

MEMBERS OF THE PUBLIC MAY PARTICIPATE BEFORE THE MEETING by emailing HistoricPreservationCommission@TorranceCA.Gov and write "Public Comment" in the subject line. In the body of the email include the item number and/or title of the item with your comments. All comments emailed by 2:00 p.m. on the date of the meeting will be included as a "Supplemental" and uploaded to <https://www.torranceca.gov/government/city-clerk/commissions-and-advisory-boards/historic-preservation-commission/agendas-minutes/-folder-5167>.

Comments received after 2:00 p.m. will be uploaded the following day to the previously noted web address.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]

The Historic Preservation Commission is an advisory body to the City Council that meets on the third Thursday of each month at 6:30 P.M.. All meetings are open to the public. Speakers are asked to complete a "Speaker Information" card (available at the meeting) and deposit it in the box at the podium. No new items will be discussed after 11:00 p.m. If there are items remaining, they will be heard at the next regular meeting.

Actions of the Community Development Director or Planning Commission may be appealed by the applicant, City Council, City Manager, or other interested parties by filing a written notice of appeal along with the required appeal fee with the City Clerk within 15 days of the action.

Staff reports are attached to the agenda and available for review online. Questions or concerns may be directed to Commission Liaison, Planning Manager Gregg Lodan, at 310.618.5990. Agendas and Minutes are posted on the City of Torrance Home page www.TorranceCA.gov.

**TORRANCE HISTORIC PRESERVATION COMMISSION AGENDA
WEST ANNEX COMMISSION MEETING ROOM CITY HALL
3031 TORRANCE BOULEVARD
TORRANCE CA 90503
THURSDAY, MAY 18, 2023
REGULAR MEETING
6:30 PM**

HISTORIC PRESERVATION COMMISSION MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA

1. CALL MEETING TO ORDER

ROLL CALL: Commission Members: G. Higginbotham, M. Higginbotham, Kartsonis, O'Donnell, Trivelli, and Chairman Weideman

2. FLAG SALUTE

3. REPORT OF THE STAFF ON THE POSTING OF THE AGENDA The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Friday, May 12, 2023.

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS #1 (Limited to a 15 minute period)

This portion of the meeting is reserved for comment on items not on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment, but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 1 minute per speaker.

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Councilmember from the Consent Calendar and considered separately.

6A. Approval of Minutes: April 20, 2023

7. ADMINISTRATIVE MATTERS

7A. Discussion of the City Yard Open House, Historic Preservation Outreach

8. PUBLIC HEARINGS - NONE

9. COMMISSION ORAL COMMUNICATIONS

10. ADJOURNMENT

10A. Adjournment of Historic Preservation Commission Meeting to Thursday, June 15, 2023, at 6:30 p.m.

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE HISTORIC PRESERVATION COMMISSION AGENDA**

1. CALL MEETING TO ORDER

The Torrance Historic Preservation Commission convened in a regular session at 6:32 p.m. on Thursday, April 20, 2023, in the West Annex Meeting Room.

ROLL CALL

Present: Commissioners G. Higginbotham, Kartsonis, O'Donnell, and Chair Weideman.

Absent: Commissioners M. Higginbotham and Trivelli.

Also Present: Community Development Manager Gregg Lodan, Senior Planning Associate Carolyn Chun, and Community Development Assistant Riley Symons.

2. FLAG SALUTE

Chair Weideman led the Pledge of Allegiance.

3. REPORT OF THE STAFF ON THE POSTING OF THE AGENDA

Community Development Manager Lodan reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's Website on Friday, April 14, 2023.

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND / OR SUPPLEMENTAL ITEMS

Community Development Manager Lodan reported a Supplemental Item:

- Item 7A: Social Media Outreach Campaign, available for review.

5. ORAL COMMUNICATIONS

MOTION: Commissioner Kartsonis moved to excuse the absence of Commissioner M. Higginbotham. Commissioner G. Higginbotham seconded the motion; a roll call vote reflected 4-0 approval (Commissioners M. Higginbotham and Trivelli absent).

Chair Weideman stated that an excused absence was granted to Commissioner Trivelli at the previous Commission meeting.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: FEBRUARY 16, 2023 AND MARCH 16, 2023

MOTION: Commissioner O'Donnell moved to approve the February 16, 2023, and March 16, 2023, minutes. Commissioner G. Higginbotham seconded the motion; a roll call vote reflected 4-0 approval (Commissioners M. Higginbotham and Trivelli absent).

7. **ADMINISTRATIVE MATTERS**

7A. **DISCUSSION OF SOCIAL MEDIA OUTREACH CAMPAIGN FOR HISTORIC PRESERVATION MONTH**

Community Development Manager Lodan presented Item 7A:

- Staff contacted Supervising Producer and Writer at Torrance CitiCABLE, Jin Chun, to discuss celebrating Historic Preservation Month through a series of social media posts.
- Staff spoke with CitiCABLE regarding the Commission's comments on a link that can lead to the Historic Preservation Page, potentially guiding homeowners to landmark their property.
- Staff shared draft content with the Commission and requested comments to provide to Supervising Producer and Writer at Torrance CitiCABLE, Chun.

Members of the Commission spoke, providing input to staff.

Commissioner G. Higginbotham requested that Irving J. Gill be recognized for his accomplishments with the City Torrance. Community Development Manager Lodan acknowledged the request.

8. **PUBLIC HEARINGS**

None.

9. **COMMISSION AND STAFF ORAL COMMUNICATIONS**

Members of the Commission spoke.

10. **ADJOURNMENT**

MOTION: At 7:27 p.m., Commissioner O'Donnell moved to adjourn the meeting to Thursday, May 18, 2023, at 6:30 p.m. in the West Annex Meeting Room. Commissioner G. Higginbotham seconded the motion; a roll call vote reflected 4-0 approval (Commissioners M. Higginbotham and Trivelli absent).

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AGENDA ITEM NO. 7A

To: Historic Preservation Commission

From: Gregg Lodan, Planning Manager
Community Development Department (CDD)

Date: May 18, 2023

Subject: City Yard Open House, Historic Preservation Outreach

As part of the study conducted of the City's Historic Preservation Ordinance, staff and the Historic Preservation Commission (HPC) determined that the City Yard Open House (CYOH) could be an opportune "in person" event to formally promote the City's Historic Preservation Program. The CYOH is scheduled for Saturday June 10th from 10:00 am to 2:00 pm. This event is planned to be smaller than open houses of the past with no outside vendors; it is geared to be an open house highlighting the functions and services that the City provides. This will be a good fit for our purpose of spreading the word about the Historic Preservation Program. Staff has met with the organizers of the Open House to secure a space for a booth to promote Historic Preservation.

Staff would like to assess the number of Commissioners who would like to participate in order to develop a schedule. Due to space constraints, we are recommending that two commissioners staff the booth per shift. Depending on the number of interested Commissioners we can schedule two or three shifts. The commissioners will also be joined by staff members assisting at the booth. Commissioner shifts would begin at approximately 9:45 am and run to 2:00 pm. We are also confirming the parking location for the Commissioners.

Staff plans to prepare information boards that will be displayed which highlight the program; including the benefits of preservation, the ability to Landmark a home, and the Mills Act. Staff is also considering a survey to assess whether any of the City's prior outreach efforts have succeeded in spreading awareness of the program. (Attachment A)

A flyer has been prepared which promotes the concept of Landmarking a person's property which will be available for hand out at the Open House event. (Attachment B) Staff is sharing the DRAFT content for the Commission's awareness and discussion.

Respectfully submitted,



Gregg Lodan
Planning Manager

Attachment:

- A. Draft Survey Questions
- B. Flyer

Draft Historic Preservation Survey for City Yard Open House.

1. When did you learn about the City's Historic Preservation Program?
 - Learned about it today at the Open House
 - Learned about it prior to the Open House

2. Were you aware that May was Historic Preservation Month?
 - I am not aware that May was Historic Preservation Month
 - Learned about it from City Facebook/Instagram posts during May
 - Was aware of it prior to the open house

3. Did you know that a property owner can apply to designate their home as a Historic Landmark?
 - Learned that today at the Open House
 - Was aware of it prior to the Open House

4. Did you know that designated properties may still make improvements such as remodels, additions, adding ADU's or second units, and interior remodels?
 - Learned that today at the Open House
 - Was aware of it prior to the Open House

5. Are you aware that designated properties may be able to reduce their property taxes through the Mills Act Program with the savings allocated to repairs, restoration, or maintenance of the property?
 - Learned that today at the Open House
 - Was aware of it prior to the Open House

6. Are you aware that studies have shown that properties in designated Historic Districts have higher appreciation rates than similar homes outside Historic Districts?
 - Learned that today at the Open House
 - Was aware of that prior to the Open House

7. Are you interested in applying for Landmark status for your property?
 - Yes
 - No
 - Maybe

TORRANCE'S NEXT HISTORIC LANDMARK



Torrance Historic Landmark #1, The Higginbotham House on Arlington Avenue

Is your home
located in Old
Torrance?

Do you know it's
history?

Is it affiliated
with important
people or events
of the past?

Does it feature
design or
workmanship of
a bygone era?

Contact the Community Development Department about
applying to become the next Historic Landmark!

For more information, call (310) 618-5990, visit
www.TorranceCA.Gov/Historic or email CDDInfo@TorranceCA.Gov