

**MINUTES OF THE  
REDONDO BEACH PRESERVATION COMMISSION  
REGULAR MEETING  
MAY 1, 2013**

**CALL TO ORDER**

A regular meeting of the Preservation Commission was called to order at 7:05 p.m. at City Hall, 415 Diamond Street, by Chairperson Gibson.

**ROLL CALL**

Commissioners Present: Akyuz, Callahan, DeJernett, Penner-More, Chairperson Gibson

Commissioners Absent: Miller-Hack  
Alex Plascencia, Assistant Planner  
Margareet Wood, Recording Secretary

**SALUTE TO THE FLAG**

Commissioner Akyuz led the members in the salute to the flag.

**APPROVAL OF THE ORDER OF AGENDA**

Motion by Commissioner Callahan, seconded by Commissioner DeJernett, to approve the order of agenda. Motion carried unanimously.

**CONSENT CALENDAR**

- Approval of affidavit of posting for the May 1, 2013 Preservation Commission meeting agenda
- Approval of minutes of the November 7, 2012 Preservation Commission meeting
- Receive and file the April 16, 2013 Strategic Plan Update
- Receive and file written communications

**ORAL COMMUNICATIONS**

None.

Motion by Commissioner Callahan, seconded by Commissioner DeJernett, to approve the Consent Calendar. Motion carried unanimously.

**EXCLUDED CONSENT CALENDAR**

None.

**PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

None.

**EX PARTE COMMUNICATIONS**

None.

**PUBLIC HEARINGS**

None.

## **UNFINISHED BUSINESS**

### **Preservation Commission Nominations and Election of Chair and Secretary**

Chairperson Gibson welcomed Commissioner Penner-More to the Commission.

Commissioner Akyuz declared her intention not to run for office citing the reason that she did not want to create a conflict of interest by her potential work on the historic survey.

Chairperson Gibson advised that Commissioner Callahan's nomination for chairperson stands from the previous meeting in November 2012; and he called for additional nominations. No additional nominations were made.

Chairperson Gibson then opened nominations for the position of Secretary.

Commissioner Callahan nominated Commissioner DeJernett for the position of Secretary.

Commissioner Callahan was unanimously elected to the position of Chairperson.

Commissioner DeJernett was unanimously elected to the position of Secretary.

Chairperson Gibson said the new officers would assume their positions at the close of the meeting.

## **NEW BUSINESS**

### **Redondo Beach Preservation Ordinance: Related Laws and Practices**

Commissioner Akyuz provided information on the following topics and displayed website addresses for further research:

- Purpose of Ordinance
- Basis for Criteria
- 4.201 Designation Criteria
- Criteria Framework
- Basic Criteria
- State Criteria Framework
- Cultural Resources Management
- Federal Criteria Framework
- How Cultural Resources are Recorded – State Historical Resources Inventory
- Secretary of the Interior Standards

Commissioner Akyuz then displayed a sample State of California Department of Parks and Recreation Primary Record form, as well as a Location Map and Sanborn Map.

Planner Plascencia mentioned that the information is also available on the City website as part of the Preservation Commission agenda packet.

Commissioner DeJernett supported a requirement for Certificate of Appropriateness applicants to declare which type of preservation practice they intend to follow.

Planner Plascencia stated it is within the Commission's purview to request preservation plans for all projects and to request architects to specify what will be removed, repaired, maintained, or fixed.

Commissioner DeJernett said that Redondo Beach is the only South Bay city that administers Mills Act contracts, adding that some cities assign a historic building designation.

### **SUBCOMMITTEE REPORTS**

Chairperson Gibson read the existing subcommittee member rosters and invited Commissioner Penner-More to join any subcommittee without three members.

#### Education

Commissioner Callahan requested permission to recycle the outdated landmark booklets by distributing them to local third grade classrooms in the fall semester.

Commissioner DeJernett spoke in favor of a requirement for owners to provide restoration plans which would be approved and followed up on by Building and Safety personnel and the Preservation Commission.

Commissioner DeJernett reported that he learned from the City Attorney's office that inspections will not be required on historic property approvals made prior to the 2012 law. He reported that City staff is currently working on a related upcoming strategic plan item.

In response to Commissioner Akyuz, Planner Plascencia stated that the initial term for Mills Act contracts in Redondo Beach is ten years, with renewals occurring annually thereafter. He believed that only contracts in violation may be opened.

Commissioner DeJernett stated that according to the City Attorney's office, the City – not the homeowner – is required to perform historic property inspections.

Commissioner DeJernett reported that he also discussed Brown Act requirements with the City Attorney and was reminded that impromptu meetings of two or three members can be a violation depending upon the circumstance.

Planner Plascencia stressed the importance of not discussing future agenda items such as potential landmark properties.

Commissioner DeJernett reported that the proposed preservation ordinance modifications he presented to the City Attorney did not receive support.

Commissioner DeJernett stated that City staff will add requirements for inspections, sketches, and termite reports to the standard Mills Act Contract.

In response to Commissioner Akyuz, Planner Plascencia stated that Mills Act contracts are set and approved by City Council; and that Preservation Commission recommendations for additions will be considered. He suggested that recommendations could be prepared in July for the September strategic plan workshop.

Commissioner Akyuz requested an item on the next agenda to discuss proposed Mills Act contract additions.

Planner Plascencia planned to email the existing Mills Act contract to the members. He explained that Preservation Commission recommendations will be presented to City Council for consideration and that Planning and City Attorney staff will evaluate proposed changes. He said that Mills Act contracts vary by city.

#### Legislative

Commissioner Akyuz stated that the property at 1000 Esplanade was deemed a categorical exclusion, and she felt the property deserves an "A" rating.

#### Survey Update

Commissioner Akyuz recalled previous discussions about drafting college student volunteers to gather survey information and about her proposal to assist. She questioned the status of those discussions. Planner Plascencia recommended pursuing the topic at a subcommittee meeting.

Commissioner Callahan said she would like to see the letters to college professors go out.

Upon inquiry, Planner Plascencia stated that he was unsure whether the survey update was discussed at the last strategic planning workshop. He said it is possible for an item to be listed on the strategic plan without allocated funding. He said that staff support would need approval.

Chairperson Gibson recommended assembling a related recommendation in preparation for the next strategic planning workshop on September 12.

#### Historic District Formation:

Chairperson Gibson distributed a proposed list of properties for the Garnet Street Historic District. He recalled that a meeting in June 2011 generated much enthusiasm from residents, and he questioned the process for moving forward. He mentioned that the prior district application template is not available.

Commissioner Akyuz recommended assembling district and individual primary record forms and maps.

Chairperson Gibson mentioned that the application will ultimately be approved by Planning Department staff.

Commissioner Akyuz suggested adjusting the national register nomination form for local use. She offered to prepare the site records.

Commissioner DeJernett volunteered to distribute historic district information door to door on Garnet Street and Carnelian Street.

Chairperson Gibson suggested holding another information night in the district.

**COMMISSION ITEMS AND REFERRALS TO STAFF**

Chairperson Gibson reported that a recent historic preservation presentation by the Riviera Garden Club received much interest. He mentioned that the City of Torrance does not currently have a historic preservation ordinance.

**ITEMS FROM STAFF**

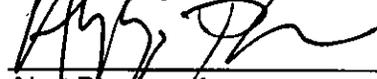
Planner Plascencia pointed out the list of Planning Commission projects contained in the agenda packet. He also announced that one Commissioner opening is available to attend the current California Preservation Foundation conference.

Planner Plascencia commended Chairperson Gibson for his ten years of public service, his excellent wisdom, and his superb knowledge.

**ADJOURNMENT**

Chairperson Gibson adjourned the meeting at 8:47 p.m. to the next regular meeting on July 3, 2013.

Respectfully submitted,



Alex Plascencia  
Assistant Planner