

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 8:00 a.m. to 5:00 p.m., 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 5:00 p.m. 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 5:00 p.m. 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 5:00 p.m. on Wednesday the day before the Environmental Commission meeting will be filed with the public record.

**TORRANCE ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION
COMMISSION AGENDA
OCTOBER 3, 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: Ahmed, Gunnar, Hill, Love, Seferian, Zhang and Chair Jendrucko
- 2. FLAG SALUTE:** Commissioner Gunnar
- 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's Website on Thursday, September 26, 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: September 5, 2024

7. ADMINISTRATIVE MATTERS

7A. Presentation- Climate Smart Award Recipient

7B. Discussion of Draft Beautification Award Guidelines

8. PUBLIC HEARINGS

9. COMMISSION ORAL COMMUNICATIONS

10. ADJOURNMENT

10A. Adjournment of Environmental Quality and Energy Conservation Commission Meeting to Thursday, November 7, 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 6:02 p.m. on Thursday, September 5, 2024, in the West Annex Commission Meeting Room.

ROLL CALL

Present: Commissioners Ahmed, Hill, Love, Seferian, and Chair Jendrucko.
Absent: Commissioners Gunnar, Seferian*, and Zhang.
Also Present: Senior Environmental Quality Officer Nora Duncan, Environmental Quality Officer Joe Zev, and Community Development Director Michelle Ramirez.

MOTION: Commissioner Love moved to excuse the absence of Commissioner Gunnar. Commissioner Hill seconded the motion; a roll call vote reflected a 4-0 approval (Commissioners Gunnar, Seferian, and Zhang absent).

2. FLAG SALUTE

Commissioner Ahmed led The Pledge of Allegiance.

3. REPORT OF STAFF ON THE POSTING OF THE AGENDA

Senior Environmental Quality Officer Duncan reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard on Thursday, August 29, 2024.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

None.

5. ORAL COMMUNICATIONS

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: AUGUST 1, 2024

MOTION: Commissioner Hill moved to approve the August 1, 2024 minutes. Commissioner Ahmed seconded the motion; a roll call vote reflected a 4-0 approval (Commissioners Gunnar, Seferian, and Zhang absent).

*Commissioner Seferian arrived at 6:06 p.m.

7. **ADMINISTRATIVE MATTERS**

7A. **PRESENTATION: COMMUNITY DEVELOPMENT DEPARTMENT – UPDATE TORRANCE AIRPORT NOISE ABATEMENT**

Senior Environmental Quality Officer Duncan presented Item 7A.

Senior Environmental Quality Officer Duncan stated that as part of the adoption of the new Torrance Municipal Code regarding aircraft training, the Community Development Department has hired an additional Environmental Quality Officer, Joe Zev. With assistance from Environmental Quality Officer Zev, staff will continue to monitor readings from CASPER (the airport noise system) and continue to provide enforcement of the codes, be liaisons to pilots, and educate citizens.

Senior Environmental Quality Officer Duncan stated that in Fiscal Year 2024 - 2025, there have been (2) Hearing Boards and that (6) more will occur. Senior Environmental Quality Officer Duncan clarified that the Hearing Boards are a result of pilot violations and are held for remediation purposes.

Members of the Commission spoke.

All questions posed by the Commission were addressed by Senior Environmental Quality Officer Duncan.

A member of the public spoke.

7B. **INTRODUCTION OF THE AGENDA CALENDAR OF THE THIRD AND FOURTH QUARTERS OF 2024 FOR THE ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION COMMISSION**

Senior Environmental Quality Officer Duncan presented Item 7B.

Senior Environmental Quality Officer Duncan provided the Agenda Calendar for the third and fourth quarters of 2024 that will include:

- Continuation of Climate Smart Awards presentations.
- Discussion and finalization of the Beautification Awards.
- Presentations from groups that work inside and outside the City.

Chair Jendrucko spoke.

8. **PUBLIC HEARINGS** – None.

9. **COMMISSION ORAL COMMUNICATIONS**

Commissioner Hill, Seferian, and Chair Jendrucko spoke.

Senior Environmental Quality Officer Duncan announced that a nomination was received for the Climate Smart Awards.

Chair Jendrucko stated that she would like to see the Climate Smart Awards as its own page on the City's website now that there have been previous recipients to showcase.

10. **ADJOURNMENT**

MOTION: At 6:32 p.m. Commissioner Seferian moved to adjourn the meeting to Thursday, October 3, 2024, at 6:00 p.m. Commissioner Ahmed seconded the motion; a roll call vote reflected a 5-0 approval (Commissioners Gunnar and Zhang absent).

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Subject to Approval

AGENDA ITEM NO. 7A

DATE: October 03, 2024
TO: Environmental Quality and Energy Conservation Commission
FROM: Neighborhood Services Division
SUBJECT: Present Torrance Climate Smart Award

RECOMMENDATION

Staff recommends that the Commission present the 2024 Climate Smart Youth award to Thomas Machian for his effort in outstanding stewardship of the environment.

DISCUSSION

At the Environmental Commission meeting of May 02, 2024, seven nominees for the Torrance Climate Smart Awards were reviewed by the Commission. The Commission voted to award all seven nominees in five different categories.

The goal of the Climate Smart awards is to highlight citizens, groups, businesses, and organizations in Torrance who demonstrate the importance of environmental stewardship.

The categories for the Climate Smart awards are shown below along with the criteria for each award.

- Climate Smart Energy: Outstanding achievements in clean energy, energy efficiency, demand reduction and reduced greenhouse gas emissions.
- Climate Smart Water: Achievements in water conservation through implementation, planting, and promotion of water conservation efforts.
- Climate Smart Youth: Torrance school aged youth, individuals, or groups, for outstanding leadership in climate change and building awareness and engagement of their peers, school, and community.
- Climate Smart Community: Individual members of the Torrance Community or a community group that provided outstanding support to the implementation and goals of the strategic plan pertaining to environmental stewardship.
- Climate Smart Business: Retail, commercial, industrial, and other businesses that demonstrate achievements in any areas of the award criteria or has received a recognized environmental certification, including but not limited to Clean Bay Restaurant or LEED.

CONCLUSION

It is the recommendation of staff that the Commission present Thomas Machian with the 2024 Climate Smart Youth award.

ATTACHMENT

1. Climate Smart Youth Award

STAFF CONTACT

Nora Duncan, Supervising Senior Environmental Quality Officer
NDuncan@TorranceCA.gov



*Torrance Environmental Quality and
Energy Conservation Commission*
TORRANCE CLIMATE SMART AWARD

awarded to

THOMAS MACHIAN

For Outstanding Stewardship of the Environment for Smart Youth

John Stecker, Commission Chairperson

5-29-24

Date

AGENDA ITEM NO. 7B

To: Environmental Quality and Energy Conservation Commission Members

FROM: Neighborhood Services Division

SUBJECT: Discussion of Draft Beautification Award Guidelines

RECOMMENDATION

Staff recommends that the Commission approve the Draft Beautification Award Guidelines and direct staff to forward to the City Council for their approval.

DISCUSSION

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

At the Commission's meeting of April 4, 2024, staff brought forward an initial draft of the Program guidelines. At that meeting, Commission Members discussed the proposed program and noted several areas of concern. These areas included potential confusion with the Climate Smart Awards, concerns that the timing of the awards could be limiting to property owners and concerns that the scoring criteria listed at "Bonus" on the original draft Program guidelines was too ambiguous. With these concerns in mind, staff has updated the draft Program guidelines, which is included as Attachment 1.

Staff continues to propose that the nomination period occur in the month of May, as many property owners will be completing spring improvement projects during this time. Staff also anticipates that a robust outreach campaign will assist in spreading the word about the Program. The outreach will include social media, Council announcements, and outreach to registered Torrance Homeowners Associations (HOAs). Further, staff have refined the draft Program guidelines to include two award categories: Landscape Beautification and Sustainable Landscape Design in order to highlight the Commission's focus on the Environment. The category of "Bonus" had been replaced by "Sustainability Design Features".

CONCLUSION

It is the recommendation of staff that Commission discuss and consider the Draft Beautification Awards Program Guidelines and direct staff to forward to the City Council for their approval.

ATTACHMENT

1. Draft Beautification Awards Guidelines

STAFF CONTACT

Nora Duncan, Sr. Environmental Quality Officer
NDuncan@TorranceCA.gov

2025 CITY OF TORRANCE
BEAUTIFICATION AWARDS

CITY OF TORRANCE



The City of Torrance 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 City of Torrance.

Let's work together to make Torrance shine!



#WHYTORRANCE



BEAUTIFICATION AWARDS

DRAFT

CITY OF TORRANCE

Award Categories

Landscape Beautification Award: This award will recognize homes that exhibit exceptional pride of ownership through well-maintained and exceptional landscaping of their property. This includes an attractive landscaping design of the front yard and parkway, a clean and well-maintained exterior, and overall good curb appeal.

Sustainable Landscape Beautification Award: This award will recognize homes that exhibit exceptional pride of ownership through the use of water conservation practices as part of their landscaping design. This includes the use of drought-tolerant or native plants, water-friendly irrigation systems, and energy-efficient or solar lighting.

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 properly 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 at their April 2025 meeting. Following the selection of the winners, honorees will then be acknowledged by the Torrance Environmental Quality and Energy Conservation Commission at their meeting in May 2025. Judges will evaluate nominations, selecting properties that demonstrate exceptional landscaping, exterior maintenance, and overall beauty.

Qualifications for Nomination Include:

Award Recipients will be selected with an overall first place for each award category in each City Council District. Up to three additional overall 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 May 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, please contact the Neighborhood Services Division of the Community Development Department at (310) 618-5929 or via email at CDDInfo@TorranceCA.gov noting "2025 Torrance Beautification Awards" in the subject line.

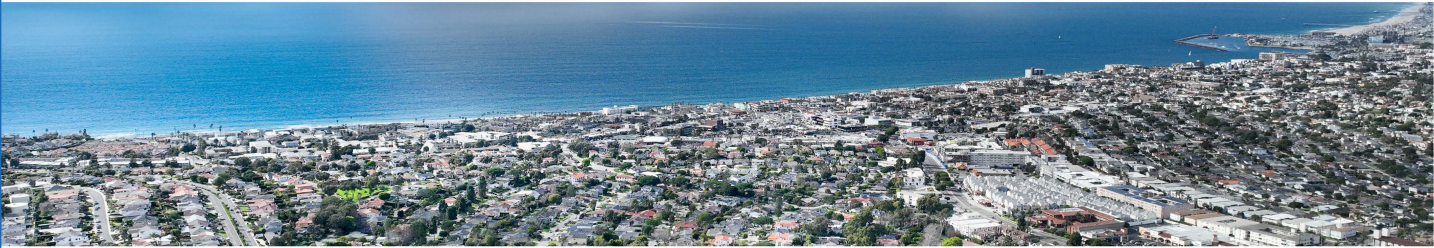
2025 CITY OF TORRANCE
BEAUTIFICATION AWARDS

NOMINATION FORM

The City of Torrance Beautification Award Program honors homeowners who 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.

DRAFT

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



Address

Please check one: Single Family Residential Multi-family Residential

Please check one: Landscape Beautification Sustainable Landscape Design

Select Residence District (See District Map Attached):

District 1 District 2 District 3 District 4 District 5 District 6

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: _____ **Email address:** _____

Photos

Each application must include 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!

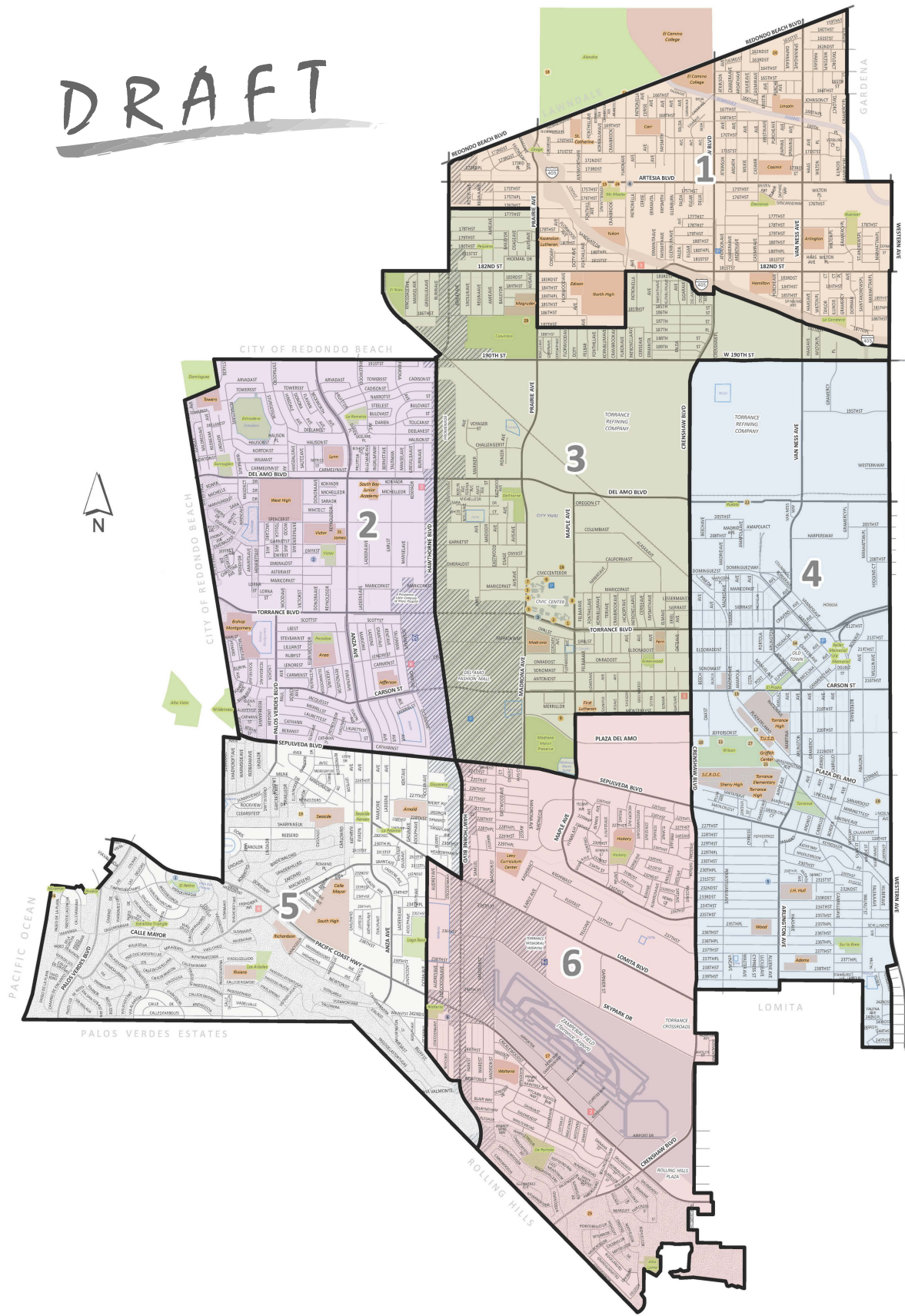
CITY OF TORRANCE

2025 CITY OF TORRANCE BEAUTIFICATION AWARDS

Council Districts Map

CITY OF TORRANCE

DRAFT



2025 CITY OF TORRANCE
BEAUTIFICATION AWARDS

CITY OF TORRANCE



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:

- 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

Award Category: Landscape Beautification Sustainable Landscape Design

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	
Sustainability Design Features	
Total Score (out of maximum 30)	

