

In compliance with the Americans with Disabilities Act, if special assistance is needed 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 Environmental Quality and Energy Conservation Commission is an advisory body to the City Council that meets on the first Thursday of each month at 6:00 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/Environmental-Quality-Commission-Agendas-Minutes

Direct questions or concerns to the Commission Liaison at (310) 618-5912, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

Members of the public may provide comments related to any items on the meeting agenda. Oral comments are limited to one minute per speaker for items on the agenda and limited to one minute per speaker for items not on the agenda. Everyone interested in speaking on an agenda item will be heard at the meeting. Speakers are asked to come forward to the podium, speak clearly, and provide their name and address for the record. Meetings are audio recorded. If presenting handout material to the Environmental Commission, please provide 10 color copies to staff before speaking.

Written comments may be submitted via email to EnvironmentalCommission@torranceca.gov. Written comments may also be delivered by mail or submitted in-person to the Permit Center (Environmental Counter) in the Community Development Department located at the above referenced address, open 8:00am to 5:00pm, Monday through Thursday, open alternate Fridays. Comments must include in the subject line "Public Comment" and the record number. 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 Wednesday the day before the Environmental Commission meeting will be included as a supplemental agenda item and will be posted on the City webpage no later than 5:00pm on Thursday the day of the meeting. A copy of the supplemental agenda item will be available at the back of the Commission room. Comments that are submitted in writing after 5:00pm on Wednesday the day before the Environmental Commission meeting will be filed with the public record.

**TORRANCE ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION
REVISED COMMISSION AGENDA
APRIL 04, 2024
REGULAR MEETING
6:00 P.M. IN WEST ANNEX COMMISSION MEETING ROOM
AT 3031 TORRANCE BL.**

**ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION COMMISSION MAY
TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

- 1. CALL MEETING TO ORDER**
ROLL CALL: Commission members: Gunnar, Hill, Jendrucko, Love, Montoya, Seferian, and Chair Stecker
- 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 Blvd. and on the City's Website on Thursday, March 29, 2024.
- 4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**
- 5. ORAL COMMUNICATIONS (Limited up to a 15-minute period)**
This portion of the meeting is reserved for comments on items on the Consent Calendar or not on the agenda. Under the Ralph M. Brown Act, the Commission 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. **No longer than 1 minute per speaker.** If presenting handout material to Commission, please provide 10 copies to staff before speaking.*

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. Approve Commission Minutes: March 07, 2024

7. ADMINISTRATIVE MATTERS

7A. Presentation: Community Development Department, Code Enforcement Unit.

7B. Discussion: Draft City of Torrance Beautification Awards Program

8. PUBLIC HEARINGS

9. COMMISSION ORAL COMMUNICATIONS

10. ADJOURNMENT

10A. Adjournment of Environmental Quality and Energy Conservation Commission Meeting to Thursday, May 2, 2024, at 6:00 p.m. in the West Annex Commission Meeting Room.



**MINUTES OF REGULAR MEETING OF THE
TORRANCE ENVIRONMENTAL QUALITY
& ENERGY CONSERVATION COMMISSION**

1. CALL MEETING TO ORDER

The Torrance Environmental Quality and Energy Conservation Commission convened in a regular session at 7:01 p.m. on Thursday, March 7, 2024, in the West Annex Commission Meeting Room.

ROLL CALL

Present: Commissioners Gunnar, Hill, Jendrucko, Love, Montoya, Seferian, and Chair Stecker.

Absent: None.

Also Present: Staff Liaison Nora Duncan.

2. FLAG SALUTE

Commissioner Love led The Pledge of Allegiance.

Commissioner Seferian joined the meeting at 7:02 p.m.

Commissioner Jendrucko joined the meeting at 7:03 p.m.

3. REPORT OF STAFF ON THE POSTING OF THE AGENDA

Staff Liaison Duncan reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard on Thursday, February 29, 2024.

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

None.

5. ORAL COMMUNICATIONS

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: FEBRUARY 1, 2024

MOTION: Commissioner Love moved to approve the February 1, 2024, minutes. Commissioner Hill seconded the motion; a roll call vote reflected a 7-0 approval.

7. ADMINISTRATIVE MATTERS

7A. ACCEPT AND FILE BEAUTIFICATION AWARDS PROGRAM

Staff Liaison Duncan presented Item 8A and stated that the Beautification Awards Program will be brought back for the April 2024 Commission meeting; an update on the Climate Smart Awards was presented.

- Regarding the Climate Smart Awards, staff sent emails to the Chamber of Commerce and HOAs, staff reached out to City Cable and notices were placed on social media, and the awards were placed on the Community Development Department webpage.
- Award winners Kathleen Cole with Torrance Unified School District and Jim Montgomery will be featured in the annual report.
- Staff will invite representatives from Torrance Memorial to receive the Climate Smart Award during the scheduled April 2024 Commission meeting.

Commissioner Seferian inquired if there could be multiple winners in each category. Staff Liaison Duncan stated that she could investigate.

Commissioner Jendrucko suggested the following groups that could promote the Climate Smart Awards: Torrance Youth Council, Torrance Council of PTAs, and Torrance High School Activity Directors.

Commissioner Jendrucko presented a document to the Commission and staff with suggestions for the Climate Smart Award nomination page. Staff Liaison Duncan acknowledged the suggestion and stated that staff can review and if it needs to come back as an Agenda Item, it could.

Commissioner Seferian suggested going back to City Council to announce that the Climate Smart Award nominations are underway. Staff Liaison Duncan stated that she can reach out to the Community Development Director to see how to proceed.

MOTION: Commissioner Seferian moved to close public hearing. Commissioner Love seconded the motion; a roll call vote reflected a 7-0 approval.

MOTION: Commissioner Jendrucko moved to accept and file the update on the Climate Smart Awards. Commissioner Hill seconded the motion; a roll call vote reflected a 7-0 approval.

8. PUBLIC HEARINGS

None.

9. COMMISSION ORAL COMMUNICATIONS

Chair Stecker requested an update on a presentation from the Surf Riders Foundation. Staff Liaison Duncan replied that a presentation is on the horizon and noted that staff may also look into additional beach cleanup organizations for a future presentation.

Chair Stecker followed up on his request on an energy conservation discussion to be placed on the Agenda. Chair Stecker provided handouts to the Commission and staff regarding nationwide programs pertaining to city energy.

Commissioner Hill excused herself at 7:21 p.m. and returned at 7:25 p.m.

Commissioner Jendrucko stated that she would like to see energy conservation pursuits the city of Torrance is already doing. Staff Liaison Duncan stated that staff can investigate and look into the Strategic Plan once more.

Commissioner Love suggested to look into the Strategic Plan Dashboard to see if there are specific things that pertain to the Commission where staff can invite speakers to give a presentation.

Staff Liaison Duncan announced that Rock Around the Block will take place in July 2024, and stated that members of the Commission can volunteer to spread the word about the Climate Smart Awards or the Strategic Plan.

10. ADJOURNMENT

MOTION: At 7:26 p.m. Commissioner Seferian moved to adjourn the meeting to Thursday, April 4, 2024, at 6:00 p.m. Commissioner Love seconded the motion; a roll call vote reflected 7-0 approval.

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AGENDA ITEM NO. 7A

To: Members of the Environmental Quality and Energy Conservation Commission

FROM: Neighborhood Services

SUBJECT: Update on Neighborhood Services Division, Code Enforcement Unit

With the reorganization of the Community Development Department that was approved in 2023, the Environmental Division was merged into a newly created Neighborhood Services Division. This division consists of the City's Housing Office, Special Programs/Homelessness and Environmental/Code Enforcement. Prior to this reorganization, the City did not have a traditional Code Enforcement Unit.

At tonight's meeting, staff will provide an update to the Commission on the newly constituted Code Enforcement Unit including background on our Administrative Citation powers. We will also introduce some of the members of the Code Enforcement unit and provide a brief synopsis of some of the unit's recent successes with unlicensed street vendors, non-permitted Cannabis Dispensaries, and examples of the use of the Administrative Cite power.

Prepared by,



Nora Duncan
Senior Environmental Quality Officer

Respectfully Submitted,



Gregg Lodan
Neighborhood Services Manager

AGENDA ITEM NO. 7B

To: Members of the Environmental Quality and Energy Conservation Commission

FROM: Neighborhood Services

SUBJECT: Discussion of Draft City of Torrance Beautification Awards

On November 28, 2023, City Council directed the Community Development Department to develop a Beautification Awards Program (Program) that could be implemented to preserve and enhance the beautiful appearance of the residential neighborhoods in Torrance.

Tonight, staff is bringing forward the draft materials for the City of Torrance Beautification Awards. The intent of the Program is to focus on the beautification of neighborhoods and to honor property owners/residents for outstanding maintenance of their homes/properties.

As envisioned by staff, the City will accept nominations as submitted via the attached Nomination Form. Staff will sort the nominations via City Council District and prepare materials for the Torrance Environmental Quality and Energy Conservation Commission (TEQECC) to conduct judging. Depending on the number of nominations submitted, staff may elect to select finalists in order to facilitate timely judging. Judging criteria include curb appeal, pride of ownership, landscape design, structure maintenance, and contribution to the beautification of Torrance. There is also a Bonus category to allow for points for any features that may stand out such as sustainability, impressive décor, or other wow factors.

Award recipients will be selected with an overall first place in each City Council District. Up to three additional Honorable Mention Recipients will also be selected. The honorees will be announced by the TEQEC at a regularly scheduled meeting. Recipients will receive a certificate of recognition, a commemorative yard sign and a gift card to a local home improvement store.

We encourage the Commission to discuss the draft materials. Based on comments received from the Commission, staff anticipates presenting the final guidelines for the Program at the Commission's meeting date of April 4, 2024. Once the Program is finalized and approved by the Commission, it will then be presented to City Council for adoption.

Prepared by,



Nora Duncan
Senior Environmental Quality Officer

Respectfully Submitted,



Gregg Lodan
Neighborhood Services Manager

ATTACHMENTS: 1. DRAFT GUIDELINES

4/04/24
ENVIRONMENTAL COMMISSION
AGENDA ITEM 7B

2025 Torrance Beautification Awards

The City of Torrance community is known for taking great pride in their homes and outdoor spaces, each with their unique style. When residents care for their homes, it has a positive impact on the entire community. That's why we are proud to announce the Torrance Beautification Awards to celebrate our residents' efforts in maintaining and beautifying their homes and outdoor spaces. By recognizing these achievements, we hope to inspire and encourage even more beautification in the Torrance community.

Let's work together to make Torrance shine!

Nomination Process

Torrance residents are invited to nominate their own residences or their neighbors for the Torrance Beautification Awards. The nomination period runs from March 1 to March 31 of 2025.

Qualifications for nomination include:

- Residence must be located within the City of Torrance.
- Residence may be a single-family or multi-family property.
- One (1) nomination per submission form.
- Residence must be property permitted at the time of nomination with no code violations.
- Nominations must include 3 to 5 photos that clearly display the nominated residence's exterior and landscaping. These photos will be used by the judges to evaluate each nomination.
- Nominated residences should display pride of ownership through well-maintained and exceptional landscaping of their property.

Nomination Deadline

All nominations must be submitted by **5:00 pm on Monday, March 31, 2025**. Nominations are accepted via email submitted to CDDInfo@TorranceCA.gov or in person at the City of Torrance, Community Development Department, City Hall, 3031 Torrance Boulevard.

Selection Process

Nominations will be judged by the Torrance Environmental Quality and Energy Conservation Commission. Judges will evaluate nominations, selecting properties that demonstrate exceptional landscaping, exterior maintenance, and overall beauty.

Award Recipients

Award Recipients will be selected with an overall first place in each City Council District. Up to three additional Honorable Mention Recipients will also be selected. The honorees will be announced by the Torrance Environmental Quality and Energy Conservation Commission at their meeting in June 2025. Recipients will receive a certificate of recognition, a commemorative yard sign and a gift card to a local home improvement store.

For More information, Contact the Neighborhood Services Division of the Community Development Department at 310-618-5929 or via email at CDDInfo@TorranceCA.gov.

2025 CITY OF TORRANCE BEAUTIFICATION AWARD NOMINATION

The City of Torrance Beautification Award Program honors homeowners that take pride in the maintenance and beautification of their homes and outdoor spaces. To nominate a single family or multi-family property, please complete this form and submit it to the Community Development Department.

I hereby nominate the following location within Torrance for the 2025 Beautification Award:

ADDRESS

Please check one: Single Family Residential Multi-family Residential

Property owner contact information (if known):

Name: _____

Phone Number: _____ Email address: _____

Briefly describe how this property enhances or preserves the beauty of the City of Torrance:

Name of Person Submitting Nomination: _____

Phone Number: _____ E-mail Address: _____

PHOTOS

Please provide 3 to 5 photos of the nominated property. Please include a wide shot of the residence with as much landscaping as possible. These photos can be attached to printed nomination forms or emailed along with electronic submittals.

Thank you for your nomination!

City of Torrance Beautification Awards - Judging Guidelines

Nominations will be judged by the City of Torrance Environmental Quality and Energy Conservation Commission. Each Commission Member will review every nomination and complete one score sheet per entry. Staff will tally the scores and provide the top 5 highest scores from each district. Judging will be based on the photos provided with the nomination entry.

To be eligible for judging each property entry must meet the following requirements:

- Be self-nominated or be nominated by a community member.
- Have each section of the application questions filled out completely.
- Include 3 to 5 photographs that showcase the features of the residence.
- Be properly permitted with no code violations.

Score Sheet – 2025 Beautification Awards

Property Address: _____

Name of Judge: _____

Assign a score for each criterion:

Meets Criteria: up to 2 points; Exceeds Criteria: 3 to 4 points; Outstanding: 5 points

Criteria:	Points:
Overall Curb Appeal	
Pride of Ownership	
Attractive Landscape Design	
Well Maintained Structure	
Contributes to the Beautification of Torrance	
Bonus (Sustainability, Wow factor, Impressive Décor)	
Total Score (out of 30) :	