City of Culver City

Staff Report Details (With Text)

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Title:	PC: Conditional Use Permit, P2018-0071-CUP, and Administrative Use Permit, P2018-0071-AUP, for the Implementation of Two- and Three-level Parking Stackers and Tandem Parking to Support the Parking needs of an Existing Media Production Facility at 10950 Washington Boulevard in the Commercial Regional Business Park (CRB) Zone.				
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Date	Ver.	Action By	Action	Result
3/27/2019	1	PLANNING COMMISSION		

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Meeting Date: March 27, 2019

Contact Person/Dept: Gabriela Silva, Associate Planner;
Michael Allen, Current Planning Manager

Phone Number: (310) 253-5736 / (310) 253-5727

Fiscal Impact: Yes [] No [X] **General Fund:** Yes [] No [X]

Public Hearing: [X] **Action Item:** [] **Attachments:** [X]

Public Notification: (Mailed) Property owners and occupants within a 500-foot radius of the site and extension (03/06/19); (Email) Master Notification List (03/06/19); (Posted) City website (03/06/19); (Sign) Posted on the site (03/07/2019).

Department Approval: Sol Blumenfeld, Community Development Director (03/20/2019)

RECOMMENDATION

Staff recommends that the Planning Commission 1) Adopt a Class 1 and Class 3 Categorical Exemption for

this project, pursuant to California Environmental Quality Act Section 15301 Existing Facilities and Section 15303 New Construction or Conversion of Small Structures, and 2) Approve Conditional Use Permit, P2018-0071-CUP, and Administrative Use Permit, P2018-0071-AUP, subject to the Conditions of Approval as stated in Resolution No. 2019-P004 (Attachment No. 1).

PROCEDURES

1. Chair calls on staff for a brief staff report and Planning Commission poses questions to staff as desired.

2. Chair opens the public hearing, providing the applicant the first opportunity to speak, followed by the general public.

3. Chair seeks a motion to close the public hearing after all testimony has been presented.

4. Commission discusses the matter and arrives at its decision.

BACKGROUND

Request

On April 19, 2018, an application was submitted by Hudson 10950 Washington, LLC (the Applicant/the Property Owner) for a Conditional Use Permit (CUP) to allow construction and operation of two- and three-level parking stackers, and an Administrative Use Permit (AUP) to implement managed tandem parking, in connection with an existing media production facility at 10950 Washington Boulevard in the Commercial Regional Business Park (CRB) Zone and Commercial Zero Setback Overlay (-CZO) Zone.

The application was reviewed in accordance with Planning Division procedures, including conducting three (3) community meetings. In addition, the proposal necessitated a Zoning Code Interpretation (ZCI), which was referred to the Board of Zoning Adjustment (BZA) pursuant to Chapter 17.120 of the Culver City Municipal Code (CCMC). On March 28, 2018, the BZA issued ZCI 18-01 (Attachment No. 2), establishing that parking stackers and managed tandem parking may have reduced parking stall and access aisle dimensions based upon the parking operations plan and associated technical studies, and establishing that the CRB zone and the Light Industrial land use designation are consistent with each other and that the development standards, such as setbacks, height, etc. are controlled by the zone. The proposed development has been designed in accordance with the Zoning Code requirements and determination of the BZA.

Project Site/Existing Conditions

The subject site (Site) is comprised of three (3) generally flat and irregularly shaped parcels that are approximately 240,890 square feet (5.53 acres) and located on the south side of Washington Boulevard, west of Elenda Street and east of Huron Avenue, as shown on the Vicinity Map (Attachment No. 3). The project site is developed with two (2) structures separated by a driveway that bisects the site in the north/south direction. The easterly structure is one-story, containing 70,808 square feet of office and media production floor area. The westerly building is comprised of three (3) stories measuring 40'-9" in height to the top of the existing perimeter parapet, totaling 89,630 square feet of office floor area, and three (3) levels of parking, totaling 206 spaces. A large portion of the site is dedicated to surface parking, totaling 233 spaces, located behind the existing buildings. The surface parking areas on the property are generally referred to as "north lot" and "south lot".

The existing floor area totals 160,438 square feet and existing on-site parking totals 439 parking spaces. Refuse storage, including compactor and loading areas are located behind the easterly building. An existing

sound wall, measuring fourteen (14) feet in height, serves as a sound attenuation and visual screen between refuse/loading areas and the residential neighborhood to the south. Vehicular access to and from the site is currently provided from two (2) one-way double-lane driveways; the entry point is located between the two (2) buildings with the exit point at the westerly edge of the site. Existing on-site landscaping includes the setback areas in front of the buildings, with minimal planted areas behind the existing buildings. The streetscape consists of a five (5) foot wide sidewalk, a five (5) foot wide parkway, eleven (11) street trees (palm trees), and street lights.

The surrounding zoning and land uses are as listed below.

- North: Commercial General (CG) and Residential Medium Density Multiple Family (RMD) Zone (with school, assisted living, and church uses, across Washington Boulevard)
- South: Residential Two Family (R2) Zone (with one- and two-story single- and two-family residential buildings)
- East: Industrial Light (IL) Zone (with two-story office/media production building) and Residential Two Family (R2) Zone (one- and two-story single- and two-family residential buildings)
- West: Commercial General (CG) Zone (with multi-story mosque) and Residential Two Family (R2) Zone (one- and two-story single- and two-family residential buildings)

The Land Use Element of the City's General Plan designates the site as Light Industrial. The properties surrounding the site are designated General Corridor to the north, Low Density Two Family to the south, Light Industrial and Low Density Two Family to the east, and General Corridor and Low Density Two Family to the west. The residential neighborhood to the south consists of much smaller parcels than the project site

Project Description

The Site is undersupplied with parking and cannot adequately accommodate the current and proposed building uses. This condition has resulted in spill over parking in the surrounding neighborhood. The property owner has proposed to stack parking vertically and horizontally to address the parking demand which allows parking many more cars in the same parking footprint. As illustrated in the Preliminary Development Plans (Attachment No. 5), the project applicant proposes to install various parking stacker units, including two-level and three-level units, within the northerly area of the "north lot" surface parking lot, the rooftop of the existing parking structure (westerly building), and at the surface parking row along the southerly edge of the parking structure. In addition, the project consists of reconfiguring the existing "south lot" by removing all existing striping, landscaping and lighting, and implementing new tandem striping, two (2) and three (3) stalls deep, along with new landscape planters and lighting fixtures. All parking stacker stalls and tandem stalls will be managed by parking attendants. No changes are proposed to the existing easterly office structure.

The parking stackers will be located in three (3) areas described above. Only the "north lot" will have three-level stackers and all other locations will only be two-level. All proposed stackers will be located over existing parking stalls, with the exception of the "north lot". In the "north lot", the parking and drive aisle on the north side of the sound wall will be reconfigured, changing from non-tandem surface stalls to tandem parking stackers with the drive aisle at the north end rather than between the rows of stalls. The existing parking structure will be restriped on the third level in order to provide stalls within the parking structure that comply with the American's with Disabilities Act (ADA), resulting in a loss of two (2) spaces on this level. The rooftop level will be restriped at multiple areas, primarily along the westerly and southerly perimeter of the structure. Five (5) sets of two-level parking stackers are proposed to replace existing striping in these areas, resulting in a total of 114 stacked spaces and an increase of forty-four (44) spaces on this level.

The existing perimeter parapet is only 3'-6" in height; therefore, a visual and noise attenuating screen is proposed to extend along the entire westerly and southerly perimeter and along portions of the northerly and easterly perimeter of the parking structure. The proposed screen would be metal with corrugated design and integral sound attenuating materials, and extend 10'-6" above the existing parapet for a maximum overall

height of fifty-three (53) feet. On the surface area abutting the southerly exterior edge of the parking structure, nineteen (19) striped spaces are proposed to be removed and replaced with eighteen (18) two-level parking stackers, for a total of thirty-six (36) spaces. The stackers would be screened on all three (3) exposed sides with the same material as the rooftop stackers, and would have an overall height of eighteen (18) feet above grade. This is in compliance with the requirement to provide stackers within a permanent structure and screened to address any potential visual effects per CCMC Section 17.320.025.G, and with the allowable building height of fifty-six (56) feet for the CRB Zone per Section 17.220.020 of the CCMC.

At the “north lot”, the two (2) rows of parking accessed from the north drive aisle will be removed and reconfigured such that the drive aisle is moved to the most northerly area and the two rows of parking are in tandem abutting the north side of the existing fourteen (14) foot high sound wall. This parking will include fourteen (14) tandem sets of three-level stackers, for a total of 78 spaces, as well as five (5) surface stalls, for a net increase of fifty-three (53) spaces in the “north lot”. The associated screen structure would extend 11’-6” above the existing sound wall for an overall maximum height of 25’-6” from grade.

The proposed tandem stalls will be located in the “south lot” and will be organized to have three (3) rows in depth along the easterly side and two (2) rows in depth on the west side, with the two (2) sets of rows separated by a 22’-2” wide drive aisle. The south lot will contain a total of 178 parking spaces, including fourteen (14) non-tandem spaces, for a net increase of fifty-two (52) parking spaces within the “south lot”. New five (5) foot wide landscape planters are proposed along the entire perimeter of this parking area. Additional site improvements include landscape and lighting upgrades throughout the site. The proposed project and overall improvements are aimed at improving the existing operations and diminish conditions that have been historically challenging relative to compatibility with surrounding uses.

ANALYSIS/DISCUSSION:

Zoning and Development Standards

The project conforms to the Culver City Zoning Code (Attachment No. 4, Project Summary) and is compliant with the Commercial Regional Business Park (CRB) Zone development standards, including setbacks and height limit of fifty-six (56) feet, as well as the requirements of the Commercial Zero Setback Overlay (-CZ) applicable to the Washington Boulevard frontage. The proposed parking stall dimensions do not meet the minimum dimensions for standard parking as specified in the Zoning Code because the parking will be managed. As determined by the Board of Zoning Adjustment (BZA) on March 28, 2018, under Zoning Code Interpretation, ZCI 18-01, parking stackers, automated parking facilities, and managed tandem parking, may have reduced parking stall dimensions and access aisle dimensions based upon the parking operations plan and associated technical studies. The proposed development has been designed in accordance with the Zoning Code requirements and determination of the BZA.

Architectural Design

The proposed screening material of the parking stackers consists of metal cladding in a light grey color with a corrugated style of design consistent with the industrial look of the building. The cladding is equipped with an integral sound attenuating material, which will help minimize noise emanating from the parking stackers when they are in operation. As noted in the Environmental Noise Impact Study (Attachment No. 8), the metal screen provides two-inch insulation with a minimum sound transmission class rating of STC 23, resulting in a maximum increase of 2.2 dBA and maintaining a Community Noise Equivalent Level below the General Plan Noise Element threshold of 65 CNEL, where an increase is expected to occur (page 14-15). The material, design, and color were selected in order to allow the screen to blend with the existing structures, which was preferred by the community over a contrasting screen design. The existing buildings are designed in a utilitarian style, incorporate flat roofs, and are characterized by straight lines and ninety (90) degree angles. Similarly, the screening is designed to replicate the characteristics and texture of the existing buildings. The

office/parking structure building, which was constructed in 1975, incorporates a significant amount of window glazing on the north, east, and west elevations, while the easterly building has minimal windows. The easterly building already incorporates a significant amount of corrugated metal screening, similar to that proposed for the stacker screening, including the rear portions of the actual building, which are constructed with the corrugated metal. The existing building color palette is characterized by light neutral tones, dominated by concrete and stone greys, with some dark tone accents; the proposed screening structures will be consistent with this color palette.

The rooftop stacker screening, which would project 10'-6" above the existing building parapet to a height of fifty-three (53) feet, would be minimally visible from the northerly elevation along Washington Boulevard, and would be partially screened by the neighboring building and landscaping to the west, with some visibility of the westerly screening from Huron Avenue. The southerly screening would be visible from the residential properties and streets to the south. The ground level stackers, which are low-scale with little bulk or mass and measuring 18'-0" and 25'-6" in height, would be minimally visible from the southerly abutting residential properties and Charles Avenue. Perimeter planting along the existing southerly planters and new planters in the "south lot" will serve to partially conceal the screening structures from view. The screening structures are designed with the use of the similar materials, finishes, colors, and architectural style to match and complement the existing structures, so as to create a cohesive design along Washington Boulevard. The design and scale of the proposed Project has been created with consideration of the residential structures in the neighborhood and the building height and massing is consistent with the zoning standards of the district

Parking and On-site Circulation

The Project proposes the implementation of parking stackers and tandem parking, in order to address the actual parking demand for the site. Based on current Zoning Code standards, the existing 160,438 square feet of floor area requires a total of 458 parking spaces, based on the ratio of one (1) space per 350 square feet for office and media production uses. The proposal includes increasing the amount of on-site parking by 164 spaces, from 439 to 603, through the use of parking stackers and tandem parking, which will be fully managed by parking attendants. The proposal would result in a surplus of 145 parking spaces above code required. A total of 234 spaces will be provided as part of the parking stackers, while a total of 164 spaces will be in tandem layout.

Pursuant to CCMC Section 17.320.025.G, a request for approval of parking stackers requires a Conditional Use Permit, and must also include the following.

- Site plan identifying access locations and queuing
- Demonstrate the stacker systems will be located within a permanent structure and appropriately screened
- Technical studies demonstrating the proposed design and operation of the stackers will not be detrimental to surrounding uses and properties in the vicinity, relative to noise, visual impacts, and area parking and circulation
- Demonstrate alternative back up power for emergency operations will be provided
- Provide a parking operations plan describing the number of parking attendants and working hours, methods for vehicle storage and retrieval during nonbusiness hours, provisions for over-sized vehicle parking, handicapped parking, short term parking, and any other potential neighborhood impact information determined necessary by the City.

In accordance with these requirements, a Preliminary Parking Operations Plan (Attachment No. 6), which addresses these items, has been prepared for the project.

Vehicular access to the site and the surface parking and parking structure, including all parking stackers, will remain as currently provided through the existing twenty (20) foot wide entry driveway, which provides two (2) lanes of entry access. This driveway travels approximately 384 lineal feet south into the site until arriving at the southerly edge of the parking structure and the "north lot", at which point it turns west until the westerly edge of the site and then south until reaching Washington Boulevard. The three (3) primary parking areas will

remain, which are referred to as the “north lot”, the “south lot”, and the parking structure. As indicated previously, the parking stackers are proposed to be located on the rooftop of the parking structure, in the “north lot”, and in the parking row abutting the exterior southerly border of the parking structure. Upon entering the project site, and after clearing security, the employee/visitor would be directed by a parking attendant to one (1) of the various parking areas, depending on various factors, including vehicle size, remaining stall availability, and understanding of employee schedules, in order to appropriately use the various stall size/types and minimize the shuffling of vehicles. The operations plan specifies the stacker system will be in operation Monday through Friday between 8:00 am and 6:00 pm and will be attendant-assisted, with up to thirteen (13) parking attendants available throughout these hours to provide parking assistance for the stackers and the tandem stalls. Staff recommends an end time of 5:00pm for the parking stackers. The parking operations will be included in the project conditions of approval.

A total of three (3) valet stations will be provided for the entire site; one (1) at the “north lot”, one (1) at the parking structure rooftop, and the third at the entry to the “south lot”. The first attendant near the “north lot” would direct the incoming vehicles to another of the three (3) areas or into the first (north) drive aisle of the “north lot”, which would operate as a one-way aisle. An attendant would place the vehicle into a stacker space or direct them to self-park in south aisle of the “north lot”. Per staff’s recommendation, as discussed in the landscape section, this aisle would be converted to angled stalls with a one-lane one-way drive aisle meeting all code required dimensions. If directed to the parking structure, drivers would self-park in the standard stalls that will remain or would check-in with an attendant on the roof, who would place the vehicle into a stacker stall. The attendant station is located on the easterly side of the roof, which would allow for a substantial queueing space, so as to not interfere with the parking structure ramp. For vehicles placed in stacker stalls, once the vehicle is positioned in an available bay, the attendant would shut down the engine, secure the parking brake, exit the vehicle, and raise the vehicle to the appropriate level. For vehicles directed to the “south lot” which is tandem parking, the attendants there would first fill in the spaces at the head of the tandem column. As the lot fills, attendants would evaluate the vehicle, in terms of size and overall shape and then determine the best parking location within lot, as some stalls are compact. For vehicle retrieval, employees will return to the same attendant station where they dropped off their vehicle. As the end of the day approaches and the lot begins to empty, attendants will coordinate to vacate the upper stackers and the surface areas closest to residential. It is anticipated that most of the vehicles will be removed by 6:00 pm. For visitors, all parking is by valet, and drivers must check in with the first attendant station at the “north lot”; attendants will determine the most optimal location for the vehicle. Although the building operations will be only Monday through Friday from 9:00 am to 5:30 pm, and no parking stacker operations will be needed outside of the hours of 8:00 am and 5:00 pm, an attendant will be required to be present at all times.

The average retrieval/storing speeds would be approximately forty-five (45) seconds for the two-level stackers, and one (1) minute on average for the three-level stackers depending on the location of the vehicle. The entry driveway lane will provide approximately 300 feet of queuing space before reaching the parking structure or surface parking areas, and internal drive aisles provide additional queueing space once vehicles reach the separate parking areas. Therefore, due to the significant amount of queuing areas that will be available, and attendants on-site to direct incoming vehicles, the average retrieval/storage rates and resulting queue for the system operation are not expected to interfere with internal circulation according to the Assessment of Circulation and Parking (Attachment No. 7, page 8) and the Preliminary Parking Operations Plan (Attachment No. 6).. The circulation and queuing assessment prepared for the project further analyzes the proposed operations and site capacity as it relates to off-site circulation. In summary, the assessment determined there is sufficient queuing area and system capacity to accommodate incoming vehicles during peak demand, as discussed further below.

Potential noise from the system is addressed by the utilization of sound-attenuating screening material, and as further discussed below. The site has adequate provisions for over-sized vehicle parking, handicapped parking, and short term parking through remaining standard stalls and parking attendants. The system is required to provide backup power to maintain operations in an emergency situation. In addition, the operations plan includes an alternative parking plan (refer to page 15) in the event of non-operation, which is

required to be submitted within three (3) days of any non-operation exceeding two business days due to system failure. Therefore, the project is conditioned to require the submittal of a final alternative parking plan upon the occurrence of each non-operation event. In addition, any future changes to the uses/tenants occupying the building will require the submittal of an updated/revised parking operations plan.

The Zoning Code does not identify specific parking stall and aisle/backup dimensions for parking stackers, nor for surface parking that is fully managed. Therefore, during the project review process this matter was considered and a determination was made by the Board of Zoning Adjustment through a Zoning Code Interpretation, ZCI 18-01, establishing that these dimensional standards would be determined through the data of the related technical studies, including the operations plan. Based on the preliminary parking operations plan data, the average width of a standard commuter vehicle is approximately six (6) feet in width for standard and approximately 5.5 feet for compact. Stalls in the tandem area are proposed to be eight (8) feet in width and seventeen (17) feet in length/depth, with fifteen (15) feet for the last two rows of the triple-tandem and the last row of the dual-tandem. These dimensions will be implemented in-lieu of nine (9) feet in width and eighteen (18) feet in length. In addition, a drive aisle measuring 22'-2" wide will be provided, rather than the standard of twenty-four (24) feet. Similarly, the backup aisle serving the three-level stackers in the "north lot" will be 21'-0" in width. Further, the parking stacker spaces are consistent with the standard models provided by the vendor, which accommodate a range of vehicles, with larger and specialized vehicles being accommodated on the surface stalls. Since the spaces will be fully managed and accessed by attendants, typical buffers to passenger loading/unloading are no longer necessary, and spacing between bumpers is less conservative as typically anticipated to accommodate large vehicles, which will now be placed at appropriate parking spaces on the site. Further, trained and experienced attendants will be better able to maneuver the more precise stalls and aisles. In addition, Assessment of Circulation and Parking prepared for the project, examined the proposed aisle configurations assuming a "large sport utility vehicle", and found necessary maneuvers could be made, although tight in some cases. Therefore, the proposed dimensions are consistent with the BZA determination and will provide sufficient space to vehicles to maneuver in and out of the stalls and backup aisles.

Traffic, Circulation and Queuing

Due to the scope of the project, and since no new building floor area is proposed, it was determined that a full traffic study was not required for the project. An Assessment of Circulation and Parking (by Gibson Transportation Consulting, Inc., March 13, 2019) was prepared for the proposed Project (Attachment No. 7). The assessment analyzed the existing and future conditions, including access points, driveway widths, driveway lengths, transaction gate (security check-in) capacity, as well as known related factors, such as a "satellite parking lot" that made an additional 150 parking spaces available to the tenants of the subject site via a shuttle service to and from the satellite parking location (10000 Washington Boulevard). According to information from the applicant, the satellite lot and shuttle was scarcely used, with employees seeking parking in surrounding streets and simply arriving at the subject site and leaving it to the attendants to manage the surplus vehicles. As a result, parking attendants are already used on-site in order to manage the additional vehicles that cannot be accommodated in the existing striped spaces, often times parking these vehicles in tandem or within drive aisles in the "south lot". Further, on August 31, 2018, availability of the satellite lot was discontinued. Since many of these vehicles are accommodated through improvised parking, the proposed parking project seeks to better accommodate the existing parking demand, which will also reduce the amount of vehicle shuffling occurring on-site. Although many of the vehicles for which formal spaces are being created by the proposed project are already being accommodated on site, the assessment treats them as new vehicles entering the site, and results in a conservative assessment of the potential queuing and circulation conflicts. The assessment was reviewed and accepted by the City's Traffic Engineer.

The report indicates the transaction gate capacity is about 450 vehicles per hour, an existing on-site entry queuing lane measuring eighty-two (82) feet. A new secondary entry gate, located approximately 280 feet into the property will be provided as part of the project implementation, to provide a longer queuing driveway and, thus, better absorb the influx of vehicles during peak entry times. Through analysis of this added capacity

along with street capacity for inbound left- and right-turns, the assessment shows there is sufficient queuing capacity for the expected volume of vehicles entering the site. In addition, the assessment indicates that the proposed parking improvements will result in a reduction in use of street parking (e.g. Washington Boulevard and residential streets). In short, the study concluded the proposed Project would not create any impacts to traffic and street circulation.

The applicant inquired if the Washington Boulevard northerly curb lane could be used for project loading to address neighborhood complaints of on-site truck noise. In the interest of addressing existing community concerns, staff (Public Works and Planning Division) assessed this inquiry and determined street loading along Washington Boulevard would be allowed on a trial basis, with the possibility of becoming permanent through an annual permit if deemed appropriate by the Engineering Division of the Public Works Department, on the basis of circulation performance and absence of circulation conflicts along Washington Boulevard. The existing 100 foot wide public right-of-way, Washington Boulevard, has been deemed by the Engineering Division of the Public Works Department to be of adequate width to serve the site and the proposed project. The gutter, drainage devices, curb, sidewalk, and driveway approaches along the Project's street frontage are required to be removed and replaced in compliance with applicable standards, including American Public Works Association (APWA) and ADA standards. Street improvements will also include providing a temporary loading zone along Washington Boulevard as described further in the report.

Upon review of the subject assessment, City Engineering Division staff recommends, as a condition of approval, that no later than six months after completion of the Project and commencement of the project's operation, the applicant's traffic engineer submit to the City, a follow-up field review and assessment to determine if the additional vehicles can be accommodated in the westbound left-turn lane and the eastbound right-turn move without traffic backing out onto the Washington Boulevard through lanes. If the queues of traffic back out into the though lanes of Washington Boulevard, the applicant shall provide additional corrective measures as deemed necessary or appropriate by the City. Although parking intrusion is not expected to occur, the project is also conditioned, such that if residential permit parking is requested as a result of the site's tenants or visitors parking in the residential neighborhood streets, on the basis of the results of the follow-up field review, the applicant shall pay for the cost of two (2) parking permits per dwelling unit in said parking district for a period of three (3) years. As proposed and conditioned, the Project will not result in any traffic and circulation impacts.

Landscaping

As required by CCMC Section 17.310.020, the applicant must landscape all setback and open space areas not occupied by structures or devoted to driveways, walkways or patios. In addition, parking lot landscaping is also required. The existing buildings, parking and circulation areas, and other improvements, leave minimal opportunities for additional landscape. However, as part of the project, on-site landscaping will be increased and designed to improve buffering between the subject site and surrounding residential properties. For example, existing landscape in the "south lot" is minimal, and does not conform to the Zoning Code landscape requirements. As part of the reconfiguration of that surface parking lot area to tandem parking, a new five (5) foot wide minimum planter will be provided along the entire perimeter of this parking area, providing a landscape buffer between the parking area and the surrounding residential properties, where currently there is no buffer. This planter will incorporate numerous trees (e.g. Australian Willow), spaced approximately twelve (12) to sixteen (16) feet on center, resulting in approximately fifty-eight (58) total trees in the "south lot" area, as well as drought tolerant grasses and shrubs. The existing planter along the southerly property line abutting the residential property on the westerly side of Charles Avenue, is required to be replanted, and will include approximately eight (8) trees.

In addition, staff requested that the applicant analyze possible methods for creating a landscape planter along the southerly perimeter of the "north lot", where no landscape currently exists between the subject site and the abutting residential property. Three (3) alternative were derived, and after consideration of the advantages and drawbacks of each, staff determined the best option is to stripe the stalls in this surface parking area as

angled stalls with a one-way aisle; thereby making room to accommodate a saw-tooth planter measuring a minimum of 4'-3" in width and up to seven (7) feet in width, as well as a new perimeter wall (Attachment No. 9). By incorporating the planter, the proposed landscape can be extended in this area, providing an improved buffer from the abutting property, as well as enhanced visual screening of the stacker screening structure from the southerly properties and Charles Avenue. Staff recommends that the implementation of this stall layout with new landscape planter and wall be required as a condition of approval.

During discussions with the applicant, and in response to feedback from neighbors, staff indicated the perimeter planters should include plantings of a species that would provide a thick and dense spread, in order to screen the visibility of the site and proposed ground level stacker structures and further buffer existing and possible future sounds on the site. Staff considers that the plantings proposed along the perimeter abutting the residential neighborhood may not fully achieve these desired objectives. Therefore, staff recommends that the Project be conditioned to supplement the proposed plantings within these planters, as deemed appropriate to achieve these objectives, in consultation with the City's Landscape Architect. In addition, as a look-back condition, the applicant shall be required to continue discussions regarding landscape with the property owner at 4055 Charles Avenue, and provide planting as necessary to address any remaining deficiencies.

No changes are proposed to the public street landscape. Preliminary landscape information is included in the preliminary development plans made part of this report (Attachment No. 5), and complete final landscape and irrigation plans will be required as part of the building permit submittal process. All final landscaping will be required to be drought tolerant and to enhance the buffer between the site and surrounding residential, and the street view aesthetics from streets abutting the site to the south.

Lighting

Project lighting will include standard exterior lighting for security and safety. New lighting poles and perimeter wall mounted fixtures are proposed in the "south lot", where all existing light poles will be removed. New lighting will include motion sensors and shields, and comprise of LED or other high efficiency lighting systems to implement sustainability goals. In addition, wall mounted fixtures are proposed on the stacker screen structures along the façades facing the corresponding drive aisles. Lighting poles and wall-mounted fixtures will be kept at a minimal height in order to minimize the potential light spill and glare onto surrounding properties and/or public rights-of-way. Surrounding perimeter walls and plantings will further serve to minimize the potential for light spill. All on-site exterior lighting fixtures will be designed and located to ensure the light produced is not excessively bright and does not shine onto or create glare on adjoining properties, as required by the Zoning Code (CCMC Section 17.300.040 - Outdoor Lighting). The conditions of approval require that a final lighting plan be submitted for review and approval by staff prior to building permit issuance, in order to ensure fixtures are appropriately placed and that there will be no light spill beyond the property lines. The lighting standards have been added to the condition of approval.

Noise

The project site abuts residential uses along the southerly property lines, as well as along portions of the westerly and easterly property lines, which can be sensitive to noise generated by the Project. As indicated in the Environmental Noise Impact Study prepared for the Project (by Acoustical Engineering Services, Inc, March 2019), potential noise sources include operational activities from the parking stackers. The analysis included measurements of existing noise levels at various locations on and surrounding the site, including in close proximity to existing sensitive receptors. The study also explained the regulatory framework, including Municipal Code standards and policies and objectives of the General Plan Noise Element, which specifies exterior noise standards for various uses. For residential and commercial uses, the Noise Element sets an exterior standard of 65 CNEL (Community Noise Equivalent Level). Noise data for an existing parking stacker facility, which does not have the noise attenuating design features of the proposed project, was used in the noise projections within the study; this results in a conservative projection of potential noise changes by the project. Some of the noise attenuating features includes the screening material lining, as well as a foam

material at the bottom of the stacker to buffer the sound from the lift meeting the ground. As indicated in the study, the projected noise increase would be minimal and no more than 2.2 dBA at the nearest sensitive receptor, and will not exceed the CNEL threshold indicated in the City's Noise Element. Therefore, there are no significant impacts related to noise, and no mitigation measures are required.

In order to ensure the project performs as anticipated once it is in operation, the study proposes a noise monitoring program, which is incorporated as a look-back condition of approval. The program would serve as post-construction verification, and would require taking noise measurements before and after stacker operation implementation, generating a report to identify if the stacker operations exceed the projected noise levels, and coordinating with City staff to identify and implement additional design features that will result in acceptable noise levels based on City standards if the projected levels are exceeded.

Project Phasing

Staff is recommending, as a condition of approval, that the project be required to be implemented in two (2) phases. If approved, all proposed components would be allowed to move forward as part of the first phase, with the exception of the two-level stacker proposed along the southerly exterior edge of the parking structure which may potentially impact area residents to the south. If no issues or conflicts are identified after a six (6) month assessment period, the applicant would be allowed to move forward with the remaining work, as a second phase, through an administrative approval.

In addition to this, staff also considered potential noise generated by the operations activities of the attendants, including management of the surface tandem parking in the "south lot". Although this was not identified as a potential source for noise impacts, it was determined based on community input regarding existing conditions, that the final parking operations plan must include operational standards and procedures that serve to minimize noise, such as prohibiting radio communication between attendants, restricting operating hours for stackers (8:00 am to 5:00 pm), phasing of vehicle removal from surface lot to move away from residential as evening approaches, etc. In terms of construction noise, the Project will comply with all standard conditions of approval related to construction. This includes use of noise dampening mechanisms, equipment mufflers, etc.; no construction related noise nuisances will occur as long as the City's standard construction practices are implemented. Construction activities will be temporary in nature and the allowable days/hours will be limited further than specified by the CCMC through the conditions of approval. Staff has also worked with the applicant and neighbors to improve existing noise conditions unrelated to the project, such as loading activities as discussed below. As a result, with implementation of the project design features and compliance with the conditions of approval, the potential project impacts related to noise and vibration will be less than significant.

Loading and Refuse Operations

The site has an existing on-site loading area at the rear of the easterly building, which is buffered by an existing sound wall. No physical modifications are proposed to the existing on-site loading area. However, in order to address existing community concerns with noise from loading activities, the project will be required to implement an operational change on a trial basis, which would become permanent if deemed appropriate by the Engineering Division of the Public Works Department. This operational change would entail creating a loading zone along Washington Boulevard, to the east of the entry driveway. During the trial period, the Engineering Division will assess the operations and identify any deficiencies that may need to be corrected, or any potential conflicts with other street circulation activities. At the end of the trial period, the Engineering Division will make a determination as to whether the street loading zone and activities may continue with an annual permit.

The existing refuse and recycling facilities, including the trash compactor, will be maintained at the rear of the easterly building, and operations will continue as currently implemented. The Applicant will be required to submit a refuse management plan to the Environmental Programs and Operations (EPO) Division of the Public Works Department to show compliance with current state and local regulations regarding refuse

management and recycling.

Sustainability and Mobility

In order to accommodate alternative transportation and current technology, the project is proposed to incorporate electric vehicle (EV) charging infrastructure with fifty-two (52) stalls. This will be included as condition of approval. The proposed parking stacker facility promotes environmentally friendly principles by reducing the amount of space dedicated to parking, as well as reducing emissions from idling and circulation typical in traditional parking lots and structures. The stackers also provide a good interim, sustainable parking solution capable of being removed as parking demand diminishes.

The Project is situated near bicycle lanes on Elenda Street, and is near Culver City Bus Line No. 1 Washington Boulevard and No. 7 along Culver Boulevard. In order to capitalize on this existing infrastructure and be consistent with the City's goals of promoting alternative transit and mobility, the Project will also include twenty-three (23) new bicycle parking spaces in compliance with current Zoning Code requirements.

PUBLIC OUTREACH

As part of the project review process, three (3) community meetings were held, including one (1) on Thursday, December 7, 2017 during the Preliminary Project Review (PPR) phase, and two (2) additional meetings on Thursday, June 14, 2018 and Tuesday, November 27, 2018, during the application review phase. The applicant sent invitations two weeks before each meeting to property owners and occupants within a 500 foot radius and extended area from the site, inviting interested persons to learn about the development project, provide comments and feedback, as well as to share any concerns regarding the proposed Project.

Community Meeting 1 - December 7, 2017, 6:30 pm (Culver City Julian Dixon Library, 11 attendees)
Topics of discussion

- Noise from parking stackers; indication of preference to eliminate stackers south of the existing sound wall
- Design and location of parking stackers and associated screening; indication of preference to blend screening into existing buildings/improvements
- Traffic on Washington Boulevard
- Existing parking, noise, and lighting issues
- Vehicle emissions
- Future floor are expansion for new parking capacity
- Construction timeline
- Stacker operations (e.g. hours, technology, etc.)

Community Meeting 2 - June 14, 2018, 6:30 pm (Culver City Julian Dixon Library, 12 attendees)
Topics of discussion

- Noise from parking stackers, proximity to residential; indication of preference to eliminate the stacker location along the exterior southerly edge of the parking structure
- Traffic
- Lighting, landscape, and screening
- Construction timeline
- Vehicle emissions
- Existing conditions (e.g. parking, loading, noise, lighting, etc.)
- Parking operations (e.g. stacker hours, attendants, self-park vs. drop-off, technology, etc.)
- Expansion of use as a result of vehicle parking capacity increase
- Concerns regarding existing and future traffic/circulation and parking conditions

Community Meeting 3 - November 27, 2018, 6:00 pm (Notification Boundary: 500 feet and extended area, Helms Bakery Meeting Room, 10 attendees)
Topics of discussion

- Overview of project evolution and changes made since initial community meeting
- Noise from stackers
- Proximity and buffers from residential (e.g. landscape, perimeter walls/fencing)
- Need for stackers along exterior southerly edge of parking structure
- Future tenants
- Property management, operations (including special events, etc.)

The Community Meetings provided a valuable source of input to the applicant and City staff with regard to the proposed parking operations. In the initial meeting, community members expressed concerns regarding noise, potential traffic, neighborhood parking, auto emissions, design, and parking operations, including complaints regarding existing parking conditions and there was general opposition to the project. In the second meeting, community members continued to express similar questions and concerns, and there was general opposition to the project particularly in connection with the four-level parking stackers along the exterior southerly edge of the parking structure. As a result, the applicant refined the plans with staff assistance to address community concerns. During the final meeting, there was less opposition expressed at the meeting with the proposed revisions, but still some concerns with the remaining two-level stacker along the exterior southerly edge of the parking structure. Some of the changes and refinements that were made as a result of community consultation include the following.

- Change in location of two-level stacker from parking area south of the existing sound wall to the area north of the sound wall, further away from residential uses
- Reduction of originally proposed four-level stacker at southerly edge of parking structure to a two-level stacker, to address potential effects to residential uses
- Change from hydraulic lift mechanism to fully electric mechanism, which has quieter operation
- Commitment to limit the hours of operation of the stackers
- Proposal to upgrade existing lighting fixtures, including those unaffected by the project, to improve existing conditions
- Commitment to explore ways to reduce existing noise related to on-site loading activities

Based upon the community input, staff also recommends implementation of the following:

- Phasing of the parking stacker installation, such that the two-level stackers abutting the exterior southerly perimeter of the parking structure are implemented as a second phase, after the operations of the first phase is assessed and operations are deemed acceptable
- Angled parking along the southern aisles of the “north lot” to provide a new landscape planter along the southerly perimeter
- Incorporation of additional screening plantings throughout the surface lot areas
- Look-back condition to improve landscape buffering between the site and the southerly abutting residential property on Charles Avenue
- Incorporation of various parking management practices into the final parking operations plan
- Coordination that will move parking activities away from the surrounding residential properties during times of higher noise sensitivity
- Requirement to maintain attendants on-site 24 hours
- Limitation on radio communications between attendants
- Time restrictions on stacker operations to locate stacked parking first at the highest locations in the garage and/or to move parking from these locations by 5:00 pm.
- Coordination to upgrade and/or replace fencing at two (2) residential properties abutting the southerly property line on Charles Avenue
- Coordination to relocate loading activities to the street to reduce existing operational noise

Comments Received During Public Comment Period

As of the writing of this report, staff has received one public comment, via email, on the proposed Project, in response to the public notification for the public hearing. This comment indicated that writer was amenable to supporting the project as long as the stackers were not going to be seen from the street view and not create "more urban ugliness".

CONCLUSION/SUMMARY

The Site has been in operation as a media production facility for decades with the current tenant occupying the site for the last 15 years. Located among a mix of residential and non-residential uses, including a school, faith-based facilities, and other general office and retail uses along Washington Boulevard, the site is uniquely zoned and shaped relative to surrounding properties. The proposed project improvements are primarily located towards the rear areas of the site, and will result in a minimal changes along Washington Boulevard. The proposed project is aimed at improving the existing parking operations and to diminish any existing spill over parking and noise conflicts. The project will enhance the existing landscape conditions to buffer abutting residential properties. The parking stackers and associated screening have been designed with appropriate setbacks, complementary building materials, and incorporate design features to diminish potential noise impacts. The Project provides adequate access and circulation, and various design and operational features to improve on-site circulations and address various neighborhood complaints about current conditions. Therefore, based on the proposed preliminary development plans (Attachment No. 5), the recommended conditions of approval, and staff recommended modifications, the Project will be compatible with the surrounding neighborhood, and consistent with the Culver City General Plan and the requirements of the Zoning Ordinance. Staff believes the findings for Conditional Use Permit, P2018-0071-CUP, and Administrative Use Permit, P2018-0071-AUP, can be made as outlined in Resolution No. 2019-P004 (Attachment No. 1).

ENVIRONMENTAL DETERMINATION

Pursuant to the California Environmental Quality Act (CEQA) Guidelines, initial review of the project by staff established that there are no potentially significant adverse impacts on the environment and the proposed project has been determined to be a Class 1 and Class 3 Categorical Exemption as "Existing Facilities" (Section 15301) and "Construction or Conversion of Small Structures" (Section 15303) project. Specifically, as outlined herein, the project involves negligible or no expansion of an existing use and consists of the construction of a limited number of new small structures to house parking stackers, totaling no more than 10,000 square feet within an urbanized area. Therefore, the project is categorically exempt pursuant to the above noted CEQA sections.

ALTERNATIVE OPTIONS:

The following alternative actions may be considered by the Planning Commission:

1. Approve the proposed project with the recommended conditions of approval if the applications are deemed to meet the required findings.

2. Approve the proposed project with additional and/or different conditions of approval, if deemed necessary to meet the required findings and mitigate any new project impacts identified at the meeting.

3. Disapprove the proposed project if the applications do not meet the required findings.

ATTACHMENTS:

1. Draft Resolution No. 2019-P004 with Exhibit A: Conditions of Approval
2. Zoning Code Interpretation, ZCI 18-01, by Board of Zoning Adjustment
3. Vicinity Map
4. Project Summary
5. Preliminary Development Plans
6. Preliminary Parking Operations Plan
7. Assessment of Circulation and Parking for Parking Improvement Project, March 2019 (Gibson Transportation Consulting, Inc)
8. Environmental Noise Impact Study, March 2019 (Acoustical Engineering Services, Inc.)
9. Recommended “north lot” Reconfiguration

MOTION

That the Planning Commission:

1. Adopt a Class1 and Class 3 Categorical Exemption for this project, pursuant to CEQA Section 15301 - Existing Facilities and Section 15303 - New Construction or Conversion of Small Structures, finding there are no potentially significant adverse impacts on the environment, and

2. Approve Conditional Use Permit, P2019-0071-CUP, and Administrative Use Permit, P2019-0071-AUP, subject to the Conditions of Approval as stated in Resolution No. 2019-P004