



COMMUNITY DEVELOPMENT

RESP. MGR.: SOL BLUMENFELD

CURRENT PLANNING DIVISION

On-Going Projects / Programs

- Provided public information and assistance; conducted property reports; prepared zoning confirmation letters, reviewed applications for licenses and permits; conducted plan checks; and managed discretionary permits.

Status: On track to complete annual projections of: Assisting 4,800 members of the public at the front counter, conducting 350 property reports, preparing 24 zoning confirmation letters, reviewing 414 applications for licenses and permits, conducting 1009 plan checks, and managing 202 discretionary permits including Site Plan Review approvals, Zone

FISCAL YEAR 2020/2021 WORK PLANS (CONTINUED)

Changes, General Plan Amendments, Comprehensive Plans and Conditional Use Permits

- Reviewed development projects and their environmental documents proposed in adjacent jurisdictions for potential impacts to Culver City.

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

- Participated in regional/sub regional planning efforts such as coordination with Southern California Association of Government activities and the Westside Cities group.

Status: 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, and Westside/Palms Neighborhood Council.

- Implementation and discretionary case processing associated with the Washington/National Transit Area Development (TOD) projects:

Status:

- Apple Building – complete, occupancy 2021
- Ivy Station residential and office buildings complete, occupancy 2021, Hotel under construction, hotel restaurant TI under construction, complete 2021
- 8888 Washington – building shell complete, TI in process, occupancy 2021
- 3725 Robertson – Entitlement complete, construction 2021, occupancy 2022



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- 3434 Wesley – under construction, occupancy estimated 2021

- Participated with other City Departments and Divisions in preparation Environmental Review documents, and studies.

Status:

- *Bicycle and Pedestrian Action Plan – complete 2020*
- *General Plan – complete 2022*
- *Transportation Planning Grant – complete 2021*
- *Travel Demand Forecast Modeling (TDFM) and Transportation Demand Management Ordinance - complete 2021*
- *Mobility Fee - complete 2021*
- *Fiber Optic CEQA filing - complete 2020*
- *Tactical Mobility Lane - complete 2021*
- *Motel Re-Use Study – completed 2020*
- *Mixed Use Inclusionary Nexus Study – completed 2020*
- *Emergency Shelters Mapping – completed 2020*
- *SB2 Grant Review – completed 2020*
- *General Plan Update Technical Study Reviews – completed 2021*

- Processed annual zoning code clean-up text amendments, annual conditions of approval update, and “look-back” conditions update.

Status: Clean-up Zone Text Amendment – completed August 2020

- Initiated staff annual training and professional development in CEQA, Subdivision Map Act, Urban Design, and Land Use and Zoning Law.

Status: Carried over to next fiscal year due to pandemic.

- Provided General Plan Update (GPU) status to Joint Council / Planning Commission.

Status: Completed Jan. 27, 2021.

- Created Accela permitting software reports to track project applications and permit processing.

Status:

- *Current Planning Plan Check Processing and Tracking Report - completed 2020*
- *Current Planning Entitlement Processing and Tracking Report – completed 2021*
- *Current Planning Administrative Application Processing and Tracking Report – completed 2021*
- *Current Planning Revenue and Receipt Report – completed 2020*



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- Coordinated Planning staff meeting with Culver City development/real estate industry professionals.

Status:

- *Mixed-Use Inclusionary Ordinance – Completed 2021*
- *Comprehensive Parking Ordinance – Spring 2021*

- Coordinated Planning Commission site visits of previously entitled and built projects.

Status: Carried over to next fiscal year due to pandemic.

- Updated Current Planning applications, handouts, summary sheets, and informational documents for easy public use and understanding.

Status:

- *Accessory Dwelling Unit Development Standards Summary Sheet - complete*
- *Mechanical Permit Application - complete*
- *Fence Application - complete*
- *Online submittal capabilities - complete*
- *Allowed Projections into Setbacks Summary Sheet - complete*
- *Multiple Business Sign Program Template – complete*
- *Upper Culver Crest Hillside Design Standards - complete*
- *Address Assignment Application - complete*
- *Sign Application - complete*

- Implement Permit Center improvements for Current Planning Division. 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.

Status: Carried over to next fiscal year due to pandemic.

- Monitor State and local initiatives regarding mobility, housing, transportation, and update zoning code accordingly.

Status: Ongoing

- Complete revision to Single Room Occupancy Parking, Zoning Code Section 17.400.106.

Status: Completed Feb. 2020



COMMUNITY DEVELOPMENT

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- Complete revision to Minimum Unit Sizes (Micro-Units).
Status: Completed Feb. 2020
- Complete revision to Single Family Residential Design and Development Standards.
Status: Completed July 2020
- Complete revision to Extended Stay Hotels in Commercial Zones.
Status: Completed Feb. 2021
- Complete revision to Fitness Studio Parking Ratio.
Status: Completed July 2020
- Complete revision to Mixed-used Zone for Affordable Housing.
Status: Completed Feb. 2021
- Complete revision to Single Room Occupancy Parking
Status: Completed Feb. 2020
- Complete Comprehensive Parking Standards Update Parking
Status: In progress, expected completion in March/April 2021
- Complete Sign Code Update
Status: Carried over to next fiscal year due to pandemic.



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Planning Division FY20/21 Pending Development Projects

Anticipated Projects

PROJECT ADDRESS	DESCRIPTION	STATUS
11469 Jefferson Blvd	150+ room boutique hotel SPR	MND out for public review, pending Planning Commission consideration Feb./March 2021
11039 Washington Blvd	4 new auto bays for Volvo dealership care repair; CUP	Incomplete application
5645 Sepulveda Blvd	4-story medical office; SPR	Incomplete application
3975 Landmark St	Stacked/Automated parking, CUP	Incomplete application
5914 Blackwelder Street	New office building, ASPR	Incomplete application
2921 La Cienega Blvd	Tandem Parking (addition & conversion), AUP	Complete 2020
11620 Washington Blvd Vista Del Sol	33,747 sq. ft. expansion SPR, CUP Mod	Incomplete application
4044 Madison Ave.	4-Unit Condominium ASPR TPM	Complete 2021
3868-3900 Sepulveda Blvd.	New 5 story, 156 room hotel SPR	Incomplete application
11224 Venice/3801 Sepulveda	Beer and Wine (off-sale) incidental to convenience store, CUP, ZCMA	Incomplete application
3826 Girard Ave.	4-Unit Condominium ASPR TPM	Complete 2020
11141 Washington Blvd	Senior Housing, TBD, TBD	Complete 2020
4233 East	4-Unit Condominium ASPR TPM	Complete 2020
3336 & 3340 Helms Ave	8-Unit Condominium; ASPR TTM	Complete 2020
4080 Lafayette Pl,	5-unit condo, ASPR, TTM	Complete 2020
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	Incomplete application
4095 Sawtelle Blvd,	4-Unit Condo ASPR, TPM	Complete 2020
3907 Prospect Ave;	New 3rd unit property with 2 existing units; ASPR	Complete 2020



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5977 Washington Blvd;	CUP for car stacker	Incomplete application
2929 La Cienega Blvd	CUP/Mod to add Vehicle Spray Booth	Incomplete application
8570 National Blvd	AUP for Alcoholic Beverages, Outdoor dining, Tandem Parking AUP	Complete 2020
3808 College Ave	6-Unit Condominium; ASPR, TTM	Complete 2020
11111 Jefferson Blvd.	Mixed Use 50,000 sq. ft. of retail with 200+ residential	Complete 2021



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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.
- 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.
- 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.



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New Projects / Programs

- Text amendments:
 - Accessory Dwelling Unit update
 - Condominium and Townhome Subdivision
 - Administrative Modifications and Administrative Use Permits– Chapter 17.550) – Approval with or without conditions after making mandatory findings
 - Number Permit Extensions Allowed (Chapter 17.595)
 - Architectural Features Related to Height Exemptions – (Chapter 17.300.025)
 - Submittal Requirements – Comprehensive Plans, SPR, CUP, AUP, AM
 - Conform Code Requirements to State Law
- Parkland In-Lieu Fee Update