

Pursuant to Assembly Bill 361 members of the Historic Preservation Commission and staff will participate in this meeting via teleconference or other electronic means.

**MEMBERS OF THE PUBLIC MAY VIEW AND PARTICIPATE IN THE HEARING** via Zoom at <https://zoom.us> or (669) 900-9128 and using the following credentials: Meeting ID: 846 5287 7439 Passcode: 959509

**PARTICIPATE BEFORE THE MEETING** by emailing [HistoricPreservationCommission@TorranceCA.Gov](mailto: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]

Direct questions or concerns to the Commission Liaison, Planning Manager Gregg Lodan at (310) 618-5990, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda. Agendas and Minutes are posted on the City of Torrance Home Page [www.TorranceCA.Gov](http://www.TorranceCA.Gov).

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. 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.

**TORRANCE HISTORIC PRESERVATION COMMISSION AGENDA  
FEBRUARY 17, 2022  
REGULAR MEETING  
6:30 P.M. VIA TELECONFERENCE OR OTHER ELECTRONIC MEANS**

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

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members: DeBlock, G. Higginbotham, M. Higginbotham, O'Donnell, Riggs, 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 Thursday, February 10, 2022.

**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. Your phone call to the Commission meeting will be recorded as part of the meeting. By staying on the line and making public comments during the meeting, you are agreeing to have your phone call recorded.*

**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. Approve Commission Minutes: January 20, 2022**

**7. ADMINISTRATIVE MATTERS**

**7A. Presentation of Training Opportunities / Webinars**

**7B. Discussion of Study Regarding Potential Historic Preservation Ordinance Changes**

**8. PUBLIC HEARINGS - NONE**

**9. COMMISSION ORAL COMMUNICATIONS**

**10. ADJOURNMENT**

- 10A.** Adjournment of Historic Preservation Commission Meeting to Thursday, March 17, 2022, at 6:30 p.m..

January 20, 2022

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

**1. CALL MEETING TO ORDER**

The Torrance Historic Preservation Commission convened in a regular session at 6:30 p.m. on Thursday, January 20, 2022, via teleconference.

**ROLL CALL**

Present: Commissioners DeBlock, G. Higginbotham, M. Higginbotham, O'Donnell, Riggs, Trivelli, Chairman Weideman.

Absent: None.

Also Present: Community Development Planning Manager Lodan and City Attorney Sullivan.

**2. FLAG SALUTE**

Commissioner Trivelli led the Pledge of Allegiance.

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

Community Development Planning Manager Lodan reported that the agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, January 13, 2022.

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

– None.

**5. ORAL COMMUNICATIONS**

– None.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: NOVEMBER 18, 2021 & DECEMBER 16, 2021**

**MOTION:** Commissioner DeBlock moved to approve the November 18, 2021 and December 16, 2021 Historical Preservation Commission meeting minutes as presented. Commissioner G. Higginbotham seconded the motion; a roll call vote reflected unanimous approval.

**7. ADMINISTRATIVE MATTERS**

**7A. PRESENTATION BY THE CITY ATTORNEY ON THE BROWN ACT / ETHICS / CONFLICT OF INTEREST**

City Attorney Sullivan gave a presentation on the Brown Act.

**7B. DISCUSSION OF STUDY REGARDING POTENTIAL HISTORIC PRESERVATION ORDINANCE CHANGES**

Community Development Planning Manager Lodan discussed potential changes in the Historic Preservation ordinance and enlisted the Commissions focus for study. The study would include examination of expanding the ordinance to include commercial properties or other parts of Torrance, examination of changing the 100% approval requirement for the formation of a historic district, request of a timeline of the overall process, and background information on state legislation regarding housing. Staff prepared a timeline on important parts of a land use study regarding the historic preservation ordinance. Public outreach meetings and/or surveys were suggested to connect with individuals directly to obtain knowledge; there are plans to have this take place in the first quarter of 2022. Based on the Commissions direction and results of outreach, staff can research the topics selected during the second quarter of 2022; during the late second quarter, drafting will begin with findings presented in the third quarter of 2022. After Commission approval, a final report would then be presented to the City Council.

Chairman Weideman stated that most of the Historical Preservation Commission are part of the Historical Society and OTNA and inquired about repeating decisions. City Attorney Sullivan stated, from the perspective of getting public input, it would be best until data is received and brought back to the Commission to discuss.

Commissioner M. Higginbotham spoke on research done on the historic preservation ordinance and suggested a focus on individuals who do not agree with historic preservation to find out what their concerns are and focus on education the ordinance provides. Community Development Planning Manager Lodan stated that based on staff's proposed timeline, an education component was not included as it was not the focus on this outreach, timeline is geared toward soliciting feedback from the public.

Commissioner Trivelli inquired why applications have had low submission rates and how they can be more accessible and desirable to owners of historic properties. Commissioner Trivelli inquired about properties not yet part of the district and if SB-9 could override rulings of what can be built or modified. Community Development Planning Manager Lodan responded that SB-9 states that if a property is already classified as historic (landmark or within a district), SB-9 would not be available to that property owner; if property has not been designated, and is a R-1 property, a property owner could take advantage of provisions of SB-9.

In response to Commissioner Riggs, Community Development Planning Manager Lodan stated that the state has taken away power from cities that has limited factors the Commission could previously control through SB9. Through public interaction, staff tries to steer the community to help reinforce the historic character of the area while still allowing owners to add ADU's or add on to their existing homes in a sensitive manner.

Commissioner DeBlock stated that the outreach could help the public become informed about the meetings which could drum up public interaction. Community Development Planning Manager Lodan stated that staff will craft the outreach.

Commissioner G. Higginbotham stated that the target market for outreach should be individuals who oppose the historic preservation ordinance.

Commissioner O'Donnell spoke about previous meetings not reaching a 100% agreement and suggested the approval rate be reconsidered; the outreach would be beneficial to inform residents about the benefits of being a historic district.

Commissioner G. Higginbotham spoke on the Olmstead Plan.

Commissioner Trivelli stated that the Olmstead Plan overview is listed under "Historic Context Statement" in binders provided to the Commissioners.

Community Development Planning Manager Lodan stated that an examination of potential educational / outreach efforts will be conducted by staff.

Chairman Weideman inquired if a brainstorming session could take place during the February meeting and suggested having an agenda open for further discussion; Community Development Planning Manager Lodan stated that the agenda could be left open for discussion as well as refining the timeline and study topics.

**8. PUBLIC HEARINGS**

– None.

**9. COMMISSION AND STAFF ORAL COMMUNICATIONS**

All commissioners agreed the 6:30 p.m. start time was fine.

**10. ADJOURNMENT**

**MOTION:** At 8:08 p.m., Commissioner Trivelli moved to adjourn the meeting to Thursday, February 17, 2022, at 6:30 p.m. via teleconference. Commissioner M. Higginbotham seconded the motion; a roll call vote reflected approval.

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**Agenda Item No. 7A**

**To:** Members of the Historic Preservation Commission  
**From:** Community Development Department  
**Date:** February 17, 2022  
**Subject:** Presentation of Training Opportunities / Webinars

At the January 2022 Commission Meeting, Chairman Weideman inquired about additional training opportunities for the Commissioners. With Covid, most opportunities are online. The training budget is limited, but there are free training opportunities available online. Staff has gathered a few of those opportunities below.

The California State Office of Historic Preservation (OHP) offers an in-person workshop series, but it has been put on hold due to Covid. They also offer publications (written material) such as the "[Law and Historic Preservation Commission: What every Member needs to know](#)". There are other resources such as the California Historical Resources Information System (CHRIS), and their Facebook and YouTube pages which are located at <https://www.facebook.com/calshpo> and <https://www.youtube.com/user/calshpo>. A few of the seminar topics include:

- [How Did We Get Here, Preservation History](#)
- [Basics of the Secretary of the Interior's Standards 1-10](#)
- [CEQA Basics](#)
- [Demystifying the Mills Act](#)
- [Why Save Historic Windows](#)
- [Preservation Law](#)
- [CEQA and Historic Resources: An Overview](#)

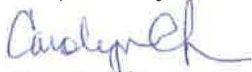
In 2014-2016, OHP partnered with the California Preservation Foundation (CPF) to present a series of free webinars on preservation topics most often asked about by constituents. These webinar can be found here at [http://ohp.parks.ca.gov/?page\\_id=28456](http://ohp.parks.ca.gov/?page_id=28456). Here are a few Webinar topics, you might be interested in, that came out of that collaboration.

- [A 10,000-foot View of the OHP: Introduction to the Office of Historic Preservation](#)
- [Getting to Know the CHRIS: Accessing the California Historical Resources Information System](#)
- [Historic Contexts: Purpose, Importance, and Process](#)
- [Making it Pay: Incentives for Local Governments](#)

The CPF annually hosts a conference, but no details for 2022 are available at this time. They offer webinar videos online and several training opportunities available on their Facebook Video and YouTube Channels located at [www.facebook.com/capreservation/videos](http://www.facebook.com/capreservation/videos) and [www.youtube.com/user/calpreservation](http://www.youtube.com/user/calpreservation).

As inperson training resumes and more online programs become available, if you become aware of an opportunity or if you are interested in a particular topic, please let staff know and we can explore.

Prepared by,



Carolyn Chun  
Senior Planning Associate

Respectfully Submitted,



Gregg Lodan, AICP  
Planning Manager

**Agenda Item No. 7B**

**To:** Members of the Historic Preservation Commission  
**From:** Community Development Department  
**Date:** February 17, 2022  
**Subject:** Discussion of Potential Changes to Historic Preservation Ordinance

At the January 20, 2022 Historic Preservation Commission (HPC) meeting, a discussion was held regarding the Council directive for staff to examine the Historic Preservation Ordinance to determine whether changes to the ordinance itself are recommended as a way to encourage more activity in the Historic Preservation Program.

The item included the following timeline in order to help the HPC envision the scope of the upcoming study.

**Ordinance Study Timeline**

First Quarter 2022:	Public Outreach
Early Second Quarter 2022:	Staff Research
Late Second Quarter 2022:	Draft Findings prepared and Presented to HPC
Third Quarter 2022:	Final Study prepared based on HPC comments
Third Quarter 2022:	Study Presented to City Council

Staff described the tasks to be performed in order to complete the study of the ordinance. As part of the process, staff noted the desire to conduct Public Outreach to determine where the ordinance may be lacking. The HPC mentioned their desire to review the outreach program and materials. As such, we have prepared the item before you tonight to provide greater detail on this portion of the study.

Staff envisions reaching out to the Board Members of the Torrance Historical Society and Old Torrance Neighborhood Association (OTNA) to propose a virtual group discussion with those organizations. (Much like has been done for the Downtown Revitalization Study and the Housing Element Update.) Staff would like to hear from the Board members their impression of the ordinance and any identify potential issues. Staff recommends that any Commissioner who is also a board member of either organization **not participate** in this discussion. The goal of staff is to discover any preliminary information regarding how the ordinance meets the needs of property owners in the Torrance Tract area. Input from the discussion may also help staff to refine the survey component of the public outreach.

The next step staff is proposing would be to distribute a survey via email to the general membership of the Torrance Historical Society and the OTNA. This will allow staff to ask

a broader audience specific questions about preservation and the City's historic preservation program. Staff can also gain insight by hosting the survey on the City's webpage and distributing it to the broader public via social media. Staff has provided a copy of the draft survey in Attachment #1.

Staff notes that public education concerning Historic Preservation was an important topic of discussion at the meeting of January 20, 2022. Staff does agree that continued public outreach and education will be important in furthering the goal of preservation. The Ordinance Study that is being prepared may result in updates to the ordinance, which should be completed prior to embarking on an outreach program. The effort will influence how staff in develops the material that will be included.

Staff recommends the Historic Preservation Commission provide input on the public outreach plan as well as the draft survey.

Respectfully submitted,



Gregg Lodan, AICP  
Planning Manager

Attachment #1: Draft Outreach Survey



**Draft Historic Preservation Outreach Survey**

1. Are you aware that the City of Torrance has a Historic Preservation Program?

Yes                  No

2. Did you know a property owner can apply to designate their home a Historic Landmark?

Yes                  No

3. Are you interested in obtaining Landmark status for your property?

Yes                  No                  Maybe, but need more info

4. Have you inquired about Historic Preservation at the City?

Yes                  No

5. Are you planning to submit an application for Landmark Status?

Yes                  No

6. Is there a reason you have not moved forward with an application?

Cost                  Processing Time                  Need for more information                  Other:

7. Are you aware that a group of property owners can apply to become a Historic District?

Yes                  No

8. Are you and your neighbors interested in Historic District status?

Yes, we all are interested      I am interested, but my neighbors are not

My neighbors are interested, I am not                      Unsure, we have not discussed it

9. Are you aware that designated properties may still make improvements such as remodels, additions, adding ADUs or second units, and upgrades to the interiors?

Yes                      No                      I would like to learn more

10. Are you aware that studies have shown that properties in designated Historic Districts have higher appreciation rates than similar homes outside Historic Districts?

Yes                      No                      I would like to learn more

11. Are you aware that designated properties may be able to reduce their property taxes through the Mills Act Program?

Yes                      No                      I would like to learn more

12. Is there anything else you would like to share with the City regarding the Historic Preservation Program?

(Open Response)