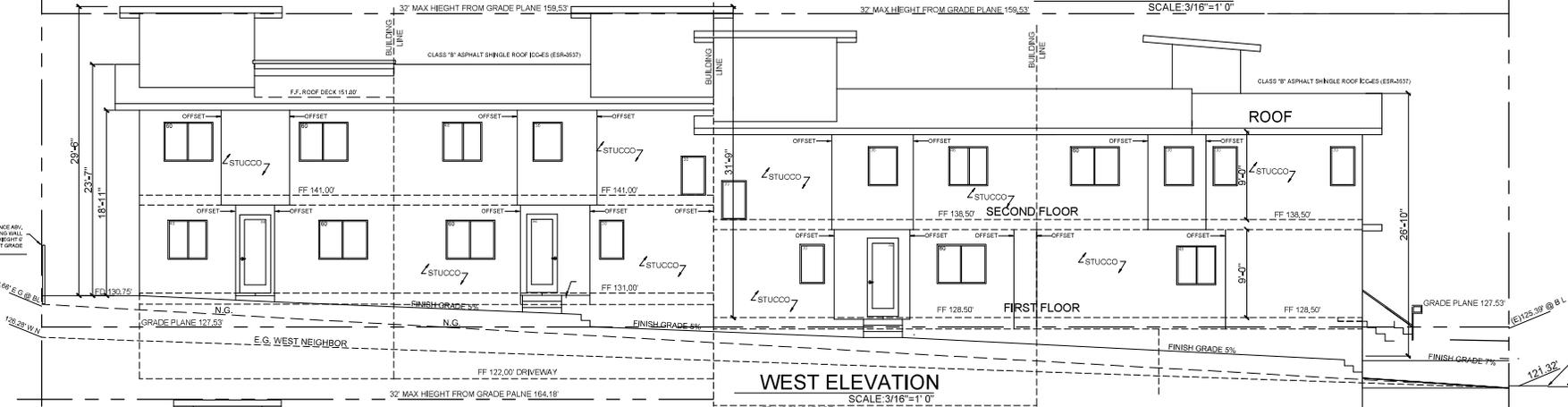
ELEVATIONS

A-3

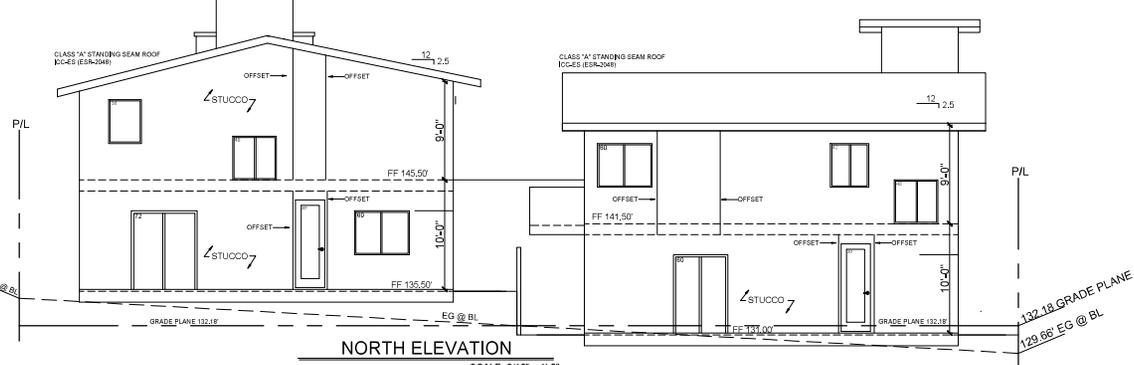
SHEET 3



EAST ELEVATION
 SCALE: 3/16" = 1' 0"



WEST ELEVATION
 SCALE: 3/16" = 1' 0"



NORTH ELEVATION
 SCALE: 3/16" = 1' 0"

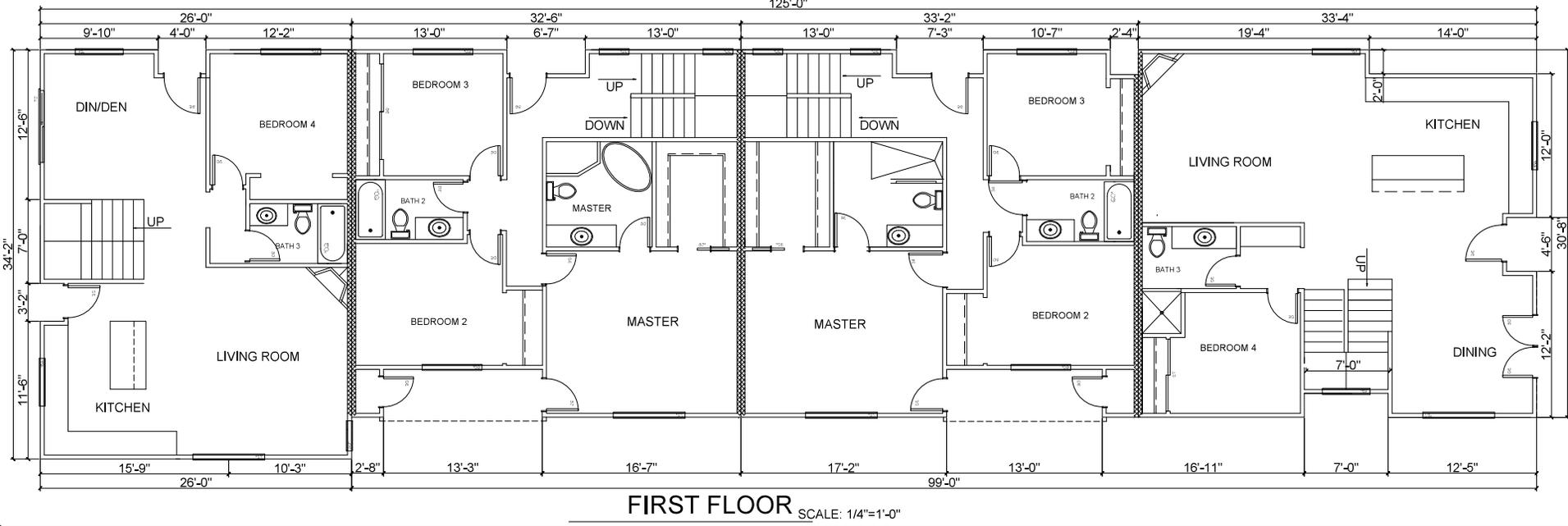
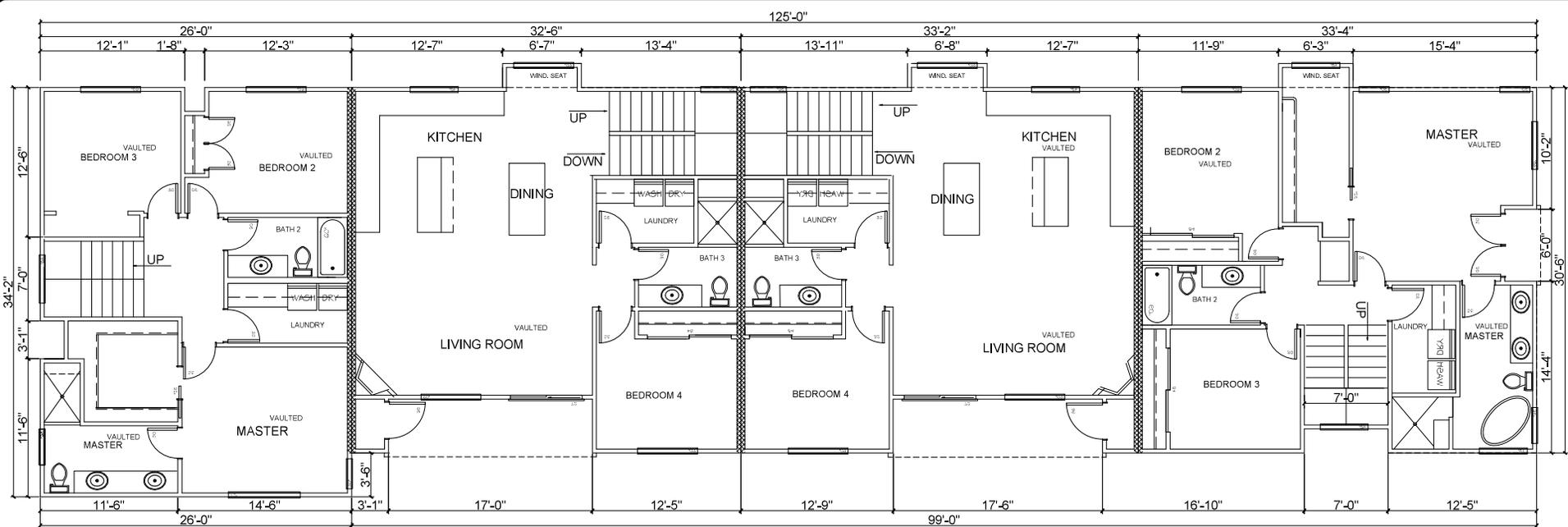
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REVISIONS

VILLAS ON WEST PALM
 301 WEST PALM AVENUE
 EL SEGUNDO CA. 90245

1st & 2nd FLOOR PLANS

A-4 SHEET 4



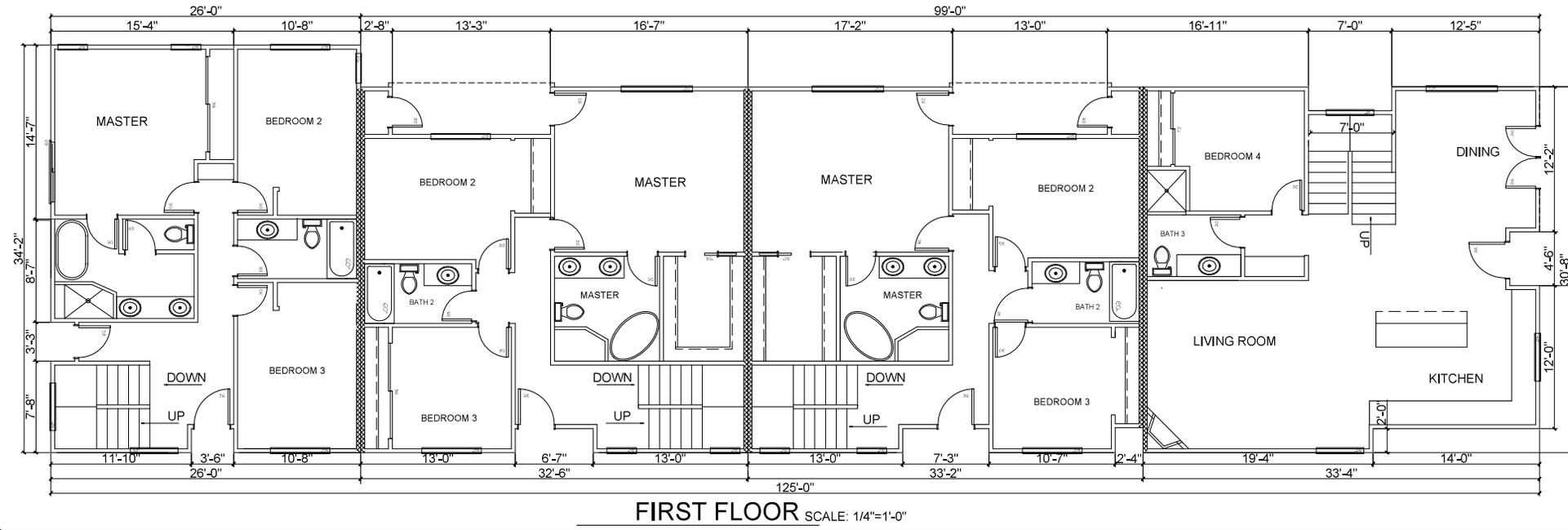
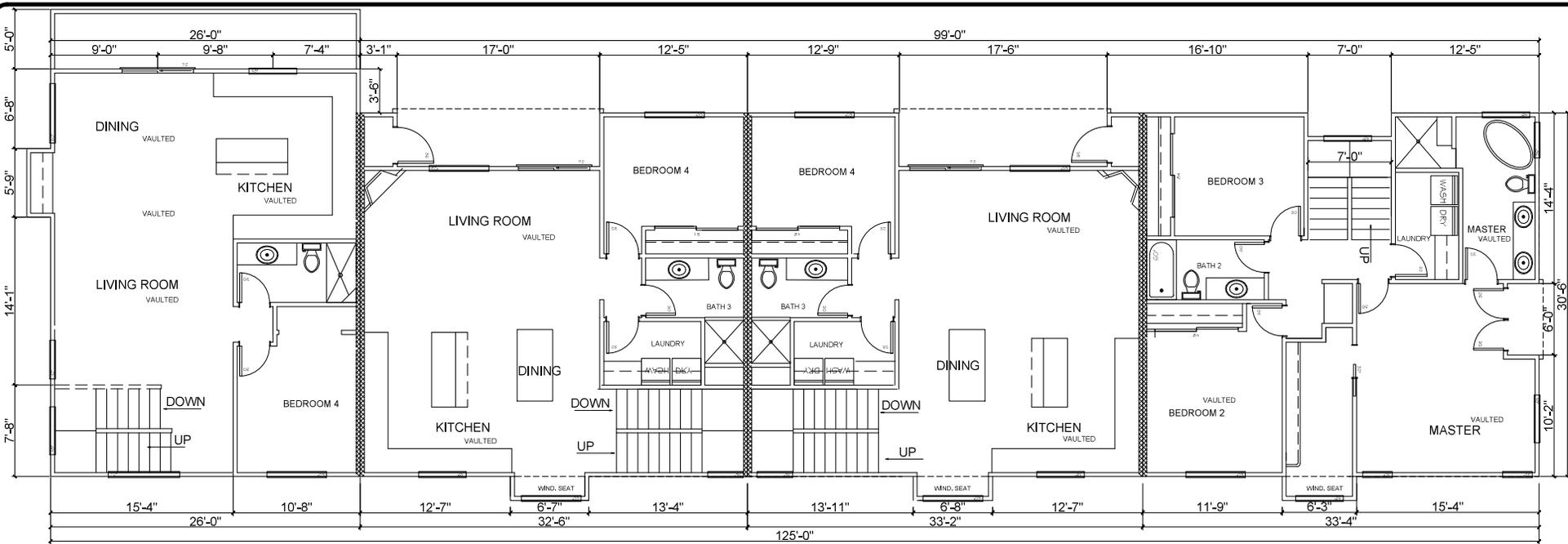
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REVISIONS

VILLAS ON WEST PALM
 305 WEST PALM AVENUE
 EL SEGUNDO CA.90245

1st & 2nd FLOOR PLANS

A-5
 SHEET 5



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BASEMENT FLOOR PLAN

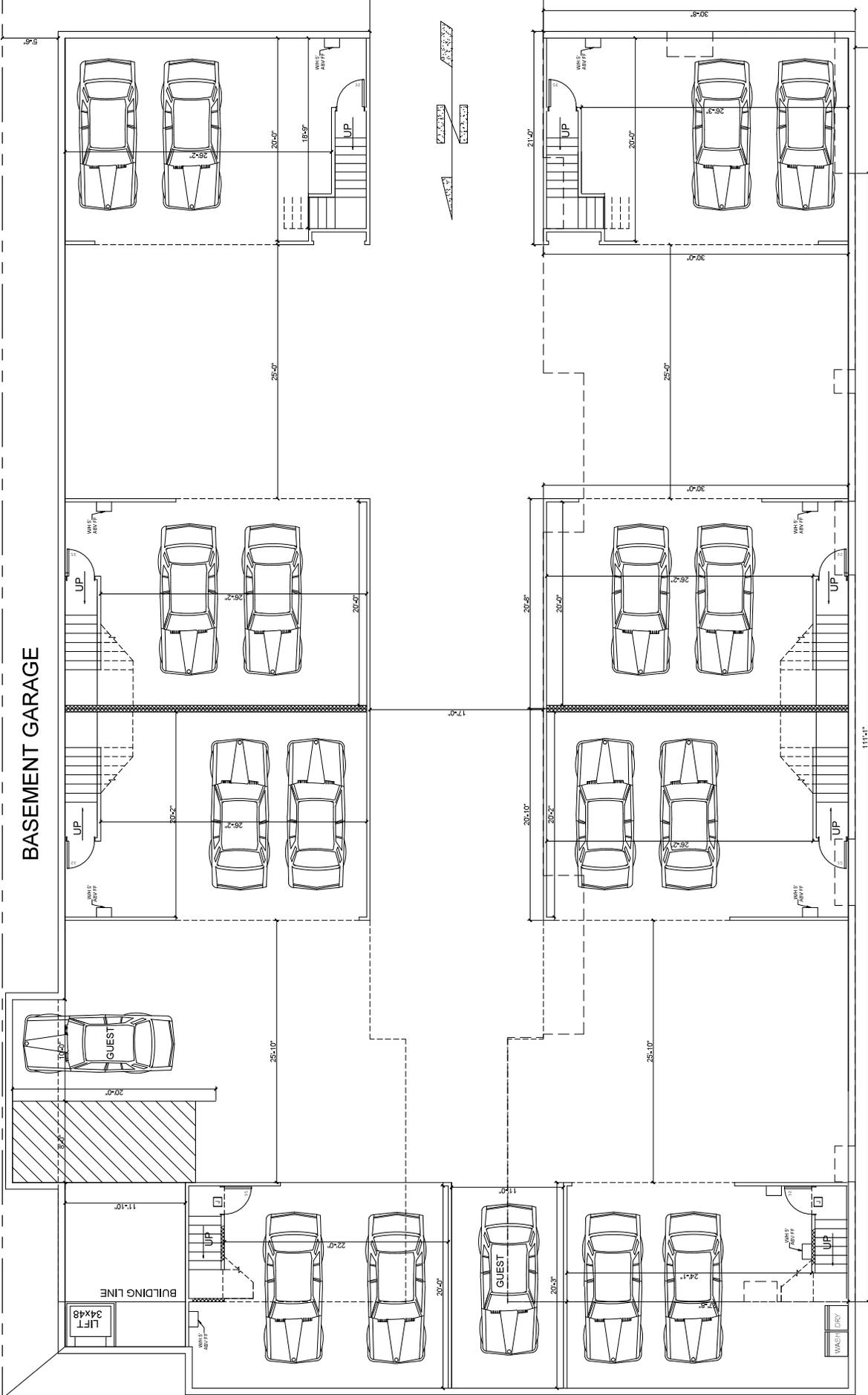
THE VILLAS ON WEST PALM
301 WEST PALM AVENUE
EL SEGUNDO CA.90245

CAM DEVELOPMENT CORP.
BUILDING WITH INTEGRITY.
531 Main St., #3, El Segundo, CA 90245
(310) 271-1063, camp.cando@gmail.com

REVISIONS

BASEMENT GARAGE

BASEMENT GARAGE 4010 SQ.'

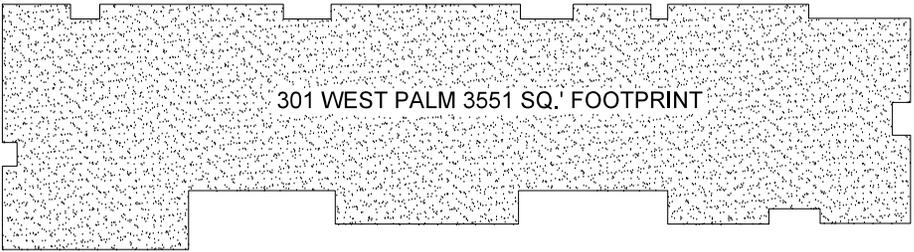
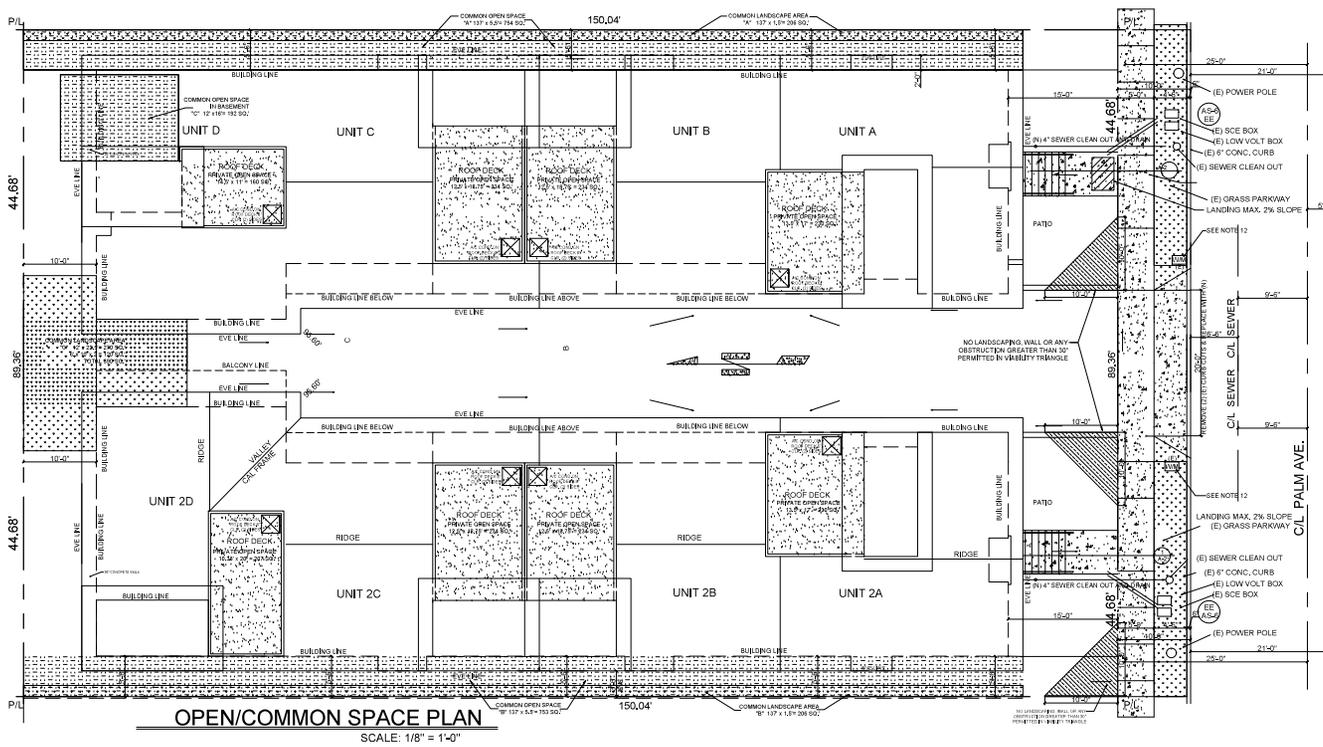


OPEN SPACE CALCULATIONS	
REQUIRED COMMON OPEN SPACE	1600 SQ.'
ACTUAL COMMON OPEN SPACE	1700 SQ.'
REQUIRED LANDSCAPE COMMON OPEN SPACE	800 SQ.'
ACTUAL LANDSCAPE COMMON OPEN SPACE	1700 SQ.'
REQUIRED PRIVATE OPEN SPACE PER UNIT	50 SQ.'
ACTUAL PRIVATE OPEN SPACE PER UNIT	50 SQ.'
REQUIRED COMMON LANDSCAPE AREA	10,177 SQ. FT. (30.50')
ACTUAL COMMON LANDSCAPE AREA	10,177 SQ. FT. (30.50')

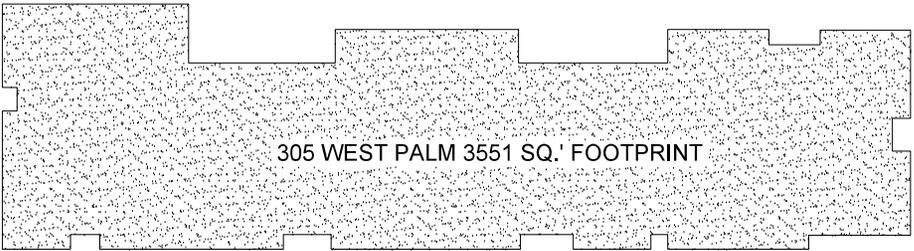
LEGEND	
[Pattern]	ARTIFICIAL TURF
[Pattern]	PRIVATE OPEN SPACE
[Pattern]	COMMON OPEN SPACE

LANDSCAPE NOTES:

- LANDSCAPING SHALL BE LOW-PROFILE AROUND PERMIT OR FENCING, WINDOWS, DOORS, DOORS & ENTRYWAYS TAKING CARE NOT TO LIMIT VISIBILITY OR PROVIDE CLIMBING ACCESS. BUSHES TO BE TRIMMED TO 2'-0" AND AWAY FROM BUILDINGS; DENISE BUSHES SHALL NOT BE CLUMPED TOGETHER. TREES SHALL BE TRIMMED TO 7 FEET.
- TREES/BUSHES/SHRUBS SHALL NOT BE PLANTED NEAR ANY LIGHT FIXTURE OR STANDARD, TO PREVENT WHEN GROWN TO MATURITY NOT BLOCK LIGHT OR LIGHTING ON GROUND.
- LANDSCAPE UNDER SEPARATE PERMIT



SINGLE LINE PLAN
SCALE: 1/8" = 1'-0"



SINGLE LINE PLAN
SCALE: 1/8" = 1'-0"

CAM DEVELOPMENT CORP.
 531 Main St., El Segundo, CA 90245
 (310) 277-1065, camg.cambk@gmail.com

REVISIONS

THE VILLAS ON WEST PALM
301 & 305 W. PALM AVENUE
EL SEGUNDO CA 90245

LANDSCAPE, OPEN SPACE PLAN
SINGLE LINE PLAN

OPN
SHEET 8

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SCALE: 1" = 10'

VESTING TENTATIVE TRACT NO. 83776

IN THE CITY OF EL SEGUNDO
COUNTY OF LOS ANGELES
STATE OF CALIFORNIA
FOR CONDOMINIUM PURPOSES

ENGINEER
DENN ENGINEERS

3914 DEL AMO BOULEVARD, STE. 921
Torrance, CA 90503
310-542-9433

Gary J. Roehl
GARY J. ROEHL R.C.E. 30826

SHEET 1 OF 1 SHEET



DATE 3/16/2022

SUBDIVIDER
CAM DEVELOPMENT CORP.
CRAG MAPLES
531 MAIN STREET #3
EL SEGUNDO, CA 90245
PHONE 424-277-1063

LEGAL DESCRIPTION
LOTS 5&6
TRACT NO. 8642
M.B. 20-22-23
APN 4132-008-005/006

JOB ADDRESS
301 & 305 WEST PALM AVENUE
EL SEGUNDO, CA 90245

- NOTES**
1. ALL EXISTING STRUCTURES TO BE REMOVED UNLESS OTHERWISE NOTED.
 2. ALL UTILITIES ARE LOCATED IN ADJACENT STREETS.
 3. THIS IS AN 8 UNIT RESIDENTIAL CONDOMINIUM PROJECT.
 4. EXISTING AND PROPOSED ZONING IS R-3 MULTI-FAMILY RESIDENTIAL.

* TRACT NO. 9642
M.B. 20-22-23
** TRACT NO. 40008
M.B. 981-23-24

BASIS OF BEARING:
BEARING OF N 89°58'30"E ON CENTERLINE OF W. PALM AVENUE PER PARCEL MAP NO. 74306, P.M.B. 406-42-43.

LEGEND

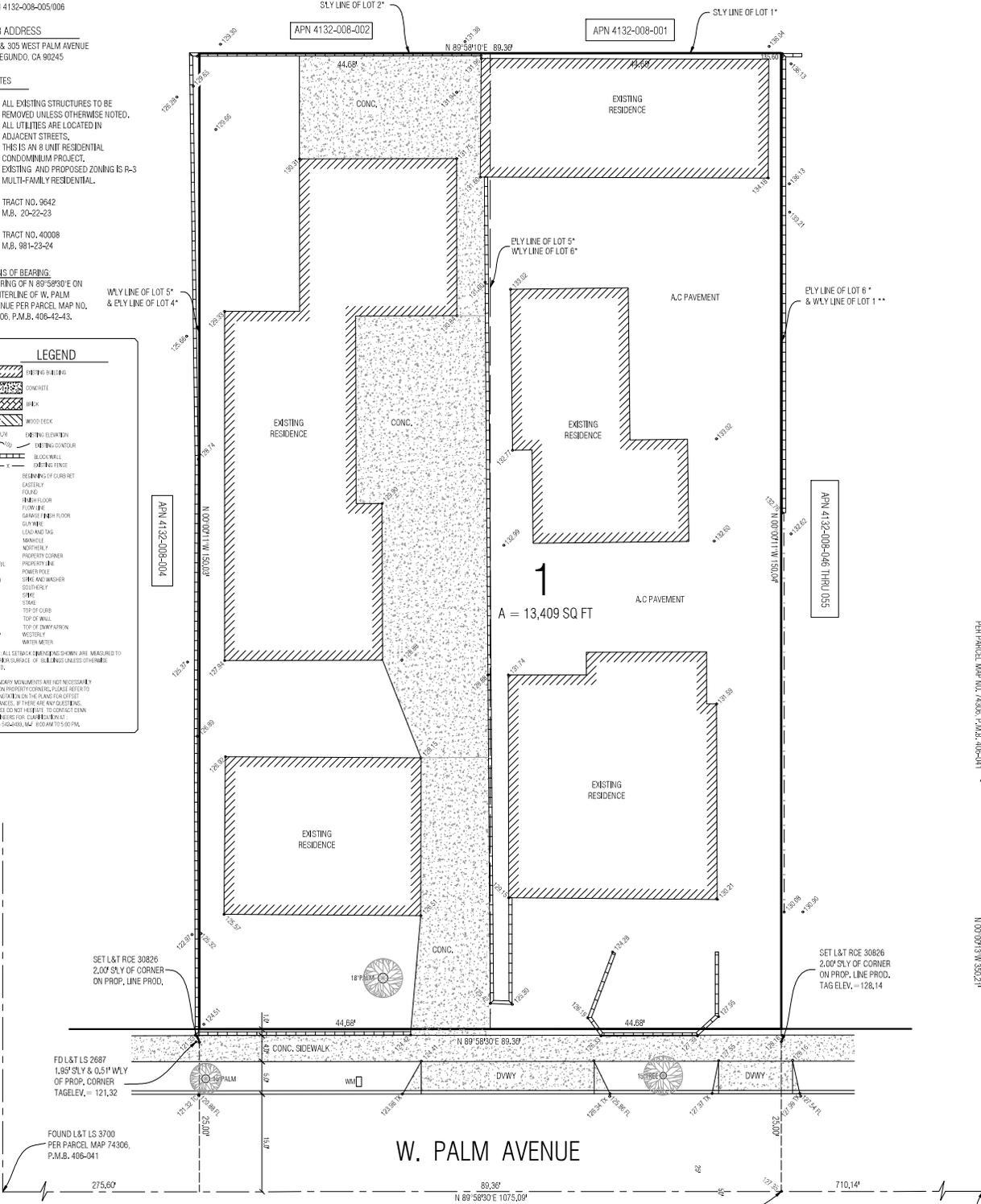
- EXISTING BUILDING
- CONCRETE
- WALK
- WOOD DECK
- EXISTING ELEVATION
- EXISTING COLOR
- BLOCKWALL
- EXISTING FENCE
- BEARING OF CURBNET
- EASTERLY
- FOUND
- FINISH FLOOR
- FLOW LINE
- GARDEN FLOOR
- GLASS
- LEAD AND GAS
- MATERIAL
- NORTHERLY
- PROPERTY CORNER
- PROPERTY LINE
- POWER POLE
- SINK AND WASH
- SOUTHERLY
- STAKE
- STAKE
- TOP OF CURB
- TOP OF WALL
- TOP OF CONCRETE
- WESTERLY
- WATER METER

NOTE: ALL DIMENSIONS SHOWN ARE MEASURED TO EXTERIOR SURFACE OF BUILDINGS UNLESS OTHERWISE NOTED.

BOUNDARY MEASUREMENTS ARE NOT NECESSARY SET ON PROPERTY CORNERS, PLEASE REFER TO THE NOTATION ON THE PLANS FOR OFFSET DIMENSIONS. IF THERE ARE ANY QUESTIONS, PLEASE DO NOT HESITATE TO CONTACT DENN ENGINEERS FOR CLARIFICATION.

1910 342-4431, MON 8:00AM TO 5:00PM

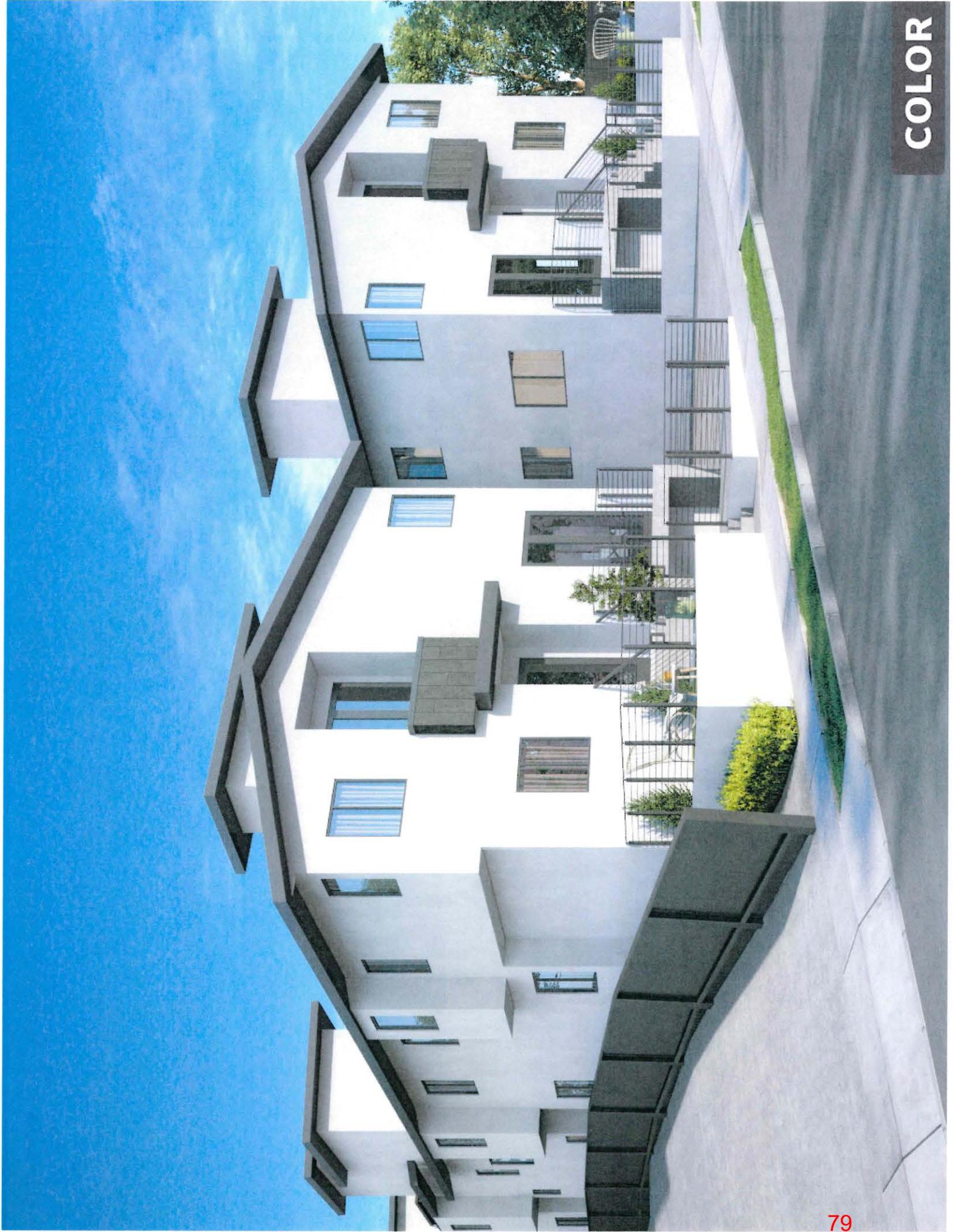
VIRGINIA STREET



NOTE:
A TITLE POLICY HAS BEEN PROVIDED AND REVIEWED BY DENN ENGINEERS AT THE TIME OF THIS SURVEY. ANY READILY AVAILABLE ITEMS AFFECTING THIS PROPERTY HAVE BEEN PLOTTED BASED ON PROVIDED DOCUMENTS.

ITEM #5 - AN OIL AND GAS LEASE RECORDED MARCH 1, 1966 AS INSTRUMENT NO. 3501, O.R. SAID LEASE IS BLANKET IN NATURE.

USA NATIONAL TITLE COMPANY
ORDER NO.S. 072135142-30 AND 072135191-30
BOTH DATED NOVEMBER 17, 2021



COLOR



Planning Commission Agenda Statement

Meeting Date: December 8, 2022

Agenda Heading: New Public Hearing

Item No.: H4

TITLE:

Environmental Assessment No. EA-971, Revision A, Amending the Original Approval to Allow for Additional Emergency Backup Generators at 444 N Nash Street

RECOMMENDATION:

1. Continue the item to the December 15, 2022 special Planning Commission meeting.

BACKGROUND

This item was duly noticed for the December 8, 2022, Planning Commission meeting. An Initial Study/Mitigated Negative Declaration was prepared for the proposed project, which resulted in two comments received by staff from Los Angeles County Sanitation District and Air Quality Management District. To respond to comments and provide the agencies with adequate notice, staff recommends continuing the item to the next Planning Commission meeting scheduled for December 15, 2022.

ORIGINATED BY: Eduardo Schonborn, AICP, Planning Manager ^{EAS}

REVIEWED BY: Michael Allen, AICP, Community Development Director ^{MA}

APPROVED BY: Michael Allen, AICP, Community Development Director ^{MA}

ATTACHED DOCUMENT

none



Planning Commission Agenda Statement

Meeting Date: December 8, 2022

Agenda Heading: New Business

Item No.: 15

TITLE:

Consideration and Possible Action to Amend the Planning Commission Bylaws

RECOMMENDATION:

1. Adopt Resolution No. 2933 approving amendments to the Planning Commission Bylaws.

BACKGROUND

The Planning Commission Bylaws were last updated in 2017 when the Rules of Procedures were reorganized into three chapters and written in “plain English.” On January 18, 2022, the City Council directed staff to review the Bylaws of El Segundo’s nine Committees, Commissions, and Boards (CCBs), and make recommendations to unify the operations of all of the City CCBs. In August 2022, the City Council approved changes to the overall CCB Bylaws and directed that all CCB Bylaws be updated and presented to the respective CCB for approval and adoption.

DISCUSSION

The following is a bullet point summary of the changes and amendments to the Planning Commission Bylaws:

Authority

- New language that candidates will be reviewed and recommended by the Chair and Vice Chair, and the subsequent interviews and appointments will be made by City Council for four-year terms.
- New language specifying that a Commissioner must reside in El Segundo.
- New language authorizing the Chair and Vice Chair to review and recommend candidates to City Council.
- New language regarding staff support for research requests.
- New language citing the Government Code that allows the recess or dissolution of the Commission by City Council.

Removing a Commissioner

- New language specifying that Commissioners shall serve at the pleasure of the City Council and may be removed at any time by a majority vote of the City Council.
- New language specifying that Commissioners can be removed after 3 or more absences in a 12-month period.

Meetings

- Provide opportunity to give City Council an update on the Commission's workplan at a City Council meeting.
- A joint meeting will be held annually in February between the CCB members and City Council.
- Modify the Conduct of Meetings subsection to reference that meetings be conducted based upon the latest edition of Robert's Rules of Order (or similar rules).

In accordance with City Council direction, staff recommends that the Planning Commission adopt the attached resolution, thereby approving amendments to the Planning Commission Bylaws.

ORIGINATED BY: Eduardo Schonborn, AICP, Planning Manager ^{EAS}

REVIEWED BY: Michael Allen, AICP, Community Development Director ^{MA}

APPROVED BY: Michael Allen, AICP, Community Development Director ^{MA}

ATTACHED DOCUMENT

1. Resolution 2933, with draft Bylaws attached

RESOLUTION NO. 2933

A RESOLUTION AMENDING THE EL SEGUNDO PLANNING COMMISSION BYLAWS IN ACCORDANCE WITH EL SEGUNDO MUNICIPAL CODE SECTION 2-1-8 AND APPLICABLE LAW.

BE IT RESOLVED by the El Segundo Planning Commission as follows:

SECTION 1: Pursuant to El Segundo Municipal Code (“ESMC”) Section 2-1-8 and applicable law, the Planning Commission adopts the attached bylaws.

SECTION 2: This Resolution supersedes all previous resolutions or actions purporting to establish rules and procedures for conducting Planning Commission meetings including, without limitation, bylaws adopted on December 14, 2017. Accordingly, such resolutions or actions are accordingly repealed.

SECTION 3: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED AND ADOPTED this 8th day of December, 2022.

Ryan Baldino, Chairperson
City of El Segundo Planning Commission

ATTEST:

Michael Allen, AICP, Secretary

- Baldino -
- Hoeschler -
- Keldorf -
- Maggay -
- Newman -

APPROVED AS TO FORM:

By: _____
Joaquin Vazquez, Deputy City Attorney

**BYLAWS OF THE
EI SEGUNDO PLANNING COMMISSION
Effective December 8, 2022**

I AUTHORITY

- 1 Authority: Pursuant to El Segundo Municipal Code (“ESMC”) Section 2-1-8 and applicable law, the Planning Commission establishes these by-laws. The following Rules become effect upon the Planning Commission’s adoption and remain effective unless amended or superseded. These Rules are intended to comply with, the Ralph M. Brown Act (Government Code §§54950-54962). The Brown Act will supersede any conflicting provision of the Rules.

- 2 City Council Authority: Pursuant to Government Code § 61500 et seq., the City Council may require the Planning Commission’s recess or dissolution.

- 3 Appointment: Pursuant to Government Code § 40605 and ESMC § 2-1-2, the Mayor, with the approval of the City Council, will appoint all Planning Commissioners, subject to the terms of office requirements set forth in ESMC § 2-1-4.
 - a) All Planning Commissioners must live and reside within the City of El Segundo during the term of their appointment. City employees are not eligible to serve as Planning Commissioners.

 - b) Planning Commissioner candidates will be reviewed and recommended by the Planning Commission Chair and Vice Chair, and the subsequent interviews and appointments will be made by the City Council. Notwithstanding the foregoing, the City Council may otherwise appoint Planning Commissioners.

- 4 Staff Support: The Planning Commission staff liaison will confer with the Community Development Director to determine if a request for research by the Commission requires extra dedication and staff time that may not be available

II MEMBERS

A Officers and Staff

- 1 Chairperson: The Chairperson is elected by a majority vote of the Commission for a one-year term in December for the following calendar year. The Chairperson must be a Member of the Planning Commission and retains all the powers of a Commissioner. The Chairperson will preside over meetings of the Commission and will sign documents of the Commission.

- 2 Vice Chairperson: The Vice Chairperson is elected by a majority vote of the Commission for a one-year term in December for the following calendar year. The Vice Chairperson must be a Member of the Planning Commission and retains all

the powers of a Commissioner. The Vice Chairperson will preside over meetings of the Commission in the absence of the Chairperson and may sign documents of the Commission in the Chairperson's absence.

- 3 Secretary: The Director or a Deputy Secretary appointed by the Community Development ~~Director of Planning and Building Safety~~ ("Director") serves as the Secretary. The Secretary will attend all meetings of the Commission unless excused and will record, prepare, and maintain the Commission's official record and perform other related duties as prescribed by the Commission. The Secretary may make recommendations and has the right to take part in all discussions of the Commission, but cannot vote.
- 4 City Attorney: The City Attorney or designee ~~Assistant City Attorney~~ ("City Attorney") will attend all meetings of the Commission. The City Attorney, upon request, may give opinions, either written or oral, on questions of law and act as the Commission's parliamentarian.

B Selection of Officers

- 1 Time of Election: The election of the Chairperson and Vice Chairperson will take place at the first regular meeting of the Planning Commission in December of each year. The term as Chairperson and Vice Chairperson will be for the following calendar year.
- 2 Requirements to Serve as Chairperson and Vice-Chairperson: To be considered for the office of Chairperson and Vice-Chairperson, a Commissioner must be a member of the Commission for at least six calendar months. Previous service does not disqualify a Commissioner from service as the Chairperson or Vice-Chairperson.
- 3 Procedure for Chairperson and Vice Chairperson Election: Any member of the Planning Commission may nominate any qualified member of the Planning Commission as Chairperson, including him or herself. The motion of nomination requires a second and must receive a vote of a majority of the Planning Commission to pass. Once a chairperson is elected, the election of the Vice Chairperson will follow in the same manner.
- 4 Vacancy of Office: The Vice-Chairperson succeeds the Chairperson if the Chairperson vacates office before his or her term is completed. The Vice-Chairperson will then serve the unexpired term of the Chairperson. The new Vice-Chairperson shall be elected at the next regular meeting following such a vacancy. If the Vice-Chairperson vacates office before his or her term of office is completed, the new Vice-Chairperson will be elected at the next regular meeting following such a resignation.

C Planning Commissioner Removal

- 1 All Planning Commissioners serve at the City Council's pleasure and may be removed at any time without cause, by a majority vote of the City Council.
- 2 A Planning Commissioner can be removed after three or more absences in a 12-month period.

III MEETINGS

- 1 Open to Public: All meetings (except closed sessions as provided by State law) of the Commission are open to the public.
- 2 Meeting Dates/Times: Regular meetings will be held on the second and fourth Thursdays of each month. All regular meetings will convene at 5:30 p.m. unless noticed at a different time by publishing a notice and/or posting a notice in at least three conspicuous places. Adjourned regular or special meetings may be called by the Chairperson or a majority of the Commission.
- 3 Amendment/Suspension: The Commission may amend or suspend these rules at any time upon majority vote of the Commission.
- 4 Joint Meeting with City Council: A joint meeting will be held annually in February or as soon thereafter may be conducted, between the Planning Commission and City Council.
- 5 Workplan: The Planning Commission Chair, Vice Chair or designee will provide the City Council with an updated on the Commission's workplan at a meeting chosen by the City Council.

A Agendas

- 1 Agenda Preparation: The Agenda will be prepared in accordance with the procedure directed by the Director. The Agenda should be delivered to the Chairperson and Commissioners by 5:00 p.m. on the Friday before the Commission's regular meeting. In the event of a Special Meeting, Agendas should be delivered as promptly as is practicable.
- 2 Consent Calendar: Items listed under the Consent Calendar are those items the Director believes will not require Commission discussion and are routine in content. Items may be pulled for separate discussion or clarification at any Commissioner's request, or upon receipt of a written request for public comment on the item.
- 3 Document Preparation: Unless otherwise directed by the Commission or Director, all draft resolutions must be approved as to form and legality by the City Attorney prior to being placed on an agenda.

B Rules of Order

- 1 Conduct of Meetings: ~~Planning Commission proceedings should be governed by common sense and good taste. Pursuant to applicable laws, including the El Segundo Municipal Code, any issue of procedure relating to the conduct of a meeting or hearing not otherwise provided for in these bylaws may be determined by the Chairperson, subject to a vote of the entire Commission. Planning Commission meetings will be conducted based upon the latest edition of Robert's Rules of Order (or similar rules of parliamentary procedure, e.g. Rosenburg's Rules of Order). Where there is a conflict between the parliamentary guidelines and these Bylaws, the Bylaws should have precedence. Failure to strictly follow parliamentary guidelines will not invalidate an action of the Planning Commission.~~ In addition, the Planning Commission may, upon majority vote, alter or modify any provision of this Policy when appropriate or desirable.
- 2 Presiding Officer: The Chairperson, if present, will preside at all meetings. In the Chairperson's absence, the Vice Chairperson will preside.
- 3 Call to Order: The Presiding Officer will bring the meeting to order at the time noticed in accordance with applicable law. In the absence of both, the meeting will be called to order by the Secretary and a Presiding Officer will be selected by the Commissioners present.
- 4 Quorum: Three members of the Commission constitute a quorum. Should less than a quorum be in attendance, the Secretary will list the attendees in the minutes, and they will adjourn the meeting to a later set time. In the event no members of the Commission are present the Secretary will adjourn the meeting to a later set time pursuant to Government Code Section 54955.
- 5 Right of Floor: Commissioners wishing to speak must first be recognized by the Presiding Officer and limit any remarks to the agenda matter being considered.
- 7 Point of Order: The Chairperson will determine all points of order, subject to the right of any Commissioner to appeal to a vote of a majority of the quorum.
- 8 Addressing the Commission: Any person may address the Commission under the following portions of the Agenda:

 - Public Comments
 - Public Hearings
 - With the consent of a majority of the quorum of the Commission

C Public Participation

- 1 Subject Matter: Members of the public may address the Commission only on items within the subject-matter jurisdiction of the Commission. A determination of whether an item is appropriate for discussion will be made by the Chairperson with the Commission's consent and upon advice by the City Attorney.

- 2 Speaker Protocol: Each person addressing the Commission should step to the podium and give their name and address for the record. Each speaker is limited to five minutes on Public Comment and all remarks must be directed to Commission as a body and not to any particular Commissioner. No question may be asked of Commissioners or City staff except through the Presiding Officer. No person, other than Commissioners and the person having the floor, are permitted to participate in the discussion except as otherwise requested by the Chairperson.
- 3 Large groups: When any identifiable group of persons, as distinguished from the general public, seeks to address the Commission on the same agenda item, the Presiding Officer has the discretion to ask that the group select a spokesperson to address the Commission. If additional issues are to be presented at the hearing by any other member of such group, the Presiding Officer may limit the number of persons to address the Commission to avoid unnecessary repetition of information presented to the Commission.
- 4 Disrupting legal meetings: Any member of the public making disruptive remarks or who becomes disruptive while attending the Commission meeting so as to impede the orderly conduct of the meeting will be removed and barred from further audience before the Commission at that meeting unless permission to continue is granted by a majority vote of the Commission.

D Public Hearings

- 1 Opening the Public Hearing: The Presiding Officer announces the subject of the Public Hearing, confirms with the Secretary that the hearing was correctly noticed, and declares the hearing open. Conflicts, if any, are declared and ex parte contacts, if any, are disclosed at this time.
- 2 Actions Limited to Posted Agenda: The Planning Commission cannot take action on any item not appearing on the posted agenda except under the conditions permitted by Government Code Section 54954.2. Any Commissioner may make a motion to place an item on a future agenda. The motion is non-debatable and requires a majority vote. The Director has discretion as to when the item will be placed on the agenda, unless otherwise directed by the Planning Commission.
- 3 Staff Presentation: Staff summary report and other written material included in the agenda packet is received and filed. Written comments (e.g. protest, etc.) are noted for the record and Staff responds to Commissioners' questions.
- 4 Public Testimony: The purpose of public testimony is to provide an opportunity to interested persons wishing to support or oppose the matter being considered. The applicant or the applicant's representative will normally speak first and will have an opportunity for rebuttal after all other speakers are finished. At the conclusion of the public testimony the Presiding Officer may close the public hearing.
- 5 Commission Deliberation: After the Presiding Officer closes the public hearing, the Planning Commission may deliberate and make motions. The Commission may

ask questions of speakers for clarification without reopening the public hearing, however, the Presiding Officer may also reopen the public hearing at any time prior to the Commission taking a final vote on an item.

6 Motions: A motion may be debated by the Commission after it is made. If a second is not forthcoming, the motion dies for lack of a second. If the motion is seconded, the debate may continue.

7 Precedence of Motions: When a motion to approve, deny or continue an action is made by a Member, no other motion may be considered except:

- Motion to Amend—(debatable only as it relates to the amendment). Amendments are voted on first, the main motion vote is last. A motion may be amended more than once with each amendment being voted on separately. There shall only be one amending motion on the floor at any one time.
- Motion to Postpone—(a motion to postpone indefinitely is debatable). If such a motion is adopted, the principal question is lost.
- Motion to Table—(undebatable and not subject to amendment). The purpose of a motion to table is to temporarily bypass the item. If a motion to table is adopted, the item may be taken from the table at any time before the adjournment of the next regular meeting. If the item is not taken from the table in the time specified, the business of the item is lost.
- Motion for Previous Question—a motion for previous question closes debate on the main motion and is non-debatable. If motion fails, debate is reopened; if motion passes, then vote must be taken on the main motion.

8 Commission Action: The Commission may, at this time:

- Close the public hearing and vote on the motion at hand.
- If a motion to amend is made, additional public comment may be warranted. Significant amendments will require a new public hearing to be scheduled.
- Continue the open Public Hearing. This should be done if any additional information is requested. Continuing a Public Hearing to a specific date does not require additional notice. Anyone may request a continuance of an item and the Commission, by majority vote, may grant a continuance.
- Close the Public Hearing and continue the matter to a later date for a decision (note that no additional reports or testimony may be received if the Public Hearing is closed).

9 Silence: During a collective vote (Ayes and Nays), silence of any Commissioner denotes an affirmative vote.

10 Failure to Vote: Every Commissioner should vote unless disqualified by reason of a Conflict of Interest. Members who abstains because of a legal conflict of interest are not counted as part of the quorum and are not deemed to be voting. If members abstain for reasons other than a legal conflict of interest, they will be counted in establishing a quorum. Such an abstention will be counted with the majority vote of the quorum unless there is no majority, in which case it will not be counted as a vote.

11 Lost Motions: A lost motion is one that fails to receive the necessary number of votes to carry. To revive a lost motion at the same meeting, the proper action is a motion to reconsider.

12 Tie Votes: If a tie vote occurs when a Member of the Commission is absent, the item will be automatically continued once to the next regular meeting of the Commission. Except in the event of an appeal to the Commission, if a tie vote occurs as a result of the abstention of a Commissioner, the motion is lost. If a tie vote on an appeal occurs as a result of the abstention of a Commissioner, the appeal is deemed denied.

13 Changing the Vote: Commissioners may change their vote only if the change is made immediately following the announcement of the vote by the Presiding Officer and before the next agenda item is announced.

14 Abstention: Commissioners who publicly announce that they are abstaining from voting on a particular matter will not subsequently be allowed to withdraw the abstention.

15 Motion to Reconsider: A motion to reconsider any action taken by the Commission may be made in accordance with the following:

- The motion must be made by a Commissioner of the majority vote, or, in the case of a lost motion, by any Commissioner and may be seconded by any Commissioner.
- The motion must be made before the adjournment of the meeting at which the original action was taken.
- The motion is debatable and has precedence over a pending motion.
- Except as otherwise provided, if the action to be reconsidered is a Public Hearing item, it must be re-noticed in the event the motion to reconsider passes. Where it is clearly established that all interested members of the public are still present, the item may be reconsidered without further notice.

E Minutes

1 Minutes of Proceedings: The Secretary will record an account of all public proceedings of the Planning Commission into the Commission's official minutes. These minutes will become public record after Commission approval. Unless requested by a majority of the quorum, minutes may be approved without reading.