

FISCAL YEAR 2021/2022 WORK PLANS

CURRENT PLANNING DIVISION

On-Going Projects / Programs

- ◆ Provide core Division work including: providing general information, preparing property reports, zoning confirmation letters, application and project reviews for licenses and permits, plan checks, and discretionary permits. Process bi-annual zoning code clean-up text amendments, annual conditions of approval update, and lookback conditions update. Review proposed development projects and environmental documents in adjacent jurisdictions for potential impacts to Culver City. Participate in regional/sub regional planning efforts with Southern California Association of Government activities and Westside Cities group. Assist in preparation of Environmental Review documents, and studies (i.e. bicycle and pedestrian action plan, general plan, sustainability plans, travel demand modeling and transportation demand management ordinance, vehicle miles traveled model, mobility linkage fee). Monitor State and local initiatives regarding mobility, housing, transportation, and update zoning code accordingly.

Status: On track to complete annual projections of (as of January 31, 2022): Assisting 4,296 members of the public, conducting 333 property reports, preparing 21 zoning confirmation letters, reviewing 487 applications for licenses and permits, conducting 973 Building and Engineering plan checks, and managing 62 Discretionary Permits including Site Plan Reviews, Conditional Use Permits, Zone Changes, General Plan Amendments, Comprehensive Plans, and Conditional Use Permits including associated Environmental Analysis. Clean-up Zone Text Amendments were not necessary this year.

Ongoing review and analysis of proposed development projects and related environmental documents for projects located in Los Angeles and abutting jurisdictions for potential impacts to Culver City, and coordination with Culver City Mobility and Traffic Engineering for analysis of traffic impacts.

Ongoing participation in regional/sub regional planning efforts including coordination with Southern California Association of Government activities related to the development and establishment of the 7th cycle Regional Housing Needs Assessment, Regional Transportation Plan, and Palms Neighborhood Venice Boulevard Ad Hoc Committee.

Ongoing assistance in preparing and reviewing environmental review documents and studies for the 2021-2029 Housing Element, Comprehensive General Plan Update, Mobility Plan and Sustainability / Climate Action Plans. Ongoing monitoring, research and reporting of

Residential Entitlement Streamlining, Affordable Housing and California Environmental Quality Act Guideline legislations (i.e. SB 8, 9 and 10).

- ◆ Coordinate Planning Commission site visits of previously entitled and built projects. Coordinate joint City Council and Planning Commission meetings to discuss development issues. Provide annual report to Planning Commission on development activity and lookback conditions. Initiate staff annual training and professional memberships and development in CEQA, Subdivision Map Act, Urban Design, and Land Use and Zoning Law.

Status: Site Visits to previously entitled and built projects as well as reporting on look back conditions were not conducted due to COVID 19 pandemic in FY 21-22. Joint Planning Commission and City Council meeting have not occurred in FY21-22. Staff attended various online virtual training classes related to Housing, CEQA, Subdivision Map Act, Urban Design, Land Use and Zoning Law, Accela permitting software updates, conducting online WebEx or Zoom meetings, and Computer Security. Staff also maintains membership with APA and AEP to keep updated on current Planning principles and best practices

- ◆ Provide publicly accessible computer and printer at Permit Center for public use to look up zoning information, development requirements, information on current projects, fill out and submit online applications, and print resources. Build out Development Permit Center on second floor including cubicle rearrangement, furniture, related equipment and supplies, software, and counter configuration. Enhance reporting and use of Accela permitting software for application submittal and tracking.

Status: Many of the Permit Center improvements have been delayed due to the pandemic, however, the following has been implemented: 1. Improvements have been made for public accessibility by providing access and drop off bins for plans and documents outside the City Hall building, 2. Providing ability to pay fees online, by allowing for submittal of plans online, and by developing online submittals of development permit applications.

New Projects / Programs

- ◆ Text Amendments:

1. Condominium and Townhome Subdivision

Status: Will be included in Residential Streamlining Code Amendment

2. Number Permit Extensions Allowed (Chapter 17.595)

Status: Will commence in FY22/23

- ◆ Architectural Features Related to Solar Installations and Height Exemptions – (Chapter 17.300.025)

Status: Will commence in FY22/23

- ◆ Application Requirements – Conformance with new State Housing Law Mandate with City permit requirements (Comprehensive Plans, SPR, CUP, AUP, AM Submittal Requirements)

Status: Completion in FY22/23

- ◆ Conform Code Requirements to State Law

Status: In Progress, research completed on relevant codes impacted. Code Amendment to be completed FY22/23

- ◆ Complete Emergency Shelter Revision

Status: Complete February 2022

- ◆ Complete Downtown Ground Floor Uses

Status: In progress, expected completion April 2022

- ◆ Complete Mixed Use Residential Streamlining

Status: In progress, expected completion in FY 21/22

- ◆ Complete Comprehensive Parking Standards Update

Status: In progress, expected completion in FY 21/22

- ◆ Sign Code Update: Comprehensive review of CCMC Chapter 17.330 and Subchapter 13.02.200 et seq., pertaining to sign regulations.

Status: In process due to pandemic delays and necessary Division recruitments

Current Planning Division FY 21-22 – FY 22-23
Pending and Anticipated Development Projects

PROJECT ADDRESS	DESCRIPTION	STATUS
11469 Jefferson Blvd	150+ room boutique hotel; SPR	Approved July 2021
11039 Washington Blvd	4 new auto bays for Volvo dealership car repair; CUP	Anticipated completion June 2022
5914 Blackwelder Street	New office building; ASPR	Pending application submittal
4044 Madison Ave.	4-Unit Condominium; ASPR TPM	Approved February 2021
12727 Washington Blvd	Mixed Use in both CC and LA 82 Units in CC, 35 Units in LA, 17880 sq. ft. of ground floor retail, CP	Anticipated completion June 2022
11111 Jefferson Blvd.	Mixed Use 50,000 sq. ft. of retail with 200+ residential	Approved October 2021 Project completion FY 2023
5977 Washington Blvd;	CUP for car stacker	Pending application submittal
2929 La Cienega Blvd	CUP/Mod to add Vehicle Spray Booth	Pending application submittal
4464 Sepulveda Blvd.	Mixed Use with 100% affordable units with religious facility and pre-school; Letter of Compliance with SB 35	Ministerially approved, January 2022. Reviewed under SB 35 – Streamline Infill Affordable Project. Project in collaboration with Culver City Housing Authority.
13341-13463 Washington Blvd.	Fueling Station at Costco	Anticipated completion Spring 2022
8902 Hubbard Street	2 Unit Condominium; TPM	Anticipated completion Spring 2022
3906 Huron Ave.	5 Unit Condominium; TPM, ASPR	Completion Spring 2022

10876 Culver Blvd.	Wende Museum, Creative Community Center, Affordable Housing, CP	Comprehensive Plan approved January 2022. Affordable Housing agreements and Phase III Affordable Housing Development FY2022
4164-4170 Lincoln Ave.	2, 2-Unit Condominiums; TPM	Completion Spring 2022
9925 Jefferson Blvd.	51,000 sq. ft. Office; SPR	Approved February 2022
4044 Lincoln Ave.	4-Unit Apartment;	Completion Spring 2022
3800 Sepulveda Blvd.	Cannabis, CUP	Completion June 2022
8631 Hayden Pl.	230,000 sq. ft. office; SPR	Completion Fall 2022
5861-5863 Washington Blvd.	3-story office; SPR, AM	Completion March 2022
8825 National Blvd.	Creative Office in both CC and LA, 168,000 sq. ft. in CC and 368,000 in LA.; Comprehensive Plan, PD Zone	Completion December 2022
10202 Washington Blvd	Sony Pictures Scenic Arts Conformance Review	Approved August 2021 Completion December 2022
10000 Culver Blvd	CUP – Sweet Flower Cannabis Retailer Storefront	Completed January 2022
3828 Delmas Terrace	Relocation of ER at So. California Hospital; SPR-MOD	Approved November 2021 Completion December 2022
Amazon Studios Theater	Tenant Improvements to create new Theater venue for Amazon Studios	Completion August 2022

◆ Parkland In-Lieu Fee Update

Status: Project to commence in FY22/23

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- ◆ Coordinate Planning Commission site visits of previously entitled and built projects as needed. Coordinate joint City Council and Planning Commission meetings to discuss development issues. Provide report to Planning Commission on development activity and lookback conditions. Initiate staff annual training and professional memberships and development in CEQA, Subdivision Map Act, Urban Design, and Land Use and Zoning Law.
- ◆ Provide publicly accessible and user-friendly information online for public use to look up zoning information, development requirements, information on current projects, improved information on application requirements and filling out forms and submitting online applications. Enhanced reporting and use of Accela permitting software for application submittal and tracking.
- ◆ Traffic Demand Management (TDM) – Current Planning will participate in development of a Citywide Transportation Demand Management (TDM) Plan Request for Proposal (RFP) to update the existing TDM Ordinance.
- ◆ Support prioritized City-wide Mobility Initiatives with Transportation and Public Works Departments as outlined in Short Range Mobility Plan.

New Projects / Programs

- ◆ Text Amendments:
 1. Condominium and Townhome Subdivision (ministerial review)
 2. Number Permit Extensions Allowed (Chapter 17.595)

3. Architectural Features Related to Height Exemptions – (Chapter 17.300.025)
4. Conform Code Requirements to State Law
5. Complete Mixed Use Residential Streamlining
6. Complete Comprehensive Parking Standards Update

- ◆ Parkland In-Lieu Fee Study
- ◆ Residential and Mixed-Use Design Guidelines – part of Residential Streamlining Text Amendment
- ◆ Sign Code Update: Comprehensive review of CCMC Chapter 17.330 and Subchapter 13.02.200 et seq., pertaining to sign regulations. Joint project with City Attorney.
- ◆ Update relevant Zoning Codes to address major State regulations including Senate Bills (SB) 32 and 375 (greenhouse gas emissions), SB 1241 (fire risk), SB 1000 (environmental justice), SB 379 (climate adaptation), SB 743 (vehicle miles traveled and level of service), Assembly Bill (AB) 1358 (Complete Streets), AB 1397 and SB 166 (housing), SB 18 and AB 52 (Tribal consultation), among others.
- ◆ Conform Zoning Code to SB 9 – Nonconforming and Parking Ordinances – Identify potential conflicts and conform code as necessary