



City of Culver City

Mike Balkman Council
Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report Details (With Text)

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On agenda: 8/23/2023 **Final action:** 8/23/2023
Title: PC - ACTION ITEM: (1) Discussion of Draft Written Report to City Council Regarding Workplans; and (2) Authorize Transmittal to City Council.

Sponsors:

Indexes:

Code sections:

Attachments: 1. CC Policy 3002_Commisssons, Boards and Committees_05-10-2021 (1).pdf

Date	Ver.	Action By	Action	Result
8/23/2023	1	PLANNING COMMISSION		

PC - ACTION ITEM: (1) Discussion of Draft Written Report to City Council Regarding Workplans; and (2) Authorize Transmittal to City Council.

Meeting Date: August 23, 2023

Contact Person/Dept: Susan Herbertson, Senior Planner
Ruth Martin Del Campo, Secretary to the Planning Commission

Phone Number: (310) 253-5710

Fiscal Impact: Yes ☐ No ☒ **General Fund:** Yes ☐ No ☒

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** ☒

City Council Action Item: Yes ☒ No ☐ **Date:** (August 28, 2023 - Consent Item)

Public Notification: (Email) Meetings and Agendas - Planning Commission (08/18/2023);

Department Approval: Mark E. Muenzer, Planning & Development Director (08/10/2023)

RECOMMENDATION

Staff recommends that the Planning Commission (1) discuss Planning Commission's Biannual Report to the City Council, including accomplishments during the period of January through June 2023, and updates on the upcoming work plan; and (2) authorize staff to transmit a memorandum to the City Council.

BACKGROUND

The Culver City Charter provides the City Council of Culver City with the authority, by ordinance, to establish and abolish Commissions, Boards or Committees as it may determine, from time to time, to be necessary for the effective and efficient governance of the City. The Culver City Municipal Code (CCMC) Section 3.03.005 establishes the Planning Commission and Section 3.05.400 establishes the Commission's powers and duties as the following:

- A. After a public hearing thereon, recommend to the City Council the adoption, amendment or repeal of the General Plan, or any part thereof, for the physical development of the City.
- B. Exercise such control over zoning, land subdivisions and building as is granted to it by the City Council and by the laws of the State of California;
- C. Make recommendations concerning proposed public works and for the clearance and rebuilding of blighted or substandard areas within the City and public improvement in general;
- D. Upon the direction of the City Council, issue Orders to Show Cause why use permits, exceptions or variances granted should not be revoked for violation and to hold necessary hearings, transmitting findings and recommendations to City Council. A person aggrieved by the action of the Commission may appeal to the City Council by filing a notice of appeal in accordance with the appeal procedures and within the time limits set forth in [Chapter 17.640 <https://codelibrary.amlegal.com/codes/culvercity/latest/culvercity_ca/0-0-0-58276>](https://codelibrary.amlegal.com/codes/culvercity/latest/culvercity_ca/0-0-0-58276) of this Code; and
- E. Perform such other duties, not inconsistent with the City Charter or this Code, as may be prescribed by ordinance, resolution, City Council Policy or other City Council action.

Zoning Code Section 17.600.15 includes in the Commission's duties and functions listed above, the following:

- (1) The review and final decision on development projects and related environmental documents; and
- (2) The recommendations, to the Council for final decision, on Development Agreements, General Plan Amendments, Specific Plans, Zoning Map/Code Amendments, and other applicable environmental documents, policy, or ordinance matters related to the City's planning process; and
- (3) That functions listed above shall be performed in compliance with 17.500.010 (Authority for Land Use and Zoning Decisions), Table 5-1 (Review Authority) and the California Environmental Quality Act (CEQA).

City of Culver City Council Policy Statement Policy Number 3002 was issued and took effect on May 10, 2021, by Resolution No. 2021-R040 to provide general guidelines for the City's Commissions, Boards and Committees (CBC), as well as to representatives appointed to outside agencies and boards. In Section VI. Commission, Board and Committee Interaction with City Council, the policy requires that "*Periodically, but not less than biannually, each CBC shall submit to the City Council a written report on their respective activities.*"

ANALYSIS/DISCUSSION

The analysis below summarizes the Planning Commission's accomplishments during the first half of the 2023 calendar year and provides a list of anticipated activities for the second half of the 2023 calendar year. The activities listed below as the 2023 work plan were extracted from the Planning and Development FY 2023/2024 Budget work plan approved by the City Council in May 2023.

January - June 2023 Accomplishments

- Planning Commission Approvals:
 1. 4464 Sepulveda Blvd. - TPM 83986 (SB 35 Mixed-use project)
- Recommendations to City Council:

None to date.
- Zoning Code Amendments
 1. Zoning Code Clean Up - Amended various sections to clarify and ensure consistency.
 2. (Residential Use) Accessory Dwelling Units - Amended to allow ADUs city-wide and revise the maximum number of ADUs permitted on a lot.

July - December 2023 Work Plan

- Projects (Official applications have been submitted)
 1. 4233 East Boulevard - TPM (4-unit condo development) (Meeting Date - TBD)
 2. 10510 Culver Boulevard - SPR (3-story, 51,584 square foot office building) (TBD)
 3. 8960-8966 Washington Boulevard - SPR (4-story, 75,184 square foot office building) (Meeting Date - Tentatively Scheduled for September 27, 2023)
 4. 13431-13463 Washington Boulevard - CUP Modification (Costco fueling station relocation and expansion) (TBD)
 5. 5840 Uplander Way - CUP (Preschool/Kindergarten School) (TBD)
 6. 10808-10860 Culver Boulevard - Wende Conformance Review Phase 3 (TBD)
- Potential Projects (Applications submitted for Preliminary Project Review)
 1. 5700 Hannum Avenue - Comprehensive Plan, Zoning Map Amendment, General Plan Map Amendment, DOBI (330-unit mixed use development)
 2. 9401-9449 Jefferson Boulevard - Zoning Map Amendment, General Plan Map Amendment (4-story, 250,000 square foot media production site)
 3. 3556 Helms Avenue - TPM (Airspace units to create 2 condo units)
 4. 3845 College Avenue - TPM (Airspace units to create 4 condo units)
 5. 5813-5825 Washington Boulevard - SPR, AUP, TUP (3-story 42,900 square foot office building with rooftop wireless telecommunications facility)
 6. 4319 Sepulveda Boulevard - SPR, DOBI (21-unit 5-story mixed use project and 3,197 square feet of commercial retail)
 7. 5880 Adams Boulevard - SPR (2nd story addition of 22,399 square feet to create 2-story 46,400 square foot office building)
 8. 3949 Tilden - ASPR/TTM (5-Unit Airspace condo)
- Recommendations to City Council
 1. General Plan Update (In progress- *Advanced Planning Division lead*)
- Zoning Code Amendments
 1. Streamlining of Residential Developments - Objective Design Standards (In progress - TBD for September 2023 Meeting)
 2. Comprehensive Zoning Code Update - To enact the General Plan Land Use Designations (In progress - Advanced Planning Division lead)
 3. Density and Other Bonus Incentives Amendment (In progress - Outreach kick off Aug. 2023)
 4. Wireless Facilities (Start date - TBD)
 5. Sign Ordinance (Start date - TBD)
- Municipal Code Amendments

6. Chapter 15.10 Subdivisions (Start date - TBD)
7. Chapter 7.05.005 TDM Ordinance Update - (In progress - Collaboration with Public Works and Transportation Departments - Transportation Department lead)
8. Chapter 15.06.300 Residential Parkland In Lieu Fee (Start date - TBD)
9. User Fee Update (In progress - Interdepartmental effort - Finance Department lead)

ATTACHMENTS

1. City of Culver City Council Policy Statement Policy Number 3002

MOTION

That the Planning Commission:

1. Discuss the workplan report, and
2. Authorize transmittal to the City Council.