

# City of Manhattan Beach

*1400 Highland Avenue  
Manhattan Beach, CA 90266*



## Meeting Minutes - Draft

**Wednesday, October 22, 2025**

**3:00 PM**

**City Council Chambers and Zoom**

## **Planning Commission Regular Meeting**

### **APPOINTED OFFICIALS**

***Chair Jim Dillavou***

***Vice Chair Rachel Hackett***

***Commissioner Kristin Sistos***

***Commissioner Joseph Ungoco***

***Commissioner Robert Tokashiki***

PLEASE NOTE THAT THE CITY ARCHIVES THE VIDEO RECORDINGS OF ALL REGULAR PLANNING COMMISSION MEETINGS AND THE VIDEO FOR THIS MEETING IS HEREBY INCORPORATED BY THIS REFERENCE. ALSO IN SUPPORT OF MORE TRANSPARENCY AND THE AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE, THE CITY OFFERS CLOSED CAPTIONING FOR REGULAR PLANNING COMMISSION MEETINGS. FOR A COMPLETE RECORD OF THIS PLANNING COMMISSION MEETING, GO TO:

<https://www.manhattanbeach.gov/departments/boards-and-commissions/planning-commission>

**A. CALL MEETING TO ORDER**

*Chair Dillavou called the meeting to order.*

**B. PLEDGE TO THE FLAG**

*Vice Chair Hackett led the Pledge of Allegiance.*

**C. ROLL CALL**

**Present** 4 - Chair Jim Dillavou, Vice Chair Rachel Hackett, Commissioner Joseph Ungoco, and Commissioner Kristin Sistos  
**Absent** 1 - Commissioner Robert Tokashiki

**D. APPROVAL OF AGENDA**

**A motion was made by Vice Chair Hackett, seconded by Commissioner Ungoco, to approve the agenda. The motion carried by the following vote:**

**Aye:** 4 - Chair Dillavou, Vice Chair Hackett, Commissioner Ungoco and Commissioner Sistos

**Nay:** 0

**Absent:** 1 - Commissioner Tokashiki

**E. PUBLIC COMMENTS (3 MINUTES PER PERSON)**

*Chair Dillavou opened the floor to public comments.*

*Seeing no requests to speak, Chair Dillavou closed the floor to public comments.*

**F. APPROVAL OF MINUTES**

1. This Item Contains the Planning Commission Regular Meeting Minutes of [PC 25-0012](#)  
October 8, 2025.

**APPROVE**

**A motion was made by Commissioner Ungoco, seconded by Vice Chair Hackett, to approve the Planning Commission Regular Meeting Minutes of October 8, 2025, Minutes. The motion carried by the following vote:**

**Aye:** 3 - Vice Chair Hackett, Commissioner Ungoco and Commissioner Sistos

**Nay:** 0

**Absent:** 1 - Commissioner Tokashiki

**Abstain:** 1 - Chair Dillavou

## G. PUBLIC HEARINGS

### 2. Consideration of Code Amendments Related to the City's Long-Term Outdoor Dining Program Development

[PC 25-0013](#)

*Chair Dillavou opened the public hearing.*

*Planning Manager Adam Finestone introduced Senior Planner Jaehee Yoon, who provided the Staff Report and PowerPoint Presentation.*

*Commissioner Sistos, Vice Chair Hackett, Chair Dillavou, and Commissioner Ungoco asked staff questions.*

*Senior Planner Yoon and Planning Manager Finestone responded to commissioner questions.*

*Chair Dillavou opened the floor to public comments. The following individual(s) spoke:*

*George Kaufman*

*Seeing no further requests to speak, Chair Dillavou closed the floor to public comments..*

*Chair Dillavou, Commissioner Sistos, and Vice Chair Hackett asked staff questions.*

*City Attorney David Snow, Senior Planner Yoon, and Planning Manager Finestone responded to commissioner questions.*

**A motion was made by Vice Chair Hackett, seconded by Commissioner Sistos, to adopt the associated resolutions recommending that the City Council adopt the final Negative Declaration, code amendments, and outdoor dining guidelines, with the change of the word "use" to "zone" in Manhattan Beach Municipal Code Section 10.68.080(C)(8) and Manhattan Beach Local Coastal Program Section A.68.080(C)(8) as proposed. The motion carried by the following vote:**

**Aye:** 4 - Chair Dillavou, Vice Chair Hackett, Commissioner Ungoco and Commissioner Sistos

**Nay:** 0

**Absent:** 1 - Commissioner Tokashiki

**H. GENERAL BUSINESS**

*None.*

**I. DIRECTOR AND STAFF UPDATES**

*Planning Adam Manager Finestone reported that the City has received plans for the Residential Overlay District (ROD) project at the Fry's site and for the Scout House project.*

**J. COMMISSION ITEMS**

*Chair Dillavou asked staff if any plans have been received for the property at 1500 Rosecrans Avenue.*

*Planning Manager Adam Finestone responded that nothing has been formally submitted.*

**K. TENTATIVE AGENDA**

*Planning Manager Adam Finestone indicated that the November 12, 2025, and November 26, 2025, Planning Commission Regular Meetings will likely be canceled.*

**L. ADJOURNMENT**

*At 3:39 PM, Chair Dillavou adjourned the meeting to the November 12, 2025, Planning Commission Regular Meeting at 3:00 PM.*

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**Elia Rosner**  
**Recording Secretary**

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**Jim Dillavou**  
**Chairperson**

**ATTEST:**

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**Adam Finestone, AICP**  
**Planning Manager**

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**Masa Alkire, AICP**  
**Community Development Director**