

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the 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. Agendas, staff reports, and minutes are available for review on the City webpage at www.TorranceCA.gov/Historic-Preservation-Commission-Agendas-Minutes. For further information, contact the Planning Division of the Community Development Department at (310) 618-5990.

Written comments and handout material may be submitted via email to HistoricPreservationCommission@TorranceCA.Gov. Comments must include in the subject line "Public Comment" and the record number and project address. Comments must be pertinent to the agenda item and must not include personal remarks. All personal signatures, personal addresses, personal telephone numbers and personal email addresses must be omitted or will be redacted. Repetitive comments and/or duplicate copies of petitions and flyers are neither necessary nor helpful.

Comments that are submitted no later than 5:00pm on Tuesday one week before the meeting will be attached to the agenda item and posted on the City webpage. Comments that are submitted no later than 5:00pm on Wednesday the day before the meeting will be included as a supplemental agenda item and will be posted on the City webpage on the day of the meeting. Comments that are submitted after 5:00pm on Wednesday the day before the meeting will be filed with the public record.

**TORRANCE HISTORIC PRESERVATION COMMISSION AGENDA
WEST ANNEX COMMISSION MEETING ROOM CITY HALL
3031 TORRANCE BOULEVARD
TORRANCE CA 90503
THURSDAY, JUNE 19, 2025
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, Schwartz, Weideman, and Chair Trivelli

2. FLAG SALUTE: Commissioner Schwartz

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

The agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City of Torrance webpage on Thursday, June 12, 2025.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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 Commissioner from the Consent Calendar and considered separately.

6A. Approval of Minutes: May 15, 2025

7. ADMINISTRATIVE MATTERS -- NONE

8. PUBLIC HEARINGS

8A. Community Development – Conduct a Public Hearing to Consider Approval of HPC 25-00001: FRANCES MCCUTCHON

Recommendation of the Community Development Director that the Historic Preservation Commission Conduct a Public Hearing and Adopt a **RESOLUTION** for approval of a Historic Landmark Designation (HPC25-00001) for an existing single-family residence in R-1 Zone, Torrance Tract Overlay, at 1504 Acacia Avenue (APN 7355-010-018). This project is Categorically Exempt from CEQA per Guidelines Section 15331 – Historical Resource Restoration/Rehabilitation. (Res. No. 25-001)

9. COMMISSION ORAL COMMUNICATIONS

10. ADJOURNMENT

10A. Adjournment of Historic Preservation Commission Meeting to Thursday, August 21, 2025, at 6:30 p.m. in the West Annex Commission Meeting Room City Hall.



**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 6:31 p.m. on Thursday, May 15, 2025, in the West Annex Meeting Room 3031 Torrance Boulevard Torrance, CA 90503

ROLL CALL

Present: Commissioners G. Higginbotham, M. Higginbotham, Schwartz, Weideman, and Chair Trivelli.

Absent: None.

Also Present: Planning Manager Oscar Martinez, Senior Planning Associate Carolyn Chun, Planning Associate Kevin Joe, Planning Associate Adrian Perez, and Community Development Director Michelle Ramirez.

2. FLAG SALUTE

Commissioner M. Higginbotham led the Pledge of Allegiance.

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

Senior Planning Associate Chun reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's Website on Friday, May 9, 2025.

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

None.

5. ORAL COMMUNICATIONS

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: MARCH 20, 2025

MOTION: Commissioner Weideman moved to approve the March 20, 2025, minutes. Commissioner M. Higginbotham seconded the motion; a roll call vote reflected 5-0 approval.

7. ADMINISTRATIVE MATTERS

7A. MILLS ACT CONTRACT APPLICATION PROCESS AND REVIEW PROCEDURES

Recommendation of the Community Development Director that the Historic Preservation Commission:

1. Review and provide input on the Mills Act contract application process and review procedures; and
2. Forward to City Council to adopt a Resolution specifying the Mills Act application process and review procedures.

Planning Associate Joe presented Item 7A, a review of the Mills Act contract application.

Planning Associate Joe noted that the review process consisted of (4) phases: the application phase, Commission and City Council review, executing the Mills Act Contract, and ongoing monitoring of contract for compliance purposes.

Planning Associate Joe requested the Commission's feedback on the Mills Act Contract application process to forward to the City Council for consideration.

Community Development Director Ramirez addressed the Commission's concerns on fees, stating that if it's the will of the Commission, the Master Fee Schedule can be investigated by the contractor to see if fees can be reduced. Community Development Director Ramirez noted that the Master Fee Scheduled is reviewed either annually or bi-annually.

MOTION: Commissioner Weideman moved that the Commission forward the Mills Act contract application process and review procedures to City Council. Commissioner Schwartz seconded the motion; a roll call vote reflected 5-0 approval.

8. PUBLIC HEARINGS

None.

9. COMMISSION AND STAFF ORAL COMMUNICATIONS

Commissioners Weidman and Schwartz spoke.

Planning Associate Perez announced that the Mayor's Office recognized the Historic Preservation Commission for their historic conservation efforts and promotion of historical and cultural treasures; a certificate of recognition was presented to each Commissioner.

Senior Planning Associate Chun presented the Commission with historic preservation merch bags that will be provided to new Historic Preservation Commissioners and all Landmark Property Owners.

Planning Associate Perez stated that staff has been coordinating with the City Communications team with a social media strategy for Historic Preservation Month.

Planning Manager Martinez stated that staff kicked off efforts for expansion of historic preservation through commercial properties; staff is tentatively scheduled to interview vendors.

10. ADJOURNMENT

MOTION: At 7:39 p.m., Commissioner Weideman moved to adjourn the meeting to Thursday, June 19, 2025, at 6:30 p.m. in the West Annex Meeting Room. Commissioner M. Higginbotham seconded the motion; a roll call vote reflected 5-0 approval



DATE: June 19, 2025

TO: Members of the Historic Preservation Commission

FROM: Oscar Martinez, Planning Manager / OMartinez@TorranceCA.gov

BY: Adrian V. Perez, Planning Associate / APerez@TorranceCA.gov

SUBJECT: Community Development – Conduct a Public Hearing and Adopt a **RESOLUTION** for the approval of a Historic Landmark Designation (HPC25-00001) for an existing single-family residence in R-1 Zone, Torrance Tract Overlay, at 1504 Acacia Avenue (APN 7355-010-018).

RECOMMENDATION

Recommendation of the Community Development Director that the Historic Preservation Commission:

1. Conduct a public hearing; and
2. Adopt a **RESOLUTION** to approve a Historic Landmark Designation (HPC25-00001) for an existing single-family residence in the R-1 Zone, Torrance Tract Overlay, at 1504 Acacia Avenue (APN 7355-010-018); and
3. Determine a Categorical Exemption for the project in accordance with Guidelines for Implementation of the California Environmental Quality Act (CEQA); Section 15331 (Historical Resource Restoration/Rehabilitation).

DISCUSSION

The applicant, Frances McCutcheon, requests approval by the Historic Preservation Commission to approve a Historic Landmark Designation for an existing single-family residence on property located in the R-1 Zone, Torrance Tract Overlay, at 1504 Acacia Avenue (APN 7355-010-018).

Background

In 2011, the Torrance Historical Society, in collaboration with the City, performed a Historic Resources Survey of the original Torrance Tract through the use of volunteers from the community and under the guidance of a historic preservation architect. The Survey was to serve as the foundation for creating a Historic Preservation Program for the City and identified contributing structures that have historic significance. In 2017, the City Council adopted a Historic Preservation Ordinance, which established criteria and procedures for designating properties Historic Landmark and/or in a Historic District.

In order to grant a Landmark Designation, the Historic Preservation Commission shall find that the property maintains integrity in location, design, setting, materials, workmanship, feeling and association for the time period which it is significant and make one or more of the following significance findings:

- A) The property is associated with events that have made a significant contribution to the broad patterns of local regional, state, or national history, or the cultural heritage of the City, California, or the United States;
- B) The property is associated with an important person or persons who made a significant contribution to the history, development, and/or culture of the City, region, state or nation;
- C) The property embodies the distinctive characteristics of a type, period, style or method of construction;
- D) The property is representative of the work of a master;
- E) The property possesses high artistic or aesthetic values;
- F) The property has yielded or has the potential to yield information to the prehistory or history of the City, region, state or nation; or
- G) The property is among the last, best remaining examples of an architectural or historical type or specimen.

Analysis

The applicant is requesting approval of a Historic Landmark Designation for the residence located at 1504 Acacia Avenue. The subject property was identified as a Spanish Colonial Revival contributor in the Historic Resources Survey. The home was originally constructed in 1927. In 2008, a building permit was approved and allowed the construction of a 508 square foot addition to the rear of the existing dwelling and a 550 square foot two-car garage. The addition to the main dwelling and garage incorporates Spanish Colonial Revival architectural style of the original dwelling and enhances the existing dwelling.

In staff's judgment, the property satisfies the significant findings for criteria C and the structure, including the addition, maintains its integrity to convey its significance. The original 1927 Spanish Colonial Revival build consists of red tile roof, clay tile coping, recessed windows, gable vents, and smooth plaster finish that are well preserved. The street elevation of 1504 Acacia Avenue displays the cross gabled roof façade, the entryway courtyard with a live coast oak tree, circular entryway towers with hipped roofs, arched windows and doors, and the wrought iron decorative lighting provide a good example of the Spanish Colonial Revival design. The rear addition constructed in 2008 provides a continuation of the cohesive design to incorporate the existing and the newer Spanish Colonial Revival architecture.

Conclusion

In the judgment of staff, the property embodies the distinctive characteristics of the Spanish Colonial Revival architectural style. The integrity to convey its significance has been maintained and meets the necessary findings per Torrance Municipal Code Section 91.50.050.

Staff has prepared draft findings and conditions of approval for consideration by the Historic Preservation Commission that are listed in the attached Resolution (Attachment 1).

ATTACHMENTS

1. Resolution No. 25-001
2. Location and Zoning Map
3. Landmark Designation Supplemental Application

HISTORIC PRESERVATION COMMISSION RESOLUTION NO. 25-001

A RESOLUTION OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF TORRANCE, CALIFORNIA, APPROVING A HISTORIC LANDMARK DESIGNATION REQUEST AS PROVIDED FOR IN DIVISION 9, CHAPTER 1 ARTICLE 50 OF THE TORRANCE MUNICIPAL CODE FOR PROPERTY LOCATED IN THE R-1, TORRANCE TRACT OVERLAY ZONE AT 1504 ACACIA AVENUE.

HPC25-00001: FRANCES MCCUTCHON

WHEREAS, the Historic Preservation Commission of the City of Torrance conducted a public hearing on June 19, 2025, to consider a request (HPC25-00001) filed by Frances McCutchon to designate property located in the R-1, Torrance Tract Overlay Zone at 1504 Acacia Avenue a Historic Landmark; and

WHEREAS, due and legal publication of notice was given to owners of property in the vicinity thereof and due and legal hearings have been held, all in accordance with the provisions of Division 9, Chapter 1, Article 50 of the Torrance Municipal Code; and

WHEREAS, the Historic Preservation Commission by the following roll call vote APPROVED HPC25-00001:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

WHEREAS, the Historic Preservation Commission of the City of Torrance does hereby find and determine as follows:

- A) That the property for which this Landmark Designation is approved by the City of Torrance Historic Preservation Commission is located at 1504 Acacia Avenue;
- B) That the property is located on Lot 16 of Block 56 of the Torrance Tract (Assessor Parcel No. 7355-010-018);
- C) That the landmark designation of the property located at 1504 Acacia Avenue is Categorically Exempt from the California Environmental Quality Act pursuant to Section 15331 – Historical Resource Restoration/Rehabilitation;
- D) That the subject property embodies the distinctive characteristics of a type, period, style, or method of construction; and

- E) That the property, in addition to having significance, maintains integrity in location, design, setting, materials, workmanship, feeling and association for the time period in which it is significant.

NOW, THEREFORE, BE IT RESOLVED that HPC25-00001, a request filed by Frances McCutcheon to designate property located in the R-1, Torrance Tract Overlay Zone at 1504 Acacia Avenue a Historic Landmark, on file in the Community Development Department of the City of Torrance, is hereby APPROVED, subject to the following condition:

1. That Historic Preservation Commission or Community Development Director review shall be required for proposed alterations, additions, rehabilitation, restoration, reconstruction, or partial demolition affecting the exterior of the historic landmark or the relocation or full demolition of the historic landmark.

Introduced, approved and adopted this 19th day of June 2025.

Chair, Torrance Historic Preservation Commission

ATTEST:

Secretary, Historic Preservation Commission

STATE OF CALIFORNIA)
COUNTY OR LOS ANGELES) ss
CITY OF TORRANCE)

I, OSCAR MARTINEZ, Secretary to the Historic Preservation Commission of the City of Torrance, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the Historic Preservation Commission of the City of Torrance at a regular meeting of said Commission held on the 19th day of June 2025, by the following roll call vote:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

ABSTAIN: COMMISSIONERS:

Secretary, Torrance Historic Preservation Commission





LOCATION AND ZONING MAP

HPC25-00001
1504 ACACIA AVENUE



LEGEND

-  Notification Area
-  1504 Acacia Ave





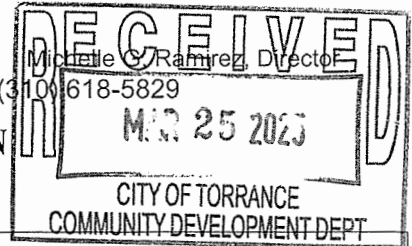
City of Torrance, Community Development Department

3031 Torrance Blvd., Torrance, CA 90503, Phone (310) 618-5990 Fax (310) 618-5829

Michelle C. Ramirez, Director

HISTORIC PRESERVATION COMMISSION

APPLICATION HPC 25 - 00001



Landmark Designation Supplemental Application

STREET ADDRESS OF PROPERTY: 1504 ACACIA TORRANCE CA 90501 ASSESSOR PARCEL NUMBER:

PROPERTY OWNER		APPLICANT	
PRINT NAME	<u>FRANCES MCCUTCHON</u>	PRINT NAME	<u>SAME</u>
ADDRESS (NUMBER, STREET)	<u>1504 ACACIA</u>	ADDRESS (NUMBER, STREET)	
ADDRESS (CITY, STATE & ZIP CODE)	<u>TORRANCE CA 90501</u>	ADDRESS (CITY, STATE & ZIP CODE)	
TELEPHONE NUMBER	<u>805-403-4761</u>	TELEPHONE NUMBER	
EMAIL	<u>fmcutchon@gmail.com</u>	EMAIL	
SIGNATURE	<u>Frances McCutcheon</u>	SIGNATURE	

Significance TMC Section 91.50.050 (a) (check all that apply)

- Property is associated with events that have made a significant contribution to the broad patterns of local, regional, state or national history, or the cultural heritage of the City, California or the United States.
- Property is associated with an important person or persons who made a significant contribution to the history, development, and/or culture of the City, region, state, or nation.
- Property embodies the distinctive characteristics of a type, period, style, or method of construction.
- Property is representative of the work of a master.
- Property possesses high artistic or aesthetic values.
- Property has yielded or has the potential to yield information important to the prehistory or history of the City, region, state, or nation.
- Property is among the last, best remaining examples of an architectural or historical type or specimen.

Describe how the property meets each of the selected significance criteria (attach additional sheets if necessary):

see attached sheets

Integrity TMC Section 91.50.050 (b) Integrity is defined by seven aspects: location, design, setting, materials, workmanship, feeling and association. A property or area need not possess all seven aspects, but must retain enough to convey the reason for its significance. How has the property/structure maintained integrity for the time period in which it is significant? (attach additional sheets if necessary)

see attached 2 sheets

Application for Landmark Status
1504 Acacia Avenue
Torrance, CA
Integrity TMC Section 91.50.050 (b)

Location - The place where the historic property was constructed.

1504 Acacia is located in the Olmsted District of Old Town Torrance. This is documented in the City of Torrance Historic Research Summary (see pg. 6 attached), and on the Los Angeles County Assessor site (see below).

Los Angeles County Assessor Portal 7355-010-018

Summary

AIN: 7355-010-018

Situs Address: 1504 ACACIA AVE TORRANCE CA 90501-2419

Use Type: Single Family Residence
Parcel Type: Regular Fee Parcel
Tax Rate Area: 09340

Parcel Status: ACTIVE
Create Date:
Delete Date:
Tax Status: CURRENT
Year Defaulted:
Exemption: None

Building (0101) & Land Overview

Use Code: 0100	# of Units: 1	Year Built: 1927
Design Type: 0130	Beds/Baths: 3/2	Effective Year: 1977
Quality Class: 0265C	Building SqFt: 2,047	Land SqFt: 5,600

Parcel Map / Map Index

	2025 Roll Preparation	2024 Current Roll	RC	Year	20
Land	\$ 612,938	\$ 600,920	T	2015	\$
Improvements	\$ 300,457	\$ 294,566	T	2015	\$
Total	\$ 913,395	\$ 895,486			\$

Assessor's Responsible Division

District: South District Office	South District Office	Phone (562) 256-1701
Region: 14	1401 E. Willow St	Toll Free 1 (888) 097-2111
Cluster: 14176 OLD TORRANCE SFR	Signal Hill, CA 90755	M-F 8:00 am to 5:00 pm

Design - The combination of elements that create the form, plans, space, structure and style of the property.

Built in 1927, 1504 Acacia is a single family Spanish Colonial Revival home, distinguished by thick white stucco walls, low pitched red clay tile roof, arched doorway and windows, and an exterior front courtyard.

In 2010, an addition was done, entirely in keeping with the existing architecture. Thick white stucco walls, small and high set windows, and stately columns maintain and enhance the existing house.

The rear courtyard is paved with Saltillo tiles, and decorative accent tiles from Mexico. Even the rear garage is entirely consistent with Spanish Colonial Revival architecture, again with white stucco, and small high set windows. The garage doors are wooden and paneled.

Setting - Addresses the physical environment of the historic property inclusive of the landscape and spatial relationships of the building(s).

On a 5,600 sq. ft. lot, the house is situated well back from the street, and is surrounded by California native plants.

Of particular interest is the stately California Oak, approximately 100 years old and with a trunk diameter of approximately 10 1/2 feet.

In keeping with most neighboring houses, there is a large magnolia tree in the front yard.

Materials - The physical elements that were combined or deposited during a particular period of time and in a particular pattern of configuration to form the historic property.

Typical of Spanish Colonial Revival architecture, the house has thick white stucco walls, low pitched red clay tile roof, heavy wood arched doorway, double hung windows with counterweights, and front and rear exterior courtyards with stucco walls. Wrought iron lantern graces the recessed front entry, as well as the rear courtyard.

Workmanship - The physical evidence of the crafts of a particular culture or people during any given period in history.

Built in 1927, it was originally owned by J. Woodburn, with JJ Keene as Contractor.

Permit 1536 was to build a 7 room stucco house for \$4,000.

Permit 1537 was to build a stucco garage for \$250.

Feeling - The property's expression of the aesthetic or historic sense of a particular period of time

The house embodies the Spanish Colonial Revival style of architecture, and is an important contributor to the aesthetics of Old Torrance.

Association - The direct link between an important historic event or person and a historic property.

Featured in the 2016 Tour of Homes, put on by the Torrance Historical Society, the house was built for Janet Woodburn, proprietor of Woodburn's Grocery located at 1801 Cabrillo Avenue (corner of Cabrillo Avenue and W. 218th Street).

1927 Torrance City Directory lists the telephone number for the grocery store as 175.

Woodburn's Grocery was at 1801 Cabrillo from 1923-1934, when it became Colburn Market.

The grocery store would have served the almost 7,000 residents (<https://www.torranceca.gov/our-city/about-torrance/1921-1930>).

Grocery stores were vital small businesses that served the daily needs of a growing population.

Submitted by:

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