



# City of Culver City

## Staff Report

File #: 15-810, Version: 2

Item #: A-1.

**CC - (1) Discussion of Release of a Request for Proposals (RFP) for Consultant Services to Conduct Studies and Prepare Recommendations for R-1 Neighborhood Development Standards to Address the Development of Larger Single Family Homes; and (2) Provide Direction to the City Manager as Deemed Appropriate.**

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**Fiscal Impact:** Yes  No

**General Fund:** Yes  No

**Public Hearing:**

**Action Item:**

**Attachments:** Yes  No

**Commission Action Required:** Yes  No  **Date:**

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (05/17/16) (05/20/16); Ongoing Topics - Planning and Zoning "Mansionization" (05/17/16) (05/20/16)

**Department Approval:** Sol Blumenfeld, Director of Community Development (05/11/16)

### **RECOMMENDATION:**

Staff recommends the City Council (1) discuss the release of the proposed Request for Proposals (RFP) for consultant services to conduct studies and prepare recommendations for R-1 development standards for one single family residential neighborhood to address the development of larger single family homes; and (2) provide direction to the City Manager as deemed appropriate.

### **BACKGROUND/DISCUSSION:**

At the City Council meeting of January 4, 2016, the City Council adopted Ordinance No. 2016-001, approving Zoning Code Amendment, P-2015-0103-ZCA, which became effective on February 3, 2016 (Ordinance). During deliberations on the Ordinance, the City Council directed staff to research and prepare a report on the use of consultant services to prepare zoning code amendments related to R-1 development standards to address unique neighborhood conditions. At the City Council meeting of February 22, 2016, staff provided the City Council with information on what other local jurisdictions have done to address concerns regarding mansionization on a neighborhood specific

basis.

Staff conducted research on the methods and measures other cities have used or are currently using to address mansionization. As noted in the attached table (Attachment No. 1), many of these cities have adopted or are studying similar measures to those that Culver City recently adopted. These measures include reduced FAR, lot coverage, setbacks, second floor stepbacks, basements, height, driveway placement and garages, balconies and other similar measures. The table also identifies those cities that hired a consultant to prepare mansionization studies.

In summary, the cities of Beverly Hills and West Hollywood both used consultants to conduct their studies. The cost of the consultant study for Beverly Hills was \$148,000, and the study took approximately 12 months to complete and adopt code changes. The cost of the consultant study for West Hollywood was \$163,000 and the study took approximately 12 months to complete and adopt code changes and design guidelines.

Staff has prepared a Draft RFP (Attachment No. 2) for consultant services to conduct studies and make recommendations for R-1 zone development standards for one single family residential neighborhood to address the impacts of the development of larger single family homes that may have the potential to dramatically alter the character of the neighborhood, and negatively impact privacy and overall quality of life. Potential methods to address the impacts of larger single-family homes could include additional and/or modified R1 zone development standards, design guidelines, and/or the establishment of overlay zones with specific development standards for specific R1 neighborhoods.

The scope of work outlined in the RFP includes the following:

- Background Review and Goals
- Community Engagement
- Existing Conditions Analysis
- Identify and Prioritize Options
- Draft Report
- Public Review- Planning Commission and Council Review
- Final Document - Additional and/or modified R1 zone development standards, design guidelines, and/or the establishment of overlay zones with specific development standards for specific R1 neighborhoods.

The Preliminary Project Schedule contained in the RFP is as follows:

**SECTION IV - PRELIMINARY PROJECT SCHEDULE**

June 2, 2016	RFP Released
June 12, 2016	RFP Questions Due
July 1, 2016	RFP Submissions Due
July 2016	Consultant Interviews
July 2016	Consultant Selection and Contracting
August 2016	Project Kick-off
August -November 2016	Community Engagement

December 2016  
January 2017  
February 2017

Draft Documents  
Planning Commission Review  
City Council Review and Adoption

### **FISCAL IMPACT**

Based upon the experiences of the cities of Beverly Hills and West Hollywood, staff estimates the costs for a consultant to prepare development standards in R-1 neighborhoods may range up to \$163,000, depending upon the scope of work. There will be additional costs related to Planning Division and City Attorney's Office staff time to review draft documents and prepare necessary ordinance(s) for consideration by the Planning Commission and the City Council.

### **ATTACHMENTS**

1. Summary Table of Other Cities' Single Family Dwellings Zoning Studies
2. Draft Request for Proposals for Consultant Services

### **RECOMMENDED MOTION(S)**

That the City Council:

1. Discuss the release of a Request for Proposals for consultant services to conduct studies and prepare recommendations for R-1 development standards for one single family residential neighborhood to address the development of larger single family homes; and
2. Provide direction to the City Manager as deemed appropriate.