

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



MANHATTAN VILLAGE SHOPPING CENTER EXPANSION PROJECT

In December 2014, City Council approved an expansion of the Manhattan Village Shopping Center and associated Environmental Impact Report (EIR). Willdan provides Project Management services with all costs borne by the applicant through a Reimbursement Agreement. All Plan Checks and Inspections are funded by the applicant through a separate Agreement as well. This multi-phased project is under construction and requires continued plan check, permitting, inspections, and updates.



TARGET DUE DATE	TBD
FUNDING SOURCE	N/A
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW, FN, FD, PD, MS

STATUS:



COMPLETED ACTION ITEMS:

- Construction of North East Parking Deck, South Parking Deck, Macy's Expansion, California Pizza Kitchen, Joey's, Smashburger, Edo Bites restaurants, Central plaza and clock tower.
- Reviewed plan check of North Parking Deck, shops, façade improvements and site improvements.
- Obtained Planning Commission approval of new restaurant, boutique fitness facilities, limited off-site alcohol sales at restaurants, and Digital Media Package.

ACTIONS PENDING:

- Construction of North Parking decks, tenant improvements for additional shops and restaurants, façade improvements, and on and off-site improvements.
- Continue plan check review and field inspections of on-going construction projects.
- Continue monitoring implementation of the conditions in the Compliance and Mitigation measures.

NEXT CITY COUNCIL ACTION:

The City Council Subcommittee, City staff, and the property owner/developer's leadership team continue to meet monthly to review and discuss project status and updates.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



MODERNIZE PARKING STANDARDS

During the September 19, 2017 Sepulveda Corridor discussion, City Council directed staff to incorporate modern parking standards in the dialogue of the Sepulveda Planning Initiatives Project. The Sepulveda Planning Initiatives Project final report was delivered to City Council in February 2019. The review of parking standards was bifurcated from the Sepulveda Initiatives Project for additional review and research by the Traffic Engineer and Planning staff.



TARGET DUE DATE	QUARTER 4 2021
FUNDING SOURCE	N/A
PRIORITY LEVEL	C
DEPTS. INVOLVED	N/A

STATUS:



COMPLETED ACTION ITEMS:

- Conducted staff meetings to evaluate existing and proposed parking code changes.
- Held public workshop at Parking and Public Improvement Commission meeting on December 5, 2019 and solicited community input.
- Developed initial draft of parking code revisions and amendments based on local, regional and nationwide data.

ACTIONS PENDING:

- Publish proposed parking requirements identifying benefits and impacts of new parking requirements on land use development for public comments.
- Present findings and recommendations at noticed public study sessions and at a Planning Commission meeting in Fall 2021.
- Conduct a public hearing to consider an ordinance to revise parking codes and standards at a City Council meeting in Winter 2021.

NEXT CITY COUNCIL ACTION:

Conduct a public hearing and consider amending the Municipal Code to update the parking standards in Winter 2021.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



ENVIRONMENTAL SUSTAINABILITY WORK PLAN

Staff researched City sustainability and environmental policy best practices, identified priority initiatives for City Council discussion, and provided updates on existing and on-going environmental sustainability programs. The work plan was discussed during a dedicated City Council Study Session and approved unanimously on January 31, 2018. In partnership with The Bay Foundation, Los Angeles County Department of Beaches and Harbors, and the California State Coastal Conservancy, the City is in the process of planning a Beach Dune Restoration Project, fully funded by the State Coastal Conservancy.



TARGET DUE DATE	ONGOING
FUNDING SOURCE	N/A
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW, FD, MS

STATUS:



COMPLETED ACTION ITEMS:

Community Choice Energy/Clean Power Alliance (CPA) (City joined in 2017)

- Provided CCA analysis resulting in City Council joining CPA in 2017, setting a 50% renewables default in 2018, municipal electricity to 100% Green in 2019, and 100% Green Power for the community in 2021.
- Clean Power Alliance outreach through workshops, newsletters, mailers, education booths, etc. and senior-focused outreach at "Dine 'N Discover" program in January 2019 and August 2021.

Climate (See Climate Ready MB Work Plan item)

Sustainable Building

- Presented policy options to City Council on green building requirements and reducing run-off.

Manhattan Beach Dune Restoration/Coastal Resiliency with project partner The Bay Foundation

- Presented to the City Council, who supported the Beach Dune Enhancement project (February 2019).
- Assisted in securing full project funding from the State Coastal Conservancy.
- Assisted in the review of the Request for Proposal (RFP) for design and planning services.
- Co-hosted public workshops with The Bay Foundation on the Beach Dune Enhancement project.
- Assisted in the development and review of the Manhattan Beach Dune Restoration Project Restoration and Monitoring Plan for inclusion in the Coastal Development Permit package.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



Manhattan Beach Green Business Program

- Secured \$44,000 in CalEPA grants (2018-\$20,000; 2019-\$10,000; and 2020-\$14,000).
- Recognized 34 new businesses, including the City of Manhattan Beach.
- Coordinated the creation of the first MB Green Business Program promotional video.

Plastic Pollution Reduction

- Updated plastic pollution policies throughout 2018-2020 (straws, utensils, stirrers, polystyrene packing materials, and polystyrene egg cartons, balloons, polystyrene trays, plastic bags).
- Conducted regular outreach, including presentations, webpage, and spanish translations.

Awards and Recognitions

- Achieved SolSmart Gold designation (highest award) for solar panel permitting processing.
- Secured a Climate Protection Award from the U.S. Conference of Mayors (November 2020).
- Recognized as the first officially-certified "Blue City" as an ocean-friendly City (2021).
- Achieved an "A" rating for climate leadership from the Carbon Disclosure Project (Feb 2020).
- Awarded a Beacon Award in Leadership & Innovation by the Institute for Local Government for climate civic engagement and leadership in climate resilience (September 2021).

Community Outreach and Education

- Completed the first Manhattan Beach Environmental Accomplishments Report (2007-2018).
- Formed the Sustainability Task Force in April 2018 and met regularly.
- Engaged youth, including forming the Sustainability Youth Council (October 2018) and Sustainability Youth Task Force (2018-2019), to conduct environmental outreach and education.
- Launched digital Earth Week with partnering organizations in April 2020 and April 2021.
- Provided information on Electric Vehicle (EV) infrastructure through an updated digital map.
- Helped coordinate two successful Urban Tides Walks, with over 60 attendees (2020).
- Convened the Mayor's Town Hall on Climate Change in March 2020.
- Presented at various conferences, events, and outreach to community and industry groups.
- Reached 1,700 people in 2021 on environmental initiatives through 100 outreach opportunities.

ACTIONS PENDING:

- Certify new businesses into the MB Green Business Program in 2021; manage and pursue grants.
- Conduct additional public outreach on CPA energy tier options leading up to the 100% Green Power start date in October 2021.
- Collaborate with other City departments to select feasible location for CPA's Power Ready program for solar power and battery storage at a City facility.
- Present policy options to City Council on increasing the energy efficiency of new buildings.
- Complete CDP permitting and initiate Beach Dune Enhancement project.

NEXT CITY COUNCIL ACTION:

Consider approval of Coastal Development Permit (CDP) for Pilot Beach Dune Enhancement Project (with Planning Division).

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



CLIMATE READY MB (CLIMATE RESILIENCY PROGRAM)

The Environmental Work Plan calls for the City to prepare for climate change. To do this, we have launched Climate MB, the City's climate resiliency program, to complete best-practice sea level rise (SLR) and climate change analyses and planning to form a strong scientific basis to inform and enhance the preparation and implementation of the City's Climate Action and Adaptation Plan (CAAP) and update to the Local Coastal Plan, General Plan, and Local Hazard Mitigation Plan. Updating these documents will also bring the City into compliance with multiple state mandates. In March 2019, the City received grant funding from the California Coastal Commission (CCC) to fund this work. These plans will be reviewed by the Planning Commission and City Council for approval, with subsequent certification by the CCC. The City is incorporating robust public outreach to the community, utilizing virtual reality to complement stakeholder engagement. Outreach is intended to be open, inclusive, and develop science-based recommendations among stakeholders.



TARGET DUE DATE	QUARTER 2 2022
FUNDING SOURCE	GRANT
PRIORITY LEVEL	A
DEPTS. INVOLVED	PW, FD, PD, PR, MS, FN

STATUS:



COMPLETED ACTION ITEMS:

- Applied for and awarded a \$225,000 grant from the CCC to fund this effort (2018-2019).
- Completed Greenhouse Gas (GHG) Emissions Inventory Analysis (June 2019).
- Completed Sea Level Rise (SLR) vulnerability maps and initial SLR research (August 2019).
- Completed RFP process for Climate Resiliency Project (SLR and Climate Action and Adaptation) and awarded the contract to Environmental Science Associates (ESA) (February 2020).
- Launched Climate Ready MB project team (July 2020).
- Created and launched public outreach opportunities using virtual reality visualizations called Look Ahead MB, and a public survey to inform Climate Ready MB.
- Completed virtual reality sea level rise visualization for Bruce's Beach (July 2020), El Porto and Manhattan Beach Pier (November 2020).

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



- Completed Public Engagement Strategy.
- Presented Climate Ready MB update and virtual reality demonstration to City Council (Nov 2020).
- Completed Draft I of the Confluence Modeling on Stormwater Infrastructure and sea level rise and the, SLR Risk, Hazards, and Vulnerability Assessment and Sea Level Rise Adaptation Plan.
- Presented on Climate Ready MB to the Beach Ecology Coalition to over 60 attendees.
- Completed final SLR Risk, Hazards, and Vulnerability Assessment; Groundwater-SLR Hazard Analysis. Confluence Modeling on Stormwater Infrastructure and SLR and submitted to CCC.
- Conducted stakeholder workshops focused on SLR science and impacts, vulnerabilities in the community, and adaptation options (February-June 2021).
- Analyzed climate hazards and planning for climate change and integrated into the CAAP.
- Developed Climate Action Future Emissions Scenarios and Wedge Analysis using GHG emissions inventory including business as usual, 40% reductions by 2030 (SB 350), and Carbon Neutrality by 2045 (California Executive Order B-55-18).
- Developed emission reduction strategies to achieve GHG reduction goals under the scenarios of the Wedge Analysis.
- Held seven public workshops and focus groups reaching over 200 community members on the City's sea level rise hazard and climate adaptation planning efforts (February-June 2021).

ACTIONS PENDING:

- Manage the Climate Ready MB Program, including deliverables, contracts, grant management project team, stakeholders, and public outreach.
- Complete Sea Level Rise Adaptation Plan to update the City's Local Hazard Mitigation Plan, General Plan Safety Element, and LCP-Land Use Plan.
- Develop a comprehensive Climate Action and Adaptation Plan that includes both municipal and community climate action goals (adoption in 2022).
- Conduct CEQA analysis for Climate Action and Adaptation Plan.
- Identify and update LCP-LUP policies on sea level rise and climate change risk and adaptation.
- Bring the LCP-LUP amendment to Planning Commission in December 2021 (subsequent adoption process to City Council and CCC in 2022).
- Develop language to ensure consistency with future Local Hazard Mitigation Plan (LHMP) and General Plan Safety Element updates (AB 379).
- Complete requirements of the Sea Level Rise LCP Grant with the CCC.
- Adopt and implement Sea Level Rise Adaptation Plan and associated LCP-LUP amendment.
- Adopt and implement Climate Action and Adaptation Plan.

NEXT CITY COUNCIL ACTION:

Consider adoption of Sea Level Rise Adaptation Plan and associated LCP-LUP amendment.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

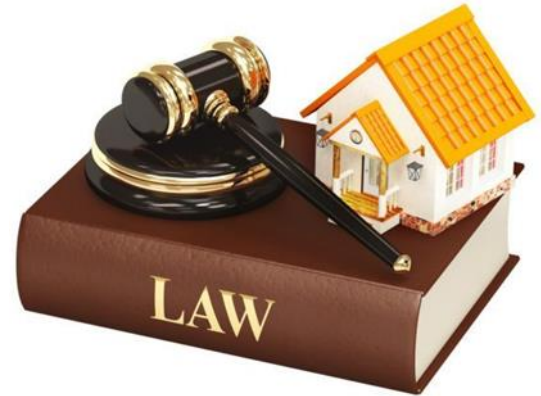
WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



HOUSING POLICY AND REGULATION UPDATES

In order to maintain accordance with updated California State Housing Laws, the City will need to reevaluate and make adjustments to its current housing ordinances and Housing Element. The City received its Regional Housing Needs Assessment (RHNA) for the 2021-2029 Housing Element cycle. Furthermore, City staff and the housing consultant are currently preparing the 2021 Housing Element Update.



TARGET DUE DATE	QUARTER 4 2021
FUNDING SOURCE	N/A
PRIORITY LEVEL	A
DEPTS. INVOLVED	IT, FN, MS

STATUS:



COMPLETED ACTION ITEMS:

- Completed required housing surveys submitted to Southern California Association Governments (SCAG) (July 2019).
- Adopted long-term ordinances to comply with new legislation regarding accessory dwelling units (ADU) housing standards (January 2021).
- Presented the Annual Progress Report to City Council; submitted to the Department of Housing and Community Development (HCD) and Office of Planning and Research (OPR) (March 2021).
- Obtained a \$150,000 Local Early Action Planning (LEAP) grant to fund Housing Element Update.

ACTIONS PENDING:

- Continue to monitor and act on new housing laws, case law, and updates from SCAG or HCD.
- Conduct workshops and public hearings to adopt the 6th cycle update to the Housing Element by February 2022.
- Update General Plan, Housing Element, Zoning Code, Subdivision Code and Local Coastal Program, as needed, to comply with state laws. Planning Commission, City Council, and California Coastal Commission review and action required.
- Provide periodic status updates to City Council on the RHNA and Housing Element Update processes.

NEXT CITY COUNCIL ACTION:

Consider adoption of updated Housing Element in Quarter 1 2022.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



WIRELESS TELECOMMUNICATIONS PROGRAM

The City continues to update policies regarding the review of telecommunication facilities in accordance with federal law. It is also important to keep the community educated and informed about: 1) the City's authority to review and approve or deny equipment, and 2) infrastructure needs for communication facilities.

WIRELESS TELECOMMUNICATIONS FACILITIES

COMMUNITY OPEN HOUSE

TARGET DUE DATE	QUARTER 2 2022
FUNDING SOURCE	N/A
PRIORITY LEVEL	C
DEPTS. INVOLVED	IT, PW, FN, MS

STATUS:

PLANNING

IN PROGRESS

COMPLETE

COMPLETED ACTION ITEMS:

- Adopted updated Ordinance and Resolution with objective standards in April 2019.
- Held a Community Open House Meeting in June 2019.
- Updated information on City website related to telecommunications permits and processes.
- Updated handouts, forms, procedures and checklists to conform to Federal and local standards, and posted on City's website.
- Improved internal systems to process telecommunications applications in a timely manner.
- Cross-training to ensure that all staff are well-versed in telecommunications issues, in order to provide better customer service to applicants and residents.

ACTIONS PENDING:

- Conduct Planning Commission and City Council hearings to update the telecommunications facilities ordinance pursuant to State Assembly Bill 2421.
- Prepare suite of outreach materials and efforts to continue providing education to the community on on-going telecommunications projects with the City.
- Develop telecom permitting activity map and improve public notification of applications in process.

NEXT CITY COUNCIL ACTION:

Conduct public hearing(s) to consider amendments to the telecommunication facilities ordinance in response to updated State regulations.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



LONG-TERM OUTDOOR DINING AND BUSINESS USES ON PUBLIC AND PRIVATE PROPERTY

On August 24, 2021, the City Council directed staff to initiate a work plan item to study long-term outdoor dining and business uses in the public right-of-way and on private property. During the COVID-19 pandemic recovery, the City permitted businesses to use parking spaces and street areas in the public right-of-way during COVID-19 operating restrictions through Emergency Orders. The long-term effort to evaluate long-term businesses uses is intended to be comprehensive, including broad community engagement, evaluation of fiscal implications, study of alternatives, environmental review, and required permitting.



TARGET DUE DATE	QUARTER 3 2023
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	B
DEPTS. INVOLVED	PW, FN, CM, PD, FD

STATUS:



COMPLETED ACTION ITEMS:

- None.

ACTIONS PENDING:

- Define work effort.
- Determine the scope of community engagement.
- Identification of staffing and fiscal resources.
- Define project schedule and milestones.
- Environmental review and permitting.

NEXT CITY COUNCIL ACTION:

Discuss Work Plan framework at October 5, 2021 City Council meeting.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov

WORK PLAN

COMMUNITY DEVELOPMENT DEPARTMENT



CODE ENFORCEMENT REVIEW

In recent years, the City has adopted a number of ordinances regulating and/or banning uses and activities within the City limits. This requires education and notification to the community, business owners, and visitors. Further, in order for ordinances to be effective, enforcement against violators is required. Other routine activities in the community, such as construction, business operations, and property maintenance, also require oversight. Staff has

evaluated the Code Enforcement Program and City Council determined two additional Code Enforcement personnel are required to meet the community expectations.



TARGET DUE DATE	QUARTER 4 2021
FUNDING SOURCE	GENERAL
PRIORITY LEVEL	A
DEPTS. INVOLVED	PD, MS

STATUS:



COMPLETED ACTION ITEMS:

- Received monthly Short Term Rental (STR) enforcement activity reports from Host Compliance.
- Recommended and received upgrading a Code Enforcement Officer position to a Supervising Code Enforcement Officer to provide day-to-day oversight.
- Performed review of the existing Code Enforcement Program operational structure. City Council approved adding two Code Enforcement Officer positions to provide a reduced response time and additional proactive patrols.
- Evaluated roles and responsibilities for City regulations, including implementation and enforcement.
- Approved class specification for Supervising Code Enforcement Officer and filled the new position.
- Revised Code Enforcement Officer class specification to provide for entry level positions
- Recruited and filled approved vacancies.

ACTIONS PENDING:

- Set goals and annual plan for the Code Enforcement Program.
- Update and revise internal procedural and operations manual.

NEXT CITY COUNCIL ACTION:

None.

STAFF CONTACT:

CARRIE TAI, AICP, Community Development Director, ctai@manhattanbeach.gov