

City of Manhattan Beach

*1400 Highland Avenue
Manhattan Beach, CA 90266*



Meeting Minutes

Wednesday, July 9, 2025

3:00 PM

Regular Meeting

City Council Chambers and Zoom

Planning Commission Regular Meeting

PLEASE NOTE THAT THE CITY ARCHIVES ALL 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 Sistos called the meeting to order.

B. PLEDGE TO THE FLAG

Vice Chair Dillavou led the Pledge of Allegiance.

C. ROLL CALL

Roll call led by Administrative Assistant Tatiana Maury.

Present: 5 – Chair Sistos, Vice Chair Dillavou, Commissioner Tokashiki, Commissioner Ungoco, and Commissioner Hackett

D. APPROVAL OF AGENDA

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

Aye: 5 – Tokashiki, Ungoco, Hackett, Dillavou, and Sistos

Nay: 0

E. REORGANIZATION OF THE COMMISSION

1. Reorganization of the Planning Commission – Selection of Planning Commission Chair and Vice Chair.

Planning Manager Adam Finestone provided background on the Chair and Vice Chair selection process.

A motion was made by Commissioner Ungoco, seconded by Commissioner Tokashiki, to select Commissioner Dillavou to serve as Chair of the Planning Commission for the ensuing year. The motion was carried by the following vote:

Aye: 5 – Tokashiki, Ungoco, Hackett, Dillavou, and Sistos

Nay: 0

A motion was made by Commissioner Ungoco, seconded by Chair Dillavou, to select Commissioner Hackett to serve as Vice Chair of the Planning Commission for the ensuing year. The motion was carried by the following vote:

Aye: 5 – Tokashiki, Ungoco, Hackett, Dillavou, and Sistos

Nay: 0

At 3:06 PM, the Planning Commission recessed and reconvened at 3:09 PM with all Planning Commissioners present.

F. AUDIENCE PARTICIPATION (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.

G. APPROVAL OF THE MINUTES

2. Planning Commission Minutes:
This item Contains Minutes of the Following Planning Commission Meeting(s):
a) Planning Commission Regular Meeting Minutes of June 11, 2025

A motion was made by Vice Chair Hackett, seconded by Commissioner Tokashiki, to approve the Planning Commission Regular Meeting Minutes of June 11, 2025, Minutes. The motion was carried by the following vote:

Aye: 5 – Sistos, Ungoco, Tokashiki, Hackett, and Dillavou

Nay: 0

G. PUBLIC HEARINGS

3. Consideration of a Use Permit to Allow a Change of Use from Food and Beverage Sales to Eating and Drinking Establishment (Restaurant) with Indoor and Outdoor Seating and Proposed Hours of Operation from 7:00 a.m. to 9:00 p.m. Daily at an Existing Commercial Building Located at 904 Manhattan Avenue (Caffe Luxxe), and Associated Environmental Determination Finding the Project is Exempt from Further Review Pursuant to the California Environmental Quality Act. (PLANNING CASE NOS. PE-25-00201/UP-25-00035)
(Associate Planner Tari Kuvhenguhwa)
A) Conduct Public Hearing
B) Adopt Resolution NO. PC 25-07

Chair Dillavou opened the public hearing.

Planning Manager Adam Finestone introduced Associate Planner Tari Kuvhenguhwa who provided the Staff Report and PowerPoint presentation.

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

Setareh Chajar, a representative of the applicant

Mark Wain, the applicant

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

Planning Manager Finestone and Interim Community Development Director Michael Codron responded to the Commissioners' questions.

A motion was made by Commissioner Sistos, seconded by Vice Chair Hackett, to adopt the resolution approving the Use Permit, subject to revised conditions, and finding the project exempt from further review pursuant to the California Environmental Quality Act (CEQA). The motion carried by the following vote:

Aye: 5 – Sistos, Ungoco, Tokashiki, Hackett, and Dillavou

Nay: 0

4. Consideration of a Coastal Development Permit and Minor Exception for the construction of a single-family residence with less than the minimum amount of required open space located at 2800 Ocean Drive, and associated environmental determination finding the project is exempt from further review pursuant to the California Environmental Quality Act. (PLANNING CASE NOS. PE-24-00193/CDP-24-00123/ME-25-00028)
(Associate Planner Tari Kuvhenguhwa)
A) Conduct Public Hearing
B) Adopt Resolution NO. PC 25-08

Chair Dillavou opened the public hearing.

Planning Manager Adam Finestone introduced Associate Planner Tari Kuvhenguhwa who provided the Staff Report and PowerPoint presentation.

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

Brandon Straus, a representative of the applicant

Don Murphy, the applicant

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

Planning Manager Finestone responded to the Commissioners questions.

A motion was made by Commissioner Ungoco, seconded by Commissioner Tokashiki, to adopt the resolution approving the Coastal Development Permit and Minor Exception, subject to conditions, and finding the project exempt from further review pursuant to the California Environmental Quality Act (CEQA). The motion carried by the following vote:

Aye: 5 – Sistos, Ungoco, Tokashiki, Hackett, and Dillavou

Nay: 0

H. DIRECTOR'S ITEMS

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

- *Esperanza*
- *The Butchery*
- *New state housing legislation*
- *City Council approval of action minutes, video, and closed captioning as official meeting records*

I. PLANNING COMMISSION ITEMS

Commissioner Tokashiki inquired on the status of Manhattan Country Club's construction.

Commissioner Tokashiki asked staff to be present and display projects at the upcoming hometown fair.

Commissioner Sistos inquired on the status of the City's Historic Preservation Program.

Planning Manager Adam Finestone responded to the Commissioner' inquiries.

J. TENTATIVE AGENDA

None.

K. **ADJOURNMENT**

At 4:03 p.m., Chair Dillavou adjourned the meeting to the next regular scheduled Planning Commission Meeting at 3:00 p.m. on July 23, 2025.

Elia Rosner
Recording Secretary

Jim Dillavou
Chairperson

ATTEST:

Michael Codron
Interim Community Development Director