

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/community-development/planning-zoning/permits-forms-and-handouts>

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 October 8, 2025.

[PC 25-0012](#)

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 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 Finestone responded that nothing has been formally submitted.

K. TENTATIVE AGENDA

Planning Manager 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.

Elia Rosner
Recording Secretary

Rachel Hackett
Vice Chair

ATTEST:

Adam Finestone, AICP
Planning Manager