

City of Manhattan Beach

*1400 Highland Avenue
Manhattan Beach, CA 90266*



Meeting Minutes - Draft

Wednesday, August 13, 2025

3:00 PM

Regular Meeting

City Council Chambers and Zoom

Planning Commission Regular Meeting

Chair Jim Dillavou

Vice Chair Rachel Hackett

Commissioner Robert Tokashiki

Commissioner Joseph Ungoco

Commissioner Kristin Sistos

MANHATTAN BEACH'S PLANNING COMMISSION WELCOMES YOU!

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

Roll call led by Planning Technician Elia Rosner.

Present 4 - Chair Jim Dillavou, Vice Chair Rachel Hackett, Commissioner Robert Tokashiki, and Commissioner Joseph Ungoco

Absent 1 - Commissioner Kristin Sistos

D. APPROVAL OF AGENDA

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

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

Nay: 0

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 July 9, 2025.

[PC 25-0005](#)

APPROVE

A motion was made by Vice Chair Hackett, seconded by Commissioner Ungoco, to approve the Planning Commission Regular Meeting Minutes of July 9, 2025. The motion carried by the following vote:

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

Nay: 0

G. PUBLIC HEARINGS

2. Consideration of a Planned Development Plan ("PD Plan")
Amendment to allow instructional alcohol tastings and off-sale of distilled spirits in addition to the existing allowance for on-sale and off-sale beer and wine, an expansion to permitted hours for on-site consumption, and an extension of the hours of operation from 7:00 A.M. - 10:00 P.M. daily to 7:00 A.M. - 11:00 P.M. daily, in conjunction with the operation of existing food and beverage sales use and ancillary eating and drinking establishment use within an existing commercial development located at 1700 Rosecrans Avenue, and associated environmental determination finding the project exempt from further review pursuant to the California Environmental Quality Act (Planning Case Nos. PE-25-00216/PDP-25-00004).

[PC 25-0006](#)

A) CONDUCT THE PUBLIC HEARING

B) ADOPT RESOLUTION NO. PC 25-09

Chair Dillavou opened the public hearing.

Planning Manager Adam Finestone introduced Assistant Planner Fel Cortez, who provided the Staff Report and PowerPoint presentation.

Chair Dillavou opened the floor to public comments, the following individual(s) spoke:

Brett Engstrom - Erewhon (the applicant)

Brett Engstrom responded to a question from Vice Chair Hackett.

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

Planning Manager Finestone, Brett Engstrom (Erewhon), and Assistant Planner Cortez responded to Commissioners' questions.

A motion was made by Commissioner Tokashiki, seconded by Commissioner Ungoco, to adopt the resolution approving the Planned Development Plan Amendment, and finding the project exempt from further review pursuant to the California Environmental Quality Act (CEQA) The motion carried by the following vote:

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

Nay: 0

H. GENERAL BUSINESS

No items.

I. DIRECTOR AND STAFF UPDATES

Planning Manager Adam Finestone provided staff updates on the following items:

- Trash Enclosure Guidelines*
- Housing Element Zoning Text Amendments*
- Rear Yard Accessory Structures*

J. COMMISSION ITEMS

Commissioner Ungoco asked staff if the Planning Division has an inventory of potentially historic properties in the city.

Planning Manager Adam Finestone responded to Commissioner Ungoco's question.

Commissioner Tokashiki asked staff if the Planning Division would have a booth at the Hometown Fair.

Planning Manager Finestone responded to Commissioner Tokashiki's question.

K. TENTATIVE AGENDA

Planning Manager Adam Finestone stated that a study session related to rear yard accessory structure setbacks will be held at the August 27, 2025, Planning Commission meeting.

L. ADJOURNMENT

A motion was made by Vice Chair Hackett, seconded by Commissioner Ungoco, that this item be accept.. The motion carried by the following vote:

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

Nay: 0

At 3:37 PM, Chair Dillavou adjourned the meeting to the next regular scheduled Planning Commission Meeting at 3:00 PM on August 27, 2025.